



CITY COUNCIL

Bruce T. Roundy, Mayor
Jeffrey A. Tolley, Vice-Mayor
Dennis Hoffman
William "Billy" Irvin
Chris Dobbs

CITY OF ORLAND

INCORPORATED 1909

815 Fourth Street
ORLAND, CALIFORNIA 95963
Telephone (530) 865-1600
Fax (530) 865-1632

CITY OFFICIALS

Janet Wackerman
City Clerk

Leticia Espinosa
City Treasurer

CITY MANAGER

Peter R. Carr

AGENDA REGULAR MEETING, ORLAND CITY COUNCIL

Monday, January 4, 2021

This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20 which suspends certain requirements of the Ralph M. Brown Act.

In an effort to protect public health and prevent the spread of COVID-19, the City Council meeting will be teleconferenced using Zoom technology, and in compliance with current Executive Orders. All Councilmembers and City staff will be participating remotely.

The public may participate in the meeting by telephone or access the video via Zoom.
Please call: 1 (669) 900-9128 Webinar ID#: 850 1053 6385 Passcode: 572762

Public comments are welcomed and encouraged in advance by emailing the City Clerk at jwackerman@cityoforland.com or by phone at (530) 865-1601 by 5:00 p.m. on the day of the meeting.

1. CALL TO ORDER – 6:00 p.m.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Comments:

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor. However, no formal action or discussion will be taken unless placed on a future agenda. Public is advised to limit discussion to one presentation per individual. While not required, please state your name and address for the record. Please direct your comments to the Mayor or Vice Mayor. **(Oral communications will be limited to three minutes).**

5. **CONSENT CALENDAR**

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for December 21, 2020.
- C. Receive and file Planning Commission minutes for November 19, 2020

6. ADMINISTRATIVE BUSINESS

- A. Presentation: Public Works Department and Engineering – Ed Vonasek, Public Works Director
- B. Unpermitted Work Fee (Discussion/Action)- Pete Carr, City Manager
- C. Verbal update on Covid-19's impact on the local economy and City operations, Discussion/Direction – Pete Carr, City Manager

7. CITY COUNCIL COMMUNICATIONS AND REPORTS

8. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on December 30, 2020.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, in Orland or on the City's website at www.cityoforland.com where meeting minutes and audio recordings are also available.

In compliance with the Americans with Disabilities Act, the City of Orland 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 865-1601 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.



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WARRANT LIST

December 30, 2020

Warrant	12/29/20	\$	55,624.79
Payroll Compensation	12/17/20	\$	107,238.08
		\$	<u>162,862.87</u>

APPROVED BY

Bruce T. Roundy, Mayor

Jeffrey A. Tolley, Vice-Mayor

Dennis Hoffman, Councilmember

William "Billy" Irvin, Councilmember

Chris Dobbs, Councilmember

REPORT.: Dec 29 20 Tuesday
 RUN....: Dec 29 20 Time: 16:53
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 12-20 Bank Account.: 1001

PAGE: 001
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
052969	12/21/20	TEH06	TEHAMA TIRE SERVICE	-1409.10	.00	-1409.10	10037298u	Ck# 052969 Reversed
053006	12/21/20	FUL02	KRISTOPHER FULLMORE	-250.00	.00	-250.00	12142020u	Ck# 053006 Reversed
053039	12/17/20	VAL00	VALLEY PETROLEUM	-450.00	.00	-450.00	4587u	Ck# 053039 Reversed
053044	12/17/20	VAL01	VALLEY CLINICAL &	450.00	.00	450.00	4587H	PD/pre-employment eval fo
053045	12/29/20	AMA01	Amazon	1880.98	.00	1880.98	12/10/20	LIB/CRISIS GRANT MATERIAL
053046	12/29/20	ATT06	A T & T	857.04 543.57 22.88 22.88	.00 .00 .00 .00	857.04 543.57 22.88 22.88	12/13/20 12/28/20 15730600 15730607	MULTI-DEPTS/PHONE PW/WELL COMMUNICATIONS PW/WHITEHAWK LIFT STATION PW/AIRPORT LIFTSTATION
			Check Total.....:	1446.37	.00	1446.37		
053047	12/29/20	ATT07	A T & T	33.82	.00	33.82	12/7/20	PW/SHOP
053048	12/29/20	BAS00	Basic Laboratory, Inc	378.00	.00	378.00	12/28/20	PW/WATER LAB SERVICES
053049	12/29/20	CON12	CONNECT TELCO	900.00	.00	900.00	2561	FD/REPEATER PROJECT
053050	12/29/20	COR04	CORBIN WILLITS SYSTEMS	498.37	.00	498.37	C012151	MULTI-DEPT/MONTHLY SOFTWA
053051	12/29/20	CRE00	CREATIVE COMPOSITION	108.54	.00	108.54	10699	PD/BUSINESS CARDS
053052	12/29/20	CSG00	CSG CONSULTANTS, INC.	530.00	.00	530.00	14,22,63	BD/PROJECT PLAN REVIEW
053053	12/29/20	DOB01	CHRIS DOBBS	300.00	.00	300.00	DEC 2020	CITY COUNCIL STIPEND
053054	12/29/20	FAR03	Farwest Steel Corporation	2598.73	.00	2598.73	1732406	PW-REC CONTAINMENT AREA &
053055	12/29/20	FLE04	FLEMING, JOHN	1230.50	.00	1230.50	12/16-28	BD/INSPECTION SERVICES
053056	12/29/20	FRA00	FRANCOTYP-POSTALIA, INC.	126.07	.00	126.07	104722447	MULTI-DEPTS/POSTAGE METER
053057	12/29/20	GRA01	GRANDFLOW	290.71	.00	290.71	153033	W-2S & 1099S FORMS
053058	12/29/20	HOF00	DENNIS G. HOFFMAN	300.00	.00	300.00	DEC 2020	CITY COUNCIL STIPEND
053059	12/29/20	IRV00	BILLY IRVIN	300.00	.00	300.00	DEC 2020	CITY COUNCIL STIPEND
053060	12/29/20	JCN00	J.C. NELSON SUPPLY	357.14	.00	357.14	755870	BM/CLEANING SUPPLIES
053061	12/29/20	MAR16	RYAN MARTINDALE	176.94	.00	176.94	12/18/20	PD/REIMBURSEMENT FOR POLI
053062	12/29/20	MTS00	Mt. Shasta Spring Water	38.00	.00	38.00	12/15/20	FD/COFFEE, CUPS
053063	12/29/20	MUN03	MUNICIPAL EMERGENCY SVCS	408.37	.00	408.37	12/15/20	FD/BOOTS
053064	12/29/20	NEC00	NEC CLOUD COMMUNICATIONS	197.01	.00	197.01	61200	FD/PHONE LINES
053065	12/29/20	ORL12	Orland-Laurel Masonic Hal	400.00	.00	400.00	JAN 2021	AC/RENT
053066	12/29/20	PGE00	PG&E	10.51 20367.85 43.56 67.00 139.75 8.66 48.46	.00 .00 .00 .00 .00 .00 .00	10.51 20367.85 43.56 67.00 139.75 8.66 48.46	12/8/20 12/05/20 12/10/20 12/17/20 12/18/20 12/22/20 0426-6DEC	REC/STANDBY POWER MULTI-DEPTS/UTILITY USAGE PW/WALKER ST PEDESTAL PW/TRAFFIC CONTROL PW/ROAD MM LIFT STATION PW/EVA DRIVE WELL REC/LIGHTS
			Check Total.....:	20685.79	.00	20685.79		
053067	12/29/20	PON00	PONCI'S WELDING	42.76	.00	42.76	75289	PW/WATER TOWER PROJECT
053068	12/29/20	QUI02	QUILL CORP.	197.89	.00	197.89	2524,5419	MULTI-DEPTS/OFFICE SUPPLI
053069	12/29/20	ROL00	ROLLS, ANDERSON & ROLLS	5959.42	.00	5959.42	458164590	TEHAMA ST REHAB & ROAD IM
053070	12/29/20	ROU00	BRUCE T. ROUNDY	300.00	.00	300.00	DEC 2020	CITY COUNCIL STIPEND
053071	12/29/20	SAF03	Safariland LLC	355.75	.00	355.75	10-340966	PD/NIK TESTS
053072	12/29/20	SWR00	STATE WATER RESOURCES CON	5519.80 502.00	.00 .00	5519.80 502.00	LW1028227 SM1028223	PW/COMMUNITY WATER SYSTEM PW/WATER SYSTEM FEE ANNUA
			Check Total.....:	6021.80	.00	6021.80		
053073	12/29/20	TEH06	TEHAMA TIRE SERVICE	1128.25	.00	1128.25	17300	FLEET/PD TIRES
053074	12/29/20	TIA00	TIAA COMMERCIAL FINANCE,	26.94	.00	26.94	12/26/20	MULTI/COPIER LEASE
053075	12/29/20	TOL04	JEFFREY TOLLEY	300.00	.00	300.00	DEC 2020	CITY COUNCIL STIPEND

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REPORT.: Dec 29 20 Tuesday
 RUN...: Dec 29 20 Time: 16:53
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 12-20 Bank Account.: 1001

PAGE: 002
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
053076	12/29/20	TRA02	TRANSAMERICA	643.50	.00	643.50	250402648	SUPPLEMENTAL INSURANCE
053077	12/29/20	VAN00	VANTAGE POINT TRANSFER AG	1749.77	.00	1749.77	121720	DEF COMP PLAN 304591
053078	12/29/20	VER03	Verizon Wireless	164.04	.00	164.04	12/16/20	FD/ RESPONSE SERVICES
				219.81	.00	219.81	869308610	CELL PHONE USAGE
Check Total.....:				383.85	.00	383.85		
053079	12/29/20	WEL02	Wells Fargo Vendor Fin Se	199.34	.00	199.34	12/18/20	BD/COPIER LEASE
053080	12/29/20	WEX00	WEX BANK	151.43	.00	151.43	246682REC	REC/FUEL
				33.98	.00	33.98	9246682BD	BD/FUEL
				117.54	.00	117.54	9246682CM	CM/FUEL
				685.13	.00	685.13	9246682FD	FD/FUEL
				3417.39	.00	3417.39	9246682PD	PD/FUEL
				2383.81	.00	2383.81	9246682PW	PW/FUEL
Check Total.....:				6789.28	.00	6789.28		
Cash Account Total.....:				55624.79	.00	55624.79		
Total Disbursements.....:				55624.79	.00	55624.79		
Cash Account Total.....:				.00	.00	.00		

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REPORT.: 12/17/20
 RUN...: 12/17/20 Time: 14:11
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14139	12/17/20	12/16/20	AL00	ALLEN, JERRY G	12-20	06-21	636.84
14140	12/17/20	12/16/20	FIC00	FICHTER, QUENTIN	12-20	06-21	1484.72
Z03318	12/17/20	12/16/20	ALV01	ALVA, MICHAELA	12-20	06-21	1627.48
Z03319	12/17/20	12/16/20	AND00	ANDRADE, EDGAR	12-20	06-21	3723.68
Z03320	12/17/20	12/16/20	CAR02	CARMON, GRANT E	12-20	06-21	3347.43
Z03321	12/17/20	12/16/20	CAR03	CARR, PETER R	12-20	06-21	5057.58
Z03322	12/17/20	12/16/20	CES00	CESSNA, KYLE A	12-20	06-21	3587.33
Z03323	12/17/20	12/16/20	CHA01	CHANEY, JUSTIN	12-20	06-21	3583.85
Z03324	12/17/20	12/16/20	CRA00	CRANDALL, JEREMY	12-20	06-21	1989.99
Z03325	12/17/20	12/16/20	ESP00	ESPINOSA, LETICIA	12-20	06-21	1782.38
Z03326	12/17/20	12/16/20	ESP02	ESPELAND, SAM	12-20	06-21	249.12
Z03327	12/17/20	12/16/20	FEN03	FENSKE, JOSEPH H	12-20	06-21	2854.74
Z03328	12/17/20	12/16/20	FLO00	FLORES, JOSE D	12-20	06-21	2646.41
Z03329	12/17/20	12/16/20	FUL00	FULLMORE, KRISTOPHER	12-20	06-21	3079.19
Z03330	12/17/20	12/16/20	GAM00	GAMBOA, YADIRA	12-20	06-21	268.28
Z03331	12/17/20	12/16/20	GUE01	GUERRERO, DEYSY D	12-20	06-21	2328.93
Z03332	12/17/20	12/16/20	GUE02	GUERRERO, JORGE	12-20	06-21	2373.72
Z03333	12/17/20	12/16/20	HAR00	ZOLLERHARRIS, TRAVIS	12-20	06-21	1917.13
Z03334	12/17/20	12/16/20	JOH01	JOHNSON, SEAN KARL	12-20	06-21	5903.13
Z03335	12/17/20	12/16/20	LED00	LEDAY, JESSICA E	12-20	06-21	2524.73
Z03336	12/17/20	12/16/20	LOW00	LOWERY, KATHERINE	12-20	06-21	3138.72
Z03337	12/17/20	12/16/20	MEJ00	MEJIA, LILIA	12-20	06-21	1933.16
Z03338	12/17/20	12/16/20	MEZ00	MEZA, JODY L	12-20	06-21	3419.27
Z03339	12/17/20	12/16/20	MIL00	MILLS, DARYL A	12-20	06-21	2917.67
Z03340	12/17/20	12/16/20	MYE00	MYERS, KEVIN	12-20	06-21	603.06
Z03341	12/17/20	12/16/20	PAI01	PAILLON, MICHAEL	12-20	06-21	1942.29
Z03342	12/17/20	12/16/20	PAN00	PANIAGUA, BLANCA A	12-20	06-21	573.80
Z03343	12/17/20	12/16/20	PEN01	PENDERGRASS, REBECCA A	12-20	06-21	2273.38
Z03344	12/17/20	12/16/20	PER00	PEREZ, MARGARITA T	12-20	06-21	1843.83
Z03345	12/17/20	12/16/20	PIN00	PINEDO, EDGAR ESTEBAN	12-20	06-21	3110.61
Z03346	12/17/20	12/16/20	POR00	PORRAS, ESTEL	12-20	06-21	1711.82
Z03347	12/17/20	12/16/20	PUN00	PUNZO, GUILLERMO	12-20	06-21	1718.76
Z03348	12/17/20	12/16/20	RIC01	RICE, GERALD W	12-20	06-21	1942.29
Z03349	12/17/20	12/16/20	ROD00	RODRIGUES, ANTHONY	12-20	06-21	2246.02
Z03350	12/17/20	12/16/20	ROE00	ROENSPIE, THOMAS LUKE	12-20	06-21	4552.20
Z03351	12/17/20	12/16/20	ROM00	ROMERO, ARNULFO	12-20	06-21	2588.44
Z03352	12/17/20	12/16/20	SCH03	SCHMITKE, JENNIFER	12-20	06-21	1700.01
Z03353	12/17/20	12/16/20	STE01	STEWART, ROY E	12-20	06-21	2575.78
Z03354	12/17/20	12/16/20	SUA02	SUAREZ, BRYAN E	12-20	06-21	1874.90
Z03355	12/17/20	12/16/20	SWI00	SWINHART, ROBERT	12-20	06-21	1636.91
Z03356	12/17/20	12/16/20	VAL00	VALENZUELA, BRENDA	12-20	06-21	316.54
Z03357	12/17/20	12/16/20	VLA00	VLACH, RAYMOND JOSEPH	12-20	06-21	4468.47
Z03358	12/17/20	12/16/20	VON00	VONASEK, EDWARD J	12-20	06-21	4183.31
Z03359	12/17/20	12/16/20	WAC00	WACKERMAN, JANET	12-20	06-21	3000.18

 107238.08
 =====

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD DECEMBER 21, 2020

CALL TO ORDER

Meeting called to order by Mayor Roundy at 6:00 p.m.

Meeting opened with the pledge of allegiance.

ROLL CALL

Councilmembers present via teleconference:

Councilmembers Billy Irvin, Dennis Hoffman,
Chris Dobbs, Vice-Mayor Jeffrey A. Tolley and
Mayor Bruce T. Roundy

Councilmembers absent:

None

Staff present via teleconference:

Chief of Police Joe Vlach, City Attorney Greg
Einhorn, City Planner Scott Friend, City Engineer
Paul Rabo, Library Director Jody Meza, City
Manager Pete Carr and City Clerk/Administrative
Services Manager Janet Wackerman

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

Byron Denton, 127 Tanner Way, wished everyone a very merry and safe Christmas. He also reminded the new councilmembers that they are public servants, and the people will want them to go the same route as their predecessors in getting a lot of things done.

REAPPOINTMENTS/APPOINTMENTS TO COMMISSIONS

Mayor Roundy stated sufficient applications were submitted to allow all Commissions to fill their expiring terms. Ms. Wackerman read an email received from Wade Elliott, stating he found it a privilege to be considered again for reappointment to the Planning Commission.

Mayor Roundy presented the following community members for confirmation by City Council:

Arts Commission – four (4) vacancies with new terms expiring Dec. 31, 2024

Applicants: Steve Elliott, Mason Greeley, Patricia Turnbull, and Rae Turnbull (consider reappointment)

Economic Development Commission — two (2) vacancies with new terms expiring Dec. 31, 2022.

Applicants: David Allee & Charles Gee (consider reappointment)

Library Commission- one (1) vacancy filling an unexpired term expiring Dec. 31, 2021 and two (2) vacancies with new terms expiring December 31, 2022.

Applicants: Sherry Romano (consider reappointment), Ann Butler and Salina Edwards

Parks & Recreation Commission — three (3) vacancies with new terms expiring Dec. 31, 2022.

Applicants: Shannan Ovard and Joser Rosales (consider reappointment), Larry Carmona

Planning Commission- two (2) vacancies with new terms expiring December 31, 2024.

Applicants: Wade Elliott (consider reappointment), Stephen Nordbye

Public Works & Safety Commission: three (1) vacancies with new terms expiring Dec. 31, 2022.

Applicants: Emil Cavagnolo and Byron Denton (consider reappointment), James Paschall Sr.

Action: Councilmember Hoffman moved, seconded by Councilmember Dobbs to approve reappointment of the above listed with terms expiring December 31, 2022 for the Economic Development, Parks & Recreation and Public Works & Safety Commissions; for terms expiring December 31, 2024 for the Arts and Planning Commissions and appoint Ann Butler to the Library Commission, filling an unexpired term, to December 31, 2021. The motion carried unanimously by the following roll call vote:

AYES: Councilmembers Hoffman, Dobbs, Irvin, Vice-Mayor Tolley and Mayor Roundy
NOES: None
ABSENT: None
ABSTAIN: None

Mayor Roundy presented the following City Council appointments to Boards and Commission for 2021:

City Selection Committee- Mayor

County Committees:

Joint City/County EDC -

Bruce T. Roundy and Jeffrey A. Tolley

LAFCO -

Bruce T. Roundy (member) appt. until May 2021

Transit Committee -

Bruce T. Roundy and Dennis Hoffman. Alternate, Chris Dobbs

Transportation Commission -

Bruce T. Roundy and Dennis Hoffman. Alternate, Chris Dobbs

Waste Management Regional Agency -

Dennis Hoffman and Billy Irvin. Alternate, Chris Dobbs

Air Pollution Control District Board -

Mayor. Alternate, Vice-Mayor (will be a Council minute order if City asked to serve on board)

Airport Land Use Commission -

Dennis Hoffman (appointment thru 5/2/2022)

Ambulance Task Force Committee -

Billy Irvin. Alternate, Bruce T. Roundy

Fire Department Liaison -

Chris Dobbs. Alternate, Billy Irvin

Glenn County Groundwater Sustainability Agency -

Bruce T. Roundy. Alternates Pete Carr and Ed Vonasek

Golden State RMA-

Different agency representation at this time.

Cal Cities (formerly League of California Cities)

Jeffrey A. Tolley

Orland Area Chamber of Commerce-

Dennis Hoffman. Alternate, Jeffrey A. Tolley

Orland Unit Water Users' Association

Voting delegate, Chris Dobbs

Code Enforcement Hearing Officer -

Billy Irvin. Alternate, Jeffrey A. Tolley

Advisory to City Commissions:

Arts -

Bruce T. Roundy. Alternate, Dennis Hoffman

Economic Development (EDC) -

Jeffrey A. Tolley. Alternate, Bruce T. Roundy

Library -

Chris Dobbs. Alternate, Dennis Hoffman

Parks & Recreation-

Bruce T. Roundy. Alternate, Billy Irvin

Planning -

Dennis Hoffman. Alternate, Jeffrey A. Tolley

Public Works/Safety

Dennis Hoffman/Chris Dobbs. Alternate, Billy Irvin

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for December 7, 2020.
- C. Receive and file Economic Development Commission minutes for August 11, 2020
- D. Receive and file Arts Commission minutes for October 21, 2020

Ms. Wackerman noted the check listed for Valley Petroleum should be for Valley Medical; a new check has been issued for the correct vendor. Vice-Mayor Tolley asked why the minutes for the Economic Development Commission were from August when they have held meetings since then. Ms. Wackerman stated Commission minutes are only submitted to City Council after the respective commission has approved them. The EDC minutes before them were approved at their October meeting and they have not yet met to approve their October minutes.

Mr. Einhorn requested it be noted that he had attended the December 7, 2020 meeting.

Action: Councilmember Hoffman moved, seconded by Councilmember Dobbs to approve the consent calendar as corrected. The motion carried 5-0 by the following roll call vote:

AYES -	Councilmembers Hoffman, Dobbs and Irvin, Vice-Mayor Tolley and Mayor Roundy
NOES-	None
ABSENT-	None
ABSTAIN-	None

ADMINISTRATIVE BUSINESS

A. Presentation: Planning, Building and Code Enforcement Departments Annual Review- Scott Friend, City Planner

Mr. Friend presented a slide show overview of operations of the Planning, Building and Code Enforcement Departments for 2020. He noted the Planning Department activities include the Sunny Truck Wash annexation, Recreation Trail – Phase II, Co. Rd MM sewer environmental analysis, Development Impact Fee Justification and Planning User Fee studies, Linwood Phase II canal undergrounding, rezoning of Commerce Plaza parcels and NEPA clearance for pedestrian countdown project. The Local Early Action Planning grant/SB2 grants will allow funding for updating the Housing Element, design standards, mixed use zoning, Safety Element update and ADU fees reduction. Environmental clearances have been prepared for the informational handouts and website updates are accomplished along with regional and non-local project engagements.

Looking ahead to 2021, he noted there has been interest in developing Linwood Phase II and Orland Park Phase 1 for single family homes. Additionally, an affordable family project and a senior housing project are to be developed along with additional units at Fairview Village. Upcoming non-residential development includes resolution of the Westside #2 annexation, Simplot Grower Solutions project and a new Butte College campus. The Housing Element update, adoption of Vehicle Miles Traveled (VMT) traffic metrics, continued changes to Accessory Dwelling Unit laws and Safety Element updates will also be accomplished in the upcoming year.

The Building Department, which consists of one contract and one city staff member, continues to use the IWorQs system to process applications and receive plan submittals. Most applications and plans are received on-line.

A total of 22 commercial and 239 residential permits were issued. Total permit valuation was \$4.2million and a total of \$76K was collected in fees for the department. Fifty-two new single-family dwellings were completed, 33 of which were in the Benson Estates Subdivision. Two new single-family residences and one multi-unit residence permits were issued.

There were a total of 93 code enforcement cases, with 90% of the cases closed after the Initial Notice was sent to property owners and prior to a hearing. A majority of the cases are for trash and debris.

Councilmembers thanked Mr. Friend for the updates.

B. Political Signage Regulations – Pete Carr, City Manager

Mr. Carr stated he was seeking Councilmembers' direction for Staff to consider modifying and clarifying political signage regulations. He noted political signage in Orland is regulated by Orland Municipal Code 17.78.440, D4. Additionally, he presented to Councilmembers that Glenn County and the State's regulations are not the same as those for the City (12 sq ft). The State allows up to 32 sq ft for a sign, the County allows four sq ft for a sign in a residential area and 16 sq ft in other areas. They also differ when signs can be placed, State 90 days before, take down by ten days after the election and County 60 days before and 14 days after the election. City also allows signs up 60 days before, but they must be taken down by 15 days after the election.

Councilmember Irvin asked if City would enforce the sign regulations. Mayor Roundy stated the City has enforced its regulations. Councilmember Irvin asked if the City could make the County change their regulations. Mr. Carr stated the City is under no obligation to conform with the County.

Councilmember Irvin asked if code enforcement could be used if the sign is not in compliance. Mr. Einhorn stated, if City staff can abate without damaging property or person, staff can remove the sign. This would be after due process to the property owner and is similar to the weed abatement process.

Councilmembers Irvin, Dobbs and Vice-Mayor Tolley stated they felt going with State sign standards would streamline the process and would be less confusing for candidates. Councilmember Hoffman stated he would not want a 32 sq ft sign near his residence.

Upon consensus of the Council, Mr. Carr was directed to speak with County of Glenn staff about size and timeline for political signs so County and City could have the same standards.

D. Verbal Update on Covid-19's Impact on the Local Economy and City Operations – Pete Carr, City Manager

Mr. Carr stated current Covid-19 statistics for Glenn County have not been released since Dec 18. There are currently 28.7% of ICU beds available in the Northern CA region. Glenn County has a positivity rate of 13.4% with an average of 52 cases per 100K population in the last 14 days. There were 121 active cases and 7 hospitalized as of Dec 15.

Mr. Carr stated Orland is in the purple tier which means only outdoor dining and retail at 25% capacity. The Optum Serve testing site at Memorial Hall will be closed Christmas day.

The \$900B bi-partisan bill has passed Congress providing funds to workers, families, transits agencies, etc. but there was nothing provided for cities.

Mayor Roundy stated he has checked with Walgreens and they do not know yet when they will receive the vaccine for distribution. Mr. Carr stated Westhaven Assisted Living will begin inoculations the week of the 28th.

Mr. Denton stated he received a call from the postal union headquarters, asking him to be in a video to promote the postal service. Vice-Mayor Tolley stated the video was done very well.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Tolley:

- Wonderful town, great people; going in a good direction.

Councilmember Dobbs:

- Looking forward to serving on the Commissions.

Councilmember Irvin:

- Asked when the sexual harassment training would be scheduled. Mr. Carr stated the City Clerk will let him know when the training is scheduled.
- Doing a lot of travelling and advised people to be safe and wash their hands.

Councilmember Hoffman:

- Nothing to report

Mayor Roundy:

- Will support Chamber of Commerce as best as the city can.
- Attended the Glenn County Water Authority meeting; they intend to install more monitoring wells.
- Good luck to Councilmembers with their Commission appointments. It is important to attend the meetings and listen.
- Merry Christmas.

Meeting adjourned at 7:49 p.m.

After adjourning, Mr. Denton's video was played for those present.

Janet Wackerman, City Clerk

Bruce T. Roundy, Mayor

PLANNING COMMISSION MINUTES

November 19, 2020

1. Call to Order – The meeting was called to order by Chairperson Lazorko at 5:30 PM
2. Pledge of Allegiance – led by Commissioner Elliott
3. Roll Call: Commissioners present via teleconference – Wade Elliott, Steven Shoop and Sharon Lazorko
Commissioners present at Carnegie Center - Doris Vickers and Mike Yalow
Commissioners absent - None
Also present at Carnegie Center - Scott Friend, Dennis Hoffman and Janet Wackerman

4. ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments – None

5. APPROVAL OF THE MINUTES FROM OCTOBER 15, 2020

Upon motion made by Commissioner Yalow and seconded by Commissioner Vickers, the minutes of October 15, 2020 were approved as presented. The motion carried unanimously by voice vote, 4-0.

6. PUBLIC HEARINGS – **Zoning Ordinance Text Amendment (ZCA 2020-01) — Fences.**

The Planning Commission will consider making a recommendation to the City Council to introduce an Ordinance amending the Orland Municipal Code in regard to the modification and/or establishment of standards addressing fencing heights, setbacks, materials, design consideration and the incorporation of safety provisions for sight visibility. The proposed amendment would create a new Section 17.76.190, Fences to the Orland Municipal Code (OMC) incorporating all fencing standards; would move existing fence standards out of the text of each individual zoning district and consolidate those in the new Section 17.76.190; would reduce required street side-yard standards from twenty (20) feet to ten (10) feet; would formally codify the inclusion of sight-visibility triangles at street intersections, driveways and alleyways; would allow for the administrative approval of additional fence height in limited situations; and, would recodify various design and materials requirements.

Staff Recommendation: Staff is recommending that the Planning Commission conduct the public hearing and making a motion to the City Council considering and approving the matter as presented.

Environmental Determination: Exempt pursuant to Government Code Section 15061(b)(3).

Chairperson Lazorko introduced City Planner Friend to present the Staff Report.

Mr. Friend stated there were two corrections that needed to be noted. Under fence setback standards (17.76.190) A.2 should be eliminated and the street type/alley dimension under the visibility triangle requirements should be 10 feet. He added that this amendment should make the code more user friendly and put all items referencing fences in one area of the OMC.

Chairperson Lazorko opened the Public Hearing at 5:38 PM.

Marjorie Palmer questioned why the amendment to the fence standards had come up at this time and who will enforce it. Mr. Friend stated city staff will enforce the code and a petition was made by a resident to reduce the side yard standards for fencing from 20' to 10'. Ms. Palmer asked if she sees anything can she tell city code enforcement? She is concerned with fence heights over six feet. Commissioner Vickers stated and Mr. Friend concurred that the new codes will not be retroactive. Mr. Friend stated that if the fence is in violation of the OMC, a complaint can be filed, and the City will take action on the complaint.

All discussion ceased and the Public Hearing was closed at 5:45 PM.

Commissioner Shoop asked if items 1-5 under 17.28.070 – Setbacks were okay and did not need to be changed. Mr. Friend stated there were no changes needed to those items.

Commissioner Yalow stated he accepted the amendment as presented, with the changes noted.

Commissioner Elliott stated that he thought all items that had been discussed were included in the amendment.

Upon motion made by Commissioner Elliott and seconded by Yalow, the Planning Commission adopted Resolution 2020-09, recommending approval to the City Council the Municipal Code Amendment as amended and approval of the Categorical Exemption as presented. The motion carried unanimously 5-0.

7. ITEMS FOR DISCUSSION OR ACTION - None

8. STAFF REPORT

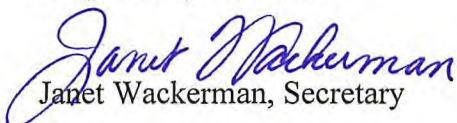
Mr. Friend reported:

- There will be three items for Commission review at their December 17th meeting.
- Glenn Co. LAFCo approved the annexation for the Sunny Truck Wash, if the city agreed to annex adjacent parcels within six months.
- There has been interest in the Orland Park and Linwood II properties for housing development.
- A public hearing will be conducted at the December meeting for a conditional use permit to assign parcel specific zoning for the Butte College site.

9. COMMISSIONER REPORTS - None

10. ADJOURNMENT – 6:08 PM

Respectfully submitted,


Janet Wackerman, Secretary

Sharon Lazorko, Chairperson

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 6.B.

MEETING DATE: January 4, 2021

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: **Unpermitted Work Fee** (Discussion/Direction)

City Staff and Council will discuss the status of the City's fee for permit-required work being performed without a permit. Council may direct Staff.

BACKGROUND

The State Building Code – which Orland has adopted as its own – prohibits certain types of work from being performed with a building permit. The City of Orland levies a \$47.00 fee when this condition is observed and adds this amount to the fee for the building permit.

Our most common permit issued currently is rooftop solar, with valuation-based permit fees typically about \$250-450. Water heater permits are about \$90. Permit fees function as cost-reimbursement for anticipated inspection services.

DISCUSSION

\$47.00 is arguably not an effective incentive to apply for a permit as required. The process of identifying the condition, notifying the property owner and issuing a Stop Work Order, then processing the fee and lifting the Order is probably costing the City more than \$47.00 in labor & materials. Working without a permit occurs about 18 times a year.

Other jurisdictions charge varying amounts:

Corning:	Double the permit fee (not including plan check fees)
Willows:	Double the permit fee (not including plan check fees)
County of Glenn:	Double the permit fee (not including plan check fees)
Chico:	Up to triple the amount of the original fee
Rio Vista:	\$500.00

RECOMMENDATION

Consider an appropriate and desired fee for working without a permit, direct staff. Any proposed fee change will be brought back to Council in the form of a draft ordinance.

Fiscal Impact of Recommendation:

N/A