

**MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD**  
**August 27, 2013**

1. Mayor Cobb called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Cobb led the Pledge of Allegiance.
3. **ROLL CALL:**  
  
Present: Domenighini, Taylor-Vodden, Mello, Spears & Mayor Cobb  
Absent: None
4. **Agenda Review:** It was **moved** by Council Member Spears and **seconded** by Council Member Taylor-Vodden to accept the August 27, 2013 agenda as presented. The motion unanimously passed.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:**

The following person(s) spoke during public comments:

Hoover Mock invited the Council to attend the 10<sup>th</sup> annual Splendor in the Valley Dinner and Dance Benefit for Glenn Medical Center. The event will be held on September 14 at Cal Worthington's Big W Ranch and begins at 5:30 p.m.

Jeff Williams had some comments regarding a complaint that he made previously against the City Manager. Mayor Cobb and Vice Member Taylor-Vodden addressed his comments.

7. **Consent Agenda:**

Council Member Spears requested that item 7(c) be removed from the Consent Agenda for further discussion. It was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to approve Consent Agenda items 7 (a), (b), (d) and (e). The motion unanimously passed and the following items were approved/adopted:

- a) Approval of General, Payroll and Direct Deposit Check Registers (26383-26458; 32730-32738; No Direct Deposit since last Council Meeting).
- b) Approval of the Minutes of the Willows City Council Regular Meeting held August 13, 2013.
- d) Approval of the City of Willows Statement of Investment Policy
- e) Approval of the City of Willows Treasurer's Report of Cash and Investments as of June 30, 2013.

Council Member Spears stated that as it pertains to item 7 (c), which is to consider authorizing the submittal of the required City Council response to the 2012/13 Grand Jury Final Report, he

does not recall the Council receiving a copy of the report. Mayor Cobb asked the City Manager if there was any additional information - other than what was included in the agenda packet - available for Council to review. The City Manager stated that there was no additional information available other than what was noted in the Grand Jury report, of which, the City was never furnished a copy and therefore, he was unable to provide the Council with a copy. It was pointed out to him by Orland City Manager Pete Carr, that the Willows City Council had a required response to one of the reports and he wanted to know if the two cities could provide a joint response to the report as they have in past years. Mr. Carr sent the City Manager a draft of the response that Orland had prepared and the City Manager reviewed it, made a few edits and sent it back to Orland, whose City Council subsequently had voted to approve the response. Orland has now sent it back to Willows to seek our Council's approval to submit the joint response. The report was simply one minor mention of the City of Willows under the Business Enhancement Section for the Glenn County Board of Supervisors and there was a required response by the Willows City Council. He is not sure why exactly the City is required to respond other than the Cities and the County have a joint Economic Steering Committee which focused on a Strategic Vision Plan, even still, there wasn't really any specific reference to the City of Willows in the Grand Jury's report other than Glenn County is not marketing or being very "pro-business" in the environment. The City of Orland was specifically referenced in sections of the report about some signage and other things that they have done, but Willows was not, but the City still has a required response.

Council Member Spears stated that the only reason that he brings this up is because the report hadn't been brought before the entire Council as a whole for any discussion on basically what the City Manager just stated. He stated that it should be noted for the record that the City did not receive a copy of the Grand Jury final report in order for the Council to properly gather, discuss the report and respond to it. With that said, it was **moved** by Council Member Spears and **seconded** by Council Member Domenighini to approve item 7 (c) on the Consent Agenda. The motion unanimously passed and the following was approved/adopted:

7(c) Authorize Mayor Cobb to submit the required City Council response to the 2012/13 Glenn County Grand Jury final report.

8. **Public Hearings:** None

9. **Ordinances:** None

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

Council Member Domenighini thanked the City Manager for his attendance at, and participation in, last Tuesday's Board of Supervisors Meeting when the Board adopted the Economic Development Report.

Council Member Mello reported that the Willows Veterans' Association plans to donate a Silver Star to the Willows Museum. This award was earned by Russell Lewis who served in the South

Pacific during World War II and it was donated to the Veterans' Association by Mr. Lewis' only living relative.

**11. New Business:**

- a) Consider approving setting the annual transfer from the Sewer Enterprise Fund to the General Fund at \$77,234 for cost allocation of Enterprise Fund services performed by Non-Enterprise Staff with an effective date of 6/30/2013:

A number of administrative and direct activities are performed by staff members on behalf of the Sewer Enterprise Fund. Historically, these costs are periodically calculated and a transfer amount is set for an annual transfer of funds to cover these costs. For approximately the last 15 years, this annual transfer has been set at \$68,935 per year. Staff, believing that an updated review was in order, conducted a nexus study of time expended by Non-Sewer Enterprise personnel for the period from 7/1/2012 to 12/31/2012 and calculated the cost associated during this period. The total was then extrapolated to cover a full, fiscal year period, with the resulting cost totaling \$77,234.00. Staff is requesting that Council approve the update to the annual transfer of funds from the Sewer Enterprise Fund to the General Fund. It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Mello to approve setting the annual transfer from the Sewer Enterprise Fund to the General Fund at \$77,234.00 for Cost Allocation of Enterprise Fund services performed by Non-Enterprise Staff with an effective date of 6/30/2013. The motion unanimously passed.

It should be noted that while discussing this item, Council Member Domenighini stated that at some future meeting he would like to have a discussion about long-term infrastructure for the City's sewer system and the Waste Water Treatment Plant. Staff stated that they would notify the Public Works Director and the City Engineer and there will be an item placed on a future agenda to discuss long-term infrastructure, future sewer maintenance needs, rate structures, etc.

**12. Council Member Reports:**

Council Member Taylor-Vodden reported that she, along with the City Manager and Council Member Mello, attended the last Cities & County Economic Development Steering Committee Meeting.

Council Member Mello reported that he attended the last Waste Management Meeting.

Council Member Spears reported that he attended the last Transportation Meeting. He also stated that a carnival had recently been put on by the Willows Police Activities League (PAL) and also that youth soccer signups are currently underway.

- 13. Executive Session:** Pursuant to California Government Code Sections 54950 et seq., the City Council held a Closed Session. Pursuant to Government Code Section 54954.3 the public had an opportunity to directly address the legislative body on the below items prior to the Council convening into Closed Session. **No members of the public had any**

**comments on the Executive Session topic.** The Council convened into Executive Session at 7:30 p.m.

- a) **PERFORMANCE EVALUATION** – Pursuant to Government Code § 54957 (b) (1).  
TITLE: City Manager

- 14. **Report Out from Executive Session:** No reportable action was taken by the Council.
- 15. **Adjournment:** Mayor Cobb adjourned the meeting at 9:44 p.m.

Dated: August 27, 2013

NATALIE BUTLER

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City Clerk

The City of Willows is an Equal Opportunity Provider