

# Williams City Council Agenda

810 E Street / P.O. Box 310, Williams, CA 95987

REGULAR MEETING OF THE CITY COUNCIL  
WEDNESDAY, FEBRUARY 13, 2008, 7:00 P.M.  
CITY HALL, 810 E STREET

1. Call to Order and Roll Call.
2. Pledge of Allegiance.

## PUBLIC COMMENT

3. Citizens wishing to address the Council regarding any matter on the Consent Calendar or not on the agenda may do so at this time by completing and submitting a Speaker Card to the City Clerk. **For items on the agenda, speakers will be called up to the podium by the Mayor at the point on the agenda when the item will be heard.** Please fill out a Speaker card for the item you wish to speak on. Speakers are encouraged to keep comments to three minutes or less and to state their name and address for the record. **Note**, under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any unagendized item unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

## CONSENT

4. **Subject: Approval of Consent Agenda.**  
**Action Recommendation:** Move to approve and/or accept all of the items following.  
**Result of Recommended Action:** Those items requiring action will be approved and informational items will be formally acknowledged by the Council while allowing for public participation on those matters. Some items are regular business requiring no further discussion by staff and Council. A Council Member, a member of the public, or staff may request that any Consent Item be pulled for further action and/or discussion. If the Mayor accepts that request then the item is moved to New Business or it may be re-agendized for a future meeting.  
**Staff Report:** None. Advances No Policy
  - a. Approval of Meeting Minutes for January 9, 2008.
  - b. Approval of Treasury Report for December 2007.
  - c. Approval of Warrants for January 2008
  - d. **Subject:** Police Officer Performance Review and Merit Increase.  
**Action Recommendation:** That the City Council award a merit increase to wage Step B for Police Officer Jose Ruiz retroactively effective January 3, 2008.  
**Result of Recommended Action:** Officer Ruiz will receive a wage increase to Step B.  
**Staff Report:** James P. Saso, Chief of Police Advances No Policy

e. **Subject:** Records Clerk Performance Review and Merit Increase

**Action Recommendation:** That the City Council award a merit increase to wage Step E for Records Clerk Tirado retroactively effective January 2, 2008.

**Result of Recommended Action:** That the City Council award a merit increase to wage Step E for Records Clerk Tirado retroactively effective January 2, 2008.

**Staff Report:** James P. Saso, Chief of Police

Advances No Policy

## ORDINANCES

5. **Subject:** Ordinance 164-07 – Amendment to Chapter 10.40, Truck Routes, of the Williams Municipal Code

**Action Recommendation:** Read by title only, waive further reading and introduce Ordinance 164-07.

**Result of Recommended Action:** The truck route designation would change for 7<sup>th</sup> Street north of D Street

**Staff Report:** Jim Manning, City Administrator

Advances No Policy

## PUBLIC HEARING

6. **Subject:** Resolution 08-02 Approving an Application for Over-the-Counter Funding from the Economic Development Allocation of the State CDBG Program and Identifying the Responsible Party for Grant Administration

**Action Recommendation:** Approve Resolution 08-03 Approving an Application for Over-the-Counter Funding from the Economic Development Allocation of the State CDBG Program and Identifying the Responsible Party for Grant Administration

**Result of Recommended Action:** The City will apply for a grant, which would provide funding for a loan to Granzella's Restaurant.

**Staff Report:** Jim Manning, City Administrator

Advances Policy 7

## NEW BUSINESS

7. **Subject:** Adopt Resolution 08-03 Donating a Surplus Police Vehicle to the Colusa County Sheriff's Department

**Action Recommendation:** Adopt Resolution 08-03 Donating a surplus police vehicle to the Colusa County Sheriff's Department and authorize the Police Chief to sign the waiver and release agreement.

**Result of Recommended Action:** A surplus vehicle from the Police Department will be transferred to the Sheriff's Department

**Staff Report:** James P. Saso, Chief of Police

Advances No Policy

8. **Subject:** Sanitary Sewer Management Plan

**Action Recommendation:** Adopt Resolution 08-04 Approving the Sewer System Management Plan Development Schedule

**Result of Recommended Action:** The City will be in compliance with the State Water Resource Board Order No. 2006-003

**Staff Report:** Jim Manning, City Administrator

Advances Policy 1

9. **Subject:** Resolution 08-05 Adopting a Policy for the Retention of Electronic Mail  
**Action Recommendation:** **Adopt Resolution 08-05 Adopting a Policy for the Retention of Electronic Mail**  
**Result of Recommended Action:** The City will have a policy governing the retention of electronic mail.  
**Staff Report:** Jim Manning, City Administrator Advances No Policy
  
10. **Subject:** Resolution 08-06 Setting Business License Tax Rates  
**Action Recommendation:** **Adopt Resolution 08-06 Setting Business License Tax Rates**  
**Result of Recommended Action:** The Business License Tax Rates will be revised.  
**Staff Report:** Jim Manning, City Administrator Advances No Policy
  
11. **Subject:** K-9 Handler Special Duty Pay  
**Action Recommendation:** **Approve an Amendment to the Memorandum of Understanding Between the City of Williams and the Williams Police Officers' Association, Section 24.2 to include a 5% Pay Differential for Canine Handler**  
**Result of Recommended Action:** K-9 Handler will receive a 5% pay differential.  
**Staff Report:** James P. Saso, Chief of Police Advances No Policy
  
12. **Subject:** Resolution 08-07 Change of City Council Regular Meeting Time  
**Action Recommendation:** **Adopt Resolution 08-07 Changing the City Council Regular Meeting Time.**  
**Result of Recommended Action:** Regular City Council meetings will begin at 6:00pm.  
**Staff Report:** Jim Manning, City Administrator Advances No Policy

## SPECIAL PRESENTATION

13. Wastewater Treatment Plant – WSI, Inc.
  
14. Reports:
  - a. City Attorney;
  - b. City Clerk; and
  - c. City Treasurer.
  
15. Council Reports and Committee Updates:
  - a. Council Member Azevedo;
  - b. Council Member Fulcher;
  - c. Council Member Johnson;
  - d. Mayor Pro-Tem Barker; and
  - e. Mayor Ash.
  
16. Staff General Reports and Discussion.
  - a. City Administrator;
  - b. City Finance Officer;
  - c. Police Chief;
  - d. Code Enforcement Department;
  - e. Fire Chief; and
  - f. Public Works Director

## ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk, Rene Miles, at (530) 473-2955, by fax at (530) 473-2445 or by email [cityclerk@cityofwilliams.net](mailto:cityclerk@cityofwilliams.net) at least 48 hours prior to the meeting.

## CONSENT

### CITYWIDE POLICIES - (Adopted 2005)

1. Meet or exceed state and federal mandates for water and wastewater delivery operations.
2. Create a reserve of 5% in all funds after liabilities at end of three-year budget.
3. Maintain highest level of staffing in public safety / public works for emergencies.
4. Review all open contracts and refrain from waiving fees.
5. Use financial scrutiny in updates of ordinances.
6. Develop interdepartmental code enforcement program.
7. Create an economic development program aimed at increasing sales tax revenue base.

### UPCOMING MEETINGS

**Wednesday, March 12, 2008**

**7:00 p.m. - Regular Council Meeting**

**Wednesday, April 9, 2008**

**7:00 p.m. - Regular Council Meeting**

**Wednesday, May 14, 2008**

**7:00 p.m. - Regular Council Meeting**

### DEPARTMENTAL GENERAL TELEPHONE NUMBERS

Building	(530) 473-5389
Code Enforcement	(530) 473-2533
Finance	(530) 473-2982
Planning	(530) 473-2955
Police	(530) 473-2661
Public Works	(530) 473-2519
Swimming Pool	(530) 473-2603
Utility Billing	(530) 473-5380

### City Clerk's Certificate of Posting of Agenda

I, Rene Miles, City Clerk for the City of Williams, declare that the foregoing agenda for the February 13, 2008 Regular Meeting of the Williams City Council was posted on February 6, 2008, at the office of the City of Williams, 810 E Street, Williams, California, 95987 and was available for public review at that location.

Signed this 6th day of February 2008 at Williams, California.

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Rene Miles, City Clerk