



# Willows City Council Regular Meeting Action Minutes

May 27, 2025  
Willows City Hall  
6:00 PM

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

## 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: No one.

## 4. CHANGES TO THE AGENDA

Item 6e. was pulled from the agenda.

## 5. CEREMONIAL MATTERS

- Proclamation** – National Family Owned and Operated Business Day - received by Jamie Millen of Willows Chamber of Commerce.
- Proclamation** – National Forest Week - received by Laura Leidner and Curtis Coots of Mendocino National Forest.
- Proclamation** – World Elder Abuse Awareness Day – received by Amber Arnold, Amy Meyers-Doyle, and Shannon McClain of Glenn County Adult Protective Services.

## 6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

**Public Comment Open: 6:15PM, Closed 6:17PM**

Public Comment #1: Keith Corum, Resident of Willows

### a. Register Approval

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

### b. Minutes Approval

Action: Approved the minutes of the April 22, 2025, May 5, 2025, and May 13, 2025 City Council Meetings.

c. **Sale of City-Owned Property - Title and Appraisal Services Reports**

Action: Authorized the City Manager to execute contracts for Title and Appraisal Services for Assessor Parcel Numbers (APN) 002-101-009, 005-101-006, and 003-113-006, to Timios Title and North State Appraisals, the lowest responsive bidders, as well as solicit real estate services to sell the aforementioned city-owned properties at the most competitive commission rates.

d. **Finance Consultant Contract**

Recommended Action: Authorized the City Manager to execute a two-year contract with Andy Heath, the City's Finance Consultant.

f. **HOME Long Term Monitoring Guidelines**

Action: Adopted the HOME Long-Term Monitoring Guidelines and authorized the City Manager to modify guidelines as needed.

g. **Solid Waste Management Parcel Fee**

Action: Adopted Resolution 18-2025 extending service charges imposed on improved real property within the incorporated area of the City of Willows for the use of and/or ability to use the Glenn County Solid Waste System during fiscal year 2025-26.

**Motion to approve items a, b, c, d, f, and g on the consent calendar.**

**Moved/Seconded:** Councilmember Pride and Vice Mayor Thomas

Mayor Hutson requests to pull item 6c for further discussion.

**Amended motion to approve items a, b, d, f, and g, and move item 6c for further discussion.**

**Moved/Seconded:** Councilmember Pride and Councilmember Busby

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

**No:** None

**Absent:** None

**Motion to approve calendar item 6c as presented.**

**Moved/Seconded:** Vice Mayor Thomas and Councilmember Hansen

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

**No:** None

**Absent:** None

## 7. DISCUSSION AND ACTION CALENDAR

- a. **Masters Gallery Foods – Community Development Block Grant, Over-The-Counter Loan**  
Action: Approved Resolution 19-2025 authorizing the City Manager to pursue a CDBG OTC Program Income Only Application to offer a CDBG OTC loan to Masters Gallery Foods once the current Rumiano Cheese CDBG OTC loan has been paid off.

**Public Comment: Open 6:28PM, Closed 6:33PM**

Public Comment #1: Jeff Gentine, President, Masters Gallery Foods

**Moved/Seconded:** Councilmember Hansen and Vice Mayor Thomas

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

**No:** None

**Absent:** None

- b. **Temporary Moratorium on Future Applications for Mobile Food Trucks**

Action: Introduced the first reading, by title only, of an ordinance entitled “AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS” and waived the full reading of the ordinance. Directed staff to proceed with scheduling the ordinance for a second reading and adoption.

**Motion to introduce the first reading, by title only, of an ordinance entitled “AN ORDINANCE OF THE WILLOWS CITY COUNCIL AUTHORIZING A TEMPORARY MORATORIUM ON NEW MOBILE FOOD TRUCK APPLICATIONS IN THE CITY OF WILLOWS” and waive the full reading of the ordinance.**

**Moved/Seconded:** Councilmember Pride and Councilmember Busby

**Amended motion to add: Directed staff to proceed with scheduling the ordinance for a second reading and adoption.**

**Moved/Seconded:** Councilmember Pride and Councilmember Busby

**Yes:** Mayor Hutson, Councilmembers Busby, and Councilmember Pride

**No:** Vice Mayor Thomas and Councilmember Hansen

**Absent:** None

## 8. PUBLIC HEARING

- d. **Community Development Block Grant Program Income Application**

Action: Held a Public Hearing for the Application Submission Phase of the Community Development Block Grant (CDBG) Program Income Only Application; and adopted Resolution 20-2025 authorizing the Mayor of the City of Willows to execute an agreement, and any amendments thereto, with the State of California for the purpose of this grant.

**Public Hearing: Open 7:14PM, Closed 7:14PM**

**Moved/Seconded:** Councilmember Hansen and Vice Mayor Thomas  
**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

Councilmember Hansen expressed appreciation for the Public Works Week event and provided updates on the activities of the Regional Transit Committee and the Glenn County Transportation Commission. Hansen also informed the public about the Free Rides for Veterans and Seniors Program which will begin on June 1, 2025.

Vice Mayor Thomas reported on the Public Works Week event and recent activities of the Rotary Club. Thomas also announced an upcoming Town Hall meeting regarding the Glenn Medial Center Critical Access Designation and invited the public to attend.

Mayor Hutson spoke about the Proclamations presented during the meeting and their significance to the community.

### c. City Manager's Report

City Manager Marti Brown provided information regarding upcoming events:

- Town Hall Meeting Glenn Medial Center Critical Access Designation Thursday
- Community Clean Up Day is Saturday June 7<sup>th</sup>, 2025 from 8am – Noon at the Wastewater Treatment Plant.

## 8. CLOSED SESSION – 7:25PM

### a. Employee Negotiations - Conference with Labor Negotiators (§54957.6)

Employee Organizations: Confidential Employees, UPEC, Fire and General Bargaining Units, and Management

Report Out: Direction given to staff.

### b. Conference with Legal Counsel - Anticipated Litigation (§54956.9(b))

Significant exposure to litigation pursuant to § 54956.9(b): (1 case)

Report Out: Direction given to staff.

### a. Liability Claims (§54956.95)

Claimant: Steve Abold

Agency claimed against: City of Willows

Report Out: Council voted unanimously to deny the claim.

**9. ADJOURNMENT – 8:48 PM**

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Karleen Price, City Clerk