



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

January 13, 2026
Willows City Hall
5:30 PM

1. CALL TO ORDER – 5:30 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Councilmembers Absent: None

4. CHANGES TO THE AGENDA

5. CLOSED SESSION – 5:32 PM

a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov Code §54957)

Title: City Attorney

Report Out: Evaluation Held.

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov Code §54956.8)

Property: 145 N Lassen Street, Willows, CA

Agency negotiator: Marti Brown, City Manager

Negotiating parties: Bonnie Pavlovich

Under negotiation: Price and Terms of Payment

Report Out: Council has approved a purchase agreement for this property with an amendment that the sale shall be consummated within 30 days.

6. INTRODUCTIONS - 6:00 PM

a. **Introductions** – City Manager Marti Brown introduced the new Finance Director, Joei Harrison, and City Attorney, Gretchen Stuhr.

7. PUBLIC COMMENT & CONSENT CALENDAR FORUM

a. **Register Approval**

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

b. **Minutes Approval**

Action: Approved the December 9, 2025, meeting minutes.

c. **Sale of City-Owned Real Property - 145 North Lassen Street**

Action: Adopted Resolution 01-2026 authorizing the sale of City-owned real property located at 145 North Lassen Street, Willows, California (APN 002-101-006-000), to Bonnie Pavlovich for a purchase price of \$231,500, subject to the terms and conditions of the amended Purchase and Sale Agreement.

d. **Volunteer Firefighter Assistance Grant**

Action: Adopted Resolution 02-2026 authorizing the City Manager, or her designee, to sign and accept \$8,350 of grant funding through CAL FIRE's Volunteer Firefighter Assistance (VFA) Grant.

e. **Planning Commission Appointment**

Action: Re-appointed Sherry Brott to the Willows Planning Commission for the term ending December 31, 2029.

f. **Wastewater Treatment Plant - Filter Crack Repair Structural Specifications and Plans**

Action: Authorized the City Manager, or her designee, to execute an amendment to the city's contract with VE Solutions in an amount not to exceed \$5,400 of sewer bond funds.

Motion to approve items #7a, 7b, 7c, 7d, 7e, 7f, with an amendment to item 7c that it will close within 30 days.

Moved/Seconded: Councilmember Pride/Councilmember Busby

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

No: None

Absent: None

8. PUBLIC HEARING

a. **2025 California Fire Code and Willows Municipal Code Chapter 15.15 Amendment**

Action: Adopted Ordinance 767-2026 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, REPEALING, REPLACING, AND/OR AMENDING CERTAIN SECTIONS OF CHAPTER 15.15 OF THE CITY OF WILLOWS MUNICIPAL CODE, TO ADOPT BY REFERENCE AND AMEND CERTAIN PORTIONS OF THE 2025 CALIFORNIA FIRE CODES AND APPROVE THE LOCAL FINDINGS AS SET FORTH IN THE CODES WITH THE REMAINING SECTIONS CURRENTLY IN PLACE TO REMAIN UNCHANGED," by title only and waived the full reading of the text.

Public Hearing Open 6:18PM, Closed 6:19PM

Roll Call

Moved/Seconded: Councilmember Hansen/Councilmember Busby

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

No: None

Absent: None

b. 2025 California Building Standards Code and Willows Municipal Code Title 15 - Buildings and Construction Amendment

Action: Adopted Ordinance 768-2026 entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING STANDARDS CODE AND ADOPTING LOCAL AMENDMENTS THERETO IN TITLE 15 OF THE WILLOWS MUNICIPAL CODE, INCLUDING REPEALING AND RE-ENACTING CHAPTERS 15.10, 15.11, 15.20, 15.30, 15.35, 15.70, 15.75, 15.80, 15.85, 15.90, 15.91 AND 15.95.2.," by title only and waive the full reading of the text.

Public Hearing Open 6:22PM, Closed 6:22PM

Roll Call

Moved/Seconded: Councilmember Pride/Vice Mayor Thomas

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

No: None

Absent: None

9. DISCUSSION AND ACTION CALENDAR

a. Library Board Appointment

Action: Appointed a new Library Board of Trustees member to fill the unscheduled vacancy as a result of Lisa Kennedy's resignation effective August 28, 2025, for the remainder of her term ending June 30, 2028.

Councilmember Busby recused himself from the discussion.

Public Comment

Public Comment #1: Dan Gupton, Library Board of Trustees

Motion to appoint Matt Busby to the Library Board of Trustees

Roll Call

Moved/Seconded: Mayor Hutson/Councilmember Hansen

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

No: None

Absent: None

Recused: Councilmember Busby

b. **Cannabis Tax Ordinance – November 2026 Ballot**

Action: Authorized the City Manager to execute a contract with HdL to prepare a Cannabis tax ordinance for the November 2026 ballot in an amount not to exceed \$24,000, with strong oversight by the Finance & Measure I Committee and an amendment to scope of services removing objective #1.

Motion to approve the HDL contract in an amount not to exceed \$24,000 with strong oversight by the Finance & Measure I Committee, and a review before payment to keep cost controlled with direction for staff to do the same.

Mayor Hutson made a friendly amendment to remove objective #1 of the scope of services.

Moved/Seconded: Vice Mayor Thomas/Councilmember Hansen

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

No: None

Absent: None

c. **Vietnam Veterans Memorial Wall**

Recommended Action: Approved \$5,000 financial sponsorship of the Vietnam Veterans Memorial “Wall That Heals”.

Public the City's Moved/Seconded: Mayor Hutson/Councilmember Hansen

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

No: None

Absent: None

10. COMMENTS & REPORTS

a. **Council Correspondence**

b. **City Council Comments & Reports**

Vice Mayor Thomas noted his absence in December and later expressed his appreciation to Planning Commissioner Sherry Brott for her service and her willingness to continue serving on the Planning Commission.

Councilmember Pride expressed concern about the City's contract process and suggested

reviewing the City's procedures for contract management, project oversight, and follow-up procedures.

Councilmember Hansen expressed appreciation to the Fire Department for upstaffing and for assisting with leaf pick-up during downtime. He reported that the Regional Transit Committee meeting was cancelled. He also reported on activities from the Transportation Commission meeting and noted the State Transportation Improvement Program (STIP), noting that the City's Green and Eureka Street Reconstruction Project is slated for fiscal years 2028–29. Additionally, he reported on the December 19, 2025, Joint Special meeting of the Glenn-Colusa Groundwater Authority and the Glenn Groundwater Authority, as well as the monthly regular Glenn Groundwater Authority meeting.

Mayor Hutson reported on the City Select meeting, noting that many of the appointments remain the same due to the City's new two-year terms. Hutson expressed a desire to discuss having each city appoint its own alternate so that each city is properly represented.

Mayor Hutson also commented on his participation in the mud and debris flow response.

Future Discussion Items:

- Library Board appointments requiring City residency
- Stipends for members serving on City boards, such as the Planning Commission and Library Board

The Mayor welcomed the new City Attorney and Finance Director.

c. City Manager's Report

City Manager Marti Brown reminded the Council and the public of the upcoming celebration on Friday, January 16, 2026, from 5:30 to 9:00 PM, commemorating the City's 140th Birthday. The event will include horse-drawn carriage rides, a string trio, champagne and cake cutting with remarks from the Mayor at 7:00 PM, a photo booth, appetizers catered by Red 88, and a cash bar. Event sponsors include Master's Food Gallery, WM, CalWater, Walmart, and Thunderhill Raceway.

11. ADJOURNMENT – 7:28 PM

Karleen Price, City Clerk