

Meeting called to order by Mayor Roundy. Meeting opened with the pledge of allegiance.

ROLL CALL

Councilmembers present: Charles Gee, Salina Edwards, Jim Paschall and Mayor Bruce Roundy

Councilmembers absent: Vice Mayor Dennis Hoffman

Staff present: Chief of Police J.C. Tolle, City Librarian Jody Meza, Finance Director Daryl Brock, Grants Administrator Janet Wackerman, City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

Scott Schimke, Risk Manager for Golden State Risk Management Authority, presented to Council their annual report. Mr. Schimke stated the company continues to grow fiscally in a conservative manner. There are 260 public agencies that are members of Golden State. They continue to increase trainings and onsite visits to member agencies, as well as increased participation in the health benefits program. Health premium rates increases have been under 10%, in comparison to CalPERS health premium rate increase of 20%. Mandated Harassment and Ethics trainings will be offered April 6th and May 12th.

Presentations:

Randy Eslick, President and CEO of Redding Bank of Commerce Community, brought forward three donations for the community of Orland. Redding Bank of Commerce is purchasing the Bank of America branch in Orland. A \$2000 donation was presented to Orland Unified School District Superintendent Ken Geisick and Mayor Roundy to assist with the swim lesson fund for the second grade students at Mill Street School. A \$2000 donation was presented to Paddy Turnbull of the Orland Arts Commission towards the new bronze sculpture; and a \$3000 donation was presented to Janet Wackerman of the Orland Community Scholarship Association for Orland High School seniors. Mr. Eslick advised they will continue to support the community of Orland. Council thanked Mr. Eslick for their gracious donations.

City Librarian Jody Meza gave an annual review of the Orland Free Library. Ms. Meza gave the following statistics on the library for 2015: Population of the legal service area served – 14,941; Registered Library patrons – 8,549 (13% increase); Circulation of materials – 46, 238; and Library visits – 38,276 (3.5% increase). The library provides many programs for children from preschool age to young adult. A total of 5,060 children have attended programs at the library. The collection of print materials, e-books and computer resources has helped many individuals beginning a new business venture or employment skills. Ms. Meza advised she has received a total of \$8,400 in grant funds this past year, as well as, \$4,565 in donations from the Friends of the Library. Numerous community groups and anonymous donations have totaled \$3,250 dollars. These donations have been critical for supporting and sustaining Library services and resources. Ms. Meza stated the biggest request by patrons is additional library hours on the weekend and no reduction of hours during the week. Ms. Meza stated with limited staffing this is not feasible unless there is additional staffing.

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for February 1, 2016.
- C. Receive and file Economic Development Commission minutes for January 12, 2016.
- D. Approve proposed adjustment in Recreation Department fees.
- E. Approve and authorize Public Works Director to sign agreement with Jon's Backflow Specialist for backflow testing services.

Mayor Roundy requested Items D and E removed for clarification.

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to approve items A, B, and C on the consent calendar. The motion carried by the following voice vote:

AYES: Mayor Roundy, Councilmembers Gee, Edwards and Paschall.
NOES: None
ABSENT: Vice Mayor Hoffman
ABSTAIN: None

Item D - City Manager Carr advised the Recreation Commission had recommended a \$5 increase to recreation program fees. The family swim pass increased \$10 and the daily pool fee will remain the same.

Item E - Grants Administrator Wackerman explained the backflow device is necessary to prevent cross contamination into the City's water system. Proposals were received from three contractors. Jon's Backflow Specialist was found to have the necessary equipment and personnel to perform the testing services.

Action: Councilmember Paschall moved, seconded by Councilmember Edwards to approve items D and E on the consent calendar. The motion carried by the following voice vote:

AYES: Mayor Roundy, Councilmembers Gee, Edwards and Paschall.
NOES: None
ABSENT: Vice Mayor Hoffman
ABSTAIN: None

PUBLIC HEARING

None

ADMINISTRATIVE BUSINESS

Library Director Meza requested Council to approve the Broadband internet proposal for the library. Ms. Meza advised the California State Library, via the Califa Group, is offering discounted high speed, fiber delivered internet services to eligible Public Libraries in California. The first year of service costs \$13,644 is paid up front and \$12,961.80 is returned the following year. Ongoing costs will be paid from the California State Library delivery funds. The City attorney has reviewed the contract.

Action: Councilmember Edwards moved, seconded by Councilmember Gee approved the Califa/Orland Free Library Agreement for the provision, installation, and maintenance of advanced network data services. The motion carried by the following voice vote:
AYES: Mayor Roundy, Councilmembers Gee, Edwards and Paschall.
NOES: None
ABSENT: Vice Mayor Hoffman
ABSTAIN: None

Grants Administrator Wackerman brought forward a request to award bid for a Streetscape Design project to Melton Design Group. The City was awarded funds from CalTRANS to develop a plan for selected improvements to curbs, gutters, sidewalks, ADA facilities, bike lanes, crosswalks and landscape improvements along Walkers Street between Second and Sixth Streets. After a Request for Proposals was sent, four were received back, with Melton's Design Group found to be the most favorable to the City. Ms. Wackerman requested Council to authorize the City Manager to negotiate with Melton Design Group and execute a contract. Ms. Wackerman noted in the future, two community workshops will be a part of the proposed project.

Action: Councilmember Paschall moved, seconded by Councilmember Edwards to authorize the City Manager to negotiate with Melton Design Group and execute an agreement. The motion carried by the following voice vote:
AYES: Mayor Roundy, Councilmembers Gee, Edwards and Paschall.
NOES: None
ABSENT: Vice Mayor Hoffman
ABSTAIN: None

Finance Director Brock presented Council the annual Financial Audit Report for Fiscal Year 2014-15. The CPA firm Marcello & Company performed an independent audit of the city finances. Mr. Brock advised there was one notable change this year, the implementation of GASB 68, Accounting and Financial Reporting for pensions. It was required to include this calculation on the City's balance sheet. The audit showed the General Fund received \$4.7 million and expended \$4.3 million.

Action: Councilmember Gee moved, seconded by Councilmember Edwards to accept the annual financial report for FY 14-15 as presented. The motion carried by the following voice vote:
AYES: Mayor Roundy, Councilmembers Gee, Edwards and Paschall.
NOES: None
ABSENT: Vice Mayor Hoffman
ABSTAIN: None

City Manager Carr and Finance Director Brock gave a mid-year financial review. The General Fund revenues are slightly (3.2%) ahead of budget and expenses are within 4% of the budget, but to the negative by \$127,000. The General Fund Reserves is currently at \$846,000 as of July 1st, although \$220,000 is designated for the down payment of a new ladder truck. Mr. Carr stated this will cause the General Fund Reserves dip below the current City reserve policy level. Mr. Carr noted the only alternative action would be to defer the down payment until after July 1st, however, the dealer advised that prices will increase 3% as of March 1st. Mr. Carr stated there is no surplus budget allowance for deferred expenditures at this time.

CITY COUNCIL COMMUNICATIONS AND REPORTS

City Manager Carr reported that Finance Director Brock has submitted his letter of resignation effective June 30, 2016. It was noted that Mr. Brock will be greatly missed as he has worked for the City for 36 years.

Councilmember Gee reported on the following:

- Attended Economic Development Commission meeting; Jody Samons presented logo stickers for local producers to advertise their product;
- Will attend Glenn County Boards of Supervisors meeting; KVB project on agenda;
- Went on field trip to recycling facilities in Sunnyvale & Sacramento; advised misinformation is being distributed about proposed KVB operation and will advise at BOS meeting that KVB is best solution for Glenn County's garbage problem;
- Will attend Waste Management Board meeting on February 18 at 10:30 am;
- Planning Commission meeting will be held February 18th at 7:00 pm.

Councilmember Edwards reported on the following:

- Attended field trips to recycling facilities in Sunnyvale and Sacramento;
- Attended Hamilton City meeting regarding KVB project;
- Volunteering to work at "The Wall that Heals" Vietnam memorial coming to Willows Feb. 25-28th.; procession and parade will begin in Dunnigan and come through Willows.

Mayor Roundy reported on the following:

- Will be attending Glenn County Transportation & Transit meetings on Feb. 18th;
- Arts Commission will meet Feb. 17th;
- Will attend Friends of Baseball fundraiser; improvements to baseball field;
- Congressman Garamendi will be at the Senior Center tomorrow; regarding senior services;
- Water Advisory Committee meeting was cancelled.

Councilmember Paschall thanked Mr. Brock for his services to the City.

ADJOURN

Meeting adjourned at 9:40 p.m.

_____ Clerk

_____ Mayor