

CALL TO ORDER

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

ROLL CALL

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

Councilmembers absent: None

Staff present: Sergeant Sean Johnson, Accounting Manager Janet Wackerman, City Engineer Ken Skillman, City Planner Scott Friend, City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie Crook and City Manager Pete Carr

NOMINATION AND ELECTION OF MAYOR AND VICE MAYOR

City Clerk Crook requested nominations for Mayor for 2017-2018. Councilmember Paschall nominated Councilmember Gee for Mayor for 2017-2018. No other nominations received.

Action: Charles Gee was declared Mayor for 2017-2018, the motion carried 5-0 by the following voice vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

City Clerk Crook requested nominations for Vice Mayor for 2017-2018. Councilmember Paschall nominated Vice Mayor Roundy for Vice Mayor for 2017-2018. No other nominations received.

Action: Bruce Roundy was declared Vice Mayor for 2017-2018, the motion carried 5-0 by the following voice vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

Trish Saint-Evens, 6825 RD 15, announced Christmas Preview is Saturday, November 25th. Line up for the parade will begin at 5:00 p.m. behind the Fire Hall, with the parade starting at 5:30 p.m. Tree Lighting will take place between 6:00 – 6:15 p.m. The C.K. Price School choir will also be there. Local businesses will be open; Saltea will be serving hot apple cider and the Chamber of Commerce will be serving hot chocolate and coffee.

Vern Montague, 6384 CO RD 21, congratulated returning Mayor Gee and Vice Mayor Roundy on their appointments. Mr. Montague introduced Roy Meridith, President of the Orland Flag Society, who wanted to show appreciation on behalf of the Flag Society to the individuals and organizations who have supported their efforts to make the city look beautiful. Flag dedications were given to the Orland Police Department, City of Orland, Pete Carr, and Ed Vonasek.

Albert Lehr, 428 Walker St. # 1, advised he would like to see the Orland Free Library open on Saturdays for college students who would not have to drive out of town to go to a library and for individuals who do not work on Saturdays. Mayor Gee stated he could attend the next Library Commission meeting and advise them of his suggestion.

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for November 6 2017.
- C. Receive and file Economic Development Commission minutes for October 10, 2017.
- D. Receive and file Library Commission minutes for September 12, 2017.
- E. Approve and adopt second reading of Ordinance No. 2017-07 adding section 8.24 of the Orland Municipal Code, providing additional enforcement for and deterrence of chronic violators of Chapter 8.24: Nuisances

Councilmember Edwards requested Item A (Warrant List) be removed from the consent calendar for discussion.

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to approve Items B, C, D, and E on the Consent Calendar. 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

Councilmember Edwards questioned the following warrants:

CHK# 47466 for \$84,276.50, payable to Aircon Energy. City Manager Carr stated this was part of the approved \$800k energy efficiency project. Mr. Carr advised the City received loan proceeds for this project and draws down accordingly. Mr. Carr stated it does not actually affect today's water fund balance.

CHK# 47482 for \$638.43, payable to Creative Composition for OPD envelopes. Councilmember Edwards stated the City should consider utilizing the Glenn County Office of Education print shop for better price costs. Sgt. Johnson stated due to typesetting for logos and letterhead, that cost would be duplicated. Mr. Carr advised the invoice was actually for "Notice to Appear" books.

CHK# 47517 for \$55,899.81, payable to T&S Construction for retention Eva Drive Well construction. Mr. Carr stated this is the final 5% payment for the Eva Drive well.

Vice Mayor Roundy questioned a check for \$7,500 payable to Orland Area Chamber of Commerce. Mr. Carr advised Council did approve \$30,000 for the year; this payment represents the second quarterly payment. Mr. Carr also noted the Chamber of Commerce will be working with the County to hire a person to serve both the Business Incubation Center and Chamber of Commerce. Vice Mayor Roundy stated he would like to see a report provided to Council in January on the Chamber of Commerce's accountability.

Action: Councilmember Paschall moved, seconded by Vice Mayor Roundy to approve Item A (Warrant List) on the consent calendar. 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

Tentative Subdivision Map (TSM) – Penbrook Subdivision project. Applicant: Schellinger Brothers (TSM #2017-01). A public hearing to consider a request by Schellinger Brothers Inc. (applicant) and Precision Surveying (agent) on a proposed Tentative Subdivision Map (Penbrook Subdivision). The proposed project would divide an existing 5.7+/- acre parcel of land identified as Glenn County Assessor's Parcel Number 041-262-028 into twenty-three (23) parcels. The subject parcel is designated Low Density Residential (LDR), 0-6 du/ac on the City's General Plan land use diagram and is zoned with the R-1, Residential One-Family zone district. The proposed land division action is consistent with the City's General Plan.

Pursuant to the Public Resources Code 15070 et. seq. and the State of California Environmental Quality Act (CEQA) Guidelines, an Initial Study Mitigated Negative Declaration (Glenn County Recorders File #2005-EIR0007) was prepared for and adopted in support of an equivalent project in 2004. Pursuant to Public Resources Code Section 15075, the City of Orland proposes to readopt the 2004 analysis in lieu of the preparation of a new environmental analysis for the project as no changes to the physical environment have occurred justifying a new analysis for a functionally equivalent project.

City Planner Scott Friend brought forward a recommendation from the Planning Commission which held a public hearing on October 19, 2017, on the above mentioned project. The Planning Commission voted 5-0 to recommend that the City Council approve the project subject to the Conditions of Approval, the making of findings supporting the approval of the project, and making determination that the project has been previously analyzed pursuant to the California Environmental Quality Act (CEQA) and thus no further analysis is required. The project site is located south of the Glenn County Fairgrounds across South Street and west of Baldwin-Minkler agricultural processing facility. The project is currently occupied by a single-family residential unit located in the east central portion of the project which will remain as part of the subdivision. In 2004, the same (almost identical) proposed project and Initial Study was approved by the City Council at that time. However, in 2007, the subdivision map was changed and reverted back to acreage. Conditions of Approval #26 and #27 requires the applicant to record a disclosure on each individual lot created by the subdivision disclosing to prospective owners regarding agricultural operations, dust, noise and the existence of the Glenn County Fairgrounds and Baldwin-Minkler facility.

Bill Minkler submitted a letter stating their operations could pose an issue for prospective buyers, such as noise and perimeter lights from their facility.

Councilmember Edwards asked if any green space would be made available in the subdivision for a park. Mr. Friend stated there is no park planned in the subdivision; the developer is paying full impact fees instead of the option of giving park space. Vice Mayor Roundy stated he also had concerns and feels it is important for kids to have a safe place to play, as well as a safe route (pedestrian or bike paths) to schools. City Engineer Skillman stated he could examine options to stripe a safe bike route to the schools from the subdivision. Councilmember Paschall advised he did not feel it was necessary to have a park within the subdivision, as there will be a disclosure regarding the dust and dirt from adjacent facilities. Councilmember Paschall stated a safe route to another nearby park could be considered instead.

Public hearing opened for comments at 7:45 p.m. Steve Butler, Precision Surveying, agent for the applicant advised there are no problems with the Conditions of Approvals proposed. Mr. Butler also discussed that he would work with the City Engineer to come up with a striping plan that would address the safety concerns on getting pedestrians to and from school. With no further comments, the public hearing was closed at 7:47 p.m.

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to reaffirm and reapprove the findings (listed below) and determinations of the CEQA Initial Study and Mitigated Negative Declaration prepared and approved by the City for TSM #2004-09 in 2004; and; determine that no additional analysis is required under the California Environmental Quality Act (CEQA) as the project has been previously analyzed and that the proposed project (TSM#2017-01) is in substantial conformance to the previously approved document and will not result in any new impacts that have not already been considered and addressed. 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

Findings for the Approval of the Tentative Subdivision Map

The following findings are taken from the Subdivision Map Act regarding subdivisions and are modified to apply to the Tentative Subdivision Map. If the City Council determines that the findings can be made, the Council can approve the Tentative Subdivision Map. The City Council is free to add additional findings if supported by evidence in the record.

1. That the proposed project is consistent with the City of Orland General Plan and does not exceed density and intensity standards within the Land Use Element. *The single-family residential standards of the City's General Plan establish a maximum density of six units per acre. The proposed project has a gross density of approximately 4.4 dwelling units per acre of residentially developed land. As such, the project is consistent with the intent of the City of Orland General Plan land use element density standards.*

2. That the site is physically suitable for the type of development proposed. *The project site is flat with slopes less than five percent, is located inside of the City Limits, can be served by municipal utilities, is both designated on the General Plan and zoned for residential development and no project review comments indicating that the project cannot be constructed as proposed have been identified. The project site is vacant and is not within a flood plain. As such, the project is consistent with the intent of the City of Orland General Plan and Orland Municipal Code development standards for site suitability.*
3. That the site is physically suited for the density of development. The project site is within the City of Orland R-1 zone district. *The R-1 zone district allows for the development of single-family residential dwelling units on lots greater than or equal to 6,000 square feet. The proposed Tentative Subdivision Map conforms to the requirements of the R-1 zone district. As such, the project is consistent with the intent of the City of Orland Zoning Ordinance as proposed.*
4. That the design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish, or wildlife or their habitat. *The site was reviewed under the requirements of the California Environmental Quality Act and an Initial Study / Mitigated Negative Declaration was prepared for the project. The Mitigated Negative Declaration included mitigation measures that, when implemented, would mitigate any potential negative impacts to fish, wildlife or the natural or built environment. As such, the City of Orland has fulfilled its responsibilities as the designated Lead Agency for the evaluation of the project under the California Environmental Quality Act (CEQA).*
5. That the design of the subdivision or the proposed improvements are not likely to cause serious public health problems. *As conditioned, the project will provide roadway and construction mitigation measures to minimize project related problems. Standard subdivision improvements will include fire hydrants, streetlights and roadways designed for residential traffic. The proposed project will be served by City-provided water, sewer and storm drain services and has been conditioned to meet all City development standards. As such, the project is consistent with City design and construction standards.*
6. The design of the project will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed project. *The project will not impact or conflict with any easements or land acquired by the public.*
7. The Tentative Subdivision Map conforms to the provisions of the Subdivision Map Act and to the provisions of Orland Municipal Code Title 16 – Subdivisions (OMC Section 16.16.190). *The tentative subdivision map complies with the required form and content of tentative subdivision maps, as set forth by the City and based upon the provisions of Title 16 of the Orland Municipal Code.*
8. The Tentative Subdivision Map conforms to the provisions of the City of Orland General Plan (OMC Section 16.16.190). *The project applicant proposes to use the subdivided parcels for residential purposes. This is consistent with the land use designations for the subdivided parcel under the City's General Plan (Low Density Residential).*

9. The Tentative Subdivision Map is consistent with good planning and engineering practice (OMC Section 16.16.190). *The City Engineer has reviewed the tentative subdivision map, and has attached conditions that have been incorporated within the Conditions of Approval. All lots comply with the requirements in the City of Orland Land Division Standards and Improvement Standards.*
10. The project will not be harmful to the public health and safety or the general welfare of the persons residing or working in the area. The project applicant proposes to develop the lots for residential uses. *This type of development is not considered potentially harmful to the public health and safety or to the general welfare of persons residing in the vicinity.*

Action: Councilmember Edwards moved, seconded by Councilmember Paschall to approve request of project (TSM#2017-01) to divide an existing 5.7+/- acre parcel of land identified as Glenn County Assessor's Parcel Number 041-262-028 into twenty-three (23) parcels having an average parcel size of 7,500 square feet and ranging from 7,337-9,846 square feet in size subject to the making of findings and the assignment of Conditions of Approval listed below. 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

Conditions of Approval:

General Requirements

1. The developer shall be responsible for the payment of any and all applicable recording and filing fees to include fees associated with Section 711.4 of the Fish and Game Code which require payment of a fee to the County Clerk for filing a Notice of Determination for an environmental document.
2. Implementation of the entire Mitigation Monitoring Program, dated September 2003, is here included by reference, as a Condition of Approval. Developer shall pay all actual City Planner hourly fees incurred in the monitoring of all mitigation measures for the implementation of this project.

Engineering / Public Works

3. Dedicate and improve the 60-foot wide residential street rights-of-way for all internal streets.
4. Dedicate a 10-foot wide Public Service Easement (PSE) adjacent to all public right-of-way frontages.
5. Developer shall dedicate a one-foot wide "no access strip" or relinquish all abutter's rights along the South Street frontage of Lots 11, 12 and 13.

6. The developer shall comply with all mitigations measures outlined in the Mitigation Monitoring and Reporting Plan and approved as part of the Mitigated Negative Declaration of September 2003, prepared and approved for the original Penbrook Subdivision project (TSM#2004-01).
7. The maximum spacing of sanitary sewer manholes shall be 300 feet in accordance with COLDS III.E.4;
8. Sanitary sewer with less than 2 feet of cover shall be ductile iron pipe;
9. Future operation and maintenance of the Storm Drainage Basin shall be performed by City forces and a fair share portion paid for by the developer. A funding mechanism shall be derived to insure future payment of their fair share portion. The funding mechanism shall be approved by the City prior to recordation of the Final Map;
10. The water system shall provide a minimum flowrate of 1,000 gal/min. at 20 psi residual. Where fire hydrants are not located at the terminus of dead end mains, blow off valves shall be provided;
11. All utilities serving this subdivision shall be installed underground and meet the design standards of each purveyor;
12. Street lights shall be provided in accordance with COLDS III.C.;
13. Abandon any and all existing wells on the site in accordance with the requirements of the Glenn County Environmental Health Department. All homes on the lots created by the subdivision shall be connected to the municipal water system.
14. All infrastructure improvements shall be designed and constructed in conformance with the City of Orland "Land Division Standards and Improvement Standards". The developer shall have a registered engineer prepare and submit construction details, plans and profiles, typical sections, specifications, and cost estimates to the Department of Public Works for review and approval prior to recordation of the Final Map.
15. Install street name signs, traffic control signs and pavement markings as required by the City Engineer.
16. Street lights shall be installed at the locations designated or approved by the City Engineer and constructed per PG&E standards.
17. Prior to approval of a Final Map and Improvement Plans, a registered engineer or geologist shall prepare a soils report or geotechnical report for this project. The report shall be prepared in a manner consistent with standard engineering practices and shall be reviewed for acceptability by the City Engineer.

18. Prior to grading and site work, a Construction Activity Stormwater Permit must be obtained from the Regional Water Quality Control Board (RWQCB). A copy of this project's "Receipt of Your Notice of Intent" bearing the Waste Discharge Identification (WDID) number shall be forwarded to the City Engineer along with a copy of the Stormwater Pollution Prevention Plan (SWPPP). In addition, the developer's engineer shall determine whether a construction de-watering permit shall also be required from the RWQCB, and if so, provide a copy of same to the City Engineer prior to trenching and excavation operations.
19. All utilities serving this subdivision shall be installed underground and meet the design standards of each purveyor.
20. Public and private improvements constructed as a result of approval of this subdivision shall not result in the increase in the rate of peak stormwater runoff from the gross area of the pre-subdivided site during a one hundred (100) year design storm event. A Master Design and Maintenance Plan for construction of improvements to comply with this requirement shall be reviewed and approved by the City Engineer prior to recordation of the Final Map.
21. Establish a funding mechanism for maintenance costs associated with the approved stormwater facilities, street lighting, parklands, walls, and common landscape areas. The funding mechanism shall include, within its area of responsibility, all project common areas, street lights, landscape areas and any common area improvements to include project entry locations.
22. The property shall be subdivided in substantial compliance with the conditionally approved Tentative Map. Developer induced modifications to the Tentative Map layout, as determined by the City Engineer, may need to be reviewed and adopted by the City Council prior to filing a Final Map.
23. Developer shall pay all City of Orland Impact Fees with the issuance of building permits.
24. Developer shall pay all actual City costs (Planning, Attorney and Engineer) fees incurred in the review of this project.
25. All conflicting utilities shall be relocated at the developer's expense.
26. The applicant shall record a disclosure on each individual lot created by the subdivision disclosing to prospective owners the following: "Some agricultural uses currently occur on lands to the west and south of this site. Practices commonly associated with agricultural operations are considered by some to be incompatible with urban residential settings with regard to dust and noise. Other agricultural practices such as burning and spraying may also result in conditions which conflict with residential land uses." This disclosure shall be based on the City of Orland / Glenn County Right to Farm Ordinance model.
27. The developer of this project shall record on each newly created residential lot a disclosure statement to prospective purchasers of these properties stating the existence of the Glenn County Fairgrounds immediately north of the site, the race track and the typical times and numbers of events which occur. The disclosure shall also state the existence of the Baldwin-Minkler agricultural

products processing plant operations adjacent to the east side of the site. This disclosure will state that noises and periodic exterior night-time lighting emanating from these two facilities may be considered by some persons to be a nuisance.

ADMINISTRATIVE BUSINESS

City Manager Carr brought forward for discussion and action the proposed design concept of the Streetscapes project. The City received \$164,666 from the Caltrans Sustainable Communities Program to develop a streetscapes plan for a portion of Walker Street (between Sixth and Second Streets). Mr. Carr noted the plan would improve traffic flow, pedestrian safety on sidewalks and at crosswalks, provide better storm drainage, and open up economic development opportunities for local businesses. Mr. Carr advised parking was studied extensively in the plan, as well as opportunities to include outdoor art and gateway entrances, and developing a functional city plaza. It was noted that various public workshops and meetings were provided to city commissions and local organizations in order to receive public comments on the project. Shawn Rohrbacker and Greg Melton, Melton Design Group, gave an overview of the final draft of the streetscapes plan. Mr. Rohrbacker addressed comments that were noted from the previous Council meeting. He stated the left hand turn lane at Sixth Street is the preferred layout by the traffic engineer and a median is necessary in that location. It was also noted the bee monument could be moved back if Union Pacific Railroad had an issue to where it was located. A smaller stoplight prior to the RR tracks was also suggested to help with potential back up of traffic at the Sixth Street stoplight. Mr. Rohrbacker mentioned that due to the new ladder fire truck, the right hand turn radius on the southeast corner of Fifth and Walker Streets was increased. The existing parking lot at Farwood will remain, instead of the previous design accommodating an outdoor café. Concerns regarding the redesigned parking area on the northwest corner of Third and Walker Streets will be changed to the preferred layout by the tenants and the City. Mr. Rohrbacker stated the Master Plan summary includes: the existing conditions and needs on Walker Street; Caltrans grant and projects goals; public outreach; streetscapes design; and implementation strategies. Mr. Melton stated the streetscape design will help create a community identity and will be a great marketing tool for the City.

Councilmember Paschall stated the City should move forward with the plan, especially since Caltrans is assisting with grant monies. Councilmember Hoffman agreed and desires to move ahead. Councilmember Edwards stated she was very pleased with the plan. Vice Mayor Roundy also agreed and said it's a great opportunity for the City. Mayor Gee stated he has a vested interest on Walker and Third Streets and still had concerns with parking; however, may need to consider additional parking north of Third Street in the future. Mayor Gee advised he would work with the plan and support it. Trish Saint-Evens, Chamber of Commerce President, stated she supported the plan and feels it's a positive change for the community.

Action: Councilmember Paschall moved, seconded by Vice Mayor Roundy to submit the City's Streetscapes Plan to Caltrans for acceptance. 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

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Hoffman reported on the following:

- Attended Rural Volunteer Fire Dept. meeting.; had questions regarding solar panels; want to discuss future paid full-time Fire Chief;
- Santa parade to be held Nov. 25, 2017 at 5:30 p.m.
- Orland Craft Fair will be held Nov. 25-26, 2017 at the Glenn County Fairgrounds;
- Rent-a-Santa program available; donation proceeds to the Chamber of Commerce and VIPS.

Councilmember Edwards reported on the following:

- Library in need of more volunteers for book sales;
- Dump site appears to be closing soon; rates will likely increase if waste has to be hauled to Anderson.

Councilmember Paschall had no reports at this time.

Vice Mayor Roundy reported on the following:

- Attended Glenn Co. Transportation meeting; Tehama St. repair is now funded and scheduled for 2018; County Road M1/2 will not be funded until 2022.
- Caltrans to replace 55 mph zone on eastside of city limits;
- By next summer the State supposed to be compliance with the federal govt.

Mayor Gee reported on the following:

- Waste Tire Clean-up; no grants to help at this time;
- Waste Management will have changes to recycling in 2018;
- Attended EDC meeting; working on repainting monument signs in town.

ADJOURN

Meeting adjourned at 8:30 p.m.

_____Clerk

_____Mayor