



## ORLAND CITY COUNCIL REGULAR MEETING

Tuesday, April 1, 2025

### CALL TO ORDER

The meeting was called to order by Mayor Matt Romano at 6:01 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

Arrived at 6:40: Police Chief Joe Vlach; City Clerk Jennifer Schmitke; Library Director Jody Meza, Fire Chief Justin Chaney; City Planner Scott Friend

**CITIZENS COMMENTS ON CLOSED SESSION - None**

**MEETING ADJOURNED TO CLOSED SESSION AT 6:01 PM.**

**CLOSED SESSION ENDED AND RECONVENED TO REGULAR SESSION AT 6:33 PM.**

**REPORT FROM CLOSED SESSION** - *Mayor Romano announced that Council met with City Staff and City Attorney Greg Einhorn in Closed Session to discuss the labor negotiations as noted on the Closed Session agenda. Mayor Romano shared that direction was given to staff regarding the recruitment of City Manager and Interim City Manager.*

### PLEDGE OF ALLEGIANCE

### CONSENT CALENDAR

- A. Warrant List (Payable Obligations)
- B. Approve City Council Special Meeting Minutes from March 18, 2025
- C. Approve City Council Minutes from March 18, 2025
- D. Approve City Council Special Meeting Minutes from March 19, 2025
- E. Approve City Council Special Meeting Minutes from March 21, 2025
- F. Receive and File Arts Commission Minutes from February 12, 2025
- G. Receive and File Planning Commission Minutes from February 16, 2025
- H. Purchase of Diagnostic Service Machine for City-Owned Vehicles and Equipment
- I. City Data Migration to Cloud Storage
- J. Proclamation, Letter and Resolution of Support - Purple Heart City
- K. Treasurer's Report

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

## **PRESENTATIONS**

### **A. Proclamation: Recognition of Gregory P. Einhorn's Years of Service with the City of Orland**

Mayor Romano presented a proclamation and plaque to City Attorney Greg Einhorn in recognition of his dedicated service. Mr. Einhorn expressed his gratitude to the community, City staff, and both current and former Council members for the years he has worked with the City.

### **B. Proclamation: Recognition of Scott Friend's Years of Service with the City of Orland**

Councilor McDermott honored City Planner Scott Friend with a proclamation and plaque in recognition of his service.

### **C. Proclamation: Recognition of Peter R. Carr's Years of Service with the City of Orland**

Vice Mayor Tolle presented a proclamation and plaque to City Manager Pete Carr in recognition of his service. Mr. Carr expressed his gratitude, sharing how honored he has felt to serve the City of Orland.

## **PUBLIC HEARING**

### **A. Title 17 Zoning Ordinance Amendment: Accessory Structures**

City Planner Scott Friend presented updated slides on proposed amendments to accessory structure regulations, following the Council's request for additional information and time at the February 4, 2025, meeting. He outlined key proposed changes, including:

1. Storage Building Height
2. Utility Restrictions
3. Prohibition of Dwelling Use
4. Runoff Prevention Measures
5. Minimum Structure Setbacks
6. Setback Exceptions
7. Accessory Structure Setbacks Table

Mr. Friend emphasized that these updates aim to clarify regulations and ensure accessory structures are appropriately integrated into residential properties.

He also reported that at its January 16 meeting, the Planning Commission unanimously (4-0) recommended the amendments to the Council with a CEQA exemption. Mr. Friend also shared that if approved, this item would come back to Council at the next meeting for a second reading.

Mayor Romano opened the public hearing at 7:10 p.m.

County resident Lewis Hall suggested implementing a requirement for neighbors to sign off on structures exceeding a certain height.

Orland resident Earl Megginson inquired whether these structures would be permitted to connect to sewer services.

Mayor Romano closed the public hearing at 7:12 p.m.

During the discussion, Councilmembers expressed support for allowing water, sewer, and electrical services in accessory structures, sought clarification on roof pitch, and discussed setback requirements. Some also raised concerns about the proposed maximum height allowance of 25 feet.

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, that the City Council adopt City Council Ordinance #2025-02, approving the first reading of Amendments to Title 17 concerning Accessory Structures, as presented. Motion carried by a roll call vote 3-2.

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

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, to approve the findings of the CEQA Exemption. Motion passed by a voice vote 5-0.

**B. Planned Development Use Permit PDUP#2025-01: A request to approve a Planned Development Use Permit (PDUP) to permit a professional office (Cabrera's Income Tax) use at an existing structure located at 909 3rd Street, on Glenn County (APN) 040-218-001.**

Mr. Friend presented to the City Council a request for a Planned Development/Conditional Use Permit (PD-UP/CUP@2024-01) for the property at 909 Third Street, identified as Glenn County APN 040-218-001. The parcel is designated as Residential Low Density (R-L) on the Orland General Plan land use map and is situated within the Planned Development (PD) zoning district. It is located outside the formally designated Downtown Area/Special Parking Overlay District.

The property owner, Susana Cabrera, is requesting a Planned Development Use Permit (PD-UP) to establish a non-residential use (commercial) on the parcel. No modifications to development standards have been requested, nor are any proposed. Additionally, no physical alterations or structural changes to the property are included in this request.

In accordance with Orland Municipal Code (OMC) Section 17.60.020, the Planning Commission is responsible for providing recommendations on planned development applications to the City Council. To fulfill this requirement, the Planning Commission held a duly noticed public hearing on March 20, 2025, to review and consider the request. After receiving public input, the Commission voted unanimously (5-0) to recommend approval of the PD-UP as submitted.

Mr. Friend shared that the Planning Commission recommended that the City Council determine the project to be *exempt* from further environmental review under the California Environmental

Quality Act (CEQA) Guidelines pursuant to Section 15301 (“Existing Facilities”), as the proposal does not involve expansion, a change of use, or any structural modifications to the existing property.

Councilor Barr inquired about future costs the applicant may incur in the future with additional changes she makes to the building. Mr. Friend shared that if the applicant decides to make future improvements, if it conforms with the code, they would not have to come back to pay additional fees or come before the Commissioner or Council. They would only need to come back if they needed to make modifications to development standards or needed to amend something.

The Mayor opened the public hearing at 7:21 pm. With no comments, the Mayor closed the public hearing at 7:21 pm.

**ACTION:** Councilmember Barr moved, seconded by Councilmember Smith, that the City Council concur with the recommendation of the Planning Commission via the adoption of City Council Resolution 2025-05, “A Resolution of the City Council of the City of Orland to Approve the Planned Development Use Permit (PD-UP) for the Cabrera’s Income Tax Planned Development – Use Permit Project.” Motion carried by a roll call vote 5-0

**ACTION:** Councilmember McDermott moved, seconded by Vice Mayor Tolle, to approve the project *exempt* from further environmental review under the California Environmental Quality Act (CEQA) Guidelines. Motion passed by a voice vote 5-0.

The Mayor recessed the meeting at 7:25 pm, and the meeting resumed at 7:35 pm.

## **ADMINISTRATIVE BUSINESS**

### **Acknowledgment of City Planner Services RFP**

Mayor Romano wanted the community to be aware that the City Planner has given his notice, and the City put out a Request for Proposals (RFP) requesting to hire for professional planning services. Responses are due April 28<sup>th</sup> at 4:00 PM.

### **New City Attorney Contract**

City Attorney Greg Einhorn presented the legal services agreement for the City of Orland for City Attorney Services. The agreement is with the law firm Jones Mayer. Mr. Einhorn reviewed the agreement, talked about the transition, and introduced Scott Drexel, who will begin attending City Council meetings on April 15<sup>th</sup>. Mr. Einhorn shared that if approved, the agreement goes into effect on April 1<sup>st</sup>.

Attorney Scott Drexel introduced himself and expressed his gratitude to be able to represent Orland.

**ACTION:** Vice Mayor Tolle moved, seconded by Councilmember Smith, to approve the contract as presented. Motion carried by a roll call vote 5-0.

## **Contract for Greg Einhorn Services for Labor Negotiations**

Mr. Einhorn shared with Council that all three bargaining units are up for negotiations and spoke about continuing as the labor negotiations counsel and presented a new agreement to Council.

Councilor Smith asked if the contract is just for this year's negotiations, and Mr. Einhorn stated that the agreement is indefinite.

**ACTION:** Councilmember Smith moved, seconded by Vice Mayor Tolle, to approve the contract for Greg Einhorn for labor negotiations agreement. Motion carried by a voice vote 5-0.

## **Fiscal Year 2025-26 Budget Discussion #3: Fund Balances; General Fund, Gas Tax, Measure A, and Enterprise Funds**

Mr. Carr presented the third segment of the draft proposed budget for fiscal year 2025–2026 (FY26), which begins on July 1. Tonight's discussion continues the City's budget planning process, focusing on updated fund balance estimates and early projections for key funds, including the General Fund, Measure A Public Safety Fund, Gas Tax Fund, and the Water and Sewer Utility Funds.

Mr. Megginson inquired about the potential consequences if the new water tank is not completed on schedule. Mayor Romano referenced an update the Council previously received from the City Engineer during a meeting in January. Mr. Carr provided additional context regarding the new well and tank project, noting that if the tank is not completed by December, the City could incur costs of up to \$1 million. Mayor Romano recommended inviting City Engineer Paul Rabo to an upcoming meeting to provide a more detailed update.

County resident Susie Smith inquired about the status of connecting county homes to City water. Mr. Carr responded that all water mains have been completed on the northwest side of Orland, and that the City will be issuing a Request for Proposals (RFP) this week to hire plumbers for the next phase—connecting individual homes in the northwest area to the water system. The southeast area still needs main connections under the canals.

Mayor Romano stated the direction to staff should be to sharpen the numbers to help achieve a balanced budget.

## **City Manager Verbal Report**

- Nothing to Report

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

Orland resident Carolyn Denton expressed concern about the presence of multiple police vehicles at the old red barn on Highway 99, stating that the situation made her feel unsafe and unprotected.

Yazmin Caro, a Glenn County social worker, informed the Council and community about an opportunity for Orland to host *The Wall That Heals* in 2026. Glenn County Supervisor Monica Rossman emphasized the significance of this event for both Orland and Glenn County, and noted that organizers are currently seeking letters of support from Councilmembers.

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

### **COUNCILMEMBER UPDATES**

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

- Attended the County Transportation Commission meeting and proposed the idea of installing illuminated crosswalks in school zone crossing areas to enhance student safety.
- Expressed his appreciation to City staff for their continued dedication and professionalism during this period of transition.

#### **Councilmember Barr:**

- Attended the Arts Commission meeting and shared details about a new art piece recently acquired by the gallery.
- Announced that her property at 501 Walker Street officially closed escrow today.

#### **Councilmember Smith:**

- Expressed his agreement with Vice Mayor Tolle's comments, recognizing City staff and shared his appreciation for their continued service to the community during this transition time.
- Extended his gratitude and best wishes to Scott Friend and Pete Carr for their contributions.

#### **Councilmember McDermott:**

- Nothing to Report

#### **Mayor Romano:**

- Reported that the pool project is progressing well and expressed appreciation for both City staff and the contractor for their hard work and dedication to the project.

## **FUTURE AGENDA ITEMS**

- Update from City Engineer on DWR projects

## **MEETING ADJOURNED AT 8:23 PM**