



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

WILLITS CITY COUNCIL AGENDA

APRIL 9, 2014 ♦ 6:30 P.M. ♦ COUNCIL CHAMBERS

(Please note: Mayor Madrigal, Councilmember Burton, and City Manager Moore will be absent from the meeting due to their participation in an out of town mediation session.)

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call
2. **PUBLIC MATTERS**
 - a. Noticed Public Hearing and Possible Adoption of Resolution Authorizing Submittal of a Community Development Block Grant (CDBG) Application to the California Department of Housing and Community Development Seeking Additional Funding for the Emergency Water Supply Project
3. **PUBLIC COMMUNICATIONS**

Council welcomes participation in its meetings. Comments shall be limited to three (3) 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 – NONE SCHEDULED**
5. **INFORMATIONAL REPORTS – NONE SCHEDULED**
6. **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.
7. **COMMISSIONS, AGENCIES AND AUTHORITIES**

The Willits City Council meets concurrently as the City of Willits Planning Commission and City of Willits Successor Agency.
8. **CITY MANAGER REPORTS AND RECOMMENDATIONS – NONE SCHEDULED**
9. **DEPARTMENT RECOMMENDATIONS – NONE SCHEDULED**
10. **CITY COUNCIL AND COMMITTEE REPORTS – NONE SCHEDULED**
11. **COUNCIL MEMBER REPORTS AND RECOMMENDATIONS – NONE SCHEDULED**
12. **ENACTMENT OF ORDINANCES**
 - a. ~~Discussion and Possible Adoption of Proposed Revision to Willits Municipal Code, Section 13.04.300, to Terminate Acceptance of Remediated Industrial Groundwater into the City's Sewer Collection System (Rescheduled to April 23, 2014)~~
13. **GOOD & WELFARE**
14. **CLOSED SESSION NOTICE – NONE SCHEDULED**
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 3rd day of April, 2014.
Cathy Sanders, Deputy City Clerk*



Item No. **2a**

Meeting Date: **April 9, 2014**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Karen Gauss, Associate Planner

Agenda Title: NOTICED PUBLIC HEARING AND POSSIBLE ADOPTION OF RESOLUTION AUTHORIZING SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION TO THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR ADDITIONAL FUNDING FOR THE EMERGENCY WATER SUPPLY PROJECT

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

Summary of Request: In response to the City's declared local water emergency resulting from the Statewide drought and in consideration of the potential for prolonged drought conditions, the City has been working on an Emergency Water Supply Project to augment the City's existing system, which has been hard-pressed to maintain adequate water service to City water customers while maintaining an adequate water supply to support emergency fire protection needs. The cost of the necessary water system improvements has been calculated to be \$1,951,631 and the City budget does not have adequate funds to cover this cost. Staff has prepared a CDBG application in an effort to seek additional funding for the Emergency Water Supply Project. The application must be submitted to the California Department of Housing and Community Development by 5:00 p.m., Friday, April 11, 2014. The grant process has several requirements, including that the City Council adopt a resolution to approve submittal of the application.

Recommended Action: Adopt resolution approving the application's contents (funding request, activities, committed funding other than CDBG Program Income, etc.); authorizing submission of the application; authorizing the execution of a grant agreement and any amendments thereto (if funded); and authorizing the City Manager to enter into an agreement (if funded), as well as to sign all reports, funds requests and other program-supporting documentation (if funded).

Alternative(s): Do not pursue CDBG funding.

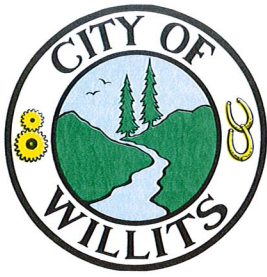
Fiscal Impact: If approved, CDBG funds would pay for the costs of installing pipelines and a new water treatment plant. This would lessen or eliminate the necessity for using City funds or increasing water rates to cover the costs of this project.

Personnel Impact: Engineering and Public Works personnel will continue to be involved in ongoing construction of the project. Finance, Planning, Engineering and administrative staff will be involved in grant reporting and management.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



CITY OF WILLITS

111 East Commercial Street • Willits, CA 95490
(707) 459-4601 • Fax (707) 459-1562 • www.willitscity.com

NOTICE OF PUBLIC HEARING

NOTICE IS HEARBY GIVEN that the City of Willits will conduct a public hearing during the regularly scheduled Willits City Council meeting on **Wednesday, April 9, 2014, at 6:30 p.m.** or as soon thereafter as the item can be heard, at the **Willits City Hall Council Chambers, 111 East Commercial Street, Willits California 95490**, to discuss the submittal of an application in response to the 2014 State Community Development Block Grant (CDBG) Notice of Funding Availability (NOFA) and to solicit citizen input.

The City of Willits is applying for a grant in the amount of up to \$1.5 million under the NOFA for the following eligible activity:

- 1) Public Improvement project that will improve or provide potable water.

None of the above activities are expected to result in displacement of residents or business owners. Grant activities will be conducted within the service area for City of Willits Water.

The purpose of the public hearing is to give citizens an opportunity to make their comments known on the proposed activities and application. If you are unable to attend the public hearing, you may direct written comments to the City of Willits, Attention: Community Development Department, 111 E. Commercial St, Willits, CA 95490, or you may telephone the Community Development Department at (707) 459-7176 with questions or comments. In addition, a CDBG public information file is available for review at the above address between the hours of 9:00am and 5:00pm.

If you plan to attend the public hearing and need special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter, please contact City Hall at (707) 459-4601 to make arrangements for special accommodation.

The City of Willits promotes fair housing and makes all programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

Dated: March 26, 2014

Cathy Sanders, Deputy City Clerk

PUBLISH: March 28, 2014

RESOLUTION NO. 2014-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS TO APPROVE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

WHEREAS, on August 14, 2013, the Willits City Council, in response to local water supply conditions, declared a Phase I Water Shortage Emergency, and on November 18, 2013, declared a Phase II Water Shortage Emergency; and

WHEREAS, on January 8, 2014, the Willits City Council, in response to worsening local conditions related to the now Statewide-declared drought, declared a Phase V Water Shortage Emergency, its most restrictive level, as well as declaring a local emergency due to drought conditions; and

WHEREAS, in response to ongoing drought conditions and concerns for the City's ability to maintain an adequate water supply to provide for domestic and fire protection services, the City Council has authorized the construction of an Emergency Water Supply Project to augment the City's existing water system; and

WHEREAS, the Community Development Block Grant (CDBG) Program includes potential funding for such Public Facilities Improvements; and

WHEREAS, an application for CDBG funding in the amount of \$1.5 million has been initiated by City staff; and

WHEREAS, a requirement of the CDBG application process is the submittal of a resolution by the City Council; and

WHEREAS, the City Council approves of the application's contents, the funding request of up to \$1.5 million, designated a Public Facilities Improvement activity, with the cost breakdown attached hereto; and

WHEREAS, the City Council authorizes the execution of a grant agreement and any amendments thereto (if funded); and

WHEREAS, the City Council designates and authorizes the City Manager to enter into an agreement (if funded); and

WHEREAS, the City Council designates and authorizes the City Manager to sign all reports, funds requests and other program-supporting documentation (if funded); and

WHEREAS, the City has determined that the federal Citizen Participation requirements were met during the development of this application; and

WHEREAS, the City has determined that it is unable to finance the project on its own and has no local funds to match the activity in this application; and

WHEREAS, the City hereby approves the commitment of CDBG Program Income in the amount of up to \$1.5 million during the grant term to the following activities: Public Facility Improvements of up to \$1.5 million; and

WHEREAS, the City hereby authorizes and directs the City manager, or designee, to sign this application and act on the City's behalf in all matters pertaining to this application; and

WHEREAS, if the application is approved, the City Manager, or designee, is authorized to enter into and sign the grant agreement and any subsequent amendments with the State of California for the purposes of this grant; and

WHEREAS, if the application is approved, the City Manager, or designee, is authorized to sign Funds Requests and other required reporting forms.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willits authorizes the submission of the CDBG application for funding of up to \$1.5 million for a Public Facility Improvement.

The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 9th day of April, 2014, by the following vote:

AYES:
NOES:
ABSENT:

HOLLY MADRIGAL, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS
Deputy City Clerk

Preliminary Design Construction Costs: Infrastructure Completed or Under Construction

NEW CITY WELL AND TREATMENT FACILITY PROJECT

Item	Quantity	Unit	Unit Cost	Installation	C Total
New Well					
1 New Well	1	ls	\$ 60,000	Included	\$ 60,000
2 New Well Bore Hole Testing	1	ls	\$ 60,000	Included	\$ 60,000
3 New Well Pump	1	ls	\$ 50,000	Included	\$ 50,000
4 New Well Water Quality Testing	1	ls	\$ 10,000	Included	\$ 10,000
Subtotal					\$ 180,000
Site Work					
5 WTP Site Grading	1	ls	\$ 57,000	Included	\$ 57,000
6 Well Security Fencing	1	ls	\$ 6,400	Included	\$ 6,400
Subtotal					\$ 63,400
Major Equipment					
7 Manganese Dioxide Filtration System with Valves, Flow Meter, Chlorine Analyzer, PLC	1	ea	\$ 332,330	\$ 24,400	\$ 356,730
8 550 Gallon Chemical Storage Tank with Container	2	ea	\$ 3,049	\$ 2,320	\$ 8,418
9 Chemical Feed Pumps	2	ea	\$ 575	Included	\$ 1,150
10 Static Mixer	1	ea	\$ 3,800	Included	\$ 3,800
11 Propeller Flow Meters	6	ea	\$ 4,025	Included	\$ 24,150
12 Groundwater Treatment Building HVAC	1	ls	\$ 12,394	\$ 5,960	\$ 18,354
Subtotal					\$ 412,602
Major Piping, Valves, and Fittings					
13 8" BW Flow Control Valve	3	ea	\$ 6,475	\$ 1,000	\$ 22,425
14 Groundwater Treatment Building Piping & Pipe Supports	1	ls	\$ 23,000	Included	\$ 23,000
15 New Well Raw Water Pipeline	1	ls	\$ 126,500	Included	\$ 126,500
Subtotal					\$ 171,925
Major Structural					
16 Metal Building w/ Electrical Room	500	sf	\$ 127	Included	\$ 63,500
Subtotal					\$ 63,500
Major Electrical					
17 Turbidimeter	1	ea	\$ 4,900	\$ 2,000	\$ 6,900
18 pH Sensor	1	ea	\$ 4,900	\$ 2,000	\$ 6,900
19 Electrical Service to Groundwater WTP	1	ls	\$ 11,500	Included	\$ 11,500
20 SCADA Intergration	1	ls	\$ 28,750	\$ 28,750	\$ 57,500
21 Groundwater Treatment Building - Electrical	1	ls	\$ 28,750	\$ 28,750	\$ 57,500
22 Electrical Service to New Well	1	ls	\$ 23,000	Included	\$ 23,000
23 Well Pump Radio Control Panels	2	ea	\$ 5,000	\$ 5,000	\$ 20,000
24 Electrical Upgrade for Elias Well	1	ls	\$ 7,100	Included	\$ 7,100
Subtotal					\$ 190,400
Summary of Subtotals					
Subtotal, New Well					\$ 180,000
Subtotal, Site Work					\$ 63,400
Subtotal, Major Equipment					\$ 412,602
Subtotal, Major Piping, Valves, and Fittings					\$ 171,925
Subtotal, Major Structural					\$ 63,500
Subtotal, Major Electrical					\$ 190,400
Project Subtotal					\$ 1,081,827
Preliminary Design Contingency				15%	\$ 162,274
Total Construction					\$ 1,244,101
Engineering Assistance					\$ 63,500
City Staff Time					\$ 56,365
Treatment Facility Design, Construction Management					\$ 125,000
TOTAL PROJECT					\$ 1,488,966

Preliminary Design Construction Costs: Infrastructure Completed or Under Construction

EXISTING WELL UPGRADES AND RAW WATER PIPELINE PROJECT

Item	Quantity	Unit	Unit Cost	Installation Cost	Total
Elias & Park Well Raw Water Pipeline - Yard Piping					
1 Pipeline & Fencing Installation - Labor	1	ls	\$ 282,000	Included	\$ 282,000
2 Pipeline Installation - Materials	1	ls	\$ 192,000	Included	\$ 192,000
3 Fencing Materials	1	ls	\$ 10,500	Included	\$ 10,500
4 Materials Testing	1	ls	\$ 1,500	Included	\$ 1,500
5 Engineering Assistance	1	ls	\$ 2,500	Included	\$ 2,500
Subtotal					\$ 488,500
Well Upgrades					
6 Elias Replacement Well	1	ls	\$ 60,000	Included	\$ 60,000
7 Elias Well Water Quality Testing	1	ls	\$ 12,800	Included	\$ 12,800
8 Elias Well Relacement Pump	1	ls	\$ 50,000	Included	\$ 50,000
9 Park Well Water Quality Testing	1	ls	\$ 10,000	Included	\$ 10,000
Subtotal					\$ 132,800
Credit for CDPH Grant	1	ls			\$ (250,000)
Total Construction					\$ 371,300
City Staff Time					\$ 56,365
Attorney/CEQA					\$ 25,000
Grant Writer					\$ 10,000
Subtotal					\$ 91,365
TOTAL PROJECT					\$ 462,665