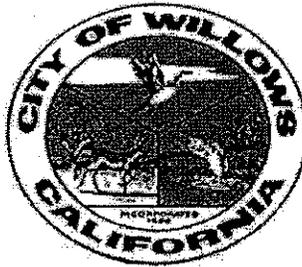


CITY COUNCIL

Heather Baker, Mayor  
Gary Hansen, Vice Mayor  
Vincent Holvik, Council Member  
Peter Towne, Council Member  
Jim Yoder, Council Member



CITY MANAGER  
Steve Holsinger

CITY CLERK  
Natalie Butler

201 North Lassen Street  
Willows, CA 95988  
(530) 934-7041  
[www.cityofwillows.org](http://www.cityofwillows.org)

**CITY COUNCIL MEETING AGENDA**

**Tuesday, November 9, 2010**

**7:00 p.m.**

1. Call to Order Willows City Council Regular Meeting 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call
4. **Agenda Review: (Requested Changes by Council or Staff)**
  - a.) Consider acceptance, by motion, of City Council November 9, 2010, Agenda.
5. **Presentations & Proclamations:** None Scheduled
6. **Oral and Written Communications/Public Comment:** Persons wishing to speak on a matter *not on the agenda* may be heard at this time, however, no action will be taken unless placed on a future agenda. (*Oral communications are generally restricted to three minutes*).
7. **Consent Agenda:** Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Councilperson or citizen requests, in which event the item will be removed from the consent agenda.
  - a) Consider approval of General Check Register.
  - b) Consider approval of Payroll & Direct Deposit Check Registers.
  - c) Consider Cancellation of the December 28<sup>th</sup> City Council Meeting.
8. **Public Hearings:** None  
  
(*Persons wishing to speak on a Public Hearing item are asked to approach the microphone to address the Council and limit comments to three minutes. It is also requested that you please state your name for the record.*)
9. **Ordinances:** None
10. **Items introduced by City Council or Administrative Staff for discussion purposes only:**
11. **New Business:**
  - a). Discussion with Glenn County, Glenn Ride Transit Representative(s) - concerning placement of temporary bus-stops/barricades, problems with specific locations on Wood and Humboldt, and the possible immediate removal of those stops from the circulator route.

b.) Consider approval, by Motion, to apply for Grant Funds from the Northern California Cities Self Insurance Fund (NCCSIF) for Police Officer Mini-Cam Video Recorder devices and digital storage equipment in the amount of \$2,800 (two-thousand, eight hundred) dollars.

12. Council Member Reports:

13. Executive Session: None

14. Adjournment:

**CERTIFICATION:** Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before November 4, 2010.

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall and the Willows Public Library at 201 North Lassen Street in Willows.

In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider

**CONSENT AGENDA ITEM**

**TO:** Mayor Baker and Members of City Council  
**FROM:** Steve Holsinger, City Manager  
**SUBJECT:** City Council Meeting of December 28, 2010

---

**RECOMMENDATION**

Approve cancellation of the December 28, 2010, City Council Meeting.

---

**BACKGROUND**

In previous years it has been Council's practice to cancel the second meeting in December. This year a Council meeting is scheduled to occur on December 28, 2010. This past July, City Council approved the closure of City Hall for business during the week between Christmas & New Years and therefore it would be staff's recommendation that the second meeting in December be cancelled.

**FINANCIAL CONSIDERATIONS**

None.

**NOTIFICATION**

Post Notice of Cancellation and Notify Media if approved.

**RECOMMENDATION**

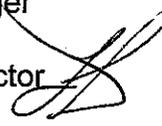
Approve cancellation of the December 28, 2010, City Council Meeting

---

Respectfully submitted,

  
Stephen Holsinger,  
City Manager

**AGENDA ITEM**

**TO:** Steve Holsinger, City Manager  
**FROM:** Tim Sailsbery, Finance Director   
**SUBJECT:** Grant Application-NCCSIF Safety Funds

---

**RECOMMENDATION**

Approve, by motion, the application for \$2,800 in grant funds from the Northern California Cities Self Insurance Funds and appropriate said amount from Fund No. 355

---

**SITUATION (or BACKGROUND):**

The City of Willows belongs to the Northern California Cities Self Insurance Fund ("NCCSIF"), a joint powers authority that provides liability and workers compensation coverage for the City. NCCSIF is offering grant funding for safety and ADA compliance activity, with a total amount of \$4,618 available to the City for fiscal year 2010-2011.

The Police Department has requested that a portion of this years grant be used for the purchase of uniform-mounted mini-cameras along with a media storage device to download data from individual cameras. These devices will be used to record contacts made by WPD personnel, with the recordings stored on an external media storage device.

The amount requested is based upon quotes provided by MPH Industries and Office Depot. However, prior to purchase commitment, WPD staff will seek additional quotes for the equipment in question.

Staff has communicated with the JPA administrator and confirmed that this request complies with the terms of the grant.

**FINANCIAL CONSIDERATIONS:**

\$ 2,800 appropriation of grant funds from Northern California Cities Self Insurance Fund.

**NOTIFICATION**

N/A

**ALTERNATE ACTIONS**

1. Approve by motion
2. Request additional information from staff
3. Reject staff recommendation and/or direct item to be returned at later date.

**RECOMMENDATION**

Approve, by motion, the application for \$ 2,800 in grant funds from the Northern California Cities Self Insurance Funds and appropriate said amount from Fund No. 355

---

Respectfully submitted,



Tim Sailsbery  
Finance Director

---

Attachment:

- EXHIBIT A: Grant Application
- EXHIBIT B: Product Information



## Safety Grant Fund Application

Member Name: City of Willows

Submission Date: 11/10/10

Submitted by: Tim Sailsbery

Available Funds: \$4,618.00

Requested Funds: \$2,800

Please use the following lines to describe the proposed use for your funds, and be sure to attach any applicable backup data, such as quotes, receipts, etc. for work to be performed:

The City of Willows proposes to use the Safety Grant funds for the purchase of 20 uniform mounted cameras with digital storage for Police Department staff as well as a media storage device to collect data from the individual cameras. The cameras will be used by WPD staff at all times of interaction with the public to record audio and visual activity. Such devices will aid the WPD in providing an accurate recording of activity as well as enhance officer safety via training opportunities gained from incident recordings. The use of an external storage device will allow for the efficient and organize storage of data while limiting interference and usage of the City's existing network storage space.

\*\*\*\*\*

### STAFF USE ONLY

Program Administrator Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Board President Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Submitted to Accounting: \_\_\_\_\_

Paid?: Y / N

Check No.: \_\_\_\_\_

Check Issue Date: \_\_\_\_\_

# MPH Industries

316 East 9th. St. - Owensboro, KY 42303

888-689-9222

Fax 270-685-6288

sbivins@mphindustries.com

## QUOTE

Date	Quote Number
11/03/10	AAAQ5341

**Sold To:** Willows Police Dept  
William Spears  
201 N. Lassen Street  
Willows, CA 95988

**Email:** wspears@cityofwillows.org

**Phone:** (530)934-3456

**Fax:** (530)934-4964

**Ship To:** Willows Police Dept  
William Spears  
201 N. Lassen Street  
Willows, CA 95988

**Phone:** (530)934-3456

**Fax:** (530)934-4964

Terms	Rep	P.O. Number
	Susan Bivins	

Qty	Description	Unit Price	Ext. Price
20	Muvi-Pro Body Worn Video Recorder includes Data & Time stamped on the video, standard with a 4 GB SD Card, USB Cable, Manual and a 1 Year Limited Warranty	\$119.00	\$2,380.00
1	Tax at 8.25%	\$196.35	\$196.35
		SubTotal	\$2,576.35
		Sales Tax	\$0.00
		Shipping	\$29.95
		<b>Total</b>	<b>\$2,606.30</b>

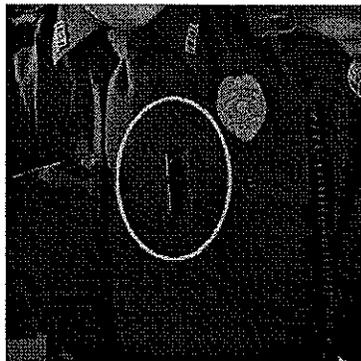
\*\*Quote valid for 90 days from above date\*\*

\*\*Sales Tax not included if applicable.

# Introducing the *Muvi-LE Pro* Body-Worn Video Recorder With Date/Time Stamp

The *Muvi-LE* Series of video recorders for law enforcement are the smallest video recorders available and are ideal for evidence collection. Their portable, lightweight design can be integrated into any uniform. They can begin recording by voice activation or by the press of a button. With a built-in microphone and crisp wide-view lens, you can record what you see and hear, even when you are away from your vehicle. The recorder simply clips to your pocket or tie, or has other mounts and brackets available.

The law enforcement grade *Muvi-LE* Series is ideal for multiple surveillance tasks. *Muvi-LE Pro* has an on-board clock and records a date/time stamp on the video. It records on the supplied 4 GB memory card, which is expandable to 8 GB - providing more than 5 hour of recording time before downloading.



Recordings can be viewed or downloaded on any computer by plugging the unit into a USB port with the supplied cable. The battery charges from the same cable. Its built-in rechargeable Lithium battery provides 3 hours of recording time between charges.

To take advantage of this limited time offer, contact your MPH representative today.



## **FEATURES:**

- Built-In Microphone
- One-Touch Recording
- Internal Clock and Date/Time Stamp on Video
- Voice Activated Recording
- Resolution of 640 x 480 at 30 FPS, 2 Mega-Pixel
- AVI Video Format
- USB Downloading for PC and Mac Computers
- Web Camera for Online Video Chat
- Rechargeable Lithium-Ion Battery
- Standard Package Includes the Muvi-LE Pro and
  - 4 GB SD Memory Card
  - USB Downloading/Recharging Cable
  - Standard Bracket Pack
  - Web-cam Software
- Optional equipment includes
  - Additional Bracket Pack
  - Waterproof Carrying Case
  - 8 GB memory card for 5 hour recording capacity
  - AC to USB wall charger
  - Handlebar Mount for Motorcycles or Bicycles
  - Waterproof Sleeve for All-Weather Installation

## **CONTACT US:**

*MPH Industries, Inc.*

(888) 689-9222

[www.shopmph.com](http://www.shopmph.com)

[info@mphindustries.com](mailto:info@mphindustries.com)

For more information and to see sample videos, visit  
[www.shopmph.com/video\\_imaging.php/product=?muvi\\_pro](http://www.shopmph.com/video_imaging.php/product=?muvi_pro)

To buy online, visit [www.shopmph.com](http://www.shopmph.com)

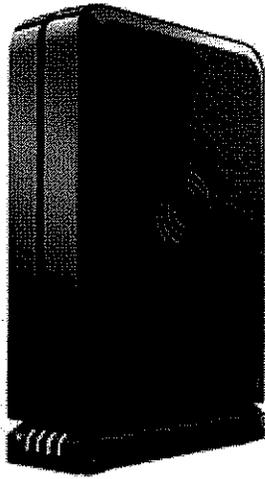
**PROUDLY SERVING FIRST RESPONDERS**

**FOR THIRTY-FIVE YEARS AND COUNTING**

**MPH**



**Office DEPOT**  
Taking Care of Business



## Seagate® FreeAgent® GoFlex™ Desk External Hard Drive, 2TB (2000GB)

Item # 788283

*Easy, automatic backup capability with optional interface connectivity*  
Auto backup software helps ensure your files are protected against loss. Large storage capacity lets you back up your system or easily add capacity. Encryption software to keep files safe.  
Learn More

- Available online
  - Store pickup
  - Sold in stores
- Your Price  
\$149.99  
/ each

See shipping and availability details

**Not Yet Rated**  
Write the First Review

Like Be the first of your friends to like this.

Protect your investment for just pennies a day! From day one, if your covered product fails - we repair or replace it  
**Best Value 2-Year Product Replacement Plan With 24/7 Tech Support**  
Decline Protection \$22.99

### DESCRIPTION

- **Auto backup software helps ensure your files are protected against loss.** Helps protect against system failure or accidental deletion.
- **Large storage capacity lets you back up your system or easily add capacity.**
- **Encryption software to keep files safe.** Prevents unauthorized access to your sensitive files.
- **USB connectivity makes setup easy.** Simply plug into an available USB on your notebook or desktop computer.
- **Flexible optional connectors deliver up to 10x performance, and connect to your TV and Internet.**
- **Compatible with Windows PCs and Macs.**

### BETTER TOGETHER



Seagate® FreeAgent® GoFlex™ Desk External Hard Drive, 2TB (2000GB)

Item # 788283

\$149.99 each

+



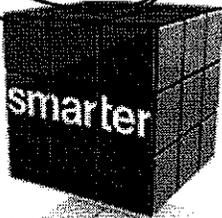
Memorex® DVD-R Recordable Media Spindle, 4.7GB/120 Minutes, Pack Of 100

Item # 209136

\$39.99 pack

=

Buy both for:  
**\$189.98**



Copyright © 2010 by Office Depot, Inc. All rights reserved. Prices shown are in U.S. Dollars. Please login for country specific pricing. Prices are subject to change based on your order and delivery location(s) and the applicable retail store location. All orders are subject to the Terms of Use.  
The Tony Stewart®, Stewart-Haas Racing™ and #14™ are trademarks of Stewart-Haas Racing and are used under license.