



Willows City Council Regular Meeting

August 25, 2020
Willows City Hall
7:00 p.m.

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

Interim City Manager
Wayne Peabody

City Clerk
Tara Rustenhoven

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

Agenda

NOTICE:

This City Council meeting will be OPEN to the public. Pursuant to a range of executive orders issued by Governor Gavin Newsom, members of the public will be admitted to council chambers in a limited manner, one at a time, and only for the amount of time needed for them to provide their own public comment or comments on a specific agenda item. Members of the public must wear a mask and are expected to observe social distancing at all times while on City Hall property and inside City Hall. Council chambers is otherwise CLOSED to the public to prevent the transmission of the COVID-19 virus. As an alternative, members of the public may attend the meeting telephonically by following the instructions below. Members of the public wishing to address the Council on any item(s) not on the agenda may do so by stating their name and address. Then please wait until you are recognized by the Mayor or Vice Mayor. No formal action may be taken on public comments unless the matter is placed on a future agenda. Each caller will be limited to three (3) minutes.

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. **CEREMONIAL MATTERS (Proclamations, Recognitions, Awards)**
 - a. A Day to Remember
 - b. National POW/MIA Recognition Day
5. **PUBLIC COMMENT/WRITTEN COMMUNICATIONS**
 - a. **Public Comments:** 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 attending in person please wait to be called in one at a time from the lobby. If you are calling in to provide public comment, use the call-in information below:

Dial in Number: (605) 313-5611

Access Number: 404150

6. 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 50427-50441, Z10913-Z10934, 38709-38716
- b. Approval of minutes of the Regular City Council Meeting held on July 28, 2020.
- c. Approval of minutes of the Regular City Council Meeting held on August 11, 2020.
- d. Passage and adoption of the Zoning Ordinance entitled; **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING WILLOWS MUNICIPAL CODE CHAPTER 18.110.090(8) (NON-CONFORMING USES) WITH OTHER TEXT TO REMAIN UNCHANGED.**

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.

7. REGULAR BUSINESS AGENDA/ITEMS REQUIRING COUNCIL ACTION

- a. By motion, accept the Biomass Feasibility analysis and Business Case Study.

8. COUNCIL/ STAFF REPORTS/COMMENTS

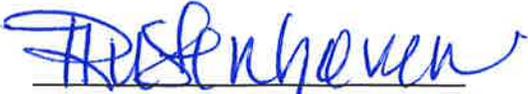
- a. Staff Reports/Comments:
- b. Council Reports/Comments:

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: 2

10. ADJOURNMENT

This agenda was posted on August 20, 2020


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



PROCLAMATIONS



City of Willows Proclamation

“A DAY TO REMEMBER”

WHEREAS, the unprovoked attacks of September 11, 2001, upon America by foreign terrorists have thrust the United States and other countries into a war it never envisioned, militarily or diplomatically;
and

WHEREAS, the challenges facing all the civilized people of the world as they relate to the war on terrorism will not end until those fanatics responsible are eliminated or brought to justice; and

WHEREAS, America is fully committed to ensure our freedoms remain unfettered and sovereign for all generations, now and forever; and

WHEREAS, world opinion needs to remain focused upon the eradication of these inhuman acts perpetrated around the globe; and

WHEREAS, one way to accomplish this is to NEVER FORGET that those innocent victims did not die in vain; and

WHEREAS, America can fight back by reminding the world that the deaths of these people will always be remembered, and they will be forever loved; and

WHEREAS, a noble and appropriate way to accomplish this is through the annual celebration of their living; and

WHEREAS, this commemoration should be held each September 11 throughout the land to include:

- The promotion of global peace and goodwill;
- The demonstration of America’s resolve and perseverance to win the war on terrorism;
- The advancement of responsible citizenship;
- The encouragement of patriotism and love of county; and
- The poignant remembrance of those innocent victims who died on September 11 as heroes one and all.

NOW, THEREFORE, BE IT PROCLAIMED that I, Kerri Warren, Mayor of the City of Willows and on behalf of the City Council and the Citizens of the City of Willows, issue this Proclamation to memorialize those men, women, and children who lost their lives; and

BE IT FURTHER PROCLAIMED that this Proclamation be publicized for all to see, and know that the citizens of Willows remember with eternal respect those lives which were suddenly, without cause, and pointlessly taken on September 11, 2001--**May They Forever Rest in Peace and Abide in our Memories.**

PROCLAIMED this 25th day of August, 2020.

Kerri Warren, Mayor



City of Willows

Proclamation

NATIONAL POW/MIA RECOGNITION DAY

SEPTEMBER 18, 2020

WHEREAS, in 1979, Congress passed a resolution authorizing observance of National POW/MIA Recognition Day; and

WHEREAS, that national observance now takes place annually on the third Friday of September – this year on September 18; and

WHEREAS, throughout American history, generations of patriots have bravely served in our military and sacrificed much to protect our country and preserve democracy around the world; and

WHEREAS, some of those brave men and women who answered the call to service were captured in conflict and imprisoned by our enemies; some never returned from the battlefield; and

WHEREAS, today and every day, we pay tribute to the American men and women who have not returned to the country they so valiantly defended, and we express profound gratitude to those who returned after facing unimaginable hardships; we will never forget the sacrifices they made to keep this nation free; and

WHEREAS, observances of National POW/MIA Recognition Day are held across the country on military installations, ships at sea, state capitols, veterans facilities; and

WHEREAS, we urge the Government of the United States to continue the quest to fully account for every service member still classified as missing.

NOW, THEREFORE, BE IT PROCLAIMED that I, Gary Hansen, Mayor of the City of Willows and on behalf of the Willows City Council, do hereby declare September 18, 2020, as "POW/MIA Recognition Day," never forgetting the sacrifices they made.

Proclaimed this 25th day of August, 2020.

Kerri Warren, Mayor





CONSENT AGENDA



Period

8/8/2020 TO 8/19/2020

General Checking 50427 TO 50441

Payroll Direct Deposit Z10913 TO Z10934

Payroll Checks 38709 TO 38716

APPROVAL DATE 8/25/2020

APPROVED _____

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
050427	08/11/20	4LE00	4LEAF INC	18008.00	.00	18008.00	J3693R	SOUTH WILLOWS INFRASTRUCT
				7608.00	.00	7608.00	J3693S	SOUTH WILLOWS INFRASTRUCT
			Check Total.....:	25616.00	.00	25616.00		
050428	08/11/20	AME02	AMERIPRIDE UNIFORM SVCS.	104.58	.00	104.58	02379001	UNIFORMS
050429	08/11/20	CAL01	CALIFORNIA WATER SERVICE	85.79	.00	85.79	C00728	120 HARVEST DR 6/6-7/8/20
050430	08/11/20	CLE03	CLEARWAY ENERGY LLC	12613.10	.00	12613.10	363867	SOLAR ELECTRICITY 6/1-6/3
050431	08/11/20	COA00	COASTLAND CIVIL ENGINEERI	175.00	.00	175.00	48104	MALIGNAGGI DEVELOPMENT TH
				1032.50	.00	1032.50	48982	WILLOWS LLAD THROUGH 6/30
				1715.00	.00	1715.00	49054	MALIGNAGGI DEVELOPMENT 06
				87.50	.00	87.50	49057	ELEMENT 7 THROUGH 6/30/20
				1936.25	.00	1936.25	49072	RFP FOR WWTP SERVICES THR
				1925.00	.00	1925.00	49073	EDA GRANT THROUGH 6/30/20
				608.75	.00	608.75	49074	WILLOWS CITY ENGINEERING
				862.50	.00	862.50	49075	N LASSEN ST REHAB THROUGH
				130.00	.00	130.00	49076	SYCAMORE RIDGE APTS THROU
			Check Total.....:	8472.50	.00	8472.50		
050432	08/11/20	COL08	COLE HUBER LLP	12200.20	.00	12200.20	35068	GENERAL COUNSEL SERVICES
050433	08/11/20	EAT00	EATON INTERPRETING SERVIC	595.00	.00	595.00	311331	CAPTIONING SERVICES
050434	08/11/20	GAN01	GANDY-STALEY OIL CO.	2368.39	.00	2368.39	C00728	JUNE STMT PER ATTACHED
050435	08/11/20	INT16	INTERSTATE BATTERY SYSTEM	104.98	.00	104.98	30056570	#32 TORO MOWER BATTERY
050436	08/11/20	KNIO3	KNIFE RIVER CONSTRUCTION	144439.96	.00	144439.96	C00728	SOUTH WILLOWS INFRASTRUCT
050437	08/11/20	OVE00	OVERDRIVE, INC.	1025.11	.00	1025.11	CO2013527	EBOOKS GRANT
050438	08/11/20	SAC08	SACRAMENTO VALLEY MIRROR	75.00	.00	75.00	C00811	SUBSCRIPTION RENEWAL EC
050439	08/11/20	THR00	3CORE	3125.00	.00	3125.00	1122	CDBG CONTRACT JUNE 2020
050440	08/11/20	WIL17	WILLDAN	2624.00	.00	2624.00	713014	BASIN ST RESIDENTIAL INIT
				8902.50	.00	8902.50	713155	CONTRACT PLANNING SERVICE
				9707.50	.00	9707.50	713168	CONTRACT PLANNING SERVICE
				78.77	.00	78.77	2-22932	PLAN CHECK SERVICES THROU
			Check Total.....:	21312.77	.00	21312.77		
050441	08/11/20	WILHD	WILLOWS HARDWARE, INC.	455.74	.00	455.74	C00728	JUNE STMT PER ATTACHED
			Cash Account Total.....:	232594.12	.00	232594.12		
			Total Disbursements.....:	232594.12	.00	232594.12		
			Cash Account Total.....:	.00	.00	.00		



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD JULY 28, 2020

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 Warren called the meeting to order at 7:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Community Development Services Director Steve Soeth.

3. **Roll Call:**

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

Council Members Absent: Council Member Mello

Staff Present: Interim City Manager Wayne Peabody, Administrative Services Director Tim Sailsbery, Community Development Services Director Steve Soeth, City Attorney David Ritchie, City Clerk Tara Rustenhoven

4. **Ceremonial Matters (Recognitions):**

a. The City of Willows presented Steve Soeth with a plaque of appreciation on the behalf of the Willows City Council, City Staff and the Citizens of Willows.

5. **Public Comment/Written Communications:**

City Attorney David G. Ritchie read into the record, the receipt of two written communications sent in by Forrest J. Sprague and Jeff Williams.

6. **Consent Agenda:**

- a. Approval of general checking, payroll & direct deposit check registers 50394-50407, Z10842-Z10861, 38668-38677
- b. Approval of minutes of the Regular City Council Meeting held on July 14, 2020.
- c. Approve by consent motion, the City of Willows Statement of Investment Policy as submitted.
- d. Treasurer's Report as of June 30, 2020.
- e. Adopt a resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPOINTING A DIRECTOR AND ALTERNATE TO THE NORTHERN CALIFORNIA CITIES SELF-INSUREANCE FUND. (NCCSIF).
- f. Adopt a resolution of the City Council of the City of Willows whereby the Establishment and Maintenance of Security accounts have been authorized.

Action:

Motion: Council Member Hansen/Second: Council Member Flesher

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

The motion passed unanimously 4/0 carried by the following voice vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

7. Public Hearing:

- a. Conduct a public hearing for the 2020/2021 Appropriation Limit for the City of Willows and adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING 2020/21 APPROPRIATION LIMIT.**

Opened public hearing at 7:15 p.m.

Closed public hearing at 7:16 p.m.

Action:

Motion: Vice Mayor Domenighini/Second: Council Hansen

Moved to adopt a resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING 2020/2021 APPROPRIATION LIMIT.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Mello

ABSTAIN

- b. 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 AS SPECIAL ASSESSMENT.**

Opened public hearing at 7:21 p.m.

Closed public hearing at 7:21 p.m.

Action:

Motion: Council Member Hansen/Second: Council Member Hansen

Moved to adopt a resolution entitle; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS CONFIRMING COSTS OF ABATEMENTS AMENDED AND DECLARING THEM AS SPECIAL ASSESSMENT.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

8. Regular Business/Items Requiring Council Action:

- a. Adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, CALIFORNIA, APPOINTING WULFF, HANSEN & CO. AS A MUNICIPAL ADVISOR TO THE CITY OF WILLOWS AND AUTHORIZING THE CITY MANAGER TO EXECUTE A MUNICIPAL ADVISORY AGREEMENT AND ADDENDUMS 1, 2 AND 3 TO THAT AGREEMENT.**

Action:

Motion: Council Member Hansen/Second: Council Member Flesher

Moved to adopt a resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, CALIFORNIA, APPOINTING WULFF, HANSEN & CO. AS A MUNICIPAL ADVISOR TO THE CITY OF WILLOWS AND AUTHORIZING THE CITY MANAGER TO EXECUTE A MUNICIPAL ADVISORY AGREEMENT AND ADDENDUMS 1, 2 AND 3 TO THAT AGREEMENT.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

b. Approval of the formation of an Ad-Hoc Committee regarding review of City Finance Policies and potential refunding/restructuring of existing City Bond Debt and Pension obligations, appointment of two Council Members to Committee.

After discussion Council Member Hansen and Vice Mayor Domenighini will serve on the Ad Hoc Committee with Council Member Flesher as the alternate.

c. Adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING LOCAL CLAIMS PROCEDURE REGULATIONS.**

Action:

Motion: Vice Mayor Domenighini/Second: Council Member Flesher

Moved to adopt a resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING LOCAL CLAIM PROCEDURE REGULATIONS.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

d. By motion, appropriate \$15,000 in General Fund-Capitalized Interest (301.7247.400)

Action:

Motion: Council Member Hansen/Second: Council Member Flesher

Moved to approve the appropriate \$15,000 in General Fund-Capitalized Interest (301.7247.400)

The motion passed unanimously 4/0 carried by the following voice vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

e. Approve by motion, the Submittal of the letter by Assemblyman James Gallagher and Assemblywoman Megan Dahle. Further approve the Mayor to sign and submit on behalf of the City of Willows.

Action:

Motion: Council Member Hansen /Second: Council Member Flesher

Moved to approve that Council Members may sign as they feel appropriate.

The motion passed unanimously 4/0 carried by the following voice vote:

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

NOES:

ABSENT: Mello

ABSTAIN:

9. Council/Staff Reports/Comments:

a. Staff Reports/Comments:

- We would like to thank Tim Sailsbery for all his time and commitment to the City of Willows and we wish him well in his future endeavors.
- We would like the public to know that we are low staffed and things may not be done as quickly.

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

Adjournment:

The Meeting was adjourned at 8:24p.m.

Dated: July 29, 2020

Tara Rustenhoven, City Clerk



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD AUGUST 11, 2020

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 Warren called the meeting to order at 7:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Council Member Hansen.

3. Roll Call:

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

Council Members Absent: Council Member Flesher

Staff Present: Interim City Manager Wayne Peabody, Community Development Services Director Royce Cunningham, and City Clerk Tara Rustenhoven

4. Public Comment/ Written Communications:

Interim City Manager Wayne Peabody read into the record, the receipt of two written communications sent in by Sharon Ponciano and Tim Crews.

5. Consent Agenda:

- a. Approval of general checking, payroll & direct deposit check registers 50408 – 50425, Z10862 – Z10912, 38678 – 38707.

Action:

Motion: Council Member Hansen/Second: Vice Mayor Domenighini

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

The motion passed unanimously 4/0 carried by the following voice vote:

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

NOES:

ABSENT: Flesher

ABSTAIN:

6. Public Hearing:

- a. Conduct a public hearing, 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 AMENDING WILLOWS MUNICIPAL CODE CHAPTER 18.110.090(8) (NON-CONFORMING USES) WITH OTHER TEXT TO REMAIN UNCHANGED.**

Opened Public Hearing at 7:06 p.m.

Closed Public Hearing at 7:06 p.m.

Action:

Motion: Vice Mayor Domenighini/Second: Council Member Hansen

Moved to consider reading by title only.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Flesher

ABSTAIN:

Action:

Motion: Vice Mayor Domenighini/Second: Council Member Hansen

Moved to approve the passage of the first reading of an ordinance entitled; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING WILLOWS MUNICIPAL CODE CHAPTER 18.110.090(8) NON-CONFORMING USES) WITH OTHER TEXT TO REMAIN UNCHANGED.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Flesher

ABSTAIN:

7. Regular Business:

a. Select two members of the City Council to serve as a Library Board of Trustees subcommittee, accept the Letter of Resignation of Sunshine Kelly.

Council Member Mello and Vice Mayor Domenighini will serve on the subcommittee to accept one individual on the Library Board of Trustees.

b. Adopt a resolution entitled; **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE INTERIM CITY MANAGER TO SIGN AND ACT ON THE CITY'S BEHALF IN ALL MATTERS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT LOAN AGREEMENTS, PROMISSORY NOTES, SECURITY AGREEMENTS AND ANY OTHER DOCUMENTS RELATED TO THE EQUIPMENT LOAN BETWEEN THE CITY OF WILLOWS AND THE RUMIANO CHEESE COMPANY.**

Action:

Motion: Council Member Mello/Second: Vice Mayor Domenighini

Moved to adopt a resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE INTERIM CITY MANAGER TO SIGN AND ACT ON THE CITY'S BEHALF IN ALL MATTERS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT LOAN AGREEMENTS, PROMISSORY NOTES, SECURITY AGREEMENTS AND ANY OTHER DOCUMENTS RELATED TO THE EQUIPMENT LOAN BETWEEN THE CITY OF WILLOWS AND THE RUMIANO CHEESE COMPANY.

The motion passed unanimously 4/0 carried by the following roll call vote:

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

NOES:

ABSENT: Flesher

ABSTAIN:

c. Staff recommends the Council, by Motion, authorize the Interim City Manager to negotiate and execute an agreement with Inframark Water & Infrastructure Services to provide contract operations and maintenance services for the operation of the Willows Wastewater Treatment Plant.

After discussion, Council agreed on going with option 2: A 10-year contract term with two optional 5-year extensions, for a maximum potential contract length of twenty years.

Action:

Motion: Council Member Hansen/Second: Council Member Mello

Moved to authorize the Interim City Manager to negotiate and execute an agreement with Inframark Water & Infrastructure Services to provide contract operations and maintenance services for the operation of the Willows Wastewater Treatment Plant.

The motion passed unanimously 4/0 carried by the following voice vote:

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

NOES:

ABSENT: Flesher

ABSTAIN:

8. Council/Staff Reports/Comments:

a. Staff Reports/Comments:

- City Manager Peabody went over the GCSO Stats for the Month of July.

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

9. Adjournment:

The Meeting was adjourned at 7:26 p.m.

Dated: August 12, 2020

Tara Rustenhoven, City Clerk

August 25, 2020

AGENDA ITEM

TO: Honorable Mayor Warren and City Council Members
FROM: Karen Mantele, Principal Planner
SUBJECT: Zoning Text Amendment to the City's Municipal Code/Zoning Ordinance
Chapter 18.110.090(8) Non-Conforming Uses (File# ZTA-20-02)

SUMMARY

The proposed Ordinance modifies an existing code section under non-conforming uses, which modification will allow a broader exemption for single-family residential use within the Central Commercial and General Commercial zones.

BACKGROUND/ANALYSIS:

In June of 2000 several zoning code amendments were made resulting in zoning district changes, to include two districts, the Central Commercial and the General Commercial. These two districts combined total 207 parcels (105 parcels in the CC District and 102 in the GC District). Prior to the re-designation of these two districts, zoning was a mix of R-4, Office Professional, and General Commercial. The uses for these two districts mirror one another regarding residential uses either permitted or conditionally permitted.

In September of 2017, Staff brought before the Commission a text amendment to allow for single-family residential use of existing single-story structures within the CC and CG zoning districts. This text amendment was a result of a joint CC/PC meeting held in 2017 where discussion of housing was the topic. This text amendment resulted in implementation of the exception. Prior to this code amendment, Staff had been approached regarding use of existing structures built as single-family residences, however changed to a commercial use, and now want to revert the structure back to the residential use.

Staff brought forth the proposed draft text amendment to the Planning Commission at their July 15, 2020 regular meeting for review. No additions or changes were suggested by the Commission and the consensus was to bring forth a resolution to the City Council for consideration.

ENVIRONMENTAL REVIEW

Staff has determined that the project, Text Amendment to the Zoning Ordinance, is exempt from CEQA per Section 15061(3). A Notice of Exemption will be filed upon City Council review, second reading, and approval of text amendment.

NOTIFICATION

N/A for second reading

ALTERNATIVE ACTION

None are recommended for consideration by the City Council.

RECOMMENDATION:

Consider reading by title only and passage of the second reading of the attached Ordinance
**AMENDING A SECTION OF CHAPTER EIGHTEEN OF THE ZONING ORDINANCE OF
THE CITY OF WILLOWS.**

ATTACHMENT:

(1) Ordinance Exhibit to Chapter 18.110.090(8)

Respectfully submitted,



Karen Mantele
Principal Planner

Approved by:



Wayne Peabody
Interim City Manager

ORDINANCE NO. 2020-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING WILLOWS MUNICIPAL CODE CHAPTER 18.110.090(8) (NON-CONFORMING USES) WITH OTHER TEXT TO REMAIN UNCHANGED

Adopted by the City Council of the

City of Willows

On Date of _____, 2020

WHEREAS, the City Council of the City of Willows adopted Ordinance 664-00 on June 27, 2000, regulating the uses allowed within the Central Commercial and General Commercial districts; and

WHEREAS, the City Council desires to modify the current non-conforming uses code section expanding residential use within the Central Commercial and General Commercial zones.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS DOES ORDAIN as follows:

Section 1. The above recitals are true and correct, and incorporated herein.

Section 2. The City Council does hereby amend Chapter 18.110-090(8) (Non-Conforming Uses) of the Willows Municipal Code, allowing for existing structures built as residential use to continue as such with a conditional use permit by modifying (8) to read:

“(8) 18.110.090(8) Nonconforming uses = Residential Use Exemption for Existing Structure(s). Existing structure(s) located within the CC (central commercial) or CG (general commercial) zoning districts originally constructed as a single-family dwelling, may be allowed for use as a single-family residential unit(s) by way of a conditional use permit from the Planning Commission. No enlargement, extension, reconstruction, or structural alteration may be permitted to the structure. The planning commission is authorized to approve, conditionally approve or deny a request subject to appeal provisions of WMC 18.135.060

Section 3: The City Council of the City of Willows finds that the foregoing amendment and adoption of Ordinance No. ____ is consistent with the General Plan, all applicable specific plans and the City of Willows Zoning Ordinance.

Section 4: The City Council of the City of Willows further finds that the project is exempt from the California Environmental Quality Act pursuant to Section 15061(b)(3). and Planning Commission Resolution No.04-2020 passed prior to the adoption of this amendment.

Section 5. Severability. Should any provision of this ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision

of this ordinance or the application of this ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

Section 6. *Judicial Review.* The time within which judicial review must be sought is governed by California Code of Civil Procedure Section 1094.6.

Section 7. *Effective Date.* This ordinance shall take effect and be in force thirty (30) days after its adoption as provided by Government Code Section 36937.

Section 8. *Posting.* The City Clerk shall cause this Ordinance to be published and/or posted within fifteen days after its adoption.

This ordinance was introduced at a regular meeting of the City Council of the City of Willows, held on the 11th of August, 2020, and adopted at a regular meeting of the City of Willows, held on the 11th of August, 2020, by the following vote, to wit:

AYES, COUNCILMEMBERS _____

NOES, COUNCILMEMEBERS _____

ABSENT, COUNCILMEMBERS _____

KERRI WARREN, MAYOR

APPROVED AS TO FORM:

DAVID RITCHIE, CITY ATTORNEY

ATTEST:

TARA RUSTENHOVEN, CITY CLERK



REGULAR BUSINESS

AGENDA ITEM

TO: Mayor Warren and Council members
FROM: Wayne Peabody, Interim City Manager/Fire Chief
SUBJECT: Acceptance of Biomass Feasibility Analysis and Business Case Study

RECOMMENDATION

By Motion, Accept the Biomass Feasibility analysis and Business Case Study

SITUATION (or BACKGROUND):

The City was awarded a USDA Rural Business Development Grant to conduct a Biomass Feasibility analysis and Business Case Study. The City retained Morrison & Company to complete the study. Morrison used the following areas to complete the Study:

1. Venture Description and Approach
2. Industry Overview
3. Market Analysis
4. Operational Analysis
5. Management Analysis
6. Capital
7. Risk Assessment

Through the analysis and all the findings, the best site for this project would be in the South Willows Industrial Development. Furthermore, it was concluded that it would make the most sense for an experienced private operator to build and operate the facility. Morrison's conclusion is that the approach, competition and markets, operations, and management; capital needs, and risks discussed in this assessment are technically feasible for a private operator.

FINANCIAL CONSIDERATIONS:

Staff Time was match for grant

NOTIFICATION

Morrison & Company

ALTERNATE ACTION

- Approve as Recommended
- Reject Request for Approval
- Request Further Information

RECOMMENDATION

By Motion, Accept the Cold Storage Feasibility and Business Case Development Analysis Study

Respectfully Submitted,



Wayne Peabody
Interim City Manager

ATTACHMENT

City of Willows Feasibility Analysis and Business Case for Potential Biomass Facility

https://www.cityofwillows.org/assets/resources/City-of-Willows_Biomass-Feasibility-Study_Appendix-A.PDF

https://www.cityofwillows.org/assets/resources/City-of-Willows_Biomass-Feasibility-Study_Appendix-B.PDF

https://www.cityofwillows.org/assets/resources/City-of-Willows_Biomass-Feasibility-Study_Appendix-C-Part-1_200820_202634.pdf

https://www.cityofwillows.org/assets/resources/City-of-Willows_Biomass-Feasibility-Study_Appendix-C-Part-2.pdf

https://www.cityofwillows.org/assets/resources/City-of-Willows_Biomass-Feasibility_To-City-Council_08192020.pdf