

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD APRIL 20, 2020

CALL TO ORDER

Meeting called to order by Mayor Paschall at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Meeting opened with the pledge of allegiance.

ROLL CALL

Councilmembers present: Dennis Hoffman, Billy Irvin and Salina Edwards (teleconferenced from various locations), Vice Mayor Bruce Roundy and Mayor Jim Paschall

Councilmembers absent: None

Staff present: Chief of Police Joe Vlach, Fire Chief Justin Chaney, Public Works Director Ed Vonasek, Accounting Manager Janet Wackerman, Recreation Director Joe Fenske, City Planner Scott Friend, City Attorney Greg Einhorn and City Manager Pete Carr (teleconferenced from various locations), Accounting Technician Deysy Guerrero, Administrative Technician Rebecca Pendergrass and Assistant City Manager/City Clerk Angie Crook

ORAL AND WRITTEN COMMUNICATIONS

Councilmember Edwards requested to add an emergency item to the agenda regarding the Arts Commission irrigation issue at Centennial Park. Councilmember Edwards made a motion to add this item to the agenda. The motion died for lack of a second.

Citizen Comments:

None

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for April 6, 2020.

Action: Vice Mayor Roundy moved, seconded by Councilmember Edwards to approve the consent calendar as presented. The motion carried unanimously by the following voice vote:

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

PUBLIC HEARING

None

ADMINISTRATIVE BUSINESS

A. Utility Bill and Hotel Users Tax Relief – Pete Carr, City Manager

City Manager Carr gave a report on the potential action for possible utility bill relief for utility customers during the current shelter-in-place order. Consistent with the State's request for utilities, the City will not assess a \$25 late fee nor order any shut offs. It was noted that 31 commercial businesses were closed, and Council may or may not want to consider relief to those customers, such as reducing or waiving base rates or defer payments. Mr. Carr advised the city's expenses to operate the water and sewer system have not decreased during the pandemic. Councilmember Hoffman stated the City should work with the businesses. Councilmember Irvin suggested not charging a late fee moving forward or offer a deferred payment plan. Vice Mayor Roundy stated he is sympathetic to customers; however, the City still has costs, maybe consider deferment for commercial customers. Councilmember Edwards stated fees should be waived for all businesses that are closed down.

Action: Councilmember Edwards moved, seconded by Councilmember Hoffman to suspend utility fees for closed businesses until May 15, 2020. The motion failed 3-2 by the following voice vote:

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

Mr. Carr gave a report to Council regarding hotel vacancy rates which are exceptionally high due to stay-at-home orders, and a request from one of the hotel owners in Orland to be able to retain one half (1/2) of the normal 12% Hotel Users Tax that is being collected this quarter. This would reduce City revenue approximately \$7,500 in a normal quarter, less so this quarter. The tax revenue supports Chamber of Commerce, 3CORE membership and helps promote regional tourism and economic development. City Attorney Einhorn advised this would not be a gift of public funds and Council does have discretion to consider, if it's for the overall good of the community. Vice Mayor Roundy stated this would reduce support to Chamber of Commerce and it is supposed to be a pass-through fee to the City. Councilmember Hoffman stated the

hotel owner only pays the tax if they have guests, they still are making money. Councilmember Irvin stated he agreed with that statement; would rather defer the tax than waive it.

Action: Councilmember Hoffman moved, seconded by Vice Mayor Roundy to leave the Hotel Users Tax as is, no changes. The motion carried unanimously by the following voice vote:

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

B. Staffing for May - June – Pete Carr, City Manager

Mr. Carr brought forward a report regarding current planning for City staff operations, while stay-at-home orders are still in effect. Intent to layoff notices have been issued to four part-time library employees effective the next payroll period. The hiring of seasonal public works and recreation department help is on hold at this time. City Hall administrative staff are preparing for personnel changes this summer; however, any hiring will be deferred until front counter services reopen. A full-time staff member from the library is receiving some training to assist City Hall during these changes. Mr. Carr stated the potential loss of sales tax revenue this quarter is approximately \$166,000; however, projected sales tax revenue has exceeded the budget, making revenue loss actually less than what is anticipated. Reduced personnel expenses and non-operation of pool and library will produce more savings. Layoffs, furloughs and induced retirements will be considered in fiscal year budget 20/21. Mr. Carr stated he will bring forward a preliminary 20/21 budget at the regularly scheduled meeting on May 4, 2020. Mr. Carr advised due to the uncertainty of the current situation, a revision of the final budget may be expected in September or October. Council declined to provide further direction to staff.

C. Administrative staffing for Police and Fire – Pete Carr, City Manager

Mr. Carr brought forward a request from the Police and Fire Departments proposing to share one full time clerical employee between the two departments. The current Fire Department contract employee is moving on to other employment and handled an extensive amount of recordkeeping in the Fire Department. The Police Department is also in need of additional clerical help to handle the added training and recordkeeping requirements from several unfunded State mandates including SB 1021 SB 384 (Sex Offenders Registration) and AB 953 (Racial & Identity Profiling Act). The Rural Fire District would fund one half of the Fire portion expense. Mr. Carr noted the added cost to the General Fund is approximately \$33,000. Council discussed this is not the best timing but understood the needs of both departments. Both Chiefs advised they would reexamine their general fund budgets to accommodate the expense. Mr. Carr stated the position would be openly recruited.

Action: Councilmember Hoffman moved, seconded by Vice Mayor Roundy to approve funding for one position at the established police records clerk position, this one clerical administrative position to serve both Police and Fire departments, with Rural District contributing its share of the expense, in lieu of one shared part-time contract position for the Fire department. The motion carried unanimously by the following voice vote:

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

D. Rezone of Commerce Lane parcels – Pete Carr, City Manager

Mr. Carr presented Council with a request to proceed with the rezoning process for Commerce Plaza. One of the parcels in the area is zoned Commercial (C-2) (prior Hotel property) and the three remaining parcels (APN's 045-170-040, 041, 042) are currently zoned Open Space (OS). All four parcels have been addressed by CEQA environmental studies. Mr. Carr stated the City's General Plan designates Commercial land use in the subject area and the subject parcels are adjacent to currently active commercial development. Staff is proposing to process the rezoning of the three remaining parcels utilizing a CEQA exemption and update the zoning designation from Open Space (OS) to Commercial. Mr. Carr stated costs to process the rezone would be under \$5,000. Mr. Carr noted that after the rezoning the developer will be obligated to provide traffic and noise mitigations. Braiden Chadwick, legal representative for property owners, supported the proposed action and stated the City's General Plan has already designated this area as Commercial and noted studies have been done around that area. Mr. Chadwick advised the proposed commercial development would include a hotel, gas station and restaurant. Paul Farsai stated they also have plans for a drive-thru car wash and sit-down restaurant.

It was the consensus of the Council for staff to proceed with process of rezoning of APN's 045-170-040, 045-170-041, and 045-170-042 located on Commerce Lane to Commercial (C-H).

CITY COUNCIL COMMUNICATIONS AND REPORTS

Vice Mayor Roundy:

- Participated in Glenn County Resource Conservation District Zoom meeting.

Mayor Paschall and Councilmembers Hoffman, Irvin and Edwards had no reports at this time.

ADJOURN

Meeting adjourned at 7:25 p.m.

Angela Crook, City Clerk

James Paschall Sr., Mayor