



Willows City Council Regular Meeting

January 13, 2026
Willows City Hall
5:30 PM

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

City Manager
Marti Brown

City Clerk
Karleen Price

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

Agenda

Watch the Council meeting online via Zoom: <https://us06web.zoom.us/j/83023662209>

Remote viewing of the City Council meeting for members of the public is provided for convenience only. In the event that the remote viewing connection malfunctions for any reason, the City Council reserves the right to conduct the meeting without remote viewing.

If you have documents you would like to submit to the Council, please deliver or mail them to the City Clerk at 201 N. Lassen St., Willows, CA 95988, or email cityclerk@cityofwillows.org.

1. **CALL TO ORDER - 5:30 PM**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CHANGES TO THE AGENDA**
5. **CLOSED SESSION**
 - a. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (§ 54957)**
Title: City Attorney
 - b. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code 54956.8)**
Property: 145 North Lassen Street, Willows, CA
Agency negotiator: Marti Brown, City Manager
Negotiating parties: Bonnie Pavlovich
Under negotiation: Price and Terms of Payment

6. **INTRODUCTIONS - 6:00 PM**

7. **PUBLIC COMMENT & CONSENT CALENDAR FORUM**

All items on the Consent Calendar are considered routine and may be approved with a single vote unless removed for separate discussion by the Council or City Manager. Individuals wishing to speak on Consent items or matters *not* on the agenda are asked to complete a Speaker Card and submit it to the City Clerk. All remarks shall be directed to the Mayor and Councilmembers and are limited to three minutes. By law, the Council cannot discuss or take action on items not listed on the posted agenda.

a. **Register Approval**

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

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

b. **Minutes Approval**

Recommended Action: Approve the December 9, 2025, meeting minutes.

Contact: Karleen Price, City Clerk, kprice@cityofwillows.org

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

Recommended Action: Adopt Resolution XX-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 Purchase and Sale Agreement.

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

d. **Volunteer Firefighter Assistance Grant**

Recommended Action: Adopt Resolution XX-2026 (Attachment 1), 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.

Contact: Nate Monck, Fire Chief: nmonck@cityofwillows.org

e. **Planning Commission Appointment**

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

Contact: Joe Bettencourt, Community Development & Services Director, jbettencourt@cityofwillows.org

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

Recommended Action: Authorize 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.

Contact: Joe Bettencourt, Community Development & Services Director, jbettencourt@cityofwillows.org

8. PUBLIC HEARING

All matters in this section of the agenda are formal public hearings and will be acted on individually. Individuals wishing to speak on these items are asked to complete a Speaker Card and submit it to the City Clerk. Comments should be directed to the Mayor and Councilmembers and are limited to three minutes. If you have any documentation that you would like distributed to the Council, please give it to the City Clerk for distribution.

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

Recommended Action: Adopt Ordinance XX-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 waive the full reading of the text.

Contact: Nate Monck, Fire Chief: nmonck@cityofwillows.org

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

Recommended Action: Adopt Ordinance XX-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.

Contact: Joe Bettencourt, Community Development & Services Director,
jbettencourt@cityofwillows.org

9. DISCUSSION & ACTION CALENDAR

All matters on the Discussion & Action calendar will be discussed and acted on individually. Individuals wishing to speak on these items are asked to complete a Speaker Card and submit it to the City Clerk. Comments should be directed to the Mayor and Councilmembers and are limited to three minutes. By law, the Council cannot discuss or take action on items not listed on the posted agenda.

a. Library Board Appointment

Recommended Action: Appoint 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.

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

b. Cannabis Tax Ordinance – November 2026 Ballot

Recommended Action: Authorize 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.

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

c. Vietnam Veterans Memorial Wall

Recommended Action: Discuss and consider approving financial sponsorship of the Vietnam Veterans Memorial Wall event in an amount to be determined.

Requested by: Mayor Hutson

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

10. COMMENTS & REPORTS

a. Council Correspondence

b. City Council Comments & Reports

c. City Manager's Report

11. ADJOURNMENT

This agenda was posted on January 9, 2026.

Karleen Price, City Clerk

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org. In compliance with the Americans with Disabilities Act, the

City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). The public should contact the City Clerk's office at (530) 934-7041 to make such a request.

Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider.



CLOSED SESSION



INTRODUCTION



PUBLIC COMMENT & CONSENT CALENDAR FORUM



City of Willows

Payment Register

APPKT00541 - CHECK RUN 1-2-26

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
	Void					0.00
Payment Type	Payment Number			Payment Date	Payment Amount	
**Void Check	56296			01/02/2026	0.00	
Vendor Number	Vendor Name					Total Vendor Amount
1008	A.T. & T.					64.74
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56293			01/02/2026	64.74	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
00001451451	BAN - 9391061610 - 11-19-25 TO 12-18-25 SERVICE	01/02/2026	01/02/2026	0.00	34.42	
000024541459	BAN - 9391061624 - 11-19-25 TO 12-18-25 SERVICE	01/02/2026	01/02/2026	0.00	30.32	
Vendor Number	Vendor Name					Total Vendor Amount
2496	ALLIANT INSURANCE SERVICE					96.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56294			01/02/2026	96.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3356837	BUSINESS AUTO - 25-26 AMEND COVERAGE	01/02/2026	01/02/2026	0.00	96.00	
Vendor Number	Vendor Name					Total Vendor Amount
1172	CALIFORNIA WATER SERVICE					3,610.34
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56295			01/02/2026	3,610.34	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1053836442-112425	SERVICE TO 11-24-25 - LLAD ZONE C	01/02/2026	01/02/2026	0.00	113.37	
8491677777-120825	SERVICE TO 12-8-25 - CW	01/02/2026	01/02/2026	0.00	3,496.97	
Vendor Number	Vendor Name					Total Vendor Amount
1252	CLEARWAY ENERGY LLC					6,918.04
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56297			01/02/2026	6,918.04	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
C10000240	NOVEMBER 2025 - SOLAR - SEWER	01/02/2026	01/02/2026	0.00	6,918.04	
Vendor Number	Vendor Name					Total Vendor Amount
1275	CORBIN WILLITS SYSTEMS					518.96
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56298			01/02/2026	518.96	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000C512151	JANUARY 2026 - MOM'S SOFTWARE - FIN	01/02/2026	01/02/2026	0.00	518.96	
Vendor Number	Vendor Name					Total Vendor Amount
2390	CULLIGAN QUENCH USA, INC					140.31
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56299			01/02/2026	140.31	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV10075627	JANUARY 2026 SERVICE - CW	01/02/2026	01/02/2026	0.00	140.31	

Payment Register
APPKT00541 - CHECK RUN 1-2-26

Vendor Number 2364	Vendor Name FP MAILING SOLUTIONS					Total Vendor Amount 210.50
Payment Type Check	Payment Number 56300				Payment Date 01/02/2026	Payment Amount 210.50
Payable Number R106899450	Description POSTAGE - INK CARTRIDGE & FED EX - CW	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 210.50	
Vendor Number 1467	Vendor Name GAYNOR TELESYSTEMS, INC.					Total Vendor Amount 486.85
Payment Type Check	Payment Number 56301				Payment Date 01/02/2026	Payment Amount 486.85
Payable Number SUB4245.1225	Description DECEMBER 2026 SERVICE - CW	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 486.85	
Vendor Number 2534	Vendor Name GEOCON CONSULTANTS, INC					Total Vendor Amount 17,761.25
Payment Type Check	Payment Number 56302				Payment Date 01/02/2026	Payment Amount 17,761.25
Payable Number 225110344	Description WWTP LINER - SEWER	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 14,186.25	
Payable Number 225120346	Description WWTP LINER - SEWER	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 3,575.00	
Vendor Number 1503	Vendor Name GLENN CO SHERIFFS DEPT					Total Vendor Amount 198,750.00
Payment Type Check	Payment Number 56303				Payment Date 01/02/2026	Payment Amount 198,750.00
Payable Number 3010	Description GCSO OCTOBER 2025 - POLICE/FIRE	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 198,750.00	
Vendor Number 1539	Vendor Name HINDERLITER DELLAMAS & AS					Total Vendor Amount 2,142.79
Payment Type Check	Payment Number 56304				Payment Date 01/02/2026	Payment Amount 2,142.79
Payable Number SIN057025	Description SALES TAX - OCTOBER - DECEMBER 2025	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 1,242.79	
Payable Number SIN057486	Description TRANSACTIONS/TOT TAX - OCTOBER - DECEMBER 2025	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 900.00	
Vendor Number 2381	Vendor Name JOANNE MOORE					Total Vendor Amount 1,425.00
Payment Type Check	Payment Number 56305				Payment Date 01/02/2026	Payment Amount 1,425.00
Payable Number 010226JM	Description PAYROLL REVIEW, EMAIL, FIN REPORTS REV & IN OFFICE	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 1,425.00	
Vendor Number 1672	Vendor Name LABOR LAW POSTER SERVICE					Total Vendor Amount 314.50
Payment Type Check	Payment Number 56306				Payment Date 01/02/2026	Payment Amount 314.50
Payable Number A13656323029	Description 2026 LABOR LAW POSTERS - CW	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 314.50	
Vendor Number 2539	Vendor Name MASTER MIX LIGHT & SOUND PRODUCTION					Total Vendor Amount 1,050.00
Payment Type Check	Payment Number 56307				Payment Date 01/02/2026	Payment Amount 1,050.00
Payable Number 010226MM	Description LIGHT & SOUND - CITIES BIRTHDAY CELEBRATION	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 1,050.00	

Payment Register
APPKT00541 - CHECK RUN 1-2-26

Vendor Number 1760	Vendor Name MATSON & ISOM TECHNOLOGY					Total Vendor Amount 232.00	
Payment Type Check	Payment Number 56308					Payment Date 01/02/2026	Payment Amount 232.00
Payable Number 100811	Description CRAFT CMS PRO LICENSE RNWL, CALENDAR & IMAGEOP	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 232.00		
Vendor Number 1829	Vendor Name NCCSIF					Total Vendor Amount 11,204.75	
Payment Type Check	Payment Number 56309					Payment Date 01/02/2026	Payment Amount 11,204.75
Payable Number 3089	Description QUARTERLY WORKERS COMP INS - FY2025-26 Q3 - CW	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 11,204.75		
Vendor Number 2538	Vendor Name PARAMOUNT FLOOR COVERING					Total Vendor Amount 5,200.00	
Payment Type Check	Payment Number 56310					Payment Date 01/02/2026	Payment Amount 5,200.00
Payable Number 5222	Description INSTALL CARPET TILE & WALL BASE - LIBRARY	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 5,200.00		
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92	
Payment Type Check	Payment Number 56311					Payment Date 01/02/2026	Payment Amount 576.92
Payable Number 010126PB	Description RECREATIONAL SERVICES 12-20-25 TO 1-2-26 - REC	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 576.92		
Vendor Number 2041	Vendor Name SACRAMENTO VALLEY MIRROR					Total Vendor Amount 345.00	
Payment Type Check	Payment Number 56312					Payment Date 01/02/2026	Payment Amount 345.00
Payable Number 4180	Description LEGAL AD - BID - SYCAMORE PARK BEAUTIFICATION PJT	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 345.00		
Vendor Number 2089	Vendor Name SMITH & NEWELL CERTIFIED					Total Vendor Amount 33,660.00	
Payment Type Check	Payment Number 56313					Payment Date 01/02/2026	Payment Amount 33,660.00
Payable Number 010226S&N	Description AUDIT & PREP OF ANNUAL FIN RTS END 6-30-25 - FIN	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 33,660.00		
Vendor Number 2132	Vendor Name SUN LIFE FINANCIAL					Total Vendor Amount 875.67	
Payment Type Check	Payment Number 56314					Payment Date 01/02/2026	Payment Amount 875.67
Payable Number 5487105-0001-122325	Description DECEMBER 2025 GAP INSURANCE - CW	Payable Date 12/31/2025	Due Date 12/31/2025	Discount Amount 0.00	Payable Amount 875.67		
Vendor Number 2520	Vendor Name THE TRAFFIC SIGN STORE					Total Vendor Amount 17,684.93	
Payment Type Check	Payment Number 56315					Payment Date 01/02/2026	Payment Amount 17,684.93
Payable Number T25083	Description STREET NAME - STREET SIGNS - STREETS	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 17,684.93		

Payment Register

APPKT00541 - CHECK RUN 1-2-26

Vendor Number 2535	Vendor Name TICE & BOLINGER ELECTRICAL						Total Vendor Amount 1,200.00	
Payment Type Check	Payment Number 56316						Payment Date 01/02/2026	Payment Amount 1,200.00
Payable Number 1002	Description FRONT LIGHTS & PHOTOSENSOR INSTALL - CC	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 1,200.00			

Vendor Number 2396	Vendor Name US BANK TFM-9705						Total Vendor Amount 83,224.21	
Payment Type Check	Payment Number 56317						Payment Date 01/02/2026	Payment Amount 83,224.21
Payable Number 3084249	Description TAXABLE PENSION OBLIGATION BOND SERIES 2021 - CW	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 83,224.21			

Vendor Number 2433	Vendor Name VESTIS						Total Vendor Amount 634.48	
Payment Type Check	Payment Number 56318						Payment Date 01/02/2026	Payment Amount 634.48
Payable Number 5067024208	Description UNIFORM SERVICE - PUBLIC WORKS	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 158.62			
5067029626	UNIFORM SERVICE - PUBLIC WORKS	01/02/2026	01/02/2026	0.00	158.62			
5067034124	UNIFORM SERVICE - PUBLIC WORKS	01/02/2026	01/02/2026	0.00	158.62			
5067039950	UNIFORM SERVICE - PUBLIC WORKS	01/02/2026	01/02/2026	0.00	158.62			

Vendor Number 2284	Vendor Name WILLDAN						Total Vendor Amount 24,912.13	
Payment Type Check	Payment Number 56319						Payment Date 01/02/2026	Payment Amount 24,912.13
Payable Number 00631455	Description MOBILITY, REC, & BEAUT PJT - SYCAMORE PARK - CCLGP	Payable Date 01/02/2026	Due Date 01/02/2026	Discount Amount 0.00	Payable Amount 24,912.13			

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Voided **Void Check	0	1	0.00	0.00
Gen Chk	Check	33	26	0.00	413,239.37
Packet Totals:		33	27	0.00	413,239.37

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-413,239.37
Packet Totals:		-413,239.37



City of Willows

Payment Register

APPKT00535 - CHECK RUN 2 12-19-25
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
2484	UMPQUA BANK COMMERCIAL CARD OPS					399.55
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	56289	12/19/2025	399.55			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
HARRIS113025-01	NOREGON SYSTEMS-SCANNER FOR DIAGNOSING FLEET	12/19/2025	12/19/2025	0.00	247.55	
HARRIS113025-02	ASE TEST FEES	12/19/2025	12/19/2025	0.00	152.00	

Vendor Number	Vendor Name					Total Vendor Amount
2248	VERIZON WIRELESS					630.19
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	56290	12/19/2025	630.19			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
6129511555	SERVICE 10-27-25 TO 11-26-25 & SERVICES ADDED - CW	12/19/2025	12/19/2025	0.00	630.19	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	3	2	0.00	1,029.74
Packet Totals:		3	2	0.00	1,029.74

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-1,029.74
Packet Totals:		-1,029.74



City of Willows

Payment Register

APPKT00527 - CHECK RUN 12-5-25

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount	
	Void		0.00
Payment Type	Payment Number	Payment Date	Payment Amount
**Void Check	56209	12/05/2025	0.00
**Void Check	56232	12/05/2025	0.00
**Void Check	56233	12/05/2025	0.00
**Void Check	56234	12/05/2025	0.00

Vendor Number	Vendor Name					Total Vendor Amount
1008	A.T.& T.					78.81
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56205			12/05/2025	78.81	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000024395078	BAN - 9391061606 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-33.56	
000024395083	BAN - 9391061615 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-81.49	
000024395084	BAN - 9391061616 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	294.83	
000024395085	BAN - 9391061617 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-10.01	
000024395086	BAN - 9391061620 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-79.05	
000024395087	BAN - 9391061621 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-8.76	
000024395088	BAN - 9391061623 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	-34.01	
000024395089	BAN - 9391061624 - 10-19-25 TO 11-18-25 SERVICE	12/03/2025	12/03/2025	0.00	30.86	

Vendor Number	Vendor Name					Total Vendor Amount
1014	ACCESS					105.47
Payment Type	Payment Number				Payment Date	Payment Amount
Check	56206				12/05/2025	105.47
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
11930836	DECEMBER 2025 SHREDDING SERVICE - CW	12/04/2025	12/04/2025	0.00	105.47	

Vendor Number	Vendor Name					Total Vendor Amount
1068	ANDY HEATH FINANCIAL SERV					3,135.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check	56207				12/05/2025	3,135.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
25-10	FINANCIAL CONSULTING 11-4-25 TO 12-1-25	12/03/2025	12/03/2025	0.00	3,135.00	

Vendor Number		Vendor Name				Total Vendor Amount	
1172		CALIFORNIA WATER SERVICE				4,120.07	
Payment Type		Payment Number		Payment Date		Payment Amount	
Check		56208		12/05/2025		4,120.07	
Payable Number		Description		Payable Date	Due Date	Discount Amount	Payable Amount
8491677777-111225		SERVICE TO 11-12-25		12/03/2025	12/03/2025	0.00	4,120.07

Vendor Number	Vendor Name					Total Vendor Amount
1252	CLEARWAY ENERGY LLC					11,435.24
Payment Type	Payment Number				Payment Date	Payment Amount
Check	56210				12/05/2025	11,435.24
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1720310	OCTOBER 2025 SOLAR - SEWER	12/03/2025	12/03/2025	0.00	11,435.24	

Payment Register

APPKT00527 - CHECK RUN 12-5-25

Vendor Number 1261	Vendor Name COMCAST CABLE					Total Vendor Amount 438.68	
Payment Type Check	Payment Number 56211					Payment Date 12/05/2025	Payment Amount 438.68
	Payable Number 8155600290115941-112420	Description SERVICE TO 12-28-25 - CIVIC CENTER	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 280.77	
	8155600290116196-111420	SERVICE TO 12-18-25 - FIRE	12/03/2025	12/03/2025	0.00	157.91	
Vendor Number 1275	Vendor Name CORBIN WILLITS SYSTEMS					Total Vendor Amount 518.96	
Payment Type Check	Payment Number 56212					Payment Date 12/05/2025	Payment Amount 518.96
	Payable Number 000C511151	Description DECEMBER 2025 - MOM'S SOFTWARE - FIN	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 518.96	
Vendor Number 2390	Vendor Name CULLIGAN QUENCH USA, INC					Total Vendor Amount 140.31	
Payment Type Check	Payment Number 56213					Payment Date 12/05/2025	Payment Amount 140.31
	Payable Number INV09932797	Description DECEMBER 2025 SERVICE - CW	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 140.31	
Vendor Number 1463	Vendor Name GANDY & STALEY OIL CO					Total Vendor Amount 2,447.79	
Payment Type Check	Payment Number 56214					Payment Date 12/05/2025	Payment Amount 2,447.79
	Payable Number 144631	Description 40' CONTAINER - LIBRARY ROOF PROJECT	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 144.79	
	232845	FUEL - PUBLIC WORKS & SEWER	12/04/2025	12/04/2025	0.00	1,219.30	
	232846	FUEL - PUBLIC WORKS & SEWER	12/04/2025	12/04/2025	0.00	519.21	
	232894	FUEL - PUBLIC WORKS & SEWER	12/04/2025	12/04/2025	0.00	564.49	
Vendor Number 2492	Vendor Name GCOE - ADULT EDUCATION DEPARTMENT					Total Vendor Amount 106,344.00	
Payment Type Check	Payment Number 56215					Payment Date 12/05/2025	Payment Amount 106,344.00
	Payable Number INV25-00876	Description FY 24-25 CA LITERACY GRANT - PASS THROUGH FUNDS	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 74,844.00	
	INV26-00396	FY 25-26 CA LITERACY GRANT - PASS THROUGH FUNDS	12/03/2025	12/03/2025	0.00	31,500.00	
Vendor Number 1503	Vendor Name GLENN CO SHERIFFS DEPT					Total Vendor Amount 198,750.00	
Payment Type Check	Payment Number 56216					Payment Date 12/05/2025	Payment Amount 198,750.00
	Payable Number 3009	Description GCSO SEPTEMBER 2025 - POLICE/FIRE	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 198,750.00	
Vendor Number 1564	Vendor Name ITF - INDUSTRIAL TRUCK & FARM					Total Vendor Amount 25.51	
Payment Type Check	Payment Number 56217					Payment Date 12/05/2025	Payment Amount 25.51
	Payable Number 654071	Description SETSCREW - STREET SIGNS - PUBLIC WORKS	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 25.51	
Vendor Number 2381	Vendor Name JOANNE MOORE					Total Vendor Amount 900.00	
Payment Type Check	Payment Number 56218					Payment Date 12/05/2025	Payment Amount 900.00
	Payable Number 120525JM	Description FISCAL SERVICES THROUGH 12-5-25	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 900.00	

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Vendor Number 1680	Vendor Name LANNIE'S SEPTIC TANK SERV						Total Vendor Amount 146.81
Payment Type Check	Payment Number 56219						Payment Date 12/05/2025
Payable Number 27411	Description PORTABLE TOILET RENTAL & SERVICE - SOCCER - REC	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 146.81		
Vendor Number 1760	Vendor Name MATSON & ISOM TECHNOLOGY						Total Vendor Amount 4,873.00
Payment Type Check	Payment Number 56220						Payment Date 12/05/2025
Payable Number 100739	Description NOVEMBER 2025 IT SERVICE - CW	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 4,873.00		
Vendor Number 1770	Vendor Name MENDES SUPPLY COMPANY						Total Vendor Amount 269.86
Payment Type Check	Payment Number 56221						Payment Date 12/05/2025
Payable Number R0823640000	Description JANITORIAL SUPPLIES - PUBLIC WORKS	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 218.60		
Payable Number R0823710000	Description JANITORIAL SUPPLIES - FIRE	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 51.26		
Vendor Number 1810	Vendor Name MES SERVICE COMPANY LLC						Total Vendor Amount 1,999.27
Payment Type Check	Payment Number 56222						Payment Date 12/05/2025
Payable Number OT2002322	Description 28 DRAGON FIRE MODEL 19 CF WRISTLET-RFC GRANT-FIF	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 1,999.27		
Vendor Number 1778	Vendor Name MIDAMERICA ADMIN & RETIRE						Total Vendor Amount 12,000.00
Payment Type Check	Payment Number 56223						Payment Date 12/05/2025
Payable Number FFA1763750296013	Description HEALTH REIMBURSEMENT 2026 HRA CONTRIBUTION	Payable Date 12/03/2025	Due Date 12/03/2025	Discount Amount 0.00	Payable Amount 12,000.00		
Vendor Number 1792	Vendor Name MJB WELDING SUPPLY, INC						Total Vendor Amount 49.20
Payment Type Check	Payment Number 56224						Payment Date 12/05/2025
Payable Number 0001550139	Description ACETYLENE CYL RENT - SHOP SUPPLIES - PW	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 49.20		
Vendor Number 2312	Vendor Name NAPA AUTO PARTS						Total Vendor Amount 528.50
Payment Type Check	Payment Number 56225						Payment Date 12/05/2025
Payable Number 717384	Description ALTERNATOR & BATTERY - LEAF TRUCK #11 - PW	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 435.39		
Payable Number 717522	Description GREASE - STOCK - PUBLIC WORKS	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 12.50		
Payable Number 717523	Description PARTS - ENGINE #2 - FIRE	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 17.57		
Payable Number 717836	Description OIL DRY & OIL MAT - SHOP - PUBLIC WORKS	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 63.04		
Vendor Number 1832	Vendor Name NEXGEN UTILITY MANAGEMENT						Total Vendor Amount 16,080.00
Payment Type Check	Payment Number 56226						Payment Date 12/05/2025
Payable Number 5066	Description LIFT STATION REHAB PROJECT	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 16,080.00		

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APPKT00527 - CHECK RUN 12-5-25

Vendor Number 2373	Vendor Name ODP BUSINESS SOLUTIONS					Total Vendor Amount 9.62	
Payment Type Check	Payment Number 56227			Payment Date 12/05/2025	Payment Amount 9.62		
Payable Number 443847886001-1	Description PAPER - CW	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 9.62		
Vendor Number 1864	Vendor Name O'REILLY AUTO PARTS					Total Vendor Amount 320.70	
Payment Type Check	Payment Number 56228			Payment Date 12/05/2025	Payment Amount 320.70		
Payable Number 4878-105949	Description MAINTANENCE - 2017 FORD F-250 SUPERDUTY - FIRE	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 283.32		
Payable Number 4878-106431	Description HEX BIT SET - PUBLIC WORKS	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 28.26		
Payable Number 4878-406462	Description A/C DIODE - LEAF TRUCK #11 - PUBLIC WORKS	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 9.12		
Vendor Number 2475	Vendor Name PAXTON FAMILY INSPECTION SERVICES					Total Vendor Amount 6,459.10	
Payment Type Check	Payment Number 56229			Payment Date 12/05/2025	Payment Amount 6,459.10		
Payable Number 25026	Description NOVEMBER 2025 BUILD, PLAN, INSP, CODE ENF &MI	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 6,459.10		
Vendor Number 1143	Vendor Name PEDRO BOBADILLA					Total Vendor Amount 576.92	
Payment Type Check	Payment Number 56230			Payment Date 12/05/2025	Payment Amount 576.92		
Payable Number 120525PB	Description RECREATIONAL SERVICES 11-22-25 TO 12-5-25 - REC	Payable Date 12/04/2025	Due Date 12/04/2025	Discount Amount 0.00	Payable Amount 576.92		
Vendor Number 1917	Vendor Name PG & E					Total Vendor Amount 11,603.49	
Payment Type Check	Payment Number 56231			Payment Date 12/05/2025	Payment Amount 11,603.49		
Payable Number 0939281537-011142025	Description SERVICE TO 11-14-25 - CW	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 11,603.49		
Vendor Number 1978	Vendor Name REGIONAL GOVERNMENT SERVI					Total Vendor Amount 82.86	
Payment Type Check	Payment Number 56235			Payment Date 12/05/2025	Payment Amount 82.86		
Payable Number 20379	Description PERSONNEL RULES REVIEW & EMAILS	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 82.86		
Vendor Number 2380	Vendor Name STATE WATER RESOURCES CONTROL BOARD					Total Vendor Amount 15,277.00	
Payment Type Check	Payment Number 56236			Payment Date 12/05/2025	Payment Amount 15,277.00		
Payable Number WD-0308872	Description ANNUAL PERMIT FEE 7-1-25 TO 6-30-26 - SEWER	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 3,945.00		
Payable Number WD-0308979	Description ANNUAL PERMIT FEE 7-1-25 TO 6-30-26 - SEWER	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 11,332.00		
Vendor Number 2334	Vendor Name STREAM IT NETWORKS LLC					Total Vendor Amount 85.00	
Payment Type Check	Payment Number 56237			Payment Date 12/05/2025	Payment Amount 85.00		
Payable Number 2025-12000051	Description DECEMBER 2025 INTERNET - PUBLIC WORKS	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 85.00		

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APPKT00527 - CHECK RUN 12-5-25

Vendor Number 2132	Vendor Name SUN LIFE FINANCIAL					Total Vendor Amount 875.67	
Payment Type Check	Payment Number 56238					Payment Date 12/05/2025	Payment Amount 875.67
Payable Number 5487105-0001-11252025	Description NOVEMBER 2025 GAP INSURANCE - CW	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 875.67		
Vendor Number 1798	Vendor Name UBEO WEST, LLC					Total Vendor Amount 348.77	
Payment Type Check	Payment Number 56239					Payment Date 12/05/2025	Payment Amount 348.77
Payable Number 569827918	Description PRINTER USAGE 11-20-25-12-20-25 & OVERAGES - CW	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 348.77		
Vendor Number 2433	Vendor Name VESTIS					Total Vendor Amount 317.24	
Payment Type Check	Payment Number 56240					Payment Date 12/05/2025	Payment Amount 317.24
Payable Number 5067013473	Description UNIFORM SERVICE - PUBLIC WORKS	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 158.62		
5067018867	UNIFORM SERVICE - PUBLIC WORKS	12/05/2025	12/05/2025	0.00	158.62		
Vendor Number 2260	Vendor Name WALMART COMMUNITY - CREDIT CARD					Total Vendor Amount 96.79	
Payment Type Check	Payment Number 56241					Payment Date 12/05/2025	Payment Amount 96.79
Payable Number 604234-111925	Description KEYBOARD - FIRE	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 96.79		
Vendor Number 2284	Vendor Name WILLDAN					Total Vendor Amount 2,283.00	
Payment Type Check	Payment Number 56242					Payment Date 12/05/2025	Payment Amount 2,283.00
Payable Number 00631293	Description PROJECT MANAGEMENT - DEC 2025 - SYCAMORE PARK	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 2,283.00		
Vendor Number 2295	Vendor Name WILLOWS ACE HARDWARE					Total Vendor Amount 184.91	
Payment Type Check	Payment Number 56243					Payment Date 12/05/2025	Payment Amount 184.91
Payable Number 130894	Description FT LED BULBS - MUSEUM	Payable Date 12/05/2025	Due Date 12/05/2025	Discount Amount 0.00	Payable Amount 41.30		
131306	FASTENERS - STREET SIGNS	12/05/2025	12/05/2025	0.00	3.26		
131317	HEX BIT SOCKET - SMALL TOOLS - PUBLIC WORKS	12/05/2025	12/05/2025	0.00	35.88		
131451	FASTENERS & COMBO LOCK - FIRE	12/05/2025	12/05/2025	0.00	-15.32		
131664	LIGHT BULBS - CIVIC CENTER	12/05/2025	12/05/2025	0.00	52.19		
131672	LED BULBS & KEYLESS SOCKET - CIVIC CENTER	12/05/2025	12/05/2025	0.00	22.38		
131708	LAMP HOLDER-SECURITY LIGHT - CIVIC CENTER	12/05/2025	12/05/2025	0.00	34.79		
131713	5H RND BOX -SECURITY LIGHT - CIVIC CENTER	12/05/2025	12/05/2025	0.00	10.43		

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Voided **Void Check	0	1	0.00	0.00
Gen Chk	Check	32	20	0.00	67,925.08
Gen Chk	Voided **Void Check	0	3	0.00	0.00
Gen Chk	Check	30	15	0.00	334,982.47
Packet Totals:		62	39	0.00	402,907.55

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-402,907.55
Packet Totals:		-402,907.55



City of Willows

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APPKT00529 - CHECK RUN 12-10-25
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount	
2183	TIMIOS TITLE, A CALIFORNIA	2,150.00	
Payment Type	Payment Number	Payment Date	Payment Amount
Check	56244	12/10/2025	2,150.00
Payable Number	Description	Payable Date	Due Date
121025TTC	PURCHASE OF 459 SOUTH BUTTE ST, WILLOWS - FIRE	12/10/2025	12/10/2025
		Discount Amount	Payable Amount
		0.00	2,150.00

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	1	1	0.00	2,150.00
Packet Totals:		1	1	0.00	2,150.00

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-2,150.00
Packet Totals:		-2,150.00



City of Willows

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APPKT00533 - CHECK RUN 12-19-25

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount	
	Void		0.00
Payment Type	Payment Number	Payment Date	Payment Amount
**Void Check	56252	12/19/2025	0.00
**Void Check	56253	12/19/2025	0.00
**Void Check	56254	12/19/2025	0.00
**Void Check	56283	12/19/2025	0.00
**Void Check	56284	12/19/2025	0.00
**Void Check	56285	12/19/2025	0.00

Vendor Number	Vendor Name					Total Vendor Amount
2493	CAL-LINE EQUIPMENT COMPANY					8.34
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56250			12/19/2025	8.34	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
04320341	PARTS - STUMP GRINDER - PW	12/19/2025	12/19/2025	0.00	271.66	
25100059	SERVICE CHARGE	12/19/2025	12/19/2025	0.00	0.12	
4320055	OVERPAYMENT ON INVOICE 4320055 - FIRE	12/19/2025	12/19/2025	0.00	-263.44	

Vendor Number	Vendor Name					Total Vendor Amount
1255	COASTLAND CIVIL ENGINEERI					179,834.82
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56251			12/19/2025	179,834.82	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
63136	SEWER REHAB 2025 CM	12/17/2025	12/17/2025	0.00	12,526.75	
63138	LIFT STATION REHAB CM	12/17/2025	12/17/2025	0.00	34,093.75	
63139	72-5495-TRAVEL PLAZA - CHEVRON DR25-05 & LM25-01	12/17/2025	12/17/2025	0.00	460.00	
63140	725133 - CITY HALL ADA DOOR UPGRADES	12/17/2025	12/17/2025	0.00	255.00	
63141	72-5487 245 S SONOMA ST - LM25-02 - LOT MERGER	12/17/2025	12/17/2025	0.00	765.00	
63142	725150 - LIFT STATION REHAB PROJECT	12/17/2025	12/17/2025	0.00	57.50	
63143	LIBRARY EMERGENCY PROJECT	12/17/2025	12/17/2025	0.00	1,461.25	
63144	725445 - CITY ENGINEERING FY 25-26	12/17/2025	12/17/2025	0.00	5,897.50	
63145	725024 - ENCROACHMENT PERMITS	12/17/2025	12/17/2025	0.00	3,028.75	
63163	SEWER RATES FY 25-26	12/17/2025	12/17/2025	0.00	896.25	
63164	725158 - SYCAMORE PARK CCLGP FUNDED PROJECT	12/17/2025	12/17/2025	0.00	6,511.25	
63197	72-4441 - 246 N HUMBOLDT- PERMIT #5442-EV CHRG ST	12/17/2025	12/17/2025	0.00	1,550.00	
63198	72-4441-1300 W WOOD-PERMIT #5477 TI DIAMOND MA	12/17/2025	12/17/2025	0.00	2,005.00	
63199	72-4441-125 W WILLOW-PERMIT #5457-METAL COMM V	12/17/2025	12/17/2025	0.00	5,547.06	
63286	LIFT STATION REHAB CM	12/17/2025	12/17/2025	0.00	11,122.50	
63433	SEWER REHAB 2025 CM	12/17/2025	12/17/2025	0.00	64,514.25	
63434	72-4441-505 N HUMBOLDT-PERMIT#5444-TI LITTLE CAES	12/17/2025	12/17/2025	0.00	1,426.25	
63435	72-4441-246 N HUMBOLDT-PERMIT #5442 - EV CHRG STI	12/17/2025	12/17/2025	0.00	1,257.00	
63436	SEWER RATES FY 25-26	12/17/2025	12/17/2025	0.00	110.00	
63437	72-4441-130 N BUTTE STE C&D-PERMIT#5468-TI CHIQUI	12/17/2025	12/17/2025	0.00	1,438.75	
63438	725158 SYCAMORE PARK CCLGP FUNDED PJT	12/17/2025	12/17/2025	0.00	2,632.50	
63439	72-5495 TRAVEL PLAZA-CHEVRON DR25-05 & LM25-01	12/17/2025	12/17/2025	0.00	2,315.00	
63440	CIVIC CENTER ADA UPGRADES CM	12/17/2025	12/17/2025	0.00	107.50	
63441	72-4441-201 N LASSEN-PERMIT #5388-PV SOLAR - CC	12/17/2025	12/17/2025	0.00	701.25	
63443	725445 - CITY ENGINEERING FY 25-26	12/18/2025	12/18/2025	0.00	6,372.50	
63444	725024 - ENCROACHMENT PERMITS	12/18/2025	12/18/2025	0.00	3,456.25	
63445	72-5487 245 S SONOMA - LM25-02 - LOT MERGER	12/18/2025	12/18/2025	0.00	691.70	
63446	725150 - LIFT STATION REHAB PROJECT	12/18/2025	12/18/2025	0.00	747.50	
63447	LIBRARY BEAM REPAIR	12/18/2025	12/18/2025	0.00	1,125.00	

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63448	725133 - CITY HALL ADA DOOR UPGRADES	12/18/2025	12/18/2025	0.00	63.75
63449	72-5456 - FY 25-26 PAVEMENT REHAB	12/18/2025	12/18/2025	0.00	645.00
63477	72-4441-1301 W WOOD - PERMIT #5492 - TI TACO BELL	12/18/2025	12/18/2025	0.00	2,928.66
63478	72-4441-101 HARVEST PERMIT #5497 - FIRE SUP SYSTEM	12/18/2025	12/18/2025	0.00	706.25
63479	72-4441-101 HARVEST PERMIT#5499 TI MASTERS GAL FC	12/18/2025	12/18/2025	0.00	2,418.15
Vendor Number	Vendor Name	Total Vendor Amount			
2532	CREST CONTRACT CARPETS, INC	3,399.13			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56255	12/19/2025	3,399.13		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
4796	LIBRARY CARPET REPLACEMENT - LIBRARY	12/18/2025	12/18/2025	0.00	3,399.13
Vendor Number	Vendor Name	Total Vendor Amount			
1388	EMPLOYERS INVESTIGATIVE S	399.49			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56256	12/19/2025	399.49		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5051211	EMPLOYEE BACKGROUND CHECK - FIRE	12/15/2025	12/15/2025	0.00	399.49
Vendor Number	Vendor Name	Total Vendor Amount			
1463	GANDY & STALEY OIL CO	713.60			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56257	12/19/2025	713.60		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
87140-113025	FUEL - FIRE	12/15/2025	12/15/2025	0.00	713.60
Vendor Number	Vendor Name	Total Vendor Amount			
1467	GAYNOR TELESYSTEMS, INC.	486.85			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56258	12/19/2025	486.85		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
SUB4245.1125	NOVEMBER 2025 SERVICES - CW	12/15/2025	12/15/2025	0.00	486.85
Vendor Number	Vendor Name	Total Vendor Amount			
2529	GLENN COUNTY ROAD DEPT	42.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56259	12/19/2025	42.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
PW26-000730	WIDE FORMAT COLOR COPIES - 12SQFT	12/18/2025	12/18/2025	0.00	42.00
Vendor Number	Vendor Name	Total Vendor Amount			
2468	HARRIS & ASSOCIATES	6,840.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56260	12/19/2025	6,840.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
70442	OCT-NOV 2025 - COST RECOVERY, PLAN, ZONING, RVW-F	12/16/2025	12/16/2025	0.00	6,840.00
Vendor Number	Vendor Name	Total Vendor Amount			
1566	INFRAMARK LLC	113,868.28			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56261	12/19/2025	113,868.28		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
159176	OCTOBER 2025 SERVICE - SEWER	12/16/2025	12/16/2025	0.00	56,934.14
164073	DECEMBER 2025 SERVICE - SEWER	12/16/2025	12/16/2025	0.00	56,934.14

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APPKT00533 - CHECK RUN 12-19-25

Vendor Number 1564	Vendor Name ITF - INDUSTRIAL TRUCK & FARM					Total Vendor Amount 119.36
Payment Type Check	Payment Number 56262					Payment Date 12/19/2025
Payable Number 654789	Description PARTS - JD SKIDSTEER #25 - PUBLIC WORKS	Payable Date 12/16/2025	Due Date 12/16/2025	Discount Amount 0.00	Payable Amount 119.36	
Vendor Number 2531	Vendor Name JEFFREY & DIANNA HAYNES					Total Vendor Amount 795.48
Payment Type Check	Payment Number 56263					Payment Date 12/19/2025
Payable Number 121925JDH	Description REFUND OF SEWER ASMT- 24-25 TAXES APN 001-051-001	Payable Date 12/18/2025	Due Date 12/18/2025	Discount Amount 0.00	Payable Amount 795.48	
Vendor Number 1606	Vendor Name JEREMY'S PEST STOMPERS					Total Vendor Amount 100.00
Payment Type Check	Payment Number 56264					Payment Date 12/19/2025
Payable Number 121259	Description DECEMBER 2025 SERVICE - FIRE	Payable Date 12/15/2025	Due Date 12/15/2025	Discount Amount 0.00	Payable Amount 45.00	
Payable Number 1252515	Description DECEMBER 2025 SERVICE - CIVIC CENTER	Payable Date 12/15/2025	Due Date 12/15/2025	Discount Amount 0.00	Payable Amount 55.00	
Vendor Number 2381	Vendor Name JOANNE MOORE					Total Vendor Amount 1,725.00
Payment Type Check	Payment Number 56265					Payment Date 12/19/2025
Payable Number 121925JM	Description FISCAL SERVICES TO 12-19-25	Payable Date 12/18/2025	Due Date 12/18/2025	Discount Amount 0.00	Payable Amount 1,725.00	
Vendor Number 2482	Vendor Name KARLEEN PRICE					Total Vendor Amount 30.92
Payment Type Check	Payment Number 56266					Payment Date 12/19/2025
Payable Number 121925KP	Description LIGHT REFRESHMENTS FOR RIBBON CUTTING 12-4-25-CV	Payable Date 12/16/2025	Due Date 12/16/2025	Discount Amount 0.00	Payable Amount 30.92	
Vendor Number 1665	Vendor Name KNIFE RIVER CONSTRUCTION					Total Vendor Amount 387.05
Payment Type Check	Payment Number 56267					Payment Date 12/19/2025
Payable Number 325817	Description WET PATCH - STREETS	Payable Date 12/16/2025	Due Date 12/16/2025	Discount Amount 0.00	Payable Amount 387.05	
Vendor Number 1763	Vendor Name MAXIMUM SECURITY SYSTEMS					Total Vendor Amount 60.00
Payment Type Check	Payment Number 56268					Payment Date 12/19/2025
Payable Number 00036202	Description QUARTERLY MONITORING SERVICE-JAN, FEB, MAR 2026-	Payable Date 12/18/2025	Due Date 12/18/2025	Discount Amount 0.00	Payable Amount 60.00	
Vendor Number 2508	Vendor Name MIDAMERICA ADMIN & RS					Total Vendor Amount 294.00
Payment Type Check	Payment Number 56269					Payment Date 12/19/2025
Payable Number 0331470	Description 3Q25 ADMIN/PLATFORM FEE - CW	Payable Date 12/15/2025	Due Date 12/15/2025	Discount Amount 0.00	Payable Amount 294.00	

Payment Register

APPKT00533 - CHECK RUN 12-19-25

Vendor Number	Vendor Name							Total Vendor Amount
2510	MODERN BUILDING INC							59,212.55
Payment Type	Payment Number							Payment Date Payment Amount
Check	56270							12/19/2025 59,212.55
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
WLB RP-2	LIBRARY ROOF PROJECT - PAYMENT #2 - CIVIC CENTER	12/15/2025	12/15/2025	0.00	22,191.05			
WLB RP-3	LIBRARY ROOF PROJECT - PAYMENT #3 - CIVIC CENTER	12/15/2025	12/15/2025	0.00	37,021.50			

Vendor Number	Vendor Name							Total Vendor Amount
2312	NAPA AUTO PARTS							286.92
Payment Type	Payment Number							Payment Date Payment Amount
Check	56271							12/19/2025 286.92
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
717391	HD WIPER - ENGINE #12 - FIRE	12/18/2025	12/18/2025	0.00	86.98			
718168	BRAKE CLEANER, CRAYON & SOAP - SHOP - PW	12/18/2025	12/18/2025	0.00	49.66			
718321	AIR & CABIN FILTER - 2024 FOR F450 #4 - PW	12/18/2025	12/18/2025	0.00	69.73			
718409	GREASE,GASKET, & OIL - LEAF TRUCK #11 - PW	12/18/2025	12/18/2025	0.00	80.55			

Vendor Number	Vendor Name							Total Vendor Amount
1864	O'REILLY AUTO PARTS							627.56
Payment Type	Payment Number							Payment Date Payment Amount
Check	56272							12/19/2025 627.56
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
4878-106470	COILS - 2018 FORD F-250 UTILITY #8 - FIRE	12/18/2025	12/18/2025	0.00	150.84			
4878-107030	COIL - 2018 FORD F-250 - UTILITY #8 - FIRE	12/18/2025	12/18/2025	0.00	50.60			
4878-107033	TIE ROD - 2005 FORD F350 SUPER DUTY #6 - PW	12/18/2025	12/18/2025	0.00	108.92			
4878-107217	TIE ROD - WARRANTY - PW	12/18/2025	12/18/2025	0.00	62.97			
4878-107302	TIE ROD - WARRANTY - PW	12/18/2025	12/18/2025	0.00	-62.97			
4878-107678	FILTERS, OIL, & WIPER BLADES-2024 FORD F450- #4 PW	12/18/2025	12/18/2025	0.00	304.75			
4878-107696	DEF - 2024 FORD F450 #4 - PW	12/18/2025	12/18/2025	0.00	12.45			

Vendor Number	Vendor Name							Total Vendor Amount
2528	PARASEC NATIONAL ENTITY FORMATION & CO							65.94
Payment Type	Payment Number							Payment Date Payment Amount
Check	56273							12/19/2025 65.94
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
245754301	TERMINATION AGREEMENT APN; 002-262-010-000	12/18/2025	12/18/2025	0.00	65.94			

Vendor Number	Vendor Name							Total Vendor Amount
1143	PEDRO BOBADILLA							576.92
Payment Type	Payment Number							Payment Date Payment Amount
Check	56274							12/19/2025 576.92
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
121925PB	RECREATIONAL SERVICES 12-6-25 TO 12-19-25 - REC	12/18/2025	12/18/2025	0.00	576.92			

Vendor Number	Vendor Name							Total Vendor Amount
1917	PG & E							54.19
Payment Type	Payment Number							Payment Date Payment Amount
Check	56275							12/19/2025 54.19
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
1773553795-7-12032025	SERVICE TO 12-3-25	12/18/2025	12/18/2025	0.00	54.19			

Vendor Number	Vendor Name							Total Vendor Amount
2332	PRENTICE LONG, PC							9,165.00
Payment Type	Payment Number							Payment Date Payment Amount
Check	56276							12/19/2025 9,165.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
8166	SERVICES RENDERED THROUGH 11-26-25	12/18/2025	12/18/2025	0.00	9,165.00			

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APPKT00533 - CHECK RUN 12-19-25

Vendor Number	Vendor Name						Total Vendor Amount
2041	SACRAMENTO VALLEY MIRROR						611.70
Payment Type	Payment Number						Payment Date Payment Amount
Check	56277						12/19/2025 611.70
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
4136	LEGAL AD-SIDEWALK REHAB ENGLISH & SPANISH	12/18/2025	12/18/2025	0.00	92.00		
4142	HELP WANTED - CITY FINANCE DIRECTOR	12/18/2025	12/18/2025	0.00	73.60		
4143	LEGAL AD - CDGB SIDEWALK REHAB GRANT	12/18/2025	12/18/2025	0.00	165.60		
4152	LEGAL AD - DR#25-05 & LM25-01-CHEVRON STATION	12/18/2025	12/18/2025	0.00	130.90		
4160	LEGAL ADS-UPDATE TITLE 18 & LIFT STATION CEREMONY	12/18/2025	12/18/2025	0.00	149.60		
Vendor Number	Vendor Name						Total Vendor Amount
2044	SAFETY TIRE SERVICE						1,816.54
Payment Type	Payment Number						Payment Date Payment Amount
Check	56278						12/19/2025 1,816.54
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
67272	TIRES - SWEEPER # 16 - PW	12/18/2025	12/18/2025	0.00	1,816.54		
Vendor Number	Vendor Name						Total Vendor Amount
2122	STEVE HALSEY ELECTRIC						200.00
Payment Type	Payment Number						Payment Date Payment Amount
Check	56279						12/19/2025 200.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
024391	ELECTRIC REPAIR - FIRE HOUSE - FIRE	12/18/2025	12/18/2025	0.00	200.00		
Vendor Number	Vendor Name						Total Vendor Amount
2148	TARA RUSTENHOVEN						29.32
Payment Type	Payment Number						Payment Date Payment Amount
Check	56280						12/19/2025 29.32
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
121925TR	REIMBURSEMENT-SUPPLIES-OFFICE CHRISTMAS PARTY-C	12/16/2025	12/16/2025	0.00	29.32		
Vendor Number	Vendor Name						Total Vendor Amount
2447	TOP NOTCH COMMERCIAL CLEANING						825.00
Payment Type	Payment Number						Payment Date Payment Amount
Check	56281						12/19/2025 825.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
12311	DECEMBER 2025 - JANITORIAL SERVICE - CIVIC CENTER	12/18/2025	12/18/2025	0.00	825.00		
Vendor Number	Vendor Name						Total Vendor Amount
2484	UMPQUA BANK COMMERCIAL CARD OPS						8,292.24
Payment Type	Payment Number						Payment Date Payment Amount
Check	56282						12/19/2025 8,292.24
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
BETTENCOURT113025-01	COUNTY OF GLENN - NOTICE OF EXEMPTION	12/19/2025	12/19/2025	0.00	51.75		
BETTENCOURT113025-02	WALMART - COOKIES FOR CDBG MEETING	12/19/2025	12/19/2025	0.00	21.59		
BETTENCOURT113025-03	US CARGO CONTROL - MOVING DOLLIES	12/19/2025	12/19/2025	0.00	430.61		
BETTENCOURT113025-04	COUNTY OF GLENN - COPIES OF NOTICE OF EXEMPTION	12/19/2025	12/19/2025	0.00	3.10		
BETTENCOURT113025-05	CITY OF WILLOWS - TYLER TEST RUN BUSINESS LIC	12/19/2025	12/19/2025	0.00	162.07		
BETTENCOURT113025-06	CITY OF WILLOWS - TYLER TEST RUN BUSINESS LIC	12/19/2025	12/19/2025	0.00	6.08		
BROWN113025-01	AURA.COM - MARTI'S TO BE REIMBURSED	12/19/2025	12/19/2025	0.00	12.99		
BROWN113025-02	PARMA 2026 ANNUAL CONFERENCE - CM	12/19/2025	12/19/2025	0.00	619.00		
BROWN113025-03	PRICELINE - MERRITT - PARMA CONF - CM	12/19/2025	12/19/2025	0.00	643.71		
BROWN113025-04	PARKING - PARMA CONF - CM	12/19/2025	12/19/2025	0.00	60.00		
LOMBARD113025-01	AMAZON - BAND AIDS, NARC SEALS, COFFEE FILTERS	12/19/2025	12/19/2025	0.00	55.38		
LOMBARD113025-02	AMAZON - RADIO KNOBS RETURNED	12/19/2025	12/19/2025	0.00	43.48		
LOMBARD113025-03	AMAZON - NAR BOX RETURNED - FIRE	12/19/2025	12/19/2025	0.00	-86.99		
LOMBARD113025-04	AMAZON - NAR BOX RETURNED - FIRE	12/19/2025	12/19/2025	0.00	-86.99		
LOMBARD113025-05	AMAZON - RADIO KNOB RETURNED - FIRE	12/19/2025	12/19/2025	0.00	-43.48		
LOMBARD113025-06	AMAZON - FIELD BOX & FOAM CUSHIONS - FIRE	12/19/2025	12/19/2025	0.00	79.03		
LOMBARD113025-07	TRACTOR SUPPLY - ENGINE NARC SAFE - FIRE	12/19/2025	12/19/2025	0.00	141.36		
LOMBARD113025-08	TRACTOR SUPPLY - ENGINE NARC SAFE - FIRE	12/19/2025	12/19/2025	0.00	141.36		

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APPKT00533 - CHECK RUN 12-19-25

LOMBARD113025-09	SUTTER BUTTES COMM - 12 MOTOROLA APX6000 - FIRE	12/19/2025	12/19/2025	0.00	124.13
MONCK113025-01	SP CUSTOM BRANDING - LIGHTER FOR FIRE AWARD	12/19/2025	12/19/2025	0.00	1,000.29
MOORE113025-01	LEAGUE OF CA CITIES - HUTSON - CONFERENCE	12/19/2025	12/19/2025	0.00	675.00
PRICE113025-01	REFUND - RIBBON CUTTING	12/19/2025	12/19/2025	0.00	-10.86
PRICE113025-02	AMAZON - RIBBON CUTTING SUPPLIES	12/19/2025	12/19/2025	0.00	135.11
PRICE113025-03	AMAZON - OFFICE SUPPLIES	12/19/2025	12/19/2025	0.00	57.08
PRICE113025-04	AMAZON - FURNITURE MOVERS - LIBRARY	12/19/2025	12/19/2025	0.00	68.50
PRICE113025-05	AMAZON - TRAVIS HARRIS SCREEN PROTECTOR	12/19/2025	12/19/2025	0.00	8.66
PRICE113025-06	NAMEBADGE.COM - NAME BADGES CITY COUNCIL	12/19/2025	12/19/2025	0.00	105.35
PRICE113025-07	AMAZON - OFFICE SUPPLIES	12/19/2025	12/19/2025	0.00	122.48
PRICE113025-08	REIMBURSEMENT - STARBUCKS - KARLEEN'S STARBUCKS	12/19/2025	12/19/2025	0.00	20.00
PRICE113025-09	WESTIN HOTEL - NEW LAW & ELECTIONS CONF	12/19/2025	12/19/2025	0.00	715.20
PRICE113025-10	DOLLAR TREE - OFFICE SUPPLIES	12/19/2025	12/19/2025	0.00	3.26
WATSON113025-01	DEMCO - PROCESSING & REPAIR SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	1,207.70
WATSON113025-03	AMAZON - CHARGING CABELS FOR IPADS	12/19/2025	12/19/2025	0.00	11.99
WATSON113025-04	AMAZON - SUPPLIES FOR STORYTIME - LIBRARY	12/19/2025	12/19/2025	0.00	37.98
WATSON113025-05	AMAZON - MATERIALS - PATRON REQUESTED - LIBRARY	12/19/2025	12/19/2025	0.00	84.24
WATSON113025-06	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	30.44
WATSON113025-07	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	16.55
WATSON113025-08	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	60.42
WATSON113025-09	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	8.69
WATSON113025-10	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	11.08
WATSON113025-11	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	15.17
WATSON113025-12	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	18.48
WATSON113025-13	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	5.72
WATSON113025-14	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	20.93
WATSON113025-15	AMAZON - BLOCK PARTY SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	157.68
WATSON113025-16	AMAZON - SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	20.56
WATSON113025-17	AMAZON - SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	12.01
WATSON113025-18	AMAZON - BOOKS - LIBRARY	12/19/2025	12/19/2025	0.00	318.52
WATSON113025-19	AMAZON - SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	96.82
WATSON113025-20	AMAZON - MOTION SENSING RECHARABLE LIGHTS-LIBRA	12/19/2025	12/19/2025	0.00	36.67
WATSON113025-21	AMAZON - ZIP BOOK -LIBRARY	12/19/2025	12/19/2025	0.00	9.68
WATSON113025-22	AMAZON - STORYTIME BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	16.30
WATSON113025-23	AMAZON-LARGE 2026 STAFF-EUBANKS WALL CALENDAR	12/19/2025	12/19/2025	0.00	30.39
WATSON113025-24	AMAZON - ZIP BOOK - LIBRARY	12/19/2025	12/19/2025	0.00	15.19
WATSON113025-25	BRODART - SHELVING - LIBRARY	12/19/2025	12/19/2025	0.00	295.57
WATSON113025-26	AMAZON - ZIP BOOKS - LIBRARY	12/19/2025	12/19/2025	0.00	44.93
WATSON113025-27	IREAD - SUMMER READING PROGRAM SUPPLIES-LIBRARY	12/19/2025	12/19/2025	0.00	312.02
WATSON113025-28	AMAZON - STORYTIME CRAFT SUPPLIES - LIBRARY	12/19/2025	12/19/2025	0.00	96.82
WATSON113025-29	AMAZON - ZIP BOOKS - LIBRARY	12/19/2025	12/19/2025	0.00	21.44

Vendor Number	Vendor Name					Total Vendor Amount
2295	WILLOWS ACE HARDWARE					495.59
Payment Type	Payment Number					Payment Date Payment Amount
Check	56286					12/19/2025 495.59
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
129362	WHEEL CUTTING & GRINDING & SODA POP - PW	12/18/2025	12/18/2025	0.00	21.44	
129363	RETURN CREDIT - SODA POP - PW	12/18/2025	12/18/2025	0.00	-1.20	
129365	RETURN - WHEEL CUTTING & GRINDING - PW	12/18/2025	12/18/2025	0.00	-20.19	
129875	BBQ PELLETS - FIRE	12/18/2025	12/18/2025	0.00	21.74	
130188	2030 PARK GAZEBO UPGRADE - ROTARY DONATION	12/18/2025	12/18/2025	0.00	213.29	
131356	PADLOCK - FIRE	12/18/2025	12/18/2025	0.00	30.44	
131743	BOLTS, BRACE, FASTENERS & SPRING-CABNETS-LIBRARY	12/18/2025	12/18/2025	0.00	86.39	
131745	U BOLT EXCHANGE - CABNETS - LIBRARY	12/18/2025	12/18/2025	0.00	2.83	
131753	STUDSENSOR & BATTERY - CABNETS - LIBRARY	12/18/2025	12/18/2025	0.00	39.13	
131765	WOOD SHIMS - CIVIC CENTER	12/18/2025	12/18/2025	0.00	2.60	
131841	SPRAYPAINT - RED - DOWNTOWN GARBAGE CAN -PW	12/18/2025	12/18/2025	0.00	8.69	
132007	LIGHTER FLUID - FIRE	12/18/2025	12/18/2025	0.00	7.81	
132018	FLOOR SCRUB - PARK BATHROOMS - PW	12/18/2025	12/18/2025	0.00	39.13	
132182	FASTENERS - STREET SIGNS - PW	12/18/2025	12/18/2025	0.00	36.98	

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APPKT00533 - CHECK RUN 12-19-25

132190	KEY -CITY POOL KEY - PW	12/18/2025	12/18/2025	0.00	6.51
Vendor Number	Vendor Name	Total Vendor Amount			
2282	WILLOWS HARDWARE, INC.	49.33			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56287	12/19/2025	49.33		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
373340	PADLOCKS - PUBLIC WORKS	12/18/2025	12/18/2025	0.00	36.95
373435	PARTS - LEAF BLOWER - PUBLIC WORKS	12/18/2025	12/18/2025	0.00	12.38
Vendor Number	Vendor Name	Total Vendor Amount			
2403	WULFF, HANSEN & CO	1,500.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56288	12/19/2025	1,500.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
121925WHC	FY25 ADTR FILLING AGENT SERVICES - FIN	12/18/2025	12/18/2025	0.00	1,500.00

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Voided **Void Check	0	1	0.00	0.00
Gen Chk	Check	87	20	0.00	30,297.93
Gen Chk	Voided **Void Check	0	5	0.00	0.00
Gen Chk	Check	70	13	0.00	362,615.19
Packet Totals:		157	39	0.00	392,913.12

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-392,913.12
Packet Totals:		-392,913.12



City of Willows

Payment Register

APPKT00540 - BIWEEKLY LIABILITIES - PAY DATE 1-2-25
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount			
1194	CALIFORNIA STATE DISBURSE	162.92			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56291	01/02/2026	162.92		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0001562	CHILD SUPPORT	01/02/2026	01/02/2026	0.00	162.92

Vendor Number	Vendor Name	Total Vendor Amount			
2223	UNITED PUBLIC EMPLOYEES A	218.07			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56292	01/02/2026	218.07		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0001578	UPEC DUES	01/02/2026	01/31/2026	0.00	218.07

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	2	2	0.00	380.99
Packet Totals:		2	2	0.00	380.99

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-380.99
Packet Totals:		-380.99



City of Willows

Payment Register

F00526 - BIWEEKLY PAY PERIOD 11-17-25 TO 11-30-25 PAY DATE
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name	Total Vendor Amount			
1194	CALIFORNIA STATE DISBURSE	162.92			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56203	12/05/2025	162.92		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0001523	CHILD SUPPORT	12/05/2025	12/05/2025	0.00	162.92

Vendor Number	Vendor Name	Total Vendor Amount			
2223	UNITED PUBLIC EMPLOYEES A	213.93			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56204	12/05/2025	213.93		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0001528	PUBLIC SAFETY DUES	12/05/2025	12/31/2025	0.00	213.93

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	2	2	0.00	376.85
Packet Totals:		2	2	0.00	376.85

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-376.85
Packet Totals:		-376.85



City of Willows

Payment Register

APPKT00532 - AP MONTHLY VENDORS DECEMBER 2025
01 - Vendor Set 01

Bank: Gen Chk - General Checking

Vendor Number	Vendor Name					Total Vendor Amount
1029	AFLAC- FLEX ONE					998.78
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56245			12/19/2025	998.78	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0001516	AFLAC DENTAL	12/05/2025	12/31/2025	0.00	140.89	
INV0001517	AFLAC CANCER	12/05/2025	12/31/2025	0.00	103.33	
INV0001518	AFLAC ACCIDENT	12/05/2025	12/05/2025	0.00	143.87	
INV0001519	AFLAC STD	12/05/2025	12/31/2025	0.00	48.62	
INV0001520	AFLAC EVENT/CRITICAL	12/05/2025	12/31/2025	0.00	21.66	
INV0001521	AFLAC HOSPITAL	12/05/2025	12/31/2025	0.00	26.82	
INV0001522	AFLAC VISION	12/05/2025	12/31/2025	0.00	14.20	
INV0001537	AFLAC DENTAL	12/19/2025	12/31/2025	0.00	140.89	
INV0001538	AFLAC CANCER	12/19/2025	12/31/2025	0.00	103.33	
INV0001539	AFLAC ACCIDENT	12/19/2025	12/19/2025	0.00	143.87	
INV0001540	AFLAC STD	12/19/2025	12/31/2025	0.00	48.62	
INV0001541	AFLAC EVENT/CRITICAL	12/19/2025	12/31/2025	0.00	21.66	
INV0001542	AFLAC HOSPITAL	12/19/2025	12/31/2025	0.00	26.82	
INV0001543	AFLAC VISION	12/19/2025	12/31/2025	0.00	14.20	

Vendor Number	Vendor Name					Total Vendor Amount
1194	CALIFORNIA STATE DISBURSE					162.92
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56246			12/19/2025	162.92	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0001544	CHILD SUPPORT	12/19/2025	12/19/2025	0.00	162.92	

Vendor Number	Vendor Name					Total Vendor Amount
1650	FIRE RISK MANAGEMENT SERVICES					22,100.08
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56247			12/19/2025	22,100.08	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
DECEMBER2025	ROBINETTE/MISTROI RETIREE HEALTH INSURANCE	12/17/2025	12/17/2025	0.00	316.00	
INV0001526	MEDICAL	12/05/2025	12/31/2025	0.00	6,283.47	
INV0001527	MEDICAL	12/05/2025	12/31/2025	0.00	4,608.62	
INV0001547	MEDICAL	12/19/2025	12/31/2025	0.00	6,283.42	
INV0001548	MEDICAL	12/19/2025	12/31/2025	0.00	4,608.57	

Vendor Number	Vendor Name					Total Vendor Amount
1551	HUMANA DENTAL/VISION					1,596.13
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	56248			12/19/2025	1,596.13	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0001524	DENTAL	12/05/2025	12/31/2025	0.00	330.19	
INV0001525	DENTAL	12/05/2025	12/31/2025	0.00	394.37	
INV0001529	VISION	12/05/2025	12/31/2025	0.00	43.90	
INV0001530	VISION	12/05/2025	12/31/2025	0.00	29.66	
INV0001545	DENTAL	12/19/2025	12/31/2025	0.00	330.16	
INV0001546	DENTAL	12/19/2025	12/31/2025	0.00	394.29	
INV0001550	VISION	12/19/2025	12/31/2025	0.00	43.90	
INV0001551	VISION	12/19/2025	12/31/2025	0.00	29.66	

Payment Register

APPKT00532 - AP MONTHLY VENDORS DECEMBER 2025

Vendor Number	Vendor Name	Total Vendor Amount			
2223	UNITED PUBLIC EMPLOYEES A	213.93			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check	56249	12/19/2025	213.93		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV0001549	PUBLIC SAFETY DUES	12/19/2025	12/31/2025	0.00	213.93

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
Gen Chk	Check	29	5	0.00	25,071.84
Packet Totals:		29	5	0.00	25,071.84

Cash Fund Summary

Fund	Name	Amount
999	CASH CLEARING	-25,071.84
Packet Totals:		-25,071.84



City of Willows

Payroll Check Register

Checks

Pay Period: 12/15/2025-12/28/2025

Packet: PYPKT00546 - PAY PERIOD 12-15-25 TO 12-28-25 PAY DATE 1-2-26

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
ARENDT, ANTHONY	ARE01	Regular	01/02/2026	4,909.23	41045
BURT, ROBERT	BUR02	Regular	01/02/2026	3,515.42	41046
HICKS, RYAN	HIC01	Regular	01/02/2026	4,909.23	41047
WILSON, KENZIE	WIL04	Regular	01/02/2026	4,909.23	41048



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/15/2025-12/28/2025

Packet: PYPKT00546 - PAY PERIOD 12-15-25 TO 12-28-25 PAY DATE 1-2-26

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BUSBY, MATTHEW	BUS01	01/02/2026	228.12	1880
HANSEN, GARY L	HAN02	01/02/2026	228.12	1881
PRIDE, LORRI A	PRI00	01/02/2026	228.12	1882
THOMAS, RICHARD	THO00	01/02/2026	228.12	1883
BROWN, MARTHA	BRO01	01/02/2026	3,993.18	1884
PRICE, KARLEEN	PRI01	01/02/2026	1,748.48	1885
HAZLETT, ROBIN	HAZ01	01/02/2026	1,621.96	1886
BROTT, SHERRY	BRO02	01/02/2026	45.62	1887
CORUM, RAYMOND	COR02	01/02/2026	45.62	1888
MCNEIL, MICHAEL JAMES	MCN00	01/02/2026	45.62	1889
NYGARD, ROBYN	NYG00	01/02/2026	45.62	1890
OCAMPO, CRISTINA	OCA00	01/02/2026	45.62	1891
RICHARDSON, TARYN	RIC00	01/02/2026	652.13	1892
RUSTENHOVEN, TARA L	RUS01	01/02/2026	1,768.65	1893
GAMBOA, YADIRA	GAM00	01/02/2026	352.71	1894
LUNA-SARINAS, CRISTINA	LUN00	01/02/2026	361.35	1895
MYERS, KEVIN M	MYE00	01/02/2026	440.25	1896
WATKINS, COLLEEN	WAT00	01/02/2026	65.71	1897
WATSON, CHRISTINE	WAT01	01/02/2026	2,716.05	1898
CONNELLY, WILLIAM	CON00	01/02/2026	640.32	1899
ENOS, KYLE	ENO00	01/02/2026	489.40	1900
FUENTES, JAIME	FUE01	01/02/2026	5,922.32	1901
HUTSON, EVAN C	HUT01	01/02/2026	644.93	1902
LOMBARD, TYLER JOSEPH	LOM00	01/02/2026	6,216.52	1903
RAKESTRAW, SHANE	RAK00	01/02/2026	5,452.53	1904
SANDOVAL, CONNER	SAN01	01/02/2026	2,418.66	1905
MINGS, MICHAEL E	MIN00	01/02/2026	1,308.98	1906
RANDOLPH, MATTHEW	RAN01	01/02/2026	1,397.29	1907
REED, JOSHUA	REE00	01/02/2026	1,367.74	1908
VASQUEZ, PEDRO CEASAR	VAS01	01/02/2026	2,212.72	1909
ZOLLER-HARRIS, TRAVIS	ZOL00	01/02/2026	2,209.47	1910
BETTENCOURT, JOSEPH	BET01	01/02/2026	3,694.29	1911
MONCK, NATHANIAL T	MON00	01/02/2026	10,861.38	1912
PFYL, NATISA N	PFY00	01/02/2026	1,955.19	1913



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/15/2025-12/28/2025

Packet: PYPKT00546 - PAY PERIOD 12-15-25 TO 12-28-25 PAY DATE 1-2-26

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
ARENDT, ANTHONY	ARE01	01/02/2026	41045	7,554.96	0.00	2,645.73	4,909.23
BETTENCOURT, JOSEPH	BET01	01/02/2026	1911	5,052.09	404.17	953.63	3,694.29
BROTT, SHERRY	BRO02	01/02/2026	1887	50.00	0.00	4.38	45.62
BROWN, MARTHA	BRO01	01/02/2026	1884	6,613.46	919.78	1,700.50	3,993.18
BURT, ROBERT	BUR02	01/02/2026	41046	4,317.12	0.00	801.70	3,515.42
BUSBY, MATTHEW	BUS01	01/02/2026	1880	250.00	0.00	21.88	228.12
CONNELLY, WILLIAM	CON00	01/02/2026	1899	720.00	0.00	79.68	640.32
CORUM, RAYMOND	COR02	01/02/2026	1888	50.00	0.00	4.38	45.62
ENOS, KYLE	ENO00	01/02/2026	1900	869.60	337.70	42.50	489.40
FUENTES, JAIME	FUE01	01/02/2026	1901	8,095.52	355.48	1,817.72	5,922.32
GAMBOA, YADIRA	GAM00	01/02/2026	1894	396.00	0.00	43.29	352.71
HANSEN, GARY L	HAN02	01/02/2026	1881	250.00	0.00	21.88	228.12
HAZLETT, ROBIN	HAZ01	01/02/2026	1886	2,037.60	242.98	172.66	1,621.96
HICKS, RYAN	HIC01	01/02/2026	41047	7,554.96	0.00	2,645.73	4,909.23
HUTSON, EVAN C	HUT01	01/02/2026	1902	724.48	0.00	79.55	644.93
LOMBARD, TYLER JOSEPH	LOM00	01/02/2026	1903	9,357.34	925.41	2,215.41	6,216.52
LUNA-SARINAS, CRISTINA	LUN00	01/02/2026	1895	396.00	0.00	34.65	361.35
MCNEIL, MICHAEL JAMES	MCN00	01/02/2026	1889	50.00	0.00	4.38	45.62
MINGS, MICHAEL E	MIN00	01/02/2026	1906	2,126.40	509.88	307.54	1,308.98
MONCK, NATHANIAL T	MON00	01/02/2026	1912	20,693.03	833.86	8,997.79	10,861.38
MYERS, KEVIN M	MYE00	01/02/2026	1896	486.00	0.00	45.75	440.25
NYGARD, ROBYN	NYG00	01/02/2026	1890	50.00	0.00	4.38	45.62
OCAMPO, CRISTINA	OCA00	01/02/2026	1891	50.00	0.00	4.38	45.62
PFYL, NATISA N	PFY00	01/02/2026	1913	3,331.35	720.93	655.23	1,955.19
PRICE, KARLEEN	PRI01	01/02/2026	1885	2,447.52	266.48	432.56	1,748.48
PRIDE, LORRI A	PRI00	01/02/2026	1882	250.00	0.00	21.88	228.12
RAKESTRAW, SHANE	RAK00	01/02/2026	1904	7,554.96	0.00	2,102.43	5,452.53
RANDOLPH, MATTHEW	RAN01	01/02/2026	1907	1,977.60	244.56	335.75	1,397.29
REED, JOSHUA	REE00	01/02/2026	1908	1,977.60	419.40	190.46	1,367.74
RICHARDSON, TARYN	RIC00	01/02/2026	1892	734.94	0.00	82.81	652.13
RUSTENHOVEN, TARA L	RUS01	01/02/2026	1893	2,446.90	294.17	384.08	1,768.65
SANDOVAL, CONNER	SAN01	01/02/2026	1905	3,237.84	0.00	819.18	2,418.66
THOMAS, RICHARD	THO00	01/02/2026	1883	250.00	0.00	21.88	228.12
VASQUEZ, PEDRO CEASAR	VAS01	01/02/2026	1909	3,155.80	409.86	533.22	2,212.72
WATKINS, COLLEEN	WAT00	01/02/2026	1897	72.00	0.00	6.29	65.71
WATSON, CHRISTINE	WAT01	01/02/2026	1898	4,107.20	318.31	1,072.84	2,716.05
WILSON, KENZIE	WIL04	01/02/2026	41048	7,554.96	0.00	2,645.73	4,909.23
ZOLLER-HARRIS, TRAVIS	ZOL00	01/02/2026	1910	2,945.60	267.09	469.04	2,209.47
Totals:				119,788.83	7,470.06	32,422.87	79,895.90



City of Willows

Payroll Check Register Report Summary

Pay Period: 12/15/2025-12/28/2025

Packet: PYPKT00546 - PAY PERIOD 12-15-25 TO 12-28-25 PAY DATE 1-2-26

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	4	18,243.11
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	34	61,652.79
Total	38	79,895.90



City of Willows

Payroll Check Register

Checks

Pay Period: 11/17/2025-11/30/2025

Packet: PYPKT00516 - PAY PERIOD 11-17-25 TO 11-30-25 PAY DATE 12-5-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 11/17/2025-11/30/2025

Packet: PYPKT00516 - PAY PERIOD 11-17-25 TO 11-30-25 PAY DATE 12-5-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
HANSEN, GARY L	HAN02	12/05/2025	228.12	1823
PRIDE, LORRI A	PRI00	12/05/2025	228.12	1824
THOMAS, RICHARD	THO00	12/05/2025	228.12	1825
BROWN, MARTHA	BRO01	12/05/2025	3,967.63	1826
PRICE, KARLEEN	PRI01	12/05/2025	1,744.73	1827
HAZLETT, ROBIN	HAZ01	12/05/2025	1,297.89	1828
BROTT, SHERRY	BRO02	12/05/2025	45.62	1829
CORUM, RAYMOND	COR02	12/05/2025	45.62	1830
MCNEIL, MICHAEL JAMES	MCN00	12/05/2025	45.62	1831
NYGARD, ROBYN	NYG00	12/05/2025	45.62	1832
OCAMPO, CRISTINA	OCA00	12/05/2025	45.62	1833
RICHARDSON, TARYN	RIC00	12/05/2025	828.18	1834
RUSTENHOVEN, TARA L	RUS01	12/05/2025	1,660.99	1835
GAMBOA, YADIRA	GAM00	12/05/2025	438.35	1836
LUNA-SARINAS, CRISTINA	LUN00	12/05/2025	459.90	1837
MYERS, KEVIN M	MYE00	12/05/2025	436.02	1838
WATKINS, COLLEEN	WAT00	12/05/2025	394.21	1839
WATSON, CHRISTINE	WAT01	12/05/2025	2,677.00	1840
CHAVEZ, AIDEN	CHA04	12/05/2025	263.48	1841
CONNELLY, WILLIAM	CON00	12/05/2025	919.78	1842
ENOS, KYLE	ENO00	12/05/2025	2,009.48	1843
FUENTES, JAIME	FUE01	12/05/2025	4,363.41	1844
HUTSON, EVAN C	HUT01	12/05/2025	228.12	1845
LOMBARD, TYLER JOSEPH	LOM00	12/05/2025	2,077.67	1846
MINGS, MICHAEL E	MIN00	12/05/2025	1,698.18	1847
RANDOLPH, MATTHEW	RAN01	12/05/2025	1,424.94	1848
REED, JOSHUA	REE00	12/05/2025	1,441.42	1849
VASQUEZ, PEDRO CEASAR	VAS01	12/05/2025	1,641.21	1850
ZOLLER-HARRIS, TRAVIS	ZOL00	12/05/2025	2,152.11	1851
BETTENCOURT, JOSEPH	BET01	12/05/2025	3,721.80	1852
MONCK, NATHANIAL T	MON00	12/05/2025	3,326.46	1853
PFYL, NATISA N	PFY00	12/05/2025	1,834.79	1854



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 11/17/2025-11/30/2025

Packet: PYPKT00516 - PAY PERIOD 11-17-25 TO 11-30-25 PAY DATE 12-5-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
BETTENCOURT, JOSEPH	BET01	12/05/2025	1852	5,152.89	449.46	981.63	3,721.80
BROTT, SHERRY	BRO02	12/05/2025	1829	50.00	0.00	4.38	45.62
BROWN, MARTHA	BRO01	12/05/2025	1826	6,613.46	916.21	1,729.62	3,967.63
CHAVEZ, AIDEN	CHA04	12/05/2025	1841	288.75	0.00	25.27	263.48
CONNELLY, WILLIAM	CON00	12/05/2025	1842	1,080.00	0.00	160.22	919.78
CORUM, RAYMOND	COR02	12/05/2025	1830	50.00	0.00	4.38	45.62
ENOS, KYLE	ENO00	12/05/2025	1843	2,889.70	544.89	335.33	2,009.48
FUENTES, JAIME	FUE01	12/05/2025	1844	5,761.66	413.04	985.21	4,363.41
GAMBOA, YADIRA	GAM00	12/05/2025	1836	504.00	0.00	65.65	438.35
HANSEN, GARY L	HAN02	12/05/2025	1823	250.00	0.00	21.88	228.12
HAZLETT, ROBIN	HAZ01	12/05/2025	1828	2,037.60	600.42	139.29	1,297.89
HUTSON, EVAN C	HUT01	12/05/2025	1845	250.00	0.00	21.88	228.12
LOMBARD, TYLER JOSEPH	LOM00	12/05/2025	1846	3,123.24	771.95	273.62	2,077.67
LUNA-SARINAS, CRISTINA	LUN00	12/05/2025	1837	504.00	0.00	44.10	459.90
MCNEIL, MICHAEL JAMES	MCN00	12/05/2025	1831	50.00	0.00	4.38	45.62
MINGS, MICHAEL E	MIN00	12/05/2025	1847	2,517.60	308.80	510.62	1,698.18
MONCK, NATHANIAL T	MON00	12/05/2025	1853	4,955.75	773.31	855.98	3,326.46
MYERS, KEVIN M	MYE00	12/05/2025	1838	486.00	0.00	49.98	436.02
NYGARD, ROBYN	NYG00	12/05/2025	1832	50.00	0.00	4.38	45.62
OCAMPO, CRISTINA	OCA00	12/05/2025	1833	50.00	0.00	4.38	45.62
PFYL, NATISA N	PFY00	12/05/2025	1854	3,331.35	872.81	623.75	1,834.79
PRICE, KARLEEN	PRI01	12/05/2025	1827	2,447.53	256.99	445.81	1,744.73
PRIDE, LORRI A	PRI00	12/05/2025	1824	250.00	0.00	21.88	228.12
RANDOLPH, MATTHEW	RAN01	12/05/2025	1848	1,977.60	199.31	353.35	1,424.94
REED, JOSHUA	REE00	12/05/2025	1849	2,050.26	409.36	199.48	1,441.42
RICHARDSON, TARYN	RIC00	12/05/2025	1834	963.00	0.00	134.82	828.18
RUSTENHOVEN, TARA L	RUS01	12/05/2025	1835	2,446.91	419.86	366.06	1,660.99
THOMAS, RICHARD	THO00	12/05/2025	1825	250.00	0.00	21.88	228.12
VASQUEZ, PEDRO CEASAR	VAS01	12/05/2025	1850	2,373.40	409.40	322.79	1,641.21
WATKINS, COLLEEN	WAT00	12/05/2025	1839	432.00	0.00	37.79	394.21
WATSON, CHRISTINE	WAT01	12/05/2025	1840	4,107.20	355.54	1,074.66	2,677.00
ZOLLER-HARRIS, TRAVIS	ZOL00	12/05/2025	1851	2,876.96	261.31	463.54	2,152.11
Totals:				60,170.86	7,962.66	10,287.99	41,920.21



City of Willows

Payroll Check Register Report Summary

Pay Period: 11/17/2025-11/30/2025

Packet: PYPKT00516 - PAY PERIOD 11-17-25 TO 11-30-25 PAY DATE 12-5-25

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	32	41,920.21
Total	32	41,920.21



City of Willows

Payroll Check Register

Checks

Pay Period: 12/1/2025-12/14/2025

Packet: PYPKT00522 - PAY PERIOD 12-1-25 TO 12-14-25 PAY DATE 12-19-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



City of Willows

Payroll Check Register

Direct Deposits

Pay Period: 12/1/2025-12/14/2025

Packet: PYPKT00522 - PAY PERIOD 12-1-25 TO 12-14-25 PAY DATE 12-19-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BROWN, MARTHA	BRO01	12/19/2025	3,915.72	1855
PRICE, KARLEEN	PRI01	12/19/2025	1,744.74	1856
HAZLETT, ROBIN	HAZ01	12/19/2025	1,261.39	1857
RICHARDSON, TARYN	RIC00	12/19/2025	1,191.74	1858
RUSTENHOVEN, TARA L	RUS01	12/19/2025	1,629.39	1859
GAMBOA, YADIRA	GAM00	12/19/2025	438.35	1860
LUNA-SARINAS, CRISTINA	LUN00	12/19/2025	459.90	1861
MYERS, KEVIN M	MYE00	12/19/2025	436.02	1862
WATKINS, COLLEEN	WAT00	12/19/2025	459.90	1863
WATSON, CHRISTINE	WAT01	12/19/2025	2,623.24	1864
CONNELLY, WILLIAM	CON00	12/19/2025	1,191.74	1865
ENOS, KYLE	ENO00	12/19/2025	729.00	1866
FUENTES, JAIME	FUE01	12/19/2025	3,584.45	1867
HUTSON, EVAN C	HUT01	12/19/2025	432.96	1868
LOMBARD, TYLER JOSEPH	LOM00	12/19/2025	1,895.81	1869
LOPEZ, MATTHEW	LOP03	12/19/2025	65.37	1870
RAKESTRAW, SHANE	RAK00	12/19/2025	422.46	1871
MINGS, MICHAEL E	MIN00	12/19/2025	2,095.06	1872
RANDOLPH, MATTHEW	RAN01	12/19/2025	2,062.65	1873
REED, JOSHUA	REE00	12/19/2025	1,405.80	1874
VASQUEZ, PEDRO CEASAR	VAS01	12/19/2025	1,611.35	1875
ZOLLER-HARRIS, TRAVIS	ZOL00	12/19/2025	2,049.35	1876
BETTENCOURT, JOSEPH	BET01	12/19/2025	3,593.06	1877
MONCK, NATHANIAL T	MON00	12/19/2025	3,585.31	1878
PFYL, NATISA N	PFY00	12/19/2025	1,755.56	1879



City of Willows

Payroll Check Register

Employee Pay Summary

Pay Period: 12/1/2025-12/14/2025

Packet: PYPKT00522 - PAY PERIOD 12-1-25 TO 12-14-25 PAY DATE 12-19-25

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Payment Date	Number	Earnings	Deductions	Taxes	Net
BETTENCOURT, JOSEPH	BET01	12/19/2025	1877	4,952.08	433.39	925.63	3,593.06
BROWN, MARTHA	BRO01	12/19/2025	1855	6,513.46	908.45	1,689.29	3,915.72
CONNELLY, WILLIAM	CON00	12/19/2025	1865	1,440.00	0.00	248.26	1,191.74
ENOS, KYLE	ENO00	12/19/2025	1866	1,159.20	332.37	97.83	729.00
FUENTES, JAIME	FUE01	12/19/2025	1867	4,549.37	365.71	599.21	3,584.45
GAMBOA, YADIRA	GAM00	12/19/2025	1860	504.00	0.00	65.65	438.35
HAZLETT, ROBIN	HAZ01	12/19/2025	1857	1,997.60	600.42	135.79	1,261.39
HUTSON, EVAN C	HUT01	12/19/2025	1868	474.48	0.00	41.52	432.96
LOMBARD, TYLER JOSEPH	LOM00	12/19/2025	1869	2,916.95	792.71	228.43	1,895.81
LOPEZ, MATTHEW	LOP03	12/19/2025	1870	71.64	0.00	6.27	65.37
LUNA-SARINAS, CRISTINA	LUN00	12/19/2025	1861	504.00	0.00	44.10	459.90
MINGS, MICHAEL E	MIN00	12/19/2025	1872	3,129.60	308.80	725.74	2,095.06
MONCK, NATHANIAL T	MON00	12/19/2025	1878	5,396.15	833.85	976.99	3,585.31
MYERS, KEVIN M	MYE00	12/19/2025	1862	486.00	0.00	49.98	436.02
PFYL, NATISA N	PFY00	12/19/2025	1879	3,191.35	864.81	570.98	1,755.56
PRICE, KARLEEN	PRI01	12/19/2025	1856	2,447.54	256.98	445.82	1,744.74
RAKESTRAW, SHANE	RAK00	12/19/2025	1871	462.96	0.00	40.50	422.46
RANDOLPH, MATTHEW	RAN01	12/19/2025	1873	2,906.40	199.31	644.44	2,062.65
REED, JOSHUA	REE00	12/19/2025	1874	2,010.26	409.36	195.10	1,405.80
RICHARDSON, TARYN	RIC00	12/19/2025	1858	1,440.00	0.00	248.26	1,191.74
RUSTENHOVEN, TARA L	RUS01	12/19/2025	1859	2,406.92	419.85	357.68	1,629.39
VASQUEZ, PEDRO CEASAR	VAS01	12/19/2025	1875	2,333.40	409.40	312.65	1,611.35
WATKINS, COLLEEN	WAT00	12/19/2025	1863	504.00	0.00	44.10	459.90
WATSON, CHRISTINE	WAT01	12/19/2025	1864	4,007.20	347.78	1,036.18	2,623.24
ZOLLER-HARRIS, TRAVIS	ZOL00	12/19/2025	1876	2,745.60	266.63	429.62	2,049.35
Totals:				58,550.16	7,749.82	10,160.02	40,640.32



City of Willows

Payroll Check Register Report Summary

Pay Period: 12/1/2025-12/14/2025

Packet: PYPKT00522 - PAY PERIOD 12-1-25 TO 12-14-25 PAY DATE 12-19-25

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	25	40,640.32
Total	25	40,640.32



Willows City Council Regular Meeting Action Minutes

December 9, 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, Councilmembers Hansen, Councilmember Pride

Councilmembers Absent: Vice Mayor Thomas, Councilmember Busby

4. CHANGES TO THE AGENDA

5. CEREMONIAL MATTERS

- a. **Lifesaver Award** – Presented by Fire Chief Monck to Firefighters Jaimie Fuentes, Matt Lopez, Marshall Giesbrecht, Kenzie Wilson, Matt Randolph, Shane Rakestraw, Robbie Burt, and Evan Dyck.

6. PUBLIC COMMENT & CONSENT CALENDAR FORUM

a. Register Approval

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

b. Minutes Approval

Action: Approved the November 25, 2025, meeting minutes.

c. Children's Librarian Position – Updated Job Classification & Salary Schedule

Action: Approved the updated job classification for the full-time Children's Librarian position, as well as the new salary schedule for the position.

d. Fire Captain – Updated Job Classification & Incentive Pay

Action: Adopted Resolution 40-2025 approving the implementation of Paramedic and Advanced Emergency Medical Technician (EMT) incentive pay for Fire Captains and approved the updated and revised Fire Captain Job Classification.

- e. **Firefighter/Engineer - Updated Job Classification & Incentive Pay**
Action: Adopted Resolution 41-2025 approving the implementation of Paramedic and Advanced Emergency Medical Technician (EMT) Incentive Pay for Firefighter/Engineers and approved the updated and revised Firefighter/Engineer job classification.
- f. **Part-Time Firefighter/Engineer - Updated Job Classification & Incentive Pay**
Action: Adopted Resolution 42-2025 approving the implementation of Paramedic and Advanced Emergency Medical Technician (EMT) Incentive Pay for Part-Time Firefighter/Engineers and approved the updated and revised Part-Time Firefighter/Engineer Job Classification.
- g. **Fire Chief – Updated Job Classification & Incentive Pay**
Action: Adopted Resolution 43-2025 approving the implementation of Paramedic and Advanced Emergency Medical Technician (EMT) Incentive Pay for the Fire Chief position and approved the updated and revised Fire Chief Job Classification.
- h. **2026 Staffing and Adequate Fire and Emergency Response (SAFER) Grant**
Action: Approved Resolution 44-2025 authorizing the City Manager, or her designee, to sign and execute all agreements with JMCM Consulting for an amount not to exceed \$6500 to prepare a Staffing and Adequate Fire and Emergency Response (SAFER) Grant application for submission to the State.
- i. **Supplemental Funding to Purchase Tink Claw Backhoe Attachment**
Action: Authorized the City Manager to use Storm Drain Development Impact Fees to supplement existing funding to purchase a 520 Tink Claw in an amount not to exceed \$8,000.
- j. **2025 California Fire Code and Willows Municipal Code Chapter 15.15 Amendment**
Action: Introduced by title only and waived the full the reading of the text of 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, and scheduled a public hearing for the second reading and adoption of the Ordinance for the January 13, 2026 City Council Meeting.
- k. **2025 California Building Standards Code and Willows Municipal Code Title 15 - Buildings and Construction Amendment**
Action: Introduced by title only and waived the full reading of the text of 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., and

scheduled a public hearing for the second reading and adoption of the Ordinance for the January 13, 2026, City Council meeting.

I. Annual Developmental Impact Fee Report – FY 2024-25

Action: Received the Annual Mitigation Fee Act Report (AB 1600) on Development Impact Fees for Fiscal Year Ending June 30, 2025 and approved Resolution 45-2025.

Item #6I was pulled for discussion.

Motion to approve items #6a, 6b, 6c, 6d, 6e, 6f, 6g, 6h, 6i, 6j, 6k as presented.

Moved/Seconded: Councilmember Pride/Councilmember Hansen

Yes: Mayor Hutson, Councilmember Hansen, Councilmember Pride

No: None

Absent: Vice Mayor Thomas, Councilmember Busby

Motion to approve Item #6I and resolution as presented.

Moved/Seconded: Councilmember Hansen/Councilmember Pride

Yes: Mayor Hutson, Councilmember Hansen, Councilmember Pride

No: None

Absent: Vice Mayor Thomas, Councilmember Busby

7. DISCUSSION AND ACTION CALENDAR

a. WM Franchise Agreement – Annual Consumer Price Index Rate Increase

Action: Approved the WM Consumer Price Index (CPI) increase of 2.95%.

Moved/Seconded: Councilmember Hansen/Councilmember Pride

Yes: Mayor Hutson, Councilmember Hansen, Councilmember Pride

No: None

Absent: Vice Mayor Thomas, Councilmember Busby

b. New Library Technology

Action: Authorized the City Manager, or her designee, to purchase new library technology using the Library Development Impact Mitigation Fees in an amount not to exceed \$12,000.

Moved/Seconded: Councilmember Pride/Councilmember Hansen

Yes: Mayor Hutson, Councilmember Hansen, Councilmember Pride

No: None

Absent: Vice Mayor Thomas, Councilmember Busby

c. **City of Willows 140th Anniversary of Incorporation Celebration**

Action: Approved expending a not-to-exceed amount of \$10,000 for the City of Willows' 140th Anniversary of Incorporation Celebration and authorize the City Manager to distribute historical commemorative mementos from the city vault as part of this event.

Contact: Marti Brown, City Manager: mbrown@cityofwillows.org

Moved/Seconded: Councilmember Hutson/Councilmember Hansen

Yes: Mayor Hutson, Councilmember Hansen, Councilmember Pride

No: None

Absent: Vice Mayor Thomas, Councilmember Busby

8. COMMENTS & REPORTS

a. **Council Correspondence**

Mayor Hutson received correspondence from 4-H for the February 26, 2026 Event and an invitation to judge the event.

Councilmember Pride also received the 4-H correspondence. Pride expressed thanks to the Walking in a Willows Wonderland Committee and commented on the event, parade, and tree lighting. Pride would like to see our City Website promote community events to engage tourism.

b. **City Council Comments & Reports**

Councilmember Hansen reported on activities of the Glenn Groundwater Authority meeting. Hansen announced the Museum's Grand Re-Opening and Ribbon Cutting Ceremony will be held Thursday, December 11 at 5:30 PM and will include live music.

Councilmember Hansen expressed appreciation to City staff for hard work and dedication, specifically recognizing the Fire Department and Public Works Department. He also expressed appreciation to the Walking in a Willows Wonderland Committee, including Jessica Tapia and Tara Rustenhoven, and commented on the success of the Craft Fair, Chili Cook-off and Parade.

Mayor Hutson commented on the strong attendance at the Willows Wonderland event, noting it reflected the community's desire to come together. He also praised Trunk or Treat as a successful event. Hutson reported attending the Title 18 Zoning public workshop, noting low attendance but stating the presentation and educational components were well done, and encouraged the public to attend similar events in the future. He also attended the Lift Station Ribbon Cutting Ceremony and commented on the facility's SCADA system and related safety mechanisms.

c. **City Manager's Report**

City Manager Marti Brown remarked on the strong attendance at the Grand Opening and Ribbon

Cutting Ceremony held December 4, 2025. She also noted that the Geocache Adventure was well received.

Brown announced the City has hired a new Finance Director, Joei Harrison, who will begin January 12, 2026. She also reported the Administrative Analyst position has been filled by Taryn Richardson, who will begin January 5, 2026.

Brown invited the public to join the City on Friday, January 16, 2026 (time to be determined) to celebrate the City's 140th Birthday, with more details to follow.

9. CLOSED SESSION – 7:07 PM

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

Title: City Librarian

Report Out: No reportable action.

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

Property: 459 S. Butte Street, Willows, CA

Agency negotiator: Marti Brown, City Manager

Negotiating parties: Dawley Clay K & Elizabeth JT

Under negotiation: Price and Terms of Payment

Report Out: Council has approved a purchase agreement for this property. The purchase price is \$215,000 with a 21 day or sooner escrow. The title and escrow fees will be split between the City and the seller. The property is being purchased As-Is.

10. ADJOURNMENT – 8:17 PM

Karleen Price, City Clerk



Date: January 13, 2026

To: Honorable Mayor and Councilmembers

From: Marti Brown, City Manager
Andrew Plett, City Attorney

Subject: Sale of City-Owned Real Property - 145 North Lassen Street

Recommendation:

Adopt Resolution No. XX-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 Purchase and Sale Agreement.

Rationale for Recommendation:

The proposed sale allows the City to divest itself of surplus real property, return the property to private ownership, and generate revenue for the City, consistent with City Council policy and applicable state law.

Background:

The City of Willows is the owner of real property commonly known as 145 North Lassen Street, Willows, California (APN 002-101-006-000). The City Council has previously determined that the property qualifies as exempt surplus land pursuant to Government Code section 54221(f)(1)(B).

The City has negotiated a Purchase and Sale Agreement with Bonnie Pavlovich for the sale of the property at a purchase price of \$231,500, to be paid in cash. The property will be sold on an "as-is" basis, with title conveyed by quitclaim deed.

Discussion & Analysis:

The proposed transaction has been reviewed by staff and complies with applicable state and local laws governing the disposition of municipal real property. The sale is consistent with the City's interest in managing its real estate assets responsibly and ensuring surplus properties are returned to productive private use. Adoption of the attached resolution will result in the following actions:

- Approve the sale of the property under the negotiated terms.
- Authorize the Mayor, or his designee, to execute the Purchase and Sale Agreement and all related escrow and conveyance documents.

- Authorize City staff to complete all actions necessary to finalize the transaction.

Consistency with Council Priorities and Goals:

The proposed sale supports Council goals related to sound fiscal management and efficient use of City assets.

Fiscal Impact:

Approval of the resolution will result in one-time revenue of \$231,500 to the City from the sale of the property. There are no anticipated ongoing fiscal impacts.

Attachments:

- Attachment 1: Resolution XX-2026
- Attachment 2: Purchase and Sale Agreement



**City of Willows
Resolution XX-2026**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE SALE OF
CITY-OWNED REAL PROPERTY LOCATED AT 145 NORTH LASSEN STREET, WILLOWS,
CALIFORNIA**

WHEREAS, the City of Willows ("City") is the owner of certain real property commonly known as 145 North Lassen Street, Willows, California, Assessor's Parcel Number 002-101-006-000 ("Property"); and

WHEREAS, the City and Purchaser have negotiated a Purchase and Sale Agreement providing for the sale of the Property for a purchase price of Two Hundred Thirty-One Thousand Five Hundred Dollars (\$231,500.00), on an all-cash, "as-is" basis, with title to be conveyed by quitclaim deed; and

WHEREAS, the City Council finds that the sale of the Property is in the best interest of the City and serves a valid public purpose by divesting the City of surplus real property and returning it to private ownership; and

WHEREAS, the City Council has previously determined and designated the real property located at 145 North Lassen Street, Willows, California (APN 002-101-006-0) as exempt surplus land pursuant to Government Code section 54221(f)(1)(B); and

WHEREAS, the proposed sale has been reviewed and is consistent with applicable state and local laws governing the disposition of municipal real property;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willows as follows:

1. Approval of Sale.

The City Council hereby approves the sale of the real property located at 145 North Lassen Street, Willows, California (APN 002-101-006-000) to Bonnie Pavlovich in accordance with the terms and conditions set forth in the Purchase and Sale Agreement dated January 13, 2026.

2. Authorization to Execute Documents.

The Mayor is hereby authorized and directed to execute the Purchase and Sale Agreement and all related escrow documents, deeds, certificates, and instruments necessary to complete the sale of the Property.

3. Authority of City Clerk/Staff.

The City Clerk and other appropriate City staff are authorized to take all actions necessary to carry out the intent of this Resolution, including coordination with escrow and recordation of documents.

4. Effective Date.

This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 13th day of January, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk

PURCHASE AND SALE AGREEMENT**TABLE OF CONTENTS**

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PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (this "Agreement") is entered into as of January 13, 2026 by and between CITY OF WILLOWS, a political subdivision of the State of California ("Seller") and Bonnie Pavlovich ("Purchaser").

Recitals

A. Seller owns the improved real property commonly known as 145 North Lassen Street, Willows, California (the "Property") and more particularly described as set forth in **Exhibit A** attached hereto.

B. Purchaser is the current tenant of the Property pursuant to a lease with Seller dated April 1, 2012.

C. The parties wish to provide terms and conditions for Purchaser's purchase of the Property from Seller.

NOW THEREFORE, the parties agree as follows:

Section 1. Purchase and Sale

Seller shall sell the Property to Purchaser and Purchaser shall purchase the Property from Seller on the terms and conditions stated in this Agreement.

Section 2. Purchase Price

The purchase price for the Property shall be \$231,500.00 ("Purchase Price"). The Purchase Price shall be paid by Purchaser as set forth below:

(a) Deposit. Within five (5) business days after the execution of this Agreement, Purchaser shall pay to Seller the sum of \$6,945.00 ("Deposit") by cash or cashier's check. Seller will place the deposit in an interest-bearing account pending the transfer of recorded title to Purchaser. All interest earned on the Deposit shall be for Purchaser's account and the Deposit shall be applied against the Purchase Price.

(b) Proof of Funds. Within five (5) business days after the execution of this Agreement, Purchaser shall demonstrate to Seller that Purchaser currently possesses adequate liquid funds to satisfy the full purchase price of the Property.

(c) Liquidated Damages. THE PARTIES AGREE THAT THE DEPOSIT AMOUNT PLUS ALL ACCRUED INTEREST, IF ANY, IS A REASONABLE SUM FOR LIQUIDATED DAMAGES SHOULD THIS TRANSACTION FAIL TO CLOSE DUE TO A MATERIAL BREACH OF THIS AGREEMENT BY PURCHASER, IN THAT, WHEN CONSIDERING ALL THE CIRCUMSTANCES EXISTING ON THE DATE OF THIS AGREEMENT, IT WOULD BE IMPRACTICABLE OR EXTREMELY DIFFICULT TO FIX THE ACTUAL DAMAGES. BY PLACING THEIR INITIALS AT THE PLACES PROVIDED, EACH PARTY AGREES THAT THE FOREGOING CONSTITUTES LIQUIDATED DAMAGES AND NOT A FORFEITURE OR PENALTY.

Seller Initials

Purchaser Initials

(d) Balance of Purchase Price. Purchaser shall pay to Seller sufficient funds to cover the balance of the Purchase Price prior to the transfer of recorded title to Purchaser. The balance of the Purchase Price shall be paid by cash or cashier's check.

Section 3. Closing Costs and Prorations

Seller shall pay any transfer taxes on recordation of the deed. Purchaser shall pay all recording fees and the premium for the title insurance policy referred to in Section 5 hereof, should Purchaser desire title insurance. Prorations of real property taxes and assessments, rents, interest, and other expenses of the Property shall be prorated as of the date of recordation of the deed. Security deposits and any advance rentals shall be credited to Purchaser.

Change in ownership of the Property may cause the tax collector to assess a supplemental tax bill under California Revenue and Tax Code § 75.51 or California Government Code § 27321.

Section 4. Financing

Purchaser's obligations under this Agreement are based on an all-cash purchase. Purchaser waives any contingency to acquire financing.

Section 5. Title "As Is"

Seller shall convey title to the Property via quitclaim deed, thus transferring all Seller's interest to Purchaser with no warranties or covenants other than those included as part of this agreement.

(a) Evidence of Title. Title in the form of a California Land Title Association or American Land Title Association policy of title insurance should be issued by a title company and paid by Purchaser, if Purchaser desires to insure title.

(b) Bonds and Assessment. In the event there is a bond or assessment which has an outstanding principal balance and is a lien upon the Property, such principal shall be assumed by Purchaser. Such assumption shall not be credited against the Purchase Price.

(c) Vested Title. The manner of taking title may have significant legal and tax consequences. Purchaser should obtain advice from its legal or tax counsel regarding this matter.

Section 6. Review of Property, Test, and Surveys

Purchaser is fully aware of the condition of the Property and the improvements situated thereon. Accordingly, Purchaser waives any right to inspect the Property and conduct tests thereon.

Section 7. Disclaimers

The Property and the fixtures and personal property contained therein, if any, are not new, and have been subject to normal wear and tear. Purchaser understands that Seller makes no express or implied warranty with respect to the condition of any of the Property, fixtures or personal property. Seller makes no oral or written representation regarding the age of improvements, the size and square footage of the parcel or building, or the location of property lines. Apparent boundary line indicators such as driveways, fences, hedges, walls, or other barriers may not represent the true boundary lines. Only a surveyor can determine the actual boundary lines. If any of these issues are important to Purchaser's decision to purchase, then Purchaser should investigate the Property independently. Purchaser acknowledges that it has not relied upon any representations by Seller with respect to the condition of the Property, the status of permits, zoning, or code compliance. Purchaser is to satisfy itself concerning these issues.

Section 8. Changes During Transaction

During the pendency of this transaction, Seller agrees that no changes in the existing leases shall be made, nor new leases or rental agreements entered into, nor shall any substantial alterations or repairs be made or undertaken to the Property without the written consent of the Purchaser.

Section 9. Destruction of Improvements

If the improvements of the Property are destroyed, materially damaged, or found to be materially defective as a result of such damage prior to transfer of recorded title, Purchaser may terminate the transaction by written notice delivered to Seller, and all unused Deposits shall be returned to Purchaser. In the event Purchaser does not elect to terminate this Agreement, Purchaser shall be entitled to receive, in addition to the Property, and insurance proceeds payable on account of the damage or destruction.

Section 10. Withholding

Seller is neither a “foreign person” under FIRPTA nor a non-resident under California Revenue and Taxation Code, section 18662.

Section 11. Commissions

Each party represents and warrants to the other party that no broker or finder or other real estate agent is entitled to any commission, finder’s fee or other compensation resulting from any action on its part. Purchaser and Seller each agree to indemnify the other and defend and hold harmless the other party from and against any loss, cost, or expense, including attorney’s fees, incurred by such party, and against any claims, causes of action or the like brought by any broker, finder or similar agent for a commission or fee on account of this Agreement.

Section 12. Effective Headings

The subject headings of the paragraphs and subparagraphs of this Agreement are included for convenience only and shall not affect the construction or interpretation of any of its provisions.

Section 13. Entire Agreement

This Agreement constitutes the entire agreement between the parties pertaining to the subject matter contained in it and supersedes all prior and contemporaneous agreements, representations and understandings of the parties. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by all the parties.

Section 14. Counterparts

This Agreement may be executed simultaneously in one (1) or more counterparts, each of which shall be deemed an original, but all of which shall constitute one (1) and the same instrument.

Section 15. Binding on Successors and Assigns

This Agreement shall be binding on, and shall inure to the benefit of, the parties to it and their respective legal representatives, successors, and assigns.

Section 16. Attorney's Fees

If any legal action, arbitration or other proceeding is brought involving a dispute between the parties or arising out of the execution of this Agreement or sale of the Property, the prevailing party shall be entitled to recover its costs and reasonable attorney's fees incurred in such action or proceeding, in addition to any other relief to which such party may be entitled.

Section 17. Agreement to Perform Necessary Acts

Each party agrees to perform any further acts and execute and deliver any documents that may be reasonably necessary to carry out the provisions in this Agreement.

Section 18. Notices

All notices, requests, demands, and other communications under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if served personally on the person to whom notice is to be given or, on the second (2nd) day after mailing if mailed to the party to whom notice is to be given, by First Class Mail, registered or certified, return receipt requested, postage prepaid and properly addressed as follows:

To Seller at: City of Willows
201 N. Lassen Street
Willows, CA 95988

To Purchaser at: Bonnie Pavlovich
145 N. Lassen Street
Willows, CA 95988

Any party may change its address for purposes of this paragraph by giving the other party written notice of the new address to the other party at the address contained herein.

Section 19. Governing Law

This Agreement has been negotiated and entered into in the State of California and shall be governed by, construed and enforced in accordance with the laws of the State of California and according to its fair meaning, and not in favor of or against any party.

Section 20. Severability

If any provision of this Agreement is held invalid or unenforceable by any court of final jurisdiction, it is the intent of the parties that all the other provisions of this Agreement be construed to remain fully valid, enforceable and binding on the parties.

Section 21. Survival of Representations and Warranties

All covenants, representations, warranties, and other agreements under this Agreement shall survive the transfer of title.

Section 22. Time is of the Essence

Time is of the essence and performance of this Agreement in respect to all provisions of this Agreement that specify a time for performance, and failure to comply with this provision shall be a material breach of this Agreement.

Section 23. Saturdays, Sundays, and Holidays

If any date by which an election or a notice must be given falls on a Saturday, Sunday or holiday, then the date by which an election or notice must be given is extended to 5:00 p.m. on the next business day following such Saturday, Sunday or holiday.

Section 24. Waiver

No breach of any provision of this Agreement can be waived unless in writing. Waiver of any one breach of a provision hereof shall not be deemed to be a waiver of any other breach of the same or any other provision, including the time for performance of any such provision. The exercise by a party of any remedy provided in this Agreement or at law shall not prevent the exercise by that party of any other remedy provided in this Agreement or at law.

Section 25. Arbitration of Disputes

Any dispute or claim in law or equity between Purchaser and Seller arising out of this Agreement shall be decided by neutral, binding arbitration and not by Court action, except as provided by California law for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of the American Arbitration Association ("AAA") commercial rules. The arbitration shall be conducted in accordance with Part III, Title 9 of the California Code of Civ. Procedure. Judgment upon the award rendered by the arbitrator may be entered in any Court having jurisdiction thereof. The parties shall have the right to discovery in accordance with Code Civ. Proc., § 1283.05.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

SELLER: *City of Willows*

PURCHASER: *Bonnie Pavlovich*

Signature: _____

Signature: _____

Title: *Mayor*

Exhibit A

Description of 145 North Lassen Street (APN 002-101-006) .15 Acres/6,534 Sq. Ft.

Legal Description: Commencing at a point on the Eastern line of Block 2 of Zumwalt's Extension to the Town of Willows, as said block is shown and designated on the official map of said Town of Willows and its extension, filed April 10, 1888 in the office of the County Recorder of the County of Colusa, State of California, distant thereon 56.39 feet North of the Southeast corner of said Block and running thence Northerly along the Eastern line of said Block, 45 feet to a point; thence West at a right angle 150 feet to a point; thence South at a right angle 45 feet to a point; thence East at a right angle 150 feet to the Eastern line of said block and the place of commencement.

APN:002-101-006-0



Date: January 13, 2026

To: Honorable Mayor and Councilmembers

From: Nathan Monck, Fire Chief
Marti Brown, City Manager

Subject: Volunteer Firefighter Assistance Grant

Recommendation:

Adopt Resolution XX-2026 (Attachment 1), 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.

Rationale for Recommendation:

The City of Willows Fire Department needs to replace some of its wildland firefighting and communications equipment.

Background:

The VFA Grant is a federally funded grant program that allows California to provide rural fire departments with firefighter training, communications, and safety equipment for their volunteer firefighters. The VFA grant requires a 50/50 match with the local jurisdiction. Awards are set for a minimum of \$500 and a maximum of \$20,000. The City of Willows is the type of community that the VFA grant was designed for. Applicants must serve a population of less than 10,000 people and be in a rural setting. Grant awards are determined at the local CAL FIRE Unit level. As part of the grant acceptance process, CAL FIRE requires a resolution accepting the funds after the award date.

Discussion & Analysis:

If accepted, grant funds will be used to purchase wildland back pumps, drip torches, hose clamps, and 10 emergency dispatch pagers. Reliable personal protective equipment is an integral part of the City of Willows Fire Department's core mission: To protect life, property, and environment. The VFA grant provides the City of Willows the opportunity to purchase the required equipment at a 50% discount. This is a reimbursable grant, and \$16,700 of expenditures must be made on grant related activities to receive the \$8350 reimbursement.

Consistency with Council Priorities and Goals:

The staff recommendation is consistent with Council Priority #1: Financial Stability, Priority #3: Public Safety, and Priority #6: Quality of Life.

Fiscal Impact:

If the VFA grant is awarded, and council approves Resolution 2026-XX, the fiscal impact to the City of Willows will be \$8,350. Staff anticipated award of this grant, and the required matching funds were already built into the approved 2025-2026 budget.

Attachments:

- Attachment 1: City of Willows resolution
- Attachment 2: CalFire required resolution



**City of Willows
Resolution XX-2026**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT #7GF25712 FOR SERVICES FROM THE DATE OF LAST SIGNATORY ON PAGE 1 OF THE AGREEMENT TO SEPTEMBER 30th, 2026 UNDER THE VOLUNTEER FIRE ASSISTANCE PROGRAM OF THE COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willows as follows:

1. That said Council does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2025-26 up to and no more than the amount of \$8,350.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Mayor, Vice Mayor and Fire Chief of said Council be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the City of Willows.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 13th day of January 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk

**BEFORE THE CITY COUNCIL OF THE
CITY OF WILLOWS
COUNTY OF GLENN, STATE OF CALIFORNIA**

IN THE MATTER OF:

Resolution Number: XX-2026

Approving the Department of Forestry and Fire Protection Agreement #7GF25712 for services from the date of last signatory on page 1 of the Agreement to September 30th, 2026 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the City Council of the City of Willows, that said Council does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2025-26 up to and no more than the amount of \$8,350.

BE IT FURTHER RESOLVED that Mayor Evan Hutson, Vice Mayor Richard Thomas and Fire Chief Nate Monck are hereby authorized and directed to sign and execute said Agreement, including any amendments hereto, on behalf of the City of Willows.

The foregoing resolution was duly passed and adopted by the City Council of the City of Willows, at a regular meeting thereof, held on the 13th day of January 2026, by the following vote:

AYES:

Signature

NAYS:

ABSENT:

Evan Hutson, Mayor

Signature

Richard Thomas, Vice Mayor

-----**CERTIFICATION OF RESOLUTION**-----

ATTEST:

I Karleen Price, Clerk of the City of Willows,
County of Glenn California do hereby certify that this is a true and correct copy of the original Resolution Number XX-2026.

WITNESS MY HAND AND OFFICIAL SEAL OF THE City of Willows, on
this 13th day of January, 2026.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

Karleen Price, City Clerk



Date: January 13, 2026

To: Honorable Mayor and Councilmembers

From: Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: Planning Commission Appointment

Recommendation:

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

Rationale for Recommendation:

Two Planning Commission vacancies occurred due to terms expiring on December 31, 2025. Only one of the current commissioners has expressed interest in continuing service.

Background:

On December 31, 2025, the terms of Planning Commissioners Sherry Brott and Cristina Ocampo expired. Applications for appointments to the Planning Commission were advertised beginning November 26, 2025; however, no applications were received by the deadline of December 29, 2025. Since then, however, Commissioner Brott has expressed interest in continuing to serve on the Planning Commission.

Discussion & Analysis:

Given Ms. Brott's expressed interest in continued service, staff recommends her re-appointment to the Planning Commission. Ms. Brott has previously served as Chair and has demonstrated ongoing commitment, experience, and competence in fulfilling the responsibilities of a Planning Commissioner. If approved, Ms. Brott will be sworn in at the January 20, 2026, Special Planning Commission Meeting.

Consistency with Council Priorities and Goals:

The proposed position is consistent with Council Priority #2: Economic Development.

Fiscal Impact:

There is no fiscal impact.



Date: January 13, 2026

To: Honorable Mayor and Councilmembers

From: Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: Wastewater Treatment Plant - Filter Crack Repair Structural Specifications and Plans

Recommendation:

Authorize 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.

Rationale for Recommendation:

A Wastewater Treatment Plant (WWTP) filter structure requires immediate repair and the cost exceeds the City Manager's budget authority and City Council approval is required according to Willows Municipal Code 3.05.090.

Background:

In late August 2025, WWTP staff observed that cracking at a filter structure overhang appeared to be worsening (Attachment 1). On October 28, 2025, the City entered into a professional services agreement with VE Solutions for Phase I structural engineering services, including a site visit, review of existing conditions, and preparation of conceptual repair details, and a defined scope and fee proposal for Phase II. Phase I was authorized on a time and materials basis with a not to exceed amount of \$3,900, and Phase II, the preparation of construction bid documents and support during construction, was identified but not authorized at that time. Following completion of the Phase I assessment and conceptual repair work, staff now recommends authorization to amend the VE Solutions contract to proceed with the final design stage needed to produce construction bid documents and move the project into bidding and construction, consistent with the staff report recommendation.

Discussion & Analysis:

Inframark reported that a structural engineer's preliminary feedback attributed the cracking to voids around reinforcing steel, likely from inadequate vibration and consolidation during the original pour, which allowed water intrusion and rebar corrosion, and suggested a concept repair approach that included adding pillar support for the overhang, applying corrosion inhibitor treatment, and patching the damaged concrete.

Staff recommend amending the VE Solutions contract, not to exceed \$5,400, to allow timely implementation of the engineered repair solution and coordination with WWTP operations. If the engineer's final design identifies additional scope beyond this authorization, staff will return to City Council with a recommendation to supplement the project budget.

Consistency with Council Priorities and Goals:

The proposed project is consistent with Council Priority #4: Infrastructure Improvement to invest in deferred maintenance.

Fiscal Impact:

There is no General Fund impact. The remaining sewer bond funds will be able to absorb the \$5,400 required for this project.

Attachment:

- Attachment 1: Picture of Crack in Filter Housing





PUBLIC HEARING



Date: January 13, 2026
To: Honorable Mayor and Councilmembers
From: Nathan Monck, Fire Chief
Marti Brown, City Manager
Subject: 2025 California Fire Code and Willows Municipal Code Chapter 15.15
Amendment

Recommendation:

Adopt Ordinance XX-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 waive the full reading of the text.

Rationale for Recommendation:

The intent of the staff recommendation is twofold: first, it is to ensure that the City of Willows conforms to the State Fire Code and that the Citizens and Visitors of Willows are conducting business in safely constructed and maintained buildings; and second, it is to implement a common-sense approach to fire protection in the City of Willows ensuring that businesses and developers are not prevented from building or expanding due to costly fire protection upgrades.

Background:

As part of periodic review of the Fire Code, the California Building Standards Commission's 2025 published California Fire Code will become effective January 1, 2025. State law permits local jurisdictions to amend the local fire code to be more restrictive (at the discretion of the Council); however, local jurisdictions may not make the municipal fire code less restrictive than the California State Fire Code.

The proposed ordinance (Attachment 1) recommends adoption of the 2025 California State Fire Code and amends the previous local ordinances for fire protection systems.

Discussion & Analysis:

Below is a summary of the proposed change to the Willows Municipal Code:

- **15.15.110 Sprinkler Systems**

Amend Section B to the following: " All Commercial and Industrial occupancies required by the California Fire Code to have an automatic sprinkler system shall have a Fire Department Connection (FDC) identified, accessible, and placed within 50' of a City standard hydrant.

This change eliminates mention of a specified year of the fire code, which should limit the need for future code amendments.

Fiscal Impact:

Other than staff time, the only anticipated expense is the need to purchase new code books for staff use.

Attachment:

- Attachment 1: Ordinance XX-2026



**City Of Willows
Ordinance XX-2026**

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

WHEREAS, the California Fire Codes are published every three years by the California Building Standards Commission; and

WHEREAS, the California Building Standards Commission has published the 2025 California Fire Codes by amending Title 24 of the California Code of Regulations, effective January 1, 2026; and

WHEREAS, the 2025 California Fire Codes are based in part on the 2024 International Fire Code, published by the International Code Council; and

WHEREAS, the California Fire Codes may be adopted by cities by incorporation by reference; and

WHEREAS, cities may establish more restrictive Fire standards than those set forth in the California Fire Codes, if certain findings are made pertaining to local climatic, geological or topographical conditions; and

WHEREAS, the 2025 California Fire Codes will automatically become effective without amendment in the City of Willows 180 days after January 1, 2025, unless the City affirmatively amends the Codes otherwise.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS DOES ORDAIN AS FOLLOWS:

SECTION 1. Amend, Reenact or Create Sections of Chapter 15 -subsection (s) 15.15.010-15.15.230

Chapter 15: subsection (s) 15.15 of the City of Willows Municipal Code are hereby amended, reenacted and created to read as follows:

Chapter Fifteen (15.15.010) Adoption of California Fire Codes

The following publications are hereby adopted by reference and incorporated, as if fully set forth in this Code; except as expressly amended or superseded by the provisions of this Chapter:

15.150.010 The 2025 California Fire Code, Title 24, Part 9 of the California Code of Regulations, including Appendices and Amendments There is hereby adopted by the City Council of the City of Willows for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials or explosion, that certain document entitled "2025 Edition of the California Fire Code and Standards with Amendments, Appendices, the 2025 California Building Code Standards with Certain Amendments, and the 2024 International Fire Code and Standards," is adopted as the California Fire Code of the City of Willows and included in and made a part of this code as though set forth at length herein. Additionally, National Fire Protection Association (NFPA) Standards 10, 13, 13R, 13D, 25 with California Amendments, and NFPA 72 with the most recent editions are adopted.

Chapter Fifteen (15.15.110) Sprinkler Systems

Amend Section B to the following: " All Commercial and Industrial occupancies required by the California Fire Code to have an automatic sprinkler system shall have a Fire Department Connection (FDC) identified, accessible, and placed within 50' of a City standard hydrant."

INTRODUCED and passed first reading on the 9th day of December.

PASSED AND ADOPTED by the City Council of the City of Willows, State of California, this 13th day of January 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk



Date: January 13, 2026

To: Honorable Mayor and City Council

From: Joe Bettencourt, Community Development & Services Director
Marti Brown, City Manager

Subject: 2025 California Building Standards Code and Willows Municipal Code Title 15 -
Buildings and Construction Amendment

Recommendation:

Adopt Ordinance XX-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.

Rationale for Recommendation:

The attached Ordinance (Attachment 1) is required in order to adopt the State’s 2025 Building Standards Code, effective January 1, 2026, and to ensure that Title 15 is consistent with current law. It also updates the City’s local amendments so that permit, plan review, and valuation-based fees are clearly established and collected in accordance with the City of Willows Master Fee Schedule.

Background:

The California Building Standards Code, Title 24 of the California Code of Regulations, is updated every three years. The City of Willows currently enforces the 2022 California Building Standards Code, which was adopted by reference with local amendments in Title 15 of the Willows Municipal Code. The State has now completed the next triennial cycle; the 2025 California Building Standards Code was published July 1, 2025, and becomes effective January 1, 2026.

Under State law, cities are required to enforce the current State building standards and may adopt the codes by reference, together with more restrictive local amendments supported by findings of local climatic, geological, or topographical conditions. This Ordinance updates Title 15 to adopt the 2025 code cycle and retains the City’s existing local amendments, while also updating the fee and valuation provisions so they are tied to the City’s Master Fee Schedule.

Discussion & Analysis:

The proposed Ordinance No. XX 2025 updates Title 15 of the Willows Municipal Code to adopt by reference the 2025 California Building Standards Code and to replace all remaining references to the 2022 code cycle with the 2025 editions. This includes re-adopting, by reference, the 2025 California Building Code, Residential Code, Electrical Code, Mechanical Code, Plumbing Code, Administrative Code, Energy Code, Historical Building Code, Green Building Standards Code ('CALGreen'), Referenced Standards Code, and the current State elevator regulations in Title 8 of the California Code of Regulations. The ordinance also confirms that at least one copy of each adopted code is on file with the City Clerk for public inspection, as required by Government Code section 50022.3.

In addition, the ordinance makes targeted updates to the City's existing local amendments in California Building Code Sections 109.2 (Schedule of Permit Fees), 304.3 (Plan Review Fees), and 109.3 (Building Permit Valuations) so that all permit, plan review, and valuation-based fees are established and collected in accordance with the City of Willows Master Fee Schedule as adopted and amended by the City Council. Other than these fee-related clarifications, all previously adopted local amendments in Title 15 remain in effect and are carried forward to apply to the 2025 code cycle.

Fiscal Impact:

There is no fiscal impact by approving this action.

Attachment:

- Attachment 1: Ordinance XX-2026



**City of Willows
Ordinance XX-2026**

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.

WHEREAS, the California Building Standards Code is published by the California Building Standards Commission in Title 24 of the California Code of Regulations on a triennial basis, and the next triennial edition, the 2025 California Building Standards Code, will be effective January 1, 2026, as required by state law, and; and

WHEREAS, state law authorizes cities to adopt by reference the California Building Standards Code and to adopt local amendments that are more restrictive when reasonably necessary due to local climatic, geological, or topographical conditions; and

WHEREAS, the City of Willows has previously adopted the California Building Standards Code by reference with local amendments, as codified in Title 15 of the Willows Municipal Code, and has adopted findings describing the local conditions that justify those more restrictive local amendments; and

WHEREAS, the City Council desires to adopt by reference the 2025 California Building Standards Code and to adopt local amendments thereto in Title 15 that are the same as, or substantially the same as, the existing local amendments adopted in prior code cycles, so that the City's building regulations remain aligned with current state standards and local conditions; and

WHEREAS, at least one copy of each of the codes adopted by reference in this ordinance has been, and will remain, on file in the office of the City Clerk of the City of Willows for public inspection, not less than fifteen days prior to the adoption of this ordinance, as required by Government Code section 50022.3; and

WHEREAS, the City Council finds that adoption of this ordinance is necessary to preserve the public peace, health, and safety by ensuring that all new construction, alterations, and repairs are designed and constructed in accordance with the most current building standards adopted by the State of California, together with locally justified amendments.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS DOES ORDAIN AS FOLLOWS:

SECTION 1. BODY

The City Council of the City of Willows hereby adopts by reference the 2025 California Building Standards Code, as published in Title 24 of the California Code of Regulations, together with the local amendments contained in Title 15 of the Willows Municipal Code, and directs that Title 15 be updated so that all references to prior code cycles are brought forward to the 2025 code cycle. The City Council re adopts its previously adopted findings describing local climatic, geological, and topographical conditions that support the City's more restrictive local amendments to the California Building Standards Code, as required by Health and Safety Code section 17958.7. Except as expressly amended by this ordinance, including the updated local amendments to California Building Code Sections 109.2, 304.3, and 109.3 described in Section 2, all existing local amendments to the California Building Standards Code contained in Title 15 remain in full force and effect and shall be construed as local amendments to the corresponding provisions of the 2025 California Building Standards Code.

SECTION 2. AMENDMENT CLAUSE

Title 15 of the Willows Municipal Code is amended to adopt by reference the 2025 California Building Standards Code and to specify the particular parts of that code that are adopted and locally amended, as follows:

- a. Willows Municipal Code chapter 15.10 is amended to adopt by reference the 2025 California Building Code, Title 24, Part 2, including Chapter 1 and the specific appendices identified in chapter 15.10. Local Amendments to the California Building code are amended as follows:
 1. California Building Code Section 109.2, Schedule of Permit Fees: On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the City of Willows Master Fee Schedule as adopted by resolution of the City Council, as it may be amended from time to time.
 2. California Building Code Section 304.3, Plan Review Fees: When submittal documents are required by other sections of this code, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fees shall be established and collected in accordance with the City of Willows Master Fee Schedule as adopted by resolution of the City Council, as it may be amended from time to time.
 3. California Building Code Section 109.3, Building Permit Valuations:

The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include the total value of all work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied unless the applicant can show detailed estimates to the satisfaction of the building official. The building official may use the actual contract price, the latest publication of "Building Valuation Data," or an equivalent publication of the International Code Council, as

periodically adjusted for inflationary changes in labor and material costs, to assist in determining valuation. Final building permit valuation shall be set by the building official, and all fees based on building permit valuation shall be established and collected in accordance with the City of Willows Master Fee Schedule as adopted by resolution of the City Council, as it may be amended from time to time.

b. Willows Municipal Code chapter 15.11 is amended to adopt by reference the 2025 California Residential Code, Title 24, Part 2.5.

c. Willows Municipal Code chapter 15.20 is amended to adopt by reference the 2025 California Electrical Code, Title 24, Part 3.

d. Willows Municipal Code chapter 15.30 is amended to adopt by reference the 2025 California Mechanical Code, Title 24, Part 4.

e. Willows Municipal Code chapter 15.35 is amended to adopt by reference the 2025 California Plumbing Code, Title 24, Part 5.

f. Willows Municipal Code chapter 15.70 is amended to adopt by reference the 2025 California Administrative Code, Title 24, Part 1, including the chapters specified in chapter 15.70.

g. Willows Municipal Code chapter 15.75 is amended to adopt by reference the 2025 California Energy Code, Title 24, Part 6.

h. Willows Municipal Code chapter 15.80 is amended to adopt by reference the 2025 California Elevator Safety Construction Code, as adopted and codified in Title 8 of the California Code of Regulations, reflecting the current location of state elevator regulations.

i. Willows Municipal Code chapter 15.85 is amended to adopt by reference the 2025 California Historical Building Code, Title 24, Part 8.

j. Willows Municipal Code chapter 15.90 is amended to adopt by reference the 2025 California Referenced Standards Code, Title 24, Part 12.

k. Willows Municipal Code chapter 15.91 is amended to adopt by reference the 2025 California Green Building Standards Code, CALGreen, Title 24, Part 11.

l. Willows Municipal Code chapter 15.95 is confirmed and amended as needed to ensure that the penalty provisions in Title 15 are consistent with the new code cycle and with the general penalty provisions of the Willows Municipal Code.

m. All references in Title 15 to prior editions of the California Building Standards Code are updated so that they refer to the 2025 editions of those codes adopted by this ordinance.

SECTION 3. REPEAL CLAUSE

All ordinances, and parts of ordinances, and all provisions of the Willows Municipal Code that are in conflict with the provisions of this ordinance are repealed to the extent of such conflict as of the effective date of this ordinance. Without limiting the foregoing, any prior local amendments to California Building Code Sections 109.2, 304.3, and 109.3 that are inconsistent with the provisions set forth in Section 2(a)(1) through (3) of this ordinance are hereby repealed.

SECTION 4. PENALTY CLAUSE

Any person, firm, or corporation violating any of the provisions of Title 15 of the Willows Municipal Code, as amended by this ordinance, shall be subject to the penalties provided in chapter 15.95 of the Willows Municipal Code and in chapter 1.10 of the Willows Municipal Code, unless a different penalty is expressly provided by ordinance or applicable state law.

SECTION 5. SEVERABILITY CLAUSE

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Willows hereby declares that it would have adopted this ordinance, and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions might be declared invalid or unconstitutional.

SECTION 6. EFFECTIVE DATE

This ordinance shall take effect thirty days after its passage. The 2025 California Building Standards Code shall be enforced within the City of Willows on and after the effective date established by state law for the 2025 code cycle.

INTRODUCED first reading on the 9th day of December 2025.

PASSED AND ADOPTED by the City Council of the City of Willows, State of California this 13th day of January, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Evan Hutson, Mayor

Karleen Price, City Clerk



DISCUSSION & ACTION CALENDAR



Date: January 13, 2026
 To: Honorable Mayor and Councilmembers
 From: Marti Brown, City Manager
 Subject: Library Board Appointment

Recommendation:

Appoint a new Library Board Trustee 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.

Rationale for Recommendation:

At the August 28 Special Library Board meeting, former Board Trustee Lisa Kennedy resigned creating a vacancy on the Board.

Background:

There are five Council appointed Trustees on the Library Board of Trustees with staggered terms. On August 28, 2025, Trustee Lisa Kennedy resigned from the Library Board of Trustees leaving a vacancy on the Board. Her term was scheduled to expire on June 30, 2028.

Discussion & Analysis:

On December 3, 2025, a subcommittee of the City Council consisting of Mayor Hutson and Councilmember Pride interviewed two library board candidates who applied for the vacant Library Board Trustee position: Councilmember Matt Busby and Laurel Hill-Ward.

The subcommittee did not reach a consensus on the recommendation to the full Council to fill the vacancy on the Library Board of Trustees. As a result, subcommittee members will share their perspectives regarding the merits of each application and the interviews with the full Council in an effort to formulate a Council motion to appoint one of the applicants to the Library Board of Trustees and complete the remaining term through June 30, 2028.

Consistency with Council Priorities and Goals:

This appointment is consistent with Council Priority #5: Quality of Life, Goal 1, Expand Youth and Adult Activities.

Fiscal Impact:

There is no fiscal impact by appointing a member of the public or Council to the Library Board of Trustees.

Attachment:

- Attachment 1: Library Board Applications



APPLICATION FOR WILLOWS PUBLIC LIBRARY BOARD OF TRUSTEES

****THIS DOCUMENT IS A PUBLIC RECORD****

Date: 10/28/25

To the Honorable Mayor and City Council,

I wish to serve on the Willows Public Library Board of Trustees on a voluntary basis.

Name: Math Busby Phone: 504-432-7729

Mailing Address 119 N. Merrill Ave Years. In Area: 3 (Optional)
Willows/CA

I feel that I can be an asset to the City in the above capacity because: In my capacity
as a City Council member, I have a unique perspective
and advice to bring in an effort to support library
staff in their goals.

My Library concerns are: losing touch with where
libraries might best serve our community.
What roles still apply?
What could we do differently to not follow
a guide, but lead in our initiatives.

[Signature]
Signature

The City of Willows is an Equal Opportunity Provider

APPLICATION FOR WILLOWS PUBLIC LIBRARY BOARD OF TRUSTEES

This document is a public record.

Date: November 2, 2025



To the Honorable Mayor and City Council.

I wish to serve on the Willows Public Library Board of Trustees on a voluntary basis.

Name: Laurel Hill-Ward Phone: 530-990-5134

Mailing Address: 6873 State Highway 162 Willows, CA 95988

Years in Area: Raised in Willows, left as young adult and returned 35 years ago.

I feel that I can be an asset to the Willows City Library in the above capacity because:

My personal and professional background are grounded in literacy. As a lifelong reader with a career in education, I have experience that includes teaching students from young children through adult learners. I have a broad background in understanding the diverse needs of readers from varied backgrounds and at different stages in life. I was raised in Willows but also lived in Canada. After directing a daycare in a rural area there, my husband and I returned to Willows. In this area, I taught grades kindergarten through high school, including students with exceptional needs. Later, I was a fulltime, nontenured lecturer at Chico State University for 9 years and taught pedagogy to adults. I finished my career as a school administrator. Each chapter in my life has required a commitment to literacy for myself and others.

I also understand the challenge of being on a board from my experience serving on school boards as a trustee and/or administrator. Being a board member requires cooperation and the ability to compromise, grounded in preparation and research, both skills that are grounded in literacy. I'm committed to work with others to support our library and know that being an effective board member requires collaboration and a willingness to listen.

I will be committed to the continued success of the Willows Library. I also have a personal interest in the Willows Library, which played big part in my earliest memories of reading. My parents checked out books and read them to us, and when we were a little older, my dad, Oliver Hill, took us the library one evening a week to return and check out books. Later, as a high school and college student, I appreciated the Willows Library and other libraries as quiet places to study and do research.

My Library concerns are:

Our library is a community asset, the loss of Glenn Medical points to the importance of maintaining our library. It is an asset to our community. My present concerns are below, but these concerns would be undoubtedly be refined and/or change by serving on the Willows Public Library Board of Trustees. Here are my current concerns.

- How can we encourage use of the library by people in our community?
- What efficiencies are in place that ensure fiscal responsibility for the library?

- What outreach is happening to encourage various groups in Willows to use the libraries?
We encourage young families to use the library, but is there outreach to older students and senior citizens to use the library?
- Are we keeping up with other small communities on what their libraries offer?
- What grants are available to libraries in small towns?
- Are we offering expanded access to both print and nonprint media through affiliation with state and national libraries?



Date: January 13, 2026
To: Honorable Mayor and Councilmembers
From: Marti Brown, City Manager
Subject: Cannabis Tax Ordinance – November 2026 Ballot

Recommendation:

Authorize 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.

Rationale for Recommendation:

A voter approved Cannabis tax ordinance provides for a predictable and forecastable revenue stream, ensures political legitimacy, is more defensible in court, is less vulnerable to audit findings, prevents favoritism, allows a certain level of Council discretion, improves transparency and community trust, and enhances administrative efficiency.

Background:

On November 28, 2017, the Willows City Council approved Ordinance 736-2017 regulating cannabis cultivation sales and other activities in the city limits. On January 14, 2025, the City Council approved two ordinances amending Ordinance 736-2017 to allow Cannabis dispensaries to establish in Central Commercial and General Commercial and Light Industrial zones. In addition, on November 26, 2024, the Willows City Council approved Resolution 42-2024 modifying the distance requirements between Cannabis dispensaries and other land uses.

As a result of these changes in the city's Cannabis Ordinance, staff circulated a competitive solicitation for Cannabis dispensary applications in the spring of 2025 in an effort to issue the city's two available Cannabis dispensary licenses. A subcommittee of the City Council consisting of Vice-Mayor Thomas and Councilmember Pride, along with City staff, reviewed the three applications that were received by the application deadline. After careful consideration, the subcommittee recommended the applications of CaliLove and WWCRS dispensaries to the full Council and they were approved on August 26, 2025 and September 23, 2025, respectively. As part of the proposed terms in the applications, CaliLove negotiated an additional 2% Cannabis tax and WWCRS negotiated a 5% Cannabis tax.

Discussion & Analysis:

By placing a Cannabis tax ordinance on the November 2026 ballot and seeking a voter approved tax, the city will reduce future litigation risk, ensure uniformity, support long-term financial planning, increase public transparency and build community trust. In addition, depending on how the Cannabis tax ordinance is drafted, it could allow for a tax range (e.g., 3% to 8%) and Council discretion in determining and implementing the Cannabis tax.

Negotiated tax agreements may look like backroom deals or favoritism, even if well-intended. In contrast, a voter approved tax is far more transparent and defensible in court. Public approval of a Cannabis tax translates into a stronger mandate and greater accountability for both the city and the Cannabis industry. In addition, a uniform tax applies equally ensuring consistency and fair treatment of all Cannabis businesses.

Furthermore, a tax provides consistent, forecastable revenue that can be projected in future years whereas negotiated agreements may be subject to renegotiation and change. A tax structure supports long-term financial planning.

Finally, a tax system is easier and more efficient to administer, audit, and enforce whereas individual agreements require separate monitoring and additional staff time and legal review. An established and approved tax structure would costs less to manage.

A voter approved Cannabis tax would ensure consistent and uniform taxation of both dispensaries, as well as allow for some level of Council discretion in the tax structure that could be adjusted over time and as needed.

Consistency with Council Priorities and Goals:

The proposed project is consistent with Council Priority #1: Financial Stability, Goal 2: Seek Cost Savings and Revenue Generation Opportunities, and Priority #2: Economic Development.

Fiscal Impact:

The proposed project is a one-time expense that will reduce the General Fund by a maximum of \$24,000.

Attachment:

- Attachment 1: HdL Proposal – Cannabis Tax Ordinance

City of Willows

Cannabis Management Services

December 18, 2025

HdL  Companies

SUBMITTED BY

HdL Companies
120 S. State College Blvd., Ste 200
Brea, CA 92821
hdlcompanies.com

CONTACT

Matt Eaton
T: 714.879.5000
E: meaton@hdlcompanies.com

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I. COVER LETTER

December 18, 2025

Marti Brown
City Manager
City of Willows
201 North Lassen Street
Willows, CA 95988

Re: Proposal for Cannabis Management Services

Dear Ms. Brown,

Thank you for the opportunity to submit this proposal for cannabis management services for the City of Willows. The enclosed scope of services provides a comprehensive program to provide a series of meetings with City Council members to discuss commercial cannabis issues, development of a draft commercial cannabis tax measure to be placed on the November 2026 ballot, and additional hours of general subject matter expertise to be used as needed or requested by the City. The proposal also describes a number of optional services for the City's consideration.

HdL is recognized as the industry leader in the development, implementation and enforcement of cannabis management programs for local governments in California. We have partnered with over 175 California cities and counties on cannabis-related programs, including ordinance development and review, community outreach and education, merit-based application and permitting processes, cost recovery studies, compliance inspections, revenue audits, fiscal analyses and law enforcement training.

Our cannabis team has unmatched expertise, with more than 80 years' combined experience in the development, implementation and enforcement of cannabis regulatory and tax programs. Our team members have conducted over 11,000 cannabis compliance inspections and audits in California, Colorado and Nevada, and have reviewed, scored and processed over 1,700 cannabis business applications in the last six years in California. HdL Companies works for the benefit of public agencies and has no private-sector clients in the cannabis industry.

We look forward to the opportunity to partner with the City of Willows in developing a strategy which meets your program needs. If you have any questions or require additional information, please feel free to contact me by email at anickerson@hdlcompanies.com or Matt Eaton at meaton@hdlcompanies.com or by phone at 714.879.5000.

Sincerely,



Andy Nickerson
President, HdL Companies

II. PROPOSED SCOPE OF SERVICES

The City of Willows has a commercial cannabis retail program that allows for no more than 2 retailers within the City. The City initially required restrictive zoning and setbacks from sensitive uses that severely limited the allowable locations for cannabis retailers, but these requirements were relaxed in January of 2025 to allow greater flexibility in locating the retailers.

The City has accepted two cannabis retailer applicants which are currently completing tenant improvements and are anticipated to open sometime after the first of the year. As a condition of their permit, each cannabis business is required to enter into a negotiated development agreement with the City, which includes a provision to provide a portion of revenue to the City. One business has negotiated a rate of 5% of gross receipts, while the other has negotiated a rate of 2%.

The City is now exploring whether to replace the revenue component of the development agreements with a cannabis business tax, which would have to be placed on the November, 2026 ballot for voter approval. The City has requested that HdL Companies provide a scope of services designed to assist the City with the various steps needed to get direction from Council and prepare a draft cannabis tax ordinance for the ballot. The scope of services will include all of the following:

- A series of “2/2/1 meetings” with members of the City Council, individually or in pairs, to provide an overview of the regulated cannabis industry in California, considerations for developing a retail cannabis tax ordinance, and a discussion of the steps necessary to place the measure on the ballot.
- Development of a draft cannabis business tax ordinance to be placed before the voters on the November 2026 ballot. The ordinance would establish a maximum tax rate for any or all types of cannabis businesses and would allow the Council to set the rate as they see fit up to the maximum rate, including different rates for different types of cannabis businesses if desired.
- Additional hours of general subject matter expertise to be used as needed by the City for any cannabis-related issues or questions that are not otherwise addressed within this scope of services.

This scope of services is provided in a “menu” format so that the City may select which services it wishes to move forward with. The proposal also describes a number of optional services that may be of interest to the City, including the following:

- A cannabis retail market analysis to provide an estimate of the amount of revenue that may be generated from cannabis businesses within the City and recommendations on setting appropriate cannabis tax rates.
- A presentation at a public workshop or City Council meeting to help inform and guide discussion of developing a cannabis tax ordinance, or to explore other issues as may be requested by the City.
- Attendance at a City Council meeting for the first reading of the draft ordinance.

Objective 1: Meetings with City Council Members

HdL shall conduct a series of meetings with City Council members either individually or in pairs to help inform discussion and development of a potential cannabis tax ordinance and associated ballot measure. These “2/2/1” meetings will include a presentation designed to provide a general overview of the regulated cannabis industry in California, a discussion of the pros and cons of both development agreements and a voter-approved tax, considerations for developing a retail cannabis tax ordinance, and a discussion of the steps necessary to place the measure on the ballot. This series of 3 meetings would be billed as a single meeting under this proposal.

The use and scheduling of these meetings would be determined in consultation with City staff. This objective assumes that all meeting attendance would be virtual. Physical attendance would incur an additional travel charge.

Objective 2: Develop Draft Cannabis Tax Ordinance

HdL shall develop a draft commercial cannabis tax ordinance to generate City revenues from licensed cannabis businesses. The ordinance will set maximum tax rates for each type of cannabis business permitted by the City and will allow the City Council to set the rates as desired up to the maximum rate. The ordinance shall also specify the schedule and procedures for remitting taxes and shall allow the City to conduct audits of cannabis businesses to ensure they are reporting and remitting the proper amounts.

HdL may also provide the ballot resolution as necessary to place the tax measure on the ballot and/or revenue projections to include in the ballot statement. If requested, these additional services shall be billed at HdL’s hourly rate under Objective 3, below.

Objective 3: Technical Assistance and Subject Matter Expertise

HdL will provide up to 30 hours of general consulting to be utilized on an as-needed basis at the City’s request. Such assistance may include technical assistance, subject matter expertise, research and analysis, education, monitoring of changes to State laws and regulations, participation in conference calls, responding to staff inquiries via phone and email, reviewing staff reports to the City Council, assisting with responses to inquiries from the public, or other issues as mutually agreed to by the City and HdL. Any such assistance will be billed at HdL’s standard hourly rate. These additional hours may also be used to provide any other standard cannabis services that HdL offers, which will be billed at the standard rate for that service.

III. COST

This proposal does not include any additional services that are not described herein. The proposal assumes that HdL will not be a part of any enforcement action, appeal, arbitration, or civil litigation resulting from the findings of an inspection and/or audit. Any such additional reports, documentation or assistance that may be required would be in addition to the costs shown in the table below and shall be billed at HdL's hourly rate. This includes assistance with administrative hearings and/or civil litigation involving cannabis applicants or licensees.

Prices are valid for 90 days from the date of this proposal to allow time for consideration and negotiating a service agreement. Once under contract, prices shall be honored for the initial term of the agreement (up to a maximum of 3 years), with extensions subject to mutually agreeable pricing.

Scope of Service Objectives	Estimated Cost
Objective 1: Meetings with City Council Members Includes 3 remote meetings and preparing a presentation	\$3,000
Objective 2: Develop Draft Cannabis Tax Ordinance Assumes up to 40 hours at \$300/hr (billed at hourly rate)	\$12,000
Objective 3: Technical Assistance and Subject Matter Expertise Assumes up to 30 hours at \$300/hr (billed at hourly rate)	\$9,000
Travel: As needed for site visits or in-person meetings	Hourly Rate ² Plus Expenses
TOTAL NOT TO EXCEED	\$24,000
² Or at a flat rate to be determined in consultation with the City	

Prices Based on Hourly Rates

The prices in this proposal are calculated based on the hourly rates for each HdL staff member and the anticipated time involved. Any additional services requested by the client that are not specifically described in this proposal would be billed at HdL's standard hourly rate of \$300 per hour. HdL will not exceed the maximum estimated number of hours without first notifying the City and receiving written approval in advance.

Drafts and Final Work Products

All work products assume one initial draft for review and comment, one iterative draft to incorporate any desired changes, and one final draft for presentation or publication. Additional drafts requested by the client may result in additional charges at HdL's hourly rate.

Conflicts of Interest and Non-Disclosure

HdL Companies works for the benefit of public agencies and has no private-sector clients in the cannabis industry. All cannabis business information will be kept confidential by HdL and will not be shared internally beyond those HdL employees who are required to have access for purposes of conducting the work contemplated herein, or for administrative purposes as necessary.

Delays

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of client and business records and the timeliness of client and business personnel in providing information and responding to our requests. To assist with this process, HdL will provide itemized requests that identify the information clients and businesses will need to prepare and provide before and during our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit efforts, and/or untimely assistance by client and business personnel may result in an increase in our fees, billing our fees up front, and/or a delay in the completion of our engagement.

Cancellation Fee

In the event that the Client cancels any of the services described after that service has been initiated, HdL shall bill for time and expenses incurred up to that point.

IV. OPTIONAL SERVICES

Optional services are described here for information purposes, only. No additional services will be provided without the expressed mutual agreement of both parties.

Conduct a Cannabis Retail Market Analysis

Consultant HdL shall conduct an analysis of the cannabis retail market in the City of Willows to help inform development of a potential cannabis tax ordinance and associated ballot measure. The analysis would seek to develop estimates for the number and size of each type of commercial cannabis business that may seek to locate in the City, as well as estimates for the gross receipts and tax revenue that may be generated from each type of business under a variety of tax structures and rates. The analysis may also include a discussion of considerations specific to the City that may impact the revenues that could be generated from cannabis retailers in the City.

This proposal assumes that HdL will provide one initial draft report for staff to review and critique plus one iterative draft that will incorporate any requested revisions prior to providing the final report. Any additional drafts, iterations or documentation that may be requested by the City would be in addition to the costs shown in the table below and shall be billed at HdL's hourly rate. HdL will advise the City in advance if additional requested revisions may result in potential exceedances.

Attendance, Support or Presentations at Meetings or Workshops

HdL shall conduct additional meetings as needed or requested by the City to help guide and inform development of a commercial cannabis tax ordinance. These additional meetings may include any or all of the following:

- A presentation at a public meeting or workshop to provide an overview of what a regulated cannabis industry might look like for the City, including revenue illustrations. This meeting would also provide an opportunity for the City Council to provide policy direction to staff for development of a regulatory ordinance.
- Attendance and support at a Planning Commission hearing for consideration of the draft cannabis regulatory ordinance.
- Attendance and support at the first reading of the cannabis regulatory ordinance before the City Council.

The cost for each meeting would include preparation of a presentation to inform public discussion and guide decision-making. The specific use and scheduling of these meetings would be determined in consultation with City staff. This objective assumes that all meeting attendance would be virtual. Physical attendance would incur an additional travel charge.

V. EXPERIENCE AND RESOURCES

Company Profile

Founded in 1983, HdL is a consortium of three companies established to maximize local government revenues by providing audit, compliance, economic development, consulting services and software products. Our audit and consulting services include sales, use and transaction taxes, property taxes, transient occupancy taxes, and a Cannabis Management Program. The firm also provides a variety of enterprise software processing tools for business licensing, code enforcement, animal control, building permits and tracking/billing of false alarms.

HdL's systematic and coordinated approach to revenue management and economic data analysis is currently being utilized by over 600 agencies in six states. The firm currently serves 49 counties, 311 cities and 132 transactions tax districts in California.

HdL's key staff has extensive experience serving local government and many have previously held positions in city management, finance, planning, economic development or revenue collection. HdL is a Corporate Partner of the League of California Cities and California State Association of Counties and works extensively with the County Auditor's Association of California, California Society of Municipal Finance Officers (CSMFO) and California Municipal Revenue and Tax Association (CMRTA) on anticipation and planning of programs to strengthen local government revenues.

This close understanding of local government needs coupled with extensive databases and advanced methodology provides for the most relevant, productive and responsive revenue recovery; forecasting; and economic services available.

Our team of professionals has over 80 years of direct experience establishing and implementing cannabis regulatory and taxation programs, including outreach and education, research and analysis, ordinance development, application processes, cost recovery fees, structuring cannabis business taxes, regulatory compliance, financial audits, and law enforcement training. Our team has conducted over 11,000 cannabis compliance inspections and investigations in California, Colorado and Nevada.

Key Personnel

Matt Eaton; Director of Cannabis Services

Matt Eaton is the Director of Cannabis Services at HdL and plays a critical role in implementing the Cannabis Compliance Program for local agencies. Prior to joining the firm, he was a progressive law enforcement professional with 30 years' experience conducting criminal/regulatory investigations, and corporate/individual background investigations.

While working as a Supervisory Investigator at the Colorado Department of Revenue in the Marijuana Enforcement Division (MED), Matt managed criminal investigators and civilian staff in the Denver Metro and Longmont field offices. During his six-year tenure at the MED, he conducted approximately 10,000 criminal investigations and compliance reviews, including regulatory and financial investigations. He is a subject matter expert on track and trace systems

and understands the complexity of reviewing data to ensure businesses are in compliance with state and local regulations. Matt was responsible for planning, developing and implementing report and field inspection protocols for the agency. He also played an instrumental role in recommending changes to current regulations and identifying essential language for new legislation in Colorado. Matt is well known for his ability to maintain working relationships with cannabis industry leaders and external stakeholders in resolving issues.

Matt received his Bachelor of Science Degree from Biola University and maintained Police Officer Service Training (POST) certification for over 30 years in California and Colorado. He has also served as an adjunct instructor teaching law enforcement principle related to criminology, correctional processes, procedural law, interviews, interrogations and criminal evidence at AIMS Community College in Greeley, Colorado.

Mark Lovelace; Senior Policy Advisor

Mark Lovelace has 23 years of broad experience in public policy, community engagement and advocacy and is recognized as a leader in advancing the statewide discussion of medical and recreational cannabis as a legitimate policy issue in California. Mark served on the Humboldt County Board of Supervisors from 2009 through 2016 where he was instrumental in developing a comprehensive approach to regulating cannabis, including a voter-approved tax on commercial cultivation and an innovative track and trace pilot program. Mark established and co-chaired the Cannabis Working Group for the California State Association of Counties (CSAC) and helped draft CSAC's cannabis legislative platform.

Mark has worked extensively with public agencies and statewide organizations on cannabis issues and has led numerous presentations, workshops and panel discussions. Prior to his time on the Board, he worked for many years as a respected advocate on land use, planning, development, resource management and environmental issues. Mark received his Bachelor of Science degree in Industrial Design from San Jose State University.

Elizabeth Eumurian; Audit Manager

Elizabeth Eumurian manages the HdL cannabis audit team. In her role she oversees the development and refining of HdL's proprietary audit methodology to better identify reporting variances, discrepancies and outliers, and to ensure audit accuracy and consistency. She also reviews audit reports, evaluates cannabis business financial information and assists with special projects. Before becoming manager, Elizabeth conducted cannabis audits for HdL.

Elizabeth previously worked as a senior auditor in the entertainment industry. In this role, she executed testing procedures for targeted audit programs, analyzed findings and prepared audit and compliance reports. She also has experience working for a large financial institution analyzing data for reporting anomalies and performing internal audits.

Elizabeth earned her Bachelor of Arts degree from California State University Fullerton and holds a certificate in CannaBusiness from Oaksterdam University.

Brad Schneider; Compliance Manager

Brad Schneider manages HdL's team of cannabis compliance inspectors to ensure that licensed cannabis businesses are operating within state law and complying with all of their obligations under the terms of their local permit. He oversees the team to ensure that all inspections are conducted on a timely schedule in coordination with the local jurisdiction and that all reports are clear and fully-documented.

Brad brings 30 years of experience with the Ontario Police Department where he worked as a detective, background investigator and Sergeant. Brad spearheaded operations within the Narcotics Division, concentrating on identifying and mitigating illegal activities. Following his law enforcement career, he worked in aircraft sales where he managed contracts with state and local government agencies. Brad has broad experience in regulatory compliance from both the public and private sector, ensuring alignment with industry regulations and standards and directing training, safety programs and operational procedures.

Kristi Lervold; Compliance Administrator

Kristi is the Compliance Administrator for HdL's cannabis team. In this role she conducts pre-license site visits, compliance inspections and background checks while also supporting the cannabis team members, coordinating internal processes, and assisting with client requests, contracts, billing reconciliation and invoicing. Kristi's 18-year career includes ten years as the administrative assistant to HdL's CFO, handling various operational responsibilities and supporting financial functions, as well as experience in the occupational health industry, facilitating services for federal, state, and local government clients. Kristi holds a Bachelor's of Science degree in Business Management with a minor in Business Administration.

Additional Cannabis Team Staff

HdL's Key Personnel identified here are assisted by a team of 8 additional cannabis specialists who conduct compliance inspections, perform revenue audits, assist with background checks, and carry out other tasks as assigned.

VI. REFERENCES

City of Maywood

Jennifer Vasquez

City Manager

Phone: 323.562.5721

Email: jennifer.vasquez@cityofmaywood.org

City of Perris

Matthew Schenk, CPA

Director of Finance

Phone: 951.973. 4610 Ext. 352

Email: mschenk@cityofperris.org

City of Moreno Valley

Dena Heald

Chief Financial Officer/City Treasurer

Phone: 951.413.3027

Email: denah@moval.org

County of San Luis Obispo

Kari Lekvold, CPA

Internal Audit Chief

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Email: klevold@co.slo.ca.us

City of Redwood City

Alex Khojikian

Deputy City Manager

Phone: 650.780.7302

Email: akhojikian@redwoodcity.org



Date: January 13, 2026

To: Honorable Mayor and Councilmembers

From: Marti Brown, City Manager
Requested by: Mayor Hutson

Subject: Vietnam Veterans Memorial Wall

Recommendation:

Discuss and consider approving financial sponsorship of the Vietnam Veterans Memorial Wall event in an amount to be determined.

Rationale for Recommendation:

Mayor Hutson requested that this project be agendized for Council consideration to financially sponsor the Vietnam Veterans Memorial Wall project.

Background:

The Vietnam Veterans Memorial Wall is a traveling exhibit that honors the men and women who served and sacrificed during the Vietnam War. The memorial provides communities with an opportunity for public remembrance, education, and recognition of veterans and their families.

The Vietnam Veterans Memorial Wall event is scheduled to be presented on March 26–29, 2026, at 250 Roosevelt Avenue, Orland, California 95963.

Mayor Hutson requested that the City Council consider potential financial sponsorship of this event.

Discussion & Analysis:

City sponsorship of the Vietnam Veterans Memorial Wall event may take various forms, including financial support, in-kind services, logistical assistance, or formal recognition. At this time, no specific sponsorship amount or funding source has been identified.

Council discussion may include, but is not limited to:

- City sponsorship of this event,
- The level and type of sponsorship, if approved, and
- Any conditions, limitations, or reporting requirements associated with City sponsorship.

Should the Council approve event sponsorship, staff will return to Council at a later meeting with a budget recommendation, as well as a proposed funding source, based on Council direction and discussion.

Consistency with Council Priorities and Goals:

Consideration of City sponsorship for the Vietnam Veterans Memorial Wall event is consistent with Council's Cross-Cutting Priority: Community Engagement, fostering civic pride.

Fiscal Impact:

Approval of a City sponsorship would result in a fiscal impact in an amount to be determined. Any expenditure would be subject to Council approval and the identification of available funding.

Attachments:

- Attachment 1: Sponsor Letter
- Attachment 2: Event Flyer

Glenn County Health and Human Resources Agency
Glenn County, CA, Welcomes The Wall That Heals

November 25, 2025

Dear Potential Sponsor,

On behalf of Glenn County Health and Human Resources Agency, I am reaching out to you with an exciting and meaningful opportunity to support a deeply impactful initiative that brings The Wall That Heals to Glenn County, to be displayed in the City of Orland, CA.

Glenn County has a rich history of military service, with many residents serving in the Vietnam War. Nearly a decade ago, Glenn County welcomed the half-size Wall That Heals, and it left a lasting impact on our community. Today, we have the opportunity to bring the expanded three-quarter-scale replica to Glenn County and the City of Orland. This memorial honors the sacrifices of our Vietnam Veterans, many of whom never received the welcome they deserved. It offers healing to Veterans, families, and entire communities. It reminds us all that freedom comes at a cost. For those unable to travel to Washington, D.C., bringing The Wall That Heals here brings remembrance home. It is an opportunity for Glenn County to once again stand in gratitude and respect those who served. Honoring the more than 3 million Americans who served in the United States Armed Forces during the Vietnam War.

The Wall That Heals is scheduled to be escorted into Glenn County on March 24, 2026, and will be open to the public from March 26–29, 2026. The Memorial will be located at 250 Roosevelt Ave., Orland, CA 95963, and will remain open and free to the public 24 hours a day before departing on Sunday at 2 p.m. We are seeking community sponsors to help make this traveling memorial a success. By sponsoring The Wall That Heals, you will join a nationwide movement to honor our veterans, support their families, and educate future generations about the importance of service, sacrifice, and healing. Your contribution may be tax-deductible under IRS Section 170(c)(1) because we are a government entity, and your support will be used for public purposes. Like with any donation, we recommend consulting your tax expert for any questions or concerns.

Sponsorship Level Opportunities

We offer a variety of sponsorship levels to accommodate budgets and contributions. Sponsors will be acknowledged neutrally and receive public recognition leading up to the traveling Memorial.

\$5,000, Home of the Brave Level - Receive a bench that will be displayed during the Memorial + all lower-level gifts

\$3,000, American Bald Eagle Level - Receive a one-of-a-kind framed picture taken during this Memorial + all lower-level gifts

\$1,000, Stars and Stripes Level - Receive one USA Flag that will be displayed during the Memorial + all lower-level gifts

\$500, Let freedom Ring Level- The Wall That Heals Commemorative Coin + all lower-level gifts

\$250 Red, white, and Blue Level- The Wall That Heals Official Tour T-shirt

We are open to any amount to support bringing The Wall That Heals to Glenn County. Thank you for considering this opportunity to support our Veterans and their families. This contribution will be used for public purposes as required by IRC §170(c)(1).

Thank you,

Glenn County, CA, Welcomes The Wall That Heals - Committee

Make checks payable to: HHSA – Veterans Service / Memo: The Wall That Heals 2026

Mail or drop off at: Glenn County Veteran Services Office

525 W. Sycamore St., Suite B2, Willows, CA 95988

Questions? Call (530) 934-6524



THE WALL THAT HEALS

VIETNAM VETERANS MEMORIAL REPLICA & MOBILE EDUCATION CENTER



A PROGRAM OF THE VIETNAM VETERANS MEMORIAL FUND
FOUNDERS OF THE WALL

COMING THIS 2026

DURING NATIONAL VIETNAM WAR VETERANS DAY



MARCH 24, 2026, ESCORT
MARCH 26-29, OPEN 24HRS
CLOSES SUNDAY AT 2:00 PM

250 ROOSEVELT AVE, ORLAND, CA 95963

REMEMBER AND HONOR

MORE INFORMATION TO BE RELEASED SOON

FOR QUESTIONS, PLEASE CONTACT
YASMIN CARO (530)865-6133 | YCARO@COUNTYOFGLENN.NET
OR ROBERT JOHNSON (530)934- 6524

FOR FULL 2026 TOUR SCHEDULED VISIT: WWW.VVMF.ORG/THE-WALL-THAT-HEALS



COMMENTS AND REPORTS