

## Willows Monthly - January 2025

2024 Highlights - Year in Review



### Upcoming Meetings

#### City Council

- January 28 - Regular Meeting @ 6:00 pm
- February 11 - Regular Meeting @ 6:00 pm

#### Planning Commission

- February 4 @ 6:00 pm

#### Library Board

- February 13 @ 11:00 am

## ADMINISTRATION

### General Operations, City Clerk's Office & Economic Development

#### New City Clerk/Assistant to the City Manager

Please join the City in welcoming Karleen Price as the City's new City Clerk/Assistant to the City Manager. Most recently, Karleen worked in Glenn County's Elections Office and before that, she worked in the County's Health and Human Services Department. All

total, she worked with Glenn County for nine years. Welcome aboard, Karleen!



## Press Release - Cannabis

Promoting Investment and Increased Revenue: Willows City Council Relaxes Zoning Requirements for Cannabis Dispensary License

## City Council Action Roundup

### January 14 City Council Meeting

- Received presentation and commented on Willows Police Department Cost Estimate and Feasibility Study
- Received presentation from Supervisor Yoder on upcoming Military Stand Down scheduled for Friday, January 24 from 11:00 am to 5:00 pm at the Glenn County Fairgrounds in Orland, CA.
- Approved budget authority in the amount of \$20,565 for a new Chlorine Analyzer and to rebuild an existing Influent Pump for the Wastewater Treatment Plant.
- Approved second reading to amend Cannabis Retail/Dispensary Ordinance to allow dispensaries in Central Commercial, General Commercial and Light Industrial Zones and reduce the setback from schools (e.g., preschool through grade 12) to 600 feet (from 1000).
- Authorized the City Manager to execute a contract in the amount of \$178,494 to upgraded City Hall doors to be ADA compliant. The project is funded with Community Development Block Grant funds.
- Authorized the City Manager to execute a contract and approve an overall budget of \$158,690 to sidewalk improvements at Jensen Park.

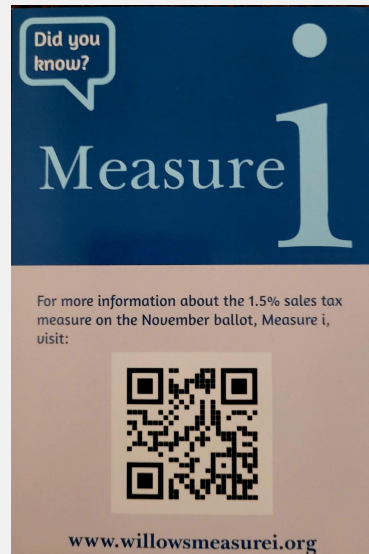
## 2024 Highlights - City Council & Administration



- City Council completes its first Priority & Goal-Setting Workshop
- Willows Voters Approve 1.5% Transaction & Use Tax!
- Council establishes new Finance & Measure i Oversight Committee
- City receives \$5,000 grant to hire two summer interns from Willows High School
- City hosts National Public Works Week event at Corporation Yard
- City hosts National Night Out Event in Central Park
- City hosts "Open City Hall Crawl" event encouraging residents to visit city facilities and learn more about its operations
- City celebrates kickoff of new \$4 million design project for Sycamore Park



*Council Priority & Goal Setting Workshop*



*Measure i - 1.5% Sales Tax*



*Open City Hall Crawl*

## CD&S - 2024 HIGHLIGHTS

**Planning, Building, Code Enforcement, Engineering, Public Works, Sewage, Public Facilities, Fleet and Capital Projects**

### Building & Code Enforcement Divisions

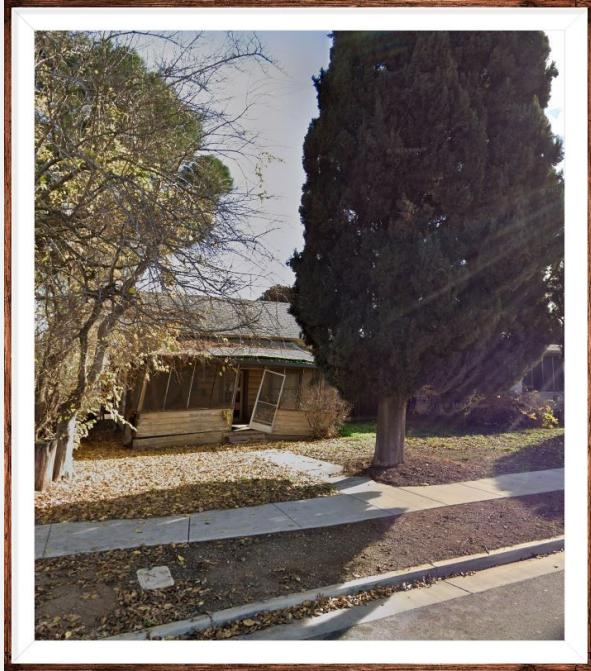
#### Master Fee Schedule

After several years, the [City's Master Fee Schedule](#) was comprehensively updated in 2024. While fees in several Departments and Divisions were impacted, the bulk of the fees are in the Building and Code Enforcement Divisions. On June 25, 2024, the City Council adopted the new Master Fee Schedule and the new fees went into effect on September 1, 2024. All fees were updated based on a time study, which is based on the actual time it takes staff to issue permits and complete the work necessary to process fees.

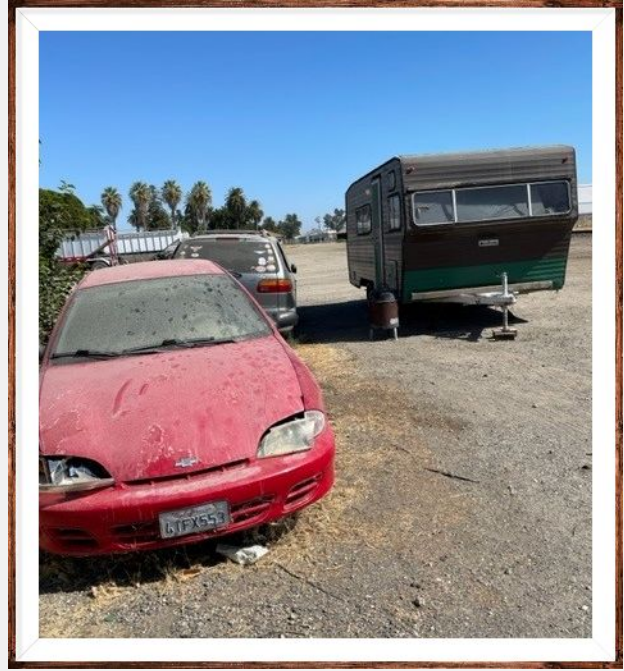
#### Nuisance Abatement

Working in partnership with the Fire Department, the Code Enforcement Division was

able to abate several nuisances during the year, including removal of trailers/RVs on railroad property, the demolition of a structural hazard near the corner of Butte and Wood Streets, removal of mobile businesses operating without business licenses, building and construction without permits, non-compliant storage and/or garbage maintenance on private property, and various other code violations.



*House Demolition*



*Trailer and Vehicle Abatement*

## **Engineering Division**

### **Annual Pavement Project**

The annual pavement project was completed in the summer of 2024 using funding allocated by the state. Streets were treated with rubberized cape seal, which is designed to extend the life of pavements in fair condition. Project locations included:

- North Humboldt Street between Wood and Sycamore Streets,
- Sycamore Street between North Humboldt Street and Villa Avenue,
- Crawford Avenue between Sycamore and Laurel Streets,
- Alleyway between South Shasta and South Butte Streets, and
- Curb Ramps, Curb/Gutter and Sidewalks at various locations on North Humboldt Avenue, Sycamore Street and Crawford Avenue.

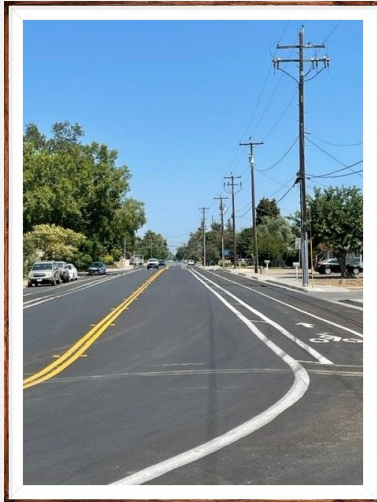
### **Sycamore Park and Pool Upgrades**

The City awarded a design and construction contract to Willdan Engineering for this \$4 million dollar Clean California Grant project, which will result in renovations and upgrades to Sycamore Park and the City Pool. Staff anticipates bidding the project construction in the spring of 2025.

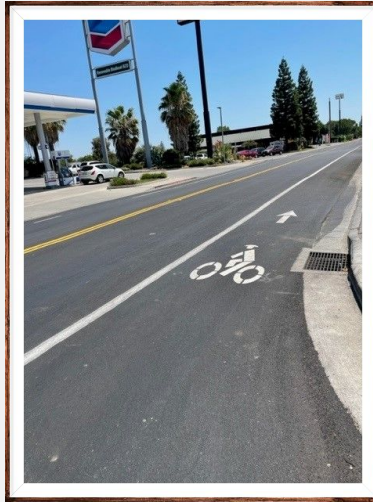
### **Sewer Main Inspections**



In order to determine methods of repair for some of the City's sewer mains, CCTV inspections were undertaken. Certain sections of the City's sewer collection system have had known deficiencies for many years. The project included scoping 6,617 linear feet of 6-inch sewer main and 2,439 linear feet of 8-inch sewer main, which was completed in the spring of 2024. Staff are using this data for the next stage of the project which is to replace the most severely damaged sections of the sewer main.



***Road Rehabilitation  
Crawford Street***



***Road Rehabilitation  
Humboldt Street***



***Jetting Sewer Main***

## **Planning Division**

### **City hires new Planner!**

As of October 1, 2024, the City of Willows contracted with Harris & Associates (H&A) to provide all city planning services. Although their services are provided remotely, The City has setup an office at City Hall so that applicants may meet with Harris & Associates virtually during Planning Office Hours (Tuesday and Thursday from 8:30 a.m. to 12:30 p.m.). Below, are highlights of a few completed Planning projects:

### **Henry's Trading Post**

located at 360 West Sycamore Street, Henry's Trading Post is a local convenience store offering a variety food and beverage, as well as other items. They opened in 2024.

### **Tacos Ocampo**

Located at 361 West Sycamore Street, this mobile food truck offers Mexican and American food. They also opened for business in 2024.

### **Motel to Apartment Conversion**

Located at 725 North Tehama Street, this project converted motel rooms into 17 apartments. The owner recently received a Certificate of Occupancy and has started renting the apartments.

## **Mercados Meats**

Located at 555 North Tehama Street, the market sells meats, groceries and baked goods. Design Review has been approved, and they plan to open this spring!



***Tacos Ocampo  
New Permanent Location***

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## **Public Works Division**

The City's small yet mighty Public Works team of only five team members is responsible for maintaining city streets, parks, trees, facilities, and sewage and drainage systems. Thanks to their tireless efforts and dedication, the city remains safe, clean, and functional for all residents. Thank you, Public Works!

### **Softball & Baseball Fields**

Crews repaired bleachers and backstops at the Softball Fields and Little League Fields that were broken and in disrepair. Thanks to Willows Little League for donating a portion of the materials!

### **Hot Patch Street Repair and Alley Maintenance**

Hot patching is ideal for long-term, temporary street repairs because it creates a strong, weather-resistant bond, extending the life of the pavement. It is commonly used for fixing potholes, cracks, and other road surface damage, especially in cases where the



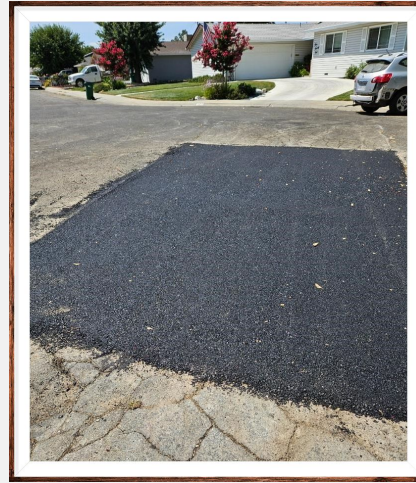
repair needs to withstand heavy traffic and weather changes.

### Recycle & Garbage Bins at Central Park

A total of 4 garbage and recycle combo bins were installed at Central Park. As funds become available, staff plans to continue to replace and install new bins at park locations to improve the look of the parks and help eliminate litter.



*Bleacher Repairs*



*Hot Patch*



*New Trash & Recycling Bins*

### Community Cleanup Day

The 2024 Cleanup Day was extremely successful in both the number of participants and the efficiency with which it was operated. Below are the Community Clean Up Day Stats:

Waste Type	2024	2023	Increase from 2023
Household Waste	34.4 Tons	20.5 Tons	13.9 Tons
Metal	20.1 Tons	14.8 Tons	5.3 Tons
Ewaste	3 Tons	1.4 Tons	1.6 Tons
Appliances	194 Items	Included in Metal Weight	N/A
Furniture	44 Items	Included in Household Waste Weight	N/A
Mattresses	84	68	16





# Recreation Division

Thank you to all the volunteers and participants who dedicate their time and energy to making Willows Youth Sports and the Jump Start Program successful. Their commitment plays a vital role in fostering growth, teamwork, and early developmental learning for our youth. A special thank you the city's late Recreation Manager Kristina Hutson, and our current Recreation Manager, Pedro Bobadilla, for their unwavering dedication and leadership in bringing these programs to life.

Below, are the 2024 participation statistics:

Activity	Participants
Youth Basketball	91
Youth Spring Soccer	136
Jump Start Program	10 (weekly avg.)
Summer Swim Program	1,453*
Youth Fall Soccer	112

*\*Not unique individuals but total daily attendance for the year*



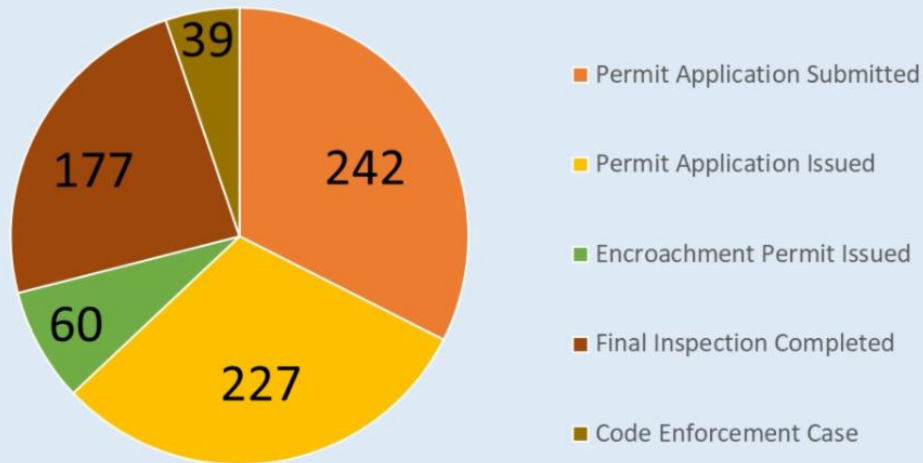
*Youth Soccer*



*Youth Basketball*



## Community Development Activity January - December 2024



## Public Works Division Activity January - December 2024



Tree Trimming - 64

Tree/Stump Removal - 96



Sewer Calls for Service - 21

New USA Markings - 29



Cold Patch/Potholes - 32 Tons

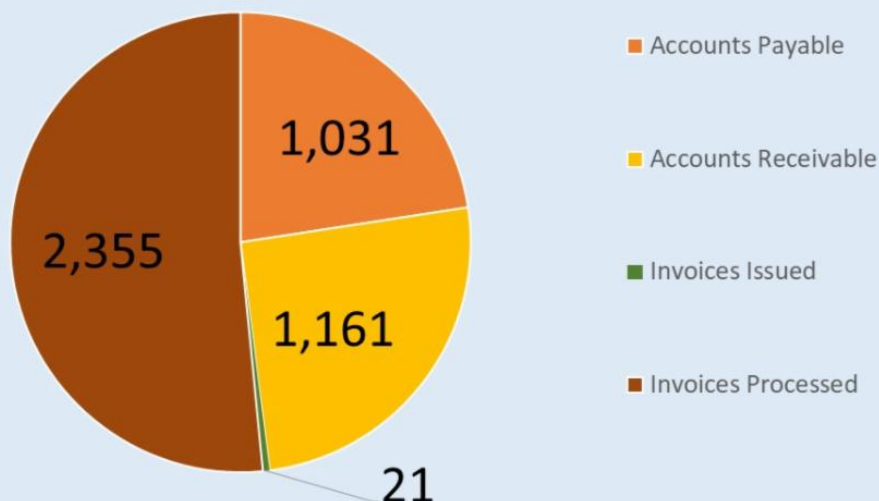
Water Valve Replacement - 6



## FINANCE - 2024 HIGHLIGHTS

In the Finance Department, most of 2024 was spent stabilizing the department and working to complete the transition of all the Tyler Technologies Module Systems for Building/Code Enforcement, Parks & Recreation, Business Licenses, Project Accounting, and Fixed Assets. Complete implementation of all modules is anticipated no later than June 30, 2025. In addition, the Department hired a Finance & HR Specialist in the spring of 2024 - fully staffing the Department.

Finance Activity  
January - December 2024



## FIRE - 2024 Highlights

### Fire Response, Prevention & Emergency Medical Services

#### Emergency Response Highlights

The Willows Fire Department (WFD) responded to 1,098 Emergency Calls for service in 2024. In addition, the WFD responded to multiple out of county mutual aid requests for CAL OES, CAL FIRE and USFS. The Department deployed equipment on all of these assignments for 145 working days. This included engines, strike team leaders and water tenders. Particularly noteworthy, the WFD assisted with the Thompson, Lake, Shelly, Park, and Bridge Fires as part of statewide mutual aid agreements. In 2025, the WFD has already responded for several days to the Palisades and Eaton Fires.





### **Centralized Dispatch**

WFD spent countless hours working with the Glenn County Sheriff's Office to train and assist with fire dispatch, policy review, and implementation of the centralized dispatch system that was implemented in February of 2024.



# Glenn County Sheriff's Office

## Unified Law & Fire Dispatch

530-934-6431



### **New Engine 12**

WRFPD Engine 12 was delivered, outfitted and placed in service. This Engine was Grant funded and brings unprecedented emergency response capabilities to Willows Firefighters.

### **Used Engine 5**

Under the Federal Excess Program (FEP), the Willows Rural Fire Protection District received Engine 5 and it is now operational. The FEP leases older, used fire equipment to local government at no charge other than the cost to repaint the fire engine according to local jurisdiction standards and branding.





### **Fire Station Lawn Rehabilitation**

WFD Volunteers and Career Staff, with support from Willows Public Works staff, completed renovation of the fire station's front lawn and sprinkler system repair. This project was funded by a generous donation from the Willows Car and Bike Show.



### **Medication Disposal Program**

In 2024, the WFD started the Medication Disposal Program to safely dispose of unused and/or expired medication. Stop by the Willows Fire Station at 445 South Butte Street

to learn more about the program and pickup a prepaid envelope to safely dispose of old or unwanted medication.

### **LUCAS Device**

The Fire Department received its LUCAS device procured by a Homeland Security Grant. The LUCAS device provides state-of-the-art mechanical chest compressions to patients in cardiac arrest. It will bring new Emergency Medical Services and lifesaving equipment to the Willows community.

### **Grants**

The department applied for and was awarded six grants totaling \$166,870. These grant funds helped pay for radios, personal protective equipment, staff time, hoses and nozzles, and other vital emergency medical equipment

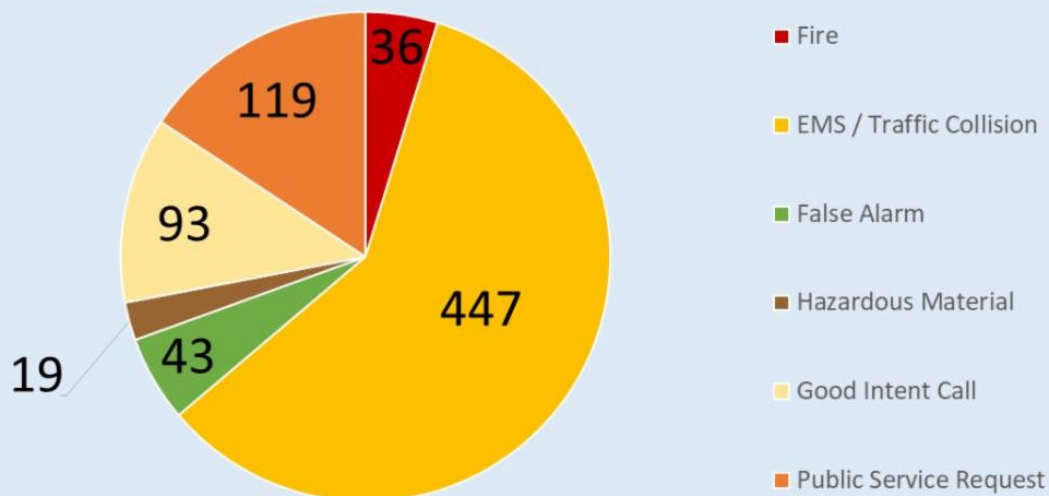
### **Maintenance and Station Projects**

The WFD completed annual hose nozzle ladder and pump testing of all fire pumps, fire hoses/nozzles, and ladders as required by regulation.

### **New Fire Volunteers in 2024**

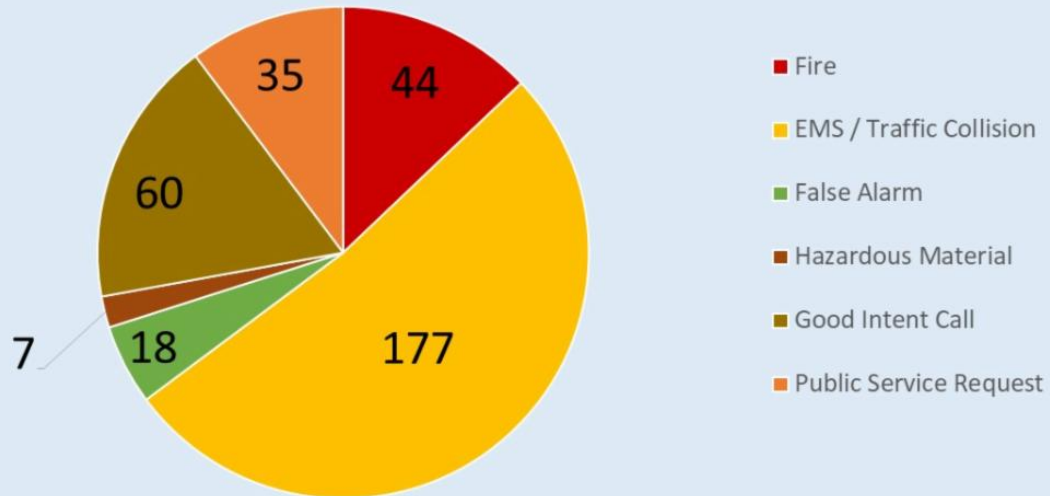
In 2024, seven new volunteers joined the Willows Volunteer Fire Department! Congratulations and welcome!

**Willows Fire Department Activity  
January – December 2024**





## Willows Rural Fire Protection District Activity January - December 2024



## LIBRARY

### 2024 Accomplishments & Highlights

#### Grant Awards

The Willows Library received over \$10,000 in grants and donations, many from local community members and groups. Much of the funding was awarded for children's services and programs, which allowed the library to provide fun and educational programs and events, including a Summer Reading Program that encouraged over 100 children to keep up their literacy skills during the school break. Thanks to the California State Library, the library also provided 21 "Lunch with the Library Programs" helping to distribute 683 free books for families to add to their home library collections.

#### Library Donor Recognition Tree

The Willows Library Board approved the installation of a Library Donor Recognition Tree offering patrons and community members the opportunity to show their support for the Willows Library by visibly recognizing their donations that fund new books, materials, and children's programs on the Tree. Centrally located in the library, the Donor Recognition Tree has beautiful copper, silver and gold leaves depicting the names of those who have generously gifted to the library - a testament to the community's support and generosity! Each donor will receive one leaf with the donor's name or any name or message that they would like engraved on the leaf.

## Learn Something New!

The Willows Library invites you to start off the year learning something new! Our collection and online services include considerable materials to help set goals and learn a new skill, language, or acquire knowledge on almost any subject. Check the library catalog and the “Resources” page on the [library website](#) to access thousands of books and online learning opportunities.

## Love Your Library!

February is “Love Your Library” month - your chance to celebrate, explore, connect, and share your love of the library! The Library will celebrate with fun activities and prizes donated and sponsored by the Friends of the Library and the Willows Library Board. Stop by to sign up for a library card, check out materials, and attend one of the library's programs!

## Reading with a Reindeer Program

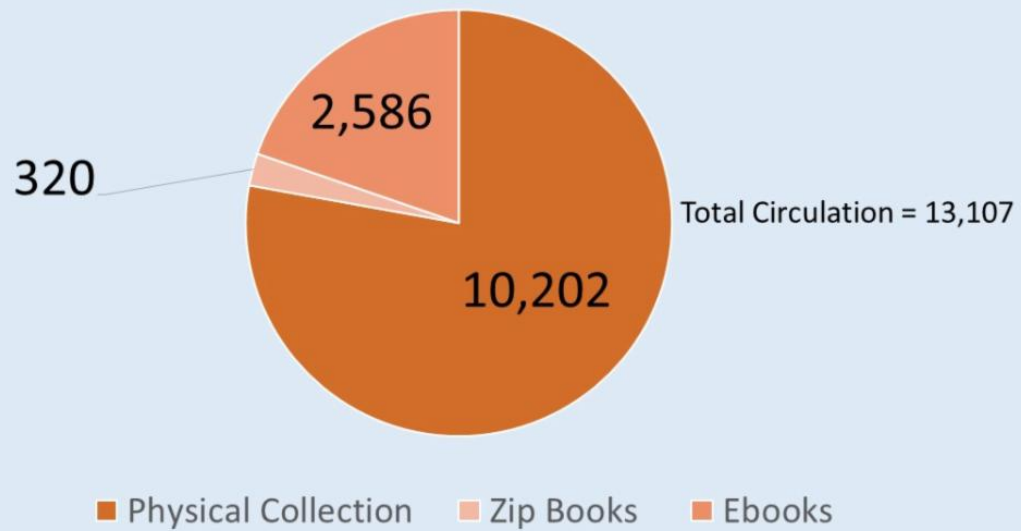
Congratulations to our “Reading with a Reindeer” participants! This program offered children the opportunity to adopt a reindeer reading buddy with a commitment to check out books. For 15 minutes each night, participants read to their new friend, which helps grow literacy skills and encourage the lifelong love of reading.



*Reading with a Reindeer*



## Circulation of Materials January - December 2024



## Library Activity January - December 2024



Door Count – 10,091



Public Computer Use – 1,048



New Library Card - 276



Items Added to Collection – 1,202



Program Participants – 167\*

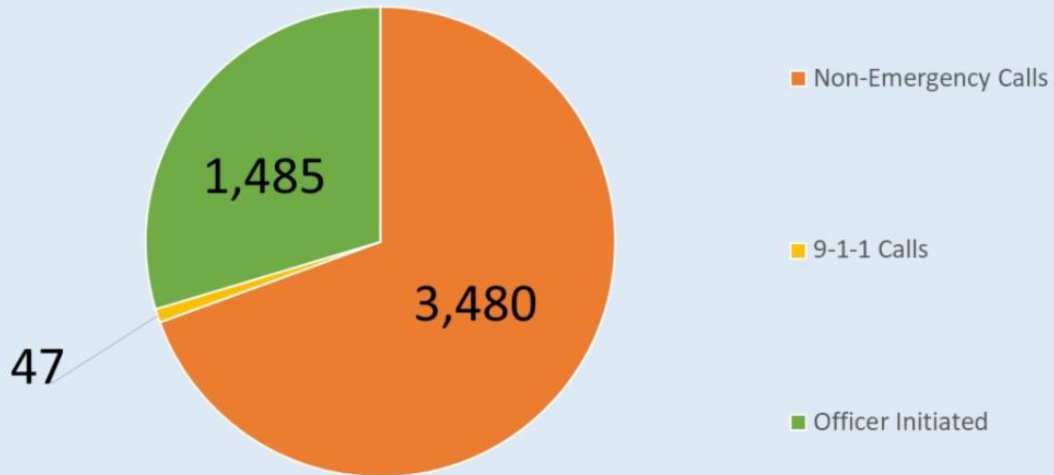
\*Includes 167 programs and 787 Storytime  
"To Go kits" distributed.

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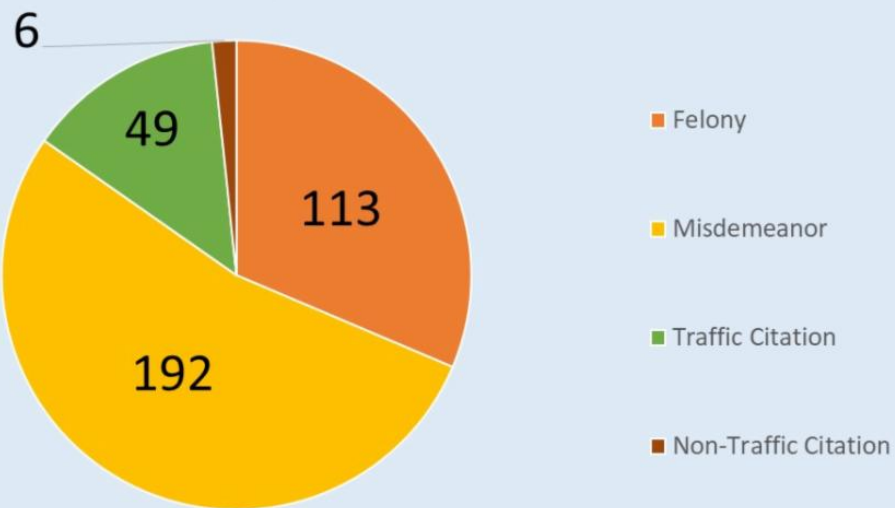
# SHERIFF

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Sheriff Department Activity – Calls for Service  
January - December 2024



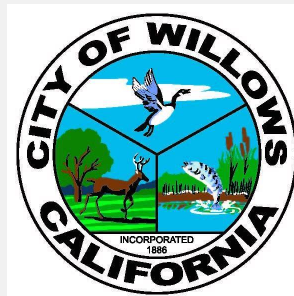
Sheriff Department Activity – Arrests & Citations  
January - December 2024



**City Of Willows**

201 North Lassen Street  
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(530) 934-7041

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