

**MINUTES OF THE WILLOWS CITY COUNCIL SPECIAL MID-YEAR BUDGET  
REVIEW MEETING HELD  
March 11, 2014**

1. Mayor Cobb called the meeting to order at 10:03 a.m.
2. **PLEDGE OF ALLEGIANCE:** Council Member Mello led the Pledge of Allegiance.
3. **ROLL CALL:**

Present: Domenighini, Taylor-Vodden, Mello, Hansen & Mayor Cobb.  
Absent: None

4. **PUBLIC COMMENT:**

Jeff Williams asked if it is possible on the budget document to list how many employees are actually in each department. Finance Director Tim Sailsbery explained to Mr. Williams that each year when the City prepares the budget for passage, each of the budget pages by department has a personnel roster listed on that page.

5. **FY 2013/2014 Budget Review:**

Through the first six months of 2013/2014, General Fund activity has resulted in an operating deficit of \$11.4K compared to a \$30.9K deficit for the same period in 2012/13. Specific revenue and expense items are as follows:

Revenues:

- Taxes are \$127K higher than 2012/13. The increase is due to Property Taxes being up \$115K from last year and Transient Occupancy being up \$30K from last year. However, Sales Tax is down \$27K from the prior year. This is a source of concern and no concrete reason for the decrease has been identified. Staff will solicit input from Council regarding the possibility of retaining Hinderliter, deLamas & Associates to assist with analyzing the issue and determining possible recovery options. Rent for the 57 acres of City farm land is also \$18K greater than the prior year, but this is because the new tenant paid for the entire year in full rather than paying in two installments as has been the practice in previous years.

Expenses:

- Full-time wages are \$19K less than the prior year due to Police Salaries being \$43K lower. Ending the 10% furlough on September 1, 2013 resulted in \$18K greater cost to the city vs. the prior year.
- Employee Benefits are \$15K greater than the prior year.
- Workers Compensation Insurance is \$38K greater than the prior year.
- Professional/Contract Services are \$62K greater than last year. This is mainly due to the City going through legal channels regarding receivership of several blighted properties.
- Property and Liability Insurance is \$19K greater than the prior year.
- Part-time wages are \$15K greater than the prior year.

The Finance Director outlined the revised General Fund projections. Revised revenue projections note a number of revenue items that have been revised from the original estimate. As to expenditures, there is updated activity in a number of categories and some of these items have already been appropriated by the Council and others have not. These items are as follows:

- Legal Fees for Receivership – Costs are \$33K through the end of December and may increase to \$55K+ by the time the process is completed. While it is anticipated that these costs will be recouped at the sale of the properties, conservancy dictates that such revenues not be considered assured or counted upon.
- End of Furlough – The decision, subsequent to budget passage, to end furloughs as of September 1, 2013 creates an anticipated additional cost of approximately \$42K.
- Healthcare Savings – The cafeteria plan amount was set after budget passage. The net result is a \$23K savings in health benefit costs.
- Appropriations of Property Tax Administration Settlement Funds – Civic Center Parking Lot (\$10K), augmentation of Façade Improvement Program (\$20K), and finance software (\$65K) were all appropriated subsequent to budget passage.
- Police Overtime – With the delay in the hiring of a qualified applicant under the CHRP program, General Fund Overtime has been used to cover personnel shortfalls. The overtime budget has been fully utilized through mid-year, and an additional appropriation of \$18K in personnel cost associated with overtime is requested.
- Fire Department Repairs – Replacement of the fence and a larger number of vehicle repairs than anticipated has left the Fire Department in need of additional funding for repairs. \$7K is requested.
- Workers Compensation, Liability, and Property Insurance – As noted, a significant increase in net insurance cost has been experienced. The final numbers were not available at the time of the budget adoption. An additional appropriation of \$23K is requested to cover the cost of said insurance.

Council discussion ensued mainly on the topic of the Legal Fees for the Receivership and why the original estimate of \$23,000 was exceeded and the cost is currently at \$33,000 and anticipated to be approximately \$55,000 upon completion. Council Member Domenighini requested that the Receivership Process be placed on the next agenda for additional discussion, information and/or consideration.

Staff is requesting Council consideration of additional appropriations as well as budgetary transfers. If a majority of the Council directs staff to bring this item back, staff will present for appropriation/transfer at a future meeting the following items:

- Workers Compensation Insurance – Appropriation Request of \$17,000
- Property and Liability Insurance – Appropriation Request of \$5600
- Overtime – Police Department – Appropriation Request of \$15,000
- Receivership Program – Appropriation Request of \$25,000
- Fire Department – Appropriation request of \$7000
- Sewer Enterprise Fund (Utilities) – Appropriation Request of \$25,000

It was the direction given by the Council for staff to bring all of these items back for appropriation at the next regular City Council meeting.

**6. General Fund Reserve Policy Concept Discussion:**

Many public organizations establish a formal reserve policy to establish a minimum level of reserve funds to maintain at the close of each fiscal year. Such a policy formalizes the legislative body's wishes pertaining to what level of reserve will be allowed. This is done primarily in association with operational fund sources, as these sources are maintained on an ongoing basis. The City does currently have a \$200,000 General Fund reserve set aside in place and has so for a number of years.

Establishing a Reserve Policy generally is accomplished in one of two ways. Either a percentage of General Fund Revenue or Expenditures is established, or a flat dollar amount is established. Further it can be established in a formalized policy, or it can be stated in terms of the desired reserve level of the seated Council. Most recently, the Council seated for the 2010-2011 and 2011-2012 budgets did not establish a formalized policy, but rather they set a minimum overall reserve minimum of \$1,000,000 in developing their budget philosophy.

Setting a formalized policy will provide a communication tool to the organization and constituents regarding the minimum standard to be set for the level of reserve to hold in place. It provides a foundation for spending and investment plans year by year. Whether by percentage method or by dollar method, it provides a basic roadmap and goal for current and future spending plans.

The downside to such a formal policy is twofold. The first will be expenditure demands that tend to occur when the reserve level exceeds the formalized level. It is not at all uncommon for controversy to arise when reserve levels rise above the established level. Similarly, if the Council creates a formality to the process, the flexibility to fall below, even temporarily, becomes an issue of debate.

Secondly, a formalized policy creates a formalized picture as noted by the seated Council that establishes the policy. Subsequent Councils must go through a more formalized process to change said policy. The flexibility to budget is also somewhat limited under such a formalized process.

Whether the Council wishes to create a reserve policy strictly for a "rainy day" fund, or break said reserve into further components (capital, debt, pension, etc.) also enters into the picture. As it stands now, these issues are handled on an annual operating basis. Formalizing the nature of said reserve(s) will also play a role in the flexibility of the current and future Councils.

Council should determine whether or not a formalized policy is necessary, and if so, what method should be used in establishment and whether there should be components to said reserve.

Council discussion ensued and it was the consensus of the Council to continue this discussion during the upcoming budget cycle for fiscal year 2014/2015. For clarification purposes the City

Manager stated that the Council could adopt a formal policy, but in terms of future context, they can't tie the hands of a future City Council; therefore, the policy would essentially be good for a period of two years typically when there is a change in the make-up of the Council. What he believes he hears the Council saying is that they want to have a discussion during the upcoming fiscal year's budget development process and the discussion should be an annual focus point to make sure that the Council is where they want to be financially. Given that each future Council could follow that policy, he asked if it would be helpful if, when staff brings forward the upcoming budget discussion, that they could include the Council's formal preference for the General Fund Reserve to be restated as part of the budget adoption Resolution, so that it is set for that fiscal period and for the next Council to look at what was in that Resolution when the budget was adopted. His suggestion is that the policy becomes a formal part of each fiscal year's budget adoption Resolution in the future. Additionally, knowing that when staff brings forth the budget for fiscal year 2014/2015, they will include a trailer item for fiscal year 2015/2016 so the Council could then focus on two fiscal years out and then at the mid-year budget review of 2014/15 the Council could make their adjustments and set policy and direction for what they want to do with the 2015/16 budget. The City Manager's suggestion is to make this a statement in each budget adoption Resolution for future fiscal years. The consensus of the Council was to follow the City Manager's recommendation and make this a statement in each future fiscal year's budget adoption Resolution.

**7. Minimum Wage/Part-Time Temporary Position Wage Scale:**

Effective July 1, 2014, the California Minimum Wage will increase to \$9.00 per hour from the current \$8.00 per hour and it will increase again on July 1, 2016 to \$10.00 per hour. The City has several positions in the part-time employ with wage levels set at less than \$9.00 per hour and these positions must be brought to \$9.00 per hour as of July 1, 2014. Additionally, a number of positions in the current wage scale have not been reviewed since 2008, and in some instances, even longer. As a result, the concept of moving the scale for these positions by \$1.00 per hour (in line with the move from \$8.00 per hour to \$9.00) is an issue that staff is requesting that Council consider as we move into budgeting for the 2014/15 fiscal year.

Discussion ensued and the consensus of the Council was to increase the minimum wage employees to \$9.00 per hour and to give the part-time temporary positions a \$1.00/hour increase in wages to become effective July 1, 2014. The Finance Director stated that this will be brought back before the Council during the upcoming fiscal year's budget development process. Recreation Director Carol Lemenager then pointed out that the lifeguard positions will be starting in June and she stated that she would like the Council to authorize her to start them at the increased wage rather than waiting until July 1. It was the consensus of the Council to allow her to increase the wages of the lifeguards effective June 1.

**8. Cost of County Services-Dispatch and Animal Control- Fiscal and Administrative Impacts:**

The City recently received a notice from Glenn County stating that Dispatch Costs are projected to increase to \$99,071 for fiscal year 2014/15. This increase represents an increase of approximately \$10,696, or 12% higher than the previous fiscal year. Additionally, Animal

Control fees are projected to increase to \$84,634 which represents an increase of approximately \$32,634 or 63% higher than the previous year. While the Dispatch fee increase may be disconcerting, that is something that the City Manager and the Fire Chief will review and discuss. There hasn't been a formal agreement with the County on this topic since roughly 2008. There was a period a number of years ago that the City and the County came together to jointly fund a study for a Centralized Dispatch system for Glenn County. As the City continues in their discussions with the County, the City Manager stated that he will be adamant that they continue those discussions from the perspective of the matrix study that was performed. There has been no decision as to whether there plans to be a Centralized Dispatch Center moving forward or not, but for the moment the City continues to utilize the Sheriff's office for dispatch services for all of public safety, with the exception that the Fire Department does all of their own dispatching through their department. So, while there is an increase of \$10,000 overall for dispatch fees for the upcoming year, \$21,000 of the total dispatch fee charged by the County is for fire dispatch. Staff is unsure why the City is being charged by the County for fire dispatch since the Fire Department does their own dispatching. This is also disturbing to the City of Orland as well because they have a contract with Corning to dispatch all of their fire calls. The City Manager stated that this fee being charged to the Cities by the County for fire dispatch is odd and something that will need to be looked at closer.

With regards to Animal Control fees, some years back the County was going to increase the Animal Control fee to some \$80,000 per year and at that time the Council asked staff to look into doing their own animal control in-house with the Police Department and terminating the animal control agreement with the County. There was never a decision made with respect to bringing Animal Control in-house because ultimately the County withdrew the offer and ultimately agreed to lock the fee in at \$52,000 and there hasn't been an increase to Animal Control fees for four years. That said, the proposed new fee of \$84,600 is a 63% increase and is simply not acceptable.

The City Manager had contacted the City Manager in Orland to discuss the possibility of shared resources and Orland expressed an interest in looking into a shared service agreement. The City Manager believes that Animal Control is something that the City could accommodate in-house. The two Cities could put a total of \$104,000 on the table, but it believed that it wouldn't even cost that much to fund animal control in the two cities for a year if done in-house. It is the City Manager's recommendation to the Council as they look at these fees and have further discussions, that the Council votes to direct City staff to cancel the contract with Glenn County Animal Control and begin setting in place an agreement so that for fiscal year 2014/2015 the City can accommodate Animal Control through the Police Department and share some of that resource with the City of Orland to help to off-set some of the expense of providing service.

Council discussion ensued and all Council Members seemed to be in agreement that the increase in Animal Control expense is unacceptable. They discussed the possibility of having a comprehensive report prepared showing the cost of sharing Animal Control services with Orland versus paying the County for the service. They also agreed that there seemed to be no justification by the County for the increases to either Animal Control or Dispatch services, especially if there is no additional "services" that the City would receive for the increased costs. They also wondered why the City is being charged by the County to dispatch fire calls if the Fire

Department is responsible for their own dispatching. All were in agreement that these are things that need to be looked into. Most of the Council Members agreed that they would like explore the possibility of having these types of services handled in-house eventually so that the City has control over the costs and the service. Some Council Members believed that the County Employee costs are out of control and that the City is simply supplementing County operations. Mayor Cobb stated that he would like to hear from the public on this topic and see what they have to say, however after the public speaks he would like one final discussion to nail down exactly what the Council's motion is going to be because they want to be very specific on this.

Becky Love stated that she can't see the City doing anything with Orland – especially with the Police Department. She thinks Willows needs to hire a CSO if they want to do Animal Control because she wanted to know why we should take one of the City's Officers off the street, who has great training, and put them into Animal Control. She believes if you ask most of the people of Willows, they would say the same thing; which, she stated, a lot of people don't attend the meetings because they think the Council doesn't pay any attention to the public. She also stated that she believes the people in Willows need to know more about the Police K-9 dog, and she thinks that probably none of the Council Members have ever gone out and watched the dog, and she has because it is an investment for her. She believes everybody in Willows should go out and watch the dog work and know how much money the dog brings into the City of Willows. Years ago, in the 60's, the City dog catcher came out of the Maintenance department and it was not with the Police Department at all. She stated that if we don't have Animal Control in Willows, that's too bad, because we need our Police Officers on the streets because there are so many drugs in this town and her neighborhood was full of them. She thanks God for Willows Police Department and (Officer) Mrs. Kuwata that the drugs are now no longer there. Again, she stated that she doesn't think the City needs to do any business with Orland with Animal Control and we should let them handle their own stuff. She also stated that she thinks each one of the Council Members should talk to more of the citizens in this town and listen to them.

Police Sergeant Carl Walter stated that he wanted to point out that if the Police Department engages in Animal Control activities, the City is looking at, based on the County's own statistics, a 22% increase just in calls for service. These calls would be mostly coming during times of the day when there is only one Officer on duty. This could potentially result in having to hire additional staff to maintain, whether it be a CSO or a Police Officer, so the City needs to consider the possibility that this may not just simply be an \$85,000 issue, but it may additionally burden the City financially for additional staffing just to maintain this service. Also, if the City contracts with Orland, we would then need to decide if we are sending an Officer off of the street in Willows to send to Orland. These are all considerations that he encourages the Council to keep in mind while they are discussing this whole issue, and to realize it isn't just an \$85,000 issue because it could negatively impact the Police Department's direct services.

Jeff Williams stated that he thought he read or heard somewhere that the City would be combining the CSO position and the Animal Control position, but he stated that he hasn't heard that discussion here today and he wondered if it will be discussed.

Mayor Cobb stated that the Council hasn't even decided whether they will even be doing any of this yet and that what Mr. Williams may have heard was a member of the public suggesting that.

Mr. Williams apologized, stating that he thought that he read that one of the proposals was to combine the two positions as one unit. He asked whether that was something that was being considered.

The City Manager stated that actually the staff report suggests that the City combine the current Code Enforcement efforts with Animal Control and have that service provided as a shared resource with the City of Orland. The City currently does not have a CSO, nor does the City of Orland. The City currently has an Officer assigned to Code Enforcement priorities. It would be the intent of this proposal to combine the Code Enforcement efforts and Animal Control into one separate focus of the Police Department under the Law Enforcement umbrella of services.

Mr. Williams stated that what he is actually concerned with is if the CSO and the Animal Control position have to be sworn Officers. Mayor Cobb stated that typically a CSO is not a sworn Officer. Mr. Williams stated that our current Code Enforcement Officer is a sworn Officer and he thinks it would be a waste of money because retirement is much greater for Law Enforcement and Public Safety retirements. He stated if the City decides to go in the direction of doing in-house Animal Control, that they hire a person that is trained and qualified, but not over-qualified.

Sergeant Walter spoke again, stating that it just came to his attention that the thought was to combine the current Code Enforcement position with Animal Control, and if that is to be accomplished, as far as he could tell, that would require the Police Department to get rid of the K-9 program. He stated that if that is the intent of this Council, he believes that is a discussion that they need to have elsewhere because there are a lot of members of this community that contribute thousands of dollars towards the K-9 program. He stated that it would be virtually impossible to maintain the K-9 along with an Animal Control position – it just isn't going to be feasible. If the Council's intention is to do away with the K-9 program, he stated that he guarantees it is going to be a contentious issue.

Willows Police Officer Kelly Kuwata, who is the K-9 handler for the department, addressed the City Council and she presented them with a written "K-9 Activity" report showing all K-9 activity since she became the Certified handler on June 14, 2013. She also presented a verbal summary of the report. She stated that the K-9, Rocko, has been an integral part of the department and has been utilized not only by the Willows Police Department, but also by allied agencies in Glenn County. She stated that it is imperative that the K-9 Program continues to be an active unit with the Willows Police Department. Rocko is not even four years old and he has a long career ahead of him as an active K-9 for the Police Department. The citizens of Willows wanted Rocko for the Police Department and they donated the money so that Rocko could be purchased. The citizens continue to donate money for Rocko's continued maintenance and care. She stated that the Council should not decide to eliminate the K-9 program without notifying the citizens who paid for Rocko. The citizens have a right to know what the Council's intentions are with the K-9 program.

The City Manager then reiterated some of what was discussed earlier in the meeting and he stated that he believed that sharing Animal Control services with Orland would be the most practical move going forward. He disputes the fact that the City doesn't do things with the City

of Orland as was alleged earlier during the comment period. Since he has been in Willows, the City has strived to have shared resources with all of the agencies locally. The agencies have all come together as a unit from an Economic Development standpoint, and just a little over a year ago, was awarded \$4.6 Million in Federal Grant monies which never have to be repaid. That is a significant benefit to the citizens of the City of Willows and a project is about to get started on Sycamore Street, which was something that the citizens of this community really spoke out about and wanted to see take place. It was through the associations that were made and the cooperative efforts that the City had working with both the City of Orland and Glenn County representatives that brought that all together. He continued, stating that when he first arrived in Willows the cooperation among the various agencies was almost non-existent and it was more about an expressed hatred among the agencies. Agencies wanted to look for opportunities to sue one another and the problem was that in the past that type of behavior was being promoted and it shouldn't have been. In the more recent years the City of Willows has had nothing but great successes through the participation with both the County and the City of Orland and even other outside agencies. To give an example of something that has worked out really well for the Willows Community and the City of Orland is the Willows Librarian, Jody Meza, who is the Orland Librarian that the City of Willows contracts with Orland to run the Willows Library operations. The Willows Library has substantially improved through this shared resource agreement with the City of Orland. Additionally, when the City of Willows most recently needed Police Officers on the street, the City utilized shared resources with both the Glenn County Sheriff's Department and the City of Orland. At every opportunity this City has had, we have shared resources, equipment and personnel and it has been to the benefit of the City of Willows and its Citizens because we are able to provide a lot more service at no real significant increase of costs. If the City wants to provide significant levels of service to the community, they need to look to the outside and make agreements with other agencies and make collaborative efforts to get things done. That is what the City has achieved over the last six years and the City Manager expressed that he was happy to be part of it, and in fact, was instrumental in achieving this. He stated that he is going to take personal credit for pushing the right buttons and stepping on the right toes to even get the Matrix Project underway to look at Centralized Dispatch. He believes he was instrumental in pushing the Centralized Dispatch issue to the forefront and getting it on the table before the County and both Cities. People have been talking about Centralized Dispatch for some twenty years and nothing ever moved forward. Now the study has been done, the data is there, and the Cities and the County can take a look at it. He believes it is wrong for anybody to assume that any shared resource agreement is a bad idea. This City has benefited significantly by collaborating with other agencies in sharing resources and he would like to see the City of Willows continue doing this. He encouraged the Council to remember that it was shared resources that provided the opportunity for the City to offer exceptional services to the citizens of this community without a significant increase in cost. The Animal Control issue is another opportunity to do the same, and he believes we could do a better job bringing Animal Control in-house and controlling it without runaway costs, and we have the opportunity to share it with the City of Orland. Both cities will want to have Animal Control at some level and this is an opportunity for the City to be a leader in providing services to the community. He encourages the Council to approve the proposal as it was submitted.

Council discussion ensued once again and Council Member Domenighini stated that he would like to get additional information from the County explaining the additional costs. He also

thought it would be a good idea for staff to conduct a study to determine how much performing Animal Control duties in-house would cost and what it would involve. He sees Animal Control and Dispatch as two separate issues, but for Animal Control he would like to have a bid prepared by the City and compare it to the bid from the County in order to determine which is more cost effective. He is fine with saying that it is Council's current intention to withdraw from the County Animal Control, but he isn't quite ready to cut the cord just yet on the Animal Control agreement. With regards to Dispatch, he believes we need to have a greater understanding of the charges, especially the \$21,000 charge to dispatch for Fire when the Fire Department does all of their own dispatching in-house.

Council Member Mello believes that Animal Control could be shared between the Cities of Willows and Orland. He knows we could do it in-house, but he would like to see a plan in place for the Council to review before he makes a decision to turn anything over to anybody.

Council Member Hansen stated that due diligence on the City's part means that we need to look at other options. As the City Manager stated earlier, the City has got remarkable working relationships both with the County of Glenn and the City of Orland. The City wouldn't be mindful if they didn't look into their options with the City of Orland and shared resources. He stated that he has not been completely impressed with the Animal Control services that the County has offered over the years. The reports are generally statistically the same quarter by quarter and year by year. He believes that due diligence and to be fiscally prudent and offer the best service to the citizens, the City needs to explore the options with the City of Orland. He would like to see staff develop a plan and he thinks it is doable and workable to perform Animal Control in-house and he believes it makes good sense. Although he appreciated Officer Kuwata's report on the K-9 program and he stated that he supports the K-9 program, he pointed out that this particular discussion is not about the K-9 program but rather to develop Animal Control services that will work for the citizens of the City of Willows. He believes the Council should direct staff to explore the option of shared services with Orland for Animal Control for the City. He believes Dispatch services is something that the Council needs to explore, but it is a separate and different issue from Animal Control. He believes the \$21,000 the City is being charged for fire dispatch is a bit bizarre, but that is a discussion for another day.

Council Member Taylor-Vodden believes it is time to make a change and time to explore new ways of doing things and evaluate why the City has done things the way that they have in the past. She believes the City should move forward with this exploration but she believes they may be a little premature to say that they have to have the contract in place prior to dealing with what the Council has in front of them right now, which is the County's decision to move forward with imposing these fees on the City. She believes the City needs to tell the County that they simply do not accept the fee increase they are proposing. She believes the Council needs to make that statement to the County and do so quickly.

Mayor Cobb wrapped up his comments by reiterating Council Member Hansen's earlier comment that this is not a discussion about the Police K-9 program and that is not what the Council is even considering tonight. He also stated that he doesn't really care for the idea of negotiating different costs with the County. The County has already given the City a set price and he does not want to have to bicker back and forth with the County to get them to a lower

price. He hopes the County will make an effort to work this out with the City, but at this point he is just not too pleased with the County's proposed increases. With that, Mayor Cobb stated that he would be happy to entertain a motion.

It was **moved** by Council Member Hansen and **seconded** by Council Member Domenighini to direct staff to work with Orland City staff to prepare Animal Control and Dispatch operational plan alternatives. The motion unanimously passed.

The City Manager asked that as a secondary issue, if the Council would like staff to inform the County that it is the intention of the City to withdraw from the Animal Control contract if the rate remains at \$84,600. The emphasis of impressing upon the County that the City is not going to continue this service cannot be done without the Council's blessing to do so.

It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Hansen to authorize the City Manager to prepare a letter to the County that states that the Council is not prepared to accept the terms of their proposed increase in fees for Animal Control for the upcoming Fiscal year. The motion passed 4/1, with Council Member Domenighini voting no.

At 12:10 p.m. Mayor Cobb called for a recess to break for lunch. Mayor Cobb reconvened the meeting at 12:47 p.m.

**9. Egret & Night Heron Deterrence Discussion:**

This is a continued discussion from the regular City Council session of February 25<sup>th</sup> concerning a request by Alan Schauer to have the Police Department assume responsibility for former volunteer efforts in monitoring and deterring bird nesting activity within the City. The City Manager stated that when the preliminary discussion took place, Police Chief Dahl was not present at the meeting to have an opportunity to weigh in with his thoughts. By way of summarizing what had transpired at the previous meeting, the City Manager stated that there was not a great deal of support by the staff to try to turn over to the Police Department what has been a citizen volunteer effort in past years. He doesn't believe that there is an interest on the part of the staff or the Council in having Law Enforcement Officers in the Police Department (the City's most expensive resource) take on this effort because the Police Officers have other important responsibilities out and around the County that they need to attend to. He doesn't want to see the Police Department strapped with chasing the birds around the town because he thinks it is particularly important in this organization to understand that the Council is currently contemplating adding Animal Control services as part of the duties in the Police Department. He doesn't believe now would be the time to turn a volunteer program over to the Police Department.

Police Chief Dahl added that the fact of the matter is, that with staffing levels in the Police Department as they are now, they simply will not have the time to take over these efforts. He also stated that if the Department takes over the Animal Control duties, they just unfortunately will not have time to take this project on.

Alan Schauer stated that his request was only to have the Police Department be an extra set of eyes on the street and it would be incidental activity and non-interfering with regular Police

Officer duties. He has no interest at all in using Officers dedicated to deter the birds, but when they see them, if they could simply note them and get in touch with a volunteer to let them know the location(s) of the birds. He doesn't see his request as interfering with Police work. He just wants the Officers to be cognizant of the birds and to call a volunteer. The fundamental notion of utilizing the Police Department is for continuous surveillance because the Officers are already out and about in the community all day long, but volunteers are not always out in the community on a regular basis. Mr. Schauer said it was certainly not his intention to interfere in normal Police activities. He stated that he does not see this as a project as much as he sees it as another thing for Police to view when they are out on Patrol looking around.

Council discussion ensued and while the Council understood and was sensitive to Mr. Schauer's request, it was ultimately the consensus of the Council to not have the Police Officers take on this activity, however, they asked Chief Dahl if he could contact the VIPS and the Explorers and see if they are available to assist in the volunteer efforts to deter the birds from nesting in the City. The Council also expressed their appreciation to Mr. Schauer and his team of volunteers for all of their efforts in the past years to successfully deter the birds from nesting.

**10. Building Department Planning & Development Projects review:**

Building Official Clay Dawley reviewed recent, current and anticipated development projects with the Council. He indicated that last year the City reviewed between 45 and 50 sets of plans ranging anywhere from small residential projects to larger commercial and industrial improvement projects. There were a total of 195 permits issued and the total construction value for the year 2013 was \$3,460,000. A total of 607 field inspections took place, and of those, 490 were residential.

He noted some of the current projects that are under review are 1340 West Sycamore which is the 49-unit Willows Senior Apartments project. There is an O'Reilly auto parts store project that will be located at 1257 West Wood Street that is also currently under review. The hotel at 475 North Humboldt is currently undergoing a brand change to convert to a Best Western so they are undergoing some new construction, upgrades and landscaping projects. There is an automated car wash currently under review that will be coming to 1261 West Wood Street.

Ongoing projects are located at 460 North Humboldt which is a newly built Dollar Tree, 255 N. Tehama Street which is an existing building that will be home to a new Ace Hardware Store, and 6504 County Road 57, Wilbur Ellis, is expanding their fertilizer blending facility.

The Council thanked Mr. Dawley for his report and Council Member Domenighini stated that in the future he would really appreciate hearing periodic reports from all of the departments.

**11. Adjourn: Mayor Cobb adjourned the meeting at 1:17 p.m.**

Dated: March 11, 2014

NATALIE BUTLER

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City Clerk

The City of Willows is an Equal Opportunity Provider