MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
June 28, 2011

1. The meeting was called to order at 7:00 p.m. by Mayor Hansen.

2. **PLEDGE OF ALLEGIANCE:** Council Member Holvik led the Pledge of Allegiance.

3. **ROLL CALL:**

   Present: Council Members Yoder, Cobb, Hobbs, Holvik & Mayor Hansen
   Absent: None

4. **Agenda Review:**

   a) The City Manager pointed out an error on the agenda under item 8(b). He explained that the Ordinance numbers listed on the agenda that were going before Council for consideration of passage of first reading by title only should have been listed as Ordinance Numbers 695 through 705 instead of Numbers 694 through 704 as it was shown on the agenda. It was then **moved** by Council Member Yoder and **seconded** by Council Member Cobb to accept the City Council June 28, 2011 with the aforementioned amendment to the agenda. The motion unanimously passed.

5. **Presentations & Proclamations:** None.

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

7. **Consent Agenda:**

It was **moved** by Council Member Yoder and **seconded** by Council Member Holvik to approve the Consent Agenda as presented. The motion unanimously passed and the following items were approved/adopted:

a) Approval of General Check Register (23250-23260).

b) Approval of Payroll & Direct Deposit Check Registers (Z02644-Z02686 & 31291-31306).

c) Approval of the Minutes of the City Council Special City Council Budget Meeting held June 1, 2011.

d) Approval of the Minutes of the City Council Adjourned Meeting held June 1, 2011.

e) Adoption of a Resolution continuing the Fiscal Year 2010/2011 Budget.

8. **Public Hearings:**

   a) 2011/2012 Budget Adoption: Re-open a continued Public Hearing from June 21 to receive additional public input about the proposed FY 2011/2012 Budget and consider adoption of the final budget or provide final direction to Staff for future adoption:

Prior to re-opening the Public Hearing, the Finance Director informed the Mayor that the Recreation Director had indicated to him that she wished to speak to a matter as it pertains to the budget cuts being proposed. The Finance Director stated that it may be appropriate for the Recreation Director to speak to this matter at this time and then allow the public to comment on the matter during the Public Hearing. Mayor Hansen opened the floor to Recreation Director Carol Lemenager. Ms. Lemenager stated that she was not aware that proposed cuts to the Recreation Department were going to be brought up as part of the potential budget adoption at tonight's meeting until this past Saturday when she reviewed the agenda packet. She distributed a report to the Council which she prepared on June 25 once she was made aware of these potential cuts. The report was a request for the Council to consider implementing the proposed reduction in general fund allocation of $4000 to the Recreation Department over a two year span, or budget years 2011/2012 and 2012/2013. Ms. Lemenager stated that she is well aware of the budget problems that the City is facing. She stated that she would like to see the Council take the $4000 reduction over a period of two years that they are proposing to take for Fiscal Year 2011/12 for the part-time Recreation Assistant. This would allow for time to make changes in the Recreation Department's fee structures to include that deduction. When the part-time Recreation Assistant position was approved in 2006, there was $10,000 for the position. In 2009 when budget discussions came around, she voluntarily reduced that amount to $7000, and of that $7000, $2500 came out of Program Funds, where they didn't need the other money. The attendance in the various Recreation programs ranged from 30 to 200 participants per program. In 2010, the overall attendance was 18,711 participants in the various Recreation programs that were offered throughout the year. This number does not include Park Permits that were issued, meetings with volunteer coaches, the campaign time for free swim days, or teaching of classes for CPR training. The paperwork alone for the 18,711 was a lot to accomplish. Within the report that was presented to the Council, she included the description of duties that the part-time Recreation Assistant was hired to perform. Also included in the report was the projected revenue that was proposed to be generated from swim pool receipts for 2010/2011 which showed $8000, and in fact the actual pool revenue from the 2010/2011 Pool Season was $25,260. So if you subtract the $8000 which was projected from the $25,260 that was actually generated, it amounts to unanticipated revenue of $17,260 for the 2010/2011 Pool Season. What she is requesting is that the $4000 that the Council is considering cutting from the Recreation Assistant position for Fiscal Year 2011/12, be split over a period of two Fiscal Years so that the Recreation Department can absorb that cost from their budget. Mayor Hansen and the Council thanked Ms. Lemenager for her comments.

Mayor Hansen then re-opened the Public Hearing which was continued from the June 21 Council Meeting at 7:11 p.m. in order to allow for additional public comment on the proposed budget. Hearing no comments from the public, Mayor Hansen subsequently closed the Public Hearing at 7:12 p.m. It was then **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to adopt a Resolution of the City Council of the City of Willows accepting wage deferral and concession agreements, adopting the 2011/12 Annual Budget, designating sewer enterprise fund debt reserve, and confirming restoration priorities. Discussion ensued among the Council and Staff, with Council Member Holvik just clarifying that the Resolution before the Council right now is to adopt the final budget proposed for the upcoming Fiscal Year. The Finance Director and City Manager confirmed this, stating that the budget that the Council is looking at adopting tonight is in fact the final budget for the 2011/12 Fiscal Year based upon a deficit of

$147,691, which equates to General Fund expenditures of $3,331,312. But the Resolution being proposed for adoption has a total budgetary expenditure of $5,791,739, which is a combination of the $3.3 million in General Fund expenditures, Special Revenue expenditures of approximately $680,000, Sewer Enterprise Fund expenditures of approximately $1.765 million and Water Enterprise Fund expenditures of approximately $13,000. Council Member Holvik then stated that he thought there were some comments from the Recreation Director earlier that she was caught off guard with the $4000 cut to the part-time Recreation Assistant position. His concern was that he was not sure that this had ever been discussed in open session. He stated that another concern is that the Council is looking at adopting a budget with a deficit of $147,000 and that he really didn't want to go above a $100,000 deficit when the budget discussions first started, however as the budget process continued, he did eventually end up agreeing to a $150,000 deficit. He stated that he wanted to make it very clear right now that if this budget comes in higher than $147,000 by the end of next year, he would very strongly argue next year for a completely balanced budget. He stated that the City Council cannot continue to take out of the reserves to budget, and the Council should learn to do their job the way they should do it, and he doesn't believe that it was done quite properly this year. He continued, stating that this year the City encountered some hurdles during the budget process and although he doesn't mind a budget deficit, he just wants to be sure that City goes through the proper process, has proper channels and the proper discussions. He believes that the City did a very poor job this year with the budget process and it is his hope that next year the City will do a better job getting through the budget, but realizing that the financial situation will not be any better next year than it is now, the City will likely still have to make additional cuts next year.

Council Member Yoder stated that although he does not echo Council Member Holvik's same sentiments, he does believe that in previous meetings the Council did hold discussions in open session about possible cuts to the Recreation Department, stating that if necessary, Council could review the audio tapes of the meetings. He believes this was discussed and doesn't believe that it should come as any surprise. He understands that everybody has to do more with less and he doesn't believe the Recreation Department is in any better state than the Public Works Department, the Police Department, or any other department that is faced with doing more with less. He then stated that he is currently comfortable with the $147,000 deficit.

Council Member Cobb stated that he believes the Council will be more prepared for next year, even though next year is going be a very difficult one. He admitted that he was caught a bit off guard this year with the difficulties of trying to balance the budget, which is why at one point he suggested increasing the targeted not-to-exceed deficit amount from $100,000 to $150,000, and he believes that possibly one job was saved because of that. He would like the City to move forward from here and hopes next year the Council will be better prepared to make some tough choices.

Council Member Hobbs stated that she seconded the motion because the amount of $147,000 was under the $150,000 that the Council agreed upon, but she agrees with Council Member Holvik that the Council originally targeted $100,000 as the deficit amount and she agrees that in a lot of ways the City did do a poor job. Although she thinks they were doing their best, she also thinks they could do things better. She believes that with her being new to the Council there was a learning curve, however, for the City to continue to go into the reserves is like a person

depleting their own savings account and then what do you do when it's all gone? Many people go through changes and they have to live with those changes and make adjustments in their lives and sometimes it really hurts. Sometimes people have to get rid of their vehicle and even more unfortunately, they may lose their homes, which is very scary and she understands that, but unfortunately this is happening everywhere. Every newspaper you look at you read about the dire financial situations of many cities, and some cities are even looking at disbanding their entire Fire Departments or implementing mass layoffs, so Willows is not alone in this financial crisis. The Council is in a situation to make these types of difficult decisions, where they are not going to disband the Fire Department or lose people in the Public Safety group whereupon making the citizens in the community feel less safe. However, she reiterated that she seconded the motion because the deficit amount came very close to what the Council subsequently agreed upon, although $100,000 was what she would have rather wished to see, so next year the City is going to be in the same situation, but like Council Member Cobb stated, the City Council is going to begin working on this next month by getting a committee together to start talking about the budget and start figuring out ways to generate revenue. It's time for the City to start to get creative, think outside the box and figure out ways to generate revenue, which means to bring people to the City of Willows.

Mayor Hansen agreed with Council Member Yoder's earlier statement regarding the previous discussions that took place at past meetings about possible cuts to the Recreation Department, stating that he had personally inquired about the part-time Recreation Assistant's position on two occasions during open meetings. His personal feelings are that it is unfortunate that a portion of funding for the Recreation Assistant position had to be cut and he thanked Ms. Lemenager for doing an outstanding job in her role as the Recreation Director and for her dedication and her service. However, as Council Member Cobb alluded, this has been a rather difficult budget year, and not just for the City of Willows. He believes this is a time when everybody has to contribute and help out the situation, and everybody in the City has. All of the Department Heads and all of the Public Employees have come together, and although not everybody is happy, everybody has at least reached a consensus that the City is in dire financial straits and everybody has stepped forward and helped. It is very difficult to ask for concessions and reductions, especially when the City has such a hard-working and dedicated work force as it does, but everybody has stepped up. The Council Members may all have their different viewpoints, and that is why there are five of them that all have their different opinions on what the City's priority services are. He said that all of the City services are important; however he feels that the $4116 reduction for the part-time Recreation Assistant is necessary, especially when the City is laying off a Police Officer, which goes against his core grain. Once again Mayor Hansen thanked all of the City employees and the bargaining units for coming together and working together to reach a consensus, and although it has been difficult, he believes everybody has stepped up to the plate and been professional about it and he thanked everybody for their sacrifices, stating that he believes the City will come out stronger in the end.

Council Member Holvik stated that as much as he dislikes digging into the City's reserves, he expressed that he was thankful that we at least had a reserve. As much as he disagrees with how much the City has used of the reserves, he is at least glad it is there and can be used.

Council Member Yoder stated that he believes that he and Council Member Holvik need to take a little more responsibility due to their tenure on the Council. As Council Member Hobbs alluded to earlier, with her being relatively new the Council she is still on a learning curve, whereas he and Council Member Holvik have served on the Council for over a decade and have been through the budget process several times. The unfortunate reality, as Council Member Hobbs also pointed out earlier, is that homes are going into foreclosure and vehicles are being repossessed, and it is those things that the City has been able to avoid for the past four or five years because the Council was able to pull money out of the reserves. At one point the City had nearly $2 million in reserves that the Council has been continually drawing from and at least half of the reserves have been depleted. He stated that year after year the City Council criticizes the State of California, but the City is no different. The City is moving out their debt year after year and then putting the onus on ensuing Councils to at some point put a tourniquet on it and stop the bleeding. Tonight's Budget Resolution is no different. The Council is not addressing a balanced budget, but rather they are allowing a deficit budget for another year. At some point in time if the economy doesn't turn around the City is going to have to pass a balanced budget and not allow for a deficit budget. Currently the City has some employees taking a 5 percent furlough, some taking a 10 percent furlough, and several employees have deferred contractual wage increases, but these are all temporary and the City is moving all of these concessions and deferrals out to a future time-frame, but at some point the deferrals and concessions are going to have to come to an end and the City needs to look at how to become self-sufficient again. At that point the City is going to have to look at paying the employees that they can afford to pay and adopt a balanced budget. Although, with a few exceptions, the City has been able to maintain the current personnel over the last four or five years and we have not seen the foreclosures within our City that we would have if we hadn't had the nearly $2 million reserve that we were pulling from, in essence the Council has delayed that and given opportunities that would not, and probably should not, have been there years ago. He stated that he is comfortable with the $147,000 deficit because he wants to keep as many people employed as possible, but at one point the Council will have to stop throwing a deficit number out there and they will simply need to address adopting a balanced budget. He stated that if the economy doesn't turn around soon there will have to be some drastic cuts down there road because there simply are no other options. He stated that we are no better than the State of California because we criticize them and then we turn around and do the same thing.

Council Member Cobb concurs with Council Member Yoder's statements and he added that he thinks that these drastic cuts are likely going to have to occur sooner than later. If the Council truly wants to balance the budget, they are going to have to make some very serious decisions in the very near future.

Council Member Hobbs added that the Council relies on the Finance Director and the City Manager to give them accurate numbers and ideas of ways that the Council could balance the budget which is very helpful and she is grateful that the Council gets this information; However, what she struggles with is when departments are asked if they would be willing to give something up in order to allow for either a balanced budget or at least less of a deficit, and some departments give more than what is asked and that then allows a cushion to use for other departments that offer to give little or nothing and then in return that department loses nothing because another department has sacrificed so much. For instance, she stated that with Public

Safety she would certainly not want to put any member of the community in harm's way, and she would not like to see Public Safety have to cut multiple positions because they weren't willing to give as much up as another department. She used the Public Works Department as an example, pointing out that they are losing three positions due to early retirements, but the City can't ride on those retirements and not take any hits. They are losing three positions, which will remain unfilled and will be supplemented with part-time seasonal help and they have given well over what was requested of them and now services provided to the City by their department will suffer as a result. So she struggles with using one department's savings to cushion other departments that are not willing to sacrifice and she doesn't know how to remedy that struggle.

Mayor Hansen stated that he concurs with the statements made by his fellow Council Members. He then noted that it has been moved and seconded to adopt a Resolution accepting wage deferral and concession agreements, adopting the 2011/12 annual budget, designating sewer enterprise fund debt reserve, and confirming restoration priorities and he asked for a vote. All Ayes and the motion unanimously passed.

b) Conduct a Public Hearing to receive public input about proposed amendments of the City's Municipal Code/Zoning Ordinance, General Plan & Land Use Map as part of the implementation of the City's 2009-2014 Housing Element Update for the City of Willows, and modification to the Comprehensive Sign Code Section, and amending the General Plan Land Use Classifications under Section 6.0 of the General Plan Land Use Element, and under Section 6.5 Agriculture/Agriculture section and upon conclusion of the Public Hearing consider adoption of two Resolutions and passage of first reading by title only eleven Ordinances presented for introduction:

State Law requires California cities to prepare and adopt a General Plan to guide future development of the City, including a Housing Element as one of the mandatory elements in the City's General Plan. State Law also requires that cities comprehensively update their Housing Element at least once every five years to ensure that their Plan can accommodate future demand for housing and that it focuses on the community's housing needs and strategies for meeting those needs. In June of 2010, the City of Willows had prepared an update to the General Plan Housing Element. The 2009-2014 Housing Element was adopted by the City Council on June 8, 2010, and certified by the State Department of Housing and Community Development, Division of Housing Policy on September 9, 2010, which included several policies that must be implemented within one year of certification of the Element.

On June 15, 2011 the City of Willows Planning Commission heard and reviewed the proposal and recommended the City Council adopt the proposed Municipal Code/Zoning Text Amendments and proposed General Plan Amendments.

An Initial Study and Negative Declaration have been prepared under the guidelines of the California Environmental Quality Act (CEQA). The document was available for 30- day public review and comment and made available at City Hall from May 13 to June 13, 2011. Additionally the document was made available on the City's website and at the City library. The City also contacted three (3) local Native American Tribes for consultation on the General Plan Amendments, with the City receiving one response from the Enterprise Rancheria Tribe. One

comment was received from the Department of Transportation, which Department had no specific comments regarding the Initial Study.

All proposed Ordinance Text Amendments that have been presented to the Council this evening for passage of first reading are bold and underlined. At this time Staff is requesting that the Mayor conduct the required Public Hearing and consider adoption of the Resolutions before them and passage of first reading of the proposed Ordinances presented to them.

Mayor Hansen opened the Public Hearing at 7:36 p.m. Don Romeri had a question about a rezone of a vacant parcel of land located at the corner of Merrill and Elm Streets from R-1 to R-3. The City Manager explained to Mr. Romeri that the proposed re-zone he is speaking of did not pass by the Planning Commission and is not an item up for consideration at this meeting. He stated that as of this time there is no rezone planned for the future for that site. Mayor Hansen then closed the Public Hearing at 7:37 p.m.

It was then **moved** by Council Member Holvik and **seconded** by Council Member Yoder to adopt a Resolution adopting the Initial Study/Negative Declaration prepared for the General Plan and Zoning Ordinance Amendments pertaining to programs within the 2009-2014 Housing Element. The motion unanimously passed.

It was **moved** by Council Member Holvik and **seconded** by Council Member Hobbs to adopt a Resolution amending the Willows General Plan. The motion unanimously passed.

It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder that Ordinance numbers 695-2011 through 705-2011 successively, be read by title only. The motion unanimously passed.

It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder that Ordinance Number 695-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLLOWS AMENDING CHAPTER 18.25 DEFINITIONS OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.050, 18.25.060, 18.25.130, 18.25.180, 18.25.190 AND 18.25.200" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Hobbs and **seconded** by Council Member Holvik that Ordinance Number 696-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.30.020 R-1 SINGLE FAMILY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE PERMITTING MANUFACTURED HOMES, RESIDENTIAL CARE FACILITIES AND TRANSITIONAL AND SUPPORTIVE HOUSING" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Cobb and **seconded** by Council Member Holvik that Ordinance Number 697-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.35.020 R-2 TWO FAMILY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE PERMITTING MANUFACTURED

HOMES, RESIDENTIAL CARE FACILITIES AND TRANSITIONAL AND SUPPORTIVE HOUSING" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Yoder and **seconded** by Council Member Holvik that Ordinance Number 698-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.40.020 R-3 HIGH DENSITY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE PERMITTING SINGLE ROOM OCCUPANCY UNITS (SRO) DWELLINGS" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder that Ordinance Number 699-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.45 R-P MULTIPLE RESIDENCE PROFESSIONAL OFFICE DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS ADDING SECTION 18.45.020(3)" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Hobbs and **seconded** by Council Member Holvik that Ordinance Number 700-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS REPEALING SECTION 18.55.030(16), AND AMENDING CHAPTER 18.55.020(13) (PERMITTED USES) (CC) CENTRAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE AND ADDING SECTION 18.55.020(18) PERMITTING RESIDENCES BOARDINGHOUSES AND GROUP DWELLINGS" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Cobb and **seconded** by Council Member Holvik that Ordinance Number 701-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.60.020 (CG) GENERAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS PERMITTING RESIDENCES, BOARDINGHOUSES AND GROUP DWELLINGS AND ALLOWING EMERGENCY SHELTERS WITH FIFTY BEDS OR LESS; AMENDING CHAPTER 18.60.030 ALLOWING EMERGENCY SHELTERS OVER FIFTY BEDS" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Yoder and **seconded** by Council Member Holvik that Ordinance Number 702-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.85 AG AGRICULTURE GENERAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS PERMITTING MANUFACTURED HOMES, TRANSITIONAL AND SUPPORTIVE HOUSING AND EMPLOYEE HOUSING" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder that Ordinance Number 703-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS ADDING TO CHAPTER 18.110 (GENERAL PROVISIONS AND EXCEPTIONS) OF THE WILLOWS MUNICIPAL CODE SECTION 18.110.111 EMERGENCY SHELTER DEVELOPMENT AND MANAGERIAL STANDARDS, ADDING

SECTION 18.110.112 SECOND DWELLING UNIT, ADING SECTION 18.110.113 REQUESTS FOR REASONABLE ACCOMODATION REQUEST UNDER THE FAIR HOUSING ACTS WITH ALL OTHER TEXT TO REMAIN UNCHANGED" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Hobbs and **seconded** by Council Member Holvik that Ordinance Number 704-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.120 PARKING REGULATIONS OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS TO ALLOW PARKING FOR TRANSITIONAL AND SUPPORTIVE HOUSING AND EMERGENCY SHELTERS WITH ALL OTHER TEXT TO REMAIN UNCHANGED" pass first reading. The motion unanimously passed.

It was **moved** by Council Member Cobb and **seconded** by Council Member Holvik that Ordinance Number 705-2011 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.125 COMPREHENSIVE SIGN LAW OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS ADDING TEXT RELATED TO THE POSTING OF BANNERS AND HANDBILLS WITH ALL OTHER TEXT TO REMAIN UNCHANGED" pass first reading. The motion unanimously passed.

9. <u>Ordinances:</u>

a) Consider second reading by title only and adoption of an Ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY COUNCIL OF THE CITY OF WILLOWS AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM":

As part of the 2011/12 Budget process the Council had directed staff to proceed with the process of adding Public Employees Retirement Law Section 20903 – Two Years Additional Service Credit. Council has previously passed the Resolution of Intention to enter into a contract amendment with CalPERS, introduced the Ordinance Authorizing Amendment and has received information pertaining to the future cost of the contract amendment. At this time, an Ordinance is presented to the Council for second reading and adoption. Said Ordinance will authorize the Mayor to execute an amendment to the existing contracts between the City and CalPERS for both public safety and miscellaneous members to add Section 20903 – Two Years Additional Service Credit. Upon adoption, the Ordinance will go into effect 30 days later. It is anticipated that the City will open a period for eligible employees to elect to retire utilizing Section 20903 on or about October 1.

It was **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to read by title only the Ordinance next in line. The motion unanimously passed. It was **moved** by Council Member Yoder and **seconded** by Council Member Hobbs to pass second reading and adopt an Ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY COUNCIL OF THE CITY OF WILLOWS AND THE BOARD OF ADMINISTRATION

OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM". The motion passed 4/1 with Council Member Holvik voting no.

10. Items introduced by City Council or Administrative Staff for discussion purposes only: None

11. New Business:

a) Consider approval of the use of Downtown Façade Improvement Funds for one mini-grant for a project at 401 W. Sycamore Street and one Façade Improvement grant for a project at 114 N. Shasta Street:

Recently two grant applications have been submitted to the City for Façade Improvement Program grants. The first was an application from Vickie Miller requesting for a Mini-Grant to install two new canvas awnings to the front entrance of her business, Miller Pride Realty, a business located within the Central Commercial District. The type of work proposed did not require Planning Commission approval, therefore the project is proceeding to the City Council for grant funding approval. This project was applied for under the Mini-Grant portion of the Façade Improvement Program, as Ms. Miller desires to improve the building front and obtain financial assistance with the improvements. The cost estimate to install the awnings is approximately $1920. Ms. Miller understands that the maximum allowed under the Mini-Grant Program is $1200 and that she is responsible to pay the difference. Awnings are one of the eligible items listed under the Program Guidelines and are encouraged so that they can be both functional and visually appealing. As stated earlier, Mini-Grants have a maximum limit of $1200 with no match funds required, as such this request is for the total limit.

The second application was submitted by Kathy Spence, Dan Roberts and Kevin Stiles of FD Sweet and Son Mortuary, a business located within the Central Commercial District. This application is to repair concrete areas in the front of the business and to install new lawn seeding along the front and side of their business. The type of work proposed did not require Planning Commission approval, therefore the project is proceeding to the City Council for grant funding approval. The cost estimate of the project is approximately $7285. Per the Program guidelines, an applicant may request funding assistance in which the Program would reimburse the applicant fifty percent (50%) of the total project cost, which would be $3642.50.

It was **moved** by Council Member Yoder and **seconded** by Council Member Cobb to adopt a Resolution approving the use of mini-grant downtown Façade Improvement Funds for Vickie Miller to install two new canvas awnings on an existing commercial building located at 401 W. Sycamore Street (APN 002-113-001) and approve the use of Façade Improvement Funds for Kathy Spence for new lawn seeding and concrete repair at an existing business located at 114 N. Shasta Street (APN 002-162-015, 002-162-014 & 002-162-004). The motion unanimously passed.

b) Consider authorizing the Police Chief to enter into a contractual agreement with Sutter Memorial Hospital to conduct child/adult forensic sexual assault/rape examinations:

The City of Willows Police Department previously had a contractual agreement with UC Davis Medical Center for conducting forensic sexual assault examinations. In 2010 the Department was notified that the UC Davis Medical Center would no longer provide these services and as a result the Police Department has not had a standing agreement with any institution for the conducting of the forensic medical examinations to victims and/or suspects. These examinations are part of any child and/or adult sexual assault and/or rape investigation to be conducted by the Police Department. Thus far there has not been the need for the services as outlined within the agreement presented. Because of the nature of the cases investigated since the termination of the UC contract, the associated costs for the exams have been picked up by Child Protective Services. Should a case occur where the Police Department would have the fiscal responsibility for such services, the costs would be much higher than those proposed by the agreement. The approval and establishment of this agreement would lock the associated costs to a known factor, rather than those established as the professional services standard at the time of the event. If executed, this contract must be renewed annually and there is always the possibility that fee rates could change at the time of renewal. The actual authorization of this agreement does not within itself impose any costs. It only establishes the fee rates if such services are rendered. If no services are rendered then no fees are encumbered.

It was **moved** by Council Member Holvik and **seconded** by Council Member Hobbs to authorize the Chief of Police to enter into a contractual agreement with Sutter Memorial Hospital to conduct child/adult forensic sexual assault/rape examinations. The motion unanimously passed.

12. Council Member Reports:

Council Member Yoder reported that as part of the EDC Formation Research Subcommittee, he and Council Member Hobbs met with Forrest Sprague and Rick Thomas prior to this evening's Council Meeting to discuss topics related to an Economic Development Commission. He said he gained some good insight on the responsibilities that an EDC would take on, and some ideas on future developments and how to garnish support from the Developers and move them forward and help them work through the process. They discussed the pros and cons of an EDC and he thinks that the subcommittee is continuing to move forward and gathering information. He believed the meeting with Mr. Sprague and Mr. Thomas was very productive and he thinks that in the near future the subcommittee will be able to come up with some concrete decision or suggestion on how the City should move forward. He and Council Member Hobbs are both trying to learn on as rapid a pace as they can. He stated that during the meeting, Council Member Hobbs brought up a good point that initially one of the Council's concerns about the formation of an EDC was the development of the budget, however, the City also has an economic area that needs to be developed and the Council needs to look at that too so they may have a means to help to balance the budget, so it is an ongoing circle. He stated that he walked away from the meeting with some good information and he believes that everybody has the same common goal, the only differences people may have is how to reach that goal.

Council Member Hobbs concurred, stating that the meeting went well and it was very productive. She stated that she has a meeting scheduled for Thursday night to speak with the members of the Citizens for Economic Stability group to discuss more economic development strategies. She stated that there are still more questions that she has and that she needs answers

from these groups in order that the City can develop some clear objectives. She stated that economic development is to encourage private investment and she wants to know how the City can assist to achieve that. She wonders what public investments the City can make, whether it be processes or programs, and what can the City support in order to encourage private investment. Again she stated that it is time to get creative and think of creative ways for the City to generate revenue going into the 2011/2012 and 2012/2013 Fiscal Years. Economic development is very important and there are many Cities that are being very creative and making changes to their procedures and lightening up on some of the rules in order to encourage businesses to come. She hopes that these meetings will continue to give her more ideas so the subcommittee can make a very good, responsible and sound decision regarding a potential EDC.

Council Member Holvik stated that about six months ago there were some concerns expressed by the Council that they were not receiving enough information or updates about the Glenn County Transportation & Transit Committee meetings. He added that since that time he feels that Council Member Yoder and Mayor Hansen, who are members of those committees, have been doing a nice job of reporting information about the meetings during Council Member updates and he indicated that in addition to that he is also receiving rather large packets of information in the mail from these committees. He stated that it was not necessary for the County to spend time and money to copy and mail these packets to him. He requested that he discontinue receiving the hard-copy packets and stated that he would rather get the packet electronically if that is possible. The Mayor indicated that he would mention this at their next meeting and ask that the Council Members and City Staff receive this information electronically rather than in hard-copy.

Mayor Hansen reported that he attended the most recent Regional Transit & Transportation Committee meeting last week and the Social Services Advisory Committee made several recommendations for reductions in services. The Glenn Ride service along with the Saturday service are still intact, as well as the voluntary medical service, but all other recommendations by the Advisory Committee were accepted and several services that were under-utilized were eliminated due to lack of funding.

13. **Executive Session:** None

14. **Adjournment:** Mayor Hansen adjourned the meeting at 8:05 p.m.

Dated: June 28, 2011 NATALIE BUTLER

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City Clerk

The City of Willows is an Equal Opportunity Provider