

CITY COUNCIL
Gary Hansen, Mayor
Vincent Holvik, Vice Mayor
Jeff Cobb, Council Member
Sandie Hobbs, 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

CITY COUNCIL MEETING AGENDA

Tuesday, April 26, 2011

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)**
Consider acceptance, by motion, of City Council April 26, 2011, Agenda.
5. **Presentations & Proclamations:**
 - a) Mayor Hansen will present a Proclamation declaring May 15 – May 21, 2011 as “Poppy Days”.
 - b) Mayor Hansen will present a Proclamation declaring May 15 – May 21 as “National Police Week” with special recognition of May 1 & 2 as “California Peace Officer Memorial Ceremonies” and May 15, 2011 as “National Peace Officers Memorial Day”.
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. (*Public Comment is 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 approval of the Minutes of the Special Willows City Council Budget Meeting held March 30, 2011.
8. **Public Hearings:** 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.
 - a) Conduct a Public Hearing to provide the public an opportunity to offer comments regarding Unmet Transit Needs. (Presented by Mardy Thomas, Glenn County Senior Planner, on behalf of the Glenn County Transportation Commission).

Proclamation

City of Willows

DECLARING MAY 15 - 21, 2011, AS "POPPY DAYS"

WHEREAS, America is the land of freedom, preserved and protected willingly and freely by citizen soldiers; and

WHEREAS, millions who have answered the call to arms have died on the field of battle; and

WHEREAS, a nation that is at war must be reminded of the price of war and the debt owed to those who have died in war; and

WHEREAS, the red poppy has been designated as a symbol of the sacrifice of all the lives lost in all of the wars; and

WHEREAS, the American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial poppy.

NOW THEREFORE, I, GARY HANSEN, Mayor of the City of Willows, do hereby proclaim May 15, 2011, to May 21, 2011, as "POPPY DAYS" and ask that all citizens pay special tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on these days.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Willows, Glenn County, California, this 26TH day of April, 2011.



Gary Hansen, Mayor

Proclamation

City of Willows

DECLARING MAY 15 THROUGH MAY 21, 2011 AS "NATIONAL POLICE WEEK" WITH SPECIAL RECOGNITION OF MAY 1 - 2, 2011 AS "CALIFORNIA PEACE OFFICER MEMORIAL CEREMONIES" AND MAY 15, 2011 AS "NATIONAL PEACE OFFICERS MEMORIAL DAY"

WHEREAS, of all the promises America offers, none is more precious or elusive than the right to be free from crime; and

WHEREAS, the dedicated men and women who have chosen law enforcement as a career face extraordinary risk and danger preserving our freedom and security; and

WHEREAS, during the week of May 15 through May 21, 2011, National Police Week is observed throughout the nation in order to recognize hazardous work, serious responsibilities, and strong commitment of our nation's officers; and

WHEREAS, in conjunction with this important observance, the City of Willows is observing May 2nd as Peace Officer's Memorial Day in commemoration of those noble officers who have tragically sacrificed their lives in the line of duty; and

WHEREAS, in the year of 2010, 153 peace officers across the nation were killed in the line of duty. Further it is recognized that 11 of those officers killed being California Peace Officers.

WHEREAS, these special observances provide all Californians with the opportunity to appreciate the heroic men and women who have dedicated their lives to preserving public safety;

NOW THEREFORE, I, Gary Hansen, as Mayor, do hereby proclaim the week of May 15 through May 21, 2011 as **NATIONAL POLICE WEEK** and with special recognition of May 1st and 2nd, 2011 as **CALIFORNIA PEACE OFFICER MEMORIAL DAY** and May 15, 2011 as **NATIONAL PEACE OFFICER MEMORIAL DAY** in the City of Willows and direct all American flags to be displayed at half staff during these honorable dates and week recognizing the loss of these peace officers in preserving our liberty, and encourage all citizens to remember those individuals who gave their lives for our safety and express our appreciation to those who continue to dedicate themselves to making Willows a safer place in which to live.

IN WITNESS WHEREOF, I hereunto set my hand and caused the Seal of the City of Willows to be affixed hereto this 26th day of April, 2011.

Gary Hansen Mayor

MINUTES OF THE WILLOWS CITY COUNCIL SPECIAL BUDGET MEETING
HELD March 30, 2011

1. The meeting was called to order at 10:00 a.m. by Mayor Hansen.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hansen led the Pledge of Allegiance.

3. **ROLL CALL:**

Present: Yoder, Cobb, Hobbs, Holvik & Hansen
Absent: None

4. **FY 2011/2012 Budget Overview:**

Mayor Hansen stated that Public Comment would be welcome on all topics listed on the agenda, which were as follows:

- Review of 2010/2010 Estimated General Fund Budget before Adjustments
- Council Review of Targeted 2011/2012 Budget Status
- Discussion of Budgetary Adjustments

Finance Director Tim Sailsbery began to give the Council an overview of the 2011/2012 estimated general fund budget, at which time Tim Crews, Editor/Publisher for the Sacramento Valley Mirror, called Point of Order and approached the Council stating:

“My name is Tim Crews, 138 West Sycamore. On March 24 I wrote the City Attorney because of a defect in this agenda. He did not do us the courtesy of a reply. We are told that he said to go ahead. I am putting the Council on notice that if you do anything under item 5 [‘Items to be added by City Council or Administrative Staff for discussion purposes only’], I will take it to the District Attorney and ask for misdemeanor charges. Thank you.”

Mayor Hansen thanked Mr. Crews for his comments and the meeting returned to the order of business. Mr. Sailsbery continued giving the Council an overview of the 2011/12 General Fund preliminary report. The General Fund Budget Projection provides the baseline starting point for projected revenues and expenditures for 2011/12. The budget, as presented to the Council at this time, provides the basis for maintaining service levels within the City, with the exception of a 25% cut in planning services. The preliminary budget is based on the assumptions that contracted wage increases for the WPSA and WEA members remain deferred and those who have already taken a 10% pay reduction continue to do so. Based on these assumptions and projection of revenues and requested expenditures, the starting point for the 2011/12 General Fund budget is a deficit of \$332,824.

The original projected deficit for the current fiscal year 2010/11 was \$243,557, while the baseline projection for 2011/12 notes a deficit approximately \$89,000 greater at \$332,824. Several factors have played into this difference, including Pension cost, with PERS pension cost being approximately \$70,000 greater in 2011/12 than 2010/11, and Healthcare cost, with Health insurance rates increasing ranging from 7% to 17% which went into effect on January 1, 2011.

The City relies on a number of outside sources besides the General Fund for day-to-day operations. This preliminary budget assumes all of these items will stay in tact. However, decisions by other governmental entities may play a significant role in how the City prioritizes General Fund expenditures. Examples of outside funding used for City operations include Gas Tax, which pays a portion of Public Works personnel costs, street lighting and ongoing street maintenance, County and State funding to assist with personnel and print materials costs for the Library, and special funding for the Police Department from the State of California and Willows Unified School District for personnel costs and booking fees.

Staff then asked for direction from the City Council as to priorities and methods to move toward balancing the 2011/12 General Fund budget or to provide consensus acceptable alternatives. Council discussion ensued and a number of items were discussed to potentially enhance revenues and/or to reduce costs, among them were offering early retirement incentives to eligible employees as an alternative to having to lay off employees, asking for all employees to take a 10% reduction in wages, looking at possibly sharing services with the City of Orland, canceling the City's Animal Control contract with the County, temporarily suspending City services such as the City's fall leaf pick-up program, increasing swimming pool admission fees, continuing fundraising efforts by collecting donations to keep the City pool operational, and utilizing Library Trust Fund money to help purchase materials, etc.

The City Manager noted that one of the largest savings would be to have all employees agree to a 10% reduction in wages, however, even that will only save \$147,000, with is only 40% of the overall deficit, so there would need to be additional cuts either to services or to employees. Staff was asking for a bottom line deficit amount that the Council would accept so Staff could have a better idea of how to reach that figure. The majority consensus of the Council was that they would be agreeable to taking no more than \$100,000 out of the City's reserves. The Council also directed staff to do the following:

- Continue discussions with the City of Orland on the potential of shared services
- To offer the early retirement incentive option to qualified employees, however, the majority consensus of the Council was that this incentive program will not be offered to any employees for another five years, or whatever the PERS restriction is on offering this program, whichever is greater.
- To continue negotiations with the Employees Association and Willows Public Safety Association to possibly take a voluntary 10% wage reduction
- To look into the details and any potential or significant cost savings of canceling the Animal Control contract with the County. (Chief Spears indicated that Sergeant Walter was currently in the process of conducting a cost analysis study on Animal Control services and that he would present the report to the Council at the next Special Budget Meeting.)

Upon conclusion of discussions and Council giving clear direction to staff, Council Member Holvik **moved** to adjourn the meeting, **seconded** by Council Member Yoder. All Ayes and the motion unanimously passed and the meeting adjourned at 11:45 a.m.

5. Adjournment:

Dated: March 30, 2011

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

GLENN COUNTY TRANSPORTATION COMMISSION

John Viegas, County of Glenn, Chairman
James Yoder, City of Willows, Vice-Chair
Gary Hansen, City of Willows (City Alternate)
Michael Murray, County of Glenn
Bruce Roundy, City of Orland
Steve Soeth, County of Glenn
Jim Paschall, Sr., City of Orland
Dwight Foltz, County of Glenn (Alternate)

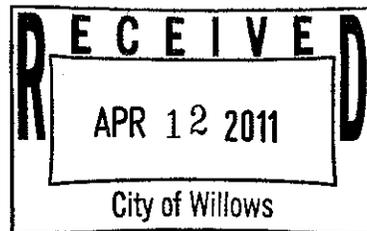
P.O. Box 1070
777 N. Colusa Street
Willows, California 95988

(530) 934-6540
FAX (530) 934-6533

John F. Linhart,
Executive Director

April 11, 2011

City of Willows
Attn: Natalie Butler
201 N. Lassen Street
Willows, CA 95988



Dear Natalie:

Attached is one copy of the staff report for the public hearing for the "Unmet Transit Needs" for the meeting of April 26, 2011. I have also enclosed a copy of the proof of publication for the public hearing in English and Spanish.

If you have any questions, please contact me at 934-6540.

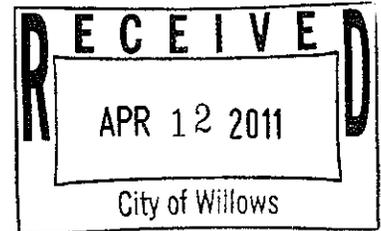
Sincerely,

A handwritten signature in black ink, appearing to read "Mady Thomas".

Mady Thomas
Senior Planner

Enclosures

PROOF OF PUBLICATION



No. 1527

In the Matter of
Glenn County Planning and Public Works Agency
Notice of Public Hearing Glenn County Transportation
Commission, Unmet Transit/Transportation Needs
Public Hearings. Mardy Thomas

State of California)
 County of Glenn) ss

The undersigned resident of the County of Glenn State of California, says:

That I am, and at all time herein mentioned was a citizen of the United States and not a party nor interested in the above entitled matter; that I am the principal clerk of the publisher of:

The Sacramento Valley Mirror
 That said newspaper is one of general circulation as defined by Section 6000 Government Code of the State of California, Case No. 27,207 by the Superior Court of the State of California, in and for the County of Glenn, Case #02CV00614; that said newspaper at all times herein mentioned was published twice a week (on Wednesdays and Saturdays) in the town of Willows and County of Glenn; that the notice of which the annex is a true printed copy, was published in said newspaper on the following days:

March 30th of 2011

I certify (or declare), under penalty of perjury, that the foregoing is true and correct, at the County of Glenn, Willows, California.

Dated March 31st of 2011
 at Willows, California.

[Handwritten Signature]

LEGAL NOTICES

LEGAL NOTICE NOTICE OF PUBLIC HEARING

Notice is hereby given that the GLENN COUNTY TRANSPORTATION COMMISSION will conduct Unmet Transit/Transportation Needs Public Hearings to receive public input that will assist the Commission in identifying Unmet Transit/Transportation needs that may exist in Glenn County. A Spanish Language interpreter will be available for the public hearings.

Please note the following schedule of meetings and locations:

Hearing Body	Location	Date and Time
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen St. Willows	Tuesday April 26, 2011 At 7:00 p.m.
Orland City Council	Council Chambers Carnegie Center 912 Third Street, Orland	Monday May 2, 2011 At 7:30 p.m.
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street Willows, CA 95988	Tuesday May 3, 2011 At 10:00 a.m.
Transportation Commission	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street Willows, CA 95988	Thursday May 19, 2011 At 10:00 a.m.

If you are unable to attend the scheduled meetings, please mail your comments to the Glenn County Transportation Commission, P.O. Box 1070, Willows, CA 95988 or FAX comments to (530) 934-6533 or e-mail comments to mthomas@countyofglenn.net by Thursday, May 19, 2011. Please describe in detail the transportation service need.

The meeting rooms are wheelchair accessible and disabled parking is available in front of the Willows City Hall, Glenn County Memorial Hall and on Mill Street, north side of the Carnegie Center in Orland. Individuals who require special accommodations (American Sign Language interpreter, accessible seating, documentation in alternate forms, etc.) are requested to contact the Glenn County Transportation Commission at (530) 934-6540 at least 14 days prior to the scheduled hearing date. TDD users may contact the California Relay Service TDD line at 1-800-735-2929 or Voice Line at 1-800-735-2922.

NOTICIA LEGAL

NOTICIA LEGAL NOTICIA DE AUDIENCIA PÚBLICA

Este aviso es para notificar que la COMISIÓN DE TRANSPORTACIÓN DEL CONDADO DE GLENN conducirá una audiencia pública de las necesidades de Tránsito que no han sido correspondidas para recibir la opinión del público que asistirá la Comisión en identificar las necesidades de Tránsito que no han sido correspondidas que puedan existir en el Condado de Glenn. Un interprete de español estará disponible para la audiencia pública.

Favor de anotar los horarios y lugares de las juntas:

Audiencia Pública	Lugar	Fecha y Horario
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen St. Willows	Martes 26 Abril, 2011 a las 7:00 p.m.
Orland City Council	Council Chambers Carnegie Center 912 Third St. Orland	Lunes 2 Mayo, 2011, a las 7:30 p.m.
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street Willows, CA 95988	Martes 3 Mayo, 2011 a las 10:00 a.m.

GLENN COUNTY TRANSPORTATION COMMISSION

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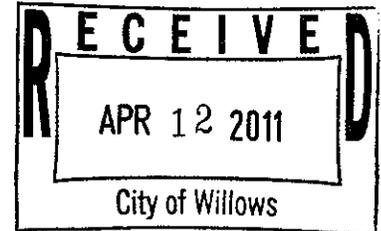
John F. Linhart,
Executive Director

DATE: April 26, 2011

TO: Willows City Council

From: Glenn County Transportation Commission

RE: Unmet Needs and Needs that are Reasonable to meet



Attachments:

- Unmet Transit Needs Pages A-B
- Reasonable to Meet 2011/2012 Page C
- Glenn Ride ridership July 2006-March 2011
- Glenn Trans ridership, Orland and Willows, July 2006-March 2011

The *Transportation Development Act (TDA)*, *Statutes and Administrative Code of Regulations*, requires specific actions on the part of local transportation planning agencies. One of these requirements (Section 99401.5) is that the Local Transportation Commission (LTC) explicitly define the phrases "Unmet Transit Needs" and "Needs that are Reasonable to Meet" in terms of local conditions, and that these definitions be documented by resolution or within the agency's minutes. Definitions have been developed to both comply with legislative mandates and be responsive to actual community need within the TDA funding guidelines.

Under TDA direction (Section 99401.5 (c)), the LTC has the authority to identify the unmet transit needs of their jurisdiction and those needs that are considered reasonable to meet. Staff has determined, through contacts with Caltrans representatives, that clear and comprehensive definitions are helpful in ensuring clarity in this annual process. With the above in mind, the following discussion is offered:

An Unmet Transit Need can be found to exist when there is any identifiable group within the population that has no dependable and/or affordable access to community employment, medical, commercial, public, or social services. Transit needs are not static--they can fluctuate with such variables as unemployment, population demographics, land use and circulation patterns, and variations in the local economy. Because of this, transportation needs are annually re-evaluated and revised as necessary.

An unmet transportation need (as opposed to a desire) has, for purposes of our definition, two components:

- 1) A trip destination that provides a necessity of life;
and
- 2) A physical or financial obstacle between the individual and the necessary destination which the individual is unable to overcome.

Necessary trip purposes may be defined as follows:

- a) to obtain or maintain employment;
- b) to obtain non-emergency medical and/or dental care;
- c) shopping for necessities of life;
- d) to obtain social services such as health care, government funded nutrition programs, sheltered workshops teaching employable skills, County welfare programs, and education programs for physically and/or mentally handicapped individuals;
- e) to obtain education; or
- f) for the maintenance of life, health, physical and mental well-being

The population groups with the greatest inferred needs are the very young, the handicapped, the economically disadvantaged, and the elderly. There may be considerable overlap among these groups; for instance, many of the elderly may be both economically disadvantaged and handicapped. However, it is not to be implied that all, or even most of these people are transportation-disadvantaged. The aspects described simply identify sub-groups of the population that may tend to contain a disproportionately large number of people with transportation difficulties (in contrast to the general population).

An identified transportation need can be reasonably met by determining whether or not a transportation service can meet established need and meet the criteria found in the Transportation Development Act. This requires a cost-benefit analysis and feasibility study of alternative transit systems compared with existing service, level of performance, and cost. In any event, the cost of any transit system cannot exceed the apportionment for the jurisdiction providing or supporting the service.

Attached are definitions of "Unmet Transit Needs" and "Needs that are Reasonable to Meet." Also attached are ridership figures for Glenn Transit Service's Glenn Ride and ADA service.

Glenn Ride is a public transit program, provides transportation services to the general public—no qualifications, except payment of fare. Glenn Ride has been in operation since August 1998 and has experienced consistent ridership growth. Ridership has grown 270% since Glenn Ride's inception and the program continues to meet its required fare box return as mandated by the Transportation

Development Act. Ridership is 1% lower for July 2010-March 2011 compared to the same time frame as last fiscal year.

Glenn Transit also operates a specialized paratransit program known as the ADA Service. The program operates within 1-1/2 mile radius of the respective city halls of Orland and Willows and to the Cannella/Huggins Drives area, Leisure Mobile Home Park, east of Orland, and the Willows Glenn Mobile Home Park, west of Willows. Individuals qualifying are those who are confirmed as disabled by a physician and verified by the ADA coordinator. Transportation is door-to-door to each requested destination. The ridership for this program in the City of Orland averages 233 person per month and 378 persons per month in the City of Willows.

Glenn Transit also provides non-emergency medical transportation to qualifying Glenn County residents. Qualifying individuals are those: 60 years of age and older, permanently disabled, low income social service assisted or low income non-social service assisted. There are two services available: Volunteer Medical Transportation and the New Freedom program.

The New Freedom program provides transportation to individuals who may be dependent on mobility devices to the medical appointments within Glenn County and in the Chico area. This service uses a paid driver and a bus owned by Glenn Transit Service. Service is available 3 days a week and medical appointments must be coordinated with the service schedule and other individuals. In contrast, the Volunteer Medical Services relies on volunteers from the community who use their personal vehicle to transport individuals to their medical appointments. This service is limited to areas outside of the Glenn County and the Chico area. Both services provide door-to-door transportation.

I. UNMET TRANSIT NEEDS 2011-2012

For the purposes of allocating Transportation Development Act funds, an "Unmet Transit Need" is hereby recognized by the Glenn County Transportation Commission (GCTC) if any one or combination of the following criteria is found to exist:

1. Transportation needs identified by the GCTC which are desirable, but have not yet been implemented or addressed.
2. Transportation needs identified by the GCTC which have significant support, but have not yet been implemented or addressed.
3. Transportation needs identified through the public hearing process, whether delivered in writing or public testimony.
4. Those transit needs which, through transit needs studies or other methods approved by the Commission, are included by the Commission in the Regional Transportation Plan for Glenn County and have been designated a high need to be implemented or funded.

The above criteria for determining "Unmet Transit Needs" is further supplemented by the following guidelines:

1. A population group must have been defined and located which, by reason of age, physical or mental impairment, economic disadvantage, or a combination of these, has no reliable or accessible transportation for necessary trips. The size and location of the group must be such that the feasibility of providing service shall meet the criteria as defined as reasonable to meet.
2. Transit needs are to be determined in light of the following definition of "Necessary trips":
 - A. A trip destination that provides a necessity of life, and presence of a physical or financial obstacle between the individual and the necessary designation, which the individual is unable to overcome. Necessary trip purposes may be defined as follows:
 - a) to obtain or maintain employment;
 - b) to obtain non-emergency medical and/or dental care;
 - c) shopping for necessities of life;
 - d) to obtain social services such as health care, government funded nutrition programs, sheltered workshops teaching employable skills, County welfare programs, and education programs for physically and/or mentally handicapped individuals;

A

- e) to obtain education; and
- f) for the maintenance of life, health, physical and mental well-being.

3. Unmet transit needs specifically exclude:

- A. Trips for social events, recreational, or religious purposes are not considered as necessary. It shall be the policy of the GCTC, however, to serve these desires if they can be served concurrently within the limits of other defined "transit needs".
- B. Individuals requiring the assistance of a medical attendant (in addition to the vehicle driver) are not considered as needing a transportation service and shall be deemed to be more properly served by a medical emergency vehicle.
- C. Trips of less than one mile in length made by individuals who are not elderly or disabled are not considered as "transit needs". An able-bodied person can walk this distance in a reasonable amount of time without undue physical strain. Provisions for the elderly and disabled are made through the existing dial-a-ride/paratransit system.
- D. Minor operational improvements or changes, involving issues such as bus stops, schedules, and minor route changes.
- E. Improvements funded or scheduled for implementation in the following fiscal year.
- F. Future transportation needs.
- G. Trips that would duplicate transportation services to the general public.

II. REASONABLE TO MEET 2011/2012

An "Unmet Transit Need" identified under the above criteria and guidelines, as it pertains to the allocation of Transportation Development Act funds, may be found "Reasonable to Meet" only if the following conditions and standards of performance prevail:

Cost Effectiveness: 1) The new, expanded or revised transit service, would not cause the responsible operator or service claimant to incur expenses in excess of the maximum allocation of Transportation Development Act Funds. 2) The new expanded or revised transit service, would allow the responsible operator or service claimant to meet minimum state subsidy farebox and revenue ratios.

Community Acceptance: A significant level of support exists for the public subsidy of transit service designed to address the unmet transit need in Glenn County including, but not limited to, support from public groups and community meetings reflecting a public commitment to public transit.

Equity: The new, expanded or revised transit service is needed by, and will benefit, either the general public or the elderly and disable population as a whole. Transit service cannot be provided for a specific subset of these groups.

Operational Feasibility: The new, expanded, or revised transit service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles.

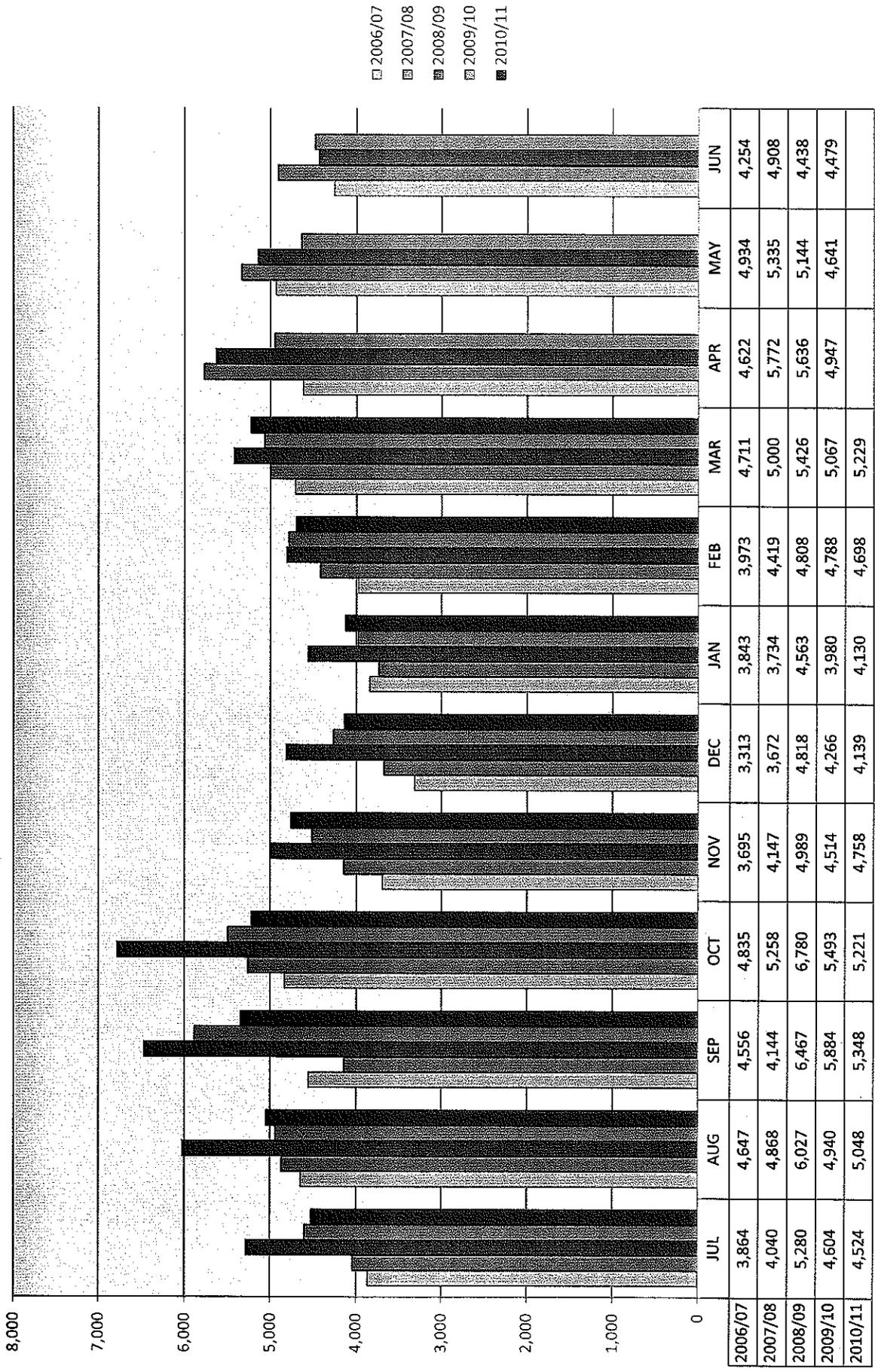
Financial Feasibility: 1) Supporting data indicates a sufficient ridership potential exists for the new, expanded or revised transit service. 2) Potential providers are available to implement the service.

ADA Conformity: The new, expanded, or revised transit service, in conforming with the requirements of the American with Disabilities Act, will not impose an undue financial burden on the transit operator or claimant if complementary paratransit services are subsequently required.

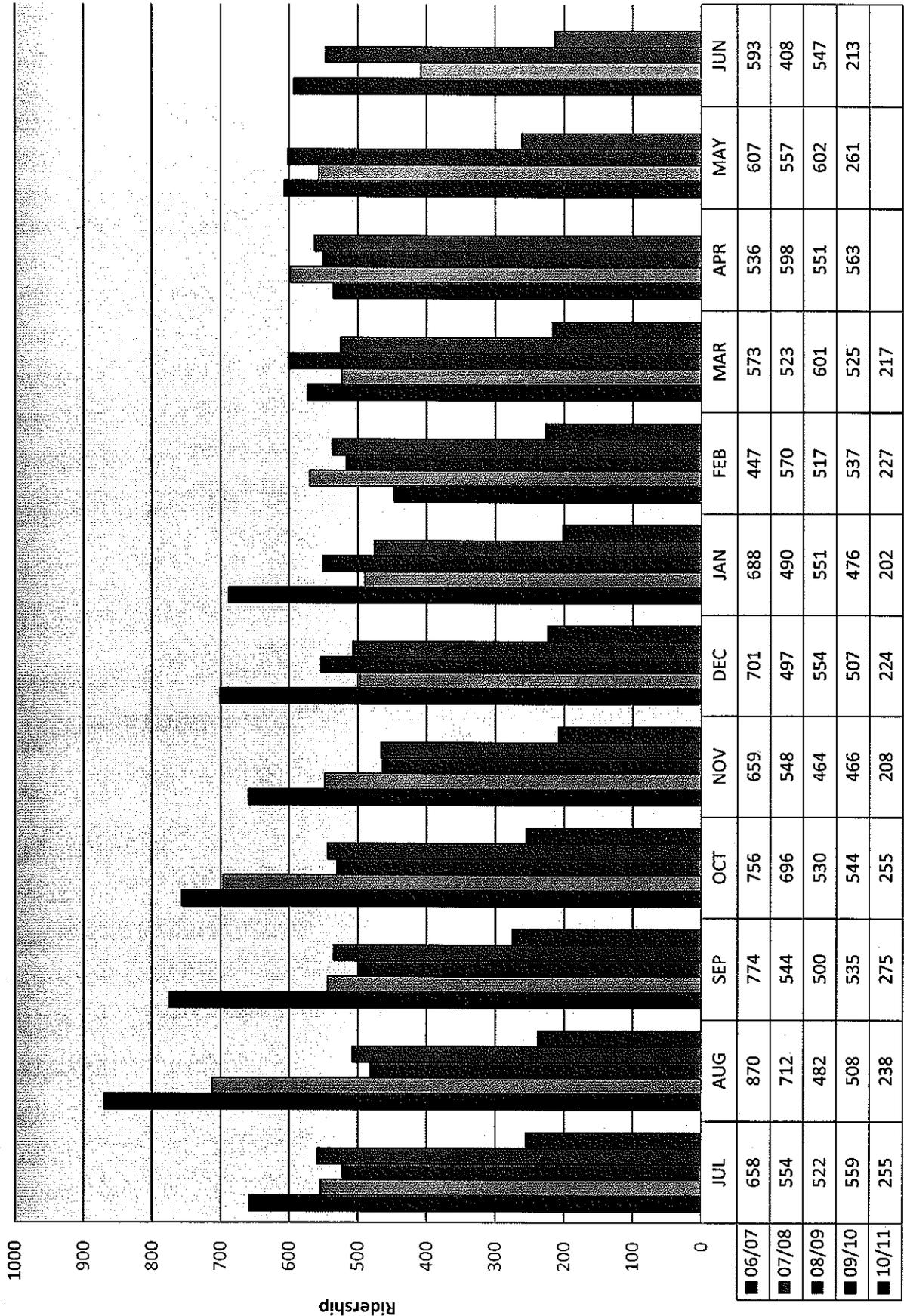
System Impact: The new, expanded, or revised transit service will not result in a negative impact on the overall system's measures of efficiency and effectiveness, such as average passenger load per hour, average cost per passenger per hour, passengers per mile, cost per mile, and cost per hour.

Impact Limits: 1) Transit services designed or intended to address an unmet transit need shall, in all cases, provide coordination efforts with transit services currently provided, either publicly or privately, and transit services shall not duplicate services currently or hereafter provided either publicly or privately. 2) No transit need shall be determined reasonable to meet until it has been reviewed and evaluated to the satisfaction of and obtained subsequent approval from the Glenn County Transportation Commission.

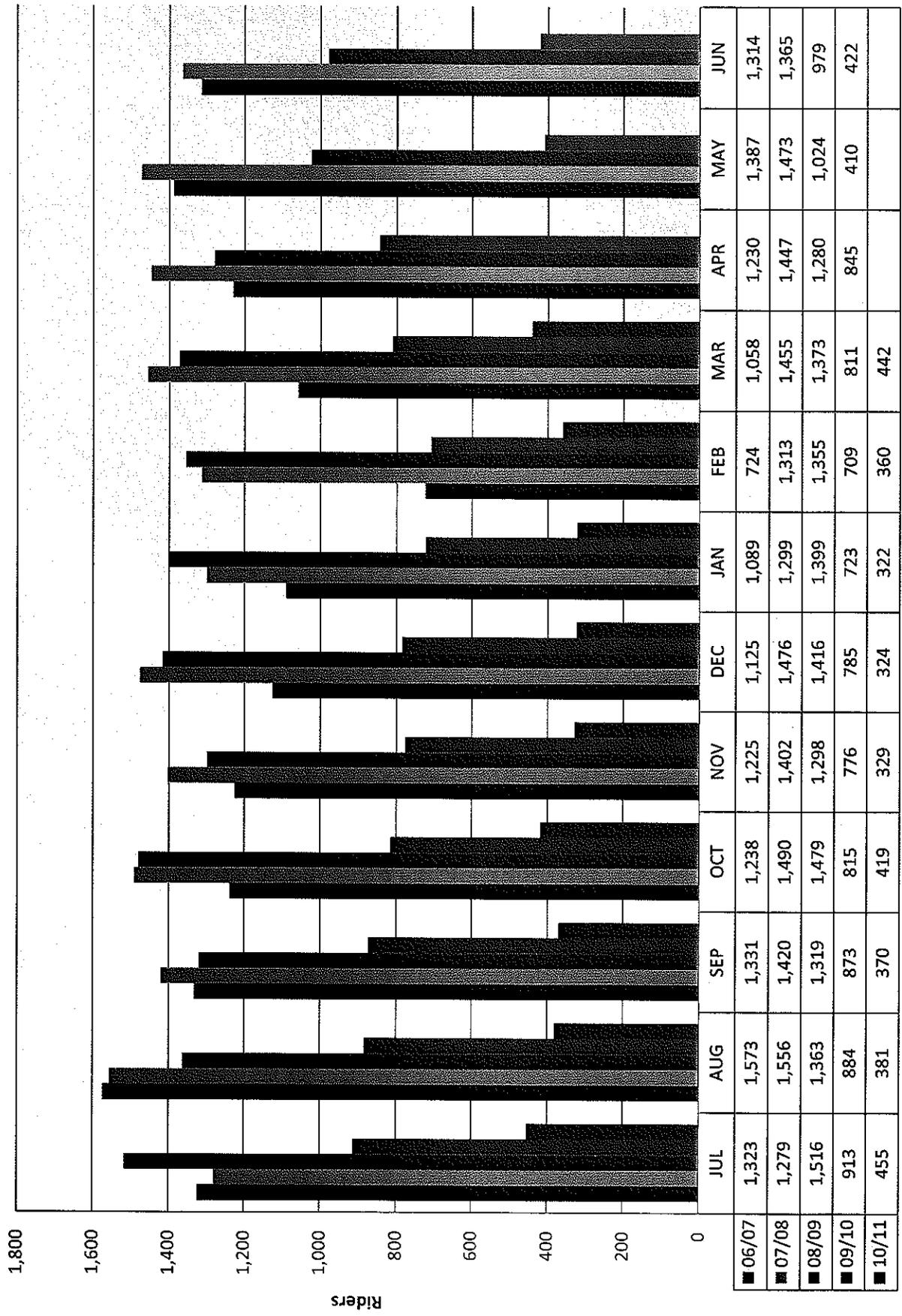
GLENN RIDE RIDERSHIP



Orland Glenn Trans Ridership



Willows Glenn Trans Ridership



MEMORANDUM



Willows Police Department

201 N. Lassen, Willows, CA 95988
(530) 934-3456 FAX (530) 934-4964
William Spears, Chief of Police

DATE: 4/20/11
TO: Chief W. Spears
FROM: Sgt. C. Walter
SUBJECT: Animal Control Feasibility Report

INTRODUCTION

This report utilizes figures and estimates as reported by Glenn County for fiscal 2009-10 (July 2009 through June 2010) as this is the period of time with the best available Animal Control statistics. Reports for September 2010 are, as yet, unavailable, and reports from the GCSO for the periods from October 2010 through March 2011 fail to include the total number of complaints attributed to the city of Willows.

Further, 2009-10 Glenn County Budget estimates for Animal Control were not yet available, so assumptions for cost projections are based partially upon an estimate of 25.6% of total projected costs for FY 2010-11. This figure was determined by Glenn County's projected apportionment figures for the City of Willows' share of expenses.

Current expenses for Animal Control services are \$52,000 based upon a contract for services that has remained steady since FY 2009-10.

LEGAL MANDATES

Any consideration of Animal Control services will have to take into consideration the legal requirement to adopt rules, processes and procedures that conform to legal requirements. Research has found that a public shelter will have a responsibility under the law relative to the impoundment of stray animals and to the control of rabies. These sections include Civil Code §1815, 1816 and 1834, Penal Code § 597.1(k)(1), Division 14 of the Food and Agriculture Code, Health and Safety Code § 121575-121710, and, CC&R § 2606, 2606.2 and 2606.4.

Some of these mandates are listed below:

Function	Mandate	Reference
Animal Fighting	Penal Code	PC 597.5, 599.a
Animal Shelter system	A way to impound stray dogs	F&A 31105
Cruelty Investigations	Animal Control responsibility	PC 597
Dangerous Dogs	State and local laws	F&A 31601-31683
Dog license program	Licenses required after 4 Months	H&S 121690 et al
Euthanasia shelter Animals	Must provide certified staff	F&A 31105
Feral cat	Shelter evaluation, release to non-profits	F&A 31752
Holding period	5 days stray (6 day impounds)	SB 1785 F & A Various sections
Partnerships	SB 1785 with 501(c)(3) Organizations	F&A 31108, 31753-31754
Population control	Spay and neuter of adopted dogs/cats	F&A 30503, 31760-31766
Rabies control program, clinics	Health Officer, \$6 shots, public Clinics	H&S 120130-121615
Rodeos/Exhibitions	Penal Code	PC 596.7
Search and seizure	Penal Code	PC 1523, 1524, 599a
Seizure of animals	Required under certain cases	PC 597, 597.1
Standard of care, shelter animals	Food, water, shelter	Civil Code 1834, H&S 121690
Stray Dogs	Impound stray dogs	F&A 31105
Treatment	Stray sick and injured must be Treated	SB 1785, PC 597
Vaccinations	Low fee rabies clinics	H&S 121690 (f)

Fulfilling these mandates may require modification to the Willows Municipal Code, Police Department policies and procedures, and the identification of resources and appropriate contracts and MOUs. It will require a review of existing procedures and policies to identify the agencies that must be involved, and reports to various state agencies that must be made monthly and annually.

ANIMAL CONTROL ACTIVITY

Glenn County Reports for activity in the City of Willows

Impounds	171
Redeemed	99
Adopted	8

Destroyed	64
Complaints (Total)	628
Animal Bites (Total)	30
Dogs	24
Cats	6
Other	0
No RV/No License	17
Licensed	10
10 Day Quarantine	23
Rabies Testing (impounded)	7
Unable to Locate	0
Notice to Appear (Total)	22
RV/License Requirements	10
Running at Large	13
Noisome	2
Other	0
Rabies Testing (Wild Animal)	25
Patrol Hours (city limits)	805.5

Staff Time

Animal Control calls for service during FY 2009-10 were reported as 628. This would represent an increase in aggregate number of calls for service of 22% over the same period of time. Assuming the current *mean* amount of time spent on service calls of 29 minutes, this would result in 18,212 (303.53 hours) minutes of time spent on additional calls in the field, or, the equivalent of 0.15 FTE. Assuming the same ratio of calls for service requiring reports holds steady to the current average of 39%, this would result in approximately 245 more reports consuming approximately one and a half hours per report for a total of 367.5 hours, or, 0.18 FTE. No valid figures are available to estimate the amount of time follow-up investigations might take.

Logistical issues might arise when one officer is working and he or she makes an arrest of a suspect in a vehicle with animals inside. Currently, the GCSO would respond to handle the animal if no Animal Control officer was on duty. Officers might have to request additional personnel be called in on overtime to address the animal, or, requests to the GCSO or CHP might have to be made to transport a prisoner while the WPD officer handles the animal. An officer might be further out of service as he or she is engaged in personal cleanup or the cleanup of his or her vehicle prior to returning to service.

Record keeping time by administrative personnel must also be considered. Based upon an averaging of spayed/neutered and un-spayed/neutered license fees, we can estimate approximately 716 license applications each year given current levels. This will result in additional staff time to process the paperwork and attend to the resident's needs. Assuming a minimum of 10 minutes of time per application, this works out to 119 hours, or, almost .06 FTE. Actual time spent answering inquiries or calls at the front counter cannot be determined, but anecdotal references indicate that Animal Control related calls exceed calls for law enforcement related services and queries which would have an impact on front counter personnel.

Additional animal control duties include regular verification of seized animals at Burnham's Veterinary Clinic as well as assisting with the euthanizing of animals. Deceased animals and euthanized animals would be stored in a freezer, and then transported periodically to the Glenn County Landfill by Willows staff.

Other duties would include the transport of rabies samples to and from testing facilities in Chico for testing as needed. Suspected rabid wild animals would have to be put down prior to transport (usually done through freezing). This would require an officer be available for such disposal and transport most days.

Responses involving unusual animals present unique problems. Livestock or other domestic or wild animals could require special handling and facilities. Procedures and equipment to transport and store these animals would have to be identified at an as-yet undetermined cost for contracts or per-call rates. Potentially dangerous animals such as bats and rattlesnakes may present special problems for officers.

REVENUE ESTIMATE

Revenue estimates are based upon the figures reported to the City of Willows by Glenn County for FY 2009-10. These estimates are for assorted fees collected from residents of the City of Willows during FY 2009-10.

License Fees	\$13,243
Duplicate License Fee	\$124
Penalty Fee	\$615
Impound Fees	\$4,860
Disposal Fees	\$325
Misc.	\$145
Adoption - Trust	\$80
Adoption - Not Refundable	\$210
TOTAL REVENUE	\$19,522

EXPENSES ESTIMATE

Expense estimates are based upon Glenn County's FY 2010-11 expense estimate with an applied 25.6% apportionment for Willows.

Service and Supplies	\$25,444
Other Charges	\$3,408
TOTAL EXPENSES	\$28,852

Wages & Benefits

Part-time CSO. This is an option. However, a part-time CSO would only be available for 19 hours per week. This position would receive no benefits. There may well be difficulties recruiting and retaining a reliable employee for such a part time position that would be working less than 4 hours per day. If modified to work only 3 days per week, that would leave patrol officers (untrained in Animal Control laws and procedures) to take up the responsibilities – potentially burdening the only patrol officer on duty with the added calls for service and responsibilities. Additionally, once trained to perform the necessary tasks and certified through POST and Animal Control training courses, this employee would be well qualified for similar full-time positions elsewhere. The current budget for a part time CSO is approximately \$20,000. Per NCCSIF estimates this could also increase annual workers compensation and liability contributions by \$3,000. This could place the annual cost of the part time CSO at approximately \$23,000.

Full time CSO. This would be the optimum employment level for an Animal Control related position. This position could be available for 40 hours each week, would allow for development and experience in the job, and provide for greater assistance in other areas of the police department. The estimated wages and benefits for this position would be approximately \$67,000. Per NCCSIF estimates this could also increase annual workers

compensation and liability contributions by \$6,000. This could place the annual cost of the full time CSO at approximately \$73,000.

OTHER CONSIDERATIONS

Start-up costs are as yet undetermined. Basic recurring supplies are included in the GCSO estimates, but start-up costs need to be factored in. Basic equipment includes control poles (6 or more estimated to be about \$100 each), a large freezer for the storage of deceased animals (\$500+), dog license tags, necessary forms, etc. Equipment to freeze, store, and transport potentially diseased bats, birds, vermin, and other animals would also have to be purchased.

Cages and containers for animals of all types would also have to be purchased. Transport, containment, and storage must be provided for all animals from guinea pigs to horses, and not all these animals may be housed at Burnham's Veterinary Clinic. Transportation providers for larger animals would have to be identified and provided for by contract or MOU. Specialized equipment or material might be required for each patrol vehicle so that officers might be properly equipped to seize snakes, possums, raccoons, rats, bats, or other dangerous or potentially vicious or rabid animals.

Training costs will also have to be accounted for. To enable a CSO to do the work of an Animal Control Officer including the issuance of citations and filing reports to the District Attorney seeking a criminal complaint, a 40-hour PC 832 (laws of arrest) course would be required. To be certified as an Animal Control Officer (Corporations Code §14502) would require an 80 hour training course for the officer. These two courses could cost nearly \$4,000 in tuition, salary and expenses.

Police officers are not trained in animal control procedures or laws. Additional training for police officers and office personnel would have variable costs depending on how and where it is conducted. Sheriff Jones estimated between 8 and 12 hours of in-house training has been conducted with his deputies regarding animal control laws and procedures.

Staff-related issues could include additional time out of service to clean animal feces, urine, and/or blood from a vehicle when used to transport an animal. The purchase of maintenance and cleaning supplies for vehicles and animal containers (cages, boxes, etc.) would have to be considered. Officers with allergies to animals may prevent or limit responses to calls for service involving some or all animals.

The purchase or conversion of a vehicle to Animal Control functions will likely be necessary at an as yet unknown cost (estimates as low as \$900 for cages inserted into an existing truck, or \$15,000 or more for a used, equipped truck).

The city's Emergency Action Plan would have to be modified to accommodate the recovery and placement of animals in the event of a local disaster. Materials for the transportation, housing, care and feeding of all manner of animal, and staging locations separate from humans, would have to be identified to accommodate any animals that might be recovered or dislocated in an emergency.

Prosecution of violations must also be considered. While the Glenn County District Attorney's Office currently prosecutes citations for Willows Municipal Code violations, staffing levels have compelled him to forego low-level misdemeanor prosecutions. As a result, the city may be compelled to employ the services of the city attorney for such prosecutions, or forego prosecution for violations altogether. This could result in an undetermined number of hours in additional charges each year for prosecution. The current billing rate for the city attorney is estimated at approximately \$250 per hour. *Handwritten: #225.*

There is the possibility of additional revenue through the raising of fees for service or increased enforcement. Some jurisdictions have had success by increased enforcement of local regulations.

Utilizing demographic calculations for pets from the American Veterinary Medicine Association, and an estimated population of 6,289 (2009 census estimate) for the city of Willows, it is estimated that there are approximately 1,590 dogs and 1,794 cats within the city limits. Given current fees and assuming the ability to gain even 75% compliance (a frequently cited but unattained goal with other agencies), this could add approximately \$8,815 in revenues for licensing. However, with possibility of prosecutions being low, we would have to rely largely on voluntary compliance.

SUMMARY

Utilizing non-salary cost projections from Glenn County's FY 2010-11 Animal Control report of \$28,852, and an actual revenue reported from FY 2009-10 of \$19,522 the Animal Control program has an estimated operating loss of (\$9,330) before salary and benefits are factored in.

Utilizing an estimate of \$67,000 for a full time benefited CSO, and the possibility of added workers compensation and liability costs of \$6,000 an Animal Control Program could cost the city of Willows an estimated minimum of \$82,330 annually.

Utilizing an estimate of \$20,000 for a part time CSO, and the possibility of added workers compensation and liability costs of up to \$3,000, an Animal Control Program could cost the city of Willows an estimated minimum of \$32,330 annually.

While the cost savings with a part time CSO appear to be significant, the hours that such a position would cover would be unlikely to address the approximately 25% increase in workload that would have to be distributed among police officers and the Administrative Assistant. As the majority of calls would fall into the Day Shift time period, much of the increased burden would fall to the single Day Shift officer who already has to field the majority of calls for service. A full time CSO position would be far more beneficial as it could provide sufficient time to address community concerns with Animal Control, and might allow for other functions commonly associated with the CSO position such as parking enforcement, code enforcement, and other matters that are infrequently addressed due to current staffing.

Many of the Animal Control functions cannot be deferred to another day. Many incidents would have to be addressed at the time of the call with the staff at hand. Shifts at minimum staffing could see periods where an officer will be unable to respond to calls for service due to Animal Control issues. While these may not be frequent occurrences, these disruptions in police service should be considered.

Citygate Associates, LLC – leaders in Animal Control studies for municipal governments and joint powers authorities – state on page 17 of Appendix I of their report to the City of Tracy in December, 2010, the following: **“It should be noted that no public animal control program generates enough revenue to be self-supporting. Even the most well-managed programs require significant general fund support.”** They caution against relying on increased fees as a rise in fees often is accompanied by a corresponding drop in redemption of the animals and the associated costs to store and then dispose of or adopt out the animal become added liabilities.

Citygate Associates also cite the increased exposure to “significant public liability” through the operation of vehicles, the risk of injury or death to an animal, and with issues surrounding rabies control activities. They further cite the significant exposure of animal control personnel to injuries of the back, legs and arms that result from repeated lifting, animal bites requiring treatment and time off, exposure to rabies, Lyme disease, and other ailments.

Any consideration of adopting Animal Control responsibilities should be considered carefully as there are a great number of variables that may come into play. Shouldering the additional legal burden without adequate resources could result in additional liability to an already beleaguered General Fund.

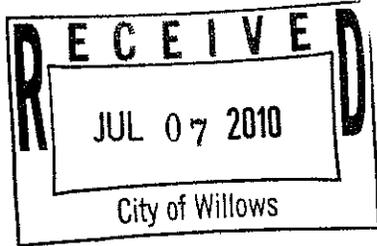


COUNTY OF GLENN
ANIMAL CONTROL DEPARTMENT

125 County Road G – Willows Airport
Willows, CA 98598
(530) 934-6507 or (530) 865-1126
Fax (530) 934-6699

Raymond J. Cavier
Assistant Animal Control Officer

MONTHLY REPORT FOR CITY OF WILLOWS
Month of **June 2010**



Impounds (Total)	12
Redeemed	3
Adopted	0
Destroyed	9
Complaints (Total)	56
Animal Bites (Total)	5
Dogs	3
Cats	2
Other	0
No RV/No License	2
Licensed	2
10-Day Quarantine	4
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	3
RV/Lic Requirements	1
Running at Large	1
Noisome	1
Other	0
Rabies Testing (Wild Animal)	1
Patrol Hours (City Limits)	63.5
License Fees	\$1,920.00
Duplicate License Fee	\$8.00
Penalty Fees	\$15.00
Impound Fees	\$290.00
Disposal Fees	\$50.00
Misc.	\$20.00
Adoption - Trust	0
Adoption - Not Refundable	0
City Payment	\$13,000.00
Total	\$15,303.00

Signed.....*Raymond Cavier*.....
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control

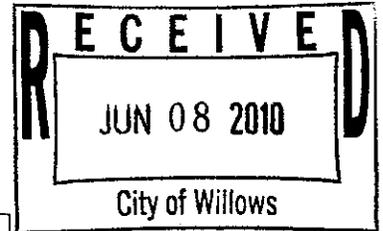


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Raymond J. Cavier
Assistant Animal Control Officer

MONTHLY REPORT FOR CITY OF WILLOWS
Month of **May 2010**



Impounds (Total)	13
Redeemed	7
Adopted	0
Destroyed	6
Complaints (Total)	50
Animal Bites (Total)	2
Dogs	2
Cats	0
Other	0
No RV/No License	1
Licensed	1
10-Day Quarantine	2
Rabies Testing (Impounded)	0
Unable to Locate (UTL)	0
Notice to Appear (Total)	1
RV/Lic Requirements	1
Running at Large	0
Noisome	0
Other	0
Rabies Testing (Wild Animal)	1
Patrol Hours (City Limits)	78.0
License Fees	\$1,172.00
Duplicate License Fee	\$4.00
Penalty Fees	\$45.00
Impound Fees	\$330.00
Disposal Fees	\$25.00
Misc.	0
Adoption - Trust	0
Adoption - Not Refundable	0
City Payment	0
Total	\$1,576.00

Signed... *Raymond Cavier* ...
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
Assistant Animal Control Officer

MONTHLY REPORT FOR CITY OF WILLOWS
Month of **April 2010**

Impounds (Total)	10
Redeemed	9
Adopted	0
Destroyed	1
Complaints (Total)	41
Animal Bites (Total)	6
Dogs	5
Cats	1
Other	0
No RV/No License	2
Licensed	4
10-Day Quarantine	6
Rabies Testing (Impounded)	0
Unable to Locate (UTL)	0
Notice to Appear (Total)	3
RV/Lic Requirements	1
Running at Large	2
Noisome	0
Other	0
Rabies Testing (Wild Animal)	6
Patrol Hours (City Limits)	81.0
License Fees	\$722.00
Duplicate License Fee	\$8.00
Penalty Fees	0
Impound Fees	\$460.00
Disposal Fees	\$50.00
Misc.	0
Adoption - Trust	0
Adoption – Not Refundable	0
City Payment	0
Total	\$1,240.00

Signed... *Raymond J. Cavier* ...
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



**COUNTY OF GLENN
ANIMAL CONTROL DEPARTMENT**

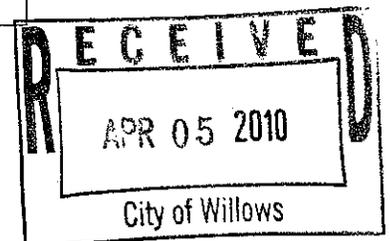
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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of **March 2010****

Impounds (Total)	14
Redeemed	8
Adopted	1
Destroyed	5
Complaints (Total)	51
Animal Bites (Total)	2
Dogs	2
Cats	0
Other	0
No RV/No License	1
Licensed	1
10-Day Quarantine	1
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	2
RV/Lic Requirements	0
Running at Large	2
Noisome	0
Other	0
Rabies Testing (Wild Animal)	4
Patrol Hours (City Limits)	65.5
License Fees	\$1,358.00
Duplicate License Fee	\$4.00
Penalty Fees	\$15.00
Impound Fees	\$320.00
Disposal Fees	\$50.00
Misc.	0
Adoption - Trust	0
Adoption – Not Refundable	\$30.00
City Payment	\$13,000.00
Total	\$14,777.00

Signed.....*Raymond Cavier*
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



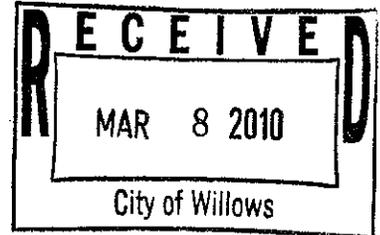


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Raymond J. Cavier
Assistant Animal Control Officer

MONTHLY REPORT FOR CITY OF WILLOWS
Month of February 2010



Impounds (Total)	5
Redeemed	2
Adopted	2
Destroyed	1
Complaints (Total)	31
Animal Bites (Total)	2
Dogs	2
Cats	0
Other	0
No RV/No License	1
Licensed	1
10-Day Quarantine	1
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	2
RV/Lic Requirements	2
Running at Large	1
Noisome	0
Other	0
Rabies Testing (Wild Animal)	0
Patrol Hours (City Limits)	62.5
License Fees	\$1,171.00
Duplicate License Fee	0
Penalty Fees	\$30.00
Impound Fees	\$80.00
Disposal Fees	0
Misc.	0
Adoption - Trust	\$40.00
Adoption - Not Refundable	\$30.00
City Payment	0
Total	\$1,351.00

Signed... *Raymond J. Cavier* ...
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
Assistant Animal Control Officer

MONTHLY REPORT FOR CITY OF WILLOWS
Month of **January 2010**

Impounds (Total)	20
Redeemed	13
Adopted	0
Destroyed	7
Complaints (Total)	36
Animal Bites (Total)	3
Dogs	3
Cats	0
Other	0
No RV/No License	3
Licensed	0
10-Day Quarantine	2
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	2
RV/Lic Requirements	1
Running at Large	1
Noisome	0
Other	0
Rabies Testing (Wild Animal)	0
Patrol Hours (City Limits)	73.5
License Fees	\$1,060.00
Duplicate License Fee	0
Penalty Fees	\$150.00
Impound Fees	\$620.00
Disposal Fees	\$50.00
Misc.	0
Adoption - Trust	0
Adoption - Not Refundable	0
City Payment	0
Total	\$1,880.00

Signed... *Raymond Cavier Sr.*
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of December 2009**

Impounds (Total)	24
Redeemed	12
Adopted	1
Destroyed	11
Complaints (Total)	52
Animal Bites (Total)	2
Dogs	1
Cats	1
Other	0
No RV/No License	1
Licensed	0
10-Day Quarantine	1
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	1
RV/Lic Requirements	1
Running at Large	0
Noisome	0
Other	0
Rabies Testing (Wild Animal)	3
Patrol Hours (City Limits)	49.0
License Fees	\$920.00
Duplicate License Fee	\$0
Penalty Fees	\$45.00
Impound Fees	\$580.00
Disposal Fees	\$0
Misc.	\$20.00
Adoption - Trust	\$40.00
Adoption – Not Refundable	\$30.00
City Payment	\$13,000.00
Total	\$14,635.00

Signed.....*Raymond J. Cavier*.....
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of November 2009**

Impounds (Total)	7
Redeemed	7
Adopted	0
Destroyed	0
Complaints (Total)	53
Animal Bites (Total)	3
Dogs	2
Cats	1
Other	0
No RV/No License	1
Licensed	1
10-Day Quarantine	2
Rabies Testing (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	0
RV/Lic Requirements	0
Running at Large	0
Noisome	0
Other	0
Rabies Testing (Wild Animal)	0
Patrol Hours (City Limits)	56.5
License Fees	\$835.00
Duplicate License Fee	0
Penalty Fees	\$45.00
Impound Fees	\$360.00
Disposal Fees	0
Misc.	0
Adoption - Trust	0
Adoption – Not Refundable	0
City Payment	0
Total	\$1,240.00

Signed..... *Raymond Cavier*
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
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**MONTHLY REPORT FOR CITY OF WILLOWS
Month of October 2009**

Impounds (Total)	19
Redeemed	12
Adopted	2
Destroyed	5
Complaints (Total)	58
Animal Bites (Total)	1
Dogs	1
Cats	0
Other	0
No RV/No License	1
Licensed	0
10-Day Quarantine	1
Rabies Testing (Impounded)	0
Unable to Locate (UTL)	0
Notice to Appear (Total)	2
RV/Lic Requirements	1
Running at Large	1
Noisome	0
Other	0
Rabies Testing (Wild Animal)	1
Patrol Hours (City Limits)	57.5
License Fees	\$1,308.00
Duplicate License Fee	\$8.00
Penalty Fees	\$120.00
Impound Fees	\$555.00
Disposal Fees	\$50.00
Misc.	\$20.00
Adoption - Trust	0
Adoption – Not Refundable	\$60.00
City Payment	0
Total	\$2,121.00

Signed.....*Raymond J. Cavier*.....
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of September 2009**

Impounds (Total)	15
Redeemed	10
Adopted	1
Destroyed	4
Complaints (Total)	57
Animal Bites (Total)	1
Dogs	1
Cats	0
Other	0
No RV/No License	1
Licensed	0
10-Day Quarantine	1
Rabies Testing (Impounded)	0
Unable to Locate (UTL)	0
Notice to Appear (Total)	2
RV/Lic Requirements	1
Running at Large	3
Noisome	0
Other	0
Rabies Testing (Wild Animal)	2
Patrol Hours (City Limits)	70.0
License Fees	\$685.00
Duplicate License Fee	\$8.00
Penalty Fees	\$75.00
Impound Fees	\$425.00
Disposal Fees	0
Misc.	\$60.00
Adoption - Trust	0
Adoption – Not Refundable	\$30.00
City Payment	\$13,000.00
Total	\$14,283.00

Signed... *Raymond Cavier*
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



**COUNTY OF GLENN
ANIMAL CONTROL DEPARTMENT**

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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of August 2009**

Impounds (Total)	23
Redeemed	15
Adopted	1
Destroyed	7
Complaints (Total)	86
Animal Bites (Total)	1
Dogs	1
Cats	0
Other	0
No RV/No License	1
Licensed	0
10-Day Quarantine	1
Rabies Testing (Impounded)	0
Unable to Locate (UTL)	0
Notice to Appear (Total)	4
RV/Lic Requirements	1
Running at Large	2
Noisome	1
Other	0
Rabies Testing (Wild Animal)	5
Patrol Hours (City Limits)	79.5
License Fees	\$1,407.00
Duplicate License Fee	\$4.00
Penalty Fees	\$45.00
Impound Fees	\$775.00
Disposal Fees	0
Misc.	\$25.00
Adoption - Trust	0
Adoption – Not Refundable	\$30.00
City Payment	0
Total	\$2,286.00

Signed.....*Raymond Cavier*.....
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control



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ANIMAL CONTROL DEPARTMENT**

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Raymond J. Cavier
Assistant Animal Control Officer

**MONTHLY REPORT FOR CITY OF WILLOWS
Month of July 2009**

Impounds (Total)	9
Redeemed	1
Adopted	0
Destroyed	8
Complaints (Total)	57
Animal Bites (Total)	2
Dogs	1
Cats	1
Other	0
No RV/No License	2
Licensed	0
10-Day Quarantine	1
Rabies Testings (Impounded)	1
Unable to Locate (UTL)	0
Notice to Appear (Total)	0
RV/Lic Requirements	0
Running at Large	0
Noisome	0
Other	0
Rabies Testing (Wild Animals)	2
Patrol Hours (City Limits)	69.0
License Fees	\$685.00
Duplicate License Fee	0
Penalty Fees	\$30.00
Impound Fees	\$65.00
Disposal Fees	\$50.00
Misc.	0
Adoption - Trust	0
Adoption – Not Refundable	0
City Payment	0
Total	\$830.00

Signed.....*Raymond J. Cavier*.....
Raymond Cavier – Assistant Animal Control Officer
Glenn County Animal Control

FEES SCHEDULE

CONTRACTOR: Burnham Veterinary Clinic

BOARDING FEES:

\$9.00	per day	Dogs/cats
\$8.00	per day	Puppies and kittens (litters) – up to 4-months of age pursuant to authorization by Animal Control Director or deputy
\$15.00	per day	Quarantine
\$8.00	per day	Livestock (Per species)
\$3.00	per day	Fowl
\$10.00	per day minimum	Exotics – depending upon species

EUTHANASIA FEES:

\$15.00 per animal	Dogs – up to 60 lbs. pursuant to authorization by Animal Control Director or deputy
\$10.00 per animal	Cats
\$8.00 per animal	Puppies and kittens – up to 4-months of age pursuant to authorization by Animal Control Director or deputy Smaller/younger fee reduced per size

DISPOSAL FEES:

\$6.00 per animal Plus Landfill Fees	All animals except livestock
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TREATMENT FEES:

Sick/injured animals	Veterinarian costs pursuant to authorization by Animal Control Director or deputy
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ATTACHMENT "A"

COUNTY OF GLENN	
MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS	
FEE DESCRIPTION	FEE AMOUNT
Animal Control	
Animal Adoption	
Dog/cat	\$70.00
No-specified animals	Public or Private sale
Disposal of Dead Animals	
Dogs	\$20.00
Cats	\$10.00
Non-specified animals	Actual cost
Feeding & Boarding	
Actual contractual cost or if none as listed below	
Dog/cat	\$4.00 to \$6.00 per day
Horse, mule, bovine, burro, sheep, goat, swine	\$3.00 per day
Redemption Charges	
Dog - 1st impound per owner in 12 month period	\$40.00
2nd impound per owner in 12 month period	\$65.00
3rd impound per owner in 12 month period	\$90.00
Cat	\$25.00
Horse, mule, cow, burro, sheep, goat, swine	\$30.00
(per animal, plus time spent to capture and haul at \$15.00 per man hour, \$25.00 per overtime man hour)	
Non-specified animals	Actual cost
Licensing	
Spayed/neutered (under 1 year of age or first rabies vaccination) 1 yr	
	\$12.00
Non/spayed and unaltered 1 yr	
	\$25.00
Spayed or neutered 3 yr	
	\$25.00
Non/spayed and unaltered 3 yr	
	\$50.00
Stock/working pack (3-5 dogs) 1 yr	
	\$50.00
Hunting pack (3-5 dogs) 1 yr	
	\$50.00
Out of county license-honored	
	1/2 normal fee
Duplicate license	
	\$4.00
Penalty per dog	
	\$15.00
Kennel (5 - 20 dogs)	
	\$100.00
Kennel (20 - 50 dogs)	
	\$200.00
Kennel (50 - or more dogs)	
	\$300.00
K-9 dogs owned by public law enforcement agency	
	No Fee
Observation	
Dog/cat and all other animals	Boarding cost & Vet fees
Pick Up Service (Live animal disposal)	
Dog	\$50.00
Cat	\$25.00
Non-specified animal	Actual cost
Cat trap	\$20.00 deposit plus \$1.00 per day

**GLENN COUNTY SOLID WASTE DISPOSAL SITE
FEE SCHEDULE BY MATERIAL TYPE**

MINIMUM CHARGE = \$ 15.00 (UP TO 425 LBS.)

- A. HOUSEHOLD AND COMMERCIAL REFUSE** \$70.00/TON
B. CONSTRUCTION/DEMOLITION WASTE \$70.00/TON
C. CLEAN GREEN AND WOOD WASTE \$60.00/TON
- D. TIRES**
 County residents who produce either a current bill from a County authorized waste collector or two gate receipts (not more than 60 days old) may dispose of up to 5 passenger/light truck tires (up to 20 inches and not on rim) per visit at no charge. Additional items and all others pay the following fees:
- | | |
|--------------------------------------|-------------|
| 1. Whole tires | \$ 2.00 ea. |
| a. Tires up to 20 inches (or on rim) | \$ 8.00 ea. |
| b. Tires 20 to 24 inches | \$35.00 ea. |
| c. Tires over 24 inches | |
2. Altered Tires (by appointment)
- | | |
|---|-------------|
| a. Shredded (less than 6") | FREE |
| b. Shredded (6" or over) | \$40.00/ton |
| c. Quartered, Bagel sliced, Sidewalls removed | \$90.00/ton |
- E. APPLIANCES:**
 County residents who produce either a current bill from a County authorized waste collector or two gate receipts (not more than 60 days old) may dispose of one appliance per visit at no charge. Additional items and all others pay the following fees (weight fee waived):
- | | |
|--|-------------|
| 1. Refrigeration units (Refrigerators, freezers, air-conditioners, etc.) | |
| a. Units not containing Freon (with certificate) | FREE |
| b. Units containing Freon (or without certificate) | \$35.00 |
| 2. Washers, dryers, dishwashers, stoves, hot water heaters, space heaters, boilers, furnaces | \$10.00 ea. |
- F. BULKY AND HARD TO HANDLE ITEMS**
- County residents who produce either a current bill from a County authorized waste collector or two gate receipts (not more than 60 days old) may dispose of one bulky/hard to handle item per visit at no charge. Additional items and all others pay the following fees in addition to the weight fee:
- | | |
|--|-------------|
| 1. Mattresses, box-springs, hide-a-beds, couches, recliners, etc. | \$ 5.00 ea. |
| 2. Other Bulky / Hard to Handle (stumps >24", irrigation tubing > 48") | \$15.00 ea. |
- G. DEAD ANIMALS (by appointment only)**
 Fees may be waived for County-authorized animal shelter. Inquire within. Animal carcasses in excess of 150# ea are not accepted at any time.
- | | |
|-------------------------|-------------|
| 1. Small (<50#) | \$ 5.00 ea. |
| 2. Medium (50# to 100#) | \$10.00 ea. |
| 3. Large (100# to 150#) | \$25.00 ea. |
- H. RECYCLING DROP-OFF CENTER:**
- | | |
|---|------|
| 1. Aluminum, glass, plastic, paper, cardboard | FREE |
| 2. Antifreeze, Batteries, Oil & Oil Filters, Paint | |
| 3. Clean Scrap Metal & Steel – no oil, compressor oil, fuel, mercury switches, mercury thermostats. | |
| 4. Computers, televisions, monitors, misc e-waste | |
| 5. Batteries (all kinds, must be sorted and terminals covered) | |
| 6. Ag Plastics (triple rinsed, dry, all metal and rubber removed, drums cut into quarters crosswise or lengthwise) We can no longer accept plastic pesticide containers of any size as trash. All such containers must be properly prepared for recycling, no exceptions. | |
| 7. HHW—Free IF sorted and separated from other trash - \$50 per hour if mixed in and requires staff to assist in removal | |
- I. CLEAN, UNCONTAMINATED FILL DIRT** FREE
- J. CLEAN ASPHALT OR CONCRETE** FREE

Chapter 6.05 GENERAL PROVISIONS

Sections:

6.05.010 Applicability of title.

Article I. Poundmaster – Enforcement

6.05.020 Office created – Duties generally.

6.05.030 Power of arrest.

6.05.040 Right of entry.

6.05.050 Records.

6.05.060 Interference with.

6.05.070 Collection and disposition of dead animals.

6.05.080 Enforcement by police – Citation to appear for violation.

Article II. Impounding

6.05.090 Providing for facilities.

6.05.100 Care of impounded animals.

6.05.110 Notice to owner.

6.05.120 Destruction of certain impounded animals.

Article III. Miscellaneous Regulations

6.05.130 Keeping of swine, cattle and horses.

6.05.140 Vicious animals.

6.05.150 Wild animal defined.

6.05.160 Wild animals not permitted in city – Exceptions.

6.05.170 Noisy animals and fowl.

6.05.180 Animals creating nuisances generally.

Article IV. Animals at Large

6.05.190 Prohibited.

6.05.200 Fowl at large.

6.05.210 Compliance with state law relating to strays.

6.05.010 Applicability of title.

For the purpose of protection to persons and property, except as otherwise limited or qualified, this title shall apply to the regulation of any animal including but not limited to canines and felines. [Ord. 421 § 3, 1-10-66. Prior code § 3-1].

Article I. Poundmaster – Enforcement

6.05.020 Office created – Duties generally.

There is created the position of poundmaster, which officer shall enforce the provisions of this title and the laws of the state relating to the registration, control, and disposition of animals. [Ord. 421 § 2, 1-10-66. Code 1959 §§ 3.5, 3.6; prior code § 3-2].

Cross reference—Duty to impound dogs, WMC 6.10.100.

6.05.030 Power of arrest.

The poundmaster is vested with the powers and duties of police officers of the city, and each shall have the power and it shall be their duty to make arrests for violations of any of

the provisions of this title. [Code 1959 § 3.7; prior code § 3-3].

6.05.040 Right of entry.

The poundmaster is authorized to enter upon any premises upon which any animal is kept, for the purpose of taking up, seizing or impounding any animal found running at large contrary to the provisions of this title, or for the purpose of ascertaining whether such animal is registered as provided in this title, or for the purposes of inspecting the premises to ascertain whether any law of the city or state relating to the care, treatment or impounding of dumb animals is being violated. [Code 1959 § 3.13; prior code § 3-4].

6.05.050 Records.

The poundmaster shall keep a record of the number of all animals impounded, showing in detail in the case of each animal the description; date of receipt; name of the owner and keeper, if known; the date and manner of disposal; the name of the person redeeming or purchasing and the fees and charges and proceeds of sales received on account thereof; and such additional records as may be required by the city council. [Code 1959 § 3.9; prior code § 3-5].

6.05.060 Interference with.

It shall be unlawful to interfere with, oppose or resist any authorized person who is collecting or impounding animals under the provisions of this title and such authorized person may go upon private property for the purpose of enforcing this title or collecting or impounding animals. Any such authorized person, other than a peace officer, shall wear a badge. [Ord. 421 § 14, 1-10-66. Prior code § 3-6].

6.05.070 Collection and disposition of dead animals.

The poundmaster shall see that dead animals are collected and disposed of. [Ord. 421 § 12(c), 1-10-66. Prior code § 3-7].

6.05.080 Enforcement by police – Citation to appear for violation.

It shall be the duty of any police or other authorized person to enforce this title. In addition to the impounding of an animal, the owner and keeper of such licensed or unlicensed animal which is running at large may be cited to appear by citation, giving the license number of said animal, if licensed, and directing said owner and keeper to appear before a court of proper jurisdiction for violation of this title. [Ord. 421 § 15, 1-10-66. Prior code § 3-8].

Article II. Impounding

6.05.090 Providing for facilities.

The city council may construct and maintain pounds and arrange for transportation facilities, or the city council may contract for either or both of these services. The city council may require a faithful performance bond of the other contracting party. The fees for collecting, impounding and disposing of animals may be determined by negotiation, and shall be stipulated in any contract signed by the city council. If a city agency provides these services, the city shall determine the fees. [Ord. 421 § 13, 1-10-66. Prior code § 3-9].

6.05.100 Care of impounded animals.

When any animal is impounded, it shall be provided with proper and sufficient food and water by the poundmaster. [Code 1959 § 3.11; prior code § 3-10].

6.05.110 Notice to owner.

The poundmaster shall immediately upon impounding any animal make every reasonable effort to notify the owner of the animal impounded and inform such owner of the conditions whereby he may regain custody of such animal. [Code 1959 § 3.12; prior code § 3-11].

6.05.120 Destruction of certain impounded animals.

It shall be the duty of the poundmaster and he is authorized and empowered to forthwith destroy any animal lawfully impounded which is by reason of age, disease or other cause, unfit for further use, or is dangerous to keep impounded. [Code 1959 § 3.19; prior code § 3-12].

Cross reference—Impounding of dogs, WMC 6.10.100 et seq.

Article III. Miscellaneous Regulations**6.05.130 Keeping of swine, cattle and horses.**

It shall be unlawful and it is hereby declared to be a nuisance for any person to keep or maintain any swine, cattle, horses, or other livestock within the limits of the city. [Code 1959 § 3.4; prior code § 3-13].

6.05.140 Vicious animals.

It shall be unlawful to keep any vicious or dangerous animal unrestrained. [Code 1959 § 3.36; prior code § 3-14].

6.05.150 Wild animal defined.

The term "wild animal" shall be construed to mean and include any animal, reptile or fowl which is not naturally tame or gentle but is of a wild nature or disposition or which is known to be vicious and which must be kept in confinement to be brought within the immediate power of the owner, or which is venomous to human beings whether its venom is transmitted by bite, sting, touch, or other means. [Ord. 513-75, 3-10-75. Prior code § 3-14.01].

6.05.160 Wild animals not permitted in city – Exceptions.

It shall be unlawful for any person to keep or maintain, or cause to be kept or maintained, within the city of Willows any wild animal as described in WMC 6.05.150, except as follows:

- (1) Wild Animals in Zoos or Museums. Any wild animals which are kept confined in zoos, museums, or any place where they are kept as live specimens for the public to view.
- (2) Wild Animals in Circuses, Carnivals, Exhibits or Shows. Any wild animals which are kept and confined and placed on exhibit in a circus, carnival, or any type of exhibit or show.
- (3) Wild animals in bona fide, licensed veterinary hospitals for treatment.
- (4) Any nonvenomous, nondangerous wild animal under the weight of three pounds, provided such animal is properly confined and cared for in a manner satisfactory to the chief of police.

Dangerous or poisonous reptiles may be maintained by bona fide education institutions for the purpose of instruction, provided such reptiles are securely confined and are properly cared for in a manner satisfactory to the chief of police. [Ord. 513-75, 3-10-75. Prior code § 3-14].

6.05.170 Noisy animals and fowl.

The keeping or harboring of any dog, cat or other animal or fowl, whether licensed or not, which by habitual howling, yelping, barking or other noise disturbs or annoys any considerable number of persons or the neighborhood is unlawful, is declared to be a public nuisance, and each day shall constitute a separate offense. [Code 1959 § 3.37; prior code § 3-15].

Cross reference—Prohibition of noises generally, WMC 8.10.020(17).

6.05.180 Animals creating nuisances generally.

It shall be unlawful to suffer or permit any animal to trespass on private or public property so as to damage or destroy any property or thing of value and the same is declared to be a nuisance and any such animal may be impounded. Whenever it shall be affirmed in writing

by three or more persons having separate residences, or regularly employed in the neighborhood, that any animal is an habitual nuisance by reason of trespassing, howling, barking or other noises, or damage to property, or being vicious or by its actions potentially vicious or in any other manner causing undue annoyance, the poundmaster, if he finds such nuisance to exist, shall serve notice upon the owner or custodian that such nuisance must be abated. [Code 1959 § 3.38; prior code § 3-16].

Cross reference—Committing nuisance on another's property by dog, WMC 6.10.090.

Article IV. Animals at Large

6.05.190 Prohibited.

No owner or keeper of an animal shall allow or permit any animal, whether licensed or unlicensed, to be or run at large within the city in or upon any public place or premises, or in or upon any private place or premises other than those of said owner or keeper, except with the consent of the person in charge of said private place or premises, unless such animal is in the charge and control of a person competent to keep such animal under effective charge and control. For the purposes of this section, any animal in or upon any vehicle shall be deemed to be on the premises of the operator thereof. [Ord. 421 § 6, 1-10-66. Code 1959 § 3.35; prior code § 3-17].

6.05.200 Fowl at large.

It shall be unlawful and it is hereby declared to be a nuisance for any person to cause or permit any chickens, ducks, geese, turkeys, or other domestic fowl to go or be at large, or to go or be upon the premises owned or occupied by any other person in the city, without such other person's written consent. [Code 1959 § 3.3; prior code § 3-18].

6.05.210 Compliance with state law relating to strays.

Notwithstanding any provisions in this title, the Agriculture Code of the state, Division 3, Chapter 5, Article 2, shall be complied with in reference to stray bovine animals, horses, mules or burros. [Code 1959 § 3.2; prior code § 3-19].

This page of the Willows Municipal Code is current through Ordinance 689-10, passed July 27, 2010.

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Chapter 6.10 DOGS

Sections:

- 6.10.010 Definitions.
- 6.10.020 License and registration required – License fee – Contents of application.
- 6.10.030 Time for application for license and registration – Penalty for delinquency.
- 6.10.040 Proof of vaccination prerequisite to issuance of license tag.
- 6.10.050 Issuance of license certificate and tag – Contents of tag – Tag to be affixed to collar or harness.
- 6.10.060 Issuance of duplicate tag.
- 6.10.070 Nontransferability of license – Nonrefundability of license fee.
- 6.10.080 Running at large prohibited – Restraints required – Exception.
- 6.10.090 Committing nuisance prohibited.
- 6.10.100 Impounding dogs at large in violation of chapter.
- 6.10.110 Reclaiming of impounded dogs.
- 6.10.120 Disposal of unclaimed impounded dogs – Notice of impounding required.
- 6.10.130 Impoundment agencies and transportation facilities therefor – Alternative provisions.
- 6.10.140 Enforcement of provisions – Violations.
- 6.10.150 Penalties for violations of chapter.

Prior legislation: Ord. 421. Code 1959 §§ 3.16, 3.17, 3.20, 3.22 – 3.24 and 3.30.

6.10.010 Definitions.

For the purposes of this chapter certain words and phrases are defined, and certain provisions shall be construed, as herein set out, unless it shall be apparent from their context that a different meaning is intended.

“Dog” as used herein is hereby declared and defined to include any animal of the canine family, and shall be deemed to include female as well as male dogs, except when otherwise specifically provided herein.

Owner. Any person, other than a veterinarian or an operator of a kennel, keeping or harboring a dog for at least 15 consecutive days shall be deemed to be the “owner” thereof within the meaning of this chapter.

“Unlicensed dog” as used herein is hereby defined and declared to mean a dog subject to license and registration hereunder for which the license for the current year has not been paid or to which the license tag provided for herein is not attached. [Ord. 474-69 § 1(1.00 – 1.03), 6-9-69. Prior code § 3-36].

6.10.020 License and registration required – License fee – Contents of application.

(1) All dogs more than six months old kept, harbored or maintained by their owners in the city of Willows shall be licensed and registered and their owners are hereby required to have them licensed and registered as herein provided.

(2) Dogs shall be registered with and dog licenses shall be issued by the city clerk’s office or other designated office, upon payment of a license fee of \$3.00 for each dog for each fiscal year or fraction thereof.

(3) “Seeing eye” dogs actually being used by blind persons shall be registered and licensed as herein provided; however, no license fee shall be charged for such dogs.

(4) The owner shall state at the time the application is made for such license, and upon printed forms of application and registration provided for such purpose, his name, address, telephone number, and the name, breed, color, age and sex of each dog for which a license application is made. [Ord. 474-69 § 1(2.00), 6-9-69. Prior code § 3-37].

State law reference—Maximum license fee for dogs, § 38792, Gov. Code.

6.10.030 Time for application for license and registration – Penalty for delinquency.

Application for license and registration shall be made annually on or before July 31st of each year or within 31 days after the dog becomes subject to registration and licensing hereunder, whichever event occurs first. Notwithstanding any provision herein to the contrary, when application for license and registration is not made within the time herein provided, the license fee shall be double that which is otherwise herein provided. [Ord. 474-69 § (2.01), 6-9-69. Prior code § 3-38].

6.10.040 Proof of vaccination prerequisite to issuance of license tag.

No license tag shall be issued for a dog unless proof has been presented that said dog has been vaccinated against rabies at a date such that the period of time elapsing from the date of vaccination to the expiration of the registration being issued shall not exceed 30 months in the case of vaccination with chick embryo vaccine or 12 months in the case of vaccination with nerve tissue vaccine. [Ord. 474-69 § (2.02), 6-9-69. Prior code § 3-39].

State law reference—Rabies control provisions, § 1900 et seq., Health and Safety Code.

6.10.050 Issuance of license certificate and tag – Contents of tag – Tag to be affixed to collar or harness.

(1) Upon payment of the license fee, a license certificate and metallic tag shall be issued to the owner for each dog so licensed.

(2) The tag shall have stamped thereon the year for which it is issued and the number corresponding with the number of the certificate.

(3) Every owner shall be required to provide each dog with a collar or harness to which the license tag must be affixed, and shall see that the collar or harness and tag are worn at all times except when the dog is in or upon the premises of the owner. [Ord. 474-69 § (2.03), 6-9-69. Prior code § 3-40].

State law reference—For requirement, see § 439, Agric. Code.

6.10.060 Issuance of duplicate tag.

In case a dog tag is lost or destroyed, a duplicate will be issued upon presentation of a certificate showing the payment of the license fee for the current year, and the payment of a \$0.50 fee for such duplicate. [Ord. 474-69 § (2.04), 6-9-69. Prior code § 3-41].

6.10.070 Nontransferability of license – Nonrefundability of license fee.

Dog tags shall not be transferable from one dog to another and no refunds shall be made on any dog license fee because of death of the dog or the owner leaving the city or the removal of the dog therefrom before expiration of the license period. [Ord. 474-69 § (2.05), 6-9-69. Prior code § 3-42].

6.10.080 Running at large prohibited – Restraints required – Exception.

No owner or keeper of a dog shall allow or permit such dog, whether licensed or unlicensed, to be or run at large within the city of Willows in or upon any public place or premises, or in or upon any private place or premises other than those of said owner or keeper except with the consent of the person in charge of said private place or premises, unless such dog is securely restrained by a substantial leash not to exceed six feet in length and is in the charge and control of a person competent to keep such dog under effective charge and control; provided, however, nothing in this section shall prevent a dog from being used without leash in the conduct of obedience trials and training classes, or to herd, guard, gather, or otherwise work domestic animals or fowls in or upon a public place or premises so long as such dog is under the charge and control of a person competent to keep such dog under effective charge and control and so long as such dog does not wrongfully harm or damage or threaten to harm or damage any person or public or private property. For purposes of this section, any dog in or upon any vehicle shall be deemed to be on the premises of the operator thereof. [Ord. 474-69 § (3.00), 6-9-69. Prior code § 3-

43].

6.10.090 Committing nuisance prohibited.

No owner or keeper or person having custody or control of any dog shall allow or permit such dog to commit a nuisance on any public property or any improved private property other than that of the owner or keeper or person who has accepted custody or control of such dog; provided, that the foregoing shall not apply to street gutters outside of pedestrian ways. It shall be the duty of all persons having control of such dog to curb said dog in order to carry out the intent of this section. [Ord. 474-69 § 1(3.01), 6-9-69. Prior code § 3-44].

6.10.100 Impounding dogs at large in violation of chapter.

It shall be the duty of the police department of the city of Willows or other designated agency to apprehend or cause to be apprehended any dog found running at large contrary to the provisions of this chapter. Such dog shall be impounded in the city pound or other suitable place designated for such purpose. Upon receipt of any dog for impounding, a complete registry shall be made entering the breed, color and sex of the dog and whether licensed or unlicensed. If licensed, the name and address of the owner, and the number of the license tag shall also be entered. Licensed dogs shall be separated from unlicensed dogs. [Ord. 474-69 § 1(4.00), 6-9-69. Prior code § 3-45].

6.10.110 Reclaiming of impounded dogs.

(1) Any unlicensed dog may be claimed at the pound, if the owner registers the dog and pays the city clerk \$2.00 per day or more or less as the council from time to time may determine for care and board, with a minimum charge for board and care of \$3.00, and paying a full year's license fee for such dog, to expire on the following June 30th. The owner of any licensed dog which has been impounded under this chapter shall pay to the city clerk the same rate for board and care as for an unlicensed dog.

(2) No dog shall be released to the owner unless proof of vaccination is given as more specifically given in WMC 6.10.040.

(3) An owner shall pay an additional fee based on the number of times said dog has been impounded as follows: \$2.00 for the first time; \$5.00 for the second time within one year; and \$10.00 for each time after the second time within one year. [Ord. 474-69 § 1(4.01), 6-9-69. Prior code § 3-46].

6.10.120 Disposal of unclaimed impounded dogs – Notice of impounding required.

(1) Any impounded and unlicensed dog not claimed by the owner after 72 hours may be humanely destroyed, sold at public or private sale, or given away as a pet.

(2) Any impounded but licensed dog not claimed by the owner within 96 hours after notice may be humanely destroyed, sold at public or private sale, or given away as a pet.

(3) The poundmaster shall be required to properly dispose of dead or destroyed dogs.

(4) An owner, if known, must be notified of the impounding in writing not later than two days after the impounding, either by delivery to him personally or by deposit in the United States mail properly addressed and postage prepaid. Notice by mail shall be deemed complete two days following deposit in mail. [Ord. 474-69 § 1(4.02), 6-9-69. Prior code § 3-47].

6.10.130 Impoundment agencies and transportation facilities therefor – Alternative provisions.

The city council may construct and maintain pounds and arrange for transportation facilities or the city council may contract for either or both of these services. The city council may require a faithful performance bond. The fees for collection, impounding and disposing of dogs may be determined by negotiation, and shall be stipulated in any contract signed by the city council. If a city agency provides these services, the city shall determine the fees. [Ord. 474-69 § 1(4.03), 6-9-69. Prior code § 3-48].

6.10.140 Enforcement of provisions – Violations.

It shall be unlawful to interfere with, oppose or resist any authorized person who is collecting or impounding dogs under the provisions of this chapter, and such authorized person may go upon private property for the purpose of enforcing this chapter or collecting or impounding dogs. Any such authorized person, other than a peace officer, shall wear a badge. [Ord. 474-69 § 1(5.00), 6-9-69. Prior code § 3-49].

6.10.150 Penalties for violations of chapter.

Any person violating any provision of this chapter shall be deemed guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not to exceed \$25.00 or by imprisonment in the county jail for a period of not more than 10 days, or by both such fine and imprisonment. [Ord. 474-69 § 1(5.01), 6-9-69. Prior code § 3-50].

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Chapter 6.15
GLENN COUNTY ANIMAL CONTROL ORDINANCE

Sections:

6.15.010 Adopted.

6.15.010 Adopted.

The city council of the city of Willows does hereby adopt by reference the Glenn County animal control ordinance and the Glenn County animal control fee schedule, copies of which are on file in the office of the city clerk of the city of Willows. [Ord. 673-05, 12-13-05].

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April 26, 2011

AGENDA ITEM

TO: Steve Holsinger, City Manager
FROM: Wayne Peabody, Fire Chief
Subject: Annual Weed & Rubbish Abatement

RECOMMENDATION

Adopt a resolution declaring weeds, rubbish, refuse and dirt public nuisances and approve the attached Weed and Rubbish Abatement Schedule for the 2011 fire season.

SITUATION (or BACKGROUND):

Each year the Willows Fire Department abates weeds, rubbish, refuse and dirt from different lots and alleyways. In order to commence this process, it is necessary for the City Council to adopt the attached resolution. This resolution declares that weeds, rubbish, refuse and dirt are a public nuisance and sets a date for a hearing. Attached is a list of dates that indicate the time frame we will be working in along with the bid proposal form for abatement contractor.

FINANCIAL CONSIDERATIONS:

Unknown, dependant upon responsiveness of public and contractor cost of services.

Notification:

Willows Journal
Willows PSA
Willows Public Works

ALTERNATE ACTIONS:

1. Request additional information from staff
2. Reject staff recommendation and/or direct item to be returned.

RECOMMENDATION:

Adopt a resolution declaring weeds, rubbish, refuse and dirt public nuisances and approve the attached Weed and Rubbish Abatement Schedule for the 2010 fire season and allow staff to solicit bids for abatement contractor.

Respectfully Submitted

Approved By:

Wayne Peabody
Fire Chief

Steve Holsinger,
City Manager

Attachments:

- Exhibit A: 2011 Weed Abatement Schedule
- Exhibit B: Resolution
- Exhibit C: Initial Weed Abatement Survey (Given the Night of Council meeting)

WEED AND RUBISH ABATEMENT

2011 FIRE SEASON

Initial weed abatement survey to be completed and ready for submission by:
April 25th.

- | | |
|---------------------------------|--|
| April 26, 2011 | Council Adopts resolution declaring weeds and rubbish a nuisance. Approve May 24 th 2011 as the date for the Hearing to Protest and July 26 th 2011 as the date for Hearing to confirm cost and declare costs as a lien against the property as of August 11 th , 2011. |
| May 14, 2011 | Last day to mail Notice of hearing for a May 24 publication (10 days prior to hearing.) |
| May 12, 2011 | Bid opening-1:30 p.m. |
| May 24, 2011 | 7:00 p.m. - Hearing on protest. Council orders abatement. Award contract to abate. |
| May 25, 2011 | Resurvey-Start abatement |
| June 5, 2011 | Last date for property owner to do own abatement |
| July 13, 2011 | Publish notice of hearing on protest of weed abatement for a July 16 publication. (10 days prior to hearing.) |
| July 21, 2011 | Posting of individual abatement cost list outside door at least 3 days prior to hearing to confirm report and declare cost lien. |
| July 26, 2011 | Hearing. Adopt Resolution confirming cost and declaring cost lien against property. |
| August 11, 2011
On or before | Transmit abatement cost to auditor's office for inclusions on taxes. Owner has 10 days from date of hearing (July 26) to pay assessment prior to transmittal. |

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WILLOWS DECLARING PUBLIC NUISANCES**

WHEREAS, there exists in the City of Willows private property upon which there are growing weeds and upon which there exists weeds, rubbish, refuse, and dirt; and

WHEREAS, the City Council of the City of Willows has determined that such weeds, rubbish, refuse and dirt constitute public nuisances and should be abated;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willows as follows:

1. That all weeds growing upon private property and all rubbish, refuse and dirt upon private property within the City of Willows are hereby declared to be public nuisances.
2. That such weeds, rubbish, refuse and dirt are growing upon or are upon the parcels of private property described in the report attached hereto and marked Exhibit C and by this reference made a part hereof.
3. That said nuisances shall be abated as provided by Section 39560 and 39588 of the Government Code of the State of California, and pursuant thereto the Fire Chief of the City of Willows shall give notice as provided by Section 39564 through 39567, inclusive of said Government Code.
4. That the City Council of the City of Willows hereby fixes Tuesday, May 24, 2011, at 7:00 p.m. in the City Council Chambers, Civic Center, Willows, California, as the time and place of hearing any objections to the proposed removal of weeds, rubbish, refuse, and dirt hereinabove declared to be public nuisances.

PASSED AND ADOPTED by the City Council of the City of Willows this 26th day of April, 2011, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN

AGENDA ITEM

April 26, 2011

TO: Honorable Mayor Hansen and Members of City Council
FROM: Steve Holsinger, City Manager
SUBJECT: Discussion & Direction to Staff to Cancel the May 10th Regular Mtg and Schedule a Special Mtg the week of May 16th.

RECOMMENDATION

Staff is requesting approval, by motion to cancel the regular City Council Meeting scheduled for May 10th and to reschedule a Special Mtg the following week for purposes of conducting the required Public Hearings for project specific CDBG grant funding applications.

SUMMARY

Recently staff was alerted to a special funding allocation available through CDBG; combining Economic Development and Planning & Technical Assistance Grants during the application/funding period. Immediately staff began working with 3CORE to develop project scopes consistent with the CDBG funding requirements. A general public hearing was held by the City Council on April 12th to notify the public of our intent to file applications for funding. CDBG requires each agency to subsequently hold Project Specific Public Hearings prior to submittal of applications. Additionally, the second or subsequent Public Hearing may not occur until thirty days following the general public hearing. Therefore, the May 10th meeting does not meet the thirty day delay requirement. Coincidentally, the application funding period opens on May 25, 2011 and these funding opportunities are extremely competitive. Thus agencies are advised to be prepared to submit completed packets on May 25th or risk falling too far behind in the initial screening process. The next regularly scheduled City Council Mtg would be held on May 24th and this would not accommodate the necessary resolution approval and submittal process the following day. Therefore staff is requesting a special mtg be scheduled during the week of May 16th with a preference for Tuesday, May 17th or Wednesday, May 18th as both these days provide optimal flexibility to have Planning Staff in attendance.

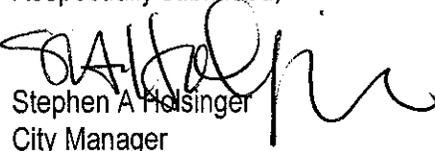
FINANCIAL CONSIDERATIONS

None

RECOMMENDATION

Staff is requesting approval, by motion to cancel the regular City Council Meeting scheduled for May 10th and to reschedule a Special Mtg the following week for purposes of conducting the required Public Hearings for project specific CDBG grant funding applications

Respectfully submitted,


Stephen A Holsinger
City Manager