

**MINUTES OF THE WILLOWS CITY COUNCIL MEETING HELD January 11, 2011**

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

3. **ROLL CALL:**

Present: Hobbs, Cobb, Yoder & Hansen

Absent: Holvik

4. **Agenda Review:**

- a) The City Manager requested that item 7 (d), “*Consideration of adoption of a Resolution authorizing the Police Chief and City Manager to execute all agreements between the USDA and the Willows Police Department and the City of Willows regarding funding applied for under a rural community grant for a police canine*” be pulled from tonight’s agenda, as it was recently brought to Staff’s attention that the Resolution was not necessary in order to execute the grant application since the Minutes of the meeting when the Council approved the Police Chief to apply for the grant were sufficient for the USDA. It was then **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to accept the January 11, 2011, Agenda as amended to remove item 7 (d). The motion unanimously passed.

5. **Presentations & Proclamations:**

Police Chief Spears introduced and presented Certificates of Completion to recent Graduates of the latest Citizen’s Academy, Gail Green, Michael Frisbie, Casey McCalla, Jorge Gomez, and Ramiro Carranza.

6. **Oral and Written Communications/Public Comment:** None

7. **Consent Agenda:**

It was **moved** by Council Member Yoder and **seconded** by Council Member Cobb that the Consent Agenda be approved as presented. The motion unanimously passed and the following items approved/adopted:

- a) Approval of General Check Register (22503-22658).
- b) Approval of Payroll & Direct Deposit Check Registers (Z02131-Z02220 & 31017-31052).
- c) Approval of the December 14, 2010, City Council Meeting Minutes.

8. **Public Hearings:**

- a) Public Hearing to receive input regarding the 2010/2011 Appropriation Limit and upon closure of the Hearing, consider a motion to adopt a Resolution establishing the Appropriation Limit.

Annually the City is required to establish its appropriations limit by Council Resolution. The appropriation limitation imposed by Propositions 4 and 111 create a restriction on the amount of revenue that can be appropriated in any fiscal year. This limit is based on the actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and inflation. Not all revenue are restricted by the limit, only those that are designated as “proceeds of taxes” are included. The City’s appropriation limit for fiscal year 2010/11 is \$7,360,979. With qualified appropriation of \$2,817,076 for the year, the city is \$453,903 under the limit. The City Auditor has reviewed the worksheets.

Mayor Hansen opened up the Public Hearing at 7:11 p.m. and hearing no comments, subsequently closed the Hearing at 7:11 p.m. It was **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to adopt a Resolution establishing the 2010/2011 Appropriation Limit. The motion unanimously passed.

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 acceptance of the audited financial statements of the City of Willows, and the Willows Community Redevelopment Agency for the Fiscal Year ending June 30, 2010:

The City’s Auditor Roy Seiler has completed the annual audit of the financial statements for the City of Willows and the Willows Community Redevelopment Agency. Mr. Seiler was present at the meeting and spoke to the Council, stating that the City’s financial records were in very good order and that he had no specific issues with the audits. He stated that the records are well maintained and organized and that it is apparent that members of City Staff are fiscally conservative. With that, he offered to answer any questions of the Council. The Council thanked and commended Mr. Seiler and the Finance Director for their professionalism and for very well-written and easy to analyze financial reports. It was then **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to accept the audited financial statements of the City of Willows and the Willows Community Redevelopment Agency for the fiscal year ending June 30, 2010. The motion unanimously passed.

- b) Consider adoption of a Resolution to authorize the City Manager to execute all documents related to CalRecycle Grant Funding.

In March of 2008 the City of Willows Public Works Department received CalRecycle grant funds in the amount of \$99,706 to be used to purchase rubberized bark for fall zone areas in the playgrounds at Jensen and Central Parks. Recently the Public Works Director received notification of new CalRecycle funds that are once again available for projects using recycled

rubber content and has identified a project that will meet the criteria for recycled use of used tires. This shall be in the form of rubberized sidewalks around Willows where tree roots are causing the sidewalks to lift and become hazardous to pedestrians. This method allows for old concrete sidewalks to be removed and the roots pruned to allow for placement of the rubberized mats and for future removal, if need be, to prune any new growth. This method has been successfully used in several larger metropolitan cities and the concern over tree canopy loss has been mitigated, thereby reducing the number of trees that must be removed to replace the damaged sidewalks.

In order to apply for the grant, it is necessary for the City Council to adopt a Resolution to authorize City Staff to execute documents relative to the grant, including, but not limited to, applications, agreements, amendments and requests for payment necessary to secure grant funds and implement the approved grant project.

It was **moved** by Council Member Yoder and **seconded** by Council Member Cobb to adopt a Resolution authorizing the City Manager to sign and execute all documents in connection with the CalRecycle grant funding sought by the City. The motion unanimously passed.

- c) Consider adoption of a Resolution authorizing the Chief of Police to apply for the Office of Traffic Safety Grant.

The Police Chief is seeking Council approval to allow for him to apply for a grant through the Office of Traffic Safety (OTS) to conduct directed enforcement tactics to promote traffic safety. The grant being sought will request approximately \$93,000, however, this is not to infer that OTS will actually award a grant in this amount; it is simply an amount chosen for application purposes only. The grant, if awarded, would go toward the payment of overtime operations for DUI Saturation Patrols, Warrant Service Sweeps, Stakeouts, & Court Stings, and also pay for Trainings, Equipment and Supplies.

It was **moved** by Council Member Hobbs and **seconded** by Council Member Yoder to adopt a Resolution authorizing the Chief of Police and City Manager to sign and execute all agreements between the Office of Traffic Safety and the Willows Police Department and City of Willows with regards to funding applied for under office of Traffic Safety Grants. The motion unanimously passed.

- d) Establish date and time for 2010/11 Mid Year Budget Review:

Each Fiscal Year after six months of operations, staff provides a mid-year review and update regarding budget activity. This review is generally held in February as an agendaized special meeting held during normal business hours. Staff is requesting that Council consider establishing a date and time, preferably during the week of February 14, to hold this meeting. After brief Council discussion, the consensus of the Council was to hold the special Mid-Year Budget Review meeting on February 14 at 11:00 a.m.

**12. Council Member Reports:**

Council Member Hobbs stated that she will be attending the Library Board of Trustees Meeting this Thursday.

Mayor Hansen stated that he attended the City Selection Committee Meeting on January 3 and he also attended the Swearing-In Ceremony for the newly elected Glenn County Officials.

**13. Executive Session:** None

**14. Adjournment:** Mayor Hansen adjourned the meeting at 7:37 p.m.

Dated: January 11, 2010

NATALIE BUTLER

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City Clerk

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