



425 Webster Street  
Colusa, CA 95932

Last Ordinance #457

Last Resolution #10-26

**CITY OF COLUSA  
MINUTES OF THE  
CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS  
Tuesday, August 3, 2010 – 7:00 p.m.**

*The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken only on items on this agenda. **Members of the public may comment on any item on the agenda at the time that it is taken up by the Council. Requests to speak on the item should be made to the Mayor at the time an item is discussed.** We ask that members of the public come forward to be recognized by the Mayor and keep their remarks brief. Absent permission from the Mayor, comments will be limited to three (3) minutes. Any written correspondence submitted to the City Clerk will be maintained in a permanent file in the City Clerk's Office.*

**Mayor** – Donna Critchfield  
**Mayor Pro Tem** – Kirk Kelleher  
**Council Member** – Kay Hosmer  
**Council Member**- Thomas Reische  
**Council Member** – Patrick Landreth

- A. **CALL TO ORDER** - Meeting was called to order by Mayor Critchfield at 7:00 pm.
- B. **ROLL CALL** – All Council Members and the Mayor were present.
- C. **PLEDGE OF ALLEGIANCE & INVOCATION** - Pledge led by Council Member Landreth. Invocation given by City Clerk Kittle.
- D. **APPROVAL OF AGENDA** - Council Member Kelleher made a motion to approve the agenda. A second was made by Council Member Reische. Motion carried 5-0.
- E. **PRESENTATION:** Certificate of Appreciation to Phil Calkins for 5 years of service.

Mr. Calkins was not present; therefore, the certificate will be presented at the next meeting.

F. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Members of the audience wishing to address the Council regarding City business (on items that do not appear on this agenda) may do so at this time. When recognized by the Mayor, please come to the podium and state your name and address for the record. Comments will be limited to three (3) minutes unless the Mayor specifically grants further time.

Citizen Paletta asked about the water rate increase. Mayor Critchfield referred it to the Finance Director Penner. Mr. Paletta and Finance Director Penner agreed to meet in her office on Wednesday at 10:00 am so she and the Public Works Director can address his concerns.

- G. **CITY ATTORNEY REPORT ON CLOSED SESSION** - City Attorney Knapp stated no reported action.
- H. **CONSENT CALENDAR:** *All items listed on the Consent Calendar are considered by the Council to be routine in nature and will be enacted by one motion unless an audience*

Council Minutes

member or Council member requests otherwise, in which case, the item will be removed for separate consideration.

## **RECOMMENDED ACTION**

- |   |                             |
|---|-----------------------------|
| 1. Draft Minutes of July 6, 2010 Council Meeting  | <i>Approved</i>             |
| 2. Draft Minutes of July 20, 2010 Council Meeting | <i>Approved</i>             |
| 3. Draft Minutes of July 20, 2010 Special Meeting | <i>Approved</i>             |
| 4. Warrants List – May 2010.                      | <i>Received &amp; Filed</i> |
| 5. Warrants List – June 2010.                     | <i>Received &amp; Filed</i> |
| 6. Vendor Summary Report for Year-End             | <i>Received &amp; Filed</i> |

Council Member Reische and Council Member Kelleher recused themselves on Items 4 and 5 due to their financial interest with their businesses. A motion was made on the balance of the Consent Calendar by Council Member Landreth. A second was made by Council Member Hosmer. Motion carried 5-0.

A motion was made to approve Items 4 and 5 by Council Member Hosmer. A second was made by Council Member Landreth. Council Member Reische and Council Member Kelleher both abstained. Motion carried 3-0.

- I. **COUNCIL MEMBER AND STAFF REPORTS/COMMENTS.** (The Council will use this section of the agenda to report on committee assignments and may direct staff to place future items on the agenda)

Council Member Hosmer gave updates on committees, meetings, events, and projects.  
Council Member Kelleher gave updates on committees, meetings, events, and projects.  
Council Member Landreth gave updates on committees, meetings, events, and projects.  
Council Member Reische gave updates on committees, meetings, events, and projects.  
City Attorney Knapp thanked the Fire Department for cooking at the Employee Event.  
City Manager McClintock congratulated the Film Commission on their first success.  
City Manager asked Council Members to consider canceling the September 7<sup>th</sup> meeting. It will be decided by Council at the August 17<sup>th</sup> meeting.  
Mayor Critchfield gave updates on committees, meetings, events, and projects.

## J. **COUNCIL CONSIDERATION**

7. Consideration and selection of a City Council Member to be the City's representative to the Economic Development JPA.

**DISCUSSION:** City Manager McClintock addressed Council to select one representative for the JPA. Council Member Reische suggested it be brought back to August 17<sup>th</sup> since two Council seats are opened for election.

**PUBLIC COMMENT:** None.

**ACTION:** Mayor and Council Members agreed to table it until next meeting, August 17<sup>th</sup>.

8. Consider authorizing the City Manager to execute a contract to process business loans for the City of Colusa Programmed Income.

**DISCUSSION:** City Manager McClintock stated there is only \$90,000 in programmed income for Economic Development. In order to process loans, there are processes and credit checks to perform. The City sent out an RFP and the two respondents were David Nelson Consulting and Valley Small Businesses Development Corporation.

David Nelson is a retiree of CDBG and has been doing various business loans. Valley Small Business Development Corporation is an authorized USDA Lender and has lending capability with banks. City Manager McClintock was unable to obtain references from Valley Small Businesses Development Corporation and because they are an unknown entity, she is recommending David Nelson Consulting.

The costs, which are regulated by statute, are associated with the loan application and taken from programmed income. David Nelson charges 13% and Valley Small Business Development Corporation charges 15%. City Manager recommends modifying the existing contract with David Nelson Consulting to extend his contract to cover small business applications for programmed income and provide assistance to individuals for over-the-counter CDBG and guidance for USDA larger loans.

**PUBLIC COMMENT:** None.

**ACTION:** Council Member Kelleher made a motion to authorize the City Manager to extend David Nelson's contract to include processing small business loans through the CDBG Programmed Income. A second was made by Council Member Landreth. Motion carried 5-0.

9. Consideration of a part-time Recreational Aide position description and salary range and authorization for the City Manager to recruit for this position.

**DISCUSSION:** City Manager McClintock explained City Recreation Supervisor, Sandy Cabral has expanded the recreational programs and has been working approximately 60 hours a week. Although, her position is exempt, Sandy has been working evenings and weekends due to the extra programs and is now in need of an assistant.

The, salary range for a part-time Recreation Aide would be \$12.00-\$15.00/per hour and the hours would be 5-20 hours/a week. There are no benefits associated with the position.

**PUBLIC COMMENT:** None.

**ACTION:** Council Member Reische made a motion to approve the position description and salary range and authorize the City Manager to recruit for the position of a part-time Recreational Aide. A second was made by Council Member Kelleher. Motion carried 5-0.

10. Consideration of attendance of a Council Member at the Regional Economic Development Workshop presented by the Center for Economic Development in Chico.

**DISCUSSION:** City Manager McClintock asked if any Council Members would like to attend. The City purchases the book for the attendee and the attendance which is \$50.00. Mayor Critchfield stated she attended last year and stated it was very beneficial.

**PUBLIC COMMENT:** None.

**ACTION:** Council Member Reische volunteered to attend the meeting.

11. Consider authorizing the City Manager to sign the agreement between Colusa Regional Medical Center, Maxwell Fire Department, Princeton Fire Department, Sacramento River Fire Protection District, Colusa County Department of Health and Human Services for the disposal of home generated sharps which is part of the Sharps Disposal Program for the Colusa County Department of Health and Human Services.

**DISCUSSION:** Nancy Dickson with the Department of Health and Human Services explained how to solve some of the problems with disposal of sharps. The awarded grant will cover the costs of installing kiosks at various locations in Colusa County, hauling the Sharps Waste until the grant ends in 2011 and educational materials and outreach. She is asking Council to consider paying the proportional amount of the hauling beginning May 1, 2011.

City Attorney Knapp pointed out the proposed agreement did not include the City of Colusa as one of the parties on page 6 and page 10. She stated that would have been a mistake and would like to meet with City Attorney after the meeting to get that corrected.

After the grant runs out, the City of Colusa's share for the program would be \$1,227.30. This money would come out of the General Fund. It is a state law for individuals to dispose of the sharps properly but it's not state law that the City of Colusa is required to fund it.

**PUBLIC COMMENT:** None.

**ACTION:** Council Member Hosmer made a motion to authorize the City Manager to execute the agreement as amended. A second was made by Council Member Kelleher. Motion carried 5-0.

12. Consider appointment of new City Council Representative for the Transportation

Commission.

**DISCUSSION:** Council Member Kelleher asked to be released from the Transportation Commission because of increased business at his store and unable leave to attend the meetings. Council Member Landreth stated he could replace Council Member Kelleher. Council Member Hosmer volunteered to be an alternate on the Transportation Committee.

**PUBLIC COMMENT:** None.

**ACTION:** Council Member Reische made a motion to appoint Council Member Landreth to be Transportation and Transit Representative and Council Member Hosmer as an alternate. A second was made by Council Member Kelleher. Motion carried 5-0.

**ADJOURNED at 7:48 pm**

Meeting adjourned to Tuesday, August 17, 2010 at 7:00 pm in Council Chambers, 425 Webster Street, Colusa, CA 95932.

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DONNA CRITCHFIELD, MAYOR

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SHELLY KITTLE, CITY CLERK