



City of Weed

Historic Lumber Town Incorporated 1/25/1961

550 Main Street
P. O. Box 470
Weed, CA 96094

(530) 938-5020
(530) 938-5096 (FAX)
www.ci.weed.ca.us

CITY COUNCIL AGENDA Regular Meeting

Date of Meeting: February 13, 2025
Time of Meeting: 5:30 p.m.
Place of Meeting: City Hall Council Chambers 550 Main Street Weed, CA 96094

The City of Weed does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (530) 938-5020. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

PUBLIC NOTICE:

GOVERNMENT CODE, TITLE 5. LOCAL AGENCIES [50001. - 57550.] (Title 5 added by Stats. 1949, Ch. 81.) DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000. - 55821.] (Division 2 added by Stats. 1949, Ch. 81.), PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000. - 54999.7.] (Part 1 added by Stats. 1949, Ch. 81.)

CHAPTER 9. Meetings [54950. - 54963.] (Chapter 9 added by Stats. 1953, Ch. 1588.) 54954.2. (a) (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Council Members: Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine.

Mayor: Darrell Parham

III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS:

Move to accept agenda as posted or move to add or delete items.

To add item, the Council is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a 2/3rds determination that the need to take action arose subsequent to the agenda being posted.

IV. NON-AGENDA PUBLIC COMMENT

The agenda is a lawful tool used by the City Council to conduct the public's business. Subject to Government Code §54954.3, members of the public have the opportunity to address the legislative body on any item of interest that is within the Council's jurisdiction and not listed on this agenda. Comments relating to items on this agenda will be taken at the time the item is heard.

No action may be taken by the Council on matters not on this agenda. The Council has the discretion to determine the appropriate disposition of the matter presented. Three members of the Council must agree to add the matter to a future agenda. Pursuant to open meeting laws, no discussion or action, other than a referral, shall be taken by the Council on any issue brought forth.

*The Council encourages public participation, but many members of the public will be denied the opportunity to speak and to have Council action taken at a reasonable hour, if at all, if limits on time and decorum are not placed on all speakers. Individual speakers will be limited to **3 minutes each with a 20-minute maximum for public comment**. Additional opportunity for public comment may be available at the end of the meeting at the discretion of the City Council.*

Please keep comments concise and observe time limits. All remarks shall be addressed to the Council as a body and not to a single Council Member or to the audience. No person, other than the Council and persons having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the presiding officer. No question shall be asked of or by a Council Member or City staff except through and with the permission of the presiding officer

V. COUNCIL MEMBER ANNOUNCEMENTS, MEETING REPORTS AND COMMENTS

*Pursuant to Government Code §53232.3(d) members of a legislative body shall provide brief reports on **meetings attended at the expense of the local agency** at the next regular meeting of the legislative body.*

VI. CONSENT AGENDA

***All items listed under the Consent Agenda are routine and will be approved by one motion with a vote. There will be no separate discussion of these items unless the Council request specific items be removed prior to the time the Council votes on the motion. All resolutions and ordinances on this agenda, or added hereto, shall be adopted by title only and the full reading thereof is hereby waived.
Any items removed will be considered after the motion to approve the Consent Agenda.***

A. Administrative – By Motion, Council will consider Resolution No. 02-2025 appointing Jill Porterfield to the position of City Treasurer.

B. Finance – By Motion, Council will consider appointing Resolution No 03-2025 Adopting Finance Policy No. 111 Bad Debt.

C. Human Resources – By Motion – Council will consider approving an employment agreement with Chief of Police Mayberry as Acting City Manager

D. **City Clerk** – By Motion, approve minutes from January 6, 2025, Special Meeting, January 9, 2025, Regular Meeting, January 16, 2025, and February 3, 2025, Special Meetings.

E. **Finance** – By Motion, approve payment warrants dated 1/8/2025 through 1/22/2025 including any voided warrants totaling \$730,692.73.

F. **Finance** – By Motion, approve and file month end report for January 2025.

VII. ITEMS REMOVED FROM CONSENT

VIII. COUNCIL BUSINESS

All items listed under the Council Business below require action which may include any and/or all of the following: report, review, consideration, discussion, approval, disapproval, acceptance and rejection. Public input is invited. Individual speakers will be limited to 3 minutes each with a 20- minute maximum per item. As a rule, and unless otherwise expressly permitted by the presiding officer, after a motion is made by a member of the Council on the matter under consideration, no member of the public shall address or be permitted to address the Council.

A. **Public Safety** – By Motion, Council will consider encroachment permit to close Main Street from Inez to Division on April 20, 2025, for the 4/20 Festival from 0600 until 2200, and waivers of WMC 9.16.010 and 9.16.030 for outside sale and consumption of alcohol within the event boundaries only.

B. **Code Enforcement** – By Motion, Council will consider Introduction and First Reading, by title only, of Ordinance No. 481-2025, Adding Section 16.04.145 to Chapter 16.04 of the Weed Municipal Code Pertaining to the Occupancy of Condemned Property.

C. **Code Enforcement** – By Motion, Council will consider Introduction and First Reading, by title only, of Ordinance No. 483-2025, Adding Chapter 8.10 Pertaining to the Unauthorized removal of Shopping Carts from Retail Establishments and to Facilitate Retrieval of Abandoned Shopping Carts.

D. **Finance** – By Motion, Council will appoint two members of the City Council to sit on the ADHOC Finance Committee.

E. **Finance** – By Motion, Council will consider adopting Resolution No. 04-2025 approving a salary schedule for part time employees (Library).

IX. STAFF REPORTS

X. ADJOURN TO CLOSED SESSION

XI. CLOSED SESSION

A. Public Employee Discipline/Dismissal/Release (§54957)
Position: Fire Chief – Administrative Appeal of Fire Chief Per Govt. Code Section 3254(c).

B. Public Employee Appointment (\$54957)

City Manager & Interim City Manager

C. Conference with Labor Negotiator(s) (\$54957.6)

Negotiators: Interim City Manager Steven W. Baker and Chief Justin Mayberry

Teamsters Local 137

D. Conference with Legal Counsel - Anticipated Litigation (\$54956.9(e)(2))

A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency.

Number of Cases: 1

XII. ADJOURN TO OPEN SESSION

Announcement of action taken, if any, by the City Council in Closed Session required by the Ralph. M. Brown Act (Gov. Code, §§ 54950 et seq.)

XIII. ADJOURNMENT

Staff reports and/or other written documentation pertaining to the items on the agenda are on file in the Office of the City Clerk and are available for public inspection during normal weekday business hours. Information may be obtained by calling (530) 938-5020. City Council Minutes and Agendas may also be available on the City's website: <http://www.ci.weed.ca.us>. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 550 Main Street during normal business hours, or on the City's website at www.ci.weed.ca.us.

Privileged and confidential documents exempted.

Posting statement: On Monday February 10, 2025, a true and correct copy of this agenda was posted on the front door at 550 Main Street, (city hall).



City of Weed

Agenda Item Summary

Meeting: City Council – Feb. 13, 2025

Department: Steven W. Baker, Interim City Manager

Agenda Item Title: Appointment of Jill Porterfield as Treasurer

Recommendation:

Staff Recommends: Appointment of Jill Porterfield as City Treasurer.

Summary:

Colleen Brown, City's Treasurer has resigned. The Treasurer is appointed by the City Council.

Over time, the duties of the City Treasurer have been taken over by the City's Finance Director. Staff is proposing that the Finance Director, Jill Porterfield, be also appointed as the Treasurer. Ms. Porterfield is a registered CPA and has the necessary skills and experience to take over this position in addition to her current duties as Finance Director.

Fiscal impact: No fiscal impact (the Treasurer is an unpaid position)

RESOLUTION NO. 02- 2025
A RESOLUTION APPROVING THE CITY MANAGER'S
APPOINTMENT OF JILL PORTERFIELD TO THE
POSITION OF CITY TREASURER

WHEREAS, On December 3, 2024, the City of Weed received a letter of resignation from its current City Treasurer; and.

WHEREAS, the City of Weed currently has the position of Finance Director filled by Jill Porterfield, CPA, MPA since November 20, 2023; and

WHEREAS, the City Council believes it to be in the best interest of the City to be able to appoint the City Treasurer by the majority vote of the Council, upon recommendation by the City Manager; and

WHEREAS, recommendations have been provided by the City Manager for the appointment of Jill Porterfield, to the position of City Treasurer;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEED, STATE OF CALIFORNIA, that the appointment of Jill Porterfield to the position of City Treasurer is hereby approved with a monthly salary increase of \$0.00.

HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Weed held the 13th day of February 2025, by the following vote to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk

12/3/2024

City of Weed
City Manager, or City Clerk
550 Main Street
Weed, CA 96094

To Whom it May Concern:

Please accept my letter of resignation from the City of Weed Treasurer position effective 12/15/2024.

It has been a pleasure to serve the City in this capacity over my tenure.

Thank you,

A handwritten signature in cursive script that reads "Colleen Brown". The ink is dark and the signature is fluid, with a long, sweeping tail on the "n".

Colleen Brown



City of Weed

Agenda Item Summary

Meeting: City Council – 13 Feb 2025

Department: Jill Porterfield, Finance Director. *JPB*

Agenda Item Title: Adopt Resolution No. 03-2025 Adopting Finance Policy 111; A Policy to Establish Procedures to Determine the Estimated Allowance for Bad Debts.

Staff Recommendation: Staff recommend Council move to adopt Resolution No. 03-2025 adopting Finance Policy 111; A policy for establishing procedures to determine the estimated allowance for Bad Debt.

Summary: During the 23/24 Audit, the City Auditor recommended the city move forward with the adoption of a Bad Debt Policy.

This policy establishes the procedure to be used by Management to determine the estimated allowance for Bad Debts that should be carried in the financial records as an offset to the Accounts Receivable balance. The net result is the balance due from customers that Management believes is reasonably assured of being collectible.

Factors Considered.

- A.** All new water/wastewater service customers are required to pay a Guarantee Deposit, as adopted by the Council. This deposit may be reviewed and increased by Council as Council sees necessary.
- B.** The deposit is applied to the customer's account after one (1) year of no Late Fees charges to their account, otherwise, the deposit is retained. The deposit will be credited to the final bill when the customer moves out of the city.
- C.** Existing customers whose water is shut off due to non-payment are required to bring their accounts up to the current level.
- D.** Utility bills are due and payable upon presentation (roughly the first of the month) and become delinquent after the 25th of the month. Accounts still unpaid after the 10th of the following month (roughly 14 days past the delinquent date) will have their water service disconnected.
- E.** Unpaid final bills that remain unpaid after six months of internal collection efforts are written off as uncollectible and turned over to a Collection Agency for collection.

Fiscal impact:

Unknown currently.

Alternative Actions:

1. Choose another option
2. Postpone adoption of the Resolution
3. Other actions at Council's discretion

Environmental Review:

None.

Attachments:

Resolution No. 03 -2025

Policy 111

RESOLUTION NO.03-2025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
ADOPTING FINANCE POLICY 111 BAD DEBT

WHEREAS, the City Council desires to establish the procedure to be used by Management to determine the estimated Allowance for Bad Debts that should be carried in the financial records as an offset to the Accounts Receivable balance

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Weed that Finance Policy 111 as attached hereto as Exhibit A and made a part hereof by reference is hereby adopted; and

FURTHER, BE IT RESOLVED, that this resolution shall become effective immediately. I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 13th day of February 2025, by the following vote, to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor, City of Weed

ATTEST:

City Clerk, City of Weed



City of Weed
Finance Policy #111
Bad Debt

Purpose.

City of Weed customers are billed for water and wastewater services monthly after delivery of the services, i.e. in arrears. The city recognizes that some of our customers will be unable to pay for all services billed to them and that generally accepted accounting principles (GAAP) require the city to estimate how much will not be collectible. The city uses the Allowance Method of measuring bad debts.

Scope.

This policy establishes the procedure to be used by Management to determine the estimated Allowance for Bad Debts that should be carried in the financial records as an offset to the Accounts Receivable balance. The net result is the balance due from customers that Management believes is reasonably assured of being collectible.

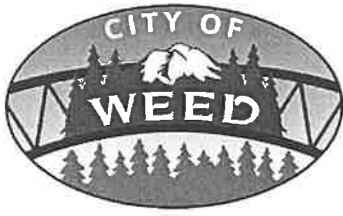
Factors Considered.

- A. All new water/wastewater service customers are required to pay a Guarantee Deposit, as adopted by the Council. This deposit may be reviewed and increased by Council as Council sees necessary.
- B. The deposit is applied to the customer's account after one (1) year of no Late Fees charges to their account, otherwise, the deposit is retained. The deposit will be credited to the final bill when the customer moves out of the city.
- C. Existing customers whose water is shut off due to non-payment are required to bring their accounts up to the current level.
- D. Utility bills are due and payable upon presentation (roughly the first of the month) and become delinquent after the 25th of the month. Accounts still unpaid after the 10th of the following month (roughly 14 days past the delinquent date) will have their water service disconnected.
- E. Unpaid final bills that remain unpaid after six months of internal collection efforts are written-off as uncollectible and turned over to a Collection Agency for collection.

Calculation of Allowance for Bad Debts.

Due to the City's tight collection policy, the aging of accounts receivable balances results in only a small percentage of accounts that age beyond 90 days past due. Historically, the City uses the total accounts receivable (A/R) balance outstanding on the measurement date times the percent (%) deemed to be uncollectible. With City Manager approval and at the Finance Director's discretion and judgment, the % deemed to be uncollectible can range anywhere from 0.5% to 4.0% of the A/R balance, depending on the current state of the economy and the trend of actual account balances being written off.

Approved by City Council on _____



City of Weed

Agenda Item Summary

Meeting: City Council – Feb. 13, 2025

Department: Steven W. Baker, Interim City Manager

Agenda Item Title: Appointment of Acting City Manager

Recommendation: That the City Council appoint Justin Mayberry as Acting City Manager and authorize the Mayor to sign the attached Employment Agreement for Acting City Manager.

Summary: Steve Baker's last day as Interim City Manager is February 13, 2025. Prior to Mr. Baker's appointment, Justin Mayberry, Police Chief was appointed as Acting City Manager.

The Agreement for Acting City Manager approved by the Council in June 2024 has been updated to reflect a new start date of February 14, 2025 with a term until a new Interim City Manager or City Manager is appointed. The remainder of the terms remain the same.

Fiscal impact: The fiscal impact will vary depending on how long Mr. Mayberry serves in this position. The additional costs will be covered in the City Manager Budget.

EMPLOYMENT AGREEMENT ACTING CITY MANAGER

THIS AGREEMENT ("Agreement") is entered into and is effective as of February 14, 2025 ("Effective Date"), by and between the CITY OF WEED, a general law city, (hereinafter referred to as "City") and Justin Mayberry (hereinafter referred to as "Employee") as Acting City Manager (hereinafter referred to as "Acting City Manager" or "ACM").

RECITALS

WHEREAS, Employee is currently the City of Weed Chief of Police, but the City desires to employ the services of Employee as Acting City Manager, and to perform such other assigned duties as may be set forth herein, as well as that of Police Chief; and

WHEREAS, the City is in the process of recruiting for a permanent, full-time City Manager and at some point prior to hiring the permanent, full-time City Manager, the City may retain the services of an interim City Manager; and

WHEREAS, the City Council is desirous of employing Employee to act as and perform the duties of Acting City Manager; and

WHEREAS, the Employee is agreeable to performing the duties of ACM under the terms and conditions of this Agreement; and

WHEREAS, the City has adopted an ordinance establishing the City Manager form of government in the City of Weed; and

WHEREAS, it is the desire of the City and Employee to enter into an Employment Agreement concerning compensation, benefits, terms and conditions of employment as the Acting City Manager and to serve the following purposes:

A. To retain Employee to perform services in a professional manner and to provide him compensation and employment benefits which will induce Employee to remain in the employment of the City as Acting City Manager and Police Chief for the needed period of time (as determined in the sole discretion of the City Council);

B. To assure Employee that, except as provided hereinafter, upon his termination as Acting City Manager, he shall return to the performance of his duties solely as the Police Chief earning the same salary and enjoying the same benefits he would have had he remained employed as the Police Chief during the term of this Agreement; and

C. To reserve to the City, however, a fair and just means of (i) terminating the employment of Employee as Acting City Manager in the event that Employee, for any reason, becomes unable or unwilling to discharge fully the duties of the office of Acting City Manager, or (ii) terminating the employment of Employee as Acting City Manager in the exercise of the right of the City Council to fill the position of City Manager as the Council sees fit, and in all events to reserve to the City the right and ability to terminate Employee's position as Acting City

Manager at the will of the City Council when the position of City Manager is filled by a permanent employee or at any other time, with or without reason.

WHEREAS, Employee accepts employment with the City as the Acting City Manager under the provisions set forth herein.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

AGREEMENT

1. EMPLOYMENT. City hereby employs the Employee, and the Employee hereby accepts employment with the City in the position of Acting City Manager, on the terms and conditions and for the compensation herein set forth.

2. SCOPE OF DUTIES AND SERVICES.

a. Under the terms and conditions of this Agreement, *Employee* shall personally provide all the services and duties ordinarily performed by the City Manager for the City under the direction and control of the City Council and as set forth in the Weed Municipal Code and other applicable, written policies and rules. Employee shall perform his obligations and responsibilities diligently within the time parameters indicated by the City Council, applying the highest degree of professionalism, ethics, integrity and competency to the discharge of every aspect of his obligations. Employee shall also retain the position and perform all the duties of the Police Chief concurrently with that of Acting City Manager, except as provided in Section 5(b) of this Agreement.

b. Employee shall not engage in any activity which is or may become a conflict of interest, prohibited contract, or which may create an incompatibility of office as defined under California law. Employee shall comply fully with his reporting and disclosure obligations under regulations promulgated by the Fair Political Practices Commission ("FPPC").

c. Employee agrees to remain in the exclusive employ of the City during the term of this Agreement. Employee shall dedicate his full energies and qualifications to his employment as the Acting City Manager and Police Chief, and shall not engage in any other employment except as may be specifically approved in writing in advance by the City Council.

3. TERM. The term of this Agreement shall begin on the Effective Date and shall terminate as of the date of the appointment of an Interim City Manager, City Manager or as set forth herein below.

4. COMPENSATION. For the services to be provided pursuant to this Agreement, Employee shall receive the following compensation and benefits:

a. Compensation. Employee shall be paid an annual base salary of one-hundred and sixty-six thousand, eight-hundred and forty-eight dollars (\$166,848.00), which is payable monthly in the amount of thirteen thousand, nine-hundred and four dollars (\$13,904.00). Thereafter, Employee's base salary shall be increased by the same percentage and at the same

time any discretionary across-the-board increase is granted to the City's exempt management employees ("management employees"). Employee's salary shall be payable in installments at the same time as other employees of the City and in accordance with established City procedures.

b. General Benefits. Except as may be otherwise provided herein, Employee shall be provided the compensation and benefits offered to all other management employees.

5. REINSTATEMENT AS POLICE CHIEF -- Notwithstanding anything to the contrary stated herein, during the term of this Agreement, Employee may, upon giving the City 30 days' advance written notice, resign his position as Acting City Manager and return to the position of and be reinstated as solely the Police Chief. Upon his reinstatement as solely the Police Chief, he shall enjoy those benefits and be subject to the terms and conditions of his Police Chief employment.

a. In the event that Employee returns to the position of and is reinstated as the Police Chief for any reason hereunder, Employee's salary and benefits shall be adjusted to match that which would have been in effect at the time he is so reinstated had he not entered into this Agreement and had, during the term of this Agreement, retained and performed the duties of his position solely as Police Chief. Under such circumstances, it shall be presumed that during the term of this Agreement Employee did not and would not have received any salary increases as the Police Chief as a result of any performance evaluations.

b. During the term of this Agreement, the Police Chief position shall be considered a temporary position in the event that Employee determines that said position should be filled by a person other than himself. It shall have a term lasting no longer than thirty days and shall be terminable at will. It shall be subject to a written employment agreement or contract containing, at a minimum, the terms specified herein. The person ("hiree"), if any, hired to fill said temporary position, shall be informed in writing that Employee has the right to "bump" said hiree out of the Police Chief position should Employee's employment as Acting City Manager terminate and Employee therefore be entitled to be reinstated to said Police Chief position.

6. TERMINATION AND RESIGNATION. Notwithstanding anything to the contrary stated herein, the City Council has the right, upon thirty (30) days advance written notice to Employee, to terminate Employee at any time during the term of this Agreement with or without cause, and nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Council to terminate the services of Employee at any time without cause, subject only to the provisions set forth in this Section 6. The parties agree that Employee serves at the will of the City Council. Employee waives any and all rights he may have (i) to challenge or appeal any such termination or (ii) to invoke any due process (procedural or substantive) rights or protections as conditions to the City's right to terminate his employment hereunder.

a. Except as is provided hereinafter, upon the City Council's termination of Employee's employment as Acting City Manager, Employee shall have the right to be reinstated to the position of Police Chief under the same terms and conditions set forth in Section 5(a), above.

b. Notwithstanding the foregoing to the contrary, if Employee is terminated as the Acting City Manager for any or all of the reasons set forth below, then: (i) he shall not be

entitled to thirty (30) days advance written notice, and (ii) he shall not be entitled to be reinstated as the Police Chief:

- 1) Conviction of any criminal offense involving moral turpitude, provided that Employee may be placed on administrative leave without pay should he be charged with such a crime or crimes;
- 2) willful destruction, theft, misappropriation, or misuse of City property;
- 3) intoxication on duty, whether by alcohol or non-prescriptive drugs;
- 4) inexcusable absence;
- 5) dishonesty, fraud or misconduct in office;
- 6) fraud or dishonesty in securing this appointment;
- 7) violation of State or federal discrimination laws concerning race, religious creed, color, national origin, ancestry, physical or mental disability, marital status, sex or age concerning either members of the general public or City employees;
- 8) willful and unlawful retaliation against any other City official or employee or member of the general public who in good faith reports, discloses, divulges or otherwise brings to the attention of any appropriate authority any facts or information relative to actual or suspected violations of any law occurring on the job or directly related thereto; or
- 9) refusal to comply with any lawful direction, decision or order given or made by a majority of the City Council.

c. If, upon the termination of this Agreement, Employee receives any cash settlement from the City related to that termination, the Employee shall fully reimburse the City the amount of said cash settlement if the Employee is convicted of a crime involving an abuse of the office of Acting City Manager. Said reimbursement shall be paid to the City within thirty (30) days after said conviction becomes final and is no longer subject to any appeal.

7. BONDING. City shall bear the full cost of any fidelity or other bond required of Employee as the Acting City Manager under any law or ordinance.

8. GENERAL PROVISIONS.

a. Notices. Any notice to be given by either party to the other shall be in writing and shall be considered delivered when transmitted either by personal delivery or by mail, registered or certified, postage pre-paid with return receipt requested and properly addressed as follows or by email (accompanied by delivery by first class, U.S. Mail (if by email, the notice shall be deemed received on the date sent provided that there is evidence that the notice was received on that date):

To City: Mayor & City Council, City of Weed
550 Main Street
Weed, CA 96094
www.ci.weed.ca.us

With copy to: David J. Ruderman, City Attorney
Colantuono Highsmith & Whatley
420 Sierra College Drive, Suite 140
Grass Valley, CA 95945

Phone: (530) 432-7357

Email address: DRuderman@chwlaw.us

To Employee: Justin Mayberry
Address on file

Email address: mayberry@ci.weed.ca.us

Phone: (530) 938-5000

Any party may change his/its address for purposes of this section by giving the other party written notice of the new address in the manner set forth above.

b. Waiver. The waiver of any breach of any provision hereunder by either party to this Agreement shall not be deemed to be a waiver of any other provision or subsequent breach hereunder, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party marking the waiver.

c. Construction of Terms. The language of all parts of this Agreement shall be construed according to their plain meaning and shall not be construed for or against either party. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment or exhibits hereto.

d. Severability. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be unenforceable, void or invalid, in whole or in part, for any reason, the remainder of this Agreement shall remain in full force and effect. In the event of such entire or partial invalidity, the parties hereto agree to enter into supplemental or other agreements to effectuate the intent of the parties and the purpose of this Agreement.

e. Controlling Law. This Agreement shall be construed in accordance with and governed by the laws of the State of California, with venue proper only in the County of Siskiyou, State of California.

f. Entire Agreement. This Agreement constitutes the entire Agreement between the parties pertaining to the employment of Employee by the City as its Acting City Manager and supersedes all prior and contemporaneous agreements, representations, promises and understanding of the parties, whether oral or in writing. No supplement, modification or amendment of this Agreement shall be binding, unless executed in writing by all parties and this

Agreement may not be altered, amended or modified by any other means. Each party waives their future right to claim, contend, or assert that this Agreement was modified, canceled, superseded or changed by any oral agreement, course of conduct, waiver, or estoppel.

g. Other Terms and Conditions of Employment. The Council, in consultation with the Employee, may fix any such other terms and conditions of employment relating to the performance of the Employee, provided the terms or conditions do not conflict with the provisions of this Agreement.

h. Recitals Incorporated. The recitals are incorporated by this reference.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

CITY OF WEED

Darrell Parham, Mayor

EMPLOYEE

By: _____
Justin Mayberry

Approved as to form:

David J. Ruderman, City Attorney

CITY OF WEED CITY COUNCIL
SPECIAL MEETING MINUTES
JANUARY 6, 2025

The City Council of the City of Weed held a special meeting on Monday January 6, 2025, at 8:48am in the Council Chambers at City Hall. Mayor Darrell Parham called the meeting to order and led recitation of the Pledge of Allegiance. Present, in addition to Mayor Parham, were Council Members Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine. Also present were Interim City Manager Steve Baker, Chief of Police Justin Mayberry, City Clerk Sandra Duchi, and Finance Director Jill Porterfield.

PUBLIC COMMENT

There was none.

ADJOURN TO CLOSED SESSION

Council Member Palfini moved to adjourn to closed session at 8:49am, Council Member Mazzoni seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

CLOSED SESSION

A. Public Employee Appointment
(Gov. Code § 54957) City Manager

Council Member Mazzoni moved to adjourn to open session at 6:10pm. Council Member Palfini seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

Mayor

ATTEST:

City Clerk

CITY OF WEED CITY COUNCIL
REGULAR MEETING MINUTES
JANUARY 9, 2025

The City Council of the City of Weed held a regular meeting on Thursday, January 9, 2025, at 5:30 pm in the Council Chambers at City Hall. Mayor Darrell Parham called the meeting to order. Present, in addition to Mayor Parham, were Council Members Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine. Also present were Interim City Manager Steven W. Baker, City Attorney David Ruderman, Police Chief Justin Mayberry, Finance Director Jill Porterfield, Public Works Director Chris Davis, Fire Chief Steve Duncan, and City Clerk Sandra Duchi

III. ACCEPTANCE OF AGENDA/URGENCY ITEMS

Council Member Palfini moved to accept the agenda as posted. Council Member Whetstine seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

ABSTAIN: None

IV. NON-AGENDA PUBLIC COMMENT

There was none.

V. COUNCIL MEMBER REPORTS AND COMMENTS

Council Member Whetstine reported attending the LOLA Meeting in Yreka, met local elected officials, and listened to what other municipalities are doing. Council Member Parham thanked the four Council Members for their attendance at the LOLA meeting and was pleased to report on the activities of the city.

VI. CONSENT AGENDA

Mayor Parham read the consent agenda, asked for public comment, and asked if any member would like to pull any items from the consent agenda. Council Member Whetstine asked to remove item B from the consent agenda.

A. Code Enforcement - By Motion, Council considered second reading and adoption, by title only, of Ordinance No. 482-2024, Adding Chapter 12.22 and Amending Sections 9.10.020, 9.10.050, and 9.10.150 of Chapter 9.10 of the Weed Municipal Code.

C. City Clerk – By Motion, approved minutes from December 12, 2024, Regular Meeting.

D. Finance – By Motion, approved payment warrants dated 12/16/2024 through 12/19/2024 including any voided warrants totaling \$879,446.49.

E. Finance - By Motion, approved and file month end report for December 2024.

Council Member Palfini moved to approve the consent agenda as amended. Council Member Whetstine seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

ABSTAIN: None

VI. ITEMS REMOVED FROM CONSENT

- B. Administrative – By Motion, Council considered second reading and adoption, by title only, of Ordinance No. 475-2024 Amending Section 2.12.070 of Chapter 2.12 and Chapter 2.16 of Title 2 of the Weed Municipal Code. Council Member Whetstine requested the item be tabled to a later date while the city searches for a new City Manager. Council Member Mazzoni moved to table Ordinance No. 475-2024. Council Member Whetstine seconded the motion and the vote was:
AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.
NOES: None
ABSENT: None
ABSTAIN: None

VIII. COUNCIL BUSINESS

- A. **Code Enforcement** – By Motion, Council considered Resolution No. 01-2025 adopting a policy for the notice, removal, and storage of personal property from encampment removal sites. Chief Mayberry presented the staff report. Council Member Whetstine moved to adopt Resolution No. 01-2025. Council Member Palfini seconded the motion, and the vote was:
AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.
NOES: None
ABSENT: None
ABSTAIN: None

XI. STAFF REPORTS

Public Works reported the Bypass Water Supply Project has moved to S. Weed Blvd, work is continuing through winter, and the SCADA system is near completion. The Police Department thanked all resources that responded to the recent Silver Alert. Interim City Manager wished Council a Happy New Year. The City Attorney wished the same.

5:43pm Mayor Parham allowed Public Comment. Bob Hall addressed the council regarding the condition of Main Street. Mayor Parham requested a staff move forward with a Main Street workshop.

Council Member Mazzoni moved to adjourn to closed session at 5:53pm. Council Member Palfini seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.
NOES: None
ABSENT: None
ABSTAIN: None

Interim City Manager announced there will be no reportable action coming from the closed sessions.

XII. CLOSED SESSION

A. Public Employee Appointment (§54957)
City Manager

B. Conference with Labor Negotiator(s) (§54957.6)
Negotiators: Interim City Manager Steven W. Baker and Police Chief Justin Mayberry
Teamsters Local 137

XIII. ADJOURN TO OPEN SESSION

Announcement of action taken, if any, by the City Council in Closed Session required by the Ralph. M. Brown Act (Gov. Code, §§ 54950 et seq.)

Council Member Mazzoni moved to adjourn to open session at 7:12pm. Council Member Virasonh seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

ABSTAIN: None

XV. ADJOURNMENT

Council Member Mazzoni moved to adjourn the meeting. Council Member Whetstine seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

ABSTAIN: None

SINE DIE 7:12 pm

Mayor

ATTEST:

City Clerk

CITY OF WEED CITY COUNCIL
SPECIAL MEETING MINUTES
JANUARY 16, 2025

The City Council of the City of Weed held a special meeting on Monday January 16, 2025, at 1:30pm in the Council Chambers at City Hall. Mayor Darrell Parham called the meeting to order and led recitation of the Pledge of Allegiance. Present, in addition to Mayor Parham, were Council Members Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine. Also present were Interim City Manager Steve Baker, and City Clerk Sandra Duchi.

PUBLIC COMMENT

There was none.

ADJOURN TO CLOSED SESSION

Council Member Whetstine moved to adjourn to closed session at 1:32pm, Council Member Virasonh seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

CLOSED SESSION

A. Public Employee Appointment
(Gov. Code § 54957) City Manager

Council Member Mazzoni moved to adjourn to open session at 3:45pm. Council Member Palfini seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

Mayor

ATTEST:

City Clerk

CITY OF WEED CITY COUNCIL
SPECIAL MEETING MINUTES
FEBRUARY 3, 2025

The City Council of the City of Weed held a special meeting on Monday February 3, 2025, at 5:11pm in the Council Chambers at City Hall. Mayor Darrell Parham called the meeting to order and led recitation of the Pledge of Allegiance. Present, in addition to Mayor Parham, were Council Members Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine. Also present were Interim City Manager Steve Baker, Public Works Director Chris Davis, City Clerk Sandra Duchi, and City Engineer Curtis Paget via zoom.

PUBLIC COMMENT

There was none.

WORKSHOP

A. Wastewater Workshop

Public Works Director Davis introduced Curtis Paget from PACE Engineering. Curtis discussed the status of both wastewater treatment facilities, the need for improvements, timeline, expense, and possible funding opportunities. Council Members questions were asked and answered. The council gave directions to staff.

ADJOURN TO CLOSED SESSION

Council Member Palfini moved to adjourn to closed session at 7:12pm, Council Member Whetstine seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

CLOSED SESSION

A. Public Employee Appointment
(Gov. Code § 54957) City Manager

Council Member Mazzoni moved to adjourn to open session at 8:55pm. Council Member Palfini seconded the motion, and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine

NOES: None

ABSENT: None

ABSTAIN: None

No Reportable Action

Mayor

ATTEST:

City Clerk

Check Number	GL Period	Check Issue Date	Vendor Number	Payee	Amount
11219	01/25	01/23/2025	1061	AMERICAN RIVER COLLEGE	158.00
11220	01/25	01/23/2025	1101	BATTERY SYSTEMS, INC.	144.59
11221	01/25	01/23/2025	1116	BLUE STAR GAS	1,514.55
11222	01/25	01/23/2025	1173	CAL-ORE COMMUNICATIONS	646.96
11223	01/25	01/23/2025	1198	CED REDDING	307.64
11224	01/25	01/23/2025	1252	COLANTUONO, HIGHSMITH & WHATLEY PC	6,680.10
11225	01/25	01/23/2025	1301	DAY MANAGEMENT CORP.	250.00
11226	01/25	01/23/2025	2238	DUNSMUIR ROD & GUN CLUB	240.00
11227	01/25	01/23/2025	1353	E & S ENGINEERS & SURVEYORS	774.00
11228	01/25	01/23/2025	1374	ERICKSON VALERO	61.08
11229	01/25	01/23/2025	1414	GANNETT CALIFORNIA LOCALIQ	682.00
11230	01/25	01/23/2025	2237	GIERLICH-MITCHELL	82,646.94
11231	01/25	01/23/2025	1438	GREAT NORTHERN SERVICES	4,071.19
11232	01/25	01/23/2025	1615	KUSTOM SIGNALS, INC.	1,223.08
11233	01/25	01/23/2025	1621	L.N. CURTIS & SONS	2,733.74
11234	01/25	01/23/2025	1808	PACE ANALYTICAL SERVICES LLC	304.76
11235	01/25	01/23/2025	1809	PACE CIVIL INC.	49,200.00
11236	01/25	01/23/2025	1809	PACE CIVIL INC.	1,481.50
11237	01/25	01/23/2025	1809	PACE CIVIL INC.	248.00
11238	01/25	01/23/2025	1809	PACE CIVIL INC.	434.00
11239	01/25	01/23/2025	1809	PACE CIVIL INC.	7,633.50
11240	01/25	01/23/2025	1809	PACE CIVIL INC.	5,250.00
11241	01/25	01/23/2025	1813	PACIFIC POWER & LIGHT CO.	2,204.04
11242	01/25	01/23/2025	1847	PLACEWORKS	634.54
11243	01/25	01/23/2025	1847	PLACEWORKS	275.00
11244	01/25	01/23/2025	1936	RYAN COATES	24.46
11245	01/25	01/23/2025	1945	S.C.O.R.E.	54,025.39
11246	01/25	01/23/2025	2027	SISKIYOU COUNTY ECONOMIC	2,500.00
11247	01/25	01/23/2025	2226	STEVE SLUSS	50.05
11248	01/25	01/23/2025	2230	TERRI-LEA WILLIAMS	1,125.00
11249	01/25	01/23/2025	2178	VESTIS	166.68
11250	01/25	01/23/2025	2236	WHETSTINE, MELISSA	301.96
12325	01/25	01/23/2025	1174	CalPERS	27,354.67
Grand Totals:					255,347.42

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Check Number	GL Period	Check Issue Date	Vendor Number	Payee	Amount
11170	01/25	01/09/2025	1116	BLUE STAR GAS	2,852.02
11171	01/25	01/09/2025	1188	CASCADE FIRE EQUIPMENT	1,214.75
11172	01/25	01/09/2025	1240	CITY OF YREKA	200.00
11173	01/25	01/09/2025	2233	Colton Cheffey	61.64
11174	01/25	01/09/2025	1336	DON ERICKSON	3,164.76
11175	01/25	01/09/2025	1353	E & S ENGINEERS & SURVEYORS	774.00
11176	01/25	01/09/2025	1386	EZ JANITORIAL	235.00
11177	01/25	01/09/2025	1398	FIRST BANKCARD	2,622.19
11178	01/25	01/09/2025	1438	GREAT NORTHERN SERVICES	4,291.95
11179	01/25	01/09/2025	1462	HINDERLITER DE LLAMAS & ASSOC.	1,222.18
11180	01/25	01/09/2025	1496	J & J PUMPS INC.	5,907.00
11181	01/25	01/09/2025	1593	KELLIE POWER	925.00
11182	01/25	01/09/2025	1621	L.N. CURTIS & SONS	625.66
11183	01/25	01/09/2025	1735	MSC INDUSTRIAL SUPPLY CO	658.52
11184	01/25	01/09/2025	1756	NAPA AUTO PARTS	1,337.68
11185	01/25	01/09/2025	1766	NETWORK ONE	6,347.10
11186	01/25	01/09/2025	2234	NORTH VALLEY DISTRIBUTING	860.00
11187	01/25	01/09/2025	1785	NORTHERN CALIFORNIA GLOVE CO	424.05
11188	01/25	01/09/2025	1808	PACE ANALYTICAL SERVICES LLC	514.84
11189	01/25	01/09/2025	1813	PACIFIC POWER & LIGHT CO.	18,609.65
11190	01/25	01/09/2025	1815	PALACIOS LAW OFFICE	400.00
11191	01/25	01/09/2025	1846	PITNEY BOWES BANK INC.	1,041.99
11192	01/25	01/09/2025	1847	PLACEWORKS	4,050.00
11193	01/25	01/09/2025	1900	RICK FRIEDMAN	87.90
11194	01/25	01/09/2025	1954	SANDRA DUCHI	250.75
11195	01/25	01/09/2025	2033	SISKIYOU FOOD ASSISTANCE	1,860.00
11196	01/25	01/09/2025	2049	SOLANO'S INC.	788.82
11197	01/25	01/09/2025	2065	STAPLES ADVANTAGE	155.90
11198	01/25	01/09/2025	2098	SWRCB ACCOUNTING OFFICE	3,914.76
11199	01/25	01/09/2025	2132	TIMBERWORKS	386,983.63
11200	01/25	01/09/2025	2235	TOWER CLOCKS USA	7,097.50
11201	01/25	01/09/2025	2159	U.S. CELLULAR	617.57
11202	01/25	01/09/2025	2161	UNION PACIFIC RAILROAD	677.88
11203	01/25	01/09/2025	2167	US BANK	1,059.96
11204	01/25	01/09/2025	2170	VALERIE CHANG	125.00
11205	01/25	01/09/2025	2177	VERIZON	25.02
11206	01/25	01/09/2025	2178	VESTIS	250.02
11207	01/25	01/09/2025	2192	WEED MUSEUM	351.68
11208	01/25	01/09/2025	2198	WEED VISITOR'S CENTER	7,865.00
11209	01/25	01/09/2025	2202	WEX BANK	50.00
11210	01/25	01/09/2025	2205	WINEMA CEMETERY ASSN.	2,338.75
11211	01/25	01/09/2025	1009	A T & T CALNET	721.83
11212	01/25	01/09/2025	2177	VERIZON	1,783.36
Grand Totals:					475,345.31



CITY COUNCIL AGENDA MEMORANDUM

Meeting Date:	February 13, 2025
From:	Justin Mayberry, Chief of Police
Subject:	420 Festival 2025

Staff Recommendation:

The event will require road closures for 16 consecutive hours with temporary implementation of traffic control actions to include maintaining a fire lane through the event for emergencies. A waiver of 9.16.010 and 9.16.030 WMC by council will be necessary for any sales and consumption of alcohol within the event boundaries (consumption of cannabis within the event remains illegal per 11362.3 H&S).

Analysis:

Staff, after receipt of an encroachment request from La Florista, have determined the following street closures and traffic control measures may be implemented for 4/20/2025.

- a. Closure of Main St. from the intersection of Main St. at W. Inez St./E. Inez St., north to the south prolongation (intersection) of Main St and W. Division St./E. Division St. The closure will have some impact on residents and businesses; La Florista is responsible for obtaining a waiver from those businesses within the closure to allow for the event.
- b. La Florista has requested a one-day event on 4/20/2025, with a requested street closure from 6:00am until 22:00pm. La Florista will be erecting a temporary fence running north/south down the center of Main St. The fire lane requested by Weed Fire Department for emergency response will be maintained in the northbound lane of Main St.
- c. Insurance Certificate Required. Insurance Certificate provided to the City by the applicant's insurance company must name the City of weed as an additional insured for the event specified in the application and must include a copy of any endorsements. Minimum coverage amount required is \$2,000,000.00. The certificate and endorsement are required and must be in a form acceptable to risk management. If certificates and endorsements are not received, the encroachment permit will be revoked, and the event will not be allowed on City property.

Options:

1. Approve the closures and waivers of WMC.
2. Reject the closures and waiver of WMC.
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

Some associated costs are foreseen currently. Use of City of Weed traffic control devices will be necessary. City employees will need to distribute traffic control devices no later than the morning of 4/18/2025 to allow for 24-hour notice posting before closure. City employees will need to print notice of road closure and physically set up city owned barricades to allow for required posting. City employees will need to affect the closure on 4/20/2025 by placing traffic control devices throughout the area of closure. City employees will need to remove and compile traffic control devices on the night of 4/20/2025 allowing the roadway to reopen. City employees will need to collect city traffic control devices on 4/21/2025.

Requested:

- a. La Florista requests the use of the closure area on 4/20/2025 from 06:00am through 22:00pm to allow for set-up, teardown, clean up and event activities.
- b. La Florista has made a verbal request for council waiver of 9.16.010 and 9.16.030 WMC to allow for sales and consumption of alcohol within the event boundaries. No alcohol catering applications have been submitted for the event at this time but are anticipated.

Attachments:

1. Application for Encroachment Permit



City of Weed

550 Main Street
P. O. Box 470
Weed, CA 96094

(530) 938-5020

(530) 938-5096 (FAX)

**THIS IS AN APPLICATION ONLY
NO WORK CAN BE STARTED UNTIL YOU RECEIVE YOUR PERMIT**

APPLICATION FOR ENCROACHMENT PERMIT

An "encroachment" is defined in Section 660 of the California Streets and Highways Code as "any tower, pole, pole line, pipe, pipeline, fence, billboard, stand or building, or any structure, object of any kind or character not particularly mentioned in the section, or special event, which is in, under, or over any portion of the State highway rights of way. "Special event" means any street festival, sidewalk sale, community-sponsored activity, or community-approved activity."

An encroachment permit is a contract between the City and an encroachment permit holder, (permittee), that describes the terms and conditions under which you are granted permissive authority to enter onto State right-of-way to perform the activity.

An encroachment permit grants permission to the permittee or their agent (a contractor) to perform the within the City's right-of-way, and assignment to another party is prohibited.

An encroachment permit is not a property right, such as an easement, nor does it confer a property right. It cannot be transferred with the sale of real personal property. A new property owner must apply for and obtain a new encroachment permit for any activity to be performed.

Encroachment permits are necessary for the city to:

- Ensure the safety of the traveling public, roadway workers and permittees,
- Protect, maintain, and enhance the quality of the city roadway system during and after permitted work,
- Ensure that the proposed encroachment is compatible with the primary uses of the city roadway system,
- Protect the city's and public's investment in the roadways, and
- Ensure that temporary uses of city roads, right-of-way for special events, filming, etc. are conducted safely and with minimum inconvenience to the traveling public.

Some of the activities requiring an Encroachment Permit include:

- Advertising Displays, holiday decorations, banners, or signs.
- Frontage improvements: sidewalk, curb and gutter, mailbox, fencing, driveways, new road intersections, drainage facilities and erosion control.
- Commercial filming.
- Landscaping, planting or modifying vegetation.
- Miscellaneous activities: mowing, grading, excavations.
- Utility installations.
- Special Events: parades, sidewalk festivals, marathons and other community sponsored activities.

Today 1-25-2025

Date: 4/20/2025 event

The undersigned hereby applies for permission to excavate, construct and/or otherwise encroach on City right of way by performing the following work:

(Applicant will describe here fully what will be done using extra sheets if necessary.)

Road Closure - West Side only for Annual 420 event.
INEZ TO DIVISION from 6:00am - Sunday 4/20 - TO
10:00 PM 4/20 -
EAST SIDE Open for E.M.S. or Parking - or.
→

The back of this form may be used for sketches. Detailed plans should be submitted if available and may be required of complex projects.

The work site must be in the field with conspicuous stakes and flags readily visible from the road. Mark stakes to identify owner, or applicant.

(If the site cannot be identified the permit will not be issued.)

The work is located on street/road INEZ West Side approximately Length of Streets
(Name) (Distance)
DIVISION EAST SIDE of intersection of street/road DIVISION
(Direction i.e., north/south/east/west) (Name)

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Weed and its agents and "employees" from and against any injury, damage, claims, actions or suits arising out of the herein described Event, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify the City of Weed from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing event(s). RT

INSURANCE CERTIFICATE REQUIRED: Will obtain insurance.

Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Weed as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

COVID-19 WAIVER

I, the undersigned, acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that myself and others attending my event may be exposed to or infected by COVID-19. I agree to having all attendees follow CDC and Siskiyou County Department of Public Health recommendations for enhanced health and safety measures related to COVID-19 and follow all posted instructions while using City

Store Fronts. →

Office

Open to EMS. or Parking.

(Event on West Side.)

MAIN ST

DIVISION

VB

VB

VB

Live Music Tent Tables

VB

VB

VB

Vendors Booths →

VB

VB

VB

VB

VB

VB

VB

VB

VB

VB

VB

VB

VB

VB

Food Trucks

in park

Food Trucks

Stage

Stage

Stage

Stage

Stage

Stage

Store fronts

Corner Market

Others

WTF

Others

Others

Others

Others

Others

Others

Others

facilities; including requirements for social distancing, wearing of face coverings, participant grouping, types of activities allowed, and potential limits on event size.

PLEASE NOTE:

The signature of the applicant on this application will serve to indicate and acknowledge that the applicant has read and does understand the provision set forth therein, and upon affixing said signature, does agree to conform and comply with these provisions and requirements.

Applicant will print or type name

ELIZABETH A. TABOR.

Applicant signature

Elizabeth A. Tabor.

Address

242 Main St

City, State ZIP CODE

Weed Ca 96067.

Phone Number

530-925-6482 ^{cell} 530-408-0420 wk.

FOR CITY USE ONLY

Approved: _____

Date: _____

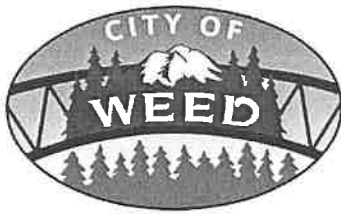
Administrative Approval: Public Works Director

Requires City Council Review:

Date of Meeting:

CLC Review/Approval
needed

2/13/25



City of Weed

Agenda Item Summary

Meeting: City Council – 13 Feb 2025

Department: Steven W. Baker, Interim City Manager

Agenda Item Title: Staff recommends Introduction and first reading, by title only, of Ordinance No 481-2025 Adding Section 16.04.145 to Chapter 16.04 of the Weed Municipal Code Pertaining to the Occupancy of Condemned Property and Liability to Building Owner or Manager

Recommendation:

Introduction and First Reading, by Title Only of Ordinance Adding Section 16.04.145 to Chapter 16.04 of the Weed Municipal Code Pertaining to the Occupancy of Condemned Property

Summary:

When the City's Building Official determines that a building is unsafe to occupy, they will post a notice on the building stating this. Sometimes in the past these buildings have been occupied after the building has been posted and the city code does not have an effective method for removing those individuals.

This ordinance would provide that it is a misdemeanor to occupy a building after it has been posted as unsafe.

Fiscal impact:

No direct fiscal impact.

Alternative Actions:

1. Introduce a modified version of the Ordinance
2. Do not introduce the ordinance and provide directions to staff
3. Council's discretion

Environmental Review:

N/A

Attachments: Ordinance

ORDINANCE NO. 481-2025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEED, CALIFORNIA, ADDING SECTION 16.04.145 TO CHAPTER 16.04 OF THE WEED MUNICIPAL CODE PERTAINING TO THE OCCUPANCY OF CONDEMNED PROPERTY AND LIABILITY TO BUILDING OWNER OR MANAGER

WHEREAS, Section 7 of Article XI of the California Constitution authorizes the City to make and enforce within its limits all local, police, sanity, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, the City has a substantial interest in promoting the public health, safety, and welfare of its residents; and

WHEREAS, it is in the best interest of the City and its residents for the City to have clearly defined standards that discourage the existence, proliferation, and occupancy of substandard buildings.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Weed as follows:

SECTION 1. The recitals set forth above are true and correct and are hereby incorporated into this Ordinance by this reference.

SECTION 2. Section 16.04.145 is added to Chapter 16.04 of the City of Weed Municipal Code to read as follows:

16.04.170 – Prohibited Occupancy.

- A.** Any occupied structure condemned or posted with a placard of condemnation by the building official or designee shall be vacated as ordered by the building official or designee.
- B.** Any person who enters or occupies a structure condemned or posted with a placard of condemnation by the building official or designee shall be guilty of a misdemeanor and liable for the penalties provided by chapter 1.20 of this code.
- C.** Any person(s) who owns or manages a structure condemned or posted with a placard of condemnation by the building official or designee that is entered or occupied as described in subsection B above shall be guilty of a misdemeanor and liable for the penalties provided by chapter 1.20 of this code.
- D.** Subsections B and C above shall not apply to the entry or occupation of a structure by any person(s) authorized to inspect, repair, modify, demolish, renovate, or otherwise improve the structure pursuant to a valid building permit or with the written permission of the building official or designee.

SECTION 3. The adoption of this Ordinance is not subject to the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.) ("CEQA") because it can be seen with certainty that there is no possibility that this Ordinance may have a significant effect on the environment. (CEQA Guidelines, § 15061, subd. (b)(3).)

SECTION 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance or its application to any person or circumstance is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons and circumstances. The City Council of the City of Weed declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof despite the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 5. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law.

SECTION 6. This Ordinance shall become effective thirty (30) days after is adoption.

I hereby certify that the foregoing Ordinance was introduced for first reading at a regular meeting of the City Council of the City of Weed held on the 13TH day of February, 2025, and thereafter adopted at a regular meeting of said Council held on the ____ day of March, 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAINING:

Darrell Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk



CITY COUNCIL AGENDA MEMORANDUM

Meeting Date: February 13, 2025

From: Justin Mayberry, Chief of Police

Subject: Staff Recommends Introduction and First Reading, by Title Only, of Ordinance No. 483-2025 Amending Title 8, Health and Safety, to Add Chapter 8.10 Pertaining to the Unauthorized Removal of Shopping Carts from Retail Establishments and to Facilitate Retrieval of Abandoned Shopping Carts

Staff Recommendation:

Approval of Ordinance establishing guidelines for the maintenance of identifying signage and collection of shopping carts removed from premises, by the businesses operating within the City of Weed.

Analysis:

To reduce the shopping carts removed from local business premises and left throughout the City of Weed creating a public nuisance, an Ordinance has been created requiring the following.

- A. Businesses utilizing shopping carts on their premises will be required to have an Abandoned Shopping Cart Prevention Plan for the collection of carts removed from their premises.
- B. Business will be required to collect and return any carts to their premises when identified.
- C. Businesses notified of the presence of shopping carts offsite may face administrative citation for the public nuisance if the cart is not collected in a timely manner.
- D. The maintenance of signage per 22435.1 B&P. Required signage will assist Weed Police Department in the enforcement of 22435.2 B&P "Unlawful Removal of Shopping Cart" when removal is observed.

Options:

1. Move for Introduction and First Reading of Ordinance 483-2025.

2. Rejection of Ordinance 483-2025.
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

Adoption of this ordinance will have a fiscal impact on the City of Weed associated with staff enforcement. Businesses may have an increased cost of bringing carts into compliance with 22435.2 Business & Professions Code. Costs associated with collection of carts will be the responsibility of the business.

Attachments:

1. Ordinance 483-2025

ORDINANCE NO. 483-2025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEED, CALIFORNIA, AMENDING TITLE 8, HEALTH AND SAFETY, OF THE WEED MUNICIPAL CODE TO ADD CHAPTER 8.10 PERTAINING TO THE UNAUTHORIZED REMOVAL OF SHOPPING CARTS FROM RETAIL ESTABLISHMENTS AND TO FACILITATE RETRIEVAL OF ABANDONED SHOPPING CARTS

WHEREAS, the City has a substantial interest in promoting the public health, safety and welfare of its residents, visitors and businesses, and the aesthetic qualities of the City; and

WHEREAS, abandoned or unattended shopping carts off the premises of retail establishments can interfere with pedestrian and vehicle traffic and the use of public streets, sidewalks, public areas, and public rights-of-way; can constitute a hazard to streams, riparian areas and other natural areas; and contribute substantially to litter, clutter and visual blight; and

WHEREAS, the purpose of this ordinance is to promote the public health, safety and welfare, and the aesthetic qualities of the City by regulating and prohibiting the removal of shopping carts from the premises of retail establishments, including designated parking areas, without the authorization or consent of the cart's owner, and to regulate the retrieval and disposition of abandoned or unattended shopping carts that are found off the premises of retail establishments so as to:

1. Provide for pedestrian and vehicle safety;
2. Ensure that the flow of pedestrian or vehicle traffic, including ingress into or egress from any residence, place of business, street, sidewalk, public area, public right-of-way, or any legally parked or stopped vehicle, is not unreasonably interfered with;
3. Help protect streams, creeks, riparian areas, and other natural areas within the City;
4. Reduce litter, clutter, and visual blight associated with abandoned or unattended shopping carts;
5. Divert cart waste from the landfill; and
6. Balance the rights and interests of those engaged in commercial activities that provide shopping carts for use by customers with the rights and interests of those who do not want to be disturbed by abandoned or unattended shopping carts on private and public property.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Weed as follows:

SECTION 1. Findings. The Council hereby finds and declares the following:

The above recitals are true and correct and are incorporated herein by reference. The presence of abandoned or unattended carts, or parts thereof, on private or public property is found to create a condition tending to reduce the value of private property, to create blight and deterioration,

interfere with pedestrian and vehicular traffic, to be injurious to health, safety, and general welfare, and contributes to landfill waste. The presence of abandoned or unattended carts, or parts thereof, on private or public property, except as expressly hereinafter permitted, is declared a public nuisance which may be abated as such in accordance with the provision of this chapter.

SECTION 2. Text of Code. Chapter 8.10 of the Weed Municipal Code is hereby added to read as follows:

Sections:

8.10.010. Authority and Purpose

8.10.020. Applicability

8.10.030. Administration

8.10.040. Definitions

8.10.050. Required Signs and Identification

8.10.060. Prohibitions

8.10.070. Cart Containment and Retrieval by Owners

8.10.080. Abandoned Shopping Cart Prevention Plan

8.10.090. Violation – Penalties

8.10.010. Authority and Purpose

This chapter is adopted pursuant to Business and Professions Code Sections 22435 through 22435.8 and the city's general police powers for the purpose of regulating and prohibiting the removal of shopping carts from the premises of retail establishments, including designated parking areas, without the authorization or consent of the shopping cart's owner, and to regulate the retrieval and disposition of abandoned or unattended shopping carts that are found off the premises of retail establishments.

8.10.020. Applicability

This chapter applies to all businesses located in the city that provide shopping carts for customer use and to any person in possession of a shopping cart off the premises of an owner's business within the city.

8.10.030. Administration

The director is authorized to administer this chapter which includes, without limitation, the ability to promulgate administrative policies and procedures to interpret, implement and enforce this chapter.

8.10.040. Definitions

"Abandoned or unattended shopping cart" means any shopping cart which is left unattended, discarded or abandoned upon any public property other than the premises from which the shopping cart was removed, without the authorization or consent of the cart's owner.

“Director” shall mean the city manager, or such other as designated by the city manager, to administer the appropriate sections of this chapter.

“Owner” means a person who owns or provides shopping carts for use by customers in connection with the operation of a business.

“Person” includes, without limitation, individuals, corporations, partnerships, and all other legal entities, and officers, employees, and authorized agents of an owner.

“Parking area” means a parking lot of other property provided by a retailer for use by a customer for parking an automobile or other vehicle. The parking area of a retail establishment located in a multistore complex or shopping center shall include the entire parking area used by the complex or center.

“Premises” means the entire area owned and utilized by a retail establishment that provides shopping carts for use by customers, including any parking area or other off-street area provided by an owner, or shared with other retail establishments, for use by customers for parking automobiles or other vehicles.

“Retail establishment” or “business” means any business located in the city that offers or provides shopping carts for the use by customers of such business regardless of whether such business is advertised or operated as a retail or wholesale business, and regardless of whether such business is open to the general public, is a private club or business, or is a membership store.

“Shopping cart” means a basket mounted on wheels or a similar device generally used by a customer for the purpose of transporting goods of any kind within a retail establishment or designated parking or loading area of that business establishment.

8.10.050. Required Signs and Identification

Within sixty (60) days following the effective date of this ordinance, every shopping cart owned or provided by an owner shall have a sign permanently affixed to the shopping cart that includes the following information:

- A. The owner’s name, the business’s address, and the business’s phone number.
- B. Notice of the procedure to be utilized for authorized removal of the shopping cart from the premises.
- C. Notice that unauthorized removal of the shopping cart from the premises or parking area of the retail establishment, or the unauthorized possession of the shopping cart, is a violation of state law and city ordinance.

8.10.060. Prohibitions

- A. Unauthorized Removal Unlawful.

It is unlawful for any person, either temporarily or permanently, to remove a shopping cart from the premises of a retail establishment or be in possession of a shopping cart with a

permanently affixed sign as provided in section 8.10.050, that has been removed from the premises of a retail establishment, without written consent of the owner authorized by this chapter or for the purpose of repair, maintenance, or disposal authorized by this chapter.

An owner may permit customers' off-premises use of a shopping cart for transportation of purchased items. The authorization must be in writing with date(s) and time(s) of authorized use. Any shopping cart taken off premises must be returned to the owner's premises within seventy-two (72) hours unless undergoing repair, maintenance, or disposal.

B. Abandonment Prohibited.

It shall be unlawful and a public nuisance for any person to cause or permit any shopping cart to be abandoned or remain unattended on or upon any sidewalk, street, alley or other public area, other than the premises of the owner of such shopping cart.

8.10.070. Cart Containment and Retrieval by Owners

A. Mandatory Secure Containment of Shopping Carts After Hours.

Every shopping cart owner must lock or otherwise securely contain all shopping carts of the owner after business hours in a manner that prevents theft or removal from the retail establishment's premises. All shopping carts located on the premises of a retail establishment, other than an establishment open for business twenty-four hours per day, must be collected at the end of each business day by the owner, employee(s), or authorized agent(s) of the retail establishment and be collectively confined in a secured manner in a designated cart confinement area on the premises until the commencement of the next business day.

All shopping carts located on the premises of any retail establishment open for business twenty-four hours per day, other than carts then currently in use by a customer, must be collected by the owner, employee(s), or authorized agent(s) of the retail establishment and returned to a designated cart confinement area on the premises at least twice per calendar day between the hours of twelve p.m. (noon) and twelve a.m. (midnight) on each day the retail establishment is open for business. This subsection (A) does not apply to:

1. Shopping carts located within an enclosed building.
2. Shopping carts removed from the premises of a retail establishment for purposes of repair or maintenance that are in the possession or custody of the party to whom removal has been authorized in writing by the shopping cart owner.
3. Shopping carts being transported by the owner, or an officer, employee, or authorized agent of the owner, to or from a business location of the owner.

B. Mandatory Retrieval of Carts.

All abandoned shopping carts of a retail establishment that are found off of or outside of the premises of the retail establishment must be retrieved as soon as practicable by the owner, or an authorized agent of the owner, including but not limited to a cart retrieval

service retained by the owner. The city may notify the owner of an abandoned shopping cart. Such notice may be given by telephone, email or text message to the owner or owner's agent.

The owner, or agent(s) thereof, shall retrieve or cause the identified shopping cart(s) to be retrieved within seventy-two (72) hours of receipt of notice from the city. Any owner of an abandoned shopping cart who fails to retrieve or cause the retrieval of the identified shopping cart(s) within seventy-two (72) hours of receipt of notice from the city is guilty of a violation of this chapter and shall be subject to enforcement by any lawful means available to the city, including without limitation issuance of an administrative citation and/or fine(s) under section 8.10.090 of this chapter. In accordance with subsection (B) of section 8.10.060, such abandoned shopping cart(s) are a public nuisance and the city may pursue any and all lawful means for the abatement thereof and the collection of abatement and enforcement costs from the owner.

C. Retrieval Services.

Persons retained to perform shopping cart retrieval services must retain written authorization from the owner to be presented upon request by the Director. A copy of the record showing written authorization shall be maintained in each vehicle used for shopping cart retrieval. Vehicles used by retrieval services must bear conspicuous signs identifying the name of the cart retrieval service.

8.10.080. Abandoned Shopping Cart Prevention Plan

- A. Every owner of a business that provides ten (10) or more shopping carts shall develop, implement and comply with the terms and conditions of an abandoned shopping cart prevention plan to prevent the unauthorized removal of shopping carts from the business's premises and, if removed, to retrieve the cart within seventy-two (72) hours of the removal or notice of the removal. The abandoned shopping cart prevention plan shall include the following elements:
1. Name of Business/Owner. The name of the owner and the business name, the physical address where the business is conducted, name, address and phone number(s) of the on-site manager or designated agent.
 2. Inventory of Carts. The number of shopping carts held by the business at the business's premises.
 3. Notice. A description of the notice to be provided to customers that the removal of carts from the premises is prohibited and is a violation of state and local law. This notice may include, but is not limited to, flyers distributed at the premises, warnings on shopping bags, signs posted in prominent places near door and parking lot exits, and announcements using intercom systems at the premises.

4. Cart Identification. A description of the cart identification requirements which conform to state law and section 8.10.050.
 5. Loss Prevention Measures. A description of the specific measures that the owner shall implement to prevent unauthorized cart removal from the premises. These measures may include, but are not limited to, electronic or other disabling devices on the carts so they cannot be removed from the premises, effective management practices, use of courtesy clerks to accompany customers and return the carts to the store, use of security personnel to prevent removal, and requiring a security deposit for use of cart.
 6. Employee Training. A description of an ongoing employee training program that shall be implemented by the owner and that shall be designed to educate new and existing employees on the abandoned shopping cart prevention plan.
 7. Cart Containment. A plan for secure containment of shopping carts in a designated cart confinement area on the premises at least twice per calendar day between the hours of twelve p.m. (noon) and twelve a.m. (midnight) on each day the retail establishment is open for business, unless exempt from subsection (A) of section 8.10.070.
 8. Mandatory Cart Retrieval. A plan for retrieval of abandoned carts by the owner within seventy-two (72) hours, including specific measures for the retrieval of abandoned carts by employees or proof that the owner has entered into a contract for cart retrieval services.
- B. A proposed plan for preventing shopping cart removal shall be submitted to the city within sixty (60) days following the effective date of this ordinance. Any owner of a business that opens after the effective date of the ordinance codified in this section will have thirty (30) days from the filing date on their city business license application to submit a shopping cart removal prevention plan to the city for approval.
- C. The director may reject a prevention plan on any of the following grounds:
1. The plan fails to include the information required by this section or fails to adequately address the elements required by this section.
 2. The plan fails to address any special or unique conditions due to the geographical location of the premises as they relate to cart retention and prevention efforts.
 3. Implementation of the plan violates this chapter or other local, State, or Federal law.
 4. The plan is insufficient or inadequate to prevent removal of carts from the premises.
 5. The owner knowingly makes a false statement or omits relevant facts in the plan or in any modification or attachment to the plan.

- D. If a prevention plan is rejected, or if additional information is needed, the director shall notify the owner. Within thirty (30) days of this notice, the owner shall submit the additional information or a complete or adequate prevention plan. The director's decision to reject or deny a prevention plan shall be final.
- E. Upon notice to the owner that the city has approved the prevention plan, the owner has thirty (30) days to implement the prevention plan at their business.
- F. An owner shall submit a modified prevention plan for city approval as necessary to address changed circumstances. The city may require an owner to submit a modified prevention plan based on changed circumstances or if an owner's shopping carts are repeatedly discovered to be abandoned or unattended. The city shall review and consider the modified prevention plan in the same manner as an initial prevention plan.
- G. An owner who fails to timely submit a complete prevention plan to the satisfaction of the director or fails to implement or comply with approved prevention plan measures is guilty of a violation of this chapter and shall be subject to enforcement by any lawful means available to the city, including without limitation issuance of an administrative citation and/or fine(s).
- H. Every owner who is required to submit an abandoned shopping cart prevention plan or a modified prevention plan pursuant to this chapter shall submit with the plan a fee for the director's review the plan in the amount set forth in the schedule of fees established by resolution of the city council.

8.10.090. Violation - Penalties

Any person who violates any provision of this chapter is guilty of an infraction and is subject to punishment as provided by law including under Weed Municipal Code Title 19 Chapter 19.01 (Administrative Citations).

SECTION 3. CEQA. This ordinance is not a project subject to the California Environmental Quality Act (Pub. Res. Code, § 21000, et seq.) ("CEQA") pursuant to California Code of Regulations, Title 14, § 15000, et seq. ("CEQA Guidelines") section 15061(b)(3) as it can be seen with certainty that there is no possibility that the regulation of off-premises shopping carts may have a significant effect on the environment. To the extent this ordinance is a project subject to CEQA, it is categorically exempt pursuant to CEQA Guidelines section 15308 as an action to assure the restoration and enhancement of the environment. CEQA Guidelines section 15301 Existing Facilities as there would be negligible or no expansion of use; CEQA Guidelines section 15308 Actions by Regulatory Agencies for the Protection of the Environment, as the proposed ordinance is intended to assure the maintenance and protection of the environment; and CEQA Guidelines section 15311 Accessory Structures, regarding potential placement on-premise signage needed for public notification associated with the proposed ordinance.

SECTION 4. Publication. This ordinance, or a summary, shall be published in the Weed Press, a newspaper of general circulation in the City of Weed, in compliance with the requirements of the Government Code.

SECTION 6. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have adopted this Ordinance, and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, phrases or portions might be declared invalid or unconstitutional, and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 6. Effective Date. This ordinance shall become effective thirty (30) days after its adoption.

I hereby certify that the foregoing ordinance was introduced for first reading at a regular meeting of the City Council of the City of Weed held on the 13th day of February, 2025, and thereafter adopted at a regular meeting of said Council held on the day of , 2025, by the following
vote, to wit:

AYES: Council Members

NAYS:

ABSENT:

ABSTAINING:

Mayor, City of Weed

ATTEST:

City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – Feb. 13, 2025

Department: Steven W. Baker, Interim City Manager

Agenda Item Title: Adhoc Finance Committee Appointment

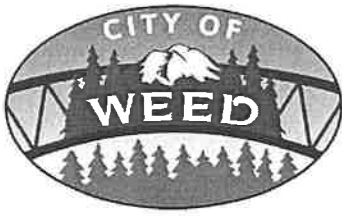
Recommendation: That the City Council appoint two members to the Ad Hoc Finance Committee.

Summary:

In the next couple of months the City will begin the annual budget process. Staff is recommending that two members of the City Council be appointed to work closely with staff on reviewing revenues and expenses as well as developing strategies for moving forward fiscally while meeting city priorities.

This Finance Ad Hoc Committee will enable staff to get feedback more quickly on proposals, but ultimately the budget will come before the full council for presentation and adoption at workshops and meetings.

Fiscal impact: No fiscal impact.



City of Weed

Agenda Item Summary

Meeting: City Council – Feb. 13, 2025

Department: Steven W. Baker, Interim City Manager

Agenda Item Title: Approval of Part-Time Salary Schedule – Library Employees

Recommendation: That the City approve a part time salary schedule for Library Employees.

Summary: The City has a number of part-time employees, however does not have a part-time salary schedule. Some of these positions have been filled on a part-time basis for a number of years (e.g. Library Assistants), some are more occasional (part time employees providing confined space training) some are seasonal (e.g. seasonal firefighters) some are part-time hours based on regular city positions (e.g. part time dispatcher). None of these positions receive regular benefits, although some receive CalPERS benefits if they have worked over 1,000 hours in a year and most receive the statutory minimum of sick leave under state law. All positions pay into Social Security and Medicare.

Because of this diversity of part time positions and how they are used, a simple table with merit increases (like the regular salary schedule) is not appropriate for all of these positions. Staff is still working on the Fire positions and will bring them back to the Council at a future meeting.

Part Time Salary Schedules: Library Assistants

	Step 1	Step 2	Step 3	Step 4	Step 5
Library Assistant	\$16.50	17.33	18.19	19.10	20.05
Senior Librarian	18.15	19.06	20.01	21.01	22.06

Table based on minimum wage (\$16.50 as of January 1, 2025), incremented by 5% for each step. The City has had a part-time Senior Librarian in the past and may appoint that position in the future.

Fiscal Impact: Minor cost increases with step increases. Salary savings from eliminating third position will cover all costs.

RESOLUTION NO.04-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
APPROVING PART-TIME SALARY SCHEDULE
LIBRARY EMPLOYEES

WHEREAS, the City has a number of part-time employees however the city does not have part-time salary schedule, and:

WHEREAS, the City has established a Salary Schedule for the Part-Time Library employees in accordance with Exhibit A attached hereto,

NOW BE IT HEREBY RESOLVED: The part-time salary schedule for the library as described in attached Exhibit A will be effective immediately upon adoption.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Weed held the 13th day of February 2025, by the following vote, to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor, City of Weed

ATTEST:

City Clerk

EXHIBIT "A"

City of Weed
Hourly Wage Range
for
LIBRARY EMPLOYEES
PART-TIME SALARY SCHEDULE

Position	Range and Step				
	1	2	3	4	5
Senior Librarian	18.15	19.08	20.01	21.01	22.06
Library Assistant	16.50	17.33	18.19	19.10	20.05