

CITIZEN/BUSINESS FORUM, ORLAND CITY COUNCIL, Thursday February 10, 2011 6:15 p.m.

Citizen/Business Forum was called to order by Mayor Paschall. Forum opened with the Pledge of Allegiance.

ROLL CALL

Councilmembers present: Charles Gee, Dennis Hoffman, Bruce Roundy, Vice Mayor Wade Elliott  
And Mayor Jim Paschall

Councilmembers absent: None

Staff present: Joe Fenske, Jere Schmitke, Janet Wackerman, Nancy Sailsbery, Daryl Brock, Paula Carr, Angie Crook and Paul H. Poczobut Jr.

PRESENTATION

1. Black Butte Lake – Mary Ann Deeming, US Army Corps of Engineers

Ms. Mary Ann Deeming from the US Army Corps of Engineers gave a power point presentation on the new development and activities at Black Butte Lake. Ms. Deeming stated flood control management and irrigation benefits were the two main reasons that Black Butte Dam was constructed in 1963. Recreation opportunities at the lake include: camping, boating, fishing, trails and a new disc golf course. The American Recovery and Reinvestment Act provided 1.4 million dollars which has allowed for many improvements to the lake; such as expanding an existing boat ramp, group use campground, shade structures, and additional restrooms facilities throughout the park. Ms. Deeming noted with continued support and efforts from local organizations and the City, the lake will remain a wonderful benefit to the entire community and surrounding area.

ACCOMPLISHMENTS AND GOALS

Mayor Paschall gave an overview of the accomplishments made by the City this past year. A complete list of accomplishments (attached below) was distributed at the meeting.

Mayor Paschall advised of the following City Centennial Celebrations and Workshop slated:

- Library Centennial – February 15, 2011, Open House at the Library from 2 -4 p.m.
- Fire Department Centennial/Ball – March 19, 2011
- Business Assistance Workshop – March 22, 2011

Mayor Paschall thanked former Councilmembers Paul Barr (16 yrs) and Reggie Olney (8 yrs) for the years they each respectively served for the City of Orland. Mayor Paschall also thanked retired Chief of Police Robert Pasero for the years he served our community.

Councilmember Gee requested to clarify a statement that was published in the Orland Press concerning the floodplain issue. Councilmember Gee advised the statement said the City of Orland was dropped from the FEMA program; however, the City had never been in the FEMA program.

Councilmember Roundy noted he is working with Recreation Director Joe Fenske on the second annual City Golf Tournament. Councilmember Roundy stated the idea of a Concert in Library Park is also being considered. Discussions have also occurred on a park north of Blair Estates in conjunction with the school district.

## SUGGESTIONS AND RECOMMENDATIONS FROM THE PUBLIC

The following is a list of questions, suggestions and recommendations by those in attendance at the forum:

- Construction of a bridge over Papst Avnue
- Post Planning Commission meeting date/time to website
- Beautify I-5 on/off ramps
- Continue First Time Home Buyer Program (dependent on interest, availability and lending)
- New signage for Black Butte Lake
- Consider downtown Historical District
- New grant funded sidewalks
- Continue support of Chamber of Commerce (Best of the West, Annual Car Show, new City/County map)

## ADJOURN

The forum adjourned at 7:42 p.m.

\_\_\_\_\_Clerk

\_\_\_\_\_Mayor

## **City Accomplishments**

1. Created an Orland Bus Circulator throughout Orland to help people get around Orland. Started in May, 2010
2. Started a new Certified Farmers Market at Library Park on Saturdays in June and August 2010. Councilman Bruce Roundy spearheaded this effort. This year the plan is to hold the Certified Farmers Market each and every Saturday from June through September from 8:00 am to noon.
3. Reduced City General Fund budget from \$3.3 million to \$2.7 million. This was accomplished with the efforts of City staff paying for their share of PERS retirement, eliminating dental and vision benefits, freeze step increases for one year and changing health insurance.

4. Increased the General Fund reserves from \$141,000, one half of one months expenditures to \$300,000.
5. Seated a new Planning Commission.
6. Installing a new traffic signal at Papst Ave and SR 32. It is anticipated that the signal will be completed before the end of the month. CalTrans contributed \$250,000 to the cost of the signal.
7. Completed a Goal Setting workshop with input from the previous Citizen/Business Forum.
8. Received a Grant of \$25,000 to replace old HVAC systems at City Hall, Library and Corporation Yard (Public Works).
9. Completed a 73 unit apartment complex for affordable housing.
10. The City grew 1.2 percent in 2009.
11. Completed a Community Asset Inventory in an attempt to attract new businesses. City Manager has made many contacts for a new hotel, grocery store and other businesses in an attempt to enhance the quality of life in Orland and draw traffic off of I-5.
12. The City held its first annual Golf Tournament to raise funds for the Library and Recreation Departments. The next tournament will be held on April 3, 2011.
13. Working with RCD to eradicate Arundo in an attempt to reduce a potential fire hazard.
14. The Cost Recovery fees were reduced, some by as much as 60%.
15. Helped four local businesses improve their productivity with the Orland Business Incubator program. Staff is working with Glenn County to obtain more grant funding for the Microenterprise Assistance. Yassi Lam, Business and Employment Services at Glenn County HRA is the coordinator for this program.
16. The Economic Development Commission is working on a "Destination Branding Theme" for the City of Orland.
17. The City is working on the floodplain issue.
18. The Recreation Department started programs for children under five years of age.

19. The City is working with the U.S. Army Corps of Engineers to help promote Black Butte Lake. As you saw in today's presentation by the Corps of Engineers.
20. The City is working on trying to put the City Council meeting recording on the City's website. It won't be live but it will be put on the website the next day so that people can listen to the meeting at their convenience. We hope to have this up and running in spring.

## **Orland Library Accomplishments 2010/11**

### **1. Received Literacy and Workforce Development Grant.**

The Library received 8 laptop computers and access to an online career and adult learning tool. This grant has enhanced the library's job skills and workforce recovery services and enabled adult literacy students and the general public to increase their ability to find employment during these difficult economic times.

### **2. Enhanced collections and materials and provided up-to-date access to technology.**

The Library participated in a system-wide grant project to offer downloadable e-books and audiobooks to the public. This collection is available from the library's website 24/7, items are returned automatically (no late fees!) and requires only an internet connection and a library card.

### **3. Increased marketing and enhanced visibility of the library.**

Developed public relations to increase public awareness of the Library through participation in the community, media releases, displays, and events. A library logo and motto were chosen by the public and are being used on all library related materials.

### **4. Improved library services through staff education.**

Staff have participated in a number of learning opportunities, including attendance at the Association for Rural and Small Libraries Conference (all expenses paid by State Library). One staff member is also enrolled in the Library Support Staff Certification program (class fees are being paid by State Library). Certified staff have enhanced knowledge, skills and abilities which enable them to provide better services to library users.

### **5. Provided quality programming and children's services.**

The Youth Services Librarian (has Master's in Library Science degree) provided 95 programs in the last fiscal year (09/10) with 1900 people in attendance. A variety of programs were offered including baby/toddler storytimes, preschool storytimes, after school storytimes, bookclubs, & author talks. All programs were designed to promote and enhance literacy and education for participants.

**In the last fiscal year (09/10) patrons made 42,484 visits to the Library and borrowed 62,176 items. The Library's public computers were used 12,437 times.**

**From: Community Services Department Building/Planning**

**A) 2010 Building Permits:**

- **Residential: 209;** Includes construction of a new Multi-family housing complex (Paigewood Village) with \$1 million awarded to the City in State Community Development Block Grant (CDBG) funds for infrastructure.

- **Commercial: 69;** Includes Commercial re-models, office additions, occupancy and safety inspections, solar, restaurant infill, HVAC system installations, ADA restroom upgrades, new kitchen installation for an existing restaurant and a new commercial building at 115 Walker Street.

**B) 2010 Planning projects:**

- Streamlined the Technical Advisory Committee (TAC) process to hold only one meeting for development applications instead of two: the first was to determine application completeness; the second for a determination/recommendation. TAC has combined this process.

- Conditional Use Permit for an automotive collision repair and restoration shop at the southwest corner of SR "32" and Sixth Street.

- Ordinance Amendment for an update to Chapters 8.16 (Traps and Interceptors) and 13.04 (Water and Sewer Service System) of the Orland Municipal Code.

- Tentative Parcel Map: Created two residential lots.

- Infrastructure maps updated (water, sewer, stormdrainage) to show all subdivisions and posted to the City's Website.

- Four Site Plan Reviews as follows:

-Hibdon Auto Center

-New commercial building at 221 Walker (east of previous North State Title building). Approved – not yet constructed.

-Relocation of auto retail business from west side of Sixth Street to the northeast corner of State Route "32" and Sixth Street.

-Grocery/pawn shop at 115 Walker Street.

- Three Environmental Reviews as follows:

-Notice of Exemption from CEQA for Energy Grant (City HVAC system);

-Notice of Exemption from CEQA for Signal project at Papst and "32";

-NEPA/CEQA completed for the Sidewalks Rehabilitation Project (\$50,000 CDBG funds). Public Hearing at Planning Commission: February 10, 2011 for recommendation to City Council. Ten prioritized potential sites Citywide to be rehabilitated to ADA Standards as the \$50,000 in funding allows.

- 27 Administrative Use Permits as follows:

-Signs: 14

-Home Occupations: 7

- Fireworks stands: 5
- Residential accessory structures: 1

- Planning Commission reinstated in 2010 by the Orland City Council; Commissioners were sworn in on October 14, 2010, by the City Clerk.

- General Plan Update and Environmental Impact Report (In progress): **Final Draft** documents and Land Use Diagram are currently being heard before the Planning Commission:

\*Final Draft documents prepared/completed and currently before the Planning Commission:

- Final Environmental Impact Report:
- Findings of Fact and Statement of Overriding Considerations
  - Mitigation Monitoring and Reporting Program
  - Updated General Plan Policy Document
  - Updated Land Use Diagram

- Housing Element: Adopted March 15, 2010, and amended July 19, 2010, by City Council. The Housing Element was certified by the State of California Housing and Community Development Department (HCD).

- 2009 Annual Progress Report for the Housing Element completed and submitted to HCD.

## **2010 ACCOMPLISHMENTS – City Hall (City Clerk)**

During this past year the City of Orland Employee Safety Committee has continued to make a priority in developing and assisting our city employees in safety awareness and developing long range goals in reducing claims within the city. Committee members have conducted monthly tailgate meetings within each of their departments. Topics include: Laser Safety, Truck Driving Safety, Flagging, Traffic Control, Preventing Heat Illness, West Nile Virus, Office Ergonomics, Cold Weather Safety Tips, Office Germs and First Aid. Committee members have performed annual site inspections of departments and determined priority safety hazards which need to be addressed. City employees have participated in CPR and Fire Extinguisher Training facilitated by Golden State Risk Management Authority (GSRMA). The City has been recognized by GSRMA as a top achieving agency in the number of completed online Memberlink safety training courses taken during the year. With the combined efforts of the Employee Safety Committee and staff, the City was awarded a Loss Prevention Incentive that amounted to 7% (\$15, 702) of our total insurance contribution. The City of Orland Employee Safety Program would not be effective without the ongoing team efforts and support we have received from all our employees.

In May 2010 the City increased the late fee for utility billing from \$2.00 to \$5.00. This fee had not been increased in approximately 20 years. The number of delinquent water bills has gone down approximately 20% since the increase took affect. This has allowed staff in the utility billing department to be more cost effective in their time, processing and materials due to the reduced delinquencies.

There were 88 *new* business licenses issued in 2010.

## **Orland Recreation Department**

This past year the Recreation Department completed a few projects and started working towards more new projects. In addition, the Recreation Department also held informational booths at the Farmer’s Market, 101 In the Shade, Best of the West, and Glenn County Health Day.

This past year the Recreation department offered a total of 17 programs or events for the adults of Orland. We offered Adult CO-ED Volleyball, the City of Orland Golf Tournament, 3 on 3 Basketball Tournament, and Adult Dodge Ball for the first time through our department.

### **Adult Programs Offered In The Past Year:**

Fast Break Basketball  
Slow Break Basketball  
Co-Ed Volleyball  
Dodge Ball  
Seniorsize  
Cardio Kickboxing  
Water Aerobics  
Senior Lap Swim  
Total Body Fitness  
Co-Ed Softball  
Men's Fast Pitch Softball  
Co-Ed Softball Tournament  
Open Gym Volleyball  
Open Gym Basketball  
Flag Football  
Golf Tournament  
3 on 3 Basketball Tournaments

In our Youth Department we offered a total of 15 different programs or activities. Some of our new programs for the Youth were Tiny Tots Tumbling and Tiny Tots All Star League. Some of our programs were offered more than one time during the year such as Youth Soccer and Tiny Tots Tumbling.

### **Youth Programs Offered In The Past Year:**

Youth Basketball League  
Youth Soccer League –Fall and Summer League  
Tee Ball League  
Tiny Tots Tumbling –Summer and Fall Leagues  
Tiny Tots All Stars  
Youth Flag Football  
Tae Kwon Do –Year Round  
Sports Camp #1 and #2  
Mini Sports Camp #1 and #2  
Flag Football Camp  
Basketball Camp –Spring and Summer  
Volleyball Camp  
Tennis Camp  
Swim Lessons

This past year the Recreation Department along with City Manager and the Recreation commission started a variety of new projects and completed some that would still in the process of completion.

Currently, we are working on selling the naming rights of the Recreation Center. The winner of the bidding will lease the naming rights to the Recreation Center for a certain amount of years. Included in the naming rights, the winning company would design their sign that they would like on the Recreation Center. This is only selling the naming rights to the building. The City of Orland and the Recreation Department would still control all rights to the building.

In January of 2011 we held a meeting with Black Butte Lake on the possibility of offering a few camps and/or programs at Black Butte Lake. During the meeting, we were exposed to the Private Day Camp Area located by the Buckhorn daily use area. This area offers a perfect place to hold a day camp. There is a potential that we will offer one of our two mini camps this summer at Black Butte Lake. Not only that, but

in the future we are working towards a Disc Golf Tournament and a Triathlon that will start at Black Butte and end in the City of Orland.

At this time, we are working on a Housing Grant that would help repair and upgrade anything in the City Parks. The Recreation Commission and Recreation Director did a "Walk through the Parks" and constructed a list on what the parks need. As a whole we decided that every safety issue and hazard issue will be fixed or replaced. After each issue is solved, we then will use the residual money on the remaining items which ranked highest on the prioritized list.

In February the City of Orland and OUSD got cleared on all its plans to finish the project at Roosevelt field. In the spring of 2010 City of Orland Public Works completed the baseball field and backstop. The last remaining piece of the project was the bathrooms. The bathrooms were approved for construction by R & R Horn on February 4, 2011. Once the bathrooms are complete the Roosevelt Field project will be closed out and completed.

Presently, we are installing ground sprinkler systems to all softball fields in the City of Orland. Both fields at Lely Aquatic Park, Vinsonhaler Park, and Spence Park will have automatic sprinkler systems when softball season starts. The funds for this project were all donated. Andy's Butcher Block, Orland Youth Football, Orland Girl's Softball, and Orland Little League all donated money to pay for the sprinkler project.

## Police Department

### Evidence/Property Management-

Assign a full time Property/Evidence Manager and purchase property management software and barcode system.

### Public Safety Commission-

Interviews are being conducted and recommendations will be presented to the Council to form the Public Safety Commission advisory board.

### Radar Patrol Implementation-

OPD will be sending an officer to Radar instructor training to return and provide training to patrol. Radar devices that were purchased through a grant will be re-deployed into the field. Coordination with CHP/CAL TRANS/OTS to assure proper traffic surveys are in place.

### Public Safety Commission-

Interviews were conducted and recommendations were presented to the City Council. 5 commissioners were appointed to the Public Safety Commission and the first meeting will be held on February 8<sup>th</sup>, 2011.

### DUI Patrol and Checkpoints-

OPD coordinated and conducted DUI check points and saturated patrol during Glenn County Fair, Memorial Day, Labor Day, Fourth of July, Halloween, Winter Campaign (Christmas and New Year's Day), and Super Bowl Sunday to increase awareness and education on the seriousness of Driving While Under the Influence as well as to detain and arrest DUI offenders. OPD also used DUI directed patrol efforts during peak DUI offender hours which resulted in numerous DUI arrests.

### Officer of the Year Award-

The 2010 OPD Nicolaus Mondragon Officer of the Year Award will be announced on February 22<sup>nd</sup> at the City Council Meeting.

## Evidence and Property



## Assigned Property/Evidence duties

Implemented and Contracted with PROPERTYROOM.COM- Items to Auction which assists in the purging process of the Property/Evidence Room and proceeds pay for the EvidenceOnQ software and maintenance.

Implemented, Contracted and Received Software with EvidenceOnQ, which provides the necessary efficiency and functionality for an effective Property/Evidence Department. This will assist with compliance on the 2005 POST audit.

Started the tedious and time consuming task of the required Audit of all property and evidence within the Orland police Department

## **Grants monitoring and reporting**

ABC GAP Grant completed - June 2010

July 1, 2009 - June 30, 2010

\$8,570.91 Shoulder Tap and Minor Decoy operations Total Funds

2,500.00 Equipment computer, camera, Digital recorders, & Alco Sensor  
Intoximeter

Completed AVOID Grant AL0812 September 30, 2010

October 1, 2007 –September 30, 2010

Total Funds \$208,596.16

Included DUI Trailer, Message Board, and personnel costs for Check Points and Multi-Agency Task force DUI saturated patrol to combat drinking and driving and to reduce number of fatal accidents involving DUI drivers.

Started new AVOID Grant AL1188 effective Oct 1, 2010 –September 30, 2011

\$115,944.00

CHRP Grant 2009RKWX0102 July 1, 2009 –June 30, 2012 Funds \$275,677.00

Hired Officer Ayres for Grant position - total expenditures as of Dec 2010

\$60,256.49

## K-9 Program-

OPD received council approval for implementation of a K-9 program that is 100% community funded and supported. The Orland Unified School District has agreed to contract with OPD to assist with Critical Incident Response and school safety inspections. OPD hopes to have the program up and running “paws down” in July 2011. We will have fundraising programs at the Best of the West, OVFD Centennial Celebration and at the Glenn County Fair.

## Glenn County Fairgrounds Special Events-

OPD is working on a special event response plan for the Glenn County Fairgrounds during non-fair events and is meeting with the newly appointed fair director, Susan Taylor.

## VIP Program-

OPD is continuing to utilize the VIP program to institute a Neighborhood Watch Program. VIPS are assisting OPD with Graffiti Abatement.

#### False Alarm Policy-

OPD is working with City Attorney Tom Andrews on a false alarm policy for residential and commercial alarm accounts within the City of Orland.

#### Additional Revenue and Grant Opportunities-

OPD is working on revising current fee schedules as well as instituting new administrative fees. OPD is actively pursuing grant opportunities to assist in addition revenue sources.

#### Reserve Police Officer Program-

OPD is continuing to look at reinstating the Reserve Police Officer Program and will be working with POST on training and policy requirements.

Up-grade XEROX copier as Work Center with multi-functions –print fax, scan, color photos and networked as a more efficient way to submit complaints to the DA and save on printing cost. Streamlining the process and attempting to go to a more paperless system.

Create a 5 year Succession and Strategic Plan for the Orland police Department.

Provide all mandated and necessary training to OPD staff for POST compliance regulations

#### Update of the Orland Emergency Operations and Response Plans

Providing the required training for all city employees that are tasked with emergency response assignments.

Assuring that the City of Orland is in compliance with the Statewide Emergency Response Plan.

#### **Property and Evidence Management**

Cross Train all of OPD staff to utilize EvidenceOnQ

Continue with and hopefully complete the comprehensive Audit of OPD property and evidence

Conduct a Property/Evidence Purge

Organize and upgrade property room and storage space to increase efficiency

Identify security and alarm needs for all property and evidence storage locations

#### **2010 Public Works Department Accomplishments**

Sealed cracks in paving on Papst Ave. and downtown areas

Chip sealed South Street, portion of E. Yolo, portion of Tehama Street and Fifth Street

Industrial Brine Pond sludge disposal 575 tons removed

Repaired lights at Bihler Field

Installed backstop at Roosevelt Field

Responded to 193 Underground Service Alert tags

Coordinated with County of Glenn for their Memorial Hall ADA accessibility remodeling

Coordinated with Orland Unified School District in regards to their facilities improvements

Continued with State Route 32 beautification

*Funds donated by Friendly Garden Club and Orland Business  
Improvement Association*

Inspected public improvements to Paigewood Village Apartments