



111 E. COMMERCIAL STREET
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**WILLITS CITY COUNCIL
AGENDA
NOVEMBER 9, 2011 ♦ 6:00 P.M. ♦ COUNCIL CHAMBERS**

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call

2. **PUBLIC MATTERS**

3. **PUBLIC COMMUNICATIONS**

Council welcomes participation in its meetings. Comments shall be limited to five minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the City Council which are not on the posted agenda. Public criticism of the City Council, Commission, Boards and Agencies will not be prohibited. No action shall be taken.

4. **CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine by the City Council and will be enacted by a single motion and roll call vote by the City Council. Items may be removed from the Consent Calendar upon request of a Councilmember and acted upon separately by the City Council.

The following items are recommended for approval or denial, as follows:

a. Approve City Council Minutes:

- October 12, 2011
- October 26, 2011

b. Accept Disbursements Journals:

- Warrant Nos. 18812-18824, Totaling \$36,952.11
- Warrant Nos. 18825-18911, Totaling \$338,625.72

c. Accept Building Inspection Activity Reports – October 2011

d. Deny Claim Against City – Pine Cone Motel

e. Accept Completion of Construction on Redwood Avenue Storm Drain Project, Contract No. 2011-03, and Authorize City Manager to File Notice of Completion

f. Accept Completion of Construction on Sherwood Road Emergency Rehabilitation Project, Contract No. 2011-05, and Authorize City Manager to File Notice of Completion

5. **RIGHT TO APPEAL**

Persons who are dissatisfied with the decisions of the City Council may have the right to a review of that decision by a court. The City has adopted Section 1094.6 of the Code of Civil Procedure which generally limits to 90 days the time within which the decisions of the City boards and agencies may be judicially challenged.

6. **COMMISSIONS, AGENCIES AND AUTHORITIES**

The City of Willits City Council meets concurrently as the City of Willits Community Development Agency and Planning Commission.

7. **OLD BUSINESS**

8. **CITY MANAGER REPORTS AND RECOMMENDATIONS**
 - a. Discussion and Possible Action to Approve Water Treatment Plant Improvements Project Budget; Adopt Resolution Authorizing City Manager to Sign Funding Agreement, Amendments and Certifications for Funding Under the Safe Drinking Water State Revolving Fund; and Authorize City Manager and City Engineer to Execute Related Documents
 - b. Discussion and Possible Action Regarding Change Orders for the Wastewater Treatment Plant Project for Sewer Plant Road Paving, Sewer Sludge Compost Handling Pavement, Digester, South Drainage Ditch and Project Completion Date
 - c. Discussion and Possible Action to Approve an Agreement Amendment with SHN Consulting Engineers for Additional Engineering Costs Related to the Willits Wastewater Treatment Plant in the Amount of \$13,463
 - d. Other Reports – Verbal/No Action

9. **DEPARTMENT RECOMMENDATIONS**
 - a. Police Chief
 - b. City Planner
 - c. City Attorney
 - d. Public Works Director
 - e. City Engineer
 - f. Finance Director/City Treasurer –
 - (1) Quarterly Financial Report, Ending September 30, 2011
 - g. City Clerk/Human Resources Director
 - (1) Discussion and Possible Action to Approve Compensation Schedule for the Positions of Building Inspector/Code Enforcement Officer and Building Technician

10. **CITY COUNCIL AND COMMITTEE REPORTS**
 - a. Mendocino Council of Governments (MCOG)
 - b. Local Agency Formation Commission (LAFCO)
 - c. Mendocino Transit Authority (MTA)
 - d. Revit-ED Committee
 - e. Mendocino Solid Waste Management Authority-Joint Powers Authority (MSWMA-JPA)
 - f. Economic Development and Financing Corporation (EDFC)
 - g. League of California Cities
 - h. Water Resources Committee
 - i. Sewer System Committee
 - j. Finance Committee
 - k. Caltrans Ad Hoc Committee
 - l. Other Committee Reports

11. **COUNCIL MEMBER REPORTS AND RECOMMENDATIONS**

12. **ENACTMENT OF ORDINANCES**

13. **GOOD & WELFARE**

14. **CLOSED SESSION NOTICE**
 - a. Conference with Legal Counsel Pursuant to Government Code §54956.9 – Existing Litigation: Brooktrails Township Community Services District, a Public Agency vs. City of Willits, a General Law City; and DOES 1 through 100, Inclusive; Case No. SCUK CVG-1056037
 - b. Conference with Legal Counsel Pursuant to Government Code §54956.9(b) – Existing Litigation: City of Willits, et al. vs. Mildred Sanchez, et al.; Case No. SCUK CVG-0798692
 - c. Pursuant to Government Code §54957 – Public Employee Performance Evaluation – City Manager

15. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Willits City Hall, located at 111 East Commercial Street, Willits, California, not less than 72 hours prior to the meeting set forth on this agenda.

*Dated this 4th day of November, 2011.
Adrienne Moore, City Clerk*

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact Adrienne Moore, City Clerk, at (707) 459-4601 or cityclerk@willitscity.com. Requests for such modifications or accommodations must be made at least two full business days prior to the meeting.

ADDITIONAL MEETING INFORMATION FOR INTERESTED PARTIES

Materials related to an item on this Agenda submitted to the Willits City Council, Planning Commission, or Community Development Agency after distribution of the agenda packet are available for public inspection at City Clerk's office at 111 E. Commercial Street, Willits, during normal business hours.