



Willows City Council Regular Meeting

January 14, 2025
Willows City Hall
6:00 PM

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

City Manager
Marti Brown

City Clerk
Vacant

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

Agenda

Watch the Council meeting online via Zoom:

<https://us06web.zoom.us/j/87118199536?pwd=vP1U8boafzZKFUddyFnROu5K0oiFEH.1>.

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.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **CHANGES TO THE AGENDA**

5. **PRESENTATION**

a. **Willows PD – Feasibility Study**

Recommended Action: Receive the presentation from the City's law enforcement consultant and provide feedback and staff direction.

Presentation by: Brian Uhler, Safety Services Consultant

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

b. **Military Stand Down**

Recommended Action: Receive the presentation from Supervisor Yoder on the upcoming Stand Down event.

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

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

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Councilmembers or the City Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the City Council concerning Consent Calendar items or regarding matters that are not already on the agenda are invited to make oral comments of up to three minutes at this time. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: cityclerk@cityofwillows.org.

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 December 10 and December 17, 2024, meeting minutes.

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

c. **New Chlorine Analyzer and Rebuild Existing Influent Pump**

Recommended Action: Approve budget authority of \$20,565.60 to replace a chlorine analyzer and rebuild one of the influent pumps at the Wastewater Treatment Plant (WWTP).

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

7. PUBLIC HEARING

All matters in this section of the agenda are formal public hearings and will be acted on individually. Once the Mayor opens the public hearing, members of the public may request to speak. When you are called on by the Mayor, please state your name clearly for the audio recording. If you have any documentation that you would like to be distributed to the Council, please give it to the City Clerk for distribution.

a. **Summary Abatement of 335 North Shasta Street**

Recommended Action: Adopt Resolution XX-2025, confirming the costs of emergency summary abatement in the amount of \$15,586.50 and declaring the expenses a lien on the property if not paid in full by January 24, 2025.

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

b. **Second Reading by Title Only of Ordinance 760-2024 - Cannabis Retail/Dispensary Businesses in Central Commercial Zone**

Recommended Action: Conduct a Public Hearing and adopt Ordinance 760-2024, by title only and waive the full reading of the text, authorizing an amendment to the Willows Municipal Code chapter 18.55.030 to allow cannabis retail/dispensary businesses in the Central Commercial Zone with a Conditional Use Permit.

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

c. **Second Reading by Title Only of Ordinance 761-2024 - Cannabis Retail/Dispensary Businesses in General Commercial and Light Industrial Zones**

Recommended Action: Conduct a Public Hearing and adopt Ordinance 761-2024, by title only and waive the full reading of the text, authorizing an amendment to the Willows Municipal Code chapter 18.60.030 to allow cannabis retail/dispensary businesses in the General Commercial Zone with a Conditional Use Permit.

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

8. DISCUSSION & ACTION CALENDAR

All matters in this section of the agenda are discussed and will be acted on individually. Individuals wishing to address the City Council concerning any of these items are invited to make oral comments of up to three minutes as each agenda item is reviewed and discussed by Council. Please address your comments to the Mayor and Councilmembers, and not to staff and/or the audience. When the Mayor calls for public comment, please raise your hand to be acknowledged. While not required, the City requests that you please state your name clearly for the audio recording. By State law, the Council is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the City Council, please mail it to the City Clerk at 201 North Lassen Street, Willows, CA 95988 or email it to: cityclerk@cityofwillows.org.

a. City Hall ADA Door Upgrade Project

Recommended Action: Authorize the City Manager, or her designee, to approve an overall project budget of \$178,944 (including a 10% contingency), execute a contract with Billson Construction in the amount of \$131,813 for project construction, and a task order agreement with Coastland Engineering (the City's Engineer) for \$33,950 for Construction Management. This project is funded by Community Development Block Grant (CDBG) funding administered by Glenn County.

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

b. Jensen Park Improvement Project

Recommended Action: Approve a resolution authorizing the City Manager to execute an agreement with Rock Creek Construction Inc. for \$125,000 to construct sidewalk improvements as part of the Jensen Park Improvement Project and establish an overall budget of \$158,690.

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

c. Cannabis Retail Business Application - Ad Hoc Committee

Recommended Action: Establish an Ad Hoc Committee and appoint two Councilmembers to review Cannabis Retail Business Applications with the City Management Team.

Contact: Marti Brown, City Manager, mbrown@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 January 10, 2025.

Tara Rustenhoven, Deputy 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.



PRESENTATION



Date: January 14, 2025

To: Honorable Mayor and Councilmembers

From: Marti Brown, City Manager

Subject: Law Enforcement Services Report – Cost to Re-Establish Willows Police Department

Recommendation:

Receive the presentation and provide staff with any feedback and/or policy direction.

Rationale for Recommendation:

The Willows City Council and the community have demonstrated a strong interest in re-establishing the Willows Police Department (WPD). To that end, the City Council authorized the City Manager to execute an agreement with the Municipal Resource Group (MRG) to develop a cost estimate and outline a path forward to restore the WPD.

Background:

In the summer and fall of 2023, the Council and community started discussing the possibility and desire to re-establish the Willows Police Department. As a result, staff pursued finding qualified firms that could undertake this unique assignment. Several candidates were interviewed and, at least one, contributed preliminary groundwork that contributed to the attached final report. However, that consultant was unavailable to complete the full scope of work. At about that time, the City Manager was introduced to Brian Uhler of the Municipal Resource Group who was able to research, prepare and complete the project (Attachment 1).

Discussion & Analysis:

The attached report includes the following analysis:

- law enforcement comparison of Willows to other California cities of comparable size;
- Financial Impacts of re-establishing the Willows PD;
- Contracted Service Levels and Goals for a new PD;
- Comparative case studies (of other California cities that have established new PDs); and
- A proposed implementation timeline and milestones.

The report provides a cost and operational guide for restoring the Willows PD. Staff looks forward to Council feedback and further direction on this project.

Consistency with Council Priorities and Goals:

Attachment 1 of this staff report is consistent with Council Priority #3, Goal #1: Conduct a detailed financial analysis to restore the Willows Police Department.

Fiscal Impact:

There is no fiscal impact to reviewing the final report and presentation.

Attachment:

- Attachment 1: Law Enforcement Services Report



Law Enforcement Services Report City of Willows

By Brian Uhler, MRG
1/14/2025

Executive Summary

This report evaluates the feasibility of establishing an independent Willows Police Department (WPD), to begin services on July 1, 2026, as compared to continuing contracted law enforcement services with Glenn County Sheriff's Office (GCSO). As part of this analysis, key factors such as personnel costs, service levels, community control, and long-term benefits are considered. This report can be used to help inform the City Council's decision on whether to continue contracting law enforcement services with Glenn County or to create an independent municipal police department.

Background

Willows has contracted its law enforcement services with the GCSO since 2017. The relationship between the City of Willows and the GCSO is solid. The Sheriff has expressed no misgivings about the possibility of reestablishing the WPD. In fact, because finding sworn personnel for vacancies at the GCSO is challenging, the Sheriff has expressed support for the idea. Further, the existing examples of Orland and other Northern California police departments can serve as comparison agencies.

Due to increasing costs, concerns over crime, a thinly staffed GCSO impacting response times, and a desire for more local control, the City Council and City Council Law Enforcement Services ad hoc committee supported an evaluation to determine the feasibility of establishing a Willows Police Department (WPD). These actions led to the development of this report.

Methodology

Law enforcement deployment and staffing studies are commonplace. Most rely on a variety of established parameters which typically include¹:

1. Crime trends
2. Per capita comparisons
3. Existing/historical staffing levels or minimum staffing policy
4. Budget-driven decisions
5. Workload-based models (call for service volume)

Statewide, political realities affecting increases or decreases in the level of law enforcement funding, have been added in recent years. A more recent concern is understaffing for virtually all California agencies—now at the lowest statewide levels since 1991². Of course, this causes hiring pressures and increased personnel costs for virtually all jurisdictions.

To help arrive at recommended staffing levels, we have examined comparison city staffing levels, comparison city crime, evaluated existing service levels, and reviewed budgets from similarly sized northern California cities (see Chart 1).

Schedule modeling based on workload-based analysis can be quite time-consuming, costly, and complex. This process, lasting several months, typically includes a professional evaluator drilling down into workload details, such as how often certain events take place and how long it takes on-scene personnel to handle such events. This analysis is completed for every type of service call and administrative function (e.g. training or court). In addition, some agencies seek to align workload demands by the time

of day and day of week. Ultimately, these agencies seek to schedule enough personnel during peak times while maintaining some ideal level of unassigned preventive patrol time (called an “availability factor”).

For smaller agencies, other dynamics or realities negate the need for a detailed and costly analysis. For example, size, population, or call volume, may readily justify a single officer working at certain times; however, practical deference to officer safety may dictate two officers on the schedule during certain times or days. Another practical consideration for smaller jurisdictions is the fact that “big” events do not happen often or happen at sporadic times/days. Anticipating or staffing for these events is just not feasible. For these events, jurisdictions such as Willows normally rely on mutual aid agreements with others (GCSO or CHP). Lastly, in smaller agencies, the total number of sworn staff often limits the police leader’s ability to deploy staff proportionate to the workload (e.g. determining peak activity hours may justify rescheduling staff, but doing so would run afoul of minimum staffing requirements during other times or budget limitations don’t allow for added personnel).

For Willows, a combination of four of the previously described factors were reviewed to arrive at recommended WPD sworn staffing. The fifth evaluation method (workload-based model) is not practical, feasible, or necessary. Other methods negate its value and this method is normally used for an existing police agency to evaluate its workload.

Section 1: Comparison City Evaluation—A Basis for WPD Structure

1.1 City Budget Analysis

A review of northern California cities was completed. This review included all such cities with a population between 5,000 and 9,000. Notably, *Willows is the only city without its own police department*. Chart 1 depicts key data points which may help guide a future law enforcement services decision:

City	Population	Total Op. Budget ¹	L/E Exp. Budget	% for L/E	# Sworn	Cost Per Sworn ³	Sworn Staffing
Lakeport	5,026	7,002,591	2,903,230	41.46%	13	223,325	Chief, Capt, 3 Sgts, 8 Officers
Williams	5,538	11,882,999	2,854,770	24.02%	11	259,525	Chief, Lt., 2 Sgts, 7 Officers
Willows	6,293	6,467,796	2,000,000	30.92%			
Colusa	6,411	7,555,099	1,743,354	23.08%	9	193,706	Chief, Lt., 2 Sgts, 5 Officers
Crescent City	6,673	11,522,001	3,634,445	31.54%	15	242,296	Chief, 4 Sgts, 10 Officers
Gridley ²	7,421	9,687,204	3,905,367	40.31%	13	300,413	Chief, Lt., 2 Sgts, 9 Officers
Yreka ²	7,807	9,968,384	4,335,387	43.49%	14	309,671	Chief, 4 Sgts, 9 Officers
Corning	8,244	9,356,659	3,520,056	37.62%	13	270,774	Chief, 4 Sgts, 8 Officers
Orland	8,298	8,251,734	3,494,642	42.35%	13	268,819	Chief, 2 Sgts, 10 Officers
Averages	6,857	9,077,163	3,154,583	34.98%	12.63	258,566	

Chart 1—Budget and Staffing Level Comparison

NOTE 1: Police Vehicles are often reflected in Capital Budgets

NOTE 2: Some jurisdiction budgets are heavily influenced by cannabis/casino industry

NOTE 3: Sales tax measures are sometimes reflected as separate revenue/expenditure items

¹ 24/25 operating budget (proposed or current)—Includes Sales Tax Measure funding (if applicable)

² Indicates 23/24 budget (24/25 not available)

³ Total LE budget divided by the number of sworn positions

1.2 Crime Comparison

City	Violent Crime	Property Crime	Crime Index ¹
Lakeport	8.95	32.43	5
Williams	4.25	16.12	22
Willows	5.89	17.33	17
Colusa	2.83	13.35	29
Crescent City ²	14.04	72.71	0
Gridley	4.29	20.06	16
Yreka ³	15.33	50.21	1
Corning	6.08	33.92	5
Orland	2.56	13.87	29
Averages	7.14	30.00	13.78
Average W/O Crescent and Yreka	4.98	21.01	17.57

Chart 2—Crime Rate Comparison (source: Neighborhood Scout)

NOTE: CA Average: Violent/4.99 and Property/23.43

¹ "100" is safest--lower number equals less safe

² Crime rate heavily impacted by state prison and 3 casinos

³ Crime rate impacted by large homeless population, casinos, and cannabis

A close look at the nine comparison cities, reveals quite differing data on crime. The two safest cities are Colusa and Orland. Both Crescent City and Yreka appear to have an alarming crime rate; however, an interview with representatives from both police agencies revealed there are anomalies in both jurisdictions which explain their high crime rate. The presence of a state prison affects Crescent City's data, and a significant homeless population along with casinos/cannabis industry adversely affects Yreka crime data. By removing the outliers, we see how Willows' current crime level is very close to the adjusted crime average (reflected on the last line of Chart 2). However, being "average" as it pertains to crime is not desirable. Making reductions in crime to be more like Colusa or Orland would be a reasonable goal for Willows.

According to California Department of Justice (CA DOJ), Glenn County's violent crime has worsened since 2021, and both property and violent crime have increased since 2022. However, the 10-year trend appears fairly stable as reflected in Chart 3:

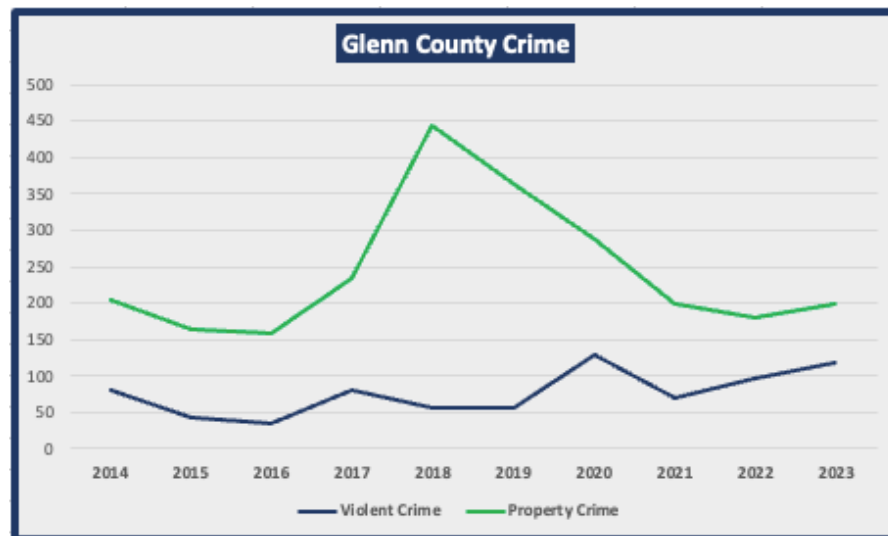


Chart 3—10-year crime trend (source: CA DOJ, Open Source)

1.3 Salary and Staffing

As previously mentioned, virtually all California police agencies struggle with maintaining a fully staffed police force. In recent years, agencies have sought to entice existing police officers by offering signing bonuses. Just to the north, Redding offers \$40K dollars for lateral hires and their top paid officers earn a monthly salary of \$9,989.

In order to establish a police agency and attract a sufficient pool of police applicants, the Council should seriously consider offering a pay level which will get applicant attention. The below chart outlines the top-step pay level for each of the region's comparison cities.

City	Chief Salary	Capt Salary	Lt. Salary	Sgt. Salary	Off. Salary
Lakeport	11,326	9,949	9,278	7,992	7,232
Williams	12,852			7,996	6,709
Colusa	11,740		9,000	7,186	6,090
Crescent City	10,702		9,234	7,941	6,309
Gridley	11,614		10,099	7,726	6,408
Yreka	11,733		10,203	7,848	6,149
Corning	11,044			8,485	7,507
Orland	10,050			7,640	6,465
Averages	11,383	9,949	9,563	7,852	6,609
80th %	11,737	9,949	10,120	7,994	7,023

Chart 4—Monthly Salary Comparisons by Position

Based on the comparison city data in Chart 1 and crime data in Chart 2, it appears that patterning a future WPD after the example of Colusa seems most appropriate. Colusa currently staffs its police department with nine sworn staff.

With a population difference of just 118 people, Colusa and Willows are closely matched. Further, the total budgets of Colusa and Willows, and law enforcement budgets are very closely aligned. In fact, Colusa currently spends about \$250k less than Willows for police services. Staffed with a total of nine sworn personnel and one Analyst, a total complement of 10 people could make up a future WPD.

Following this model, Chart 5, depicts recommended WPD personnel. The pay level, as listed, is shown at the 80th percentile for all comparable cities (as described in Chart 3). Further, to offer a viable and attractive pay structure, the pay range for future WPD staff may need to surpass the 100th percentile of comparison cities.

Position	Monthly	# of Positions	Annual Cost	2026 Cost ³
Chief	11,737	1	140,844	147,886
Sergeant	7,994	2	191,856	201,449
Officer	7,023	6	505,656	530,939
Analyst ¹	4,778	1	57,336	60,203
Sub Total	31,532		895,692	940,477
Benefits	19,124		543,237	570,399
Total Salary	50,656	10	1,438,929	1,510,876

Chart 5—Staffing/Salary Costs

NOTE 1: Salary calculation based on lateral hires, near top of range

¹Willows existing "Analyst" position salary

²Benefits@60.65% for CALPERS, Health, FICA/Medicare, Holiday Pay

³Represents a 5% increase over current salaries

1.4 Attracting Police Applicants

With an implementation date of July 1, 2026, attracting lateral police applicants is essential. There is insufficient time and no personnel to oversee an extensive training process for new police cadets.

Given this fact, under the City Council's leadership, it will be necessary to offer decisive salary and benefits to attract high-quality police applicants. Other options include items, such as take-home vehicles, generous vacation/holiday time, and one-time signing incentives. Within Section 2 of this report, we break out optional items and their costs for Council consideration.

From the employer/leadership perspective, offering options for one group of employees may cause other employees (specifically other first responders, such as Fire Department staff) to seek similar employer benefits. Anticipating this tension would be prudent, however adding these costs would require added analysis and are not considered in this report.

Another factor, which may cause hesitation on the part of applicants, is Willows' 2017 decision to disband its police department. In short, applicants will need to know there is both stable funding and a political commitment to the decision to reestablish a police department. Factors explaining this stability should be included in future position announcements and advertising.

Section 2: Financial Impacts

2.1 One-Time Costs to Establish WPD

The creation of a new police department will require significant upfront investment. With a "go live" date of July 1, 2026, one-time costs will occur in both FY 2024/25 and FY 2025/26. Current fiscal year impacts could be included in a mid-year budget adjustment (January 2025). Simultaneous to paying one-time costs, Willows would also continue to pay GCSO for law enforcement services (increasing to \$2.355M for FY 2025/26).

Based on the capacities of similar jurisdictions and law enforcement industry standards, major one-time costs include:

- **Police Workspace Renovation:** The workspace should include a public reception desk, Chief and Sergeant offices, a group briefing/report writing area, evidence processing/storage areas, secure weapon storage arrangements, and a changing/locker/shower-decontamination area.
- **Police Vehicles:** Purchase of a minimum of three police vehicles (Chief, Sergeant, and Officer). Funding is needed for the base cost and outfitting (electronics, cages, radios, markings, lights/siren).
- **Equipment and Gear:** This includes firearms, uniforms, radios, body-worn cameras, patrol rifles, and standard issue gear (handcuffs, tasers, flashlights, etc.).
- **Recruitment and Background Investigations:** Hiring processes for officers, sergeants, and a police chief, including job postings, interviews, psychological, medical and background checks.
- **Technology Infrastructure:** Police agencies require specific technology to include a Records Management System (RMS), secure connectivity for criminal justice information, specialized software to support police systems, and audio/video recording equipment.

The following charts, outline line-by-line budget estimates for one-time costs impacting both FY 2024/25 and FY 2025/26:

FY 2024/25 Budget Items	Cost
FY 24/25 Police Office Renovation (contract services for design, RFP, Bid review)	45,000
IT research/planning for WPD (contract services)	5,000
Exec Search Firm for Chief position	35,000
Technical Assessment of Radio infrastructure--plan development	5,000
Total FY 2024/2025 Costs	90,000

Chart 6—Items impacting FY 2024/25 should the City Council decides to establish WPD

FY 2025/26 Budget Items	Cost
7 Months salary for Chief (starts 12/1/25, @ \$12,324)	86,268
2.25 Months salary for Admin Asst (starts 4/24/26)	11,288
2.25 Months salary for 2 Sergeants (starts 4/24/26)	37,773
1 Month salary for 6 officers (starts working 5/29/26)	44,244
Benefits for all personnel (total \$179,573 x 60.65%)	108,911
FY 25/26 Police Office Renovation (after bid award--construction costs)	350,000
RMS System Purchase (installed and training/testing by 5/4/26)	57,000
3 Police Vehicles (Base cost)	192,547
2 Police Vehicle Upfitting (all electronics, radios, siren/lights, cage, seat, striping, etc.)	70,600
10 Police sidearms (@\$750 each--weapon, flashlight/sights, magazines, locking case, 1 spare)	7,500
10 Motorola handheld police radio (one "spare" also used by Admin Asst in the office)	25,000
Uniforms and leather gear (4 uniforms each - 9 Officers)	9,000
9 Soft body armor vests (level IIIA @ \$800 each)	7,200
Officer Carried Gear (9 Officers)	4,500
10 Badges (custom design, @\$250 each)	2,500
100 Uniform Patches (2 per uniform, 8 patches per person)	350
10 Handheld Radios (9 Officers plus one for office area--or spare)	45,000
3 Police Rifle (assigned to each vehicle)	22,500
3 Vehicle Gear (1st aid, LED flares, stop sticks, fire extinguisher, cones, PPE, Evi equip.	6,000
Range/Ammunition (qualifications/training/duty)--handgun and patrol rifle	3,000
11 Psychological testing (@\$500 each)	5,500
Background Investigations (@2,500 each--between 9/2025--2/2026)	35,000
Police pre-employment medical (@\$1,500 each)	13,500
Fuel (Chief--7 mos, Sgts/Officers, 2 mos (@50 miles/3.5 gals/day for admin functions)	3,465
Telephone hardware (plus incremental service additions)	720
CA and IACP Chief's Assn Membership (IACP application fee \$50, plus \$190/year-CPCA \$210)	450
FY 2025/2026 Subtotal	1,149,816

Chart 7—WPD start-up costs for FY 2025/26

FY 2025/26 Options	
9 Body worn camera system (worn hardware plus evidence.com storage)	11,691
2 In-car video systems (Axon, to compliment the BWC system)	6,000
9 Tasers issued to each sworn department member (\$1,800 each plus training/Axon Safety)	19,200
6 Take home car program (\$366,756 base vehicles plus 211,800 upfitting)	578,556
Sign On Bonus Program (year 1, 10K and 10K each subsequent year for 30K total)	60,000
Options Subtotal	675,447
FY 2025/26 Costs with all options added	1,825,263

Chart 8—Options for City Council consideration

Potential Cost Reduction Areas	
Alternative Used Vehicles--@ \$25K each	-117,547
Police Building--Do nothing, use existing space w/minor modifications @\$20K	-200,000
Potential Cost Cutting Total	-317,547
Minimum One Time Costs (all cost cuts and no options)	832,269

Chart 9—Cost reduction options (risk: possible warning signal to potential applicants)

2.2 One-time Cost Discussion

Analysis of the one-time costs for FY 2025/26 reflects a significant range of projected costs which depend on the course chosen by the City Council.

- **\$1,825,263—High-Cost Model:** This includes take-home cars, a signing bonus program, and a significant technology commitment (body-worn cameras, tasers, etc.).
- **\$1,148,816—Mid-Cost Model:** Includes significant infrastructure investment which reflects a long-range commitment to WPD.
- **\$832,269—Low-Cost Model:** Cuts costs by deferring a major building remodel and substitutes used vehicles as a starting point for operations.

As described earlier in this report, the mid and low-cost options could impact the City's ability to attract top-level applicants. The low-cost option, for a lack of applicants, may even impact the ability to start operations on time.

2.3 Police Facility Infrastructure

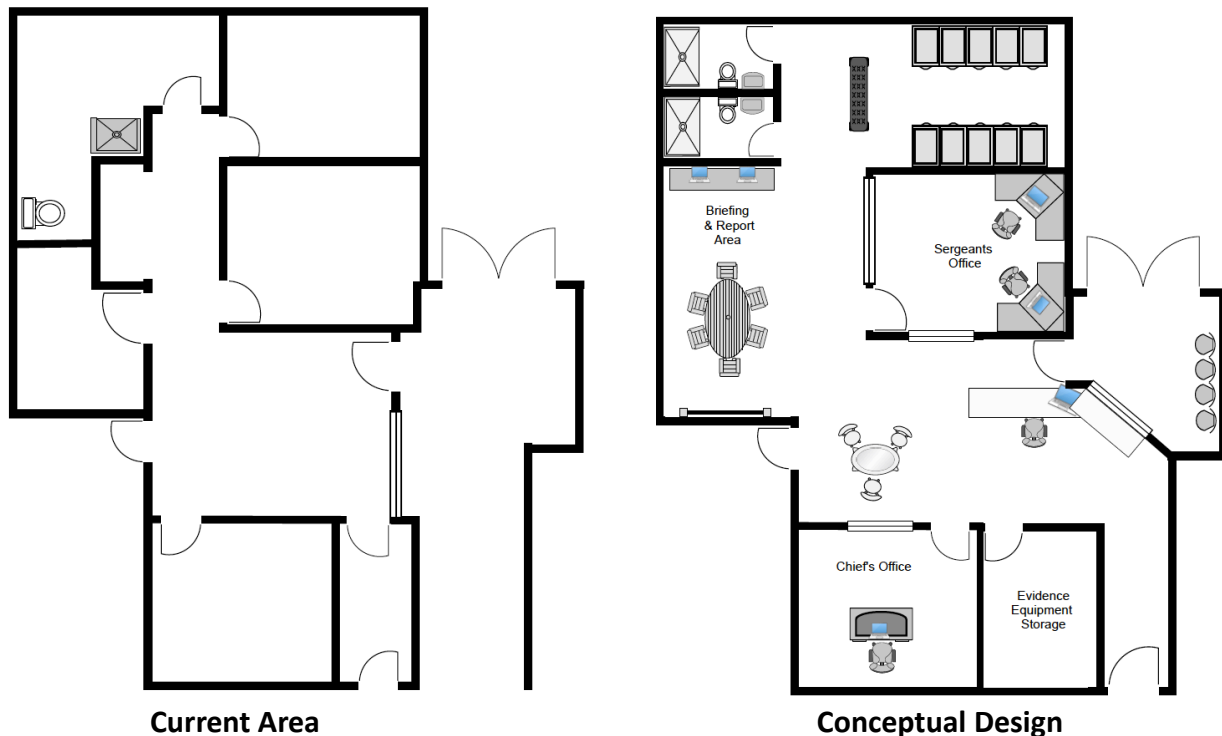
As listed below, several laws apply to the establishment of essential services/critical infrastructure facilities:

1. **Essential Services Buildings Seismic Safety Act (California Government Code, Section 16000-16023):** Police stations are considered essential services buildings and must be designed and constructed to resist the forces generated by earthquakes to ensure that they remain operational after a seismic event.
2. **California Building Code (CBC):** Governed by Title 24, Part 2, the CBC mandates standards for structural integrity, fire safety, and accessibility. For critical infrastructure like police stations, it imposes stricter requirements on:
 - **Seismic safety (Chapter 16):** Ensures that the structure can withstand significant seismic events.
 - **Fire protection systems (Chapter 9):** Requires installation of advanced fire suppression, alarm systems, and fire-resistant materials.

- **Accessibility (Chapter 11):** Ensures compliance with the Americans with Disabilities Act (ADA), providing accessible entrances, restrooms, and other key areas.
- 3. **Energy Efficiency Standards (Title 24, Part 6):** Police stations must meet energy efficiency requirements, including insulation, lighting, and HVAC systems that reduce energy consumption.
- 4. **California Green Building Standards Code (CALGreen):** Police stations, as critical infrastructure, must also comply with CALGreen standards, which promote sustainable design, energy efficiency, water conservation, and indoor air quality.
- 5. **Security Requirements (California Penal Code Section 4025):** Police stations must be designed to control access, protect detainees, and ensure the safety of law enforcement personnel and the public.
- 6. **Hazardous Materials (California Health and Safety Code, Section 25500-25547):** Facilities like police stations, which may store firearms, ammunition, and chemicals, are subject to regulations ensuring the safe storage and disposal of hazardous materials.
- 7. **California Fire Code (CFC):** Imposes fire safety regulations, including requirements for fire alarms, sprinkler systems, and emergency evacuation plans specific to essential service facilities.
- 8. **Emergency Operations and Continuity (California Government Code, Section 8607):** Requires police stations to have emergency preparedness and response plans to ensure continued operation during and after emergencies.

Compliance with these requirements requires a significant financial investment and, more importantly, adequate time to develop complex plans for such a facility. Realistically, even if funding was not a factor, it may take more than 5 years to acquire property, conduct the various impact studies, develop architectural plans, solicit community input, and gain the approvals before even breaking ground.

For these reasons, temporary police facilities will be needed to begin police operations by the target date of July 1, 2026. Since approximately 1,300 square feet of City Hall previously served as a police facility until 2017, we propose utilizing the same space for a temporary facility. To reflect its temporary nature, we also propose no changes to the exterior dimensions of City Hall.



Discussions with the City Engineer about this initial concept has led to the preliminary cost estimate as reflected in Section 2.1 of this report. The current estimate of \$395K reflects a cost of about \$300 dollars per square foot (according to RS Means Data, typical municipal remodeling in northern California is between \$150 and \$600 per square foot, depending on complexity). If the City Council wishes to move forward, a more detailed assessment will be needed to determine the concept plan's viability and more accurately determine the temporary project costs.

2.4 Annual Operating Costs

The annual operating costs for WPD include salaries, benefits, equipment maintenance, and administrative expenses. Based on comparable departments, annual operating costs include:

- **Personnel Salaries:** The WPD would start with six officers, two sergeants, one chief, and one administrative assistant. Salaries will be aligned with other northern California small jurisdictions at competitive rates to attract experienced officers.
- **Benefits:** Includes health insurance, CalPERS contributions, and other customary benefits.
- **Ongoing Equipment and Vehicle Costs:** Fuel, vehicle maintenance, and replacement of equipment.
- **Dispatch and Communications Services:** Payment to Glenn County for dispatch and Records Management System (RMS) costs.
- **Other Contract Services:** Legal, Information Technology (IT) support, policy management, police related software/hardware, etc.

Charts 10 and 11 outline the line-by-line budget estimates for all annual costs starting for FY 2026/27:

FY 2026/27 Salary/Benefits	Costs (\$)
Officer Salaries (6 Officers)	530,939
Sergeant Salaries (2 Sergeants)	201,449
Chief Salary	147,886
Admin Assistant Salary	60,203
Annual Salary Subtotal	940,477
CalPERS Retirement Contribution (16.08%)	151,229
Health Insurance (33.87%)	318,540
FICA/Medicare (7.95%)	74,768
Holiday Pay (2.75%)	25,863
Overtime Pay	70,000
Total Salary and Benefits	1,580,876

Chart 10—FY 2026/27 Salary/Benefits
(Reflects 5% increase over current comparison pay)

FY 2026/27 Materials/Services	Costs (\$)
Office expense	5,000
Postage	1,500
Telephone	2,160
Fuel (for 3 vehicles)	62,097
Clothing/Uniform replacements	4,500
PG & E	2,400
Travel/Training Costs	13,500
Dispatch Services Payment	140,000
Vehicle Maintenance	3,000
Misc. Equipment Maintenance	1,000
Dues/memberships	400
Legal contract services	48,000
Lexipol	8,967
Pro Phoenix RMS Services	3,575
Work Comp Insurance (\$8.70 per \$100 annual salary)	81,821
Risk Insurance (\$16.33 per \$100 annual salary)	153,580
Radio Service Agreement	2,000
Total Materials/Services	533,500
FY 2026/27 Total	2,114,377

Chart 11—FY 2026/27 Materials/Services
(estimates based on vendor estimates, other research/experience)

2.5 Long-Range Cost Projection

The below data and Chart 12 show the projected long-range costs for WPD and the GCSO. Assuming there is a 5% per year increase (starting in 2026), the cumulative cost difference shows the “break even” point where year-over-year savings surpasses the initial one-time costs. For example, if the initial one-time cost is \$1.82M (as described in Section 2.2), then the break-even point would be in 2032. Beyond 2032, Willows taxpayers would then spend fewer total dollars.

Year	2026	2027	2028	2029	2030
GCSO	2,355,000	2,472,750	2,596,388	2,726,207	2,862,517
WPD	2,114,377	2,220,096	2,331,101	2,447,656	2,570,038
Cumulative Difference	240,623	493,277	758,564	1,037,115	1,329,594

2031	2032	2033	2034	2035	2036	Total
3,005,643	3,155,925	3,313,721	3,479,408	3,653,378	3,836,047	33,456,984
2,698,540	2,833,467	2,975,141	3,123,898	3,280,093	3,444,097	30,038,504
1,636,697	1,959,155	2,297,735	2,653,245	3,026,530	3,418,480	3,418,480

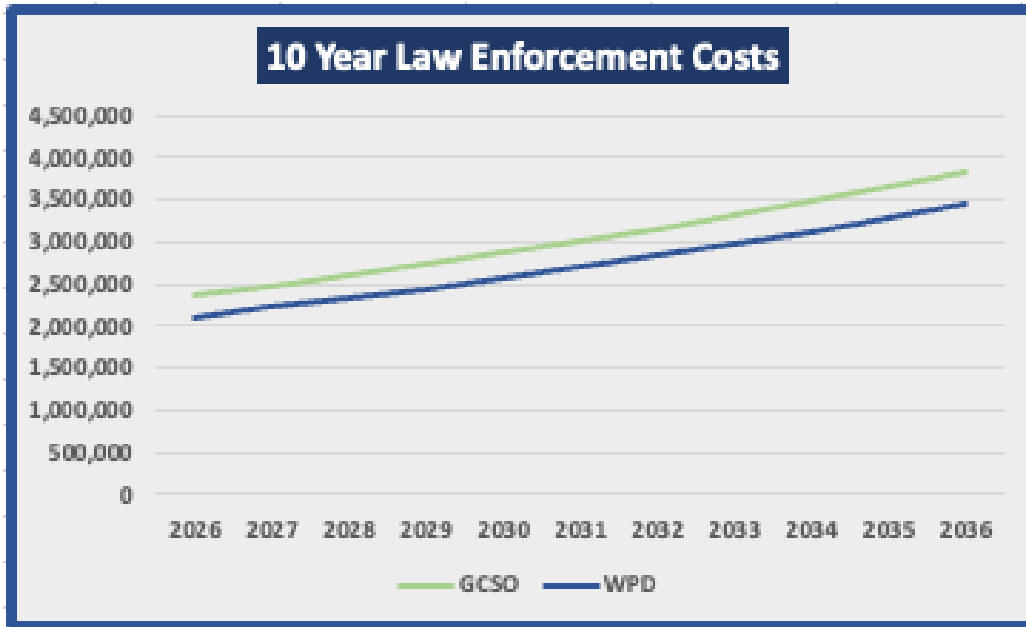


Chart 12—Long range cost projection (10-year savings: \$3.418M)

Section 3: Service Level and Community Impact

3.1 Contracted Glenn County versus City Law Enforcement Services

Evaluation of comparison cities (Chart 1 and Chart 2), with particular attention to Colusa and Orland, highlights how Willows crime is higher. This over-arching fact on its own offers a compelling reason for serious consideration of establishing a WPD. Other reasons, such as rising costs, low staffing levels, and minimal local control adds credence to reverting back to a city police model.

3.2 Expected Service Levels GCSO versus Willows PD

The current contract for law enforcement services provided by the GCSO is outlined as follows:

In addition to Animal Care and Dispatch Services, the following public safety personnel will be dedicated to the City of Willows:

- One (1) full-time Lieutenant,
- One (1) full-time Sergeant,
- Nine (9) full-time Sheriff Deputies,
- One (1) full-time Detective, and
- Any and all administrative support services, personnel, equipment, supplies, and apparatus needed to provide full, 24-7 law enforcement protection and services.

Source: GCSO Contract, Exhibit A

Position	Hours	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Chief	7am-5pm	Off	On	On	On	On	Off	Off
Sgt 1	2pm-Mid	On	On	On	On	Off	Off	Off
Sgt 2	2pm-Mid	Off	Off	Off	On	On	On	On
Off 1	7am-7pm	On	On	On	Off	Off	Off	Off
Off 2	7am-7pm	Off	Off	Off	On	On	On	On
Off 3	7am-7pm	On	Off	Off	Off	Off	On	On
Off 4	7pm-7am	On	On	On	Off	Off	Off	Off
Off 5	7pm-7am	Off	Off	Off	On	On	On	On
Off 6	7pm-7am	On	Off	Off	Off	Off	On	On

Chart 13—Possible duty schedule for WPD (Officer #3 and Officer #6 also serve as relief for others who are training, injured, or on vacation)

This duty schedule provides for added coverage from Friday through Sunday which is often the busiest workdays. With eight dedicated field personnel (Sergeants and Officers), there are 14,016 service hours provided to the citizens of Willows. This represents 62.5% increase in service over the single assigned patrol model deployed by GCSO (8,760 versus 14,016 hours).

Advantages of establishing the WPD include:

- **Local Control and Accountability:** Establishing WPD would enable greater control over budgets, officer staffing, and law enforcement policies. This also opens the door for more community-oriented policing initiatives.
- **Improved Response Times:** A dedicated Willows PD could potentially improve response times and increase law enforcement presence, contributing to public safety.
- **Community Trust:** Building local relationships with residents is a key factor in the success of a municipal police department, as evidenced by jurisdictions like Menifee, which prioritized community engagement during its recent formation.

3.3 Goals for New WPD

If a WPD is established, the new Chief should be asked to develop a process to measure future WPD effectiveness. Possible goals should include:

- Lower crime—target of matching Colusa and Orland levels
- Improved community satisfaction with Law Enforcement Services
- More service hours provided to citizens
- Added prevention-oriented patrol activities
- Improved presence at public-facing city events
- Better response time to calls for service

Section 4: Comparative Case Studies

4.1 Menifee Police Department (Riverside County)

In 2020, Menifee launched its own police department after contracting for years with the Riverside County Sheriff's Department. The decision was backed by a feasibility study showing potential cost savings and enhanced response times tailored to Menifee's needs. However, the transition came with some challenges, such as initial startup costs that exceeded expectations. In the following years, Menifee experienced additional cost increases due to its rapid population growth and higher operational demands.

4.2 Lancaster Police Department (Los Angeles County)

Lancaster formed its independent police department in 2023 after determining that relying on the Los Angeles County Sheriff's Department was no longer the most effective or financially sustainable option. The city's goal was to establish more local control over policing and tailor law enforcement strategies to Lancaster's unique needs. Early results have shown that Lancaster's police department is able to offer more customized services and initiate programs that are directly focused on community needs.

4.3 Lathrop Police Department (San Joaquin County)

In 2022, Lathrop established its own police department after previously contracting with the San Joaquin County Sheriff's Office since its incorporation. This move was prompted by rising costs associated with the sheriff's services, driven in part by increasing pension obligations. Lathrop's City Council determined that creating a local police force would allow for cost savings, better resource allocation, and improved community-focused policing. To support the new department, Lathrop constructed a new police facility and developed a phased hiring plan to staff the department over a 14-month period. The new department has enabled Lathrop to have greater control over law enforcement strategies, prioritize local concerns, and enhance response times. Initial public engagement efforts, including community surveys, were conducted to inform department priorities.

Section 5: Implementation Timeline

To establish the Willows Police Department, we propose a 3-phase approach.

5.1 Phase 1 (December 2024 – May 2025)

Chart 14 outlines the six-month long Phase 1, which starts in December 2024 with the City Manager preparing a staff report and the City Council approving an initial plan to reestablish the Willows Police Department. The initial approval should also include funding approval for costs occurring in the current budget year. Phase 1 concludes in May with the Council passing the FY 2025/26 budget.

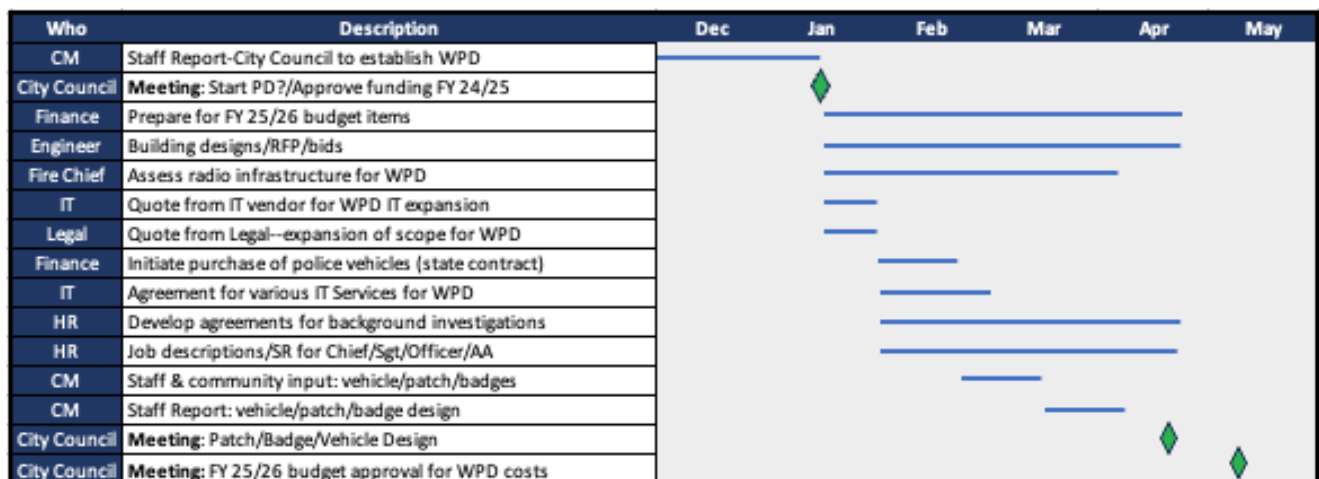


Chart 14

Phase 1 can be thought of as the establishing the foundation. Details include building designs, assessing radio infrastructure, obtaining detailed quotes for Legal and IT impacts, initiating the vehicle purchase

process, writing job descriptions for new positions, and assembling FY 2025/26 budget details. The financial impacts in FY 2025/26 will primarily consist of one-time costs (see Section 2).

5.2 Phase 2 (May 2025 — Nov 2025)

Chart 15 outlines Phase 2, which begins after the Council passes the budget for FY 2025/26 and concludes with the hiring of the new WPD Chief. With the FY 2025/26 budget approved, City staff will begin working on the many administrative functions represented in the budget. Many of these functions are related to the hiring process and developing the infrastructure for the police department.

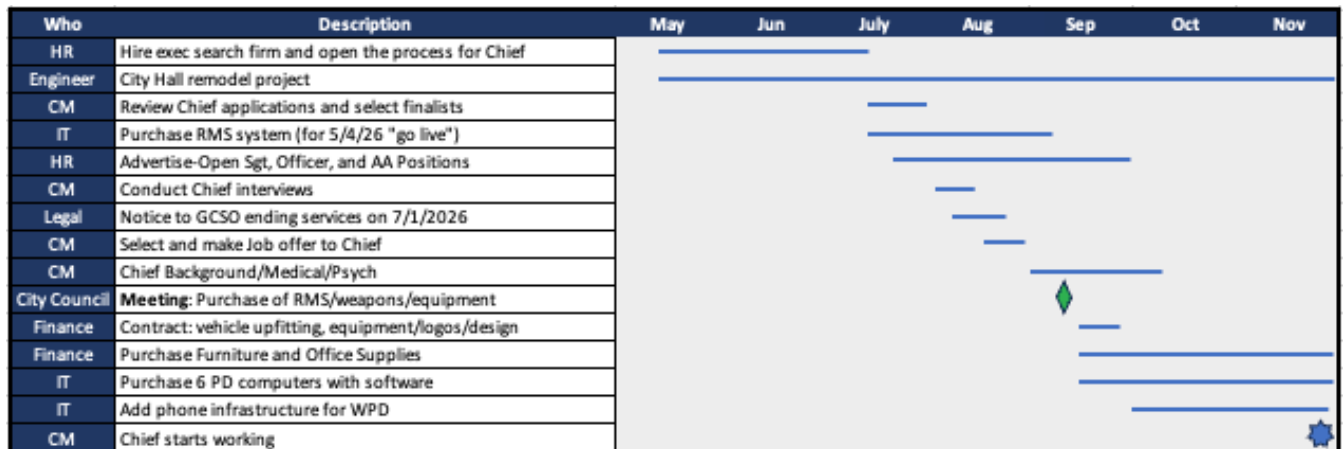


Chart 15

Phase 2 of the process can be viewed as establishing the framework for the new police department. There is a two-pronged focus: (1) HR efforts to identify future WPD people, and (2) develop the plans for equipment and WPD infrastructure. At the end of Phase 2, the Chief should be hired and the workspace should be nearly complete. The work in Phase 2 also reflects a heavy reliance on City staff to remain on-track.

5.3 Phase 3 (Dec 2025 — Jun 2026)

Chart 16 outlines the final implementation phase, which primarily consists of many detailed Police Chief activities. Starting with meeting the community and community leaders, the Chief will simultaneously begin ensuring the technical, police-oriented infrastructure, policy, and physical arrangements are established. Further, the Chief, along with Human Resources, will be instrumental in the hiring process for all personnel during this final phase.

This phase concludes with the City Council preparing the WPD for police duty by swearing in the Chief, who in-turn, will swear in all sworn personnel. Immediately after this Council meeting, the Chief could host a public open-house for the public to meet the police personnel and their families while also touring the new police facility.

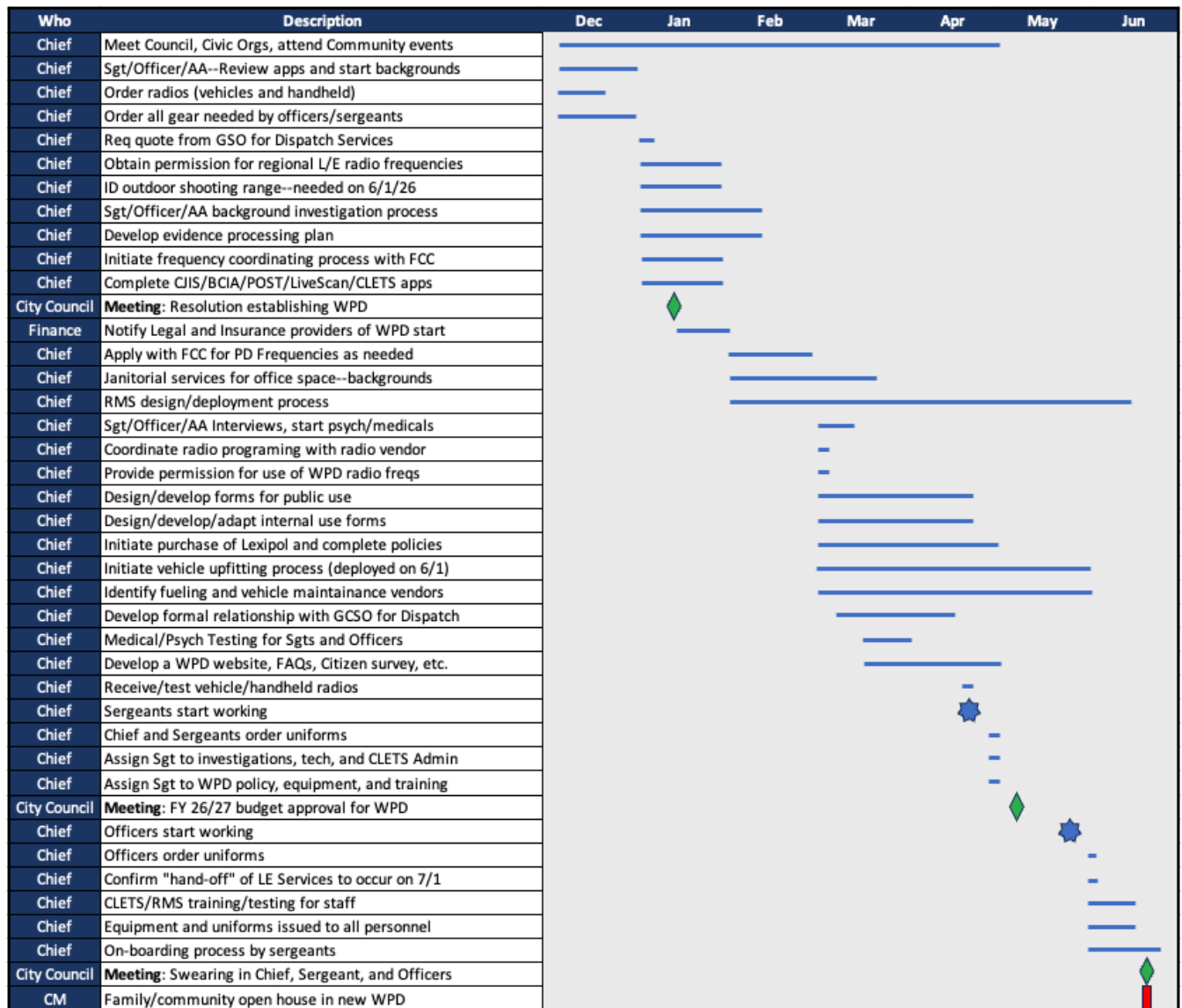
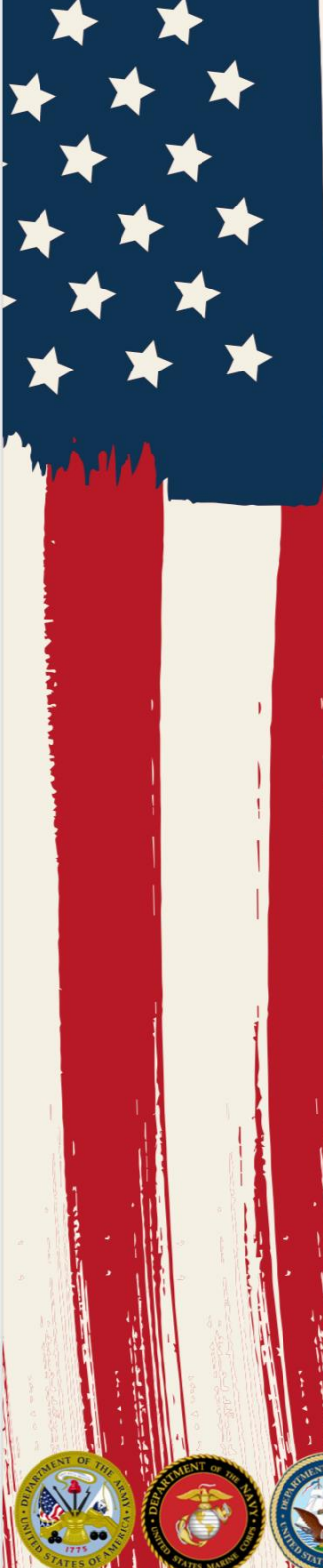


Chart 16



GLENN COUNTY VETERANS

Stand Down

FRIDAY JANUARY 24, 2025
1100 - 1700

GLENN COUNTY FAIRGROUNDS
221 E YOLO STREET, ORLAND, CA 95963

★ ★ ★

COMPREHENSIVE SUPPORT
RESOURCES FOR OUR MILITARY VETERANS
MILITARY GEAR DISTRIBUTION
LUNCH PROVIDED WHILE SUPPLIES LAST










★ ★ ★ ★ ★ ★ ★ ★

HOSTED BY:
THE COUNTY OF GLENN
COMMUNITY ACTION DEPARTMENT
GLENN COUNTY HEALTH & HUMAN SERVICES AGENCY

★ ★ ★ ★ ★ ★ ★ ★

For more information call: Monica Rossman (530) 624-2462,
Yasmin Caro (530) 865-6133, and/or
Yolanda Martinez (530) 865-6163

★ ★ ★





GLENN COUNTY Veterans Stand Down Highligh of the week !



What is a Stand Down

To stand down is to have a time to rest and recover. This event aims to have a day for our Veterans to rest, recover and be honored.

Purpose of event:

To have a day to serve & honor those who have served our Country. This Glenn County Stand Down event aims to provide homeless, at-risk Veterans & all veterans and their families with access to essential services and community resources. Those services that are within the VA, Glenn County & it's surrounding areas. The Stand Downs goal is to provide screenings for medical care as well as information to connect with resources. Event will also offer free military gear, meal, haircuts, some DME, food commodities, raffles and other free items that our vendors will have at their tables- all while supplies last.

Mission Statement

Glenn County's Military Stand Down provides a safe environment for our Homeless Veterans, families and all Veterans within our communities. This one day event is designed to celebrate the achievements, sacrifices and accomplishments of those who have served, regardless of age or military branch of service. This is a day for reflection and gratitude, by paying tribute and showing the gratitude of a grateful nation. Glenn County is committed to serving our veterans, by providing the resources available to give them a hand up, not a handout. - Jim Yoder



FRIDAY JANUARY 24, 2025

1100 - 1700

**GLENN COUNTY FAIRGROUNDS
221 E YOLO STREET, ORLAND, CA 95963**



HOSTED BY:
THE COUNTY OF GLENN
COMMUNITY ACTION DEPARTMENT
GLENN COUNTY HEALTH & HUMAN SERVICES AGENCY





GLENN COUNTY Veterans Stand Down Highligh of the week !



Access to Items and Services provided at no cost !

- MEAL

- HAIRCUTS

- RAFFLES ENTRIES

- NON-PERISHABLE FOOD COMMODITIES

**- THANK YOU CARDS TO OUR HEROES - MADE BY OUR LOCAL
SPARK STUDENTS**

- MILITARY GEAR SUCH AS:

**- WATER CANTEENS, RUCK SACKS, HYGIENE KITS, GLOVES,
BLANKEST, PILLOWS, PANCHOS**

**- SNACKS & DRINKS WILL BE LOCATED AT THE DESIGNATED
RESTING STATIONS THROUGHOUT THE EVENT**

- - - - ALL WHILE SUPPLIES LAST - - - -



**FRIDAY JANUARY 24, 2025
1100 - 1700**

**GLENN COUNTY FAIRGROUNDS
221 E YOLO STREET, ORLAND, CA 95963**



**HOSTED BY:
THE COUNTY OF GLENN
COMMUNITY ACTION DEPARTMENT
GLENN COUNTY HEALTH & HUMAN SERVICES AGENCY**





PUBLIC COMMENT & CONSENT CALENDAR FORUM



City of Willows

Payment Register

APPKT00340 - CHECK RUN 12-6-24

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount
	Void	0.00
Payment Type	Payment Number	Payment Date
**Void Check	55079	12/05/2024
		0.00

Vendor Number	Vendor Name					Total Vendor Amount
1014	ACCESS					92.33
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55073				12/05/2024	92.33
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
11273501	DECEMBER 2024 SHREDDING	12/04/2024	12/04/2024	0.00	92.33	

Vendor Number	Vendor Name					Total Vendor Amount
1019	ACME RIGGING & SUPPLY COM					261.65
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55074				12/05/2024	261.65
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
342490	PARTS - STREET SWEEPER - STREETS - PW	12/04/2024	12/04/2024	0.00	261.65	

Vendor Number	Vendor Name					Total Vendor Amount
1052	AMAZON CAPITAL SERVICES					775.84
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55075			12/05/2024	775.84	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
11N6-LH3V-DJHC	OFFICE SUPPLIES - LIBRARY	12/04/2024	12/04/2024	0.00	104.62	
1QRD-HYRP-63RN	OFFICE SUPPLIES - LIBRARY	12/04/2024	12/04/2024	0.00	10.39	
1VCD-DPGN-7XRY	OFFICE SUPPLIES - LIBRARY	12/04/2024	12/04/2024	0.00	27.21	
1XHQ-DVPW-7YVW	SUPPLIES - CHILDREN'S SERVICES - LIBRARY	12/04/2024	12/04/2024	0.00	45.00	
1XHQ-DVPW-D6MY	ZIP BOOKS GRANT - LIBRARY	12/04/2024	12/04/2024	0.00	588.62	

Vendor Number	Vendor Name					Total Vendor Amount
2469	CEASER VASQUEZ					80.44
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55076				12/05/2024	80.44
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
120524CV	WORK BOOTS - PUBLIC WORKS	12/05/2024	12/05/2024	0.00	80.44	

Vendor Number	Vendor Name					Total Vendor Amount
1233	CHICO ELECTRIC INC					105.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55077				12/05/2024	105.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
W20426	CHERRY LIFT STATION - MAIN BEAKER TRIPPED-PW-SEWI	12/03/2024	12/03/2024	0.00	105.00	

Vendor Number	Vendor Name					Total Vendor Amount	
1255	COASTLAND CIVIL ENGINEERI					30,881.63	
Payment Type	Payment Number					Payment Date	Payment Amount
Check	55078					12/05/2024	30,881.63
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
60454	72-4949 - FY22-23 PAVEMENT PJT CM & INSPECTION	12/03/2024	12/03/2024	0.00	285.00		
60483	725256 - SEWER RATES FY24-25	12/03/2024	12/03/2024	0.00	1,750.00		
60571	725283 - FY24 SEWER REHAB	12/03/2024	12/03/2024	0.00	6,707.88		
60573	725279 - CITY ENGINEERING FY24-25	12/03/2024	12/03/2024	0.00	6,620.00		
60576	72-4441 - 257 S CULVER - PERMIT #5288 -SOLAR & BAT	12/03/2024	12/03/2024	0.00	435.00		

Payment Register

APPKT00340 - CHECK RUN 12-6-24

60577	72-4441-251 S CRAWFORD-PERMIT #5287-SOLAR & BAT	12/03/2024	12/03/2024	0.00	478.75
60580	72-4441-1240 W WOOD-PERMIT #4522-JACK IN THE BOX	12/03/2024	12/03/2024	0.00	631.25
60581	72-4441-1301 N HUMBOLDT-PERMIT #5192-TACO BELL S	12/03/2024	12/03/2024	0.00	275.00
60582	72-4441-256 W WILLOW-PERMIT #5233-PARKING LOT - S	12/03/2024	12/03/2024	0.00	4,028.75
60583	72-4441-555 N TEHAMA-PERMIT #5247-MERCADO ADA I	12/03/2024	12/03/2024	0.00	1,695.00
60584	72-4441-418 S MURDOCK AVE-PERMIT #5278-SOLAR & B	12/03/2024	12/03/2024	0.00	397.50
60586	724611-1240 WOOD ST-JACK IN THE BOX DEVELOPMENT	12/03/2024	12/03/2024	0.00	278.75
60618	72-4441-20-BUILDING DEPT SERVICES - FY24-25	12/03/2024	12/03/2024	0.00	693.75
60621	725024 - ENCROACHMENT PERMITS	12/03/2024	12/03/2024	0.00	4,655.00
60622	725150 - LIFT STATION REHAB PROJECT	12/03/2024	12/03/2024	0.00	787.50
60623	725155 - FY23-24 ANNUAL SIDEWALK MAINT PROJECT	12/03/2024	12/03/2024	0.00	367.50
60624	725158 - SYCAMORE PARK - CCLGP FUNDED PROJECT	12/03/2024	12/03/2024	0.00	795.00

Vendor Number	Vendor Name					Total Vendor Amount
1261	COMCAST CABLE					265.29
Payment Type	Payment Number					Payment Date Payment Amount
Check	55080					12/05/2024 265.29
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
8155600290115941-112424	SERVICE 11-28-24 TO 12-28-24	12/03/2024	12/03/2024	0.00	265.29	

Vendor Number	Vendor Name					Total Vendor Amount
1277	CORNING LUMBER WILLOWS					42.94
Payment Type	Payment Number					Payment Date Payment Amount
Check	55081					12/05/2024 42.94
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2411-077766	CONCRETE - SUPPLIES - PW - SEWER	12/03/2024	12/03/2024	0.00	14.80	
2411-077817	CONCRETE - SUPPLIES - PW - SEWER	12/03/2024	12/03/2024	0.00	28.14	

Vendor Number	Vendor Name					Total Vendor Amount
1463	GANDY & STALEY OIL CO					1,856.28
Payment Type	Payment Number					Payment Date Payment Amount
Check	55082					12/05/2024 1,856.28
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
225704	FUEL - PUBLIC WORKS & SEWER	12/04/2024	12/04/2024	0.00	489.38	
225721	FUEL - PUBLIC WORKS & SEWER	12/04/2024	12/04/2024	0.00	553.39	
87140-113024	FUEL - FIRE	12/04/2024	12/04/2024	0.00	813.51	

Vendor Number	Vendor Name					Total Vendor Amount
2375	GLENN-COLUSA IRRIGATION DISTRICT					59.05
Payment Type	Payment Number					Payment Date Payment Amount
Check	55083					12/05/2024 59.05
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
24 34367	PARCEL ASSESSMENT 19-3-15-C & 19-3-16-I	12/03/2024	12/03/2024	0.00	59.05	

Vendor Number	Vendor Name					Total Vendor Amount
2468	HARRIS & ASSOCIATES					9,783.75
Payment Type	Payment Number					Payment Date Payment Amount
Check	55084					12/05/2024 9,783.75
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
65322	PLANNING SUPPORT & ZONING CODE UPDATE & REVIEW	12/03/2024	12/03/2024	0.00	9,783.75	

Vendor Number	Vendor Name					Total Vendor Amount
1566	INFRAMARK LLC					64,271.37
Payment Type	Payment Number					Payment Date Payment Amount
Check	55085					12/05/2024 64,271.37
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
136509	NOVEMBER 2024 SERVICE - PUBLIC WORKS	11/26/2024	11/26/2024	0.00	55,443.29	
138859	DECEMBER 2024 SERVICE - PUBLIC WORKS	12/04/2024	12/04/2024	0.00	64,271.37	
74250C	CORRECTION - APRIL 2024 - ON 8-2-24	11/26/2024	11/26/2024	0.00	-55,443.29	

Payment Register

APPKT00340 - CHECK RUN 12-6-24

Vendor Number 1606	Vendor Name JEREMY'S PEST STOMPERS					Total Vendor Amount 55.00
Payment Type Check	Payment Number 55086					Payment Date 12/05/2024
Payable Number 1112412	Description NOVEMBER 2024 SERVICE - CIVIC CENTER	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 55.00	
Vendor Number 1665	Vendor Name KNIFE RIVER CONSTRUCTION					Total Vendor Amount 374.68
Payment Type Check	Payment Number 55087					Payment Date 12/05/2024
Payable Number 311132	Description WET PATCH - PW - STREETS -#13052340	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 374.68	
Vendor Number 1792	Vendor Name MJB WELDING SUPPLY, INC					Total Vendor Amount 51.60
Payment Type Check	Payment Number 55088					Payment Date 12/05/2024
Payable Number 0001503029	Description ACETYLENE CYL RENTAL - SUPPLIES - PW	Payable Date 12/04/2024	Due Date 12/04/2024	Discount Amount 0.00	Payable Amount 51.60	
Vendor Number 1864	Vendor Name O'REILLY AUTO PARTS					Total Vendor Amount 42.88
Payment Type Check	Payment Number 55089					Payment Date 12/05/2024
Payable Number 4878-467489	Description DEF - SUPPLIES - PARKS - PUBLIC WORKS	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 42.88	
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92
Payment Type Check	Payment Number 55090					Payment Date 12/05/2024
Payable Number 120624PB	Description RECREATIONAL SERVICES - 11-23-24 TO 12-6-24	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 576.92	
Vendor Number 2390	Vendor Name QUENCH USA, INC					Total Vendor Amount 63.28
Payment Type Check	Payment Number 55091					Payment Date 12/05/2024
Payable Number INV08265548	Description DECEMBER 2024 WATER SERVICE - CIVIC CENTER	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 63.28	
Vendor Number 2041	Vendor Name SACRAMENTO VALLEY MIRROR					Total Vendor Amount 1,082.90
Payment Type Check	Payment Number 55092					Payment Date 12/05/2024
Payable Number 2510	Description AD - HELP WANTED - CITY CLERK	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 52.50	
Payable Number 2527	Description LEGAL AD-CODE CHPTR 18.60.030 &18.55.030 CANNABIS	Payable Date 12/03/2024	Due Date 12/03/2024	Discount Amount 0.00	Payable Amount 257.60	
Payable Number 2532	Description LEGAL AD-NOTICE TO BIDDERS-ADA DOOR UPGRADES PJ	Payable Date 12/04/2024	Due Date 12/04/2024	Discount Amount 0.00	Payable Amount 772.80	
Vendor Number 2384	Vendor Name SWANK MOVIE LICENSING					Total Vendor Amount 550.00
Payment Type Check	Payment Number 55093					Payment Date 12/05/2024
Payable Number 3799563	Description CHILDREN'S SERVICES - LIBRARY	Payable Date 12/04/2024	Due Date 12/04/2024	Discount Amount 0.00	Payable Amount 550.00	

Payment Register

APPKT00340 - CHECK RUN 12-6-24

Vendor Number	Vendor Name					Total Vendor Amount
2207	TYLER TECHNOLOGIES, INC					1,015.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55094			12/05/2024	1,015.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
025-488096	CONFIGURE BUSINESS LICENSE - CW	12/03/2024	12/03/2024	0.00	1,015.00	

Vendor Number	Vendor Name					Total Vendor Amount
1798	UBEO WEST, LLC					535.68
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55095			12/05/2024	535.68	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
543439210	PRINTER USAGE 10-20-24 TO 12-20-24	12/03/2024	12/03/2024	0.00	535.68	

Vendor Number	Vendor Name					Total Vendor Amount
2395	US BANK CORPORATE PAYMENT SYSTEMS					2,379.80
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55096			12/05/2024	2,379.80	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
MOORE112224-01	TOWN & COUNTRY - CALPERS CONF LODGING-NCCSIF RE	12/04/2024	12/04/2024	0.00	522.17	
MOORE112224-02	LYFT - RIDE TO CALPERS CONF - NCCSIF REIMB	12/04/2024	12/04/2024	0.00	27.28	
MOORE112224-03	SMF - PARKING CALPERS CONF - NCCSIF TO REIMB	12/04/2024	12/04/2024	0.00	80.00	
MOORE112224-04	LEAGUE OF CA CITIES-REG 24 MUNI. FIN. INST-NCCSIF	12/04/2024	12/04/2024	0.00	500.00	
MOORE112224-05	CSMFO - REG 2025 CSMFO CONF - NCCSIF TO REIMB	12/04/2024	12/04/2024	0.00	565.00	
MOORE112224-06	CSMFO ANNUAL MEMBERSHIP DUES	12/04/2024	12/04/2024	0.00	150.00	
PFYL112224-01	GLENN MEDICAL CENTER - PHYSICAL MIKE & JOSH - PW	12/04/2024	12/04/2024	0.00	408.04	
PFYL112224-02	CARL'S FEED - MUCK BOOTS - PW	12/04/2024	12/04/2024	0.00	127.31	

Vendor Number	Vendor Name					Total Vendor Amount
2248	VERIZON WIRELESS					450.52
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55097			12/05/2024	450.52	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
9979720199	NOVEMBER 2024 SERVICE	12/03/2024	12/03/2024	0.00	450.52	

Vendor Number	Vendor Name					Total Vendor Amount
2433	VESTIS					317.02
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55098			12/05/2024	317.02	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5066731398	UNIFORM SERVICE - PUBLIC WORKS	12/03/2024	12/03/2024	0.00	158.51	
5066736779	UNIFORM SERVICE - PUBLIC WORKS	12/04/2024	12/04/2024	0.00	158.51	

Vendor Number	Vendor Name					Total Vendor Amount
2295	WILLOWS ACE HARDWARE					209.03
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55099			12/05/2024	209.03	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
117446	RAKE - SMALL TOOLS - PARKS - PUBLIC WORKS	12/05/2024	12/05/2024	0.00	85.76	
117476	FOLD STEP -SEWER LADDER - GARAGE SUPPLIES -PW	12/05/2024	12/05/2024	0.00	45.03	
117704	PESTBLOCK - SUPPLIES - MUSEUM MAINT - PW	12/03/2024	12/03/2024	0.00	25.72	
117940	GAS CAN - GARAGE SUPPLIES - PARKS - PW	12/05/2024	12/05/2024	0.00	28.95	
117943	PLIERS & CABLETIES - SUPPLIES - SHOP - PW	12/05/2024	12/05/2024	0.00	23.57	

Vendor Number	Vendor Name					Total Vendor Amount
1902	WYATT PAXTON					2,247.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55100			12/05/2024	2,247.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
803	PERMIT, COUNTER, INSPECTION, CODE ENFORCEMENT-B	12/04/2024	12/04/2024	0.00	2,247.50	

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	66	27	0.00	118,427.38
Packet Totals:		66	28	0.00	118,427.38

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-118,427.38
Packet Totals:		-118,427.38



City of Willows

Payment Register

APPKT00342 - CHECK RUN 12-9-24
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount	
2284	WILLDAN	16,405.50	
Payment Type	Payment Number	Payment Date	Payment Amount
Check	55101	12/09/2024	16,405.50
Payable Number	Description	Payable Date	Due Date
00628870	SEPTEMBER 2024 - CLEAN CA - SYCAMORE PARK	12/09/2024	12/09/2024
		Discount Amount	Payable Amount
		0.00	16,405.50

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	1	1	0.00	16,405.50
Packet Totals:		1	1	0.00	16,405.50

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-16,405.50
Packet Totals:		-16,405.50



City of Willows

Payment Register

APPKT00349 - CHECK RUN 12-17-24
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
1004	3CORE					250.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55106			12/18/2024	250.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1844	NOVEMBER 2024 - RUMIANO LOAN MANAGEMENT	12/16/2024	12/16/2024	0.00	250.00	

Vendor Number	Vendor Name					Total Vendor Amount
1068	ANDY HEATH FINANCIAL SERV					3,465.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55107			12/18/2024	3,465.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
20-48	FINANCIAL CONSULTING 11-19-24 TO 12-17-24	12/18/2024	12/18/2024	0.00	3,465.00	

Vendor Number	Vendor Name					Total Vendor Amount
1103	BAKER & TAYLOR BOOKS					42.22
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55108			12/18/2024	42.22	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2038732370	NEW MATERIALS - LIBRARY	12/18/2024	12/18/2024	0.00	42.22	

Vendor Number	Vendor Name					Total Vendor Amount
1172	CALIFORNIA WATER SERVICE					110.61
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55109			12/18/2024	110.61	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1053836442-121024	SERVICE TO 12-3-24	12/18/2024	12/18/2024	0.00	110.61	

Vendor Number	Vendor Name					Total Vendor Amount
1606	JEREMY'S PEST STOMPERS					95.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55110			12/18/2024	95.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
122249	DECEMBER 2024 SERVICE - FIRE	12/16/2024	12/16/2024	0.00	40.00	
1262416	DECEMBER 2024 SERVICE - CIVIC CENTER	12/16/2024	12/16/2024	0.00	55.00	

Vendor Number	Vendor Name					Total Vendor Amount
2470	LLANIRA VALENCIA					45.62
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55111			12/18/2024	45.62	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
120624LV	VALENCIA - CORRECTION - DIRECT DEPOSIT - REISSUE	12/16/2024	12/16/2024	0.00	45.62	

Vendor Number	Vendor Name					Total Vendor Amount
1763	MAXIMUM SECURITY SYSTEMS					60.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55112			12/18/2024	60.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
00035611	QUARTERLY MONITORING SERVICE 1-1-25 TO 3-31-25-PV	12/18/2024	12/18/2024	0.00	60.00	

Payment Register

APPKT00349 - CHECK RUN 12-17-24

Vendor Number 1770	Vendor Name MENDES SUPPLY COMPANY					Total Vendor Amount 354.17	
Payment Type Check	Payment Number 55113					Payment Date 12/18/2024	Payment Amount 354.17
	Payable Number R076096	Description JANITORIAL SUPPLIES - FIRE	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 47.13	
	R076097	JANITORIAL SUPPLIES - CIVIC CENTER	12/16/2024	12/16/2024	0.00	307.04	
Vendor Number 2312	Vendor Name NAPA AUTO PARTS					Total Vendor Amount 135.56	
Payment Type Check	Payment Number 55114					Payment Date 12/18/2024	Payment Amount 135.56
	Payable Number 696765	Description ACETYLENE & OXYGEN - SUPPLIES - FIRE	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 71.77	
	697219	RADIO CHARGING MOUNT PART - FIRE	12/16/2024	12/16/2024	0.00	33.25	
	697388	HALOGEN SEALED BEANS - PUBLIC WORKS	12/18/2024	12/18/2024	0.00	30.54	
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92	
Payment Type Check	Payment Number 55115					Payment Date 12/18/2024	Payment Amount 576.92
	Payable Number 122024PB	Description RECREATION SERVICES 12-7-24 TO 12-20-24	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 576.92	
Vendor Number 2041	Vendor Name SACRAMENTO VALLEY MIRROR					Total Vendor Amount 303.60	
Payment Type Check	Payment Number 55116					Payment Date 12/18/2024	Payment Amount 303.60
	Payable Number 2557	Description LEGAL AD-BIDDERS-JENSEN PARK PATH IMPROV PJT - PL	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 303.60	
Vendor Number 2044	Vendor Name SAFETY TIRE SERVICE					Total Vendor Amount 122.70	
Payment Type Check	Payment Number 55117					Payment Date 12/18/2024	Payment Amount 122.70
	Payable Number 63437	Description MAINTENANCE-2023RAM 1500 BIG HORN-LONE STAR - F	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 122.70	
Vendor Number 2380	Vendor Name STATE WATER RESOURCES CONTROL BOARD					Total Vendor Amount 15,277.00	
Payment Type Check	Payment Number 55118					Payment Date 12/18/2024	Payment Amount 15,277.00
	Payable Number WD-0283021	Description ANNUAL PERMIT FEE 7-1-24 TO 6-30-25 - SEWER	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 3,945.00	
	WD-0283140	ANNUAL PERMIT FEE 7-1-24 TO 6-30-25 - SEWER	12/16/2024	12/16/2024	0.00	11,332.00	
Vendor Number 1439	Vendor Name THE FIRST CHOICE COFFEE S					Total Vendor Amount 45.00	
Payment Type Check	Payment Number 55119					Payment Date 12/18/2024	Payment Amount 45.00
	Payable Number 1775	Description DECEMBER 2024 - WATER FILTRATION - FIRE	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 45.00	
Vendor Number 2447	Vendor Name TOP NOTCH COMMERCIAL CLEANING					Total Vendor Amount 2,200.00	
Payment Type Check	Payment Number 55120					Payment Date 12/18/2024	Payment Amount 2,200.00
	Payable Number 10561	Description OCTOBER 2024 - JANITORIAL SERVICES - CIVIC CENTER	Payable Date 12/16/2024	Due Date 12/16/2024	Discount Amount 0.00	Payable Amount 1,375.00	
	10790	DECEMBER 2024 - JANITORIAL SERVICES - CIVIC CENTER	12/16/2024	12/16/2024	0.00	825.00	

Payment Register

APPKT00349 - CHECK RUN 12-17-24

Vendor Number	Vendor Name					Total Vendor Amount	
2194	TRACTOR SUPPLY CREDIT PLAN					117.96	
Payment Type	Payment Number					Payment Date	Payment Amount
Check	55121					12/18/2024	117.96
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
200480507-01	WINCH - SEWER PUMP PULLER - PUBLIC WORKS - SEWER	12/16/2024	12/16/2024	0.00	117.96		

Vendor Number	Vendor Name					Total Vendor Amount	
2207	TYLER TECHNOLOGIES, INC					1,510.90	
Payment Type	Payment Number					Payment Date	Payment Amount
Check	55122					12/18/2024	1,510.90
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
025-489476	BUSINESS LICENSE CONFIGURE TEST	12/18/2024	12/18/2024	0.00	1,510.90		

Vendor Number	Vendor Name					Total Vendor Amount
2395	US BANK CORPORATE PAYMENT SYSTEMS					1,785.23
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55123			12/18/2024	1,785.23	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
BROWN112224-01	FLIPPINGBOOK - ELECTRONIC - CITY FINANCE ED PLAN	12/16/2024	12/16/2024	0.00	59.00	
BROWN112224-02	LEAUGUE OF CA CITIES ACADEMY- LORRI PRIDE	12/16/2024	12/16/2024	0.00	675.00	
BROWN112224-03	LEAGUE OF CA CITIES ACADEMY - MATT BUSBY	12/16/2024	12/16/2024	0.00	675.00	
BROWN112224-04	USPS - CERTIFIED MAIL 11-12-24	12/16/2024	12/16/2024	0.00	9.68	
BROWN112224-05	AMAZON - MOUSE - CW	12/16/2024	12/16/2024	0.00	16.15	
BROWN112224-06	VERIZON - NEW PHONE ACCESSORIES - CM	12/16/2024	12/16/2024	0.00	117.95	
BROWN112224-07	VERIZON - PHONE ACCESSORIES EXCHANGE - CM	12/16/2024	12/16/2024	0.00	16.09	
BROWN112224-08	LEAGUE OF CA CITIES - CAROLYN WALKER - CM	12/16/2024	12/16/2024	0.00	25.00	
BRWON112224-09	THE HOSE SHOP - 12" DUCT HOSE - PW	12/16/2024	12/16/2024	0.00	191.36	

Vendor Number	Vendor Name					Total Vendor Amount
2433	VESTIS					158.51
Payment Type	Payment Number					Payment Amount
Check	55124					158.51
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5066742101	UNIFORM SERVICE - PUBLIC WORKS	12/16/2024	12/16/2024	0.00	158.51	

Vendor Number	Vendor Name					Total Vendor Amount
2295	WILLOWS ACE HARDWARE					39.61
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55125			12/18/2024	39.61	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
118260	GORILLA TAPE - LEAF TRUCK - STREETS - PUBLIC WORKS	12/16/2024	12/16/2024	0.00	20.37	
118301	ENGINE OIL - SHOP - PUBLIC WORKS	12/16/2024	12/16/2024	0.00	19.24	

Vendor Number	Vendor Name					Total Vendor Amount	
2427	WILLOWS EMERGENCY AND SAFETY TRAINING					1,750.00	
Payment Type	Payment Number					Payment Date	Payment Amount
Check	55126					12/18/2024	1,750.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
16	DRIVER OPERATOR CLASS FEE - FIRE	12/16/2024	12/16/2024	0.00	1,750.00		

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	36	21	0.00	28,445.61
Packet Totals:		36	21	0.00	28,445.61

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-28,445.61
Packet Totals:		-28,445.61



City of Willows

Payment Register

APPKT00358 - CHECK RUN 1-3-25

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	55138	01/03/2025	0.00
**Void Check	55157	01/03/2025	0.00
**Void Check	55158	01/03/2025	0.00
**Void Check	55159	01/03/2025	0.00
**Void Check	55167	01/03/2025	0.00

Vendor Number	Vendor Name					Total Vendor Amount
1008	A.T.& T.					1,203.55
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55134			01/03/2025	1,203.55	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000022761121	BAN - 9391061606 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	81.38	
000022761124	BAN - 9391061610 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	270.92	
000022761126	BAN - 9391061615 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	165.36	
000022761127	BAN - 9391061616 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	293.52	
000022761128	BAN - 9391061617 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	32.53	
000022761129	BAN - 9391061620 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	233.36	
000022761130	BAN - 9391061621 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	30.97	
000022761131	BAN - 9391061623 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	64.54	
000022761132	BAN - 9391061624 - 11-19-24 TO 12-18-24 SERVICE	01/03/2025	01/03/2025	0.00	30.97	

Vendor Number	Vendor Name					Total Vendor Amount
1027	AFFORDABLE COMPUTER SOLUT					782.22
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55135			01/03/2025	782.22	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
7677	LIBRARY SERVER REPAIRS & MAINTENANCE - LIBRARY	01/02/2025	01/02/2025	0.00	782.22	

Vendor Number	Vendor Name					Total Vendor Amount
1052	AMAZON CAPITAL SERVICES					351.27
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	55136			01/03/2025	351.27	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
16LF-P963-GL37	ZIP BOOKS GRANT - LIBRARY	01/03/2025	01/03/2025	0.00	351.27	

Vendor Number	Vendor Name					Total Vendor Amount
1172	CALIFORNIA WATER SERVICE					4,256.20
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55137				01/03/2025	4,256.20
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
8491677777-121324	SERVICE TO 12-13-24	01/02/2025	01/02/2025	0.00	4,256.20	

Vendor Number	Vendor Name					Total Vendor Amount
1243	CITY OF ORLAND					26,088.02
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55139				01/03/2025	26,088.02
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
156	LIBRARY DIRECTOR SERV- OCT, NOV, DEC. 2024-LIB	01/02/2025	01/02/2025	0.00	26,088.02	

Payment Register

APPKT00358 - CHECK RUN 1-3-25

Vendor Number 1252	Vendor Name CLEARWAY ENERGY LLC					Total Vendor Amount 7,340.78
Payment Type Check	Payment Number 55140					Payment Date 01/03/2025
Payable Number 1478307	Description NOVEMBER 2024 SOLAR - SEWER	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 7,340.78	
Vendor Number 1261	Vendor Name COMCAST CABLE					Total Vendor Amount 152.94
Payment Type Check	Payment Number 55141					Payment Date 01/03/2025
Payable Number 8155600290116196-121424	Description SERVICE 12-19-24 TO 1-18-25	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 152.94	
Vendor Number 1275	Vendor Name CORBIN WILLITS SYSTEMS					Total Vendor Amount 518.96
Payment Type Check	Payment Number 55142					Payment Date 01/03/2025
Payable Number 000C412151	Description JANUARY 2025- E,S, & A CHARGES- S&E AGRMT INCR-FIN	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 518.96	
Vendor Number 1277	Vendor Name CORNING LUMBER WILLOWS					Total Vendor Amount 7.04
Payment Type Check	Payment Number 55143					Payment Date 01/03/2025
Payable Number 2412-082212	Description QUICKRETE - SEWER REPAIR - PW - SEWER	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 7.04	
Vendor Number 1503	Vendor Name GLENN CO SHERIFFS DEPT					Total Vendor Amount 338,333.34
Payment Type Check	Payment Number 55144					Payment Date 01/03/2025
Payable Number 2027	Description GCSO SEPTEMBER 2024 SERVICES - POLICE	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payment Amount 169,166.67	
Payable Number 2028	Description GCSO OCTOBER 2024 SERVICES - POLICE	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payment Amount 169,166.67	
Vendor Number 1606	Vendor Name JEREMY'S PEST STOMPERS					Total Vendor Amount 45.00
Payment Type Check	Payment Number 55145					Payment Date 01/03/2025
Payable Number 12259	Description JANUARY 2025 SERVICE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 45.00	
Vendor Number 2381	Vendor Name JOANNE MOORE					Total Vendor Amount 30.00
Payment Type Check	Payment Number 55146					Payment Date 01/03/2025
Payable Number 010325JM	Description REIMBURSEMENT FOR NOTARY PAYOFF-1140 SOUTHGA1	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payment Amount 30.00	
Vendor Number 1665	Vendor Name KNIFE RIVER CONSTRUCTION					Total Vendor Amount 258.31
Payment Type Check	Payment Number 55147					Payment Date 01/03/2025
Payable Number 311708	Description WET PATCH - PW - STREETS	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payment Amount 258.31	

Payment Register
APPKT00358 - CHECK RUN 1-3-25

Vendor Number 1680	Vendor Name LANNIE'S SEPTIC TANK SERV					Total Vendor Amount 144.79	
Payment Type Check	Payment Number 55148					Payment Date 01/03/2025	Payment Amount 144.79
Payable Number 26523	Description PORTABLE TOILET & SERVICE - PARKS - PW	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 144.79		
Vendor Number 2425	Vendor Name MDR NORTHSTATE FIRE TRAINING					Total Vendor Amount 510.00	
Payment Type Check	Payment Number 55149					Payment Date 01/03/2025	Payment Amount 510.00
Payable Number 121024MDR	Description S130/190 CLASS TRAINING - FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 510.00		
Vendor Number 1810	Vendor Name MUNICIPAL EMERGENCY SERVI					Total Vendor Amount 510.85	
Payment Type Check	Payment Number 55150					Payment Date 01/03/2025	Payment Amount 510.85
Payable Number IN2173761	Description LEATHER BOOT - FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 510.85		
Vendor Number 2312	Vendor Name NAPA AUTO PARTS					Total Vendor Amount 47.32	
Payment Type Check	Payment Number 55151					Payment Date 01/03/2025	Payment Amount 47.32
Payable Number 697359	Description LAMP - FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 1.09		
697368	LAMP EXCHANGE - FIRE	01/02/2025	01/02/2025	0.00	1.49		
697688	LAMP - FIRE	01/02/2025	01/02/2025	0.00	12.08		
697847	OIL - E-2 CAB LIFT - FIRE	01/02/2025	01/02/2025	0.00	28.95		
697851	BREATHERR & O-RINGS - E-2 CAB LIFT - FIRE	01/02/2025	01/02/2025	0.00	3.71		
Vendor Number 1829	Vendor Name NCCSIF					Total Vendor Amount 12,822.25	
Payment Type Check	Payment Number 55152					Payment Date 01/03/2025	Payment Amount 12,822.25
Payable Number 2933	Description FY24-25 GENERAL LIABILITY INSURANCE - CW	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 12,822.25		
Vendor Number 2373	Vendor Name ODP BUSINESS SOLUTIONS					Total Vendor Amount 114.34	
Payment Type Check	Payment Number 55153					Payment Date 01/03/2025	Payment Amount 114.34
Payable Number 402714745001	Description BINDER CLIPS - OFFICE SUPPLIES - CW	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 19.60		
402715401001	OFFICE SUPPLIES -CW	01/02/2025	01/02/2025	0.00	94.74		
Vendor Number 1877	Vendor Name ORLAND SAW & MOWER					Total Vendor Amount 283.95	
Payment Type Check	Payment Number 55154					Payment Date 01/03/2025	Payment Amount 283.95
Payable Number 058232	Description REPAIRS - CITY T-4 - FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 283.95		
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92	
Payment Type Check	Payment Number 55155					Payment Date 01/03/2025	Payment Amount 576.92
Payable Number 010325PB	Description RECREATIONAL SERVICE 12-21-24 TO 1-3-25	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 576.92		

Payment Register

APPKT00358 - CHECK RUN 1-3-25

Vendor Number 1917	Vendor Name PG & E					Total Vendor Amount 13,314.15	
Payment Type Check	Payment Number 55156					Payment Date 01/03/2025	Payment Amount 13,314.15
	Payable Number 0939281537-0-121624	Description SERVICE TO 12-16-24	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payable Amount 13,180.21	
	1773553795-7-120324	SERVICE TO 12-03-24	01/02/2025	01/02/2025	0.00	133.94	
Vendor Number 2390	Vendor Name QUENCH USA, INC					Total Vendor Amount 63.28	
Payment Type Check	Payment Number 55160					Payment Date 01/03/2025	Payment Amount 63.28
	Payable Number INV08387951	Description JANUARY 2025 WATER SERVICE - CIVIC CENTER	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payable Amount 63.28	
Vendor Number 2041	Vendor Name SACRAMENTO VALLEY MIRROR					Total Vendor Amount 73.60	
Payment Type Check	Payment Number 55161					Payment Date 01/03/2025	Payment Amount 73.60
	Payable Number 2581	Description LEGAL AD-RURAL FIRE DIST 24-25 APPROPR LIMIT-FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 73.60	
Vendor Number 2079	Vendor Name SIGNCO					Total Vendor Amount 321.75	
Payment Type Check	Payment Number 55162					Payment Date 01/03/2025	Payment Amount 321.75
	Payable Number 121824S	Description BACK PARKING LOT SIGNS - CM	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 321.75	
Vendor Number 2334	Vendor Name STREAM IT NETWORKS LLC					Total Vendor Amount 170.00	
Payment Type Check	Payment Number 55163					Payment Date 01/03/2025	Payment Amount 170.00
	Payable Number 2024-12000056	Description DECEMBER 2024 INTERNET - PUBLIC WORKS	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 85.00	
	2025-01000160	JANUARY 2025 INTERNET - PUBLIC WORKS	01/02/2025	01/02/2025	0.00	85.00	
Vendor Number 1439	Vendor Name THE FIRST CHOICE COFFEE S					Total Vendor Amount 45.00	
Payment Type Check	Payment Number 55164					Payment Date 01/03/2025	Payment Amount 45.00
	Payable Number 1824	Description JANUARY 2025 WATER FILTRATION - FIRE	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 45.00	
Vendor Number 2207	Vendor Name TYLER TECHNOLOGIES, INC					Total Vendor Amount 580.00	
Payment Type Check	Payment Number 55165					Payment Date 01/03/2025	Payment Amount 580.00
	Payable Number 045-498914	Description PARKS & REC SVCS IMPLEMENTATION - REC	Payable Date 01/02/2025	Due Date 01/02/2025	Discount Amount 0.00	Payable Amount 580.00	
Vendor Number 2395	Vendor Name US BANK CORPORATE PAYMENT SYSTEMS					Total Vendor Amount 4,080.90	
Payment Type Check	Payment Number 55166					Payment Date 01/03/2025	Payment Amount 4,080.90
	Payable Number MONCK122324-01	Description AMAZON - MANHOLE HOOKS - FIRE	Payable Date 01/03/2025	Due Date 01/03/2025	Discount Amount 0.00	Payable Amount 551.78	
	MONCK122324-02	ROUNTABLE - PREPO FOOS - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	167.81	
	MONCK122324-03	MARVAL - PREPO FOOD - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	62.72	
	MONCK122324-04	MARVAL - PREPO FOOD - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	10.29	
	MONCK122324-05	GLENN CO AIRPORT - AV GAS - FIRE	01/03/2025	01/03/2025	0.00	64.45	
	MONCK122324-06	TRAVEL PLAZA - PREPO GAS - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	175.00	

Payment Register
APPKT00358 - CHECK RUN 1-3-25

MONCK122324-07	AMERICAN RED CROSS - CPR CARDS - FIRE	01/03/2025	01/03/2025	0.00	75.00
MONCK122324-08	GANDY & STALEY - PREPO GAS - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	98.74
MONCK122324-09	LAST STAND - PREPO FOOD - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	60.69
MONCK122324-10	LIFE ASSIST - MED SUPPLIES - FIRE	01/03/2025	01/03/2025	0.00	583.51
MONCK122324-11	AMAZON - MED SUPPLIES - FIRE	01/03/2025	01/03/2025	0.00	450.36
MONCK122324-12	TACO BELL - PREPO FOOD - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	56.37
MONCK122324-13	AMAZON - MED SUPPLIES - FIRE	01/03/2025	01/03/2025	0.00	232.77
MONCK122324-14	R & D BATTERIES - BATTERIES FOR SUCTION UNIT - FIR	01/03/2025	01/03/2025	0.00	84.69
MONCK122324-15	CAPITAL CLUTCH - LEAF TRUCK - PUBLIC WORKS	01/03/2025	01/03/2025	0.00	1,184.09
MONCK122324-16	MARVAL - PREPO FOOD - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	38.72
MONCK122324-17	CHEVRON - PREPO GAS - OES REIMBURSED - FIRE	01/03/2025	01/03/2025	0.00	34.76
MONCK122324-18	MARVAL - CITY POTLUCK - FIRE	01/03/2025	01/03/2025	0.00	149.15

Vendor Number	Vendor Name	Total Vendor Amount			
2433	VESTIS	296.57			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	55168	01/03/2025	296.57		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5066747464	UNIFORM SERVICE - PUBLIC WORKS	01/03/2025	01/03/2025	0.00	158.51
5066757543	UNIFORM SERVICE - PUBLIC WORKS	01/03/2025	01/03/2025	0.00	138.06

Vendor Number	Vendor Name	Total Vendor Amount			
2260	WAL-MART COMMUNITY - CREDIT CARD	668.59			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	55169	01/03/2025	668.59		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
604234-1659805693-01	SUPPLIES - FIRE	01/02/2025	01/02/2025	0.00	200.30
604234-1659805693-02	PULSE OX REPLACEMENT - FIRE	01/02/2025	01/02/2025	0.00	157.10
604234-1659805693-03	OFFICE SUPPLIES - FIRE	01/02/2025	01/02/2025	0.00	42.09
604234-1659805693-04	CITY CHRISTMAS TREE - CIVIC CENTER	01/02/2025	01/02/2025	0.00	52.55
604234-1659805693-05	SHREDDER - FIRE	01/02/2025	01/02/2025	0.00	109.40
604234-1659805693-06	SUPPLIES - CIVIC CENTER	01/02/2025	01/02/2025	0.00	62.69
604234-1659805693-07	SUPPLIES - PUBLIC WORKS	01/02/2025	01/02/2025	0.00	44.46

Vendor Number	Vendor Name	Total Vendor Amount			
2295	WILLOWS ACE HARDWARE	23.58			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	55170	01/03/2025	23.58		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
117332	GORILLA TAPE - LEAF TRUCK - PUBLIC WORKS	01/03/2025	01/03/2025	0.00	16.08
118397	STAKES - 335 N SHASTA - NOTICING - FIRE	01/03/2025	01/03/2025	0.00	7.50

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	35	19	0.00	42,574.64
Gen Chk	Voided **Void Check	0	4	0.00	0.00
Gen Chk	Check	38	13	0.00	371,440.83
Packet Totals:		73	37	0.00	414,015.47

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-414,015.47
Packet Totals:		-414,015.47



City of Willows

Payment Register

APPKT00359 - 1-6-25 CHECK RUN
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
2396	US BANK TFM					85,894.88
Payment Type	Payment Number				Payment Date	Payment Amount
Check	55171				01/06/2025	85,894.88
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2758443	TAXABLE PENSION OBLIGATION BONDS SERIES 2021	01/13/2025	01/13/2025	0.00	85,894.88	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	1	1	0.00	85,894.88
Packet Totals:		1	1	0.00	85,894.88

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-85,894.88
Packet Totals:		-85,894.88



City of Willows

Payment Register

APPKT00362 - CHECK RUN 1-8-25
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
1902	WYATT PAXTON					4,300.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	55172	01/08/2025	4,300.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
808	DECEMBER 2024-PERMIT, PLAN CHECK, COUNTER & C.E.	01/08/2025	01/08/2025	0.00	4,300.00	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	1	1	0.00	4,300.00
Packet Totals:		1	1	0.00	4,300.00

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-4,300.00
Packet Totals:		-4,300.00



City of Willows

Payment Register

APPKT00346 - PAYROLL LIABILITY AP CHECK RUN 12.06.24
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	55104	12/06/2024	162.92		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000939	CHILD SUPPORT	12/06/2024	12/06/2024	0.00	162.92

Vendor Number	Vendor Name	Total Vendor Amount			
2223	UNITED PUBLIC EMPLOYEES A	209.79			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	55105	12/06/2024	209.79		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000944	PUBLIC SAFETY DUES	12/06/2024	12/31/2024	0.00	209.79

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	2	2	0.00	372.71
Packet Totals:		2	2	0.00	372.71

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-372.71
Packet Totals:		-372.71



City of Willows

Payroll Check Register

Checks

Pay Period: 11/18/2024-12/1/2024

Packet: PYPKT00321 - PAY PERIOD 11/18/24 to 12/01/24 PAY DATE 12/06/24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 11/18/2024-12/1/2024

Packet: PYPKT00321 - PAY PERIOD 11/18/24 to 12/01/24 PAY DATE 12/06/24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
HANSEN, GARY L	HAN02	12/06/2024	228.12	1069
THOMAS, RICHARD	THO00	12/06/2024	228.12	1070
BROWN, MARTHA	BRO01	12/06/2024	3,497.66	1071
HAZLETT, ROBIN	HAZ01	12/06/2024	1,293.60	1072
MOORE, JOANNE	MOO01	12/06/2024	2,777.14	1073
MOORE, JOANNE	MOO01	12/06/2024	150.00	1073
BROTT, SHERRY	BRO02	12/06/2024	45.62	1074
EHORN, MARIA ANNETTE	EHO00	12/06/2024	45.62	1075
MYERS, HOLLY	MEY00	12/06/2024	45.62	1076
VALENCIA, LLANIRA	VAL01	12/06/2024	45.62	1077
RUSTENHOVEN, TARA L	RUS01	12/06/2024	1,679.82	1078
ARELLANES, ASHLEY MARIE	ARE00	12/06/2024	310.10	1079
BRIONES, BRENDA VALENZUELA	BRI00	12/06/2024	340.40	1080
EHORN, CAITLIN A	EHO02	12/06/2024	1,125.22	1081
GAMBOA, YADIRA	GAM00	12/06/2024	160.60	1082
SPENCE, KYLIEGH C	SPE02	12/06/2024	386.90	1083
VARGAS, GIOVANI	VAR00	12/06/2024	459.90	1084
BOBADILLA, PEDRO D	BOB00	12/06/2024	45.62	1085
ENOS, KYLE	ENO00	12/06/2024	3,860.51	1086
FUENTES, JAIME	FUE01	12/06/2024	3,087.23	1087
HUTSON, EVAN C	HUT01	12/06/2024	2,643.52	1088
LOMBARD, TYLER JOSEPH	LOM00	12/06/2024	4,198.50	1089
LOPEZ, JORGE	LOP01	12/06/2024	1,233.24	1090
LOPEZ, MATTHEW	LOP03	12/06/2024	4,171.43	1091
MINGS, MICHAEL E	MIN00	12/06/2024	1,361.43	1092
RANDOLPH, MATTHEW	RAN01	12/06/2024	1,282.64	1093
REED, JOSHUA	REE00	12/06/2024	1,253.01	1094
VASQUEZ, PEDRO CEASAR	VAS01	12/06/2024	1,870.96	1095
BETTENCOURT, JOSEPH	BET01	12/06/2024	3,690.50	1096
MONCK, NATHANIAL T	MON00	12/06/2024	9,563.63	1097
PFYL, NATISA N	PFY00	12/06/2024	1,643.16	1098



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 11/18/2024-12/1/2024

Packet: PYPKT00321 - PAY PERIOD 11/18/24 to 12/01/24 PAY DATE 12/06/24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
ARELLANES, ASHLEY MARIE	ARE00	12/06/2024	1079	339.84	0.00	29.74	310.10
BETTENCOURT, JOSEPH	BET01	12/06/2024	1096	4,962.08	430.35	841.23	3,690.50
BOBADILLA, PEDRO D	BOB00	12/06/2024	1085	50.00	0.00	4.38	45.62
BRIONES, BRENDA VALENZU	BRI00	12/06/2024	1080	384.00	0.00	43.60	340.40
BROTT, SHERRY	BRO02	12/06/2024	1074	50.00	0.00	4.38	45.62
BROWN, MARTHA	BRO01	12/06/2024	1071	5,676.92	786.85	1,392.41	3,497.66
EHORN, MARIA ANNETTE	EHO00	12/06/2024	1075	50.00	0.00	4.38	45.62
EHORN, CAITLIN A	EHO02	12/06/2024	1081	1,539.20	162.35	251.63	1,125.22
ENOS, KYLE	ENO00	12/06/2024	1086	5,539.02	525.69	1,152.82	3,860.51
FUENTES, JAIME	FUE01	12/06/2024	1087	4,002.92	495.93	419.76	3,087.23
GAMBOA, YADIRA	GAM00	12/06/2024	1082	176.00	0.00	15.40	160.60
HANSEN, GARY L	HAN02	12/06/2024	1069	250.00	0.00	21.88	228.12
HAZLETT, ROBIN	HAZ01	12/06/2024	1072	1,983.51	551.42	138.49	1,293.60
HUTSON, EVAN C	HUT01	12/06/2024	1088	3,249.52	0.00	606.00	2,643.52
LOMBARD, TYLER JOSEPH	LOM00	12/06/2024	1089	6,402.73	652.88	1,551.35	4,198.50
LOPEZ, JORGE	LOP01	12/06/2024	1090	1,499.76	0.00	266.52	1,233.24
LOPEZ, MATTHEW	LOP03	12/06/2024	1091	6,324.72	0.00	2,153.29	4,171.43
MINGS, MICHAEL E	MIN00	12/06/2024	1092	2,004.70	288.22	355.05	1,361.43
MONCK, NATHANIAL T	MON00	12/06/2024	1097	14,427.94	750.69	4,113.62	9,563.63
MOORE, JOANNE	MOO01	12/06/2024	1073	4,743.20	497.88	1,318.18	2,927.14
MYERS, HOLLY	MEY00	12/06/2024	1076	50.00	0.00	4.38	45.62
PFYL, NATISA N	PFY00	12/06/2024	1098	3,001.51	836.42	521.93	1,643.16
RANDOLPH, MATTHEW	RAN01	12/06/2024	1093	1,757.60	168.45	306.51	1,282.64
REED, JOSHUA	REE00	12/06/2024	1094	1,822.01	393.93	175.07	1,253.01
RUSTENHOVEN, TARA L	RUS01	12/06/2024	1078	2,446.91	390.08	377.01	1,679.82
SPENCE, KYLIEGH C	SPE02	12/06/2024	1083	424.00	0.00	37.10	386.90
THOMAS, RICHARD	THO00	12/06/2024	1070	250.00	0.00	21.88	228.12
VALENCIA, LLANIRA	VAL01	12/06/2024	1077	50.00	0.00	4.38	45.62
VARGAS, GIOVANI	VAR00	12/06/2024	1084	504.00	0.00	44.10	459.90
VASQUEZ, PEDRO CEASAR	VAS01	12/06/2024	1095	2,715.12	424.42	419.74	1,870.96
Totals:				76,677.21	7,355.56	16,596.21	52,725.44



City of Willows

Payroll Check Register Report Summary

Pay Period: 11/18/2024-12/1/2024

Packet: PYPKT00321 - PAY PERIOD 11/18/24 to 12/01/24 PAY DATE 12/06/24

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	31	52,725.44
Total	31	52,725.44



City of Willows

Payment Register

APPKT00353 - PAYROLL AP CHECK RUN 12-20-24
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount
1029	AFLAC- FLEX ONE	779.35

Payment Type	Payment Number			Payment Date	Payment Amount
Check	55127			12/19/2024	779.35
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000910	AFLAC DENTAL	11/22/2024	11/30/2024	0.00	107.66
INV0000911	AFLAC CANCER	11/22/2024	11/30/2024	0.00	108.88
INV0000912	AFLAC ACCIDENT	11/22/2024	11/22/2024	0.00	107.32
INV0000913	AFLAC STD	11/22/2024	11/30/2024	0.00	29.12
INV0000915	AFLAC HOSPITAL	11/22/2024	11/30/2024	0.00	29.06
INV0000916	AFLAC VISION	11/22/2024	11/30/2024	0.00	14.20
INV0000932	AFLAC DENTAL	12/06/2024	12/31/2024	0.00	107.66
INV0000933	AFLAC CANCER	12/06/2024	12/31/2024	0.00	108.88
INV0000934	AFLAC ACCIDENT	12/06/2024	12/06/2024	0.00	94.19
INV0000935	AFLAC STD	12/06/2024	12/31/2024	0.00	29.12
INV0000937	AFLAC HOSPITAL	12/06/2024	12/31/2024	0.00	29.06
INV0000938	AFLAC VISION	12/06/2024	12/31/2024	0.00	14.20

Vendor Number	Vendor Name	Total Vendor Amount
1194	CALIFORNIA STATE DISBURSE	162.92

Payment Type	Payment Number				Payment Date	Payment Amount
Check	55128				12/19/2024	162.92
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0000959	CHILD SUPPORT	12/20/2024	12/20/2024	0.00	162.92	

Vendor Number	Vendor Name	Total Vendor Amount
1650	FIRE RISK MANAGEMENT SERVICES	18,619.00

Payment Type	Payment Number			Payment Date	Payment Amount
Check	55129			12/19/2024	18,619.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000942	MEDICAL	12/06/2024	12/31/2024	0.00	5,336.48
INV0000943	MEDICAL	12/06/2024	12/31/2024	0.00	4,171.07
INV0000962	MEDICAL	12/20/2024	12/31/2024	0.00	4,981.41
INV0000963	MEDICAL	12/20/2024	12/31/2024	0.00	3,816.04
INV0000980	RETIREE HEALTH INSURANCE - MISTROT & ROBINETTE	12/19/2024	12/19/2024	0.00	314.00

Vendor Number	Vendor Name	Total Vendor Amount
1551	HUMANA DENTAL/VISION	1,228.17

Payment Type	Payment Number			Payment Date	Payment Amount
Check	55130			12/19/2024	1,228.17
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000940	DENTAL	12/06/2024	12/31/2024	0.00	326.76
INV0000941	DENTAL	12/06/2024	12/31/2024	0.00	214.52
INV0000945	VISION	12/06/2024	12/31/2024	0.00	44.74
INV0000946	VISION	12/06/2024	12/31/2024	0.00	28.13
INV0000960	DENTAL	12/20/2024	12/31/2024	0.00	326.76
INV0000961	DENTAL	12/20/2024	12/31/2024	0.00	214.52
INV0000965	VISION	12/20/2024	12/31/2024	0.00	44.68
INV0000966	VISION	12/20/2024	12/31/2024	0.00	28.06

Payment Register

APPKT00353 - PAYROLL AP CHECK RUN 12-20-24

Vendor Number		Vendor Name		Total Vendor Amount	
2223		UNITED PUBLIC EMPLOYEES A		209.79	
Payment Type		Payment Number		Payment Date	Payment Amount
Check		55131		12/19/2024	209.79
Payable Number		Description		Payable Date	Due Date
INV0000964		PUBLIC SAFETY DUES		12/20/2024	12/31/2024
				Discount Amount	Payable Amount
				0.00	209.79

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	27	5	0.00	20,999.23
Packet Totals:		27	5	0.00	20,999.23

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-20,999.23
Packet Totals:		-20,999.23



City of Willows

Payroll Check Register

Checks

Pay Period: 12/2/2024-12/15/2024

Packet: PYPKT00330 - PAY PERIOD 12-02-24 to 12-15-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
BUSBY, MATTHEW	BUS01	Regular	12/20/2024	228.12	40974
PRIDE, LORI A	PRI00	Regular	12/20/2024	228.12	40975
HICKS, RYAN	HIC01	Regular	12/20/2024	2,246.84	40976



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/2/2024-12/15/2024

Packet: PYPKT00330 - PAY PERIOD 12-02-24 to 12-15-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BROWN, MARTHA	BRO01	12/20/2024	3,497.66	1099
HAZLETT, ROBIN	HAZ01	12/20/2024	1,261.37	1100
MOORE, JOANNE	MOO01	12/20/2024	2,721.27	1101
MOORE, JOANNE	MOO01	12/20/2024	150.00	1101
RUSTENHOVEN, TARA L	RUS01	12/20/2024	1,649.02	1102
ARELLANES, ASHLEY MARIE	ARE00	12/20/2024	273.60	1103
BRIONES, BRENDA VALENZUELA	BRI00	12/20/2024	398.79	1104
EHORN, CAITLIN A	EHO02	12/20/2024	1,095.29	1105
GAMBOA, YADIRA	GAM00	12/20/2024	288.08	1106
SPENCE, KYLIEGH C	SPE02	12/20/2024	489.10	1107
VARGAS, GIOVANI	VAR00	12/20/2024	524.15	1108
ENOS, KYLE	ENO00	12/20/2024	1,692.58	1109
FUENTES, JAIME	FUE01	12/20/2024	1,780.31	1110
LOMBARD, TYLER JOSEPH	LOM00	12/20/2024	1,509.49	1111
MINGS, MICHAEL E	MIN00	12/20/2024	1,827.08	1112
RANDOLPH, MATTHEW	RAN01	12/20/2024	1,252.70	1113
REED, JOSHUA	REE00	12/20/2024	1,561.54	1114
VASQUEZ, PEDRO CEASAR	VAS01	12/20/2024	1,520.29	1115
BETTENCOURT, JOSEPH	BET01	12/20/2024	3,591.73	1116
MONCK, NATHANIAL T	MON00	12/20/2024	3,351.96	1117
PFYL, NATISA N	PFY00	12/20/2024	1,614.09	1118



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/2/2024-12/15/2024

Packet: PYPKT00330 - PAY PERIOD 12-02-24 to 12-15-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
ARELLANES, ASHLEY MARIE	ARE00	12/20/2024	1103	299.84	0.00	26.24	273.60
BETTENCOURT, JOSEPH	BET01	12/20/2024	1116	4,808.00	418.02	798.25	3,591.73
BRIONES, BRENDA VALENZU	BRI00	12/20/2024	1104	448.00	0.00	49.21	398.79
BROWN, MARTHA	BRO01	12/20/2024	1099	5,676.92	786.85	1,392.41	3,497.66
BUSBY, MATTHEW	BUS01	12/20/2024	40974	250.00	0.00	21.88	228.12
EHORN, CAITLIN A	EHO02	12/20/2024	1105	1,499.20	162.34	241.57	1,095.29
ENOS, KYLE	ENO00	12/20/2024	1109	2,415.48	471.57	251.33	1,692.58
FUENTES, JAIME	FUE01	12/20/2024	1110	2,455.92	495.92	179.69	1,780.31
GAMBOA, YADIRA	GAM00	12/20/2024	1106	320.00	0.00	31.92	288.08
HAZLETT, ROBIN	HAZ01	12/20/2024	1100	1,948.62	551.81	135.44	1,261.37
HICKS, RYAN	HIC01	12/20/2024	40976	2,999.52	0.00	752.68	2,246.84
LOMBARD, TYLER JOSEPH	LOM00	12/20/2024	1111	2,495.85	648.04	338.32	1,509.49
MINGS, MICHAEL E	MIN00	12/20/2024	1112	2,710.34	288.21	595.05	1,827.08
MONCK, NATHANIAL T	MON00	12/20/2024	1117	4,766.80	741.18	673.66	3,351.96
MOORE, JOANNE	MOO01	12/20/2024	1101	4,643.20	493.23	1,278.70	2,871.27
PFYL, NATISA N	PFY00	12/20/2024	1118	2,961.51	836.41	511.01	1,614.09
PRIDE, LORI A	PRI00	12/20/2024	40975	250.00	0.00	21.88	228.12
RANDOLPH, MATTHEW	RAN01	12/20/2024	1113	1,717.60	168.45	296.45	1,252.70
REED, JOSHUA	REE00	12/20/2024	1114	2,168.47	393.93	213.00	1,561.54
RUSTENHOVEN, TARA L	RUS01	12/20/2024	1102	2,406.92	390.07	367.83	1,649.02
SPENCE, KYLIEGH C	SPE02	12/20/2024	1107	536.00	0.00	46.90	489.10
VARGAS, GIOVANI	VAR00	12/20/2024	1108	576.00	0.00	51.85	524.15
VASQUEZ, PEDRO CEASAR	VAS01	12/20/2024	1115	2,201.70	393.23	288.18	1,520.29
Totals:				50,555.89	7,239.26	8,563.45	34,753.18



City of Willows

Payroll Check Register

Report Summary

Pay Period: 12/2/2024-12/15/2024

Packet: PYPKT00330 - PAY PERIOD 12-02-24 to 12-15-24

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	3	2,703.08
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	21	32,050.10
Total	24	34,753.18



City of Willows

Payroll Check Register

Checks

Pay Period: 12/15/2024-12/15/2024

Packet: PYPKT00333 - UPEC VACATION/COMP TIME PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/15/2024-12/15/2024

Packet: PYPKT00333 - UPEC VACATION/COMP TIME PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
MINGS, MICHAEL E	MIN00	12/20/2024	803.85	1119
RANDOLPH, MATTHEW	RAN01	12/20/2024	3,457.93	1120
REED, JOSHUA	REE00	12/20/2024	1,368.97	1121



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/15/2024-12/15/2024

Packet: PYPKT00333 - UPEC VACATION/COMP TIME PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
MINGS, MICHAEL E	MIN00	12/20/2024	1119	946.84	0.00	142.99	803.85
RANDOLPH, MATTHEW	RAN01	12/20/2024	1120	5,571.47	431.79	1,681.75	3,457.93
REED, JOSHUA	REE00	12/20/2024	1121	1,663.93	128.95	166.01	1,368.97
Totals:				8,182.24	560.74	1,990.75	5,630.75



City of Willows

Payroll Check Register Report Summary

Pay Period: 12/15/2024-12/15/2024

Packet: PYPKT00333 - UPEC VACATION/COMP TIME PAYOUT 12-20-24

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	3	5,630.75
Total	3	5,630.75



City of Willows

Payroll Check Register

Checks

Pay Period: 12/20/2024-12/20/2024

Packet: PYPKT00335 - UPEC INCENTIVE PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/20/2024-12/20/2024

Packet: PYPKT00335 - UPEC INCENTIVE PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
RUSTENHOVEN, TARA L	RUS01	12/20/2024	1,871.55	1122
EHORN, CAITLIN A	EHO02	12/20/2024	1,806.28	1123
ENOS, KYLE	ENO00	12/20/2024	1,821.48	1124
FUENTES, JAIME	FUE01	12/20/2024	1,932.32	1125
LOMBARD, TYLER JOSEPH	LOM00	12/20/2024	2,015.81	1126
MINGS, MICHAEL E	MIN00	12/20/2024	1,756.02	1127
RANDOLPH, MATTHEW	RAN01	12/20/2024	1,806.28	1128
REED, JOSHUA	REE00	12/20/2024	2,045.68	1129
VASQUEZ, PEDRO CEASAR	VAS01	12/20/2024	1,906.96	1130



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/20/2024-12/20/2024

Packet: PYPKT00335 - UPEC INCENTIVE PAYOUT 12-20-24

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
EHORN, CAITLIN A	EHO02	12/20/2024	1123	2,500.00	193.75	499.97	1,806.28
ENOS, KYLE	ENO00	12/20/2024	1124	2,500.00	343.75	334.77	1,821.48
FUENTES, JAIME	FUE01	12/20/2024	1125	2,500.00	343.75	223.93	1,932.32
LOMBARD, TYLER JOSEPH	LOM00	12/20/2024	1126	2,500.00	225.00	259.19	2,015.81
MINGS, MICHAEL E	MIN00	12/20/2024	1127	2,500.00	193.75	550.23	1,756.02
RANDOLPH, MATTHEW	RAN01	12/20/2024	1128	2,500.00	193.75	499.97	1,806.28
REED, JOSHUA	REE00	12/20/2024	1129	2,500.00	193.75	260.57	2,045.68
RUSTENHOVEN, TARA L	RUS01	12/20/2024	1122	2,500.00	193.75	434.70	1,871.55
VASQUEZ, PEDRO CEASAR	VAS01	12/20/2024	1130	2,500.00	193.75	399.29	1,906.96
Totals:				22,500.00	2,075.00	3,462.62	16,962.38



City of Willows

Payroll Check Register Report Summary

Pay Period: 12/20/2024-12/20/2024

Packet: PYPKT00335 - UPEC INCENTIVE PAYOUT 12-20-24

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	9	16,962.38
Total	9	16,962.38



City of Willows

Payment Register

APPKT00357 - AP PAYROLL CHECK RUN 01-03-25
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	55132	01/03/2025	162.92		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000989	CHILD SUPPORT	01/03/2025	01/03/2025	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	55133	01/03/2025	213.93		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0000994	PUBLIC SAFETY DUES	01/03/2025	01/31/2025	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:		-376.85



City of Willows

Payroll Check Register

Checks

Pay Period: 12/16/2024-12/29/2024

Packet: PYPKT00356 - PAY PERIOD 12-16-24 to 12-29-24 PAYDATE 01-03-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/16/2024-12/29/2024

Packet: PYPKT00356 - PAY PERIOD 12-16-24 to 12-29-24 PAYDATE 01-03-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BUSBY, MATTHEW	BUS01	01/03/2025	228.12	1131
HANSEN, GARY L	HAN02	01/03/2025	228.12	1132
PRIDE, LORI A	PRI00	01/03/2025	228.12	1133
THOMAS, RICHARD	THO00	01/03/2025	228.12	1134
BROWN, MARTHA	BRO01	01/03/2025	3,489.14	1135
HAZLETT, ROBIN	HAZ01	01/03/2025	1,256.98	1136
MOORE, JOANNE	MOO01	01/03/2025	2,640.75	1137
MOORE, JOANNE	MOO01	01/03/2025	150.00	1137
BROTT, SHERRY	BRO02	01/03/2025	45.62	1138
EHORN, MARIA ANNETTE	EHO00	01/03/2025	45.62	1139
MYERS, HOLLY	MEY00	01/03/2025	45.62	1140
VALENCIA, LLANIRA	VAL01	01/03/2025	45.62	1141
RUSTENHOVEN, TARA L	RUS01	01/03/2025	1,656.77	1142
ARELLANES, ASHLEY MARIE	ARE00	01/03/2025	222.31	1143
BRIONES, BRENDA VALENZUELA	BRI00	01/03/2025	172.50	1144
EHORN, CAITLIN A	EHO02	01/03/2025	1,123.45	1145
GAMBOA, YADIRA	GAM00	01/03/2025	160.60	1146
SPENCE, KYLIEGH C	SPE02	01/03/2025	299.29	1147
VARGAS, GIOVANI	VAR00	01/03/2025	270.10	1148
BOBADILLA, PEDRO D	BOB00	01/03/2025	45.62	1149
ENOS, KYLE	ENO00	01/03/2025	1,505.96	1150
FUENTES, JAIME	FUE01	01/03/2025	3,000.58	1151
HUTSON, EVAN C	HUT01	01/03/2025	228.12	1152
LOMBARD, TYLER JOSEPH	LOM00	01/03/2025	1,353.38	1153
LOPEZ, MATTHEW	LOP03	01/03/2025	1,256.47	1154
MINGS, MICHAEL E	MIN00	01/03/2025	1,417.02	1155
RANDOLPH, MATTHEW	RAN01	01/03/2025	1,383.37	1156
REED, JOSHUA	REE00	01/03/2025	1,226.90	1157
VASQUEZ, PEDRO CEASAR	VAS01	01/03/2025	1,815.05	1158
BETTENCOURT, JOSEPH	BET01	01/03/2025	3,627.48	1159
MONCK, NATHANIAL T	MON00	01/03/2025	3,099.38	1160
PFYL, NATISA N	PFY00	01/03/2025	1,635.89	1161



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/16/2024-12/29/2024

Packet: PYPKT00356 - PAY PERIOD 12-16-24 to 12-29-24 PAYDATE 01-03-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
ARELLANES, ASHLEY MARIE	ARE00	01/03/2025	1143	243.62	0.00	21.31	222.31
BETTENCOURT, JOSEPH	BET01	01/03/2025	1159	4,868.00	426.67	813.85	3,627.48
BOBADILLA, PEDRO D	BOB00	01/03/2025	1149	50.00	0.00	4.38	45.62
BRIONES, BRENDA VALENZU	BRI00	01/03/2025	1144	200.00	0.00	27.50	172.50
BROTT, SHERRY	BRO02	01/03/2025	1138	50.00	0.00	4.38	45.62
BROWN, MARTHA	BRO01	01/03/2025	1135	5,676.92	801.80	1,385.98	3,489.14
BUSBY, MATTHEW	BUS01	01/03/2025	1131	250.00	0.00	21.88	228.12
EHORN, MARIA ANNETTE	EHO00	01/03/2025	1139	50.00	0.00	4.38	45.62
EHORN, CAITLIN A	EHO02	01/03/2025	1145	1,539.20	164.57	251.18	1,123.45
ENOS, KYLE	ENO00	01/03/2025	1150	2,240.48	475.55	258.97	1,505.96
FUENTES, JAIME	FUE01	01/03/2025	1151	4,003.28	608.01	394.69	3,000.58
GAMBOA, YADIRA	GAM00	01/03/2025	1146	176.00	0.00	15.40	160.60
HANSEN, GARY L	HAN02	01/03/2025	1132	250.00	0.00	21.88	228.12
HAZLETT, ROBIN	HAZ01	01/03/2025	1136	1,988.62	596.63	135.01	1,256.98
HUTSON, EVAN C	HUT01	01/03/2025	1152	250.00	0.00	21.88	228.12
LOMBARD, TYLER JOSEPH	LOM00	01/03/2025	1153	2,262.98	733.73	175.87	1,353.38
LOPEZ, MATTHEW	LOP03	01/03/2025	1154	1,530.80	0.00	274.33	1,256.47
MINGS, MICHAEL E	MIN00	01/03/2025	1155	2,093.46	293.86	382.58	1,417.02
MONCK, NATHANIAL T	MON00	01/03/2025	1160	4,766.80	747.33	920.09	3,099.38
MOORE, JOANNE	MOO01	01/03/2025	1137	4,743.20	728.96	1,223.49	2,790.75
MYERS, HOLLY	MEY00	01/03/2025	1140	50.00	0.00	4.38	45.62
PFYL, NATISA N	PFY00	01/03/2025	1161	3,001.51	846.43	519.19	1,635.89
PRIDE, LORI A	PRI00	01/03/2025	1133	250.00	0.00	21.88	228.12
RANDOLPH, MATTHEW	RAN01	01/03/2025	1156	1,918.63	192.25	343.01	1,383.37
REED, JOSHUA	REE00	01/03/2025	1157	1,757.60	358.80	171.90	1,226.90
RUSTENHOVEN, TARA L	RUS01	01/03/2025	1142	2,446.91	419.86	370.28	1,656.77
SPENCE, KYLIEGH C	SPE02	01/03/2025	1147	328.00	0.00	28.71	299.29
THOMAS, RICHARD	THO00	01/03/2025	1134	250.00	0.00	21.88	228.12
VALENCIA, LLANIRA	VAL01	01/03/2025	1141	50.00	0.00	4.38	45.62
VARGAS, GIOVANI	VAR00	01/03/2025	1148	296.00	0.00	25.90	270.10
VASQUEZ, PEDRO CEASAR	VAS01	01/03/2025	1158	2,644.11	430.38	398.68	1,815.05
Totals:				50,226.12	7,824.83	8,269.22	34,132.07



City of Willows

Payroll Check Register Report Summary

Pay Period: 12/16/2024-12/29/2024

Packet: PYPKT00356 - PAY PERIOD 12-16-24 to 12-29-24 PAYDATE 01-03-25

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	34,132.07
Total	32	34,132.07



Willows City Council Regular Meeting Action Minutes

December 10, 2024
Willows City Hall
6:00 PM

Agenda Item #6b

City Council

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

City Manager

Marti Brown

City Clerk

Vacant

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

1. **CALL TO ORDER – 6:02 PM**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Councilmembers Present: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

Councilmembers Absent: Councilmembers Thomas and Busby

4. **CHANGES TO THE AGENDA**

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

a. **Register Approval**

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

b. **Minutes Approval**

Action: Approved the November 26, 2024, meeting minutes.

c. **Certified 2024 Election Results**

Action: Confirmed the 2024 certified election results.

Moved/Seconded: Councilmembers Thomas and Vodden

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

e. **Update of Fire Recovery USA Resolution to Add Consumer Price Index Escalator**

Action: Adopted Resolution XX-2024 amending the Fire Recovery USA Resolution 19-2022 (May 10, 2022) to add a consumer price index (CPI) escalator and ensure adequate compensation for billable emergency response.

f. **WM Franchise Agreement – Annual Consumer Price Index Rate Increase**

Action: Approved the WM Consumer Price Index (CPI) increase of 1.90%.

Pulled d for a separate vote. Moved/Seconded a, b, c, e, f: Vice Mayor Hutson and Councilmember Pride

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

d. **Transaction and Use Tax Agreements with the State of California**

Action: Approved the first resolution and authorized the City Manager to enter into an agreement with the State of California to implement the voter-approved 1.5% Local Transaction and Use Tax.

Moved/Seconded: Vice Mayor Hutson and Councilmember Pride

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

Action: Approved the second resolution and authorized the City Manager to enter into an agreement with the State of California to implement the voter-approved 1.5% Local Transaction and Use Tax.

Moved/Seconded: Councilmember Pride and Vice Mayor Hutson

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

Action: Approved to authorize the City Manager to amend the city's contract with HdL Companies to include continued sales tax monitoring and forecasting services for the new 1.5% sales tax.

Moved/Seconded: Vice Mayor Hutson and Councilmember Pride

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

6. **DISCUSSION AND ACTION CALENDAR**

a. **New Sewage Pump for Pacific Avenue Lift Station**

Action: Authorized the City Manager to purchase a new sewage pump from Pac Machine Co., Inc. for the Pacific Avenue sewer lift station in an amount not to exceed \$10,000.

Moved/Seconded: Councilmember Pride and Vice Mayor Hutson

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

b. **Co-fund an Assessment Study to Determine the Feasibility of Joining Pioneer Energy CCA**

Action: Authorized the City Manager to execute a Letter of Intent to co-fund an assessment study along with Pioneer Energy, the County of Glenn, and the City of Orland to help determine whether the City of Willows should become a member of Pioneer Energy Community Choice Aggregator (CCA).

Moved/Seconded: Vice Mayor Hutson and Councilmember Pride

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: Councilmembers Thomas and Busby

7. **COMMENTS & REPORTS**

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

8. **ADJOURNMENT - 6:49 PM**

Tara Rustenhoven, Deputy City Clerk



Willows City Council Regular Meeting Action Minutes

December 17, 2024
Willows City Hall
10:00 AM

Agenda Item #6b

City Council

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

City Manager

Marti Brown

City Clerk

Vacant

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

1. **CALL TO ORDER – 10:01 AM**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

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

Councilmembers Absent: None

4. **CHANGES TO THE AGENDA**

5. **DISCUSSION AND ACTION CALENDAR**

a. **Prentice Long Contract Amendment to Comprehensively Update the Willows Municipal Code**

Action: Authorized the City Manager to amend the contract with Prentice Long for a second-time extension until June 30, 2025, to complete the comprehensive update of the City of Willow's Municipal Code.

Moved/Seconded:

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

No: None

Absent: None

b. **Election of Mayor and Vice Mayor**

Action: Nominated and elected Vice Mayor Hutson to preside as Mayor over the City Council for the 2025 calendar year.

Moved/Seconded: Councilmembers Thomas and Pride

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

No: None

Absent: None

Action: Nominated Councilmember Pride to preside as Vice Mayor over the City Council for the 2025 calendar year.

Moved/Seconded: Councilmembers Thomas and Pride

Yes: Councilmembers Pride, Thomas and Busby

No: Mayor Hansen, and Vice Mayor Hutson

Absent: None

Action: Nominated and elected Councilmember Thomas to preside as Vice Mayor over the City Council for the 2025 calendar year.

Moved/Seconded: Councilmembers Thomas and Pride

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

No: None

Absent: None

c. **2025 City Council Committee Appointments**

Action: Council redistributed committee appointment assignments (see attached list).

d. **2025 Proposed Council Meeting Calendar and Schedule**

Action: Approved Resolution XX-2024 adopting the 2025 City Council Meeting Calendar and Schedule.

Moved/Seconded: Councilmember Thomas and Vice Mayor Hutson

Yes: Mayor Hansen, Vice Mayor Hutson, and Councilmember Pride

No: None

Absent: None

6. **COMMENTS & REPORTS**

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

7. **CLOSED SESSION**

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

Report Out: Received information and gave direction to City staff.

8. **ADJOURNMENT - 11:30 AM**

Tara Rustenhoven, Deputy City Clerk

WILLOWS CITY COUNCIL **2025** COMMITTEE APPOINTMENTS

COMMITTEE	MEMBER(S)	MEETING DATES/TIME	TERM EXPIRES
Airport Land Use Committee	Thomas	No regular meetings	12/2025
Glenn County Waste Management Regional Agency <i>(1 member, 1 alternate)</i>	Busby Pride (Alternate)	Quarterly, Third Thursday @ 10:30AM	12/2025
Regional Transit Committee <i>(2 members, 1 alternate)</i>	Hansen Hutson	Monthly, Third Thursday @ 9am	12/2025
Transportation Commission <i>(1 Member and 1 alternate)</i>	Hansen Hutson (Alternate)	Monthly, Third Thursday, following Transit Committee meeting	12/2025
LAFCO <i>(1 member, 1 alternate)</i>	Thomas Pride (Alternate)	As needed, second Monday	12/2025
City Select Committee	Hutson	Annually in January	12/2025
Countywide Mosquito & Vector District	Vince Holvick Thomas (Alternate)	As needed	6/2025
GCID Voting Delegate <i>(Mayor)</i>	Hutson	As needed	12/2025
League Legislative Delegate <i>(Mayor)</i>	Hutson	@ Annual League Conference in September	12/2025
Library Board <i>(1 member)</i>	Hutson	Every other month, Second Thursday @ 11:00 am	12/2025
3CORE (Formally known as Tri-Counties Economic Development Committee) <i>(1 member, 1 alternate)</i>		As needed	12/2025
CDBG Loan Committee <i>(2 members)</i>	Hutson Thomas (Alternate)	As needed	12/2025
Public Safety Committee <i>(2 members)</i>	Hutson Thomas (Alternate)	As needed	12/2025
Law Enforcement Services Ad Hoc Committee <i>(2 members)</i>	Hutson Thomas (Alternate)	As needed	12/2025
City & Counties Economic Development Steering Committee <i>(2 members)</i>	Pride Busby	As needed	12/2025
Sustainable Groundwater Management Act (SGMA) Board Committee <i>(1 member)</i>	Hansen	Monthly, First Monday @ 1:30 PM	N/A

WILLOWS CITY COUNCIL 2025 COMMITTEE APPOINTMENTS

Finance & Measure I Oversight Committee <i>(2 Members)</i>	Thomas Busby Hutson (Alternate)	Quarterly	N/A
Council Liaison to the Planning Commission <i>(1 member)</i>	Pride	As Needed	TBD
Council Liaison to the Chamber of Commerce	Busby	As Needed	TBD



Date: January 14, 2025

To: Honorable Mayor and City Council

From: John Wanger, City Engineer
Joe Bettencourt, Community Development Services Director
Marti Brown, City Manager

Subject: New Chlorine Analyzer and Rebuild Existing Influent Pump

Recommendation:

Approve budget authority of \$20,565.60 to replace a chlorine analyzer and rebuild one of the influent pumps at the Wastewater Treatment Plant (WWTP).

Rationale for Recommendation:

Both of the chlorine analyzer and influent pumps are required equipment to operate the wastewater treatment plant.

Background:

Over the last few months, staff has worked with InfraMark to remedy needed repairs and equipment replacement at the wastewater treatment plant, including replacement of a chlorine analyzer and rebuilding one of the influent pumps. Both are essential to WWTP operations.

Since the total cost for both are in excess of \$2,000, in accordance with Section 3.2 of the agreement between the City and InfraMark, InfraMark requires written permission from the City for the purchase. Additionally, since both purchases are in excess of \$5,000 (the City Manager's budget authority), authorization from the City Council is required.

Due to the immediate need of this equipment, staff has authorized InfraMark to proceed with the purchase of a new chlorine analyzer and to rebuild the influent pump. As required by the Code and the Inframark agreement, staff now seeks Council ratification of the expenditure.

It should be noted that the costs for replacing the chlorine analyzer and rebuilding the influent pump will be covered under the "Annual Repair & Replacement" budget included in the InfraMark contract, and no additional expenditure out of the Sewer Fund is needed.

Discussion & Analysis:

The Chlorine Analyzer and the influent pumps at the WWTP must be repaired and/or replaced; both are critical to ensuring the WWTP operates properly.

Chlorine Analyzer

The chlorine analyzer measures chlorine levels in the effluent to ensure that they are sufficient and comply with the State issued Waste Discharge Permit. Typically, there are two chlorine analyzers at the WWTP. This redundancy is a mandate of the Waste Discharge Permit to ensure that there are redundancies with critical equipment in the event that one should fail. One of the two existing units must be replaced, as chlorine level readings have become unreliable.

In accordance with the City's purchasing policy, InfraMark solicited bids from different suppliers for a new chlorine analyzer. InfraMark received three quotes from suppliers ranging in price from \$6,984 to \$14,100. The low bid was from Ken Grady Company to supply an ATI Total Chlorine Analyzer. ATI is the current brand of both existing chlorine analyzers at the WWTP and will provide operational consistency. Authorization of the ATI Chlorine Analyzer purchase is consistent with the purchasing policy. In addition, the new unit matches the other existing analyzer, which is essential from an operational perspective.

Influent Pump

There are currently three pumps that pump influent wastewater into the WWTP. They are the original pumps installed with the WWTP construction in the mid-2000s, and Flygt Pumps manufactured all three. Two of the three pumps require repairs; however, one recently broke completely and requires immediate attention. Depending on the flows into the plant, pumping operations may require from one to three pumps. Given the time of year, operation of all three pumps is critical - winter is when the WWTP experiences higher flows.

InfraMark staff notified City staff of the issue and sent the pump to Xylem. Xylem is the company that handles any issues with Flygt pumps as Xylem owns Flygt. Xylem provided a quote to rebuild the pump (\$13,581.60) and a cost to replace it with a new pump (\$24,928.55). As rebuilding the pump was significantly less expensive, staff authorized InfraMark to proceed with the repairs as soon as possible.

Consistency with Council Priorities and Goals:

This project is consistent with Priority #5, Goal #4 to Implement the Sewage Repair Plan.

Fiscal Impact:

Based on the information received for the various components, the overall recommended budget for this project is as follows:

Replacement of the Chlorine Analyzer	\$ 6,984.00
Rebuild of Pump 3	<u>\$ 13,581.60</u>
Total Estimate Cost	\$ 20,565.60

The funding source for these expenditures will be covered under the “Annual Repair & Replacement” budget included in the InfraMark contract. No additional expenditures out of the Sewer Fund are needed.



PUBLIC HEARING



Date: January 14, 2025
To: Honorable Mayor and Councilmembers
From: Nathan Monck, Fire Chief
Marti Brown, City Manager
Subject: Summary Abatement of 335 North Shasta Street

Recommendation:

Adopt Resolution XX-2025, confirming the costs of emergency summary abatement in the amount of \$15,586.50 and declaring the expenses a lien on the property if not paid in full by January 24, 2025.

Rationale for Recommendation:

An emergency summary abatement at 335 North Shasta Street was required due to hazardous conditions and public health and safety concerns at the property resulting from neglect and failure to adequately maintain it.

Background:

On May 8, 2024, at 10:02 pm, the Willows Fire Department was dispatched to an incident where the tree had fallen into the residence. Arriving Engine Companies found an approximately 60' x 40" hackberry tree that had fallen into and onto the residence at 335 North Shasta Street. The tree had also fallen onto the sidewalk and street in the public right of way. In addition, the tree seemed poised to potentially fall on the adjacent structure immediately to the south. Fire units used saws to cut downed limbs and remove them from the street; however, they were unable to remove the tree from the sidewalk due to safety concerns. Willows Fire Department contacted Willows Public Works to respond to the scene with barriers. Willows Public Works was also unable to mitigate the hazard because of the size tree, complexity of the project, and low staffing levels.

After consultation with City Manager Brown, City Attorney Walker, and Building Official Paxton, it was determined that the City needed to take immediate action to mitigate the clear threat to life and property present at the location. In addition, the threat also presented potential liability to the City of Willows due to the City's open code enforcement case and previous 'red tagging' of the property.

As a result of the decision to immediately abate the property, the Fire Chief secured a local arborist, Lalos Tree Service, to abate the hazard. The cost of the contractor-performed abatement was \$10,800.

Discussion & Analysis:

Mr. Bronner was invoiced promptly at the conclusion of the enforcement action. To date, the department has not had any contact with Mr. Bronner. On December 16, certified mail was sent to 335 North Shasta and 336 East Sycamore Streets. A copy of the notice and invoice was also posted at the property. Mr. Bronner did not request a public hearing to protest.

Consistency with Council Priorities and Goals:

This recommendation is consistent with Council Priority #1, Financial Stability, and Priority #3, Public Safety.

Fiscal Impact:

The staff recommendation will recover the \$15,586.50 of emergency staff time spent to abate the project and reduce the financial burden on the General Fund.

Attachments:

- Attachment 1: Resolution XX-2025
- Attachment 2: Photos of Property before Summary Abatement



**City of Willows
Resolution xx-2025**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS CONFIRMING THE COST OF
ABATEMENT FOR EMERGENCY SUMMARY ABATEMENT AT 335 N SHASTA STREET AND DECLARING
SUCH COST AS A SPECIAL ASSESSMENT**

WHEREAS, the primary function of local government is the provision of public safety; and

WHEREAS, the residence located at 335 N Shasta Street, Willows, CA 95988 (APN 002-141-006), owned by Mr. William Bronner, was condemned on December 19, 2023, by Wyatt Paxton, Building Official, on behalf of the City of Willows due to immediate health, life, and safety hazards; and

WHEREAS, on May 8, 2024, a large tree originating from the aforementioned property fell into the public right-of-way and onto the residential structure at 335 N Shasta Street, threatening to fall onto an adjacent occupied residential structure; and

WHEREAS, these conditions posed an immediate risk to life, safety, quality of life, and well-being for the citizens of the City of Willows, necessitating immediate summary abatement; and

WHEREAS, the City of Willows was compelled to contract with a qualified third-party vendor to perform the emergency abatement due to the scope, size, and complexity of the required mitigation efforts, representing a significant use of public resources and financial burden; and

WHEREAS, these abatement issues were the result of negligence and willful refusal to maintain the property in a safe and acceptable condition by the property owner; and

WHEREAS, the required notices as set forth in Sections 39500 through 39588 of the California Government Code have been duly sent as required by law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows does hereby confirm the cost of abatement for the emergency summary abatement at 335 N Shasta Street, Willows, CA (APN 002-141-006), in the amount of \$15,586.50 and declares this cost a lien against the property, effective January 24, 2025.

PASSED AND ADOPTED by the City Council of the City of Willows this 14th day of January 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Evan Hutson, Mayor

ATTESTED:

Tara Rustenhoven, Deputy City Clerk

Photos of Property before Summary Abatement









