



Willows City Council Special Meeting Action Minutes

June 17, 2025
Willows City Hall
Closed Session: 5:30 PM
Regular Session 6:30 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 – 5:30 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Councilmembers Absent: Councilmember Busby

4. CHANGES TO THE AGENDA

5. CLOSED SESSION

The Council convened to closed session at 5:32PM, reopened at 5:33PM, and reconvened to closed session at 5:33 PM.

Councilmember Busby arrived at 5:48PM during closed session.

a. 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. Public Employee Performance Evaluation (§54957)

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

Report Out: Direction given to staff.

The Council reconvened to open session at 6:30 PM.

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

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

a. **Register Approval**

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

b. **Minutes Approval**

Action: Approved the minutes of the May 19, 2025, May 27, 2025, and May 30, 2025 City Council Meetings.

c. **Mosquito & Vector Control District Board of Trustees – Biennial Appointment**

Action: Re-appointed Vince Holvik as the City's representative to the Glenn County Mosquito and Vector Control District for a two-year term to run from July 1, 2025, through June 30, 2027.

d. **Weed Abatement Contract Implementation**

Action: Authorized the City Manager to allocate a not-to-exceed amount of \$30,000 of General Fund money to complete the current weed abatement contract that is underway.

e. **FY 2025-26 Annual Street Rehabilitation Program**

Action: Adopted Resolution 21-2025 authorizing the City Manager to sign a contract with Coastland Civil Engineering to provide design services for the FY 2025-2026 Street Rehabilitation Project.

Motion to approve items a, b, c, d, and e on the consent calendar.

Moved/Seconded: Vice Mayor Thomas and Councilmember Bisby

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

No: None

Absent: None

7. **DISCUSSION AND ACTION CALENDAR**

a. **FY 2025-26 Proposed Preliminary Budget**

Action: Received the presentation of the FY 2025-26 proposed preliminary budget for the City's General Fund and Sewage Fund and provided feedback to staff.

b. **EKG Monitor Lease Agreement**

Action: Authorized the City Manager, or her designee, to execute all documents related to the purchase and subsequent lease agreement with Zoll Medical Corporation for the purchase of two Zoll X- Series EKG monitors and necessary accessories totaling \$57,707.25 using a \$35,000 Cal Water grant and \$22,707.25 of General Fund monies spread over the next three fiscal years.

Moved/Seconded: Councilmember Hansen and Councilmember Pride

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

No: None

Absent: None

8. PUBLIC HEARING

a. **Ordinance for a Temporary Moratorium on Future Applications for Mobile Food Trucks**

Action: Held a Public Hearing and adopted Ordinance 765-2025 authorizing a temporary moratorium on new mobile food truck applications in the City of Willows, by title only and waived the second reading.

Public Hearing: Open 7:45PM, Closed 7:45PM

Moved/Seconded: Councilmember Pride and Councilmember Busby

Roll Call Vote:

Yes: Vice Mayor Thomas, Councilmember Busby, and Councilmember Pride

No: Mayor Hutson and Councilmember Hansen

Absent: None

Motion passed: 3-2

9. COMMENTS & REPORTS

a. **Council Correspondence**

Mayor Hutson reported receiving notification from the Glenn County Board of Supervisors regarding the County's intent to purchase properties located at 142 and 146 S Lassen Street in Willows. The intended use of these properties is to support transitional housing efforts.

b. **City Council Comments & Reports**

Councilmember Busby provided an update on the activities of the Library Board, including discussion concerning the Librarian, Children's Librarian, and upcoming purchases.

Councilmember Hansen attended the Butte City Bridge Ribbon Cutting Ceremony and reported on the activities of the Glenn County Groundwater Authority, noting there will be no fee increases for 2025–2026.

Councilmember Pride provided an update on activities of the Planning Commission and reminded the public of the current vacancy and the application deadline.

Staff were directed to explore a non-emergency text-based messaging system.

c. **City Manager's Report**

City Manager Marti Brown provided information on the upcoming Special Joint City Council-Planning Commission meeting to be held on July 10, 2025. Harris and Associates will be

preparing the staff report, which is expected to be provided to the Council during the week of June 23, 2025.

10. ADJOURNMENT – 8:01PM

Karleen Price, City Clerk