

MINUTES OF THE WILLOWS CITY COUNCIL MEETING HELD November 9, 2010

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

3. **ROLL CALL:**

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

4. **Agenda Review:** There were no recommended changes to the November 9, 2010, Agenda and it was **moved** by Council Member Yoder and **seconded** by Council Member Hansen to accept the November 9, 2010, Agenda as amended. 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 Hansen to accept the Consent Agenda as presented. The motion unanimously passed and the following items were approved/adopted:

- a) Approval of General Check Register (22338-22425).
- b) Approval of Payroll & Direct Deposit Check Registers (Z02009-Z02043 & 30941-30971).
- c) Cancel the December 28, 2010, City Council Meeting.

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):**

The City Manager gave the Council an update on the status of the Wal-Mart Supercenter project, stating that the contract has been awarded and there will be a pre-construction meeting scheduled in the near future. Additionally, there will also be a ground-breaking ceremony taking place in the near future, with an exact date yet to be confirmed.

The City Manager also gave a brief update on the status of the Solar Power Generation project at the Waste Water Treatment Plant, stating that construction will be commencing in the very near future.

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.

This was an item that was placed on the agenda at the request of Council Member Towne at the October 26 City Council Meeting in which it was requested that staff contact somebody at the County to give an update on the status of the Glenn Ride's Willows City Circulator study that has been underway for some time. The City Manager said some of the specific items that Council Member Towne was interest in knowing were how long the evaluation will be continuing, where the stops and the permanent signs will be placed and what will the signs look like, when will the routes be final, why are temporary signs placed in front of residential garage doors, why are stops so close to the regular larger bus stops, why are the stops placed in red zones, and when will the paint on the streets and sidewalks marking the "temporary" stops be removed and who will be responsible for removing the paint?

Glenn County Public Works Director John Linhart addressed the Council, first explaining that Glenn Ride's Willows City Circulator study is not a project that is being operated by the County. It is being operated by the Glenn County Transportation Commission which is an independent agency consisting of representatives from the County and both the Cities of Willows and Orland. He was under the impression that most of these questions have been answered at the meetings of the Transportation Committee, of which the Willows City Council has two representatives on the board, and he couldn't speak to how the information is communicated or disseminated to the rest of the Council Members after the Transportation Committee Meetings take place. He explained that the Commission is about to finalize the actual placements of the stops in the near future and the temporary signs would be removed at the time and permanent signs would be placed in the ground which are similar to the current Glenn Ride Signs. As far as red-zones, Mr. Linhart stated that he believed it is a normal practice in most Cities that common carries such as school busses and public transportation vehicles could stop, load and unload in red zones, just as long as they are not parking in the red zone. Mayor Baker stated that she was less concerned with the vehicles stopping to load and unload, and more concerned about the people who are waiting for the busses and she asked if this has been addressed with Law Enforcement or Public Safety agencies. Mr. Linhart stated that all of the Transportation meetings are publicly noticed and that no members of Law Enforcement or Public Safety have attended the meetings and that he was under the assumption that the two City Representatives on the Transportation Board were communicating this information to the appropriate departments and would also be keeping the Council updated.

Council Member Yoder, who sits on the Transportation Commission, apologized, stating that he may not have been keeping the Council adequately updated on the outcome of the Transportation Meetings and he stated that if the Council is going to point fingers at the County for lack of communicating the specifics of the Circular study, that the Council should also point the finger at him and Council Member Hansen, who also sits on the Commission.

Council Member Holvik stated that it is his thinking that before a temporary easel would be placed in a red zone, instead of just noticing the meeting and hoping that the Police or Fire Chief would attend, he would expect somebody would have contacted the City and had some dialogue to be sure everything was in compliance before they just went out and did it. He believed there should have been some planning and coordination ahead of time. Mr. Linhart stated that other than noticing the City that they were going to be locating the temporary stops quite a while prior

to the meeting, and then subsequently painting the locations where the signs would be placed, he never had any contact by City Officials stating that those locations wouldn't work.

Police Chief Spears interjected, stating that he had never been contacted by any commission regarding this and that the last time he was contacted was when Council Member Yoder asked him if busses could stop at intersections adjacent to curb cuts. At that time Chief Spears conducted some research on this, including an inquiry with the California Highway Patrol, and the Highway Patrol explicitly stated that bus circulation systems in no means or matter were exempt from any section of the California Vehicle Code, and specifically that of red zones. Chief Spears thought it was unusual that no traffic impact study has been done for this project and wondered who would be liable if an incident were to occur, especially due to the fact that no study had ever been conducted. With that said, he stated that he is a bit disappointed that Public Safety has not been contacted to be more involved in the review of this study, as the City does have a Safety Committee that goes out and evaluates these sorts of things. He stated that he is certainly not against the idea of mass transit, but he strongly urged the Transportation Commission to think of the aspect of Public Safety. He stated that he is directly opposed to having any bus stops in any red zone on Humboldt Avenue because this is a street which is narrow and also heavily traveled by large commercial vehicles and semi trucks and if a bus stops even momentarily, there is not sufficient room for a car to safely pass the bus without crossing into the oncoming traffic lane, which is a huge safety issue and creates a greater risk for side-swipes or head-on collisions.

Fire Chief Peabody concurred with Chief Spears, but believes this is something that everybody can work together on. Mr. Linhart then explained that he was unaware that the City had a Safety Committee but he would be willing to get notices to the members of that committee to invite them to attend upcoming meetings. Mayor Baker asked Mr. Linhart if the notices could be in writing and Mr. Linhart agreed that he will prepare written notices to invite the Safety Committee. Council Member Hansen asked specifically that the Police and Fire Chiefs and Building Official be e-mailed agendas for all future meetings.

Mardy Thomas, Glenn County Senior Planner, presented the Council with Willows City Circulator Maps which showed all of the stops and also provided Willows City Circulator Ridership Data that has been recorded for all of the stops since May. Council Member Hansen stated that he was surprised at the amount of ridership and that he was impressed that the system appears to be successful. He also stated that he understands the safety concerns that the Chiefs have and he would like to see everybody work together to resolve those issues.

Mayor Baker pointed out to Mr. Linhart and Mr. Thomas that when the covered bus stops are ready to be designed they need to be within the parameters of the Historic Downtown and Wood Street Design Guidelines and that the Greater Willows Improvement League (GWIL) is a resource that could be used to assist with their design.

Discussion then ensued regarding whether or not to immediately remove the bus stop on Humboldt Avenue due to the safety factor. Mr. Thomas indicated that the stop could be removed, but it would take a few days in order to re-adjust the route schedule and to notice the public that the stop will no longer be located at that area. After lengthy discussion, although there was no general Council Consensus as to the removal of the sign on Humboldt, it was determined that the Safety Committee would meet with Transportation Commission representatives as soon as possible to look into some alternatives for this particular stop location.

- b Consider approval 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 \$2800.

Finance Director Tim Sailsbery presented this item to the Council, explaining that the City of Willows belongs to the NCCSIF, a joint powers authority that provides liability and workers compensation coverage for the City. This is the second year that NCCSIF has offered grant funding for safety and ADA compliance activity. This year there is a total amount of \$4618 available to the City for fiscal year 2010-2011. The Police Department has requested that a portion of this year's 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 Willows Police Department personnel, with the recordings stored on an external media storage device. The amount being requested, \$2800, is based upon quotes provided by MPH Industries and Office Depot. However, prior to purchase commitment, WPD staff will seek additional quotes. Staff has communicated with the JPA administrator and confirmed that this request complies with the terms of the grant and staff is now seeking Council approval to allow \$2800 of the grant funds to be used for this purpose.

Brief Council discussion ensued and it was **moved** by Council Member Hansen and **seconded** by Council Member Yoder to approve the application for \$2800 in grant funds from the NCCSIF and appropriate said amount from Fund Number 355. The motion was unanimously passed.

12. Council Member Reports:

Council Member Holvik asked if the swearing-in of the newly elected Council Members would occur at the next Council Meeting. The City Manager stated that the next meeting will have an item on the agenda for the Council to Certify the results of the Election, and upon their certification, the City Clerk will then administer the Oath of Office to the newly elected members. Then at the first meeting in December the Council will appoint a new Mayor and Vice Mayor for 2011 and will re-organize the Committee Assignments.

Mayor Baker stated that she looks forward to becoming a citizen once again, but that she really enjoyed her four years serving on the Council and that she learned a lot about the City and its operations and that it was a pleasure to serve with her fellow Council Members and the Staff.

Council Member Hansen announced that the High School Volleyball team went undefeated in regular league play this season and are now in the playoffs.

13. Executive Session: None

14. Adjournment: Vice Mayor Hansen adjourned the meeting at 8:15 p.m.

Dated: November 9, 2010

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider