

## Willows Monthly Newsletter

### September 2025



### Top Stories

- Celebrate National Night Out with the City, October 7th @ 4:30pm!
- Wildlife Refuge Event October 14th @ 4:30pm
- Check out the newly installed street banner designs!
- Planning Commission Vacancy - Apply Today
- Planning Update - Cannabis Dispensary Approved
- September is Library Card Sign-up Month - Get your library card today!

### Upcoming Meetings

#### City Council

- **September 23** - Regular Meeting @ 6:00pm

- **October 14** - Regular Meeting @ 6:00pm

### **Finance & Measure I Committee (FMiOC)**

- **October 21** - Regular Meeting @ 5:30pm

### **Library Board**

- **October 16** - Regular Meeting @ 11:00 am

### **Planning Commission**

- **October 7** - Regular Meeting @ 6:00pm

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## **ADMINISTRATION**

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

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### **Upcoming Events!**

#### **Celebrate National Night Out with the City!**

Grab your family, friends, and neighbors and join us for **National Night Out** on **October 7 from 4:30-7:00pm** at Central Park. Mark your calendars for this annual community-building event that brings neighbors, law enforcement, and local organizations together to promote safety, partnership, and unity.

This is our big community block party, and you won't want to miss it. Activities include:

- 📋 Bike, Trike and Wagon Parade (for the kids and kids-at-heart!)
- 📋 Bounce house, face-painting and more
- 📋 Tasty food and cool treats
- 📋 Music and entertainment
- 📋 A chance to meet your local law enforcement, firefighters, and community heroes

National Night Out is all about strengthening relationships between neighbors and public safety partners, while fostering a true sense of community. We invite everyone to come out, connect with friends and neighbors, and enjoy a fun evening together.

We hope to see you there!



Glenn County Sheriff's Office

City of Willows



# NATIONAL NIGHT OUT 2025



**October 7, 2025**

**4:30 to 7:00 p.m.**

**Central Park**

**Villa/Laurel - Willows**

**For a Safe & Strong Willows**  
**Come out and meet neighbors**  
**and first responders**

**Food, Kids Activities,**  
**Resources & Family Fun**

## **Celebrate National Wildlife Refuge Week in Willows!**

You're invited to join us for a special evening in honor of National Wildlife Refuge Week on Tuesday, October 14, 2025, at City Hall (201 N Lassen St, Willows). This community celebration brings together wildlife education, conservation resources, and local partnerships — all leading up to a special City Council proclamation celebrating the week!

### **Event Schedule**

📍 **Hawks, Honkers & Hoots Education Program** 4:30 – 5:30 PM

Meet the Bird Ambassadors up close and explore the discovery table with hands-on activities. Learning takes flight through this unforgettable wildlife connection.

📍 **Sacramento Wildlife Refuge Information Booth** 4:30 – 6:00 PM

Learn about local wildlife, conservation efforts, and ways you can get involved.

📍 **Willows Public Library Information Booth**

Discover books, resources, and educational materials on wildlife and nature.

📍 **Community Reception** 5:30 – 6:00 PM

Enjoy light refreshments and connect with representatives from the Sacramento National Wildlife Refuge Complex before the City Council meeting.

📍 **City Council Meeting** 6:00 PM

Join us in Council Chambers as the Council presents a Proclamation Celebrating



This event is free and open to the public — bring your family and friends to celebrate the natural treasures of our community.

## **CITY COUNCIL ACTION ROUNDUP:**

### **August 28 and September 9 City Council Meetings**

#### **August 28, 2025 Council Meeting**

- Authorized the City Manager to execute an agreement with SpyGlass for Technology Expense Management Audits.
- Increased the City Mechanic salary from a top step of \$62,000 to \$75,000 annually as part of the nine-step salary schedule for this position.
- Adopted resolution 31-2025 approving a Retail/Dispensary Cannabis Business License for Cali Love Willows, LLC. located at 157 North Butte Street, Assessor's Parcel Number 002-162-006 within the Central Commercial Zone.
- Approved changes and updates to the General Fund Reserve policy and added the previously Council approved Apparatus Replacement Reserve Fund.
- Adopted Resolution 32-2025 declaring certain City-owned properties as Exempt Surplus Land, declaring the City's intent to sell said properties (Assessor Parcel Numbers 002-101-009, 002-101-006, and 003-113-006) in accordance with California law, and fixing the time and place for receiving oral or written protests to such sale, with amendments to resolution correcting parcel numbers.

#### **September 9, 2025 City Council Meeting**

- Approved a letter opposing Senate Bill (SB) 707 – Open Meetings: Meeting and Teleconference Requirements.
- Adopted Resolution 33-2025 authorizing the City Manager, or her designee, to solicit and execute a contract with an independent consultant and expert to evaluate the current Emergency Medical Services (EMS) delivery model, its strengths and weaknesses, and present options for improvement in an amount not to exceed \$15,000. Staff proposes cost sharing the total expense of the study with the City of Orland and Glenn County for a total project cost of \$45,000.
- Adopted Harris & Associates' revised Scope of Work (Attachment 1) to update Title 18, Zoning, of the City's Municipal Code adding an additional \$21,526.50 to the original approved Scope of Work and cost estimate for a total of \$81,526.50.

## **Proclamations**



**Library Card Sign-Up Month (September)**  
Presented to the Willows City Librarian Christine Watson



**Suicide Awareness Prevention Month  
(September)**



**National Recovery Month  
(September)**





**Patriot Day (September 11)  
and National POW/MIA Recognition Day (September 20)**  
Presented to Kevin Triance and Dan Roach, VFW Post 1770

## Economic Development

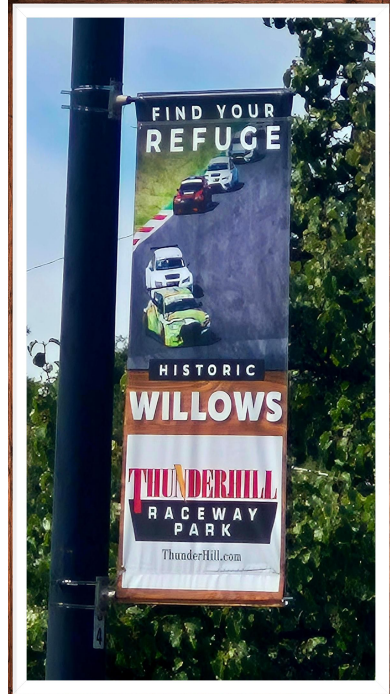
### New Street Banners Installed!

The latest set of downtown street banners has been installed, bringing fresh color and vibrancy to our streets. This installation marks the final year of a three-year contract with CGI Communications.

As we look to the future, City Council and staff will be considering options for continuing the street banner program. These include:

- Partnering with a local vendor to design and install new banners,
- Continuing with the current no-cost to the City sponsorship arrangement, or
- Phasing out the banner program altogether.

Community input will help guide the next steps. In the meantime, we invite you to take a walk or drive through town to enjoy the new banners now on display.



## COMMUNITY DEVELOPMENT & SERVICES

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

### Code Enforcement Division

#### Unpermitted Tamale Sale

The City of Willows was recently notified of an unpermitted food sale advertised at 262 South Plumas Street for the weekend of September 13–14. The event promoted the public sale of tamales without any required permits or oversight from Environmental Health.

These types of operations create real public health risks, since foods like tamales require strict temperature control and sanitation to ensure safety. Equally important, they also adversely impact local restaurants and food vendors who follow the required city process, invest in permits, undergo inspections, and maintain insurance to operate safely and legally. Allowing unpermitted sales undermines those businesses who are working hard to lawfully serve the community.

The City of Willows will not allow pop-up food sales that bypass required approvals. Code Enforcement is working closely with Environmental Health to identify these





events before they occur and, if necessary, issue fines to those who move forward without authorization. Please support local food businesses that invest in the community and keep the public safe.

### **Demolition Debris 151 South Tehama Street**

Nearly all of the demolition debris from this location has been removed. It has been a lengthy process that involved building and code enforcement to achieve voluntary compliance by the property owner, which results in cost savings for the city.

### **Willows Municipal Code Fun Fact:**

[Title 8- Health and Safety](#)

[Chapter 08- Garbage, Rubbish and Weeds](#)

#### **8.08.030 Permits –**

#### **Accumulation Unlawful**

It is unlawful for any person to permit garbage, rubbish, or waste matter to accumulate upon any premises in the City so as to create a fire hazard, attract rodents or insects, or endanger the health, safety, or comfort of the public. Property owners are responsible for keeping their lots, yards, and alleys adjacent to their premises free from such accumulations. [Ord. 339 § 3, 3-8-54].



## **Engineering**

### **Lift Station Rehabilitation Project - Update!**

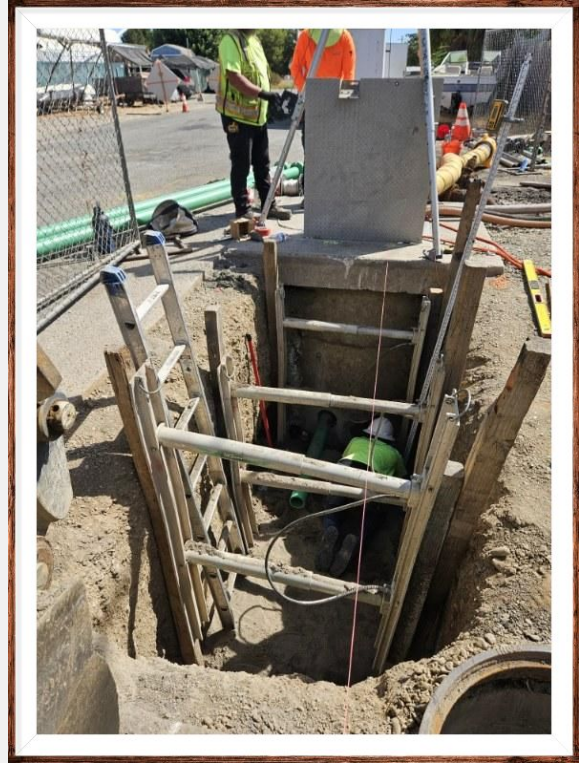
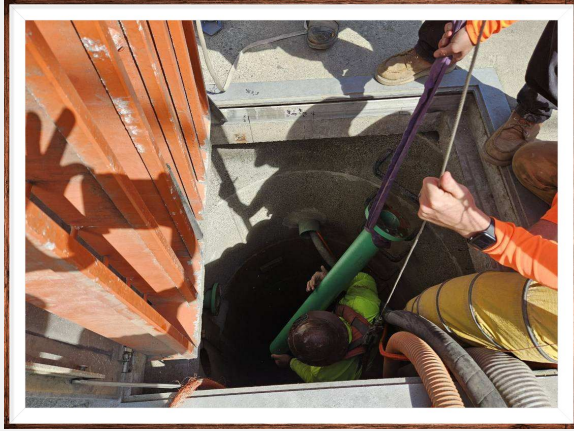
Public Works crews, along with the city contractor SnL, have successfully completed upgrades to the Lassen and Cherry Streets, Pacific Avenue, and Road 57 lift stations, and will wrap up work at the Sycamore Lift Station in the coming weeks.

Lift stations are a vital part of the City's wastewater system, collecting sewage from low-lying areas and pumping it uphill when gravity alone cannot complete the job. As part of the rehabilitation project, new SCADA technology has been installed, providing 24/7 remote access to each site, instant alerts for equipment issues, and real-time performance tracking.

These upgrades will result in faster response times, improved reliability, prevention of sewer overflows, and less need for staff to enter confined spaces—all of which help protect both the community and the Public Works crew.

***Stay tuned for an upcoming Ribbon Cutting Ceremony and demonstration of the new SCADA system at the Cherry Street Lift Station in early November!***



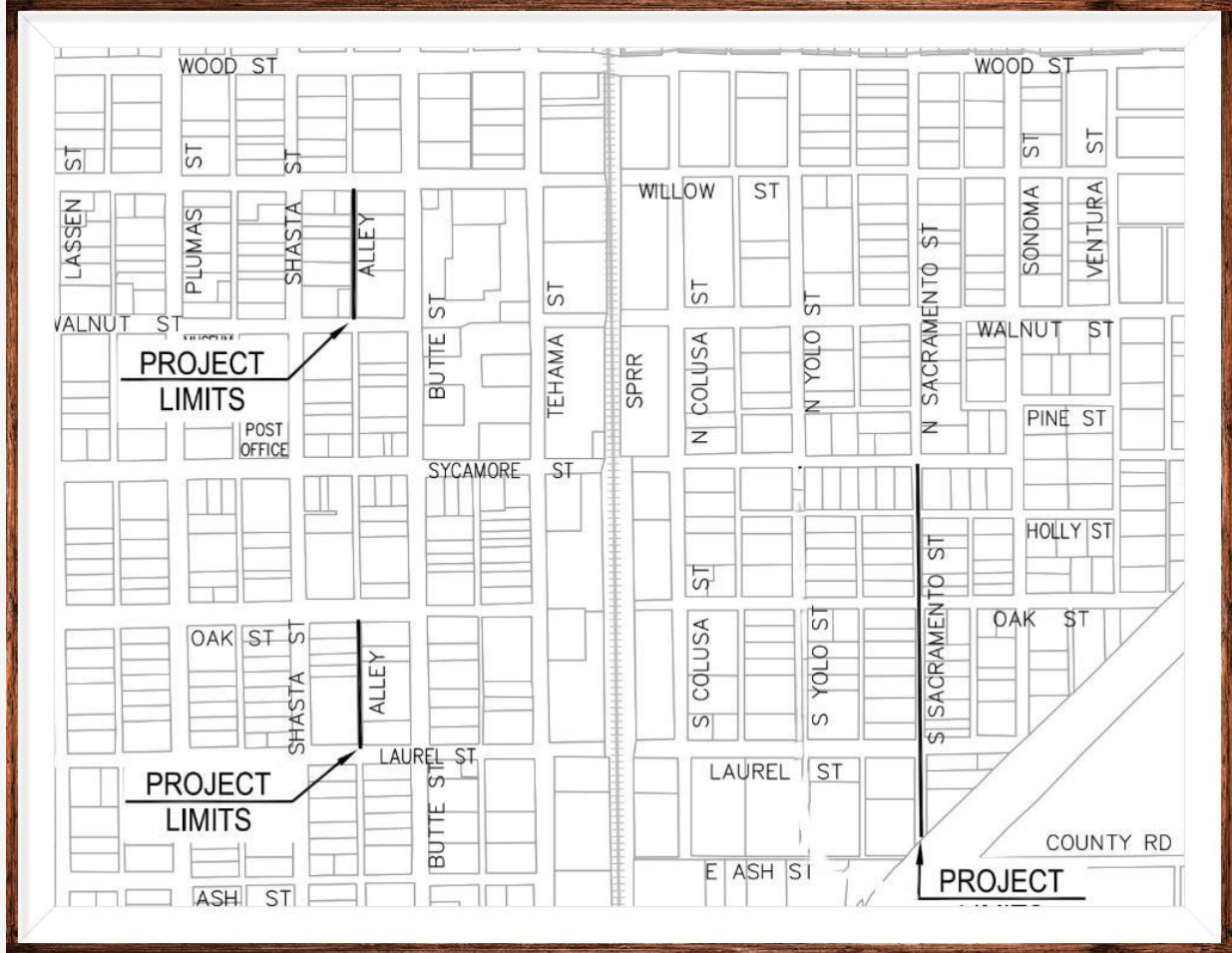


## **Sewer Replacement and Rehabilitation Project - Update!**

The City worked with the prime contractor to adjust the Sacramento Street sewer project, creating approximately \$200,000 in savings. Instead of using cured-in-place pipe (CIPP), Sacramento Street will now receive a full open trench replacement with a brand-new line, consistent with the two other project locations.

Work will begin next week with potholing at all sites to identify underground utilities, followed shortly thereafter by open trenching on Sacramento Street. These improvements will strengthen reliability, reduce emergency maintenance, and help prevent backups, while crews work to limit disruptions to residents and businesses.





## Planning Division

### Planning Commission - September 2, 2025

#### 1. Zone Change 103 South Plumas Street

- **(Approved)** This property, formerly zoned Central Commercial, was approved by the Planning Commission for a change to Residential Professional. The change allows the building to be used both as a law office and as a residence.

#### 2. Design Review for Wayfinding Signs

- Staff presented mockups of proposed wayfinding signs to help guide visitors and residents to key destinations throughout the City. Commissioners provided feedback on the designs and gave direction for additional review to ensure the signs reflect community character and visibility standards. The development of the wayfinding program is continuing, with further refinements planned before final designs are approved. This project will improve navigation for residents and visitors while reinforcing a sense of place and pride in Willows.

### Planning Update – Cannabis Dispensary Approved

The Planning Commission approved a Conditional Use Permit for a new cannabis retail dispensary at 157 North Butte Street, and the City Council has approved the associated business license. This thorough two-step process ensures that all land use, safety, and



operational requirements are carefully reviewed before the business opens.

The dispensary is now working through the state licensing process, and once all state licenses are secured, the City will conduct a final review of all materials before issuing final authorization to begin operations.

As part of the approval, several Conditions of Approval were introduced to protect public safety and minimize any impacts on surrounding businesses. Examples include:

- Odor control systems to prevent off-site impacts.
- Electronic age verification for all customers to ensure compliance with state law.
- 24/7 security systems and video monitoring, with immediate reporting of any incidents.
- No on-site consumption and no cannabis products visible from outside the building.
- Limited hours of operation (8:00 a.m. – 7:00 p.m.) to avoid late-night disturbances.

The dispensary has also expressed its commitment to community partnership and involvement, aiming to be a positive addition to Willows' business community. With these safeguards and oversight in place, the project reflects both opportunity for investment and a continued focus on public safety and neighborhood quality of life.

### **Planning Commission Vacancy - Apply Today**

The City of Willows is seeking applications from community members interested in serving on the Willows Planning Commission. The Planning Commission plays a vital role in shaping the future of our community by reviewing land use proposals, zoning matters, and development projects, and by making recommendations to the City Council.

#### Vacancy Details:

- One Open Seat,
- Appointment made by City Council, and
- Filling the remainder of the term ending December 31, 2027.

This is a great opportunity to get involved, share your perspective, and help guide thoughtful growth and development in Willows.

Applications are due by **September 25, 2025 @ 5:00PM**. and are available in person at City Hall, 201 North Lassen Street, or by visiting the [City's website](#).

## Fallen Tree & Neighborhood Hazard

Public Works crews responded quickly after a large tree fell across Plumas Street near Laurel Street. Staff immediately secured the site, cleared debris, and restored safe access for drivers and pedestrians. Staff's rapid response highlights the city's ongoing commitment to keeping public spaces safe and open for the community.

When staff investigated the cause, they found the tree's roots had been cut during private sidewalk repairs. Cutting major roots destabilize even healthy trees, increasing the risk of falling limbs or full tree failure. While the city is dedicated to addressing these hazards quickly, staff also encourage residents and contractors to consult with the City before undertaking sidewalk or yard work that may impact tree roots. An [Encroachment permit](#) is required for all work occurring in the city right-of-way.







### **Jensen Park Bathroom Vandalism and Painting**

The bathrooms at Jensen Park were recently vandalized with graffiti. Public Works repainted the entire restroom to restore a clean, welcoming space. Please report any active or past acts of vandalism to the City right away, so staff may address it as quickly as possible. Please note, staff is also using a new cleaning product that is applied to all walls and floors of restrooms to eliminate bacteria on all surfaces.







## **Fall Soccer League Registration is still open!**

Registration is open for the Willows Recreation Fall Soccer League, running from September 27 through November 1 for ages 4–14. Players will be placed into divisions (ages 4–6, 7–9, and 10–14) and enjoy six weeks of games that focus on skill development, teamwork, and fun. This program provides an opportunity for kids to stay active, make friends, and build confidence, while strengthening community pride in Willows youth sports.

Volunteer coaches are still needed, and anyone interested is encouraged to reach out to Pedro Bobadilla at (530) 330-9082. Families can register online through the City of Willows Community Development and Services Department, Recreation Division, by visiting the [City's Recreation Registration webpage](#).



**WILLOWS RECREATION  
FALL SOCCER  
REGISTRATION OPEN**

**AGES 4-14**

**SEPTEMBER 27TH - NOVEMBER 1ST**

**SCAN TO REGISTER**



**COACHES NEEDED**

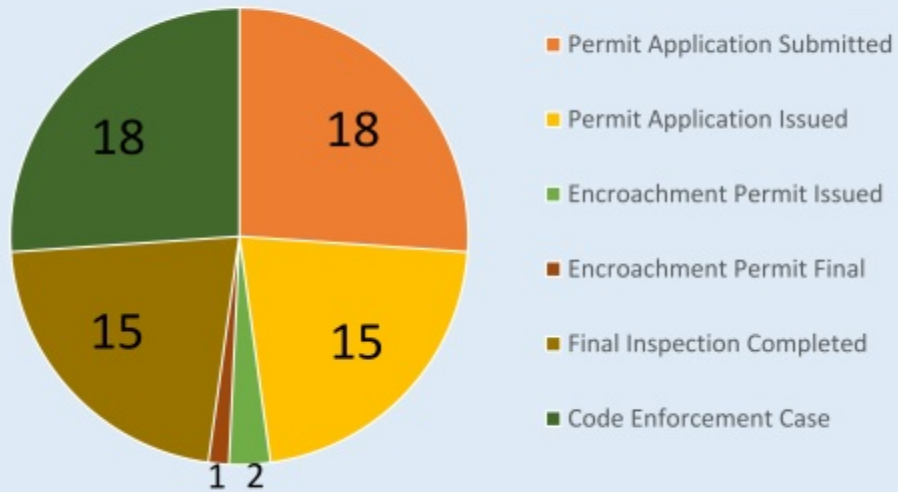
**CONTACT: PEDRO BOBADILLA  
(530) 330 9082**

**CLICK HERE  
TO REGISTER**

**Some dream about goals – we make them!**



## Community Development Activity August 2025

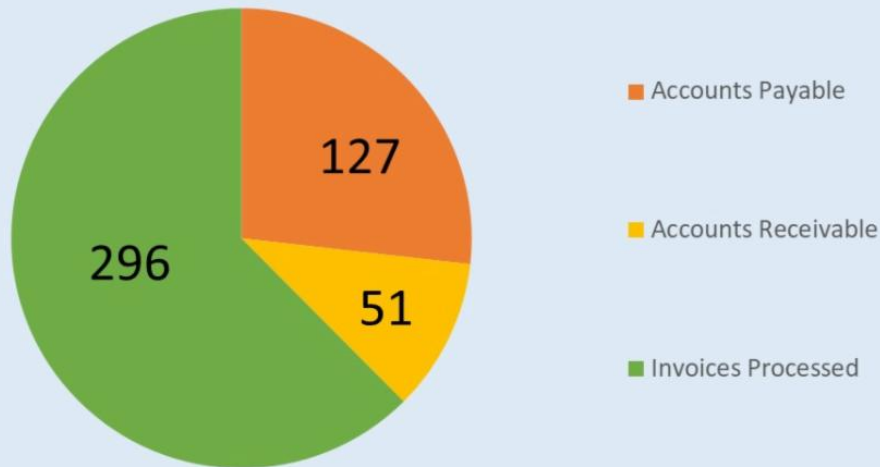


## Public Works Division Activity August 2025



## FINANCE

## Finance Activity August 2025



## FIRE

### Fire Response, Prevention & Emergency Medical Services

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#### Strike Team Deployments

##### Pickett Incident

The Willows Fire Department (WFD) was assigned to the Pickett Incident in Napa County for eight days. WFD deployed one engine and one strike team leader, assuming command of Strike Team 3050C. Partner agencies included Orland Fire Department, Corning City Fire Department, Hamilton City Fire Department, and Williams Fire Protection Authority.

##### Gifford Incident

The Willows Fire Department (WFD) was assigned to the Gifford Incident for 15 days. WFD and Orland Fire Department represented Glenn County as part of a Colusa County-led strike team. Additional partner agencies included Maxwell Fire Department, Colusa City Fire Department, and Williams Fire Protection Authority.





## Special Projects

### Ready Racks Installation (August 22, 2025)

WVFD and career staff installed eight new ready racks at the fire station. These were critically needed, ensuring that all volunteers now have designated gear lockers and



space for their equipment.

### **Rear Driveway Apron Repair (September 3, 2025)**

WVFD, career staff, and the Willows Public Works crew completed the first concrete pour for the rear driveway apron repair. The slab turned out excellent, thanks to the team's hard work. Sidewalk forming has now begun in an effort to finish out the project. The final project is expected to cost tens of thousands of dollars below the Council approved budget.

### **Fire Station Solar Installation (August 2025)**

The solar installation project was completed in August, with final inspection conducted by the City of Willows Building Inspector. The department is now awaiting PG&E's final approval to activate the system. Special thanks go to Joe Bettencourt, Community Development & Services Director, and his team for their outstanding work.

### **New Phone System**

A new phone system has been installed at the Willows Fire Department. Several outdated phone numbers from the department's dispatch center days have been retired, reducing city expense. The department's only active number is now (530) 934-3323. For the first time, the system also provides voicemail capability for career staff. This project was led by Karleen Price, City Clerk/Assistant to the City Manager. The department is very appreciation of her administrative support and leadership on this project.





*Concrete Driveway Apron Installation*





Completed Concrete Driveway Installation

## Events

### **Glenn County Fire Chiefs Association Dinner**

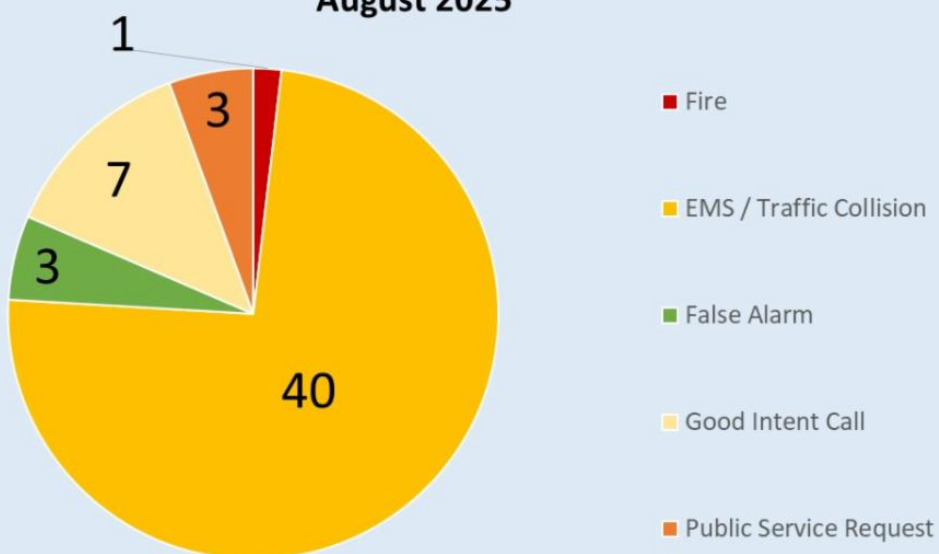
The Willows Fire Department hosted the Glenn County Fire Chiefs Association Dinner on August 13, 2025. A big thank you to Mayor Evan Hutson, Vice Mayor Rick Thomas, and City Manager Marti Brown for joining us to hear about the critical issues facing county level fire service, as well as the ongoing work to provide high quality fire protection and emergency services.



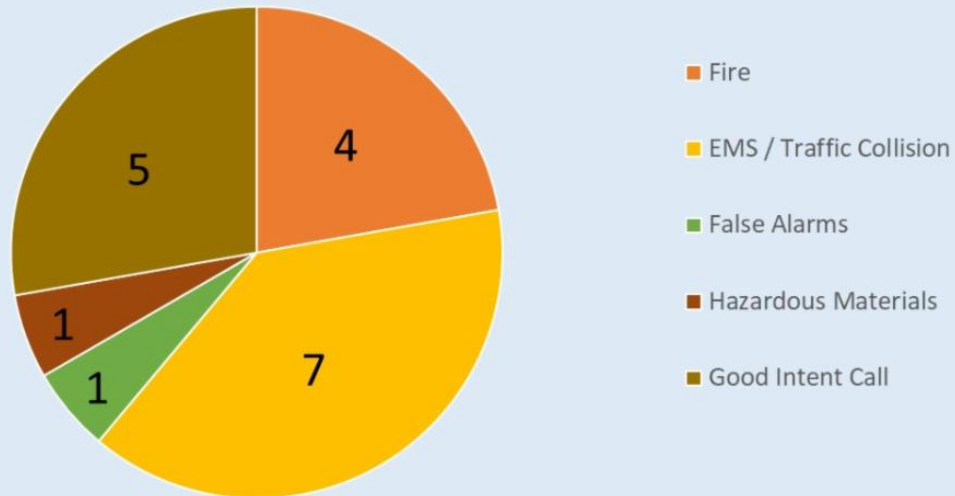


*Willows Fire Department assisting Commercial Structure fire in Artois.*

### Willows Fire Department Activity August 2025



## Willows Rural Fire Protection District Activity August 2025



## LIBRARY

### News and Events

#### September is Library Card Sign-Up Month!

A library card is the most valuable card in your wallet—and it's free! This September, the City of Willows joins libraries across the nation to celebrate Library Card Sign-Up Month.

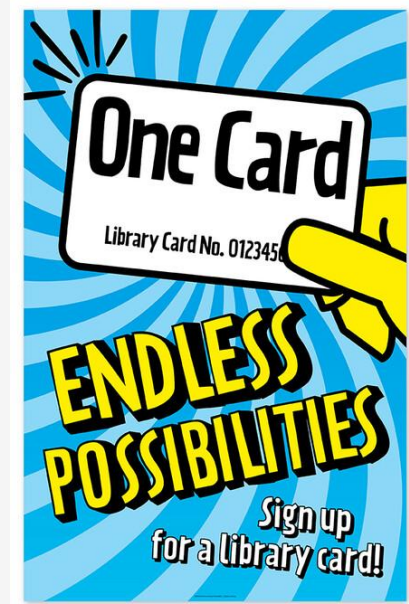
With a library card, you can unlock a world of resources for all ages, including:

- Thousands of books, e-books, and audiobooks;
- Homework help and educational programs;
- Access to research tools and online databases;
- Free Wi-Fi, computer use, and technology assistance; and
- Job search and career development resources.

Whether you're a student, a parent, a lifelong learner, or simply someone who loves stories, your library card is the key to learning, creativity, and opportunity.

❓ Don't have a card yet? Signing up is easy! Visit the [Willows Public Library at 201 North Lassen Street](#) to get started.

Celebrate with us by encouraging your friends and family to sign up for a library card





and discover all the ways the library can support you this fall and beyond!

### Storytime at the Library

Join us every Wednesday from 2:00–3:00 PM for Storytime, designed for preschool and primary school patrons. Each session includes:

- Engaging read-aloud stories,
- Hands-on activities,
- Take-home materials, and
- Time to browse for books.

Adults are encouraged to participate alongside their young readers, making Storytime a fun and meaningful experience for the whole family!

### Maker Time at the Library

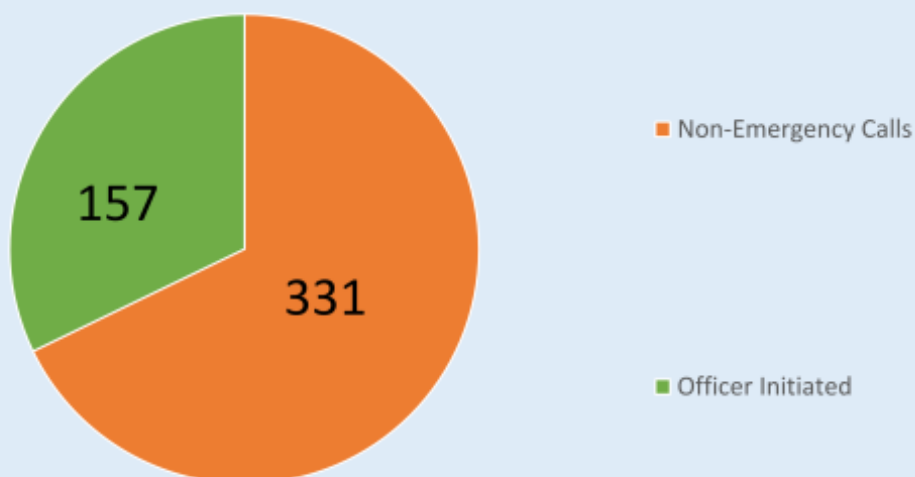
Join us every Thursday from 4:00–5:00 PM in the Eubanks Room for Maker Time! Each week features a different hands-on activity. Check the full schedule at the Willows Public Library for more details. Please note, not all activities are designed for our youngest patrons.

### Friends of the Library Book Sale

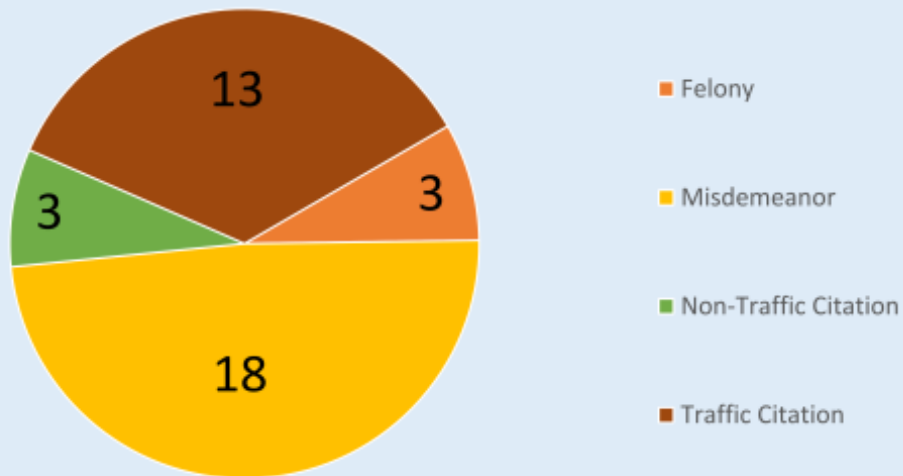
The Friends of the Library hosted their book sale on Thursday and Friday, September 11 and 12, during library open hours. We're happy to share that the sale went well, with great community turnout and strong support for the city's library.

## SHERIFF

Sheriff Department Activity – Calls for Service  
August 2025



## Sheriff Department Activity – Arrests & Citations August 2025



### City Of Willows

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

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