



Willows City Council Regular Meeting Action Minutes

October 14, 2025
Willows City Hall
Regular Session: 6:00 PM

City Council
Evan Hutson, Mayor
Rick Thomas, Vice Mayor
Matt Busby, Council Member
Gary Hansen, Council Member
Lorri Pride, Council Member

City Manager
Marti Brown

City Clerk
Karleen Price

201 North Lassen Street
Willows, CA 95988
(530) 934-7041

1. CALL TO ORDER – 6:00 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Councilmembers Present: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

Councilmembers Absent: None

4. CHANGES TO THE AGENDA

Item #10a - Closed Session was removed from the agenda.

5. CEREMONIAL MATTERS

- a. **Proclamation** – National Wildlife Refuge Week received by Kellie Moulden of Hawks, Honkers, and Hoots on behalf of the Sacramento Wildlife Refuge Complex.

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

a. Register Approval

Action: Approved general checking, payroll, and direct deposit check registers.

b. Minutes Approval

Action: Approved the September 23, 2025 meeting minutes.

c. Administrative Analyst Job Classification - Fire and Community Development & Services Departments

Action: Approved the attached job classification (Attachment 1) and salary schedule (Attachment 2) based on the approved FY 2025-26 budget authorizing the creation and addition of one full-time Administrative Analyst - Fire and Community Development & Services Departments.

d. Amended Conditions of Approval for Cali Love LLC. CUP 25-01

Action: Approved the amended Conditions of Approval (COA) (Attachment 1) for the Conditional Use Permit (CUP) 25-01 for Cali Love LLC.

e. **Planning Commission Appointment**

Action: Appointed Michael McNeil to the Willows Planning Commission for the term ending December 31, 2027.

Items #6c and 6d were pulled for discussion.

Motion to approve items #6a, 6b, and 6e as presented.

Moved/Seconded: Councilmember Hansen/Councilmember Busby

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

Motion to approve Item #6c as presented.

Moved/Seconded: Councilmember Pride/Councilmember Hansen

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

Motion to approve Item #6d as amended.

Moved/Seconded: Councilmember Busby/Councilmember Pride

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

7. PUBLIC HEARING 7:01PM

a. **Rezone (File# RZ-25-01) & General Plan Amendment (File# GPA-25-01) /
103 South Plumas Street**

Action: Adopted Ordinance 766-2025 entitled "AN ORDINANCE OF THE WILLOWS CITY COUNCIL GRANTING THE REZONE TO AMEND THE ZONING FROM CENTRAL COMMERCIAL (CC) TO MULTIPLE RESIDENCE-PROFESSIONAL OFFICE (RP) AND A GENERAL PLAN AMENDMENT TO AMEND THE LAND USE DESIGNATION FROM GENERAL COMMERCIAL (GC) TO OFFICE OF PROFESSIONAL (OP) FOR THE PROPERTY LOCATED AT 103 SOUTH PLUMAS STREET, ASSESSOR'S PARCEL NUMBER 002-113-001" by title only and waived the full reading of the ordinance.

Public Hearing Open 6:15PM, Closed 6:16PM

Moved/Seconded: Councilmember Hansen/Vice Mayor Thomas

Roll Call Vote

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

Motion Passes 5-0

b. **Sale of Exempt Surplus Land – Public Hearing for Protest**

Action: Continued item to the October 28, 2025, City Council Meeting.

Public Hearing Open 6:17PM, Closed 6:17PM

Moved/Seconded: Vice Mayor Thomas/Councilmember Busby

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

8. **DISCUSSION AND ACTION CALENDAR**

a. **Community Development Block Grant Application – Project Consideration**

Action: Directed staff to move forward as recommended with the 2025 Community Development Block Grant (CDBG) application.

b. **Amend Budget to Execute Amended Contract for Human Resource Services**

Action: Authorized the City Manager to amend the budget for \$15,000 for Fiscal Year 2025-26 to fund ongoing human resource consulting services with Regional Government Services (RGS).

Moved/Seconded: Vice Mayor Thomas/Councilmember Busby

Yes: Mayor Hutson, Vice Mayor Thomas, Councilmembers Busby, Hansen and Pride

No: None

Absent: None

9. **COMMENTS & REPORTS**

a. **Council Correspondence**

Mayor Hutson received a letter from Lila Stokes and Donetta Kafader regarding the removal of mid-block wheelchair access at the Glenn County Courthouse. He also received a letter from Chris Ruhl, Glenn County Superior Court, in response to that complaint concerning wheelchair access. Additionally, Mayor Hutson received a notification regarding the Glenn County Farm

Bureau Annual Meeting scheduled for Thursday, November 6, 2025 at 5:30 at Ord Bend Hall in Glenn.

b. City Council Comments & Reports

Vice Mayor Thomas reported attending the Johns Manville 50-year Celebration on September 29, 2025, which included a tour of the facility. The City of Willows was presented with a crystal clock in recognition of the occasion.

Thomas also attended the Walmart Re-Grand Opening and Ribbon Cutting, and the Masters Gallery Ribbon Cutting where he also toured the facility.

Additionally, Vice Mayor Thomas attended a Zoom meeting with Community Development and Services Director Joe Bettencourt and Seema Bhagat regarding a dilapidated billboard along Interstate 5.

Councilmember Pride requested the Rotary Club's volunteer projects list to be shared with other service clubs. Pride suggested developing a list of city-identified projects that could be completed by volunteers under the new Volunteer Policy.

Councilmember Pride requested two future agenda items:

- An update on renegotiations for the Law Enforcement Services Contract and discussion of alternatives to the Sheriff's Contract.
- A Pioneer Energy agenda item and public announcement to inform the community that the program has been approved and will move forward in 2027

Councilmember Hansen reported that the Law Enforcement Ad-Hoc Committee will meet once updated information regarding the Law Enforcement Services Contract negotiations becomes available.

Hansen also provided an update on the Glenn Groundwater Authority Meeting and announced that a special joint meeting of the Glenn and Colusa Groundwater Authorities is scheduled for October 17, 2025.

Hansen expressed appreciation to City Clerk Karleen Price, City Manager Marti Brown, Fire Chief Monck, the Fire Department staff, and the Public Works team for their contributions to National Night Out.

Mayor Hutson reported attending the Walmart Re-Grand Opening, and the Masters Gallery Ribbon Cutting which included a tour of the facility to.

Hutson commended staff for organizing National Night Out and the Bike, Trike, and Wagon Parade, praised Fire Chief Monck's cooking, and thanked all staff, sponsors, and community partners for their support and participation.

c. City Manager's Report

City Manager Marti Brown commented on the success of National Night Out and the Bike, Trike, and Wagon Parade, extending thanks to Fire Chief Monck and Fire Department volunteers for

their cooking efforts; Superintendent Pfyl and Public Works staff for park preparation; the Sheriff's Office, OES, and event sponsors including CalWater, PG&E, and Waste Management. Brown also announced that the Grand Opening and Ribbon Cutting Ceremony for the Sewer Lift Station will be held on Wednesday, November 5, 2025, at 11:30 a.m.

10. ADJOURNMENT – 6:59 PM

Karleen Price, City Clerk