CITY COUNCIL
Charles Gee, Mayor
Dennis G. Hoffman, Vice Mayor
Bruce T. Roundy
James Paschall Sr.
Salina J. Edwards

CITY OFFICIALS
Angela Crook
Assistant City Manager/City Clerk
Pamela Otterson
City Treasurer

CITY OF ORLAND

INCORPORATED 1909

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

CITY MANAGER
Peter R. Carr

If anyone wishes to address the City Council on an item to be considered at this meeting, please fill out a Speaker Request Form and submit to the City Clerk before the meeting begins. (optional)	Meeting Place: Carnegie Center 912 Third Street Orland, CA 95963

AGENDA
REGULAR MEETING, ORLAND CITY COUNCIL
Monday June 3, 2013

Closed Session – 7:00 p.m.
Regular Session – 7:30 p.m.

I. CALL TO ORDER
1. Roll Call
2. Public comment on closed session items.

II. CLOSED SESSION

Pursuant to California Government Code Sections 54950 et sq., the City Council will hold a Closed Session. More specific information regarding this meeting is indicated below.

A. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code Section: 54957.6
Agency Negotiator(s): City Manager Pete Carr
City Attorney Greg Einhorn

Employee Organization(s): United Public Employees of California Local #792
(Mid Management and General Units)
Unrepresented Employees (All others not in UPEC)

III. REPORT FROM CLOSED SESSION
(If the Closed Session is not completed before 7:30 p.m., it will resume immediately following the Regular Meeting).

IV. RECONVENE TO REGULAR SESSION
1. Roll Call

V. PLEDGE OF ALLEGIANCE

VI. 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.
(Oral communications will be limited to three minutes).

VII. CITY COUNCIL COMMUNICATIONS AND REPORTS

VIII. CONSENT CALENDAR

A. Approve Warrant List (payable obligations).
B. Approve City Council minutes for May 20, 2013
C. Receive and file Arts Commission minutes for April 17, 2013.
D. Approve compensation adjustment per provisions and terms of City Manager contract.

IX. PUBLIC HEARING - None

(Public Hearing comments will be limited from three to five minutes).

X. ADMINISTRATIVE COMMUNICATIONS

A. City Planner – Scott Friend

Consideration of recommendation by Planning Commission on Rapini Parcel Map.

B. City Manager – Pete Carr

1. Consider Resolution No. 2013-XX supporting KVB project.
2. Discuss and consider draft Five-Year Plan.
3. Budget presentation – review of special funds and staffing.

C. City Attorney – Greg Einhorn

Discuss and consider options for retiree health insurance employer contribution.

XI. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a),the agenda for this meeting was properly posted on May 30, 2013.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, Orland, CA.

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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CITY MANAGER
Peter R. Carr

WARRANT LIST

June 3, 2013

WARRANT	5/30/13	$	260,276.17
PAYROLL	5/16/13	$	49,431.34
PAYROLL	4/4/13	$	24,111.15
TOTAL		$	333,818.66

APPROVED BY

Charles Gee, Mayor

Dennis G. Hoffman, Vice-Mayor

Bruce T. Roundy, Councilmember

James Paschall, Sr., Councilmember

Salina J. Edwards, Councilmember

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
038696	05/17/13	MAR12	Marcie's Cupcake Kitchen	67.50	.00	67.50	051713H	Safety luncheon cupcakes
038697	05/17/13	AND04	Andy's Butcher Block	235.00	.00	235.00	051713H	Safety luncheon for staff
038698	05/29/13	POS00	POSTMASTER	515.45	.00	515.45	2012H	CCR mailing
038699	05/30/13	AME00	AMERICAN FAMILY LIFE	562.04	.00	562.04	732704	Supplemental insurance
038700	05/30/13	ATT06	A T & T	831.63	.00	831.63	42245	Phone usage
				15.91	.00	15.91	43072	PW/lift station
				15.91	.00	15.91	43073	PW/lift station
				15.93	.00	15.93	59252	PW/lift station
				291.32	.00	291.32	052013	PW/well communications
				108.29	.00	108.29	5/19/13	PD/radio phone line
			Check Total.....:	1278.99	.00	1278.99		
038701	05/30/13	ATT07	A T & T	31.71	.00	31.71	050713	PW/well communications
038702	05/30/13	BAN00	Bank of New York Mello Tr	141581.35	.00	141581.35	6-13	Semi-annual payment
038703	05/30/13	BAS00	Basic Laboratory, Inc	150.00	.00	150.00	803;563	PW/lab services
038704	05/30/13	BEC05	Bob I. Becker	32271.95	.00	32271.95	2	Library expansion
038705	05/30/13	BRO02	DARYL R. BROCK CPA	5450.00	.00	5450.00	5/28/13	FinDir/contract svcs
038706	05/30/13	BUC00	BUCKE'S FEED & GRAIN	36.39	.00	36.39	184705	PD/K9 supplies
038707	05/30/13	CAP03	Capstone Press Inc	525.94	.00	525.94	10313967	Lib/children's books
038708	05/30/13	COR00	CORNING LUMBER CO., INC.	866.22	.00	866.22	052513	Rec&Parks supplies
038709	05/30/13	COR04	CORBIN WILLITS SYSTEMS	479.02	.00	479.02	B305151	MultiDepts/software suppo
038710	05/30/13	CRE00	CREATIVE COMPOSITION	1077.20	.00	1077.20	84122	Rec/activity guides
038711	05/30/13	CRO00	ANGIE CROOK	300.00	.00	300.00	May 2013	City Clerk Stipend
038712	05/30/13	EDW00	Salina Edwards	192.00	.00	192.00	May 2013	CITY COUNCIL COUNCIL FEES
038713	05/30/13	END00	END2END, INC.	4375.00	.00	4375.00	1300393	PD/contract maint&support
038714	05/30/13	FEN04	Joseph Fenske	123.21	.00	123.21	5-28-13	Rec/mileage reimb
038715	05/30/13	GEE00	CHARLIE GEE	208.00	.00	208.00	May 2013	Council member services
038716	05/30/13	GLE27	Glenn Co Resource Conserv	220.51	.00	220.51	2013-13	Spray for arundo removal
038717	05/30/13	GLS01	GLENN CO. FLEET SERVICES	5012.75	.00	5012.75	FL1407	PD/vehicle lease
038718	05/30/13	GRA02	GRAINGER, INC.	816.38	.00	816.38	348209	Library/hand dryers
038719	05/30/13	HOF00	DENNIS G. HOFFMAN	192.00	.00	192.00	May 2013	Council member services
038720	05/30/13	KYO00	GE CAPITAL	274.13	.00	274.13	6790	MultiDepts/copier lease
				230.05	.00	230.05	58864353	BD;Plan/copier lease
			Check Total.....:	504.18	.00	504.18		
038721	05/30/13	LEL00	LELY'S	36.16	.00	36.16	27954	PW/Railroad well
038722	05/30/13	LIN00	LINCOLN EQUIPMENT	873.56	.00	873.56	5-17-13	Rec/rescue supplies for p
038723	05/30/13	MAL02	Mallory Safety & Supply L	25765.60	.00	25765.60	1641837	FD/4 SCBAs
038724	05/30/13	MAT04	MATSON & ISOM	149.00	.00	149.00	21078	Security certificate
				1182.50	.00	1182.50	0021062	PD/MSoffice licenses
				298.87	.00	298.87	Misc tags	AC/newsletter;facebook up
			Check Total.....:	1630.37	.00	1630.37		
038725	05/30/13	MEZ00	JODY MEZA	200.00	.00	200.00	April2013	Lib/mileage reimb
038726	05/30/13	MOL01	Kevin Molleson	184.50	.00	184.50	5-28-13	Rec/coed softball
038727	05/30/13	NAP00	NAPA AUTO PARTS	510.87	.00	510.87	052513	PW/supplies
038728	05/30/13	NOR06	NOR-MAC INC.	521.38	.00	521.38	494319	Parks/sprinklers
038729	05/30/13	NOR07	NORTH VALLEY BARRICADE	36.55	.00	36.55	16074	PW/street signs&numbers
038730	05/30/13	OCL00	OCLC.Inc Dept 34299	92.98	.00	92.98	242101	Lib/software subscription
038731	05/30/13	ORH00	ORLAND HARDWARE	2328.20	.00	2328.20	5/27/13	PW/misc.supplies
038732	05/30/13	ORL01	ORLAND SAND & GRAVEL	271.98	.00	271.98	51313	PW/sand
038733	05/30/13	ORL12	Orland-Laurel Masonic Hal	350.00	.00	350.00	June 2013	AC/gallery rent
038734	05/30/13	OTT00	PAM OTTERSON	175.00	.00	175.00	May 2013	Treasurer stipend

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
038735	05/30/13	PAS02	James Paschall Sr.	192.00	.00	192.00	May 2013	Council member services
038736	05/30/13	PEP00	PETTY CASH POLICE DEPT	66.77	.00	66.77	May 2013	PD/misc.expenses
038737	05/30/13	PER00	STATE OF CALIF PERS	18065.95	.00	18065.95	5-2013-4	PERS PAYABLE
038738	05/30/13	PGE00	PG&E	20.99	.00	20.99	051213	PW/WalkerStPedestal
				47.31	.00	47.31	051713	PW/traffic control
				66.31	.00	66.31	052013	PW/RdMM lift station
				67.39	.00	67.39	5-16-13	Rec/Lely park lights
			Check Total.....:	202.00	.00	202.00		
038739	05/30/13	PMC00	PACIFIC MUNICIPAL CONSULT	3855.00	.00	3855.00	37557	Plan/contract svcs
038740	05/30/13	QUI02	QUILL CORP.	157.46	.00	157.46	052913	Office supplies
038741	05/30/13	R&R00	R & R SALES, INC	41.75	.00	41.75	29510	FD/smog inspection
038742	05/30/13	RAD00	Radio Chico	330.00	.00	330.00	09401	PD/re-cert radar units
038743	05/30/13	ROU00	BRUCE T. ROUNDY	192.00	.00	192.00	May 2013	CITY COUNCIL COUNCIL FEES
038744	05/30/13	ROU01	Bruce Roundy	99.90	.00	99.90	5/23/13	Coun/mileage reimb
038745	05/30/13	STO04	STONYCREEK PEST CONTROL	92.00	.00	92.00	5/2/13	Pest control
038746	05/30/13	SUN03	SunTrust Equipment	3651.19	.00	3651.19	1494404	PW/sewer truck payment
038747	05/30/13	TRA02	TRANSAMERICA	655.00	.00	655.00	May 2013	Term insurance
038748	05/30/13	TRI00	Tri-County Newspapers Inc	54.83	.00	54.83	1yrsubscr	Lib/newspaper subscriptio
038749	05/30/13	TRI03	Tri-County Portable Toile	80.00	.00	80.00	790	Green waste site
				240.00	.00	240.00	769;788	Rec/SpencePark
			Check Total.....:	320.00	.00	320.00		
038750	05/30/13	VAL02	VALLEY ROCK PRODUCTS	74.34	.00	74.34	1092565	PW/sand
038751	05/30/13	VAN00	VANTAGE POINT TRANSFER AG	1567.38	.00	1567.38	5/2-15/13	DefComp#304591
038752	05/30/13	VER03	Verizon Wireless	328.66	.00	328.66	970500674	Cell phone usage
038753	05/30/13	WAC00	JANET BLEVINS WACKERMAN	280.00	.00	280.00	052813	ContSvcs/meeting transcri
			Cash Account Total.....:	260276.17	.00	260276.17		
			Total Disbursements.....:	260276.17	.00	260276.17		
			Cash Account Total.....:	.00	.00	.00		

MINUTES OF REGULAR MEETING, ORLAND CITY COUNCIL, Monday May 20, 2013 7:30 p.m.

CALL TO ORDER

Meeting called to order by Mayor Gee.

Councilmembers present:	Jim Paschall, Salina Edwards, Bruce Roundy, Vice Mayor Dennis Hoffman and Mayor Charles Gee
Councilmembers absent:	None
Staff present:	City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

Citizen comments:

None

Meeting reconvened to Closed Session at 7:01 p.m.

CLOSED SESSION

Conference with Labor Negotiators; Government Code Section: 54957.6; Agency Negotiators: City Manager Pete Carr and City Attorney Greg Einhorn; Employee Organizations: United Public Employees of California Local #792 (Mid Management and General Units) and Unrepresented Employees (all others not in UPEC).

Public Employee Appointment, Employment, Evaluation of Performance, Dismissal or Release; Government Code Section: 54957; Position: City Manager

Meeting adjourned to Open Session at 7:30 p.m.

REPORT FROM CLOSED SESSION

Discussion will continue on Conference with Labor Negotiators and Public Employee Appointment, Employment, Evaluation of Performance, Dismissal or Release of City Manager position.

Meeting reconvened to regular session at 7:31 p.m.

Meeting called to order by Mayor Gee. Meeting opened with the Pledge of Allegiance.

ROLL CALL

Councilmembers present:	Jim Paschall, Salina Edwards, Bruce Roundy, Vice Mayor Dennis Hoffman and Mayor Charles Gee
Councilmembers absent:	None
Staff present:	Chief of Police J.C. Tolle, Finance Director Daryl Brock, City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

Byron Denton, 127 Tanner Way, stated he appreciates what our Fire, Police and Public Works Departments do for us. Mr. Denton asked for an update on the sewer headworks project. Staff advised a vendor has been selected and the intent to purchase was submitted for the upcoming fiscal year.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilor Paschall had no reports at this time.

Councilor Edwards reported on the following:

- Attended Public Safety Commission meeting; request the public to notify the City Manager regarding any safety or street issues;
- Attended Library Commission meeting; children's summer program and Farmers Market to be connected; Ice Cream Social scheduled for August 25, 2013; library received $10,000 from the State for book money;
- Attended Economic Development Commission meeting;
- Chamber of Commerce to hold mixer at Hibdon Auto Center June 13th;
- Chamber of Commerce will recognize a Business of the Year award;
- Attended Transit Committee meeting; signed contract for renewing services.

Vice Mayor Hoffman reported on the following:

- Participated in Glenn County Fair parade Saturday.

Councilor Roundy reported on the following:

- Attended Transportation Commission meeting;
- Attended the lighting of the Public Art presentation;
- Attended the Broadband (Golden Bear) meeting;
- Possible alternative for Petanque course at Lely Park;
- Let's Move Program- health and welfare for our citizens;
- Farmers Market opening June 1st- in Orland.

Mayor Gee reported on the following:

- Broadband is available through Comcast;
- Attended Waste Management Board meeting; possible coordination for hazardous waste pick up with citywide clean-up;
- Attended Land Bridge Alliance meeting in Red Bluff.

CONSENT CALENDAR

A . Approve Warrant List (payable obligations).
B. Approve City Council minutes for May 6, 2013.
C. Receive and file Economic Development Commission minutes for March 4, 2013.
D. Receive and file Economic Development Commission minutes for April 9, 2013.
E. Adopt Resolution No. 2013-10 authorizing the City Manager to sign a bill of sale for the sale of retired police services canine "Rakker".

Councilor Paschall moved, seconded by Councilor Edwards to approve the consent calendar as presented. Motion carried unanimously with no abstentions.

PUBLIC HEARING – None

ADMINISTRATIVE COMMUNICATIONS

City Manager:

City Manager Carr brought forward for review the proposed 2013-2014 Preliminary General Fund Budget. City Manager Carr advised there is very little room in the budget and union negotiations are still underway. The budget showed a $37,441 deficit at this time. The following expenditures with significant increases include: façade cost sharing increase; full payment to the Chamber of Commerce; fire equipment and reserve increases, recreation pickup addition and overall increases in wages and benefits. City Manager Carr requested Council to consider the Fire Chief's request for $35,000 in reserve for future fire needs and replacements, as well as the Police and Public Works Departments' open positions. Council discussed possible cuts in the Council travel budget and façade improvement program. Mayor Gee questioned if the League of California Cities membership is necessary. Councilmember Roundy expressed the benefits of membership.

Consensus of the Council is to send the draft preliminary budget back to staff to consider five percent reductions in each department's budget.

City Manager Carr brought forward for review and consider adopting Resolution No. 2013 -11 increasing the water and sewer rates by 5.2%. The adjustment is based on the Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI) from March 2012 to March 2013. The following rate increase is as follows:

Proposed Rates

Water Rates: Residential and Commercial

	Current Rate	Proposed Rate Inside City Limits	Proposed Rate Outside City Limits
Fixed Bi-Monthly Charge	$28.37	$29.85	$59.70
Rate per 1,000 with more than 15,000 gal	$0.71	$0.75	$0.75

Sewer Rates: Residential and Commercial

	Current Rate	Proposed Rate Inside City Limits	Proposed Rate Outside City Limits
Fixed Bi-Monthly Charge	$30.24	$31.81	$61.44
Rate per 1,000 with more than 15,000 gal	$0.37	$0.39	n/a

Vice Mayor Hoffman moved, seconded by Councilor Paschall to adopt Resolution No. 2013-11 adjusting the City of Orland water and sewer rates by 5.2% effective July 1, 2013. Motion carried unanimously with no abstentions.

City Manager Carr brought forward for review and consideration in adopting Resolution No.2013 - 12 adjusting Maintenance District Assessment fees. Staff recommends a 1.5 % increase of the assessment fees for 2013-2014, except where the construction of the future maintenance infrastructure has not been completed. The increase was based on the Consumer Price Index.

Councilor Roundy moved, seconded by Councilor Paschall to adopt Resolution No. 2013-12 adjusting the City of Orland Maintenance District Assessment Fees by 1.5%. Motion carried unanimously with no abstentions.

City Manager Carr brought forward for review and consideration in adopting Resolution No. 2013 - 13 for annual adjustments to Main Replacement Charges, Capacity Fees and Lateral Installation Charges. Staff recommends a 1.5% increase of the Capacity Fees, Main Replacement Charges and Meter and Lateral Installation charges. The increase is based on the Consumer Price Index.

Councilor Roundy moved, seconded by Vice Mayor Hoffman to adopt Resolution No. 2013-13 for annual adjustment to Main Replacement Charges, Capacity Fees and Lateral Installation Charges by 1.5%. Motion carried unanimously with no abstentions.

City Manager Carr brought forward for review and consideration in adopting Resolution No 2013 - 14 to adjust Development Impact fees. Staff recommends an increase of 1.5% based on the Consumer Price Index and consistently provide cost coverage until the pending nexus study of these fees is completed.

Councilor Roundy moved, seconded by Vice Mayor Hoffman to adopt Resolution No. 2013-14 to adjust Development Impact Fees by 1.5%. Motion carried unanimously with no abstentions.

City Attorney:

City Attorney Einhorn brought forward for discussion and consideration of retiree health insurance employer contribution. As a condition of contracting with California Public Employment Retirement System (CalPERS) for employee medical insurance, the City was required to provide at least minimal contribution to the cost of retiree medical insurance premiums; a resolution was adopted in 1996 regarding the City's obligation. City Attorney Einhorn advised as of January 1, 2011, the City dropped CalPERS health care coverage and began a contract with California State Association of Counties (CSAC) through Golden State Risk Management Authority (GSRMA), which does not

require the City to fund a portion of retiree's health insurance costs. City Attorney Einhorn advised Council needs to consider whether to terminate the contribution, cap the dollar amount, or possibly consider only retirees until Medicare eligible. At this time, the current contribution to each retiree is $108 per month.

City Council requested more time to consider the issue, notify retirees and bring back to a future meeting.

Meeting adjourned to continue Closed Session at 9:24 p.m.

Meeting reconvened to Open Session at 10:10 p.m.

REPORT FROM CLOSED SESSION

Direction was given to Labor Negotiators.

Performance Evaluation was given to City Manager.

ADJOURN

Meeting adjourned at 10:11 p.m.

_____Clerk _____Mayor

CITY OF ORLAND
ORLAND ARTS COMMISSION MEETING
Wednesday, April 17th , 2013

The April 17th, 2013 meeting was called to order by Co Chair Rae Turnbull at 7:00 p.m. at the Orland Art Center, Fourth and Colusa Streets, Orland. Commissioners present were Rae Turnbull, George Turnbull, Mary Rose Kennedy, Steve Elliott, Jane King, Pat Mullanix, and city liaison Bruce Roundy. Commissioner Pam Roundy was absent.

Prior to the opening of the main body of the meeting, commissioners were asked to observe two Lake School 4H student project demonstrations. Leonard and Dominic Garcia demonstrated snack food preparations. Leonard's was his recipe for "Yofruitola," a mixture of yogurt and fruit. Dominic's "Fruit Salsa," consisted of chopped strawberries, kiwi and apple to be eaten with taco pieces. Commissioners sampled both delicious projects.

Minutes The minutes of the meeting of March 20th, 2013, were approved as emailed. (Jane King and Mary Rose Kennedy)

Treasurer's Report

The Treasurer's report showed a balance of $2,042.45. Report attached.

Oral or Written Communications:

none

Commissioner Reports

A brief update was given on the Ciliax Bronze Public Art Project Patina selection and delivery of the Bronze to the city's Public Works facility.

Commissioner Steve Elliott spoke on the lighting of the bronze and is waiting for the granite to be in place before completing that part of the project.

Commissioner Rae Turnbull has requested publicity from KHSL-TV on the Bronze dedication and lighting ceremony and was promised some advance promotion by KHSL's Linda Watkins Bennett.

Commissioner Mary Rose Kennedy asked Fourth Street businesses to stay open the evening of the dedication (Saturday, May 11th) and reported that most were more than willing to cooperate.

The OHS Student Outreach Project has two students assigned to be "Student Docents" and Rae Turnbull reported that two of our Gallery docents have agreed to be their mentors.

City Council liaison Bruce Roundy asked for input on a Community Center for Orland and how to improve existing buildings for meeting places, theatre productions, community activities etc.

Items for Discussion or Action none.

Adjournment

There being no further business, the meeting was adjourned at 8:00 p.m. ***The next meeting is Wednesday, May 15th, 2013 at 7:00 p.m., when the entries for the Annual August Group Show will be juried by the commissioners. No formal business will be conducted.***

Pat Mullanix

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: VIII.D.

MEETING DATE: June 3, 2013

TO: Honorable Mayor and Council

FROM: Pete Carr, City Manager

SUBJECT: **Compensation Adjustment for City Manager (Action)**

Consistent with the terms and provisions of the three-year contract with the city manager, Council will consider awarding a 2% salary raise following a positive annual performance review.

BACKGROUND

The City and city manager agreed to a three-year employment contract in May 2012 which includes periodic performance reviews and consideration of salary adjustments. The contract was amended in January 2013 to provide commuting use of a city vehicle in lieu of the mid-year salary adjustment.

DISCUSSION

Adjustment of the city manager's salary upwards 2% is proposed following and consistent with the Council's review of the manager's performance completed May 20th. No other terms of the employment agreement are proposed for modification at this time. The next scheduled performance review and consideration of salary adjustment will be May of 2014.

Attachments: None

RECOMMENDATION:

Approve 2% salary adjustment for city manager effective May 24, 2013.

FISCAL IMPACT OF RECOMMENDATION:

$2000/yr, previously factored into the annual budget.

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: X.A.

MEETING DATE: June 3, 2013

TO: Honorable Mayor and Council

FROM: Scott Friend, AICP – City Planner

SUBJECT: TPM #2012-01 (Rapini) – Request for Appeal Fee Waiver

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BACKGROUND / DISCUSSION

At the re-scheduled Planning Commission meeting of May 23rd, the Planning Commission voted unanimously (3-0) to deny Tentative Parcel Map #2012-01 (Rapini) as filed. The denial was based upon the finding that the project as submitted did not conform to the City's General Plan or Land Division standards relative to providing two points of emergency access. However, upon voting to deny the map as filed, the Commission directed the City Planner to communicate to the City Council that they supported the concept of development on the site and generally supported the efforts of the landowner to find a solution to the access issued present on his property. In making a decision to deny the project as filed, the Planning Commission indicated that they supported the idea of the applicant appealing the decision to the City Council.

As a result of the decision by the Commission, the applicant has submitted a request to the Planning Department to appeal the decision of the Planning Commission to the City Council. Along with the statement that they intended to appeal the decision, the applicant has requested that the City Council waive the appeal fee of $350.00 for the action.

The action being requested of the City Council with this report is to make a determination as to whether the City Council is willing to waive the appeal fee for this matter as requested by the project applicant. Staff will forward the Council's decision on this matter to the applicant following the decision by the Council and staff will bring this matter back to the Council for further action once a direction has been set on the appeal fee request.

RECOMMENDATION:

No recommendation is made on this matter by the Community Development Department. The City Manager has indicated to the City Planner that he is supportive of the applicants request to waive the appeal fee in this instance.

FISCAL IMPACT OF RECOMMENDATION:

Granting the request of the applicant to waive the Planning Commission appeal fee would result in a cost to the City of approximately $350.00 plus an undetermined amount of money to cover the staff time necessary to prepare and process the appeal action.

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: X.B.1.

MEETING DATE: June 3, 2013

TO: Honorable Mayor and Council

FROM: Pete Carr, City Manager

SUBJECT: **KVB Support Resolution (Discussion/Action)**

Council is asked to consider a resolution or letter indicating support for the KVB, Inc. waste recycling project.

BACKGROUND

KVB, Inc. is engaged in a project to construct a MRF (materials recovery facility) and anaerobic digestion facility on 20 of its 140 acres located five miles east of Orland on SR32. The project is being designed to receive all of Glenn County, Willows and Orland's municipal solid waste (MSW) following the closure of the county landfill.

KVB's president, Kara Baker, intends to file an application for "inducement" June 18th at the California State Pollution Control Financing Authority's board meeting to start the process of procuring financing for the project. Ms. Baker is requesting a resolution from the Cities of Orland and Willows as well as the County of Glenn indicating support for the project and key requirements for its bond financing.

The City provided a letter of support for the project concept to KVB (then BBI) in June 2008, and issued a letter of support for FEMA mapping changes for the project property to Congressman Garamendi in March 2013. The County entered an MOU with KVB in 2010. All three agencies approved an NDFE (Non-disposal Facilities Element) in 2010 including KVB as a part of the long-term regional waste stream strategy. Environmental studies are expected to commence soon in anticipation of permit applications.

DISCUSSION

Council is being presented a draft resolution basically as proposed by KVB with some modifications after review by staff. Willows and the County are likely to consider similar resolutions or letters of support.

Attachment: Draft Resolution in Support of KVB Solid Waste Conversion Facility Project

RECOMMENDATION:

Consider resolution vs. letter of support vs. deferral, direct staff.

FISCAL IMPACT OF RECOMMENDATION:

No immediate impact; future (2016 and beyond) impacts unknown.

RESOLUTION NO. 2013 –__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY

OF ORLAND IN SUPPORT OF KVB WASTE CONVERSION FACILITY PROJECT

RECITALS

WHEREAS, the Glenn County Landfill ("the Landfill") has reached its maximum fill capacity and is expected to be closed by the end of 2016;

WHEREAS, technological advancements in the field of waste conversion are providing communities with viable options for effectively disposing of Municipal Solid Waste (MSW) while also producing renewable energy and high-quality, sustainable jobs;

WHEREAS, the Glenn County Board of Supervisors has entered into a Memorandum of Understanding (MOU) with KVB, Inc. (KVB), for the purpose of developing a solid waste conversion facility located five miles east of Orland to replace the County's existing landfill and to service the MSW processing needs of Glenn County for the long term;

WHEREAS, as part of the MOU development process with KVB, the Board of Supervisors established as a priority for this project, the provision of effective MSW disposal services for the whole of Glenn County while minimizing the cost of those services to the public;

WHEREAS, the KVB team represents that it has evaluated a wide variety of options for financing the project and has determined that while each contain similar requirements for waste commitment and rate-of-return/rate setting guarantees from the County, the City of Orland and the City of Willows, the option offering the greatest level of project completion certainty with the lowest cost of capital is State of California Tax Exempt Pollution Control Bonds ("Bonds"), which can be used to finance public-private partnership projects like the proposed solid waste conversion facility;

WHEREAS, the County, the City of Orland and the City of Willows will consider an agreement which will include a joint and several "put-or-pay" guarantee to commit their respective communities' waste to the project for at least the lifetime of the Bonds and to regularly review and adjust tipping fees at the facility at a level which will generate sufficient revenue to adequately cover required debt service requirements on the Bonds, or otherwise make up any shortfall;

WHEREAS, to enable the County to adequately undertake required actions associated with the bond financing process, the City of Orland will, in good faith, review proposals and work cooperatively on a cost-reimbursable basis with County/KVB experts, to the extent they are needed, in the field of municipal bond finance;

NOW THEREFORE, to provide the support necessary to bring the proposed solid waste conversion facility project to fruition for the benefit of all citizens of Glenn County, the Orland City Council agrees as follows:

1. The City of Orland supports KVB's intentions to pursue financing for the proposed solid waste conversion facility project with Tax Exempt Bonds issued through the California Pollution Control Financing Authority.
2. The City of Orland will engage the County of Glenn and the City of Willows to review details of the proposed solid waste conversion facility project, specifically addressing issues including, but not limited to:
    a. The possible formation of a Joint Powers Authority to oversee service standards, environmental practices and rate setting at the facility;
    b. The need to commit and direct all available MSW generated within Glenn County to the proposed facility; and
    c. The need to provide joint and several guarantees to support Bond financing for the project.
3. The City of Orland will in good faith consider working cooperatively with project finance/economic development advisors engaged by the County/KVB to assist with preparations associated with Bond financing, on a cost-reimbursable basis.

PASSED AND ADOPTED at a regular meeting of the City Council, City of Orland, on the _____ day of _____, 2013, by the following vote:

AYES:

NOES:

ABSENT:

_____

Charles Gee, Mayor

ATTEST:

_____

Angela Crook, City Clerk

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: X.B.2.

MEETING DATE: June 3, 2013

TO: Honorable Mayor and Council

FROM: Pete Carr, City Manager

SUBJECT: **Consideration of Draft Five-Year Plan (Discussion)**

Council and staff will discuss the draft five-year plan and consider changes to it in advance of it being presented for adoption at a subsequent meeting..

BACKGROUND

A first-draft 5-year plan was introduced at the May 6, 2013 meeting. Council asked for a month to review it prior to engaging in a detailed discussion.

DISCUSSION

Staff seeks Council feedback and direction on the draft plan. Items listed in italics are modified from the first draft per comments received from Councilors May 6th.

Attachment: Second Draft of "Building Orland 2018: Our Five-Year Plan"

RECOMMENDATION:

Discuss and direct staff.

FISCAL IMPACT OF RECOMMENDATION:

N/A

Building Orland 2018: Our 5-Year Plan

as of June 3 2013

DRAFT 2

for Council

By 2018 Orland will:

1. Operate on a balanced budget with healthy reserves
   A. General Fund consistently maintains emergency reserves per its established formula:

      1/6 of GenFund expenditures + 5% of TOT + 5% of sales tax + $50k for natural disasters

   B. Water Fund will be at least *15*% paid back from General Fund Inter-fund loan (824 4th St).
   C. Building Enterprise Fund will be zeroed out and retired.
   D. All other funds will be operating in the black.
   E. Revenues will be growing:
      i. Sales tax + 3-5% per year
      ii. Property tax + 2.5% per year
      iii. VLF, Gas Tax flat, stable
      iv. TOT rate *will be* increased, growth *2*% per year
   F. Expenditure growth will be controlled:
      i. Personnel costs guided by *modest adjustments* and market.
      ii. Energy efficiency plan is in place.
      iii. Surplus equipment and facilities are disposed.
      iv. Technology is leveraged to reduce operational costs.
      v. Maximum grant accessibility is established systematically.
      vi. Use of volunteers and donations are encouraged, nurtured and leveraged.
      vii. Planning and building services are at least 80% cost covered by fees.
   G. Adopt and implement new accounting software.
   H. Operate financial processes with clearly established procedures manuals and checklists.

2. Fire Department remains volunteer and sustainably funded.
    A. ISO rating of 3 or 4 is maintained.
    B. City addresses facility, capital and expense requirements in annual budget.
    C. City provides admin support as needed.
    D. If additional funding is needed beyond city resources, City sponsors property assessment.

3. Police Department is stable, well staffed and well equipped.
    A. Staffing includes School Resource Officer, detective and GLNTF assignments – separately or in shared positions.
    B. All officers have field laptops and video+*audio* cameras.
    C. Department station has 3000 sq ft and ample parking.
    D. Services are available by contract to other agencies.

4. Maintain utility rates and services that are competitive and stable.
    A. Water and sewer and garbage rates will adjust incrementally and annually, keeping pace with CPI.
    B. If storm drain utility fee is needed, will cost no more than $5 monthly per household, will fund all storm drain maintenance.
    C. Solid waste collection is *cost-controlled and* augmented with at least one annual clean-up event; all customers are provided with *green waste recycling at no extra charge. City will consider bringing all properties into participation with curbside collection services.*

5. Position the City for robust but orderly growth.
    A. The General Plan will continue to be maintained and updated as necessary to communicate the city's vision for growth and to guide city decisions.
    B. High priority annexation areas will be identified, pre-zoned and actively engaged.
    C. County, OUWUA, and Farm Bureau, are affirmatively engaged in Orland's plan for growth.

D. Primary growth preference is for jobs (with secondary preferences for ag-related and commercial uses). Lower priority for housing supported by maintenance assessment districts.
E. Design standards and construction standards are in place.
F. Impact fees are adequate for needs and remain competitive relative to region.
G. Waste water plant remains well managed and sustainable, master planned without discharge.
H. *New well is added*; water system is full SCADA (automatic alerting and remote control), aquifer volume maintained, consistently in compliance, master planned.
I. *An agreement with the County* is in place to support future city growth.
J. The City has updated its Municipal Services Review (MSR) and Sphere of Influence (SOI) documents and is working with the Glenn County LAFCo.
K. Actively working to streamline the City's development codes and to develop programs supporting the City's General Plan vision.
L. The City has prepared/updated facilities master plans to guide expenditures, improvements and extensions of critical municipal infrastructure.

6. Freeway gateways identify, announce and invite visitors to Orland.
   A. Programs to encourage the re-use of vacant downtown buildings will be in place to encourage property owners to restore and occupy, remove, or address blight.
   B. Programs to require that vacant and open lots be attractively maintained will be in place.
   C. Signage will support business while promoting visual aesthetics of the community.
   D. Commercial development will be active at both I-5 interchanges.
   E. Tourist draws will be leveraged – arts, sports facilities, rural recreation – enough to create demand for lodging enterprises.
   F. Plans will be underway for local or regional festival to draw tourism.
   G. Themed "brand" will evolve or be identified in plans; *may be local or regional*.
   H. We are preserving and protecting our historic legacy and growing our arts appreciation culture.

7. Pedestrian friendly with planned bicycle path system.
    A. No condition 4 or 5 (moderate, total failure) sidewalk sections.
    B. ADA accessible ramps are available at every commercial block.
    C. Sidewalks connect schools to neighborhoods; plan in place to complete sidewalks throughout the city.
    D. Off-road trail system is planned *or in place* for Stony Creek area.
    E. Connectivity is provided to regional bikeway and path systems.
    F. Bicycle racks are available at all parks, downtown and other shopping areas.
    G. A Bicycle and Pedestrian Master Plan will be prepared to guide non-motorized transportation decisions and to assist in leveraging grant funding for improvements.
    H. No waste materials are accumulating in city right-of-way pedestrian or bicycle paths *except immediately before scheduled pick-up*.

8. Parks and recreation depts provide exemplary facilities and services for residents and visitors.
    A. Rec center is expanded for classes, multi-purpose and event rentals.
    B. Lely Pond level and quality is consistently controlled *for summer aesthetics and recreation.*
    C. Lely Pond storm drainage relief project is planned or completed.
    D. Swimming pool is upgrade for temperature control and competitive meet potential.
    E. Bihler Field has *expanded and shaded bleachers*; relocated dugouts; warning track.
    F. Covered group picnic facility is in place or planned. Dilapidated picnic tables are *all replaced with new attractive tables*.
    G. A playground is added or planned for each major new subdivision.
    H. New activity facilities include spray park, disc golf, skate/bike park, trails.
    I. Parks have a healthy mix of tree ages – new trees are being planted according to a plan.
    J. Updated restrooms are provided at Vinsonhaler and Lollipop Land.
    K. A community center concept is designed and in construction or programmed for specific date and site of implementation.

9. We are improving the health, safety and welfare of the community.
    A. Our library makes a significant community difference in literacy education, access to internet, community meeting facilitation, health education.
    B. City programs encourage balanced nutrition and active lifestyles.
    C. Gang signs, if any, are eradicated within *one day* of appearance.
    D. Attractive nuisances and blight are minimal and actively pursued by code enforcement.

10. City staff is effectively serving and developing professionally.
    A. Succession plans are successfully being implemented for public works and finance.
    B. Orland has earned the reputation in the regional business and development communities as a business-friendly and investment-attractive place, with clear permit processes and recognized outstanding customer service.

11. The City is engaged in meaningful ways with the community.
    A. City uses social media tools to keep robust and positive dialogue with residents.
    B. City enjoys a solid and productive relationship with Chamber of Commerce and business owners.
    C. City is widely perceived as transparent, open, welcoming of input.
    D. City commissions are actively productive, appreciated by Council and staff, and helping to grow informed candidates for Council office.

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: X.B.3.

MEETING DATE: June 3, 2013

TO: Honorable Mayor and Council

FROM: Pete Carr, City Manager

SUBJECT: **Budget Presentation – Staffing, Special Funds, and Overview (Discussion)**

City manager will update Council with revised and new budget information, as well focus on staffing and special funds.

BACKGROUND

City manager and finance director on May 6 presented an overview of the proposed budget for Enterprise Funds (water, sewer) for fiscal year 2013-2014, then followed on May 20th with an overview of the General Fund. While enterprise funds are recovering from deficit to health, balancing the General Fund is challenging in the current fiscal environment. The first-draft budget indicated a deficit of less than one percent (<1%) of expenditures over revenues.

DISCUSSION

Council suggested reductions to its own budget category and asked staff to seek 5% reductions in each department's operational budgets. This was decidedly more difficult in some departments than others based in part on the proportion of that department's budget being personnel vs operational. Nevertheless, the process has advanced to this evening's draft which indicates a surplus of less than one percent (<1%), after satisfying the City's internally imposed General Fund reserve requirement to within 2% of its now increased target.

Staffing levels to be considered follow the organizational chart discussion May 20th and are consistent with the draft budget. As mentioned May 20th, certain personnel costs are not yet exactly known due in part to ongoing labor negotiations with two of the City's three bargaining groups.

Revised assumptions, adjustments and corrections made to this draft include:

- Sales tax + 0.5%
- PTAF (property tax assessment fee) - $17,500
- Operations budgets for each dept – 1 to13%
- City Council stipends restored

Attachments (3):

Draft FY14 staffing authorization list
Draft FY 14 General Fund budget summary
Draft FY14 special fund summaries

RECOMMENDATION:

Direct staff. Proposed plan is to bring complete budget for adoption June 17th.

MEMORANDUM

TO: City Council
City Manager
City Clerk

FROM: Gregory P. Einhorn, City Attorney

SUBJECT: Retiree Health Insurance: Employer Contribution Options for Council

DATE: May 24, 2013

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1. Background

At its May 20 regular meeting, the Council was advised that since 1996, the city was paying a portion of retiree health care cost not because such payment was a negotiated benefit, but because the then-provider of retiree health care, the California Public Employment Retirement System (CalPERS), required such contribution. The Council was advised that once the city dropped CalPERS health care coverage effective January 1, 2011 and began coverage by contract with California State Association of Counties (CSAC) through Golden State Risk Management Authority (GSRMA), the city was and is no longer required to fund a portion of retiree health care cost that it had been required to fund pursuant to CalPERS statutory requirements.

The Council was advised that it currently pays six retirees $108/month. That monthly amount was the CalPERS mandatory city contribution amount in effect the last year of the city's contract with CalPERS for health care. The current annual cost to the City is $7,776.00.

2. Council Direction

The Council directed staff to present prospective options for consideration. The Council also directed staff to provide notice of this agenda item to the six retirees/beneficiaries. Staff has provided mailed notice to all six retirees/beneficiaries.

3. Requested Action

a. Direct staff to declare that the payments were not a negotiated benefit and therefore will not be made to any employee retiring in the future.

b. Options

1. Make no change as to the six retirees/beneficiaries, with a continued $7776.00 annual expense to the city.

2. Payments to cease upon Medicare eligibility. As of Jan 2014, this would reduce the annual expense to $2592 for current retirees as four of the six beneficiaries would be ineligible. City expense would reduce by $5184 per year.

3. Payments to cease to all six retirees/beneficiaries effective the end of calendar year 2013.

4. Consideration of the monthly amount:

   A. Cap at current rate of $108/month.

   B. Reset to the initial rate of $16/month when, in 1996, CalPERS required the payments, multiplied by CPI since then: $24/month.

   C. Reset to 10% of today's employee-only PPO premium: $70.

4. Recommendation

Direct staff to (1) declare that the payments were not a negotiated benefit and therefore will not be made to any employee retiring in the future and (2) implement one or more of the four options set forth above.

/mk