

**MINUTES OF THE ORLAND CITY COUNCIL**  
**REGULAR MEETING HELD MAY 7, 2018**

**CALL TO ORDER**

Meeting called to order by Mayor Gee at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Meeting opened with the pledge of allegiance.

**ROLL CALL**

Councilmembers present: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
Councilmembers absent: None  
Staff present: Chief of Police J.C. Tolle, Public Works Director Ed Vonasek, City Engineer Ken Skillman, Accounting Manager Janet Wackerman, City Librarian Jody Meza, 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, spoke about his recent trip to war memorials in Washington D.C.

**CONSENT CALENDAR**

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for April 16, 2018.
- C. Receive and file Arts Commission minutes for March 14, 2018.
- D. Receive and file Planning Commission minutes for March 15, 2018.
- E. Approve recommendation to amend Orland Municipal Code 12.20 to prohibit golfing in city parks.
- F. Approve out of city limit sewer connection request from Hermilo Esquivel, 4304 County Road M, Orland.

Councilmember Edwards questioned CK# 148253 for \$340 and CK# 48296 for \$540. City Manager Carr advised the checks were for entry fees for the parade (City Council and Fire department) and co-sponsorship for the Queen Bee City exhibit.

Councilmember Roundy asked if there was a problem with liability on the City's part in regards to golfing in the park (Item E.). Mr. Carr explained there is liability to other people using the park and there has been damage to City facilities.

Action: Councilmember Hoffman moved, seconded by Councilmember Paschall to approve the consent calendar as presented. The motion carried by the following voice vote:  
AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
NOES: None  
ABSENT: None  
ABSTAIN: None

## **PUBLIC HEARING**

### **Conduct a public hearing to receive public input regarding Unmet Transit Needs.- Mardy Thomas, Glenn County Principal Planner**

Mr. Thomas gave a brief review of what defines unmet transit needs and requested comments from the public. Mayor Gee opened the public hearing at 7:10 p.m. No comments were received; public hearing closed at 7:11 p.m.

Mr. Thomas gave a report on a plan in Shasta County to run electric coach style buses to serve commuters down I-5; with stops being considered in Red Bluff, Orland and Williams. The service model is still being evaluated at this time.

Councilmember Hoffman questioned why there is no taxi service in Orland. Mr. Thomas advised that is private business and Glenn County Transit serves public transit. Mr. Thomas added they are looking into a bus stop at the Glenn Success Center.

## **ADMINISTRATIVE BUSINESS**

### **A. Introduction and first reading of Ordinance related to Telecommunications Infrastructure Improvements – Ken Skillman, City Engineer**

Mr. Skillman presented a report regarding the development of a “Dig Once/Broadband” Ordinance. This would assist the State Department of Transportation and other local agencies to implement policies that will facilitate broadband fiber optic placement. Generally, anytime a trench is opened in Orland conduit would be installed for future fiber optic installation. David Espinoza, Ph.D., broadband specialist with Chico State, briefed Council and was available to answer questions. Mr. Skillman requested Council to discuss and adopt first reading of the Ordinance related to Telecommunications Infrastructure Improvements.

Action: Vice Mayor Roundy moved, seconded by Councilmember Hoffman to approve the first reading of Ordinance adding Chapter 12.10 to the Orland Municipal Code relating to Telecommunications Infrastructure Improvements. The motion carried by the following voice vote:

AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
NOES: None  
ABSENT: None  
ABSTAIN: None

**B. Amendment to the City of Orland Land Division Standards and Improvement Standards to incorporate Telecommunications Infrastructure Improvements and Guidelines – Ken Skillman, City Engineer**

Mr. Skillman presented a request for an amendment to the Orland Land Division Standards and Improvements Standards that would incorporate Broadband Installation Criteria within the City of Orland and Standard Detail 609, providing engineering specifications for fiber optic conduit construction. Council discussed and advised this is the future and we need to move forward.

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to adopt the May, 2018 amendment to the City of Orland Land Division Standards and Improvement Standards” incorporating Broadband Installation Criteria within the City of Orland and Standard Detail 609. The motion carried by the following voice vote:

AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
NOES: None  
ABSENT: None  
ABSTAIN: None

**C. Disposition of City-owned property at 824 4<sup>th</sup> Street – Pete Carr, City Manager**

City Manager Carr brought forward information Council had requested regarding the City- owned property at 824 4<sup>th</sup> Street. Mr. Carr stated annual revenue collected from rent on the property is \$14,400 annually; expenses total \$2,100 annually. City staff received four quotes for appraisals that range from \$2,500 – \$4,000. Mayor Gee and Councilmember Edwards stated we should know the value of the building before we make any decision on the property. It was noted that an appraisal today may only be good for 12 months due to varying market conditions.

Action: Councilmember Paschall moved, seconded by Councilmember Edwards to award appraisal to Evans Appraisals for \$3,000. The motion carried by the following voice vote:

AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
NOES: None  
ABSENT: None  
ABSTAIN: None

**D. Chief of Police employment contract extension – Pete Carr, City Manager**

City Manager Carr brought forward Chief of Police Tolle's proposed employment agreement extension. The terms of the agreement remain the same except for a 2% salary increase during the first year of the three year agreement.

Action: Councilmember Hoffman moved, seconded by Councilmember Edwards to approve the employment agreement contract between Police Chief Tolle and the City of Orland and authorize the City Manager to sign the same. The motion carried by the following voice vote:

AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee

NOES: None

ABSENT: None

ABSTAIN: None

#### **E. Fiscal Year 2018-19 budget discussion #2 – Pete Carr, City Manager**

City Manager Carr presented the proposed draft budget for FY 18/19 for discussion. Mr. Carr outlined projects and capital outlay for the coming fiscal year. Replacement of the sewer main line at County Road MM remains an urgent priority. An ADA upgrade to the Carnegie Center restrooms was added to the list and the Lollipop Land restrooms were moved to the deferred list, as well as the Housing Element. The VacCon was removed from the project list as this has been completed. Measure A fund revenues are anticipated at \$900,000. These funds will help support new equipment, facility and communications expenses for Fire, Police and Public Works. An annual report of Measure A income and expenses will be produced at fiscal year-end. Mr. Carr presented a schedule of Impact Fees, as well as an analysis of Library, Police and Public Works staffing levels over the past 10 years. Staffing levels in the library have decreased by -30%, Police staffing by -18% and Public Works staff by -15%. Councilmembers Roundy and Edwards stated the library can no longer be ignored. Council took no action, only discussion at this time.

#### **F. Water and Sewer rate adjustments – Ken Skillman, City Engineer**

City Engineer Skillman presented a review on possible adjustments to water and sewer rates. Mr. Skillman offered two alternatives for both water and sewer rate adjustments. Mr. Skillman stated reserves and funds for the anticipated capital projects are only slightly below staff's original projection, however, one-half portion of the recently purchased VacCon expensed the water account. The first option suggests water rates be adjusted by the cumulative Consumer Price Index (CPI) of the prior two years (inadvertently omitted), 4.4% and 3.8%, along with the recommended CPI increase for FY 18-19 of 3.3%. The second option would adjust rates only for the current year CPI, 3.3%. Mr. Skillman noted that additional sewer maintenance and upgrade projects not previously mentioned in the 2009 Sanitary Sewer Master Plans, as well as pump station upgrades, would need to be considered. The first option suggests sewer rates adjusted to include two years of the cumulative CPI and current CPI and capital expenses for a total of 15% for FY 18-19. The second option would adjust sewer rates for current year CPI, plus 3.7% to cover capital project expenses, for a total of 7.0%. Mr. Carr advised Council can decide at their discretion when to implement the adjustments. It was also noted staff can consider monthly billing in the near future as well. Council directed staff to include a survey with the next utility bill asking the question if customers would prefer monthly billing versus bi-monthly billing.

Action: Councilmember Paschall moved, seconded by Councilmember Edwards to approve option# 2 for water and sewer adjustments for a one-year CPI increase; water (3.3%) \$57.40 bi-monthly rate and sewer (7%) \$55.85 bi-monthly rate, effective January 1, 2019. The motion carried by the following voice vote:

AYES: Dennis Hoffman, Salina Edwards, Jim Paschall, Bruce Roundy and Mayor Charles Gee  
NOES: None  
ABSENT: None  
ABSTAIN: None

### **G. Solid Waste contract services – Pete Carr, City Manager**

Mr. Carr brought forward the status of the solid waste collection contract. The agreement provides continued service and franchise rights through December 2018. Mr. Carr requested Council to consider the continuance of the current contract (and/or other desired changes) versus a request for proposals from other service providers. Matt Fryer, Waste Management Director of Operations, advised they are willing to renegotiate a contract with the City. Council discussed there are a lot of unknowns that exist at the County landfill. Mr. Fryer advised he knows there is transfer station being built, but hopes to learn more after a meeting with the County on May 17, 2018.

Council unanimously agreed to table the issue until late June when more information becomes available.

### **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Hoffman:

- Glenn County Fair parade next Friday, May 18, 2018.

Councilmember Edwards:

- Attended Farm Bureau dinner at Poldervaart Dairy.

Vice Mayor Roundy:

- Glenn County Fair next week;
- League of California Cities meetings coming up.

Mayor Gee:

- Economic Development Commission meeting scheduled May 8, 2018.

### **ADJOURN**

Meeting adjourned at 9:40 p.m.

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Angela Crook, City Clerk

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Charles Gee, Mayor