



Willows City Council

Regular Meeting

Action Minutes

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

City Manager
Marti Brown

City Clerk
Karleen Price

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

October 28, 2025
Willows City Hall
6:00 PM

1. CALL TO ORDER – 6:00 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Councilmembers Absent: None

4. CHANGES TO THE AGENDA

5. CEREMONIAL MATTERS

- a. **Proclamation** – Small Business Saturday received by Jamie Millen, Willows Chamber of Commerce.
- b. **Proclamation** – Veterans Day received by Carol Lemenager, VFW Auxiliary Post 1770

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

Public Comments

Public Comment #1: Carol Lemenager, VFW Auxiliary Post 1770

a. Register Approval

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

b. Minutes Approval

Action: Approved the October 14, 2025 meeting minutes.

c. Volunteer Fire Capacity Program Grant Match Funding Acceptance

Action: Adopted Resolution 36-2025 (Attachment 1), authorizing the City Manager or her designee to sign and accept \$8,000 of grant funding through CAL FIRE's Volunteer Fire Capacity Program Grant.

Motion to approve items #6a, 6b, and 6c as presented.

Moved/Seconded: Councilmember Hansen/Councilmember Busby

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

No: None

Absent: None

7. PUBLIC HEARING

a. **Public Hearing on Unmet Transit Needs in Glenn County**

Action: Conducted a public hearing to receive public comment on Unmet Transit Needs in Glenn County and forward comments to the Glenn County Transportation Commission for consideration.

Public Hearing Open 6:20PM, Closed 6:24PM

Public Comment #1: Doug Ross, Resident

b. **Public Hearing to Protest the Sale of Exempt City-Owned Surplus Land**

Action: Conducted a public hearing to accept public protest regarding the sale of exempt surplus land, Assessor Parcel Numbers (APN) 002-101-009, 002-101-006, and 003-113-006 in accordance with State law.

Public Hearing Open 6:27PM, Closed 6:28PM

Motion to direct staff to proceed with the sale of the three properties.

Moved/Seconded: Vice Mayor Thomas/Councilmember Hansen

Roll Call Vote:

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

No: None

Absent: None

Motion Passed: 5-0

8. DISCUSSION AND ACTION CALENDAR

a. **Mayor and Vice-Mayor Election Cycle & Committee Appointments**

Action: Approved changing the Mayor and Vice-Mayor election cycle and committee appointments from annually to every two years starting with December 2025 whereby the current Mayor and Vice-Mayor would serve an additional year in 2026 and thereby

complete a two-year term, and future elections and appointments would occur in December of even numbered years (e.g., 2026, 2028, 2030).

Motion to approve Item #8a as presented.

Moved/Seconded: Councilmember Hansen/ Councilmember Busby

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

No: None

Absent: None

9. COMMENTS & REPORTS

a. Council Correspondence

b. City Council Comments & Reports

Vice Mayor Thomas reported on the Rotary's Shade Structure Project at Central Park. He also reported that he will be unable to attend the December 9, 2025 City Council meeting.

Councilmember Pride announced the Special Planning Commission Meeting scheduled for November 3, 2025.

Councilmember Busby reported on the activities of the Waste Management Regional Authority quarterly meeting and the Joint Powers Agreement, which is up for review in January 2026. He also provided an update on the Library Board meeting and noted that the Board is unwilling to participate in a joint City Council/Library Board meeting. He reported that there is a vacant Library Board position and encouraged the public to submit applications. He also noted that the Friends of the Library nonprofit status is no longer in existence and are working to reinstate the 501(c)(3) nonprofit status. In addition, he commented on the planned upgrades to the Eubanks Room.

Councilmember Hansen commented on the Joint Powers Agreement. He reported that no Regional Transit Committee meeting was held this month. He provided an update on the Glenn County Transportation Committee and its triennial audit. He also reported on the activities of the Joint Glenn/Colusa Groundwater Authority meeting.

c. City Manager's Report

City Manager Marti Brown announced the Grand Opening and Ribbon Cutting Ceremony for the Sycamore Street Lift Station, scheduled for Wednesday, November 5, 2025, from 11:30 a.m. to 12:30 p.m.

Brown reminded the Council that the November 11, 2025 City Council meeting has been cancelled.

She also announced the resignation of Finance Director Joanne Moore and noted that her last day with the City will be November 21, 2025. Brown thanked Moore for her service and congratulated her on her new position.

Councilmembers also thanked Moore and congratulated her.

10. ADJOURNMENT – 6:59 PM

Karleen Price, City Clerk