



Willows City Council Special Meeting

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

June 17, 2025
Willows City Hall
Closed Session: 5:30 PM
Regular Session 6:30 PM

City Manager
Marti Brown

City Clerk
Karleen Price

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

Agenda

Watch the Council meeting online via Zoom: <https://us06web.zoom.us/j/86476563054>

Remote viewing of the City Council meeting for members of the public is provided for convenience only. In the event that the remote viewing connection malfunctions for any reason, the City Council reserves the right to conduct the meeting without remote viewing.

If you have documents you would like to submit to the City Council, please deliver or mail them to the City Clerk at 201 N. Lassen St., Willows, CA 95988, or email cityclerk@cityofwillows.org.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **CHANGES TO THE AGENDA**

5. **CLOSED SESSION**

Pursuant to Government Code Sections §54954.3, the public will have an opportunity to directly address the legislative body on the item below prior to the Council convening into closed session. Public Comments are generally restricted to three minutes.

a. **Conference with Labor Negotiators (§54957.6)**

Agency Designated Representatives:

Marti Brown, City Manager and Andrew Plett, City Attorney

Employee Organizations: Confidential Employees, UPEC, Fire and General Bargaining Units, and Management

b. **Public Employee Performance Evaluation (§ 54957)**

Title: Library Director

6. **PUBLIC COMMENT & CONSENT CALENDAR FORUM**

All items on the Consent Calendar are considered routine and may be approved with a single vote unless removed for separate discussion by the Council or City Manager. Individuals wishing to speak on Consent items or matters *not* on the agenda are asked to complete a Speaker Card and submit it to the City Clerk. All remarks shall be directed to the Mayor and Councilmembers and are limited to three minutes. By law, the Council cannot discuss or take action on items not listed on the posted agenda.

a. **Register Approval**

Recommended Action: Approve general checking, payroll, and direct deposit check registers.
Contact: Joanne Moore, Finance Director, jmoore@cityofwillows.org

b. **Minutes Approval**

Recommended Action: Approve the May 19, 2025, May 27, 2025, and May 30, 2025, meeting minutes.

Contact: Karleen Price, City Clerk, kprice@cityofwillows.org

c. **Mosquito & Vector Control District Board of Trustees – Biennial Appointment**

Recommended Action: Re-appoint Vince Holvik as the City’s representative to the Glenn County Mosquito and Vector Control District for a two-year term to run from July 1, 2025, through June 30, 2027.

Contact: Marti Brown, City Manager, mbrown@cityofwillows.org

d. **Weed Abatement Contract Implementation**

Recommended Action: Authorize the City Manager to allocate a not-to-exceed amount of \$30,000 of General Fund money to complete the current weed abatement contract that is underway.

Contact: Nate Monck, Fire Chief, nmonck@cityofwillows.org

e. **FY 2025-26 Annual Street Rehabilitation Program**

Recommended Action: Adopt the attached resolution authorizing the City Manager to sign a contract with Coastland Civil Engineering to provide design services for the FY 2025-2026 Street Rehabilitation Project.

Contact: Joe Bettencourt, Community Development & Services Director, jbettencourt@cityofwillows.org

7. DISCUSSION & ACTION CALENDAR

All matters on the Discussion & Action calendar will be discussed and acted on individually. Individuals wishing to speak on these items are asked to complete a Speaker Card and submit it to the City Clerk. Comments should be directed to the Mayor and Councilmembers and are limited to three minutes. By law, the Council cannot discuss or take action on items not listed on the posted agenda.

a. **FY 2025-26 Proposed Preliminary Budget**

Recommended Action: Receive the presentation of the FY 2025-26 proposed preliminary budget for the City’s General Fund and Sewage Fund and provide direction to staff.

Contact: Joanne Moore, Finance Director, jmoore@cityofwillows.org

b. **EKG Monitor Lease Agreement**

Recommended Action: Authorize the City Manager, or her designee, to execute all documents related to the purchase and subsequent lease agreement with Zoll Medical Corporation for the purchase of two Zoll X- Series EKG monitors and necessary accessories totaling \$57,707.25

using a \$35,000 Cal Water grant and \$22,707.25 of General Fund monies spread over the next three fiscal years.

Contact: Nate Monck, Fire Chief, nmonck@cityofwillows.org

8. PUBLIC HEARING

All matters in this section of the agenda are formal public hearings and will be acted on individually. Individuals wishing to speak on these items are asked to complete a Speaker Card and submit it to the City Clerk. Comments should be directed to the Mayor and Councilmembers and are limited to three minutes. If you have any documentation that you would like distributed to the Council, please give it to the City Clerk for distribution.

a. **Ordinance for a Temporary Moratorium on Future Applications for Mobile Food Trucks**

Recommended Action: Hold a Public Hearing to adopt an Ordinance authorizing a temporary moratorium on new mobile food truck applications in the City of Willows, by title only and waive the second reading.

Contact: Joe Bettencourt, Community Development & Services Director,
jbettencourt@cityofwillows.org

9. COMMENTS & REPORTS

- a. Council Correspondence
- b. City Council Comments & Reports
- c. City Manager's Report

10. ADJOURNMENT

This agenda was posted on June 13, 2025.

Karleen Price, City Clerk

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org. In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider.



CLOSED SESSION



PUBLIC COMMENT & CONSENT CALENDAR FORUM



City of Willows

Payment Register

APPKT00439 - CHECK RUN 5-23-25

Bank: Gen Chk - General Checking

| Vendor Number | Vendor Name | Total Vendor Amount | |
|---------------|-----------------------|---------------------|----------------|
| | **Void** | 0.00 | |
| Payment Type | Payment Number | Payment Date | Payment Amount |
| **Void Check | 55586 | 05/23/2025 | 0.00 |
| **Void Check | 55588 | 05/23/2025 | 0.00 |
| **Void Check | 55589 | 05/23/2025 | 0.00 |
| **Void Check | 55610 | 05/23/2025 | 0.00 |
| **Void Check | 55611 | 05/23/2025 | 0.00 |
| **Void Check | 55612 | 05/23/2025 | 0.00 |

| Vendor Number | Vendor Name | Total Vendor Amount | | | |
|------------------------------|---|---------------------|----------------|-----------------|----------------|
| 1008 | A.T. & T. | 1,183.40 | | | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55582 | 05/23/2025 | 1,183.40 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| 000023499481 | BAN - 9391061606 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 77.94 |
| 000023499484 | BAN - 9391061610 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 264.66 |
| 000023499486 | BAN - 9391061615 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 163.53 |
| 000023499487 | BAN - 9391061616 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 291.96 |
| 000023499488 | BAN - 9391061617 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 31.76 |
| 000023499489 | BAN - 9391061620 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 230.15 |
| 000023499490 | BAN - 9391061621 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 30.20 |
| 000023499491 | BAN - 9391061623 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 63.00 |
| 000023499492 | BAN - 9391061624 - 4-19-25 TO 5-18-25 SERVICE | 05/21/2025 | 05/21/2025 | 0.00 | 30.20 |

| Vendor Number | Vendor Name | Total Vendor Amount | | | |
|------------------------|--|---------------------|----------------|-----------------|----------------|
| 1019 | ACME RIGGING & SUPPLY COM | 270.23 | | | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55583 | 05/23/2025 | 270.23 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| 345234 | MOBILE/TYMCO GUTTERBROOM - STREET SWEEPER - PW | 05/19/2025 | 05/19/2025 | 0.00 | 270.23 |

| Vendor Number | Vendor Name | Total Vendor Amount | | | |
|-----------------------|---|---------------------|----------------|-----------------|----------------|
| 1068 | ANDY HEATH FINANCIAL SERV | 1,732.50 | | | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55584 | 05/23/2025 | 1,732.50 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| 25-04 | FINANCIAL CONSULTING 4-22-25 TO 5-18-25 | 05/19/2025 | 05/19/2025 | 0.00 | 1,732.50 |

| Vendor Number | Vendor Name | Total Vendor Amount | | | |
|-----------------------------------|-----------------------------------|---------------------|----------------|-----------------|----------------|
| 1172 | CALIFORNIA WATER SERVICE | 4,691.53 | | | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55585 | 05/23/2025 | 4,691.53 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| 1053836442-050825 | ZONE C - LLAD - SERVICE TO 5-8-25 | 05/19/2025 | 05/19/2025 | 0.00 | 113.29 |
| 8491677777-051325 | SERVICE TO 5-13-25 | 05/19/2025 | 05/19/2025 | 0.00 | 4,578.24 |

| Vendor Number | Vendor Name | Total Vendor Amount | | | |
|-----------------------|---|---------------------|----------------|-----------------|----------------|
| 1255 | COASTLAND CIVIL ENGINEERI | 51,418.26 | | | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55587 | 05/23/2025 | 51,418.26 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| 61408 | 72-4441 - 470 AIRPORT RD WALMART - PERMIT #5235 | 05/19/2025 | 05/19/2025 | 0.00 | 1,335.00 |

Payment Register

APPKT00439 - CHECK RUN 5-23-25

| | | | | | |
|-----------------------|--|------------|------------|------|----------|
| 61409 | 725374 - WILLOWS LLAD - FY 2025-26 | 05/19/2025 | 05/19/2025 | 0.00 | 1,040.00 |
| 61410 | 725024 - ENCROACHMENT PERMITS | 05/19/2025 | 05/19/2025 | 0.00 | 5,733.75 |
| 61411 | LIBRARY EMERGENCY PROJECT - LIBRARY ROOF PROJECT | 05/19/2025 | 05/19/2025 | 0.00 | 1,980.00 |
| 61412 | LIFT STATION REHAB - CM | 05/19/2025 | 05/19/2025 | 0.00 | 5,776.25 |
| 61413 | 72-4441-175 N VILLA AVE-PERMIT #5333-SOLAR CARPOR | 05/19/2025 | 05/19/2025 | 0.00 | 2,047.50 |
| 61415 | 725283 - FY24 SEWER REHABILITATION | 05/19/2025 | 05/19/2025 | 0.00 | 245.00 |
| 61416 | 725281 - NVIH - LOT LINE ADJUSTMENT | 05/19/2025 | 05/19/2025 | 0.00 | 60.00 |
| 61418 | 725158 - SYCAMORE PARK - CCLGP FUNDED PROJECT | 05/19/2025 | 05/19/2025 | 0.00 | 1,200.00 |
| 61441 | 72-4441-619 S LASSEN ST PERMIT #5348-SOLAR & BAT | 05/19/2025 | 05/19/2025 | 0.00 | 591.25 |
| 61453 | 725279 - CITY ENGINEERING - FY24-25 | 05/22/2025 | 05/22/2025 | 0.00 | 4,500.00 |
| 61465 | 72-4441 - BUILDING DEPT SERVICES FY 24-25 | 05/19/2025 | 05/19/2025 | 0.00 | 450.00 |
| 61469 | 725 S TEHAMA TRIPLEX | 05/19/2025 | 05/19/2025 | 0.00 | 840.00 |
| 61473 | 72-4441-775 SOUTHGATE DR-PERMIT #5316-SOLAR & BA | 05/19/2025 | 05/19/2025 | 0.00 | 510.00 |
| 61482 | 725279 - CITY ENGINEERING - FY24-25 | 05/19/2025 | 05/19/2025 | 0.00 | 4,260.00 |
| 61590 | 725024 - ENCROACHMENT PERMITS | 05/19/2025 | 05/19/2025 | 0.00 | 6,207.50 |
| 61591 | LIBRARY EMERGENCY PROJECT - LIBRARY ROOF PROJECT | 05/19/2025 | 05/19/2025 | 0.00 | 3,206.25 |
| 61592 | 72-5273 - JENSEN PARK PATHWAY IMPROV PROJECT | 05/19/2025 | 05/19/2025 | 0.00 | 60.00 |
| 61593 | 72-4441-470 AIRPORT RD-WALMART-PERMIT #5235-REN | 05/19/2025 | 05/19/2025 | 0.00 | 3,279.51 |
| 61594 | 725374 - LLAD - FY 2025-26 | 05/19/2025 | 05/19/2025 | 0.00 | 180.00 |
| 61595 | 725133 - CITY HALL ADA DOOR UPGRADES | 05/19/2025 | 05/19/2025 | 0.00 | 120.00 |
| 61596 | 725189 - SEWER RATES FOR FY23-24 | 05/19/2025 | 05/19/2025 | 0.00 | 175.00 |
| 61597 | LIFT STATION REHAB - CM | 05/19/2025 | 05/19/2025 | 0.00 | 2,143.75 |
| 61599 | 72-4441-512 S MERRILL AVE-PERMIT #5366 SOLAR & ESS | 05/19/2025 | 05/19/2025 | 0.00 | 510.00 |
| 61600 | 725158 - SYCAMORE PARK - CCLGP FUND PROJECT | 05/19/2025 | 05/19/2025 | 0.00 | 600.00 |
| 61601 | 72-4441-222 S VILLA AVE-PERMIT #5360 - SOLAR & BAT | 05/19/2025 | 05/19/2025 | 0.00 | 510.00 |
| 61603 | 72-4441-1116 JUNIPER DR - PERMIT #5365 SOLAR & BAT | 05/19/2025 | 05/19/2025 | 0.00 | 510.00 |
| 61604 | 72-4441-470 AIRPORT RD-PERMIT #5339-SIGNAGE WALM | 05/19/2025 | 05/19/2025 | 0.00 | 1,498.75 |
| 61605 | 725283 - FY24 - SEWER REHABILITATION | 05/19/2025 | 05/19/2025 | 0.00 | 1,338.75 |
| 61606 | 72-4441-340 EL DORADO AVE PERMIT #5354-SOLAR & BA | 05/19/2025 | 05/19/2025 | 0.00 | 510.00 |

| | | | | | | |
|----------------------------|---|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1258 | COLE HUBER LLP | | | | | 3,262.30 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55590 | | | 05/23/2025 | 3,262.30 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 2004639422 | 141 N CRAWFORD - ABATEMENT/ RECEIVERSHIP - CA | 05/19/2025 | 05/19/2025 | 0.00 | 3,262.30 | |

| | | | | | | |
|-----------------------|--|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1270 | CONSERVATION AMBASSADORS | | | | | 650.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55591 | | | 05/23/2025 | 650.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 3400 | WILD THINGS - WILDLIFE PROGRAM 6-11-25 - LIBRARY | 05/19/2025 | 05/19/2025 | 0.00 | 650.00 | |

| | | | | | | |
|----------------------------|---|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1275 | CORBIN WILLITS SYSTEMS | | | | | 518.96 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55592 | | | 05/23/2025 | 518.96 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 000C505151 | JUNE 2025-MOM'S SOFTWARE - E, S & A CHARGE-FINANC | 05/22/2025 | 05/22/2025 | 0.00 | 518.96 | |

| | | | | | | |
|--------------------------|--------------------------------------|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1415 | EWING IRRIG. PRODUCTS,INC | | | | | 49.63 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55593 | | | 05/23/2025 | 49.63 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 25911710 | SPRINKLER STATION - JENSEN PARK - PW | 05/19/2025 | 05/19/2025 | 0.00 | 49.63 | |

Payment Register

APPKT00439 - CHECK RUN 5-23-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|------------------------------|---|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| 1463 | GANDY & STALEY OIL CO | | | | | 1,372.75 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55594 | | | 05/23/2025 | | 1,372.75 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 87140-043025 | FUEL - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 1,372.75 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2375 | GLENN-COLUSA IRRIGATION DISTRICT | | | | | 496.38 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55595 | | | 05/23/2025 | | 496.38 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 24-34367.2 | PARCEL ASSESSMENT 19 3 15 C & 19 3 16 I | 05/19/2025 | 05/19/2025 | 0.00 | 59.04 | |
| 25 36517 | STAND BY CHARGE PARCEL 19 3 15 C & 19 3 16 I | 05/19/2025 | 05/19/2025 | 0.00 | 437.34 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2468 | HARRIS & ASSOCIATES | | | | | 5,603.75 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55596 | | | 05/23/2025 | | 5,603.75 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 67451 | APRIL 2025 COST RECOVERY & GEN PLANNING - PLANING | 05/20/2025 | 05/20/2025 | 0.00 | 5,603.75 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2485 | HOLT AG SOLUTIONS | | | | | 18.48 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55597 | | | 05/23/2025 | | 18.48 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| PSA50018308 | PART FOR GENERATOR - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 18.48 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1550 | HOUSING TOOLS, LLC | | | | | 318.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55598 | | | 05/23/2025 | | 318.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 3666 | HOME MONITORING - SITE VISIT PREP | 05/19/2025 | 05/19/2025 | 0.00 | 318.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1566 | INFRAMARK LLC | | | | | 16,264.02 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55599 | | | 05/23/2025 | | 16,264.02 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 148767 | WALBERG - REPAIRS WASTEWATER TREATMENT PLANT-5 | 05/20/2025 | 05/20/2025 | 0.00 | 16,264.02 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1577 | INTERSTATE BATTERIES OF THE ROGUE RIVER | | | | | 516.49 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55600 | | | 05/23/2025 | | 516.49 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 30070245 | BATTERY - WORK TRUCK - SEWER & PUBLIC WORKS | 05/19/2025 | 05/19/2025 | 0.00 | 338.51 | |
| 30070264 | BATTERY - SPRAYER - SEWER & PUBLIC WORKS | 05/19/2025 | 05/19/2025 | 0.00 | 177.98 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1606 | JEREMY'S PEST STOMPERS | | | | | 55.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55601 | | | 05/23/2025 | | 55.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 522515 | MAY 2025 SERVICE - CIVIC CENTER | 05/19/2025 | 05/19/2025 | 0.00 | 55.00 | |

Payment Register

APPKT00439 - CHECK RUN 5-23-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|---------------------------------------|--|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| 1641 | KAREN MANTELE | | | | | 320.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55602 | | | 05/23/2025 | 320.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 050525KM | PLANNING SERVICES RENDERED MARCH TO MAY 2025 | 05/19/2025 | 05/19/2025 | 0.00 | 320.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2482 | KARLEEN PRICE | | | | | 307.17 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55603 | | | 05/23/2025 | 307.17 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 052025KP | NUTS & BOLTS TRAINING & MILEAGE - CM | 05/21/2025 | 05/21/2025 | 0.00 | 266.20 | |
| 052225KP | HDMI CORD & SPLITTER - COUNCIL CHAMBERS - CW | 05/22/2025 | 05/22/2025 | 0.00 | 40.97 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1670 | L & T TOWING | | | | | 300.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55604 | | | 05/23/2025 | 300.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 42730 | TOW-CODE ENF-2007 CADILLAC - 815 W WILLOWS ST | 05/19/2025 | 05/19/2025 | 0.00 | 300.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1680 | LANNIE'S SEPTIC TANK SERV | | | | | 146.81 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55605 | | | 05/23/2025 | 146.81 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 26926 | PORTABLE TOILET SERVICE AND RENTAL - PARKS -PW | 05/19/2025 | 05/19/2025 | 0.00 | 146.81 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1760 | MATSON & ISOM TECHNOLOGY | | | | | 4,269.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55606 | | | 05/23/2025 | 4,269.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 98213 | MAY 2025 IT SERVICE - CW | 05/19/2025 | 05/19/2025 | 0.00 | 4,249.00 | |
| 98265 | DOMIAN NAME RENEWAL 1 YR - IT - CW | 05/20/2025 | 05/20/2025 | 0.00 | 20.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2475 | PAXTON FAMILY INSPECTION SERVICES | | | | | 5,269.30 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55607 | | | 05/23/2025 | 5,269.30 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 25005 | BUILDING, PLANS, INSPECTIONS, CODE ENF & MILEAGE | 05/19/2025 | 05/19/2025 | 0.00 | 5,269.30 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1143 | PEDRO BOBADILLA | | | | | 576.92 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55608 | | | 05/23/2025 | 576.92 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 052325PB | RECREATIONAL SERVICES 5-10-25 TO 5-23-25 | 05/19/2025 | 05/19/2025 | 0.00 | 576.92 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1917 | PG & E | | | | | 15,402.36 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55609 | | | 05/23/2025 | 15,402.36 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 0939281537-0-05142025 | SERVICE TO 5-14-25 | 05/22/2025 | 05/22/2025 | 0.00 | 15,402.36 | |

Payment Register

APPKT00439 - CHECK RUN 5-23-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|--------------------------------------|--|---------------------|-----------------|------------------------|-----------------------|---------------------|
| 1978 | REGIONAL GOVERNMENT SERVI | | | | | 1,658.95 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55613 | | | 05/23/2025 | 1,658.95 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 18531 | APRIL 2025 - CITY CLERK SERVICES - CM | 05/20/2025 | 05/20/2025 | 0.00 | 1,658.95 | |
| 2342 | ROBERT BURT CONSTRUCTION | | | | | 30,000.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55614 | | | 05/23/2025 | 30,000.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 319 | DEMO & DEBRIS REMOVED-143 N YOLO ST-CODE ENF-FIF | 05/19/2025 | 05/19/2025 | 0.00 | 30,000.00 | |
| 2477 | RUSSELL, GALLAWAY ASSOCIATES, INC | | | | | 1,987.50 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55615 | | | 05/23/2025 | 1,987.50 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 15526 | LIBRARY BEAM REPAIR - PLAN CHECK CMNT & RSPS LTR | 05/19/2025 | 05/19/2025 | 0.00 | 1,987.50 | |
| 2041 | SACRAMENTO VALLEY MIRROR | | | | | 239.20 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55616 | | | 05/23/2025 | 239.20 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 2766 | LEGAL AD - WEED ABATEMENT - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 92.00 | |
| 2772 | LEGAL AD - WEED ABATEMENT - FIRE | 05/22/2025 | 05/22/2025 | 0.00 | 147.20 | |
| 2447 | TOP NOTCH COMMERCIAL CLEANING | | | | | 1,375.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55617 | | | 05/23/2025 | 1,375.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 11402 | MAY 2025 JANITORIAL SERVICE - CIVIC CENTER | 05/19/2025 | 05/19/2025 | 0.00 | 1,375.00 | |
| 2207 | TYLER TECHNOLOGIES, INC | | | | | 2,247.50 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55618 | | | 05/23/2025 | 2,247.50 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 025-507549 | CODE ENFORCEMENT CONFIGURATION - CW | 05/19/2025 | 05/19/2025 | 0.00 | 507.50 | |
| 025-509237 | CODE ENFORCEMENT - MOBILE APP - CW | 05/19/2025 | 05/19/2025 | 0.00 | 1,740.00 | |
| 2484 | UMPQUA BANK COMMERCIAL CARD OPS | | | | | 1,787.91 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55619 | | | 05/23/2025 | 1,787.91 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| BETTENCOURT043025-01 | AMAZON - SOCCER NETS - REC | 05/23/2025 | 05/23/2025 | 0.00 | 108.74 | |
| BROWN043025-01 | CCMF - ANNUAL MEMBERSHIP - CM | 05/21/2025 | 05/21/2025 | 0.00 | 400.00 | |
| ENOS043025-01 | SHASTA COLLEGE - COMPANY OFFICER 2D - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 209.00 | |
| ENOS043025-02 | SUPPLYCACHE.COM - IRPG BOOKS - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 237.34 | |
| ENOS043025-03 | SHASTA COLLEGE - COMPANY OFFICER 2E - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 232.00 | |
| LOMBARD043025-01 | STAPLES - UPS BATTERY B-U DUTY OFFICER COMP - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 79.38 | |
| MONCK043025-01 | EXPEDIA - OXFORD SUITES-LODGING - TRAINING - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 290.56 | |
| MONCK043025-02 | SPEEDWAY - FUEL - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 128.98 | |
| MONCK043025-03 | DILLS - FOOD - TRAINING - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 20.95 | |
| PRICE043025-01 | AMAZON - TAPE - OFFICE SUPPLIES - CW | 05/21/2025 | 05/21/2025 | 0.00 | 14.67 | |
| PRICE043025-02 | AMAZON - TAPE, CARDSTOCK, PAPER, THERMOSTAT BOX | 05/21/2025 | 05/21/2025 | 0.00 | 66.29 | |

Payment Register

APPKT00439 - CHECK RUN 5-23-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|--------------------------------|---|--------------|------------|-----------------|----------------|---------------------|
| 2395 | US BANK CORPORATE PAYMENT SYSTEMS | | | | | 1,237.87 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55620 | | | 05/23/2025 | 1,237.87 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| MONCK032425-01 | WPSG - GEAR RACKS - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 278.21 | |
| MONCK032425-02 | AMAZON - PHOTO BACKDROP - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 39.67 | |
| MONCK032425-03 | SHEILD TRAINING - DIVS SUP - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 172.53 | |
| MONCK032425-04 | SAKURA SUSHI - OES PREPO2500085 - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 40.00 | |
| MONCK032425-05 | SAVMORE - OES PREPO2500085 - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 9.25 | |
| MONCK032425-06 | SAVMORE - OES PREPO2500085 - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 37.58 | |
| MONCK032425-07 | EL TORO - OES PREPO2500085 - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 114.73 | |
| MONCK032425-08 | CHEVRON - OES PREPO2500085 - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 123.67 | |
| MONCK042225-01 | 2-ELEVEN SHIELDS - FUENTES HELMET SHIELD - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 149.79 | |
| MONCK042225-02 | AMAZON - FILING CABINET - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 32.60 | |
| MONCK042225-03 | GOLDENSTATE - E-5 DOOR HANDLES - FIRE | 05/21/2025 | 05/21/2025 | 0.00 | 239.84 | |

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|----------------------------|--------------------------------|--------------|------------|-----------------|----------------|---------------------|
| 2433 | VESTIS | | | | | 274.52 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55621 | | | 05/23/2025 | 274.52 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 5066863868 | UNIFORM SERVICE - PUBLIC WORKS | 05/19/2025 | 05/19/2025 | 0.00 | 137.26 | |
| 5066869085 | UNIFORM SERVICE - PUBLIC WORKS | 05/21/2025 | 05/21/2025 | 0.00 | 137.26 | |

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|------------------------|---|--------------|------------|-----------------|----------------|---------------------|
| 2295 | WILLOWS ACE HARDWARE | | | | | 233.22 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55622 | | | 05/23/2025 | 233.22 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 123594 | PADLOCK 2-1/4 - STORAGE CONTAINER - LIBRARY ROOF | 05/19/2025 | 05/19/2025 | 0.00 | 26.09 | |
| 123664 | BOARD STUDS 2X3X8' - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 61.96 | |
| 123705 | CAPS - PIPE FITTINGS - JENSEN PARK - PW | 05/19/2025 | 05/19/2025 | 0.00 | 2.37 | |
| 123817 | MARKING PAINT - WHITE - JENSEN PARK - PW | 05/19/2025 | 05/19/2025 | 0.00 | 21.73 | |
| 124039 | STRAPS & BUCKLES - EQUIPMENT SECUREMENT - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 16.77 | |
| 124102 | CARWASH SUPPLIES - TRUCKS - PW | 05/19/2025 | 05/19/2025 | 0.00 | 28.89 | |
| 124229 | SPRAYPAINT - SYCAMORE PARK - PUBLIC WORKS | 05/20/2025 | 05/20/2025 | 0.00 | 10.88 | |
| 124300 | ATHL FIELD SPRAY PAINT - SOFTBALL FIELDS-PARKS-PW | 05/21/2025 | 05/21/2025 | 0.00 | 64.53 | |

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|----------------------|--|--------------|------------|-----------------|----------------|---------------------|
| 2427 | WILLOWS EMERGENCY AND SAFETY TRAINING | | | | | 75.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55623 | | | 05/23/2025 | 75.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 25 | EMR SKILLS SIGN-OFF 4-10-25 @ FOR S. WOOD - FIRE | 05/19/2025 | 05/19/2025 | 0.00 | 75.00 | |

Payment Summary

| Bank Code | Type | Payable Count | Payment Count | Discount | Payment |
|-----------------------|---------------------|------------------|------------------|-------------|-------------------|
| Gen Chk | Voided **Void Check | 0 | 1 | 0.00 | 0.00 |
| Gen Chk | Check | 50 | 21 | 0.00 | 81,248.84 |
| Gen Chk | Voided **Void Check | 0 | 5 | 0.00 | 0.00 |
| Gen Chk | Check | 58 | 15 | 0.00 | 74,881.07 |
| Packet Totals: | | 108 | 42 | 0.00 | 156,129.91 |

Cash Fund Summary

| Fund | Name | Amount |
|-----------------------|---------------|--------------------|
| 999 | CASH CLEARING | -156,129.91 |
| Packet Totals: | | <u>-156,129.91</u> |



City of Willows

Payment Register

APPKT00447 - CHECK RUN 6-6-25

01 - Vendor Set 01

Bank: Gen Chk - General Checking

| | | | | | | |
|---|--|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| Vendor Number 1004 | Vendor Name 3CORE | | | | | Total Vendor Amount 250.00 |
| Payment Type Check | Payment Number 55626 | | | | Payment Date 06/06/2025 | Payment Amount 250.00 |
| Payable Number 1878 | Description APRIL 2025 - RUMIANO LOAN MANAGEMENT | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | Payable Amount 250.00 | |

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|---|--|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|-------------------------------------|
| Vendor Number 1014 | Vendor Name ACCESS | | | | | Total Vendor Amount 91.60 |
| Payment Type Check | Payment Number 55627 | | | | Payment Date 06/06/2025 | Payment Amount 91.60 |
| Payable Number 11628188 | Description JUNE 2025 SHREDDING - CW | Payable Date 06/03/2025 | Due Date 06/03/2025 | Discount Amount 0.00 | Payable Amount 91.60 | |

| | | | | | | |
|---|--|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| Vendor Number 1027 | Vendor Name AFFORDABLE COMPUTER SOLUT | | | | | Total Vendor Amount 604.92 |
| Payment Type Check | Payment Number 55628 | | | | Payment Date 06/06/2025 | Payment Amount 604.92 |
| Payable Number 7854 | Description STAFF ROOM DAMAGE - LIBRARY ROOF PROJECT | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | Payable Amount 604.92 | |

| | | | | | | |
|--|--|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| Vendor Number 1051 | Vendor Name ALVES DOOR COMPANY, INC. | | | | | Total Vendor Amount 663.76 |
| Payment Type Check | Payment Number 55629 | | | | Payment Date 06/06/2025 | Payment Amount 663.76 |
| Payable Number 11050 | Description DOOR REPAIR - FIRE | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | Payable Amount 663.76 | |

| | | | | | | |
|---|---|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--|
| Vendor Number 1052 | Vendor Name AMAZON CAPITAL SERVICES | | | | | Total Vendor Amount 1,171.01 |
| Payment Type Check | Payment Number 55630 | | | | Payment Date 06/06/2025 | Payment Amount 1,171.01 |
| Payable Number 11NP-YN7M-LNF6 | Description CHILDREN'S SERVICES MATERIALS - LIBRARY | Payable Date 06/03/2025 | Due Date 06/03/2025 | Discount Amount 0.00 | Payable Amount 60.00 | |
| Payable Number 19VX-DNM1-QFKX | Description ZIP BOOKS GRANT - LIBRARY | Payable Date 06/03/2025 | Due Date 06/03/2025 | Discount Amount 0.00 | Payable Amount 595.12 | |
| Payable Number 1CMR-9FQ7-RJFR | Description CHILDRENS PROGRAM & OFFICE SUPPLIES - LIBRARY | Payable Date 06/03/2025 | Due Date 06/03/2025 | Discount Amount 0.00 | Payable Amount 277.05 | |
| Payable Number 1N79-LP4R-R6N7 | Description SUMMER READING PROGRAM SUPPLIES - LIBRARY | Payable Date 06/03/2025 | Due Date 06/03/2025 | Discount Amount 0.00 | Payable Amount 238.84 | |

| | | | | | | |
|---|---|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| Vendor Number 2487 | Vendor Name ARDYTHE BRANDON | | | | | Total Vendor Amount 594.84 |
| Payment Type Check | Payment Number 55631 | | | | Payment Date 06/06/2025 | Payment Amount 594.84 |
| Payable Number 051625AB | Description REIBURSEMENT FOR OFFICE CHAIRS-BOT-MCDOLE TRST- | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | Payable Amount 594.84 | |

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|--|--|-----------------------------------|-------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| Vendor Number 2486 | Vendor Name BRIGHT PLANET SOLAR | | | | | Total Vendor Amount 274.50 |
| Payment Type Check | Payment Number 55632 | | | | Payment Date 06/06/2025 | Payment Amount 274.50 |
| Payable Number 060625BPS | Description REFUND-PERMIT #5288-257 S CULVER AVE-CANCELLED | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | Payable Amount 274.50 | |

Payment Register

APPKT00447 - CHECK RUN 6-6-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|---|--|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| 2488 | BRITT GLOBAL INDUSTRIES LLC | | | | | 250.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55633 | | | 06/06/2025 | 250.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 202506001 | DATA TRANSFER-IWORQ TO TYLER-BUILDING PERMITS-B | 06/04/2025 | 06/04/2025 | 0.00 | 250.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1252 | CLEARWAY ENERGY LLC | | | | | 14,521.31 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55634 | | | 06/06/2025 | 14,521.31 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 1589188 | APRIL 2025 - SOLAR - SEWER | 06/02/2025 | 06/02/2025 | 0.00 | 14,521.31 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1261 | COMCAST CABLE | | | | | 280.77 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55635 | | | 06/06/2025 | 280.77 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 8155600290115941-052425 | SERVICE 5-29-25 TO 6-28-25 - CIVIC CENTER | 06/02/2025 | 06/02/2025 | 0.00 | 280.77 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2390 | CULLIGAN QUENCH USA, INC | | | | | 70.78 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55636 | | | 06/06/2025 | 70.78 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| INV09081522 | JUNE 2025 WATER SERVICE - CIVIC CENTER | 06/02/2025 | 06/02/2025 | 0.00 | 70.78 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1388 | EMPLOYERS INVESTIGATIVE S | | | | | 595.25 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55637 | | | 06/06/2025 | 595.25 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 5051086 | BACKGROUND CHECK - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 275.75 | |
| 5051087 | BACKGROUND CHECK - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 319.50 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1463 | GANDY & STALEY OIL CO | | | | | 2,199.26 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55638 | | | 06/06/2025 | 2,199.26 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 143849 | EQUIPMENT RENTAL A46 FOR FUEL - PW & SEWER | 06/04/2025 | 06/04/2025 | 0.00 | 144.79 | |
| 143850 | DELIVERY FEE FOR CONTAINER A46 - FUEL - PW & SEWER | 06/04/2025 | 06/04/2025 | 0.00 | 145.00 | |
| 228551 | FUEL - PUBLIC WORKS & SEWER | 06/04/2025 | 06/04/2025 | 0.00 | 1,153.85 | |
| 228552 | FUEL - PUBLIC WORKS & SEWER | 06/04/2025 | 06/04/2025 | 0.00 | 755.62 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2458 | GCS ENVIRONMENTAL EQUIPMENT SERVICES INC | | | | | 97.70 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55639 | | | 06/06/2025 | 97.70 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 30336 | SWITCH GUTTER BROOM - STREET SWEEPER - STREETS | 06/02/2025 | 06/02/2025 | 0.00 | 97.70 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1497 | GLENN CO. FLEET SERVICES | | | | | 990.00 |
| Payment Type | Payment Number | | | Payment Date | Payment Amount | |
| Check | 55640 | | | 06/06/2025 | 990.00 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| PW25-01119 | REPAIRS - STREET SWEEPER - PW | 06/03/2025 | 06/03/2025 | 0.00 | 990.00 | |

Payment Register

APPKT00447 - CHECK RUN 6-6-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|------------------------------|--|---------------------|-----------------|------------------------|-----------------------|----------------------------|
| 1539 | HINDERLITER DELLAMAS & AS | | | | | 3,908.47 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55641 | | | 06/06/2025 | | 3,908.47 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| SIN050683 | SALES TAX AUDIT - APRIL - JUNE 2025 - FIN | 06/03/2025 | 06/03/2025 | 0.00 | 3,908.47 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1670 | L & T TOWING | | | | | 3,294.58 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55642 | | | 06/06/2025 | | 3,294.58 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 62215 | MAINTENANCE - 2019 HME FIRE TRUCK - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 1,752.77 | |
| 62585 | REPAIRS - 2007 INTERNATIONAL - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 1,541.81 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1760 | MATSON & ISOM TECHNOLOGY | | | | | 4,521.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55643 | | | 06/06/2025 | | 4,521.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 96068 | DECEMBER 2025 IT SERVICE - CW | 06/02/2025 | 06/02/2025 | 0.00 | 4,521.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1792 | MJB WELDING SUPPLY, INC | | | | | 50.84 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55644 | | | 06/06/2025 | | 50.84 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 0001526962 | ACETYLENE CYL RENT - SHOP SUPPLIES - PW | 06/04/2025 | 06/04/2025 | 0.00 | 50.84 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2312 | NAPA AUTO PARTS | | | | | 97.88 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55645 | | | 06/06/2025 | | 97.88 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 706850 | OXYGEN TANKS - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 97.88 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1829 | NCCSIF | | | | | 6,990.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55646 | | | 06/06/2025 | | 6,990.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 2999 | APPRAISAL HCA & ALLIANT - CW & SEWER | 06/02/2025 | 06/02/2025 | 0.00 | 6,990.00 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 2373 | ODP BUSINESS SOLUTIONS | | | | | 194.55 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55647 | | | 06/06/2025 | | 194.55 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 387016214001 | PENS & BINDER CLIPS - CW | 06/02/2025 | 06/02/2025 | 0.00 | 58.93 | |
| 424128967001 | PAPER - CW | 06/02/2025 | 06/02/2025 | 0.00 | 135.62 | |
| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
| 1897 | PARCELQUEST | | | | | 5,997.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55648 | | | 06/06/2025 | | 5,997.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 27809 | ONLINE NAVIGATOR ACCTS 7-1-25 TO 6-30-26 - BUILD | 06/02/2025 | 06/02/2025 | 0.00 | 5,997.00 | |

Payment Register

APPKT00447 - CHECK RUN 6-6-25

| | | | | | | |
|--|---|-----------------------------------|-------------------------------|-----------------------------------|--|--|
| Vendor Number 2475 | Vendor Name PAXTON FAMILY INSPECTION SERVICES | | | | | Total Vendor Amount 4,525.68 |
| Payment Type Check | Payment Number 55649 | | | Payment Date 06/06/2025 | | Payment Amount 4,525.68 |
| Payable Number 25008 | Description MAY 2025 - BUILDING, PLANS, INSP, CODE ENF & MI | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 4,525.68 |
| Vendor Number 1143 | Vendor Name PEDRO BOBADILLA | | | | | Total Vendor Amount 576.92 |
| Payment Type Check | Payment Number 55650 | | | Payment Date 06/06/2025 | | Payment Amount 576.92 |
| Payable Number 060625PB | Description RECREATIONAL SERVICES 5-24-25 TO 6-6-25 | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 576.92 |
| Vendor Number 1926 | Vendor Name PLEXUS GLOBAL LLC | | | | | Total Vendor Amount 61.00 |
| Payment Type Check | Payment Number 55651 | | | Payment Date 06/06/2025 | | Payment Amount 61.00 |
| Payable Number 18662 | Description DOT RANDOMS - PW | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 61.00 |
| Vendor Number 2342 | Vendor Name ROBERT BURT CONSTRUCTION | | | | | Total Vendor Amount 578.90 |
| Payment Type Check | Payment Number 55652 | | | Payment Date 06/06/2025 | | Payment Amount 578.90 |
| Payable Number 304 | Description 1" CRUSHED ROCK - ALLEYS - PW | Payable Date 04/08/2025 | Due Date 04/08/2025 | Discount Amount 0.00 | | Payable Amount 578.90 |
| Vendor Number 2041 | Vendor Name SACRAMENTO VALLEY MIRROR | | | | | Total Vendor Amount 386.40 |
| Payment Type Check | Payment Number 55653 | | | Payment Date 06/06/2025 | | Payment Amount 386.40 |
| Payable Number 2777 | Description LEGAL AD - STATE CBDG APP - PLANNING | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 386.40 |
| Vendor Number 2044 | Vendor Name SAFETY TIRE SERVICE | | | | | Total Vendor Amount 45.00 |
| Payment Type Check | Payment Number 55654 | | | Payment Date 06/06/2025 | | Payment Amount 45.00 |
| Payable Number 65309 | Description FLAT REPAIR - STREET SWEEPER - STREETS - PW | Payable Date 06/05/2025 | Due Date 06/05/2025 | Discount Amount 0.00 | | Payable Amount 45.00 |
| Vendor Number 2334 | Vendor Name STREAM IT NETWORKS LLC | | | | | Total Vendor Amount 85.00 |
| Payment Type Check | Payment Number 55655 | | | Payment Date 06/06/2025 | | Payment Amount 85.00 |
| Payable Number 2025-06000053 | Description JUNE 2025 INTERNET - PUBLIC WORKS | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 85.00 |
| Vendor Number 2132 | Vendor Name SUN LIFE FINANCIAL | | | | | Total Vendor Amount 875.67 |
| Payment Type Check | Payment Number 55656 | | | Payment Date 06/06/2025 | | Payment Amount 875.67 |
| Payable Number 5487105-0001-05232025 | Description MAY 2025 INSURANCE - GAP - PW & FIRE | Payable Date 06/02/2025 | Due Date 06/02/2025 | Discount Amount 0.00 | | Payable Amount 875.67 |

Payment Register

APPKT00447 - CHECK RUN 6-6-25

| Vendor Number | Vendor Name | | | | | Total Vendor Amount |
|--------------------------------|--|---------------------|-----------------|------------------------|-----------------------|-----------------------|
| 1439 | THE FIRST CHOICE COFFEE S | | | | | 45.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55657 | | | 06/06/2025 | | 45.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 2096 | JUNE 2025 - WATER FILTRATION - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 45.00 | |
| 1567 | THE INKWELL | | | | | 1,971.15 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55658 | | | 06/06/2025 | | 1,971.15 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 052025TI | LABELS & INK CARTRIDGES - FIRE | 06/02/2025 | 06/02/2025 | 0.00 | 1,971.15 | |
| 1798 | UBEO WEST, LLC | | | | | 159.48 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55659 | | | 06/06/2025 | | 159.48 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 556490365 | PRINTER USAGE 5-2-25 TO 6-20-25 - CW | 06/02/2025 | 06/02/2025 | 0.00 | 159.48 | |
| 2395 | US BANK CORPORATE PAYMENT SYSTEMS | | | | | 568.74 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55660 | | | 06/06/2025 | | 568.74 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| BROWN052225-01 | CITY ATTORNEY'S SPRING CONFERENCE - CA | 06/02/2025 | 06/02/2025 | 0.00 | 568.74 | |
| 2248 | VERIZON WIRELESS | | | | | 401.72 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55661 | | | 06/06/2025 | | 401.72 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 6114524245 | MAY 2025 SERVICE | 06/03/2025 | 06/03/2025 | 0.00 | 401.72 | |
| 2433 | VESTIS | | | | | 274.52 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55662 | | | 06/06/2025 | | 274.52 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 5066874114 | UNIFORM SERVICE - PUBLIC WORKS | 06/02/2025 | 06/02/2025 | 0.00 | 137.26 | |
| 5066879682 | UNIFORM SERVICE - PUBLIC WORKS | 06/04/2025 | 06/04/2025 | 0.00 | 137.26 | |
| 2284 | WILLDAN | | | | | 1,668.00 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55663 | | | 06/06/2025 | | 1,668.00 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 00630176 | SYCAMORE PARK PROJECT - CCLGP GRANT | 06/02/2025 | 06/02/2025 | 0.00 | 1,668.00 | |
| 2295 | WILLOWS ACE HARDWARE | | | | | 1,173.67 |
| Payment Type | Payment Number | | | Payment Date | | Payment Amount |
| Check | 55664 | | | 06/06/2025 | | 1,173.67 |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount | |
| 124008 | PIPE FITTINGS - MALL MAINTENANCE | 06/05/2025 | 06/05/2025 | 0.00 | 27.68 | |
| 124009 | PVC PIPE - MALL MAINTENANCE | 06/05/2025 | 06/05/2025 | 0.00 | 17.73 | |
| 124013 | PIPE FITTINGS - MALL MAINTENANCE | 06/05/2025 | 06/05/2025 | 0.00 | 6.62 | |
| 124546 | PAINT BRUSH - JESSEN PARK SIGN - PARKS - PW | 06/04/2025 | 06/04/2025 | 0.00 | 9.78 | |
| 124556 | SPRINKLERS - JENSEN PARK - PARKS - PW | 06/02/2025 | 06/02/2025 | 0.00 | 973.53 | |
| 124578 | LANDSCAPE RAKE - SOFTBALL - PW | 06/04/2025 | 06/04/2025 | 0.00 | 65.24 | |
| 124584 | CONCRETE MIX - MARSHALL STOP SIGNS - STREETS | 06/02/2025 | 06/02/2025 | 0.00 | 14.12 | |

Payment Register

APPKT00447 - CHECK RUN 6-6-25

[124879](#)
[124904](#)

STRIPPING PAINT - SOFTBALL FIELD - PW
POOL KEYS FOR RECREATION DEPT - REC

06/04/2025 06/04/2025
06/04/2025 06/04/2025

0.00 43.02
0.00 15.95

Payment Summary

| Bank Code | Type | Payable Count | Payment Count | Discount | Payment |
|-----------------------|-------|------------------|------------------|-------------|------------------|
| Gen Chk | Check | 57 | 39 | 0.00 | 61,106.87 |
| Packet Totals: | | 57 | 39 | 0.00 | 61,106.87 |

Cash Fund Summary

| Fund | Name | Amount |
|-----------------------|---------------|-------------------|
| 999 | CASH CLEARING | -61,106.87 |
| Packet Totals: | | -61,106.87 |



City of Willows

Payment Register

APPKT00438 - MAY 2025 - PAYROLL VENDORS

01 - Vendor Set 01

Bank: Gen Chk - General Checking

| Vendor Number | Vendor Name | | | Total Vendor Amount | |
|----------------------------|-----------------------|--------------|----------------|---------------------|----------------|
| 1029 | AFLAC- FLEX ONE | | | 965.27 | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55579 | 05/23/2025 | 965.27 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| INV0001194 | AFLAC DENTAL | 05/09/2025 | 05/31/2025 | 0.00 | 140.89 |
| INV0001195 | AFLAC CANCER | 05/09/2025 | 05/31/2025 | 0.00 | 69.82 |
| INV0001196 | AFLAC ACCIDENT | 05/09/2025 | 05/09/2025 | 0.00 | 143.87 |
| INV0001197 | AFLAC STD | 05/09/2025 | 05/31/2025 | 0.00 | 48.62 |
| INV0001199 | AFLAC EVENT/CRITICAL | 05/09/2025 | 05/31/2025 | 0.00 | 21.66 |
| INV0001200 | AFLAC HOSPITAL | 05/09/2025 | 05/31/2025 | 0.00 | 26.82 |
| INV0001201 | AFLAC VISION | 05/09/2025 | 05/31/2025 | 0.00 | 14.20 |
| INV0001217 | AFLAC DENTAL | 05/23/2025 | 05/31/2025 | 0.00 | 140.89 |
| INV0001218 | AFLAC CANCER | 05/23/2025 | 05/31/2025 | 0.00 | 103.33 |
| INV0001219 | AFLAC ACCIDENT | 05/23/2025 | 05/23/2025 | 0.00 | 143.87 |
| INV0001220 | AFLAC STD | 05/23/2025 | 05/31/2025 | 0.00 | 48.62 |
| INV0001222 | AFLAC EVENT/CRITICAL | 05/23/2025 | 05/31/2025 | 0.00 | 21.66 |
| INV0001223 | AFLAC HOSPITAL | 05/23/2025 | 05/31/2025 | 0.00 | 26.82 |
| INV0001224 | AFLAC VISION | 05/23/2025 | 05/31/2025 | 0.00 | 14.20 |

| Vendor Number | Vendor Name | | | Total Vendor Amount | |
|----------------------------|--|--------------|----------------|---------------------|----------------|
| 1650 | FIRE RISK MANAGEMENT SERVICES | | | 21,554.71 | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55580 | 05/23/2025 | 21,554.71 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| INV0001205 | MEDICAL | 05/09/2025 | 05/31/2025 | 0.00 | 5,556.32 |
| INV0001206 | MEDICAL | 05/09/2025 | 05/31/2025 | 0.00 | 5,063.07 |
| INV0001228 | MEDICAL | 05/23/2025 | 05/31/2025 | 0.00 | 5,556.28 |
| INV0001229 | MEDICAL | 05/23/2025 | 05/31/2025 | 0.00 | 5,063.04 |
| MAY2025 | ROBINETTE/MISTROT RETIREE HEALTH INSURANCE | 05/23/2025 | 05/23/2025 | 0.00 | 316.00 |

| Vendor Number | Vendor Name | | | Total Vendor Amount | |
|----------------------------|-----------------------|--------------|----------------|---------------------|----------------|
| 1551 | HUMANA DENTAL/VISION | | | 1,319.16 | |
| Payment Type | Payment Number | Payment Date | Payment Amount | | |
| Check | 55581 | 05/23/2025 | 1,319.16 | | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount | Payable Amount |
| INV0001203 | DENTAL | 05/09/2025 | 05/31/2025 | 0.00 | 351.58 |
| INV0001204 | DENTAL | 05/09/2025 | 05/31/2025 | 0.00 | 231.27 |
| INV0001208 | VISION | 05/09/2025 | 05/31/2025 | 0.00 | 47.12 |
| INV0001209 | VISION | 05/09/2025 | 05/31/2025 | 0.00 | 29.66 |
| INV0001226 | DENTAL | 05/23/2025 | 05/31/2025 | 0.00 | 351.54 |
| INV0001227 | DENTAL | 05/23/2025 | 05/31/2025 | 0.00 | 231.21 |
| INV0001231 | VISION | 05/23/2025 | 05/31/2025 | 0.00 | 47.12 |
| INV0001232 | VISION | 05/23/2025 | 05/31/2025 | 0.00 | 29.66 |

Payment Summary

| Bank Code | Type | Payable Count | Payment Count | Discount | Payment |
|-----------------------|-------|------------------|------------------|-------------|------------------|
| Gen Chk | Check | 27 | 3 | 0.00 | 23,839.14 |
| Packet Totals: | | 27 | 3 | 0.00 | 23,839.14 |

Cash Fund Summary

| Fund | Name | Amount |
|-----------------------|---------------|-------------------|
| 999 | CASH CLEARING | -23,839.14 |
| Packet Totals: | | -23,839.14 |



City of Willows

Payment Register

APPKT00445 - BIWEEKLY VENDORS PAYDAY 6-6-25

01 - Vendor Set 01

Bank: Gen Chk - General Checking

| | | | | |
|----------------------------|---------------------------|---------------------|-----------------------|--|
| Vendor Number | Vendor Name | | | Total Vendor Amount |
| 1194 | CALIFORNIA STATE DISBURSE | | | 162.92 |
| Payment Type | Payment Number | Payment Date | Payment Amount | |
| Check | 55624 | 06/04/2025 | 162.92 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount Payable Amount |
| INV0001246 | CHILD SUPPORT | 06/06/2025 | 06/06/2025 | 0.00 162.92 |

| | | | | |
|----------------------------|---------------------------|---------------------|-----------------------|--|
| Vendor Number | Vendor Name | | | Total Vendor Amount |
| 2223 | UNITED PUBLIC EMPLOYEES A | | | 213.93 |
| Payment Type | Payment Number | Payment Date | Payment Amount | |
| Check | 55625 | 06/04/2025 | 213.93 | |
| Payable Number | Description | Payable Date | Due Date | Discount Amount Payable Amount |
| INV0001251 | PUBLIC SAFETY DUES | 06/06/2025 | 06/30/2025 | 0.00 213.93 |

Payment Summary

| Bank Code | Type | Payable Count | Payment Count | Discount | Payment |
|-----------------------|-------|------------------|------------------|-------------|---------------|
| Gen Chk | Check | 2 | 2 | 0.00 | 376.85 |
| Packet Totals: | | 2 | 2 | 0.00 | 376.85 |

Cash Fund Summary

| Fund | Name | Amount |
|-----------------------|---------------|----------------|
| 999 | CASH CLEARING | -376.85 |
| Packet Totals: | | <u>-376.85</u> |



City of Willows

Payroll Check Register Checks

Pay Period: 5/5/2025-5/18/2025

Packet: PYPKT00432 - PAYROLL DATES 5-5-25 TO 5-18-25 PAYDATE 5-23-25
Payroll Set: Payroll Set 01 - 01

| <u>Employee</u> | <u>Employee #</u> | <u>Check Type</u> | <u>Date</u> | <u>Amount</u> | <u>Number</u> |
|-----------------|-------------------|-------------------|-------------|---------------|---------------|
|-----------------|-------------------|-------------------|-------------|---------------|---------------|

*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 5/5/2025-5/18/2025

Packet: PYPKT00432 - PAYROLL DATES 5-5-25 TO 5-18-25 PAYDATE 5-23-25

Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Date | Amount | Number |
|-----------------------|-----------------------|-------------|---------------|---------------|
| BROWN, MARTHA | BRO01 | 05/23/2025 | 3,512.54 | 1419 |
| PRICE, KARLEEN | PRI01 | 05/23/2025 | 1,793.62 | 1420 |
| HAZLETT, ROBIN | HAZ01 | 05/23/2025 | 1,220.48 | 1421 |
| MOORE, JOANNE | MOO01 | 05/23/2025 | 2,598.99 | 1422 |
| MOORE, JOANNE | MOO01 | 05/23/2025 | 150.00 | 1422 |
| RUSTENHOVEN, TARA L | RUS01 | 05/23/2025 | 1,629.39 | 1423 |
| EHORN, CAITLIN A | EHO02 | 05/23/2025 | 1,096.73 | 1424 |
| GAMBOA, YADIRA | GAM00 | 05/23/2025 | 165.62 | 1425 |
| MYERS, KEVIN M | MYE00 | 05/23/2025 | 389.71 | 1426 |
| SPENCE, KYLIEGH C | SPE02 | 05/23/2025 | 511.92 | 1427 |
| VARGAS, GIOVANI | VAR00 | 05/23/2025 | 553.72 | 1428 |
| ENOS, KYLE | ENO00 | 05/23/2025 | 2,656.47 | 1429 |
| FUENTES, JAIME | FUE01 | 05/23/2025 | 1,594.14 | 1430 |
| LOMBARD, TYLER JOSEPH | LOM00 | 05/23/2025 | 2,398.01 | 1431 |
| LOPEZ, MATTHEW | LOP03 | 05/23/2025 | 141.26 | 1432 |
| MINGS, MICHAEL E | MIN00 | 05/23/2025 | 1,316.26 | 1433 |
| RANDOLPH, MATTHEW | RAN01 | 05/23/2025 | 1,245.48 | 1434 |
| REED, JOSHUA | REE00 | 05/23/2025 | 1,161.87 | 1435 |
| VASQUEZ, PEDRO CEASAR | VAS01 | 05/23/2025 | 1,788.89 | 1436 |
| BETTENCOURT, JOSEPH | BET01 | 05/23/2025 | 3,497.95 | 1437 |
| MONCK, NATHANIAL T | MON00 | 05/23/2025 | 3,107.88 | 1438 |
| PFYL, NATISA N | PFY00 | 05/23/2025 | 1,617.12 | 1439 |



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 5/5/2025-5/18/2025

Packet: PYPKT00432 - PAYROLL DATES 5-5-25 TO 5-18-25 PAYDATE 5-23-25

Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings | Deductions | Taxes | Net |
|-----------------------|-----------------------|--------------|--------|------------------|-----------------|-----------------|------------------|
| BETTENCOURT, JOSEPH | BET01 | 05/23/2025 | 1437 | 4,808.00 | 421.86 | 888.19 | 3,497.95 |
| BROWN, MARTHA | BRO01 | 05/23/2025 | 1419 | 5,676.92 | 801.79 | 1,362.59 | 3,512.54 |
| EHORN, CAITLIN A | EHO02 | 05/23/2025 | 1424 | 1,499.20 | 164.56 | 237.91 | 1,096.73 |
| ENOS, KYLE | ENO00 | 05/23/2025 | 1429 | 3,820.36 | 535.23 | 628.66 | 2,656.47 |
| FUENTES, JAIME | FUE01 | 05/23/2025 | 1430 | 2,367.76 | 587.26 | 186.36 | 1,594.14 |
| GAMBOA, YADIRA | GAM00 | 05/23/2025 | 1425 | 181.50 | 0.00 | 15.88 | 165.62 |
| HAZLETT, ROBIN | HAZ01 | 05/23/2025 | 1421 | 1,948.62 | 596.63 | 131.51 | 1,220.48 |
| LOMBARD, TYLER JOSEPH | LOM00 | 05/23/2025 | 1431 | 3,686.80 | 737.19 | 551.60 | 2,398.01 |
| LOPEZ, MATTHEW | LOP03 | 05/23/2025 | 1432 | 154.80 | 0.00 | 13.54 | 141.26 |
| MINGS, MICHAEL E | MIN00 | 05/23/2025 | 1433 | 1,929.20 | 293.86 | 319.08 | 1,316.26 |
| MONCK, NATHANIAL T | MON00 | 05/23/2025 | 1438 | 4,766.80 | 747.32 | 911.60 | 3,107.88 |
| MOORE, JOANNE | MOO01 | 05/23/2025 | 1422 | 4,643.20 | 724.31 | 1,169.90 | 2,748.99 |
| MYERS, KEVIN M | MYE00 | 05/23/2025 | 1426 | 429.00 | 0.00 | 39.29 | 389.71 |
| PFYL, NATISA N | PFY00 | 05/23/2025 | 1439 | 2,970.00 | 847.11 | 505.77 | 1,617.12 |
| PRICE, KARLEEN | PRI01 | 05/23/2025 | 1420 | 2,447.53 | 189.68 | 464.23 | 1,793.62 |
| RANDOLPH, MATTHEW | RAN01 | 05/23/2025 | 1434 | 1,717.60 | 182.26 | 289.86 | 1,245.48 |
| REED, JOSHUA | REE00 | 05/23/2025 | 1435 | 1,717.60 | 392.31 | 163.42 | 1,161.87 |
| RUSTENHOVEN, TARA L | RUS01 | 05/23/2025 | 1423 | 2,406.92 | 419.85 | 357.68 | 1,629.39 |
| SPENCE, KYLIEGH C | SPE02 | 05/23/2025 | 1427 | 561.00 | 0.00 | 49.08 | 511.92 |
| VARGAS, GIOVANI | VAR00 | 05/23/2025 | 1428 | 610.50 | 0.00 | 56.78 | 553.72 |
| VASQUEZ, PEDRO CEASAR | VAS01 | 05/23/2025 | 1436 | 2,556.77 | 393.69 | 374.19 | 1,788.89 |
| Totals: | | | | 50,900.08 | 8,034.91 | 8,717.12 | 34,148.05 |



City of Willows

Payroll Check Register Report Summary

Pay Period: 5/5/2025-5/18/2025

Packet: PYPKT00432 - PAYROLL DATES 5-5-25 TO 5-18-25 PAYDATE 5-23-25
Payroll Set: Payroll Set 01 - 01

| Type | Count | Amount |
|-----------------|-----------|------------------|
| Regular Checks | 0 | 0.00 |
| Manual Checks | 0 | 0.00 |
| Reversals | 0 | 0.00 |
| Voided Checks | 0 | 0.00 |
| Direct Deposits | 22 | 34,148.05 |
| Total | 22 | 34,148.05 |



City of Willows

Payroll Check Register Checks

Pay Period: 5/19/2025-6/1/2025

Packet: PYPKT00438 - PAY PERIOD 5-19-25 TO 6-1-25 PAYDATE 6-6-25
Payroll Set: Payroll Set 01 - 01

| <u>Employee</u> | <u>Employee #</u> | <u>Check Type</u> | <u>Date</u> | <u>Amount</u> | <u>Number</u> |
|-----------------|-------------------|-------------------|-------------|---------------|---------------|
|-----------------|-------------------|-------------------|-------------|---------------|---------------|

*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 5/19/2025-6/1/2025

Packet: PYPKT00438 - PAY PERIOD 5-19-25 TO 6-1-25 PAYDATE 6-6-25

Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Date | Amount | Number |
|-----------------------|-----------------------|------------|----------|--------|
| BUSBY, MATTHEW | BUS01 | 06/06/2025 | 228.12 | 1440 |
| HANSEN, GARY L | HAN02 | 06/06/2025 | 228.12 | 1441 |
| PRIDE, LORRI A | PRI00 | 06/06/2025 | 228.12 | 1442 |
| THOMAS, RICHARD | THO00 | 06/06/2025 | 228.12 | 1443 |
| BROWN, MARTHA | BRO01 | 06/06/2025 | 3,512.53 | 1444 |
| PRICE, KARLEEN | PRI01 | 06/06/2025 | 1,744.73 | 1445 |
| HAZLETT, ROBIN | HAZ01 | 06/06/2025 | 1,256.98 | 1446 |
| MOORE, JOANNE | MOO01 | 06/06/2025 | 2,654.86 | 1447 |
| MOORE, JOANNE | MOO01 | 06/06/2025 | 150.00 | 1447 |
| BROTT, SHERRY | BRO02 | 06/06/2025 | 45.62 | 1448 |
| CORUM, RAYMOND | COR02 | 06/06/2025 | 45.62 | 1449 |
| OCAMPO, CRISTINA | OCA00 | 06/06/2025 | 45.62 | 1450 |
| VALENCIA, LLANIRA | VAL01 | 06/06/2025 | 45.62 | 1451 |
| RUSTENHOVEN, TARA L | RUS01 | 06/06/2025 | 1,660.99 | 1452 |
| EHORN, CAITLIN A | EHO02 | 06/06/2025 | 1,126.68 | 1453 |
| GAMBOA, YADIRA | GAM00 | 06/06/2025 | 323.79 | 1454 |
| MYERS, KEVIN M | MYE00 | 06/06/2025 | 389.71 | 1455 |
| SPENCE, KYLIEGH C | SPE02 | 06/06/2025 | 511.92 | 1456 |
| VARGAS, GIOVANI | VAR00 | 06/06/2025 | 553.72 | 1457 |
| ENOS, KYLE | ENO00 | 06/06/2025 | 2,351.96 | 1458 |
| FUENTES, JAIME | FUE01 | 06/06/2025 | 1,443.09 | 1459 |
| HUTSON, EVAN C | HUT01 | 06/06/2025 | 228.12 | 1460 |
| LOMBARD, TYLER JOSEPH | LOM00 | 06/06/2025 | 2,201.19 | 1461 |
| LOPEZ, MATTHEW | LOP03 | 06/06/2025 | 855.53 | 1462 |
| PETERICH, JOHN | PET01 | 06/06/2025 | 395.73 | 1463 |
| MINGS, MICHAEL E | MIN00 | 06/06/2025 | 1,644.23 | 1464 |
| RANDOLPH, MATTHEW | RAN01 | 06/06/2025 | 1,275.42 | 1465 |
| REED, JOSHUA | REE00 | 06/06/2025 | 1,544.48 | 1466 |
| VASQUEZ, PEDRO CEASAR | VAS01 | 06/06/2025 | 1,502.98 | 1467 |
| BETTENCOURT, JOSEPH | BET01 | 06/06/2025 | 3,537.62 | 1468 |
| MONCK, NATHANIAL T | MON00 | 06/06/2025 | 3,107.88 | 1469 |
| PFYL, NATISA N | PFY00 | 06/06/2025 | 1,646.18 | 1470 |



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 5/19/2025-6/1/2025

Packet: PYPKT00438 - PAY PERIOD 5-19-25 TO 6-1-25 PAYDATE 6-6-25

Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings | Deductions | Taxes | Net |
|-----------------------|-----------------------|--------------|--------|------------------|-----------------|-----------------|------------------|
| BETTENCOURT, JOSEPH | BET01 | 06/06/2025 | 1468 | 4,868.00 | 426.67 | 903.71 | 3,537.62 |
| BROTT, SHERRY | BRO02 | 06/06/2025 | 1448 | 50.00 | 0.00 | 4.38 | 45.62 |
| BROWN, MARTHA | BRO01 | 06/06/2025 | 1444 | 5,676.92 | 801.80 | 1,362.59 | 3,512.53 |
| BUSBY, MATTHEW | BUS01 | 06/06/2025 | 1440 | 250.00 | 0.00 | 21.88 | 228.12 |
| CORUM, RAYMOND | COR02 | 06/06/2025 | 1449 | 50.00 | 0.00 | 4.38 | 45.62 |
| EHORN, CAITLIN A | EHO02 | 06/06/2025 | 1453 | 1,539.20 | 164.57 | 247.95 | 1,126.68 |
| ENOS, KYLE | ENO00 | 06/06/2025 | 1458 | 3,363.74 | 490.64 | 521.14 | 2,351.96 |
| FUENTES, JAIME | FUE01 | 06/06/2025 | 1459 | 2,165.76 | 553.98 | 168.69 | 1,443.09 |
| GAMBOA, YADIRA | GAM00 | 06/06/2025 | 1454 | 363.00 | 0.00 | 39.21 | 323.79 |
| HANSEN, GARY L | HAN02 | 06/06/2025 | 1441 | 250.00 | 0.00 | 21.88 | 228.12 |
| HAZLETT, ROBIN | HAZ01 | 06/06/2025 | 1446 | 1,988.62 | 596.63 | 135.01 | 1,256.98 |
| HUTSON, EVAN C | HUT01 | 06/06/2025 | 1460 | 250.00 | 0.00 | 21.88 | 228.12 |
| LOMBARD, TYLER JOSEPH | LOM00 | 06/06/2025 | 1461 | 3,497.54 | 803.17 | 493.18 | 2,201.19 |
| LOPEZ, MATTHEW | LOP03 | 06/06/2025 | 1462 | 997.60 | 0.00 | 142.07 | 855.53 |
| MINGS, MICHAEL E | MIN00 | 06/06/2025 | 1464 | 2,430.78 | 304.87 | 481.68 | 1,644.23 |
| MONCK, NATHANIAL T | MON00 | 06/06/2025 | 1469 | 4,766.80 | 747.33 | 911.59 | 3,107.88 |
| MOORE, JOANNE | MOO01 | 06/06/2025 | 1447 | 4,743.20 | 728.96 | 1,209.38 | 2,804.86 |
| MYERS, KEVIN M | MYE00 | 06/06/2025 | 1455 | 429.00 | 0.00 | 39.29 | 389.71 |
| OCAMPO, CRISTINA | OCA00 | 06/06/2025 | 1450 | 50.00 | 0.00 | 4.38 | 45.62 |
| PETERICH, JOHN | PET01 | 06/06/2025 | 1463 | 433.68 | 0.00 | 37.95 | 395.73 |
| PFYL, NATISA N | PFY00 | 06/06/2025 | 1470 | 3,010.00 | 847.11 | 516.71 | 1,646.18 |
| PRICE, KARLEEN | PRI01 | 06/06/2025 | 1445 | 2,447.54 | 256.99 | 445.82 | 1,744.73 |
| PRIDE, LORRI A | PRI00 | 06/06/2025 | 1442 | 250.00 | 0.00 | 21.88 | 228.12 |
| RANDOLPH, MATTHEW | RAN01 | 06/06/2025 | 1465 | 1,757.60 | 182.26 | 299.92 | 1,275.42 |
| REED, JOSHUA | REE00 | 06/06/2025 | 1466 | 2,165.53 | 408.95 | 212.10 | 1,544.48 |
| RUSTENHOVEN, TARA L | RUS01 | 06/06/2025 | 1452 | 2,446.91 | 419.86 | 366.06 | 1,660.99 |
| SPENCE, KYLIEGH C | SPE02 | 06/06/2025 | 1456 | 561.00 | 0.00 | 49.08 | 511.92 |
| THOMAS, RICHARD | THO00 | 06/06/2025 | 1443 | 250.00 | 0.00 | 21.88 | 228.12 |
| VALENCIA, LLANIRA | VAL01 | 06/06/2025 | 1451 | 50.00 | 0.00 | 4.38 | 45.62 |
| VARGAS, GIOVANI | VAR00 | 06/06/2025 | 1457 | 610.50 | 0.00 | 56.78 | 553.72 |
| VASQUEZ, PEDRO CEASAR | VAS01 | 06/06/2025 | 1467 | 2,170.69 | 393.69 | 274.02 | 1,502.98 |
| Totals: | | | | 53,883.61 | 8,127.48 | 9,040.85 | 36,715.28 |



City of Willows

Payroll Check Register Report Summary

Pay Period: 5/19/2025-6/1/2025

Packet: PYPKT00438 - PAY PERIOD 5-19-25 TO 6-1-25 PAYDATE 6-6-25
Payroll Set: Payroll Set 01 - 01

| Type | Count | Amount |
|-----------------|-----------|------------------|
| Regular Checks | 0 | 0.00 |
| Manual Checks | 0 | 0.00 |
| Reversals | 0 | 0.00 |
| Voided Checks | 0 | 0.00 |
| Direct Deposits | 32 | 36,715.28 |
| Total | 32 | 36,715.28 |



Willows City Council Special Meeting Action Minutes

May 19, 2025
Willows City Hall
4:00 PM

Agenda Item #6b

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 – 4:00 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Councilmembers Absent: Councilmember Pride

4. PUBLIC COMMENT

5. GLENN MEDICAL CENTER – CRITICAL ACCESS DESIGNATION

Action: Council received a presentation from Lauren Still, Glenn Medical Center, regarding the Centers for Medicare and Medicaid Services (CMS) decision to remove Glenn Medical Center's Critical Access Designation.

Public Comment Open 4:13PM, Closed 4:22PM

Public Comment #1: Doug Ross, Resident

Public Comment #2: Bradley Ford, ER Staff

Public Comment #3: Pete Mann, Resident

Motion to sign a letter of support for Glenn Medical Center.

Moved/Seconded: Vice Mayor Thomas and Councilmember Hansen

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

No: None

Absent: Councilmember Pride

6. ADJOURNMENT – 4:30PM

Karleen Price, City Clerk



Willows City Council Regular Meeting Action Minutes

May 27, 2025
Willows City Hall
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: No one.

4. CHANGES TO THE AGENDA

Item 6e. was pulled from the agenda.

5. CEREMONIAL MATTERS

- a. **Proclamation** – National Family Owned and Operated Business Day - received by Jamie Millen of Willows Chamber of Commerce.
- b. **Proclamation** – National Forest Week - received by Laura Leidner and Curtis Coots of Mendocino National Forest.
- c. **Proclamation** – World Elder Abuse Awareness Day – received by Amber Arnold, Amy Meyers-Doyle, and Shannon McClain of Glenn County Adult Protective Services.

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

Public Comment Open: 6:15PM, Closed 6:17PM

Public Comment #1: Keith Corum, Resident of Willows

a. Register Approval

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

b. Minutes Approval

Action: Approved the minutes of the April 22, 2025, May 5, 2025, and May 13, 2025 City Council Meetings.

c. **Sale of City-Owned Property - Title and Appraisal Services Reports**

Action: Authorized the City Manager to execute contracts for Title and Appraisal Services for Assessor Parcel Numbers (APN) 002-101-009, 005-101-006, and 003-113-006, to Timios Title and North State Appraisals, the lowest responsive bidders, as well as solicit real estate services to sell the aforementioned city-owned properties at the most competitive commission rates.

d. **Finance Consultant Contract**

Recommended Action: Authorized the City Manager to execute a two-year contract with Andy Heath, the City's Finance Consultant.

f. **HOME Long Term Monitoring Guidelines**

Action: Adopted the HOME Long-Term Monitoring Guidelines and authorized the City Manager to modify guidelines as needed.

g. **Solid Waste Management Parcel Fee**

Action: Adopted Resolution 18-2025 extending service charges imposed on improved real property within the incorporated area of the City of Willows for the use of and/or ability to use the Glenn County Solid Waste System during fiscal year 2025-26.

Motion to approve items a, b, c, d, f, and g on the consent calendar.

Moved/Seconded: Councilmember Pride and Vice Mayor Thomas

Mayor Hutson requests to pull item 6c for further discussion.

Amended motion to approve items a, b, d, f, and g, and move item 6c for further discussion.

Moved/Seconded: Councilmember Pride and Councilmember Busby

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

No: None

Absent: None

Motion to approve calendar item 6c as presented.

Moved/Seconded: Vice Mayor Thomas and Councilmember Hansen

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

No: None

Absent: None

7. DISCUSSION AND ACTION CALENDAR

- a. **Masters Gallery Foods – Community Development Block Grant, Over-The-Counter Loan**
Action: Approved Resolution 19-2025 authorizing the City Manager to pursue a CDBG OTC Program Income Only Application to offer a CDBG OTC loan to Masters Gallery Foods once the current Rumiano Cheese CDBG OTC loan has been paid off.

Public Comment: Open 6:28PM, Closed 6:33PM

Public Comment #1: Jeff Gentine, President, Masters Gallery Foods

Moved/Seconded: Councilmember Hansen and Vice Mayor Thomas

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

No: None

Absent: None

- b. **Temporary Moratorium on Future Applications for Mobile Food Trucks**

Action: Introduced the first reading, by title only, of an ordinance entitled “AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS” and waived the full reading of the ordinance. Directed staff to proceed with scheduling the ordinance for a second reading and adoption.

Motion to introduce the first reading, by title only, of an ordinance entitled “AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS” and waive the full reading of the ordinance.

Moved/Seconded: Councilmember Pride and Councilmember Busby

Amended motion to add: Directed staff to proceed with scheduling the ordinance for a second reading and adoption.

Moved/Seconded: Councilmember Pride and Councilmember Busby

Yes: Mayor Hutson, Councilmembers Busby, and Councilmember Pride

No: Vice Mayor Thomas and Councilmember Hansen

Absent: None

8. PUBLIC HEARING

- d. **Community Development Block Grant Program Income Application**

Action: Held a Public Hearing for the Application Submission Phase of the Community Development Block Grant (CDBG) Program Income Only Application; and adopted Resolution 20-2025 authorizing the Mayor of the City of Willows to execute an agreement, and any amendments thereto, with the State of California for the purpose of this grant.

Public Hearing: Open 7:14PM, Closed 7:14PM

Moved/Seconded: Councilmember Hansen and Vice Mayor Thomas
Yes: Mayor Hutson, Vice Mayor Thomas Councilmembers Busby, Hansen, and Pride
No: None
Absent: None

9. COMMENTS & REPORTS

a. Council Correspondence

b. City Council Comments & Reports

Councilmember Hansen expressed appreciation for the Public Works Week event and provided updates on the activities of the Regional Transit Committee and the Glenn County Transportation Commission. Hansen also informed the public about the Free Rides for Veterans and Seniors Program which will begin on June 1, 2025.

Vice Mayor Thomas reported on the Public Works Week event and recent activities of the Rotary Club. Thomas also announced an upcoming Town Hall meeting regarding the Glenn Medial Center Critical Access Designation and invited the public to attend.

Mayor Hutson spoke about the Proclamations presented during the meeting and their significance to the community.

c. City Manager's Report

City Manager Marti Brown provided information regarding upcoming events:

- Town Hall Meeting Glenn Medial Center Critical Access Designation Thursday
- Community Clean Up Day is Saturday June 7th, 2025 from 8am – Noon at the Wastewater Treatment Plant.

8. CLOSED SESSION – 7:25PM

a. Employee Negotiations - Conference with Labor Negotiators (§54957.6)

Employee Organizations: Confidential Employees, UPEC, Fire and General Bargaining Units, and Management

Report Out: Direction given to staff.

b. Conference with Legal Counsel - Anticipated Litigation (§54956.9(b))

Significant exposure to litigation pursuant to § 54956.9(b): (1 case)

Report Out: Direction given to staff.

a. Liability Claims (§54956.95)

Claimant: Steve Abold

Agency claimed against: City of Willows

Report Out: Council voted unanimously to deny the claim.

9. ADJOURNMENT – 8:48 PM

Karleen Price, City Clerk



Willows City Council Special Meeting Action Minutes

May 30, 2025
Willows City Hall
11:00 AM

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 – 11:00 AM**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

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

Councilmembers Absent: No one.

4. **CLOSED SESSION**

- a. Public Employee Performance Evaluation (§ 54957)
Title: Library Director

Report Out: Information was received, and direction was given to staff.

5. **ADJOURNMENT – 11:59AM**

Karleen Price, City Clerk



Date: June 17, 2025
To: Honorable Mayor and Councilmembers
From: Marti Brown, City Manager
Subject: Mosquito and Vector Control District Board of Trustees – Biennial Appointment

Recommendation:

Re-appoint Vince Holvik as the City’s representative to the Glenn County Mosquito and Vector Control District for a two-year term to run from July 1, 2025, through June 30, 2027.

Rationale for Recommendation:

Every two years the city appoints a community member to the Glenn County Mosquito and Vector Control District.

Background:

The attached letter from the Glenn County Mosquito and Vector Control District indicates it is time to appoint a representative from the City of Willows to serve a two-year term on the Glenn County Mosquito and Vector Control District Board of Trustees.

Discussion & Action:

Vince Holvik has been the City’s representative for the past five terms and has indicated his desire and willingness to serve as the City’s representative once again.

Consistency with Council Priorities and Goals:

This appointment is consistent with Council Priority #3: Public Safety.

Fiscal Impact:

There is no fiscal impact by appointing Mr. Holvik to the Board of Trustees.

Attachment:

- Attachment 1: Letter from Glenn County Mosquito and Vector Control District



GCMVCD

Glenn County Mosquito and Vector Control District

165 County Road G, Willows, California 95988 • P: 530-934-4025 • F: 530-934-5971 • gcmvcd@now2000.com

May 27, 2025

To: Willows City Council

From: Glenn County Mosquito & Vector Control District

Subject: Appointment to the Board of Trustees

Dear Council Members,

We are asking you to reappoint Mr. Vince Holvik to the Board of Trustees of the Glenn County Mosquito & Vector Control District. Mr. Holvik has expressed a desire to serve and will serve at the pleasure of the Willows City Council for the 2 year term beginning July 1, 2025 – June 30, 2027.

Thank you for your consideration in this matter. If you have any questions, please feel free to contact me at 530-934-4025.

Sincerely,

A handwritten signature in blue ink, appearing to read "Luke Niblack", written over a horizontal line.

Luke Niblack, Clerk/Secretary to the Board





Date: June 17, 2025
To: Honorable Mayor and Councilmembers
From: Nathan Monck, Fire Chief
Marti Brown, City Manager
Subject: Weed Abatement Contract Implementation

Recommendation:

Authorize the City Manager to allocate a not-to-exceed amount of \$30,000 of General Fund money to complete the current weed abatement contract that is underway.

Rationale for Recommendation:

Weed Abatement and hazardous fuels reduction has been a long-term component to the City of Willows Public Safety Strategy. By limiting the current approved contract, staff will not be able to ensure that funding will be available to fully mitigate hazardous conditions throughout the City.

Background:

In 2022, the City of Willows was awarded a hazardous fuels reduction grant from CAL FIRE to fund the city's annual Weed Abatement and Hazardous Fuels Reduction efforts in the amount of \$733K that were at risk during difficult economic times. This grant was intended to fund the project for the 2023, 2024 and 2025 Weed Abatement Seasons.

In April of 2025, the City was forced to take emergency action to mitigate an immediate life and safety hazard at 143 North Yolo Street due to a structure fire that occurred after long standing code enforcement and hazardous fuels violations that were exacerbated by non-responsive property owners.

Discussion & Analysis:

The mitigation efforts at 143 North Yolo Street resulted in third party contractor abatement costs totaling \$30K. Council approved billing these costs to the Weed Abatement grant and then billing the property owner for the expense.

As a result of this unplanned expenditure, the cost of the 2025 Annual Weed Abatement and Hazardous Fuels Reduction Program will not be completely absorbed by the Weed Abatement Grant and require additional funding to complete the remaining abatement efforts.

Consistency with Council Priorities and Goals:

The recommended action is consistent with Council Priorities #3 and #6, Public Safety and Quality of Life, respectively.

Fiscal Impact:

It is anticipated that up to \$40K of expenditure will be incurred as a result of the 2025 annual weed abatement process. The Weed Abatement Grant will only be able to reimburse the City approximately \$10K of this amount due to the cost of mitigating the emergency abatement at 143 North Yolo Street.

All costs associated with abatement, including the administrative fee, will still be billed to the property owners as is the normal City practice and if left unpaid it will result in a lien upon the property, and ultimately reimbursed to the City. By approving this Item, up to an additional \$30k of unbudgeted General Fund money will be needed and used. The exact amount is difficult to predict due to property owner compliance.



Date: June 17, 2025

To: Honorable Mayor and Councilmembers

From: Laurie Loaiza, Deputy City Engineer
John Wanger, City Engineer
Marti Brown, City Manager

Subject: FY 2025-2026 Annual Street Rehabilitation Project

Recommendation:

Adopt the attached resolution authorizing the City Manager to sign a contract with Coastland Civil Engineering to provide design services for the FY 2025-2026 Annual Street Rehabilitation Project.

Rationale for Recommendation:

The State requires submitting a Council approved Annual Street Rehabilitation Project list in order to expend SB1 monies (that are distributed to the City from the State every year).

Background:

In an effort to upgrade the street pavement within the city, a list of streets programmed for construction in FY 2025-26 was approved. The design work will be funded with the city's annual allocation of SB-1 funds. The street segments selected for the FY25-26 project were chosen at the May 13, 2025, City Council meeting. The segments include 1) Oak Street, from Marshall to Murdock; and 2) Madrone Manor. The existing pavement in both locations is in poor condition and in need of reconstruction, with extensive alligator cracking, missing asphalt, potholes and general pavement failure. Oak Street rehabilitation will be an important link, as it provides direct access to Sycamore Park, which will be upgraded with the Clean California Grant from Caltrans.

For Oak Street, in addition to the paving work, the existing sidewalk is either missing or of substandard width on the north side of the road, the existing curb and gutter on the north side of the street is in poor condition, and portions of the road do not have curb and gutter. Accordingly, installation/upgrades to these facilities will need to be incorporated into the design. Additionally, within the project boundaries, there are four pedestrian ramps (two at West Oak/South Murdock Avenue and two at West Oak/South Marshall Avenue) that are not in compliance with current ADA standards and will need to be upgraded.

For Madrone Manor, it is anticipated that the work will be similar to the recently completed Jefferson Street cul-de-sac. The existing pavement will be removed and most likely a full-deep section of asphalt will be placed to restore the driving surface of the cul-de-sac. The pavement on the remainder of the

“throat” of the cul-de-sac is also in poor condition. Depending on underlying soils conditions, the paving in this portion of road may be rehabilitated in a similar manner to what is proposed in the bulb of the cul-de-sac. It is anticipated that the improvements for Madrone Manor will end prior to the existing pedestrian ramps, and therefore those ramps will not be upgraded as part of the project.

Discussion & Action:

The City Engineer submitted a proposal to complete the construction documents (e.g., plans and specifications) necessary to publicly bid the project. A copy of the proposal is attached.

Staff reviewed the proposal and found that it is both appropriate and within industry standards with respect to the overall scope of work and cost. Accordingly, staff recommend authorizing the City Manager to sign a contract amendment with Coastland Civil Engineering to complete the construction design work.

Consistency with Council Priorities and Goals:

The proposed project is consistent with City Council Priority #2, Economic Development, Goal #4 to improve City appearance and attract businesses and visitors; Priority #3, Public Safety, Goal #3 to enhance visible crosswalks and signage for road safety; and Priority #5, Infrastructure Improvement, Goal #1, Implement the community improvement plan for streets, sidewalks, and lighting.

Fiscal Impact:

Per the scope of work provided by Coastland, design is estimated to cost \$56,140, and staff recommends using SB1 funds to pay for it. Overall project costs are estimated at approximately \$600,000; although final cost estimates won't be completed until the design is complete.

Attachments:

- Attachment 1: XX-2025 Resolution
- Attachment 2: Agreement with Coastland



**City of Willows
Resolution XX-2025**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO SIGN A CONTRACT AMENDMENT WITH COASTLAND CIVIL ENGINEERING FOR THE DESIGN OF THE FY25-26 PAVEMENT REHABILITATION PROJECT

WHEREAS, per the City’s Pavement Management Program, portions of Oak Street (Marshall to Murdock) and Madrone Manor have been identified as streets in need of rehabilitation; and

WHEREAS, Resolution No 16-2025 approved on May 13, 2025, identified these streets be included on the SB-1 project list provided to the State for FY25-26; and

WHEREAS, the City received a proposal from Coastland Civil Engineering for the design work necessary to produce construction documents for the FY25-26 Pavement Rehabilitation Project; and

WHEREAS, staff has reviewed the proposal and found it to address all needed work and is in line with industry standards with respect to the cost of services; and

WHEREAS, the City has executed a contract with Coastland Civil Engineering to provide City Engineering services which allows for contract amendments for additional work such as the design of capital projects.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOWS AS FOLLOWS:

1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the City Council of the City of Willows.
2. The City Manager is hereby authorized to execute a contract amendment with Coastland Civil Engineering to provide design services associated with the FY25-26 Pavement Rehabilitation Project consistent with the proposal provided.
3. This Resolution shall become effective immediately.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Willows, State of California on this 17th day of June 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk

**PROJECT SPECIFIC SUPPLEMENTAL AGREEMENT
FY25-26 STREET REHABILITATION PROJECT**

WHEREAS, the City of Willows (herein referred to as “Agency”) entered into a Public Agency Agreement on July 1, 2020, with Coastland Civil Engineering, Inc. (herein referred to as “Consultant”) to provide City Engineering Services; and

WHEREAS, said Public Agency Agreement for City Engineering Services allows for additional project specific engineering services to be assigned by the Agency on an as-needed basis; and

WHEREAS, the Agency has determined that the Agency needs Professional Engineering Services for the FY25-26 Street Rehabilitation Project (hereinafter referred to as “Project”); and

WHEREAS, the Agency does not have the current staff with expertise to provide these services and needs to retain a consultant with the appropriate experience for this work; and

WHEREAS, Consultant has experienced staff with the proper experience and background to carry out the duties involved for this work; and

WHEREAS, Agency wishes to retain Consultant for the performance of services associated with said Project, subject to all the terms and conditions as set for in the original Public Agency Agreement with Consultant.

THEREFORE, Agency and Consultant mutually agree to the scope of work and additional fee as follows:

Scope of Work

All work associated with the Project shall be per the scope of work attached as Exhibit “A.”

Payment Terms

For Consultant Services associated with the Project, Agency agrees to pay Consultant in accordance with the payment terms provided on Exhibit “B” attached hereto and incorporated herein by this reference.

IN WITNESS HEREOF, the parties have caused their authorized representative to execute this amendment on _____, 2025

CITY OF WILLOWS “AGENCY”

BY: _____

COASTLAND CIVIL ENGINEERING, LLP “CONSULTANTS”

BY: _____
Travis Williams, CEO

Exhibit “A”

SCOPE OF WORK

TASK 1 – MEETINGS AND BACKGROUND RESEARCH

Upon receiving authorization to proceed, Coastland | DCCM will assemble and review available record information pertaining to the project including base maps, as-built drawings, and additional pertinent information for the project.

We will conduct a field review and take digital photos of the project site. We will also observe existing conditions so we will be able to identify any unusual or special conditions that may affect the project design or construction.

We will coordinate with outside utility companies to ensure that all existing facilities are identified during the design phase. This task will include writing letters to PG&E, Cable TV, Cal Water, and AT&T informing them of the project and requesting their facility drawings.

We will attend a project kick-off meeting with the City Public Works staff to discuss project details, goals and to coordinate efforts. We anticipate coordinating potholing/excavation locations with the Public Works staff at this meeting. We will also meet with the City following the 75% design submittal to go over and discuss City review comments. We anticipate the meetings can be done via video conference.

TASK 2 – TOPOGRAPHIC SURVEY

Our subconsultant, Rolls Anderson Rolls. (RAR), will conduct the topographic survey of the project area. The work will include performing a ground topographic survey and prepare a map at 1" =20' scale with a one-foot contour interval.

The width of the survey will encompass the full width of Oak Street/Madrone Manor and 10 feet either side of the edge of pavement. It will include features such as, but not limited to, ramps, curb lines, water meters, sewer cleanouts, valves, manholes (including rim, invert and pipe information), utility markings on the pavement, utility poles, driveway locations, sidewalks, trees four (4) inches and larger, retaining wall or decorative walls, and any other pertinent information that could apply to the project during design.

Topographic survey will be provided on North American Vertical Datum of 1988 as established by GNSS observations.

Topographic map to horizontally relate to California Coordinate System of 1983, Epoch 2017.50

Right of way and boundary surveys are not part of this scope of work.

TASK 3 – CONSTRUCTION DOCUMENTS

Following our background information research, topographic survey, and field review, Coastland will prepare the Construction documents, including a 75% package, 100% package, cost estimate and specifications as described below.

The 75% submittal will include draft improvement plans showing detailed ramp design, grading plans, roadway cross sections and miscellaneous construction details, as needed. We will also prepare technical specifications and a preliminary construction cost estimate.

- 75% Deliverables: One (1) electronic copy of the plans, draft specifications and estimate for City and to review and comment.

Upon completion of the 75% submittal and review by the City, Coastland | DCCM will prepare the 100% submittal of the plans, specifications and engineer's estimate including incorporation of any City review comments.

- 100% Deliverables: One (1) electronic copy of the plans, full specifications and a final estimate for City final review and comment.

Following the City's review of the 100% submittal we will incorporate comments and prepare final stamped and signed drawings, specifications, and final engineer's estimate of construction costs.

- Final Deliverables: One (1) hard copy and one (1) electronic copy of the final plans, specifications, and estimate.

TASK 4 – BID ASSISTANCE

Coastland | DCCM will assist the City in advertising the project (posting on BP Express and providing a Notice to Bidders for the City to transmit to the local paper for publication), and answer questions that may arise during the bidding phase. This will include answering up to three requests for information (RFIs) and assisting in preparing up to two addenda that may be necessary. We will also conduct bid opening, evaluate bids and write the staff report for award of the project.

TASK 5 – CONSTRUCTION SUPPORT

We anticipate assisting the City will construction management and inspection services during construction; however, because the project has yet to be designed, the scope of work and fee for this task will be determined when the full bid documents are completed. As part of the construction support services, we also anticipate that we will provide construction assistance services, which includes assisting the City with answering up to five RFI's and reviewing up to five submittals. Upon construction completion, Coastland | DCCM will prepare record drawings based on red-line mark-ups prepared by the contractor. Record drawings shall be submitted to the City electronically in PDF format.

EXCLUSIONS

The following work is not included in our proposal. However, Coastland would be pleased to provide these services if the City desires:

- Environmental clearances – as this project is reconstruction of existing facilities, it qualifies under Section 15301 (c) of the CEQA guidelines. If desired, we can assist the City with the preparation of the Notice of Exemption.
- Meetings beyond those noted above.
- Right of Way or Boundary Survey.

Exhibit "B"
ESTIMATED COST

Based on our scope of work, we are proposing that the services associated with this project be completed for a not-to-exceed amount of \$56,140. The amount quoted is assuming that all of the work for this project will fall under the scope of work as previously described. If additional work is necessary that falls outside of this scope of work, we can either re-negotiate a new scope of work or provide these services on a time and materials basis per our adopted schedule of hourly rates.

Please note that in the not-to-exceed amount, we have included an estimated amount of \$450 for reimbursable expenses (i.e., printing, plotting, etc.) These reimbursable costs will be billed at cost plus 15%.



DISCUSSION & ACTION CALENDAR

City of Willows

Fiscal Year 2025-26

FY 2025-26 Preliminary Budget Overview – Main Operating Funds



Presentation to City Council

June 17, 2025



FY 2025-26 Preliminary Budget Overview - Discussion Outline -

1. Preliminary Budget Preparation Process
2. FY 2025-26 Preliminary Budget – General Fund
3. FY 2025-26 General Fund Changes/Additions
4. General Fund Forecast – Fund Balance/Opportunities
5. FY 2025-26 Sewer Enterprise Fund
6. Questions & Direction



FY 2025-26 Preliminary Budget - Budget Preparation Process -

FY 2025-26 Budget Preparation Process:

- Builds upon General Fund “Base Budget” prepared and adopted with FY 2024-25 Mid-Year Budget Review – May 13, 2025.
- Review and update of citywide main operating funds – service delivery, cost allocation, and CIP focus.
- Coordination with staff to determine fiscal needs to provide critical services.
- Review future revenue and expenditure trends and forecasts.

FY 2025-26 Preliminary Budget - General Fund -

| | <u>Revenues</u> | <u>Expenditures</u> |
|---|---------------------|---------------------|
| FY 2025-26 Preliminary General Fund Budget | \$ 7,675,450 | \$ 7,120,153 |

Preliminary Budget Use of Reserves – (\$0)

FY 2025-26 Preliminary Budget - General Fund Changes / Additions -

Projected Revenues

- 2.0% growth in Property Tax
- Sales Tax and Transient Occupancy Tax adjusted to reflect current level of collections
- Continuation of appropriate cost allocations to the Sewer Enterprise Fund
- Inclusion of reimbursed costs associated with Planning/Engineering activities
- Inclusion of Sales Tax Transaction & Use Tax (Measure i)

FY 2025-26 Preliminary Budget - General Fund Changes / Additions -

Assumptions & Unavoidable Expenditures

- All positions are fully funded for entirety of fiscal year (no salary savings are built in such as from vacancies)
- Only negotiated and approved salary increases are included
 - Union contract increases/changes (salary/benefits) - \$112,715
- Sheriff's contract – increases \$355,000
- Health insurance – increases \$23,000
- Unfunded Pension Liability – increases \$80,000
- Liability/Property/Vehicle insurance – increases \$46,000
- Citywide Department Expenses – total increase of \$105,000

FY 2025-26 Preliminary Budget - General Fund Changes / Additions -

Proposed Expenditures (from April 22 Budget Workshop)

- Municipal Code Update (Title 18) - \$60,000
- Community Development & Services proposed personnel costs (Admin Analyst) - \$36,000
- IT upgrades – replace expired computers - \$31,000
- Website update - \$10,000
- Public Works Pickup - \$42,000 (shared with Sewer fund)
- Public Works proposed personnel (PT Temp Maintenance Worker) - \$18,600
- Asphalt replacement at Fire Dept - \$46,000 (NCCSIF to fund \$40,000 – total cost of project is \$86,000)

FY 2025-26 Preliminary Budget - General Fund Changes / Additions -

Proposed Expenditures (Since April 22 Budget Workshop)

- Finance Department proposed personnel costs (Finance & HR Specialist) - \$20,000
- TOT Audit - \$7,000
- CD&S Department, Temporary Admin Support - \$19,000
- Council Chambers AV Equipment - \$11,100
- Library Print Material - \$10,000



FY 2025-26 Preliminary Budget - General Fund Changes / Additions -

Changes from the April 22 Budget Workshop

- Removed Fire Engine 2 – Will be added back into Mid-Year Budget in Spring 2026.
- Removed Assistant Library Director position.

FY 2025-26 Preliminary Budget - General Fund -


Current Revenue Characteristics:

- “Big Three” revenue sources (Property Tax / Sales Tax / Transient Occupancy Tax) make up 77% of General Fund base revenues.
 - Measure I - Transaction & Use Tax funds (NEW)
- Recent reliance on one-time funding to fund critical citywide needs
 - Fire / Public Works grants (equipment and operations)

FY 2025-26 Preliminary Budget - General Fund -

Current Expenditure Characteristics:

- Inflation impacting everyday cost of providing services:
 - Labor benefit costs (health insurance / CalPERS costs)
 - Utilities costs
- Existing number of staff and related costs required to deliver desired levels of service:
 - City directly provides array of services – Administration / Public Works / Community Development / Fire / Library / Recreation
 - City contracts for required services – Police / Select Administrative Functions



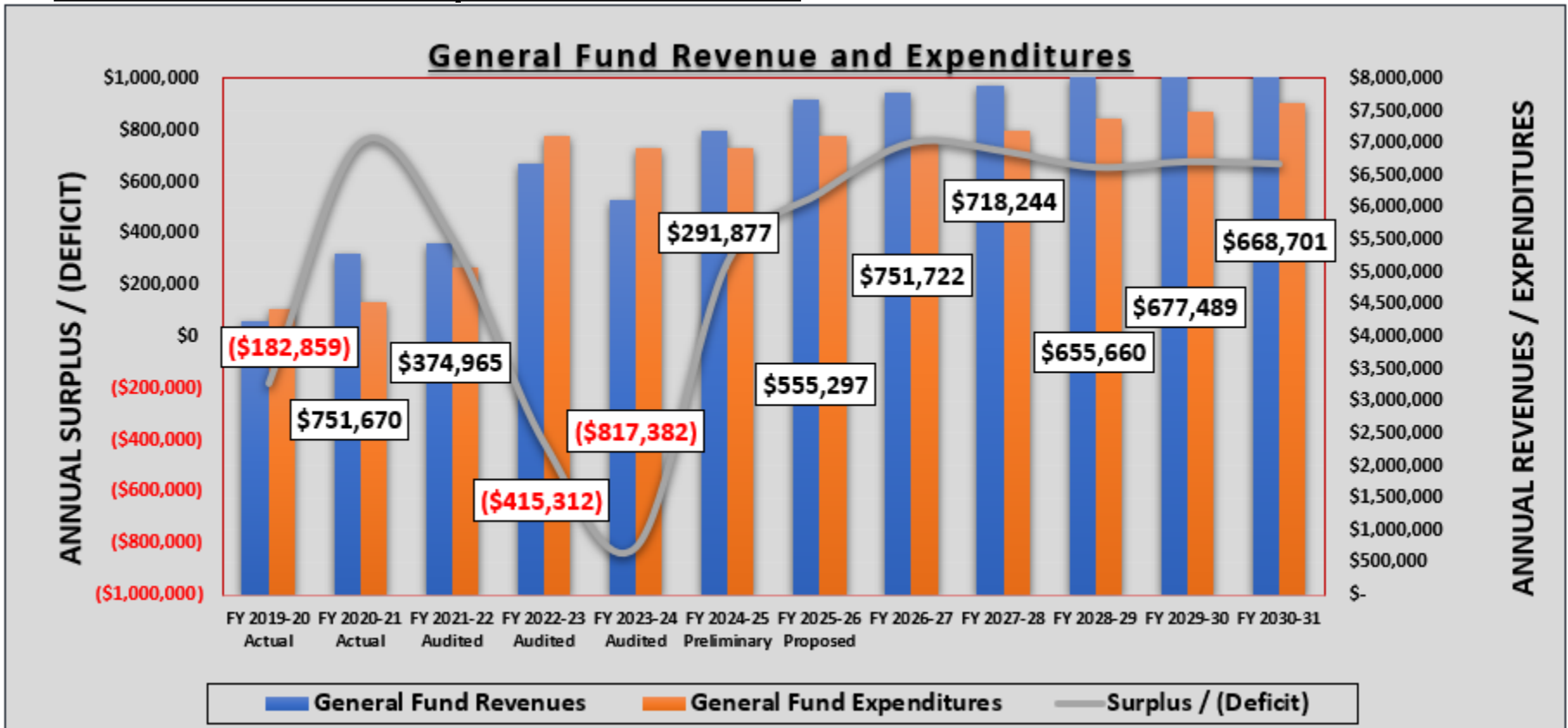
FY 2025-26 Preliminary Budget - General Fund -

Current Expenditure Characteristics:

- Budget only captures known fiscal activity at given time.
 - City always encounters unforeseen needs as year progresses – vehicle and maintenance needs, community safety needs, etc...

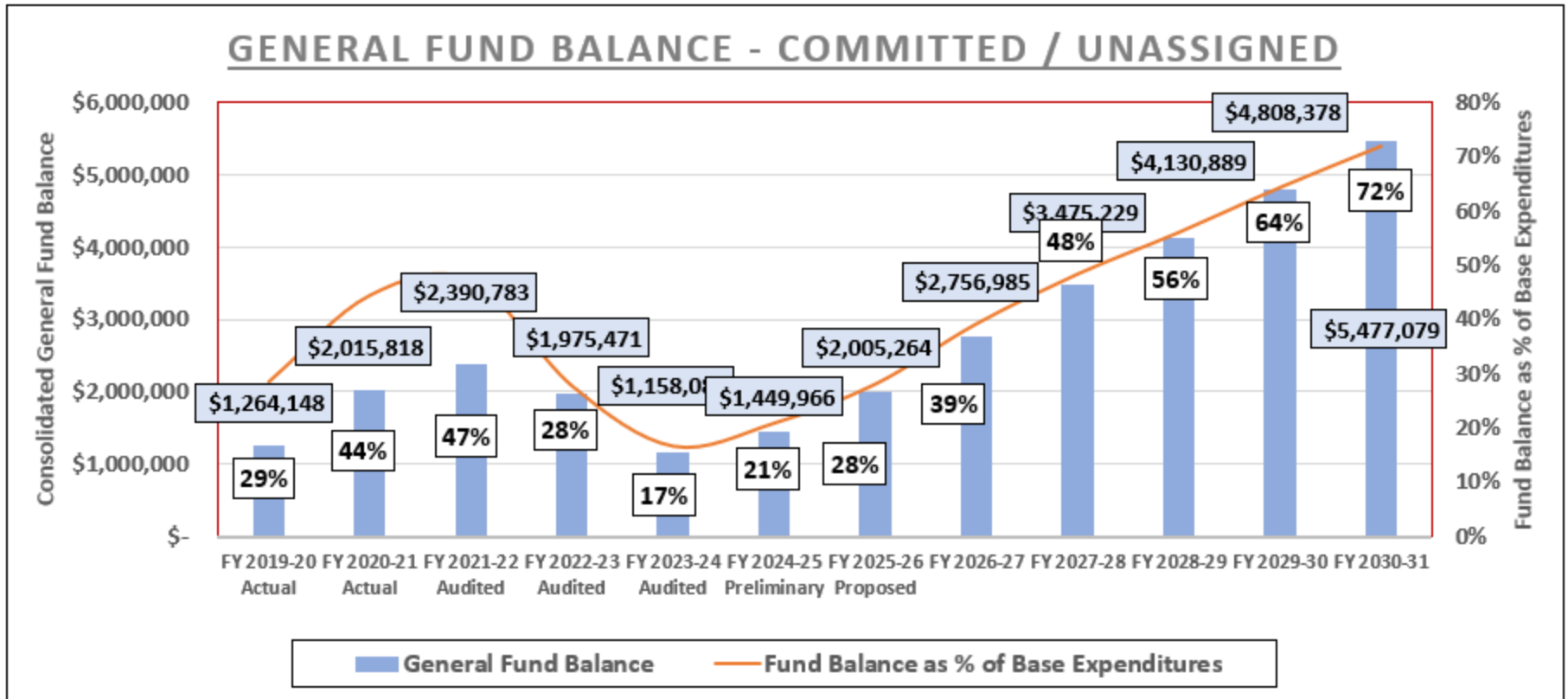
FY 2025-26 Preliminary Budget - General Fund Forecast -

General Fund – Updated Forecast



FY 2025-26 Preliminary Budget - General Fund Forecast – Fund Balance -

General Fund – Updated Fund Balances:



FY 2025-26 Preliminary Budget - General Fund Opportunities -

Fund Balance Improvement Opportunities

- Opportunities may exist to grow base revenue level in the City:
 - Sale of City owned properties,
 - Possible Transient Occupancy Tax (TOT) increases because of auditing,
 - Potential tax revenue from two future cannabis dispensaries, and
 - Applying for state and federal grants.

FY 2025-26 Preliminary Budget - Enterprise Funds -

Sewer Fund

| | <u>Revenues</u> | <u>Expenditures</u> |
|--------------------------------------|---------------------|---------------------|
| FY 2025-26 Preliminary Budget | \$ 2,355,000 | \$ 4,933,359 |

Projected Sewer Fund Balance @ 6/30/26: \$ 1,783,814

FY 2025-26 Preliminary Budget - Enterprise Funds -

Sewer Fund Budget Notes:

- Programmed rate increase for sewer service rates consistent with rate study.
- Capital projects/maintenance include:
 - Multiple Lift Stations,
 - Lassen Street Sewer Rehabilitation.
 - WWTP Improvements / Upgrades,
 - Annual Sewer Replacement Project,
 - Shasta/Butte Streets Replacement Project, and
Total = \$2,916,665
 - Prop 218 Study - \$50,000, and
 - Tyler Utility Billing Module - \$17,500.
- Sewer Fund budget includes charge of \$261,175 for overhead, administration and Public Works staff costs (will only transfer actual costs)
- Operating margin before considering capital: ~ \$338,000



FY 2025-26 Preliminary Budget - Questions / Direction -

*City Council Discussion
Questions & Direction*



Date: June 17, 2025
To: Honorable Mayor and Councilmembers
From: Nathan Monck, Fire Chief
Marti Brown, City Manager
Subject: EKG Monitor Lease Agreement

Recommendation:

Authorize the City Manager, or her designee, to execute all documents related to the purchase and subsequent lease agreement with Zoll Medical Corporation for the purchase of two Zoll X- Series EKG monitors and necessary accessories totaling \$57,707.25 using a \$35,000 Cal Water grant and \$22,707.25 of General Fund monies spread over the next three fiscal years.

Rationale for Recommendation:

The Fire Department received a \$35,000 Cal Water grant to purchase EKG monitors; however, the cost of the monitors exceeds the grant amount by \$22,707 for a total cost of

Background:

The Council’s 2024 Vision and Priorities document included Priority #3, Goal #2 “Right-size and enhance the Willows Fire Department to include 24-hour Advanced Life Saving (ALS) services” and “Budget for additional equipment and resources needed to support a 24-hour ALS service.”

In an effort to move forward with this priority, the Fire Department applied for and was awarded a \$35,000 grant from the California Water Service Company in January 2025 to purchase EKG Monitors and associated equipment. When preparing the Grant, staff overlooked additional costs to acquire and use the equipment such as sales tax, startup expenses (e.g., chargers). When the forgotten associated costs to purchase and operate the monitors were totaled, the cost of the project exceeded the grant award, requiring council approval for additional funding in order to move forward with the project.

Discussion & Analysis:

Because of staff familiarity, the cost, and compatibility with both Enloe and Westside Ambulance equipment, Zoll X Series monitors were selected for purchase. If approved for purchase, one Monitor will be assigned to the first out city engine, and one will be assigned to the Fire Chiefs staff vehicle. There are currently two licensed Paramedics at the Willows Fire Department, Chief Monck and Captain Lombard. The Department needs a minimum of two monitors to ensure ALS capabilities can be reliably maintained. The anticipated lifespan of the Monitors is 10 Years.

Staff recommend approving the attached contract to obtain the EKG Monitors now; however, staff also recommend spreading out the full cost of the EKG monitors over three fiscal years thereby limiting the overall financial impact of the \$22,707 on the General Fund.

Consistency with Council Priorities and Goals:

This project is consistent with Council Priorities #1: Financial Stability, #3: Public Safety, and #6: Quality of Life.

Fiscal Impact:

Staff secured a 0% interest lease for the purchase of EKG monitors requiring a 66% down payment (\$38,086.79) in FY 2025-26. The remaining balance will be paid in two even payments for FY 2026-27 and FY 2027-28 (\$9,810.23). This expenditure will impact the general fund by a total of \$22,707.25 over the next three fiscal years. The Department will own the monitors outright after the final FY 2027-28 payment is made.

Attachment:

- Attachment 1: Zoll Quote Q-111590


ZOLL Medical Corporation

 269 Mill Road
 Chelmsford, MA 01824-4105
 Federal ID# 04-2711626

 Phone: (800) 348-9011
 Fax: (978) 421-0015
 Email: esales@zoll.com

Quote No: Q-111590 Version: 2

 Willows Fire Dept
 201 N. Lassen Street
 Willows, CA 95988

ZOLL Customer No: 257001

Nate Monck

 Quote No: Q-111590
 Version: 2

 Issued Date: June 6, 2025
 Expiration Date: June 30, 2025

 Terms: 66% down net 30 days balance
 due in two equal payments 7/30/26 &
 7/30/27

 FOB: Shipping Point
 Freight: Prepay & Add

 Prepared by: Kimberly Tanner
 EMS Territory Manager
 ktanner@zoll.com
 +1 9167987644

| Item | Contract Reference | Part Number | Description | Qty | List Price | Adj. Price | Total Price |
|------|--------------------|-------------------|---|-----|-------------|-------------|-------------|
| 1 | | 601-2231011-01-66 | Refurbished X Series Monitor/Defibrillator - 12-Lead ECG, Pacing, NIBP, SpO2, SpCO, EtCO2, CPR Expansion Pack Includes: 4 trace tri-mode display monitor/ defibrillator/ printer, advisory algorithm, advanced communications package (Wi-Fi, Bluetooth, USB cellular modem capable) USB data transfer capable and large 6.5in (16.5cm) diagonal screen. Accessories Included: MFC cable and CPR connector, A/C power cord, One (1) roll printer paper, 6.6 Ah Li-ion battery, Carry case, Operator Manual, Quick Reference Guide, and Six (6)-month EMS warranty. Parameter Details: Real CPR Help - Dashboard display of CPR Depth and Rate for Adult and Pediatric patients, Visual and audio prompts to coach CPR depth (Adult patient only), Release bar to ensure adequate release off the chest, Metronome to coach rate for Adult and Pediatric patients. See-Thru ® CPR artifact filtering • Interpretative 12-Lead ECG (Full 12 ECG lead view with both dynamic and static 12-lead mode display. 12-Lead OneStep ECG cable - includes 4-Lead limb lead cable and removable precordial 6-Lead set) • ZOLL Noninvasive Pacing Technology • Welch Allyn NIBP with Smartcuff. 10 foot Dual Lumen hose and SureBP Reusable Adult Medium Cuff • Masimo SpO2 & SpCO with Signal Extraction Technology (SET), Rainbow SET® • EtCO2 Oridion Microstream Technology. Microstream tubing set sold separately • | 2 | \$31,479.60 | \$22,000.60 | \$44,001.20 |
| 2 | 1501418 | 8300-000208 | Microstream Advance Adult-Pediatric Intubated CO2 Filter Line, Short Term Use, Box of 25 | 2 | \$288.00 | \$259.20 | \$518.40 |
| 3 | 1501418 | REUSE-13-2MQ | Welch Allyn REUSE-13-2MQ Cuff, Thigh, 2-Tube, Twist Lock connector | 2 | \$65.00 | \$54.12 | \$108.24 |



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Willows Fire Dept
 Quote No: Q-111590 Version: 2

| Item | Contract Reference | Part Number | Description | Qty | List Price | Adj. Price | Total Price |
|------|--------------------|----------------|---|-----|------------|------------|-------------|
| 4 | 1501418 | REUSE-12L-2MQ | Welch Allyn REUSE-12L-2MQ Cuff, Lg Adult Long, 2-Tube, Twist Lock connector | 2 | \$48.00 | \$43.20 | \$86.40 |
| 5 | 1501418 | REUSE-12-2MQ | Welch Allyn REUSE-12-2MQ Cuff, Lg Adult, 2-Tube, Twist Lock connector | 2 | \$42.00 | \$37.80 | \$75.60 |
| 6 | 1501418 | 8000-000151 | RD Rainbow SET MD20-04 EMS Patient Cable, 4ft | 2 | \$259.00 | \$256.66 | \$513.32 |
| 7 | 1501418 | 8000-000862 | Masimo LNCS-II Rainbow DCI 8λ SpCO Adult Sensor, 3ft | 2 | \$900.00 | \$810.00 | \$1,620.00 |
| 8 | 1501418 | 8000-0580-01 | Six Hour Rechargeable, SurePower II Smart Battery | 4 | \$1,031.00 | \$820.82 | \$3,283.28 |
| 9 | 1501418 | 8300-0500-01 | SurePower 4 Bay Charging System including 4 Battery Charging adapters | 1 | \$3,557.00 | \$2,831.46 | \$2,831.46 |
| 10 | 1501418 | 8000-000876-01 | Paper, Thermal, w/Grid, BPA Free (Box of 6) | 1 | \$33.00 | \$26.24 | \$26.24 |

Subtotal: \$53,064.14

Estimated Tax: \$4,643.11

Total: \$57,707.25

| Contract Reference | Description |
|--------------------|---|
| 1501418 | Reflects CHM GPO NPP 2020 - Contract No. PS20200 (EXT2) contract Pricing. Notwithstanding anything to the contrary herein, the terms and conditions set forth in NPP Contract No. PS20200 shall apply to the customer's purchase of the products set forth on this quote. |

| UCC Financing Statement |
|---|
| By placing a Purchase Order in response to this quotation, Customer agrees that it thereby grants to ZOLL a purchase money security interest in all the goods referenced by such purchase order and acknowledges that ZOLL may file a UCC Financing Statement ordering such purchase money security interest. Customer further agrees to provide a signed Security Agreement to ZOLL prior to shipment pursuant to such purchase order. |

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to this quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <https://www.zoll.com/terms-and-conditions-of-sale>, for software products can be found at <https://www.zoll.com/software-legal>, and for ExpertCare Service Plans can be found at <https://www.zoll.com/ExpertCare-Service-Terms>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

1. Delivery will be made upon availability.
2. This Quote expires on June 30, 2025. Pricing is subject to change after this date.
3. Applicable tax, shipping & handling will be added at the time of invoicing.
4. All purchase orders are subject to credit approval before being accepted by ZOLL.



ZOLL Medical Corporation

269 Mill Road
Chelmsford, MA 01824-4105
Federal ID# 04-2711626

Phone: (800) 348-9011
Fax: (978) 421-0015
Email: esales@zoll.com

Willows Fire Dept
Quote No: Q-111590 Version: 2

- 5. To place an order, please forward the purchase order with a copy of this quotation to esales@zoll.com or via fax to 978-421-0015.
- 6. All discounts from list price are contingent upon payment within the agreed upon terms.
- 7. Place your future accessory orders online by visiting the ZOLL web store.

Order Information (to be completed by the customer)

Tax Exempt Entity (Tax Exempt Certificate must be provided to ZOLL)

Taxable Entity (Applicable tax will be applied at time of invoice)

| BILL TO ADDRESS | SHIP TO ADDRESS |
|--------------------------|--------------------------|
| Name/Department: | Name/Department: |
| Address: | Address: |
| | |
| City / State / Zip Code: | City / State / Zip Code: |

Is a Purchase Order (PO) required for the purchase and/or payment of the products listed on this quotation?

Yes PO Number: _____ PO Amount: _____
(A copy of the Purchase Order must be included with this Quote when returned to ZOLL)

No (Please complete the below section when submitting this order)

For organizations that do not require a PO, ZOLL requires written execution of this order. The person signing below represents and warrants that she or he has the authority to bind the party for which he or she is signing to the terms and prices in this quotation.

Willows Fire Dept

Authorized Signature:

Name: _____
Title: _____
Date: _____



SECURITY AGREEMENT
Equipment + Basic

This Security Agreement, made and entered in this _____ day of _____ by and between **ZOLL Medical Corporation**, located at **269 Mill Rd Chelmsford, MA 01824**, (hereinafter "Secured Party") and _____ with headquarters located at _____ and if a legal person or registered, incorporated, formed or otherwise organized in or under the laws of the [state] of _____, (hereinafter "Debtor").

I CREATION OF SECURITY INTEREST

In consideration for the extension of credit, Debtor hereby grants a purchase money security interest in, and assigns to the Secured Party, all of Debtors' right, title and interest in, to and under the Collateral described in the first paragraph of Section II below as collateral to security for the payment and performance of all debts, liabilities and obligations of Debtor of any kind whenever and however incurred to Secured Party, including the Obligations (as defined below).

II COLLATERAL

The term "Collateral" as used in this Agreement shall mean (a) the equipment described in Exhibit A and (b) all proceeds thereof.

The term "Obligations" as used in this Agreement shall mean and include the indebtedness related to the purchase of the equipment described in Exhibit A.

III DEBTOR'S OBLIGATIONS

- A. Debtor warrants and covenants that the Collateral will be held for use, sale or lease in and for Debtor's business and will be kept only at the principal place of business set forth herein (and Debtor's additional address(es) set forth with its signature, if any); Debtor will notify Secured Party in writing fifteen (15) days prior to any of the following:
 - (1) Change(s) or additions to location of any material or substantial portion of the Collateral,
 - (2) Change(s) in location of chief executive offices (if an unregistered entity),
 - (3) Change(s) in state of Incorporation (if a registered entity),
 - (4) Change(s) in state of residence (if an individual),
 - (5) Change(s) in name of Debtor's business.
- B. Debtor covenants that it will notify Secured Party in writing 30 days prior of: its opening of any new places of business, or the closing of any existing places of business, or the change of name or nature of the entity including changes to state of incorporation or state of chief executive offices.
- C. Debtor warrants and covenants that it has good and marketable title to, all its Collateral, and the same are free and clear of all liens and encumbrances other than liens in favor of the Secured Party securing the Obligations.

IV DEFAULT

The following shall constitute a default by Debtor:



Non-payment: Failure to pay the principal or any installment of principal or of interest on the indebtedness or any notes when due. In addition, Debtor shall be in default if bankruptcy or insolvency proceedings are instituted by or against the Debtor or if Debtor makes any assignment for the benefit of creditors.

Breach: Misrepresentation or misstatement in connection with, noncompliance with or nonperformance of any of Debtor's obligations or agreements under Sections III and VII shall constitute default under this Security Agreement

Insolvency: The dissolution, termination of existence, \suspension of business, insolvency or business failure of Debtor; or appointment of a receiver, trustee or custodian, for all or any property of Debtor, assignment for the benefit of creditors by Debtor, or the commencement of any proceeding by or against Debtor under any provision of the United States Bankruptcy Code, as amended, or under any other state, federal or other bankruptcy or insolvency law, now or hereafter in effect.

V SECURED PARTY'S RIGHTS AND REMEDIES

- A. Secured Party may assign this security agreement, and this agreement shall be binding upon and insure to the benefit of Secured Party's successor and assigns, and:
 - (1) If Secured Party does assign this security agreement, the assignee shall be entitled, upon notifying the Debtor, to performance of all Debtor's obligations and agreements under Sections III and VII, and assignee shall be entitled to all of the rights and remedies of Secured Party under this Section V; and
 - (2) Debtor will not assert any claims or defenses he may have against Secured Party or against its assignee except those granted in this security agreement.
- B. Upon Debtor's default, Secured Party, shall have all rights set forth under the Uniform Commercial Code, including, but not limited to Article 9, and may exercise his rights of enforcement under the Uniform Commercial Code in force in the State where the Collateral is located or where the UCC Financing Statement is filed and in conjunction with, in addition to or substitution for those rights, at Secured Party's discretion, may
 - (1) Declare all unpaid balances due and payable, notwithstanding otherwise stated maturities; and/or,
 - (2) Waive any default or remedy any default in any reasonable manner without any or all Accounts or other collateral or proceeds, or to sell, transfer, compromise, waiving the default remedied and without waiving any other prior or subsequent default.
- C. The Secured Party may employ agents and attorneys-in-fact in connection herewith and shall not be responsible for the negligence or misconduct of any such agents or attorneys-in-fact selected by it in good faith.

VI RIGHTS AND REMEDIES OF DEBTOR

Debtor shall have all the rights and remedies before or after default provided in Article 9 of the Uniform Commercial Code in force in the State of where the Collateral is located or where the UCC Financing Statement is filed. In addition, the Debtor has all rights and remedies and immunities afforded to it as a sovereign, except any waived by virtue of the inclusion of Debtor's obligations set forth in this contract. Debtor shall not assign or transfer its rights or obligations hereunder without the prior written consent of Secured Party and any assignment or transfer made in violation of this sentence shall be void.

VII ADDITIONAL AGREEMENTS AND AFFIRMATIONS

- A. Debtor Agrees and Affirms
 - (1) That information supplied and statements made by Debtor in any financial or credit statement or application for credit prior to this security agreement are true and correct and,



ZOLL Medical Corporation

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Willows Fire Dept
Quote No: Q-111590 Version: 2

- (2) Debtor warrants and covenants that it will keep and maintain its business as presently constituted and will advise Secured Party immediately of any change in the name or nature or location thereof and of any fact or occurrence which does, or with lapse of time could, impair Debtor's ability to perform hereunder.
- (3) Debtor warrants that all locations of collateral and all corporate, partnership, doing business, trade and individual names are listed below the signature line (hereon) are absolutely accurate and complete and that it will give Secured Party at least thirty (30) days prior written notice of any change thereof, addition thereto or deletion there from.
- (4) That if Debtor is also buyer of the Collateral, there are no express warranties unless they appear in writing signed by the seller and there are no implied warranties of merchantability or fitness for a particular purpose in connection with the sale of the Collateral.

B. Mutual Agreements

- (1) "Debtor" and "Secured Party" as used in this security agreement include the heirs, executors or administrators, successors or assigns of those parties.
- (2) The law governing this secured transaction shall be that of the State where the Collateral is located or where the UCC Financing statement is filed.
- (3) If more than one Debtor executes the security agreement, their obligations hereunder shall be joint and several.
- (4) This agreement does not waive Secured Party's rights under any other agreement that Debtor has signed with the Secured Party.
- (5) Debtor authorizes Secured Party to file a UCC Financing Statement describing the Collateral and appoints Secured Party as Debtor's agent and grants Secured Party limited Power of Attorney to sign UCC forms for the purpose of protecting Secured Party's interest.

C. Form of Debtor's Business

- (1) Debtors represents and warrants as follows: Debtor's business is (circle one);

a. Registered Organization b. Unregistered Organization c. Individual

(a) If a. Registered Organization: **State where Incorporation/Formed** _____.

(b) If b. Unregistered Organization: Location of Business (state) or if more than one place of business, "chief executive office" _____.

(c) If c. Individual: State or States of Residence (include all states) _____, _____, _____.

- Registered Organizations include: Includes corporations, limited liability corporations and registered limited partnerships.

- Unregistered Organizations include: Partnerships.

- Individuals Include: Sole Proprietorships

D. Further Assurances.

- (1) Debtor agrees to execute any further documents, and to take any further actions, reasonably requested by Secured Party to evidence or perfect the purchase money security interest granted herein or to effectuate the rights granted to the Secured Party herein.
- (2) Debtor represents and warrants that Debtor's exact legal name is set forth in the first paragraph of this Security Agreement.



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Willows Fire Dept
Quote No: Q-111590 Version: 2

- (3) This Agreement is governed by the laws of the Commonwealth of Massachusetts, with the courts therein having exclusive jurisdiction over any disputes between the parties to this Agreement.

VIII INDEMNITY

To the extent permitted by law, Debtor hereby agrees to indemnify Secured Party and its affiliates, agents, and attorneys, and to hold them harmless from and against any and all claims, debts, liabilities, demands, obligations, actions, causes of action, penalties, costs and expenses (including reasonable attorneys’ fees), of every kind, which they may sustain or incur based upon or arising out of any enforcement of this Agreement or the Obligations; provided that this indemnity shall not extend to damages proximately caused by any indemnitee’s own or its representatives’ gross negligence or willful misconduct. Notwithstanding any provision in this Agreement to the contrary, the indemnity agreement set forth in this Section shall survive any termination of this Agreement and shall for all purposes continue in full force and effect.

IX MISCELLANEOUS

The captions and section headings appearing herein are included solely for convenience of reference and are not intended to affect the interpretation of any provision of this Security Agreement. This Security Agreement may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument and any of the parties hereto may execute this Agreement by signing any such counterpart. The terms of this Security Agreement may be waived, altered or amended only by an instrument in writing duly executed by Debtor and the Secured Party. In the event that any one or more of the provisions contained in this Security Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Security Agreement shall be construed as if such invalid, illegal or unenforceable provision had not been contained herein.

(Signature Page Follows)

IN WITNESS WHEREOF, Debtor has executed this Security Agreement as of the date indicated above.

DEBTOR NAME

BY: _____
(Print name)

BY: _____
(Print name)

(Signature and Title)

(Signature and Title)



ZOLL Medical Corporation

269 Mill Road
Chelmsford, MA 01824-4105
Federal ID# 04-2711626

Willows Fire Dept
Quote No: Q-111590 Version: 2

Phone: (800) 348-9011
Fax: (978) 421-0015
Email: esales@zoll.com

SECURED PARTY NAME

BY: _____
(Gary Schaefer - Credit Manager)

ACCEPTED at Creditor City, State, this _____ day of _____, 20_____ .



PUBLIC HEARING



Date: June 17, 2025

To: Honorable Mayor and Councilmembers

From: Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: Ordinance for a Temporary Moratorium on Future Applications for Mobile Food Trucks

Recommendation:

Hold a Public Hearing to adopt an Ordinance authorizing a temporary moratorium on new mobile food truck applications in the City of Willows, by title only and waive the second reading.

Rationale for Recommendation:

On February 25, 2025, Councilmember Pride requested placing an item on a future Council agenda to consider placing a moratorium on any new mobile food trucks until the comprehensive update of the Willows Municipal Code (WMC) is complete. The moratorium and code update would allow staff time to more clearly define the mobile food truck definition, as well as identify the appropriate zoning districts in which they may operate.

Background:

At the May 27, 2025, City Council meeting, the first reading of the ordinance by title only was completed and staff were directed to proceed with scheduling the ordinance for a second reading to consider adoption of the Ordinance. On May 6, 2025, the Planning Commission held a public hearing and approved a resolution recommending the City Council modify and approve the proposed ordinance. The modification to the ordinance included adding the language "or until the adoption of the revised Chapter 18 of the WMC, whichever occurs first." This motion passed 3-1 with one Planning Commissioner recusing herself.

Mobile food trucks have been permitted to operate with a Conditional Use Permit (CUP) in the Central Commercial District and the General Commercial District. The Central Commercial District section of the WMC is the only section that includes language regarding outside sales and transient or mobile business operations, but they have been permitted in General Commercial Districts as well. The City of Willows currently has three mobile food trucks operating within the Central Commercial District.

Discussion & Analysis:

The terms “outside sales” and “transient/mobile” used in the WMC are ambiguous and can be interpreted in a variety of ways in which a mobile food truck is, in fact mobile, but it typically operates from a single fixed location.

The California Health and Safety Code 113831 has the following definitions:

113831. (a) “Mobile food facility” means any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. “Mobile food facility” does not include a “transporter” used to transport packaged food from a food facility, or other approved source to the consumer.

(b) “Single operating site mobile food facilities” means at least one, but not more than four, unenclosed mobile food facilities, and their auxiliary units, that operate adjacent to each other at a single location.

(c) “Compact mobile food operation” means a mobile food facility that operates from an individual or from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance.

As the State code and the City’s Municipal Code suggest, there are a variety of nuances to the definition of a “mobile food truck.” The final update of the City’s Municipal Code (e.g., 2026) will go a long way to clarifying the definition, uses, locations and hours of operation of future mobile food trucks in the city.

Consistency with Council Priorities and Goals:

This action aligns with the Council’s priority #2 Economic Development, Goal #3: Complete a code update to promote business opportunities.

Fiscal Impact:

There is no fiscal impact.

Attachments:

- Attachment 1: Ordinance
- Attachment 2: Planning Commission Resolution



**City of Willows
Ordinance XXX-2025**

AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS

WHEREAS, the City Council of the City of Willows intends to impose a temporary moratorium on new applications for mobile food trucks to allow the City to study the impacts of such businesses and to formulate appropriate zoning requirements; and

WHEREAS, the City Council has reviewed the recommendations of the Planning Commission following a public hearing held on May 6, 2025, and the Planning Commission has recommended the adoption of this moratorium; and

WHEREAS, the City Council of the City of Willows has held a public hearing on this ordinance, and after due consideration, finds that the imposition of a moratorium is in the best interest of public health, safety, and welfare; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS DOES ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS

The City Council finds and determines as follows:

1. Mobile food trucks are a growing industry within the City of Willows, and their operations are not currently regulated in a manner that adequately addresses the health, safety, traffic, and aesthetic concerns of the community.
2. A temporary moratorium is necessary to allow the City to conduct a thorough study of the impacts of mobile food trucks and to develop appropriate zoning regulations that address these issues.
3. The imposition of a temporary moratorium will allow the City time to evaluate these issues without the continued expansion of mobile food truck operations.

SECTION 2. TEMPORARY MORATORIUM

1. A temporary moratorium is hereby imposed on new applications for mobile food trucks in all zoning districts within the City of Willows.
2. No permits, licenses, or entitlements shall be issued for the operation of mobile food trucks within the City of Willows during the effective period of this moratorium, except that existing mobile food trucks currently operating under valid permits may continue operations pending further regulation.

SECTION 3. STUDY AND RECOMMENDATIONS

The City of Willows Planning Department, Planning Commission, and City Council shall update the Willows Municipal Code to clarify definitions and zoning requirements as they relate to mobile food trucks to address public health, safety, traffic, and other concerns, with a goal of completing the update by the conclusion of the 12-month moratorium period or until the adoption of the revised Chapter 18 of the WMC, whichever occurs first.

SECTION 4. SEVERABILITY

If any provision of this ordinance is found to be invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

SECTION 5. DURATION

This moratorium shall remain in effect for a period of 12 months or until the adoption of the revised Chapter 18 of the WMC, whichever occurs first, commencing on the effective date of this ordinance, unless extended by the City Council.

SECTION 6. CEQA COMPLIANCE

This ordinance is exempt from the CEQA Guidelines Section 15061(b)(3), which applies when the activity is "not subject to CEQA" because it can be determined with certainty that there is no possibility that the activity may have a significant effect on the environment.

SECTION 7. EFFECTIVE DATE

This ordinance shall take effect 30 days after its adoption, in accordance with California Government Code.

SECTION 8. LEGAL AUTHORITY

This ordinance is adopted pursuant to the zoning authority granted by Government Code Section 65800 et seq.

PASSED AND ADOPTED by the City Council of the City of Willows this 17th day of June 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk



**City of Willows
Resolution 08-2025**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WILLOWS RECOMMENDING THAT
THE CITY COUNCIL ADOPT AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON NEW
APPLICATIONS FOR MOBILE FOOD TRUCKS IN ALL ZONING DISTRICTS**

WHEREAS, mobile food trucks are a growing business model in the City of Willows and have potential impacts on traffic, safety, aesthetics, noise, and existing brick-and-mortar businesses; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing on May 6th 2025 in accordance with California Government Code §§ 65853–65857, to consider a temporary 12 month moratorium on new applications for mobile food trucks in all zoning districts within the City; and

WHEREAS, the City of Willows does not currently have comprehensive regulations specifically governing the operation of mobile food trucks, including their definition and the zoning districts where they can operate; and

WHEREAS, the purpose of the moratorium is to provide the City time to study the impacts of mobile food truck operations and to develop appropriate amendments to the Willows Municipal Code regulating such uses; and

WHEREAS, this moratorium shall not affect the continued operation of mobile food trucks currently operating under valid permits within the City of Willows and;

WHEREAS, the Planning Commission has considered public testimony and staff reports, and finds that the temporary moratorium is necessary to preserve the public health, safety, and welfare by providing time to develop regulations that ensure mobile food trucks can operate in an orderly and predictable manner; and

WHEREAS, the Planning Commission further finds that the moratorium is consistent with the City's General Plan, particularly regarding land use, public safety, and community welfare; and

WHEREAS, the ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), as it can be seen with certainty that there is no possibility the moratorium may have a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Willows recommends that the City Council [~~adopt~~/modify/reject] the proposed ordinance titled: AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS.

PASSED AND ADOPTED by the Planning Commission of the City of Willows this 6th day of May 2025, by the following vote:

AYES: Commissioner Brott, Vice Chair Valencia, and Chair Bobadilla

NOES: Commissioner Corum

ABSENT: None

ABSTAIN: Commissioner Ocampo

APPROVED:

A handwritten signature in blue ink, appearing to read "Pedro Bobadilla", written over a horizontal line.

Pedro Bobadilla, Chair

ATTESTED:

A handwritten signature in blue ink, appearing to read "Karleen Price", written over a horizontal line.

Karleen Price, City Clerk



COMMENTS AND REPORTS