



# Willows City Council Regular Meeting Action Minutes

March 25, 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, Vice Mayor Thomas, Councilmembers Busby, Hansen, and Pride

Councilmembers Absent: None

4. **CHANGES TO THE AGENDA**

5. **CEREMONIAL MATTERS**

- a. Proclamation: National Vietnam War Veteran’s Day – Received by VFW Post 1770

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 March 11, 2025, meeting minutes.

c. **City of Willows Conflict-of-Interest Code, Administrative Policy 5-1**

Action: Approved Resolution 10-2025 amending the City of Willows Conflict of Interest Code and Administrative Policy 5-1.

d. **Purchase of New Fire Department and Public Works Equipment**

Action: Authorized the City Manager to purchase a tow behind woodchipper from Bandit Industries, Inc. using Sourcwell Agreement 010925- BAN; and authorized the City Manager to

execute a contract with the lowest responsive bidder for the purchase of a Tink Claw backhoe attachment (or equivalent) and Diamond stump grinder backhoe attachment (or equivalent).

**Motion to approve item a, c, d, and amended item b on the consent calendar.**

**Moved/Seconded:** Councilmember Hansen and Councilmember Busby

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

**No:** None

**Absent:** None

## 7. DISCUSSION AND ACTION CALENDAR

### a. Local Responsibility Area (LRA) Fire Hazard Severity Zone Ordinance

Action: Adopted Ordinance 764-2025 to designate Fire Hazard Severity Zones, by title only and waived second reading.

**Moved/Seconded:** Councilmember Hansen and Councilmember Busby

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

**No:** None

**Absent:** None

### b. Sale of City Owned Property

Action: Authorized the City Manager to sell city owned properties, Assessor Parcel Numbers (APN) 002-101-009, 002-101-006, and 003-113-006 in accordance with State law and best municipal practices.

**Moved/Seconded:** Councilmember Pride and Councilmember Busby

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

**No:** Mayor Hutson

**Absent:** None

### a. Policy and Fee Structure Regarding Use of Council Chambers

Action: Received update from staff, reviewed the policy and fee structure for rental of Council Chambers, and directed staff to develop policy and bring back two (2) options to City Council for discussion.

## 8. COMMENTS & REPORTS

### a. Council Correspondence

### b. City Council Comments & Reports

Councilmember Pride provided an update on the activities of the Planning Commission.

Councilmember Hansen provided an update on the activities of the Glenn County Transportation Commission Meeting.

**c. City Manager's Report**

City Manager Marti Brown advised Council of the Finance and Measure I Oversight Committee (FMiOC) Town Hall Meeting to be held on April 15 at 5:30 pm.

**8. CLOSED SESSION**

**a. Conference with Labor Negotiators (§54957.6)**

**b. Public Employee Performance Evaluation (§ 54957)**

Report Out: Received information and directed City Staff.

**9. ADJOURNMENT – 7:43PM**

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Karleen Price, City Clerk