



# Willows City Council Regular Meeting

July 27, 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

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 Z45034-Z45066, Z45068-Z45069, 38932-38938, 051304-051373.
- b. Approval of minutes of the Special City Council Meeting held on July 7, 2021.
- c. Approval of minutes of the Regular City Council Meeting held on July 13, 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 adoption of a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS CONFIRMING COSTS OF ABATEMENTS AMENDED AND DECLARING THEM A SPECIAL ASSESSMENT.**

**7. COUNCIL/ STAFF REPORTS/COMMENTS**

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

**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 COUNSEL-ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section §54956.9  
Number of Cases: 3

**9. ADJOURNMENT**

**This agenda was posted on July 22, 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](http://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

07/09/2021 TO 07/20/2021

Payroll Direct Deposit	Z45034	TO	Z45066
	Z45068	TO	Z45069
General Checking	38932	TO	38938
Check Register	051304	TO	051373

APPROVAL DATE 07/27/2021

APPROVED \_\_\_\_\_

REPORT.: 07/20/21  
 RUN...: 07/20/21 Time: 11:09  
 Run By.: Katie Butler

CITY OF WILLOWS  
 Check Register

PAGE: 001  
 ID #: PRCR  
 CTL.: WIL

Check Number	Date	Payroll Date	**Employee** Num Name	Actual Period	Fiscal Period	Gross Amount
45034	07/23/21	07/18/21	BUT01 BUTLER, KATIE LEEANN	07-21	01-22	1934.31
45035	07/23/21	07/18/21	RUS01 RUSTENHOVEN, TARA L	07-21	01-22	2126.31
45036	07/23/21	07/18/21	EHO00 EHORN, MARIA ANNETTE	07-21	01-22	2205.23
45037	07/23/21	07/18/21	BOW00 BOWERS, LINDA S	07-21	01-22	252.00
45038	07/23/21	07/18/21	BRI00 BRIONES, BRENDA VALENZU	07-21	01-22	224.00
45039	07/23/21	07/18/21	DUN00 DUNCAN, ROSE A	07-21	01-22	1556.31
45040	07/23/21	07/18/21	ESP00 Espeland, Sam Kinsey	07-21	01-22	105.00
45041	07/23/21	07/18/21	OLI00 OLIVER, LINDA F	07-21	01-22	252.00
45042	07/23/21	07/18/21	RAN00 RANDOLPH, ABIGAIL S	07-21	01-22	112.00
45043	07/23/21	07/18/21	SIL00 SILVA, EMILY M	07-21	01-22	112.00
45044	07/23/21	07/18/21	SPE02 SPENCE, KYLIEGH C	07-21	01-22	371.00
45045	07/23/21	07/18/21	VAR00 Vargas, Giovanni	07-21	01-22	518.00
45046	07/23/21	07/18/21	ARN02 ARNOLD, RAINA A	07-21	01-22	672.00
45047	07/23/21	07/18/21	BAB00 Baber, Jana	07-21	01-22	559.00
45048	07/23/21	07/18/21	BER02 Berglund, Adessa	07-21	01-22	338.40
45049	07/23/21	07/18/21	BER03 BERGMEN, PATRICIA	07-21	01-22	1456.00
45050	07/23/21	07/18/21	BOB01 Bobadilla, Tristan	07-21	01-22	475.20
45051	07/23/21	07/18/21	COB00 Cobb, Trinity	07-21	01-22	403.20
45052	07/23/21	07/18/21	FLO00 Flowerdew, Nick	07-21	01-22	338.40
45053	07/23/21	07/18/21	HUT04 HUTSON, KRISTINA RENEE	07-21	01-22	556.14
45054	07/23/21	07/18/21	JAC00 Jackson, Taylor	07-21	01-22	338.40
45055	07/23/21	07/18/21	LAN00 Lanzi, Karli	07-21	01-22	280.00
45056	07/23/21	07/18/21	MAG00 MAGHAN, CLAIRE R	07-21	01-22	378.48
45057	07/23/21	07/18/21	ROP00 ROPER, JILLIAN S	07-21	01-22	445.77
45058	07/23/21	07/18/21	TAY05 Taylor, Lauren	07-21	01-22	406.80
45059	07/23/21	07/18/21	ABO00 ABOLD, STEVEN B	07-21	01-22	1856.72
45060	07/23/21	07/18/21	SEN00 SENGMANY, SITXAY	07-21	01-22	512.00
45061	07/23/21	07/18/21	VAS01 VASQUEZ, PEDRO CEASAR	07-21	01-22	2056.16
45062	07/23/21	07/18/21	ENO00 ENOS, KYLE	07-21	01-22	2347.89
45063	07/23/21	07/18/21	PEA04 PEABODY, ROBERT WAYNE	07-21	01-22	5105.72
45064	07/23/21	07/18/21	PET02 PETERSEN, MATTHEW	07-21	01-22	2391.45
45065	07/23/21	07/18/21	CAR03 CARLSON, JOSHUA D	07-21	01-22	1749.40
45066	07/23/21	07/18/21	MIN00 MINGS, MICHAEL E	07-21	01-22	1572.46
45068	07/23/21	07/18/21	MCM00 MCMAHON, SHARON M	07-21	01-22	188.16
45069	07/23/21	07/18/21	PFY00 PFYL, NATISA N	07-21	01-22	3090.39

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 37286.30  
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REPORT.: 07/20/21  
RUN ON.: 07/20/21 Time: 11:26  
RUN BY.: Katie Butler

CITY OF WILLOWS

PAGE: 001  
ID #: SPVR  
CTL.: WIL

Vendor Check Register Print

Number	Date	Vendor/Organization	Invoice Id	Date	Description/Reference	Period	Amount	Amount Paid
38932	07/20/21	EDD01 EMPLOYMENT DEVELOP.DEPT.	C10720	07/20/21	STATE INCOME TAX	07-21	688.13	688.13
38933	07/20/21	EDD02 EMPLOYMENT DEVELOPMENT DEP	C10720	07/20/21	SDI	07-21	435.91	435.91
38934	07/20/21	ICM01 ICMA RETIREMENT TRUST 457	C10720	07/20/21	DEFERRED COMP - ICMA	07-21	411.11	411.11
38935	07/20/21	NAT00 NATIONWIDE RETIREMENT SOLU	C10720	07/20/21	USCM DEF. COMP.	07-21	784.92	784.92
38936	07/20/21	PER01 P.E.R.S.	C10720	07/20/21	PERS PAYROLL REMITTANCE	07-21	5543.58	5543.58
38937	07/20/21	UMP00 UMPQUA BANK	C10720	07/20/21	DIRECT DEPOSIT	07-21	26809.53	26809.53
38938	07/20/21	UMP01 UMPQUA BANK - MYTAXPAYER	C10720	07/20/21	FEDERAL INCOME TAX	07-21	2075.26	
38938	07/20/21	UMP01 UMPQUA BANK - MYTAXPAYER	1C10720	07/20/21	FICA	07-21	4504.76	
38938	07/20/21	UMP01 UMPQUA BANK - MYTAXPAYER	2C10720	07/20/21	MEDICARE	07-21	1053.52	7633.54
TOTAL DISBURSED...							42306.72	42306.72

Invoice No	Description	Check #.	Check Date.	Vendor I.D.	Invoice Date		Actual Period	Discount G/L	Discount Account No	Gross Amount	Discount Amount	Net Amount
					Due Date	Fiscal Tm						
		051304	07/09/21	AME02 (AMERIPRIDE UNIFORM SVCS.)								
102564454-	CLEANING UNIFORMS				06/29/21	07-21				100.22	.00	100.22
					07/09/21	01-22						
		051305	07/09/21	CAL04 (CALIFORNIA DEPT. OF JUSTICE)								
518395-	FED LVL VOLTEER-BILLED				06/30/21	07-21				45.00	.00	45.00
					07/09/21	01-22						
		051306	07/09/21	CAL18 (CALIFORNIA BUILDING STANDARDS COMMISSION)								
C10707-	2 QTR APRIL 1 2021- JUNE 30 2021				06/30/21	07-21				79.20	.00	79.20
					07/09/21	01-22						
		051307	07/09/21	CAL56 (CALIFA GROUP)								
4617-	CENIC- BROADBAND JAN- MARCH 2021				05/25/21	07-21				3941.09	.00	3941.09
					07/09/21	01-22						
		051308	07/09/21	CIT06 (CITY OF ORLAND)								
142-	Cont.Serv. Library				06/30/21	07-21	A			20435.16	.00	20435.16
					07/09/21	01-22						
		051309	07/09/21	COD00 (CODE PUBLISHING COMPANY)								
69623-	WEB UPDATE				05/24/21	07-21				277.50	.00	277.50
					07/09/21	01-22						
		051310	07/09/21	DAH01 (DAHLMIEIER INSURANCE AGENCY)								
390590-	INVOICES 390592 & 390591				06/30/21	07-21				51993.00	.00	51993.00
					07/09/21	01-22						
		051311	07/09/21	DEM01 (DEMCO, INC.)								
6969085-	CLEAR ACRYLIC SLATWALL AND CUT CORNER FILE				06/22/21	07-21	A			248.78	.00	248.78
					07/09/21	01-22						
		051312	07/09/21	EWI00 (EWING IRRIG. PRODUCTS, INC)								
14676915-	125-04 HUNTER ULTRA 1 INST RTR				06/30/21	07-21				463.36	.00	463.36
					07/09/21	01-22						
		051313	07/09/21	FP000 (FRANCOTYP-POSTALIA, INC.)								
104949172-	POSTBASE 10ML INKJET CARTRIDG				06/30/21	07-21				150.91	.00	150.91
					07/09/21	01-22						
		051314	07/09/21	GAN01 (GANDY-STALEY OIL CO.)								
C10707-	JUNE MONTHLY BILL FOR FF DEPT.				06/30/21	07-21	A			987.89	.00	987.89
					07/09/21	01-22						
		051315	07/09/21	GLE09 (GLENN CO. OFFICE OF EDUCATION)								
20210630-	LIFE SCAN FOR LIFE GUARDS				06/30/21	07-21	A			60.00	.00	60.00
					07/09/21	01-22						
		051316	07/09/21	INK01 (THE INKWELL)								
3181-	STAMP PAD				06/28/21	07-21	A			7.45	.00	7.45
					07/09/21	01-22						
3184-	EMPLOYEES PERSONEL				06/25/21	07-21	A			12.82	.00	12.82
					07/09/21	01-22						
3187-	CASE OF PAPER				06/22/21	07-21	A			43.44	.00	43.44
					07/09/21	01-22						
** Vendor's Subtotal ----->										63.71	.00	63.71

Invoice No	Description	Check #.	Check Date.	Vendor I.D.	Description	Invoice	Actual	Discount	Gross	Discount	Net
						Date	Period				
		051317	07/09/21	ITF01	(INDUSTRIAL TRUCK & FARM)						
573004-	SUPPLIES FOR JENSEN PUMP SCREEN					06/30/21	07-21	A	24.61	.00	24.61
						07/09/21	01-22				
		051318	07/09/21	KNI03	(KNIFE RIVER CONSTRUCTION)						
253768-	1/2 PG 64-10 AC					06/23/21	07-21		429.83	.00	429.83
						07/09/21	01-22				
		051319	07/09/21	MJB01	(MJB WELDING SUPPLY, INC.)						
1347891-	CYLINDER RENTAL					06/30/21	07-21	A	42.00	.00	42.00
						07/09/21	01-22				
		051320	07/09/21	NOR10	(NORTH STATE AIR COND. &)						
002185-	CONDENSER FAN MOTOR & DIAGNOSTICS					06/28/21	07-21	A	408.91	.00	408.91
						07/09/21	01-22				
		051321	07/09/21	NOR43	(ACCESS)						
8864074-	SHREDDING BINS					06/30/21	07-21		83.80	.00	83.80
						07/09/21	01-22				
		051322	07/09/21	OFF05	(OFFICE DEPOT, INC.)						
181054304-	OFFICE SUPPLIES					06/30/21	07-21	A	61.38	.00	61.38
						07/09/21	01-22				
		051323	07/09/21	RAY03	(RAY MORGAN COMPANY)						
3359921-	MONTHLY BILL FOR WATER SYSTEM					06/21/21	07-21	A	63.28	.00	63.28
						07/09/21	01-22				
		051324	07/09/21	SEI01	(ROY SEILER, C.P.A.)						
30358-	PROFESSIONAL SERVICES					06/28/21	07-21	A	994.00	.00	994.00
						07/09/21	01-22				
		051325	07/09/21	STA03	(STALLARD WORKPLACE INVESTIGATIONS)						
30-	OUTSIDE ATTORNEY PERSONNEL COMPLAINT					06/30/21	07-21		6587.00	.00	6587.00
						07/09/21	01-22				
		051326	07/09/21	USB02	(US BANK)						
C10708-	Equip. Maint.					06/30/21	07-21		567.05	.00	567.05
						07/09/21	01-22				
		051327	07/09/21	VER02	(VERIZON WIRELESS)						
C10707-	Telephone Exp.					06/30/21	07-21		112.31	.00	112.31
						07/09/21	01-22				
		051328	07/09/21	WIL17	(WILLDAN)						
713378-	CONTRACT PLANNING SERVICE					06/30/21	07-21		7605.23	.00	7605.23
						07/09/21	01-22				
		051329	07/09/21	WILHD	(WILLOWS HARDWARE, INC.)						
230834-	MARKING PAINT					06/29/21	07-21	A	10.70	.00	10.70
						07/09/21	01-22				
253239-	4 WAY KEYS					06/30/21	07-21	A	12.85	.00	12.85
						07/09/21	01-22				
253420-	VELCRO					06/25/21	07-21	A	4.70	.00	4.70
						07/09/21	01-22				
255347-	TAPE, LOCK AND 1/2 GALV					06/30/21	07-21	A	35.70	.00	35.70
						07/09/21	01-22				
255632-	WIRE CLIP AND 1/4 CABLE					06/30/21	07-21	A	21.93	.00	21.93
						07/09/21	01-22				
257020-	PARTS FOR JENSEN PARK FOR CARNIVAL					06/21/21	07-21	A	3.11	.00	3.11
						07/09/21	01-22				
260626-	POOL SUPPLIES					06/30/21	07-21	A	106.62	.00	106.62
						07/09/21	01-22				



RUN...: Jul 09 21 Time: 10:54  
Run By.: Katie Childress

Automatic Check Listing/Update  
Control Date.: 07/09/21 Cash Account No...: 000 1045

ID #: PY-CL  
CTL.: WIL

Invoice No	Description	Invoice	Actual	Discount		Gross Amount	Discount Amount	Net Amount
		Date	Period	G/L	Account No			
		Due Date	Fiscal	Tm				
Check #: 051329 Check Date.: 07/09/21		Vendor I.D.: WILHD (WILLOWS HARDWARE, INC.)						
260627-	CIVIC CENTER SPRINKLER PARTS	06/30/21	07-21	A		73.78	.00	73.78
		07/09/21	01-22					
** Vendor's Subtotal ----->						269.39	.00	269.39
Check #: 051330 Check Date.: 07/09/21		Vendor I.D.: WILHI (WILLOWS ACE HARDWARE)						
70543-	2 UMBRELLA BASES FOR POOL	06/30/21	07-21			64.33	.00	64.33
		07/09/21	01-22					
** Total Checks Paid ----->						96158.94	.00	96158.94

Invoice No	Description	Invoice		G/L	Account No	Discount	Gross	Discount	Net
		Date	Actual Period						
-----									
Check #.: 051331 Check Date.: 07/13/21		Vendor I.D.: BAR01 (WILLOWS AUTO PARTS)							
606675-	A/C AUTOMATIC TEMP CONTROL	06/30/21	07-21	A			21.01	.00	21.01
		07/13/21	01-22						
606714-	OIL FILTER	06/30/21	07-21	A			48.43	.00	48.43
		07/13/21	01-22						
** Vendor's Subtotal ----->							69.44	.00	69.44
-----									
Check #.: 051332 Check Date.: 07/13/21		Vendor I.D.: BYW00 (BYWATER)							
5796-	ANNUAL SUPPORT & HOSTING 7-5-21 TO 7-4-22	06/07/21	07-21				3000.00	.00	3000.00
		07/13/21	01-22						
-----									
Check #.: 051333 Check Date.: 07/13/21		Vendor I.D.: WES00 (WEST COAST FRAME & COLLISION REPAIR, INC.)							
59927-	FUEL GAUGE, 500 SERIES CHROME & LED FLASHER	06/28/21	07-21				360.65	.00	360.65
		07/13/21	01-22						
** Total Checks Paid ----->							3430.09	.00	3430.09
=====									

Invoice No	Description	Check #.	Check Date.	Vendor I.D.	Tm	Invoice	Actual	Discount	Gross	Discount	Net
						Date	Period				
		051334	07/14/21	ABO00 (STEVE ABOLD)							
C10714-	JULY TOOL ALLOWANCE					07/01/21	07-21		200.00	.00	200.00
						07/14/21	01-22				
		051335	07/14/21	AMB02 (AMERIPRIDE UNIFORM SVCS.)							
102568078-	CLEANING UNIFORMS					07/06/21	07-21		100.22	.00	100.22
						07/14/21	01-22				
		051336	07/14/21	BAR01 (WILLOWS AUTO PARTS)							
606864-	FUEL OIL MIX AND LIFE ANTIFREEZE				A	07/01/21	07-21		51.63	.00	51.63
						07/14/21	01-22				
		051337	07/14/21	CUR01 (L.N. CURTIS & SONS)							
503247-	LARGE BLACK WOOL COMPRESSION SOCKS				A	07/01/21	07-21		68.41	.00	68.41
						07/14/21	01-22				
		051338	07/14/21	DAH01 (DAHLMIEIER INSURANCE AGENCY)							
C10714-	INVOICES 390590, 390592, 390591					07/01/21	07-21		51993.00	.00	51993.00
						07/14/21	01-22				
		051339	07/14/21	HAR10 (THE HARTFORD)							
C10714-	POLICY 57BDDGT8315 RENEWAL					07/01/21	07-21		1983.00	.00	1983.00
						07/14/21	01-22				
		051340	07/14/21	HOU00 (HOUSING TOOLS)							
2079-	ACTIVITY 9- DRAFT AND REVIEW DOCUMENTS					07/02/21	07-21		6000.00	.00	6000.00
						07/14/21	01-22				
		051341	07/14/21	INK01 (THE INKWELL)							
3175-	BANKER BOXES				A	07/02/21	07-21		9.87	.00	9.87
						07/14/21	01-22				
C10714-	MISC OFFICE PRODUCT				A	07/12/21	07-21		14.47	.00	14.47
						07/14/21	01-22				
						** Vendor's Subtotal ----->			24.34	.00	24.34
		051342	07/14/21	ITF01 (INDUSTRIAL TRUCK & FARM)							
573039-	SUPPLIES FOR E PUMP				A	07/01/21	07-21		13.78	.00	13.78
						07/14/21	01-22				
573046-	COUPLER, BUSHING, HOSE MENDER, ECT				A	07/01/21	07-21		51.45	.00	51.45
						07/14/21	01-22				
573459-	SUPPLIES				A	07/09/21	07-21		13.48	.00	13.48
						07/14/21	01-22				
						** Vendor's Subtotal ----->			78.71	.00	78.71
		051343	07/14/21	JER00 (JEREMY'S PEST STOMPERS)							
77211-	PEST CONTROL FOR FIRE HOUSE					07/07/21	07-21		35.00	.00	35.00
						07/14/21	01-22				
		051344	07/14/21	MEN02 (MENDES SUPPLY COMPANY)							
R051791-	BLACK LINER AND TOILET TISSUE					07/01/21	07-21		162.56	.00	162.56
						07/14/21	01-22				
		051345	07/14/21	NEC00 (NEC FINANCIAL SERVICES LLC)							
2418581-	PHONE SYSTEM					07/02/21	07-21		268.08	.00	268.08
						07/14/21	01-22				

Invoice No	Description	Check #.	Check Date.	Vendor I.D.	Invoice Actual		Discount G/L	Account No	Gross Amount	Discount Amount	Net Amount	
					Date	Period						
-----												
		051346	07/14/21	NSW00 (NSWTS )								
0071-	MONTHLY WATER TESTING				07/07/21	07-21			130.00	.00	130.00	
					07/14/21	01-22						
-----												
		051347	07/14/21	PAR12 (PARCELQUEST)								
21105-	YEARLY MEMBERSHIP FROM 7-1-21 TO 6-30-22				07/01/21	07-21			4000.00	.00	4000.00	
					07/14/21	01-22						
-----												
		051348	07/14/21	PEA00 (WAYNE PEABODY)								
C10714-	JULY TECH ALLOWANCE				07/01/21	07-21			200.00	.00	200.00	
					07/14/21	01-22						
-----												
		051349	07/14/21	PET00 (MATTHEW PETERSEN)								
C10714-	S-SV EMT RENEWAL				07/07/21	07-21			68.00	.00	68.00	
					07/14/21	01-22						
-----												
		051350	07/14/21	SEV00 (INFRAMARK, LLC)								
65139-	BASE OPERATION FEE AND REPAIRS				07/02/21	07-21			48895.17	.00	48895.17	
					07/14/21	01-22						
-----												
		051351	07/14/21	WIL07 (WILLOWS CHAMBER)								
C10714-	CHAMBER EXPENSES				07/14/21	07-21 A			5000.00	.00	5000.00	
					07/14/21	01-22						
-----												
		051352	07/14/21	WILHI (WILLOWS ACE HARDWARE)								
70872-	MISC FASTENERS & COUPLER				07/08/21	07-21			189.38	.00	189.38	
					07/14/21	01-22						
70881-	"6" CC COUPLER				07/08/21	07-21			138.55	.00	138.55	
					07/14/21	01-22						
70929-	MISC PARTS				07/09/21	07-21			62.58	.00	62.58	
					07/14/21	01-22						
-----												
		<b>** Vendor's Subtotal -----&gt;</b>								390.51	.00	390.51
-----												
		<b>** Total Checks Paid -----&gt;</b>								119648.63	.00	119648.63
=====												

REPORT.: Jul 20 21 Tuesday  
 RUN...: Jul 20 21 Time: 09:18  
 Run By.: Katie Butler

CITY OF WILLOWS  
 Automatic Check Listing/Update  
 Control Date.: 07/20/21 Cash Account No.: 000 1045

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 ID #: FY-CL  
 CTL.: WIL

Invoice No	Description	Invoice		G/L	Discount Account No	Gross Amount	Discount Amount	Net Amount
		Date	Actual Period					
Check #.: 051353 Check Date.: 07/20/21		Vendor I.D.: DEM01 (DEMCO, INC.)						
6970577-	3 CTN PAPERFOLD 14" H JACKETS	06/28/21	07-21	A		102.66	.00	102.66
		07/20/21	01-22					
Check #.: 051354 Check Date.: 07/20/21		Vendor I.D.: JUN01 (JUNIOR LIBRARY GUILD)						
569988-	SALES TAX	06/12/21	07-21	A		50.13	.00	50.13
		07/20/21	01-22					
** Total Checks Paid ----->						152.79	.00	152.79

Invoice No	Description	Invoice	Actual	Discount		Gross	Discount	Net
		Date	Period	G/L	Account No	Amount	Amount	Amount
		Due Date	Fiscal Tm					
Check #: 051355 Check Date.: 07/20/21 Vendor I.D.: AME02 (AMERIPRIDE UNIFORM SVCS.)								
102571521-	CLEENING UNIFORMS	07/13/21 07/20/21	07-21 01-22			100.22	.00	100.22
Check #: 051356 Check Date.: 07/20/21 Vendor I.D.: BAR01 (WILLOWS AUTO PARTS)								
608059-	PURPLE POWER CAR WASH	07/16/21 07/20/21	07-21 01-22	A		7.93	.00	7.93
Check #: 051357 Check Date.: 07/20/21 Vendor I.D.: COR02 (CORBIN WILLITS SYSTEMS)								
000C10630-	Cont.Serv. Finance	07/01/21 07/20/21	07-21 01-22	A		1160.00	.00	1160.00
Check #: 051358 Check Date.: 07/20/21 Vendor I.D.: FP000 (FRANCOTYP-POSTALIA, INC.)								
104952751-	POSTBASE METER COMMERCIAL, ECT.	07/02/21 07/20/21	07-21 01-22			83.66	.00	83.66
Check #: 051359 Check Date.: 07/20/21 Vendor I.D.: MAT01 (MATSON & ISOM TECHNOLOGY CONSULTING INC)								
79637-	AGREEMENT CLEARIT MANAGED PARTNER	07/09/21 07/20/21	07-21 01-22			2529.00	.00	2529.00
79683-	BACK UP 190 SERVICE	07/09/21 07/20/21	07-21 01-22			100.00	.00	100.00
** Vendor's Subtotal ----->						2629.00	.00	2629.00
Check #: 051360 Check Date.: 07/20/21 Vendor I.D.: NCC01 (NCCSIF)								
2402-	ADMIN, BANKING LAYER, SHARED RISK DEPOSIT	07/09/21 07/20/21	07-21 01-22	A		165485.00	.00	165485.00
Check #: 051361 Check Date.: 07/20/21 Vendor I.D.: RUS03 (TARA RUSTENHOVEN)								
C10720-	UMBRELLAS FOR POOL	07/16/21 07/20/21	07-21 01-22			102.96	.00	102.96
Check #: 051362 Check Date.: 07/20/21 Vendor I.D.: WILHD (WILLOWS HARDWARE, INC.)								
255489-	MASTER LOCK	07/12/21 07/20/21	07-21 01-22	A		9.60	.00	9.60
** Total Checks Paid ----->						169578.37	.00	169578.37

Invoice No	Description	Invoice	Actual	Tm	G/L	Discount Account No	Gross Amount	Discount Amount	Net Amount
		Date	Period						
		Due Date	Fiscal						
Check #: 051363 Check Date.: 07/21/21		Vendor I.D.: COA00 (COASTLAND CIVIL ENGINEERING)							
51453-	ASSESSMENT DISTRICT	06/30/21	07-21				584.10	.00	584.10
		07/21/21	01-22						
51550-	CONDITIONS OF APPROVAL	06/30/21	07-21				131.25	.00	131.25
		07/21/21	01-22						
51551-	CONDITIONS OF APPROVAL & PLAN CHECKS	06/30/21	07-21				43.75	.00	43.75
		07/21/21	01-22						
51558-	PLAN REVIEW FOR 547 FRENCH ST	06/30/21	07-21				490.08	.00	490.08
		07/21/21	01-22						
51559-	PLAN REVIEW FOR 531 WASHINGTON ST	06/30/21	07-21				198.75	.00	198.75
		07/21/21	01-22						
51560-	128 S COLUSA- WAREHOUSE REMODEL	06/30/21	07-21				198.75	.00	198.75
		07/21/21	01-22						
51561-	PLAN REVIEW 101 HARVEST ST	06/30/21	07-21				435.00	.00	435.00
		07/21/21	01-22						
51562-	PLAN REVIEW 625 N SHASTA	06/30/21	07-21				232.50	.00	232.50
		07/21/21	01-22						
51563-	PLAN REVIEW 648 N MURDOCK	06/30/21	07-21				300.00	.00	300.00
		07/21/21	01-22						
51564-	PLAN REVIEW 725 S TEHAMA ST	06/30/21	07-21				131.25	.00	131.25
		07/21/21	01-22						
51565-	PLAN REVIEW 879 CRESTWOOD WAY	06/30/21	07-21				165.00	.00	165.00
		07/21/21	01-22						
51566-	PLAN REVIEW 1201 W WOOD ST	06/30/21	07-21				1515.00	.00	1515.00
		07/21/21	01-22						
51567-	PLAN REVIEW 349 S BUTTE ST	06/30/21	07-21				262.50	.00	262.50
		07/21/21	01-22						
51568-	DEVELOPMENT, PROFESSIONAL SERVICES	06/30/21	07-21				1443.75	.00	1443.75
		07/21/21	01-22						
51569-	GENERAL ADMINISTRATION	06/30/21	07-21				2145.00	.00	2145.00
		07/21/21	01-22						
51570-	LOT MERGER PLAN CHECK	06/30/21	07-21				146.25	.00	146.25
		07/21/21	01-22						
** Vendor's Subtotal ----->							8422.93	.00	8422.93
** Total Checks Paid ----->							8422.93	.00	8422.93

REPORT.: Jul 21 21 Wednesday  
 RUN...: Jul 21 21 Time: 11:04  
 Run By.: Katie Butler

CITY OF WILLOWS  
 Automatic Check Listing/Update  
 Control Date.: 07/21/21 Cash Account No.: 000 1045

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 CTL.: WIL

Invoice No	Description	Invoice	Actual	Discount		Gross	Discount	Net
		Date	Period	G/L	Account No			
		Due Date	Fiscal	Tm				
Check #.: 051364 Check Date.: 07/21/21		Vendor I.D.: THR00 (3CORE )						
1230-	CDBG CONTRACT 17	06/30/21	07-21			3000.00	.00	3000.00
		07/21/21	01-22					
** Total Checks Paid ----->						3000.00	.00	3000.00



Invoice No	Description	Invoice Date	Actual Period	Discount G/L	Account No	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal Tm					
Check #: 051365 Check Date.: 07/21/21 Vendor I.D.: AME02 (AMERIPRIDE UNIFORM SVCS.)								
102575065-	CLEANING UNIFORMS	07/20/21	07-21			100.22	.00	100.22
		07/21/21	01-22					
102575098-	CLEANING SUPPLIES	07/20/21	07-21			196.59	.00	196.59
		07/21/21	01-22					
** Vendor's Subtotal ----->						296.81	.00	296.81
-----								
Check #: 051366 Check Date.: 07/21/21 Vendor I.D.: CAL01 (CALIFORNIA WATER SERVICE CO.)								
C10720-	Water & Sewer	07/06/21	07-21 A			81.92	.00	81.92
		07/21/21	01-22					
-----								
Check #: 051367 Check Date.: 07/21/21 Vendor I.D.: NAT26 (NATIONAL FIRE SYSTEMS, INC.)								
52787-	6 MONTH HOOD INSPECTION	07/20/21	07-21			250.00	.00	250.00
		07/21/21	01-22					
-----								
Check #: 051368 Check Date.: 07/21/21 Vendor I.D.: NCC01 (NCCSIF)								
2424-	Workers Comp.	07/10/21	07-21 A			24696.01	.00	24696.01
		07/21/21	01-22					
2513-	LIABILITY BANK LAYER DEPOSIT ADJUSTMENT	07/19/21	07-21 A			2194.00	.00	2194.00
		07/21/21	01-22					
** Vendor's Subtotal ----->						26890.01	.00	26890.01
-----								
Check #: 051369 Check Date.: 07/21/21 Vendor I.D.: PGE01 (PG & E)								
C10720-	UTILITY AND ELECTRIC FOR 240 HARVEST ST	07/06/21	07-21 A			45.64	.00	45.64
		07/21/21	01-22					
C10721-	UTILITY AND ELECTRIC FOR 1600 S TEHAMA	07/07/21	07-21 A			5252.50	.00	5252.50
		07/21/21	01-22					
** Vendor's Subtotal ----->						5298.14	.00	5298.14
-----								
Check #: 051370 Check Date.: 07/21/21 Vendor I.D.: RAY03 (RAY MORGAN COMPANY)								
3386495-	WATER SYSTEMS/ 3IRB	07/18/21	07-21 A			63.28	.00	63.28
		07/21/21	01-22					
-----								
Check #: 051371 Check Date.: 07/21/21 Vendor I.D.: WILHD (WILLOWS HARDWARE, INC.)								
253179-	LIGHTS AND POST SCREWS	07/19/21	07-21 A			56.42	.00	56.42
		07/21/21	01-22					
255249-	PARK SPRINKLER SUPPLIES	07/20/21	07-21 A			61.66	.00	61.66
		07/21/21	01-22					
255819-	SCALE	07/20/21	07-21 A			15.00	.00	15.00
		07/21/21	01-22					
** Vendor's Subtotal ----->						133.08	.00	133.08
-----								
Check #: 051372 Check Date.: 07/21/21 Vendor I.D.: WILHI (WILLOWS ACE HARDWARE)								
71227-	SUPPLIES FOR FIRE HOSE	07/17/21	07-21			9.92	.00	9.92
		07/21/21	01-22					
** Total Checks Paid ----->						33023.16	.00	33023.16

REPORT.: Jul 21 21 Wednesday  
RUN....: Jul 21 21 Time: 13:20  
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CITY OF WILLOWS  
Automatic Check Listing/Update  
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CTL.: WIL

Invoice No	Description	Invoice	Actual	Discount		Gross	Discount	Net
		Date	Period	G/L	Account No	Amount	Amount	Amount
		Due Date	Fiscal	Tm				
Check #.: 051373 Check Date.: 07/21/21		Vendor I.D.: ADA02 (ADAMS ASHBY GROUP INC)						
3514-	2021 HOME LONG TERM MONITORING	03/01/21	07-21			3100.00	.00	3100.00
		07/21/21	01-22					
** Total Checks Paid ----->						3100.00	.00	3100.00



## ACTION MINUTES OF THE WILLOWS CITY COUNCIL SPECIAL MEETING HELD JULY 7, 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](http://www.cityofwillows.org) for free PodBean recordings.

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

### **3. Roll Call:**

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

Council Members Absent: Warren

Staff Present: Interim City Manager Wayne Peabody and City Clerk Tara Rustenhoven

GCSO Staff: Lt Travis Goodwin

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

Michael Claeys owner of the USDA Building along with employees of the USDA Building Rob Vlach, Kandi Manhart and Elaine Wright all gave their concerns.

### **5. 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      141 N Crawford Avenue

Entered into closed session at 2:43 p.m.

Reconvened into open session at 3:29 p.m.

### **Announcement of any action taken in closed session:**

Mayor Domenighini reported no reportable action and direction was given to staff.

### **6. Adjournment:**

The Meeting was adjourned at 3:29 p.m.

Dated: July 15, 2021

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Tara Rustenhoven, City Clerk

**141 N Crawford**

- 12-22-2020: Original Complaint
- 01-07-2021: Property posted by the city  
30 days to cleanup and rectify the hazards  
Notice was received and signed for by Lucky Wyatt
- 01-30-2021: Fire at the Property  
Property was red Tag and all utilities were removed
- 02-01-2021: Mr. Emmerson was Brought h on board  
Reviewed the noticing  
He starts communication with the insurance company
- 02-18-2021: Property noticed second Time
- 03-09-2021: City Council Briefed in Closed session
- 03-26-2021: Clean up warrant was requested
- 04-21-2021: Mr. Emmerson was given notice by Glenn County court that the abatement warrant was issued and we had until May 5, to abate the property
- 05-03-2021: Tapia Construction started the clean up  
4-30 yrd dumpsters  
16 cubic yards of metal and wood waste  
Materials to secure the house  
Fencing to secure the property  
4 vehicle towed by L&T Towing
- 05-05-2021: Clean up complete
- 07-07-2021: Currently we are aware of one squatter:  
Possibly a second one is staying there as of early this week:



## ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD JULY 13, 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](http://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 Hansen.

### **3. Roll Call:**

**Council Members Present:** Council Members Williams, Flesher, Warren via Zoom from Pennsylvania, Vice Mayor Hansen, Mayor Domenighini

**Council Members Absent:**

**Staff Present:** Interim City Manager Wayne Peabody and City Clerk Tara Rustenhoven

### **4. Public Comment/ Written Communications:**

Jeff Fleck, member of the Friends of the Willows City Pool came to give an update on the pool fundraising and wanted to thank City Manager Wayne Peabody, Part Time Recreation Kristina Hutson and Staff.

Doug Ross commented on the sidewalks around town.

Mike King, City of Willows had a comment on pets being in grocery stores that are not service dogs.

Written Communication sent in by Forrest J. Sprague regarding the Wastewater Rate Study. This will be attached to the minutes.

### **5. Consent Agenda:**

- a. Approval of general checking, payroll & direct deposit check registers Z44966-Z44978, Z44980-Z45033, 38913-38931, 051232-051303.
- b. Approval of minutes of the Regular City Council Meeting held on June 8, 2021.
- c. Approval of minutes of the Special City Council Meeting held on June 22, 2021.
- d. Approval of minutes of the Regular City Council Meeting held on June 22, 2021.
- e. Approval of minutes of the Special City Council Meeting held on June 29, 2021.

### **Action:**

Motion: Council Member Williams/Second: Council Member Flesher

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

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

AYES: Williams, Flesher, Warren via Zoom, 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 ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SB:1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.**

Public Hearing open at 7:21 p.m.

Public Hearing closed at 7:22 p.m.

**Action:**

Motion: Vice Mayor Hansen/Second: Council Member Flesher

*Moved to adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SB:1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017, as amended.***

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

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

NOES:

ABSENT:

ABSTAIN:

b. By motion, approve the list of activities and direct staff to provide the full allocated funds to the Willows Chamber of Commerce.

**Action:**

Motion: Council Member Williams/Second: Council Member Flesher

*Moved to approve the list of activities and provide the full allocated funds to the Willows Chamber of Commerce.*

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

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

NOES:

ABSENT:

ABSTAIN:

c. By motion, adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE AGREEMENT FOR DISPATCH SERVICES BETWEEN THE CITY OF WILLOWS AND CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR SERVICES FROM JULY 1, 2021 TO JUNE 30, 2022.**

**Action:**

Motion: Vice Mayor Hansen/Second: Council Member Warren

*Moved to adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE AGREEMENT FOR DISPATCH SERVICES BETWEEN THE CITY OF WILLOWS AND CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR SERVICES FROM JULY 1, 2021 TO JUNE 30, 2022.***

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

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

NOES:

ABSENT:

ABSTAIN:

d. By motion, adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, APPOINTING A NEW INTERIM CITY MANAGER AND APPROVING A RELATED INTERIM CITY MANAGER EMPLOYMENT AGREEMENT.**

Sue Ceccon of Willows wanted to know if the Interim City Manager has to live in the City of Willows in order to be employed.

Natalie Butler of Willows questioned Council on the wage for the new Interim City Manager.

**Action:**

Motion: Vice Mayor Hansen/Second: Council Member Williams

*Moved to adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, APPOINTING A NEW INTERIM CITY MANAGER AND APPROVING A RELATED INTERIM CITY MANAGER EMPLOYMENT AGREEMENT.***

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

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

NOES:

ABSENT:

ABSTAIN:

**10. Council/Staff Reports/Comments:**

a. Staff Reports/Comments:

- 4<sup>th</sup> of July went great, thanks to the Chamber. It was a great event.
- The Street Fair is tonight
- It's hot out there so try to stay hydrated.
- Fire season is here. We have a Fire Engine out at the Beckwourth Fire.

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

**7: 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 §54956.9 (b)

Number of Cases: One (1)

**Entered into closed session at 8:14 p.m.**

**Reconvened into open session at 9:31 p.m.**

**Announcement of any action taken in closed session:**

City Attorney David Ritchie reported on item 7b) A motion made by Vice Mayor Hansen and Seconded by Council Member Flesher to accept a work-place investigation of a final report into Allegations of Misconduct of a City Council Member. This Report was created by David Stallard Workplace Investigations. In favor of this item was a yes vote from the four (4) members that attended. Yes vote from Council Member Flesher, Yes vote from Council Member Warren, Yes from Vice Mayor Hansen, and a yes vote from Mayor Domenighini. Mr. Williams was excused from the closed session.

There was no other reportable action and direction was given to staff.

**8. Adjournment:**

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

Dated: July 20, 2021

---

Tara Rustenhoven, City Clerk



# FORREST J. SPRAGUE

801 Applewood Way Willows, CA 95988  
Ph: 530-514-8700 Email: forsprague@aol.com

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July 13, 2021

City of Willows  
201 N. Lassen St  
Willows, CA 95988

ATTN: Tara Rustenhoven



Dear Tara,

Please provide the enclosed documents to members of the City Council during tonight's meeting. And please ensure that all of these submittals become attached to the minutes of the meeting.

Dear Mayor Domenighini and Council Members:

Pease review the attached documents during tonight's meeting.

First is a snapshot of my computer screen that depicts the front page of the June 2021 Willows Wastewater Rate Study composed by NBS, a consulting firm that specializes in such studies. Whenever the Study is disseminated from City Hall, downloaded and saved to another computer, the title of the Study defaults to the same one that was prepared for the County of Marin.

Behind that computer snapshot are copies of the front page of the same Rate Study that NBS has provided other cities in the past. Thus, the cost of the Study for Willows is rather questionable.

Regarding the amount paid for the Rate Study, Interim City Manager has told others that the cost was discussed during closed session. But upon review of the last 12 months of City Council Meeting minutes "reporting out" portion of those Closed Sessions, the Regular Meeting minutes do not mention any action taken by the Council concerning the Rate Study.

So, second is a copy of my 10-day Public Information Request received by the City on July 1, 2021. I asked for copies of the executed Service Agreement, the Scope of Work, and the cost breakdown itemizing the fees for the services provided to the City by NBS incidental to the Study.

Third is the July 9, 2021, the response letter received from City Attorney David Ritchie. While he acknowledged receiving my letter and that the City has records responsive to my request, he says that it will take up to 30 days before that information will be produced.

Given the fact that the City is on the fast track to adopt the new sewer rate, Mr. Ritchie's embargo of the information is unacceptable. As the ratepayers contemplate their acceptance or rejection of the new fees, they have the right know what the City paid for the Rate Study.

The real reason to withhold the information is obvious, and if this is continued, Mr. Ritchie is exposing the City to the legal costs associated with obtaining the information in a timely fashion.

FORREST J. SPRAGUE

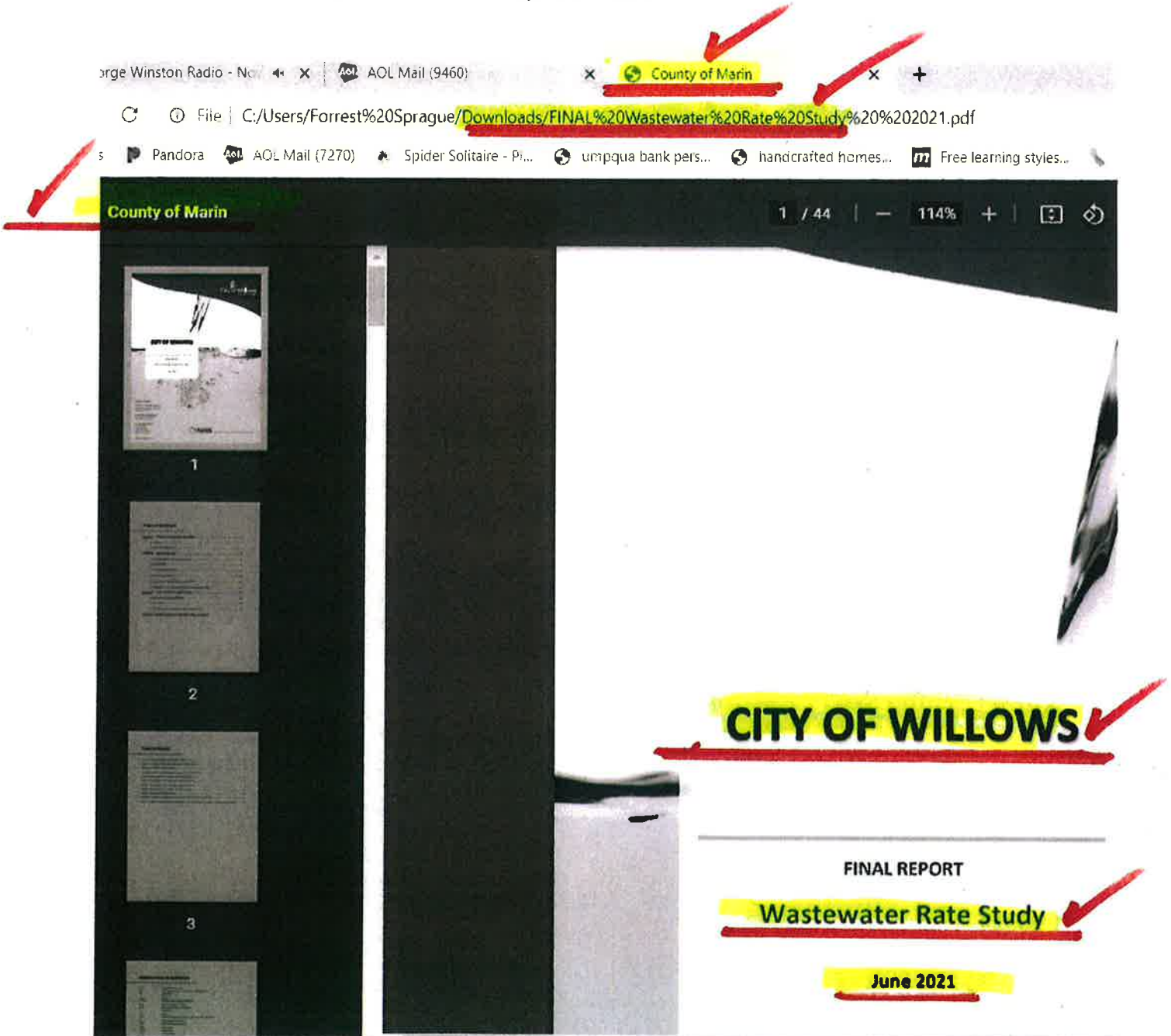
## PLEASE NOTE:

The Wastewater (sewer) Rate Study recently paid for by the City of Willows is little more than duplicated boilerplate document previously submitted to several other cities throughout California.

When the Study is disseminated by email from City of Willows City Hall, downloaded and saved to another computer, the Study defaults to the same title as one prepared for the County of Marin.

Behind my computer screen snapshot below are copies of the front page same Wastewater Rate Study prepared for City of Davis in 2017 and again for the City of Morgan Hill 2019. You might notice that the authors don't even change the picture on the front page of the Study.

These are just examples of the same Study that is available on the internet. Only the city's name and some data are changed from one Study to another.





# CITY OF WILLOWS

FINAL REPORT

## Wastewater Rate Study

June 2021

### OFFICE LOCATIONS:

Temecula – Corporate Headquarters  
32605 Temecula Parkway, Suite 100  
Temecula, CA 92592

San Francisco – Regional Office  
870 Market Street, Suite 1223  
San Francisco, CA 94102

California Satellite Offices  
Atascadero, Davis  
Huntington Beach  
Joshua Tree, Riverside  
Sacramento, San Jose





**COMPREHENSIVE SEWER  
RATE STUDY REPORT**

**JANUARY 2017**

**OFFICE LOCATIONS:**


*San Francisco - Regional Office*  
870 Market Street, Suite 1223  
San Francisco, CA 94102

*Davis - Regional Office*  
140 B Street, Suite 5-292  
Davis, CA 95616

*Temecula - Corporate Headquarters*  
32605 Temecula Parkway, Suite 100  
Temecula, CA 92592

Phone: 800.676.7516

[www.nbsgov.com](http://www.nbsgov.com)

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**CITY OF MORGAN HILL**

**FINAL WASTEWATER RATE  
STUDY REPORT**

**April 2019**

**OFFICE LOCATIONS**

*Temecula - Headquarters*  
32605 Temecula Parkway, Suite  
100  
Temecula, CA 92592

*San Francisco - Regional Office*  
San Francisco, CA 94102

*Davis - Regional Office*  
Davis, CA 95616

Phone: 800.676.7516

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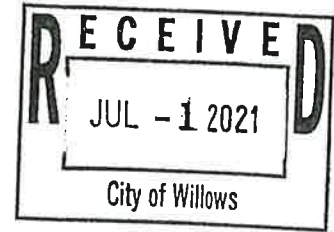
# FORREST J. SPRAGUE

801 Applewood Way Willows, CA 95988  
Ph: 530-514-8700 Email: forsprague@aol.com

July 1, 2021

COPY

City of Willows  
201 N. Lassen St  
Willows, CA 95988  
ATTN: Tara Rustenhoven



**REF: 10-day Public Information Request**

Dear Tara:

Please provide copies of the public information incidental to the following items:

**Item #1:** During the May 25, 2021, City Council meeting, an Agreement between the City and NEXGEN Utility Management was approved. NEXGEN is to provide an operational assessment of the in-town sewer system lift stations and various components located within sewer treatment plant.

**Requests:** Please provide copies of the City Council Agenda, the staff reports and minutes of the meeting wherein the City Council approved sending the Request for Proposals soliciting bids for this service. Include a copy of the Request for Proposals.

Supply me copies of the bids presented by all of the unsuccessful responders, along with the proposed costs of their services.

Provide the copies of the signed Service Agreement and Scope of Work submitted by NEXGEN.

**Item #2:** During the June 22, 2021, City Council meeting, the Council received a Comprehensive Waste Water Rate Study presented by NBS, a consulting firm that specializes in these studies.

**Requests:** Please provide copies of the City Council Agenda, the staff reports and minutes of the meeting wherein the City Council approved sending the Request for Proposals soliciting bids for this service. Include a copy of the Request for Proposals.

Include copies of the bids presented by all of the unsuccessful responders, along with the proposed costs of their services.

Provide copies of the agenda, the staff reports and the minutes of the meeting during which the Proposals were submitted, reviewed and the Contract was awarded to NBS by the City Council.

Please supply copies of the executed Service Agreement and the Scope of Work provided by NBS, including the itemized costs associated with their various services.

Thank you in advance for your timely and complete response to this request. Enjoy a safe Fourth.

Sincerely,

COPY  
FORREST J. SPRAGUE

David G. Ritchie  
dritchie@cohuber.com

REPLY TO:  
 ROSEVILLE  ONTARIO

July 9, 2021

VIA ELECTRONIC MAIL ONLY  
forsprague@aol.com

Forrest J. Sprague  
801 Applewood Way  
Willows, CA 95988

Re: California Public Records Act Request (CA Gov. Code §6250 et. seq.) dated July 1, 2021

Dear Mr. Sprague:

On July 1, 2021 the City received your request for information regarding documents related to the Nexgen operational assessment of the lift stations and comprehensive rate study.

I We have reviewed your request and are providing this initial response. The City responds to requests for public records pursuant to the California Public Records Act (CPRA), Government Code sections 6250 et. seq. Per Government Code section 6253, the City will respond within 10 days of receipt of a public records request as to whether disclosable public records exist. If the City determines non-exempt, disclosable public records exist, they will be made available "promptly" within a reasonable timeframe and following the required payment, if applicable for copies of such records. This letter will therefore serve as our initial determination that the City does have records that are responsive or responsive in part to your newly requested records from your July 1, 2021 letter.

The City is experiencing significant delays in production in response to requests as a result of, low departmental staffing levels; the City is therefore notifying you that it anticipates some delay in producing records. The City expects and will make a good faith effort to produce the requested materials within 30 days of the date of this letter. To the extent the City is able, it will provide a partial production sooner than that date. Please be aware that the City may contact you in the meantime if any difficulty arises in production, to discuss the particulars of your request or to otherwise assist in prioritizing and/or narrowing your request or any modifications to it.

If you have questions about this correspondence, you may reach me at the address indicated in this letterhead or by telephone at (916) 780-9009.



# PUBLIC HEARING



**AGENDA ITEM**

July 27, 2021

TO: Honorable Mayor Hansen and Members of the City Council

FROM: Wayne Peabody, Fire Chief

SUBJECT: 2021 Weed Abatement-Public Hearing

**RECOMMENDATION:**

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 4, 2021.

**SITUATION (or BACKGROUND):**

On April 27, 2021, the City Council adopted a resolution declaring rubbish, refuse, and weeds to be a public nuisance and that the City Fire Department had made a survey of the areas in town that had nuisance and notified the property owners that they must remove this nuisance or the City would perform the task and bill the property owner accordingly.

In accordance with the California Administrative Code a hearing is required prior to the adoption of the resolution confirming cost of weed abatement and declaring those cost a lien against those properties on which work was performed. The purpose of this hearing is to discuss the cost of abatement only. The hearing on protesting and ordering abatement was held on June 8<sup>th</sup>, 2021.

**FINICIAL CONSIDERATIONS:**

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

**NOTIFICATION:**

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

**ALTERNATE ACTIONS:**

1: Request additional information from staff

2: Reject staff recommendation and/or direct item to return.

**RECOMMENDATION:**

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 3<sup>rd</sup>, 2021.

Respectfully Submitted

Wayne Peabody  
Fire Chief

**ATTACHMENT:**

- A: Attachment A: 2021 Weed Abatement Resolution Confirming cost of abatement and declaring them a special assessment.
- B: Attachment B: 2021 Weed Abatement list of property and cost (Will be distributed on the evening of the meeting).

RESOLUTION NO. XX-2021  
RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF WILLOWS CONFIRMING COSTS OF  
ABATEMENTS AMENDED AND DECLARING THEM A  
SPECIAL ASSESSMENT

WHEREAS, the parcels listed on the attached Exhibit B dated July 27<sup>th</sup>, 2021, were declared a nuisance and ordered abated as of the Council meeting of June 8<sup>th</sup>, 2021; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows held the required public protest hearing on June 8<sup>th</sup>, 2021 and does hereby confirm the costs of abatement and declare them a lien against the property effective August 4<sup>th</sup>, 2021.

PASSED AND ADOPTED by the City Council of the City of Willows this 27<sup>th</sup> day of July 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

LARRY DOMENIGHINI, MAYOR

TARA RUSTENHOVEN, CITY CLERK

## 2021 Weed Abatement

ATTACHMENT B

Physical Address	Mailing Address	INV #	Parcel #	Amount	Paid
114 N Culver	114 N Culver, Willows, Ca 95988	645	001-212-004	\$542.34	
119 S Culver	115 S Culver, Willows, Ca 95988	659	001-221-008	\$939.90	
120 N Culver	851 Applewood Ct, Willows, Ca 95988	658	001-212-007	\$314.39	
210 Fern St	210 Fern St, Willows Ca 95988	644	001-121-001	\$340.55	
637 S Shasta	31 Brompton Ave, San Francisco, Ca 94131	648	002-281-011	\$445.20	
322 W Sycamore St	1030 W Wood #3, Willows, Ca 95988	646	002-171-005	\$261.98	
624 E Oak St	206 S Sonoma, Willows, Ca 95988	652	003-182-005	\$681.10	
N Tehama & Sycamore	SP	649	003-042-002	\$1,728.74	
S humboldt Ave	3647 Falkirk Way, El Dorado Hills, Ca 95762	643	001-010-027		
N Humboldt Ave	3647 Falkirk Way, El Dorado Hills, Ca 95762		001-010-029	\$1,318.29	
Hwy 99 and Co Rd 57	Po Box 190, Willows, Ca 95988	656	017-340-016	\$677.93	