



# Willows City Council Regular Meeting Action Minutes

June 24, 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: None

## 4. CHANGES TO THE AGENDA

Item #7b was moved to be heard immediately prior to item #7a.

## 5. CEREMONIAL MATTERS

- a. **Proclamation** – National Food Truck Day

## 6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

**Public Comment Open: 6:05PM, Closed 6:08PM**

Public Comment #1: Maria Ehorn, Resident of Willows

Public Comment #2: Madelyn Coffman, Resident of Willows

Public Comment #2: Unidentified Resident of Willows

### a. **Minutes Approval**

Action: Approved the minutes of the June 17, 2025 City Council Meeting.

### b. **Planning Commission Appointment**

Action: Approved the appointment of Robyn Nygard to the Willows Planning Commission for the term ending December 31, 2027.

### c. **UPEC Fire Bargaining Unit – Successor Agreement**

Action: Approved the four-year Successor Agreement with United Public Employees of

California (UPEC) - Fire Bargaining Unit and the new salary schedule from July 1, 2024, through June 30, 2028.

d. **UPEC General Bargaining Unit – Successor Agreement**

Action: Approved the four-year Successor Agreement with United Public Employees of California (UPEC) - General Bargaining Unit and the new salary schedule from July 1, 2024, through June 30, 2028.

e. **Management, Confidential & Part-Time Library Employees**

Action: Approved Resolution 22-2025 approving compensation and benefit adjustments for Management, Confidential, and Part-time Library Employees.

f. **MidAmerica Health Reimbursement Arrangement (HRA)**

Action: Approved Resolution 23-2025 to amend and restate the MidAmerica Administrative & Retirement Solutions Health Reimbursement Arrangement (HRA).

g. **City Librarian Job Classification & Salary Schedule**

Action: Approved the new City Librarian job classification and salary schedule and authorized city staff to move forward with a full recruitment for the position.

h. **City Manager Contract**

Action: Approved the first amendment to the agreement employing Marti Brown as City Manager for the City of Willows.

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

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

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

**No:** None

**Absent:** None

## 7. PUBLIC HEARING

b. **Landscaping and Lighting Special Assessment District – Authorization to Levy Assessments**

Action: Conducted the required public protest hearing and approved Resolution 24-2025 approving the Annual Engineer's Report, confirming the assessment diagram and the annual assessment amounts and authorizing the levy and collection of assessments for fiscal year 2025-26 for the City of Willows Landscaping and Lighting Assessment District (pursuant to the Landscaping and Lighting Act of 1972).

**Public Hearing: Open 6:35PM, Closed 6:36PM**

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

**Roll Call Vote:**

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

**No:** None  
**Absent:** None

**Motion passed: 5-0**

a. **AB 2561 – Annual Public Hearing on City Job Vacancies**

Action: Received presentation and held a public hearing on the status of vacant positions in city employment and recruitment strategies.

**Public Hearing: Open 6:48PM, Closed 6:48PM**

**8. DISCUSSION AND ACTION CALENDAR**

a. **Final Budget Approval**

Action: Approved the FY 2025-26 proposed Budget as presented.

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

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

**No:** None

**Absent:** None

**Public Comment 7:00PM, Closed 7:00PM**

Public Comment #1: Madelyn Coffman, Resident of Willows

**9. COMMENTS & REPORTS**

a. **Council Correspondence**

Mayor Hutson reported receiving notice of the Civic Center Solar Contract at his business mailing address. Staff explained that it is common for such notices to be distributed broadly to individuals or entities that may have an interest in the project. Staff briefly discussed the timeline for the installation and completion of the solar projects at the Fire Station and Wastewater Treatment Plant.

b. **City Council Comments & Reports**

Councilmember Busby provided an update on the activities of the Economic Development Committee.

Councilmember Hansen provided an update on the activities of the Regional Transportation Committee and the Glenn County Transportation Commission. Hansen also reported on the status of the Draft Regional Transportation Plan.

Mayor Hutson provided an update on the activities of the Regional Transportation Committee.

Future Agenda Item: Mayor Hutson requested that staff compile an inventory detailing the current condition of City parks, along with funding options for maintenance and repairs, and present the information to the Council for review and discussion.

**c. City Manager's Report**

City Manager Marti Brown reminded the public of the Joint City Council/Planning Commission Meeting on July 10, 2025, at 5:30pm to review Title 18 of the Municipal Code.

**10. ADJOURNMENT – 7:11PM**

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Karleen Price, City Clerk