



Willows City Council Regular Meeting

July 23, 2019
Willows City Hall
7:00 p.m.

Agenda

201 North Lassen Street
Willows, CA 95988
(530) 934-7041

City Council
Gary Hansen, Mayor
Kerri Warren, Vice Mayor
Lawrence Mello, Council Member
Joe Flesher, Council Member
Larry Domenighini, Council Member

Interim City Manager
Wayne Peabody

City Clerk
Tara Rustenhoven

1. **CALL TO ORDER- 7:00 p.m.**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC COMMENT/WRITTEN COMMUNICATIONS**

a. **Public Comments:**

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless a majority consensus of the Council directs staff to place the item on a future agenda. Public is advised to limit discussion to one presentation per individual. While not required, please state your name and address for the record. (Oral communications will be limited to three minutes)

5. **CONSENT AGENDA**

Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Council Member requests, in which event the item will be removed from the consent agenda. It is recommended that the Council:

- a. Approval of general checking, payroll & direct deposit check registers 37011-37093, Z10030-Z10097, 38090-38163.
- b. Approval of minutes of the Regular City Council Meeting held on July 9, 2019.

Comments from the public are welcome. The Mayor will allow an opportunity for comments related to Public Hearings and each action item on the agenda. Please limit comments to three minutes per topic, and one comment per person per topic. Once comments conclude, please allow the Council the opportunity to continue its consideration of the item without interruption.

6. PUBLIC HEARING

- a. Conduct a public hearing and upon conclusion, consider the adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 5, 2019.

7. REGULAR BUSINESS AGENDA/ITEMS REQUIRING COUNCIL ACTION

- a. By motion, Approve the Contract Amendment Between the City of Willows and 3Core for Additional Administrative Services Associated with Grant No. 17-CDBG-12031 and Authorize the Interim City Manager to sign on the City's Behalf.
- b. By Discussion and Mayoral appointment for an Ad Hoc Sewer Enterprise Sub Committee and Select Two Members to Serve.

8. COUNCIL/ STAFF REPORTS/COMMENTS

- a. Staff Reports/Comments:
- b. Council Reports/Comments:

9. ADJOURNMENT

This agenda was posted on July 18, 2019



Tara Rustenhoven, City Clerk

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall or the Willows Public Library at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org.

In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider



CONSENT AGENDA



Period

6/15/2019 TO 7/17/2019

General Checking 37011 TO 37093

Payroll Direct Deposit Z10030 TO Z10097

Payroll Checks 38090 TO 38163 (GAP IN SEQUENCE)

APPROVAL DATE 7/23/2019

APPROVED _____

CITY OF WILLOWS
 Cash Disbursement Detail Report
 Check Listing for 06-19 Bank Account.: 1045

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
037011	06/26/19	4LE00	4LEAF INC	30105.70	.00	30105.70	J3693F	SOUTH WILLOWS INFRASTRUCT
037012	06/26/19	ATT01	A.T. & T.	1001.38	.00	1001.38	B90625	TELEPHONE EXP.5/19-6/18/1
037013	06/26/19	BAK06	BAKER & TAYLOR BOOKS	231.20	.00	231.20	257035	NEW PRINT MAT. LIBRARY
				66.34	.00	66.34	12569357	NEW PRINT MAT. LIBRARY
				204.21	.00	204.21	12569701	NEW PRINT MAT. LIBRARY
			Check Total.....	501.75	.00	501.75		
037014	06/26/19	CAL01	CALIFORNIA WATER SERVICE	2671.56	.00	2671.56	B90625	WATER EXPENSE 5/11-6/12/1
037015	06/26/19	CLE03	CLEARWAY ENERGY LLC	10879.79	.00	10879.79	171039	SOLAR ELECTRICITY MAY 201
037016	06/26/19	CRE01	CREATIVE COMPOSITION	177.39	.00	177.39	5319	TIMECARDS
037017	06/26/19	GLE09	GLENN CO. OFFICE OF EDUCA	20.00	.00	20.00	190617	LIVE SCAN
037018	06/26/19	GLE21	GLENN CO. SHERIFFS DEPT.	114629.16	.00	114629.16	102218-16	CONTRACTUAL LAW ENFORCEME
				114629.16	.00	114629.16	102218-17	CONTRACTUAL LAW ENFORCEME
			Check Total.....	229258.32	.00	229258.32		
037019	06/26/19	KNI03	KNIFE RIVER CONSTRUCTION	281084.10	.00	281084.10	B90625	SOUTH WILLOWS INFRASTRUCT
037020	06/26/19	LAR05	ANDRES LARA	61.72	.00	61.72	B90626	REPLACE CK#36473
037021	06/26/19	LIF01	LIFE ASSIST	996.00	.00	996.00	900571	MEDIC SUPPLIES
037022	06/26/19	LIN01	LINCOLN AQUATICS	1204.62	.00	1204.62	SN023591	POOL CHEMICALS
				920.19	.00	920.19	SNO24430	POOL CHEMICALS
			Check Total.....	2124.81	.00	2124.81		
037023	06/26/19	MAG01	CLAIR MAGHAN	175.00	.00	175.00	B90625	REIMBURSE LIFEGUARD TRAIN
037024	06/26/19	MAS01	MEGAN MASTERS	120.00	.00	120.00	B90624	REFUND SWIM LESSONS
037025	06/26/19	MAT01	MATSON & ISOM TECHNOLOGY	100.00	.00	100.00	69375	OFFSITE BACKUP JUNE 2019
037026	06/26/19	MIR01	MIRACLE PLAYSYSTEMS INC	299.59	.00	299.59	F20190571	SPRING
037027	06/26/19	MYR01	MYRECDEPT.COM	2340.00	.00	2340.00	32143898	MYREC SOFTWARE
037028	06/26/19	NEC00	NEC FINANCIAL SERVICES LL	711.16	.00	711.16	2218994	PHONE SYSTEM
037029	06/26/19	OFF05	OFFICE DEPOT, INC.	71.83	.00	71.83	43831001	OFFICE SUPPLIES
037030	06/26/19	OSC01	OSCAR'S	60.34	.00	60.34	075427	TEE SHIRTS
037031	06/26/19	PGE01	PG & E	11860.13	.00	11860.13	B90625	P.G. & E. 5/15-6/13/19
037032	06/26/19	RAI01	RAILPROS FIELD SERVICEINC	6700.00	.00	6700.00	CWC1906	SEWER LINE CONNECTION
037033	06/26/19	RAY03	RAY MORGAN COMPANY	63.28	.00	63.28	2577808	PROF. SERVICES GENERAL OF
037034	06/26/19	SAC08	SACRAMENTO VALLEY MIRROR	373.10	.00	373.10	16012	LEGAL AD BUDGET/WEED/PLAN
037035	06/26/19	WAL07	WAL-MART COMMUNITY	364.13	.00	364.13	B90625	JUNE STMT PER ATTACHED
037036	06/26/19	WEC01	WECO INDUSTRIES, INC.	212.34	.00	212.34	434071N	VALVE
037037	06/26/19	WIL17	WILLDAN	842.50	.00	842.50	2-21127	PLAN CHECK SERVICES THROU
				306.93	.00	306.93	2-21128	PLAN CHECK SERVICES THROU
				8202.00	.00	8202.00	00712822	CONTRACT PLANNING SERVICE
			Check Total.....	9351.43	.00	9351.43		
			Cash Account Total.....	591684.85	.00	591684.85		
			Total Disbursements.....	591684.85	.00	591684.85		
			Cash Account Total.....	.00	.00	.00		

REPORT.: Jun 27 19 Thursday
 RUN...: Jun 27 19 Time: 14:00
 Run By.: JANE COLLINS

CITY OF WILLOWS
 Cash Disbursement Detail Report
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 ID #: FY-DP
 CTL.: WIL

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
037038	06/27/19	SUN07	SUN LIFE FINANCIAL	2723.56	.00	2723.56	B90627	GAP PREMIUM JUNE 2019
037039	06/27/19	WIL17	WILLDAN	14143.00	.00	14143.00	712800	CONTRACT PLANNING SERVICE
Cash Account Total.....:				16866.56	.00	16866.56		
Total Disbursements.....:				16866.56	.00	16866.56		
Cash Account Total.....:				.00	.00	.00		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
037040	07/10/19	AIR00	AIRGAS NCN	93.17 94.24	.00 .00	93.17 94.24	084356299 089868528	OXYGEN OXYGEN
Check Total.....:				187.41	.00	187.41		
037041	07/10/19	AME02	AMERTPRIDE UNIFORM SVCS.	264.42 251.16	.00 .00	264.42 251.16	B90710 AB90710	JUNE STMT PER ATTACHED JUNE STMT PER ATTACHED FD
Check Total.....:				515.58	.00	515.58		
037042	07/10/19	BAK06	BAKER & TAYLOR BOOKS	97.31	.00	97.31	12581058	NEW PRINT MAT. LIBRARY
037043	07/10/19	CAL18	CALIFORNIA BUILDING STAND	137.70	.00	137.70	B90710	BSF APR-JUNE 2019
037044	07/10/19	CAL56	CALIFA GROUP	3992.10	.00	3992.10	1511	CENIC BROADBAND APR-JUNE
037045	07/10/19	COL07	JANE COLLINS	45.24	.00	45.24	B90710	MILEAGE JAN-JUNE 2019
037046	07/10/19	COM16	COMCAST CABLE	145.94	.00	145.94	B90710	ADMIN INTERNET 6/29-7/28/
037047	07/10/19	CUR01	L.N. CURTIS & SONS	69.71	.00	69.71	296623	LENS
037048	07/10/19	DEP01	DEPT. OF CONSERVATION	133.40	.00	133.40	B90710	SMIP APR-JUNE 2019
037049	07/10/19	FGL00	FGL ENVIRONMENTAL	22.00	.00	22.00	974105A	BACTI ANALYSIS
037050	07/10/19	GAN01	GANDY-STALEY OIL CO.	3116.22	.00	3116.22	B90710	JUNE STMT PER ATTACHED
037051	07/10/19	GLE42	GLENN COUNTY SOLID WASTE	37.80	.00	37.80	1106	MIXED WASTE
037052	07/10/19	GLE54	GLENN COUNTY BUILDING DEP	3585.90	.00	3585.90	19-4097	BUILDING INSPECTIONS APR-
037053	07/10/19	GON02	LEAH GONZALEZ	30.00	.00	30.00	B90710	SWIM LESSON REFUND
037054	07/10/19	HUN02	ROBERT W HUNT	10642.50	.00	10642.50	19-07	GENERAL LEGAL SERVICES TH
037055	07/10/19	INK01	THE INKWELL	102.75	.00	102.75	5930	PAPER
037056	07/10/19	ITF01	INDUSTRIAL TRUCK & FARM	49.80	.00	49.80	B90710	JUNE STMT PER ATTACHED
037057	07/10/19	KEL05	CHARLIE KELLEY	30.00	.00	30.00	B90710	SWIM LESSON REFUND
037058	07/10/19	LIF01	LIFE ASSIST	226.43 32.16	.00 .00	226.43 32.16	929156 929457	MEDIC SUPPLIES MEDIC SUPPLIES
Check Total.....:				258.59	.00	258.59		
037059	07/10/19	MJB01	MJB WELDING SUPPLY, INC.	38.00	.00	38.00	1255716	CYLINDER RENTAL
037060	07/10/19	MOR01	MORRISON	23685.75	.00	23685.75	B90710	BIOMASS FEASIBILITY STUDY
037061	07/10/19	NOR43	ACCESS	57.48	.00	57.48	7576635	SHREDDING SERVICES JUNE 2
037062	07/10/19	O'R01	O'REILLY AUTO PARTS	324.68	.00	324.68	B90710	JUNE STMT PER ATTACHED
037063	07/10/19	OFF05	OFFICE DEPOT, INC.	43.42 15.54	.00 .00	43.42 15.54	735249001 735759001	OFFICE SUPPLIES OFFICE SUPPLIES
Check Total.....:				58.96	.00	58.96		
037064	07/10/19	SAF03	SAFETY TIRE SERVICE	733.82	.00	733.82	B90710	JUNE STMT PER ATTACHED
037065	07/10/19	USB02	US BANK	559.09	.00	559.09	388701849	EQUIPMENT LEASE 6/20-7/20
037066	07/10/19	USB04	U.S. BANK CORPORATE PAYME	2705.96	.00	2705.96	B90710	JUNE STMT PER ATTACHED
037067	07/10/19	VER02	VERIZON WIRELESS	191.96	.00	191.96	B90710	TELEPHONE EXP. 5/27-6/26/
037068	07/10/19	WIL17	WILLDAN	11103.50	.00	11103.50	712844	CONTRACT PLANNING THROUGH
037069	07/10/19	WILHD	WILLOWS HARDWARE, INC.	711.84	.00	711.84	B90710	JUNE STMT PER ATTACHED
037070	07/10/19	WILHI	WILLOWS ACE HARDWARE	409.02	.00	409.02	B90710	JUNE STMT PER ATTACHED
037071	07/10/19	WILHO	WILLOWS CHRISTIAN CHURCH	500.00	.00	500.00	B90710	USE OF FACILITY JUMP STAR
037072	07/10/19	WILHQ	WILLOWS AUTO PARTS	393.32	.00	393.32	B90710	JUNE STMT PER ATTACHED
Cash Account Total.....:				64673.33	.00	64673.33		
Total Disbursements.....:				64673.33	.00	64673.33		
Cash Account Total.....:				.00	.00	.00		

REPORT.: Jul 11 19 Thursday
 RUN...: Jul 11 19 Time: 09:45
 Run By.: JANE COLLINS

CITY OF WILLOWS
 Cash Disbursement Detail Report
 Check Listing for 07-19 Bank Account.: 1045

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 CTL.: WIL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
037073	07/11/19	ABO00	STEVE ABOLD	200.00	.00	200.00	B90711	PUB. WKS. TOOL PARKS/PUB.
037074	07/11/19	CER00	CERTIFIED/FORTRESS	78.00	.00	78.00	5165302	ALARM MONITORING 7/1-9/30
037075	07/11/19	COR02	CORBIN WILLITS SYSTEMS	416.03	.00	416.03	B906151	CONT.SERV. FINANCE JULY 2
037076	07/11/19	CVC00	CVCWA	875.00	.00	875.00	300000008	CVCWA DUES
037077	07/11/19	DAN00	DAN'S ELECTRICAL SUPPLY	188.42	.00	188.42	111990	ELECTRICAL COMPONENTS
037078	07/11/19	EWI00	EWING IRRIG. PRODUCTS, INC	408.24	.00	408.24	352269A	IRRIGATION COMPONENT
037079	07/11/19	FP000	FRANCOTYP-POSTALIA, INC.	83.66	.00	83.66	104117056	POSTBASE METER 7/1-9/30/1
037080	07/11/19	GLE48	GLENN LOCAL AGENCY FORMAT	10000.00	.00	10000.00	2019-001	LAFCO EXPENSES 2019-2020
037081	07/11/19	JER00	JEREMY'S PEST STOMPERS	35.00	.00	35.00	72191	PEST CONTROL JULY 2019
037082	07/11/19	LEA01	LEAGUE OF CA. CITIES	200.00	.00	200.00	105342	STREETS AND ROADS NEEDS A
037083	07/11/19	MAT01	MATSON & ISOM TECHNOLOGY	468.00	.00	468.00	68927	WEB SECURITY AND HOSTING
037084	07/11/19	MAX01	MAXIMUM SECURITY SYSTEMS	60.00	.00	60.00	31369	PROF. SERVICES PARKS/PUB.
037085	07/11/19	NAT26	NATIONAL FIRE SYSTEMS, IN	250.00	.00	250.00	82242	HOOD INSPECTION
037086	07/11/19	PAR12	PARCELQUEST	4000.00	.00	4000.00	20255	RENEWAL 7/1/19-3/30/20
037087	07/11/19	PEA00	WAYNE PEABODY	200.00	.00	200.00	B90711	TECHNOLOGY ALLOWANCE JULY
037088	07/11/19	PEN04	PENGUIN MANAGEMENT INC	1548.00	.00	1548.00	55306	DISPATCH 7/1/19-6/30/20
037089	07/11/19	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B90711	VEHICLE ALLOW. FINANCE JU
037090	07/11/19	STO01	STONY CREEK UNIFIED SCHOO	100.00	.00	100.00	B90711	EC LIBRARY RENT JULY 2019
Cash Account Total.....:				19310.35	.00	19310.35		
Total Disbursements.....:				19310.35	.00	19310.35		

REPORT.: Jul 12 19 Friday
 RUN...: Jul 12 19 Time: 08:33
 Run By.: JANE COLLINS

CITY OF WILLOWS
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Payment Information-----	
							Invoice #	Description
137091	07/12/19	CHA00	LANCE CHAPMAN	215.00	.00	215.00	B90711	CLOTHING EXP. FIRE DEPART
137092	07/12/19	HUT00	JAKE HUTSON	215.00	.00	215.00	B90711	CLOTHING EXP. FIRE DEPART
137093	07/12/19	MON02	NATHANIAL MONCK	215.00	.00	215.00	B90711	CLOTHING EXP. FIRE DEPART
Cash Account Total.....:				645.00	.00	645.00		
Total Disbursements.....:				645.00	.00	645.00		



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD JULY 9, 2019

*Meeting audio is available at the City of Willows website. This is not a live feature. Audio recordings are posted the succeeding business day following the scheduled City Council Meeting.
Please visit www.cityofwillows.org for free PodBean recordings.*

Mayor Hansen called the meeting to order at 7:00 p.m.

The meeting opened with the Pledge of Allegiance led by Council Member Flesher.

Roll Call:

Council Members Present: Council Members Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

Council Members Absent:

Staff Present: Interim City Manager Wayne Peabody, Administrative Services Director Tim Sailsbery, City Attorney Robert Hunt, and City Clerk Tara Rustenhoven

GCSO Staff: Sheriff Richard Warren

Public Comment/ Written Communications:

Doug Ross, residence of Willows wanted to give thanks to Jose Hansen for the help he received when he was in need.

Jose Hansen, residence of Willows wanted to thank Council for the way they handled the outcome of the Sewer Rate adjustment.

Consent Agenda:

- a. Approval of minutes of the Special Meeting- Sewer Rate Adjustment Public Hearing Meeting held on June 12, 2019.
- b. Approval of minutes of the Regular City Council Meeting held on June 25, 2019.
- c. Approval of minutes of the Special Meeting- Continuance of the Sewer Rate Adjustment in Accordance With Proposition 218 held on June 28, 2019.

Action:

Motion: Council Member Flesher/Second: Domenighini

Moved to approve the Consent Agenda as presented above and the following item(s).

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Ordinances:

a. Consider reading by title only, passage of the second reading and adoption of an Ordinance Amending Certain Sections of Chapter 9.20 of the Willows Municipal Code Regarding Cannabis Sales and Delivery in the City of Willows.

i. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING WILLOWS MUNICIPAL CODE CHAPTERS 9.20.070 ("RETAIL/DISPENSARY CANNABIS BUSINESS LICENSES"), 9.20.071 ("RETIAL/DISPENSARY CANNABIS BUSINESS LICENSE APPLICATIONS"), 9.20.074 ("RETAIL/DISPENSARY CANNABIS BUSINESS LICENSE FEES AND TAXES"), AND 9.20.080 ("GENERAL CONDITIONS FOR ALL RETAIL/DISPENSARY CANNABIS LICENSES") FOR THE REGULATION OF CANNABIS USE, CULTIVATION, SALES AND OTHER CANNABIS ACTIVITIES IN THE CITY OF WILLOWS.

Action:

Motion: Council Member Domenighini /Second: Council Member Mello

Moved that the ordinance next in line be read by title only.

The motion passed 4/1 carried by the following roll call vote:

AYES: Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES: Flesher

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Mello /Second: Vice Mayor Warren

Moved to approve the passage of the second reading and adoption of the ordinance entitled; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING WILLOWS MUNICIPAL CODE CHAPTERS 9.20.070 ("RETAIL/DISPENSARY CANNABIS BUSINESS LICENSES"), 9.20.071 ("RETAIL/DISPENSARY CANNABIS BUSINESS LICENSE APPLICATIONS"), 9.20.074 ("RETAIL/DISPENSARY CANNABIS BUSINESS LICENSE FEES AND TAXES"), AND 9.20.080 ("GENERAL CONDITIONS FOR ALL RETAIL/DISPENSARY CANNABIS LICENSES") FOR THE REGULATION OF CANNABIS USE, CULTIVATION, SALES AND OTHER CANNABIS ACTIVITES IN THE CITY OF WILLOWS.

The motion passed 3/2 carried by the following roll call vote:

AYES: Mello, Vice Mayor Warren, Mayor Hansen

NOES: Flesher, Domenighini

ABSENT:

ABSTAIN:

Regular Business:

a. By motion, extend the Contract for Audit Services with Roy R. Seiler, CPA for one additional year (FYE June 30, 2020) with cost of services not to exceed \$12,500 for FYE June 30, 2020 and authorize the Administrative Services Director to sign the contract extension.

Action:

Motion: Council Member Domenighini /Second: Flesher

Approved by motion to extend the Contract for Audit Services with Roy R. Seiler, CPA for one additional year (FYE June 30, 2020) with the cost of services not to exceed \$12,500 for FYE June 30, 2020 and authorize the Administration Services Director to sign the contract extension.

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Council/Staff Reports/Comments:

a. Staff Reports/Comments:

- Wanted to congratulate the Chamber of Commerce on the 4th of July activities and a great fireworks show, and was disappointed in all of the illegal fireworks going on within the City and County Limits. Also wanted to let everyone know that the Community Clean Up day will be July 27, 2019.
- Sheriff Warren gave a brief update of the June report.

b. City Council Reports Comments:

Mayor Hansen:

- July 3, 2019 was honored to assist with Assemblyman James Gallagher at the State Capital for Assembly Bill 430.
- July 8, 2019 attended the Glenn Groundwater Authority meeting.
- Wanted to thank Kristina Hutson with the Recreation Department, working under Recreation Coordinator Sarah Hoffman and Steve Soeth for putting on a great swimming lesson program. Also a thank you and excellent work to all the swim instructors Claire Maghan-Harlan, Taylor O'Reilly, Aliyah Stevenson, and Katelyn Pfyl. Also wanted to give kudos to Natisa Pfyl and the Public Works team on keeping the pool up and running and looking good.

Vice Mayor Warren:

- July 8, 2019 attended LAFCO meeting.

Council Member Flesher:

- Wanted to thank the Sheriff's office and their patrolling.
- Commented on how great the 4th of July fireworks show.

Council Member Mello:

- Had a comment on how times have changed. He recently went to help a friend who recently built a sunroom, that he very casually, helped moved marijuana plants into the new sunroom. With marijuana now being legal, no big deal.

Recess to closed session:

- a. PUBLIC COMMENT-Pursuant to Government Code Section § 54954.3, the public will have an opportunity to directly address the legislative body on the item below prior the Council convening into closed session. Public comments are generally restricted to three minutes.
- b. LIABILITY CLAIM, pursuant to Government Code Section §54956.9,
Claimant Name: Elaine Alexander
Agency Claimed Against: City of Willows
- c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9:
Number of cases: 1

Entered into closed session at 7:32 p.m.

Council reconvened into open session at 8:06 p.m.

Announcement of any action taken in closed session:

Mayor Hansen reported Item 9b was unanimously approved the settlement authority in reference to this matter.

Adjournment:

The Meeting was adjourned at 8:07 p.m.

Dated: July 11, 2019

Tara Rustenhoven, City Clerk



PUBLIC HEARING

AGENDA ITEM

July 23, 2019

TO: Honorable Mayor Hansen and Members of the City Council

FROM: Wayne Peabody, Fire Chief

SUBJECT: 2019 Weed Abatement-Public Hearing

RECOMMENDATION:

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 5, 2019.

SITUATION (or BACKGROUND):

On April 23, 2019 the City Council adopted a resolution declaring rubbish, refuse, and weeds to be a public nuisance and that the City Fire Department had made a survey of the areas in town that had nuisance and notified the property owners that they must remove this nuisance or the City would perform the task and bill the property owner accordingly.

In accordance with the California Administrative Code a hearing is required prior to the adoption of the resolution confirming cost of weed abatement and declaring those cost a lien against those properties on which work was performed. The purpose of this hearing is to discuss the cost of abatement only. The hearing on protesting and ordering abatement was held on June 11, 2019.

FINCIAL CONSIDERATIONS:

Properties that the City Contractor abated will be billed to the property owner plus a 25% administration fee. For the property owners that do not pay by August 5, a lien will be placed against their property and will appear on their property tax statement from the County.

NOTIFICATION:

Notice of Public Hearing published in the local newspaper of general circulation.

ALTERNATE ACTIONS:

- 1: Request additional information from staff
- 2: Reject staff recommendation and/or direct item to return.

RECOMMENDATION:

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 5, 2019.

Respectfully Submitted

/s/ Wayne Peabody

Wayne Peabody
Fire Chief

ATTACHMENT:

- A: Attachment A: 2019 Weed Abatement Resolution Confirming cost of abatement and declaring them a special assessment.
- B: Attachment B: 2019 Weed Abatement list of property and cost (Will be distributed on the evening of the meeting).

ATTACHMENT A

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WILLOWS CONFIRMING COSTS OF
ABATEMENT AS AMMENDED AND DECLARING THEM A
SPECIAL ASSESSMENT

WHEREAS, the parcels listed on the attached Exhibit B dated July 23, 2019, were declared a nuisance and ordered abated as of the Council meeting of June 11, 2019; and

WHEREAS, the required notices as set forth in Section 39500 through 39588 of the Government Code have been sent as required by law; and

WHEREAS, the owners of said parcels failed to abate the nuisance and hence were abated by the City of Willows as prescribed by law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows held the required public protest hearing on June 11, 2019, and does hereby confirm the costs of abatement and declare them a lien against the property effective August 5, 2019.

PASSED AND ADOPTED by the City Council of the City of Willows this 23rd day of July, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Gary Hanson, Mayor

Tara Rustenhoven, City Clerk



REGULAR BUSINESS

AGENDA ITEM

TO: Wayne Peabody, Interim City Manager
FROM: Tim Sailsbery, Administrative Services Director
SUBJECT: Amendment To Service Contract- CDBG-OTC Administrative Services

RECOMMENDATION

By Motion, Approve the Contract Amendment Between the City of Willows and 3Core for Additional Administrative Services Associated with Grant No. 17-CDBG-12031 and Authorize the Interim City Manager to sign on the City's Behalf

SITUATION (or BACKGROUND):

At the November 13, 2018, Council approved Staff recommendation to enter into an agreement for grant administration services with 3Core regarding Grant No 17-CDBG-12301 ("OTC Grant"). This grant provides approximately a \$1.9MM loan for equipment to Rumiano Cheese, \$850,000 for infrastructure funding (currently part of the South Willows infrastructure project), and \$203,000 for grant administration. The agreement, pre-amendment, entered into with 3Core is for an amount not to exceed \$100K.

3Core and its subcontractor, Community Development Services ("CDS") has been instructed by City Staff (with the approval of OTC grant officials) to assist Rumiano Cheese with clearing a number of conditions in the grant to allow for the release of grant funds. This activity is outside the scope of typical grant administrative purposes, and, therefore, 3Core has requested an additional \$5,000 in compensation for said services.

This contract amendment has been vetted by OTC grant officials and has been approved in both concept and amendment format. As noted, the grant administration portion of the grant is up to \$203K, and, with the amendment, the NTE of the contract is \$105K.

NOTIFICATION

N/A

ALTERNATE ACTIONS

-Decline Contract Amendment

RECOMMENDATION

By Motion, Approve the Contract Amendment Between the City of Willows and 3Core for Additional Administrative Services Associated with Grant No. 17-CDBG-12031 and Authorize the Interim City Manager to sign on the City's Behalf

Respectfully submitted,

/s/ Tim Sailsbery

Tim Sailsbery
Administrative Services Director

Attachment-Amendment to Contract

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT AMENDMENT #1

RECITALS

WHEREAS, the City of Willows ("City") is requesting additional services outside of the current agreement scope of work entered into on January 1, 2019 between the City and 3CORE, Inc. ("Consultant"); and

WHEREAS, the City deems these services through Consultant to be essential to completing the special conditions under the approved Over-the-Counter application for the Rumiano Cheese Company expansion; and

WHEREAS, the City wishes to amend the not to exceed amount of \$100,000 approved under the original request for proposal process to \$105,000;

NOW, THEREFORE, the Willows City Council for the consideration hereinafter described, does thereby amend the not to exceed limit of this agreement to no more than \$105,000.

IN WITNESS whereof, the parties have caused their authorized representative to execute this amendment this ____ day of _____, 2019.

CITY

CONSULTANT

By: _____

By: _____

Title: _____

Title: _____

ATTEST:

By: _____

AGENDA ITEM

TO: Wayne Peabody, Interim City Manager
FROM: Tim Sailsbery, Administrative Services Director
SUBJECT: Sewer Enterprise Sub Committee

RECOMMENDATION

By Discussion and Mayoral appointment for an Ad Hoc Sewer Enterprise Sub Committee and Select Two Members to Serve

SITUATION (or BACKGROUND):

With the recent rejection of the proposed sewer service rate structure as presented and Council's direction to Staff to re-visit the concept/process, Staff is requesting the formation of an ad hoc subcommittee, consisting of two Councilmembers, to assist Staff with a "deeper dive" into the Sewer Enterprise financial structure and potential revised rate increase proposal. Staff is looking to the sub-committee to assist with-

- Financial review of Sewer Enterprise Fund status and make-up
- Consultation as to a rate structure that strikes a balance of the needs of the fund and equitable burden on the Community
- Communication and explanation of said rate structure

The subcommittee will be considered ad hoc (not standing) and will disband once the process has reached conclusion.

Work on this process will likely begin in the September/October time frame.

NOTIFICATION

N/A

ALTERNATE ACTIONS

- Decline formation of subcommittee

RECOMMENDATION

By Discussion and Mayoral appointment for an Ad Hoc Sewer Enterprise Sub Committee and Select Two Members to Serve

July 23, 2019

Respectfully submitted,

/s/ Tim Sailsbery

Tim Sailsbery
Administrative Services Director
