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WILLITS, CALIFORNIA 95490
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**WILLITS CITY COUNCIL
MINUTES
WEDNESDAY, JANUARY 8, 2020**

Mayor Gonzalez called a regular meeting of the City Council to order at 6:30 p.m., in Council Chambers. The meeting was preceded by the pledge to the flag.

Roll Call: Councilmembers Greta Kanne, Saprina Rodrigues, Madge Strong, Larry Stranske, and Mayor Gerardo (Gerry) Gonzalez were present.

Also present were staff members: Stephanie Garrabrant-Sierra City Manager; Jim Lance, City Attorney; Scott Warnock, Police Chief; Yujun Du, Finance Director; Dusty Duley, Community Development Director; Davey Bowles, Building Inspector/Code Enforcement; Andrea Trincado-Slater, Project Manager; and Cathy Moorhead, Deputy City Manager/City Clerk.

2. PUBLIC COMMUNICATIONS

- John Almida attended the November City Council meeting and requested an amendment be made to the letter going out to PG&E regarding the PSPS. He received a copy of the letter today and was thankful to the city for adding in his concerns; he also expressed his concerns of street repairs that need to take place on Boscabelle Avenue, S. Lenore, and Blosser Lane from the Hwy 20 Intersection to Franklin Street. Also, tree trimming on E. Valley Street near the City Limits sign.
- Crystal Bowles brought forward the idea of installing a Parklab Fitness Court recreational facility in Willits. This lab is part of the National fitness Campaign that provided grants to cities in the amount of \$30,000, the city would need to match the funds and the remainder of the funding would be provided by the Campaign's sponsors. Ms. Bowles feels the new Rails with Trails that's coming to Willits in the next couple of years, would be a great place to install the Parklab.
- Andrew Hosford commented regarding the ambulance service in our community or lack thereof, as the family recently experienced a tragedy and are expressing that our community is in need of Emergency Medical Services. His family is working on finding support from the community and the City. They would like everyone to write letters of support to pressure the county to fix this issue. He realizes that it's not a City issue, but is in hopes that we can help. Mayor Gonzalez commented that this is a complicated issue and has been for some time.
- Paul Hosford asked if the City has experienced the EMS issues and addressed it with the county? Mayor Gonzalez stated that it's been ongoing but we lack jurisdiction. Mr. Hosford has spoken with Jason Wells, CEO of Howard Hospital and Margie Handley, retired Chairman of the Board for Howard Hospital regarding the hospital having their own ambulance service.

3A. DISCUSSION AND POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE CONTRACT WITH OPENGOV AND TO AMEND FISCAL YEAR (FY) 2019-20 BUDGET

Public Comment: None presented.

Moved by Stranske/Seconded by Strong and carried unanimously to adopt Resolution (No. 2020-01) authorizing the City Manager to enter into a professional service contract with OpenGov with Option 2 and amend FY 2019-20 adopted budget of the Finance Department authorized positions and use the salary savings to purchase the OpenGov software under the approval of the contract.

Item 3b was pulled from this meeting due to no staff in attendance.

~~**3B. CONSIDERATION OF 1) A CITY SUSTAINABILITY POLICY; 2) AN AGREEMENT FOR BILLING AUDITS OF THE CITY'S UTILITY BILLS BY UTILITY COST MANAGEMENT; AND 3) AUTHORIZING STAFF TO CIRCULATE A REQUEST FOR PROPOSAL REGARDING ENERGY REDUCING PROJECTS**~~

4. ENACTMENT OF ORDINANCES

None presented.

5. CONSENT CALENDAR

The following item(s) are recommended for approval:

- a. City Council Minutes:
 - November 13, 2019
 - December 11, 2019

Moved by Stranske/Seconded by Strong and carried unanimously to approve Consent Calendar item A.

6. INFORMATIONAL REPORTS

Matters that do not require action by the City Council but are of public interest.

- a. Building Inspection Activity Report(s) – December 2019
- b. Business License Activity Report(s) – December 2019

RECESSED AS THE WILLITS CITY COUNCIL AND CONVENED AS THE CITY OF WILLITS SUCCESSOR AGENCY - 7:26 P.M.

7. COMMISSIONS, AGENCIES AND AUTHORITIES

- a. *SITTING AS THE SUCCESSOR AGENCY* – Resolution to Approve Recognized Obligation Payment Schedule 2020-21 and Administrative Budget for July 2020 Through June 2021

Public Comment: None presented.

Moved by Strong/Seconded by Stranske and carried unanimously to adopt Resolution (No. 2020-02) approving both version of the ROPS, upon submittal of the ROPS 20-21 and Administrative Budget for the period July 2020 through June 2021.

RECONVENED AS THE WILLITS CITY COUNCIL – 7:35 P.M.

8A. CITY MANAGER REPORTS

City Manager Garrabrant-Sierra reported on the following:

- Invited two council members to observe the arborist at Rec Grove Park on Monday, January 13th.
- Reported that the tree damage repair to the Scout Hut is almost completed and has come in under what was predicted for the cost of repair.
- The City has been in contact with Caltrans regarding the crosswalk in front of the 101 Drive Inn. Caltrans stated they will not do anything due to the fact that the relinquishment

of Main Street is around the corner. Caltrans stated that we needed to conduct a traffic study. Staff is continuing to look into this matter.

- The city currently has open positions in the Accounting Department and we are urging members of our community with bookkeeping or accountant backgrounds to apply.
- We will be holding our Goal Setting meeting during the January 22nd Council meeting, and are planning to post the agenda within the next few days.
- On vacation from January 13-20, 2020.
- March 7th Willits Rotary will be holding a Bluegrass Dinner Concert fundraiser for the Willits High School Scholarship Program at the Willits Community Center.

No action taken.

9. DEPARTMENT RECOMMENDATIONS

(Administration, Public Safety, Community Development, Public Works & Engineering)

- a. Discussion and Possible Action Adopting a Resolution Approving a Professional Services Contract with LACO Associates for a Not to Exceed Amount of \$97,200 for Preliminary Engineering on the City's Groundwater Improvement Project (#WT002) and Possible Action Approving a Budget Amendment of \$27,200 from the Water Fund to Pay for the Contract

Public Comment: None presented.

Moved by Stranske/Seconded by Strong and carried unanimously to adopt Resolution (No. 2020-03) approving a Professional Services Contract with LACO Associates for a Not to Exceed Amount of \$97,200 for preliminary work on the City's Groundwater Improvement Project, which will include Grant Management, Environmental, Permitting, Geotechnical, Design and the Preparation of Plans and Specifications for Phases I, II, & III of the Project and approving a Budget Amendment of \$27,200 from the Water Fund to cover the cost of the contract in FY19/20.

- b. City Attorney Lance informed the Council that the storage company in Ukiah that houses very old Remco files is closing their doors and we need to move out the files. Therefore, he will be bringing forward a resolution, at a later meeting to destroy these files.
- c. Police Chief Warnock informed the Council that the department is actively recruiting for new officers.
- d. Community Development *(including Planning, Building, and Code Enforcement)*
 - Code Enforcement Officer Bowles asked the Council to please inform community members that may have a complaint, to please complete the complaint form that is on the City's website. The complaints are not made public as to who filed them.
 - Community Development Director Duley informed the City Council of the upcoming Sonoma State University Annual Planning Commissioners Conference that will be taking place on February 1st from 8:30 a.m. – 1:00 p.m. Mr. Duley encouraged all our elected officials to attend. The cost is \$85 per person and the city will cover the cost.
- e. City Clerk Moorhead updated the council of the goings-on at the airport: we welcomed a new hanger tenant which now brings our hangars to full capacity; and thanked the California Conservation Corp for working on the Fuel Reduction Project by removing unwanted trees and brush from around the airport. Also reminded council that their Economic Statement of Interest (Form 700) needs to be filed by March 15th.

10. CITY COUNCIL AND COMMITTEE REPORTS

- a. Economic Development & Financing Corporation (EDFC) – next regularly scheduled meeting will be on January 16th.
- b. Mendocino Solid Waste Management Authority (MSWMA) – next regularly scheduled meeting will be in February. MendoRecycle Household Hazardous Collection (HHC) will

be held on January 17th & 18th at the Public Works Yard. The City has also placed the 2020 schedule for HHC on the website.

- c. Ad Hoc Committees:
- Little Lake Fire District JPA – met on Monday, January 6th and came to an agreement that will be brought forward at the goal setting meeting.
 - Sonoma Clean Power – Councilmember Strong offered her December meeting notes to all councilmembers that would like one.
 - Mobile Vendor – first meeting to be held on January 16th @ 6:00 p.m. at City Hall.

11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS

- a. Mayor’s Appointments to City Committees, Boards & Agencies for 2020

Public Comment: None presented.

Moved by Strong/Seconded by Stranske and carried unanimously to approve the Mayor’s Appointments to the following Committees, Boards & Agencies.

STANDING COMMITTEES OF THE CITY COUNCIL	
Finance Committee	Gerry Gonzalez Madge Strong <i>Alternate:</i> Larry Stranske
Water & Wastewater Systems Committee	Gerry Gonzalez Larry Stranske
Revit-Ed Committee	Saprina Rodriguez Greta Kanne
REGIONAL BOARDS	
League of California Cities / Redwood Empire Division	Gerry Gonzalez <i>Alternate:</i> Larry Stranske
Mendocino Council of Governments (MCOG)	Larry Stranske <i>Alternate:</i> Greta Kanne
Economic Development & Financing Corporation (EDFC)	Madge Strong
Mendocino Solid Waste Management Authority (MSWMA)	Madge Strong
Mendocino Transit Authority (MTA)	Saprina Rodriguez <i>Alternate:</i> Madge Strong
MENDOCINO COUNTY CITY SELECTION COMMITTEE NOMINATIONS	
Local Agency Formation Commission (LAFCo)	Gerry Gonzalez
Mendocino County Museum	Greta Kanne

AD HOC COMMITTEES	
Caltrans	Larry Stanske Greta Kanne
Little Lake Fire JPA	Gerry Gonzalez Larry Stranske
JPA Feasibility Study for WWTP	Gerry Gonzalez Larry Stranske
Mobile Truck	Saprina Rodriguez Madge Strong

- b. Resolution Appointing Representatives to Represent and Vote on Behalf of the City at the League of California Cities' Redwood Empire Division Business Meetings and Division Legislative Committee Meetings

Public Comment: None presented.

Moved by Strong/Seconded by Stranske and carried unanimously to adopt Resolution (No. 2020-04) Appointing Gerardo Gonzalez and Larry Stranske as Representatives to Represent and Vote on Behalf of the City at the League of California Cities' Redwood Empire Division Business Meetings and Division Legislative Committee Meetings. Larry & Gerry

12. GOOD & WELFARE

- Councilmember Strong encouraged the community to call our legislators in Sacramento regarding Assembly Bill 5; January 18th & 19th Redwood Valley will be planting acorns.
- Councilmember Rodriguez acknowledged the concerns of the Hosford Family and encourages the community to write letters regarding our EMS; attended the Mendocino Transit Authority and City Holiday gatherings last month, and thanked staff for all they do for the City of Willits; also, if you need to contact PG&E to review your current plan, her best advice is to utilize their website.
- Councilmember Kanne informed the community that when you contact our legislators in Sacramento regarding Assembly Bill 5, to use the words "microbusiness", as this will let them know you are a very small business.

13. CLOSED SESSION NOTICE

- a. Conference with Legal Counsel Pursuant to Government Code §54956.9b – Anticipated Litigation (One Case)

CLOSED SESSION WAS REMOVED FROM THIS MEETING.

Mayor Gonzalez declared the meeting adjourned at 8:34 p.m.



 GERARDO (GERRY) GONZALEZ Mayor,
 City Council for the City of Willits

ATTEST:



CATHY MOORHEAD
Deputy City Manager/City Clerk

COUNCIL MEETING RECORDINGS: City Council meetings are video recorded and broadcast live on the 2nd and 4th Wednesday of each month on Public Access Channel 3 and rebroadcast on Saturday and Sunday at 5:00 p.m. on Government Channel 64. DVD's are available for check-out or may be purchased (with advance notice) for \$15.00 at City Hall.