

**MINUTES OF THE WILLOWS CITY COUNCIL MEETING HELD September 28, 2010**

1. The meeting was called to order at 7:00 p.m. by Vice Mayor Hansen.
2. **PLEDGE OF ALLEGIANCE:** Council Member Yoder led the Pledge of Allegiance.
3. **ROLL CALL:**

Present: Holvik, Towne, Yoder & Hansen  
Absent: Baker

4. **Agenda Review:** It was **moved** by Council Member Yoder and **seconded** by Council Member Holvik to accept the September 28, 2010, Agenda as presented. The motion was unanimously passed.

5. **Presentations & Proclamations:** None
6. **Oral and Written Communications/Public Comment:** None

7. **Consent Agenda:**

It was **moved** by Council Member Yoder and **seconded** by Council Member Towne to approve the consent Agenda as presented. The motion unanimously passed and the following items were adopted/approved:

- a) Approval of General Check Register (22174-22199).
  - b) Approval of Payroll & Direct Deposit Check Registers (Z01896-Z01934 & 30881-30900).
  - c) Approval of the City Council Meeting Minutes of August 24, 2010.
  - d) Confirm the City's current Conflict of Interest Code as presented and without any changes (per Resolution #45-2008).
8. **Public Hearings:** None
  9. **Ordinances:** None
  10. **Items introduced by City Council or Administrative Staff for discussion purposes only (Including Economic Development Updates, if any):** None
  11. **New Business:**

- a) Consider adoption of a Resolution awarding a contract for the Tehama Street Rehabilitation Project Phases 2 and 3 and the South Tehama Street Landscape ARRA Project to Knife River Construction:

Public Works Director Greg Tyhurst presented the staff report for this item. This is an ARRA project for the Rehabilitation of Tehama Street Phases 2 & 3 and South Tehama Street Landscaping. Bids were advertised and were opened on August 24. Two bids were received ranging from a low of

\$307,537.05 to a high of \$376,045. The low bid was received from Knife River Construction and staff has reviewed the bid and determined that it satisfies the requirements for the project. Staff is asking that Council approve a Resolution to award the construction contract for this project to Knife River Construction in the amount of \$307,537.05, and that an overall budget of \$371,291.05 be established for this project.

It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder to Approve a Resolution authorizing the City Manager to sign a contract with Knife River Construction for the rehabilitation of Tehama Street Phases 2 and 3 and the South Tehama Street Landscape ARRA Project. The motion was unanimously passed.

b) Consider adoption of a Resolution to approve the use of Downtown Façade Improvement Funds for a Mini Grant to install windows at 211 W. Sycamore Street (APN 002-162-012):

Prior to the Council hearing this item, Council Member Yoder recused himself due to a Conflict of Interest, as he operates a business in the downtown Commercial District. Council Member Yoder exited the Chambers and did not return for the remainder of the meeting.

The City Manager explained that Holly Myers made an application to the City requesting a Mini-Grant under the Façade Improvement Program to replace all the glass in the storefront windows at a business located within the Central Commercial District. The type of work proposed does not require Planning Commission approval as prior Façade Improvement projects were subject to, therefore the project is proceeding to the Council for grant funding approval. This project was applied for under the Mini Grant portion of the Façade Improvement Program as Mrs. Myers desires to improve the building frontage and obtain financial assistance with the improvements. The cost estimate to replace the windows is approximately \$1670.86. Mrs. Myers understands that the maximum allowed under Mini Grants is \$1200 and that she is liable to pay the difference. With that, the City Manager asked that Council consider adopting a Resolution allowing the use of façade improvement funds for this project.

It was **moved** by Council Member Towne and **seconded** by Council Member Holvik to adopt a Resolution approving the use of Mini Grant Downtown Façade Improvement funds for Holly Myers in order to replace storefront windows on an existing commercial building located at 211 W. Sycamore Street, APN 002-162-012. The motion carried with Council Member Towne, Council Member Holvik & Vice Mayor Hansen all voting ayes, Mayor Baker absent, and Council Member Yoder absent due to recusal.

## **12. Council Member Reports:**

Council Member Holvik reported that the first annual “Glenn County Cup” golf tournament between the Cities of Willows & Orland took place at Glenn Golf and Country Club on September 18 was a success and that the City of Willows was the overall winner of the event. He plans on making this an annual event.

Council Member Hansen reported that he attended the recent Transit & Transportation Committee Meeting. He also reported that he was a food server at the “Tip a Cop/Tip a VIP” fundraiser put on by the Police Department that took place recently at the Old Hwy 99 Steakhouse and he said the event was well attended and he had a great time. Chief Spears announced that he believes that approximately \$2000 was raised at the event, with the proceeds to go toward the Police K-9 program.

13. **Executive Session:** None

15. **Adjournment:** Vice Mayor Hansen adjourned the meeting at 7:12 p.m.

Dated: September 28, 2010

NATALIE BUTLER

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City Clerk

The City of Willows is an Equal Opportunity Provider