

## Willows Monthly - February 2025



### Top Stories

- **Now accepting applications for up to two Retail Cannabis Business licenses**
- **Planning Commission has two vacancies - Apply now!**
- **20/30 Park gets new disk golf pads!**
- **City launches new recreation software (Tyler Technologies)**
- **Willows Fire Department supports Southern California fighting the Palisades firestorm**
- **Willows Library Suffers Partial Collapse of Ceiling, Closes for Several Days**

### Upcoming Meetings

## City Council

- February 25 - Regular Meeting @ 6:00 PM
- March 11 - Regular Meeting @ 6:00 PM

## Planning Commission

- March 4 @ 6:00 PM

# ADMINISTRATION

## General Operations, City Clerk's Office & Economic Development

### Ag Finance Workshop

Learn Practical Financial Strategies for your Farm, Ranch or Agricultural Business. On **Thursday, February 20 from 9am - 12:30pm**, the Butte County Farm Bureau will host this **free** workshop providing valuable insights into managing and financing your agricultural operations, featuring an expert panel ready to answer your questions and offer helpful resources. For more information and to register, visit the [Ag Finance Workshop registration site](#).



### Save the Date! Measure i Townhall Meeting

**On Tuesday, April 15 at 5:30 pm**, the Finance and Measure i Oversight Committee will hold a townhall meeting to discuss anticipated and projected Measure i revenues and known expenditures.

The meeting will also be an opportunity for the community to share their goals and objectives with the Committee for the upcoming FY 2025-26 budget.



### Save the Date - Willows Community Cleanup Day!

In partnership with WM, the City of Willows will hold its 2025 Annual Cleanup Day at the Wastewater Treatment Plant on **Saturday, June 7**. More details will be forthcoming as the date approaches.

## City Clerk Update

In addition to agenda/packet management, the new City Clerk, Karleen Price, has been learning the ropes as it relates to the FPPC and Form 700 from the City's Remote Clerk. Regional Government Services (RGS) is continuing to contract with the City over the next few months to assist with training. In addition, Karleen has also been helping the Finance Department to coordinate and ensure all city employees and elected and appointed officials are in compliance with the State's AB 1234 and AB 1825 Trainings (e.g., ethics, sexual harassment prevention).

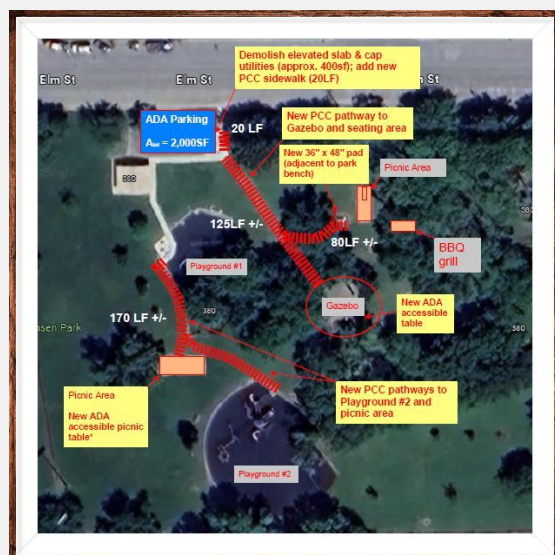
## COMMUNITY DEVELOPMENT & SERVICES

### Planning, Building, Code Enforcement, Engineering, Public Works, Sewage, Public Facilities, Fleet and Capital Projects

## Engineering Division

### Update: Waste Water Treatment Plant Solar Array Project

The City has been working for some time to install a supplemental solar array to offset its 24/7 electrical use at the Waste Water Treatment Plant. Barrier Solar, the City's contractor building the solar array project, recent executed an Electric Extension Agreement with PG&E in the amount of \$34,500. This Agreement and payment will facilitate PG&E infrastructure improvements needed to complete the installation and operation of the solar array. Barrier Solar has completed approximately 80% of the construction drawings needed to build the project. Staff anticipates the project will be built and operational by the end of the 2025 calendar year.



### Jensen Park Pathway Improvement Project

On February 18, 2025, the City will issue a Notice to Proceed to complete construction of this project by April 14, 2025. The work will include resurfacing the Americans with Disabilities Act (ADA) parking surface area at the public restroom on Elm Street, and installation of walking paths connecting the ADA parking space to the playgrounds, gazebo and seating areas. This project was funded through a Housing and Community Development Services grant.

## Planning Division

## Planning Commission Vacancies

Due to recent resignations, there are currently two vacancies on the Willows Planning Commission. Upcoming appointments will include one for the remaining term through December 31, 2025 and the other for the remaining term through December 31, 2027.

Interested candidates can download the application materials from the following link [Planning Commission Application](#) or visit [www.cityofwillows.org](http://www.cityofwillows.org) and click the Planning Commission Vacancy icon on the homepage. Appointments to the Planning Commission are made by the Mayor with the approval of the City Council.

## Planning Commission Approvals - January 7, 2025

1. **PASSED** - Walmart Signs and Paint: Conditional Use Permit for new signage and Design Review approval for signs and paint colors.
2. **PASSED** - Walmart Exterior Remodel and Parking Lot: Design Review approval for parking lot ADA upgrades.
3. **PASSED** - Bippus Roofing, 900 North Tehama Street: Design Review for caretaker residence for light industrial property.
4. **PASSED** - Tacos Ocampos, 361 West Sycamore Street: Amendment of previously approved Design Review application to include a storage shed as an accessory structure to the business.

## Upcoming Planning Commission - March 4, 2025

### 725 North Tehama Multi-Family Triplex

Application to amend a Conditional Use and Design Review permit to construct a multi-family triplex on the premises of motel converted to residential units. Elevation drawings are shown below.

**WILLOWS INN TRI-PLEX**  
725 SOUTH TERRAMA STREET  
WILLOWS, CA 95988

**GENERAL INFORMATION**

OWNER: [Redacted]  
 ARCHITECT: [Redacted]  
 DATE: [Redacted]  
 SHEET NO.: [Redacted]

**SITE INFORMATION**

PROJECT NAME: [Redacted]  
 ADDRESS: [Redacted]  
 ZONING: [Redacted]  
 PERMITS: [Redacted]

**BUILDING INFORMATION**

NO. OF UNITS: [Redacted]  
 CONSTRUCTION: [Redacted]  
 OCCUPANCY: [Redacted]  
 PERMITTED CONSTRUCTION AREA: [Redacted]  
 COVERED FLOOR: [Redacted]

**BUILDING LOADS**

ROOF DEAD LOAD: [Redacted]  
 ROOF LIVE LOAD: [Redacted]  
 FLOOR DEAD LOAD: [Redacted]  
 FLOOR LIVE LOAD: [Redacted]

**DESIGN CRITERIA**

**SOIL**

UNSATURATED WATER: [Redacted]  
 ALLOW. WIND BEARING RESISTANCE: [Redacted]  
 ALLOW. WIND BEARING RESISTANCE: [Redacted]

**WIND**

WIND SPEED (30 MIN): [Redacted]  
 EXPOSURE: [Redacted]

**SEISMIC**

SEISMIC ZONE: [Redacted]  
 SEISMIC DESIGN CATEGORY: [Redacted]

**SPECIAL FEATURES**

WIND UPLIFT: [Redacted]  
 ENERGY GAP: [Redacted]  
 FIBRE CEMENT: [Redacted]

**TERS VERIFICATION SUMMARY**

TERMS OF CONTRACT: [Redacted]  
 DESIGN: [Redacted]  
 CONSTRUCTION: [Redacted]

**DEFERRED SUBMITTALS**

DEFERRED SUBMITTALS: [Redacted]  
 DEFERRED SUBMITTALS: [Redacted]

**SHEET INDEX**

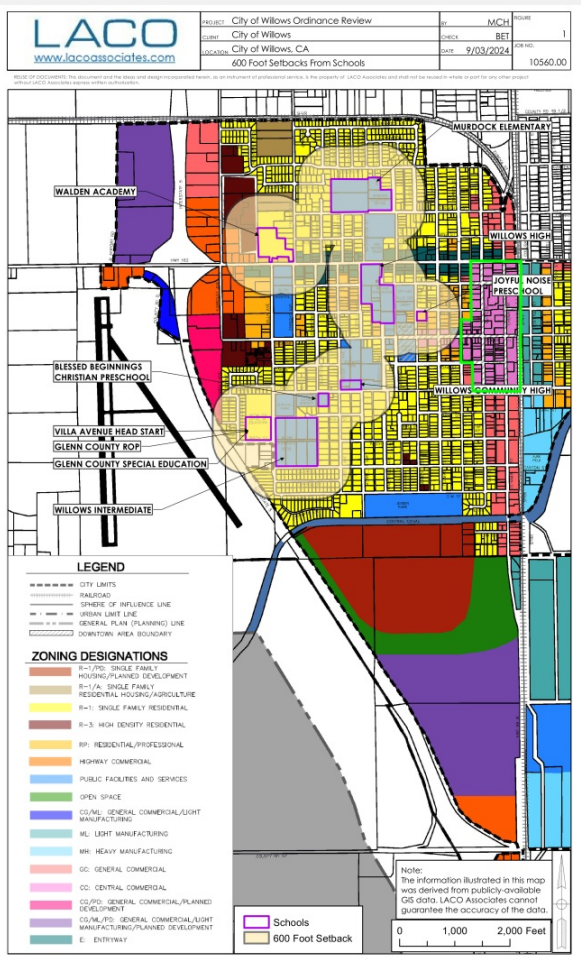
1. SITE PLAN  
 2. FLOOR PLAN  
 3. ROOF PLAN  
 4. SECTION  
 5. ELEVATION  
 6. DETAIL  
 7. DETAIL  
 8. DETAIL  
 9. DETAIL  
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 11. DETAIL  
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 18. DETAIL  
 19. DETAIL  
 20. DETAIL

## Retail Cannabis Businesses

Recent ordinance changes expanded allowable zones for Cannabis businesses to include Central Commercial, General Commercial, and Light Industrial zones, in addition to the existing Highway Commercial and Mixed-Use zones. The City is now accepting applications for the two permitted Cannabis retail businesses in the city limits.

[Application packages](#) to apply for one of the two licenses are currently available on the City's website. Phase 1 applications are due during the application acceptance window of March 3 - March 7, 2025. Should initial applicants successfully complete the Phase 1 application process, they will be invited to apply for Phase 2 of the process.

The City's goal is to support dispensaries that seamlessly blend into the community, foster trust, support local initiatives, and create welcoming spaces for all. By focusing on responsible practices, community engagement, and thoughtful design, the City will ensure cannabis businesses not only meet regulatory standards but also become valued members of the Willows community.



## Public Works Division

### New Disk Golf Pads Installed in 20/30 Park!

In partnership with the Willows Rotary Club, the City's Public Works division installed cement disc golf pads at the 20/30 park. City staff dug out the golf pads and prepared the framing. Rotary poured the concrete and applied the insignias. These pads replaced rubber mats that were worn and uneven providing a more stable launch area.



Dig Out and Frame



Concrete Installation



Finished Product



### Drainage Pipe Failure

Staff inspected a storm drain on Donnie Lane and found that the drainage pipe had collapsed causing water to backup and erode the dirt in the vicinity. The area was excavated, a new section of drainage pipe was installed, and material was backfilled and compacted. The collapse was as a result of the heavy rain received in early February, which mitigated flooding and the risk of property damage to the surrounding area.

### Storm Drain Flood Mitigation Tips

Public Works employees perform preventative maintenance on storm drains throughout the year and ahead of major storm events; however, the city always appreciates assistance from residents to minimize drainage issues and flooding. To that end, ensuring clean storm drains absent of any obstructions is a simple but effective way homeowners can mitigate flood risks in their neighborhood. For example:

1. **Regularly Remove Debris** – Clear leaves, trash, and other debris from storm drains and gutters to ensure proper water flow.
2. **Avoid Dumping Yard Waste** – Grass clippings, branches, and other yard waste can clog drains; instead, dispose of them properly or use composting.
3. **Check Drains Before Storms** – Before heavy rain, inspect nearby storm drains and remove any blockages.
4. **Encourage Neighbors to Help** – A community effort to keep drains clear will significantly reduce local flood risk.
5. **Report Blocked Drains to Public Works** – If a storm drain is clogged, immediately notify the local public works department.

Public Works staff are on call 7 days per week, 24 hours a day. During regular business hours, call the Public Works Division at (530) 934-5657 or City Hall at (530) 934-7041. After hours, weekends, and holidays, please contact the Willows Fire Department at (530) 934-3323.

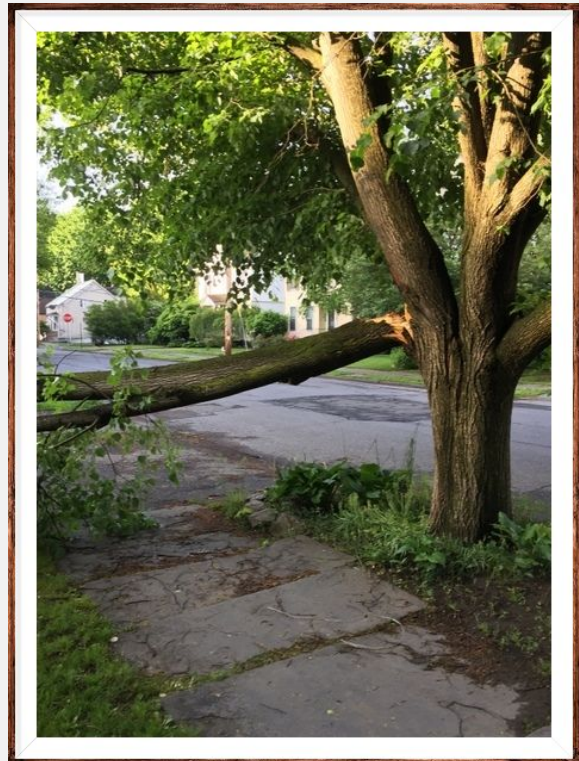
### **Willows Municipal Code Fun Fact:**

#### **[Title 10- Vehicles and Traffic](#)**

#### **Chapter 20.20- Pedestrians**

#### **10.20.050 Obstructing free passage of pedestrians on sidewalk or crosswalk – Annoying pedestrians.**

No person shall stop, stand or sit in or upon any sidewalk area or crosswalk nor place or permit to be placed any physical object in any manner so as to hinder or obstruct the free passage of pedestrians thereon, nor shall any person annoy or molest such pedestrians. [Code 1959 § 11.59; prior code § 16-82].



## **Recreation Division**

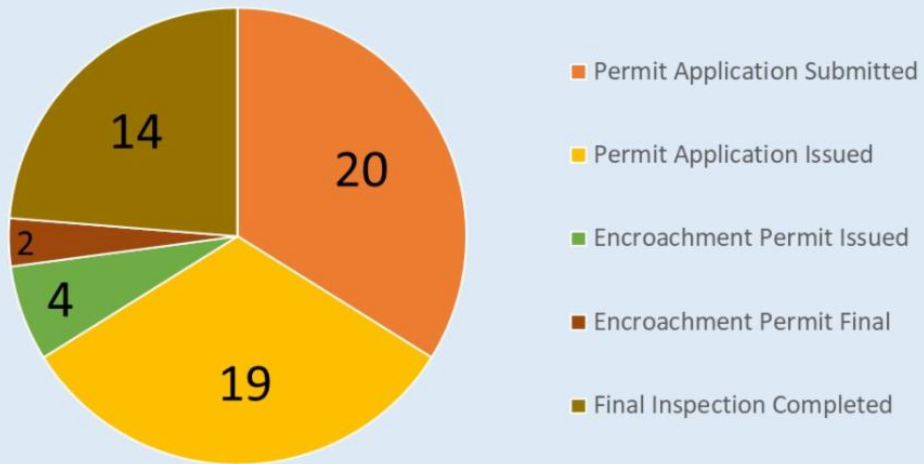
### **City Launches new Recreation Software!**

The City has transitioned to a new software program, Tyler Technologies, and website for its Recreation Division programs and facility rentals. In order to use the new system, registrants must setup an account to use the online portal. Registrants may also



pay for reservations of park facilities through the online portal, making for a much easier transaction! To check out the new system, visit the registration portal at [Willows Recreation Department Main](#) or visit the [City of Willows Recreation Department page](#) on the City's website.

### Community Development Activity January 2025



### Public Works Division Activity January 2025





# FINANCE

## Finance and Measure I Oversight Committee Meeting

The inaugural meeting of the Finance and Measure I Oversight Committee (FMiOC) occurred on Tuesday, January 21, 2025.

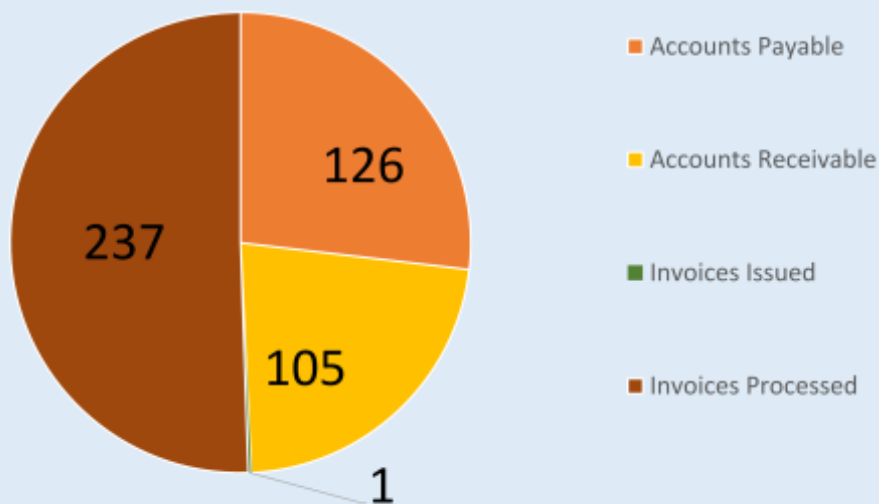
At the meeting, City Manager Brown and Finance Director Moore presented an overview and status update of the city's finances to Finance Committee Members Vice-Mayor Thomas and Councilmember Busby.

During the meeting, the Committee also requested additional information on the following topics:

- Umpqua Bank Gap Loan
- Pension Obligation Bond
- Sewage Bond
- Expenses versus Reimbursements

Staff is in the process of gathering the requested information and will present it at the February 25 City Council meeting with updates from the Finance Committee.

Finance Activity  
January 2025



# FIRE


## Fire Response, Prevention & Emergency Medical Services

**WILLOWS VOLUNTEER  
FIRE DEPARTMENT**

**Bean Feed  
&  
Auxiliary Bake Sale**

INCLUDES: FIRE HOUSE BEANS, TRI-TIP, RICE, SALAD, AND GARLIC BREAD

Date: March 2nd  
Location: Willows Fire Dept.  
445 S. Butte St  
(530) 934-3322  
Prices: Donation  
11:00 A.M. to 6:00 P.M.



**DINE IN or Drive Thru**

## Events

### Upcoming Bean Feed

The Willows Volunteer Fire Department is hosting a **Bean Feed and Bake Sale** on March 2 from 11:00 am to 6:00 pm.

Menu includes: fire house beans, tri-tip steak, rice, salad, and garlic bread!

Ticket Price: Donation

It is strongly recommended to get "tickets" early as this is always a popular Dine in/Drive Thru event!

### Installation Dinner

The Annual Volunteer Fire Department Installation Dinner was held in January. Marshall Giesbrecht was awarded Firefighter of the Year.



### Volunteer Stair Chair Fundraiser Update

The Willows Volunteer Fire Department sold all the raffle tickets to purchase a new stair chair. They held the drawing on Facebook Live. In addition to the stair chair, funds will also be used to purchase other medical supplies.

Thank you to West Hills Shooting Range and Majors Outdoor Supply for partnering with Willows Fire Department to make this fundraiser a tremendous success!

### Willows Rural Fire Protection District Update

The Willows Rural Fire Protection District is moving forward with a Proposition 218

assessment to increase funding to the Special District.

Ballots will be mailed to District members on February 20, 2025. The increased assessment will only affect residents in the Willows Rural Fire Protection District. **IT WILL NOT AFFECT ANY PARCELS IN THE CITY OF WILLOWS.**



The Willows Rural Fire Protection District is a separate legal entity from the City of Willows.

The Willows Rural Fire Protection District is funded by a small portion of property taxes (~\$64K annually) and a voter approved "special assessment" (~\$34K). The special assessment has not been increased since it was originally adopted in 1992. The passage of the Proposition 218 will allow the Willows Rural Fire Protection District to adequately plan and fund for the future of fire protection and emergency services within the Willows Rural Fire Protection District.

While the Rural District and the City are separate legal entities, they have been sharing resources and response capabilities since 1975, as well as work seamlessly together everyday to protect and serve the greater Willows community.

### **Willows Fire Department deployed to Palisades Fire**

WFD sent two strike team leaders and one engine to the Palisades Fire in the City of Los Angeles. Units were deployed for 10 days and had various assignments including fire attack, structure defense, mop up, evacuations, and more. In total, Glenn County sent three engines and two Strike team leaders. These deployments were funded by the California Office of Emergency Services.



"It's getting hot in here!"



Fire Chief discusses tactics.



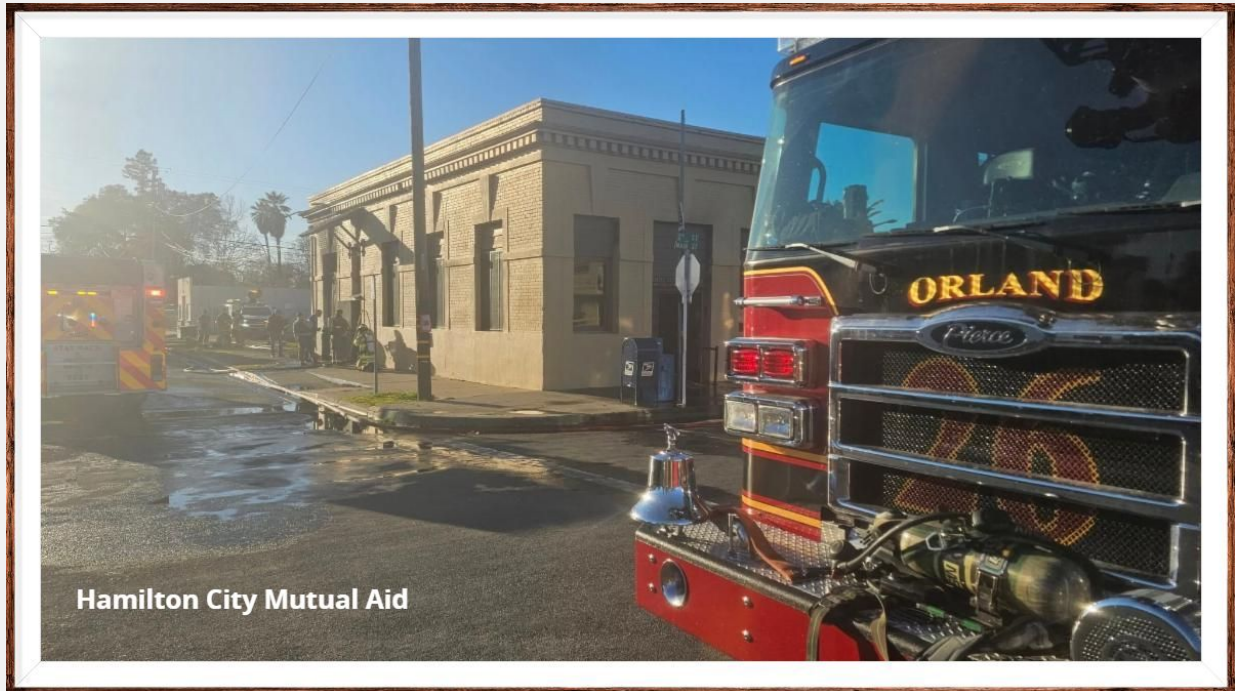
Brush removal.

### **Major Local Incidents**

- January 27- Structure Fire At 644 North Shasta Street Please see the WFD's Facebook Page press release for more information.
- January 27- Mutual Aid Vegetation Fire in Orland WFD sent two engines and one

water tender to Orland for a fast-moving wind driven vegetation fire threatening structure.

- January 23 - Mutual Aid Commercial Structure Fire, Hamilton City .

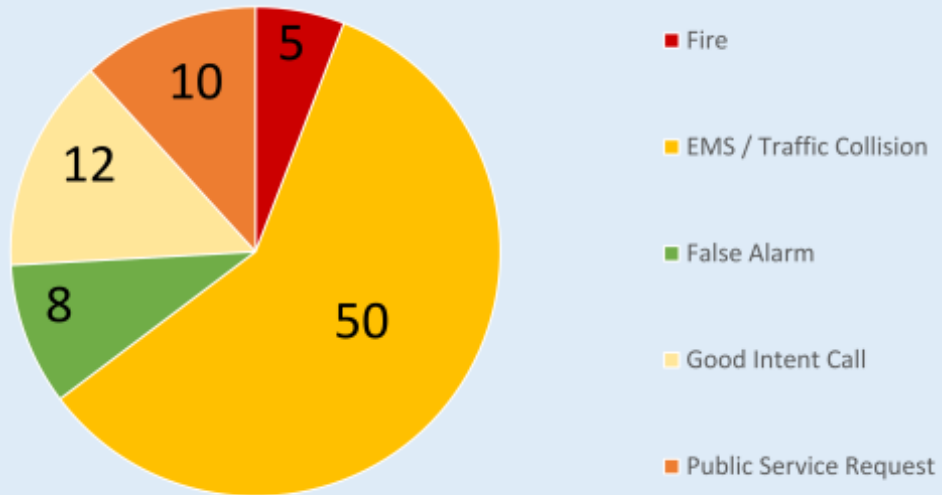


### Grant Management Update

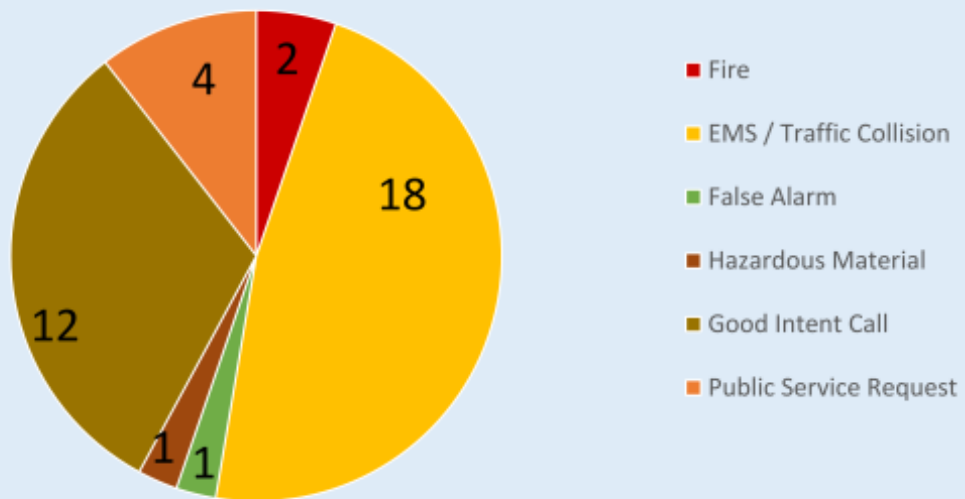
- **Cal Fire Foundation Grant (\$15K)** Close out documents were finalized and submitted to Cal Fire.
- **Cal Fire Weed Abatement Grant (\$80K)** Documentation was submitted to amend the Weed Abatement Grant as the Fire Department is unable to use the grant funds in their entirety for the originally approved scope of work. Consequently, staff requested \$80k to purchase a stump grinder attachment for the backhoe, a claw attachment for the backhoe and a commercial chipper (all equipment that is also used by and needed for the Public Works Division). Fortunately, the amendment was supported by the local Cal Fire jurisdiction. As a result, the amendment is moving forward to the State. There is a high probability that the amended letter and proposed purchases will receive final approval.
- **Rural Fire Capacity (RFC) Grant (\$9K)** During RFC grant close out review, it was pleasantly discovered that the department has approximately \$9000 remaining for additional communications equipment purchases (e.g., portable radios). As a result, staff is working to procure new radios allowing the FD to pass some of its older yet still functioning radios to Public Works for continued use.
- **Vehicle Abatement** Staff prepared back up documentation and invoicing

for Q4-2024 abatement tows that have occurred. Documentation was submitted to Glenn County for reimbursement from the Vehicle Abatement Fund. Staff continues to work with the GCSO and City of Orland to fully resurrect the Vehicle Abatement Program.

**Willows Fire Department Activity  
January 2025**



**Willows Rural Fire Protection District Activity  
January 2025**



## LIBRARY

### Temporary Closure of the Willows Library

The Willows Library was closed from

February 6 to February 10 due to partial ceiling collapse in the back portion of the library. Since then, the ceiling has been reinforced and the area is being closely monitored until permanent repairs can be made.

After a structural engineer's assessment was completed, the library was cleared to re-open on Tuesday, February 11. Staff continues to make steady progress to permanently repair the ceiling and possibly the roof (e.g., work with insurance adjuster, contractors). Library staff will continue to update the community as progress is made and the situation is resolved.



### **Digital Resources are always available!**

Even when the building is closed, don't forget that the library has many digital resources at the community's disposal, including:

- The [Libby app](#) and [NorthNet Library System](#) to access eBooks & eAudio;
- [Kanopy](#) to stream films and video; and
- [Mango Languages](#) to start learning a new language !

To find more digital resources and virtual things to do, visit the [Willows Library website!](#)

# GIVE YOURSELF THE GIFT OF A LIBRARY VISIT!

Relax,  
browse,  
and check out  
our movies, books,  
and magazines.  
We're here  
for you.

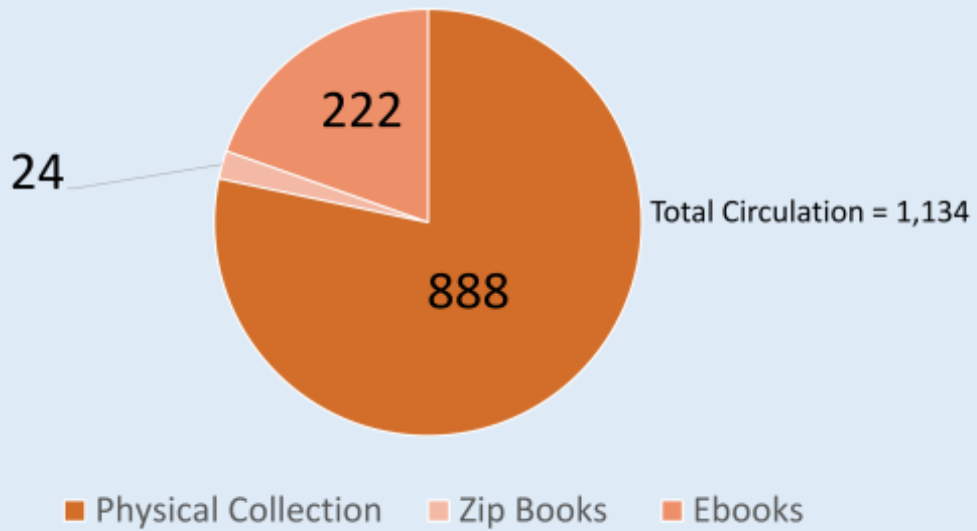
#CaliforniaLibrariesForAll  
#LibraryCardsOverCreditCards



## Library Activity January 2025



## Circulation of Materials January 2025



### City Of Willows

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

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