



## ORLAND CITY COUNCIL REGULAR MEETING

Tuesday, December 17, 2024

### CALL TO ORDER

Meeting called to order by Mayor Matt Romano at 6:30 PM.

### ROLL CALL

Councilmembers present:

Councilmembers Brandon Smith, Terrie Barr, John McDermott, Vice Mayor JC Tolle and Mayor Matt Romano

Councilmembers absent:

None

Staff present:

City Manager Pete Carr; City Attorney Greg Einhorn; Police Chief Joe Vlach; City Clerk Jennifer Schmitke; City Engineer Paul Rabo, Library Director Jody Meza; Public Works Director Zach Barber; Recreation Manager Olivia Henderson

### CONSENT CALENDAR

- A. Warrant List (Payable Obligations)
- B. Approve City Council Minutes for December 3, 2024
- C. Adopt Resolution 2024-18 Authorizing City Manager to execute Agreements with California Department of Tax and Fee Administration for Implementation of Local Transactions and Use Tax

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, to approve the consent calendar as presented. Motion carried by a voice vote 5-0.

### PRESENTATIONS

#### A. Glenn County Reading Pals Program

Library Director Jody Meza introduced Nicole Baker, Glenn County Office of Education Assistant Superintendent, who provided an overview of the Glenn County Reading Pals Program that is currently being piloted in Orland. Nicole highlighted the program's mission, shared key literacy statistics for the county, and explained how community members can get involved as volunteers to support local literacy efforts.

Councilmembers inquired about the process for volunteering and the method used to pair children with volunteers. Ms. Baker provided a detailed explanation.

## **B. Orland Free Library Annual Presentation**

Library Director Jody Meza presented a slide show on the status of the library for the 2023/2024 year.

Ms. Meza spoke about the library collection over the past year: over 200,000 eBooks, 42,174 physical items (Books, DVD's, Audio CD's), 12 Chromebooks & Connectivity Kits (Chromebook, mouse, headphones, USB drive), 19 Learning2Go kits with over 350 Early Literacy materials and 25 Parks Passes, telescopes, Explorer Backpacks.

The total library users are 10,780, out of this number 5,341 are within the City and 4,806 are in the County, 714 are non-residents. Ms. Meza shared that in the past year the library held 89 programs with 2,112 program attendance.

Ms. Meza shared that the library saw an increase of 6% in checkouts, 12% increase in electronic checkouts and 11% increase in visits to the library.

Ms. Meza spoke about projects that have been completed at the Library in 2023/24 including a: a new roof, HVAC and entry door (Building Forward Grant); new outdoor programming area; the library is a Glenn County designated Clean Air Center (Air Pollution Control District Grant); the library received \$4,700 for Lunch with Library Grant which provided 200+ children with free books and STEM activities, signed a \$200,000 agreement/partnership with the health department; \$12,000 Literacy Grant; and \$9,021 Zip Books Grant.

Ms. Meza shared goals for the library in 2025 will include partnering for student success; Literacy initiatives with school districts, collaboration opportunities; Story-walk installation in Library promoting literacy & physical activity in nature, Community classes & outreach; mental health first aid & youth mental health first aid, mindfulness programming; all ages anti-anxiety library programs that promote community well-being.

Ms. Meza stated that the library is lucky to have the support from community and partnerships with local donors, Friends of the Library, Honeybee Discovery Center, UC Master Gardeners, American Red Cross, Orland Rotary, Orland Women's Improvement Club, Glenn County Farm Bureau, KIXE PBS, AltaCal.

The Council discussed Director Meza's schedule, explored the library's needs and potential improvements, and expressed gratitude for Director Meza and her team, commending their exceptional contributions to the community.

## **C. Recreation Department Annual Presentation**

### **Recreation Manager Olivia Henderson**

Recreation Manager Olivia Henderson gave a presentation on the status of the Recreation department this past year. Ms. Henderson went over the capital improvements that have been approved as well as capital improvements planned for the future including a new playground at the City pool, upgraded and expanded ball fields at Lely and basketball court lighting.

Ms. Henderson spoke about all the community partners that work with the Recreation department such as Orland Unified School District & OUSD SPARK, Glenn County Office of Education, County Schools, First Northern Bank and varying Orland youth sports teams.

Ms. Henderson shared that the City pool was open full time this past season and was offering private and group swim lessons, lap swim, open swim and had steady aqua aerobics numbers. Orland Otters used the pool for practice and swim meets. Ms. Henderson also spoke about maintenance-intensive annual pool preparations. Ms. Henderson briefly spoke about Every Child Swims program which was started ten years ago, when the Recreation department partners up with Mill Street second grade to give all second graders free swim lessons.

Orland Recreation youth programs includes youth basketball, summer soccer, fall soccer, dance, tiny tots tumbling and flag football. Summer camps were very successful this year in partnership with the high school teams including wrestling, cheerleading, baseball, volleyball and basketball.

Adult Programs were back up and running including co-ed softball, adult volleyball, adult basketball, kickboxing, pickleball, disc golf, tennis, lap swim and aqua aerobics.

Ms. Henderson thanked her staff for going above and beyond for the community, the City Council for their support and recognized Orland Police Department, the Public Works Department, City Hall staff and Recreation Commission for their contributions to the department.

The Council discussed the Recreation Department's staffing needs and explored opportunities to support Ms. Henderson's team. They also expressed their gratitude to Ms. Henderson for her commitment and meaningful contributions to youth and the broader community.

## **ADMINISTRATIVE BUSINESS**

### **A. City Council 2025 Appointments to Boards and Commissions**

Mayor Romano announced the City Council appointments to Boards and Commissions for 2025.

#### **2025 Council Appointments to Boards and Commissions**

##### **City Commissions**

Arts 3 <sup>rd</sup> Wed, monthly, 7 pm	Barr Romano (alternate)
Economic Development (EDC) 2 <sup>nd</sup> Tues, every month, 4 pm	McDermott Barr (alternate)
Library 2 <sup>nd</sup> Mon, every other month, 5:00 pm	Smith Tolle (alternate)
Parks & Recreation 4 <sup>th</sup> Wed, meets when called, 6:30 pm	Smith Romano (alternate)

Planning  
3<sup>rd</sup> Thurs, monthly, 5:30 pm

Barr  
McDermott (alternate)

Public Works/Safety  
2<sup>nd</sup> Tues, every even month, 4 pm

Tolle  
Smith (alternate)

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City Selection Committee

Mayor

Orland Unit Water Users' Assoc  
Voting delegate (Membership)

Smith

Orland Area Chamber of Commerce  
*Council Liasion*

Barr  
Smith (alternate)

Fire Department Liaison  
2<sup>nd</sup> Mon, monthly, dinner 7 pm,  
meeting 8pm

McDermott  
Barr (alternate)

**(One Councilmember, One Alt.)**

Code Enforcement Hearing Officer  
**(One Councilmember, One Alt.)**

Romano  
Tolle (alternate)

Queen Bee Capital Committee

City Staff

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**County Committees**

Joint City/County EDC

Tolle  
Barr

LAFCo  
Meets 2<sup>nd</sup> Monday, 9 am, monthly  
County pays \$25 monthly stipend

Romano  
*(Alt seat for Orland in 2026)*

**(Alternate switches between Orland & Willows; 2025 appointment is from Willows)**

Transit Committee  
**(Needs two members and one Alt)**  
Meets with Local Transportation Comm.  
County pays \$50 monthly stipend

Tolle  
McDermott  
Barr (alternate)

Transportation Commission  
**(Need two members)**  
3<sup>rd</sup> Thurs, monthly, 10 am,  
County pays \$50 monthly stipend

Tolle  
McDermott

Waste Management Regional  
Agency  
**(Two members and one alt)**  
**(2025 two rep year, 2026 one rep one alt)**

Tolle  
McDermott  
Barr (alternate)

Air Pollution Control District Board  
(Council minute order if City asked  
to serve on board)  
**(One Councilmember, One Alt.)**

Mayor  
Vice Mayor (alternate)

Airport Land Use Commission  
No meeting schedule

Romano  
No alternates on this commission

Glenn County Groundwater  
Sustainability Agency (GGA) &  
Drought Task Force  
**(One Councilmember, One Alt.)**

Smith  
Romano (alternate)  
Carr & Barber (alternate)

Golden State Risk Management  
2<sup>nd</sup> Wed every other month, 6 pm  
*GSRMA pays \$100 per meeting stipend*

Romano

Cal Cities  
(a.k.a League of California Cities)

Tolle  
Barr (alternate)

Resource Conservation District

Smith

Glenn County Senior Wellness Roundtable

John McDermott

Glenn Continuum of Care

John McDermott

Orland resident Byron Denton shared that he hopes Councilmembers attend Commission meetings and County meetings.

**ACTION:** Councilmember McDermott moved, seconded by Councilmember Smith, to authorize Council appointments to Boards and Commission. Motion carried by a roll call vote 5-0.

## **B. Request for Partnership Funding of OUSD/City Sidewalk**

City Engineer Paul Rabo outlined plans by the Orland Unified School District (OUSD) to construct new Transitional Kindergarten (TK) facilities on the easternmost portion of its Mill Street campus. In the spring, District representatives approached City Staff to explore a partnership for planning and implementing essential improvements to the sidewalk and drop-off/pick-up zones along First Street and Mill Street.

The City has already completed the surveying for the project, while the school district has conducted the public bidding process and selected a contractor to provide a scope of work and cost estimates. Mr. Rabo noted that the projected cost for removing and replacing flatwork—including sidewalks, curbs, and asphalt paving—is \$157,000. This estimate encompasses demolition, removal, and reconstruction to meet both City standards and District requirements. The school district has requested the City's assistance with these improvements as part of the project.

These planned improvements will enhance safety for pedestrians and bus riders while providing significant benefits to both the school and the broader community through upgraded public infrastructure. Mr. Rabo shared that the proposed Memorandum of Understanding (MOU), which includes detailed plan sheets and cost estimates, is scheduled for review and approval by the OUSD Board of Education on December 19.

Orland resident Alex Enriquez proposed raising the crosswalk at Yolo and First Streets to enhance pedestrian safety. Mr. Carr noted that the City could discuss the suggestion with the school district. Councilmember McDermott mentioned downsides to raised sidewalks.

The Council deliberated on the project, raising questions about planned sidewalk improvements, corner bulb-outs near the school, the potential addition of tree wells, and the relocation of the water line running through the Mill Street campus.

**ACTION:** Councilmember Smith moved, seconded by Councilmember Barr to approve the proposed partnership sidewalk project not to exceed \$80,000 from the Gas Tax and Measure J funds by adoption of the proposed MOU, authorizing mayor the to execute the MOU. Motion carried by a roll call vote 5-0.

### **C. Follow-up on Carnegie Center Architecture Proposals**

Mr. Carr reported that City Staff had previously evaluated Ausmus Engineering and, per the Council's directive, conducted additional investigations into proposals from Garavaglia Architecture, Inc. and Shephird Associates.

Councilmember Barr asked about getting Carnegie onto the Historical registration, Mr. Rabo explained the Carnegie building had been evaluated in 1948, 1986 and 1989 where it received the 36 code which means it is eligible for the national registry.

Councilmembers discussed each firm's strengths and discussed the ADA needs as well as building upgrades and the importance of having a plan to protect the building.

Orland resident Earl Megginson voiced concerns about the building, emphasizing that the roof should be replaced before addressing ADA compliance.

Byron Denton expressed support for installing a lift in the building.

Orland resident John Raymondo asked what maintenance tasks the Public Works Department could undertake to upgrade Carnegie. He also recommended reaching out to local businesses for needed materials.

Jan Walker highlighted the importance of preserving the building, while Yasmin Diaz underscored the significance of ADA compliance.

Valerie Johnson, a county resident, emphasized the dual importance of restoring the building and ensuring ADA compliance. Marilyn Ponci, also a county resident, advocated for timely restoration efforts.

Will Shepphird, representing Shepphird Associates, participating remotely, discussed the building's needs and outlined the expertise his team could offer for the project.

Councilmember McDermott inquired if Mr. Shepphird was aware of any grants to assist with the project, and Mr. Shepphird confirmed his team could investigate funding opportunities. Councilmember Barr asked if inclusion on the National Registry could facilitate grant acquisition.

Councilmember Smith cautioned against spending on unnecessary improvements, stressing the value of investing in skilled professionals, following a well-thought-out plan, and executing the project correctly the first time.

Vice Mayor Tolle asked Director Barber to clarify which aspects of the Carnegie project were beyond the scope of the Public Works Department. Director Barber noted that roof restructuring and rebuilding were outside their expertise but mentioned that his team included skilled welders who could assist with ramp improvements.

Mayor Romano expressed his support for Shepphird Associates.

**ACTION:** Mayor Romano moved, seconded by Councilmember Barr, to award a contract for architectural design to Shepphird Associates at a not-to-exceed expense of \$99,000 from the DIF Community Center fund, Motion carried by a roll call vote 5-0.

**Ayes:** Councilmembers Smith, Barr, McDermott, Vice Mayor Tolle and Mayor Romano

**Noes:** None

#### **D. Follow-up on Lamppost Project**

City Manager Pete Carr presented slides to the Council showcasing various aspects of the lamppost project. He highlighted the current lampposts installed on 5th Street, examples of lamppost designs from nearby towns, and details about base telescoping and concrete staining.

Mr. Carr informed the Council that City staff had consulted a contractor regarding the removal of the lamppost pedestals, with the estimated cost ranging from \$66,000 to \$80,000. He also expressed concerns about the removal process potentially damaging nearby buildings. Staff recommended completing one or two pedestals as a trial to visualize the finished project before proceeding.

Mr. Carr reported that City Building Official and Inspector Wyatt Paxton had reviewed and approved the project, and shared that the structural engineering assessment remained pending, with an estimated completion timeline of 4-6 weeks.

Councilmembers posed questions about the removal process and shared their thoughts on how to address the project, including suggestions to remove the pedestals, relocate them, or make the lampposts taller.

Orland resident Helen Tolle expressed her thoughts on the lampposts, noting that the current design doesn't align with the town's quaint charm. She suggested adopting a more historically inspired, quaint style to better complement the character of the downtown area.

Mr. Denton asked questions about removing the pedestals and shared his opinion on the lampposts.

Ms. Walker shared her perspective on the project, that the lamppost and pedestals are unattractive.

Mr. Megginson inquired whether the already fabricated lampposts could be relocated elsewhere in town.

County resident Marilyn Ponci voiced concern, noting that she believed the Council had previously voted to remove the pedestals.

Ruth Henderson shared her opinion on the lampposts, that they should be replaced.

County resident Joanie Woods expressed support for additional lighting downtown and shared her views on the pedestals, that they should be replaced.

Orland resident Alex Enriquez proposed expanding the sidewalks and transitioning to parallel parking.

County resident Dee Dee Jackson shared her thoughts on removing the pedestals, that they are not attractive.

The discussion reflected diverse opinions and ideas, with Councilmembers and residents considering various approaches to improve the downtown lamppost project.

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, to remove the pedestals to grade and direct staff to get 3 bids for removal of the pedestals. Motion carried by a roll call vote 5-0.

**Ayes:** Councilmembers Smith, Barr, McDermott, Vice Mayor Tolle and Mayor Romano

**Noes:** None

The Council requested that the streetscape topic for Fourth and Fifth Streets be revisited at a future meeting.

### **City Manager Verbal Report**

- Mr. Carr reported that on December 17<sup>th</sup> it was brought to the City's attention that the exterior of the Hecho building (824 4<sup>th</sup> St) on 4<sup>th</sup> street was collapsing. City Staff has red tagged the building and it has been temporarily shored up. Mr. Carr shared that insurance will be visiting the site Wednesday.
- City Hall will be open December 23<sup>rd</sup>, 30<sup>th</sup> and January 2<sup>nd</sup> and 3<sup>rd</sup>.
- The City of Willows selected their Mayor, Evan Hudson, and Rick Thomas as Vice Mayor.

### **ORAL AND WRITTEN COMMUNICATIONS PUBLIC COMMENTS:**



Mr. Denton asked about future Council meetings during construction of Carnegie.

County resident Yvonna Bennett spoke about mailbox rule violations.

Orland resident Francine Hamlin shared concerns about lighting at the North Valley soccer fields and asked if Measure J funds could be used for extra lighting. (Mr. Carr shared that property is owned by the school district, Mayor Romano suggested talking to school board.)

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Barr:

- Would like to get a city design review committee on a future agenda as a topic.

Councilmember McDermott:

- Nothing to Report.

Councilmember Smith:

- Westside Ambulance will be at the January 7<sup>th</sup> meeting;
- Would like to bring recreation department issues back to a future meeting addressing the pool, extra lights and possible sports complex.

Vice Mayor Tolle:

- Attended the Christmas preview;
- Judged the Christmas light parade;
- Has met with Public Works Director Zach Barber, Library Director Jody Meza and Recreation Manager Olivia Henderson to see how their departments work and see what they need;
- Will meet with Chief Vlach and Chief Chaney soon;
- Would like to revisit a crossing area near Moes Market on Sixth Street;
- Would like to see town hall meetings created.

Mayor Romano:

- Westside Ambulance, Measure A report and City Hall painting bids, will be on January 7<sup>th</sup> meeting agenda;
- Would like to see how tree committee works;
- Would like to engage a professional to look at 4<sup>th</sup>/5<sup>th</sup> Streets.

**MEETING ADJOURNED AT 10:13 PM**

Jennifer Schmitke, City Clerk

Mathew Romano, Mayor