



Willows City Council Regular Meeting

February 23, 2021
Willows City Hall
7:00 p.m.

City Council
Larry Domenighini, Mayor
Gary Hansen, Vice Mayor
Kerri Warren, Council Member
Joe Flesher, Council Member
Jeff Williams, Council Member

Interim City Manager
Wayne Peabody

City Clerk
Tara Rustenhoven

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

Agenda

NOTICE:

Pursuant to N-25-20 issued by Governor Gavin Newsom suspending portions of the Brown Act, the February 23, 2021 Willows City Council meeting will be OPEN to the public. We will be limiting the number of members of the public physically present in Council chambers at City Hall in order to observe recommended social distancing practices. Members of the public who choose to attend in person must wear a mask or other face covering, and to wash their hands and use hand sanitizer frequently, in addition to maintaining at least six feet of distance between themselves and any others who are not members of their household to minimize the possibility of transmission of the COVID-19 virus. For those members of the public who are at high-risk or prefer not to attend in-person, the City is also providing a mechanism through which they may attend the meeting telephonically by following the instructions below.

Dial in Number: (605) 313-5611

Access Number: 404150

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 by stating your name and address. Then please wait until you are recognized by the Mayor or Vice Mayor. No formal action will be taken unless the matter is placed on a future agenda. Each member of the public attending in person or caller will be limited to three (3) minutes. If you are calling in to provide public comment, use the call-in information below:

Dial in Number: (605) 313-5611

Access Number: 404150

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 Z44740-Z44759, 38835-38839, 050849-050886 and 050887-050920.
- b. Approval of minutes of the Regular City Council Meeting held on January 26, 2021.
- c. Approval of minutes of the Regular City Council Meeting held on February 9, 2021.

Comments from the public are welcome. The Mayor will allow an opportunity for comments related to Public Hearings or any 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 consider reading by title only and passage of the first reading of the attached ordinance entitled; **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS REPEALING WILLOWS MUNICIPAL CODE CHAPTER 17, ARTICLE IV ("CONSTRUCTION OF IMPROVEMENTS") AND CHAPTER 17, ARTICLE IX ("STANDARD DETAILS") AND ADOPTING A NEW WILLOWS MUNICIPAL CODE CHAPTER 17, ARTICLE IV ("PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS.**
- b. Conduct a public hearing and consider adoption of a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE ISSUANCE BY THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY OF MULTI-FAMILY HOUSING REVENUE BONDS FOR THE WILLOW OAKS APARTMENTS.**

7. **REGULAR BUSINESS AGENDA/ITEMS REQUIRING COUNCIL ACTION**

- a. By motion, approve the Corbin Willits Bid for financial reporting and processing service Bid and authorize the Interim City Manager to execute the agreement.
- b. Consider options for a potential sidewalk repair program and provide guidance to staff.

8. **COUNCIL/ STAFF REPORTS/COMMENTS**

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

9. 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 to the Council convening into closed session. Public Comments are generally restricted to three minutes.
- b. **CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section §54956.9:
Number of Cases: 1

10. ADJOURNMENT

This agenda was posted on February 18, 2021



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

01/28/2021 TO 02/18/2021

Payroll Direct Deposit Z44740 TO Z44759

General Checking 38835 TO 38839

Check Register 050849 TO 050886

And

050887 TO 050920

APPROVAL DATE 02/23/2021

APPROVED _____

REPORT.: Jan 28 21 Thursday
RUN....: Jan 28 21 Time: 14:22
Run By.: Katie Childress

CITY OF WILLOWS
Automatic Check Listing/Update
Control Date.: 01/28/21 Cash Account No.: 000 1045

PAGE: 001
ID #: PY-CL
CTL.: WIL

Invoice No	Description	Invoice Date	Actual Period	Tm	G/L	Discount	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal			Account No			
Check #.: 050849 Check Date.: 01/28/21		Vendor I.D.: ACM00 (ACME RIGGING & SUPPLY COMPANY)							
TYMCO-	GUTTERBROOM WIRE	01/13/21	01-21				377.44	.00	377.44
		01/28/21	07-21						
Check #.: 050850 Check Date.: 01/28/21		Vendor I.D.: ALE02 (ALERE TOXICOLOGY SERVICES, INC.)							
L270416-	1 DRUG TEST	12/31/20	01-21				42.25	.00	42.25
		01/28/21	07-21						
Check #.: 050851 Check Date.: 01/28/21		Vendor I.D.: AME02 (AMERIPRIDE UNIFORM SVCS.)							
110247405-	CLEANING UNIFORMS	01/05/21	01-21				187.68	.00	187.68
		01/28/21	07-21						
110247771-	CLEANING UNIFORMS	01/12/21	01-21				94.54	.00	94.54
		01/28/21	07-21						
110248128-	CLEANING UNIFORMS	01/19/21	01-21				94.54	.00	94.54
		01/28/21	07-21						
110248461-	CLEANING UNIFORMS	01/26/21	01-21				94.54	.00	94.54
		01/28/21	07-21						
** Vendor's Subtotal ----->							471.30	.00	471.30
Check #.: 050852 Check Date.: 01/28/21		Vendor I.D.: ATT01 (A.T. & T.)							
C10127-	TELEPHONE 12-19-20 TO 1-18-21	01/19/21	01-21	A			2644.36	.00	2644.36
		01/28/21	07-21						
Check #.: 050853 Check Date.: 01/28/21		Vendor I.D.: BAR01 (BARCELOUX BROTHERS AUTO)							
591883-	FUEL OIL MIX	01/08/21	01-21	A			65.38	.00	65.38
		01/28/21	07-21						
592254-	HI POWER II PB BELT & FREIGHT	01/13/21	01-21	A			68.17	.00	68.17
		01/28/21	07-21						
592679-	RAM KIT 4 TON	01/19/21	01-21	A			234.88	.00	234.88
		01/28/21	07-21						
** Vendor's Subtotal ----->							368.43	.00	368.43
Check #.: 050854 Check Date.: 01/28/21		Vendor I.D.: CAL01 (CALIFORNIA WATER SERVICE CO.)							
C10125-	WATER & SEWER FOR 12-28-20 TO 1-6-21	01/07/21	01-21	A			85.96	.00	85.96
		01/28/21	07-21						
C10126-	WATER & SEWER FOR 12-2-20 TO 1-11-21	01/12/21	01-21	A			2310.82	.00	2310.82
		01/28/21	07-21						
** Vendor's Subtotal ----->							2396.78	.00	2396.78
Check #.: 050855 Check Date.: 01/28/21		Vendor I.D.: CAL04 (CALIFORNIA DEPT. OF JUSTICE)							
C10125-	FINGER PRINT APPS	01/10/21	01-21				32.00	.00	32.00
		01/28/21	07-21						
Check #.: 050856 Check Date.: 01/28/21		Vendor I.D.: CAL57 (CALIFORNIA CHAMBER OF COMMERCE)							
1485982-	2021 CA LABOR LAW POSTERS	01/25/21	01-21				146.31	.00	146.31
		01/28/21	07-21						
Check #.: 050857 Check Date.: 01/28/21		Vendor I.D.: CHI00 (CHICO ELECTRIC)							
206266-	TROUBLE SHOOT PUMP & SWITCHED RELAYS	12/31/20	01-21				310.00	.00	310.00
		01/28/21	07-21						
Check #.: 050858 Check Date.: 01/28/21		Vendor I.D.: CIT06 (CITY OF ORLAND)							
140-	OCTOBER - DEC 2020 LIBRARY DIRECTOR SERVICES	01/19/21	01-21	A			20435.16	.00	20435.16
		01/28/21	07-21						

Invoice	No	Description	Invoice	Actual	Discount	Gross	Discount	Net
			Date	Period				
			Due Date	Fiscal Tm	G/L Account No	Amount	Amount	Amount
Check #.: 050859 Check Date.: 01/28/21 Vendor I.D.: CLE03 (CLEARWAY ENERGY LLC)								
466478-		KWH CHARGES	01/20/21	01-21		6124.37	.00	6124.37
			01/28/21	07-21				
Check #.: 050860 Check Date.: 01/28/21 Vendor I.D.: COA00 (COASTLAND CIVIL ENGINEERING)								
50019-		PRINCIPAL ENGINEER	11/30/20	01-21		612.50	.00	612.50
			01/28/21	07-21				
50024-		PRINCIPAL ENGINEER	11/30/20	01-21		437.50	.00	437.50
			01/28/21	07-21				
50033-		PRINCIPAL ENGINEER	11/30/20	01-21		43.75	.00	43.75
			01/28/21	07-21				
50051-		409 FRENCH ST- DETACHED GARAGE	11/30/20	01-21		393.75	.00	393.75
			01/28/21	07-21				
50088-		120 N LASSEN ST	12/04/20	01-21		461.25	.00	461.25
			01/28/21	07-21				
50096-		PLAN REVIEW FOR 411 S TEHAMA ST	11/30/20	01-21		510.00	.00	510.00
			01/28/21	07-21				
50116-		BUILDING INSPECTION	11/30/20	01-21		4220.00	.00	4220.00
			01/28/21	07-21				
50117-		714 W LAUREL ST ROOF MOUNT PV SOLAR	11/30/20	01-21		431.25	.00	431.25
			01/28/21	07-21				
50134-		SUPERVISING ENGINEER	11/30/20	01-21		7579.00	.00	7579.00
			01/28/21	07-21				
** Vendor's Subtotal ----->						14689.00	.00	14689.00
Check #.: 050861 Check Date.: 01/28/21 Vendor I.D.: COR02 (CORBIN WILLITS SYSTEMS)								
C10115-		CONT.SERV. FINANCE	01/15/21	01-21 A		65.00	.00	65.00
			01/28/21	07-21				
C101151-		ENHANCEMENT AND SERVIC PLUS MAINTENANCE	01/15/21	01-21 A		424.35	.00	424.35
			01/28/21	07-21				
** Vendor's Subtotal ----->						489.35	.00	489.35
Check #.: 050862 Check Date.: 01/28/21 Vendor I.D.: EWI00 (EWING IRRIG. PRODUCTS, INC)								
13331222-		JENSON VALVE 3INCH COMMERCIAL VALVE	01/13/21	01-21		290.57	.00	290.57
			01/28/21	07-21				
Check #.: 050863 Check Date.: 01/28/21 Vendor I.D.: FGL00 (FGL ENVIRONMENTAL)								
170298A-		COLIFORM	01/14/21	01-21		88.00	.00	88.00
			01/28/21	07-21				
Check #.: 050864 Check Date.: 01/28/21 Vendor I.D.: GAN01 (GANDY-STALEY OIL CO.)								
C10120-		PUBLIC WORKS STATEMENT AS OF 12-31-20	12/31/20	01-21 A		1827.05	.00	1827.05
			01/28/21	07-21				
Check #.: 050865 Check Date.: 01/28/21 Vendor I.D.: GCS00 (GCS ENVIRONMENTAL EQUIPMENT SERVICES)								
22669-		CURTAIN SET, SPRING GUTTER BROOM	01/21/21	01-21		431.61	.00	431.61
			01/28/21	07-21				
Check #.: 050866 Check Date.: 01/28/21 Vendor I.D.: GLE54 (GLENN COUNTY BUILDING DEPARTMENT)								
6097-		INSPECTIONS AND MILEAGE	01/19/21	01-21		5203.16	.00	5203.16
			01/28/21	07-21				
Check #.: 050867 Check Date.: 01/28/21 Vendor I.D.: HIN02 (HINDERLITER DELLAMAS & ASSOCIATES)								
SIN005907-		CONTRACT SERVICES- SALES TAX	12/30/20	01-21		1050.00	.00	1050.00
			01/28/21	07-21				
Check #.: 050868 Check Date.: 01/28/21 Vendor I.D.: INT16 (INTERSTATE BATTERY SYSTEM OF REDDING)								
30057861-		BATTERY	01/08/21	01-21		31.10	.00	31.10
			01/28/21	07-21				
30058061-		SEWER PLANT 6'' PUMP	01/12/21	01-21		140.37	.00	140.37
			01/28/21	07-21				
** Vendor's Subtotal ----->						171.47	.00	171.47

Invoice	No	Description	Invoice	Actual	Discount	Gross	Discount	Net			
			Date	Period							
			Due Date	Fiscal	Tm	G/L	Account	No	Amount	Amount	Amount
Check #.: 050869			Check Date.: 01/28/21		Vendor I.D.: ITF01 (INDUSTRIAL TRUCK & FARM)						
C10125-	#10	JET VAC	01/14/21	01-21	A				23.88	.00	23.88
			01/28/21	07-21							
Check #.: 050870			Check Date.: 01/28/21		Vendor I.D.: KNI03 (KNIFE RIVER CONSTRUCTION)						
243805-		WET PATCH AND ENVIRONMENTAL FEE	01/22/21	01-21					265.66	.00	265.66
			01/28/21	07-21							
Check #.: 050871			Check Date.: 01/28/21		Vendor I.D.: LIF01 (LIFE ASSIST)						
1066543-		SURFACE DISINFECTANT & BANDAGES	01/13/21	01-21	A				218.31	.00	218.31
			01/28/21	07-21							
Check #.: 050872			Check Date.: 01/28/21		Vendor I.D.: MAT01 (MATSON & ISOM TECHNOLOGY CONSULTING INC)						
0024590IN-		MICROSOFT 365 BUSINESS STANDARD	01/21/21	01-21					143.00	.00	143.00
			01/28/21	07-21							
Check #.: 050873			Check Date.: 01/28/21		Vendor I.D.: MEN02 (MENDES SUPPLY COMPANY)						
R048479-		CLEANING SUPPLIES	01/14/21	01-21					293.36	.00	293.36
			01/28/21	07-21							
R04847900-		CLEANING SUPPLIES & LINERS	01/05/21	01-21					293.36	.00	293.36
			01/28/21	07-21							
** Vendor's Subtotal ----->									586.72	.00	586.72
Check #.: 050874			Check Date.: 01/28/21		Vendor I.D.: NAT26 (NATIONAL FIRE SYSTEMS, INC.)						
51274-	6	MONTH HOOD INSPECTION	01/19/21	01-21					250.00	.00	250.00
			01/28/21	07-21							
92807-		FIREEXTINNGUISHER INSPECTION	01/19/21	01-21					117.68	.00	117.68
			01/28/21	07-21							
** Vendor's Subtotal ----->									367.68	.00	367.68
Check #.: 050875			Check Date.: 01/28/21		Vendor I.D.: NEC00 (NEC FINANCIAL SERVICES LLC)						
2371496-		PHONE SYSTEM PAYMENT	01/10/21	01-21					268.08	.00	268.08
			01/28/21	07-21							
Check #.: 050876			Check Date.: 01/28/21		Vendor I.D.: OFF05 (OFFICE DEPOT, INC.)						
C10127-		POST ITS	11/10/20	01-21	A				12.41	.00	12.41
			01/28/21	07-21							
144606119-		JAM PAPER LABELS	01/06/21	01-21	A				45.68	.00	45.68
			01/28/21	07-21							
147282201-		W2 FORMS	01/14/21	01-21	A				116.85	.00	116.85
			01/28/21	07-21							
147317216-		USB 256 GB	01/15/21	01-21	A				42.89	.00	42.89
			01/28/21	07-21							
** Vendor's Subtotal ----->									217.83	.00	217.83
Check #.: 050877			Check Date.: 01/28/21		Vendor I.D.: RAY03 (RAY MORGAN COMPANY)						
3205608-		CONTRACT BASE RATE FOR 1-22-21 TO 2-21-21 PERIOD	01/20/21	01-21	A				63.28	.00	63.28
			01/28/21	07-21							
Check #.: 050878			Check Date.: 01/28/21		Vendor I.D.: RGS01 (REGIONAL GOVERNMENT SERVICES)						
11654-		CONTRACT SERVICES FOR DEC 2020	12/31/20	01-21					7338.40	.00	7338.40
			01/28/21	07-21							

		Invoice Date	Actual Period			Discount	Gross	Discount	Net
Invoice No	Description	Due Date	Fiscal Tm	G/L	Account No	Amount	Amount	Amount	Amount
Check #: 050879 Check Date.: 01/28/21		Vendor I.D.: SAF03 (SAFETY TIRE SERVICE)							
46173-	CAL TIRE & RM 185 STEER	01/12/21 01/28/21	01-21 07-21			404.78	.00		404.78
Check #: 050880 Check Date.: 01/28/21		Vendor I.D.: THR00 (3CORE)							
1190-	CDBG CONTRACT - MARCS DEC 2020 HOURS	12/31/21 01/28/21	01-21 07-21			1750.00	.00		1750.00
Check #: 050881 Check Date.: 01/28/21		Vendor I.D.: TRU00 (TRUE BLUE PROPANE)							
200068-	FILL PORTABLE PROPANE BOTTLES	01/05/21 01/28/21	01-21 07-21			32.07	.00		32.07
Check #: 050882 Check Date.: 01/28/21		Vendor I.D.: VAL14 (VALLEY TRUCK & TRACTOR CO.)							
1052372-	PARTS FOR FIRE TRUCK	01/14/21 01/28/21	01-21 07-21			982.77	.00		982.77
1053196-	2 AIR FILTERS	01/19/21 01/28/21	01-21 07-21			49.21	.00		49.21
** Vendor's Subtotal ----->						1031.98	.00		1031.98
Check #: 050883 Check Date.: 01/28/21		Vendor I.D.: WAL07 (WAL-MART COMMUNITY)							
C10126-	CLEANING SUPPLIES	01/04/21 01/28/21	01-21 07-21			7.48	.00		7.48
Check #: 050884 Check Date.: 01/28/21		Vendor I.D.: WIL17 (WILLDAN)							
00713218-	WILLOWS BASIN ST	09/18/20 01/28/21	01-21 07-21			664.00	.00		664.00
00713240-	109611.00 WILLOWS BASIN ST	10/23/20 01/28/21	01-21 07-21			1046.00	.00		1046.00
00713265-	109611.00 WILLOWS BASIN ST, 11-30-20	11/30/20 01/28/21	01-21 07-21			830.00	.00		830.00
00713270-	101453- WILLOWS CONTRACT PLANNING 12-18-20	12/18/20 01/28/21	01-21 07-21			7410.16	.00		7410.16
00713278-	109611.00- WILLOWS BASIN ST 12-18-20	12/18/20 01/28/21	01-21 07-21			3486.00	.00		3486.00
** Vendor's Subtotal ----->						13436.16	.00		13436.16
Check #: 050885 Check Date.: 01/28/21		Vendor I.D.: WILHD (WILLOWS HARDWARE, INC.)							
230022-	WHEELBARROW	01/14/21 01/28/21	01-21 07-21	A		139.37	.00		139.37
230172-	COUPLINGS, PVC, TEFLON TAPE, & GLUE	01/20/21 01/28/21	01-21 07-21	A		133.15	.00		133.15
230234-	BIMP BALLS & PLASTIC TIES	01/12/21 01/28/21	01-21 07-21	A		31.10	.00		31.10
230334-	2PU 9V	01/16/21 01/28/21	01-21 07-21	A		11.79	.00		11.79
230568-	GASKETS AND CHAINS	01/22/21 01/28/21	01-21 07-21	A		39.68	.00		39.68
230944-	65 BULBS	01/25/21 01/28/21	01-21 07-21	A		8.57	.00		8.57
239102-	LIGHT COVER	01/25/21 01/28/21	01-21 07-21	A		13.93	.00		13.93
245569-	PADLOCK AND GREEN PAINT	12/10/20 01/28/21	01-21 07-21	A		77.04	.00		77.04
250689-	7W COMPACT FLUORESCENT AND BALLAST	01/25/21 01/28/21	01-21 07-21	A		98.58	.00		98.58
252036-	GRASS SEED AND ROUND UP	01/23/21 01/28/21	01-21 07-21	A		83.54	.00		83.54
** Vendor's Subtotal ----->						636.75	.00		636.75

RUN....: Jan 28 21 Time: 14:22
Run By.: Katie Childress

Automatic Check Listing/Update
Control Date.: 01/28/21 Cash Account No.: 000 1045

PAGE: 005
ID #: PY-CL
CTL.: WIL

Invoice No	Description	Invoice	Actual	Discount	Gross	Discount	Net
		Date	Period				
		Due Date	Fiscal Yr	G/L Account No			
Check #: 050886 Check Date.: 01/28/21		Vendor I.D.: WILHI (WILLOWS ACE HARDWARE)					
064083-	WIRE & SPLICE KIT	01/20/21	01-21		22.19	.00	22.19
		01/28/21	07-21				
064087-	SLICE BUTT AND ELECTRIC TAPE	01/20/21	01-21		6.41	.00	6.41
		01/28/21	07-21				
064227-	HALF CIRCLE NZL & POP UP	01/25/21	01-21		10.36	.00	10.36
		01/28/21	07-21				
064269-	BALLAST ELEC 1-2 F32T8	01/26/21	01-21		47.17	.00	47.17
		01/28/21	07-21				
** Vendor's Subtotal ----->					86.13	.00	86.13
** Total Checks Paid ----->					84466.80	.00	84466.80
					=====	=====	=====

		Invoice Date	Actual Period						
Invoice	No	Description	Due Date	Fiscal	Tm	Discount G/L Account No	Gross Amount	Discount Amount	Net Amount
		Check #.: 005887	Check Date.: 02/11/21		Vendor I.D.: AIR00 (AIRGAS NCN)				
910924290-		OXYGEN 3 CL	01/22/21	02-21			164.05	.00	164.05
910948797-		2 OXYGEN DA MED CGA	02/11/21	08-21					
			01/29/21	02-21			219.96	.00	219.96
997738018-		CYL OXYGEN	02/11/21	08-21					
			01/31/21	02-21			17.60	.00	17.60
			02/11/21	08-21					
** Vendor's Subtotal ----->							401.61	.00	401.61

Check #.: 005888 Check Date.: 02/11/21		Vendor I.D.: AME02 (AMERIPRIDE UNIFORM SVCS.)						
110238269-	07-07-20 CLEANING	01/31/21	02-21			140.75	.00	140.75
110247403-	CLEANING UNIFORMS	02/11/21	08-21					
		01/05/21	02-21			94.54	.00	94.54
110248821-	CLEANING UNIFORMS	02/11/21	08-21					
		02/02/21	02-21			94.54	.00	94.54
110248824-	CLEANING SUPPLIES	02/11/21	08-21					
		02/02/21	02-21			187.68	.00	187.68
		02/11/21	08-21					
** Vendor's Subtotal ----->						517.51	.00	517.51

Check #.: 005889 Check Date.: 02/11/21		Vendor I.D.: BAK06 (BAKER & TAYLOR BOOKS)						
203574864-	New Print Mat. Library	01/27/21	02-21			397.26	.00	397.26
		02/11/21	08-21					

Check #.: 005890 Check Date.: 02/11/21		Vendor I.D.: BAR01 (BARCELOUX BROTHERS AUTO)						
593089-	ADAPTERS	01/22/21	02-21	A		7.43	.00	7.43
593095-	COUPLING	02/11/21	08-21					
		01/22/21	02-21	A		6.82	.00	6.82
593096-	ADAPTER AND NYLON TUBING	02/11/21	08-21					
		01/22/21	02-21	A		15.00	.00	15.00
593227-	ACETLYENE MC	02/11/21	08-21					
		01/25/21	02-21	A		39.67	.00	39.67
593372-	NAPAGOLD OIL FILTER	02/11/21	08-21					
		01/27/21	02-21	A		31.25	.00	31.25
593452-	BATTERY & CORE DEPOSIT	02/11/21	08-21					
		01/28/21	02-21	A		354.27	.00	354.27
594049-	RING TERMINAL AND FUSE HOLDER	02/11/21	08-21					
		02/03/21	02-21	A		29.06	.00	29.06
		02/11/21	08-21					
** Vendor's Subtotal ----->						483.50	.00	483.50

Check #.: 005891 Check Date.: 02/11/21		Vendor I.D.: CAL04 (CALIFORNIA DEPT. OF JUSTICE)						
491551-	FINGER PRINT APPS & FED LVL	02/04/21	02-21			47.00	.00	47.00
		02/11/21	08-21					

Check #.: 005892 Check Date.: 02/11/21		Vendor I.D.: CAL61 (CAL FIRE)						
1344728-	2020 QUARTER 2, STATEWIDE PRO RATA	02/03/21	02-21			13498.45	.00	13498.45
		02/11/21	08-21					

Check #.: 005893 Check Date.: 02/11/21		Vendor I.D.: CAL70 (CALIFORNIA CITY- COUNTY STREET LIGHT AS.)						
C10211-	ANNUAL DUES FOR FISCAL YEAR ENDING JUNE 2021	02/09/21	02-21			630.00	.00	630.00
		02/11/21	08-21					

Check #.: 005894 Check Date.: 02/11/21		Vendor I.D.: COM16 (COMCAST CABLE)						
C10210-	JAN 19 2021- FEB 18 2021 FOR FIRE HOUSE	01/14/21	02-21			311.88	.00	311.88
		02/11/21	08-21					
C10211-	JAN 29, 2021 TO FEB 28 2021 FOR CIVIC CENTER	01/24/21	02-21			145.94	.00	145.94
		02/11/21	08-21					
** Vendor's Subtotal ----->						457.82	.00	457.82

Invoice No Description

Invoice Actual
Date PeriodDiscount
G/L Account NoGross
AmountDiscount
AmountNet
Amount

Check #: 005895 Check Date.: 02/11/21

Vendor I.D.: DEN00 (DE NOVO PLANNING GROUP)

2988- FOR PROFESSIONAL SERVICES THROUGH 2-10-21

02/10/21 02-21
02/11/21 08-21

3055.00

.00

3055.00

Check #: 005896 Check Date.: 02/11/21

Vendor I.D.: EXP00 (EXPRESS EMPLOYMENT SERVICES INC+)

24985278- D365- ADMINISTRATIVE CLERICAL ASSISTANT

02/03/21 02-21
02/11/21 08-21

223.92

.00

223.92

Check #: 005897 Check Date.: 02/11/21

Vendor I.D.: GAN01 (GANDY-STALEY OIL CO.)

193007- REGULAR UNLEADED GAS

01/12/21 02-21 A
02/11/21 08-21

505.68

.00

505.68

193008- DIESEL FOR PW

01/12/21 02-21 A
02/11/21 08-21

664.03

.00

664.03

C10210- STATEMENT FOR WILLOWS FD FOR JAN 2021

01/31/21 02-21 A
02/11/21 08-21

804.97

.00

804.97

** Vendor's Subtotal ----->

1974.68

.00

1974.68

Check #: 005898 Check Date.: 02/11/21

Vendor I.D.: GLE25 (GLENN CO. FIRE CHIEF'S)

210012- GLENN COUNTY FIRE REPEATER REPAIRS

02/05/21 02-21 A
02/11/21 08-21

300.00

.00

300.00

Check #: 005899 Check Date.: 02/11/21

Vendor I.D.: HOU00 (HOUSING TOOLS)

1982- HOUSING ELEMENT

02/02/21 02-21
02/11/21 08-21

10640.00

.00

10640.00

Check #: 005900 Check Date.: 02/11/21

Vendor I.D.: INT16 (INTERSTATE BATTERY SYSTEM OF REDDING)

30058147- BARRICADE LIGHTS

01/26/21 02-21
02/11/21 08-21

21.45

.00

21.45

30058160- PACIFIC GENERATOR

01/26/21 02-21
02/11/21 08-21

111.41

.00

111.41

** Vendor's Subtotal ----->

132.86

.00

132.86

Check #: 005901 Check Date.: 02/11/21

Vendor I.D.: JER00 (JEREMY'S PEST STOMPERS)

22211- PEST CONTROL

02/02/21 02-21
02/11/21 08-21

35.00

.00

35.00

Check #: 005902 Check Date.: 02/11/21

Vendor I.D.: LEA01 (LEAGUE OF CA. CITIES)

4984- MEMBERSHIP DUES FOR SAC VALLEY DIVISION

01/25/21 02-21 A
02/11/21 08-21

100.00

.00

100.00

Check #: 005903 Check Date.: 02/11/21

Vendor I.D.: LIF01 (LIFE ASSIST)

1073178- MICRODOT CTRA CONTROL SOLUTION & GLUCOMETER

02/04/21 02-21 A
02/11/21 08-21

32.71

.00

32.71

Check #: 005904 Check Date.: 02/11/21

Vendor I.D.: MJB01 (MJB WELDING SUPPLY, INC.)

01327907- ITEM 004 AND K

01/31/21 02-21 A
02/11/21 08-21

38.00

.00

38.00

Check #: 005905 Check Date.: 02/11/21

Vendor I.D.: MYR01 (MYRECDEPT.COM)

3215207S- MY REC SYSTEM YEARLY RENEWAL

02/01/21 02-21
02/11/21 08-21

2395.00

.00

2395.00

Check #: 005906 Check Date.: 02/11/21

Vendor I.D.: NOR18 (NORTHERN CALIF. GLOVES)

534584- NITRILE PF EXAM 5ML

11/16/20 02-21
02/11/21 08-21

205.62

.00

205.62

Invoice No Description

Invoice Actual
Date PeriodDiscount
G/L Account NoGross
AmountDiscount
AmountNet
AmountCheck #.: ~~005907~~ Check Date.: 02/11/21

Vendor I.D.: NOR43 (ACCESS)

8603403- JAN. 2021 SERVICES

01/31/21 02-21
02/11/21 08-21

80.98

.00

80.98

Check #.: ~~005908~~ Check Date.: 02/11/21

Vendor I.D.: OFF05 (OFFICE DEPOT, INC.)

C10211- OFFICE SUPPLIES

01/27/21 02-21 A
02/11/21 08-21

63.26

.00

63.26

Check #.: ~~005909~~ Check Date.: 02/11/21

Vendor I.D.: ORO00 (OROVILLE HOSPITAL)

314658- KYLE ENOS MEDICAL BILL

01/13/21 02-21
02/11/21 08-21

1936.00

.00

1936.00

Check #.: ~~005910~~ Check Date.: 02/11/21

Vendor I.D.: PGE01 (PG & E)

C10210- UTILITY ELECTRIC FOR 1600 S TEHAMA 1-5 TO 2-2-21

02/04/21 02-21 A
02/11/21 08-21

23.82

.00

23.82

C10211- UTILITY ELECTRIC FOR ACT 1773553795

02/03/21 02-21 A
02/11/21 08-21

40.81

.00

40.81

** Vendor's Subtotal ----->

64.63

.00

64.63

Check #.: ~~005911~~ Check Date.: 02/11/21

Vendor I.D.: RAY03 (RAY MORGAN COMPANY)

C10209- WATER SYSTEM

02/01/21 02-21 A
02/11/21 08-21

63.28

.00

63.28

Check #.: ~~005912~~ Check Date.: 02/11/21

Vendor I.D.: SAC08 (SACRAMENTO VALLEY MIRROR)

102- LEGAL ADVERTISING

01/21/21 02-21 A
02/11/21 08-21

73.80

.00

73.80

Check #.: ~~005913~~ Check Date.: 02/11/21

Vendor I.D.: SEI01 (ROY SEILER, C.P.A.)

30017- PROFESSIONAL SERVICES RENDERED

02/01/21 02-21 A
02/11/21 08-21

4564.00

.00

4564.00

Check #.: ~~005914~~ Check Date.: 02/11/21

Vendor I.D.: T&C01 (T & C CARPET CLEANING)

946029- CARPET CLEANING

01/29/21 02-21
02/11/21 08-21

295.00

.00

295.00

Check #.: ~~005915~~ Check Date.: 02/11/21

Vendor I.D.: TEH01 (TEHAMA COUNTY EAC)

C10209- ANNUAL MEMBERSHIP DUES/ SUBSCRIPTION FOR 2021

02/01/21 02-21
02/11/21 08-21

45.00

.00

45.00

Check #.: ~~005916~~ Check Date.: 02/11/21

Vendor I.D.: THO01 (THOMPSON GAS LLC)

50321785- 29.9 PROPANE

01/27/21 02-21
02/11/21 08-21

121.21

.00

121.21

Check #.: ~~005917~~ Check Date.: 02/11/21

Vendor I.D.: USB04 (U.S. BANK CORPORATE PAYMENT SYSTEMS)

C10211- CREDIT CARD BILL AS OF 1-22-21

01/22/21 02-21
02/11/21 08-21

5146.80

.00

5146.80

Check #.: ~~005918~~ Check Date.: 02/11/21

Vendor I.D.: WILHD (WILLOWS HARDWARE, INC.)

230776- SLOAN REPAIR & FLUSH OMETER

02/02/21 02-21 A
02/11/21 08-21

37.53

.00

37.53

239016- CHAINS SHARPENERS

01/28/21 02-21 A
02/11/21 08-21

58.00

.00

58.00

239108- CHAINSAW&POST SCREWS

01/27/21 02-21 A
02/11/21 08-21

16.97

.00

16.97

250271- FLAT WAASHER, L BRACKETS AND ROPE HOOK

02/03/21 02-21 A
02/11/21 08-21

9.35

.00

9.35

252043- SCREWS, NUTS & WASHERS

02/02/21 02-21 A
02/11/21 08-21

6.86

.00

6.86

** Vendor's Subtotal ----->

128.71

.00

128.71

Invoice No	Description	Invoice		Actual Period	Tm	Discount		Gross Amount	Discount Amount	Net Amount
		Date	Period			G/L	Account No			
Due Date	Fiscal									

Check #.: 005919 050919 KC		Check Date.: 02/11/21		Vendor I.D.: WILHI (WILLOWS ACE HARDWARE)						
064695-	TIES CABLE 6" BLK	02/10/21	02-21					13.47	.00	13.47
		02/11/21	08-21							

Check #.: 005920 050920 KC		Check Date.: 02/11/21		Vendor I.D.: ZOL01 (ZOLL MEDICAL CORP.)						
3216434-	ELECTRODES, DEFIB AED, G3	01/20/21	02-21					362.00	.00	362.00
		02/11/21	08-21							
** Total Checks Paid ----->								48524.08	.00	48524.08
=====										

050919 KC
050920 KC



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD JANUARY 26, 2021

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.

1. Mayor Domenighini called the meeting to order at 7:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Vice Mayor Domenighni.

3. Roll Call:

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

Council Members Absent:

Staff Present: Interim City Manager Wayne Peabody City Attorney David Ritchie, City Planner Karen Mantele and City Clerk Tara Rustenhoven

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

5. Consent Agenda:

- a. Approval of general checking, payroll & direct deposit check registers Z44694-Z44714, 38818-38823, 050804-050848.
- b. Approval of minutes of the Regular City Council Meeting held on January 12, 2021.

Action:

Motion: Council Member Warren/Second: Vice Mayor Hansen

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

The motion passed unanimously 4/1 carried by the following voice vote:

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

NOES: Williams

ABSENT:

ABSTAIN:

6. Public Hearing:

- a. Conduct a public hearing for 1) Consideration and adoption of a Resolution Certifying the Mitigated Negative Declaration for the South Willows Residential Neighborhood (SWRN) project. 2) Consideration and adoption of a Resolution Amending the General Plan Land Use Map (FILE#GPA-20-01) and the Zoning Map (file RZ-20-01) and Special Development Areas section with the Land Use Element.

Public Hearing open at 7:35 p.m.

Closed Public Hearing at 7:37 p.m.

1) Action:

Motion: Vice Mayor Hansen/Second: Council Member Warren

*Moved to adopt a resolution entitled; **CERTIFYING THE MITIGATED NEGATIVE DECLARATION FOR THE SOUTH WILLOWS RESIDENTIAL NEIGHBORHOOD (SWRN) PROJECT.***

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

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

NOES:

ABSENT:

ABSTAIN:

2) Action:

Motion: Vice Mayor Hansen/Second: Council Member Warren

*Moved to adopt a resolution entitled; **A RESOLUTION AMENDING THE GENERAL PLAN LAND USE MAP (FILE#GPA-20-01) AND THE ZONING MAP (FILE RZ-20-01) AND SPECIAL DEVELOPMENT AREAS SECTION WITH THE LAND USE ELEMENT.***

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

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

NOES:

ABSENT:

ABSTAIN:

7. Regular Business:

- a. By motion, adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE CREATION OF AN ACCOUNTING MANAGER POSITION, ESTABLISHING THE SALARY THEREFOR AND APPROVING UPDATED SALARY TABLES FOR MANAGEMENT AND UNREPRESENTED CLASSIFICATIONS.**

Action:

Motion: Council Member Warren/Second: Council Member Flesher

*Moved to adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE CREATION OF AN ACCOUNTING MANAGER POSITION, ESTABLISHING THE SALARY THEREFOR AND APPROVING UPDATED SALARY TABLES FOR MANAGEMENT AND UNREPRESENTED CLASSIFICATIONS.***

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

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

NOES: Williams

ABSENT:

ABSTAIN:

- b. By motion, adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING IMPLEMENTATION OF SALARY ADJUSTMENTS, PUBLICATION OF THE CITY'S EMPLOYEE**

UPDATED SALARY SCHEDULES FOR PART-TIME EMPLOYEES, AND DIRECT STAFF TO MAKE THEM AVAILABLE TO THE PUBLIC.

Action:

Motion: Vice Mayor Hansen/Second: Council Member Flesher

Moved to adopt a resolution entitled; RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING IMPLEMENTATION OF SALARY ADJUSTMENTS, PUBLICATION OF THE CITY'S EMPLOYEE UPDATED SALARY SCHEDULES FOR PART-TIME EMPLOYEES, AND DIRECT STAFF TO MAKE THEM AVAILABLE TO THE PUBLIC.

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

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

NOES:

ABSENT:

ABSTAIN:

c. By motion, adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING ENTERING INTO AN AGREEMENT WITH REGIONAL GOVERNMENT SERVICES (RGS) FOR RECRUITMENT SERVICES IN THE EXECUTIVE SEARCH FOR A CITY MANAGER FOR THE CITY OF WILLOWS.**

Action:

Motion: Council Member Warren/Second: Council Member Williams

Moved to adopt a resolution entitled; RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING ENTERING INTO AN AGREEMENT WITH REGIONAL GOVERNMENT SERVICES (RGS) FOR RECRUITMENT SERVICES IN THE EXECUTIVE SEARCH FOR A CITY MANAGER FOR THE CITY OF WILLOWS.

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

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

NOES:

ABSENT:

ABSTAIN:

Council Member Warren and Vice Mayor Hansen will serve as the ad hoc committee to assist with development of recruitment documentation.

d. By motion, adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, APPROVING ENTERING INTO AN AGREEMENT WITH REGIONAL GOVERNMENT SERVICES (RGS) FOR RECRUITMENT SERVICES IN THE EXECUTIVE SEARCH FOR A CITY COMMUNITY DEVELOPMENT SERVICES DIRECTOR FOR THE CITY OF WILLOWS.**

Action:

Motion: Vice Mayor Hansen/Second: Council Member Warren

Moved to adopt a resolution entitled; RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS,

APPROVING ENTERING INTO AN AGREEMENT WITH REGIONAL GOVERNMENT SERVICES (RGS) FOR RECRUITMENT SERVICES IN THE EXECUTIVE SEARCH FOR A CITY COMMUNITY DEVELOPMENT SERVICES DIRECTOR FOR THE CITY OF WILLOWS.

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

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

NOES:

ABSENT:

ABSTAIN:

e. By motion, adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING A PENSION FUNDING POLICY.**

Action:

Motion: Council Member Flesher/Second: Vice Mayor Hansen

*Moved to adopt a resolution entitled; **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING A PENSION FUNDING POLICY.***

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

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

NOES:

ABSENT:

ABSTAIN:

f. Discuss and provide guidance to staff, for Written Communications.

Consensus of the council regarding Written Communication; letters can be sent in by email, walked into City Hall, or mailed to the City Clerk prior to the City Council meeting. Letters can also be brought to the City Council during the Public Comment portion of the meeting. The Mayor will state the name of the person submitting the written communication and what it is regarding. All written communication will be attached to the meeting minutes.

10. Council/Staff Reports/Comments:

a. Staff Reports/Comments:

- Sheriff Warren provided to council the monthly reports for December and is available for any questions.
- Public works was out preparing for the upcoming wind and rain. Please be aware and of any down power line and be safe.

b. City Council Reports Comments: Council gave comments/reports on activities and various meetings they attended.

Before going into closed session, Council Member Williams asked for an update on the Wastewater Treatment Plant. Chief Peabody responded; The contract was signed and parts were ordered. Due to the weather they will start when the weather is good.

Council Member Williams asked the Mayor to add an item to the Agenda regarding the discussion of having the State do an Impartial Audit on the Sewer Rates at the next City Council meeting.

11. 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 to the Council convening into closed session.

Public Comments are generally restricted to three minutes.

b. CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section §54956.9:

Number of Cases: 1

Entered into closed session at 9:10 p.m.

Reconvened into open session at 9:30 p.m.

Announcement of any action taken in closed session:

City Attorney reported no reportable action, direction was given to staff on the Closed Session item.

12. Adjournment:

The Meeting was adjourned at 9:31 p.m.

Dated: February 17, 2021

Tara Rustenhoven, City Clerk



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD FEBRUARY 09, 2021

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.

1. Mayor Domenighini called the meeting to order at 7:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Council Member Joe Flesher.

3. Roll Call:

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

Council Members Absent:

Staff Present: Interim City Manager Wayne Peabody, City Attorney David Ritchie and City Clerk Tara Rustenhoven

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

5. Consent Agenda:

- a. Approval of general checking, payroll direct deposit check registers Z44715-Z44739 and 38824-38834.

Council Member Williams asked if council they can have a discussion on item 5a regarding the approval of payroll check registers.

- b. Consider the adoption of a resolution approving a Faithful Performance Bond.

Action:

Motion: Vice Mayor Hansen/Second: Council Member Warren

Moved to approve Consent Agenda item 5a as presented above.

The motion passed unanimously 4/1 carried by the following voice vote:

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

NOES: Williams

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Hansen/Second: Council Member Flesher

Moved to approve Consent Agenda item 5b as presented above.

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

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

NOES:

ABSENT:

ABSTAIN:

6. Regular Business:

- a. By motion, adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPOINTING COASTLAND CIVIL ENGINEERING AS THE ENGINEER OF RECORD FOR THE CITY OF WILLOWS LANDSCAPING AND LIGHTING SPECIAL ASSESSMENT DISTRICT AND DIRECTING THE PREPARATION AND FILING OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-2022 (PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972)**

Action:

Motion: Council Member Williams/Second: Council Member Warren

*Moved to adopt and resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPOINTING COASTLAND CIVIL ENGINEERING AS THE ENGINEER OF RECORD FOR THE CITY OF WILLOWS LANDSCAPING AND LIGHTING SPECIAL ASSESSMENT DISTRICT AND DIRECTING THE PREPARATION AND FILING OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-2022 (PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972)***

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

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

NOES:

ABSENT:

ABSTAIN:

- b. Discuss and provide guidance to staff regarding the Audit of Sewer Enterprise Funds.

Council Member Williams started the discussion. Members of the community Dennis and Roberta Asbury, Ray Crabtree, Lisa Davis and Glenn McLaughlin gave public comment.

By consensus, council gave direction to the City Attorney to start with an audit of one year, for the fiscal year 2019/2020.

7. Council/Staff Reports/Comments:

- a. Staff Reports/Comments:

- Received report from the Sheriff, but will have them for the February 23rd meeting.
- Wastewater treatment plant was fixed and back to full operation.

- b. City Council Reports Comments: Council gave comments/reports on activities and various meetings they attended.

8. 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 to the Council convening into closed session. Public Comments are generally restricted to three minutes.

- b. CONFERENCE WITH LEGAL COUNCIL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section §54956.9:

Number of Cases: 2

Council recessed into closed session at 8:57 p.m.

Council reconvened into open session at 9:48 p.m.

Announcement of any action taken in closed session:

Mayor Domenighini reported that direction was given to staff.

9. Adjournment:

The Meeting was adjourned at p.m.

Dated: February 18, 2021

Tara Rustenhoven, City Clerk



PUBLIC HEARING

AGENDA ITEM

TO: Honorable Mayor Domenighini and Members of the City Council
FROM: John Wanger, City Engineer
SUBJECT: Adoption of Revised Public Works Design and Construction Standards

RECOMMENDATION

It is recommended that the City Council Introduce an Ordinance of the City Council of the City of Willows Repealing Willows Municipal Code Chapter 17, Article IV ("Construction of Improvements) and Chapter 17, Article IX ("Standard Details") and Adopting a New Willows Municipal Code Chapter 17, Article IV ("Public Works Design and Construction Standards").

BACKGROUND:

Public infrastructure is a critical element of any City. Cities typically adopt standards to guide the design and construction of their public infrastructure to provide quality and consistency and to ensure they provide high-value service to the community. These standards are then updated from time-to-time to incorporate changes in such things as construction materials and techniques, product types and availability, new approaches to infrastructure design, and regulatory changes.

The City's current standards for the design and construction of public infrastructure are codified in the Willows Municipal Code in Chapter 17. The current standards for the design of public improvements are found in Municipal Code Chapter 17, Article IV (Municipal Code Sections 17.55.280 through 17.55.330). The current standard details for the construction of public improvements are found in Municipal Code Chapter 17, Article IX (Municipal Code Sections 17.55.490 through 17.55.920).

Willows last updated its standards in 2005. Due to increased interest in development and changes in design, construction materials and practices over the past thirteen years, it is recommended that the City Council adopt revised standards.

The revised design and construction standards proposed for adoption are found in the attached document entitled "Willows Design and Construction Standards" and dated September 2017 ("Revised Standards"). These Revised Standards are separated into three sections. Part I contains the design guidelines and criteria for streets, sewers, storm drainage, street trees, and street lighting. These comprehensive design criteria will help developers and their consultants efficiently design public infrastructure that meets the needs of Willows. Part II contains the construction specifications for the

same list of infrastructure categories. These specifications will ensure the materials and methods used in the construction of public infrastructure are of the type and quality desired by the City. Part III contains the construction standard details, notes and drawings. This section is an important compliment to Part II and contains additional information on how infrastructure is to be constructed.

The attached Ordinance would adopt these Revised Standards. To eliminate conflict between these and previous design and construction standards, the Ordinance also repeals conflicting sections of the current Municipal Code. If adopted, these Revised Standards will be available on the City's website and in printed form.

FINANCIAL CONSIDERATIONS:

These Revised Standards are expected to help reduce the cost of infrastructure maintenance and replacement. The costs to publish these Revised Standards will be recovered by the sale of all printed copies.

NOTIFICATION

The Public Hearing for this item will be held on February 23, 2021.

ALTERNATE ACTIONS

The City Council can choose not to adopt the proposed ordinance or can request additional information from staff.

RECOMMENDATION

It is recommended that the City Council Introduce the attached Ordinance.

Respectfully submitted,

/s/ John Wanger
John Wanger
City Engineer

Attachments:

- 1) Link to the Willows Design and Construction Standards dated September 2017
<https://www.cityofwillows.org/assets/resources/Willows-Design-Const-Std-Full-Set-Sept-2017-003.pdf>
- 2) Ordinance of the City Council of the City of Willows Repealing Willows Municipal Code Chapter 17, Article IV ("Construction of Improvements) and Chapter 17, Articles IX ("Standard Details") and Adopt a New Willows Municipal Code Chapter 17, Article IV ("Public Works Design and Construction Standards").

**CITY OF WILLOWS
ORDINANCE NO. xxx-2021**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS REPEALING WILLOWS MUNICIPAL CODE CHAPTER 17, ARTICLE IV ("CONSTRUCTION OF IMPROVEMENTS) AND CHAPTER 17, ARTICLE IX ("STANDARD DETAILS") AND ADOPTING A NEW WILLOWS MUNICIPAL CODE CHAPTER 17, ARTICLE IV ("PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS")

WHEREAS, existing Willows Municipal Code, Chapter 17, Article IV contains design standards for construction of improvements for public infrastructure in the City of Willows; and

WHEREAS, existing Willows Municipal Code, Chapter 17, Article IX contains standard details for the construction of improvements for public infrastructure in the City of Willows; and

WHEREAS, the City Engineer has recommended that the design standards and standard construction details be updated to help ensure that public infrastructure meets the needs of the City; and

WHEREAS, the City Engineer has compiled a set of updated standards entitled, Willows Design and Construction Standards September 2017;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS does ordain as follows:

SECTION 1. Chapter 17, Article IV "Construction of Improvements" of the Willows Municipal Code is hereby repealed in its entirety and a new Chapter 17, Article IV entitled "Public Works Standards" is hereby adopted to read:

"17.55.280 – Standards. The Public Works standards entitled, "Willows Design and Construction Standards" and dated September 2017 are hereby adopted. The design and construction of all infrastructure owned or to be conveyed to the City shall comply with these standards unless a deviation is approved in writing by the City Engineer.

17.55.290 -Streets. Every lot and parcel created by a subdivision shall front on a dedicated city street unless private streets are specifically approved by the planning commission and the city council.

17.55.300 – Alleys. Subdivisions developed for commercial or industrial use shall include alleys or other approved access to the rear of each parcel. Minimum alley width shall be 24 feet. [Res. 11-79 § IV(C), 7-24-79].

SECTION 2. Chapter 17, Article IX "Standard Details" of the Willows Municipal Code is hereby repealed in its entirety.

ATTACHMENT 1

This ordinance was introduced at a regular meeting of the City Council of the City of Willows, held on February 23, 2021, and adopted at a regular meeting of the City Council of the City of Willows, held on March 9, 2021, by the following vote, to wit:

AYES:
NOES:
ABSENT:

APPROVED:

ATTEST:

LARRY DOMENIGHINI, MAYOR

TARA RUSTENHOVEN, CITY CLERK

APPROVED AS TO FORM:

THE CITY ATTORNEY'S OFFICE

DAVID G. RITCHIE, CITY ATTORNEY

AGENDA ITEM

TO: Mayor Domenighini and Members of City Council

FROM: Interim City Manager Wayne Peabody

SUBJECT: Approving conduit financing for the Willows Apartments Affordable Housing Project

RECOMMENDATION

Staff recommends that the City Council conduct a public hearing under the requirement of the Tax and Equity Fiscal Responsibility Act ("TEFRA") and the Internal Revenue Code of 1986, as amended (the "Code") in connection with the proposed issuance of revenue bonds by the California Statewide Communities Development Authority ("CSCDA") and adopt the attached resolution to approve the financing of the Project (Willows Apartments) by the CSCDA.

SUMMARY/BACKGROUND

HPD Willows LP, a California Limited Partnership (the "Borrower") a partnership of which Highland Property Development, LLC (the "Developer") or a related person to the Developer is the general partner requested that the CSCDA serve as the municipal issuer of the Bonds in an aggregate principal amount not to exceed \$6,000,000 of tax-exempt revenue bonds.(the "Bonds"). Proceeds of the Bonds will be used to finance or refinance the acquisition, construction, improvement and equipping of a 59-unit multifamily rental housing project located at 1201 West Wood Street, Willows, California (the "Project").

In order for all or a portion of the Bonds to qualify as tax-exempt bonds, the City of Willows must conduct a public hearing (the "TEFRA Hearing") providing for the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of the TEFRA Hearing, an "applicable elected representative" of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project.

CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY:

CSCDA is a joint powers authority founded and sponsored by the League of California Cities ("League") and the California State Association of Counties ("CSAC"). CSCDA was created by the League and CSAC in 1988 to enable local government and eligible private entities access to low-cost, tax-exempt financing for projects that provide a tangible public benefit, contribute to social and economic growth and improve the overall quality of life in local communities throughout California. CSCDA is comprised of more than 530 members, including the City of Willows. CSCDA has issued more than \$65 billion through 1,700 plus financings since 1988.

FINANCIAL CONSIDERATIONS -

The Bonds to be issued by CSCDA for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project. All financing documents with respect to the issuance of the Bonds will contain clear disclaimers that the Bonds are not obligations of the City or the State of California but are to be paid for solely from funds provided by the Borrower.

NOTIFICATION

James Hamill, CSCDA, issuer.

RECOMMENDATION

Staff recommends that the City Council (1) Conduct the public hearing under the requirements of TEFRA and the Internal Revenue Code of 1986, as amended (the "Code") and (2) Adopt the resolution approving the issuance of the Bonds by CSCDA for the benefit of HPD Willows LP, a California Limited Partnership (the "Borrower"), to provide for the financing of the Project, such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code Section 6500 (and following).

Respectfully submitted,

Approved by:



Wayne Peabody
Interim City Manager

Attachments:

1. Draft Resolution approving bonds issuance

DRAFT RESOLUTIONCITY OF WILLOWS
RESOLUTION NO. xx-2021**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
APPROVING THE ISSUANCE BY THE CALIFORNIA STATEWIDE
COMMUNITIES DEVELOPMENT AUTHORITY OF MULTIFAMILY
HOUSING REVENUE BONDS FOR THE WILLOW OAKS APARTMENTS**

WHEREAS, the California Statewide Communities Development Authority (the "Authority") is authorized pursuant to the provisions of California Government Code Section 6500 et seq. and the terms of an Amended and Restated Joint Exercise of Powers Agreement, dated as of June 1, 1988 (the "Agreement"), among certain local agencies throughout the State of California, including the City of Willows (the "City"), to issue revenue bonds in accordance with Chapter 7 of Part 5 of Division 31 of the California Health and Safety Code for the purpose of financing multifamily rental housing projects; and

WHEREAS, HPD Willows II LP, a California limited partnership or a partnership of which Highland Property Development LLC (the "Developer") or a related person to the Developer is the general partner, has requested that the Authority adopt a plan of financing providing for the issuance of exempt facility bonds for a qualified residential rental project pursuant to Section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code") in one or more series issued from time to time, including bonds issued to refund such exempt facility bonds in one or more series from time to time, and at no time to exceed \$6,000,000 in outstanding aggregate principal amount (the "Bonds"), to finance or refinance the acquisition and rehabilitation of a multifamily rental housing project located at 1201 West Wood Street, Willows, California (the "Project"); and

WHEREAS, pursuant to Section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of the governmental units on whose behalf such bonds are expected to be issued and by a governmental unit having jurisdiction over the entire area in which any facility financed by such bonds is to be located, after a public hearing held following reasonable public notice; and

WHEREAS, the members of this City Council (this "City Council") are the applicable elected representatives of the City; and

WHEREAS, there has been published, at least 7 days prior to the date hereof, in a newspaper of general circulation within the City, a notice that a public hearing regarding the Bonds would be held on a date specified in such notice; and

WHEREAS, such public hearing was conducted on such date, at which time an opportunity was provided to interested parties to present arguments both for and against the issuance of the Bonds; and

WHEREAS, the Authority is also requesting that the City Council approve the issuance of any refunding bonds hereafter issued by the Authority for the purpose of refinancing the Bonds which financed the Project (the "Refunding Bonds"), but only in such cases where federal tax laws would not require additional consideration or approval by the City Council; and

WHEREAS, it is intended that this resolution shall constitute the approval of the issuance of the Bonds required by Section 147(f) of the Code and Section 9 of the Agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOWS AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The City Council hereby approves the issuance of the Bonds and the Refunding Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the Bonds for the purposes of (a) Section 147(f) of the Code and (b) Section 9 of the Agreement.

Section 3. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents that they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing approved hereby.

Section 4. This resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED at a meeting of the City Council on this 23rd day of February, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Larry Domenighini, Mayor

ATTESTED:

Tara Rustenhoven, City Clerk



REGULAR BUSINESS

AGENDA ITEM

TO: Honorable Mayor Domenighini and Members of the Willows City Council
FROM: Wayne Peabody, Interim City Manager
SUBJECT: Administrative Service Department

RECOMMENDATION

Approve by motion the Corbin Willits Bid for financial reporting and processing service Bid and authorize the Interim City Manager to execute the agreement.

SITUATION (or BACKGROUND):

The City staff has been using Regional Governmental Solutions for daily financial needs and reporting. Upon reviewing our finical system and further training requirements that will be required to train the RGS team in further use of the system. Staff requested a Bid from the developer of our finical system to aid the city in this time of transition.

With the assistance of Regional Government Service, we have identified some areas within the department that needs to be updated. We have also found that we may not be using the system to the fullest capabilities. Staff feels that the best solution for the updates and further reporting should be completed by Corbin Willits Group and would be the most economical way to complete this work.

Staff further would like to thank Regional Governmental Solutions for all the work and help during this time for the City of Willows.

FINANCIAL CONSIDERATION

I would recommend all three service and we will revisit the Administrative Budget at mid-year for any adjustments.

NOTIFICATION

Regional Governmental Services

ALTERNATE ACTIONS

1. Approve as Proposed.
2. Seek Further Information
3. Decline Proposal

RECOMMENDATION

Approve by motion the Corbin Willits Bib for financial reporting and processing service and authorize the Interim City Manager to execute the agreement.

Respectfully submitted,



Wayne Peabody
Interim City Manager

Attachments:

- 1: Corbin Willits System Inc Bid for Financial Reporting and Processing services



CORBIN WILLITS SYSTEMS Inc.

3755 Washington Blvd., Fremont, CA 94538
Phone: (510)979-5600 Fax: (510)979-5613

Page: 1

February 8, 2021

WIL02

City of Willows

ATTN: Wayne Peabody

201 North Lassen

Willows, CA 95988

Phone: (530)934-7041

Fax: (530)934-7402

Engagement for Additional Services

Project	005717
Application	00 Not Applicable
Initiated by	Curt Richardson
Submitted	02/08/21
Required	//

Description	Rate	Amount	Discount	Balance	S&E Adj
Payroll Services by payroll	Flat Rate	500.00	.00	500.00	.00
Bank reconcilliation/Cash Status per month	Flat Rate	200.00	.00	200.00	.00
General Ledger Reporting - per batch	Flat Rate	100.00	.00	100.00	.00
Totals		800.00	.00	800.00	.00

Comments:

Bid for financial reporting and processing services. Three services available, client can choose all or one or any combination. Payroll service includes running and reconciling payroll. Client to enter timesheets. Mom will insure payroll calculates accurately, and reconcile pers payments, tax deposits and other general reconcilable items. Charge is per payroll. Bank rec service, to include reconciling main checking account monthly, and prepare and balance a cash status report showing pooled cash balances equal distributed cash. Cost is per month bank rec. Third service is basic financial reports for presenting to the board. Includes summary of expenses by department, summary of expenses by account, and summary of revenues by account, plus of course, that cash status report. More reports may be added by MOM. Cost can be either by month if only one per month requested or by board meeting with numbers updated to just two days before meeting.

Customer Signature

Date

In the event of any changes on site to any programs by CWS trainer/Tech appropriate time will be allocated at the end of the training to udate Customer application programs on the MOM server. This will be done from Customer site.

Projects that are \$2,000.00 or more require a 50% deposit before any work can be performed.

This estimate is valid for only 30 days and is subject to change if approval is not received by 03/10/21

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AGENDA ITEM

TO: Honorable Mayor Domenighini and Members of the City Council

FROM: Royce W. Cunningham, Contract Community Development Services Director

SUBJECT: City Council Study Session to Discuss Options for a Potential Sidewalk Repair Program

RECOMMENDATION

That the City Council consider options for a potential sidewalk repair program and provide guidance to Staff.

SITUATION (or BACKGROUND):

The City of Willows has many neighborhoods that date back to the early 1900s. To many, the charming, tree-lined streets are one of the great things about living in Willows. However, tree roots and age have caused many of the sidewalks in Willows to fall into a state of disrepair. Broken and uplifted portions of sidewalks create tripping hazards for pedestrians, and in some areas make it extremely difficult for people in wheelchairs or using walkers to pass. In other areas, there is no sidewalk at all, or a sidewalk ends abruptly without reason. City staff recognizes the condition of sidewalks in Willows has created barriers to the safe, enjoyable walkability of the city. Staff recognizes that there is a need to develop and implement a sidewalk repair program to prevent the continued deterioration of the City's sidewalks.

As with many municipalities, Willows addresses sidewalk maintenance and repair in accordance with the California State Street and Highways Code Section 5610 (Attachment 1), which states that sidewalk maintenance and repair is the responsibility of the adjacent property owner. When citizens contact the City to report a damaged sidewalk in front of their residence or business, current City practice is to inform the citizen that the City does not have a City-funded sidewalk repair program, but that citizens can replace the sidewalk themselves if the work meets City standards. Unfortunately, when many citizens hear that a City sidewalk repair program does not exist, the damaged sidewalk goes unrepaired. In the past, the City did at times grind localized areas of sidewalk lifting or place temporary asphalt patches at damaged areas. However, since the recession of 2008, labor and funding resources have diminished, and the City is not actively performing sidewalk repairs.

In 2015 the City of Willows had an accessibility study performed by DAC, a consulting firm, to identify areas of the City where sidewalks and curb ramps do not adequately provide pedestrian mobility. The DAC study identified many recommended improvements, including new sidewalks, sidewalks to repair and/or replace, and new pedestrian curb ramps at street corners. The estimated

total of costs for these improvements was in the hundreds of thousands of dollars. The City has recently undertaken a street improvement project along the section of North Lassen Street between Wood Street and Sycamore Street to replace curbs, gutters, and sidewalks. However, this project is but a fraction of the amount of sidewalk repairs needed citywide.

Staff has recently performed research on various Sidewalk Repair Programs in other cities in northern California. These programs generally follow one of two models, described as follows:

Model 1: Repairs are the Responsibility of the Property Owner

This model is used in many cities, such as the City of Sacramento, the City of Concord, the City of Chico, and the City of Davis. Under this model, citizens will typically report a damaged sidewalk to the City. The City will inspect the damage, and if significant, notify the property owner that repairs need to be made. The property owner then has three options.

- 1) hire a contractor to make the repair, while also paying the appropriate City fees for permits and inspections.
- 2) make the repair themselves, paying for City fees and inspections.
- 3) have the City make the repairs and reimburse the City for all costs, using prices the City has determined.

Under all three of these scenarios, the property owner is responsible for all costs. The City does have a payment plan if the third option is selected by the property owner and they can show economic hardship. The City may also perform a temporary repair, such as placing an asphalt wedge against a tripping hazard until the property owner can make the permanent repair.

Model 2: City and Property Owner Split the Cost of Repairs

This model is also used by many cities, such as the City of San Rafael, the City of Napa, the City of Redwood City, and the City of Dixon. Under this model, the City will pay 50% of the cost of the repair, up to a maximum amount. In some cities, the maximum amount is a fixed dollar value, such as \$1,000 in San Rafael, or \$750 in Alameda. In Dixon, the maximum City share is \$12.50 per square foot of sidewalk surface area replaced, and in Napa it is \$4.00 per square foot. In some of these cities the homeowner takes the lead on arranging the work, with reimbursement from the City based on work receipts. In other cities, the value of the work is based upon quotes the City has obtained from contractors. The cities that participate in a share of the cost of sidewalk repairs typically fund their Sidewalk Repair Programs using SB-1 or other discretionary transportation funds, or money from the General Fund.

Model 3: City Implements a Fully Funded Sidewalk Repair Program

This model is used by some cities but is not seen as frequently. Typically, the City will identify a budget for the Sidewalk Repair Program in the annual City Budget or will establish a sidewalk repair capital project with a set duration and budget.

In 2015 the City of Vallejo allocated \$262,000 for a sidewalk repair program. The program limited participation to homeowners of owner-occupied residences. The program only included certain types of repairs, such as sidewalks damaged by street tree roots, and there was a limitation on the

area of sidewalk to be replaced, a maximum of 9 linear feet of sidewalk. After identifying the sidewalk locations for repair under the program, the City contracted the work out by public bid. In 2015 and 2016, the City of Vallejo expended 99% of the funds allocated to their Sidewalk Repair Program.

The City of Redding has a similar annual sidewalk repair program, with funding established in the City's annual budget based upon available funds. Each year the City's Engineering Division contracts out a Sidewalk Repair Project.

FINANCIAL CONSIDERATIONS

The financial impacts of a sidewalk repair program will depend on the type of program put in place, primarily in the funding source selected. Costs could vary widely if the program is partially or fully funded using City funds. Potential revenue sources for the City of Willows for annual contributions to a sidewalk repair program could be SB-1 transportation funds, of which the City receives approximately \$100,000 annually, or Community Development Block Grant (CDBG) federal housing funds, of which the City receives approximately \$70,000 annually. The General Fund is another potential funding source.

NOTIFICATION

None

ALTERNATE ACTIONS

The City Council may direct staff to develop a sidewalk repair program using concepts presented in the three model program types presented above. The City Council may also direct staff to not pursue development of a sidewalk repair program. None recommended.

RECOMMENDATION

Staff is not making a recommendation on this issue at this time. Staff is seeking guidance from the City Council on the possible development of a Sidewalk Repair Program for the City of Willows.

Respectfully submitted,

/s/Royce W. Cunningham

Royce W. Cunningham, P.E.
Contract Community Development Services Director

Attachment: CA Streets and Highways Code Section 5610

State of California

STREETS AND HIGHWAYS CODE

Section 5610

5610. The owners of lots or portions of lots fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience in the use of those works or areas save and except as to those conditions created or maintained in, upon, along, or in connection with such sidewalk by any person other than the owner, under and by virtue of any permit or right granted to him by law or by the city authorities in charge thereof, and such persons shall be under a like duty in relation thereto.

(Added by Stats. 1941, Ch. 79.)

City Council Study Session to Discuss Options for a Potential Sidewalk Repair Program



City Council Meeting
February 23, 2021

0

Condition of City Sidewalks

- Many of the City's tree-lined streets and sidewalks were constructed in the early 1900s
- With time and the growth of the tree roots, the sidewalks have uplifted and broken, making pedestrian walkability difficult
- Some streets have sections where there is no sidewalk
- Some street intersections have no curb ramps, making mobility difficult for people in wheelchairs or using walkers

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1

Deteriorated Sidewalk



2

2

Uplifted Sidewalk Tripping Hazard



3

3

Missing Sidewalk



4

4

Missing Sidewalk at Street Corner



5

5

Missing Sidewalk and Curb Ramp



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Sidewalk Repair Responsibility

- Most Cities address sidewalk maintenance through the California Streets and Highways Code Section 5610, which states:
“The owners of lots ... fronting on any portion of a public street ... shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or ... interfere with the public ... ”
- While the property owner may be responsible for sidewalk maintenance, the result is that most damaged sidewalks go unrepaired

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Formally Adopted Sidewalk Repair Programs

- Many Cities take a proactive approach to sidewalk repair by adopting a Sidewalk Repair Program
- Sidewalk Repair Programs generally follow one of three models, each with a different set of rules to follow and a different level of City financial participation

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Model 1: Property Owner is 100% Responsible

- When the City is notified of a damaged sidewalk, the City inspects the damage and notifies the owner that a repair is needed
- The owner has three options to make the repair
 - The owner hires a contractor to make the repair to City standards and the owner pays 100% for the cost, and for City fees and inspections
 - The owner themselves makes the repair to City standards and pays City fees and inspections
 - The owner has the City make the repairs and then reimburses the City for the costs

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Model 2: City and Property Owner Share Costs

- The most common model, Cities that use this model typically fund 50% of the repair costs, up to a maximum amount
- The amount can be a fixed amount, such as \$1000 as used in San Rafael
- The amount can also be a price per square foot, such as \$12.50/SF as used in Dixon
- In some Cities, the work is arranged with a contractor by the property owner
- In other Cities, the City arranges the work with a contractor through a publicly bid contract

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Model 3: City Fully Funded Program

- This model is not seen as frequently as the other two models
- The City can allocate funds in the annual City Budget, or periodically as financially feasible
- The funding sources can be discretionary transportation funds such as SB-1 funding
- The funding can also be from other sources, such as General Funds, or federal CDBG housing funds
- Some Cities periodically implement a major City-wide sidewalk repair capital project to address sidewalk repairs

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Conclusions

- Each of these three models has different advantages and disadvantages for the both the property owner and for the City
- The higher the level of property owner financial responsibility generally places less burden on the City budget, but less sidewalks get repaired each year as some property owners can't afford the cost
- The higher the level of City financial participation generally results in more sidewalks being repaired each year, but funds gets redirected from other City programs

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Recommendations

- Staff is not making any recommendations at this time
- Staff is requesting guidance from the City Council as to whether a Sidewalk Repair Program is desired, and if so, what type of program is preferred

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Discussion

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