



## ORLAND CITY COUNCIL REGULAR MEETING

Tuesday, March 18, 2025

### CALL TO ORDER

The meeting was called to order by Mayor Matt Romano at 6:47 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; Public Works Director Zach Barber (left at 6:40)

Arrived at 6:40: Police Chief Joe Vlach; City Clerk Jennifer Schmitke; Director of Administrative Services/Asst. City Manager Rebecca Webster, Fire Chief Justin Chaney

### PLEDGE OF ALLEGIANCE

### CONSENT CALENDAR

- A. Warrant List (Payable Obligations)
- B. Approve Special City Council Minutes from March 4, 2025
- C. Approve City Council Minutes from March 4, 2025
- D. Receive and File Library Commission Minutes from January 13, 2025
- E. Approve and Adopt Second Reading of Ordinance 2025-02: An Ordinance of the City of Orland to designate Fire Hazard Severity Zones
- F. Annual Assessment for Glenn County Solid Waste Operations
- G. Economic Development Commissioner Appointments Portal to Portal Fire Department Agreement 2025
- H. Portal to Portal Fire Department Agreement 2025

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

### ADMINISTRATIVE BUSINESS

#### Water Tank Aesthetics

Mr. Carr shared that background on the topic was provided at the February 18<sup>th</sup> meeting, and presented renderings and color recommendations from Melton Design Group under a \$2000.00 consultancy contract for this purpose.

Orland resident Jan Walker expressed her appreciation for the presented renderings and stated she approved of the "Ginger Mist" color.

County resident Susie Smith voiced concerns about the tank's color potentially contributing to heat retention and shared her opinion on landscaping.

County resident Joanie Woods shared that she likes the "Ginger Mist" color and shared her preference for landscaping.

Orland resident Earl Megginson suggested incorporating measures to keep the tank cool and recommended low-maintenance landscaping.

Orland resident Ron Lane shared his landscaping ideas, expressing his approval of the lighter tank color.

After reviewing the proposed paint color, landscaping, and fencing, the Council selected "Ginger Mist" as the preferred color and agreed to revisit the landscaping and fencing decisions at a future meeting.

**ACTION:** Councilmember Smith moved, seconded by Councilmember McDermott, to select Ginger Mist for the base color of the water tank. Motion carried by a voice vote 5-0.

### **City Hall / Public Safety Center**

Mr. Carr provided a follow-up on the City Hall/Public Safety Center discussion from the February 18, 2025, meeting, where the Council explored options for City Hall and the Orland Police Department (OPD). He reviewed the estimated costs for constructing a new City Hall and renovating the City Hall/OPD building, as well as outlined potential funding sources.

Councilmembers shared their preferences for relocating City Hall, questioned the interfund loan payoff, and explored various design options, including the addition of a council chambers. They also reviewed construction costs and financing options for remodeling the existing building and constructing a new facility on the City-owned lot at 824 Fourth Street.

Council expressed concerns about the police department's need for a functional and adequate workspace, considering whether the remodel should be prioritized. Chief Vlach and Mr. Carr explained that the department currently operates in a cramped and insufficient space. Councilmembers also inquired about the financing and overall costs of the OPD remodel project. Chief Vlach noted that while the department's needs are pressing, it could temporarily manage until City Hall relocates to a new facility.

County resident Joannie Woods inquired about the possibility of using the building at 501 Walker Street, located on the corner of SR32, and suggested using Carnegie Center for a new City Hall. Mr. Carr had noted in the staff report that 501 Walker is not and cannot be considered.

County resident Susie Smith expressed concerns about the planning process for relocating City Hall and expanding the police department.

Orland resident Jan Walker voiced her support for moving City Hall to the 824 Fourth Street location and suggested incorporating a historic façade into the design of the new building.

Councilmembers unanimously agreed that the police department deserves a facility that meets its growing needs and instills a sense of pride. They also expressed a shared desire for a City Hall that appropriately serves the City of Orland. While some Councilmembers voiced concerns about the ongoing maintenance issues at the 824 Fourth Street building, Councilor Barr supported the idea of relocating City Hall there and addressing repairs as needed. The council directed staff to proceed with issuing an RFP for an architect to design the expansion of the police department and to explore a conceptual design for a new City Hall at 824 Fourth Street.

**ACTION:** Councilmember Smith moved, seconded by Councilmember McDermott, to direct staff to publish an RFP seeking an architect to include the design of a future new City Hall building at 824 Fourth Street and also the expansion of the Police Department. Motion carried by a roll call vote 5-0.

**Ayes:** Councilmembers McDermott, Barr, Smith, Vice Mayor Tolle, and Mayor Romano  
**Noes:** None

### **Engagement with GHD for On-call Services**

Mr. Carr presented the proposed on-call services agreement with GHD to the Council, following the Council's previous request for City staff to seek these services. Under the agreement, GHD would provide the City with professional transportation design advice at an approximate rate of \$300 per hour. Their services will include:

- **Transportation Planning:** Assistance with Master Plans, General Plan updates, and traffic guidelines.
- **Bicycle/Pedestrian Planning:** Support for Complete Streets projects, trails, and bike/pedestrian plans.
- **Transportation Design:** Preparation of Plans, Specifications, and Estimates (PS&E) for roads, traffic signals, roundabouts, and ADA-compliant infrastructure.
- **Grant Applications:** Guidance on applications for funding programs such as the Active Transportation Program (ATP) and Highway Safety Improvement Program (HSIP).

These services will be in addition to the City's ongoing collaboration with RAR, the City Engineer.

The Council agreed that GHD provides the necessary services to meet the City's needs.

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, to proceed with an on-call services agreement with GHD. Motion carried by a voice vote 5-0.

### **RFP for Planning Design Consultants**

Mr. Carr presented the draft Request for Proposals (RFP) for Planning Design Consultants, as requested by the Council at the February 16, 2025, meeting.

The proposed RFP includes the following key features:

- **Scope of Work:** A professional review of the City's existing design standards, culminating in a report to the Council with recommendations for potential updates.
- **Community Engagement:** Two days of outreach meetings to present the current design standards and gather public input on desired improvements.
- **Timeline:** Firms will have four weeks to submit proposals, including pricing.

Orland resident Mr. Lane inquired about how the City plans to notify the community about the outreach meetings.

Councilmembers expressed no concerns with the RFP and agreed it aligns with the direction provided to staff.

**ACTION:** Councilmember Smith moved, seconded by Councilmember Barr, to approve the RFP as presented and authorize Staff to publish it. Motion carried by a voice vote 5-0.

## **Budget Discussion #2: Revenue Forecasting, General Fund Reserves, Measure A and Measure J**

Mr. Carr presented a second draft of the FY25/26 capital projects list, updated to reflect the Council's reordered priorities from the March 4th budget discussion. Councilmembers asked questions about the ongoing projects and expressed concerns about the importance of specific initiatives.

Fire Chief Justin Chaney addressed questions about the need for roof repairs and equipment upgrades, confirming both are included in the FY25/26 Measure A budget. Mayor Romano highlighted the need to update water mains, particularly in the downtown area. Chief Chaney explained that he is conducting tests on lines and hydrants ahead of the new water tank and pump installation. Following the installation, he will retest the system to gather accurate data on the downtown area's water suppression needs.

Mr. Carr also presented a revised staffing worksheet. He noted that the proposed part-time library position was withdrawn, emphasized the Council's priority to retain the School Resource Officer (SRO) position, and outlined the need for additional support at City Hall. Instead of funding a year-round recreation department assistant role, he suggested using short-term seasonal staff as needed. Additionally, the Public Works Supervisor position is not proposed for funding in FY25/26. Councilmembers expressed concerns about relying on short-term seasonal staff for recreation and proposed exploring a shared position between the recreation department and public works.

Ms. Smith voiced concerns about the withdrawal of the proposed additional part-time library position for FY25/26.

Ms. Woods shared her concerns about the water infrastructure needs for the downtown area.

Mayor Romano emphasized the importance of using Measure A and Measure J funds responsibly to support Fire, Police, and Ambulance services.

## **City Manager Verbal Report**

- City Attorney Greg Einhorn's final meeting will be on April 1. At that same meeting, the contract for the new attorney from Jones Mayer, Scott Drexler, will be introduced. Mr. Einhorn noted that Drexler's contract will take effect on April 1, with his first in-person meeting scheduled for April 15.

## **ORAL AND WRITTEN COMMUNICATIONS**

### **PUBLIC COMMENTS:**

Glenn County Supervisor Monica Rossman announced that the Board of Supervisors has approved the designation of the Purple Heart Trail along SR32.

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

### **COUNCILMEMBER UPDATES**

#### **Councilmember Smith:**

- Attended the GGA Joint Well Meeting on March 10<sup>th</sup> ;
- Attended the Library Commission Meeting on March 10<sup>th</sup> ;
- Attended VIPs Award Banquet Night;

#### **Vice Mayor Tolle:**

- Attended the Orland Chamber of Commerce Meeting on March 6<sup>th</sup>;
- Attended the Library Commission on March 10<sup>th</sup>;
- Attended the VIPs Award Banquet Night;
- Asked if someone from the tree committee could come to a future meeting;(Mayor shared that could be a future agenda item).

#### **Councilmember Barr:**

- Attended the VIPs Award Banquet Night;
- Honored Jorge Vasquez, owner of Hecho on Fourth Street, and wished him well in future endeavors.

#### **Councilmember McDermott:**

- Thanked the community for supporting the Fire Department;
- Attended the Fireman's Ball March 15<sup>th</sup>;
- Stated his congratulations to the North team.

#### **Mayor Romano:**

- Attended the Fireman's Ball March 15<sup>th</sup>;
- Attended LAFCo;
- Shared that the pool is coming along nicely;
- Shared his appreciation for the staff who got the upgraded chopper pumps;

## **FUTURE AGENDA ITEMS**

- Tree committee

**CITIZENS' COMMENTS ON CLOSED SESSION - None**  
**THE MEETING ADJOURNED TO CLOSED SESSION AT 8:42 PM.**  
**CLOSED SESSION ENDED AND RECONVENED TO REGULAR SESSION AT 10:20 PM.**

**MEETING ADJOURNED AT 10:20 PM**

Jennifer Schmitke, City Clerk

Mathew Romano, Mayor