

CALL TO ORDER

Roll Call:

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

Councilmembers absent: None

Staff present: City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

Citizen Comments:

None

Adjourned to closed session at 6:30 p.m.

CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Greg Einhorn, City Attorney

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

Meeting adjourned to open session at 7:00 p.m.

REPORT FROM CLOSED SESSION

Direction was given to staff that during union negotiations, Mayor Roundy and Councilmember Gee will act as agency negotiators, as well as City Attorney Einhorn.

Roll Call:

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

Councilmembers absent: None

Staff present: Chief of Police J.C. Tolle, Recreation Director Joe Fenske, Public Works Director Ed Vonasek, City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

Meeting opened with the pledge of allegiance.

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

None

Proclamation:

Mayor Roundy presented a proclamation to Ginger Scarbrough proclaiming the month of April as Child Abuse and Sexual Assault Awareness month.

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for March 21, 2016.
- C. Approve increase in sponsorship fee for Free Swim Days.

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to remove Item C from the consent calendar. The motion carried by the following voice vote:

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

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to approve Items A & B on the consent calendar as presented. The motion carried by the following voice vote:

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

Councilmember Edwards stated she attended a local organization meeting today, which advised the \$100 increase for Free Swim Day sponsorship is excessive, and would no longer be able to sponsor a Free Swim Day. Councilmember Edwards brought forward a request to increase the sponsorship fee by \$50 this year and perhaps \$100 the following year. Council expressed concern if the fee is increased, may scare away possible sponsors. It was recommended to consider a gradual increase.

Action: Vice Mayor Hoffman moved, seconded by Councilmember Gee to approve an increase of \$50 for sponsorship of Free Swim Day. The motion carried by the following voice vote:

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

ABSENT: None  
ABSTAIN: None

PUBLIC HEARING

Conduct a public hearing and upon conclusion introduce first reading by title only and passage of first reading of Ordinance No. 2016-XX entitled "AN ORDINANCE OF THE CITY OF ORLAND AMENDING SECTION 5.04.460 OF THE ORLAND MUNICIPAL CODE TO CHANGE BUSINESS LICENSE TAX FEE IMPOSED ON EVERY PERSON CONDUCTING OR CARRYING ON THE BUSINESS OF A LICENSED CONTRACTOR, WHETHER GENERAL CONTRACTOR, SPECIALTY CONTRACTOR, OR SUBCONTRACTOR.

Mayor Roundy opened the public hearing at 7:24 p.m. Justin Chaney, local contractor, stated other cities charge an annual business license fee and questioned Orland's current fee structure for contractors. Mr. Chaney advised he pays a business license fee each time he pulls a building permit. He recommended it be changed to an annual business license fee, the same as other local businesses are charged. With no further comments the public hearing closed at 7:26 p.m.

Council discussed the business license fee structure for contractors and agreed it should be structured the same as for other businesses in town.

Action: Councilmember Paschall moved, seconded by Councilmember Gee to approve first reading of Ordinance No.-XX amending section 5.040460 of the OMC to change business license tax fee imposed on every person conducting or carrying on the business of a licensed contractor, whether General Contractor, Specialty contractor, or Subcontractor. The motion carried by the following voice vote:

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

ADMINISTRATIVE BUSINESS

Recreation Director Fenske stated the Recreation Commission reconsidered their project priority list at their last commission meeting. The parks impact fee fund balance is currently at \$240,000. The Recreation Commission recommended the following project priority list with estimates:

1. Storage for recreation equipment up to \$3,000.
2. Covered shelter picnic area at Lely Park 60x40 area holds up to 100 people up to \$100,000.
3. Outdoor basketball court at Lely Park up to \$45,000.
4. BMX pump track up to \$12,000.
5. Sand volleyball court at Lely Park up to \$3,000.
6. Pickleball court at tennis courts up to \$1,000.

Councilmember Gee stated he had a concern there would not be enough usage to justify an outdoor basketball court. Mr. Fenske stated the current outdoor court could be considered a safety issue. Councilmember Edwards felt a basketball court would be better outside. It was noted lighting costs are included with the outdoor basketball court. Councilmember Paschall stated he did not think it was worthwhile to have a covered shelter picnic area or outdoor basketball court. Councilmember Paschall stated the need for a storage container is reasonable. Vice Mayor Hoffman also agreed there is a need for a storage container. Vice Mayor Hoffman asked whether there would be any duplication of some services with a Community Center being proposed. City Attorney Einhorn clarified that recreation impact fees could be used for the proposed Community Center, as long as the monies are being served for the purpose of recreation to the community. Mr. Fenske stated he will advise the Recreation Commission members that recreation impact fees can also be used for the Community Center.

Action: Vice Mayor Hoffman moved, seconded by Councilmember Edwards to approve priority list items 1, 3, 5, and 6 as listed above. The motion carried 3-2 by the following voice vote:

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

City Manager Carr presented the latest concept plan for the Community Center. Development Impact fees designated for the Community Center currently stand at \$380,000. Council discussed the importance of acoustics/sound system and lighting for the proposed Community Center. Semingson Architects stated the budget is estimated at \$970,000 for the building, plus site prep work and \$98,000 for paved parking. Council noted it was important to have the project shovel-ready; they could make adjustments later. Mr. Carr stated the architect would need to show the project in phases. Vice Mayor Hoffman stated there are some architectural changes he would like to discuss with the architect. Council directed staff to proceed forward with construction-ready plans.

City Manager Carr presented an architectural design concept for 824 Fourth Street, proposed site for future City Hall. Mr. Carr stated the Police department has outgrown their current space and the original idea was to have the Police department relocate at 824 Fourth Street. It has been determined that it would be more economical to relocate City Hall across the street and have the Police department occupy the entire current building. Mr. Carr stated the estimated project cost is \$200,000 - \$300,000. Development impact fees available for the two projects total \$182,000. Council discussed that it may not be the most desirable location for City Hall, however, it provides a way to utilize a building that the City already owns and allows the police department to expand. It was discussed to investigate options for possible parking north of the Farm Bureau building. Council directed staff to proceed with a request for proposals with an architect.

City Manager Carr brought forward proposed changes to the staffing organization in Finance and Administration departments. Finance Director Daryl Brock will be retiring effective June 30, 2016. Staff explored different models for the accounting function. Mr. Carr recommends to contract Mr. Roy Seiler, CPA for approximately 200 hours per year, to perform certain accounting functions as Mr. Brock provided, as well as splitting some of the other accounting functions among staff and creating an Accounting Manager position. The Accounting Manager salary range would be \$4166-5318/month.

The Utility Billing Clerk position will be retitled and job descriptions revised to Accounting Technician I and Accounting Technician II. The Assistant Utility Billing Clerk position would be retitled as Administrative Technician I. Staff recommends filling the Administrative Technician position on a part-time basis. Mr. Carr advised the Finance Director title would be assigned to the City Manager. Council discussed the potential savings cost the personnel changes would provide. Councilmember Paschall discussed his concern of the added title of Finance Director to the City Manager. City Attorney Einhorn advised the annual audit provides the City a comprehensive check and balance system. Mayor Roundy questioned if there would be a salary change regarding the Finance Director title. Mr. Carr advised there are no salary changes.

Action: Councilmember Paschall moved, seconded by Vice Mayor Hoffman to approve the proposed organizational changes and authorize the City Manager to execute an agreement with Roy Seiler, C.P.A. The motion carried by the following voice vote:  
AYES: Mayor Roundy, Vice Mayor Hoffman and Councilmember Gee, Edwards and Paschall  
NOES: None  
ABSENT: None  
ABSTAIN: None

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Gee reported on the following:

- Request Council to reexamine the Waste Management JPA and consider RFP for garbage service on a future Council agenda.

Councilmember Edwards reported on the following:

- Attended Easter Egg Hunt put on by the Recreation Commission; very organized event.

Councilmember Paschall reported on the following:

- Lighting at the new four-way stop at Pilot is not sufficient; needs to be reexamined.

Vice Mayor Hoffman reported on the following:

- Remind the community we are still on drought conservation measures.

Mayor Roundy reported on the following:

- Water Advisory Committee will propose a guide to a well moratorium;
- Will be attending League of California Cities Policy Committee meeting on April 7<sup>th</sup> and 8<sup>th</sup>;
- Will be attending LAFCO meeting next Monday;
- Will be attending Arts Commission meeting; great show this month;
- Will be attending Recreation Commission meeting.

ADJOURN

Meeting adjourned at 9:29 p.m.

\_\_\_\_\_ Clerk

\_\_\_\_\_ Mayor