

## Willows City Council Regular Meeting

May 13, 2025 Willows City Hall 6:00 PM City Council
Evan Hutson, Mayor
Rick Thomas, Vice Mayor
Gary Hansen, Council Member
Lorri Pride, Council Member
Matt Busby, Council Member

City Manager Marti Brown

<u>City Clerk</u> Karleen Price

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

#### Agenda

Watch the Council meeting online via Zoom: <a href="https://us06web.zoom.us/j/87984029117">https://us06web.zoom.us/j/87984029117</a>
Remote viewing of the City Council meeting for members of the public is provided for convenience only. In the event that the remote viewing connection malfunctions for any reason, the City Council reserves the right to conduct the meeting without remote viewing.

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ROLL CALL
- 4. CHANGES TO THE AGENDA
- 5. **CEREMONIAL MATTERS** 
  - a. Proclamation National Nascar Day
  - b. Proclamation National Learn to Swim Day
  - c. Proclamation National Poppy Day
  - d. Proclamation Memorial Day
  - e. Proclamation May is Wildfire Awareness Month
  - f. Proclamation Public Works Week

#### 6. PRESENTATION

a. HDL Sales Tax Presentation

Recommended Action: Receive the HDL Sales Tax Presentation. Contact: Marti Brown, City Manager, <a href="mailto:mbrown@cityofwillows.org">mbrown@cityofwillows.org</a>

#### 7. PUBLIC COMMENT & CONSENT CALENDAR FORUM

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Councilmembers or the City Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the City Council concerning Consent Calendar items or regarding matters that are not already on the agenda are invited to make oral comments of up to three minutes at this time. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the

posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: <a href="mailto:cityclerk@cityofwillows.org">cityclerk@cityofwillows.org</a>.

#### a. Register Approval

Recommended Action: Approve general checking, payroll, and direct deposit check registers. Contact: Joanne Moore, Finance Director, <a href="mailto:jmoore@cityofwillows.org">jmoore@cityofwillows.org</a>

#### b. Emergency Library Roof Failure Project

Recommended Action: Approve the attached resolution authorizing the City Manager to sign an agreement with Modern Building Inc. for the Emergency Library Roof Failure Project for \$67,050.00 and establishing an overall budget for the project of \$82,107.

Contact: John Wanger, City Engineer, <a href="mailto:jwanger@dccm.com">jwanger@dccm.com</a>

#### c. Weed Abatement Contract

Recommended Action: Authorize the City Manager to award the Weed Abatement Contract to Robert Burt Construction and execute an agreement.

Contact: Nate Monck, Fire Chief, <a href="mailto:nmonck@cityofwillows.org">nmonck@cityofwillows.org</a>

#### 8. PUBLIC HEARING

All matters in this section of the agenda are formal public hearings and will be acted on individually. Once the Mayor opens the public hearing, members of the public may request to speak. When you are called on by the Mayor, please state your name clearly for the audio recording. If you have any documentation that you would like to be distributed to the Council, please give it to the City Clerk for distribution.

#### a. Weed Abatement Special Assessment Public Hearing

Recommended Action: Hold a public hearing and, upon conclusion, consider adoption of a resolution confirming the declaration of a public nuisance and that the City Contractor will begin abatement on June 2, 2025, if parcels are not abated.

Contact: Nathan Monck, Fire Chief, <a href="mailto:nmonck@cityofwillows.org">nmonck@cityofwillows.org</a>

#### 9. **DISCUSSION & ACTION CALENDAR**

All matters in this section of the agenda are discussed and will be acted on individually. Individuals wishing to address the City Council concerning any of these items are invited to make oral comments of up to three minutes as each agenda item is reviewed and discussed by Council. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. When the Mayor calls for public comment, please raise your hand to be acknowledged. While not required, the City requests that you please state your name clearly for the audio recording. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: cityclerk@cityofwillows.org.

#### a. SB-1 Transportation Funds – Project List for FY25/26

Recommended Action: Approve the attached resolution and 1.) review the recommended street projects to be funded with SB 1 monies; 2.) receive public comments; 3.) direct staff to make any changes, if necessary; 4.) direct staff to proceed with submitting the FY 25-26 Road Maintenance and Rehabilitation Account (RMRA) project list to the State for approval; and 5.)

authorize the necessary changes to the budget reflecting the anticipated revenues from SB-1 as mentioned herein and the expenditures for improvements to the streets included in the 2025 Pavement Rehabilitation Project as mentioned herein.

Contact: John Wanger, City Engineer, jwanger@dccm.com

#### b. Preliminary Engineer's Report - Landscape and Lighting Assessment District

Recommended Action: Receive the Preliminary Annual Engineer's Report as prepared by Coastland Civil Engineering; provide any direction to staff regarding desired changes; adopt the Resolution of Intention to levy and collect assessments; and set the time and date of the required public protest hearing for the City of Willows Landscaping and Lighting Assessment District.

Contact: John Wanger, City Engineer, <a href="mailto:jwanger@dccm.com">jwanger@dccm.com</a>

#### c. FY 2024-25 Mid-Year Budget Review

Recommended Action: Approve the Mid-Year Budget Review and any recommended adjustments.

Contact: Joanne Moore, Finance Director, jmoore@cityofwillows.org

#### d. Council Chambers Use and Fee Policy

Recommended Action: Staff recommend that the Council adopt Option #1 as the official Council Chambers Use and Fee Policy effective July 1, 2025.

Contact: Marti Brown, City Manager, mbrown@cityofwillows.org

#### 10. COMMENTS & REPORTS

- a. Council Correspondence
- b. City Council Comments & Reports
- c. City Manager's Report

#### 11. CLOSED SESSION

Pursuant to Government Code Sections §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.

#### a. Conference with Labor Negotiators (§54957.6)

Agency Designated Representatives:

Marti Brown, City Manager and Andrew Plett, City Attorney

Employee Organizations: Confidential Employees, UPEC, Fire and General Bargaining Units, and Management

#### b. Conference with Legal Counsel - Anticipated Litigation (§54956.9(b))

Significant exposure to litigation pursuant to \$54956.9(b): (1 case)

2. ADJOURNMENT	
This agenda was posted on May 8, 2025.	
	Karleen Price, City Clerk
A complete agenda packet, including staff reports and back-up information, is available for public insp at 201 North Lassen Street in Willows or on the City's website at <a href="www.cityofwillows.org">www.cityofwillows.org</a> . In compliance City of Willows will make available to members of the public any special assistance necessary to par agenda shall be made available in appropriate alternative formats to persons with a disability, as req Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the City Clerk's office at 934-7 hours prior to the meeting will enable the City to make reasonable arrangements to ensure the City of Willows is an Equal Opportunity Provider.	with the Americans with Disabilities Act, the rticipate in this meeting. If requested, the uired by Section 202 of the Americans with 7041 to make such a request. Notification 72

c. Public Employee Performance Evaluation (§ 54957)

Title: Library Director



## CEREMONIAL MATTERS



## Proclamation

#### **National NASCAR Day**

*WHEREAS*, the National Association for Stock Car Auto Racing, better known as NASCAR, has become a hallmark of American culture, uniting fans across the country with thrilling races, remarkable drivers, and a strong spirit of community; and

**WHEREAS,** NASCAR Day, celebrated annually on the third Friday in May, serves not only as a tribute to the sport of stock car racing but also as a day dedicated to charitable giving and community support; and

**WHEREAS,** NASCAR Day brings together drivers, fans, sponsors, and the media to honor the legacy and excitement of the sport while raising funds and awareness for important causes through events held at speedways, businesses, and homes across the nation; and

**WHEREAS**, Thunderhill Raceway Park, located right here in Willows, is a key part of our community and motorsports culture, providing a world-class venue for racing enthusiasts, professional drivers, and charitable events; and

**WHEREAS,** Thunderhill Raceway Park not only supports the growth of motorsports but also plays an important role in engaging youth, promoting safe driving practices, and contributing to the local economy through tourism and events that reflect the spirit of NASCAR;

**NOW, THEREFORE, BE IT RESOLVED,** I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, do hereby proclaim Friday, May 16, 2025, as National NASCAR Day in the City of Willows, and encourage all residents to join in the celebration—whether by attending local events, watching a race, or supporting the charitable efforts that make this day meaningful.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of May, 2025.





## Proclamation

#### National Learn to Swim Day

**WHEREAS,** National Learn to Swim Day, observed on the third Saturday in May, serves as a timely reminder of the importance of water safety and swim education, especially with the summer season approaching; and

**WHEREAS**, swimming is not only a fun and healthy activity but also an essential life skill that can help prevent tragedy. According to the Centers for Disease Control and Prevention, drowning is the second-leading cause of unintentional injury-related death for children ages 1 to 14; and

**WHEREAS**, by raising awareness and encouraging participation in swim lessons, we can work together to reduce drowning risks and empower children and adults with confidence in and around water; and

**WHEREAS**, local resources like the Willows High School Pool play a vital role in supporting swim education and providing the community with access to safe, supervised environments for learning and recreation; and

**WHEREAS**, in support of swim education, the Willows Unified School District will offer swim lessons this summer on June 16, 18, 23 and 25; and

**WHEREAS**, the City of Willows supports families in taking part in fun, educational swim activities—such as enrolling in lessons, visiting the pool, learning CPR, and celebrating water safety with community events;

**NOW, THEREFORE, BE IT RESOLVED**, I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, does hereby proclaim **May 17, 2025** as **National Learn to Swim Day** in the City of Willows, and encourage all residents to recognize the importance of swim education, utilize local resources like the Willows High School Pool, and take part in water safety activities that help keep our community safe and confident around water.

*IN WITNESS WHEREOF*, I have hereunto set my hand and official seal this 13th day of May, 2025.





## Proclamation

#### National Poppy Day

**WHEREAS**, since World War I, the red poppy has served as a powerful symbol of remembrance and hope, honoring the sacrifice of those who have died in service to our nation and supporting those who continue to serve; and

**WHEREAS**, National Poppy Day® is observed on the Friday before Memorial Day, falling this year on May 23, 2025, as a time to recognize the extraordinary courage and selflessness of the men and women of the United States Armed Forces; and

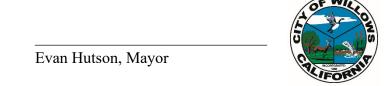
**WHEREAS**, the Veterans of Foreign Wars and Auxiliary, distributes red poppies each year and invites the public to wear them as a tribute to fallen heroes and as a visible expression of support for living veterans and active-duty service members; and

**WHEREAS**, donations received in exchange for poppies directly support the rehabilitation and well-being of veterans, military personnel, and their families, providing vital resources and assistance; and

**WHEREAS**, it is fitting and proper that all Americans, by wearing a red poppy, honor those who have given their lives in the cause of liberty and reflect upon the enduring cost of our freedoms;

**NOW, THEREFORE, BE IT RESOLVED**, I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, May 23, 2025, as National Poppy Day®, and encourage all citizens to wear a red poppy as a symbol of remembrance and gratitude to those who have served and sacrificed for our country.

*IN WITNESS WHEREOF*, I have hereunto set my hand and official seal this 15th day of May, 2025.





**WHEREAS,** Memorial Day stands as a solemn and sacred day of remembrance for the men and women of the United States Armed Forces who gave their lives in defense of our nation, our values, and our freedoms; and

**WHEREAS**, since the time of the Civil War, Americans have gathered on this day to honor the memory of our fallen heroes, placing flowers and flags on graves, holding ceremonies, and observing moments of silence in their tribute; and

**WHEREAS,** the freedoms we enjoy today have been preserved through the ultimate sacrifice of generations of servicemembers who faced danger and death on battlefields around the world; and

**WHEREAS,** Memorial Day is a time for all citizens to reflect on the high cost of liberty, to express deep gratitude to those who have died in service, and to support the families they have left behind; and

**WHEREAS**, it is our solemn duty to ensure that the memory of their sacrifice endures through acts of remembrance, community service, and continued commitment to the principles they defended:

**NOW THEREFORE,** I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, do hereby proclaim Memorial Day, Monday, May 26, 2025, and call upon all residents to honor our fallen military heroes with reverence, gratitude, and respect. I further encourage all to participate in ceremonies and acts of remembrance in their communities, and to pause at 3:00 PM local time for the National Moment of Remembrance.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13<sup>th</sup> day of May 2025.





## Proclamation

#### Wildfire Awareness Month

**WHEREAS**, wildfires pose a significant threat to lives, property, natural resources, and the environment across our state and nation, and their frequency and intensity have increased due to factors such as drought, climate change, and expanding development into fire-prone areas; and

**WHEREAS**, wildfire prevention, preparedness, and education are essential components of public safety, and it is imperative that individuals, families, communities, and organizations take proactive steps to reduce risk and enhance resilience; and

**WHEREAS**, firefighters, emergency personnel, and land management agencies work tirelessly to protect people, property, and ecosystems from the devastating impacts of wildfires, often at great personal risk; and

**WHEREAS**, Wildfire Awareness Month provides an opportunity to recognize their dedication and to encourage all residents to become more informed and take action—such as creating defensible space, using fire-safe landscaping practices, and preparing emergency evacuation plans; and

**WHEREAS**, collaboration among local, state, tribal, and federal agencies, as well as private organizations and the public, is vital in advancing wildfire preparedness and building fire-adapted communities;

**NOW, THEREFORE, BE IT RESOLVED,** I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, do hereby proclaim **May 2025 as Wildfire Awareness Month**, and urge all residents to learn about wildfire risks, take steps to protect their homes and communities, and support the efforts of those who work to keep us safe from wildfire danger.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of May, 2025.







## Proclamation

#### National Public Works Week

**WHEREAS**, public works services are vital to the health, safety, comfort, and quality of life of the residents of the City of Willows; and

**WHEREAS**, the work performed by public works professionals includes planning, building, operating, and maintaining transportation, water, wastewater, stormwater, public buildings, and other infrastructure essential to our community's sustainability and resilience; and

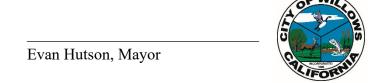
WHEREAS, the City of Willows Public Works Department plays a crucial role in serving the needs of the community through dedication, technical expertise, and quiet reliability; and

WHEREAS, this year's theme for National Public Works Week - "People, Purpose, Presence" - highlights the three cornerstone ideals that motivate public works professionals to serve in their communities every day. Meeting the needs of people gives public works its sense of purpose. Often, the work goes unseen because when things function smoothly, public works is invisible. Yet, with or without recognition, public works is always present - working in the background to protect and enhance the quality of life for all; and

WHEREAS, it is important to recognize and celebrate the contributions of the dedicated men and women of the City of Willows Public Works Department and to raise public awareness of the vital role they play;

**NOW, THEREFORE, BE IT RESOLVED**, I, Evan Hutson, Mayor of the City of Willows and on behalf of the Willows City Council and the Citizens of Willows, the week of **May 18–24, 2025**, **as National Public Works Week** in the City of Willows, and encourage all residents to recognize the essential work of our public works professionals who keep our city running safely and efficiently, every day.

*IN WITNESS WHEREOF*, I have hereunto set my hand and official seal this 13th day of May, 2025.





## **PRESENTATION**



LOCAL SALES & USE TAX AUDIT AND RECOVERY SERVICES



**Registration** – CDTFA registration is incorrect with respect to either business address or Tax Area Code

- Unreported move
- New location
- Coded to owner's home address or business office
- Coded to a corporate or admin office
- Business address is accurate but Tax Area Code (TAC) is incorrect

**Reporting** – registration is accurate but taxpayer is filing one of their supporting schedules incorrectly

- Sales tax is reported to the county pools instead of direct
- Tax preparer makes a transposition error or otherwise reports on the wrong line of a form
- Large use tax transactions qualifying for direct allocation are not properly broken out



#### **DataMatch**

- CDTFA allocation roll compared to current business license listing
- CDTFA allocation roll compared to Data Axle USA business directory

#### Tax Area Code (TAC) Review

- CDTFA TAC assignment verified using ESRI based tax rate verification tool
- Review of Glenn County & surrounding areas



#### **Automated Database Review (ADBR)**

- CDTFA quarterly distribution report automatically queried for common reporting errors
- Senior Analysts closely review output to further identify leads

#### **County Pool Review**

- County pool allocations queried for direct allocation opportunities
- Willows receives about 25% of the allocations to the Glenn pool, with direct reporting 100%

#### Large Use Tax Transactions Qualifying for Direct Allocation

- Single transactions > \$500k
- Construction projects > \$5m



#### HdL recovery efforts focus on the *allocation* of local sales & use tax

- Ensuring that taxes already reported are credited to the proper jurisdiction
- Little or no direct impact on the local business community

#### **CDTFA** audits focus on compliance

- Is the business reporting the correct & full amount of sales tax due?
- HdL does not have the authority to audit or enforce compliance
- Either HdL or the City may report suspected tax evasion by calling 888-334-3300









# PUBLIC COMMENT & CONSENT CALENDAR FORUM



### Payment Register APPKT00423 - CHECK RUN 4-25-25

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VFOR.						
Bank: Gen Chk	c - General Chec	cking				
Vendor Number	Vendor Na **Void**	nme				<b>Total Vendor Amount</b> 0.00
Payment Type	Payment N	Number			Payment Date	Payment Amount
**Void Check	<u>55491</u>				04/25/2025	0.00
**Void Check	<u>55494</u>				04/25/2025	0.00
**Void Check	<u>55515</u>				04/25/2025	0.00
**Void Check	55516				04/25/2025	0.00
**Void Check	<u>55517</u>				04/25/2025	0.00
Vendor Number	Vendor Na	ame				Total Vendor Amount
1004	3CORE					250.00
Payment Type	Payment N	Number			Payment Date	Payment Amount
Check	<u>55486</u>				04/25/2025	250.00
Payable N	umber	Description	Payable Date	Due Date	Discount Amount Pa	•
<u>1871</u>		MARCH 2025 - RUMIANO LOAN PAYMENT	04/22/2025	04/22/2025	0.00	250.00
Vendor Number	Vendor Na	nme				Total Vendor Amount
1008	A.T.& T.					1,178.56
Payment Type	Payment N	Number			Payment Date	Payment Amount
Check	<u>55487</u>				04/25/2025	1,178.56
Payable N		Description	Payable Date	Due Date	Discount Amount Pa	•
00002335		BAN - 9391061606 - 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	78.62
00002335		BAN - 09391061610 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	263.76
00002335		BAN - 9391061615 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	161.32
00002335		BAN - 9391061616 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	291.75
00002335		BAN - 9391061617 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	31.65
00002335	<u> </u>	BAN - 9391061620 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	228.50
00002335 00002335		BAN - 9391061621 3-19-25 TO 4-18-25 SERVICE BAN - 9391061623 3-19-25 TO 4-18-25 SERVICE	04/23/2025 04/23/2025	04/23/2025 04/23/2025	0.00 0.00	30.09 62.78
00002335		BAN - 9391061624 3-19-25 TO 4-18-25 SERVICE	04/23/2025	04/23/2025	0.00	30.09
Vendor Number	Vendor Na	nme				Total Vendor Amount
1023		HBY GROUP INC				3.400.00
Payment Type	Payment N	Number			Payment Date	Payment Amount
Check	55488				04/25/2025	3,400.00
Payable N	umber	Description	Payable Date	<b>Due Date</b>	Discount Amount Pa	ayable Amount
<u>7051</u>		2025 HOME LONG TERM MNTRG - SPRING SENIOR APTS	04/23/2025	04/23/2025	0.00	3,400.00
Vendor Number	Vendor Na					Total Vendor Amount
1068		TH FINANCIAL SERV				2,722.50
Payment Type	-	Number			Payment Date	Payment Amount
Check	<u>55489</u>	Barrel Mari	Berrielle Berr	D - D-1-	04/25/2025	2,722.50
Payable N	umber	Description	Payable Date	Due Date	Discount Amount Pa	=
<u>25-03</u>		FINANCIAL CONSULTING 3-17-25 TO 4-21-25	04/22/2025	04/22/2025	0.00	2,722.50
Vendor Number	Vendor Na	nme				<b>Total Vendor Amount</b>
<u>1172</u>		A WATER SERVICE				3,669.77
Payment Type	-	Number			Payment Date	=
Check	<u>55490</u>				04/25/2025	3,669.77
Payable N		Description	Payable Date	Due Date	Discount Amount Pa	•
	42-041025	ZONE C - SERVICE TO 4-10-25	04/22/2025	04/22/2025	0.00	113.29
84916/7/	77-041525	SERVICE TO 4-15-25	04/24/2025	04/24/2025	0.00	3,556.48

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APPKT00423 - CHECK RUN 4-25-25 **Payment Register** 

**Vendor Number Vendor Name Total Vendor Amount CLEARWAY ENERGY LLC** 

04/23/2025

11,087.01

27,629.51

585.00

**Total Vendor Amount** 

19.73

**Payment Number Payment Date Payment Type** Payment Amount Check 55492 04/25/2025 11.087.01

1252

1255

61230

**Vendor Number** 

1429

**Vendor Name** 

**FEDEX** 

COASTLAND CIVIL ENGINEERI

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount 1566937 MARCH 2025 - SOLAR - SEWER 04/24/2025 04/24/2025 11,087.01 0.00

Vendor Number **Vendor Name Total Vendor Amount** 

Payment Type	Payment Numl	ber			Payment Date	e Payment Amount
Check	<u>55493</u>				04/25/2025	27,629.51
Payable Num	nber	Description	Payable Date	Due Date	Discount Amount	Payable Amount
60572		725310 FY24-25 SIDEWALK MAINT PJT-CDBG GRANT-10-	04/23/2025	04/23/2025	0.00	4,588.75
<u>61173</u>		725024 - ENCROACHMENT PERMITS	04/23/2025	04/23/2025	0.00	4,245.00
<u>61174</u>		725256 SEWER RATES FY24-25	04/23/2025	04/23/2025	0.00	87.50
<u>61176</u>		725150 LIFT STATION REHAB PJT	04/23/2025	04/23/2025	0.00	3,375.00
<u>61178</u>		LIFT STATION REHAB CM	04/23/2025	04/23/2025	0.00	3,983.75
<u>61179</u>		725158 SYCAMORE PARK CCLGP FUNDED PJT	04/23/2025	04/23/2025	0.00	1,980.00
<u>61180</u>		725279 CITY ENGINEERING FY24-25-COUNTY TO PAY PAF	04/23/2025	04/23/2025	0.00	2,515.00
<u>61181</u>		725283 - FY 24 SEWER REHAB	04/23/2025	04/23/2025	0.00	585.00
<u>61228</u>		72-4441 - 470 AIRPORT RD - PERMIT #5235 - WALMART	04/23/2025	04/23/2025	0.00	3,068.75
<u>61229</u>		72-4441 - 175 N VILLA AVE - PERMIT #5333 - SOLAR	04/23/2025	04/23/2025	0.00	2,615.76

**Vendor Number Vendor Name Total Vendor Amount** 

72-4441-443 S MURDOCK AVE-PERMIT #5331-SOLAR & B 04/23/2025

1256 **CODE PUBLISHING COMPANY** 171.50

**Payment Type Payment Number Payment Date Payment Amount** Check 55495 04/25/2025 171.50 **Payable Number** Payable Date **Due Date** Discount Amount Payable Amount Description

MUNICIPAL CODE - WEB UPDATE & NEW PAGES - CM 04/22/2025 04/22/2025 0.00 GCI0017284 171.50

**Vendor Name Total Vendor Amount Vendor Number CORBIN WILLITS SYSTEMS** 518.96

> **Payment Date Payment Amount**

0.00

**Payment Type Payment Number** Check 55496 04/25/2025 518.96 **Payable Number** Description **Payable Date Due Date Discount Amount Payable Amount** 

000C504151 MAY 2025 - MOMS SOFTWARE 04/23/2025 04/23/2025 0.00 518.96

**Vendor Number Vendor Name Total Vendor Amount** 

**CREATIVE COMPOSITION** 1.027.34 1288 **Payment Type Payment Number Payment Date Payment Amount** 

04/25/2025 Check 55497 1,027.34 **Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount **BUSINESS CARDS - CW** 32846 04/22/2025 04/22/2025 0.00 856.03 33038 **BUSINESS CARDS - CW** 04/22/2025 04/22/2025 0.00 171.31

**Vendor Number Vendor Name Total Vendor Amount** 

DEMCO, INC. 1325 154.04

**Payment Type Payment Number Payment Date Payment Amount** 55498 04/25/2025 154.04 Check

Payable Number Description Payable Date **Due Date Discount Amount Payable Amount BOOK PROCESSING SUPPLIES - LIBRARY** 04/24/2025 04/24/2025 0.00 154.04 7632305

**Payment Type Payment Number** Payment Date Payment Amount 04/25/2025 Check 55499 19.73

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount POSTAGE - BUSINESS LICENSE - CW 8-827-23029 04/22/2025 04/22/2025 0.00 19.73

5/6/2025 3:59:59 PM Page 2 of 8

APPKT00423 - CHECK RUN 4-25-25 **Payment Register** 

**Vendor Number Vendor Name Total Vendor Amount** 

**FOSTER & FOSTER INC** 1,250.00 2466 **Payment Number Payment Date Payment Type** Payment Amount

Check 55500 04/25/2025 1.250.00

**Payable Number** Description Pavable Date **Due Date** Discount Amount Payable Amount

35774 PREP OF GASBS 68 RPT-FY END 6-30-24 FOR CALPERS-CW 04/22/2025 1,250.00 04/22/2025 0 00

Vendor Number Vendor Name **Total Vendor Amount** 1972 FRIEGHTLINER NORTHWEST REDDING 6 535 17

**Payment Type Payment Number** Payment Date Payment Amount

04/25/2025 Check 55501 6.535.17

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

PC631036391-01 PARTS FOR REPAIR - ENGINE #3 - FIRE 04/24/2025 04/24/2025 0.00 6.535.17

**Vendor Number Vendor Name Total Vendor Amount** 

GCS ENVIRONMENTAL EQUIPMENT SERVICES INC 1,660.52 2458

**Payment Number Payment Type** Payment Date Payment Amount Check 1,660.52

04/25/2025 55502

**Payable Number Discount Amount Payable Amount** Description **Payable Date Due Date** SWEEPER REPAIRS - PW 04/23/2025 30109 04/23/2025 0.00 1,660.52

**Vendor Number Vendor Name Total Vendor Amount** 

1503 **GLENN CO SHERIFFS DEPT** 169,166.67

**Payment Type Payment Number Payment Date Payment Amount** 

Check 55503 04/25/2025 169,166.67

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

2034 GCSO APRIL 2025 SERVICES - POLICE 04/23/2025 04/23/2025 0.00 169,166.67

Vendor Name **Total Vendor Amount Vendor Number** GLENN COUNTY OFFICE OF EDUCATION - PRINTING 267.53 1469

**Payment Date Payment Type Payment Number Payment Amount** 

Check 55504 04/25/2025 267.53

**Payable Number** Payable Date **Due Date** Discount Amount Payable Amount

INV25-00671 ABATEMENT CARDS - WEED ABATEMENT GRANT - FIRE 04/23/2025 04/23/2025 0.00 267.53

Vendor Number **Vendor Name Total Vendor Amount** HARRIS & ASSOCIATES 6,278.75 2468

**Payment Type Payment Number Payment Date Payment Amount** 

Check <u>555</u>05 04/25/2025 6.278.75

**Payable Number** Description Payable Date Due Date Discount Amount Payable Amount

MARCH 2025 - COST RECOVERY & GEN. PLANNING - PL 6,278.75 67119 04/23/2025 04/23/2025 0.00

**Vendor Number** Vendor Name **Total Vendor Amount** 

1606 JEREMY'S PEST STOMPERS 55.00

**Payment Type Payment Number Payment Date Payment Amount** 

Check 55506 04/25/2025 55.00

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

**APRIL 2025 SERVICE - CIVIC CENTER** 04/23/2025 4425 04/23/2025 0.00 55.00

**Vendor Number Vendor Name Total Vendor Amount** KNIFE RIVER CONSTRUCTION 1665 472 62

**Payment Type Payment Number Payment Amount Payment Date** 

04/25/2025 Check 55507 472.62

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

315260 WET PATCH - STREETS - PW 04/23/2025 04/23/2025 0.00 472.62

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APPKT00423 - CHECK RUN 4-25-25 **Payment Register** 

**Vendor Number Vendor Name Total Vendor Amount** 

12.820.25

**L&TTOWING** 1670 7.215.79 **Payment Number Payment Date Payment Type** Payment Amount

Check 55508 04/25/2025 7.215.79

**Payable Number** Description Pavable Date **Due Date** Discount Amount Payable Amount

62408 TRUCK 3-CHECK ENG LT, R&R TURBO, LINK, TIE& ROD-FIR 04/23/2025 04/23/2025 0 00 7,215.79

Vendor Name

NCCSIF

1829

**Vendor Number Total Vendor Amount** 1680 LANNIE'S SEPTIC TANK SERV 146 81

**Payment Type Payment Number** Payment Date Payment Amount

04/25/2025 Check 55509

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount 26863 PORTABLE TOILET & RENTAL SERVICE - PARKS - PW 04/23/2025 04/23/2025 0.00 146.81

**Vendor Number Vendor Name Total Vendor Amount** MATSON & ISOM TECHNOLOGY 1760 5,341.00

**Payment Number Payment Type** Payment Date Payment Amount Check 55510 04/25/2025 5,341.00

**Discount Amount Payable Amount Payable Number** Description **Payable Date Due Date** 

APRIL 2025 IT SERVICE - CW 04/23/2025 04/23/2025 4,873.00 97795 0.00 APRIL 2025 WEB SECURITY & HOSTING - CW 97845 04/23/2025 04/23/2025 0.00 468.00

**Vendor Number Vendor Name Total Vendor Amount** 

MENDES SUPPLY COMPANY 1770 142.28 **Payment Type Payment Number Payment Date Payment Amount** 

Check 55511 04/25/2025 142.28

**Payable Number** Description **Payable Date Due Date** Discount Amount Payable Amount R078000 **BLUE LATEX GLOVES - PW** 04/23/2025 04/23/2025 0.00 142.28

**Vendor Name Total Vendor Amount Vendor Number** 

**Payment Number Payment Date Payment Type Payment Amount** 

Check 04/25/2025 12,820.25 55512

**Payable Number** Description Payable Date **Due Date Discount Amount Payable Amount** 

FY 24-25 WORKMANS COMP INSURANCE - CW 04/23/2025 04/23/2025 12,820.25 2955 0.00

Vendor Number **Vendor Name Total Vendor Amount** 1143

PEDRO BOBADILLA 576.92

**Payment Amount Payment Number Payment Type Payment Date** 04/25/2025 Check 55513 576.92

**Payable Number** Description **Payable Date Due Date** Discount Amount Payable Amount

RECREATIONAL SERVICES 4-12-25 TO 4-25-25 04/23/2025 04/23/2025 576.92 042525PB 0.00

**Vendor Number Vendor Name Total Vendor Amount** 

PG & E 12.455.46 1917 **Payment Type Payment Number Payment Date Payment Amount** 

Check 55514 04/25/2025 12.455.46

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount 0939281537-0-04152025 **SERVICE TO 4-15-25** 04/23/2025 04/23/2025 0.00 12,455.46

**Vendor Number Vendor Name Total Vendor Amount** 

**REGIONAL GOVERNMENT SERVI** 1978 905.81 **Payment Type Payment Number** Payment Date Payment Amount

Check <u>55518</u> 04/25/2025 905.81

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount 301-030-41300 MARCH 2025 - CITY CLERK SERVICES - CM 04/23/2025 04/23/2025 0.00 905.81

5/6/2025 3:59:59 PM Page 4 of 8 **Payment Register** APPKT00423 - CHECK RUN 4-25-25

**Vendor Number Vendor Name** 

RUSSELL, GALLAWAY ASSOCIATES, INC

3.892.50

1,142.35

274.52

**Total Vendor Amount** 

**Total Vendor Amount** 

**Payment Type Payment Number** 

**Payment Date Payment Amount** 04/25/2025 3.892.50

Check 55519

2477

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount LIBRARY BEAM REPAIR PLANS 3,892.50 15414 04/23/2025 04/23/2025 0 00

Vendor Number Vendor Name

2041 SACRAMENTO VALLEY MIRROR 93 50

**Payment Type Payment Number Payment Date Payment Amount** 

04/25/2025 Check 55520

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

LEGAL AD-ORDINANCE 764-2025-FIRE HAZARD ZONES 04/23/2025 04/23/2025 0.00 2718 93.50

Vendor Number **Vendor Name Total Vendor Amount** 

SAFETY TIRE SERVICE 2044

**Payment Number Payment Type** Payment Date Payment Amount 04/25/2025 1,142.35

Check 55521

**VESTIS** 

**Discount Amount Payable Amount Payable Number** Description **Payable Date Due Date** TIRES - STREET SWEEPER - PW 04/23/2025 04/23/2025 1,048.31 64752 0.00 64815 TURF BAR - STREET SWEEPER - PW 04/23/2025 04/23/2025 0.00 94.04

**Vendor Number Vendor Name Total Vendor Amount** 

SUN LIFE FINANCIAL 2132 875.67

**Payment Type Payment Number Payment Date Payment Amount** Check 55522 04/25/2025 875.67

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount

5487105-000-04232025 APRIL 2025 INSURANCE - GAP - PW & FIRE 04/24/2025 04/24/2025 0.00 875.67

**Vendor Number Vendor Name Total Vendor Amount** 

TOP NOTCH COMMERCIAL CLEANING 2447 1,100.00

**Payment Type Payment Number Payment Date Payment Amount** 

04/25/2025 1,100.00 Check 55523 **Payable Number** Description Payable Date **Due Date Discount Amount Payable Amount** 

**APRIL 2025 JANITORIAL SERVICE - CIVIC CENTER** 04/23/2025 1,100.00 11267 04/23/2025 0.00

Vendor Number **Vendor Name Total Vendor Amount** 2189

TOTAL IMAGING SOLUTIONS. 435.00

**Payment Date Payment Type Payment Number Payment Amount** 04/25/2025 Check 55524 435.00

**Payable Number** Description **Payable Date Due Date** Discount Amount Payable Amount

MICROFILM READER ANNUAL SERVICE AGRMNT - LIBRAR 04/24/2025 04/24/2025 21624 0.00 435.00

**Vendor Number Vendor Name Total Vendor Amount** 

2433 **Payment Type Payment Number Payment Date Payment Amount** Check 55525 04/25/2025 274.52

**Payable Number** Description Payable Date **Due Date** Discount Amount Payable Amount 5066842517 **UNIFORM SERVICE - PUBLIC WORKS** 04/24/2025 04/24/2025 0.00 137.26

5066847807 UNIFORM SERVICE - PUBLIC WORKS 04/24/2025 04/24/2025 0.00 137.26

**Vendor Number Vendor Name Total Vendor Amount** WILLDAN 51,298.50 2284

**Payment Type Payment Number Payment Date Payment Amount** 04/25/2025 51,298.50 Check 55526

**Payable Number** Payable Date **Due Date Discount Amount Payable Amount** Description 00629640 MOBILITY, REC, & BEAUT PJT-SYCAMORE PARK - CCLGP 04/25/2025 04/25/2025 0.00 31,604.50 00629796 MOBILITY, REC, & BEAUT PJT-SYCAMORE PARK - CCLGP 04/25/2025 04/25/2025 0.00 15,237.00 00629907 MOBILITY, REC, & BEAUT PJT-SYCAMORE PARK - CCLGP 04/25/2025 04/25/2025 0.00 4,457.00

5/6/2025 3:59:59 PM Page 5 of 8 **Payment Register** 

APPKT00423 - CHECK RUN 4-25-25

Vendor NumberVendor NameTotal Vendor Amount2295WILLOWS ACE HARDWARE143.58

Payment Type	Payment Nu	mber			Payment Dat	e Payment Amount
Check	<u>55527</u>				04/25/2025	143.58
Payable Nur	nber	Description	Payable Date	Due Date	<b>Discount Amount</b>	Payable Amount
<u>122305</u>		ZONE A - WOOD SCREWS - BIRCH ST - LLAD	04/24/2025	04/24/2025	0.00	12.86
<u>122331</u>		ZONE A - WOOD SCREWS - BIRCH ST - LLAD	04/24/2025	04/24/2025	0.00	15.00
122357		ZONE A - PVC FITTINGS - BIRCH ST - LLAD	04/24/2025	04/24/2025	0.00	4.70
<u>122395</u>		MOWING LINE - LAWNS - PW - CIVIC CENTER	04/24/2025	04/24/2025	0.00	17.15
<u>122676</u>		UTILITY STRAPS & NECK GAITER - SAFETY - PW	04/24/2025	04/24/2025	0.00	25.29
<u>122727</u>		RUBBER MALLETS FOR - T- 4 & E - 5 - FIRE	04/24/2025	04/24/2025	0.00	28.94
122783		BLEACH - PARK BATHROOM - PARKS - PW	04/24/2025	04/24/2025	0.00	25.71
122931		DUCT TAPE - SUPPLIES - PW	04/24/2025	04/24/2025	0.00	13.93

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#### **Payment Summary**

		Payable	Payment		
Bank Code	Туре	Count	Count	Discount	Payment
Gen Chk	Voided **Void Check	0	1	0.00	0.00
Gen Chk	Check	34	21	0.00	115,862.72
Gen Chk	Voided **Void Check	0	4	0.00	0.00
Gen Chk	Check	35	16	0.00	220,512.40
	Packet Totals:	69	42	0.00	336.375.12

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**Payment Register** 

#### **Cash Fund Summary**

FundNameAmount999CASH CLEARING-336,375.12

Packet Totals: -336,375.12

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**Payment Register** 

20 - PYPKT00420 - PAYROLL 4-7-25 TO 4-20-25 PAYDATE 4-25-25 01 - Vendor Set 01

Gen Chk - General Checking

**Vendor Number Vendor Name** 

1028 AFLAC WAGE WORKS **Payment Type Payment Number** 

DFT0000453 Bank Draft

**Payable Number** Description

INV0001171 AFLAC DEPENDENT CARE

**Vendor Number Vendor Name** 

CALPERS 1200

> **Payment Type Payment Number**

Bank Draft DFT0000454

> **Payable Number** Description

INV0001183 CALPERS RETIREMENT-EE/ER

**Vendor Number Vendor Name** 

EMPLOYMENT DEV. DEPT. 1389

**Payment Number Payment Type** 

Bank Draft DFT0000456

> **Payable Number** Description

INV0001185 SDI

Bank Draft DFT0000457

> **Payable Number** Description

INV0001186 STATE INCOME TAX

**Vendor Number Vendor Name** 

NATIONWIDE RETIREMENT SOL 1824

**Payment Type Payment Number** 

Bank Draft DFT0000455

> **Payable Number** Description

INV0001184 USCM DEF. COMP-EE/ER

**Vendor Number Vendor Name** 

2214 UMPQUA BANK - MYTAXPAYER

**Payment Type Payment Number** 

Bank Draft DFT0000458

**Payable Number** 

Description

INV0001187 FED/SS/MEDICARE **Total Vendor Amount** 

142.31

**Payment Date** Payment Amount

04/25/2025

142.31

Payable Date **Due Date Discount Amount Payable Amount** 

04/25/2025 04/25/2025 0.00 142.31

**Total Vendor Amount** 

8,727.99

**Payment Date Payment Amount** 

04/25/2025 8,727.99

Payable Date **Due Date Discount Amount Payable Amount** 

04/25/2025 04/25/2025 0.00 8,727.99

**Total Vendor Amount** 1,620.56

Payment Date Payment Amount

04/25/2025 508.21

Discount Amount Payable Amount

Payable Date **Due Date** 04/25/2025 04/25/2025

0.00 508.21

04/25/2025 1.112.35 **Due Date** 

Payable Date Discount Amount Payable Amount 04/25/2025 04/25/2025 0.00 1,112.35

**Total Vendor Amount** 

1,299.19

Payment Date Payment Amount

04/25/2025 1,299.19

Payable Date **Due Date** Discount Amount Payable Amount

04/25/2025 04/25/2025 0.00 1,299.19

**Total Vendor Amount** 10,135.73

Payment Date Payment Amount

04/25/2025 10,135.73

Payable Date **Due Date Discount Amount Payable Amount** 

04/25/2025 04/25/2025 0.00 10,135.73

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#### **Payment Summary**

		Payable	Payment		
Bank Code	Туре	Count	Count	Discount	Payment
Gen Chk	Manual Bank Draft	6	6	0.00	21,925.78
	Packet Totals:	6	6	0.00	21,925.78

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#### **Cash Fund Summary**

FundNameAmount999CASH CLEARING-21,925.78

Packet Totals: -21,925.78

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Checks

Pay Period: 4/7/2025-4/20/2025

Packet: PYPKT00420 - PAYROLL 4-7-25 TO 4-20-25 PAYDATE 4-25-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
CANO, GABRIELA M	CAN01	Regular	04/25/2025	93.08	41008
CASTORENA, SOFIA	CAST01	Regular	04/25/2025	93.08	41009
GARCIA, OMAR	GAR14	Regular	04/25/2025	45.17	41010
JIMENEZ, LUIS	<u>JIM001</u>	Regular	04/25/2025	93.08	41011
RANDOLPH, CORA	RAN02	Regular	04/25/2025	90.33	41012
RUIZ, DAMARIS	RUI02	Regular	04/25/2025	180.67	41013

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**Direct Deposits** 

Pay Period: 4/7/2025-4/20/2025

Packet: PYPKT00420 - PAYROLL 4-7-25 TO 4-20-25 PAYDATE 4-25-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BROWN, MARTHA	BRO01	04/25/2025	3,512.54	1358
PRICE, KARLEEN	PRI01	04/25/2025	1,793.63	1359
HAZLETT, ROBIN	HAZ01	04/25/2025	1,220.48	1360
MOORE, JOANNE	MOO01	04/25/2025	150.00	1361
MOORE, JOANNE	MOO01	04/25/2025	2,598.99	1361
RUSTENHOVEN, TARA L	RUS01	04/25/2025	1,629.40	1362
EHORN, CAITLIN A	EHO02	04/25/2025	1,096.73	1363
GAMBOA, YADIRA	<u>GAM00</u>	04/25/2025	350.60	1364
MYERS, KEVIN M	<u>MYE00</u>	04/25/2025	195.73	1365
SPENCE, KYLIEGH C	SPE02	04/25/2025	560.43	1366
VARGAS, GIOVANI	<u>VAR00</u>	04/25/2025	553.72	1367
BOBADILLA, TAVIAN	BOB02	04/25/2025	45.17	1368
GALLARDO-CANO, NATALY	GAL01	04/25/2025	90.33	1369
RAYGOZA, RODRIGO	<u>RAY00</u>	04/25/2025	114.97	1370
CHAPMAN, LOREN	CHA02	04/25/2025	303.24	1371
ENOS, KYLE	<u>ENO00</u>	04/25/2025	2,310.73	1372
FUENTES, JAIME	FUE01	04/25/2025	46.19	1373
LOMBARD, TYLER JOSEPH	LOM00	04/25/2025	1,280.34	1374
LOPEZ, MATTHEW	LOP03	04/25/2025	188.34	1375
MINGS, MICHAEL E	<u>MIN00</u>	04/25/2025	1,292.10	1376
RANDOLPH, MATTHEW	RAN01	04/25/2025	1,245.48	1377
REED, JOSHUA	REE00	04/25/2025	1,191.72	1378
VASQUEZ, PEDRO CEASAR	<u>VAS01</u>	04/25/2025	1,835.98	1379
BETTENCOURT, JOSEPH	BET01	04/25/2025	3,497.95	1380
MONCK, NATHANIAL T	<u>MON00</u>	04/25/2025	3,107.88	1381
PFYL, NATISA N	PFY00	04/25/2025	1,617.12	1382

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**Employee Pay Summary** 

Pay Period: 4/7/2025-4/20/2025

Packet: PYPKT00420 - PAYROLL 4-7-25 TO 4-20-25 PAYDATE 4-25-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
BETTENCOURT, JOSEPH	BET01	04/25/2025	1380	4,808.00	421.86	888.19	3,497.95
BOBADILLA, TAVIAN	BOB02	04/25/2025	1368	49.50	0.00	4.33	45.17
BROWN, MARTHA	BRO01	04/25/2025	1358	5,676.92	801.79	1,362.59	3,512.54
CANO, GABRIELA M	CAN01	04/25/2025	41008	102.00	0.00	8.92	93.08
CASTORENA, SOFIA	CAST01	04/25/2025	41009	102.00	0.00	8.92	93.08
CHAPMAN, LOREN	CHA02	04/25/2025	1371	332.32	0.00	29.08	303.24
EHORN, CAITLIN A	EHO02	04/25/2025	1363	1,499.20	164.56	237.91	1,096.73
ENOS, KYLE	ENO00	04/25/2025	1372	3,308.63	490.64	507.26	2,310.73
FUENTES, JAIME	FUE01	04/25/2025	1373	370.40	312.62	11.59	46.19
GALLARDO-CANO, NATALY	GAL01	04/25/2025	1369	99.00	0.00	8.67	90.33
GAMBOA, YADIRA	GAM00	04/25/2025	1364	396.00	0.00	45.40	350.60
GARCIA, OMAR	GAR14	04/25/2025	41010	49.50	0.00	4.33	45.17
HAZLETT, ROBIN	HAZ01	04/25/2025	1360	1,948.62	596.63	131.51	1,220.48
JIMENEZ, LUIS	<u>JIM001</u>	04/25/2025	41011	102.00	0.00	8.92	93.08
LOMBARD, TYLER JOSEPH	LOM00	04/25/2025	1374	2,222.98	733.72	208.92	1,280.34
LOPEZ, MATTHEW	LOP03	04/25/2025	1375	206.40	0.00	18.06	188.34
MINGS, MICHAEL E	MIN00	04/25/2025	1376	1,893.69	293.86	307.73	1,292.10
MONCK, NATHANIAL T	MON00	04/25/2025	1381	4,766.80	747.32	911.60	3,107.88
MOORE, JOANNE	MOO01	04/25/2025	1361	4,643.20	724.31	1,169.90	2,748.99
MYERS, KEVIN M	<u>MYE00</u>	04/25/2025	1365	214.50	0.00	18.77	195.73
PFYL, NATISA N	PFY00	04/25/2025	1382	2,970.00	847.11	505.77	1,617.12
PRICE, KARLEEN	PRI01	04/25/2025	1359	2,447.54	189.68	464.23	1,793.63
RANDOLPH, MATTHEW	RAN01	04/25/2025	1377	1,717.60	182.26	289.86	1,245.48
RANDOLPH, CORA	RAN02	04/25/2025	41012	99.00	0.00	8.67	90.33
RAYGOZA, RODRIGO	<u>RAY00</u>	04/25/2025	1370	126.00	0.00	11.03	114.97
REED, JOSHUA	REE00	04/25/2025	1378	1,717.60	358.80	167.08	1,191.72
RUIZ, DAMARIS	RUI02	04/25/2025	41013	198.00	0.00	17.33	180.67
RUSTENHOVEN, TARA L	RUS01	04/25/2025	1362	2,406.93	419.85	357.68	1,629.40
SPENCE, KYLIEGH C	SPE02	04/25/2025	1366	618.75	0.00	58.32	560.43
VARGAS, GIOVANI	VAR00	04/25/2025	1367	610.50	0.00	56.78	553.72
VASQUEZ, PEDRO CEASAR	VAS01	04/25/2025	1379	2,627.78	399.20	392.60	1,835.98
			Totals:	48,331.36	7,684.21	8,221.95	32,425.20

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Report Summary

Pay Period: 4/7/2025-4/20/2025

Packet: PYPKT00420 - PAYROLL 4-7-25 TO 4-20-25 PAYDATE 4-25-25

Payroll Set: Payroll Set 01 - 01

Туре	Count	Amount
Regular Checks	6	595.41
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	26	31,829.79
Total	32	32,425,20

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Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: John Wanger, City Engineer

Laurie Loaiza, Deputy City Engineer

CC: Joe Bettencourt, Community Development & Services Director,

and Marti Brown, City Manager

Subject: Emergency Library Roof Failure Project

#### **Recommendation:**

Approve the attached resolution authorizing the City Manager to sign an agreement with Modern Building Inc. for the Emergency Library Roof Failure Project for \$67,050.00 and establishing an overall budget for the project of \$82,107.

#### **Rationale for Recommendation:**

On February 4, 2025, there was a partial collapse of the Civic Center roof and ceiling on the west side of the library. Based on an immediate assessment of the situation, it was determined that temporary emergency repairs were required until the situation could be completely assessed, and permanent repairs could be made. Since then, engineering and construction drawings have been completed and the recommended award is for permanent construction to repair the library ceiling.

#### **Background:**

Library staff reported a partial roof collapse on the morning of February 4, 2025. Based on an assessment by the Building Inspector, it was determined that emergency services were needed to shore up a failed beam in order to avoid a total roof collapse. It was also determined that until emergency work could be completed to shore up the failed beam staff should be temporarily evacuated from the building and the natural gas valve to the building should be turned off. There was a gas line mounted to the failed beam that was threatened.

The required emergency work was beyond the capabilities of any city employees. As a result, library staff were not allowed to work or occupy the area of the library that was under threat until the shoring repairs could be made and a structural evaluation was completed.

On the afternoon of February 4, Cleanrite-Buildrite (CRBR) arrived on site and provided temporary shoring under the failed beam. The suspected cause of the failure was due to excessive weight from accumulated water on the roof. Upon inspection, it was found that approximately 18-inches of water

had accumulated in a low spot of the roof due to a major storm event that had dropped a significant amount of rainfall the prior night. Based on the size and depth of the pool of water on the roof, it was estimated that the accumulated water added in excess of 20,000 pounds of load to the roof in the area of the pond. This additional weight on the roof likely caused the failure of the beam. CRBR also installed pumps on the roof in the low spot to remove the ponding rainwater.

In addition to CRBR's work, staff also contacted Russell, Gallaway Associates Inc. (RGA) in Chico to provide an emergency structural evaluation of the library roof. A structural engineer from RGA was able to complete the evaluation of the roof on Friday, February 7 and was able to provide staff with a roof damage report on February 13, 2025.

RGA's report confirmed that a 5-1/4" x 17" glulam beam had failed. RGA also confirmed that failures were limited to just that major beam and the secondary joists that connected to the glulam beam were still functional. The report recommends that the failed glulam beam be fully replaced. This requires shoring of all of the joist members spanning to the beam on each side of the failed beam so that a beam can be removed and a new beam installed from above. The report also recommended that additional shoring be installed to support the joists that directly tie into the failed beam. RGA also prepared and completed the engineering and construction drawings for the emergency repairs in April 2025 and the project is now ready to engage a qualified contractor to complete the construction work.

At the February 25, 2025 City Council meeting, an emergency declaration of the Library Roof Failure was adopted.

#### **Discussion & Analysis:**

In April 2025, Staff reached out to three construction companies requesting bids for the Emergency Library Roof Failure Project. Due to the emergency nature of the project, Section 22050 of the Public Contract Code does not require a formal bid process; however, staff preferred to solicit at least two estimates for the work. As a result, two well-qualified contractors from the Chico area responded: Modern Building and Slater Bros. Staff provided the approved design package (plans, structural calculations, and assessment report), conducted a site visit with each firm, and reviewed the submitted proposals. Based on review of the submitted bids, staff recommend awarding the construction project to Modern Building, Inc. In addition to being well-qualified for the job, Modern Building was the low cost bidder and proposed an acceptable construction schedule. Per information gleaned from Modern Building, the procurement of the replacement beam would be four to six weeks after receiving the notice to proceed. Once the beam is manufactured and received, it is anticipated that the work will take about three weeks to complete.

#### **Consistency with Council Priorities and Goals:**

As this project is an emergency, it does not fall specifically under any of the Council Priorities and Goals.

#### **Fiscal Impact:**

Due to the emergency nature of this project, the City's insurance carrier has been contacted and an adjuster has made an assessment of the situation. The City will provide expense information to the insurance carrier and it is anticipated that all costs will be covered by insurance.

The overall recommended budget for the project is as follows:

Construction: \$ 67,050.00 Contingency (15%): \$ 10,057.00 Estimated Project Management Costs: \$ 5,000.00 Total Overall Budget: \$ 82,107.00

It should be noted that the contingency amount is recommended at 15% for this project. For most projects, the level of contingency is set at 10%; however, due to the emergency nature of the project and immediate nature of repairs needed, detailed plans encompassing every possible item to be addressed were not possible. Staff anticipate that some construction issues may arise during construction that were not evident in preparation of the plans to fix the ceiling and for this project.

#### **Attachment:**

Attachment 1: Resolution XX-2025



# City of Willows Resolution XX-2025

# RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH MODERN BUILDING FOR EMERGENCY LIBRARY ROOF FAILURE PROJECT AND APPROVE AN OVERALL BUDGET FOR THE PROJECT

**WHEREAS**, on February 4, 2025, the library roof experienced partial collapse due to excessive rains amassing on the roof of the library from a major storm even that occurred the night before; and

**WHEREAS,** the City immediately enlisted the services of Cleanrite-Buildrite (CRBR) on February 5, 2025 to shore up the library ceiling in the Civic Center until a permanent solution could be determined; and

**WHEREAS**, on February 25, 2025, the City Council passed an emergency declaration associated with the library roof failure; and

WHEREAS, award of contracts for emergency work associated with emergency repairs of the library roof is exempt from California Public Contract Code competitive bidding requirements pursuant to California Public Contract Code Section 22050 and the established common-law doctrine articulated in the case of *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal. App. 3d 631.; and

**WHEREAS**, emergency repair plans were completed and City Staff solicited emergency proposals from three qualified contractors; and

**WHEREAS**, two proposals were received, with the low bid being from Modern Building, Inc.; and

**WHEREAS**, staff has determined that Modern Building, Inc.'s proposed schedule satisfies the Citv's requirements for the Project; and

**WHEREAS**, staff has verified that Modern Building, Inc. possesses valid California Contractor's Licenses under the requested Class B, number 1080001 (expires 8/31/2025) as required to qualify to perform the Project; and

WHEREAS, the Project is statutorily exempt under Public Resources Code Section 21080 (b)(2); and

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

- 1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the City Council of the City of Willows.
  - 2. The Project is statutorily exempt under Public Resources Code Section 21080 (b)(2).

- 3. Award of contracts for the emergency work associated with emergency repairs of the Library roof is exempt from California Public Contract Code competitive bidding requirements pursuant to California Public Contract Code Section 22050 and the established common-law doctrine articulated in the case of *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal. App. 3d 631.
- 4. The contract for the Project is hereby awarded to Modern Building, Inc., in the amount of \$67,050.00, conditioned on Modern Building's timely execution of the Project contract and submitting all required documents, including, but not limited to, certificates of insurance, and endorsements.
- 5. The City Manager is hereby authorized and directed to execute the contract with Modern Building, Inc. for performance of the Project in accordance with the approved design documents and applicable law upon submission by Modern Building, Inc. of all documents required.
  - 6. That the overall budget for the Project be established at \$82,107.
- 7. The City Manager is hereby authorized to execute any contract change orders in accordance with the Project contract documents so long as the total Project cost does not exceed the total funding for this Project in the adopted budget.
  - 8. City staff is hereby directed to issue a Notice to Proceed to Modern Building, Inc.
  - 9. This Resolution shall become effective immediately.
- 10. All portions of this resolution are severable. Should any individual component of this Resolution be adjudged to be invalid and unenforceable by a body of competent jurisdiction, then the remaining resolution portions shall be and continue in full force and effect, except as to those resolution portions that have been adjudged invalid. The City Council of the City of Willows hereby declares that it would have adopted this Resolution and each section, subsection, clause, sentence, phrase and other portion thereof, irrespective of the fact that one or more section subsection, clause sentence, phrase or other portion may be held invalid or unconstitutional.

**PASSED AND ADOPTED** by the City Council of the City of Willows, State of California this 13<sup>th</sup> day of May 2025, by the following vote:

Evan Hutson, Mayor	Karleen Price, City Clerk
APPROVED:	ATTESTED:
ABSTAIN:	
ABSENT:	
NOES:	
AYES:	



Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: Nathan Monck, Fire Chief

Marti Brown, City Manager

Joe Bettencourt, Community Development & Services Director

Subject: Weed Abatement Contract

#### **Recommendation:**

Authorize the City Manager to award the Weed Abatement Contract to Robert Burt Construction and execute an agreement.

#### **Rationale for Recommendation:**

As part of the City's fire prevention efforts, annual weed abatement efforts are undertaken throughout the city and on city property. Due to the volume of work, the City hires a contractor to perform the work as there is not sufficient capacity with current staffing levels.

#### **Background:**

On April 22, 2025, The Willows City Council approved the 2025 Weed Abatement schedule. Staff were directed to solicit bids for a Weed Abatement Contractor for the 2025 Weed Abatement Season. Notice of bid solicitations were posted in the local newspapers.

#### **Discussion and Analysis:**

The City of Willows held an open and competitive bid process. The only bid proposal received by the May 7 deadline was from Robert Burt Construction. Robert Burt Construction is the current weed abatement contractor. After reviewing the bid document, Robert Burt Construction was determined to be the lowest responsible bidder, satisfying all minimum requirements. Robert Burt Construction is owned and operated by a City of Willows resident. The lone bid packet received was also reviewed by Joe Bettencourt, Community Services Director, to avoid any potential conflicts of interest.

#### **Fiscal Impact:**

The exact fiscal impact is unknown and dependent on the responsiveness of the public. The total cost of the contract shall not exceed \$40,000 without prior Council authorization. These costs will be reimbursed by the CAL FIRE Hazardous Fuels Reduction Grant (unless abatement costs exceed the grant

amount). Should anticipated abatement costs exceed the grant amount, staff will return to Council to request additional budget authority to complete all abatement projects.

#### **Attachment:**

Attachment 1: Robert Burt Construction Bid Form



Contractor

Robert Burt construction

**Project Title** 

# WEED ABATEMENT SERVICES

**Budget Account Number** 

301.150.440000

THIS CONTRACTUAL SERVICES AGREEMENT (Agreement) is entered into on						
, 2025, between the City of Willows, a municipal corporation under the laws of						
the State of California, (City) and Robert Burt, an individual, dba						
Robert Burt construction hereinafter referred to as "Contractor".						

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#### SECTION 1 - DESCRIPTION OF PROJECT

City desires to undertake that certain project (Project) described in EXHIBIT "A," entitled "DESCRIPTION OF PROJECT," and Contractor agrees to provide City, at its own cost and expense, all services and furnish all labor and materials necessary to complete in a good, professional and substantial manner, the contractual services indicated and described in SECTIONS 2 and 3, respectively.

#### SECTION 2 - SCOPE OF CONTRACTUAL SERVICES - BASIC

Contractor shall perform those basic contractual services in connection with the Project as are set forth more particularly in EXHIBIT "B," entitled "SCOPE OF CONTRACTUAL SERVICES - BASIC.

#### SECTION 3 - SCOPE OF CONTRACTUAL SERVICES - ADDITIONAL

City and Contractor agree that it may be necessary for Contractor to perform or secure the performance of related contractual services other than those set forth herein. In such instance, Contractor shall advise City, in advance and in writing, of the need for such additional contractual services, their cost and the estimated time (if appropriate) required to perform them. Contractor shall not proceed to perform any such additional service until City has determined that such service is beyond the scope of the basic contractual services to be provided by Contractor and has given its <u>written authorization</u> to perform or obtain it. Each additional service so authorized shall constitute an amendment to this Agreement, shall be identified and sequentially numbered as "Amendment No. 1" and so forth, shall be subject to all of the provisions of this Agreement, and shall be incorporated into EXHIBIT "B," accordingly.

#### **SECTION 4 - COMPENSATION**

Contractor shall be compensated for contractual services rendered to City pursuant to this Agreement periodically at the rate as set forth in EXHIBIT "C," entitled "COMPENSATION," and in accordance with all other applicable provisions of this Agreement. Amounts due to Contractor from City for contractual services rendered shall be evidenced by the submission to City by Contractor of an invoice, prepared in a form satisfactory to City, setting forth the amount of compensation due for the period covered by it. Each such invoice shall be forwarded to City so as to reach it on or before the 15th day of the month next following the month or months, or other applicable period, for which the contractual services invoiced were provided. City will make

payment on each such invoice within 45 days of receipt of it. However, if Contractor submits an invoice which is incorrect, incomplete or not in accord with the provisions of this Agreement, then City shall not be obligated to process any payment to Contractor until a correct and complying invoice has been submitted.

#### **SECTION 5 - RESPONSIBILITY OF CONTRACTOR**

By executing this Agreement, Contractor warrants to City that Contractor possesses, or will arrange to secure from others, all of the necessary professional capabilities, experience, resources and facilities necessary to provide to City the professional services contemplated under this Agreement. In procuring the professional services of others to assist Contractor in performing the professional services set forth at EXHIBIT "B" or additional professional services under SECTION 3 of this Agreement, Contractor shall not employ or otherwise obtain the professional services of any person or entity known to Contractor or City to have, or be likely to develop during the term of this Agreement, an interest that is personally, or professionally, or financially adverse to any interest of City. Contractor further warrants that Contractor will follow the best current, generally accepted professional practices to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding this Project for which professional services are rendered under this Agreement.

#### **SECTION 6 - RESPONSIBILITY OF CITY**

To the extent appropriate to the contractual services contemplated by this Agreement, The City shall:

- 6.1 <u>Guarantee access to and make all provisions for Contractor to enter upon City</u> and Private property as required for Contractor to perform Contractor's contractual <u>services.</u>
- 6.2 <u>Designate in writing a person(s) to act as City's representative with respect to the services to be performed under this Agreement. Such person(s) shall have complete authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to materials, equipment, elements, and systems pertinent to Contractor's contractual services.</u>
- 6.3 <u>Give prompt written notice to Contractor whenever City observes or otherwise</u> becomes aware of any defect in the contractual services.

#### **SECTION 7 - INDEMNIFICATION**

Contractor shall indemnify, hold harmless and defend the City and its City Council, officers, employee and volunteers from and against all claims, damages, losses and expenses, including litigation costs and attorney fees, arising out of performance of the work described herein, caused in whole or in part by any negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the City.

#### **SECTION 8 - INSURANCE PROVISIONS**

Any requirements by City that Contractor carry general liability or any other type of insurance in connection with the services to be performed and/or contractual services to be rendered by Contractor pursuant to this Agreement shall be as set forth in EXHIBIT "D," entitled "INSURANCE PROVISIONS."

#### SECTION 9 - GENERAL PROVISIONS

#### 9.1 Access to Records

Contractor shall maintain all books, records, documents, accounting ledgers and similar materials relating to services performed for City under this Agreement on file for at least four years following the date of final payment to Contractor by City. Any duly authorized representative(s) of City shall have access to such records for the purpose of inspection, audit and copying at reasonable times during Contractor's usual and customary business hours, Contractor shall provide proper facilities to City's representative(s) for such access and inspection. Contractor shall be entitled to reasonable compensation for time and expenses related to such access and inspection activities, which shall be considered to be an additional service to City, falling under the provisions of SECTION 3 hereinabove.

#### 9.2 Assignment

This Agreement is binding on the heirs, successors and assigns of the parties hereto and shall not be assigned by either City or Contractor without the prior written consent of the other.

#### 9.3 Compliance with Laws. Rules, Regulations

All contractual services performed by Contractor pursuant to this Agreement shall be performed in accordance and full compliance with all applicable Federal, State, or City statutes and any rules or regulations promulgated thereunder.

#### 9.4 Exhibits Incorporated

All Exhibits referred to in this Agreement and attached to it are hereby incorporated in it by this reference.

#### 9.5 Independent Contractor

City and Contractor agree that the relationship between them created by this Agreement is that of an employer-independent contractor. Contractor shall be solely responsible for the conduct and control of the services performed under this Agreement. Contractor shall be free to render contractual services to others during the term of this Agreement, so long as such activities do not interfere with or diminish Contractor's ability to fulfill the obligations established herein to City.

#### 9.6 Permits and Licenses

Contractor shall procure all permits and licenses, pay all charges, assessments and fees

#### 9.7 Patents

Contractor shall assume all responsibilities arising from the use of patented materials, equipment, devices or processes used on or incorporated in the services.

#### 9.8 Integration: Amendment

This Agreement represents the entire understanding of City and Contractor as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in it. This Agreement may not be modified or altered except by amendment in writing signed by both parties.

#### 9.9 Control of Services - Direction

City representative(s) designated pursuant to Subsection 6.2 of this Agreement shall decide all questions which may arise as to the quality or acceptability of materials furnished and services performed and as to the manner of performance and rate of

progress of the services, all questions which arise as to the interpretation of the

specifications, all questions as to the acceptable fulfillment of this Agreement on the part

of the Contractor and all questions as to claims and compensation.

9.10 Interpretation of Specifications

Should it appear that the services to be done or any matter relative thereto is not

sufficiently detailed or explained in any specifications, special provisions, and/or related

documents, Contractor shall apply to the City for such further explanations as may be

necessary and shall conform to such explanations or interpretations as part of this

Agreement, so far as may be consistent with their original intent. In the event of doubt or

question relative to the true meaning of the specifications, reference shall be made to the

City's representative(s), whose decision thereon shall be final.

9.11 Notice to Proceed; Progress: Completion

Upon execution of this Agreement by the parties, City shall give Contractor notice to

proceed with the services. Such notice may authorize Contractor to render all of the

contractual services contemplated herein, or such portions or phases as may be mutually

agreed upon. In the latter event, City shall, in its sole discretion, issue subsequent

notices from time to time regarding further portions or phases of the services. Upon

receipt of such notices, Contractor shall diligently proceed with the services as

authorized.

9.12 Subcontracts

Contractor shall be entitled, to the extent determined appropriate by Contractor, to

subcontract any portion of the services to be performed under this Agreement.

Contractor shall be responsible to City for the actions of persons and firms performing

subcontract services. The subcontracting of services by Contractor shall not relieve

Contractor, in any manner, of the obligations and requirements imposed upon Contractor

by this Agreement.

9.13 Term: Extension: Termination

The initial term of this Agreement shall commence upon City's issuance to Contractor of a notice to proceed for all or a portion of the contractual services, as hereinabove provided, and terminate 12 months from the date of such notice to proceed.

This Agreement may be extended for two additional periods of 12 months, upon execution of an amendment by the City and Contractor providing therefor. For each succeeding 12month term of this Agreement, Contractor may request City to adjust the compensation rate(s) during such term. Contractor's request for such an adjustment shall be filed with City no later than January 15, and shall be accompanied by such documentation, including, but not limited to, financial reports and records, operational cost data, and the like, as may be required by City to enable it to satisfactorily evaluate and make a determination upon it. Nothing hereinabove, however, shall require City to make any adjustment therefore in response to Contractor's request. Further, in no event shall any such adjustment exceed an amount equal to 75 percent of the increase in the Consumer Price Index for All Urban Consumers (CPI-U) - U.S. City Average - as published by the Bureau of Labor Statistics, U.S. Department of Labor, for the most recent available previous 12-month period. As an example, if such Index increased 10 percent for a preceding 12-month period, an annual adjustment could not exceed 7.5 percent regardless of whether or not the Contractor's documented costs exceed 7.5 percent. Notwithstanding the foregoing, City may, in its sole discretion, terminate this Agreement at any time and for any reason whatsoever by giving at least 10 days prior written notice of such termination to Contractor. In this latter event, Contractor shall be entitled to compensation for all service rendered and services performed for City to the date of such termination.

#### 9.14 **Notice**

Any notices required to be given pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service or, alternatively, by personal delivery or overnight courier service addressed to the parties as follows:

To City:

City Manager City of Willows 201 N Lassen St Willows, CA 95988-3406

То	Contractor:	

This Agreement shall include all special provisions, if any, as are set forth on EXHIBIT "E," entitled "SPECIAL PROVISIONS." IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth above.

CITY OF WILLOWS:	CON	ITRACTOR:		
By: Marti Brown City Manager	By:	<i>Mulke</i> Owner		
APPROVED AS TO FORM:	APP	ROVED AS TO CONTENT:		
Andrew Plett	Natha	n Monck		
City Attorney	Fire	Chief		

The City of Willows is an Equal Opportunity Provider

Contractor

Robert Burd construction

**Project Title** 

#### **WEED ABATEMENT SERVICES**

**Budget Account Number** 

301-4130.150

**EXHIBIT "A"** 

#### **DESCRIPTION OF PROJECT**

Contractor shall provide weed, debris and vegetation removal services to the City of Willows for the period of **June 1, 2025** through **May 31, 2026**.

Areas under the protection of State and Federal environmental agencies shall be cleared as outlined in Section 1.5, Subsection B "Grading/Disturbance Restrictions - Protected Areas" of Exhibit "B".

Contractor

Volset Burt construction

Project Title

**WEED ABATEMENT SERVICES** 

**Budget Account Number** 

301-4130.150

**EXHIBIT "B"** 

#### SCOPE OF CONTRACTUAL SERVICES BASIC

#### Scope of Contractual Services - Basic

The Contractor shall provide contractual services as follows:

1.1 The removal of noxious weeds, debris, and combustible vegetation shall be done in accordance with State and City regulations governing materials and/or conditions which may be damaging to the public health and safety. Specific procedures exist which must be followed. One of the established procedures provides that the City may authorize the removal of noxious weeds, debris, and combustible vegetation from parcels of land, in the event that the property owner fails to do so after having been properly notified.

Property owners have a specific amount of time in which to remove weeds, debris, and combustible vegetation before the City Council may order the abatement of those hazardous or unwanted conditions by a Weed Abatement contractor working on behalf of the City.

This scope of services establishes the nature of the work to be done and the conditions relating to such work. At this time, the City of Willows Fire Department does not know which private properties will be "owner-cleared" or those which will be "City-cleared" along with properties owned by the City. Therefore, an exact list of properties to be "cleared" by the contractor cannot be provided until after such time as the City Council authorizes a final list of properties to be cleared.

#### PERFORMANCE OF WORK

1.2 Contractor must remove all weeds, debris, and combustible vegetation within twenty (20) working days of being provided with the list of properties to be cleared.

Contractor shall be responsible for complying with all City, State, and Federal statutory requirements relating to the removal of weeds, debris, and unwanted vegetation.

Complete abatement is required for parcels up to and including 5 acres. This abatement may be performed by discing, scraping, grading or mowing.

#### **BURNING PROHIBITED**

1.3 The City of Willows Municipal Code prohibits burning of materials such as the type which would be encountered by Contractors performing this work for the City. Therefore, all cut grass, cut weeds, and debris referenced in "scope of services" performed as a result of this contract, shall be hauled from parcels and disposed of in a legal manner.

#### **SAFETY PRECAUTIONS**

- 1.4 Contractor shall exercise care when working near dry vegetation and shall make certain that equipment is in a good state of repair and equipped with approved spark arresters and mufflers, where required. Contractor shall also keep readily available, at each work location, the following items of fire protection equipment.
  - A. Two 2-1/2 gallon pressured-water fire extinguishers or equivalent means of extinguishing any small grass fire which could occur or be observed;

B. One long-handle round-point shovel; and

C. Cell phone (ability to contact 9-1-1 in case of an emergency).

#### **NATURE OF SERVICES**

1.5 The following categories are those which represent the type of services which is required (or may be required) to be performed at the various parcels throughout the City.

#### A. ABATEMENT REQUIRED

Complete abatement is required for parcels up to and including 5 acres. This abatement may be performed by discing, scraping, grading or mowing.

- COMPLETE CLEARING OR MOWING OF PARCELS OF FIVE ACRES OR LESS
  - (a) All parcels of 5 acres or less must be completely cleared or mowed.
  - (b) Parcels may be mowed in such a manner that the distance from the top of the stubble/residue to the ground is six inches (6") or less.
  - (6") or less.
    (c) Abatement along roads, sidewalk, or other such natural or manmade breaks, shall start at the edge of the property line.
  - (d) Flammable vegetation remaining after mowing must be removed from roads, parcels and sidewalks by the Contractor.
     (e) Trees, stumps, rock piles, and other items not referenced as "debris" will be allowed to remain in vacant fields, lots,

parcels.
(f) Contractor is responsible for checking for any depressions, pits, holes, debris, etc., which may be a hazard or pose a restriction to contractor or equipment. Non-clearance of these areas must be approved by the City.

Note: The use of a weed eater may be required to achieve the necessary results due to obstacles that may be in the way.

2. FIREBREAKS (PARCELS OVER 5 ACRES)

- (a) All parcels over 5 acres must have a full perimeter firebreak.
- (b) Firebreaks may be disced, scraped or graded to bare earth to a minimum width of 30 feet.
- (c) Firebreaks shall be prepared in weeds, grass, star thistle, etc.
- (d) Firebreaks along roads, sidewalks, or other such natural or manmade breaks, shall start at the edge of such breaks.
- (e) Flammable vegetation remaining after the creation of a firebreak must be removed from roads and sidewalks by the Contractor.
- (f) Parcels over 5 acres that contain homes or other buildings require a minimum 30 foot firebreak around any structures.
- (g) Trees, stumps, rock piles, and other items not referenced as "debris" will be allowed to remain in vacant fields, lots, parcels.
- (h) Contractor is responsible for checking for any depressions, pits, holes, debris, etc., which may be a hazard or pose a restriction to contractor or its equipment. Non-clearance of these areas must be approved by the City.

Note: Mowing, or the use of a weed eater, may be required to achieve the necessary results due to obstacles that may be in the way.

#### B. GRADING/DISTURBANCE RESTRICTIONS - PROTECTED AREAS

Due to restrictions established by State and Federal environmental agencies, discing, scraping or grading of the soil in protected areas is not allowed, nor is the use of any chemical or pesticide. Mowing equipment with rubber tires will be acceptable. Operating equipment in wet soil shall be avoided. Weeds must be mowed to a height of approximately six inches on properties of five acres or less. If a parcel consists of more than five acres, a mowed 36 foot wide full perimeter firebreak shall be used in lieu of discing or scraping. Protected areas will be noted on a map provided by the City of Willows Planning Department.

#### C. REMOVAL OF DEBRIS

1. Debris can be expected to consist of tree pruning piles, scrap lumber piles, furniture, refrigerator, etc., but should not include any significant amount of dirt, large rocks, or other "difficult to handle" matter.

#### D. DUMP BOX SERVICES

1. The use of a dump box in connection with clearing any parcel must be requested by Contractor in advance on a per parcel basis. Upon inspection of the property by City, and determination that the request is reasonable, the City of Willows Fire Department may approve the use of a dump box in connection with clearing any parcel. Approval of the request to use a dump box must be pre-authorized by City in writing.

#### E. Documentation

1. The Contractor must obtain photos of nuisances prior to abating, and obtain photos after the nuisances have been abated. Photos shall be returned to the City at the conclusion of the abatement process. Photos shall be labeled in a fashion that easily shows what parcel the photos were taken at. EXAMPLE. Photos 1-8: 1234 Main St, APN 000-000-000.

Contractor

Robeld Buld Construction

**Project Title** 

#### WEED ABATEMENT SERVICES

**Budget Account Number** 

301-4130.150

**EXHIBIT"C"** 

#### COMPENSATION

Total maximum compensation for the services outlined in this Agreement shall not exceed \$40,000. In the event the amount of abatement work presented to the Contractor by the City exceeds the limit of \$40,000, the contractor MUST notify the Fire Chief, who must receive authorization to exceed limit by City Council, and receive written authorization prior to preforming the additional work. Failure to do so may result in non-payment.

#### COMPENSATION

1.1 Contractor shall be compensated for the work outlined herein pursuant to the attached Contractor's Abatement Pricing (as submitted by contractor). Compensation shall not exceed \$40,000,00 without written authorization of City upon receipt of 30 days advance notice provided by Contractor.

#### TERMS OF PAYMENT

1.2 Contractor must provide two (2) copies of an invoice for each parcel cleared by Contractor. Invoices must be submitted to the City of Willows Fire Chief or Designee no later than ten(10) days following completion of the last parcel to be cleared. Invoices shall state date of service, Assessor's Parcel Number, location of parcel, and actual work done by Contractor, i.e.; areas done, method of work done (discing, scraping, mowing, debris removal, etc.) and cost of work performed by Contractor at that location.

City of Willows Fire Department will furnish Contractor with a list of Assessor's Parcel Numbers and locations of parcels where clearing is required.

# **CONTRACTOR'S ABATEMENT PRICING**

# DUMP BOX SERVICES: (requires written notification from city) Price Per Parcel

0-3	Cubic Yards	\$ 521,50
4-6	Cubic Yards	\$ 667,24
7-10	Cubic Yards	\$ 1550.87

# 

0-3	Cubic Yards	\$ 642.81
4-6	Cubic Yards	\$ 1,124.6
7-10	Cubic Yards	\$ 1,642.0

## PARCEL MOWING:

## **Price Per Parcel**

0	-2,500	Square Feet	\$ 32510
2,501	-5000	Square Feet	\$ 426.00
5,001	-7,500	Square Feet	\$ 520.00
7,501	-10,000	Square Feet	\$589.00
10,001	-21,840	Square Feet	\$ (11.60
	1/2 -1	Acre	\$ 1,000,60
	1-2	Acre	\$ ],189.00
	3-4	Acre	\$ 1540.0
	4-5	Acre	\$2,111.00

#### FIREBREAKS:

# **Price Per Parcel**

Length of Fi	re Break	30 ft Width of Fire Break
0	-100	\$ 266.84
101	-300	\$ 390.00
301	-500	\$ 425,00
501	-800	\$ 455.00
801	-1,000	\$ 520,00
1,001	-1,200	\$ 545,00
1,200	-1,400	\$ 617.990
1,401	-1,600	\$ 650.00
1,801	-2,000	\$ 730,00
2,001	-2,500	\$ 940,00
2,501	-3,000	\$ 4,040,00
3,001	-3,500	\$1,1700
3,501	-5,000	\$ 1,1200,00

Contractor:

Robert But construction

**Project Title:** 

#### WEED ABATEMENT SERVICES

**Budget Account Number** 

301-4130.150

**EXHIBIT "D"** 

#### **INSURANCE PROVISIONS**

#### **General Liability Insurance**

Contractor shall obtain commercial general liability insurance (occurrence policy form) from one or more U.S. domiciled insurance companies licensed to do business in the State of California with an A.M. Best Company rating of "B" or better or, in the alternative, an unlicensed U.S. domiciled company or companies with an "A" rating, which provides coverage for bodily injury, personal injury and property damage liability in the amount of at least \$1,000,000 per occurrence, and \$2,000,000 in the aggregate, with a maximum policy deductible of \$5,000.

The insurance coverage required herein shall be evidenced by a certificate of insurance with policy endorsements and shall be executed by an authorized official of the insureds). In addition to the limits of coverage described above, the certificate of insurance shall provide that the insurer shall provide to City at least 30 days prior notice of cancellation or material change in coverage, or 10 days prior notice of cancellation for non-payment.

Contractor acknowledges and agrees that City of Willows, its officers, boards and commissions, and members thereof, its employees and agents, are covered as additional insureds with respect to any liability arising out of the activities of Contractor as the named insured. Such additional insured status shall be evidenced by a policy endorsement executed by an authorized official of the insurer(s). A blanket endorsement which provides additional insured status to any

person or organization with whom Contractor, as named insured, has entered into a written contract, such as this Agreement, shall satisfy this requirement.

The insurance coverage required herein shall be primary insurance with respect to the City of Willows, its officers, officials and employees. Any insurance or self-insurance maintained by the City of Willows, its officers, officials or employees shall be in excess of the insurance afforded to the named insured by the insurance coverage required herein and shall not contribute to any loss. Such primary insurance status shall be evidenced by a policy endorsement issued by an authorized official of the insurer(s). In the alternative, a letter issued by an authorized official of the insureds) and copies of the pertinent page(s) of the policy shall satisfy this requirement.

### **Automobile Liability Insurance**

Contractor shall obtain automobile liability insurance from one or more U.S. domiciled insurance companies licensed to do business in the State of California with an A.M. Best Company rating of "B" or better which provides coverage for bodily injury, personal injury, and property damage liability in the amount of at least \$300,000 combined single limit for each occurrence. Evidence of such coverage shall be maintained by Contractor and provided to City upon request. Contractor shall require all subcontractors, who are performing services for Contractor under this Agreement, to obtain and maintain commercial general liability insurance and automobile liability insurance with the same minimum policy limits as set forth above for Contractor. Evidence of such overages shall be maintained by Contractor and provided to City upon request.

### Workers' Compensation Insurance

Contractor agrees to immediately supply the City of Willows with proof of Workers' Compensation Coverage where required by state law.

Contractor:

Rubert Burd construction

**Project Title:** 

WEED ABATEMENT SERVICES

**Budget Account Number** 

301-4130.150

**EXHIBIT "E"** 

**SPECIAL PROVISIONS** 

NONE.



# **PUBLIC HEARING**



Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: Nathan Monck, Fire Chief

Marti Brown, City Manager

Subject: Weed Abatement Special Assessment Public Hearing

#### **Recommendation:**

Hold a public hearing and, upon conclusion, consider adoption of a resolution confirming the declaration of a public nuisance and that the City Contractor will begin abatement on June 2, 2025, if parcels are not abated.

#### **Rationale for Recommendation:**

The public hearing process allows property owners (Attachment 2) to protest the Fire Department's assessment of hazards on their property.

#### **Background:**

On April 22, 2025, the City Council adopted a resolution declaring that rubbish, refuse, and weeds to be a public nuisance. In addition, it was declared that the Willows Fire Department surveyed the nuisances in town, notified the property owners that they must abate these identified nuisances, and, if not abated, the City would abate the property and bill the property owner accordingly.

This public hearing notice was published in the local newspaper of general circulation on May 2, 2025.

#### **Discussion & Analysis:**

Government Code 39560 through 39588 requires cities to state a fixed time for any appeals to be considered by the Council from any of the property owners. For the City of Willows, the fixed time was from April 22 to May 13, 2025. According to this provision, Council shall hear any objections from property owners, and by motion, upon the conclusion of the hearing, the Council shall allow or overrule any objections. The Council may continue the hearing if they desire additional information on any particular site. If no objections have been made, or after

the City Council has dismissed any, it shall order the Fire Chief to abate the nuisance property or properties.

There will be a future public hearing allowing property owners to protest costs associated with the abatement of their parcels.

## **Consistency with Council Priorities and Goals:**

The recommendation is consistent with Council Priority #1: Financial Stability, Priority #3: Public Safety, and Priority #6: Quality of Life.

#### Fiscal Impact:

Properties that the City Contractor abates will be billed to the property owner. Property owners that do not pay will have liens placed against their property and those liens will appear on their tax statement from the County of Glenn.

#### **Attachments:**

- Attachment 1: Resolution XX-2025
- Attachment 2: 2025 Amended Weed Abatement list



# City of Willows Resolution xx-2025

# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS COMFIRMING DECLARATIONS OF NUISANCES AS AMENDED AND CONFIRMING ORDER FOR ABATEMENT

**WHEREAS,** the parcels listed and adopted by resolution were declared a nuisance and ordered to abate as of the council meeting of April 22, 2025; 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 have had an opportunity to protest at public hearing.

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Willows held the required public protest hearing on May 13, 2025, and hereby confirms the findings of the April 22, 2025 declarations set forth in Resolution XX-2025 ordering abatement of referenced parcels.

<b>PASSED AND ADOPTED</b> by the City Council of the City of Willowote:	ows this 13 <sup>th</sup> day of May 2025, by the following
AYES: NOES: ABSENT: ABSTAIN:	
APPROVED:	ATTESTED:
Evan Hutson, Mayor	Karleen Price. City Clerk

Physical Address	Туре	Add	Location	add2	APN#
353 Co Rd G	Weed		Rear		001-021-003
Lot behind 1502 W Wood	Weed		Rear	Side	001-021-006
Lot SW of 360 Co Rd G	Weed		Rear		001-031-004
1300 W Wood St	Weed		Rear		001-032-027
343 N Humboldt	Weed		Rear		001-032-028
247/249 N Humboldt	Weed		Whole Parcel		001-032-029
247/249 N Humboldt	Weed		Whole Parcel		001-032-030
246 N Humboldt	Weed		Rear	Side	001-041-013
1240 W Wood	Weed		Front		001-041-028
Lot Behind 236/226 N Humbold	d Weed		Whole Parcel		001-041-024
229 N Villa	Weed		Front		001-041-003
1329 W Sycamore St	Weed		Whole Parcel		001-051-005
1320 W Sycamore St	Weed		Rear		001-061-041
1202 W Syacamore	Weed		Front	Side	001-061-030
111 S Villa	Weed		Rear		001-069-000
311/361 S Villa	Weed		Rear		001-071-007
451 S Villa	Weed		Rear		001-071-008
310 El Dorado Ave	Weed		Side	Alleyway	001-071-030
430 El Dorado Ave	Weed		Front		001-071-040
440 El Dorado Ave	Weed		Front		001-071-041
710 S Tehama	Weed		Whole Parcel		001-103-002
712 S Tehama	Weed		Whole Parcel		001-103-003
750 S Tehama	Weed		Whole Parcel		001-103-004
219 Fern St	Weed		Whole Parcel		001-102-006
Lot South of 219 Fern	Weed		Whole Parcel		001-102-012
215/230 Fern St	Weed		Whole Parcel		001-102-012
139 Fern	Weed	Trash	Rear		001-111-003
125 Fern	Weed	Trash	Whole Parcel		001-111-002
734 S Tehama	Weed		Front		001-112-003
736 S Tehama	Weed		Front		001-112-002
754 S Tehama	Weed		Front		001-112-001
210 Fern	Weed		Alleyway		001-121-001
158 Fern	Weed		Front		001-121-014
158 1/2 Fern	Weed		Alleyway		001-121-012
150 Fern	Weed		Alleyway		001-121-002
138 Fern	Weed		Alleyway		001-121-003
130 1/2 Fern	Weed		Alleyway		001-121-013
225 1/2 Fern	Weed		Alleyway		001-121-017
219 Co Rd 53	Weed		Alleyway		001-121-019
151 Co Rd 53	Weed		Alleyway		001-121-020
141 Co Rd 53 135 Co Rd 53	Weed		Alleyway		001-121-010 001-121-009
120 Fern	Weed Weed		Alleyway Alleyway		001-121-009
827 A& B S Tehama	Weed		Front	Alleyway	001-121-021
OZI AC DO TELIGILIA	Weed		Whole Parcel	Alleyway	001-121-006
	Weed		Whole Parcel	Alleyway	001-121-007
	vveeu		vviiole Parcei	Aneyway	001-171-000

1070 W Wood	Weed		Alleyway		001-132-004
314 N Enright	Weed		Alleyway		001-132-003
306 N Enright	Weed		Alleyway		001-132-002
1030 W Wood	Weed		Alleyway		001-132-009
335 N Crawford	Weed		Alleyway		001-132-006
309 N Crawford	Weed		Alleyway		001-132-007
309 N Crawford	Weed		Front		001-132-008
246 N Enright	Weed		Front	Alleyway	001-142-003
1045 W Walnut	Weed		Alleyway	· ·	001-142-001
225 N Crawford	Weed		Alleyway		001-142-005
227 N Crawford	Weed		Alleyway		001-142-006
211 N Crawford	Weed		Alleyway		001-142-013
141 N Crawford	Weed		Front	Alleyway	001-152-007
135 N Crawford	Weed		Alleyway	,,	001-152-008
125 N Crawford	Weed		Alleyway		001-152-009
120 S Villa	Weed		Alleyway		001-161-006
1134/1132/1130 W Sycamore	Weed		Alleyway	Side	001-161-009
117 S Enright	Weed		Alleyway	Side	001-161-010
129/129B S Enright	Weed		Alleyway	Front	001-161-010
139 S Enright	Weed		Alleyway	TTOTIC	001-161-011
159 S Enright	Weed		Alleyway		001-161-015
159 S Enright	Weed		Alleyway		001-161-016
158 S Enright/1033 W Oak	Weed		Alleyway		001-162-001
			Front		001-162-003
144 S Enright	Weed			Allarman	
138 S Enright	Weed Weed		Front	Alleyway	001-162-020 001-162-019
130 S Enright			Alleyway		
109 S Crawford	Weed		Alleyway		001-162-010
1130 W Oak	Weed		Alleyway		001-171-007
222 S Villa	Weed		Alleyway		001-171-006
205/207/209 S Crawford	Weed		Alleyway		001-172-005
219 S Crawford	Weed		Alleyway		001-172-006
261 S Crawford	Weed		Alleyway		001-172-010
950 W Laurel	Weed		Whole Parcel		001-182-001
327 N Culver	Weed		Alleyway		001-191-004
844 W Wood	Weed		Front	Side	001-192-004
330 N Culver	Weed		Front		001-192-006
815/805 W Willows	Weed	Trash	Whole Parcel	Front	001-192-010
309 N Merrill	Weed		Alleyway		001-193-009
251 N Culver	Weed		Alleyway		001-201-016
227 N Culver	Appliance		Alleyway	Rear	001-201-008
219/217 N Culver	Weed	Appliance	Alleyway	Rear	001-201-010
211 N Culver	Weed		Alleyway	Rear	001-201-011
915 W Walnut	Weed	Trash	Alleyway	Side	001-201-012
201 N Merrill	Weed		Alleyway		001-203-001
229 N Merrill	Weed		Alleyway		001-203-005
253 N Merrill	Weed		Front		001-203-008
950 W Walnut	Weed		Alleyway	Side	001-211-005

119 N Culver	Weed	Alleyway	Rear	001-211-010
115A N Culver	Weed	Alleyway	Rear	001-211-012
120 N Culver	Weed	Front Rear		001-211-007
136 N Culver	Weed	Whole Parcel		001-211-010
932 W Sycamore	Weed	Side		001-221-004
126 S Crawford	Weed	Alleyway		001-221-015
116 S Crawford	Weed	Alleyway		001-221-002
119 S Culver	Weed	Front	Alleyway	001-221-008
260 S Crawford	Weed	Front		001-231-001
254 S Crawford	Weed	Rear	Alleyway	001-231-002
217 S Culver	Weed	Alleyway	, ,	001-231-009
219 S Culver	Weed	Rear	Alleyway	001-231-010
985 W Ash	Weed	Alleyway	Side	001-241-011
335 S Culver	Weed	Rear	Alleyway	001-241-005
321 S Culver	Car	Rear	Alleyway	001-241-006
320 S Culver	Weeds	Front	Alleyway	001-242-001
319 S Merrill	Weeds	Side		001-243-001
1130 Cypress	Weeds	Front		001-272-009
1029 Cypress	Weeds	Front		001-271-020
406 S Crawford	Weeds	Whole Parcel		001-281-019
439 S Crawford	Weeds	Rear	Alleyway	001-281-005
420 S Culver	Weeds	Rear	Alleyway	001-282-002
508 S Crawford	Weeds	Rear	Alleyway	001-291-019
911 S Cedar	Weeds	Alleyway	Side	001-291-016
311 0 ccda.	110000	raicyway	3.40	001 232 010
505 S Culver	Weeds	Alleyway	Rear	001-291-012
512 S Culver	Weeds	Front		001-292-003
940 W Cedar	Weeds	Front		001-301-004
929 Cypress	Weeds	Front		001-301-008
920 Cypress	Weeds	Front		001-302-002
630 S Culver	Weeds	Rear	Alleyway	001-303-003
602 S Culver	Weeds	Rear	Alleyway	001-303-004
603 S Merrill	Weeds	Rear	Alleyway	001-303-005
2 Sunset Dr	Weeds	Rear	Alleyway	001-311-001
4 Sunset Dr	Weeds	Rear	Alleyway	001-311-002
6 Sunset Dr	Weeds	Rear	Alleyway	001-311-003
8 Sunset Dr	Weeds	Rear	Alleyway	001-311-004
10 Sunset Dr	Weeds	Front	Alleyway	001-311-005
12 Sunset Dr	Weeds	Front	Alleyway	001-311-006
14 Sunset Dr	Weeds	Front	Alleyway	001-311-007
16 Sunset Dr	Weeds	Rear	Alleyway	001-311-008
18 Sunset Dr	Weeds	Rear	Alleyway	001-311-009
27 Donnie Ln			, iiic y way	001-321-005
L, DOINIC LII	Weeds	Front		
25 Donnie Ln	Weeds Weeds	Front		
25 Donnie Ln	Weeds	Front		001-321-006
18 Donnie Ln	Weeds Weeds	Front Front		001-321-006 001-322-008
	Weeds	Front		001-321-006

749 S Merrill	Weeds	Whole Parcel	001-330-017
759 S Merrill	Weeds	Whole Parcel	001-330-018
1129 Elm St	Weeds	Whole Parcel	001-341-003
1039 Elm St	Weeds	Front	001-341-008
1052 Elm St	Weeds	Front	001-343-006
910 Elm St	Weeds	Whole Parcel	001-353-001
966 Juniper	Weeds	Whole Parcel	001-370-020
1096 Juniper	Weeds	Front	001-370-008
1156 Juniper	weeds	Front	001-370-002

Physical Address	Туре	Add	Location	add2	APN#
180 N Merrill	Weed	, taa	Alleyway	Rear	002-041-005
136 N Merrill	Weed		Alleyway	Rear	002-041-004
125 N Marshall	Weed		Alleyway	Rear	002-042-002
117 S Marshall	Weed		Front	Redi	002-051-005
137 S Mudock	Weed		Rear		002-052-010
151 S Murdock	Weed		Front		002-052-001
304 S Marshall	Weed		Rear		002-072-008
314 S Mashall	Weed		Rear		002-072-004
320 S Marshall	Weed		Rear		002-072-005
510 W Wood	Weed		Front		002-081-002
337 N Lassen	Weed		Front		002-081-012
333 N Plumas	Weed		Rear	Alleyway	002-083-006
315 N Plumas	Weed		Rear	Alleyway	002-083-003
232 N Lassen	Weed		Rear	Alleyway	002-092-003
222 N Lassen	Weed		Rear	Alleyway	002-092-002
217 N Plumas	Trash	Weed	Rear	Alleyway	002-093-005
235 N Plumas	Weed		Front	Rear	002-093-003
123 N Plumas	Weed		Whole Parcel		002-103-004
120 S Lassen	Weed		Rear	Alleyway	002-112-005
142 S Lassen	Weed		Rear	Alleyway	002-112-002
162 S Lassen	Weed		Rear	Alleyway	002-112-001
145 S Plumas	Weed		Rear	Alleyway	002-113-004
125 S Plumas	Weed		Front	Alleyway	002-113-004
232 S Murdock	Weed		Front		002-121-018
261 S Lassen	Appliance	Furniture	Front		002-121-013
246 S Lassen	Weed		Rear	Alleyway	002-122-002
215 S Plumas	Weed	Appliance	Front		002-123-002
237 S Plumas	Weed		Rear	Front	002-123-006
444 W Laurel	Weed		Front	Side	002-132-004
328 S Lassen	Weed		Front	Side	002-132-003
352 S Lassen	Weed		Front		002-132-001
347 S Plumas	Weed		Rear	Alleyway	002-133-007
335 S Plumas	Weed		Rear	Alleyway	002-133-006
333/329 S Plumas	Cars	Weed	Rear	Front	002-133-005
319 S Plumas	Appliance		Rear	Alleyway	002-133-004
354 N Plumas	Weed		Front		002 - 141 - 011
313 N Shasta	Weed		Rear	Alleyway	002 - 141 - 009
335 N Shasta	Weed		Whole Parcel		002 - 141 - 006
304 N Shasta	Weed		Rear	Alleyway	002 - 142 - 001
323 / 325 W Walnut			Whole Parcel		002 - 151 - 012
248 N Shasta	Weed		Rear	Alleyway	002 - 152 - 006
220/230 N Shasta	Weed		Whole Parcel		002 - 152 - 003
243 N Shasta	Weed		Whole Parcel	. 11	002 - 152 - 002
145 N Shasta	Weed		Rear	Alleyway	002 - 161 - 009
137 N Shasta Unit A			Rear	Alleyway	002 - 161 - 010
123 N Shasta	Weed		Whole Parcel		002 - 161 - 011

333 W Oak	Weed		Side	Alleyway	002 - 171 - 011
150 S Plumas	Weed		Rear	Alleyway	002 - 171 - 002
138 S Plumas	Weed		Rear	Alleyway	002 - 171 - 003
110 S Plumas	Weed		Rear	Alleyway	002 - 171 - 015
332 W Sycamore	Weed		Side	Alleyway	002 - 171 - 013
322 W Sycamore	Weed		Whole Parcel		002 - 171 - 005
115 S Shasta	Weed		Whole Parcel		002 - 171 - 006
143 S Shasta	Weed		Rear	Alleyway	002 - 171 - 007
159 S Shasta	Weed		Rear	Alleyway	002 - 171 - 009
315 W oak	Weed		Side	Alleyway	002 - 171 - 009
150 S Shasta	Weed		Rear	Alleyway	002 - 172 - 001
147 S Butte	Weed		Rear	Alleyway	002 - 172 - 011
161 S Butte	Weed		Rear	Alleyway	002 - 172 - 012
262 S Plumas	Weed	Cars	Whole Parcel	Alleyway	002 - 181 - 001
240 S Plumas	Weed		Rear	Alleyway	002-181-004
234 S Plumas	Weed		Front		002-181-005
318 W Oak	Weed		Rear	Alleyway	002-181-007
235/235B S Shasta	Weed		Rear	Alleyway	002-181-011
243 S Shasta	Weed		Rear	Alleyway	002-181-012
218 S Shasta	Weed		Rear	Alleyway	002-182-003
342 S Plumas	Weed		Front		002-191-002
324 S Plumas	Weed		Rear	Alleyway	002-191-004
315 S Shasta	Weed		Rear	Alleyway	002-191-008
325 S Shasta	Weed		Front	Rear	002-191-010
341 S Shasta	Weed		Front		002-191-011
228 W Laurel	Brush	Weed	Alleyway	Side	002-192-007
345 S Butte	Weed		Rear	Alleyway	002-192-012
321 S butte	Weed		Front		002-192-009
402 S Merrill	Weed		Front		002-201-015
448 S Merrill	Weed		Rear	Alleyway	002-201-002
520 S Merrill	Weed		Rear	Alleyway	002-211-002
603 S Marshall	Weed		Front		002-221-003
643 S Murdock	Weed		Side		002-222-010
428 S Lassen	Weed		Rear	Alleyway	002-233-004
505 S Lassen	Weed		Front		002-241-008
537 S Plumas	Weed		Rear	Alleyway	002-242-015
521 S Plumas	Weed		Rear	Alleyway	002-242-013
642 S Murdock	Weed		Front		002-251-001
443 Elm	Weed		Side		002-252-011
621 S Plumas	Weed		Rear	Alleyway	002-252-017
611 S Plumas	Weed		Rear	Alleyway	002-252-007
412 S Plumas	Weed		Rear	Alleyway	002-261-007
440 S Plumas	Weed		Front		002-261-003
437 S Shasta	Weed		Rear	Alleyway	002-261-012
446 S Shasta	Weed		Rear	Alleyway	002-262-002
536 S Plumas	Weed		Rear	Alleyway	002-271-004
548 S Plumas	Weed		Front	Rear	002-271-002

506 S Shasta	Weed	Furniture	Side		002-272-004
528 S Shasta	Weed		Rear	Alleyway	002-272-019
535 S Butte	Weed		Rear	Alleyway	002-272-010
616 S Plumas	Weed		Rear	Alleyway	002-281-013
637 S Shasta	Weed		Rear	Alleyway	002-181-011
641 S Shasta	Weed		Rear	Alleyway	002-181-012
Lot	Weed		Front		002-282-003
644 S Shasta	Weed		Rear	Alleyway	002-282-016
620 S Shasta	Weed		Rear	Alleyway	002-282-006
605 S Butte	Weed		Rear	Alleyway	002-282-010
615 S Butte	Weed		Rear	Alleyway	002-282-012
649 S Butte	Weed		Rear	Alleyway	002-282-020
653 S Butte	Weed		Rear	Alleyway	002-282-021
618 S Butte	Weed		Rear	Alleyway	002-311-005
626 S Butte	Weed		Rear	Alleyway	002-311-003
632 S Butte	Weed		Front	Side	002-311-015
127 Elm	Weed		Side	Alleyway	002-311-013
611 S Tehama	Weed		Rear	Alleyway	002-311-008
610 S Tehama	Weed		Whole Parcel		002-312-002
620 S Tehama	Weed		Whole Parcel		002-312-001
506 S Butte	Weed		Front		002-301-007
154 W Birch	Weed		Side	Alleyway	002-301-007
444 S Butte	Weed		Whole Parcel		002-291-001
434 S Butte	Weed		Rear	Alleyway	002-291-002
420/414 S Butte	Weed		Rear	Alleyway	002-291-004
402 S Butte	Weed		Rear	Alleyway	002-291-005

Physical Address	Туре	Add	Location	add2	APN#
346 N Butte	Weed		Rear	Alleyway	003-021-003
314 N Butte	Weed		Front		003-021-002
219 N Colusa	Weed		Whole Parcel		003-033-001
150/130/100 N Tehama	Weed		Front		003-042-001
244 E Walnut	Weed		Side		003-043-001
134 S Butte	Weed		Rear	Alleyway	003-051-003
146 S Butte	Weed		Rear	Alleyway	003-051-002
161 S Tehama	Weed		Whole Parcel		003-051-018
151 S Tehama	Weed		Front		003-051-017
141 S Tehama	Weed		Front	Rear	003-051-012
Lot	Weed		Front	Side	003-052-003
Lot	Weed		Rear	Side	003-053-002
111 E Laurel	Weed		Front	Side	003-063-001
Lot	Weed		Front	Side	003-062-001
251 S Tehama	Weed		Rear	Alleyway	003-061-009
237 S Tehama	Weed		Rear	Alleyway	003-061-007
201C S Tehama	Weed		Rear	Alleyway	003-061-006
128 W Oak	Weed		Side		003-061-005
258 S Butte	Weed		Rear	Alleyway	003-061-011
304 S Butte	Weed		Front	Side	003-071-005
320 S Butte	Weed		Rear	Alleyway	003-071-003
332 S Butte	Weed		Rear	Alleyway	003-071-002
120 W Laurel/ 315 S Tehama	Weed		Side	Alleyway	003-071-007
Lot SE Corner Tehama and Laue	Weed		Front	Side	003-072-002
Lot GCID	Weed		Side		003-072-004
360 E Wood	Weed		Side	Alleyway	003-082-001
304 N Yolo	Weed	Trash	Whole Parcel		003-083-001
312 N Yolo	Weed		Rear	Alleyway	003-083-002
335 N Sacramento	Weed		Rear	Alleyway	003-083-005
329 N Sacramento	Weed		Rear	Alleyway	003-083-006
321 N Sacramento	Weed	Car	Rear	Front	003-083-007
355 E Walnut	Weed		Side	Alleyway	003-092-002
411 E Walnut	Weed		Side	Alleyway	003-093-001
226 N Yolo	Weed		Rear	Alleyway	003-093-014
444 E Willow	Weed		Side	Alleyway	003-093-017
247 N Sacramento	Weed		Rear	Alleyway	003-093-013
243 N Sacramento	Weed		Rear	Alleyway	003-093-007
237 N Sacramento	Weed		Rear	Alleyway	003-093-008
229 N Sacramento	Weed		Rear	Alleyway	003-093-009
118 N Colusa	Weed		Front	Rear	003-101-003
112/106 N Colusa	Weed	Trash	Side	Rear	003-101-001
314/318 E Walnut	Weed		Side	Alleyway	003-102-007
143 N Yolo	Weed	Trash	Whole Parcel		003-102-008
112 N Yolo	Weed		Rear	Front	003-103-001
11 I I I I I I I I I I I I I I I I I I					
112 N Yolo	Weed		Whole Parcel		003-103-012

10   Scolusa   308 E Sycamore   Weed   Rear   Side   003-111-002     125/127 S Yolo   Weed   Rear   Alleyway   003-111-012     415 E Oak   Weed   Brush   Side   Alleyway   003-113-019     Lot   Weed   Whole Parcel   003-121-012     345 E Laurel   Weed   Alleyway   Side   003-121-014     345 E Laurel   Weed   Alleyway   Side   003-121-015     225 S Yolo   Weed   Rear   Alleyway   003-121-004     358 E Oak   Weed   Alleyway   Front   003-121-004     358 E Oak   Weed   Alleyway   Front   003-121-009     358 E Oak   Weed   Rear   Alleyway   003-122-019     315 S Sacramento   Weed   Rear   Alleyway   003-122-019     321 S Sacramento   Weed   Rear   Alleyway   003-122-019     321 S Sacramento   Weed   Rear   Alleyway   003-122-019     321 S Sacramento   Weed   Rear   Alleyway   003-122-019     323 S Sacramento   Weed   Rear   Alleyway   003-122-019     325 S Sacramento   Weed   Rear   Alleyway   003-122-019     325 S Sacramento   Weed   Rear   Alleyway   003-122-010     325 S Sacramento   Weed   Rear   Alleyway   003-122-010     326 N S Sacramento   Weed   Rear   Alleyway   003-122-010     326 N S Sacramento   Weed   Side   003-133-002     326 N S Sacramento   Weed   Rear   Alleyway   003-141-004     326 N S Sacramento   Weed   Rear   Alleyway   003-141-004     326 N S Sacramento   Weed   Rear   Alleyway   003-141-004     327 N S Onoma   Weed   Rear   Alleyway   003-141-005     328 N S S S S S S S S S S S S S S S S S S
131 S Yolo
Alient
Lot         Weed         Front         003-121-012           Lot         Weed         Whole Parcel         003-121-014           345 E Laurel         Weed         Alleyway         Side         003-121-005           225 S Yolo         Weed         Rear         Alleyway         003-121-009           358 E Oak         Weed         Alleyway         Front         003-121-009           205 S Sacramento         Weed         Rear         Alleyway         003-122-018           215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-019           235 S Sacramento         Weed         Rear         Alleyway         003-122-019           255 S Sacramento         Weed         Rear         Alleyway         003-122-019           255 S Sacramento         Weed         Rear         Alleyway         003-122-019           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can         Weed         Side         Alleyway         003-122-010           250 S Sacramento         Weed         Rear         Alleyway         003-141-004
Lot         Weed         Whole Parcel         003-121-014           345 E Laurel         Weed         Alleyway         Side         003-121-015           225 S Yolo         Weed         Rear         Alleyway         003-121-004           358 E Oak         Weed         Alleyway         Front         003-121-009           205 S Sacramento         Weed         Rear         Alleyway         003-122-019           215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-015           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Side         003-133-002           510 E Wood         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-003<
Alleyway   Side   O03-121-015
225 S Yolo         Weed         Rear         Alleyway         003-121-004           358 E Oak         Weed         Alleyway         Front         003-121-009           205 S Sacramento         Weed         Rear         Alleyway         003-122-018           215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Side         003-133-002         003-133-002           250 E Wood         Weed         Rear         Alleyway         003-141-004         003-141-004         003-141-004         003-141-004         003-141-004         003-141-003         003-141-003         003-141-005         003-141-005         003-141-005         003-141-005         003-141-005         003-141-005         003-141-005 <t< td=""></t<>
358 E Oak         Weed         Alleyway         Front         003-121-009           205 S Sacramento         Weed         Rear         Alleyway         003-122-018           215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can         Weed         Side         003-133-002           510 E Wood         Weed         Rear         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-004           316 N Sacramento         Weed         Rear         Alleyway         003-141-003           10 t SE Corner Wood&Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Weed         Rear         Alleyway         003-142-006           Lot NW Corner Willow&Ventu
205 S Sacramento         Weed         Rear         Alleyway         003-122-018           215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-019           251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Side         003-122-010           Lot Corner Sacramento and Can         Weed         Side         003-122-010           Lot Corner Sacramento and Can         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Weed         Rear         Alleyway         003-142-006           Lot St Corner Willow&Ventura         Weed         Rear         Alleyway         003-151-006           Lot NW Corner Willow&Ventura
215 S Sacramento         Weed         Rear         Alleyway         003-122-019           231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento         Weed         Side         003-133-002           510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Weed         Welley Parcel         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Rear         Alleyway         003-142-006           Lot NW Corner Willow&Ventura         Weed         Rear         Alleyway         003-151-006           Lot NW Corner Willow&Ventura         We
231 S Sacramento         Weed         Rear         Alleyway         003-122-014           235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can Weed         Side         003-133-002           510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-004           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Weed         Whole Parcel         003-142-006           Lot SE Corner Wood&Sonoma         Weed         Weed         003-142-006           Lot NW Corner Willow&Venture         Weed         Rear         Alleyway         003-142-006           Lot NW Corner Willow&Venture         Weed         Rear         Alleyway         003-151-006           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear <t< td=""></t<>
235 S Sacramento         Weed         Rear         Alleyway         003-122-015           251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can         Weed         Side         003-133-002           510 E Wood         Weed         Rear         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Whole Parcel         003-142-006           Lot SE Corner Wood&Sonoma         Weed         Side         003-142-006           Lot NW Corner Willow&Ventura         Weed         Rear         Alleyway         003-152-006           Lot N Sacramento         Weed         Rear         Alleyway         003-152-003           236 N Sacramento         Weed         Rear         Alleyway         003-152-003           236 N Sacramento         Weed         Rear         Alleyway         003-152-004           227 N Sonoma         Weed         Rear         Alleyway
251 S Sacramento         Weed         Rear         Alleyway         003-122-009           255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can         Weed         Side         003-133-002           510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Whole Parcel         003-142-006           Lot SE Corner Wood&Sonoma         Weed         Weed         003-142-006           Lot NW Corner Willow&Ventura         Weed         Rear         Alleyway         003-142-006           Lot NW Corner Willow&Ventura         Weed         Rear         Alleyway         003-151-005           240 N Sacramento         Weed         Rear         Alleyway         003-151-006           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-001           210 N Sonoma         Weed         Rear         Alleyway
255 S Sacramento         Weed         Rear         Alleyway         003-122-010           Lot Corner Sacramento and Can         Weed         Side         003-133-002           510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Wear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-005           236 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-001           254 N Sonoma         Weed         Rear         Alleyway         0
Lot Corner Sacramento and Can         Weed         Side         003-133-002           510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-003           227 N Sonoma         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-004           220 N Sonoma         Weed         Rear         Alleyway         003-152-004           225 N Ventura         Weed         Rear         Alleyway         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152
510 E Wood         Weed         Side         Alleyway         003-141-004           326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-003           227 N Sonoma         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-004           225 N Ventura         Weed         Rear         Alleyway         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         <
326 N Sacramento         Weed         Rear         Alleyway         003-141-003           316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-003           227 N Sonoma         Weed         Rear         Alleyway         003-151-008           210 N Sonoma         Weed         Rear         Alleyway         003-152-001           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           244 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Alleyway         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway
316 N Sacramento         Weed         Rear         Alleyway         003-141-002           337 N Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Front         003-151-006           210 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Front         003-161-009           13
337 N Sonoma         Weed         Rear         Alleyway         003-141-005           Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Ventura         Weed         Rear         Side         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         Side         003-171-00
Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Side         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         003-163-005           120 S Sacramento         Weed         Front         Side         003-171-001
Lot SE Corner Wood&Sonoma         Weed         Whole Parcel         003-142-006           Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Rear         Alleyway         003-152-006           210 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Side         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         003-171-005           154 S Sacramento         Weed         Front         003-171-001           535 E
Lot NW Corner Willow&Ventura         Weed         Side         003-142-004           240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Front         003-151-006           210 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Side         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         Side         003-171-005           154 S Sacramento         Weed         Front         Side         Alleyway         00
240 N Sacramento         Weed         Rear         Alleyway         003-151-003           236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Front         003-151-006           210 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Side         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         003-163-005           120 S Sacramento         Weed         Front         Side         003-171-001           535 E Oak         Weed         Trash         Side         Alleyway         003-171-013
236 N Sacramento         Weed         Rear         Alleyway         003-151-008           227 N Sonoma         Weed         Front         003-151-006           210 N Sonoma         Weed         Rear         Alleyway         003-152-014           220 N Sonoma         Weed         Rear         Alleyway         003-152-009           254 N Sonoma         Weed         Rear         Alleyway         003-152-009           245 N Ventura         Weed         Rear         Side         003-152-003           245 N Ventura         Weed         Rear         Alleyway         003-152-004           235 N Ventura         Weed         Rear         Alleyway         003-152-016           215 N Ventura         Weed         Rear         Alleyway         003-152-019           552 E Walnut         Weed         Side         Alleyway         003-161-009           130 N Sonoma         Weed         Front         003-163-005           120 S Sacramento         Weed         Front         Side         003-171-005           154 S Sacramento         Weed         Front         003-171-001           535 E Oak         Weed         Trash         Side         Alleyway         003-171-013
227 N Sonoma       Weed       Front       003-151-006         210 N Sonoma       Weed       Rear       Alleyway       003-152-014         220 N Sonoma       Weed       Rear       Alleyway       003-152-009         254 N Sonoma       Weed       Rear       Alleyway       003-152-003         245 N Ventura       Weed       Rear       Side       003-152-004         235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Front       Side       003-171-005         154 S Sacramento       Weed       Front       Alleyway       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
210 N Sonoma       Weed       Rear       Alleyway       003-152-014         220 N Sonoma       Weed       Rear       Alleyway       003-152-009         254 N Sonoma       Weed       Rear       Alleyway       003-152-003         245 N Ventura       Weed       Rear       Side       003-152-004         235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Front       Side       003-171-005         154 S Sacramento       Weed       Front       Alleyway       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
220 N Sonoma       Weed       Rear       Alleyway       003-152-009         254 N Sonoma       Weed       Rear       Alleyway       003-152-003         245 N Ventura       Weed       Rear       Side       003-152-004         235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
254 N Sonoma       Weed       Rear       Alleyway       003-152-003         245 N Ventura       Weed       Rear       Side       003-152-004         235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
245 N Ventura       Weed       Rear       Side       003-152-004         235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Car       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
235 N Ventura       Weed       Rear       Alleyway       003-152-016         215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Car       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
215 N Ventura       Weed       Rear       Alleyway       003-152-019         552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Car       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
552 E Walnut       Weed       Side       Alleyway       003-161-009         130 N Sonoma       Weed       Front       003-163-005         120 S Sacramento       Weed       Car       Front       Side       003-171-005         154 S Sacramento       Weed       Front       003-171-001         535 E Oak       Weed       Trash       Side       Alleyway       003-171-013
130 N Sonoma         Weed         Front         003-163-005           120 S Sacramento         Weed         Car         Front         Side         003-171-005           154 S Sacramento         Weed         Front         003-171-001           535 E Oak         Weed         Trash         Side         Alleyway         003-171-013
120 S Sacramento         Weed         Car         Front         Side         003-171-005           154 S Sacramento         Weed         Front         003-171-001           535 E Oak         Weed         Trash         Side         Alleyway         003-171-013
154 S Sacramento         Weed         Front         003-171-001           535 E Oak         Weed         Trash         Side         Alleyway         003-171-013
535 E Oak Weed Trash Side Alleyway 003-171-013
135/133 \ \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\
142 S Sonoma Weed Front Rear 003-173-008
210 S Sacramento Weed Front 003-181-017
214 S Sacramento Weed Rear Alleyway 003-181-016
224 S Sacramento Weed Rear Alleyway 003-181-019
246 S Sacramento Weed Rear Alleyway 003-181-001
236 S Sonoma         Weed         Rear         003-182-009
Lot S of 236 Sonoma Weed Front Rear 003-182-013
206 S Sonoma Weed Rear Alleyway 003-182-012
624/628 E Oak Weed Whole Parcel 003-183-005
Lot E Oak and Canal Weed Whole Parcel 003-183-011

532 E Laurel	Trash	Whole Parcel		003-191-003
710 E Walnut	Weed	Side	Alleyway	003-221-009
142 S Ventura	Weed	Rear	Alleyway	003-221-011
140 S Ventura	Weed	Rear	Alleyway	003-221-012
136 S Ventura	Weed	Rear	Alleyway	003-221-001
115 Alpine	Weed	Front	Rear	003-221-005
130 Alpine	Weed	Rear	Front	003-222-003
114/106/102 Alpine	Weed	Rear	Alleyway	003-222-001
123 Sierra	Weed	Rear	Alleyway	003-222-011
137 Sierra	Weed	Rear	Alleyway	003-222-010
828 E Walnut	Weed	Side	Alleyway	003-222-008
110 S Sonoma	Weed	Front	Rear	003-231-005
740 E Sycamore	Weed	Side	Alleyway	003-231-018
Lot	Weed	Whole Parcel		003-241-001
Lot	Weed	Whole Parcel		003-251-001
640 Canton	Weed	Whole Parcel		003-280-005
640 Canton	Weed	Whole Parcel		003-280-001
640 Canton	Weed	Whole Parcel		003-280-008
640 Canton	Weed	Whole Parcel		003-280-007
640 Canton	Weed	Whole Parcel		003-280-004
640 Canton	Weed	Whole Parcel		003-280-003
City of Willows Lot	Weed	Whole Parcel		003-280-006
Lot	Weed	Whole Parcel		003-290-001

Physical Address	Туре	Add	Location	add2	APN#
820 N Humboldt	Weed		Side	Front	005-171-036
815 Pacific	Weed		Front		005-170-005
1090 Glennwood	Weed		Whole Parcel		005-187-001
860 Applewood	Weed		Whole Parcel		005-182-012
879 Baywood	Weed	Trash	Whole Parcel		005-182-002
830 baywood	Weed	Vehicles	Whole Parcel		005-183-010
870 Baywood	Weed		Whole Parcel		005-183-014
741 Glennwood	Weed		Whole Parcel		005-181-003
711 Glennwood	Weed		Front	Whole Parcel	005-181-006
889 Sherwood	Weed		Whole Parcel		005-183-001
869 Sherwood	Weed		Front		005-183-003
829 Sherwood	Weed		Front		005-183-007
869 Crestwood	Weed		Whole Parcel		005-158-004
889 Crestwood	Weed		Whole Parcel		005-158-002
611 Glennwood	Weed		Whole Parcel		005-191-003
558 Glennwood	Weed		Front		005-192-007
549 Glennwood	Weed		Front		005-191-008
543 Glennwood	Weed		Front		005-191-009
932 N Lassen	Weed		Whole Parcel		005-191-015
567 Edgewood	Weed		Front		005-192-019
631 Edgewood	Weed		Front		005-192-013
850 Tamarack	Weed		Whole Parcel		005-194-004
580 Edgewood	Weed		Front		005-194-005
815 Madrone	Weed		Whole Parcel		005-194-009
820 Madrone	Weed		Whole Parcel		005-194-011
1150 Green St	Weed		Front		005-251-035
1160 Southgate	Weed		Front		005-251-018
700 Northgate	Weed		Front		005-261-013
1015 Green	Weed		Front		005-260-022
801 Tamarack	Weed		Front		005-271-002
802 Tamarack	Weed		Front		005-272-002
543 Green	Weed		Front		005-272-005
lot N of 679 N Lassen	Weed		Whole Parcel		005-275-010
679 N Lassen	Weed		Rear	Alleyway	005-275-011
726 N Lassen	Weed		Rear	Alleyway	005-276-005
746 N Lassen	Weed		Rear	Alleyway	005-276-002
741 N Plumas	Weed		Rear	Alleyway	005-276-009
731 N Plumas	Weed		Rear	Alleyway	005-276-010
721 N Plumas	Weed		Rear	Alleyway	005-276-011
707 N Plumas	Weed		Rear	Alleyway	005-276-012
680 N Shasta	Weed		Rear	Alleyway	005-282-005
670 N Shasta	Weed		Rear	Alleyway	005-282-007
660 N Shasta	Weed		Rear	Alleyway	005-282-008
650 N Shasta	Weed		Rear	Alleyway	005-282-009
644 N Shasta	Weed		Rear	Front	005-282-010

634 N Shasta	Weed		Rear	Alleyway	005-282-011
626 N Shasta	Weed		Rear	Alleyway	005-282-011
618 N Shasta	Weed		Front	Alleyway	005-282-013
649 N Butte	Weed		Rear	Allovavov	005-282-024
665 N Butte	Weed		Rear	Alleyway	005-282-023
				Alleyway	
Lot N of 667 N Butte	Weed		Rear	Alleyway	005-282-034
695 N Butte	Weed		Rear	Alleyway	005-282-018
Lot S of Eureka St	Weed	- I	Whole Parcel		005-283-001
664 N Butte	Weed	Trash	Whole Parcel		005-283-006
622 N Butte	Weed		Front		005-283-011
535 Jefferson	Weed		Rear	Alleyway	005-343-004
525 Jefferson	Weed		Rear	Alleyway	005-343-005
515 Jefferson	Weed		Rear	Alleyway	005-343-006
550 Adams	Weed		Front	Rear	005-345-001
541 Washington	Weed		Rear	Alleyway	005-345-007
620 N Murdock	Weed		Rear		005-352-002
507 French	Weed		Whole Parcel		005-352-009
411 French	Weed		Front		005-353-009
439 Vine	Weed		Front		005-355-011
Lot	Weed		Whole Parcel		005-363-010
125 Vine	Weed		Whole Parcel		005-363-013
123 Vine	Weed		Whole Parcel		005-363-008
460 N Humboldt	Weed	Trash	Rear		005-370-024
458 N Humboldt	Weed		Front		005-370-023
452 N Humboldt	Weed		Front		005-370-002
Lot behind 655 Pacific	Weed		Rear		005-330-012
625 Pacific	Weed		Whole Parcel		005-330-004
555 Pacific	Weed		Whole Parcel		005-330-006
Lot Behind 555 Pacific	Weed		Front		005-330-005
495 Jefferson	Weed		Front		005-383-001
441 Washington	Weed		Front		005-384-011
450 N Plumas	Weed		Front	Rear	005-401-002
440 N Plumas	Weed		Rear	Alleyway	005-401-003
428 N Plumas	Weed		Rear	Alleyway	005-401-004
353 W Wood	Weed		Rear	Side	005-401-016
411 n Shasta	Weed		Front	Alleyway	005-401-012
415 N Shasta	Weed		Front	Alleyway	005-401-011
421 N Shasta	Weed		Front	Alleyway	005-401-011
429 N Shasta	Weed		Front	, and y way	005-401-010
426 N Shasta	Weed		Rear	Alleyway	005-402-004
425 A&B N Butte	Weed		Front	Alleyway	005-402-011
431 N Butte	Weed			Alleyway	005-402-015
448 N Butte	Weed		Rear	Side	005-402-015
			Rear		
428 N Butte	Weed		Rear	Alleyway	005-403-004
453 N Tehama	Weed		Rear	Alleyway	005-403-013
459 N Butte	Weed		Rear	Alleyway	005-403-012

#### Book 5

444 Vine	Weed	Rear	005-392-007
451 N Plumas	Weed	Front	005-392-009

Physical Address	Туре	Add	Location	Add2	APN#
110 E Co Rd 53	Weed		Whole Parcel		017-170-030
1301 W Wood	Weed		Rear		017-330-020
455 N Humboldt	Weed		Rear		017-330-017
457 N Humboldt	Weed		Rear		017-330-018
475 N Humboldt	Weed		Rear		017-330-022
Lot behind 505 N Humboldt	Weed		Rear		017-330-030
545 N Humboldtr	Weed		Rear		017-330-029
Lot	Weed		Whole Parcel		017-330-012
lot	Weed		Whole Parcel		017-330-011
lot	Weed		Whole Parcel		017-330-010
Lot N of 101 Harvest	Weed		Whole Parcel		017-350-002
Lot W of 101 Harvest	Weed		Whole Parcel		017-350-003
Lot S of Harvest	Weed		Whole Parcel		017-350-007
Lot S of Harvest	Weed		Whole Parcel		017-350-008
Lot	Weed		Whole Parcel		017-340-011
Lot	Weed		Whole Parcel		017-340-021
Lot	Weed		Whole Parcel		017-340-020
Lot	Weed		Whole Parcel		017-340-019
Lot	Weed		Whole Parcel		017-340-023
1481 Co Rd 99	Weed		Rear		017-340-025
Lot	Weed		Whole Parcel		017-340-024
lot	Weed		Whole Parcel		017-340-017
Lot	Weed		Whole Parcel		017-340-016
lot	Weed		Whole Parcel		017-340-013
1475 Co Rd 99	Weed		Front	Side	017-340-010



# DISCUSSION & ACTION CALENDAR



Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: John Wanger, City Engineer

Marti Brown, City Manager

Joe Bettencourt, Community Development & Services Director

Subject: SB 1 Transportation Funds – Project List for FY25-26

#### **Recommendation:**

Approve the attached resolution and 1.) review the recommended street projects to be funded with SB 1 monies; 2.) receive public comments; 3.) direct staff to make any changes, if necessary; 4.) direct staff to proceed with submitting the FY 25-26 Road Maintenance and Rehabilitation Account (RMRA) project list to the State for approval; and 5.) authorize the necessary changes to the budget reflecting the anticipated revenues from SB-1 as mentioned herein and the expenditures for improvements to the streets included in the 2025 Pavement Rehabilitation Project as mentioned herein.

#### **Rationale for Recommendation:**

State regulations require that specific projects funded with SB 1 monies be annually approved by the City Council. Once approved, the City must report the project list, as well as associated project information, to the State for final approval.

#### **Background:**

In 2017, Senate Bill 1 (SB 1) was approved by then Governor Jerry Brown. The Bill provides new revenues for road maintenance projects within the City limits. According to State projections, for Fiscal Year 2025-26, the City is anticipated to receive approximately \$167,784 in SB 1 revenues.

#### **Discussion & Analysis:**

Based on the City's estimated allocations of SB 1 funds, the City is expected to receive the amount mentioned above from the State in FY 2025-26 for street improvement projects.

Based on information from the 2021 Pavement Management Program and Council input over the last year, staff is recommending treatment of the following streets be included on the list provided to the State:

 Pavement Reconstruction of West Oak Street from South Marshall Avenue to South Murdock Avenue; and Pavement Reconstruction on the Madrone Manor cul-de-sac.

These streets were determined using data from the City's Pavement Management Plan (2021), focusing on roadway segments with low Pavement Condition Index (PCI) ratings, as well as areas located near Sycamore Park, which is slated to be improved with the Caltrans Clean California Grant that the City received.

The preliminary estimate for the treatment of these streets is approximately \$600,000 (includes design costs, construction costs, but not construction management or inspection costs). Costs are high for this project due to the deteriorating condition of both this section of Oak Street and Madron Manor. The road for both of these segments has to be completely rehabilitated (e.g., pavement and base section of the road). Due to the expense of the overall project, it is anticipated that funding will use both the allocation of SB-1 for the FY25/26, as well as rollover monies from the FY24/25 allocation of SB 1 monies. In addition, contributions from Gas Tax as well as RSTP funds are anticipated.

Unlike other Gas Tax Funds that cities receive, SB 1 monies must be specifically identified and incorporated into the City's adopted budget, and these projects must be submitted to the California Transportation Commission on an annual basis.

Upon adoption of the attached resolution, the City Engineer will complete the necessary documentation and submit it to the State.

#### **Consistency with Council Priorities and Goals:**

The proposed project is consistent with City Council Priority #2: Economic Development, Goal #4: Improve city appearance to attract businesses and visitors; Priority #3: Public Safety, Goal #3: Enhance visible crosswalks and signage for road safety (upgrades to sidewalks and pedestrian ramps will be included); and Priority #5: Infrastructure Improvement, Goal #1: Implement the community improvement plan for streets, sidewalks, and lighting.

#### Fiscal Impact:

There is no fiscal impact in adopting the proposed SB 1 list of proposed street projects for FY 2025-26 and submitting the list to the State. The adopted list is for fulfillment of the State's requirement. As the project moves forward, it is anticipated that agreements for the design and ultimate award of construction will be brought forward to the Council for discussion and approval.

#### Attachment:

Attachment 1: XX-2025 Resolution



### City of Willows Resolution XX-2025

# RESOLUTION OF THE CITY COUNCIL OF CITY OF WILLOWS ADOPTING A LIST OF STREET IMPROVEMENT PROJECTS FOR FISCAL YEAR 2025-26 AND RECOMMENDING THE USE OF SB 1 MONIES (THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017) TO FUND SAID PROJECTS

**WHEREAS,** Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS,** SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Willows are aware of the projects proposed for funding in the community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City, will receive an estimated \$167,784 in RMRA funding in Fiscal Year 2025-26 from SB 1; and

WHEREAS, this is the nineth year in which the City is receiving SB 1 funding and it will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS,** the City has undergone a public process to ensure public input into the community's transportation priorities and the project list; and

**WHEREAS,** the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the highest-priority and most cost-effective projects that also meet the community's priorities for transportation investment; and

**WHEREAS,** the funding from SB 1 will help the City maintain and rehabilitate two streets and add active transportation infrastructure within the City this year and numerous projects into the future; and

**WHEREAS,** the 2023 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads in an "at risk" condition and this revenue will help us increase the overall

quality of the City's road system and, over the next decade, will bring streets and roads into at least a "fair condition"; and

**WHEREAS,** the SB 1 project list and overall investment in the City's local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits to the citizens of the City and statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Willows, State of California, as follows:

- 1. The foregoing recitals are true and correct.
- 2. The following list of one new and one previously proposed project will be funded in-part or solely with Fiscal Year 2025-26 Road Maintenance and Rehabilitation Account (SB 1) revenues in their delivery. With the relisting of the Madrone Manor project in the adopted fiscal year resolution, the City is reaffirming to the public and the State the City's intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

Street Name	Limits		Type of Treatment	Estimated Construction Schedule	Estimated Useful Life
W. Oak Street	S. Marshall Ave.	S. Murdock Ave.	Road reconstruction, curb and gutter construction, sidewalk infill	4/26 - 6/26	20 years
Madrone Manor	Cul-de-sac	End	Road reconstruction	4/26 - 6/26	20 years

**PASSED AND ADOPTED** by the City Council of the City of Willows, State of California this 13<sup>th</sup> day of May 2025, by the following vote:

Evan Hutson, Mayor	Karleen Price, City Clerk
APPROVED:	ATTESTED:
ABSTAIN:	
ABSENT:	
NOES:	
AYES:	



Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: John Wanger, City Engineer

Joe Bettencourt, Community Development Services Director

Marti Brown, City Manager

Subject: Preliminary Engineer's Report - Landscape and Lighting Assessment District

#### **Recommendation:**

Receive the Preliminary Annual Engineer's Report as prepared by Coastland Civil Engineering; provide any direction to staff regarding desired changes; adopt the Resolution of Intention to levy and collect assessments; and set the time and date of the required public protest hearing for the City of Willows Landscaping and Lighting Assessment District.

#### **Rationale for Recommendation:**

The State's Landscape and Lighting Act of 1972 requires annual reporting whenever assessments are to be levied and collected.

#### **Background:**

The Willows Landscaping and Lighting Assessment District (District) was initially formed by the City in 2005 in accordance with the Landscaping and Lighting Act of 1972 (1972 Act). The 1972 Act requires that the City undertake certain proceedings for any fiscal year in which assessments are to be levied and collected. These proceedings are typically accomplished at three separate Council meetings with the following actions:

- 1. Adopt a resolution appointing the Engineer of Work and directing the preparation of the annual Engineer's Report.
- 2. Approve the Preliminary Engineer's Report declaring the City Council's intent to levy and collect assessments and set the date and time for a public hearing.
- 3. Conduct a public hearing and authorize the levying and collection of assessments for the upcoming fiscal year and approve the Annual Engineer's Report.

The first action was completed by the Council on February 25, 2025. The attached Preliminary Engineer's Report and Resolution accomplishes the second part of the proceedings for FY 2025-2026.

#### **Discussion & Analysis:**

The attached Preliminary Annual Engineer's Report should be reviewed by the City Council. If there are any desired changes to be made to the report, the Council should direct staff to make those changes and incorporate them into the final report. In brief, the attached report outlines changes and summarizes the costs projected for FY 2025-2026 and provides the proposed overall assessments. Some of the changes include:

- The actual Zone A assessment to be levied and collected during FY 2025-2026 will be \$293.08 per unit, an increase of \$129.86 per unit from the previous year.
- The actual Zone B assessment to be levied and collected during FY 2025-2026 will be \$992.68 per unit, a decrease of \$232.90 per unit from the previous year.
- The actual Zone C assessment to be levied and collected during FY 2025-2026 will be \$7,006.80 per unit, an increase of \$154.56 per unit from the previous year.
- In order to keep up with inflation, the estimated maximum annual assessments for Zones A, B and C are proposed to increase by 3%, which is the minimum allowable rate of increase. The proposed maximum annual assessments for Zones A, B and C are \$613.54, \$8,716.02 and \$83,892.44, respectively.

Assessments for FY 2025-25 are proposed to increase in Zones A and C, primarily due to the planned replacement of the zones' landscaping and irrigation equipment. Assessments in Zone B are proposed to decrease from last year because excess annual reserves were available to reduce assessments. The total FY 2025-2026 annual assessments from all three zones will provide projected revenue of \$36,473.88.

During FY 2008-09, the Council established an annual reserve policy to better manage existing and pending expenses. The policy sets a target for maintaining an annual reserve balance of 10-20% of annual operating expenses, where feasible. The annual reserve balances for Zones A, B and C are projected to be within the target range at the end of FY 2025-2026.

The preliminary Annual Engineer's Report is for Council information and comment. The final step in the process is to hold a public protest hearing (required by the Streets and Highways Code for this type of assessment district). At the public protest hearing, any person within the assessment district may provide comments for the Council's consideration.

The Final Annual Engineer's Report should be approved by the City no later than the end of June of each year so that the information can be transmitted to the County for the inclusion on the tax rolls. The County requires that all information transmitted and corrected be submitted to them no later than August 10 of each year.

#### **Fiscal Impact:**

All costs associated with this assessment district are recovered through the assessments and zone reserves.

#### **Attachments:**

- Attachment 1: Resolution of Intention to Levy and Collect Assessment
- Attachment 2: Preliminary Annual Engineer's Report



### City of Willows Resolution XX-2025

# A RESOLUTION OF INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS, PRELIMINARILY APPROVING THE ENGINEER'S REPORT FOR FY 2025-2026 FOR THE CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT AND SETTING THE TIME AND DATE OF THE PUBLIC HEARING (PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972)

WHEREAS, on October 11, 2005, the City Council adopted Resolution #22-2005 authorizing the formation of the City of Willows Landscaping and Lighting Assessment District (Assessment District) to levy and collect assessments pursuant to the Landscaping and Lighting Act of 1972; and

**WHEREAS,** the City Council intends to levy and collect assessments within the Assessment District during FY 2025-2026; and

**WHEREAS**, pursuant to the Landscaping and Lighting Act of 1972, an Annual Engineer's Report is required to be prepared and filed outlining estimated costs, methods of spreading costs, a description of properties in the Assessment District and their proposed assessments in order to levy and collect assessments in any following fiscal year; and

**WHEREAS**, on February 25, 2025, the City Council appointed Coastland Civil Engineering as the Engineer of Work, directing the preparation and filing of the annual FY 2025-2026 Engineer's Report, and describing the potential changes to the Assessment District; and

WHEREAS, the annual operation, maintenance and other incidental costs associated with Zone A of the Assessment District includes landscaping and lighting improvements within the Birch Street Village development; and

WHEREAS, the annual operation, maintenance and other incidental costs associated with Zone B of the Assessment District includes street lighting and traffic signal improvements associated with the Walmart Super Store and McDonald's developments; and

WHEREAS, the annual operation, maintenance and other incidental costs associated with Zone C of the Assessment District includes landscaping, weed abatement and lighting improvements within the South Willows Commercial and Industrial Center development; and

WHEREAS, Coastland Civil Engineering has prepared and filed with the City the Preliminary Engineer's Report for FY 2025-2026 as required by the Landscaping and Lighting Act of 1972; and

**WHEREAS,** all interested persons are referred to the Annual Engineer's Report for a full and detailed description of the improvements, the proposed operation and maintenance costs, the

boundaries of Zones A, B, and C of the Assessment District and the proposed FY 2025-2026 assessments upon assessable lots and parcels of land within the Assessment District; and

**WHEREAS**, in order to keep up with inflation the FY 2025-2026, it is proposed that the maximum annual assessment for Zone A be increased by the minimum allowable rate of 3% to \$613.54 per unit; and

**WHEREAS**, in order to keep up with inflation the FY 2025-2026, it is proposed that the maximum annual assessment for Zone B will be increased by the minimum allowable rate of 3% to \$8,716.02 per unit; and

WHEREAS, in order to keep up with inflation the FY 2025-2026, it is proposed that the maximum annual assessment for Zone C will be increased by the minimum allowable rate of 3% to \$83,892.44 per zone; and

**WHEREAS**, the proposed FY 2025-2026 annual assessment to levy and collect for Zone A is \$293.08 per unit; and

**WHEREAS**, the proposed FY 2025-2026 annual assessment to levy and collect for Zone B is \$992.68 per unit; and

**WHEREAS**, the proposed FY 2025-2026 annual assessment to levy and collect for Zone C is \$7,006.80 per unit.

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Willows hereby intends to, levy and collect assessments during FY 2025-2026 and preliminarily approves the filed FY 2025-2026 Annual Engineer's Report with the estimates of the costs and expenses to operate and maintain the said improvements and their incidental expenses; and

**BE IT FURTHER RESOLVED** that in order to take inflation into account, the City Council approves the annual increase to the estimated maximum assessment in Zones A, B and C, all in accordance with the annual CPI, based on the All Urban Consumers (San Francisco Area) CPI from the U. S. Department of Labor, Bureau of Labor Statistics, or a minimum of 3%, whichever is greater; and

**BE IT FURTHER RESOLVED** that the public protest hearing will be held on June 24, 2025, at 7:00 p.m. at City Hall, 201 N. Lassen Street, Willows. At the public protest hearing, the City Council will consider the Annual Engineer's Report and authorization to levy and collect assessments for Fiscal Year 2025-2026; and

**BE IT FURTHER RESOLVED** that the City Clerk is authorized and directed to give the Notice of Hearing required by the Landscaping and Lighting Act of 1972 for said public protest hearing; and

**BE IT FURTHER RESOLVED** that this Resolution is adopted pursuant to Sections 22620 et al of the California Streets and Highway Code.

•	ne City Council of the City of Willows does hereby -2025 was duly introduced to the City Council of the
<b>PASSED AND ADOPTED</b> by the City Counciday of May 2025, by the following vote:	l of the City of Willows, State of California this 13 <sup>th</sup>
AYES: NOES: ABSENT: ABSTAIN:	
APPROVED:	ATTESTED:
Evan Hutson, Mayor	Karleen Price, City Clerk



# ANNUAL ENGINEER'S REPORT FOR CITY OF WILLOWS LANDSCAPING & LIGHTING ASSESSMENT DISTRICT FY 2025-26

**PRELIMINARY** 

City of Willows County of Glenn State of California

May 2025

Prepared By: Coastland Civil Engineering, Inc.

(Pursuant to the Landscaping and Lighting Act of 1972)

The undersigned respectfully submits, as directed by the City Council of the City of Willows on February 25, 2025, the enclosed Engineer's Report on the 13<sup>th</sup> day of May, 2025.

Jennifer A. Melman, RCE 62260, Exp. 9/30/25	A. MELLES 662260 VIL ORNIE
I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Diagram thereto attached, was filed with me on the day of, 2025.	Assessmen
Bv:	
By: Karleen Price	
City Clerk, City of Willows	
Glenn County, California	
I HEREBY CERTIFY that the enclosed Final Engineer's Report, together with Asse Assessment Diagram thereto attached, was approved and confirmed by the City Council of Willows, California, on the day of, 2025.	
By:	
Karleen Price	
City Clerk, City of Willows	
Glenn County, California	
I HEREBY CERTIFY that the enclosed Final Engineer's Report, together with Asse Assessment Diagram thereto attached, was filed with the County Auditor of the County of the day of, 2025.	
Ву:	
Karleen Price	<u> </u>
City Clerk, City of Willows	
Glenn County, California	

## ANNUAL ENGINEER'S REPORT FOR CITY OF WILLOWS

#### LANDSCAPING & LIGHTING ASSESSMENT DISTRICT

(Pursuant to the Landscaping & Lighting Act of 1972)

#### FY 2025-26

Coastland Civil Engineering, the Engineer of Work for the City of Willows Landscaping & Lighting Assessment District, City of Willows, Glenn County, California, submits this Annual Engineer's Report, as directed by the City Council on February 25, 2025, pursuant to Sections 22565 and 22620 of the California Streets & Highways Code.

#### **BACKGROUND**

#### **History of the Assessment District**

The City of Willows Landscaping & Lighting Assessment District (Assessment District) was formed in October of 2005 to provide funding for the operation and maintenance of landscaping and streetlights within the public right-of-way for the Birch Street Village development, which has been designated as Zone A. In order to levy and collect assessments each fiscal year, the Landscaping & Lighting Act of 1972 requires the preparation and filing of Annual Engineer's Reports. During these annual proceedings, cost estimates are developed for the operation and maintenance of the Assessment District improvements for the upcoming fiscal year. Further, as new subdivisions are created within the Willows city limits, they can be annexed into the Assessment District on an annual basis.

In Fiscal Year (FY) 2012-13, Zone B was created to recover costs associated with the operation and maintenance of streetlights and half the cost of traffic signals within the public right-of-way for the Walmart Super Store on West Wood Street (State Hwy 162).

In FY 2019-2020, Zone C was created to recover operations and maintenance costs associated with the South Willows Commercial and Industrial Center.

#### ASSESSMENT DISTRICT POLICIES

#### **Annual Reserve Policy**

During FY 2008-09, the City established a policy, where feasible, to maintain an annual reserve in each zone of 10-20% of annual operating expenses to better manage existing and pending expenses. If annual reserves are projected to exceed 20% at the end of the fiscal year, excess reserves can be utilized in those zones to reduce assessments and to reduce the projected year-end annual reserve to the target range.

For the purposes of this report, annual operating expenses are calculated from the Budgets in Part B as the "Total Expenses" minus any "Contribution to Street Light Knockdown Reserve" and/or "Contribution to Landscape Replacement Reserve."

#### **Street Light Knockdown Reserve Policy**

Zones B and C have implemented a Street Light Knockdown Reserve for the replacement of damaged street lights within the zone. Pursuant to Streets and Highways Code Section 22660, money for non-annual line items may be collected through annual installments that the City will place in a fund specific for this work.

Funds for the Street Light Knockdown Reserve will be collected over the course of five years through annual contributions. Monies collected for this purpose are shown in Part B of this report.

The Street Light Knockdown Reserve will accumulate to a maximum of \$5,000, which is the current estimated cost to replace a knocked down street light. The maximum balance is allowed to increase in the future if the estimated replacement cost increases. Once this maximum balance is reached, there will be no additional accumulation of funds for that budget item until an expenditure to replace or repair a knocked-down street light has occurred, or the estimated replacement cost has increased. Once the knockdown funds are expended, the rebuilding of the fund will start in the following year's budget and spread over a maximum of five years.

While most budget items, such as utility, maintenance and administrative costs are incurred annually, costs for repairing or replacing street lights and signals will be expended only upon damage or destruction of an existing light or signal.

No Street Light Knockdown Reserve has been established for Zone A.

#### **Landscape Replacement Reserve Policy**

Zone C has implemented a Landscape Replacement Reserve for the long-term replacement of such items as new mulch, irrigation and plant replacement. Pursuant to Streets and Highways Code Section 22660, money for any non-annual line items may be collected through annual installments that the City will place in a fund specific for this work. Monies collected for any non-annual landscape maintenance item(s) are shown in Part B, of this report with the designation "Landscape Replacement."

#### Zones A and B

No Landscape Replacement Reserves have been established for these zones.

#### Zone C

For Zone C, the following Landscape Replacement Reserve has been established to include:

- \$2,000 to be used for applying new mulch once every five years, or as otherwise needed.
- \$9,000 to be used for landscaping replanting once every 10 years, or as otherwise needed.
- \$18,000 to be used for irrigation replacement once every 20 years, or as otherwise needed.

Annual contributions of \$2,200.00 will be made to the Landscape Replacement Reserve until a balance of \$44,000 has been reached. These accumulation levels will be allowed to increase in the future if the estimated cost of these landscape maintenance items increase. This increase in costs

may increase the annual assessment, however it will not increase the annual assessment higher than the maximum assessment allowed.

#### **Maximum Annual Assessment Policy**

In 2005, the original Annual Engineer's Report stated that assessments may be adjusted each year to account for inflation of costs and services in accordance with the Bay Area (San Francisco-Oakland-San Jose) Consumer Price Index (CPI) for All-Urban Consumers from the U.S. Department of Labor, Bureau of Labor Statistics, or 3%, whichever is greater.

An annual CPI increase has been applied for each year; however, it should be noted that, due to the economic climate, from FY 2010-11 through FY 2016-17 and from FY 2020-21 through FY 2021-22, the implemented increase was less than 3%.

All new zones to be annexed into this Assessment District shall include an allowance for an annual increase to the Maximum Annual Assessments in accordance with this policy.

The most recent annual CPI rate (for 2024) is 2.4%, which is below the policy's minimum 3% rate of increase. Therefore, for FY 2025-26, the maximum annual assessments for Zones A, B and C are proposed to be increased by +3.0%.

#### CITY OF WILLOWS ASSESSMENT DISTRICT ZONES AND BUDGETS

The overall proposed Assessment District budget for FY 2025-26 is \$87,204.88, which is 59% higher than last year's budget of \$35,409.60. The following sections describe each assessment zone, its proposed budget for FY 2025-26, and any changes from the previous year.

#### Zone A – Birch Street Village

Zone A was created for the Birch Street Village Subdivision to provide funding for the operation and maintenance of landscaping and lighting, including turf, ground cover, shrubs, trees, plants, irrigation systems, masonry walls, fencing, entryway monuments, The assessed improvements for the initial phase of construction included five street lights and associated appurtenances located within the right-of-way. The locations of the improvements are shown in the Assessment Diagram in Part F of this Report.

Annual landscaping expenses may include the repair, removal or replacement of any landscape improvement, damaged irrigation facilities, diseased landscaping, weed and brush clearing, and any other allowable maintenance items per Section 22531 of the California Streets and Highways Code. Annual lighting expenses include utility, maintenance, and replacement costs. Administrative expenditures include the costs of managing the assessment district zone.

The total proposed Zone A budget for FY 2025-26 is \$19,954.72, which is a 72% increase from last year, primarily due to the planned replacement of the landscaping and irrigation equipment in the zone. Assessments for Zone A are proposed to be \$293.08 per unit, which is \$129.86 higher than last year. Annual reserves are projected to be 20% of annual operating expenses at the end of the fiscal year, within the target range of 10-20%. Excess annual reserves were used to lower assessments.

#### **Zone B – Walmart**

Zone B provides funding for three street lights on North Airport Road alongside the Walmart development, and two traffic signals with street lights at the intersection of North Airport Road and West Wood Street (Highway 162), as shown on the Zone B Assessment Diagram in Part F of this report. Annual expenses include utility, maintenance, replacement, and administrative expenditures. Replacement costs for street lights and traffic signals will be funded from the Street Light Knockdown Reserve Fund.

During FY 2021-22, the McDonald's parcel was annexed into Zone B, increasing the number of parcel units in this zone from one to two.

The budget for Zone B is \$2,704.36, which is a 9% increase from last year. Assessments for Zone B are proposed to be \$992.68 per unit, which is \$232.90 lower than last year. Annual reserves are projected to be 20% of annual operating expenses at the end of the fiscal year, within the target range of 10-20%. Excess annual reserves were used to lower assessments.

No annual contribution will be made to the Zone B Street Light Knockdown Reserve Fund because the maximum balance of \$5,000 has been collected.

#### **Zone C – South Willows Commercial and Industrial Center**

In FY 2019-20, Zone C was created for the South Willows Commercial and Industrial Center development. Zone C covers the costs of landscape, weed abatement, and lighting improvements in the right-of-way or public parcels created as part of the South Willows Commercial and Industrial Center. The assessed improvements for the initial phase of construction included four street lights on Harvest Drive, one street light on S. Tehama Street, landscaped areas on either side of Harvest Drive and weed abatement areas on the north and south side of the development in the detention ponds created for the development. The improvements will benefit six parcels this fiscal year. These improvements are shown in the Zone C Assessment Diagram in Part F of this report.

Further subdivision of the largest parcel is anticipated at full build-out of the development, which may potentially create a total of 21 buildable parcels and a wetlands area as shown on the approved tentative map. Although the tentative map shows 21 parcels, the final number of parcels is subject to change in the future, as the ultimate lot configurations depend on development.

Annual landscaping expenses may include the repair, removal or replacement of any landscape improvement, damaged irrigation facilities, diseased landscaping, weed and brush clearing, and any other allowable maintenance items per Section 22531 of the California Streets and Highways Code. Annual lighting expenses include utility, maintenance and replacement expenditures. Administrative expenditures include the costs of managing the assessment district zone. Replacement costs for street lights will be funded from the Street Light Knockdown Reserve and landscape replacement costs will be funded from the Landscape Replacement Reserve.

The total proposed Zone C budget for FY 2025-26 is \$64,545.80, which is 58% higher than last year, primarily due to the planned replacement of the landscaping and irrigation equipment in the zone. Assessments for Zone C are proposed to be \$7,006.80 per unit, which is \$154.56 higher than last year. Annual reserves are projected to be 20% at the end of the fiscal year, within the 10-20% target range.

An annual contribution of \$750.00 will be made to the Street Light Knockdown Reserve, which will bring the fund's balance to \$5,000.00 at the end of the fiscal year. Annual contributions to the Knockdown Reserve fund will be made until the maximum fund balance of \$5,000 has been reached.

An annual contribution of \$2,200.00 will be made to the Landscape Replacement Reserve, which will bring the fund's balance to \$13,750.00 at the end of the fiscal year. Annual contributions to the Landscape Replacement Fund will be made until the maximum fund balance goal of \$44,000 has been reached.

#### PROPOSITION 218 AND SPECIAL BENEFITS

In 1996, California voters approved Proposition 218 which grants local governments the ability to create assessment districts, and to levy and collect assessments. This law, now a part of the California Constitution (Articles XIII C and XIII D), stipulates that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred upon that parcel. "Special benefit" is defined as "a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.

The Annual Engineer's Report must identify the special benefits conferred upon assessed parcels through the improvements and services funded by the District. The Report must also identify any general benefit conferred upon the public at large by those same improvements and services. The annual costs of said improvements and services must be apportioned between the two. The cost of services attributable to a general benefit may not be assessed.

For the City of Willows, the special benefits and general benefits provided by the various improvements, where furnished through the Assessment Districts, are described below.

#### **Benefits of Landscaping**

Landscaping improvements may include turf, mulch, plantings, irrigation systems, masonry walls, fencing, and landscape appurtenances. Landscaping improvements provide the following special benefits to each assessed parcel within the zone:

- Enhanced desirability of properties through association with the landscaping,
- Improved aesthetic appeal of the neighborhood, and
- Improved air quality from additional vegetation.

Each assessed parcel within a zone receives a particular and distinct special benefit from the maintenance of the landscaping within that zone even though the landscaping may not be adjacent to each parcel. Further, although members of the general public may walk or drive through a zone and appreciate the aesthetic appeal of the maintained landscaping, this does not necessarily confer a general benefit to the public at large.

#### **Benefits of Street Lighting**

Street lighting provided by the Assessment District must meet adopted City standards for lighting, including spacing requirements. Therefore, each assessed parcel within the zone receives approximately equal and special benefit for:

- Enhanced neighborhood, pedestrian and vehicle safety, and
- Increased neighborhood, pedestrian and vehicle security.

Each assessed parcel within a zone receives a particular and distinct special benefit from the lighting and maintenance thereof within that zone even though the lights may not be adjacent to each parcel.

Although members of the general public may walk or drive through a zone and appreciate the increased safety and security resulting from improved street lighting, this does not necessarily confer a general benefit to the public at large.

#### **Benefits of Enhanced Traffic Control**

The maintenance of traffic control improvements may include the utility costs, maintenance and replacement of traffic signals and street lighting. Traffic control often provides a combination of special and general benefits, which may include:

- Enhanced pedestrian and vehicle safety,
- Ease of access/egress, and
- Improved safety of the intersection.

Each assessed parcel within a zone receives a particular and distinct special benefit from the maintenance of the traffic control improvements within that zone even though there may be another access route to that parcel.

The general public may also benefit from improved traffic control, particularly when the improvements are located on highways and major arterial roads that serve many parcels outside of the assessed zone. The portion of enhanced safety and accessibility resulting from traffic control improvements conferred upon the public must be quantified and separated from the portion of special benefits conferred upon the assessed properties for each zone.

#### FY 2025-26 Engineer's Report Format

This Engineer's Report consists of the following Parts:

- PART A Plans and Specifications (Page 10) This portion of the Engineer's Report describes any plans and specifications that may be needed for the installation of the improvements. If plans and specifications exist, they are filed with the City Clerk. Although separately bound, the plans and specifications are part of this Engineer's Report and are included in it by reference.
- **PART B Budget Cost Estimates** (**Page 11**) Budget cost estimates associated with the operations and maintenance of the described improvements for each Zone are described in Part B of this report. In addition to an overall budget summary for Zone A, Zone B, and Zone C, a detailed FY 2025-26 Budget sheet and a FY 2025-26 Summary of Fund Balance sheet is provided for each Zone.
- PART C
  Assessment (Page 18) A listing of the annual assessment on each benefited parcel of land in Zone A, Zone B, and Zone C within the Assessment District. The assessment amount is the estimated cost each parcel will contribute during FY 2025-26 towards the operation and maintenance of their respective Zone within the Assessment District, as well as their portion of the 5-year installment payment for the installation of the improvements.
- **PART D**Method of Apportionment of Assessment (Page 21) A statement of the method used by Engineer of Work to determine the amount proposed to be assessed against each parcel within Zone A, Zone B, and Zone C of the Assessment District. Additionally, this section describes the maximum assessment allowable and any inflationary adjustments.
- PART E Property Owners List (Page 26) Names and addresses of the owners of real property listed within this Assessment District, as shown on the last equalized assessment roll for taxes. The Assessor Parcel Number (A.P.N.) keys the list into the Assessment Roll of Part C.
- **PART F**Assessment Diagrams (Page 29) The Assessment Diagrams (maps) showing all of the parcels of real property within Zone A, Zone B, and Zone C of the Assessment District. The assessment number keys the diagram Part C Assessment Roll.

#### PART A

#### PLANS AND SPECIFICATIONS

The Assessment District provides funds for the operation and maintenance of landscaping and street lights located in the public rights-of-way in Zone A and operation, maintenance of street lights and traffic signals in public rights-of-way in Zone B, maintenance of landscaping, weed abatement and street lights located in the public rights-of-way and public parcels in Zone C. Maintenance may include repair, removal or replacement of any landscape improvement, damaged irrigation facilities, diseased landscaping, weed and brush clearing, maintenance or replacement of street lights or traffic signals, landscape plantings and irrigation and any other allowable maintenance items per Section 22531 of the California Streets and Highways Code for the life of the Assessment District. Because the installation of the improvements is funded by this assessment district, the plans and specifications showing the improvements for Zone A are on file at the City offices for the Birch Street Village development. The plans and specifications showing the improvements for Zone B are on file at the City office. The plans and specifications showing the improvements for Assessment District Zone C are on file at the City offices for the South Willows Commercial and Industrial Center development.

#### PART B FY 2025-26 Budget Cost Estimates

For FY 2025-26, the total budget summary for Willows Landscaping & Lighting Assessment District is as follows:

	s Filed the City	As Preliminarily <u>Approved</u>	As Finally Approved At the Public Hearing
Zone A:	\$ 19,954.72	\$	\$
Zone B:	\$ 2,704.36	\$	\$
Zone C:	\$ 64,545.80	\$	\$
Total:	\$ 87,204.88	\$	\$

Detailed budgets for Zones A, B and C are provided in this section. Also included is the Summary of Fund Balance sheet for each zone.

# CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FY 2025-26 Zone A - Birch Street Village Budget

Item	2024-25 Budget	2025-26 Budget
Engineers Report	\$1,505.90	\$2,261.70
Legal Services	\$100.00	\$100.00
Landscape Maintenance	\$2,500.00	\$15,000.00
Lighting Utilities & Maintenance	\$1,000.00	\$1,000.00
County Assessor Fees (3.5% of Revenue)	\$187.66	\$674.80
Contingency	\$255.92	\$918.22
Total Expenses	\$5,549.48	\$19,954.72
Contribution from Annual Reserves	\$0.00	\$9,990.00
Total Assessment Costs	\$5,549.48	\$9,964.72
Total Assessment Revenue	\$5,549.48	\$9,964.72
Estimated Number of Units in Zone A	34.0	34.0
Proposed Assessment per Unit for Zone A*	\$163.22	\$293.08

<sup>\*</sup> This is less than the maximum allowed. See Maximum Allowable Assessment Analysis.

#### Zone A - Birch Street Village Summary of Fund Balance

	2025-26
Estimated Starting Annual Reserve on July 1	\$13,973.00
Estimated Interest Earned	\$8.00
Estimated Revenue	\$9,964.72
Total Estimated Funds Available	\$23,945.72
Total Estimated Expenditures	\$19,954.72
Estimated Ending Annual Reserve on June 30 As percent of Annual Operating Expenses (Goal is 10-20%)	<b>\$3,991.00</b> 20%

# CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FY 2025-26 Zone B - Walmart Budget

Item	2024-25 Budget	2025-26 Budget
Engineers Report	\$619.60	\$282.70
Legal Services	\$100.00	\$100.00
Lighting Utilities & Maintenance	\$1,440.00	\$2,000.00
Contribution to Street Light Knockdown Reserve	\$0.00	\$0.00
County Assessor Fees (3.5% of Revenue)	\$75.59	\$83.39
Contingency	\$215.97	\$238.27
Total Expenses	\$2,451.16	\$2,704.36
Contribution from Annual Reserves	\$0.00	\$719.00
Total Assessment Costs	\$2,451.16	\$1,985.36
Total Assessment Revenue	\$2,451.16	\$1,985.36
Estimated Number of Units in Zone B	2.0	2.0
Proposed Assessment per Unit for Zone B*	\$1,225.58	\$992.68

<sup>\*</sup> This is less than the maximum allowed. See Maximum Allowable Assessment Analysis.

#### Zone B - Walmart

#### **Summary of Fund Balance**

	2025-26
Est. Starting Annual Reserve on July 1 Est. Starting Street Light Knockdown Reserve on July 1	\$1,230.00 \$5,000.00
Estimated Interest Earned	\$30.00
Estimated Annual Revenue Estimated Street Light Knockdown Revenue	\$1,985.36 \$0.00
Total Estimated Annual Funds Available Total Estimated Street Light Knockdown Reserve Available	\$3,245.36 \$5,000.00
Total Estimated Annual Expenditures Total Estimated Knockdown Expenditures	\$2,704.36 \$0.00
Est. Ending Annual Reserve on June 30 As percent of Annual Operating Expenses (Goal is 10-20%) Est. Ending Street Light Knockdown Reserve on June 30 <sup>1</sup>	\$541.00 20% \$5,000.00

<sup>&</sup>lt;sup>1</sup>Street Light Knockdown Reserve goal for Zone B is \$5,000.

### Zone C - S. Willows Commercial and Industrial Center Budget

Item	2024-25 Budget	2025-26 Budget
Engineers Report	\$6,324.60	\$6,643.60
Legal Services	\$100.00	\$100.00
Weed Abatement	\$11,000.00	\$11,000.00
Landscape Maintenance & Utilities	\$3,000.00	\$35,000.00
Lighting Utilities & Maintenance	\$700.00	\$1,000.00
Contribution to Street Light Knockdown Reserve	\$750.00	\$750.00
Contribution to Landscape Replacement Reserve	\$2,200.00	\$2,200.00
County Assessor Fees (3.5% of Revenue)	\$926.87	\$2,182.71
Contingency	\$2,407.49	\$5,669.49
Total Expenses	\$27,408.96	\$64,545.80
Contribution from Annual Reserves	\$0.00	\$40,022.00
Total Assessment Costs	\$27,408.96	\$24,523.80
Total Assessment Revenue	\$27,408.96	\$24,523.80
Estimated Number of Units in Zone C	4.0	3.5
Proposed Assessment per Unit for Zone C*	\$6,852.24	\$7,006.80

<sup>\*</sup> This is less than the maximum allowed. See Maximum Allowable Assessment Analysis.

### Zone C - S. Willows Commercial and Industrial Center Summary of Fund Balance

	<u>2025-26</u>
Est. Starting Annual Reserve on July 1 Est. Starting Street Light Knockdown Reserve on July 1	\$52,297.00 \$4,250.00
Est. Starting Landscape Replacement Reserve on July 1	\$11,550.00
Estimated Interest Earned	\$45.00
Estimated Annual Revenue collected	\$21,573.80
Estimated Street Light Knockdown Revenue collected	\$750.00
Estimated Landscape Replacement Revenue collected	\$2,200.00
Total Estimated Funds Available	\$92,665.80
Total Estimated Annual Expenditures	\$61,595.80
Estimated Street Light Knockdown Expenditure	\$0.00
Total Estimated Landscape Replacement Expenditures	\$0.00
Est. Ending Annual Reserve on June 30	\$12,320.00
As percent of Annual Operating Expenses (Goal is 10-20%)	20%
Est. Ending Street Light Knockdown Reserve on June 30 <sup>1</sup>	\$5,000.00
Est. Ending Landscape Replacement Reserve on June 30 <sup>2</sup>	\$13,750.00

<sup>&</sup>lt;sup>1</sup>Street Light Knockdown Reserve goal for Zone C is \$5,000.

<sup>&</sup>lt;sup>2</sup>Landscape Replacement Reserve goal for Zone C is \$44,000.

#### **PART C**

#### FY 2025-26 ASSESSMENT ROLL

The total proposed Assessment District revenues for FY 2025-26 consist entirely of assessments associated with Zones A, B, and C, as follows:

\$ 36,473.88	<b>Total Assessment Revenue</b>
\$ 24,523.80	From Zone C
\$ 1,985.36	From Zone B
\$ 9,964.72	From Zone A

The breakdown of FY 2025-26 annual assessments per parcel is shown in Table 1 of this report. The lines and dimensions of each parcel are shown on the maps in the office of the County Assessor of the County of Glenn.

## Table 1 CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FY 2025-26

### Zone A - Birch Street Village

APN	Assessment Diagram Number	Land Use Code	Land Use Type	Units	Assessment Amount	Owner Name	Address
						Tovar, Bradford & Tovar, Jillian	
001-071-009-000	26	R1XX	Single Family	1	\$293.08	Mc Garr	320 S. Humboldt Ave Willows, CA 95988
						Nungaray, Jose T A & Arteaga	
001-071-010-000	27	R1XX	Single Family	1	\$293.08	Lorena C J/T	330 S Humboldt Ave, Willows, CA 95988
001-071-011-000	28	R1XX	Single Family	1	\$293.08	Medina Humberto	340 S Humboldt Ave, Willows, CA 95988
001-071-012-000	29	R1XX	Single Family	1	\$293.08	Pollock Robert R	350 S Humboldt Ave, Willows, CA 95988
001-071-013-000	30	R1XX	Single Family	1	\$293.08	Baczkowiski, Thomas W.	360 S Humboldt Ave, Willows, CA 95988
						Gonzalez, Sthefany Padilla &	370 S. Humboltd Ave, Willows, CA
001-071-014-000	31	R1XX	Single Family	1	\$293.08	Ochoa, Ramon G J/T	95988
001-071-015-000	32	R1XX	Single Family	1	\$293.08	Towes, Randel & Roberta J/T	380 S. Humboltd Ave, Willows, CA
						Hernandez J A Palomino &	1330 W. Humboldt Ave, Willows, CA
001-071-016-000	33	R1XX	Single Family	1	\$293.08	Palomino Hilda	95988
001-071-017-000	34	R1XX	Single Family	1	\$293.08	Cox, Thomas L Jr. S/S	1320 W. Humboldt Ave, Willows, CA
001-071-018-000	16	R1XX	Single Family	1	\$293.08	Kumar Priti	199 N Humboldt Ave, Willows, CA 95988
001-071-019-000	15	R1XX	Single Family	1	\$293.08	Street Amy L & Street Timothy R	451 El Dorado Ave, Willows, CA 95988
001-071-020-000	14	R1XX	Single Family	1	\$293.08	Thornton, Michael R ETAL	461 El Dorado Ave, Willows, CA 95988
001-071-021-000	17	R1XX	Single Family	1	\$293.08	Lopez, Arianna R	431 El Dorado Ave, Willows, CA 95988
001-071-022-000	18	R1XX	Single Family	1	\$293.08	Donnelly, Michael D & Carolyn M	421 El Dorado Ave, Willows, CA 95988
001-071-023-000	19	R1XX	Single Family	1	\$293.08	Licea, Yesenia TRS	381 El Dorado Ave, Willows, CA 95988
						Ngo Cuong Bach & Tra Thuy	
001-071-024-000	20	R1XX	Single Family	1	\$293.08	Thanh Thi TRS	371 El Dorado Ave, Willows, CA 95988
001-071-025-000	21	R1XX	Single Family	1	\$293.08	Feeney, Kevin S/S	65 Lindauer Lane, Red Bluff, CA 96088
001-071-026-000	22	R1XX	Single Family	1	\$293.08	Arias Ana	351 El Dorado Ave, Willows, CA 95988
001-071-027-000	23	R1XX	Single Family	1	\$293.08	Baker Nicole C	341 El Dorado Ave, Willows, CA 95988
001-071-028-000	24	R1XX	Single Family	1	\$293.08	Zarate Fransico & Gabriela R J/T	331 El Dorado Ave, Willows, CA 95988
001-071-029-000	25	R1XX	Single Family	1	\$293.08	Clark Janie C TRS	321 El Dorado Ave, Willows, CA 95988
			<u> </u>		,		PO Box 1298, Willows,
001-071-030-000	13	R1XX	Single Family	1	\$293.08	Lederer. Eric M	CA 95988
					4	Hernandez Jaime & Hernandez	
001-071-031-000	12	R1XX	Single Family	1	\$293.08	Gabriela	320 El Dorado Ave, Willows, CA 95988
001-071-032-000	11	R1XX	Single Family	1	\$293.08	Barragan, Ruban J.	330 El Dorado Ave, Willows, CA 95988
					,	Jaramillo Jose Luis & Jaramillo	
001-071-033-000	10	R1XX	Single Family	1	\$293.08	Brenda	340 El Dorado Ave, Willows, CA 95988
001-071-034-000	9	R1XX	Single Family	1	\$293.08	Sigala, Yesenia J & Reymundo	350 El Dorado Ave, Willows, CA 95988
001-071-035-000	8	R1XX	Single Family	1	\$293.08	Hancock, Jacob B & Terri J/t	360 El Dorado Ave, Willows CA 95988
001-071-036-000	7	R1XX	Single Family	1	\$293.08	Corriea Larry G	370 El Dorado Ave, Willows CA 95988
001-071-037-000	6	R1XX	Single Family	1	\$293.08	Salas, Crystal A	380 El Dorado Ave, Willows, CA 95988
001 071 007 000		1(1)0(	Omgio i dinny		Ψ200.00	Bobadilla, Pedro D & Raygoza	000 21 201440 7 (10) 17 (10)
001-071-038-000	5	R1XX	Single Family	1	\$293.08	Marisol J/T	410 El Dorado Ave, Willows, CA 95988
001-071-030-000		KIN	Olligio i allilly		Ψ233.00	Gutierrez, Alejandro & Gutierrez	4 TO El Bolddo 7 We, Willows, C/ Coood
001-071-039-000	4	R1XX	Single Family	1	\$293.08	Ashley M J/T	420 El Dorado Ave, Willows, CA 95988
001-071-039-000	4	KIAA	Single Family	1	φ293.06	Drazkowski Tonia & Scott Lindsay	420 Li Dolado Ave, Willows, CA 93900
001-071-040-000	3	R1XX	Single Family	1	\$293.08	B Co Trs	3253 Middletown Ave, Chico, CA 95973
001-071-040-000	3	KIAA	Single Family	ı	\$293.00	B CO IIS	75 Beattie Place Ste 300, Greenville, SC
001-071-041-000	2	R1XX	Cinala Famili	1	\$293.08	Newrez LLC	29601
001-071-041-000		KIXX	Single Family	1	\$293.08	-	29001
004 074 040 000		D4004	0: 1 5 "		****	Zarate Francisco & Camacho	450 51 D
001-071-042-000	1	R1XX	Single Family	1	\$293.08	Jacqueline J/T	450 El Dorado Ave, Willows, CA 95988
Lot A	Lot A	Null	Easement	0	\$0.00	Null	Null
			Total	34	\$9,964.72		

## Table 1 CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FY 2025-26

### Zone B - Walmart

APN	Assessment Diagram Number	Land Use Code	Land Use Type	Units	Assessment Amount	Owner Name	Address
		CE/ML/	Gen. Commercial /Light Manufacturing/ Planned				
017-210-050-000	45	PD	Development Commercial Retail	1	\$992.68	McDonalds USA LLC Walmart RE Business Trust	PO Box 182571 Columbus, OH 43218 P.O. Box 8050, Bentonville, AR 72712-
017-210-052-000	35	CEXX	Outlet	1	\$992.68	c/o Walmart Tax Dept #2053	8050
			Total	2	\$1,985.36		

### Zone C - S. Willows Commercial and Industrial Center

APN	Assessment Diagram Number	Land Use Code	Land Use Type	Units	Assessment Amount	Owner Name	Address
			Governmental				
			Storm Drain				
017-170-034-000	36	GVXX	Detention	0	\$0.00	City of Willows	201 North Lassen St, Willows, CA 95988
			Governmental				
			Storm Drain				
017-170-037-000	37	GXXX	Detention	0	\$0.00	City of Willows	201 North Lassen St, Willows, CA 95988
			Commerical/				316 California Ave #350, Reno, NV
017-170-051-000	38	RVAX	Industrial, Vacant	0.5	\$3,503.40	California Land Invest LLC	89509
			Commercial/				
			Industrial Utility				316 California Ave #350, Reno, NV
017-350-001-000	41	RVAX	Easement	0	\$0.00	California Land Invest LLC	89509
			Commercial/				1629 Co Rd E, Willows CA
017-350-002-000	40	RVAX	Industrial	1	\$7,006.80	Snow Mountain Properties LLC	95988
			Commerical/				316 California Ave #350, Reno, NV
017-350-003-000	39	RVAX	Industrial, Vacant	0.5	\$3,503.40	California Land Invest LLC	89509
			Commerical/				316 California Ave #350, Reno, NV
017-350-007-000	42	RVAX	Industrial, Vacant	0.5	\$3,503.40	California Land Invest LLC	89509
			Commerical/				
017-350-008-000	43	RVAX	Industrial, Vacant	0.5	\$3,503.40	Martines Laythen	20370 Skyhawk Ln., Topanga, CA 90290
			Commerical/				316 California Ave #350, Reno, NV
017-350-009-000	44	RVAX	Industrial, Vacant	0.5	\$3,503.40	California Land Invest LLC	89509
			Total	3.5	\$24,523.80		

### **PART D**

### METHOD OF APPORTIONMENT OF ASSESSMENT

This section describes the manner by which the annual assessment has been apportioned (spread) to the assessed parcels within each Zone:

### **Zone A – Birch Street Village**

Zone A includes the maintenance of the landscaping and street lighting located within the right-of-way of Birch Street Village. The parcels within the zone receive a direct and special benefit from the landscaping and street lighting, which include enhanced desirability of properties within the zone, improved aesthetic appeal of the neighborhood, improved air quality, enhanced safety and security for the neighborhood, pedestrians, and vehicles.

Although members of the general public may walk or drive through a zone and appreciate the aesthetic appeal of the maintained landscaping, this does not necessarily confer a general benefit to the public at large and, in any case, is determined to be negligible relative to the special benefits conferred upon the parcels within a particular zone.

Land use codes from the County of Glenn were used to determine the basic use units assigned to each parcel. The following basic use units reflect the relative special benefit accruing to parcels of land within Zone A:

Developed parcel
 Vacant, developable parcel
 Undevelopable parcel
 unit
 units

Accordingly, the annual assessment cost per parcel shall be obtained by dividing the total Zone A annual assessment cost by the total number of units within Zone A.

### Zone B – Walmart

Zone B includes the maintenance of three street lights on North Airport Boulevard and a portion of a 4-way traffic signal with street lights at the intersection of West Wood Street and North Airport Road. The special and general benefits for each improvement, and the portions thereof, are described below.

### Street Lights

The two parcels within Zone B, Walmart and McDonald's, receive direct and special benefits from the street lights on North Airport Boulevard. The special benefits include enhanced safety and security for the neighborhood, pedestrians, and vehicles. Each parcel within the zone receives a particular and distinct special benefit from the lighting and maintenance thereof within that zone even though the lights may not be adjacent to each parcel.

Although members of the general public may walk or drive through a zone and appreciate the increased safety and security resulting from improved street lighting, this does not necessarily confer a general benefit to the public at large and, in any case, is determined to be negligible relative to the special benefits conferred upon the parcels within a particular zone.

Land Use codes as received from the County of Glenn are used to determine the basic use units to be assigned to each parcel. The following basic use units reflect the relative special benefit accruing to parcels of land within Zone B:

Developed parcel
 Vacant, developable parcel
 Undevelopable parcel
 unit
 unit
 units

Accordingly, the annual assessment cost per parcel shall be obtained by dividing the total Zone B annual assessment cost by the total number of units within Zone B.

### **Traffic Signal:**

The four-way traffic signal system, consisting of four traffic signals, street lighting and controller, was installed at the intersection of West Wood Street and North Airport Road to address traffic congestion resulting from the expanded Walmart Super Store. Prior to the Walmart development, there was no need for a traffic signal at this intersection.

The parcels within Zone B, receive direct and special benefits from the 4-way traffic signal. These special benefits include enhanced safety and security for the neighborhood, pedestrians, and vehicles, as well as ease of access and egress, and improved safety of the intersection. West Wood Street also carries traffic not associated with Zone B, and therefore the enhanced traffic control also confers a general benefit to the public at large.

The enhanced traffic control provided to north/south traffic on North Airport Road is considered to be a special benefit principally to Zone B as the traffic control in that direction serves their primary entrance to the north. Comparatively, there is very little traffic directed to the south, which serves the local Willows airport, and the general benefit provided in this direction is considered negligible.

The enhanced traffic control provided to east/west traffic along State Highway 162 is considered to provide primarily a general benefit to the public at large.

Therefore, the direct and special benefits provided to Zone B for improved traffic control in the north-south direction is considered to be one-half of the total traffic control benefits. The remaining one-half of the traffic control benefits, conferred on east-west traffic along State Highway 162, is considered a general benefit to the public.

The annual assessment cost for special benefits conferred to Zone B for traffic control shall be one-half of the total costs of providing and maintaining the 4 signals, lights and controller plus associated costs. The remainder of the costs associated with this signal is paid for by Caltrans, as West Wood Street is a State highway. This is indicated on the Assessment Diagram as 2 traffic signals.

Accordingly, the method by which the two Zone B parcels shall be assessed for traffic signal costs is determined by dividing the Zone B traffic signal costs by the total number of parcels within Zone B. The Zone B traffic signal costs include the cost of maintenance and operation of the City's portion of the traffic signal (including lights), half the cost of the controller, and the administrative costs associated with this zone.

A Street Light Knockdown Reserve has been established for Zone B to cover expenses associated with replacing a street light if it is damaged or destroyed by a vehicle. The overall knockdown fund cost to be accumulated over a 5-year period is \$5,000 (estimated expenses for manpower and equipment for replacing one streetlight). Once a fund balance of \$5,000 is attained, no additional monies shall be collected for this fund until/unless there is the need to replace one of the streetlights or the cost of street light replacement is determined to have increased.

### **Zone C – South Willows Commercial and Industrial Center**

Zone C includes weed abatement, and the maintenance of landscaping and street lighting located within the South Willows Commercial and Industrial Center. The parcels within the zone receive a direct and special benefit from the weed abatement, landscaping and street lighting, which include enhanced desirability of properties within the zone, improved aesthetic appeal of the neighborhood, improved air quality, and enhanced safety and security for the neighborhood, pedestrians, and vehicles.

Although members of the general public may walk or drive through a zone and appreciate the increased safety and security resulting from improved street lighting or the aesthetic appeal of the maintained landscaping, this does not necessarily confer a general benefit to the public at large and, in any case, is determined to be negligible relative to the special benefits conferred upon the parcels within a particular zone.

Land Use codes as received from the County of Glenn are used to determine the basic use units to be assigned to each parcel. The following basic use units reflect the relative special benefit accruing to parcels of land within Zone C:

1. Developed parcel	1 unit
2. Vacant, developable parcel	½ unit
3. Undevelopable parcel	0 units

Accordingly, the annual assessment cost per unit shall be obtained by dividing the total Zone C annual assessment cost by the total number of units within Zone C.

A Street Light Knockdown Reserve has been established for Zone B to cover expenses associated with replacing a street light if it is damaged or destroyed by a vehicle. The overall knockdown fund cost to be accumulated over a 5-year period is \$5,000 (estimated expenses for manpower and equipment for replacing one streetlight). Once a fund balance of \$5,000 is attained, no additional monies shall be collected for this fund until/unless there is the need to replace one of the streetlights or the cost of street light replacement is determined to have increased.

The Zone C total Street Light Knockdown Replacement Fund to be accumulated over 5 years is \$5,000. This amount, \$5,000, divided by five years equals an annual Street Light Knockdown Reserve contribution of \$1,000.

The annual Knockdown Reserve cost per unit shall be obtained by dividing the Zone C annual knockdown replacement cost (\$1,000) by the total number of units within Zone C (as defined in this section above).

A Landscape Replacement Reserve has been established for Zone C to cover expenses associated with long-term landscaping items such as new bark mulch, plants, and replacement of the irrigation system, as needed. The overall Landscape Replacement Reserve costs are as follows:

### **Landscape Replacement Reserve Costs**

New bark mulch to be replaced every five years: \$2,000 (\$8,000 over 20 years) New plants to be replaced over 10 years: \$9,000 (\$18,000 over 20 years) Irrigation system replacement every 20 years: \$18,000 (\$18,000 over 20 years)

\$44,000 over 20 years

The total Landscape Replacement Reserve to be accumulated over 20 years is \$44,000. This amount, \$44,000, divided by twenty years equals an annual landscape replacement fund of \$2,200 for this zone.

The annual Landscape Replacement Reserve cost per unit shall be obtained by dividing the annual landscape replacement fund cost (\$2,200) by the total number of units within Zone C (as defined in this section above).

### MAXIMUM ALLOWABLE ASSESSMENT AND INFLATIONARY FACTORS

In 2005, the original Engineer's Report stated that assessments may be adjusted each year to account for inflation of costs and services in accordance with the Bay Area (San Francisco-Oakland-San Jose) Consumer Price Index (CPI) for all urban consumers, or 3%, whichever is greater.

An annual CPI increase has been applied for each year; however, it should be noted that, due to the economic climate, from FY 2010-11 through FY 2016-17 and from FY 2020-21 through FY 2021-22, the implemented increase was less than 3%.

The annual adjustments to the Maximum Allowable Assessments are shown below.

	Maximum Allowable Assessment								
		nual rease	Zone A Birch Street Village		Zon Wali		Zone C S. Willows Commercial & Industrial Center		
Assessment Year	Year	%	Allowed Adjustment Amount	Total Assessment Maximum (per Unit)	Allowed Adjustment Amount	Total Assessment Maximum (per Unit)	Allowed Adjustment Amount	Total Assessment Maximum (per Zone)	
FY 2016-17	2015	2.60%	\$11.69	\$461.34	\$166.08	\$6,553.66			
FY 2017-18	2016	3.00%	\$13.84	\$475.18	\$196.61	\$6,750.27			
FY 2018-19	2017	2.90%	\$13.78	\$488.96	\$195.76	\$6,946.03			
FY 2019-20 Zone C original Assessment	2018	3.50%	\$17.11	\$506.07	\$243.11	\$7,189.14		\$69,196.02	
FY 2020-21	2019	2.50%	\$12.65	\$518.72	\$179.73	\$7,368.87	\$1,729.90	\$70,925.92	
FY 2021-22	2020	2.00%	\$10.37	\$529.09	\$147.38	\$7,516.25	\$1,418.52	\$72,344.44	
FY 2022-23	2021	4.20%	\$22.22	\$551.31	\$315.68	\$7,831.93	\$3,038.47	\$75,382.91	
FY 2023-24	2022	4.90%	\$27.01	\$578.32	\$383.76	\$8,215.69	\$3,693.76	\$79,076.67	
FY 2024-25	2023	3.00%	\$17.35	\$595.67	\$246.47	\$8,462.16	\$2,372.30	\$81,448.97	
FY 2025-26	2024	3.00%	\$17.87	\$613.54	\$253.86	\$8,716.02	\$ 2,443.47	\$83,892.44	

Actual assessment amounts to be collected do not have to be set at the maximum assessment. Establishing the maximum available assessment each year and keeping up with inflation allows the assessments to be increased to this maximum amount sometime in the future if costs associated with this Assessment District increase (e.g., if in any year there are unanticipated expenditures due to such things as vandalism) and will preclude having to go through electorate approval per California Constitution Article XIII C, Section 2(b).

### **PART E**

### **FY 2025-26 PROPERTY OWNERS LIST**

The names and addresses of each of the property owners as shown on the County of Glenn Assessor's Tax Assessment Roll are shown in Table 2. The names and addresses have been keyed to the special assessment number (the assessor parcel number) as shown in Part C of this Engineer's Report.

# Table 2 CITY OF WILLOWS LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FY 2025-26 Property Owner's List

APN	Assessment Diagram Number	Owner Name	Mailing Address
001-071-009-000	26	Tovar, Bradford & Tovar, Jillian Mc Garr	320 S. Humboldt Ave Willows, CA 95988
001-071-010-000	27	Nungaray, Jose T A & Arteaga Lorena C J/T	330 S Humboldt Ave, Willows, CA 95988
001-071-011-000	28	Medina Humberto	340 S Humboldt Ave, Willows, CA 95988
001-071-012-000	29	Pollock Robert R	350 S Humboldt Ave, Willows, CA 95988
001-071-013-000	30	Baczkowiski, Thomas W.	360 S Humboldt Ave, Willows, CA 95988
001-071-014-000	31	Gonzalez, Sthefany Padilla & Ochoa, Ramon G J/T	370 S. Humboldt Ave, Willows, CA 95988
001-071-015-000	32	Towes, Randel & Roberta J/T	380 S. Humboltd Ave, Willows, CA 95988
001-071-016-000	33	Hernandez J A Palomino & Palomino Hilda	1330 W. Humboldt Ave, Willows, CA 95988
001-071-017-000	34	Cox, Thomas L Jr. S/S	1320 W. Humboldt Ave, Willows, CA 95988
001-071-018-000	16	Kumar Priti	199 N Humboldt Ave, Willows, CA 95988
001-071-019-000	15	Street Amy L & Street Timothy R	451 El Dorado Ave, Willows, CA 95988
001-071-020-000	14	Thornton, Michael R ETAL	461 El Dorado Ave, Willows, CA 95988
001-071-021-000	17	Buskirk, Patricia A	PO Box 634, Willows, CA 95988
001-071-022-000	18	Donnelly, Michael D & Carolyn M	421 El Dorado Ave, Willows, CA 95988
001-071-023-000	19	Martinez, Ramiro Licea & Licea Yesenia J/T	381 El Dorado Ave, Willows, CA 95988
001-071-024-000	20	Ngo Cuong Bach & Tra Thuy Thanh Thi TRS	371 El Dorado Ave, Willows, CA 95988
001-071-025-000	21	Feeney, Kevin S/S	65 Lindauer Lane, Red Bluff, CA 96088
001-071-026-000	22	Arias Ana	351 El Dorado Ave, Willows, CA 95988
001-071-027-000	23	Baker Nicole C	341 El Dorado Ave, Willows, CA 95988
001-071-028-000	24	Zarate Fransico & Gabriela R J/T	331 El Dorado Ave, Willows, CA 95988
001-071-029-000	25	Clark Janie C TRS	321 El Dorado Ave, Willows, CA 95988
001-071-030-000	13	Lederer, Eric M	PO Box 1298, Willows, CA 95988
001-071-031-000	12	Hernandez Jaime & Hernandez Gabriela	320 El Dorado Ave, Willows, CA 95988
001-071-032-000	11	Barragan, Ruban J.	330 El Dorado Ave, Willows, CA 95988
001-071-033-000	10	Jaramillo Jose Luis & Jaramillo Brenda	340 El Dorado Ave, Willows, CA 95988
001-071-034-000	9	Sigala, Yesenia J & Reymundo J/T	350 El Dorado Ave, Willows, CA 95988
001-071-035-000	8	Hancock, Jacob B & Terri J/t	360 El Dorado Ave, Willows CA 95988
001-071-036-000	7	Corriea Larry G	475 S Culver St, Willows, CA 95988
001-071-037-000	6	Salas, Crystal A & Sengmany, Rakxat J/T	380 El Dorado Ave, Willows, CA 95988
001-071-038-000	5	Bobadilla, Pedro D & Raygoza Marisol J/T	410 El Dorado Ave, Willows, CA 95988
001-071-039-000	4	Gutierrez, Alejandro & Gutierrez Ashley M J/T	420 El Dorado Ave, Willows, CA 95988
001-071-040-000	3	Drazkowski Tonia & Scott Lindsay B Co Trs	PO Box 434, Sea Ranch, CA 95497
001-071-041-000	2	Irwin Dennis L	440 El Dorado Ave, Willows, CA 95988
001-071-042-000	1	Southam Boyd & Southam Stephanie	450 El Dorado Ave, Willows, CA 95988
Lot A	Lot A	Null	Null

Table 2 (Continued)

APN	Assessment Diagram Number	Owner Name	Mailing Address
017-170-034-000	36	City of Willows	201 North Lassen St, Willows, CA 95988
017-170-037-000	37	City of Willows	201 North Lassen St, Willows, CA 95988
017-170-051-000	38	California Land Invest LLC	316 California Ave #350, Reno, NV 89509
017-210-050-000	45	McDonalds USA LLC	611 Country Dr, Chico CA 95928
017-210-052-000	35	Walmart RE Business Trust c/o Walmart Tax Dept #2053	P.O. Box 8050, Bentonville, AR 72712-8050
017-350-001-000	41	California Land Invest LLC	316 California Ave #350, Reno, NV 89509
017-350-002-000	40	Snow Mountain Properties LLC	1629 Co Rd E, Willows CA 95988
017-350-003-000	39	California Land Invest LLC	316 California Ave #350, Reno, NV 89509
017-350-007-000	42	California Land Invest LLC	316 California Ave #350, Reno, NV 89509
017-350-008-000	43	Martines Laythen	20370 Skyhawk Ln., Topanga, CA 90290
017-350-009-000	44	California Land Invest LLC	316 California Ave #350, Reno, NV 89509

### **PART F**

### **FY 2025-26 ASSESSMENT DIAGRAM**

Attached, you will find Assessment Diagrams (maps) for Zones A, B, and C within the Assessment District. Please note that the lines and dimensions of each parcel, as well as the distinctive assessment number, are shown on the Assessor's Maps for the City of Willows available at the County of Glenn Assessor's Office. The attached pages also provide the reference to the appropriate Assessor Books at the County for the subdivision.

### Zone A

All the land lying within the Birch Street Village Subdivision, filed in the Recorder's Office of the County of Glenn in Book 13, Page 64.

### Zone B

All the land lying within the Walmart Super Store Development, known at the Assessor's Office of the County of Glenn as Assessor's Parcel Number 017-210-052-000.

All the land lying within the McDonald's parcel, known at the Assessor's Office of the County of Glenn as Assessor's Parcel Number 017-210-050-000.

### Zone C

All the land lying within the South Willows Commercial and Industrial Center development, known at the Assessor's Office of the County of Glenn as Assessor's Parcel Numbers 017-170-034-000, 017-170-037-000, 017-170-051-000, 017-350-001-000 through 017-350-003-000 and 017-350-007-000 through 017-350-009-000.

# CITY OF WILLOWS

# LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT

# ASSESSMENT DIAGRAM

# **ZONE A - BIRCH STREET VILLAGE**



# VICINITY MAP

# Landscape Maintenance Area

Assessment District Boundary Zone A street light locations

### 

FOR THE DISTINCTIVE ASSESSMENT NUMBER AND DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF EACH PARCEL REFER TO THE ASSESSORS MADES FOR THE CITY OF WILLOWS AVAILABLE AT THE GLENN COUNTY ASSESSORS OFFICE.

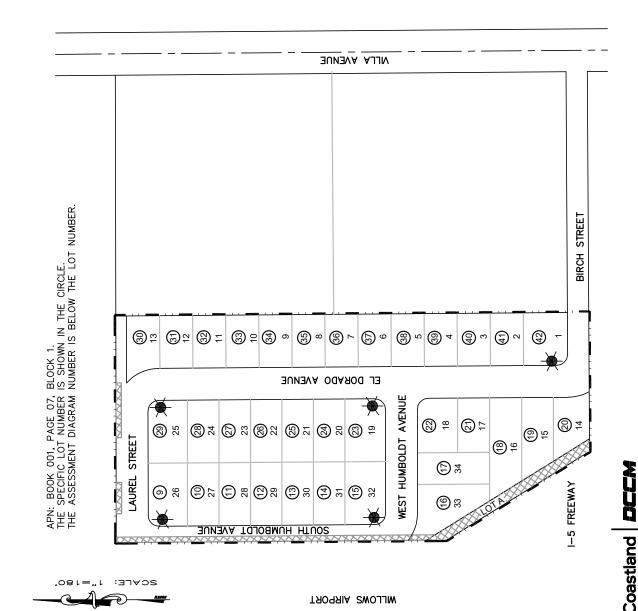
## CALIFORNIA CITY OF WILLOWS PREPARED FOR

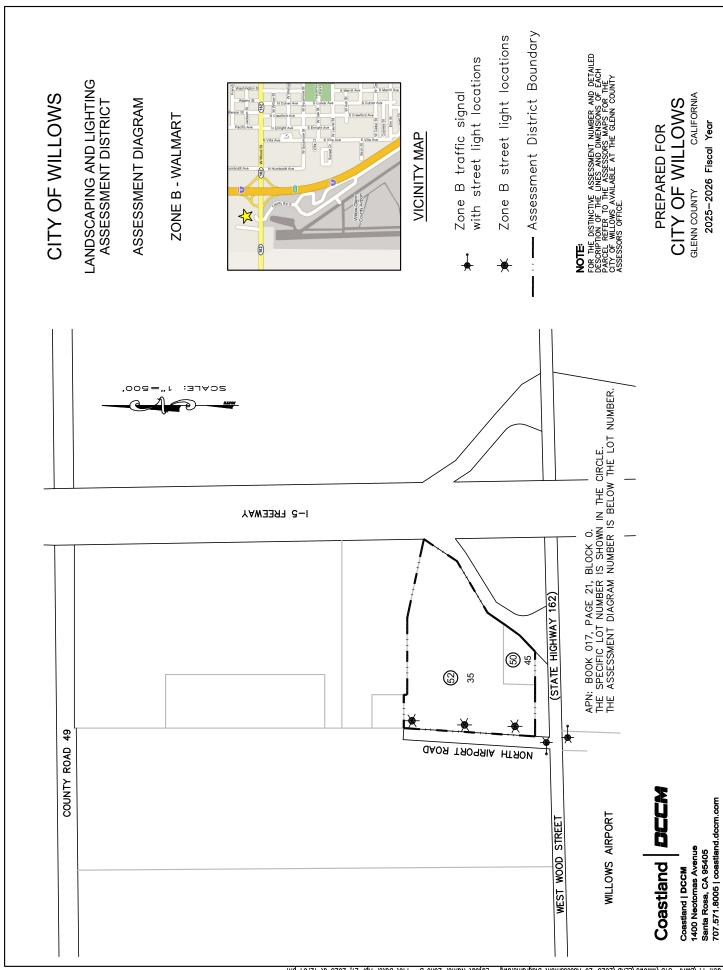
2025-2026 FISCAL YEAR GLENN COUNTY

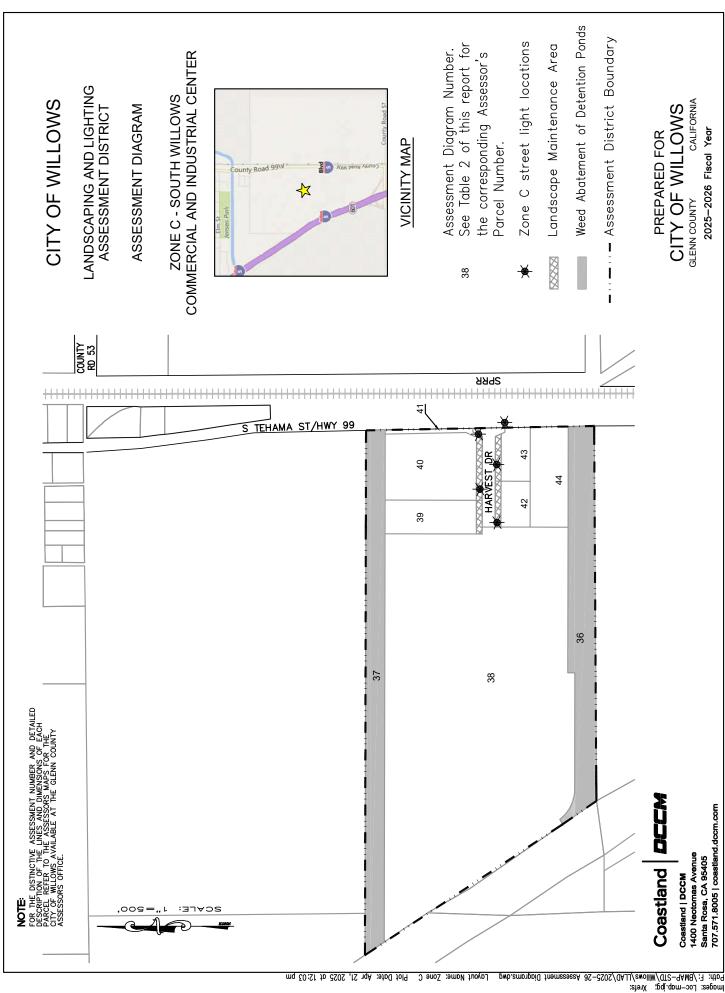
707.571.8005 | coastland.dccm.com

1400 Neotomas Avenue Santa Rosa, CA 95405

Coastland | DCCM









Date: May 13, 2025

To: Honorable Mayor and Councilmembers

From: Marti Brown, City Manager

Karleen Price, City Clerk/Assistant to the City Manager

Subject: Council Chambers Use and Fee Policy

### **Recommendation:**

Staff recommend that the Council adopt Option #1 as the official Council Chambers Use and Fee Policy effective July 1, 2025.

### **Rationale for Recommendation:**

While the City has a formal Council Chamber Use Policy, it is not enforced and lacks sufficient fee waiver guidelines. Staff needs a Council approved and enforceable policy.

### **Background:**

The Council Chambers is a frequently requested space for public meetings, nonprofit events, and civic gatherings. Currently, there is no enforced adopted fee schedule or service model that clearly outlines a fee waiver policy, usage eligibility, access to A/V services, staff support, and cost recovery expectations. The lack of clarity has led to inconsistency in how the current policy is implemented resulting in limited cost recovery for city resources, and confusion among applicants.

To address this issue, staff developed three structured options that represent distinct levels of service and resource commitment. Staff recommends Option #1, because it would be the easiest to consistently implement and reduces staff time spent supporting other parties' special events and taking staff away from their city duties.

### **Discussion & Analysis:**

Because of the years of inconsistency between the current city policy and implementation, staff seek a new Council adopted policy for public use of Council Chambers so that a variety of ongoing irregularities such as how the space is managed, fee waivers, deposits, the condition of the Chambers after events, and tampering/misuse of city equipment may be effectively and efficiently addressed.

As demand for the use of Chambers continues to grow, the lack of a clear policy has led to confusion for users and staff alike. Without standard guidelines, it is difficult to manage requests, set

expectations, and allocate staff and resources appropriately. A formal policy will help create a more equitable, transparent, and efficient process for everyone involved. Attachment 1 provides a sample policy.

To that end, staff offer the following three options upon which to base the new Council Chambers Use Policy (Attachment 2):

### Option #1: Community Use, Self-Managed Model

Free room access for nonprofits, civic groups, and government agencies. Includes a wall-mounted monitor, but no additional A/V or staff support. Requires a \$50 refundable deposit.

### **Option 2: Enhanced AV Access**

Free room access for eligible groups. Includes a wall-mounted monitor plus optional A/V equipment available with city staff support. Requires \$50 A/V fee and staff time fees. \$50 refundable deposit.

### Option 3: Enhanced AV Access, Additional Cost Recovery

Available to all users. Room is free for nonprofits/government, but \$100 for public users for up to 4 hours. Includes a wall-mounted monitor plus optional A/V equipment available with staff support. Requires \$50 A/V fee, staffing fees, and a \$100 refundable deposit.

### **Consistency with Council Priorities and Goals:**

The recommendation is consistent with Council Priority #4: Community Engagement – "ensuring that the community feels connected and invested in Willows' thriving future."

### **Fiscal Impact:**

Option #1 maintains maximum community access at no additional charge, very limited staff support, and no opportunity for cost recovery.

Options #2 and #3 offer limited structured cost recovery mechanisms for staff time and equipment usage. Option #3 additionally includes a direct fee for public access. While both options provide de minimus cost recovery, they both require more staff time away from city duties and working after regular business hours.

### **Attachments:**

- Attachment 1: Sample Council Chambers Use Policy and Application
- Attachment 2: Council Chambers Table of Options

### **Use Policy Overview**

The Council Chambers is made available free of charge for use by:

- Community groups and non-profit, non-partisan, non-religious organizations.
- Governmental agencies provided use does not conflict with the needs of the City Council, its boards and commissions, or other City functions.

#### **Reservation Process**

Reservations will only be accepted with:

- A completed reservation form,
- A \$50 refundable deposit, and
- All reservations must be made in person at:
   Civic Center 201 North Lassen Street, Willows, CA 95988
   Monday through Thursday, 8:00 AM to 5:00 PM.

### **Advance Reservations**

- Reservations may be made up to three (3) months in advance.
- Requests beyond that window require prior approval from the City Clerk.
- A calendar or list of requested dates must be submitted with the application.

### Frequency of Use

• No organization may reserve the Chambers more than once per week.

### **Permitted Uses**

- The Council Chambers is intended primarily for meetings.
- Use for storage, material distribution, or other non-meeting purposes is not permitted.

### **Room Capacity**

Maximum occupancy is one hundred (100) people.

### **Cleanup Responsibility**

- Users must return chairs and tables to their original positions.
- Vacuuming may be required if needed.
- Users must discard all garbage in designated trash receptacles.
- Failure to return the room to its original condition may result in forfeiture of the deposit.

### **Food & Beverages**

• The consumption of food and beverages in the Council Chambers is strictly prohibited.

### **Supplies & Postings**

- City Hall staff will not distribute messages or post materials on behalf of any group.
- All users must bring their own paper, pencils, and office supplies.

### **Audio/Visual Equipment**

- The use of the City of Willows A/V equipment is strictly prohibited.
- A wall-mounted monitor is available for use at no charge for presentations.
- Users must bring their own device to connect to the monitor (HDMI-compatible), as well as any other necessary electronic equipment (e.g., mics).

	Re	eservation Details
Name of Organization	on:	
<b>Type:</b> □ Community	⁄ Group □ Non-Profit □	] Gov. Agency □ Other:
<b>Event Title or Purpo</b>	se:	
Type of Event: $\square$ M	eeting $\square$ Workshop $\square$ I	Networking   Other:
Contact Person:		
		Email:
Requested Date(s):		
		Estimated Attendance:
Wall-mounted mon	itor needed? ☐ Yes ☐	No <b>HDMI Cord needed</b> ? ☐ Yes ☐ No
must be returned to cleaned or restored,	its original condition at	space during the period of use. I understand that the roc the conclusion of the event. Should the space not be prope deposit may be forfeited and that I may be held liable for a ed.
Signature:		Date:
Approved by:		Date:
Deposit Received: □	l Yes □ No Amount:	Cash 🗆 Check 🗆 Credit Card
For Clerk use only: H	as the room been retur	ned in good condition? $\square$ Yes $\square$ No $\ $ If no, please explain:
Deposit Returned: □	] Yes □ No Received	d by: Date:

Feature	Option 1 Free Room, No AV	Option 2 Free Room, Fee for AV	Option 3 Limited Cost Recovery	
<b>Room Use Fee</b>	Free	Free	Free–\$100 flat rate	
<b>Event Duration</b>	Up to 4 hours	Up to 4 hours	Up to 4 hours	
User Eligibility	11 -	and civic groups	Nonprofits, Government agencies, and civic groups: Free Public Use: \$100	
		Additional A/V equipment is available with city staff support	A wall-mounted monitor is available at no cost for presentations.  Additional A/V equipment is available with city staff support only.	
AV Equipment Fee	N/A	\$50	\$50	
Staffing Fee (Option #2 and #3)		pm) / \$67.50/hr (after 5:00 pm)	\$45/hr (between 9:00 am and 5:00 pm) / \$67.50/hr (after 5:00 pm) 1 hour minimum	
Security Deposit	\$50 (refundable)	\$50 (refundable)	\$50 (refundable) for NGOs and government; \$100 (refundable) for public use.	
Room Setup Expectations		cleanup and placing furnishings	User is responsible for all setup, cleanup and placing furnishings back as originally provided.	



### **CLOSED SESSION**