

MINUTES OF REGULAR MEETING, ORLAND CITY COUNCIL, Monday June 18, 2012 7:30 p.m.

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

ROLL CALL

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

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 Business:

None

Presentation:

Cindy Yarbrough, on behalf of the Orland Evangelical Church Centennial Celebration Committee, requested to donate a \$2,500 cast concrete memorial bench to the community of Orland. They would like the bench installed in Library Park near the new lamp. Councilmember Roundy questioned how much maintenance would be required. Ms. Yarbrough stated the bench should require minimal maintenance and offered to assist if necessary. Mayor Elliott and Vice Mayor Gee advised they would abstain as they are members of the church.

Councilmember Hoffman moved, seconded by Councilmember Paschall to accept the donation of a concrete memorial bench, to be placed in Library Park. Motion carried with Mayor Elliott and Vice Mayor Gee abstained.

Gene Russell stated the Parks Commission should be made aware of the bench location. Mayor Elliott requested staff to advise the Parks Commission of the donation.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Paschall asked if the concerns of a fire hazard behind the Meadowwood subdivision were addressed. City Manager Carr stated the Public Works Director, Police Chief and Fire Chief are working on a plan to mitigate the fire hazards where there has been public access and is essentially private property along Stony Creek.

Councilmember Roundy reported on the following:

- Arrundo removal has begun with California Conservation Corps in Stony Creek; to follow up with spraying.
- Continue support of the Saturday Farmers Market.
- Request staff to look into the Northern Sacramento Valley Integrated Regional Water Management Development Plan Process.

CONSENT CALENDAR

- A. Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per Government Code §36934.
- B. Approve City Council minutes for June 4, 2012.
- C. Approve Warrant List.
- D. Approve appointment of Councilmember Bruce Roundy as voting delegate for League of California Cities Annual Conference, Sept 5-7, San Diego.
- E. Ratification of Employment Agreement (Chief of Police) between the City of Orland and J.C. Tolle.

Councilmember Paschall request Item D. be removed from the consent calendar.

Vice Mayor Gee request Item C. pulled for discussion from the consent calendar.

Councilmember Paschall moved, seconded by Councilmember Hoffman to approve Items A,B, and E on the Consent Calendar. Motion carried with no abstentions.

Councilmember Paschall stated he had no issue with the appointment of Councilmember Roundy as a voting delegate, but had concerns regarding the cost and value of sending a Councilmember to this particular conference, as other departments have taken cuts in their travel budget. Council discussed whether the City is getting a real benefit in attending the conference. Vice Mayor Gee stated the LCC Sacramento Valley Division meetings seem to be more relevant to our City. Councilmember Roundy advised he receives useful information from attending the league events as well as giving our small city a voice. Councilmember Roundy suggested other Councilmembers consider attending the LCC meetings. Councilmember Roundy advised he booked his reservation to the conference in advance. Council discussed having a general policy to determine a maximum expense and mileage allowance for meetings/conferences. Mayor Elliott requested Councilmember Roundy bring forward a report to Council highlighting the sessions he attends at the conference.

Councilmember Paschall moved, seconded by Councilmember Hoffman to approve Item D. on the consent calendar. Motion carried with no abstentions.

Vice Mayor Gee questioned Warrant # 036873 payable to Creative Composition. Vice Mayor Gee questioned whether Creative Composition is still a local business since they moved to Chico. Councilmember Gee stated there is a policy in place which states the City can buy local within a 5% guideline. Council advised staff should perhaps compare costs at a different place.

Councilmember Hoffman moved, seconded by Vice Mayor Gee to approve Item C. on the consent calendar. Motion carried with no abstentions.

PUBLIC HEARING

None

ADMINISTRATIVE COMMUNICATIONS

Finance Director/City Manager:

Mr. Carr presented Council a review of the 2012-2013 Budget. The General Fund is barely balanced. There has been a significant increase in sales tax, whereas, the City had assumed flatness. The expenditures reflect the defunding of a Public Works position and the elimination of the Community Services Director position. The General Fund Reserves ending June 30, 2012 project to be \$589,000, above the minimum goal of \$585,000. This includes \$122,491 in the Fire Apparatus Reserve. Mr. Carr advised the Water and Sewer Funds are within 2% balanced and Gas Tax and Building Departments funds will need to be closely watched. Mr. Brock reviewed the various funds. The greenwaste facility on County Road 24 is anticipating an additional \$12,000 in revenue due to fees now being collected. Mayor Elliott recommends the City Manager take a look at the Finance services contract in regards to a retainer and other billable services, similar to the City Attorney contract. Discussion occurred regarding the cost of Matson and Isom IT services; possibly consider going out for new bids. It was noted the Building Department Inspector is being utilized in other areas, such as planning and code enforcement. There has been an increase in building activity. Trish Saint Evens, 6825 County Road 15, suggested the Community Services Director position reflect -0- under authorized positions, since the position is being eliminated. Mr. Carr presented General Fund priority options for Council to consider; if additional funding is available next year. Council recommended funding for fire apparatus, police and fire equipment, as well as IT upgrades (server replacement and PC upgrades) for City Hall be a priority. Mayor Elliott recommended setting aside monies for future computer server replacement and reroof of 824 Fourth Street and continue to monitor needs of Public Works services. Byron Denton, 127 Tanner Way, addressed his concerns of the Public Works vacancy not being filled and budgetary authority of the Interim City Manager when evaluating department heads. Council directed staff to look further into Mr. Denton's concern of budgetary authority.

Councilmember Hoffman moved, seconded by Vice Mayor Gee to approve the proposed 2012-2013 Budget and to change the Community Services Director position listed under Authorized Positions to -0-. Motion carried with no abstentions.

City Clerk:

City Clerk Crook brought forward request from Glenn County Elections official for Council to determine rules for candidate statements of education and qualifications -

- a. Determine whether statements shall be limited to 200 or 400 words.
- b. Determine whether candidates or the City shall bear cost (\$500 deposit) of publishing the statements in the voter pamphlet.

Councilmember Roundy moved, seconded by Vice Mayor Gee to limit candidate statements to 200 words and the candidate shall bear the cost (\$500 deposit) of publishing the statement in the voter pamphlet. Motion carried with no abstentions.

Ms. Crook request Council determine whether tie votes shall be resolved by lot or a runoff election to be conducted on a Tuesday not less than 40 days nor more than 125 days after the certification of the election that resulted in a tie.

Councilmember Hoffman moved, seconded by Councilmember Paschall to determine tie votes shall be resolved by lot. Motion carried with no abstentions.

City Manager:

Mr. Carr presented the concept of the Library expansion which would include upgrades and floor space expansion to the Library. The City and the Friends of the Orland Free Library (FOFL) would each share in the total cost of the project \$120,000. The City would cover the cost of ADA improvements to the restrooms and ADA compliant doors at the west end of the building. The City would also replace the worn carpeting, update lighting and expanded patron use area for public meetings and the children's area. Mr. Carr advised city staff would direct selection of architects to construction bidding. It was noted the project would begin immediately and planned for completion within 12 months. Gene Russell endorsed the agreement on behalf of FOFL. Councilmember Roundy questioned if the expansion is adequate for the FOFL. Council discussed whether prevailing wage would apply to the project.

Council directed staff to prepare an agreement for execution by both parties.

Mr. Carr brought forward a request from Rolls Anderson Rolls for a 5% increase in hourly engineering rates. The current hourly rate is \$95 and the proposed hourly rate is \$100. The rates were last adjusted in 2006.

Councilmember Roundy moved, seconded by Councilmember Paschall to approve amendment to the RAR Engineering contract to increase hourly rates by 5%. Motion carried with no abstentions.

Mr. Carr request Council to consider preference for staff to council communications. In the past Department Heads gave activity reports and the City Manager provided a monthly activity report.

Council recommended to the City Manager to provide a consolidated and summarized weekly update on current projects and accomplishments.

ADJOURN

Meeting adjourned at 10:28 p.m.

City Clerk

Mayor