

CITY OF WILLIAMS

Council Minutes

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

COUNCIL MEETING

COUNCIL CHAMBERS
WEDNESDAY, APRIL 17, 2013

CLOSED SESSION

6:00 P.M.

CLOSED SESSION

At 6:00 p.m. Council held a conference with Legal Counsel regarding one case of Anticipated Litigation – Initiation of Litigation pursuant to Section 54956.9 (d) (4) of the Government Code.

Council also held a Public Employee Performance Evaluation pursuant to Section 54957 for the City Administrator. Present at these sessions were Mayor Ash, Mayor Pro Tem Boes, Council Members Plachek-Fulcher and Sellers, City Administrator Bergson and City Attorney Siprelle. Council Member Troughton was absent.

REGULAR SESSION

7:00 P.M.

CALL TO ORDER

At 7:00 p.m., Mayor Ash called the regular meeting of the Council to order.

CLOSED SESSION ANNOUNCEMENT

City Attorney Siprelle announced that Council had met in Closed Session regarding one case of Anticipated Litigation, Initiation of Litigation where Council voted 4 – 0 to direct the City Attorney to initiate litigation to request appointment of a Receiver for 1020 D Street, Williams. Council held a Public Employee Performance Evaluation for the City Administrator where they received a report from the City Administrator.

ROLL CALL:

COUNCIL MEMBERS PRESENT:

Patricia Ash, Kent Boes, Angela Plachek-Fulcher Alfred Sellers



COUNCIL MEMBERS ABSENT: John Troughton

STAFF MEMBERS PRESENT: Charles Bergson, City Administrator
Ann Siprelle, City Attorney
Rex Greenbaum, Finance Officer
Jim Saso, Police Chief
Greg White, Interim Public Works Director
Sue Vannucci, Deputy City Clerk

PLEDGE OF ALLEGIANCE

Mayor Ash invited all in attendance to join in the Pledge of Allegiance. As well, she requested a moment of silence for the public safety personnel and the victims of the recent bombing in Boston. The moment of silence was observed by those present.

With Council concurrence, the following item was moved to the beginning of the Agenda for action:

OLD BUSINESS

CITY TREASURER

City Administrator Bergson said Council had considered and provided direction regarding their wishes for securing a replacement for the City Treasurer. The position was advertised throughout the City and no individual had applied for consideration during the posting period. Staff received two applications following the closing date, both of which were viable candidates. These candidates were interviewed by the Finance Committee on April 10, 2013 and both considered excellent candidates. Upon discussion and consideration, the Committee has determined to recommend the appointment of Jorge Carmona as the City Treasurer effective April 17, 2013 to fulfill the unexpired term of Sally Barker ending December 31, 2016, and direct the Deputy City Clerk to administer the Oath of Office to Mr. Carmona.

Council concurred with the recommended appointment and Deputy City Clerk Vannucci administered the Oath to City Treasurer Carmona.

PUBLIC COMMENT

Silvia Vaca, representing the property owners on Canvasback Court, said they would like the City to consider raising the back fences along their properties. The houses are on a slope so the vehicle and pedestrian traffic can see directly into their houses and they have no privacy. She asked the Council to consider putting a retaining wall along the back of their properties or raising their fences. Mayor Ash directed Staff to place this on the next meeting Agenda for consideration.



WRITTEN COMMUNICATIONS

Council received the following written communications since the last meeting:

- Notice from Pacific Gas and Electric of a Rate Increase;
- Information Regarding Senate Bill 135 – Earthquake;
- Letters of Support from the Colusa County Migrant Farm Housing and the Colusa County Chamber of Commerce in Support of the Community Development Block Grant Application

PRESENTATION

JOINT USE OF LIBRARY

City Administrator Bergson said that there was to be a representative from the Williams Branch of the Community College in attendance to discuss the consideration of a joint use facility with the new County of Colusa Office of Education site at the corner of Margurite and E Streets. As there is no representative present, this item was tabled.

CONSENT

At the request of Mayor Ash and with concurrence by the Council Member present, the following item was pulled from the Consent Calendar for discussion:

ODDFELLOWS BUILDING STATUS

Mayor Ash asked for clarification on the firm "BV". City Administrator Bergson said the firm is Bureau Veritas, a structural engineering firm that does the City plan checking. They have an office in Sacramento. A Walk Through Occupancy Assessment was conducted by BV in January 2013 to determine the existence of potential hazards to the public. Their report contains a review of the first and second stories. The building needs many repairs and is out of compliance in building matters, but no public hazards were revealed. However, the exterior of the building remains to be in violation of several parts of the City Code and an Administrative Citation has been issued to the building owner. The Citation provides directions to remedy the exterior state of the building, to address the rubbish and waste material contained on site, and to correct the dangerous condition of the property.

Mayor Ash said the purpose of the walk through was to look at the building structure. She asked why the Finance Officer attended but not the Fire Chief. City Administrator Bergson said the Finance Officer attended to determine if there was any potential for use of Community Development Block Grant funds for repair of the building. There was a Fire Department inspection a few years ago. When the City reaches a point where a further review by Fire is warranted, the



Department would be asked to inspect and comment at that time. Mayor Ash asked if an Engineer had gone through the structure and Police Services Manager Maxey indicated an Engineer had gone through the structure some time ago. Chief Saso said it was a private Engineering firm.

City Administrator Bergson said the next step is the Administrative Citation regarding the issues with the exterior. City Attorney Siprelle said if the owner fails to respond to the request to fix the issues, there should be an associated fine. Should the owner not respond the next step is the other Nuisance Abatement process which provides a hearing. If the owner still does not abate, the City can obtain an abatement warrant through the court, correct the issues and file a lien against the property to recoup our cost. The City can also go to court and bring a lawsuit against the property owner. The City previously settled a suit filed as they had indicated they were going to abate and upgrade the property, which they did not do. The City could then proceed to obtain a judgment to force the property owner to fix the issues identified. Mayor Ash said the City is now back to fining him for not taking care of the outside issues by May 15th. City Attorney Siprelle said the City would then proceed to the Notice to Abate.

Mayor Ash said there is a jagged broken window covered with plastic and directed Staff to look at it. Mayor Pro Tem Boes asked if this could be a candidate for receivership and City Attorney Siprelle said this instance is not the same as the D Street property but the Court could be requested to consider appointment of a receiver. City Administrator Bergson said the City would need to have a contractor assess the viability. City Attorney Siprelle indicated there may be some interest by private individuals in purchasing the property.

On a motion by Council Member Plachek-Fulcher, seconded by Mayor Pro Tem Boes and carried by the Members present, Council approved the following Consent Calendar items as presented:

TREASURER'S INVESTMENT REPORT

Council received and accepted the Treasurer's Investment Report and register for February 2013.

MINUTES

Council adopted the minutes of the February 20, 2013 Council meeting as presented.

SPECIAL EVENT PERMIT – BREAST CANCER WALK



Council approved the Special Event Permit #01 to provide for the Colusa County Breast Cancer Pioneer Day Walk to be held on June 1, 2013 from 9:00 a.m. to 11:00 a.m. and waived all fees associated with the event.

SPECIAL EVENT PERMIT – FUN RUN AND WALK

Council approve Special Event Permit #2 for the Fifth Williams Unified School District Annual Fun Run and Walk to be held on May 11, 2013 from 8:30 a.m. to 11:00 a.m. and waived all fees for the event.

CODE ENFORCEMENT AMENDMENT

Council received a report analyzing a request from a citizen regarding the recently adopted Code Enforcement update which recommends no change to the current language.

OLD BUSINESS (continued)

VALLEY VISTA PARK

City Administrator Bergson said Council had received a request from citizens to rehabilitate the soccer fields at Valley Park and the tennis courts at Venice Park. The fields are used for soccer and are in poor condition due to excessive use. The field is built in conjunction with the detention ponds. The City would need to receive an exact cost to repair the fields for proper use. Informal proposals have been solicited from three landscape contractors, with only one proposal received. It is recommended that the work be done in the Fall when the weather is cooler so it is not imperative to make a decision for the Valley Vista Park field renovation immediately. Staff wishes to provide additional information to assess the scope and costs for field rehabilitation. The City's Summer Soccer season will be conducted at Venice Park, Northview Park and Williams Unified School District fields. The Valley Vista field replacement is estimated to cost approximately \$60,000. Presently in the Parks Impact funds has a balance of approximately \$106,000.

The tennis courts located at Venice Park will cost approximately \$20,000 to restore. The coin operated lights are broken, the nets need replacing, and fences and surfaces are in need of repair. The City has not received any requests to operate a tennis program. Given the level of use of the tennis courts and the absence of demand for a tennis program or facilities, it is not recommended to pursue repairing this facility at present.

Mayor Ash asked a member of the audience, Santos Jauregui about the tennis courts and why the soccer players have been using them. Mr. Jauregui said the courts are used in certain circumstances when the fields are wet and for the indoor soccer use. The lighting is not working and the courts are not used because of the lack of lighting and nets. Mayor Ash asked Mr. Jauregui why they



do not use the basketball courts at Valley Vista and he said they could be used for soccer. Mayor Ash said she cannot justify using the courts given the cost to replace. They were put in to make a statement and the City needs the parking at the Old Gym and Museum for events. Mr. Jauregui said there are many other Cities who use the fields for detention.

Mayor Ash asked the individual who submitted a bid, Gene Barrow, for his input. Mr. Barrow said many fields are used for detention and they do not stay flooded for long periods. Manager Maxey disagreed and said they stay flooded for weeks. Mr. Barrow said the stand of grass on the outer edges is fine. The problem is that it's so heavily used, that whatever is done to repair the fields, there will continue to be a problem. The irrigation is the root of the problem. There are big circles indented into the field which could be the underlying cause in the bones of the field. The City could choose to utilize Bermuda Grass as it is much more durable and is used for sports fields. The issue with Bermuda is that it does go dormant in the winter so it would not be a good option and will trod down to nothing very quickly. Mayor Pro Tem Boes said the parks would then be closed in the winter. Mr. Barrow said they could rotate the pattern of the fields. The main field should be for games only and not practice.

Council Member Sellers said the outer areas of the fields seem to be fine but there is a lot of missing grass in the field area. The holes cause players to stumble. A patch would reseed the grass area and maybe that needs to be done every few years. The sprinkler system is also bad unacceptable. Mr. Barrow said the irrigation does need addressing. The wear and maintenance, fertilizing etc. needs to be kept up. Mr. Jauregui said the spots where there is no grass is because of the irrigation system. Mayor Pro Tem Boes said it appears there is need for practice fields and playing fields. Council Member Plachek-Fulcher said fields should be rotated and when repairs are necessary, the fields should be closed for 3 to 6 months. Mr. Barrow said his bid is a minimum repair bid at \$50,000. Council Member Plachek-Fulcher directed that the Public Works staff look at the irrigation system to determine coverage and add on to insure everything is watered evenly. The field should not be utilized and the holes repaired for now. Mayor Pro Tem Boes said the soccer should rotate through the other parks for now. Mr. Barrow said the City needs to change how the fields are used and not constantly play at the same ones in an effort to keep them nice. Mr. Jauregui said The City could talk to the coaches and advise them they could only be used for the games. The program is very popular and a step in keeping the kids off the streets. Mayor Ash asked if they must practice using a full field and Mr. Jauregui said a smaller area could be used for practice. Council Member Sellers asked if the work was done, how many years would be needed to do this again and Mr. Barrow said the field he played on when he was young was done over ten years ago and is still in good use. Mayor Ash said the volunteers need to get involved in the programs.



Council directed Staff to examine the options for rehabilitating the Valley Vista Park fields, including a scope of work with irrigation, patching and costs, and report back to the Council.

ORDINANCE 200-13 – FERAL CATS

City Administrator Bergson said this proposed Ordinance has been before Council at two previous meetings with questions addressed and comments heard. It returns now for official introduction. Staff has drafted the proposed feral cat Ordinance to address these nuisance issues. The Ordinance would regulate feeding, trapping, inoculating, and spaying/neutering of feral cats. The Ordinance would also establish an application/permit process for those desiring to feed feral cats and a notice/comment period for property owners within a certain distance of feeding/trapping stations. The proposed Ordinance has been reviewed by the City Attorney's office.

On a motion by Council Member Plachek-Fulcher, seconded by Council Member Sellers and carried by the Members present, Council introduced, waived first reading and read by title only Ordinance 200-13, "An Ordinance of the City of Williams Amending Sections 6.04.01 of and Adding Chapter 6.54 to the Williams Municipal Code Related to Feral Cats".

NEW BUSINESS

WILLIAMS FIRE PROTECTION AUTHORITY 2013-14 BUDGET

City Administrator Bergson said the City received the budget of the Williams Fire Protection Authority (WFPA) and it is presented for Council review and direction. This budget is significantly higher than the projected increase to the City's General Fund. With the City's limited fiscal resources and small projected increase in General Fund revenue (2.1%) this proposed budget request is not within the City's Ten Year Budget Plan. As well, all City employee contracts are currently under negotiation for renewal.

It is prudent that the WFPA proposed budget be reviewed by the Finance Sub-Committee with representatives from the WFPA. Following this review, this matter will be forwarded to the Council for its May 15th Council meeting. The Joint Powers Agreement with the Williams Fire Protection District provides that during the preparation of the annual budget, the Parties to the Agreement "shall reconsider the appropriate percentage shares depending upon the levels of service at that time". The percentage shares may then be changed upon approval of both the City and the District. Based on change in the levels and costs of service and the City's present fiscal constraints, Staff recommends that the City Council reconsider the percentage shares. The anticipated growth in the City's General Fund revenue for FY 2013-14 is estimated to be \$64,723. The



WFPA proposed budget increase over Fiscal Year 2013 is \$46,976; 73% of the estimated General Fund increase. A summary of the initial and amended WFPA budget for 2012-13 and proposed for 2013-14 are identified below:

<u>WFPA Budget for City</u>	
FY 2012-13	\$245,752.00
FY 2012-13, Amended	\$259,000.00
FY 2013-14, Proposed	\$292,728.00

The proposed WFPA increase is a 19% (\$46,976) increase over the original FY 2013 budget and a 13% (\$33,101) increase over the amended FY 2013 budget. The City has previously programmed a 2.8% increase for the WFPA for Fiscal Year 2014.

Council Member Sellers said he read the information presented by the Fire Authority and expressed his concern with City fiscal needs, as well as, current negotiations with all of the Associations. City Administrator Bergson agreed that as negotiations are underway with the other units, and the City has a level budget, it is prudent to be aware of the needs of the other departments. Council Member Plachek-Fulcher said the Council needs to be aware of what the Fire Department Staff does for the citizens and keep that at the forefront of all budget discussions. Mayor Ash said the City has sent her a letter because she is President of the Fire Authority Board and they will sit with the Finance Committee on May 1st. City Administrator Bergson said that is a suggested day and the time is 4:00 p.m.

Antoinette Marsh said she appreciates the work that the Fire Authority does and there have been no concerns on her part with the Department. With such a great performance and staying within their budget at the present salary and other expenditures, she ask why they need 19% increase. The City does not have a lot of money. If there are other Departments that need the funds, they do not simply ask for and receive what they need to adequately perform their services to the citizens. She asked that the Sub-Committee scrutinize the request and determine if the Police Department has the same needs.

Steven Marsh with the requested increase, is triage conducted and has thought been given to a substation on the other side of town. This increase could be set aside and held over for that new station. He is in the Fire service in San Jose. Their Department has taken a 10% cut in their pay and the budget has been frozen. If the Department is doing so well, they should not need more funds. The Department has a Finance Officer that receives a substantial amount of pay. Council Member Plachek-Fulcher asked what he made in San Jose and he said it is \$88,000 per year. However, he is a Hazmat Specialist and the City of Williams does not have that as part of their requirements. San Jose has 75,000 calls per year, major freeways surrounding them and their Department cannot be



compared with Williams. As Council keeps indicating the need to use volunteers, the Fire people should not need more money.

Mayor Pro Tem Boes said the JPA sets their own budget and the Firefighters do not have a say in anything related to the funds. When the budget is presented to Council, we have no option to refuse. Mr. Marsh said the Department should seek volunteers also to raise funds.

STREET REPAIRS – 4TH AND D STREETS

City Administrator Bergson said there is a continuing issue with large potholes and cracks in the street on D and 4th Streets near McDonalds. This area contains some of the worst damaged street sections in the City. McDonald's is the most impacted by the deterioration of the street. Staff has met with McDonald's Corporation and their Engineer to review options for permanently repairing the street. They have developed an Engineer Plan that would permanently repair the streets and they are requesting that the City share in half of the costs of these improvements. The total project cost estimates of approximately \$255,000 are shown in their request from Ourada Engineering. Therefore, McDonald's is requesting \$128,000 to help pay for these improvements.

The specific issues is that street damage from heavy vehicle traffic and drainage has created a large pothole and other damage to 4th and C Streets. There have been numerous temporary repairs to the road over the years, but the road continues to suffer damage from subsurface drainage and intense heavy vehicle and truck traffic. Many businesses located in this neighborhood are dependent on trucking and traveler traffic including McDonalds, Motel 6, Comfort Inn, and the Chinese restaurant. Other impacted businesses include Lay Trucking, Inc. and the Colusa County Board of Education.

McDonald's recently completed a major remodel to their site at 475 4th Street. Their business is most impacted by the pothole as it is located near one of their main entrances. Proposed improvements would include correcting existing drainage inlets, removing and replacing curb, gutter and sidewalks (and driveway sections on D Street entering McDonald's) along contiguous sections of 4th and D Street, and replacing over 10,000 square feet of asphalt pavement within the existing street sections.

The City has sent a letter to all the business neighbors regarding this problem and soliciting their financial assistance. Staff also contacted the United States Department of Agriculture (USDA) regarding available funding to pay for this project. USDA has indicated that the City could apply for a rural storm drain repair loan for about \$150,000. Terms of the loan are roughly 2.75 percent interest for 5 years payback. USDA indicated that the repair project would receive favorable consideration and could be available within four months. Council is requested to provide staff direction. Another financing option would be to fund internally with development impact fees and General Funds. A suggested amount could be \$30,000 each from the City's Traffic Impact Fund, Street Impact Fund, and from the General Fund for a total



of \$90,000 with the complement portion from the local business along D and 4th Streets. The General Fund portion would be reimbursed by future County Local Transportation Fee (LTF) fund allocations. These amounts would be matched with the proposed McDonald's portion of approximately \$130,000.

Mayor Ash asked about prevailing wage requirements for this project and City Administrator Bergson said we would be required to utilize prevailing wage so it would be best to have others pay for the project and have the City coordinate.

Steve Ourada from Ourada Engineering said when they did the remodel in November and December 2012, the cost estimate timeline was for just a few weeks. The street is severely speckled (alligatoring) and that is the area that needs to be done. Mayor Ash said the street is significantly higher than the curb. Mr. Ourada said it should be higher so that it drains. The storm drains become plugged often due to gravel that drains in that direction. There is a drain over near the freeway with a bubble up system. The option is to cut a larger hole to allow more flow that direction. Mayor Ash said since the water sits in that area, the ground should be saturated. Mr. Ourada said they will need to look at how much water is pooling in that area and consider whether it is necessary to take a section out and put it back in with good asphalt and a geotect fabric. When the street is opened it is not clear what they will be up against. Council Member Sellers asked for clarification of the exact area of concern. Mr. Ourada said the repairs need to be on 4th Street to the drive through, around to the truck lot and to the driveway between the motel and the truck lot. Some of the asphalt is acceptable but he feels it should all be ground up and the entire section should be sealed.

Pete Garcia, Sewer Operator, said the groundwater table is very high and with the clay soil in our area, the sub-surface acts like a sponge. He feels the repairs should go down at least two to three feet. The approach to McDonald's may need to be concrete. Mr. Ourada said they are looking at four foot valley gutter to contain the water. They have also proposed installing up to twelve feet of concrete in front of the driveways, which has been included in the estimate.

City Administrator Bergson said when a roadway is opened there are many possible issues that generally arise in the subsurface. He requested input from Mr. Ourada whether McDonald's is willing help shoulder these unforeseen issues with a contingency. Mr. Ourada said there is a 15% contingency included in the estimate. City Administrator Bergson said USDA is more flexible, recognizes the need for contingencies and would include that in the loan. Mr. Ourada said the condition of the road is affecting the businesses and all of these businesses would probably help with contingencies as they arise.

Council Member Plachek-Fulcher and Mayor Pro Tem Boes feel the repairs should move forward and determine options for financing. Mayor Pro Tem Boes said the businesses should be contacted again to see if they are willing to help



financially. City Administrator Bergson indicated Staff will work with the USDA further and report back next month.

PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS)

City Administrator Bergson stated this item had been held over from the March 20, 2013 meeting due to illness of the City Finance Officer and is now reintroduced for Council consideration.

Finance Officer Greenbaum said when the City of Williams changed CalPERS plans to the 3% at 50 risk pool, the City took on a side fund pension liability totaling \$277,119. CalPERS has indicated to staff that the City could pay off this side fund with a significant cost savings. The City accrues a 7.5% interest rate on the side fund. This side fund is projected to be paid back over the next 9 years incurring an additional interest expense totaling \$115,251.

These side fund payments are \$44,791 per year and is included as a Police Department's pension expense. The interest rate is a significant portion of this payment. Should the City choose to prepay the side fund, the City would need an additional \$232,328 which is the current balance of \$277,119 less the FY2014 amount due totaling \$44,791.

The City currently has \$241,654 in its internal service funds which could be utilized to pay down this side fund. Most of the proceeds from this fund were derived from the insurance rebate the City received from SCORE two years ago. The amounts contributed by the Insurance Internal Service Funds would be collected via future years' pension contributions. In less than six years, the contributions made could be paid back to the Insurance Reserves resulting in the City saving \$115,251 in General Fund interest expense.

On a motion by Mayor Pro Tem Boes, seconded by Council Member Sellers and carried by the Members present, Council approved the pay down of the side fund saving the City \$115,251 in interest expense by July 6, 2014.

TOWN SQUARE WALKWAY

Mayor Ash recused herself from the discussion and left the Chambers due to the ownership of a building adjacent to the Town Square. Mayor Pro Tem Boes assumed the conduct of the meeting on this item.

City Administrator Bergson indicated Town Square was constructed in 2011 bringing a park and green space to the corner of E Street at 7th Street. The park was constructed with decomposed granite walkways. It has been requested by some Council Members to replace the decomposed granite walkways with concrete walkways. It is estimated that the cost of this replacement is



approximately \$3,000 for materials. The installation can be accomplished with City Public Works Department staff.

Director White said City Staff can handle this project. It appears to be an even surface. Council Member Plachek-Fulcher said the current composition of the walkway becomes rutted and green and slimy with water. Operator Garcia said when the park was constructed, Public Works Staff purchased more of the concrete color than was needed and it needs to be used soon.

Mayor Ash returned to the Chambers and assumed the dais.

Mayor Ash directed that the following two items be discussed together.

CITY ENGINEER

City Administrator Bergson said this is a status report on the City Engineer's position recruitment process. Interviews are tentatively scheduled for May 1, 2013. The Request for Qualifications was issued and proposals were received from seven firms. It is recommended that the position of Public Works Director be amended to include a Degree in Engineering as part of the desirable qualifications.

PUBLIC WORKS DIRECTOR

City Administrator Bergson said Public Works Director Goforth resigned in December of last year. When such resignations or retirements occur, it is prudent to look at the current position description and make determinations whether the position should be revised to more adequately meet the needs of the City.

The present position description contains direct supervisory functions over the various Public Works trades, such as coordinating street maintenance, parks and facility maintenance, storm drains, and building maintenance. It includes driving field equipment and operating hand and power tools as essential duties. Also, the present position description qualifications call for knowledge of general public works activities, pertinent local State and Federal regulations.

The position description does not include implementing City Public Works goals and objectives, coordinating master plans and special studies, acquiring and programming Federal, State, and local Public Works financing, and administering agreements with other agencies and private organizations. The proposed position description would add these functions and provide in the qualifications that a Bachelor's Degree from an accredited college or university with major work in Civil Engineering, Environmental Studies, Public Administration or related field, five years of experience in Civil Engineering including three years Administrative/Management experience become part of the requirements.



Council may want to consider providing within this position the duties of a City Engineer. As is the case with many cities as a cost saving measure to insure better coordination of Public Works projects and the associated administration, financing, and engineering. Combining the positions would necessitate the adding possession of a State Civil Engineer license as a minimum requirement.

The current pay for the Public Works Director position is \$81,000 annually.

Council concurred to combine the two positions but does not want to wait long to fill the positions. City Administrator Bergson said the addition of the Engineering Degree could be an option. Mayor Pro Tem Boes said with the requirement of the Degree, the wage could be higher. The license would also be amended to require a Class C. The position will be amended and return to Council at the next meeting. The Finance Sub-Committee and Personnel Board should review and make recommendations for Council consideration.

PIONEER DAY EVENT AMENDMENTS

City Administrator Bergson indicated the City has received verbal notice that there would be some changes to the Annual Pioneer Day Program permit and fee waiver this year.

Mayor Ash indicated the parade event will not change. The vendors will be from the on E Street from the Williams arch to 7th. In addition D Street and F Street will be closed all day. If there is a rugby game this year, it will be held at Redinger Park to close things in. Fireworks will be held again this year in the same location as last year.

SEWER ENTERPRISE FUND

Finance Officer Greenbaum said the City has received a letter of conditions for the USDA Water Project (Project 11-01) consisting of a \$2,457,000 loan and a \$949,296 grant. Condition #14 requires the City to remove its Trustee from its existing USDA loan for the 1996 Certification of Participation (COP) which has a current principal balance of \$540,000. This was for a \$700,000 loan originally taken out in 1996 for water system rehabilitation project.

In researching the matter, amending the COP was complicated because the previous underwriter in 1996 is not currently available. As such, amending the document would require redoing the entire COP note which could cost up to \$30k in fees. At the request from the Finance Sub-Committee, Staff researched potential options to save money for the City's Water Enterprise Fund. An alternative to removing the Trustee is to pay off the 1996 COP. This could be accomplished with an Inter-Fund loan from the Sewer Enterprise Fund and the approximately \$47,000 in the 1996 COP loan Reserves which would no longer be



required. Under this scenario, the City could utilize a \$500,000 inter-fund loan from the Sewer fund to pay off the following two Water Enterprise Fund Debts:

<u>Current Debt</u>	<u>Current Principal</u>	<u>Interest Rate</u>	<u>Maturity</u>
1996 COP	\$540,000	4.5%	3/1/2036
1977 Drought Emergency Loan	\$19,806	5%	1/1/2018

Operator Garcia asked if that would affect the Operating Budget of the Sewer Plant as the warranty period on the equipment has passed. Finance Officer Greenbaum said the City has rates set up to cover the need. These funds were never set for use at the plant but were set to pay the loans.

On a motion by Mayor Pro Tem Boes, seconded by Council Member Sellers and carried by the member present, Council approved an inter-fund loan of \$500,000 from the Sewer Enterprise Fund carrying a 2% interest rate for the life of the loan, thus saving the City \$16,000, which will carry the same maturity date.

REPORTS

City Attorney – None
 City Treasurer – None

COUNCIL REPORTS AND COMMITTEE UPDATES

Council Member Boes – He indicated he had attended all of his normal Sub-Committee meetings and had met with the Staff as needed.

Council Member Plachek-Fulcher – She said she had attended all of her normal meetings, with primary focus on labor negotiations.

Council Member Sellers, Jr. – He attended the Community Center meeting; met with the City Administrator, attended Sexual Harassment and Ethics training sessions; and attended the Colusa Regional Medical Center meeting and this was the best fiscal year they had.

Council Member Troughton, Jr. – Absent

Council Member Ash – She said she had also attended all of her normal Sub-Committee meetings; the Sexual Harassment and Ethics training sessions; had met with the Police Chief, City Administrator and the Interim Public Works Director. She spent time over the last few days with some senior students from Williams High School who worked all around the City helping clean up and went to homes to help seniors and shut ins.

STAFF GENERAL REPORTS AND DISCUSSION



City Administrator/City Clerk Bergson – The Senior Housing groundbreaking will be held the last week in May. The water project is in the final design phase. Two trees at the Post Office will be removed as the sidewalk has been compromised. A notice will be posted for ten days and Staff will be developing a Policy and Ordinance to address this. These trees will be replaced.

Police Chief Saso – Summarized the report he distributed. The Department still has a vacancy for a Police Officer. Interviews will be held tomorrow.

Fire Chief – Mayor Ash said 69% of calls this last month were in the City, 54 in town and 15% on East side, Staff participated in 1863 training hours.

Public Works Director White – He said the Department had 52 service requests this past month. The surplus equipment sale is complete and all purchasers have paid with a total of \$6792 received. Major tree trimming for the year has been completed. The first compost giveaway was well attended. Staff is continuing with pothole repair.

Finance Officer Greenbaum – Met with the USDA to discuss loan on the Highway 20 T project. There are some dollars out there for us.

ADJOURNMENT

At 8:39 p.m., Mayor Ash adjourned the regular meeting of the Council.

APPROVED:

Patricia Ash, Mayor

ATTEST:

Mariana Pineda, Deputy City Clerk

Adopted by Council: September 25, 2013