



ACTION MINUTES OF THE WILLOWS PLANNING COMMISSION REGULAR MEETING HELD MARCH 16, 2022

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1. Chair Muller called the meeting to order at 6:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Chair Muller.
3. **Roll Call:**
Commissioners Present: Muller, Woods, Pride,
Absent: Bobadilla, Burt
Staff Present: Karen Mantele, City Planner, Dave Richey, City Attorney, via zoom meeting, and Maria Ehorn, Minute Clerk
4. **Closed Session Conference With Legal Counsel 5:30 pm:**
The Commission recessed into closed session at 5:34 pm.
5. **Return to Open Session:**
The Commission reconvened into open session at 6:10 pm.
Chair Muller reported no reportable action.
Chair Muller opened the public comment at 6:10 pm. No comments were made and Chair Muller closed the public comment at 6:10 pm.
6. **Changes to the Agenda:** No changes to the agenda.
7. **Public Comment/ Consent Calendar Forum:** No public comment.
 - a. Approval of minutes of the Regular Planning Commission Meeting held on February 16, 2022.
Action:
Motion: Commissioner Woods/ Second: Commissioner Pride
Moved to approve the minutes of February, 2022, with corrections as noted.
The motion passed 3/0 carried by the following voice vote:
AYES: Muller, Woods, Pride,
NOES:
ABSENT: Bobadilla, Burt
ABSTAIN:
8. **DISCUSSION & ACTION CALENDAR**
 - a. **Housing Element Report – Annual Progress Report**
Action:
Motion: Commissioner Pride / Second: Commissioner Woods
The Commission reviewed the Housing Element Annual Progress Report for year 2021, and by motion, voted to forward the report with any amendments to the City Council.
The motion passed 3/0 carried by the following voice vote:
AYES: Muller, Woods, Pride,
NOES:
ABSENT: Bobadilla, Burt
ABSTAIN:
 - b. **General Plan - Annual Progress Report**
Action:
Motion: Commissioner Woods / Second: Commissioner Pride
The Commission reviewed the General Plan Annual Progress Report for year 2021, and by motion, voted to forward the report with any amendments to the City Council.

The motion passed 3/0 carried by the following voice vote:

AYES: Muller, Woods, Pride,

NOES:

ABSENT: Bobadilla, Burt

ABSTAIN:

c. Street Banner Program

Action:

Motion: Commissioner Pride / Second: Commissioner Woods

The Commission reviewed the options presented for final banner design concept and by motion to forward the final banner design, Option #2, to the City Council for final Council review and approval.

The motion passed 3/0 carried by the following voice vote:

AYES: Muller, Woods, Pride,

NOES:

ABSENT: Bobadilla, Burt

ABSTAIN:

9. COMMISSION/STAFF REPORTS/COMMENTS.

- a. Staff Reports/Comments: Karen Mantele gave a brief updates/status of upcoming and ongoing projects.
- b. Commission Reports/Comments: Commissioners had no comments or reports.

10. ADJOURNMENT:

The meeting was adjourned at 6:48 p.m.

Hilgard Muller, Chair

Maria Ehorn – Minute Clerk