



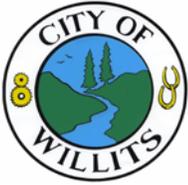
111 E. COMMERCIAL STREET
WILLITS, CALIFORNIA 95490
(707) 459-4601 TEL
(707) 459-1562 FAX

**WILLITS CITY COUNCIL
SPECIAL MEETING AGENDA
SEPTEMBER 26, 2016 ♦ 5:30 P.M. ♦ COUNCIL CHAMBERS**

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call
2. **DISCUSSION AND POSSIBLE ACTION TO DENY CLAIM RECEIVED FROM DEBBIE MADISON**
3. **DISCUSSION AND POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE TOW AND REMOVAL OF VEHICLES FOUND TO BE IN VIOLATION OF EMERGENCY TEMPORARY NO PARKING SIGNS POSTED IN ACCORDANCE WITH THE WILLITS MUNICIPAL CODE SECTION 10.32.070**
4. **DISCUSSION AND POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE INSTALLATION OF A FIRE LANE AND TOW AWAY ZONE ON THE CITY PROPERTY ACCESS LANE BETWEEN THE RODEO GROUNDS ON EAST COMMERCIAL STREET AND CENTER VALLEY ROAD**
5. **DISCUSSION AND POSSIBLE ACTION TO ADOPT A RESOLUTION ACCEPTING THE CONSTRUCTION COMPLETION OF THE MAIN STREET WATER LINE REPLACEMENT PROJECT, PHASE III, CONTRACT No. 2016-01 AND AUTHORIZING THE FILING OF THE NOTICE OF COMPLETION**
6. **DISCUSSION AND POSSIBLE ACTION/DIRECTION TO ESTABLISH A STRUCTURED PROCESS TO ALLOW ALL COUNCIL MEMBERS AND THE PUBLIC TO PROVIDE INPUT REGARDING MARIJUANA CULTIVATION WITHIN THE CITY OF WILLITS, IN LIEU OF AN AD HOC COMMITTEE**
7. **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 23rd day of September, 2016.
Cathy Moorhead, City Clerk*



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Cathy Moorhead, City Clerk

Agenda Title: DSCUSSION AND POSSIBLE ACTION TO DENY CLAIM RECEIVED FROM DEBBIE MADISON

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: N/A

Summary of Request: On September 6, 2016, the City received a claim from Debbie Madison regarding a flat tire that occurred in front of Buster’s Burger & Brew, located at 150 S. Main Street, also known as Hwy 101. Ms. Madison filed a claim for damages to the tire, lodging, and a meal, as she had to stay in Willits for the night to get the tire repaired. The incident occurred while Ms. Madison was parking in front of Buster’s Burger & Brew and hit the curb where metal was exposed from a crumbling curb.

The Claim has been reviewed by staff as well as REMIF (the City’s liability carrier). It has been determined that the City of Willits should not accept any liability in this matter based on the fact that Caltrans is responsible for the maintenance of curbs and gutters on Main Street (Hwy 101). Therefore, it is recommended that the City Council deny this claim.

Recommended Action: Deny the claim submitted by Debbie Madison, directing the City Clerk to transmit notification of denial to the claimant.

Alternative(s): None recommended.

Fiscal Impact: N/A

Personnel Impact: N/A

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

CLAIM FOR MONEY OR
DAMAGES AGAINST THE
CITY OF WILLITS

RESERVED FOR FILING STAMP

CLAIM NO. _____

RECEIVED

SEP - 6 2016

CITY OF WILLITS

File With:
City of Willits
111 E Commercial Street
Willits, CA 95490

A claim must be presented, as prescribed by the Government Code of the State of California, by the claimant or a person acting on his/her behalf and shall show the following:

If additional space is needed to provide your information, please attach sheets, identifying the paragraphs being answered.

1. Name and Post Office address of the Claimant:
Name of Claimant: Debbie Madison
Post Office Address: 9 Venus Drive
Rancho Mirage CA 92270
2. Post Office address to which the person presenting the claim desires notices to be sent:
Name of Addressee: Debbie Madison Telephone: 760-324-0103
Post Office Address: 9 Venus Drive
Rancho Mirage CA 92270
3. The date, place and other circumstances of the occurrence or transaction which gave rise to the claim asserted.
Date of Occurrence: July 17th, 2016 Time of Occurrence: 6:00 pm^{+/}
Location: 150 South Main Street / same side of street By Buster's Burgers
Circumstances giving rise to this claim:
See ATTACHED letter
4. General description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of the presentation of the claim:
See Receipts - Pictures - Attached letter
5. The name or names of the public employees causing the injury, damage, or loss, if known.
- None -
6. If amount claimed totals less than \$10,000: The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any

prospective injury, damage, or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed.

Amount Claimed and basis for computation: \$ 291.⁵²
New Tire \$ 123.99 + Hotel \$ 119.⁹⁰ + meal \$ 47.⁶³ = 291.⁵²

If amount claimed exceeds \$10,000: If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case. A limited civil case is one where the recovery sought, exclusive of attorney fees, interest and court costs does not exceed \$25,000. An unlimited civil case is one which the recovery sought is more than \$25,000 (See CCP §86.)

Limited Civil Case

Unlimited Civil Case

You are required to provide the information requested above, plus your signature on page 3 of this form, in order to comply with Government Code §910. In addition, in order to conduct a timely investigation and possible resolution of your claim, the city requests that you answer the following questions.

7. Claimant(s) Date(s) of Birth:
03-02-1955

8. Name, address and telephone number of any witnesses to the occurrence or transaction which gave rise to the claim asserted:
Employees + patrons outside patio at Buster's Burgers.
(They all came up to the car after hearing the tire pop.)

9. If the claim involves medical treatment for a claimed injury, please provide the name, address and telephone number of any doctor or hospitals providing treatment:
- NONE -

If applicable, please attach any medical bills or reports or similar documents supporting your claim.

10. If the claim relates to an automobile accident:
Claimant(s) Auto Ins. Co.: N/A Telephone:
Address:
Insurance Policy No.: N/A
Insurance Broker/Agent: Telephone:
Address:
Claimant's Veh. Lic. No.: 6HRD249 Vehicle Make/Year: VW Jetta 2009
Claimant's Drivers Lic. No.: N0460018 (C.A) Expiration: 3-2-18

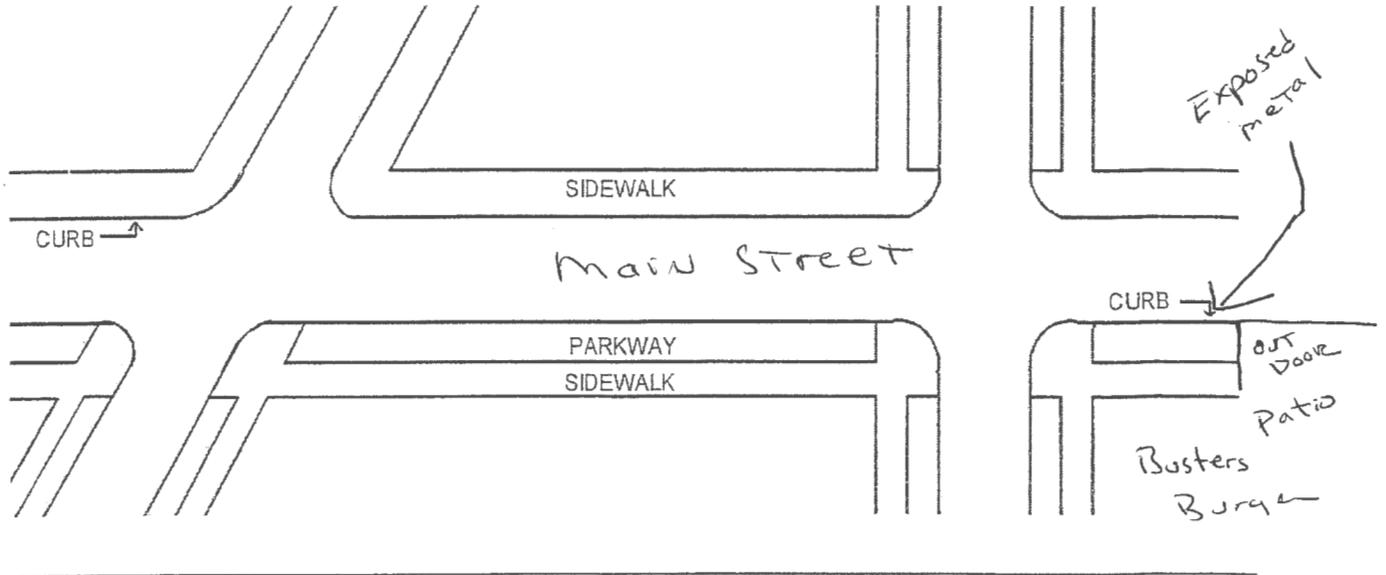
If applicable, please attach any repair bills, estimates or similar documents supporting your claim.

READ CAREFULLY

For all accident claims, place on following diagram name or streets, including North, East, South and West; indicate place of accident by "X" and by showing house numbers or distances to street corners. If Agency Vehicle was involved, designate by letter "A" location of Agency Vehicle when you first saw it, and by "B" location of yourself or your vehicle when

you first saw Agency Vehicle; location of Agency vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X".

Note: If diagrams below do not fit the situation, attach hereto a proper diagram signed by claimant.



Warning: Presentation of a false claim with the intent to defraud is a felony (Penal Code §72). Pursuant to CCP §1038, the Agency may seek to recover all costs of defense in the event an action is filed which is later determined not to have been brought in good faith and with reasonable cause.

Signature: _____

D. J. Mad...

Date: 8-30-16

8/30/16

City of Willits
111 E Commercial Street
Willits, CA 95490

RECEIVED

SEP -6 2016

CITY OF WILLITS

To whom it may concern:

On Sunday July 17th at approximately 6:00pm my son and I decided to stop for dinner in Willits, on our return trip heading back home to the Coachella Valley (Palm Springs area).

We pulled into an open parking space on the same side of the street and close to Buster's Burgers.

Our front right tire made a popping noise as we parked our car. We got out and realized that exposed metal from the crumbling concrete curb, had popped the tire. (pictures enclosed)

Sunday evening in a small town was worrisome. Thank goodness I am an AAA member. They came out approximately an hour later and replaced the tire with our spare. They were kind enough to recommend a tire dealership in Willits, that might have the tire, but they wouldn't be open until tomorrow (Monday).

We ate dinner at Buster's Burger and found a hotel, The Old West Inn, a short distance down the road, where we spent the night.

Enclosed are: Pictures of the tire damage--pictures of the metal exposed from the crumbling concrete curb, copies of the purchase price of the tire, the hotel room fee, and our dinner receipt.

The rim is scraped pretty bad, but I have not replaced it.

Fortunately, we resolved this issue within 24 hours, and we were on our way.

Enclosed is a claim for money or damages against the City of Willits form.

If this crumbling concrete curb has not been fixed, I'm glad I've brought this dangerous situation to your attention.

Sincerely,



Debbie Madison
9 Venus Drive
Rancho Mirage CA 92270



1565 S Main St
Willits, CA 95490
707-459-5938

Store: 637
Invoice: 63700135773
Salesperson: Brandon J L

Work Order 63700135754

AA219670

Customer Information

Customer ID: A063711071
Name: DEBBIE MADISON
Address: 9 VENUS
City, State, RANCHO MIRAGE, CA 92270
Phone: (760) 898-3447

Vehicle Information

Vehicle: 2009 VOLKSWAGON JETTA
Color: GREY
Mileage: 66,855
License: 6HRD249

Comments: REPLACE RIGHT FRONT, SPARE IS ON.

Les Schwab Invoice

Qty	Product Code	Product Description	Price/ea	FET	Amount
1	126188	225/45R-17 91V SS-595 BW	\$100.57	\$0.00	\$100.57
1	13718	WHEEL SPIN BALANCE	\$13.50	\$0.00	\$13.50

Parts Subtotal: \$100.57
Labor Subtotal: \$13.50
Sales Tax: \$8.17
Tire Tax: \$1.75

Invoice \$123.99

Payment Method:

MC Approval# 00777E Card# XXXXXXXXXXXXX4912

\$123.99

DOT: UXCS0001515

Qty: 1

Wheel Position: RF

Notes To Review With Customer: REPLACED RF 35PSI. PUT SPARE IN TRUNK.

WARNING: THE FOLLOWING APPLIES TO VEHICLES WITH MODIFIED SUSPENSION/RIDE HEIGHT

The suspension/ride height of this vehicle has been modified. As a result, this vehicle may handle differently than that of factory equipped vehicles. As with any vehicle, extreme care must be used to prevent loss of control or roll-over during sharp turns or abrupt maneuvers. Always wear seat belts and drive safely, recognizing that reduced speeds and specialized driving techniques may be required. Failure to drive this vehicle safely may result in serious injury or death. Do not drive this vehicle unless you are familiar with its unique handling characteristics and are confident of your ability to maintain control under all driving conditions. Some modifications (and combinations of modifications) are not recommended and may not be permitted in your state. Consult your owner's manual, the instructions accompanying this product and state laws before undertaking these modifications. You are responsible for the legality and safety of the vehicle you modify using these components.

Remember to rotate your tires every 5,000 miles for maximum mileage - and it's free!

Les Schwab electronically registers your tire purchase with the tire manufacturer at no charge to you, in accordance with NHTSA's tire registration requirements.

Your car may have a tire pressure monitoring system that uses a warning light to alert the driver of low tire pressure or system failure. Pursuant to NHTSA, Les Schwab must install all tire and wheel combinations with functioning TPMS sensors; including tires and custom wheels or winter tires and wheels. The TPMS light may illuminate after routine service and require additional action. We offer and recommend monthly air checks.

Buster's Burgers and Brew
150 S. Main St.

Willits, CA 95490
707-459-3233

TABLE # P 2
CHECK# 1783
DATE/TIME 7/17/2016 6:50:26 PM
SERVER:
STATION: U
PARTY SIZE:

Item Count: 1

1 SCRIM 20	\$6.00
1 SWEET GRI ID	\$1.00
1 METERS GLAS*	\$11.50
	\$0.00
ADD	\$2.00
1 COMBO BASKET	\$6.50
SWEET/OR	
1 SCRIMSHAW PTNT	\$5.00
Subtotal	\$46.00
8.125	\$1.63
GRAND TOTAL	\$47.63

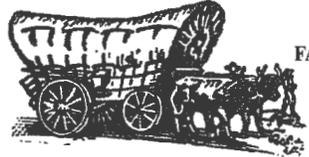
Opened: 7/17/2016 6:50:26 PM

WE DO NOT ACCEPT CREDIT OR DEBIT CARDS
THANK YOU



THE OLD WEST INN

- FAX Service -
18 Luxury Rooms
on Highway 101
in Willits, California



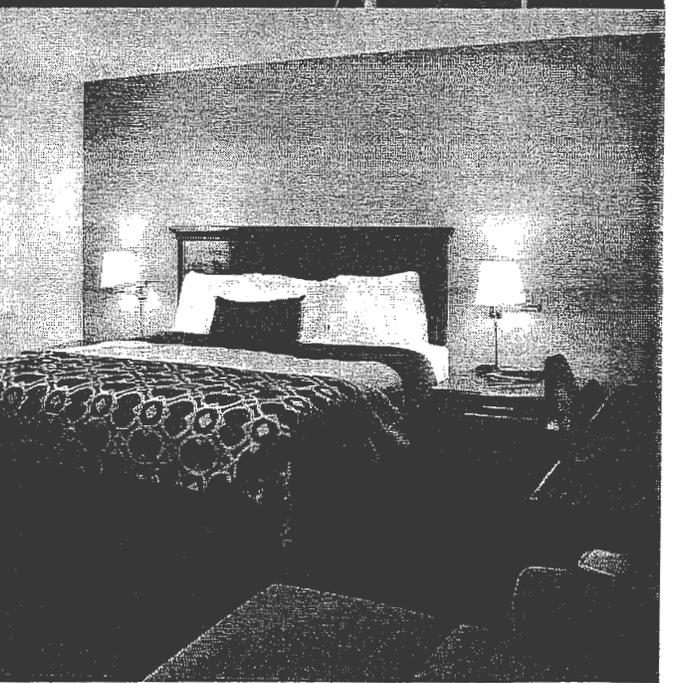
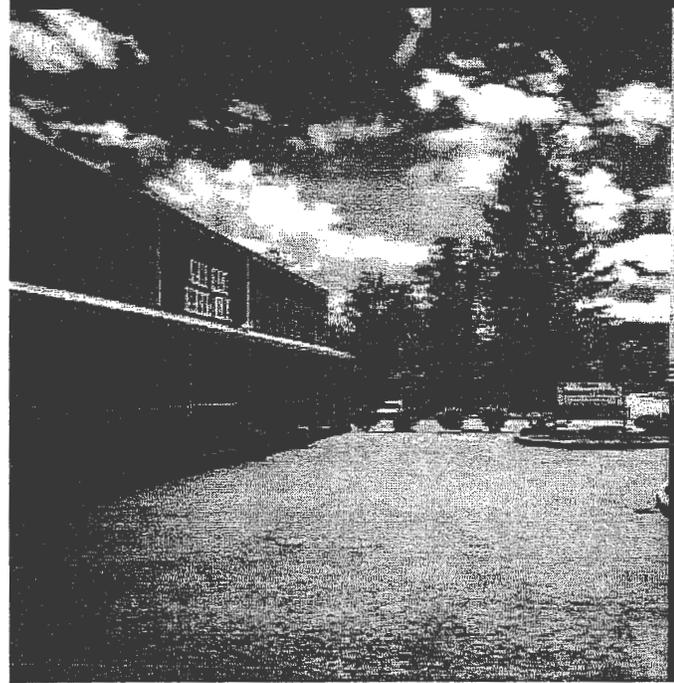
FAX (707) 459-3009



(707) 459-4201

1221 South Main Street, Willits, CA 95490

Res: 1-800-700-7659



Amenities



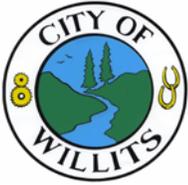












AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Gerardo Gonzalez, Chief of Police

Agenda Title: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION AUTHORIZING THE TOW AND REMOVAL OF VEHICLES FOUND TO BE IN VIOLATION OF EMERGENCY TEMPORARY “NO PARKING” SIGNS POSTED IN ACCORDANCE WITH WILLITS MUNICIPAL CODE SECTION 10.32.070

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 5 min.

Summary of Request: Municipal Code Section 10.32.070 – Emergency No Parking has been used as the authority to prohibit parking on the Frontier Day’s Parade and detour routes for the last several years and normally no vehicles have to be towed as most residents get word that they have to move vehicles by the appointed time of the parade. Posting of the affected streets occurs the night before by the police department and volunteers. This year it became necessary to tow vehicles and it became apparent the word did not get out over normal channels even though there were articles in the two newspapers, and hand signs were left at most of the residences by Frontier Day’s volunteers about a week prior. There were claims that sufficient notice was not accomplished. It appears that traditional noticing was not effective this year and whether it is because many people now ignore traditional media outlets or obtain their news via social media, it created an issue for staff, motorists, and residents.

It is the recommendation of the Police Department to change how we operate concerning the posting of signs and post a minimum of 24 hours in advance and have signs placed prior to the Parade or any other Special Event that may come up indicating date of said event and that vehicles will be towed at owners expense. The added benefit is that this ordinance can be utilized for other unplanned or last minute civic events that may require utilizing the closing of streets or the soon to be relinquished highway. The Chief of Police is authorized by resolution of the City Council pursuant Willits Municipal Code Section 10.32.070 to erect or post temporary “No Parking” signs as described in the attached resolution and pursuant section 22651(n) of the California Vehicle Code a Peace Officer may remove a vehicle that is parked or left standing where local authorities, by resolution or ordinance, have prohibited parking and have authorized the removal of vehicles.

Recommended Action: Adopt Resolution authorizing the Chief of Police to cause the placement of an Emergency -Temporary No Parking Signs during unplanned special events or emergencies 24 hours in advance of the event.

Alternative(s): None recommended.

Fiscal Impact: Minor, new sign language would have to replace existing signs but ordinarily signs are replaced yearly due to loss or damage of signs. Also the added Posting time may incur more loss or theft of signs but this already occurs.

Personnel Impact: There may be some additional staff time needed to replace signs taken or lost during the 24 hour period of the required posting.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION 2016-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AUTHORIZING THE TOW AND REMOVAL OF VEHICLES FOUND TO BE IN VIOLATION OF EMERGENCY TEMPORARY NO PARKING SIGNS POSTED IN ACCORDANCE WITH WILLITS MUNICIPAL CODE SECTION 10.32.070

WHEREAS, the Chief of Police is authorized pursuant to Willits Municipal Code Section 10.32.070 to order and erect temporary signs indicating that operation, parking or standing of vehicles is prohibited on such streets, lanes, or alleys as the Chief of Police shall direct during the holding of public or private assemblages, gatherings or functions likely to result in emergency traffic congestion; and

WHEREAS, Section 22651 (n) of the California State Vehicle Code authorizes the removal of a vehicle that is parked or left standing where local authorities, by resolution or ordinance, have prohibited parking and authorized the removal of vehicles. Except as otherwise provided in that subsection, a vehicle shall not be removed unless signs are posted giving notice of the removal; and

WHEREAS, the City Council finds and determines that good cause exists to authorize the Willits Police Department to cause to be removed any vehicle that is parked or left standing at any location within the city that the Chief of Police has issued an emergency temporary ban on the operation, parking or standing of vehicles pursuant to WMC 10.32.070.

NOW, THEREFORE BE IT RESOLVED that pursuant Section 10.32.070 of the Willits Municipal Code as authorized in California Vehicle Code Section 22651(n), the Willits City Council does hereby approve the following:

Authorize the towing and removing of vehicles that are parked or left standing in violation of the emergency parking signs posted by the Chief of Police after signs have been erected for no fewer than 24 hours prior to any event, gathering or public assemblage likely to result in emergency traffic congestion. The date of the event shall be noted on the signs posted in advance of the event.

BE IT FURTHER RESOLVED that the Chief of Police is hereby authorized and directed to cause the publication and notice of any planned events that may result in the towing or removal of vehicles under Section 10.32.070.

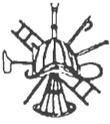
The above Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a special meeting of the City Council of the City of Willits, held on the 26th day of September, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Bruce Burton, Mayor

ATTEST:

Cathy Moorhead, City Clerk



LITTLE LAKE FIRE DISTRICT



74 East Commercial Street • Willits, California 95490
(707) 459-6271 • Fax (707) 459-7898

CARL MAGANN
Fire Chief

September 21, 2016

John Sherman
111 East Commercial Street
Willits, CA 95490

Subject: Fire Lane

Dear John,

The city of Willits is requested by the Little Lake Fire Protection District to ensure adequate emergency access to the city Rodeo Grounds from East Valley to the Rodeo Grounds for access by emergency resources, fire, police, and ambulance for any emergency. It is important to have multiple egress/ingress roads to these areas that can have a heavy population during events.

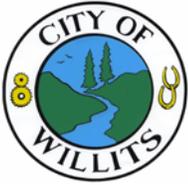
I as Fire Chief for the LLFPD, requests that the city provide a fire lane from East Valley Street to the Rodeo Grounds, with properly marked sign-age referring to MuniCode and CVC to ensure full access for emergency vehicles at all days and times.

Sincerely,

Carl Magann, Fire Chief



Sample Signs that could be used to be posted on the Fire Lane.



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Gerardo Gonzalez, Chief of Police

Agenda Title: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION AUTHORIZING THE INSTALLATION OF A FIRE LANE AND TOW AWAY ZONE ON THE CITY PROPERTY ACCESS LANE BETWEEN THE RODEO GROUNDS ON EAST COMMERCIAL STREET AND CENTER VALLEY ROAD

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 10 min.

Summary of Request: Section 22500.1 of the California Vehicle Code authorizes the establishment of a Fire Lane when so designated by the Fire Department having jurisdiction over the location in which the Fire Lane would be placed. On August 31, 2016, the Willits Traffic Safety Committee met and reviewed this request made by Fire Chief Magann. The issue of emergency access into and out of the Rodeo grounds during special events has become an issue because of individuals parking on the lane leading out to Center Valley Road from the southerly exit of the Willits Frontier Days Rodeo grounds. The Fire Chief wanted to designate this area a Fire Lane in the interest of Public Safety and the Traffic Safety Committee concurred with his request. A letter from the Fire Department was requested (attached), indicating the Fire Department's designation of this area as a Fire Lane. Section 22651(n) of the California Vehicle Code authorizes the removal of vehicles that are found parked or left standing where local authorities, by resolution or ordinance, have prohibited parking, and authorized the removal of vehicles. Except as otherwise provided in subdivisions (v) and (w) of Section 22651 of the California Vehicle Code, a vehicle shall not be removed unless signs are posted giving notice of the removal.

Recommended Action: Adopt Resolution authorizing the establishment of the Fire Lane on the described property adjacent to the Willits Frontier Rodeo grounds along with installation of required signs as specified in the California Vehicle Code and authorize by resolution the removal of vehicles found to be in violation of Section 22500.1 of the California Vehicle Code in this area.

Alternative(s): None recommended.

Fiscal Impact: Minor, additional time for installation and the cost of making the new signs. Plus cost of red paint and white stenciled Fire Lane markings as specified in the California Vehicle Code.

Personnel Impact: There may be some additional public works time needed to install the new signs and paint the adjacent edges of the lane as specified in the California Vehicle Code.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION 2016-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AUTHORIZING THE INSTALLATION OF FIRE LANE SIGNS AND TOW AWAY ZONE ON THE CITY PROPERTY ACCESS LANE BETWEEN THE RODEO GROUNDS ON EAST COMMERCIAL STREET AND CENTER VALLEY ROAD

WHEREAS, the Little Lake Fire Chief has designated a 30-foot wide Fire Lane (both sides of the lane) beginning approximately 534 feet east of the southwest corner of Parcel D07-031-02, Willits Frontier Days Rodeo Grounds located at 423 E. Commercial Street, extending in a southerly direction to its intersection with Center Valley Road; and

WHEREAS, Section 22500.1 of the California State Vehicle Code authorizes the establishment of a Fire Lane when so designated by the Fire Department and District having jurisdiction over the area in which the place is located and the area is posted in accordance with this section; and Section 22651(n) of the California State Vehicle Code authorizes the removal of a vehicle that is parked or left standing where local authorities, by resolution or ordinance, have prohibited parking and authorized the removal of vehicles. Except as otherwise provided in that subsection, a vehicle shall not be removed unless signs are posted giving notice of the removal; and

WHEREAS, the Willits Traffic Safety Committee met and concur that the installation of the designated Fire Lane and Tow Away Zone would enhance traffic safety in this area; and

WHEREAS, the City Council finds and determines that good cause exists to authorize establishment of the designated Fire Lane described above and good cause exists to authorize the Willits Police Department to cause to be removed any vehicle that is parked or left standing on this designated Fire Lane pursuant Section 22651(n) of the California State Vehicle Code.

NOW, THEREFORE BE IT RESOLVED that pursuant Section 22500.1 of the California Vehicle Code and as authorized in California Vehicle Code Section 22651(n), the Willits City Council does hereby approve the following:

- a. Authorize installation of Fire Lane signs on both sides of the 30-foot wide lane beginning approximately 534 feet east of the southwest corner of Parcel D07-031-02, Willits Frontier Rodeo Grounds located at 423 E. Commercial Street, extending in a southerly direction to its intersection with Center Valley Road.
- b. Authorize the towing and removing of vehicles that are parked or left standing in violation of California Vehicle Code Section 22500.1 after signs have been erected designating the area a Fire Lane and giving notice that vehicle would be towed and stored at owner's expense.

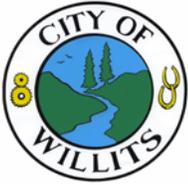
The above Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a special meeting of the City Council of the City of Willits, held on the 26th day of September, 2016, by the following vote:

AYES:
NOES:
ABSENT:

Bruce Burton, Mayor

ATTEST:

Cathy Moorhead, City Clerk



Item No. 5

Meeting Date: September 26, 2016

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION ACCEPTING THE CONSTRUCTION COMPLETION OF THE MAIN STREET WATER LINE REPLACEMENT PROJECT, PHASE III, CONTRACT NO. 2016-01 AND AUTHORIZING THE FILING OF THE NOTICE OF COMPLETION

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 10 min.

Summary of Request: On May 11, 2016, the City Council awarded a Construction Contract to Rapid Construction, Inc., for the construction of the Main Street Water Line Replacement Project, Phase III, Contract No. 2016-01, in the amount of \$746,647.

The City of Willits Engineering Department has reviewed the project and determined that it has been completed in substantial compliance with the project plans and specifications. The total cost of this construction contract with change orders is \$835,000. With materials, testing, the total cost of the project came out to \$841,365, which is \$1,365 more than the total amount budgeted for the project with contingencies.

Recommended Action: Adopt a resolution accepting the Main Street Water Line Replacement Project, Phase III, Contract No. 2016-01, as complete and authorize the City Manager to file the Notice of Completion.

Alternative(s): None recommended.

Fiscal Impact: The bid amount was \$746,647, plus \$6,365 for materials testing, bringing the total estimated cost of the project to \$753,012. There was a change order for \$88,353, which included all of the additional work throughout the project. This brought the total to \$841,365, which is \$1,365 more than the total amount budgeted for the project in 503-5031-4003-003; however, the overage can be paid out of 503-5031-2041-000.

Personnel Impact: Minimal staff time is needed to file the Notice of Completion with the County Recorder's Office.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2016-____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS ACCEPTING CONSTRUCTION OF THE MAIN STREET WATER MAIN REPLACEMENT PROJECT, PHASE III, CONTRACT NO. 2016-01, AND AUTHORIZING THE FILING OF THE NOTICE OF COMPLETION

WHEREAS, the final inspection of the Main Street Water Main Replacement Project, Phase III, Contract No. 2016-01, was made by the City of Willits Engineering Department; and

WHEREAS, it was determined that the work for this project has been completed in substantial compliance with the project plans and specifications.

BE IT HEREBY RESOLVED that the Willits City Council does hereby accept the work performed by Rapid Construction, Inc., subject to all warranties and conditions of the contract.

BE IT FURTHER RESOLVED that the City Manager is authorized and directed to execute the Notice of Completion on behalf of the City of Willits and the City Clerk is directed to record said Notice of Completion with the Recorder of the County of Mendocino.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at the special meeting of the City Council of the City of Willits, held on the 26th day of September, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Bruce Burton, Mayor

ATTEST:

Cathy Moorhead, City Clerk

RECORDING REQUESTED BY:

City of Willits

AND WHEN RECORDED MAIL TO:

City of Willits

(NAME)

111 E. Commercial Street

(STREET ADDRESS)

Willits, CA 95490

(CITY, STATE, ZIP)

**NO FEE FOR GOVT. AGENCY
GOVERNMENT CODE 27383**

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is the OWNER or agent of the interest or estate stated below.
- 2. The FULL NAME of the owner is: City of Willits
- 3. The FULL ADDRESS of the owner is: 111 E. Commercial St., Willits, CA 95490
- 4. The nature of the interest or estate is: In Fee. Fee Simple
(if other than Fee, Strike "In Fee" and insert, for example, "Purchaser Under Contract of Purchase" or Lessee")
- 5. The FULL NAMES and ADDRESSES of all CO-OWNERS, if any, who hold any title or interest with the
aforementioned owner in the property are"

NAMES

ADDRESSES

_____	_____
_____	_____

- 6. A work of improvement on the property hereinafter described, was completed on: 09/20/16
(DATE)
The work done was (describe below):
Replacement of 1953 linear feet of existing 6" water main with new 12" C900, new hydrants, and water services
were replaced where necessary on Main Street between State Street and Casteel Lane.

- 7. The name of contractor, of any, for such work of improvement is:
Rapid Construction, Inc. May 12, 2016
(NAME) (DATE OF CONTRACT)

- 8. The street address of said property is: Main Street, between Casteel and State Streets.

- 9. The property on which said work was completed is in the: Willits Mendocino
State of California, and is described as follows: (CITY OF) (COUNTY OF)

- 10. The Willits City Council accepted the project as complete by adoption of Resolution No.: _____

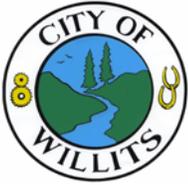
I, the undersigned, certify, under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Signature of owner or owner's representative as identified in paragraph 2.

Adrienne Moore, City Manager
(TYPED NAME)

(SIGNATURE)

(DATE)



Item No. 6

Meeting Date: September 26, 2016

AGENDA SUMMARY REPORT

To: Willits City Council Members

From: Bruce Burton, Mayor

Agenda Title: DISCUSSION AND POSSIBLE ACTION/DIRECTION TO ESTABLISH A STRUCTURED PROCESS TO ALLOW ALL COUNCIL MEMBERS AND THE PUBLIC TO PROVIDE INPUT REGARDING MARIJUANA CULTIVATION WITHIN THE CITY OF WILLITS, IN LIEU OF AN AD HOC COMMITTEE

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 15 min.

Summary of Request: The Council is requested to provide direction to the City Attorney and City staff to research and present sample draft ordinances for review. Based on input from the Council, subsequent meetings would consider the amendments with public input. In order that these sessions do not interfere with the other necessary business of Council meetings, each session will be a timed matter, not to exceed 30 minutes. Those not heard in the allotted time will be held over to the next session.

Recommended Action: Direct City Attorney and City staff to research and prepare requested information related to marijuana cultivation within the City limits for review by the City Council and the public; and direct the City Clerk to schedule a not to exceed 30-minute discussion on upcoming Council meeting agendas, as necessary.

Alternative(s): Provide a different mechanism for forwarding this subject matter.

Fiscal Impact: Not applicable at this time.

Personnel Impact: City Attorney and Staff time to prepare requested information for Council review.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____