



Willows City Council Regular Meeting Action Minutes

January 9, 2024
Willows City Hall
Regular Session - 6:00 PM

City Council
Gary Hansen, Mayor
Evan Hutson, Vice Mayor
Rick Thomas, Council Member
Forrest Sprague, Council Member
David Vodden, Council Member

City Manager
Marti Brown

City Clerk
Amos Hoover

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

1. CALL TO ORDER – 6:01 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Councilmembers Absent: Councilmember Sprague

4. CHANGES TO THE AGENDA

None

5. PUBLIC COMMENT & CONSENT CALENDAR FORUM

a. Register Approval

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

b. Minutes Approval

Action: Approved the December 12 and December 19, 2023, meeting minutes.

c. South Tehama Water Main Extension Project

Action: Adopted resolution accepting the improvements associated with the South Tehama Water Main Extension Project.

d. Willows' Sewer Lift Station Design Project

Action: Adopted resolution authorizing the City Manager to execute a contract with NEXGEN Utility Management for design of Willows' Lift Station Rehabilitation Project.

Moved/Seconded: Councilmembers Thomas and Vodden

Yes: Councilmembers Thomas and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Sprague

6. PUBLIC HEARING

a. Updated Five-Year Capital Improvement Program (CIP) for FY 2023-2027

Action: Held a public hearing and adopted resolution approving the Five-Year Capital Improvement Program (CIP) for FY 2023-2027.

Hearing opened at 6:23 PM, Closed at 6:24 PM.

Moved/Seconded: Councilmembers Vodden and Thomas

Yes: Councilmembers Thomas and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Sprague

7. DISCUSSION AND ACTION CALENDAR

a. FY 2022-23, Annual Development Impact Fee Report

Action: Reviewed and discussed the Mitigation Fee Act (AB 1600) Report on Development Impact Fees for Fiscal Year Ending June 30, 2023, and adopted a resolution approving the Annual Report.

Public Comment

Doug Ross

Moved/Seconded: Councilmember Thomas and Vice Mayor Hutson

Yes: Councilmembers Thomas and Vodden, Vice Mayor Hutson, and Mayor Hansen

No: None

Absent: Councilmember Sprague

b. New Proposition 218 Sewage Rate Study

Action: No action taken.

8. COMMENTS & REPORTS

- a. Council Correspondence
- b. City Council Comments & Reports
- c. City Manager's Report

9. CLOSED SESSION

a. Public Employee Performance Evaluation (§ 54957): City Attorney

Report out:

The City Council in discussion with the City Attorney over the time/hours spent by the City Attorney in excess of its flat rate contract price. The Council has agreed to limit its contact with the City Attorney by directing requests through the City Manager and/or Mayor. Any research

requests shall be approved by the Council, and has directed Staff to review the Council protocol manual regarding this subject, and agendize it for a future Council meeting.

b. Public Employee Performance Evaluation (§ 54957): City Manager

Report out:

- (1) The City Manager Evaluation will include a written performance report by the City Manager.
- (2) The City Council will use the International City and County Management Association's (ICMA) performance evaluation form for City Managers, in order to conduct our performance evaluation of the City Manager.
- (3) Each Council member will have the opportunity to evaluate the City Manager based on the ICMA performance evaluation form that we will use.
- (4) The City Attorney will consolidate all five performance evaluations from all five City Council members, into one single evaluation document, approved by the City Council.

9. ADJOURNMENT - 8:56PM

Amos Hoover

Amos Hoover, City Clerk