

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD

June 9, 2009

1. The meeting was called to order at 7:00 p.m. by Mayor Towne.
2. **PLEDGE OF ALLEGIANCE:** Police Chief Bill Spears led the Pledge of Allegiance.
3. **ROLL CALL:**
Present: Holvik, Hansen, Yoder & Towne
Absent: Baker
4. **Agenda Review & Acceptance:** It was **moved** by Council Member Yoder and **seconded** by Council Member Hansen to accept the June 9, 2009, agenda as presented. The motion was unanimously passed.
5. **Oral and Written Communications:** None
6. **Consent Agenda:** Mayor Towne pointed out an error in the Official Minutes where they stated “Mayor Yoder” and should have stated “Mayor Towne”. The City Clerk noted the correction and indicated that it would be changed prior to publishing the Minutes. It was then **moved** by Council Member Hansen and **seconded** by Council Member Yoder to approve the Consent Agenda with the changes as noted. The motion was unanimously passed and the following items were approved/adopted:
 - a) Approval of General Check Register (20118-20182).
 - b) Approval of Payroll Check Register (30003-30047) & Direct Deposit Payroll (Z00446-Z00524).
 - c) Approval of the May 26, 2009, City Council Meeting Minutes.
 - d) Approve transfer of budget appropriation of \$5000 from Professional Services-City Manager (301.4120.030) to Professional Services-City Attorney (301.4120.020).
 - e) Adoption of a Resolution to authorize the City Manager to sign a Notice of Completion for work performed under Contract #06-315, 18” Sewer Main Project.
 - f) Adoption of a Resolution setting 2009/10 Solid Waste Management Parcel Tax Assessments.
7. **Presentations and Proclamations:** None
8. **Ordinances:** None
9. **Public Hearings:**
 - a) Lighting and Landscaping District Assessments Protest Hearing:

Prior to this item being presented to the Council, City Manager Steve Holsinger indicated that he would be recusing himself from any discussion on this item, as he is a property owner in the Birch Street Village subdivision in which this Lighting and Landscaping Assessment district item directly pertains to. With that, Mr. Holsinger exited the Council Chambers. City Engineer John Wanger then briefly presented the Staff Report to the Council, explaining that the Landscaping and Lighting Act of 1972 requires that the City undertake certain proceedings for

any fiscal year in which assessments are to be levied and collected. Typically these proceedings are accomplished at three separate Council meetings. The first action to appoint the Engineer of Work and direct preparation of the Engineer's Report was completed by the Council on March 10, and the second action, receiving the Preliminary Engineer's Report and setting the date of the required protest hearing was completed on April 28. Tonight is the third and final step in the process to conduct the protest hearing, approve the Engineer's Report and authorize the levying of assessments for FY 2009-10. With that, Mr. Wanger stated that he would be happy to answer any questions that the Council had regarding this item. Brief Council discussion ensued and Mayor Towne then opened the Public Hearing at 7:06 p.m. Hearing no comments from the public, Mayor Towne subsequently closed the Public Hearing at 7:06 p.m. It was then **moved** by Council Member Hansen and **seconded** by Council Member Yoder to adopt a Resolution approving the annual Engineer's Report, confirming the assessment diagram and the annual assessment amounts and authorizing the levying and collection of assessments for fiscal year 2009-10 for the City of Willows Landscaping and Lighting Assessment District Zone a – Birch Street Village. The motion was unanimously passed.

Upon conclusion of this item the City Manager re-entered the Council Chambers to participate in the remainder of the meeting.

10. Items introduced by City Council or Administrative Staff for discussion purposes only:

a) Glenn Colusa Irrigation District Voter Designation Discussion and Recommendation:

The City Manager introduced the Staff Report for this item stating that the Glenn Colusa Irrigation District has announced an upcoming election for Directors in District Divisions Four and Five to be conducted by mail in late August 2009. As land owners within the District, the City is eligible to vote in District Elections as defined under California Water Code section 20527.10. The current designated voter for the City of Willows is former Councilmember Thraikill. The City may designate a current member of the City Council to vote on behalf of the city. A new designation will require adoption of a resolution by the Willows City Council, and therefore, staff is recommending that the City Council designate the incumbent Mayor of any year to be the designee to participate in future elections. If so directed by the Council, a Resolution will be prepared for the June 23 Consent Agenda. Brief discussion ensued and it was the unanimous consensus of the Council to draw up a Resolution designating the Mayor of any given year to be the authorized designee to participate in future GCID elections and to place the Resolution on the June 23, 2009, Consent Agenda.

11. New Business:

a) Consider adopting a Resolution approving the use of Downtown Façade Improvement Funds for the exterior façade rehabilitation project at 255 N. Tehama Street (Holi Market) and authorizing the commitment of \$15,000 (maximum funding allowance):

Prior to this item being introduced, Council Member Yoder recused himself stating a conflict of interest, as he is a business owner in this District. Council Member Yoder exited the Council Chambers at this time.

The City Manager presented this item to the Council stating that in June of 2008 the City adopted a Resolution which provided Façade Improvement funding assistance to property and

business owners in the Central Commercial Zoning District. To date, two façade improvement applications have been submitted and approved for funding by the City Council, which amounted to a total of \$12,523.26. Of the original \$24,000 which was initially allocated for the façade improvement program, \$11,476.74 remains available for use. Recently, the Planning Commission approved a Design Review application by Faye Louie, owner of the Holi Market at 255 North Tehama Street, subject to the City Council approving the use of Façade Improvement Program funds for the maximum amount allowable (\$15,000 per project) under this program. Since there is only \$11,476.74 remaining, staff is asking that first, the Council considers increasing the funding by \$6,000 in order to cover this project and still have a remaining balance of \$2476.74, and if approved, next, the Council considers adopting the proposed Resolution to approve \$15,000 of Program funds to Faye Louie for renovation of the Holi Market Building. Brief Council discussion ensued and it was **moved** by Council Member Holvik and **seconded** by Council Member Hansen to transfer \$6000.00 of the Wal-Mart Economic Impacts contribution to the Façade Improvement Program. The motion was unanimously passed. It was then **moved** by Council Member Holvik and **seconded** by Council Member Hansen to adopt a Resolution to approve the use of downtown Façade Improvement Funds for exterior Façade Improvements for the Commercial Retail Center at 255 N. Tehama Street, APN # 003-034-005 & 003-034-004. The motion was unanimously passed.

12. Council Member Reports:

Council Member Holvik asked the City Manager if he would let the Public Works Department know about a large hole in the pavement in front of a Church on the 500 Block of North Shasta Street. The City Manager stated that he will ask the Public Works crew to visit the site and assess the damage.

13. Executive Session: None

14. Adjournment: The meeting was adjourned at 7:22 p.m.

Dated: June 9, 2009

NATALIE BUTLER

City Clerk