



Willows City Council Regular Meeting

July 14, 2026
Willows City Hall
Closed Session: 5:00 PM
Open Session: 6:00 PM

City Council
Evan Hutson, Mayor
Richard Thomas, Vice Mayor
Gary Hansen, Council Member
Lorri Pride, Council Member
Vacant, Council Member

City Manager
Marti Brown

City Clerk

Karleen Price

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

Agenda

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If you have documents you would like to submit to the 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 - 5:00 PM**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **CHANGES TO THE AGENDA**

5. **CLOSED SESSION**

Prior to the City Council convening into Closed Session, the public will have an opportunity to address the Council regarding the item listed below, pursuant to Government Code §54954.3. Public Comments are generally restricted to three minutes.

a. **Conference With Legal Counsel - Existing Litigation (54956.9(d)(1))**

Name of Case: City of Willows v. County of Glenn, et al., Glenn County Superior Court Case No. 26CV00193

6. **RECONVENE IN OPEN SESSION – 6:00 PM**

7. **CEREMONIAL**

a. **Proclamation: Celebrating the 100th Anniversary of California Water Service**

8. **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: Joei Harrison, Finance Director, jharrison@cityofwillows.org

b. **Minutes Approval**

Recommended Action: Approve the minutes of the June 23, 2026, City Council Meeting, and the June 25, 2026, Special City Council Meeting.

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

c. **Glenn-Colusa Irrigation District Easement Agreement**

Recommended Action: Adopt Resolution XX-2026 (Attachment 1) approving the Easement Agreement between the City of Willows and the Glenn-Colusa Irrigation District (Attachment 2), authorizing the conveyance and quitclaim of the City's interest in the canal infrastructure improvements associated with Lateral 26-2B, granting a perpetual non-exclusive easement for the purposes set forth in the Easement Agreement, and authorizing the City Manager, or her designee, to execute the Easement Agreement and related documents necessary to implement the Agreement.

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

d. **Temporary Moratorium on New Mobile Food Applications**

Recommended Action: Introduce, by title only, an ordinance authorizing a temporary moratorium on new mobile food truck applications in the City of Willows and waive the full reading of the ordinance

(Attachment 1). Direct staff to schedule the ordinance for a second reading and adoption at the July 28, 2026 City Council meeting.

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

e. **Utility Biller – New Job Classification & Salary Schedule**

Recommended Action: Adopt the attached job classification and salary schedule for a new part-time Utility Biller Position.

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

f. **Prentice Long, PC: New Contract for the Municipal Code Update Project**

Recommended Action: Authorize the City Manager to execute a new contract with Prentice Long, PC through December 31, 2026, to complete the City of Willows Municipal Code Update.

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

g. **Civic Center ADA Door Upgrades Project Agreement - Amendment**

Recommended Action: Adopt the Civic Center ADA Door Upgrades Resolution (Attachment 1) authorizing the City Manager to execute Amendment 1 (Attachment 2) to the Billson Construction agreement.

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

h. **Engine 2 Lease Agreement: Community Leasing Partners**

Recommended Action: Adopt Resolution XX-2026 authorizing the City Manager, or her designee, to enter into a lease agreement with Community Leasing Partners for the purchase and outfitting of a new Type 1 fire engine for a term of nine (9) years.

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

9. 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 you would like distributed to the Council, please give it to the City Clerk for distribution.

a. Public Hearing: Proposition 218 Sewer Rate Increase

Recommended Action: Conduct a public hearing, receive public comments and written protests regarding the proposed sewer rate adjustments, and upon conclusion of the public hearing, consider adoption of the Resolution approving sewer rates for the five-year period beginning August 1, 2026.

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

b. Urgency Ordinance – Food Truck Moratorium

Recommended Action: Hold a public hearing and adopt an interim urgency ordinance extending Ordinance No. 765-2025, which established a temporary moratorium on new mobile food truck applications in all zoning districts within the City of Willows.

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

10. 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. Surplus Police Equipment Purchase

Recommended Action: Authorize the City Manager, or her designee, to purchase and accept transfer of three surplus police vehicles and other assorted police equipment from the City of Orland for a cost not to exceed \$5,003.

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

b. City Council Vacancy and Appointment Process

Recommended Action: Receive the staff report, consider the available options for filling the City Council vacancy, and provide direction to staff to proceed with the appointment process.

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

11. COMMENTS & REPORTS

a. Council Correspondence

b. City Council Comments & Reports

c. **City Manager's Report**

12. CLOSED SESSION

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a. **Conference With Legal Counsel - Existing Litigation (54956.9(d)(1))**

Name of Case: City of Willows v. County of Glenn, et al., Glenn County Superior Court Case No. 26CV00193

b. **Conference with Real Property Negotiators (§ 54956.8)**

Property: 0 Sycamore Street, Willows CA 95988 / APN #003-113-006-000

Agency Negotiator: Marti Brown

Negotiating Parties: Ivan Alexis Ayala-Mendoza

Under Negotiation: Price and terms of payment

13. ADJOURNMENT

This agenda was posted on July 10, 2026.

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 (530) 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.

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