



ORLAND CITY COUNCIL SPECIAL MEETING AGENDA

Monday, June 09, 2025 at 9:00 AM
Carnegie Center, 912 Third Street and via Zoom

P: (530) 865-1600 | www.cityoforland.com

City Council: Mathew Romano, Mayor | JC Tolle, Vice-Mayor

John McDermott | Brandon Smith | Terrie Barr

Interim City Manager: Janet Wackerman **City Clerk:** Jennifer Schmitke

Virtual Meeting Information:

<https://us02web.zoom.us/j/87012708366>

Webinar ID: 870 1270 8366 | Zoom Telephone: 1 (669) 900-9128

Public comments are welcomed and encouraged in advance of the meeting by emailing the City Clerk at jtschmitke@cityoforland.com or by phone at (530) 865-1610 by 8:00 a.m. on the day of the meeting

- 1. CALL TO ORDER - 9:00 AM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. ORAL AND WRITTEN COMMUNICATIONS**

Public Comments:

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor. However, no formal action or discussion will be taken unless placed on a future agenda. The public is advised to limit discussion to one presentation per individual. While not required, please state your name and place of residence for the record. Please direct all your comments to the Mayor or Vice Mayor, not to City Staff nor to the audience. (Public Comments will be limited to three minutes).

5. ADMINISTRATIVE BUSINESS

- A.** Consideration of Appointment of Ad Hoc Committee for City Planner Recruitment Process - Scott Drexel, City Attorney
- B.** Discussion and Direction Regarding Possible Budget Workshop Special Sessions - Janet Wackerman, Interim City Manager

6. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54965 and 54954.2(a), the agenda for this meeting was properly posted on June 5, 2025.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, in Orland or on the City's website at www.cityoforland.com where meeting minutes and video recordings are also available.

In compliance with the Americans with Disabilities Act, the City of Orland will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's Office 530-865-1610 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



CITY OF ORLAND STAFF REPORT

MEETING DATE: June 9, 2025

SPECIAL MEETING

TO: Honorable Mayor and Council

FROM: Scott Drexel, City Attorney

SUBJECT: Appointment of Ad Hoc Committee for City Planner Recruitment Process

SUMMARY:

Staff recommends that the City Council appoint two Council members to serve on an ad hoc committee to participate in the interview process for the City Planner position and provide input to the City Manager regarding candidate selection.

DISCUSSION / ANALYSIS:

The City of Orland is currently recruiting for the position of City Planner. Per the City's Municipal Code, the City Manager has the authority to appoint department heads, including the City Planner position. However, employment contracts for department head positions are subject to City Council approval.

To ensure Council input early in the selection process and to promote transparency in the recruitment of this key position, staff recommends the formation of an ad hoc committee consisting of two Council members. This approach is a common practice in other California municipalities.

The City Planner position is critical to the City's development review process, long-range planning efforts, and implementation of the General Plan. Given the importance of this position to the community's future growth and development, Council participation in the selection process will help ensure the selected candidate aligns with the Council's vision and priorities for the Planning Department.

The proposed ad hoc committee would:

- Participate in the review of applications and selection of candidates for interviews
- Participate in panel interviews of final candidates
- Provide feedback and recommendations to the City Manager regarding candidate qualifications and fit
- Serve in an advisory capacity only, with final selection authority remaining with the City Manager

As an ad hoc committee focused on a specific, limited task, this committee would dissolve upon completion of the recruitment process.

RECOMMENDED ACTION:

5. A.

Staff recommends the City Council appoint two members to serve on an ad hoc committee for the City Planner recruitment process. This will ensure appropriate Council input consistent with the Brown Act, while maintaining the City Manager's appointment authority as established in the Municipal Code.



CITY OF ORLAND STAFF REPORT

MEETING DATE: June 9, 2025

SPECIAL MEETING

TO: Honorable Mayor and Council

FROM: Janet Wackerman, Interim City Manager

SUBJECT: DISCUSSION AND DIRECTION REGARDING BUDGET WORKSHOP SPECIAL SESSIONS

SUMMARY:

Staff recommends that the City Council discuss and provide direction regarding the potential scheduling and format of special budget work sessions for the budget development process.

DISCUSSION / ANALYSIS:

The City of Orland annually adopts its operating and capital budgets following a comprehensive review process. The proposed budget is presented to the City Council at regular meetings, with limited time available for in-depth discussion of departmental operations, service levels, and potential budget adjustments.

In recent years, many California cities have implemented special budget work sessions to provide City Councils with enhanced opportunities to engage in the budget development process. These sessions allow for more detailed discussions of budget priorities, potential service level adjustments, and fiscal strategies without the time constraints of regular Council meetings.

These sessions would be structured as study sessions, with no formal action taken. The Council would have the opportunity to provide direction to the City Manager regarding budget options to be incorporated into the proposed budget for formal consideration and adoption at a future regular meeting.

RECOMMENDED ACTION:

Discuss and provide direction on the following potential courses of action:

1. Schedule special budget work sessions
2. Continue with the current budget review process without special work sessions
3. Incorporate extended budget discussions into regular Council meetings
4. Establish a Council budget subcommittee to work with staff on budget development