

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD

March 26, 2013

1. Mayor Cobb called the meeting to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE:** Jeff Williams 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 Domenighini and **seconded** by Council Member Taylor-Vodden to approve the March 26, 2013 agenda as presented. The motion unanimously passed.

5. **Presentations & Proclamations:**

- a) Brian Ramos, President of the Willows Friends of the Library gave a brief announcement about the second annual summer BBQ Raffle that would be taking place in May. Last year this fundraiser collected \$2000. This year the goal is to raise \$3000 to be used to purchase Children's Books, to assist funding the Summer Reading Program and to pay for the program "Wild Things".

6. **Public Comment/Written Communications:**

Rose Marie Thrailkill stated that the last time she addressed the Council during Public Comment period she apparently misspoke and had used the term "we" which Mayor Cobb had questioned her about at the time. For clarification purposes she stated that she wanted to make it known that if she uses the term "we" tonight, she is referring to the Chamber of Commerce and to herself, as she is taking the lead on this project. What she wants to discuss is the banner poles, which is something that she asked to be placed on another agenda because there was not enough information the last time when the Council had it placed on the Budget Review Meeting Agenda. She stated that she and Council Member Mello have been working on this project and they have had several meetings. She stated that Council Member Mello has actually been working on Wood Street because he feels that there is a need for some sort of advertising in the Wood Street area, which she agree was true. Council Member Mello has been working with the schools so that banners could be attached to the fence on either side – either at the track or at the football field, but he would probably have more information to share about that with the Council later. As for her, she stated that she would like to go the downtown route and she is going to push for the downtown banner poles to be put back up. She stated that when she moved into the area in 1976 the City had banner poles then and they used the old PG&E poles that were behind the theatre and by the Post Office. The banners they used back then were made of canvas and were very difficult to hang, however now the new vinyl banners are very easy to use and hardly take any time at all to erect. She had a discussion with Public Works Director Skyler Lipski about the possibility of using digital signs but they are very expensive and she doesn't think they would be that useful. This is still a small community and we are still in the mindset of using the banners and there are a lot of people that have used the banners. She stated that Council Member Taylor-Vodden had asked at one time "who are we serving here?", and she believes they are serving the whole community. Trying to do any type of advertising in this community is very hard. If you check with the newspapers to see how many people take either or both newspapers, it is very low in

comparison to the amount of people in the community so a lot of people have to use other avenues. She stated that the bulletin board at the Post Office and the Chamber of Commerce windows are used regularly. The Chamber of Commerce also has a community events calendar online and the Chamber also sends out email blasts. She thinks that any type of advertising people can get is going to help everybody. She stated that she went through the Banner Pole calendar from 2012 and found that there were 32 weeks out of the year that there was a banner up. She stated that she would like to send out more information to community members to make them more aware of the poles and that the cost is very minimal. If people are careful with the banners they could last up to ten years so when you figure out the cost of the banner, it runs a person roughly \$60.00 per year. The Chamber has been able to raise approximately \$2500.00 and the cost of cost estimate given by Ponci's Welding was roughly \$7000 to erect new poles. She would still like to get a few more estimates by certified welders in Willows. What she would like to see is if the City would put in \$5000 for the project, the Chamber would put in the other \$2500. She stated that the City could use funding from the Community Discretionary fund of the Community Promotions fund. She asked the Council to place this item on their next regular City Council Meeting agenda.

Mayor Cobb stated that before the Council commits to placing this item on another agenda, he would like to hear Council Member Mello's report to get a little more information before proceeding further with this item. He suggested Council Member Mello could give his report during Council Member Reports later in the meeting.

7. Consent Agenda:

Council Member Spears asked that there be a correction made to item 7(d) of the Consent Agenda (Approval of the February 26, 2013 City Council Meeting Minutes). He requested a change be made on page 7, paragraph 2, where it refers to "Chief Spears" and it should read "Council Member Spears". The Clerk noted the change.

Recreation Director Carol Lemenager requested that item 7 (c) (Approval of the February 20, 2013 Special Mid-Year Budget Review Minutes) be removed from the Consent Agenda for further discussion.

Motion by Council Member Taylor-Vodden, **seconded** by Council Member Domenighini to approve Consent Agenda items 7 (a), 7 (b) & 7 (d) with the aforementioned change to the minutes and the removal of item 7 (c) for additional discussion. The motion unanimously passed 5/0 and the following items were approved/adopted:

- a) Approval of General Check Registers (25716-25845).
- b) Approval of Payroll & Direct Deposit Check Registers (Z04145-Z04174 & 32426-32462.)
- d) Approval of the Minutes of the Willows City Council Regular Meeting held February 26, 2013.

Consent Agenda (Item 7 (c) – pulled from the Consent Agenda for additional discussion and separate action:

Recreation Director Carol Lemenager stated that on the second page of the minutes under the heading of "Auto Allowance/Mileage Reimbursement Discussion" there is a sentence that reads "*For other members of the Management team that receive the (auto) allowance, they have also made other concessions that save the City money, therefore the allowance could be considered a trade-off of sorts*". She stated that she was hired with the City in 1977 and at that time she received \$50.00 to use her own vehicle and if she

exceeded the \$50.00, nothing happened. She stated that her opinion is that, "a trade-off of sorts" gives a bad connotation and she said that as far as her own car allowance is concerned she has no problem tracking and logging mileage and she stated that she is planning to begin to do this for the next couple of months to show that there is no trade-off in her car allowance. She knows there are no names of the Management Team specifically mentioned in the minutes of the meeting; however some names were actually mentioned during the meeting. She is not saying that the statement wasn't made, she is just saying that it is incorrect as far as her auto allowance that she receives from the city. She stated that she wanted that to be reflected in the minutes of tonight's meeting. Mayor Cobb then asked the Recreation Director if she believed that the minutes of the February 20 meeting were incorrect. Ms. Lemenager stated that she hasn't listened to the audio but she does believe the statement was made at that meeting. Finance Director Tim Sailsbery then stated that he was the one who made that statement at the February 20 meeting, and in doing so, he brought other members of the Management Team into this issue without first seeking their permission to do so. He stated that the responsibility lies with him for pointing out that other concessions were made, so if there is a disagreement with the Recreation Director, he just wanted it on record that he was the person that made that statement and he did specifically mention some other specific members of the Management Team that made those concessions. He stated that if it is deemed appropriate to change the verbiage that he made the statement versus the generic statement of "members of the Management", then he asked to Council to please do so. Mayor Cobb stated that he doesn't have any problem with the minutes of tonight's meeting reflecting what was said tonight for the record, but he is just curious if the Council is going to change the actual minutes from the February 20 Meeting. Council Member Taylor-Vodden asked if the Council could strike that sentence from the minutes or amend the minutes from that meeting. The City Manager stated that the Council could direct the Clerk to amend the minutes to reflect a different summary or reduce what was recorded in the minutes. Generally the minutes aren't prepared verbatim because there is an audio recording taken at all of the meetings which stands on its own so anybody could listen to the proceedings of the meetings. But for purposes of the written minutes, the Council could direct them to be summarized in any fashion as they see fit. Council Member Spears stated that what is before the Council to approve is what was presented, and what was presented is as stated in general as the Clerk does not prepare verbatim minutes. However, he believes that with the inclusion of the notification of misrepresentation or misunderstanding being clarified, he believes that this discussion should be included in this meeting's minutes. He stated that the truth is the statement was made at the meeting in the context at that time and he believes in order to keep the integrity of the minutes for February 20, he would ask that the minutes prepared for tonight's meeting would reflect the clarification as presented by the Finance Director. Council Member Domenighini suggested two possible options. First, that perhaps the minutes of the February 20 meeting could be amended to reflect that the Finance Director made the statement and second, that to amend the minutes to read that "some other" members of the management team made certain concessions. The Finance Director agreed. Council Member Domenighini then apologized to the Recreation Director for any discomfort that this whole discussion about vehicle allowance may have caused. The Recreation Director indicated that just the way the sentence was worded in the minutes was disconcerting to her and she just wants it clarified. It was then **moved** by Council Member Domenighini and **seconded** by Council Member Spears approve Consent Agenda item 7 (c) with an amendment the February 20 minutes, page two, under the "Auto Allowance/Mileage Reimbursement Discussion", to reflect that the comment was made by the Finance Director and to alter the sentence to read that "some" members of the Management Team made other concessions and additionally, that the minutes of tonight's meeting reflect that this discussion and clarification occurred. The motion was unanimously approved.

8. **Public Hearings:** None

9. **Ordinances:** None

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

The City Manager reported that the Fire Department successfully held an exercise during the past weekend where they burned down a building on Wood Street that was donated to the City in order to be used for training purposes for the firefighters. There were approximately nine days of training in total, with seven of those days being specialized training by staff members and training for outside agencies for two additional days. There was some on-site prep work done so that the burn was done in accordance with state standards. The actual burn occurred on Sunday and went exactly as planned. There have been some questions about this training exercise having been a wasted effort and there being some expense involved. The expense involved was for all of the necessary required equipment and it was roughly \$1000.00. There were approximately 200 firefighters involved in the training, so that amounts to approximately \$4.60 per firefighter, so essentially a really beneficial training took place for under \$5.00 per person. The City would have to pay thousands of dollars to use a certified burn center to equal this same type of training exercise, so it was really beneficial for the City. He believes that the City's Fire Department and all the volunteers from all of the various districts should be congratulated for doing an outstanding job. Once the debris is removed and the property is cleaned up, the owner's intent is to submit plans for a new commercial business to be erected on that site.

The City Manager also reported that staff has received a number of inquiries recently about what will be the City's involvement in chasing the Night Herons and Snowy Egrets out of the City, to what extent the City will be involved and what the City plans to contribute towards these efforts. He was approached by a member of the group that is spearheading the volunteer efforts to eradicate the birds and the individual asked if the City planned to offer assistance with the group's efforts. Currently Staff has received no direction from the Council whether they plan to assist with bird eradication efforts this year and if so, would it be the Council's wish to have staff put together some items and some cost estimates to bring back before them? He is seeking direction from the Council whether they would like to have an item placed on a future agenda to discuss this topic and to determine at what level the City plans to be involved with the eradication efforts. It was the direction of the Council for staff to contact the group and ask that they have a spokesperson attend the next City Council meeting to talk about their plans and to describe to the Council how specifically they would like the City to assist them.

Police Chief Dahl gave the Council an update on the hiring status for the Police Department. The first Officer will be starting his employment in the second week of April. The second Officer is in the last phase of testing and he will hopefully be employed during the end of April if all goes well. The third Officer is just going into the background investigation so it may still be a while before he is employed depending on how long the background takes.

Council Member Taylor-Vodden announced that she has been working with the Recreation Director to find out the history of Jensen Park and they have come to an end of their investigation. They will likely be asking the Council and City Staff to help come up with ideas to recognize those people that were instrumental in the development of Jensen Park. At some point they would like to make a presentation and a formal dedication of the park and give recognition to those people. She asked if anybody has any information on Jensen Park that they please share that information with her.

11. **New Business:**

- a) Consider approval to relocate the bus stop currently located at the corner of Butte and Sycamore Streets, confirm a new location for the bus stop and approve a request to add one additional diagonal parking stall in the 100 block of West Sycamore Street directly across from the Willow Walk Floral Shop:

This item originally came before the Council on February 12, 2013, and again on March 12 when it was once again tabled to tonight's meeting in order to allow staff an opportunity to gather additional information to provide to the Council. Staff is requesting that the Council approve the relocation of a bus stop at Butte and Sycamore Streets. Two options were presented to the Council. One option is to relocate the location of the existing bus stop about 200 feet to the east on Sycamore Street. This option would require the removal of one parking space, which is the only parking space directly across from the Willow Walk Floral Shop and the Chamber of Commerce. The second option would be to relocate the stop just east of Butte Street on Sycamore Street. This location would require the removal of four parking spaces. If the Council chooses this option, staff is also requesting approval to add one additional diagonal parking stall across from the Willow Walk Mall and the Chamber of Commerce. Mardy Thomas, Senior Planner for the County and a liaison to the Glenn County Regional Transit Committee, was in attendance to answer any questions the Council may have.

Council Member Spears asked Mr. Thomas if the proposed location of the bus stop would be able to serve as both a drop-off and a pick-up point, because the last indication was that there would be no drop-off point downtown. Mr. Thomas explained that for Glenn Ride purposes that is the end of the route on return trips from Chico and in the 15 years that Glenn Ride has been in existence there has never been a return stop at that location. He believes that Glenn Ride can manage without the return stop, but if need be, the same spot could be utilized as a drop-off point. Council Member Spears stated that since this item has first come before the Council he has spoken to two downtown merchants who are opposed to, and have an objection to the option of the removal of the four parking spots because it would impact the parking for their customers. Council Member Domenighini agreed that there were initially some concerns over whether the busses would be able to use the bus stop for both drop-offs and pick-ups and it appears that either of the proposed new locations could be capable to do both if necessary. Council Member Taylor-Vodden stated that she has walked this area randomly recently and she determined that if the four parking spaces were to be utilized for the new designated bus stop she believes that there is still adequate parking in the mall parking lot. She also stated that it would be nice to have a covered shelter in that location for people waiting for the busses. Mr. Thomas indicated that a shelter is something that he and the Public Works Director would be looking at working on in the future. Because of the location of this stop being in the downtown district, he believes that a pre-fab shelter would not be aesthetically adequate and people would probably like to see a shelter that is a bit more "visually friendly" in this area.

Jeff Williams of the audience asked if anybody thought about looking at locating the bus stop across from the Fu-Hing Restaurant so that way it wouldn't eliminate any parking spots. The Public Works Director stated that was a location that was considered and it was the desire of the Regional Transit Committee to request the location at Butte and Sycamore Streets rather than any other locations. Mr. Thomas added that since the stop is already located at Butte and Sycamore, continuity is a good thing for the ridership, and sometimes the smallest changes tend to throw people off. Mayor Cobb stated that he believes it is a good idea to keep the stop in the downtown historic district of Butte and Sycamore. Council Member Domenighini stated that the stop at Butte and Sycamore is a nice spot and we just need to get some type of a unique shelter there in the future. Council Member Mello pointed out that next to the Chamber of Commerce there are a few vacant buildings, and if those businesses get occupied, which he hopes they do, they are going to require parking. He also stated that two new businesses have just opened on Butte

Street and he said that losing any parking downtown is a great loss and he pointed out that whatever decision the Council makes tonight is a decision that is going to affect the future. He favors the option where only one parking space is eliminated and not the option where four are eliminated.

It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Domenighini to relocate the bus stop just east of Butte Street on Sycamore Street and authorize the removal of 4 parking spaces at that location and allow for the addition of one extra diagonal parking space to be placed in the 100 block of West Sycamore Street directly across the street from the Willow Walk Floral shop. The motion passed 3/2 with Council Members Spears and Mello voting no.

b) Consider establishing a time and date for a Fiscal Year 2013-14 Budget Meeting:

The consensus of the Council was to conduct the fiscal year 2013-14 Budget Meeting at 6:00 p.m. on April 29, 2013.

c) Finalize the agenda topics for the Joint Planning Commission/City Council Meeting scheduled to occur at 5:00 p.m. on April 9, 2013:

Following is the final list of topics that the Council decided to place on the Joint Meeting agenda for discussion:

- Presentation by Basin Street Properties
- Long-Term Planning Vision/Needs
- Training and Staff Support for the Planning Commission
- Code Enforcement
- Zoning & Land Use Map Review
- Zoning Text Amendments

12. Council Member Reports:

Council Member Domenighini reported that he attended last week's Transportation Commission Meeting. He also encouraged everybody to purchase tickets for the raffle that the Willows Friends of the Library are holding.

Council Member Taylor-Vodden reported that she would be attending a CEDS meeting at 10:00 at 3CORE in Chico tomorrow.

Council Member Mello reported that last week he attended the Glenn County Regional Waste Management Meeting last week. He also attended an event at the Memorial Hall last evening where the Veterans and the Community Wish Foundation got together to meet and discuss the Avenue of Flags project and the projected start date to fly the flags is Memorial Day. Finally, he indicated that he was tasked to work with Rose Marie Thraikill at the Chamber of Commerce to discuss the downtown banner poles but he stated that she doesn't want anybody's help. Earlier in the meeting Ms. Thraikill mentioned something about banners being on the fence at the High School and he stated that was not correct. The banner project on Wood Street is a project that the Willows High School Boosters will be taking care of. Mayor Cobb stated that it would be his suggestion that the Council not move forward on discussing or making any decisions about the banner poles until such time as Council Member Mello gets further information from the Chamber and/or Ms. Thraikill. Council Member Mello reiterated that with regards

to the banner poles, Rose Marie doesn't need his help as far as Sycamore Street. He was working on looking at a banner pole project on Wood Street. Mayor Cobb stated that it was his understanding the Council Member Mello was going to work with the downtown businesses and the Chamber of Commerce on the banner poles on Sycamore Street. Mr. Mello stated that is correct but that Rose Marie doesn't want his help and that she is a one-person team.

Council Member Spears reported that he was unable to attend the most recent Transportation Commission meeting. He also announced that on Friday, April 5, the Veterans are going to be hosting a fundraising dinner for the Toys for Tots program at the Memorial Hall, with all proceeds from the dinner going to Toys for Tots. He announced that Youth Soccer is going very well.

13. **Executive Session:** Pursuant to California Government Code Sections 54950 et seq., the City Council held a Closed Session at 8:08 p.m. More specific information regarding this closed session is indicated below:

a) CONFERENCE WITH LABOR NEGOTIATOR(S) pursuant to Section 54957.6

Agency Negotiators: City Manager Steve Holsinger
Finance Director Tim Sailsbery

Employee Organization(s): Willows Employees Association
Unrepresented Employees (All City Employees not represented by
WEA of WPSA)

14. **Report out from Closed Session:** The Meeting reconvened to open session at 9:30 p.m. with Mayor Cobb reporting that staff gave an update to the Council and no reportable action was taken.

15. **Adjournment:** Mayor Cobb adjourned the meeting at 9:31 p.m.

Dated: March 26, 2013

NATALIE BUTLER

City Clerk

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