



Willows City Council Regular Meeting

August 27, 2019
Willows City Hall
7:00 p.m.

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

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

Agenda

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 37094-37199 , Z10098-Z10191, 38164-38239
- b. Approval of minutes of the Regular City Council Meeting held on July 23, 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. REGULAR BUSINESS AGENDA/ITEMS REQUIRING COUNCIL ACTION

- a. Librarian and Library Board recommend eliminating overdue library material fines in order to remove barriers to accessing the library and increase efficiency of the return process.

7. COUNCIL/ STAFF REPORTS/COMMENTS

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

8. ADJOURNMENT

This agenda was posted on August 22, 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

7/18/2019 TO 8/23/2019

General Checking 37094 TO 37199

Payroll Direct Deposit 210098 TO 210191

Payroll Checks 38164 TO 38239

APPROVAL DATE 8/27/2019

APPROVED _____

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

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
ACH1	07/22/19	PER01	P.E.R.S.	1037.00	.00	1037.00	15710683H	UNFUNDED LIABILITY PEPPA
037074	07/24/19	CER00	CERTIFIED/FORTRESS	-78.00	.00	-78.00	5165302u	Ck# 037074 Reversed
037094	07/24/19	ABF01	CERTIFIED/FORTRESS SECURI	78.00	.00	78.00	5165302	ALARM MONITORING 7/1-9/30
037095	07/24/19	AMA00	AMAZON.COM	234.06	.00	234.06	B90723	JULY STMT PER ATTACHED
037096	07/24/19	ATT01	A.T.& T.	997.81	.00	997.81	B90724	TELEPHONE EXP. 6/19-7/18/
037097	07/24/19	BAK06	BAKER & TAYLOR BOOKS	171.97	.00	171.97	012588620	NEW PRINT MAT. LIBRARY
037098	07/24/19	COM15	COMPUTERS FOR CLASSROOMS,	343.20	.00	343.20	10866	ELK CREEK COMPUTER/PRINTE
037099	07/24/19	COM16	COMCAST CABLE	311.89	.00	311.89	B90724	FD INTERNET 7/19-8/18/19
037100	07/24/19	COR02	CORBIN WILLITS SYSTEMS	416.03	.00	416.03	B907151	CONT.SERV. FINANCE AUGUST
037101	07/24/19	CRE01	CREATIVE COMPOSITION	162.19	.00	162.19	5759	LEAVE REQUESTS
037102	07/24/19	DEN00	DE NOVO PLANNING GROUP	7780.00	.00	7780.00	2484	GENERAL PLAN UPDATE
037103	07/24/19	EWI00	EWING IRRIG. PRODUCTS,INC	408.24	.00	408.24	417207A	IRRIGATION COMPONENTS
037104	07/24/19	FGL00	FGL ENVIRONMENTAL	121.00	.00	121.00	974104A	INORGANIC ANALYSIS
037105	07/24/19	GLE09	GLENN CO. OFFICE OF EDUCA	20.00	.00	20.00	190719	LIVE SCAN
037106	07/24/19	GLE12	GLENN COUNTY TAX COLLECTO	354.39	.00	354.39	B90723	PROPERTY TAX 139 N LASSEN
				362.37	.00	362.37	AB90723	PROPERTY TAX 145 N LASSEN
			Check Total.....:	716.76	.00	716.76		
037107	07/24/19	INT16	INTERSTATE BATTERY SYSTEM	124.28	.00	124.28	30054149	BATTERY
037108	07/24/19	LAM01	LAMBERT INSURANCE AGENCY	8955.00	.00	8955.00	B90716	INLAND MARINE SOLAR 2019-
				28388.00	.00	28388.00	AB90716	BUSINESS OWNERS PROPERTY
				7246.00	.00	7246.00	CC90716	INSURANCE COMMERCIAL AUTO
			Check Total.....:	44589.00	.00	44589.00		
037109	07/24/19	LIE02	LIEBERT CASSIDY WHITMORE	4705.00	.00	4705.00	1479038	EMPLOYMENT RELATIONS CONS
037110	07/24/19	MAT01	MATSON & ISOM TECHNOLOGY	2949.00	.00	2949.00	69777	MANAGED PARTNER AGREEMENT
037111	07/24/19	MEN02	MENDES SUPPLY COMPANY	160.02	.00	160.02	R03633100	MAINTENANCE KIT/TISSUE/LI
037112	07/24/19	NCC01	NCCSIF	83140.00	.00	83140.00	1355	LIABILITY INSURANCE 2019-
				15000.00	.00	15000.00	2142	WORKERS COMP. 7/1/19-6/30
			Check Total.....:	98140.00	.00	98140.00		
037113	07/24/19	NEC00	NEC FINANCIAL SERVICES LL	268.01	.00	268.01	2227454	PHONE SYSTEM
037114	07/24/19	NOR18	NORTHERN CALIF. GLOVES	155.51	.00	155.51	519032	GLOVES
037115	07/24/19	NSW00	NSWTS	110.00	.00	110.00	414	MONTHLY SERVICE CHARGE
037116	07/24/19	PGE01	PG & E	19.71	.00	19.71	B90716	P.G. & E.16600 S TEHAMA 6
037117	07/24/19	RAI01	RAILPROS FIELD SERVICEINC	6625.00	.00	6625.00	CWC1907	SOUTH WILLOWS PROJECT-SEW
037118	07/24/19	SAF03	SAFETY TIRE SERVICE	460.67	.00	460.67	39068	#16 SWEEPER REPAIR
037119	07/24/19	SEV00	INFRAMARK, LLC	54219.41	.00	54219.41	42365	WILLOWS OPERATION JULY 20
037120	07/24/19	TON00	TONY TAPIA CONSTRUCTION	8946.26	.00	8946.26	B90723	WEED ABATEMENT 2019
037121	07/24/19	USA02	UNDERGROUND SERVICE ALERT	408.05	.00	408.05	27202019	ANNUAL MEMBERSHIP
037122	07/24/19	WAL07	WAL-MART COMMUNITY	169.41	.00	169.41	B90724	JULY STMT PER ATTACHED
			Cash Account Total.....:	234769.48	.00	234769.48		
			Total Disbursements.....:	234769.48	.00	234769.48		
			Cash Account Total.....:	.00	.00	.00		

REPORT.: Jul 25 19 Thursday
 RUN...: Jul 25 19 Time: 11:51
 Run By.: JANE COLLINS

CITY OF WILLOWS
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
037123	07/25/19	AMA00	AMAZON.COM	684.10	.00	684.10	B90725	JULY STMT PER ATTACHED
037124	07/25/19	BAK08	DANA BAKER	30.00	.00	30.00	B90725	REFUND JUMP START
037125	07/25/19	CLE03	CLEARWAY ENERGY LLC	12965.62	.00	12965.62	184299	SOLAR ELECTRICITY JUNE 20
037126	07/25/19	COA00	COASTLAND CIVIL ENGINEERI	500.00	.00	500.00	46377	PARKING LOT LLA THROUGH 6
				383.75	.00	383.75	46428	N SHASTA LOT MERGER THROU
				1530.00	.00	1530.00	46435	EDA GRANT THROUGH 6/30/19
				552.50	.00	552.50	46436	WILLOW CITY ENGINEERING
				813.71	.00	813.71	46441	WALDEN ACADEMY EXPANSION
				62.22	.00	62.22	46442	N MURDOCK LLA THROUGH 6/3
				612.50	.00	612.50	46445	BASIN ST RESIDENTIAL
			Check Total.....:	4454.68	.00	4454.68		
037127	07/25/19	EAT00	EATON INTERPRETING SERVIC	1417.50	.00	1417.50	308422	HEARING IMPAIRED CAPTION
037128	07/25/19	GRA13	GRANT MANAGEMENT ASSOCIAT	1980.00	.00	1980.00	1	SB 1 APPLICATION
037129	07/25/19	HAR10	THE HARTFORD	2013.00	.00	2013.00	B90725	RENEWAL PREMIUM
037130	07/25/19	RAD00	RADIO GUYS	50.00	.00	50.00	20671	REPROGRAM CHANNELS
037131	07/25/19	RUR02	RURAL COMMUNITY	6750.00	.00	6750.00	19-2087	WASTEWATER STUDY
037132	07/25/19	THR00	3CORE	2687.50	.00	2687.50	2215	CDBG CONTRACT JUNE 2019
037133	07/25/19	THU02	STESHA THUEMLER	30.00	.00	30.00	B90725	REFUND SWIM LESSONS
037134	07/25/19	WAL07	WAL-MART COMMUNITY	442.96	.00	442.96	B90725	JUNE/JULY STMT PER ATTACH
037135	07/25/19	WIL17	WILLDAN	1089.44	.00	1089.44	2-21249	PLAN CHECK SERVICES
				539.06	.00	539.06	2-21250	PLAN CHECK SERVICES
				308.90	.00	308.90	2-21251	PLAN CHECK SERVICES
				303.98	.00	303.98	2-21252	PLAN CHECK SERVICES
				195.66	.00	195.66	2-21253	PLAN CHECK SERVICES
				74.71	.00	74.71	2-21254	PLAN CHECK SERVICES
			Check Total.....:	2511.75	.00	2511.75		
			Cash Account.Total.....:	36017.11	.00	36017.11		
			Total Disbursements.....:	36017.11	.00	36017.11		

REPORT.: Aug 01 19 Thursday
 RUN...: Aug 01 19 Time: 14:30
 Run By.: JANE COLLINS

CITY OF WILLOWS
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
ACH2	07/26/19	PER01	P.E.R.S.	959.00	.00	959.00	15710704H	UNFUNDED LIABILITY PEPRA
ACH3	07/26/19	PER01	P.E.R.S.	1592.00	.00	1592.00	15710691H	UNFUNDED LIABILITY PEPRA
ACH4	07/26/19	PER01	P.E.R.S.	268667.00	.00	268667.00	15710667H	UNFUNDED LIABILITY MISC P
ACH7	07/26/19	PER01	P.E.R.S.	372168.00	.00	372168.00	15710676H	UNFUNDED LIABILITY PUBLIC
037137	07/26/19	HOF02	SARAH HOFFMAN	200.00	.00	200.00	B90726P	MILEAGE ALLOWANCE JULY/AU
037138	07/31/19	ABO00	STEVE ABOLD	200.00	.00	200.00	B90731	PUB. WKS. TOOL PARKS/PUB.
037139	07/31/19	CAL01	CALIFORNIA WATER SERVICE	3156.68	.00	3156.68	B90731	WATER EXPENSE 6/13-7/11/1
037140	07/31/19	CAL59	CALIFORNIA APPRAISALS	3000.00	.00	3000.00	19W1061	MARKET VALUE APPRAISAL
037141	07/31/19	COR10	CORNING LUMBER CO., INC.	115.78	.00	115.78	322616	1 YARD MIX
037142	07/31/19	FGL00	FGL ENVIRONMENTAL	88.00	.00	88.00	975518A	BACTI ANALYSIS
037143	07/31/19	GRA00	GRAY ROCK TRUCKING	110.00	.00	110.00	44717	PRODUCT DELIVERY
037144	07/31/19	MAS00	MASA MTS	1683.00	.00	1683.00	007MA308	EMERGENT-ANNUAL
037145	07/31/19	NOR03	NORTHNET LIBRARY SYSTEM	2694.00	.00	2694.00	1815	CALPERS UNFUNDED LIABILIT
037146	07/31/19	PEA00	WAYNE PEABODY	200.00	.00	200.00	B90731	TECHNOLOGY ALLOWANCE AUG
037147	07/31/19	PGE01	PG & E	14726.28	.00	14726.28	B90731	P.G. & E. 6/14-7/15/19
037148	07/31/19	RAY03	RAY MORGAN COMPANY	63.28	.00	63.28	2613314	PROF. SERVICES GENERAL OF
037149	07/31/19	ROL02	ROLLS ANDERSON & ROLLS	9925.00	.00	9925.00	13785	SURVEYING SOUTH WILLOWS I
037150	07/31/19	SAC08	SACRAMENTO VALLEY MIRROR	36.90	.00	36.90	16096	LEGAL AD-WEED ABATEMENT
037151	07/31/19	SAF03	SAFETY TIRE SERVICE	393.35	.00	393.35	39055	TIRES
037152	07/31/19	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B90731	VEHICLE ALLOW. FINANCE AU
037153	07/31/19	STO01	STONY CREEK UNIFIED SCHOO	100.00	.00	100.00	B90731	RENT EC LIBRARY AUG 2019
037154	07/31/19	USB04	U.S. BANK CORPORATE PAYME	671.18	.00	671.18	B90731	JULY STMT PER ATTACHED
037155	07/31/19	VAL01	VALLEY ROCK PRODUCTS	264.19	.00	264.19	1131962	3/4 BASE ROCK
037156	07/31/19	WILHQ	WILLOWS AUTO PARTS	65.14	.00	65.14	B90731	JULY STMT PER ATTACHED
Cash Account Total.....:				681278.78	.00	681278.78		
Total Disbursements.....:				681278.78	.00	681278.78		

RMPORF.: Aug 06 19 Tuesday
 RUN...: Aug 06 19 Time: 14:16
 Run By.: JANE COLLINS

CITY OF WILLOWS
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
037157	08/06/19	BID01	BIDWELL H2O	180.00	.00	180.00	4283	COOLER RENT
037158	08/06/19	COL08	COLE HUBER LLP	1888.32	.00	1888.32	32192	LEGAL ADVISE NUISANCE ABA
				560.50	.00	560.50	32193	LEGAL SERVICES 249 N HUMB
Check Total.....:				2448.82	.00	2448.82		
037159	08/06/19	USB04	U.S. BANK CORPORATE PAYME	294.15	.00	294.15	B90805	JUNE/JULY STMT PER ATTACH
037160	08/06/19	WILHQ	WILLOWS AUTO PARTS	22.50	.00	22.50	B90805	JUNE/JULY STMT PER ATTACH
Cash Account Total.....:				2945.47	.00	2945.47		
Total Disbursements.....:				2945.47	.00	2945.47		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
037161	08/09/19	AME02	AMERIPRIDE UNIFORM SVCS.	736.50	.00	736.50	B90809	JULY STMT PER ATTACHED
037162	08/09/19	ARB00	ARBUCKLE PARKS AND RECREA	115.00	.00	115.00	B90809	LIFEGUARD TRAINING
037163	08/09/19	CHA06	JULIE CHAMPAGNE	225.00	.00	225.00	B90809	LIFEGUARD TRAINING
037164	08/09/19	COM16	COMCAST CABLE	145.94	.00	145.94	B90809	ADMIN INTERNET 7/29-8/28/
037165	08/09/19	EWI00	EWING IRRIG. PRODUCTS, INC	408.24	.00	408.24	602437A	IRRIGATION COMPONENTS
037166	08/09/19	GAL06	GALE	1027.45	.00	1027.45	67538913	PAPERBACK COLLECTION
037167	08/09/19	GAN01	GANDY-STALEY OIL CO.	2935.02	.00	2935.02	B90809	JULY STMT PER ATTACHED
037168	08/09/19	HUN02	ROBERT W HUNT	3038.84	.00	3038.84	19-08	GENERAL LEGAL SERVICES
037169	08/09/19	INK01	THE INKWELL	96.47	.00	96.47	2766	PRINTER CARTRIDGE
037170	08/09/19	INT16	INTERSTATE BATTERY SYSTEM	265.73	.00	265.73	30054254	#15 WATER TRUCK BATTERY
037171	08/09/19	ITF01	INDUSTRIAL TRUCK & FARM	125.19	.00	125.19	B90809	JULY STMT PER ATTACHED
037172	08/09/19	IWO00	iWorQ SYSTEMS	2600.00	.00	2600.00	191228	PERMIT SOFTWARE MANAGEMEN
037173	08/09/19	JER00	JEREMY'S PEST STOMPERS	35.00	.00	35.00	85196	PD PEST CONTROL
037174	08/09/19	LIF01	LIFE ASSIST	401.54	.00	401.54	934882	MEDIC SUPPLIES
037175	08/09/19	MJB01	MJB WELDING SUPPLY, INC.	38.00	.00	38.00	1259535	CYLINDER RENTAL
037176	08/09/19	NEC00	NEC FINANCIAL SERVICES LL	268.15	.00	268.15	2235189	PHONE SYSTEM
037177	08/09/19	O'R01	O'REILLY AUTO PARTS	25.61	.00	25.61	B90809	JULY STMT PER ATTACHED
037178	08/09/19	OCL00	OCLC, INC.	960.59	.00	960.59	675996	ANNUAL SUBSCRIPTION
037179	08/09/19	OFF05	OFFICE DEPOT, INC.	76.57 54.97 60.98	.00 .00 .00	76.57 54.97 60.98	065975001 317274001 620349001	WIRELES KEYBOARD OFFICE SUPPLIES TONER
Check Total.....:				192.52	.00	192.52		
037180	08/09/19	PET02	PEPPERSON TRACTOR CO.	138.10 16.59	.00 .00	138.10 16.59	58001900 580019019	D-7 DOZER REPAIR SHIPPING
Check Total.....:				154.69	.00	154.69		
037181	08/09/19	SEV00	INFRAMARK, LLC	54219.41	.00	54219.41	43209	WILLOWS OPERATION AUG 201
037182	08/09/19	TRA02	TRACTOR SUPPLY CREDIT PLA	153.97	.00	153.97	B90809	JULY STMT PER ATTACHED
037183	08/09/19	USB02	US BANK	404.78	.00	404.78	391141710	EQUIP. LEASE 7/20-8/20/19
037184	08/09/19	VER02	VERIZON WIRELESS	192.39	.00	192.39	B90809	TELEPHONE EXP. 6/27-7/26/
037185	08/09/19	WIL17	WILLDAN	74.71 399.14 258.19	.00 .00 .00	74.71 399.14 258.19	2-21323 2-21324 2-21325	PLAN CHECK SERVICES PLAN CHECK SERVICES PLAN CHECK SERVICES
Check Total.....:				732.04	.00	732.04		
037186	08/09/19	WILHD	WILLOWS HARDWARE, INC.	689.48	.00	689.48	B90809	JULY STMT PER ATTACHED
037187	08/09/19	WILHI	WILLOWS ACE HARDWARE	144.94	.00	144.94	B90809	JULY STMT PER ATTACHED
Cash Account Total.....:				70332.49	.00	70332.49		
Total Disbursements.....:				70332.49	.00	70332.49		
Cash Account Total.....:				.00	.00	.00		

REPORT.: Aug 13 19 Tuesday
 RUN...: Aug 13 19 Time: 12:05
 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
037188	08/13/19	LIN01	LINCOLN AQUATICS	1289.31	.00	1289.31	B90813	JULY STMP PER ATTACHED
037189	08/13/19	PGE01	PG & E	20.37	.00	20.37	B90813	P.G. & E. 1600 S TEHAMA S
037190	08/13/19	SAC08	SACRAMENTO VALLEY MIRROR	36.90	.00	36.90	16107	LEGAL AD-STORAGE
037191	08/13/19	STA02	TRACY SRANDBRIDGE	60.00	.00	60.00	B90813	REFUND POOL RENTAL
037192	08/13/19	SUC01	SUCCESS PRINTING	268.13	.00	268.13	2667	DISPATCH SHEETS
037193	08/13/19	SUN07	SUN LIFE FINANCIAL	2723.56	.00	2723.56	B90813	GAP COVERAGE 7/1-7/31/19
037194	08/13/19	THR00	3CORE	3718.75	.00	3718.75	2221	CDBG CONTRACT JULY 2019
Cash Account Total.....:				8117.02	.00	8117.02		
Total Disbursements.....:				8117.02	.00	8117.02		

REPORT.: Aug 19 19 Monday
 RUN...: Aug 19 19 Time: 09:52
 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	Invoice #	Payment Information Description
037195	08/19/19	4LE00	4LEAF INC	47133.80	.00	47133.80	J3693G	SOUTH WILLOWS INFRASTRUCT
037196	08/19/19	KNI03	KNIFE RIVER CONSTRUCTION	751128.52	.00	751128.52	B90819	SOUTH WILLOWS INFRASTRUCT
037197	08/19/19	NOR18	NORTHERN CALIF. GLOVES	182.33	.00	182.33	518838	GLOVES
037198	08/19/19	SWE00	KEN SWEARINGER	100.00	.00	100.00	B90819	SOFTBALL REFUND
037199	08/19/19	WIL17	WILLDAN	7450.00	.00	7450.00	712872	CONTRACT PLANNING SERVICE
Cash Account Total.....:				805994.65	.00	805994.65		
Total Disbursements.....:				805994.65	.00	805994.65		



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD JULY 23, 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 Larry Domenighini.

Roll Call:

Council Members Present: Council Members Domenighini, Mello, Mayor Hansen

Council Members Absent: Council Member Flesher, Vice Mayor Warren

Staff Present: Interim City Manager Wayne Peabody, Administrative Services Director Tim Sailsbery, Code Enforcement Officer Skip Sykes, City Clerk Tara Rustenhoven

Public Comment/ Written Communications: No public comments or written communications.

Consent Agenda:

- 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.

Action:

Motion: Council Member Domenighini /Second: Council Member Mello

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

The motion passed unanimously 3/0 carried by the following voice vote:

AYES: Domenighini, Mello, Mayor Hansen

NOES:

ABSENT: Flesher, Vice Mayor Warren

ABSTAIN:

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.

Open public hearing at 7:12 p.m.

Closed public hearing at 7:12 p.m.

Action:

Motion: Council Member Mello /Second: Domenighini

Moved to conduct a public hearing and upon conclusion, consider the adoption of the attached resolution confirming cost of abatement and declaring them a special assessment as of August 5, 2019.

The motion passed unanimously 3/0 carried by the following roll call vote:

AYES: Domenighini, Mello, Mayor Hansen

NOES:

ABSENT: Flesher, Vice Mayor Warren

ABSTAIN:

Regular Business:

- 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.

Action:

Motion: Council Member Domenighini /Second: Council Member Mello

Moved to 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.

The motion passed unanimously 3/0 carried by the following voice vote:

AYES: Domenighini, Mello, Mayor Hansen

NOES:

ABSENT: Flesher, Vice Mayor Warren

ABSTAIN:

- b. By discussion and Mayoral appointment establish an ad hoc Sewer Enterprise Sub Committee and select two members to serve.

By mayoral appointment, Vice Mayor Warren and Council Member Domenighini will serve on the ad hoc Sewer Enterprise Sub Committee.

Council/Staff Reports/Comments:

- a. Staff Reports/Comments:

- Chief Peabody announced the City clean-up day for Saturday July 27, 2019.

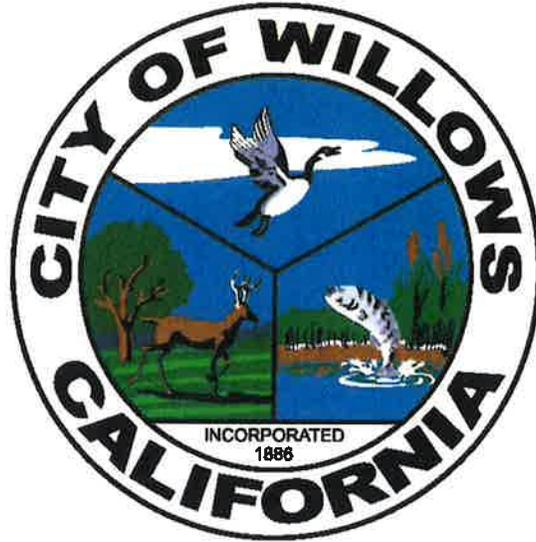
- b. City Council Reports Comments:

Adjournment:

The Meeting was adjourned at 7:20 p.m.

Dated: July 23, 2019

Tara Rustenhoven, City Clerk



REGULAR BUSINESS

AGENDA ITEM

TO: Mayor Hanson and Members of the City Council

FROM: Jody Meza, Library Director

SUBJECT: Elimination of Library Overdue Fines

RECOMMENDATION

Librarian and Library Board recommend eliminating overdue library material fines in order to remove financial barriers to accessing the library and increase efficiency of the return process.

SITUATION (or BACKGROUND):

The Library currently charges 20¢ per overdue item per day. Patron accounts are blocked (can no longer check out materials) at \$2.00. There are currently 580 overdue items; 1,759 accounts with fines; 1,294 blocked accounts (11.4% of registered patrons). \$2,288.45 fines were collected in 2018.

Many California public libraries, including the Orland Library, have eliminated or have begun the process of eliminating fines. Research has shown that libraries that have eliminated fines did not experience an increase in late returns or unreturned items and some libraries have reported a drop in late return rates. The library would continue to email, call, and mail notices to patrons with overdue items and would invoice patrons for unreturned materials.

FINANCIAL CONSIDERATIONS:

Loss of approximately \$2300 annually in fines, however possible greater return rate of materials would offset need to purchase replacements. Reduction in staff time pursuing and collecting fine payments could result in savings in labor.

STAFF RECOMMENDATION

Library Director recommends the elimination of library overdue fines. The Willows Public Library Board approved a recommendation to the City Council for the elimination of library fines at the June 13, 2019 meeting.

Respectfully submitted,

Jody Meza
Library Director