



Willows City Council Special Meeting

November 1, 2017
Willows City Hall
5:30 p.m.

Agenda

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

City Council
Gary Hansen, Mayor
Kerri Warren, Vice Mayor
Lawrence Mello, Council Member
Jeff Williams, Council Member
Jim Yoder, Council Member

Interim City Manager
Wayne Peabody

City Clerk
Robyn Johnson

1. **CALL TO ORDER-** 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC COMMENT-** Public Comment is restricted to only the topics listed on the agenda and is generally restricted to three minutes.
5. **NEW BUSINESS**
 - a. Select two Council Members to serve as the Planning Commission Selection Subcommittee and possible approval for the proposed schedule and procedures for the appointment of two individuals to fill the expiring terms of currently seated Peggy White and Shirley Benningfield on the Planning Commission.
6. **WORKSHOP**
 - a. Council will meet and confer with staff in drafting of a marijuana ordinance for the City of Willows.
7. **ADJOURNMENT**

This agenda was posted on October 30, 2017


Robyn Johnson, 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 or the Willows Public Library 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. The public should contact the City Clerk's office at 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.

AGENDA ITEM

TO: Honorable Mayor Gary Hansen and Members of the City Council

FROM: Robyn Johnson, City Clerk

SUBJECT: Planning Commission Vacancies/Appointments

RECOMMENDATION:

Select two Council Members to serve as a Planning Commission Selection Subcommittee and Possible approval for the proposed schedule and procedures for the appointment of two individuals to fill the expiring terms of currently seated Peggy White and Shirley Benningfield on the Planning Commission.

SUMMARY:

In accordance with the Willows City Code, appointments to the Planning Commission are made by the Mayor with approval of the City Council.

Proposed schedule presented for Council's consideration:

- November 1, 2017 – Selection of two Council members to act as Selection Committee to review applications and conduct interviews.
- Provide notice of the upcoming Planning Commission vacancies to the local news media and post on City Website.
- November 2, 2017 through 4:00 p.m. on November 27, 2017 – Accept letters of interest and/or applications.
- November 28, 2017 through December 8, 2017 – Review of applications and interview of Candidates by the Selection Committee.
- December 12, 2017 – Anticipated appointments to be made by the City Council.

FINANCIAL CONSIDERATIONS:

None at this time.

NOTIFICATION:

- Notify current Planning Commission Seat Holders with expiring terms. (Shirley Benningfield & Peggy White)
- Publish Notifications of vacancies to both the Media and City Website

ALTERNATE ACTIONS:

No Alternatives are recommended.

RECOMMENDATION:

Select two Council Members to serve as a Planning Commission Selection Subcommittee and Possible approval for the proposed schedule and procedures for the appointment of two individuals to fill the expiring terms of currently seated Peggy White and Shirley Benningfield on the Planning Commission.

Respectfully Submitted,



Robyn Johnson
City Clerk

Approved by:



Wayne Peabody
Interim City Manager/Fire Chief