

City of Williams

City Council Minutes

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

CITY COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, MAY 20, 2015

REGULAR SESSION
6:00 P.M.

CALL TO ORDER Mayor Troughton Jr. called the meeting to order at 6:00 pm.

ROLL CALL Council Member John Troughton, Kent Boes, Alfred Sellers, Santos Jauregui and Charles Bergson were all present.

PLEDGE OF ALLEGIANCE Mayor Troughton invited all to join in the Pledge of Allegiance.

PUBLIC COMMENT: Charlie Brumbaugh was here to share some information with the City Council about the development of some lots over on the Valley Ranch East Side Project. He stated they were here tonight before the Council to basically introduce themselves and hope to be back before the Council again soon to talk about their project. He said they are now working with staff trying to work out mostly design related details.

Lori Kester said she was here before the Council as the Executive Director of Corporation for Better Housing (CBH) and as the face behind the Property Management of CBH. She said CBH was founded in 1995 and currently has 62 developments under their portfolio and will add two hundred more units by the end of the year. She stated starting 2016 they will have a little over 4,000 units developed. CBH is a fully integrated real estate company with construction, development, property management and compliance under one umbrella. She also said they are very active and involved owners, participate in decision and support their employees. CBH has over 200 hundred employees in the field and she said it might surprise the council that CBH has very little employees in their corporate office. The total of employees at their corporate office is about 30.

CBH believes in order to affect change, manage their real estate properly and the expectations of their partners, they need to be out in the field. Mrs. Kester stated they have 27 developments in cities similar to the City of Williams. They know how to behave in rural environments and become very involved with the local community. Lastly they look forward to the opportunity to partner with the City of Williams in the upcoming months.

Jake Lingo is the lead project consultant and the main contact between city staff and CBH's development team. He explained that he has been working with staff for about the past six or seven months now. He said they have been working on putting together their development application. He said they are feeling confident in the direction they are going and feels like they

are getting close in completing this process and are excited to present to Council. Mr. Lingo thanked the City Council for their time and said he would be more than happy to answer any questions Council had.

Mayor Troughton suggested to have them placed on the agenda when they are ready to present their project to the City Council and at that time questions can be asked and details can be provided.

Pat Ash, President of the Citizens for a Better Williams, was here to let the City Council and the Citizens of Williams know that they have made a new policy. This policy was set so that whenever a Veteran is lost and buried at the Williams Cemetery they will be putting out all one hundred flags that day. She also announced that on May 31st at seven in the morning they will be having a cleanup day. They will be cleaning the street starting at the railroad tracks coming to City Hall and going a block each way on the intersection of 7th and E Street. Mrs. Ash explained she has been working with Public Works Department and the City Administrator.

WRITTEN COMMUNICATIONS

Receive Agenda from the Colusa County Board of Supervisors meeting of May 12, 2015.

Receive Letter from Arbuckle Volunteer Fire Department regarding Police Chief Position.

Receive Letter from Pacific Gas and Electric Company regarding 2014 Franchise Fees.

Receive Letter from Cortina Rancheria Kletsel Dehe Band of Wintun Indians regarding the State of Jefferson.

Receive LAFCO's Proposed FY 2015-2016 Budget.

Receive Department of Alcoholic Beverage Control Application for Williams Chinese Restaurant.

Council Member Bergson had a question on the LAFCO Resolution that went along with the Proposed Budget. His inquired if the City of Williams had a representative and Council Member Boes said he was the representative, but he had been absent the day the resolution had been adopted and therefore the alternate had voted for him.

ACTION: No action needed.

PUBLIC HEARING

Introduce and waive the first reading of Ordinance 210-15 of the City Council of the City of Williams Amending Section 2.24.020 of Chapter 2.24 of the Williams Municipal Code regarding Membership and appointment of the City of Williams Planning Commission.

DISCUSSION: Assistant City Planner Stegall explained to the City Council that this is the second reading of Ordinance 210-15 which talks about adding an alternate member to the Planning Commission and is recommending that the City Council waive the second reading and adopt Ordinance 210-15.

ACTION: Council Member Boes made a motion, seconded by Council Member Sellers Jr. and carried unanimously, to waive the second reading and adopt Ordinance 210-15 of the City Council of the City of Williams Amending Section 2.24.020 of Chapter 2.24 of the Williams Municipal Code Regarding membership and Appointment of the City of Williams Planning Commission. Motion passed 5-0.

Mayor Troughton appointed Don Parsons as the alternate member of the Planning Commission.

Adopt Resolution 15-05 A Resolution of the City Council of the City of Williams Supporting the Development and Submittal of an Active Transportation Program Cycle II Application for a County- Wide Safe Routes to School.

DISCUSSION: City Administrator Frank Kennedy explained that back in early April the Colusa County Transportation Commission decided to seek funding for the Safe Routes to School. Originally this was for County Schools only, but now have included the City of Colusa and the City of Williams to the application process. Now the Transportation Commission will need a resolution from the City Council supporting such a grant.

ACTION: Council Member Boes made a motion, seconded by Council Member Jauregui and carried unanimously, to adopt Resolution 15-05, A Resolution of the City Council of the City of Williams Supporting the Development and Submittal of an Active Transportation Program Cycle II Application for a County- Wide Safe Routes to School. Motion passed 5-0.

CONSENT

Adopt the Minutes of the Regular City Council Meeting of April 15, 2015.

Adopt the Minutes of the Special City Council Meeting of April 01, 2015.

Adopt the Minutes of the Special City Council Meeting of April 29, 2015.

DISCUSSION: Council Member Bergson and Council Member Sellers Jr. had minor corrections to the Minutes of the Regular City Council Meeting of April 15, 2015.

ACTION: Council Member Bergson made a motion, seconded by Council Member Sellers Jr. and carried unanimously, to approve the Minutes of the City Council Meetings of April 15th, April 1st and April 29th as corrected. Motion passed 5-0.

OLD BUSINESS

Treasurer's Investment Report and Monthly Register for March 2015.

DISCUSSION: City Treasurer Carmona provided a summary of his report and the cash investments for March 2015.

NEW BUSINESS:

Review and Accept FY 2013-2014 audit report, Annual Reports on Transaction and Use Tax and Transient Occupancy.

DISCUSSION: Finance Director Rex Greenbaum said, Constance Coughlan is the CPA who completed the Fiscal Year 2013/2014 audit of the City of Williams. The audited financial statements were completed effective March 18, 2015. Finance Director Greenbaum stated Constance Coughlan was present for any questions the City Council Members may have.

Mr. Greenbaum said he is pleased to report that the City of Williams received a “clean” unqualified audit report as detailed on pages 2-3 in the audit report for the year end June 30, 2014. This is the sixth consecutive unqualified report the City of Williams has received since Fiscal Year 2009.

Finance Officer also said the auditor did have two financial statement findings. The first one was that the Finance Department needs additional depth to ensure there is sufficient time for financial statement analysis and that all account reconciliations are done timely. He stated staff concurs with the auditors finding and will look to find additional staffing for finance by June 30, 2015. Secondly city staff needs ongoing training session updates for ever changing grant requirements and governmental regulations.

Council Member Boes congratulated the Finance Director, Mr. Greenbaum.

Council Member Bergson said he agreed with the auditors findings and believes that the Finance Department needs more staff.

ACTION: Council Member Bergson made a motion, seconded by Council Member Jauregui and carried unanimously to accept FY 2013-2014 audit report, Annual Reports on Transaction and Use Tax and Transient Occupancy. Motion passed 5-0.

Approve Fiscal Year 2016-2017 Draft Operating Budget.

DISCUSSION: Finance Director Greenbaum is presenting to the City Council a preliminary two year budget for review and input. Mr. Greenbaum stated the budget reflects a total staff reduction from thirty – seven staff to thirty – five staff. These reductions include the elimination of the Public Works Director position and a Police Department Service Technician. Offsetting one of these eliminations was the City’s direction to unfreeze and fill a vacant facility maintenance worker position.

The draft budget shows general fund shortfalls of \$367k and \$379k in FY2016 and FY2017. This is because of increasing personnel expenditures coupled with declining sales tax revenues. Staff is seeking direction and input from the City Council on ideas to balance the general fund shortfall.

Mr. Greenbaum said the City-Wide Fund Summary is evidenced in exhibit A. He stated that all of the funds except the General Fund and the Community Development Block Grant Fund are

structurally balanced. Revenues for the Sewer Enterprise fund remain flat since the last sewer increase took effect in December 2012.

Finance Director Greenbaum said included with the preliminary budget is also the preliminary operating budget for the Williams Fire Protection Authority who is requesting an additional increase which is to be reviewed by Council. He said that it was a structural increase of about five thousand eight hundred and fifty dollars.

Mayor Troughton would like to go back to the Finance Committee and that way they can explore the different options.

Council also had discussions on possible solutions to balance the Fiscal Year 2016-2017 Operating Budget.

Approve Modification of Agreement for Animal Control Services with the County of Colusa.

DISCUSSION: Police Chief Waugh explained that this agreement was very similar to the dispatch agreement. He explained that the County of Colusa provides Animal Control Services for the City of Williams since we don't have our own control officers. The modification consists of a moderate increase of about three percent which is six hundred and fifty- one dollars. He did mention that this rate had not increased in over five years and believes it is appropriate. He said this modification will become effective July 1, 2015 if it is approved. Mr. Waugh told the Council that the only downside on this was that the agreement did not specify a time frame and that means the County of Colusa could come back and raise the rates at any time.

ACTION: Council Member Jauregui made a motion, seconded by Council Member Boes and carried unanimously, to approve the Modification of Agreement for Animal Control Services with the County of Colusa. Motion passed 5-0.

Authorize the City Administrator to Execute a Contract between the City of Williams and Pace Engineering for Professional Engineering Services, West Williams Community Sewer and Water Rehabilitation Project 13-CDBG-8945.

DISCUSSION: City Administrator Frank Kennedy said last September the City had put out an RFQ for Engineering Services for the West Side of town. He said that because of the hold up with the CDBG Funding we couldn't get it approved. He said that about two weeks or ago we got the clearance from CDBG to go ahead and use that funding and now the City is ready to enter into an agreement with Pace Engineering. He stated that staff had reviewed the four engineering firms that had responded to the RFQ which include California Engineering Company, Coleman Engineering, North Star Engineering and Pace Engineering. Pace was selected as the top qualified firm for this job.

Mayor Troughton asked the Finance Director to please explain why this has been delayed. Mr. Greenbaum said the delay was because of some regulations that the state had changed along the way. Mr. Greenbaum also mentioned that as of July 2014 Housing Community Development made significant changes to their policies in regards how to utilize Community Development Block Grant program income.

Council Member Bergson said that the North Side of town had really bad sewer and is suggesting that if there is kind of impact fees he would like to add this to the original contract. He said that if the City could afford to repair more sewer then we should. City Administrator said that would be something the City can explore.

ACTION: Council Member Bergson made a motion, seconded by Council Member Jauregui and carried unanimously, to authorize the City Administrator to Execute a Contract between the City of Williams and Pace Engineering for Professional Engineering Services, West Williams Community Sewer and Water Rehabilitation Project 13-CDBG-8945. Motion passed 5-0.

Authorize the City Administrator to Execute a Cooperative Agreement between the City of Williams and the Colusa Mosquito Abatement District.

DISCUSSION: City Administrator Frank Kennedy said based on a request by City Council Member Bergson staff contacted the Colusa Mosquito Abatement District regarding the cost to help the mosquito issue in the City. There is a proposal attached to the staff report from the manager David Whitesell. Mr. Kennedy said this would help with the mosquitos but it would not completely eliminate the mosquitos in town.

Council Member Bergson suggested to continue this item to the next meeting and request that Mr. Whitesell be at the meeting to ask any questions the council may have for him.

Council Member Boes also agreed to table this item to the next meeting.

Mayor Troughton Jr. asked City Administrator to please contact the Health Department and get numbers for any mosquito related illness.

Discuss the City Codes Pertaining to Chain-Link Fences

DISCUSSION: Assistant City Planner Monica explained to the City Council this item is regarding the City's current regulations regarding chain link fences. She stated that the City of Williams Zoning Code had been updated in 2012 and one of the new regulations was that chain link fences were not permitted in residential zones. The chain link fences are allowed in the non-residential zones along the side yards that are not also street yards.

The Planning Commission has been discussing these regulation regarding chain link fences and they have requested that this item be brought to Council for Council's input.

Mayor Troughton Jr. mentioned that there was quite a bit of these chain link fences on the west side of town and some look in good condition and others not so much. He also said that this comes with everything else not just the chain link fences.

All Council Members had a lengthy discussion on this item and let Mrs. Stegall know what their ideas and recommendations were.

Assistant City Planner Monica Stegall thanked the City Council Members for their input and said she would report back to the Planning Commission.

REPORTS

City Attorney nothing to report.

COUNCIL REPORTS AND COMMITTEE UPDATES

Council Member Jauregui reported that he and Frank have been working together on the Valley Vista Park and reported that it is now ready to be played on.

Council Member Boes attended his regular meetings.

Council Member Bergson congratulated Finance Director for the clean audit for one more year. He asked the City Attorney if they had looked into the Park and Recreation Assessment and Mrs. Siprelle said yes they had prepared a memo and will distribute it. She also said the law has gotten very difficult to form an assessment district just for general benefits. She said now the Cities need to show that each property receives a special benefit you can't just form an assessment district for general benefits and said that would be a little risky to do.

Council Member Bergson asked City Administrator of the lighting assessment could be looked into for the West Side of town.

He would also like for staff to look into a lighting district for the west side of town.

Mayor Pro Tem Sellers Jr. attended all of his regular meetings and the Joint City and County's meeting on April 29, 2015. He also attended the ethics and harassment training on April 22, 2015.

Mayor Troughton Jr. attended a finance committee meeting also met many with Frank and Rex. He attended a Fish and Game Commission Meeting. Mayor Troughton Jr. visited the pool and stated the pool looks much better. He also mentioned that today was a great day because his great grandson was born this morning at 8:46 a.m.

STAFF GENERAL REPORTS AND DISCUSSION

Assistant City Administrator Kennedy mentioned there was three charts attached to the City Council packet. These charts indicate that City staff has been working hard to lower the water usage. He said City staff had reduced water usage by sixty percent.

Police Chief Waugh reported the Police Department is gearing up for the Pioneer Day Event coming up. He mentioned the Junior Police Academy coming up in June. The Academy begins June 10th and runs to July for Junior High and High School students. The officer who teaches these classes is Ivan Maldonado. Chief Waugh said he has received one complaint since he has been here and this is about continuous speed violations coming into town on Old Highway 99. He said the Police Department has stepped up enforcement in that area. He wanted the Council to know that Officer Jennifer Patterson had been recognized by Mad Mothers Against Drunk Driving for her efforts in the City of Williams.

He stated the Police Department will be holding a bike rodeo at the Elementary School. Officers will provide bicycle safety information to two hundred and twenty- five students. Officers will

also be giving out sixteen new bikes. He said he wanted to give a special thanks to all the police department for the great job they do in outing this together.

Fire Chief -- Absent.

Finance Officer Greenbaum had given his report earlier in the meeting.

City Engineer Swartz- Absent.

ADJOURNED to Closed Session at 7:43 pm.

CLOSED SESSION

Conference with Labor Negotiators (Gov't. Code Sec. 54957.6)
Agency designated representatives: Frank Kennedy and Dick Waugh
Unrepresented employee: Police Chief

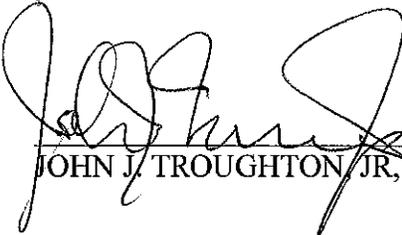
ACTION: No reportable action.

Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Gov't. Code Sec. 54956.9(d) (2): one case

ACTION: No reportable action.

ADJOURNMENT

At 8:25 pm, Mayor Troughton adjourned the meeting.



JOHN J. TROUGHTON, JR., MAYOR

ATTEST:



Mariana Pineda, City Clerk