

**CITY COUNCIL**

Bruce T. Roundy, Mayor  
Jeffrey A. Tolley, Vice-Mayor  
Dennis Hoffman  
William "Billy" Irvin  
Chris Dobbs

**CITY OFFICIALS**

Janet Wackerman  
City Clerk

Leticia Espinosa  
City Treasurer

# CITY OF ORLAND

INCORPORATED 1909

815 Fourth Street  
ORLAND, CALIFORNIA 95963  
Telephone (530) 865-1600  
Fax (530) 865-1632



**CITY MANAGER**

Peter R. Carr

## **AGENDA REGULAR MEETING, ORLAND CITY COUNCIL**

**Monday, June 7, 2021**

**This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20 which suspends certain requirements of the Ralph M. Brown Act.**

**In an effort to protect public health and prevent the spread of COVID-19, the City Council meeting will be teleconferenced using Zoom technology, and in compliance with current Executive Orders. All Councilmembers and City staff will be participating remotely.**

**The public may participate in the meeting by telephone or access the video via Zoom.**

**Please call: 1 (669) 900-9128 Webinar ID#: 811 1796 0151**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen 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. Public is advised to limit discussion to one presentation per individual. While not required, please state your name and address for the record. Please direct your comments to the Mayor or Vice Mayor. **(Oral communications will be limited to three minutes).**

5. **PLANNING COMMISSION MEMBER VACANCY – Mayor Bruce T. Roundy**

6. **CONSENT CALENDAR**

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for May 17, 2021.
- C. Receive and file Arts Commission minutes for April 21, 2021.
- D. Adopt Resolution No. 2021-11 consenting to the extension of service charges imposed on improved real property within the incorporated area of the City of Orland for the use and/or ability to use the Glenn County Solid Waste System.

Comments from the public are welcomed. The Mayor will announce the opportunity for comments related to each action item on the agenda. Please limit your comments to three minutes per topic, and one comment per person per topic. Once the public comment period is closed, please allow the Council the opportunity to continue its consideration of the item without interruption.

## **7. ADMINISTRATIVE BUSINESS**

- A. Resolution 2021-12 Declaring Local Drought State of Emergency (Discussion/Action) - Pete Carr, City Manager
- B. Settlement Agreement and Release of Claim (Discussion/Action) – Gregory Einhorn, City Attorney
- C. Adoption of Final Budget FY 21/22 (Discussion/Action) - Pete Carr, City Manager
- D. Resolution 2021-13 Declaring an End to the Covid-19 Local State of Emergency- (Discussion/Action) – Pete Carr, City Manager

## **8. CITY COUNCIL COMMUNICATIONS AND REPORTS**

## **9. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on June 3, 2021.

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](http://www.cityoforland.com) where meeting minutes and audio 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 865-1601 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**  
**MEMO FROM THE MAYOR**  
**Bruce T. Roundy**  
**JUNE 7, 2021**

Mike Yalow has announced he will not be able to complete his term on the Orland Planning Commission. This will leave a vacancy on the Commission until December 31, 2022 when his term expires.

Attached to this memo is a Public Notice that will be placed in the Glenn County Transcript to announce the vacancy. After a sufficient number of applications are received, I will present to Councilmembers my recommendation to fill the vacancy.

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## PUBLIC NOTICE

The City of Orland is accepting applications to fill a vacancy on the Orland Planning Commission for a term that expires December 31, 2022. Applicant must be a city resident. You may visit the City website at: [www.cityoforland.com](http://www.cityoforland.com) or stop by City Hall, 815 Fourth Street, Orland to obtain an application. If you have any questions, please call (530) 865-1601.

This is an excellent opportunity for someone that has an interest in advising the City Council on implementing the general plan and other planning matters of their community. More information can be found on the city's website, <http://cityoforland.com/govt/commissions.asp>

Position will remain open until filled.

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## WARRANT LIST

June 7, 2021

Warrant	6/3/21	\$	271,035.60
Payroll Compensation	5/20/21	\$	104,834.46
Pers	5/28/21	\$	21,723.10
Pers	5/19/21	\$	31,053.54
		\$	<u>428,646.70</u>

APPROVED BY

\_\_\_\_\_  
Bruce T. Roundy, Mayor

\_\_\_\_\_  
Jeffrey A. Tolley, Vice-Mayor

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Dennis Hoffman, Councilmember

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William "Billy" Irvin, Councilmember

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Chris Dobbs, Councilmember

REPORT.: Jun 03 21 Thursday  
 RUN...: Jun 03 21 Time: 09:43  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 06-21 thru 06-21 Bank Account.: 1001

PAGE: 001  
 ID #: PY-DP  
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
053647	06/02/21	COR02	Corning Chevrolet Buick	-889.99	70245u	Ck# 053647 Reversed
053710	06/03/21	ABD00	ADVANCED DOCUMENT	57.97	INV44781	PD/COPIER OVERAGE
				180.20	INV45869	CITY HALL/COPIES
			Check Total.....:	238.17		
053711	06/03/21	AFF00	Affordable Computer Solut	2422.11	6157	LIB/REPLACEMENT, SOFTWARE PUBLIC COMPUTERS
053712	06/03/21	AIR01	Airgas-USA, LLC	195.56	10053,064	MEASURE A FD/MEDICAL OXYGEN
053713	06/03/21	AMA01	Amazon	265.77	5/10/21	LIB/BOOKS
053714	06/03/21	AME00	AMERICAN FAMILY LIFE	1135.21	718352	SUPPLEMENTAL INSURANCE
053715	06/03/21	AME01	AMERIPRIDE UNIFORM SVCS	838.80	5/28/21	PW/UNIFORM CLEANING FOR MAY
053716	06/03/21	AME13	AMERICAN FLAGS EXPRESS	172.17	187374	FD MEASURE A/FLAGS
053717	06/03/21	AND06	EDGAR ANDRADE	100.00	JUNE2021	Measure A UNIFORMS
053718	06/03/21	AND07	EDGAR ANDRADE	500.00	052421	PD/PER DIEM FOR TRAINING
053719	06/03/21	ATT05	A T & T	150.88	33317	MEASURE A FD/PHONES
053720	06/03/21	ATT06	A T & T	114.54	723 4	AC/PHONE LINE
				874.71	5/13/21	MULTI-DEPTS/PHONE
				23.83	16445890	PW/WHITEHAWK LIFT STATION
				23.83	16445897	PW/HEARTLAND LIFT STATION
				272.80	5/25/2021	PW/WELL COMMUNICATIONS
			Check Total.....:	1309.71		
053721	06/03/21	ATT07	A T & T	33.34	5/7/2021	PW/SHOP
053722	06/03/21	ATT09	AT&T MOBILITY	839.13	05102021	PD/CELL SERVICE
053723	06/03/21	ATT10	AT&T MOBILITY (FIRST NET)	98.14	5/2/21	MEASURE A FD/PHONE
053724	06/03/21	AUT00	Auto Zone Inc.	16.01	094299671	PD/CARWASH SOAP
053725	06/03/21	BAL00	Knife River Construction	615.17	250648	STREETS/ASPHALT
053726	06/03/21	BAM00	BAMBAUER TOWING SERVICE	260.00	47831	PD/ABATEMENT TOW/OPD CASE #210214
053727	06/03/21	BAN00	Bank of New York Mello Tr	88772.80	051721	DEBT SVS PAYMENT PENSION BOND
053728	06/03/21	BAS00	Basic Laboratory, Inc	614.40	5/25/2021	PW/WATER LAB SERVICES
053729	06/03/21	BAU00	BAUER COMPRESSORS	1165.00	279597	FD MEASURE A/COMPRESSOR SERVICE-FLOW TESTING
053730	06/03/21	BID01	BIDCAL	235.95	5759	PARKS/POLES FOR SAFETY NETS
053731	06/03/21	BLU00	Blue Frog Technologies	6946.63	4076,4075	SEWER/BLUEFROG GEAR MOTORS
053732	06/03/21	CAL14	Cal Signal Corp	375.00	8312	STREETS/6TH & SOUTH ST STOPLIGHT
053733	06/03/21	CAR03	GRANT CARMON	100.00	JUNE2021	Measure A UNIFORMS
053734	06/03/21	CES00	Kyle Cessna	100.00	JUNE 2021	Measure A UNIFORMS
053735	06/03/21	COM02	Comcast	399.95	5/26-6/25	FD/INTERNET AT FIREHOUSE
053736	06/03/21	COR00	CORNING LUMBER CO., INC.	256.62	5/25/21	PW/MISC SUPPLIES, REC/POOL SUPPLIES
053737	06/03/21	COR02	Corning Chevrolet Buick	129.56	70356	FLEET/PD PARTS
053738	06/03/21	COR04	CORBIN WILLITS SYSTEMS	498.37	00C105151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
053739	06/03/21	CRE00	CREATIVE COMPOSITION	91.99	12252	PD/BUSINESS CARDS
053740	06/03/21	CSG00	CSG CONSULTANTS, INC.	475.00	681,389	BD/PLAN & FIRE PLAN REVIEW
053741	06/03/21	DOW00	DOWN RANGE	181.22	452160	PD/UNIFORM ESSENTIALS
053742	06/03/21	ECO01	ECORP CONSULTING, INC	16681.25	93175	PROFESSIONAL SERVICES FOR APRIL 2021
053743	06/03/21	FLE04	FLEMING, JOHN	2364.00	5/12-6/1	BD/INSPECTION SERVICES
053744	06/03/21	FLO03	JOSE FLORES	100.00	JUNE 2021	measure a UNIFORM
053745	06/03/21	FUL00	KRISTOPHER FULLMORE	100.00	JUNE 2021	Measure A UNIFORMS
053746	06/03/21	FUL02	KRISTOPHER FULLMORE	192.36	MAY 2021	PD/INTERVIEW & INTERROGATION TRAINING MILEAGE
053747	06/03/21	FUL04	Full Moon Portable Sanita	120.00	1290	PW/GREENWASTE AND CITY YARD

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
053748	06/03/21	GOL01	GOLDEN STATE RISK	44746.56	JUNE2021	HEALTH/DENTAL INSURANCE
053749	06/03/21	GRA02	GRAINGER, INC.	162.79	6/1/21	PW/WATER DEPT SUPPLIES
053750	06/03/21	GRO00	Ferguson Enterprises Inc	8781.20	168	PW/WATER MATERIALS
053751	06/03/21	JOH02	SEAN JOHNSON	100.00	JUNE 2021	Measure A UNIFORMS
053752	06/03/21	JUN04	Junior Library Guild	380.31	567950	LIB/BOOKS
053753	06/03/21	KEL01	KELLER SUPPLY COMPANY	691.18	941	PW/MULTI-CHLOR
053754	06/03/21	KEV00	KEVIN TUPES FABRICATION	18390.94	5/26/21	PW/WELL UPGRADES
053755	06/03/21	LIN00	LINCOLN AQUATICS	841.16 2664.50	D8728295 SN060577	PULSAR BOOSTER PUMP POOL/CHEMICALS & VENTURI
Check Total.....:				3505.66		
053756	06/03/21	LOW00	Katherine Lowery	100.00	JUNE 2021	Measure A UNIFORMS
053757	06/03/21	LOW01	KATHERINE LOWERY	145.04	5/19-5/20	PD/ARIDE TRAINING
053758	06/03/21	MAR01	Marcello & Company	4850.00	BILL2.1	AUDIT PAYMENT FINAL
053759	06/03/21	MAR17	MARTINDALE, RYAN	100.00	JUNE 2021	measure a UNIFORMS
053760	06/03/21	MEJ00	Lilia Mejia-Aparicio	100.00	JUNE 2021	Measure A UNIFORMS
053761	06/03/21	MEZ00	JODY MEZA	200.00	MAY 2021	LIB/MILEAGE REIMBURSMET
053762	06/03/21	MIL00	MILLER GLASS, INC.	85.00	3-343728	PD/WINDSHIELD REPAIR
053763	06/03/21	MIL07	MILLS, DARYL	100.00	JUNE 2021	Measure A UNIFORMS
053764	06/03/21	MJB00	MJB WELDING SUPPLY, INC	10.85	6/1/21	PW/CYLINDER RENTAL
053765	06/03/21	MME00	Municipal Maintenance Equ	2035.18	053	SEWER/VACCON PARTS
053766	06/03/21	MUN01	Municipal Code Corp.	2550.34	357588	MUNICIPAL CODE UPDATE #17
053767	06/03/21	NEC00	NEC CLOUD COMMUNICATIONS	106.50	76926	MEASURE A FD/PHONE LINES
053768	06/03/21	NOR06	NOR-MAC INC.	132.12	4508120	PW/PARKS SUPPLIES
053769	06/03/21	NOR35	Northern Tool & Equipment	677.75	5/25/2021	PW/TRUCK #2 EQUIPMENT
053770	06/03/21	ORE00	O'REILLY AUTO	496.37	6/1/21	FLEET/PD& PW PARTS, SHOP MATERIALS
053771	06/03/21	ORH00	ORLAND HARDWARE	10.23 2127.74	467344 5/25/2021	PD/BATTERIES PW/MISC SUPPLIES
Check Total.....:				2137.97		
053772	06/03/21	ORL23	ORLAND VETERINARY HOSPITA	1030.50	2021	FACADE IMPROVEMENT PROGRAM
053773	06/03/21	PGE00	PG&E	66.02 140.89 20.05 19.90 50.83 7.84 10.18	5/5/21 6/1/21 5/11/21 5/12/21 5/19/21 5/25/2021 5/27/2021	PW/TRAFFIC CONTROL PW/ROAD MM LIFT STATION MEASURE A FD/ELECTRICITY FOR COLUSA ST PW/WALKER ST PEDESTAL REC/PARK LIGHTS PW/EVA DRIVE WELL REC/STANDBY POWER
Check Total.....:				315.71		
053774	06/03/21	PIN01	EDGAR PINEDO	100.00	JUNE 2021	Measure A UNIFORMS
053775	06/03/21	PIN02	EDGAR PINEDO	191.24	5/24/21	PD/TASER TRAINING MILEAGE REIMBURSEMENT
053776	06/03/21	PON00	PONCI'S WELDING	53.88	76156	PW/STREETS
053777	06/03/21	QUI02	QUILL CORP.	255.62 569.39 184.77	16408470 16513848 16909300	PD/MISC OFFICE SUPPLIES MULTI/OFFICE SUPPLIES PD/MISC OFFICE SUPPLIES
Check Total.....:				1009.78		
053778	06/03/21	R&B00	R&B A CORE & MAIN COMPANY	6045.33	447,973	PW/WATER PARTS
053779	06/03/21	ROE02	Thomas Roenspie	100.00	JUNE 2021	Measure A UNIFORMS
053780	06/03/21	ROL00	ROLLS, ANDERSON & ROLLS	437.99 19263.25	14773 APRIL21	CE/TEHAMA ST REHABILITATION CE/PROFESSIONAL SERVICES
Check Total.....:				19701.24		
053781	06/03/21	SAN07	DENISE SANDATE	1500.00	2021	FACADE IMPROVEMENT PROGRAM

REPORT.: Jun 03 21 Thursday  
 RUN...: Jun 03 21 Time: 09:43  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
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 Check Listing for 06-21 thru 06-21 Bank Account.: 1001

PAGE: 003  
 ID #: PY-DP  
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
053782	06/03/21	SCH17	SCHOOL LIFE	225.59	200044022	LIB/SUMMER READING PROGRAM SUPPLIES
053783	06/03/21	SON05	Sonsray Machinery	1010.63	27623	PW/LOADER PARTS
053784	06/03/21	SOU01	SOUTH BAY REGIONAL PUBLIC	482.00	136529INV	PD/DEFENSIVE TAC TRAINING
053785	06/03/21	STO04	Jeffrey G. Dunn	213.00	6/1/21	PEST CONTROL SERVICES
053786	06/03/21	STO08	DEBBI STONE	45.00	5/25/21	AC/CLEANING SERVICE
053787	06/03/21	SUN05	Sun Life Financial	4386.80	MAY2021	GAP INSURANCE
053788	06/03/21	TIA00	TIAA COMMERCIAL FINANCE,	299.87 246.93	6/1/21 8190727	MULTI/COPIES LEASE PD/COPIER LEASE
			Check Total.....:	546.80		
053789	06/03/21	TRA02	TRANSAMERICA	627.00	MAY2021	GROUP TERM INSURANCE
053790	06/03/21	TUR01	Rae Turnbull	45.00	5/12/21	AC/WEBSITE NEWSLETTER
053791	06/03/21	USA04	USA Blue Book	571.96	617039	PW/WATER PARTS
053792	06/03/21	VAL02	VALLEY ROCK PRODUCTS	658.04	1146487	PW/CONCRETE SAND
053793	06/03/21	VAN00	VANTAGE POINT TRANSFER AG	1749.77	052021	DEF COMP PLAN 304591
053794	06/03/21	VER03	Verizon Wireless	142.16 197.64 35.25	5/16/21 879952244 879952245	MEASURE A FD/ RESPONSE SERVICE FOR CITY ENGINE PW/SCADA COMPUTER-IPADS-PD LAPTOPS REC/CELL PHONE USAGE
			Check Total.....:	375.05		
053795	06/03/21	VLA00	RAYMOND J. VLACH	100.00	JUNE 2021	Measure A UNIFORMS
053796	06/03/21	WEL02	Wells Fargo Vendor Fin Se	199.34	501514959	BD-PLA/COPIER LEASE
053797	06/03/21	WEX00	WEX BANK	49.30 178.69 1850.74 4720.46 2890.57 156.15	919627BD 1919627CM 1919627FD 1919627PD 1919627PW 919627REC	BD/FUEL CM/FUEL FD/FUEL PD/FUEL PW/FUEL REC/FUEL
			Check Total.....:	9845.91		
053798	06/03/21	ZIP00	ZIPS	230.00	7428	PD/TOWING ABATEMENT
			Cash Account Total.....:	270145.61		
			Total Disbursements.....:	270145.61		



REPORT.: 05/20/21  
 RUN...: 05/20/21 Time: 13:26  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14166	05/20/21	05/19/21	AL00	ALLEN, JERRY G	05-21	11-21	636.84
14167	05/20/21	05/19/21	CLO00	CLOYD, RILEY J	05-21	11-21	239.25
14168	05/20/21	05/19/21	COM01	COMBS, DANIEL T	05-21	11-21	529.25
14169	05/20/21	05/19/21	FIC00	FICHTER, QUENTIN	05-21	11-21	1484.73
Z03789	05/20/21	05/19/21	ALV01	ALVA, MICAELA	05-21	11-21	1627.48
Z03790	05/20/21	05/19/21	AND00	ANDRADE, EDGAR	05-21	11-21	2565.32
Z03791	05/20/21	05/19/21	CAR02	CARMON, GRANT E	05-21	11-21	3422.28
Z03792	05/20/21	05/19/21	CAR03	CARR, PETER R	05-21	11-21	5057.58
Z03793	05/20/21	05/19/21	CES00	CESSNA, KYLE A	05-21	11-21	3667.03
Z03794	05/20/21	05/19/21	CHA01	CHANEY, JUSTIN	05-21	11-21	3583.85
Z03795	05/20/21	05/19/21	CRA00	CRANDALL, JEREMY	05-21	11-21	353.08
Z03796	05/20/21	05/19/21	ESP00	ESPINOSA, LETICIA	05-21	11-21	2041.52
Z03797	05/20/21	05/19/21	ESP02	ESPELAND, SAM	05-21	11-21	186.84
Z03798	05/20/21	05/19/21	FEN03	FENSKE, JOSEPH H	05-21	11-21	2854.75
Z03799	05/20/21	05/19/21	FLO00	FLORES, JOSE D	05-21	11-21	2935.99
Z03800	05/20/21	05/19/21	FUL00	FULLMORE, KRISTOPHER	05-21	11-21	3079.19
Z03801	05/20/21	05/19/21	GAM00	GAMBOA, YADIRA	05-21	11-21	367.12
Z03802	05/20/21	05/19/21	GUE01	GUERRERO, DEYSY D	05-21	11-21	2328.92
Z03803	05/20/21	05/19/21	GUE02	GUERRERO, JORGE	05-21	11-21	2046.24
Z03804	05/20/21	05/19/21	HAR00	ZOLLERHARRIS, TRAVIS	05-21	11-21	1804.70
Z03805	05/20/21	05/19/21	JOH01	JOHNSON, SEAN KARL	05-21	11-21	4328.26
Z03806	05/20/21	05/19/21	LED00	LEDAY, JESSICA E	05-21	11-21	3137.53
Z03807	05/20/21	05/19/21	LOW00	LOWERY, KATHERINE	05-21	11-21	2559.54
Z03808	05/20/21	05/19/21	MAR02	MARTINDALE, RYAN EUGENE	05-21	11-21	1504.84
Z03809	05/20/21	05/19/21	MEJ00	APARICIO, LILIA MEJIA	05-21	11-21	1933.16
Z03810	05/20/21	05/19/21	MEZ00	MEZA, JODY L	05-21	11-21	3419.26
Z03811	05/20/21	05/19/21	MIL00	MILLS, DARYL A	05-21	11-21	2917.67
Z03812	05/20/21	05/19/21	MYE00	MYERS, KEVIN	05-21	11-21	603.06
Z03813	05/20/21	05/19/21	PAI01	PAILLON, MICHAEL	05-21	11-21	1942.29
Z03814	05/20/21	05/19/21	PAN00	PANIAGUA, BLANCA A	05-21	11-21	639.92
Z03815	05/20/21	05/19/21	PEN01	PENDERGRASS, REBECCA A	05-21	11-21	2273.38
Z03816	05/20/21	05/19/21	PER00	PEREZ, MARGARITA T	05-21	11-21	1843.84
Z03817	05/20/21	05/19/21	PIN00	PINEDO, EDGAR ESTEBAN	05-21	11-21	2421.11
Z03818	05/20/21	05/19/21	POR00	PORRAS, ESTEL	05-21	11-21	1711.82
Z03819	05/20/21	05/19/21	PUN00	PUNZO, GUILLERMO	05-21	11-21	1804.66
Z03820	05/20/21	05/19/21	RIC01	RICE, GERALD W	05-21	11-21	1990.85
Z03821	05/20/21	05/19/21	ROD00	RODRIGUES, ANTHONY	05-21	11-21	2935.13
Z03822	05/20/21	05/19/21	ROE00	ROENSPIE, THOMAS LUKE	05-21	11-21	3706.71
Z03823	05/20/21	05/19/21	ROM00	ROMERO, ARNULFO	05-21	11-21	2676.68
Z03824	05/20/21	05/19/21	SCH03	SCHMITKE, JENNIFER	05-21	11-21	1700.01
Z03825	05/20/21	05/19/21	STE01	STEWART, ROY E	05-21	11-21	2575.78
Z03826	05/20/21	05/19/21	SUA02	SUAREZ, BRYAN E	05-21	11-21	1874.91
Z03827	05/20/21	05/19/21	SWI00	SWINHART, ROBERT	05-21	11-21	1636.91
Z03828	05/20/21	05/19/21	VAL00	VALENZUELA, BRENDA	05-21	11-21	233.24
Z03829	05/20/21	05/19/21	VLA00	VLACH, RAYMOND JOSEPH	05-21	11-21	4468.47
Z03830	05/20/21	05/19/21	VON00	VONASEK, EDWARD J	05-21	11-21	4183.29
Z03831	05/20/21	05/19/21	WAC00	WACKERMAN, JANET	05-21	11-21	3000.18

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 104834.46  
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**MINUTES OF THE ORLAND CITY COUNCIL**  
**REGULAR MEETING HELD MAY 17, 2021**

**CALL TO ORDER**

Meeting called to order by Mayor Roundy at 5:35 p.m.

**ROLL CALL**

Councilmembers present via teleconference: Councilmembers Dennis Hoffman, Chris Dobbs, Billy Irvin (*signed on at 5:38 p.m.*) Vice Mayor Jeffrey A. Tolley and Mayor Bruce T. Roundy  
Councilmembers absent: None  
Staff present via teleconference: City Manager Pete Carr and City Attorney Greg Einhorn

Mayor Roundy asked for public comments. With none received, the meeting was adjourned to Closed Session.

Closed session was held regarding significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one potential case.

**RECONVENE TO REGULAR SESSION – 6:00 p.m.**

**ROLL CALL**

Councilmembers present via teleconference: Councilmembers Dennis Hoffman, Billy Irvin, Chris Dobbs, Vice Mayor Jeffrey A. Tolley and Mayor Bruce T. Roundy  
Councilmembers absent: None  
Staff present via teleconference: City Manager Pete Carr, City Attorney Greg Einhorn, Public Works Director Ed Vonasek, Fire Chief Justin Chaney, Accounting Manager Rebecca Pendergrass and City Clerk/Administrative Services Manager Janet Wackerman

**REPORT FROM CLOSED SESSION**

Mayor Roundy stated the item will be brought forward at a future City Council meeting.

Meeting opened with the pledge of allegiance.

**ORAL AND WRITTEN COMMUNICATIONS**

Citizen Comments: None

**CONSENT CALENDAR**

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for May 3, 2021.
- C. Approve City Council minutes for May 10, 2021.
- D. Receive and file minutes of Arts Commission of November 18, 2020.
- E. Receive and file minutes of Planning Commission of January 21, 2021.
- F. Fire Department Engine 27 Financing Documents

Action: Councilmember Hoffman moved, seconded by Vice Mayor Tolley to approve the consent calendar. The motion carried 5-0 by the following roll call vote:  
AYES: Councilmember Hoffman, Vice Mayor Tolley, Councilmembers Dobbs and Irvin, Mayor Roundy

NOES: None  
ABSENT: None  
ABSTAIN: None

## ADMINISTRATIVE BUSINESS

### A. Pension Cost Management: Bond Counsel (Discussion/Director) – Jeffrey Small, Capitol PFG

Mr. Carr stated Councilmembers will consider the engagement of bond counsel and may proceed with the preliminary steps in the pension obligation bond process by adopting Resolution 2021-10 and accepting the trust agreement between the City and US Bank National Association.

Mr. Small stated the Council is considering replacing the City's 7% PERS debt service with a potential 4% or less debt service rate. The resolution commences the process without a commitment of funds and different options can still be pursued. Brian Quint, legal counsel with Quint & Thimmig, stated the Council is looking at the refinancing of an existing obligation.

Mr. Einhorn stated the Council is approving a procedural step that allows the process to proceed.

Councilmember Irvin asked if CalPERS had a good year would the City lose out on that benefit. Mr. Small stated that would be taken into consideration when calculating the debt to be refinanced. Mr. Quint added it would be unlikely for PERS' rate to go under 4%.

Councilmember Irvin asked whether taxpayers would have extra costs. Mr. Quint stated there would be no impact to the taxpayer. Mr. Carr added that these bonds will not show up on property tax bills.

Action: Councilmember Hoffman moved, seconded by Vice Mayor Tolley to adopt Resolution 2021-10, Authorizing the Issuance and Sale of Bonds to Refund Certain Pension Obligations of the City, Approving the Form and Authorizing the Execution of a Trust Agreement, Authorizing Judicial Validation Proceedings Relating to the Issuance of Such Bonds and Authorizing Actions Related Thereto. The motion carried 5-0 by the following roll call vote:

AYES: Councilmember Hoffman, Vice Mayor Tolley, Councilmembers Dobbs and Irvin, Mayor Roundy

NOES: None

ABSENT: None

ABSTAIN: None

### B. Options for Use of American Rescue Plan Act (ARPA) Funds (Discussion/Direction) – Pete Carr, City Manager

Mr. Carr stated the City expects to receive \$1.4 million in ARPA funds, half this June and the balance in 2022. Staff has determined a 12.67% loss has occurred in sales tax due to COVID and suggests \$1 million be used for fiscal stabilization for the General Fund and \$400K for Measure A. A final decision on how the funds could be used will not be needed until more guidance is received on US Treasury guidelines.

A list of proposed uses for the funds was reviewed. Mayor Roundy requested adding the Arts Commission to the list. They report they lost approximately \$5,500 due to the Gallery being closed for a year.

Councilmember Dobbs asked if the City's sales tax receipts will return to original amounts in ten years. Mr. Carr stated the city's sales tax consultant suggests growth the next few years will be 4.1%.

Vice Mayor Tolley stated he was excited about #13 on the list (extending westside water service to Co Rd 15) because of its impact on economic development. Mr. Carr added that extending water and

sewer service to the west side of I5 at Hoff Way opened the door to economic development to that area and extending services to Co Rd 15 and/or 16 will allow the same.

Bryon Denton, citizen, stated he appreciated all the options and does not want Orland to miss out on the money.

Ms. Wackerman stated she had received one public comment. Sharon Nord, citizen, suggested the ARPA funds be used for infrastructure so water rates will remain the same or reduced.

**C. FY22 Budget: Water/Sewer Enterprise Fund Expenditures and Debt Schedule (Discussion/Direction) – Pete Carr, City Manager**

Mr. Carr stated the Chamber of Commerce submitted financial management reports and offered to participate in economic development projects. The draft budget has \$11,000 set-aside for Chamber support which represents 15% of the projected hotel tax revenue.

The water and sewer operations budgets are balanced, and their fund balances are strengthened for future project needs. No additions or deletions were suggested.

Mr. Denton stated he doesn't want to fall behind and supports keeping up with the water/sewer projects.

Mayor Roundy stated the Chamber could be more pro-active and with the Council work better with local businesses. The Economic Development Commission may need to work hands-on with the Chamber. He is glad to see Chamber membership has increased but suggested Vice Mayor Tolley head up an ad hoc committee to determine what can be done.

Vice Mayor Tolley stated the more advocacy we have with businesses, the better. He thought the Shop & Hop event was great but could have been better with more communication.

Councilmember Hoffman stated funding is always an issue but with Covid restrictions, business meetings couldn't be held.

Mayor Roundy stated he will be receiving information from other mayors in the League of Cities Sacramento Valley Division about how their Chamber of Commerce's are doing and will pass it on to Councilmembers.

After further discussion and upon consensus of the Councilmembers, the Chamber contribution will be stated as \$11,000 in the FY 21/22 Budget. The matter can be brought back for more discussion.

**D. Proposed City Manager Employment Agreement – Gregory Einhorn, City Attorney**

Mr. Einhorn stated the City Manager voluntarily proposed in May 2020 and City Council accepted, to extend his contract at no change in salary for 2020-2021 due to Covid-19 fiscal uncertainty. The extension expires May 24, 2021. City Council and the City Manager have been negotiating a successor agreement through the City Attorney. A City Manager salary survey for nine (9) local and comparably sized cities in this region shows an average City Manager salary of \$152,000. The annual salary proposed for May 25, 2021 is \$150,000, May 25, 2022 \$160,000 and May 25, 2023 \$160,000. The proposed contract eliminates the deferred compensation benefit and City Manager's use of the city-owned vehicle for commuting purposes.

Action: Councilmember Hoffman moved, seconded by Vice Mayor Tolley to accept the City Manager contract commencing May 25, 2021 and ending May 24, 2024. The motion carried 5-0 by the following roll call vote:  
AYES: Councilmember Hoffman, Vice Mayor Tolley, Councilmembers Dobbs and Irvin, Mayor Roundy  
NOES: None  
ABSENT: None

ABSTAIN: None

Mayor Roundy stated he is really pleased with the City Manager and appreciates where the City has come to be, with the management team working together. He added that at the Butte College groundbreaking event there were a lot of positive comments about City staff.

**E. Verbal update on Covid-19's impact on the local economy and City operations (Discussion/Direction) – Pete Carr, City Manager**

Mr. Carr reported there was one new positive case over the weekend, 31 active cases and five hospitalizations. On June 15 the color stages will no longer be used, and restrictions will be lifted.

There are no changes in City operations due to COVID.

**CITY COUNCIL COMMUNICATIONS AND REPORTS**

Vice Mayor Tolley:

- Attended Butte College groundbreaking ceremony.

Councilmember Hoffman:

- Will be attending the upcoming Chamber of Commerce meeting and County transportation meetings.

Councilmember Irvin:

- Played in the Laws & Paws tournament.

Councilmember Dobbs:

- Attended the monthly dinner meeting of the volunteers of the fire department with Vice Mayor Tolley in attendance;
- Attended Library Commission meeting. They were excited to hear about the automatic doors for the library entrance.

Mayor Roundy:

- Attended Butte College groundbreaking ceremony.
- Attended Arts Commission meeting.
- Asked Councilmember Dobbs to attend the next County transportation meetings on his behalf.

Meeting adjourned at 7:55 p.m.

Janet Wackerman, City Clerk

Bruce T. Roundy, Mayor

**CITY OF ORLAND ARTS COMMISSION  
MINUTES**

Wednesday, April 21, 2021

The Wednesday, April 21, 2021 meeting of the Orland Arts Commission was called to order at 7:05 PM by Chairman Rae Turnbull at the Orland Art Center. Commissioners present were: Jill Elliott, Mason Greeley, Mary Rose Kennedy, Paddy Turnbull and Council Liaison Bruce Roundy. Absent: Steve Elliott and Jim Scribner. The minutes of the November 18, 2020 meeting were approved as emailed with no corrections or additions (motion made by Mary Rose Kennedy and seconded by Paddy Turnbull - motion carried). The November 14, 2020 through March 26, 2021 Financial Report from Rebecca Pendergrass was reviewed and accepted with one correction (motion made by Mary Rose Kennedy and seconded by Mason Greeley - motion carried).

A request was made by commissioner Jill Elliott to add two items to the "Commissioner Reports" portion of the agenda.

**COMMISSIONER REPORTS:**

- 1) Commissioner Rae Turnbull thanked the Arts Commission members and council liaison for continuing to move forward on the following stated goals during Covid-19 Pandemic restrictions:
  - a) Successful lighting of the city tree for Christmas and year round
  - b) Collection of Artists' commissions on sales from the Dec./Jan. show
  - c) Installation of phone service for the gallery
  - d) Receipt of painting estimate for the Library Park lamp posts
  - e) Power-washing of the Library Park gazebo
  - f) Power-washing of the base of Sage Brush and Silence public bronze on 4<sup>th</sup> Street
  - g) Maintenance of the Gallery flower boxes
- 2) Commissioner Rae Turnbull updated the commission on future exhibits and special event schedules slated to begin June 4<sup>th</sup>, providing pandemic restrictions have been lifted.
- 3) Commissioner Jill Elliott reported that patron of the arts dues collected to date for the 2021 drive are \$2,750 and the number of current patrons stands at 52.
- 4) Commissioner Jill Elliott reported that public bronze sculpture, Sage Brush and Silence, needs cleaning. Commissioner Rae Turnbull will research who might be available to provide the appropriate cleaning of both public bronzes on an annual basis.
- 5) Commissioner Jill Elliott reported that she will request that copies of the PG&E and AT&T bills accompany future Financial Reports to provide explanation of monthly cost variances.

**ITEMS FOR DISCUSSION AND ACTION:**

- 1) Commissioner Rae Turnbull brought up whether to change to the start time for July Special Event since it may draw a lot of children. Upon further discussion the standard 7:00 PM start time will be kept.
- 2) Commissioner Rae Turnbull led a discussion regarding serving refreshments, if any, for upcoming Artists' Receptions. For the time being water bottles will continue to be provided to guests.
- 3) Regarding discussion and action of a proposed renovation to the "Permanent Collection" wing of the gallery, a motion was made by Mason Greeley and seconded by Mary Rose Kennedy to move the discussion and action to next month's meeting, motion carried.

There being no further business, the meeting adjourned at 8:20 PM.

The next regularly scheduled meeting will be held one week early on May 12, 2021

Respectfully submitted by Jill Elliott and Rae Turnbull

**CITY OF ORLAND**  
**CITY COUNCIL CONSENT AGENDA ITEM #: 6.D.**  
**MEETING DATE: June 1, 2020**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** Annual Assessment for Glenn County Solid Waste Operations (Discussion/Action)

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City Council is asked to approve the authorization for continuance of the annual property tax assessment to support operations of the Glenn County landfill and associated operations.

**BACKGROUND**

In addition to per-customer collection fees and per-ton tipping fees, the solid waste disposal system is supported by an ongoing annual property tax assessment and guided by a joint powers agreement (JPA). All three jurisdictions (County, Willows, Orland) participate on the same basis. Councilmembers Irvin and Hoffman serve on this JPA board.

**DISCUSSION**

The tax assessment proposed for approval by Resolution remain the same rate as last year: \$42.74 on each dwelling unit and commercial / industrial establishment. Revenue from funds collected is utilized for landfill operations and closure.

Waste Management Regional Agency Board approved this assessment unanimously April 22, 2021, with a 5-0 vote.

Attachment: Resolution 2020-11 consenting to the extension of service charges imposed on improved real property for the use of the Glenn County Solid Waste System.

**RECOMMENDATION:**

Approve annual assessment for the solid waste system by adoption of proposed Resolution 2020-11

**Fiscal Impact of recommendation:**

None.



**RESOLUTION NO. 2021-11**

**ANNUAL RESOLUTION CONSENTING TO THE EXTENSION OF SERVICE CHARGES  
IMPOSED ON IMPROVED REAL PROPERTY WITHIN THE INCORPORATED AREA OF THE CITY OF  
ORLAND FOR THE USE AND/OR ABILITY TO USE THE GLENN COUNTY SOLID WASTE SYSTEM**

WHEREAS, Section 25830 of California Government Code provides for the Board of Supervisors, by resolution or ordinance, establish a schedule of fees to be imposed on land within the unincorporated area of the county and incorporated areas of the county where cities do not provide their own waste disposal sites; and

WHEREAS, the City of Orland does not have a City solid waste disposal site; and

WHEREAS, the Orland City Council, is a member of the Glenn County Waste Management Regional Agency, a Joint Powers Authority and supports the operation of the Glenn County Solid Waste System; and

WHEREAS, California Health and Safety code Section 5471 for the setting and collection of charges for services and facilities furnished by the County in connection with water, sewer, and/or sanitation; and dictates that revenues derived from the collection of charges for services shall be used only for the acquisition, construction, reconstruction, maintenance, operation of those water, sewer and/or sanitation systems; and provides for said fees to be collected on the tax roll; and

WHEREAS, the Board of Supervisors of Glenn County shall adopt a resolution establishing such fees, in the amount of \$42.74 on each dwelling unit and commercial / industrial establishment within the unincorporated area of the county and incorporated area of the City of Orland for fiscal year 2021/2022, said fee amount being identical to the fee imposed in fiscal year 2020/2021.

THEREFORE, the Orland City Council does hereby consent to the extension of an annual fee of \$42.74 to be imposed upon each dwelling unit and commercial/industrial establishment located on the real improved property within the incorporated areas of the City for the purpose of using or having the ability to use the Glenn County Solid Waste Disposal System.

THIS RESOLUTION was passed by the Orland City Council at a regular meeting held on June 7<sup>th</sup> 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

\_\_\_\_\_  
Bruce T. Roundy, Mayor

\_\_\_\_\_  
Janet Wackerman, City Clerk

**CITY OF ORLAND**

**CITY COUNCIL AGENDA ITEM #: 7.A.**

**MEETING DATE: June 1, 2021**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** Resolution Declaring Local Drought State of Emergency (Discussion/Action)

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City Council will consider adopting a resolution of the City of Orland declaring a local emergency due to drought conditions.

**BACKGROUND**

In prior years, when drought conditions exist, City of Orland has declared a local emergency. The most recent local emergency due to drought conditions was declared in 2014 after the Glenn County Board of Supervisors adopted a similar resolution. The emergency declaration was continued until no longer needed in 2017.

A Drought Task Force Ad Hoc Committee was established in 2014 to run concurrently with the County's emergency drought declaration. The Committee was comprised of various County departments including the Office of Emergency Services, Public Health (Environmental Health), Agriculture (Water Resources), Cooperative Extension, the Board of Supervisors and the City of Orland. The purpose of the committee was to establish a single body to collect, coordinate and provide drought information for Glenn County and to actively raise public awareness in relation to the severity of the drought and water saving activities. The City participated actively on this task force.

On August 18, 2015, the Glenn County Board of Supervisors adopted a moratorium on the issuance of new well permits with specific exemptions. The moratorium was extended at various Board meetings before expiring August 3, 2016. The City also adopted a ban on new wells during this period, although per State law all well permits are subject to County approval.

In 2015 the City Council adopted an ordinance, now codified as Section 13.06 of the Orland Municipal Code, establishing water conservation regulations including emergency actions to be taken during a drought. The City also utilized a matrix of actions to take at each declared stage (Drought Stage 1, 2, 3 and 4). The City can implement the contingency actions at any time due to drought or other water shortages.

**DISCUSSION**

California has experienced critically low rainfall over the last two years and warmer temperatures in April and May caused an accelerated snow melt leading to reduced expected water supplies by more than 500,000-acre feet. According to the National Integrated Drought Information System

(NIDIS), Glenn County is within the D3-Extreme Drought category; listing water as inadequate for agriculture, wildlife, and urban needs; reservoirs are extremely low; and, hydropower is restricted. According to the Department of Water Resources, the Northern Sierra Precipitation 8-Station Index is calculated to be 47% of average with only 22.9 inches of precipitation recorded. The Sacramento Valley Index is categorized at 4.0 (Critical) and the Sacramento River Unimpaired Runoff Water Year Forecast is 6.7 million acre-feet which is only 38% of average.

On March 5, 2021, the Secretary of the United States Department of Agriculture designated California's 58 counties as a primary disaster area due to drought. On May 10, 2021 Governor Gavin Newsom expanded his State of Emergency Proclamation to include 39 additional counties, including Glenn, addressing the drought impacts in the Klamath River, Sacramento-San Joaquin Delta and the Tulare Lake Watershed.

Should the proposed resolution be adopted, Government Code Section 8630 requires the need for continuing local emergency be reviewed and reaffirmed at least once every 60 days until the emergency is terminated. Separately, the City Council should designate its representative to the Glenn County Drought Task Force and direct Staff as to implementation of OMC 13.06.070.

The City Engineer and Director of Public Works are preparing to brief the Council more thoroughly on the status of local groundwater and City wells at the Council's June 21 meeting.

Attachments (2):

- Proposed Resolution
- OMC 13.06.060 and 070 (Note: 13.06.080 provides for enforcement)

**RECOMMENDATION:**

Consider adopting Resolution 2021-12 and designate City Manager to represent the City on the Glenn County Drought Task Force

**Fiscal Impact of recommendation:**

None.

**CITY OF ORLAND  
RESOLUTION 2021-12**

**A RESOLUTION OF THE ORLAND CITY COUNCIL PROCLAIMING A LOCAL EMERGENCY DUE TO DROUGHT CONDITIONS IN THE CITY OF ORLAND**

**WHEREAS**, rainfall totals and water storage supply this year are critically low; and

**WHEREAS**, extraordinarily warm temperatures in April and May have worsened this critically dry year for the State of California, accelerating snow melt in the Sacramento, Feather and American River watersheds, reducing expected water supplies by more than 500,000-acre feet; and

**WHEREAS**, on March 5, 2021, the Secretary of the United States Department of Agriculture designated California's 58 counties as a primary natural disaster area due to recent drought; and

**WHEREAS**, on May 10, 2021 the Governor of the State of California proclaimed a drought State of Emergency in 41 Counties, including Glenn County; and

**WHEREAS**, the drought poses significant economic, environmental, health, welfare and social impacts and an imminent threat of disaster to the City's fire-fighting capacity, residents, businesses, agriculture, property, communities, environment, and recreation; and

**WHEREAS**, Orland Municipal Code 13.06 established a water conservation program including ongoing regulations and emergency actions; and

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND PROCLAIMED BY THE CITY COUNCIL**, pursuant to Government Code Sections 8558 and 8630, that City of Orland is a disaster area and that a local emergency exists throughout the City of Orland; and

**IT IS REQUESTED** that the Governor of the State of California waive regulations that may hinder response and recovery efforts, make available California Disaster Assistance Act funding for the State of Emergency proclaimed on May 10, 2021 and seek all available forms of federal disaster assistance and relief programs, including a Presidential Declaration of Disaster; and

**IT IS FURTHER PROCLAIMED AND ORDERED**, that a copy of this resolution be forwarded to the Director of the State Office of Emergency Services, the Glenn County Sheriff Office of Emergency Services and all State and Federal legislators representing the City of Orland.

**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Orland City Council, County of Glenn, State of California, at the meeting of said Council held on the 7<sup>th</sup> day of June 2021, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

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Bruce T. Roundy, Mayor

ATTEST:

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Janet Wackerman  
City Clerk

APPROVED AS TO FORM:

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Gregory Einhorn  
City Attorney

## 13.06.060 - Permanent water conservation requirements: Prohibition against waste.

The following water conservation requirements are effective at all times and are permanent, unless rescinded by action of the city council. Violations of this section will be considered waste and an unreasonable use of water.

- A. No Excessive Water Flow or Runoff. Watering or irrigating of any lawn, landscape or other vegetated area in a manner that causes or allows excessive water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter or ditch is prohibited.
- B. No Excessive Potable Water Flow or Runoff. Excessive potable water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter or ditch is prohibited.
- C. No Washing Down Hard or Paved Surfaces. Washing down hard or paved surfaces, including, but not limited to sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, is prohibited except when necessary to alleviate safety or sanitary hazards.
- D. Obligation to Fix Leaks, Breaks or Malfunctions. Excessive use, loss or escape of water through breaks, leaks or other malfunctions in the water user's plumbing or distribution system for any period of time after such escape of water should have reasonably been discovered and corrected and in no event more than fifteen (15) days of receiving notice from the city, is prohibited.
- E. Recirculating Water Required for Water Fountains and Decorative Water Features. Operating a water fountain or other decorative water feature that does not use recirculated water is prohibited.
- F. Limits on Washing Vehicles. Using water to wash or clean a vehicle, including but not limited to any automobile, truck, van, bus, motorcycle, boat or trailer, whether motorized or not is prohibited, except by use of a hand-held bucket or similar container or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device. This subsection does not apply to any commercial car washing facility.
- G. Drinking Water Served Upon Request Only. Eating or drinking establishments, including but not limited to, a restaurant, hotel, cafe, cafeteria, bar, club or other public place where food or drinks are sold, served, or offered for sale, are prohibited from providing drinking water to any person unless expressly requested.
- H. Commercial Lodging Establishments Must Provide Option to Not Launder Linen Daily. Hotels, motels and other commercial lodging establishments must provide customers the option of not having towels and linen laundered daily. Commercial lodging establishments must prominently display notice of this option in each bathroom using clear and easily understood language.

(Ord. No. 2015-03, § 1)

13.06.070 - Conservation measures to be implemented during times of declared state-wide water shortage and/or drought conditions.

When the city determines, in its sole discretion, that due to drought or other water supply reductions, and/or due to mandatory reduction in water use, the city shall implement the mandatory conservation measures identified in this section of the chapter.

- A. Limits on Watering Hours. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of eight a.m. and eight p.m. on any day.
- B. Limits on Watering Days. Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three days per week as follows:

All properties north of SR32: Sundays, Wednesday and Fridays.

All properties south of SR32: Saturdays, Tuesdays and Thursdays.

Exceptions may be considered by the city manager on a case-by-case basis upon presentation of a written plan describing the proposed custom schedule, justifying the requirement for it, and documenting how the required reduction in usage will be achieved.

- C. Limits on Watering after Rain. Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited during and forty-eight (48) hours after measurable rainfall.
- D. Obligation to Fix Leaks, Breaks or Malfunctions. All leaks, breaks, or other malfunctions in the water user's plumbing or distribution system must be repaired within four days of notification by the city unless other arrangements are made with the city.
- E. Prohibitions of Water Well Drilling. No new water wells shall be drilled within the city.
- F. Other Prohibited Uses. The city may implement other prohibited water uses as determined by the city, after notice to customers.

(Ord. No. 2015-03, § 1)

**CITY OF ORLAND**

**CITY COUNCIL AGENDA ITEM #: 7.B.**

**MEETING DATE: June 1, 2020**

**TO:** Honorable Mayor and Council  
**FROM:** Gregory Einhorn, City Attorney  
**SUBJECT:** Proposed Settlement of Invoice from Old Durham Wood Inc.(Discussion/Action)

---

City Council is asked to accept the Settlement Agreement with Old Durham Wood, Inc. (ODW).

**BACKGROUND**

The City received an invoice for \$24,920.00 dated September 1, 2020 from ODW for services rendered at the green waste facility. There was a lack of evidence of any price quote or acceptance of any terms given to the City for the services and the owner did not accept the City's offer of a payment to not exceed \$12,460.00.

**DISCUSSION**

Randy McLaughlin, representing Old Durham Wood, Inc., has signed the attached Agreement, releasing the City from all claims with work performed by ODW and accepts the lump payment of \$16,653.00.

Attachment: Settlement Agreement and Release of Claims

**RECOMMENDATION:**

Provide City Manager with authority to execute the settlement of the invoice with Old Durham Wood.

**Fiscal Impact of recommendation:**

The amount of the claim, \$16,653.00, will be paid from General Fund reserves.

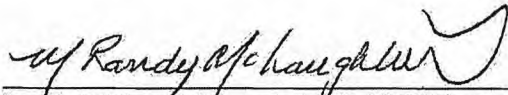


**SETTLEMENT AGREEMENT  
AND RELEASE OF CLAIMS**

The undersigned, Randy McLaughlin, on behalf of Old Durham Wood, Inc., hereby represents, states and warrants as follows:

1. I have authority to bind and hereby do bind Old Durham Wood, Inc. to the terms of this Settlement Agreement and Release of Claims.
2. For and in exchange of the consideration set forth below in paragraph 3, Old Durham Wood, Inc. warrants, represents and agrees as follows:
  - (a) That Old Durham Wood, Inc. does hereby release and forever discharge the City of Orland, and its agents, employees and representatives, from any and all claims, demands, actions or causes of action arising out of or in any way connected with the work performed by Old Durham Wood, Inc. at the City of Orland's Green Waste facility in 2020 (Work) under California Civil Code § 3300, and described in the attached invoice.
  - (b) That Old Durham Wood, Inc. will release, waive and discharge any and all claims stated, or which could have been stated arising out of or in any way connected with the Work under Civil Code § 3300.
3. Consideration: lump sum payment of \$16,653.00, due 30 days after approval of this Release by the City of Orland.
4. Further, in consideration of the above lump sum amount, and as further consideration of this release and settlement, Old Durham Wood, Inc. agrees and represents and warrants as follows: that this is a full and final release applying to all unknown and unanticipated damages in any way concerning or arising out of or connected with the Work.

DATED: 5-21-21

  
\_\_\_\_\_  
Randy McLaughlin, on behalf of Old Durham Wood, Inc.

DATED:

\_\_\_\_\_  
Peter R. Carr, City Manager, City of Orland

# CITY OF ORLAND

## CITY COUNCIL AGENDA ITEM #: 7.C.

**MEETING DATE: June 7, 2021**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** Fiscal Year 2021-22 Budget Adoption (Discussion/Action)

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City staff will propose to Council adoption of a budget for the coming fiscal year.

### **BACKGROUND**

The annual budget presents the City's best estimates for anticipated revenue and authority to expend funds on operations and projects. With the 2021-22 fiscal year starting July 1, City staff and Council reviewed in April and May the capital project plans, estimated revenues, planned expenditures, staffing, debt obligations and by-department budget worksheets.

The economic impacts of Covid-19 – especially in terms of constrained municipal services, reduced tax revenue, and limited relief resources – significantly influence this budget. Nevertheless, the budget is designed to provide expected public services, accomplish planned improvements, and protect emergency reserves.

### **DISCUSSION**

No significant changes were made to budget worksheets reviewed in April and May except:

- \$6k reduction in Street Funds revenue due to a revised estimate published by State last week
- Incorporation of expected costs for planned capital project for water, sewer, industrial sewer (\$295k)
- Increase in Police Dept vehicle fuel expense (\$8k)
- Creation of two new Covid-19 relief funds – one for CV, the other for ARPA.

With these updates and changes, the General Fund and overall \$10M budget are still balanced. Water and sewer funds are projecting surpluses per plans for capital improvements.

Significant changes from the current (FY20-21) budget include:

- Reductions in the growth of sales tax and street fund revenues.
- Façade Improvement partnership grants \$40,000, up from \$15,000.
- Increases in the cost of insurance, especially workers compensation

In summary, the General Fund shows \$5.1M in revenue and \$4.8 in expenditures leaving \$1M in reserves. Measure A Public Safety is \$1M in and out, setting aside \$200k for future fire apparatus and leaving \$883k in reserves. Water and Sewer together are \$3M in, \$2.5M out, \$3.2M reserves. Street funds and development impact funds are projected to value combined \$1M.

Attachments: Complete proposed City Budget

**RECOMMENDATION**

Adopt fiscal year 2021-22 budget as drafted and proposed.

# City of Orland

## 2021-2022 Proposed Budget



Presented June 7<sup>th</sup> 2021

# City Manager's Message

June 7, 2021

## **Fiscal Year 2020-21 Accomplishments:**

The entire fiscal year was dominated by impacts of the Covid-19 global pandemic, and piled on by a record wildfire/smoke year, yet the City managed through it with consistently high-level municipal operations and many terrific accomplishments including:

- Major progress on radio dispatch system upgrades for Police and Fire;
- Completed reconstruction of Tehama Street and resurfacing of Sixth Street;
- Completed replacement of the very critical 24" sewer line under County Road MM;
- Installed water meters at City parks;
- Completed construction of our fleet maintenance shop;
- Facilitated grants for local businesses;
- Launch of the new City website;
- And, of course...  
Managed Covid-related City revenue losses and federal funds.

*Most Rec programs and events including Queen Bee Festival were scuttled by pandemic restrictions.*



## **Looking Ahead to Fiscal Year 2021-22...**

The budget for the coming fiscal year presents Orland's spending plan consistent with demand for services, available resources, and Council-directed improvement objectives. This balanced budget funds essential services and many desired projects including:

- \$800,000 for public safety equipment;
- Completion of upgrades for Fire and Police radio dispatch system;
- 6-day / week Library operations;
- Return to full City Pool & Recreation programs;
- Resurfacing of Shasta Street; and
- Design of our next well, a modern water storage tank, and a public safety facility.

Voter approval in 2016 of the Measure A Public Safety Tax is making a significant positive difference in our ability to fund Fire, Police and related safety equipment.

The people of your City government look forward to continuing to serve you, the Orland community.

A handwritten signature in blue ink that reads 'Peter R. Carr'.

Peter R. Carr, City Manager

# City of Orland 2021-2022 Budget

## City Council

Mayor  
Vice-Mayor  
Council Member  
Council Member  
Council Member

Bruce T. Roundy  
Jeffrey Tolley  
Dennis Hoffman  
William "Billy" Irvin  
Chris Dobbs

## Appointed Officials

City Clerk  
City Treasurer

Janet Wackerman  
Leticia Espinosa

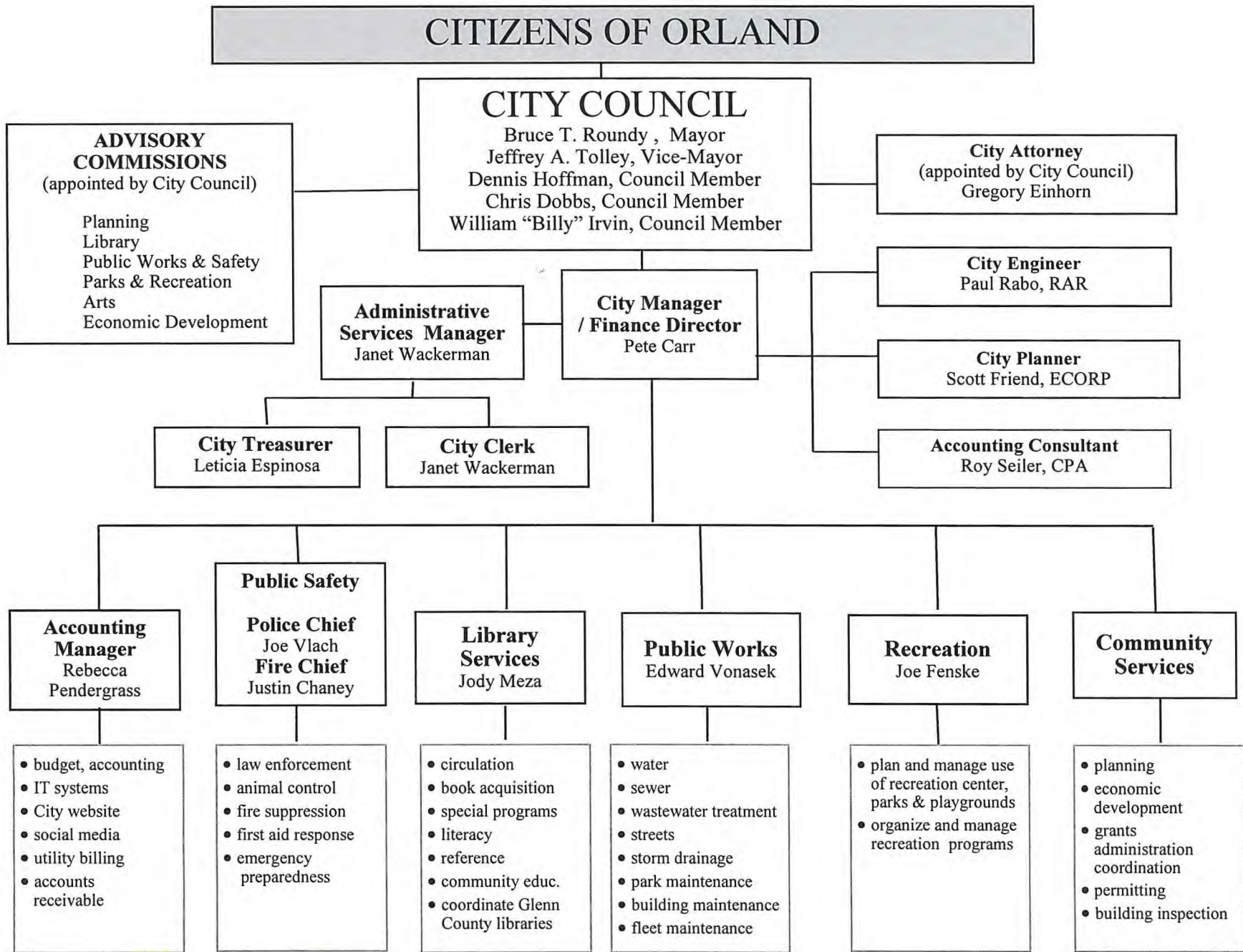
## City Staff

City Manager/Director of Finance  
Admin Services Manager/Asst City Manager  
Accounting Manager  
City Attorney  
Chief of Police  
Fire Chief  
Public Works Director  
City Librarian  
Recreation Director  
City Engineer  
City Planner

Peter R. Carr  
Janet Wackerman  
Rebecca Pendergrass  
Gregory H. Einhorn  
Joe Vlach  
Justin Chaney  
Edward Vonasek  
Jody Meza  
Joe Fenske  
RAR/Paul Rabo  
ECORP/Scott Friend

## Advisory Commissions

Arts Commission  
Economic Development Commission  
Library Commission  
Parks and Recreation Commission  
Planning Commission  
Public Works and Safety Commission



## City of Orland Summary of Major Fund Balances

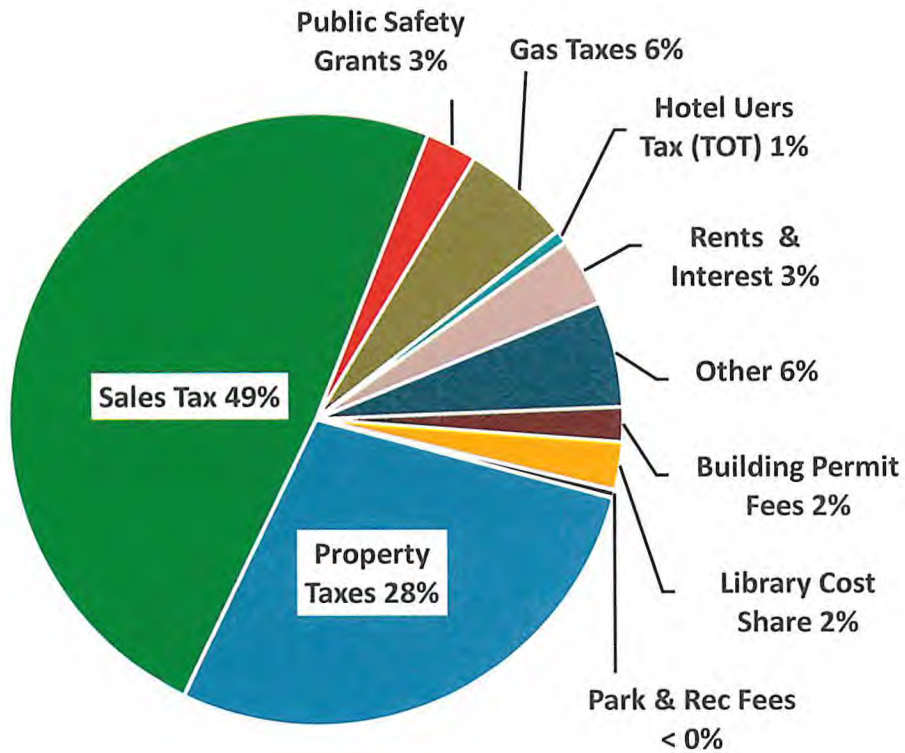
Fund Code	Fund Name	Fund Balance per Audit July 1, 2020	Projected 2020-2021		Fund Balance Projected June 30, 2021	Budgeted 2021-2022		Fund Balance Budgeted June 30, 2022
			Revenues and Transfers In	Expenditures Transfers Out		Revenues	Expenditures	
00	General Fund	753,967	5,111,431	4,843,363	1,022,035	5,460,500	5,397,146	1,085,389
01	Measure A Safety Fund	817,636	1,095,000	977,300	935,336	1,050,000	1,102,000	883,336
21	Street Related Funds	328,020	990,582	1,178,640	139,962	420,500	510,800	49,662
35	Development Impact Fund	2,279,312	75,000	112,300	2,242,012	604,500	604,500	2,242,012
26	Water Enterprise Fund	2,522,464	1,665,000	1,476,365	2,711,099	1,759,100	1,530,925	2,939,274
27	Sewer Enterprise Fund	93,806	1,165,000	1,190,105	68,701	1,257,900	1,033,514	293,087
28	Sewer Industries Fund	119,506	74,164	74,164	119,506	81,929	111,929	89,506
05	Covid Relief Fund (CV 2 & 3)	-	-	-	-	281,000	281,000	-
06	ARPA Fund	-	700,000	300,000	400,000	700,000	440,000	660,000

Notes: Enterprise fund balances shown exclude capital assets and long term debt.

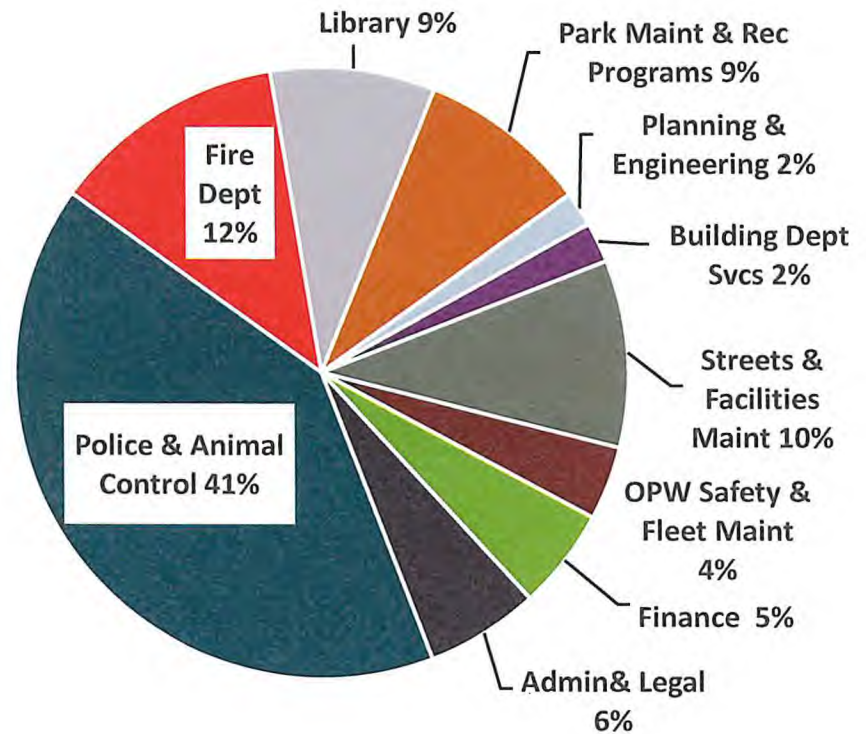


## City of Orland Fiscal Year 2021-2022

### Where does the City's money come from?



### Where does the City's money go?



Includes General Fund, Measure A Public Safety, and Gas Tax.  
Does not include Water or Sewer Funds.

**CITY OF ORLAND**  
**2021-2022 Budget - Measure A Public Safety Sales Tax Fund**  
**REVENUE & EXPENDITURES**

Anticipated Revenues FY 21-22:

\$ 1,050,000

Budgeted Expenditures:

<b>Fire:</b>	Ladder truck payment (sixth annual payment)	\$ 77,000	
	Facility & Equipment Maint & Improvements*	\$ 50,000	
	Volunteer Support*	\$ 40,000	
	SCBA, Turnouts*	\$ 48,000	
	Communications -- pagers, dispatch*	\$ 40,000	
	Radio repeater project	\$ 30,000	
	Potential VGA grant match for radios	\$ 20,000	
	Travel and Training	\$ 15,000	
	Fuel	\$ 7,000	
	Set aside for fire apparatus replacement schedule	\$ 200,000	
	Set aside for future public safety facility	\$ -	
		<hr/>	
	* = shared with Rural		\$ 527,000
<b>Police:</b>	Patrol vehicle loan payments (no new purchases)	\$ 115,000	
	Patrol vehicle maintenance	\$ 25,000	
	Police Communications -- Dispatch and Radios	\$ 105,000	
	Police rifles, road emergency and medical equipment	\$ 40,000	
	Maint renewals for specialized equipment	\$ 16,000	
	Radio repeater project	\$ 30,000	
	Watchguard Cloud Services, software and licensing, warranties renewals	\$ 25,000	
	FirstNet	\$ 9,000	
	CSO Truck replacement	\$ 60,000	
		<hr/>	
			\$ 425,000
<b>Public Works:</b>	Fire hydrants, safety equipment, road signs	\$ 120,000	
	Capital per equip replacement schedule	\$ 15,000	
	<b>Shop Column Lift</b>	<b>\$ 8,000</b>	
	<b>Shop Heaters</b>	<b>\$ 7,000</b>	
			<hr/>
			\$ 150,000

Total Budgeted Allocations 2021-2022:

\$ (1,102,000)

Balance: \$ (52,000)

**CITY OF ORLAND**  
**2021-2022 Budget - Measure A Public Safety Sales Tax Fund**  
**FUND BALANCE**

<b>Audited Fund Balance: June 30, 2020</b>		<b>\$</b>	<b>817,636</b>
Original FY20-21 Budget, Revenues		\$	995,000
Changes (+ ARPA fiscal stabilization)		\$	100,000
Original FY20-21 Budget, Expenditures		\$	(977,300)
Adjustments for projection 4-30-20		\$	-
 FY21 Net change		 \$	 117,700
			<u><b>\$ 935,336</b></u>
 <b>Projected Fund Balance: June 30, 2021</b>			
Anticipated Revenues FY21-22:		\$	1,050,000
Budgeted Expenditures FY21-22:		\$	(1,102,000)
 Budgeted Fund Balance, June 30, 2022			 <u><b>\$ 883,336</b></u>
 Purchase of Apparatus (Cash)		 \$	 -
 Projected Fund Balance, June 30, 2022			 <u><b>\$ 883,336</b></u>

Set Asides (S/A)	Set Aside in Prior Years	Set Aside FY 2021-22	Sub-total Set Aside	Purchase from S/A	Reserve Balance	
Set aside for future Public Safety apparatus & equipment	\$ 408,000	\$ 200,000	\$ 608,000	\$ -	\$ 608,000	
Set aside for future Public Safety facility	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	
Balance of set asides			<u>\$ 708,000</u>	\$ -	<u>\$ 708,000</u>	\$ 708,000
 Available Fund Balance after set asides, June 30, 2022						 <u><b>\$ 175,336</b></u>

**City of Orland**  
**2021-2022 Budget - Covid Relief (CV 2 & 3) Fund 05**

2021-2022, Budgeted

Anticipated Revenues	\$ 281,000
Budgeted Expenditures	
ADA Improvements for Library, etc	\$ (161,000)
Grants to Businesses	<u>\$ (120,000)</u>
Total Projected Expenditures/Transfers	<u>\$ (281,000)</u>
Budgeted Fund Balance, June 30, 2022	<u><u>\$ -</u></u>

**City of Orland**  
**2021-2022 Budget - ARPA Fund 06**

Audited Fund Balance, June 30, 2020		\$ -
<u>2020-2021, PROJECTED:</u>		
Revenues		\$ 700,000
Expenditures/Transfers		
Transfer to General Fund	\$ 200,000	
Transfer to Measure A	\$ 100,000	
 Total Projected Expenditures/Transfers		 \$ <u>(300,000)</u>
 Projected Fund Balance June 30, 2021		 \$ 400,000
<u>2021-2022, Budgeted</u>		
Anticipated Revenues		\$ 700,000
Budgeted Expenditures		
Transfer to General Fund	\$ 200,000	
Transfer to Measure A	\$ 100,000	
Façade Improvement	\$ 40,000	
Extend Water and Sewer on West Side	\$ 100,000	
 Total Projected Expenditures/Transfers		 \$ <u>(440,000)</u>
 Budgeted Fund Balance, June 30, 2022		 \$ <u><u>660,000</u></u>

**City of Orland**  
**2021 - 2022 Budget General - Fund Summary and Projections**  
 (Not Including Measure A Public Safety Fund)

Audited Fund Balance, June 30, 2020	\$	1,571,603		
Less: Included in Measure A	\$	(817,636)		
<b>Recognized Fund Balance: June 30, 2020</b>			<b>\$</b>	<b>753,967</b>

2020-2021, PROJECTED:

Original Budget, Revenues			\$	4,692,937
Changes			\$	418,494
Original Budget, Expenditures			\$	(4,719,961)
Changes			\$	(123,402)
<b>Projected Fund Balance: June 30, 2021</b>			<b>\$</b>	<b>1,022,035</b>

2021-2022, Budgeted

Anticipated Revenues			\$	5,460,500
Budgeted Expenditures			\$	(5,397,146)
Revenue Over/(Under) Expenditures:			\$	63,354
<b>Budgeted Fund Balance: June 30, 2022</b>			<b>\$</b>	<b>1,085,389</b>

Budgeted General Fund Reserve Expressed as a Percentage of Budgeted Expenditures 20.1%

	Percentage of Budgeted Expenditures	
Minimum Acceptable General Fund Reserve	25%	\$ 1,349,286
(Under)/Over Acceptable General Fund Reserve		\$ (263,898)
Desired General Fund Reserve	50%	\$ 2,698,573
(Under)/Over Desired General Fund Reserve		\$ (1,349,286)

**City of Orland**  
**2021-2022 Budget - General Fund Revenues**  
 (Not Including Measure A Safety Fund)

Revenue Source	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Projected Revenues	2021-2022 Proposed Budget
<b>Taxes</b>				
Property Taxes	\$1,683,271	\$1,653,000	\$1,752,000	\$1,828,000
Sales Tax	1,973,732	2,027,000	2,000,000	2,166,000
Less Allocation to County		(7,500)		
Prop 172/Public Safety Augmentation	23,318	19,000	23,007	23,000
SLESA Public Safety	155,917	140,000	148,103	148,000
Business Licenses	24,054	22,500	23,793	24,000
Hotel User's Tax (TOT)	76,535	42,000	70,481	72,000
<b>Fines, Forfeitures and State Mandated Cost Reimb.</b>				
	0	20,000		
<b>Investment Income</b>				
	0	3,500	2,000	2,000
<b>Rents and Royalties</b>				
	52,590	55,000	55,520	56,000
<b>Franchise Fees</b>				
	152,288	155,000	157,621	210,000
<b>Solar CREBS Credit, General Fund Portion</b>				
	7,405	15,000	7,155	7,500
<b>Inter Governmental</b>				
				10,000
Library Allocation (County)	67,500	78,000	67,500	78,000
Library Allocation (City of Willows)	82,713	81,741	81,746	84,000
Fire Chief Allocation (County)			60,000	124,000
Fire Dept. Fleet Maint. Reimbursement (County)			10,000	20,000
<b>Charges for Services</b>				
Planning	22,118	8,000	18,184	15,000
Building Permits and Related Charges	65,369	100,000	69,622	85,000
Library Fees	1,514		1,191	
Green Waste Fees	15,667	15,000	18,081	18,000
Recreation, Park & Swim Programs	53,516	23,750	31,407	55,000
<b>Other Revenues and One Time Monies</b>				
ARPA Fiscal Stabilization	577,652	10,000	82,074	0
			200,000	200,000
<b>Administrative Allocation to Enterprise Funds</b>				
	329,000	231,946	231,946	235,000
<b>Totals</b>	<u>\$5,364,159</u>	<u>\$4,692,937</u>	<u>\$5,111,431</u>	<u>\$5,460,500</u>

**City of Orland**  
**2021-2022 Budget- Summary General Fund Expenditures By Department**  
**Department Detailed Expenditures in Following Sections**

Department	2020-2021 Budgeted Expenditures	2020-2021 Projected Expenditures	2021-2022 Budgeted Expenditures
City Council	\$ 58,080	\$ 58,080	\$ 49,100
City Manager	\$ 247,941	\$ 247,941	\$ 285,217
City Clerk	\$ 145,076	\$ 145,076	\$ 154,871
City Accounting	\$ 211,501	\$ 211,501	\$ 244,644
City Attorney	\$ 49,000	\$ 49,000	\$ 49,000
City Planning	\$ 91,000	\$ 152,180	\$ 153,180
City Police	\$ 2,084,755	\$ 2,084,755	\$ 2,282,138
City Fire	\$ 187,468	\$ 187,468	\$ 236,658
City Building Inspection	\$ 129,139	\$ 129,139	\$ 129,190
City Engineer	\$ 27,000	\$ 27,000	\$ 27,000
City Facilities Maintenance	\$ 97,435	\$ 137,435	\$ 391,706
City Streets	\$ 135,675	\$ 135,675	\$ 148,976
City Parks Maintenance	\$ 243,652	\$ 224,652	\$ 253,288
City Fleet Maintenance, After Allocation to Police and Fire	\$ 88,926	\$ 228,298	\$ 110,917
City Recreation/ City Pool	\$ 298,745	\$ 281,945	\$ 317,774
City Library	\$ 543,218	\$ 543,218	\$ 563,488
	<b>Shown Before Reimbursements</b>		
General Fund Portion of Debt Service (*)	\$ 81,350	\$ -	\$ -
	<b><u>\$ 4,719,961</u></b>	<b><u>\$ 4,843,363</u></b>	<b><u>\$ 5,397,146</u></b>

Debt Service Excludes PERS Pension Obligation Bonds and PERS Unfunded Liabilities which are included in individual departments



**City Council**  
**2021-2022 Budget**  
Fund 00, Department 5010

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
013	City Council Members' Stipends	14,800	17,000	17,000	18,000
110	Office Expenses	1,083	1,200	1,200	1,200
120	Special Dept.	8,008			
120	Special Dept. - Chamber of Commerce	16,875	11,250	11,250	11,250
545	Special Dept.- Façade/Signage Cost Share	4,300	10,000	10,000	
122	Special Department Expense - Technology Upgrades	2,773	3,480	3,480	3,500
150	Publications	1,028	1,000	1,000	1,000
160	Communications	193	600	600	600
240	Membership, Other	5,211	4,900	4,900	4,900
240	Membership (3Core)	5,500	5,500	5,500	5,500
122	Website Hosting and Maintenance	0	0	0	0
250	Travel/Training	4,053	2,000	2,000	2,000
280	Insurance/Bonds	984	1,150	1,150	1,150
640	Capital Improvements	205,032			
	Other	5,620			
	Sub total	275,460	58,080	58,080	49,100
<b>Total General Fund Appropriations</b>		<b>\$ 275,460</b>	<b>\$ 58,080</b>	<b>\$ 58,080</b>	<b>\$ 49,100</b>

**City Manager  
2021-2022 Budget  
Fund 00, Department 5050**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 187,313	\$ 180,422	\$ 180,422	\$ 212,128
	PERS Unfunded liability	22,665	35,008	35,008	41,566
110	Office Expenses	2,343	2,000	2,000	2,000
120	Special Departmental	561			
122	Special Departmental-Technology Upgrades	6,393	3,480	3,480	3,480
160	Communications	1,323	1,000	1,000	1,000
210	Professional and Contract Services	1,399	3,000	3,000	2,000
240	Membership and Dues	1,523	1,500	1,500	1,500
250	Travel/Training	1,633	2,000	2,000	2,000
270	Fuel	1,295	800	800	1,200
275	Opportunity Zone Project		1,000	1,000	0
280	Insurance/Bonds	7,800	9,350	9,350	9,350
640	Capital Improvements	41,075			
	Other	17,823			
	Sub total	293,146	239,560	239,560	276,224
291	Pension Obligation Debt Service	8,381	8,381	8,381	8,993
<b>Total General Fund Appropriations</b>		<b>\$ 301,527</b>	<b>\$ 247,941</b>	<b>\$ 247,941</b>	<b>\$ 285,217</b>

**City Clerk  
2021-2022 Budget  
Fund 00, Department 5020**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 117,607	98,271	98,271	119,604
	PERS unfunded liability	\$ 1,284	16,569	16,569	11,709
110	Office Expenses	3,061	2,500	2,500	2,500
120	Special Departmental - Other	462	1,000	1,000	1,000
122	Special Departmental - Technology Upgrades	2,684	3,480	3,480	3,480
125	Election Charges	0	7,000	7,000	0
150	Advertising	48	100	100	100
160	Communications	853	1,000	1,000	1,000
200	Equipment Maintenance		0	0	0
210	Professional and Contract Services	6,357	6,000	6,000	6,000
240	Membership and Dues	215	200	200	200
242	Filings	120			0
250	Travel/Training	399	200	200	200
280	Insurance/Bonds	3,644	4,350	4,350	4,350
	Sub total	136,734	140,670	140,670	150,143
291	Pension Obligation Debt Service	4,406	4,406	4,406	4,728
<b>Total General Fund Appropriations</b>		<b>\$ 141,140</b>	<b>\$ 145,076</b>	<b>\$ 145,076</b>	<b>\$ 154,871</b>

**City Attorney  
2021-2022 Budget  
Fund 00, Department 5040**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
210	Professional Services - Retainer	50,105	47,000	47,000	47,000
	Other		2,000	2,000	2,000
	Sub total	50,105	49,000	49,000	49,000
<b>Total General Fund Appropriations</b>		<b>\$ 50,105</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>

**City Accounting Department  
2021-2022 Budget  
Fund 00, Department 5030**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	153,713	140,331	140,331	152,884
	PERS Unfunded liability	20,293	3,420	3,420	13,497
110	Office Expenses/ Bank Fees	8,359	2,500	2,500	2,500
120	Special Departmental - Other	1,425			
122	Special Departmental - Technology Upgrades	6,393	3,480	3,480	3,480
150	Publications				
160	Communications	960	1,000	1,000	1,000
210	Professional Services-Consultant	22,746	20,000	20,000	30,000
223	Professional Services - Independent Audit	26,700	27,000	27,000	27,000
210	Professional Services - Other	2,500	3,000	3,000	3,000
224	Professional Services - PERS GASB 68	1,650	3,000	3,000	3,000
240	Memberships	110	250	250	250
250	Travel/Training	409	500	500	500
280	Insurance/Bonds				
	Sub total	245,258	204,481	204,481	237,111
291	Pension Obligation Debt Service	7,020	7,020	7,020	7,533
<b>Total General Fund Appropriations</b>		<b>252,278</b>	<b>211,501</b>	<b>211,501</b>	<b>244,644</b>

**City Planning Department  
2021-2022 Budget  
Fund 00, Department 5060**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
110	Office Expenses	3,854	3,000	3,000	3,000
122	Special Departmental-Technology Upgrades	6,393	3,480	3,480	3,480
120	Special Departmental-other	1,577	3,000	3,000	3,000
150	Publications	1,635	2,000	2,000	2,000
160	Communications	893	700	700	700
210	Professional and Contract Services	131,971	58,820	120,000	120,000
210	Contract Services - Chico State GIS		10,000	10,000	11,000
210	City Contribution to LAFCO		10,000	10,000	10,000
232	Filing Fees				
250	Travel/Training		0	0	0
	Sub total	146,323	91,000	152,180	153,180
<b>Total General Fund Appropriations</b>		<b>\$ 146,323</b>	<b>\$ 91,000</b>	<b>\$ 152,180</b>	<b>\$ 153,180</b>

**City Police  
2021-2022 Budget  
Funds 00 and 04, Departments 5110 and 5115**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	1,605,428	1,513,014	1,513,014	1,643,914
	PERS unfunded liability	159,496	177,060	177,060	209,402
110	Office Expenses	3,926	5,500	5,500	5,500
120	Special Dept. Expense - Supplies	10,177	30,000	30,000	30,000
122	Special Department-Technology Upgrades	17,646	4,000	4,000	25,000
160	Communications	3,140			
200	Equipment and Building Maintenance	533			
210	Professional and Contract Services	39,773	30,000	30,000	30,000
222	Animal Control Services from Glenn County	55,000	55,000	55,000	55,000
240	Membership and Dues	628	900	900	900
250	Travel/Training	17,704	20,000	20,000	20,000
270	Fuel	48,373	42,000	42,000	50,000
280	Insurance/Bonds	64,134	76,900	76,900	76,900
285	Interest and Debt Service Expense				
	Fleet Maintenance Allocation		60,000	60,000	60,000
	Sub total		2,014,374	2,014,374	2,206,616
550	Capital Outlay				
291	Pension Obligation Debt Service	70,381	70,381	70,381	75,522
<b>Total General Fund Appropriations</b>		<b>\$ 2,096,339</b>	<b>\$ 2,084,755</b>	<b>\$ 2,084,755</b>	<b>\$ 2,282,138</b>

**City Fire**  
**2021-2022 Budget**  
**Fund 00, Department 5120**  
**(Not Including Measure A Public Safety Fund)**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits*	104,000	132,805	132,805	164,346
	PERS unfunded liability	343	555	555	555
045	Workers' Compensation Insurance (Volunteers)	11,256	11,008	11,008	12,157
110	Office Expenses	293	1,000	1,000	1,000
120	Special Departmental-other	(2,158)			
122	Special Departmental-Technology Upgrades	3,171	1,500	1,500	1,500
160	Communications - Dispatch	-20,288			
170	Utilities	2,580	4,000	4,000	6,500
190	Building Maintenance				
200	Equipment Maintenance				
210	Professional and Contract Services	15,402	12,000	12,000	1,000
250	Travel/Training	38	0	0	0
270	Fuel	5,890	0	0	0
280	Insurance/Bonds	8,016	9,600	9,600	9,600
	Fleet Maintenance Allocation**		15,000	15,000	40,000
	<b>Maintenance and Operations</b>	<b>128,543</b>	<b>187,468</b>	<b>187,468</b>	<b>236,658</b>
550	Capital Outlay	80,793			
<b>Total General Fund Appropriations</b>		<b>\$ 209,336</b>	<b>\$ 187,468</b>	<b>\$ 187,468</b>	<b>\$ 236,658</b>

\*Shared Cost reimbursement with Glenn County per contract projected to be \$124,000

\*\*Shared Cost reimbursement with Glenn County projected to be \$20,000



**City Building Inspection & Code Enforcement  
2021-2022 Budget**

Fund 00, Department 5070

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	26,284	42,555	42,555	41,794
	PERS Unfunded Liability	80	95	95	97
110	Office Expenses	4,564	2,300	2,300	2,300
120	Special Department Expense	2,352	2,000	2,000	2,000
122	Special Department Expense - Technology Upgrades	11,893	3,480	3,480	3,480
160	Communications and Public Notices	1,374	1,400	1,400	1,400
200	Equipment Maintenance and Leases	20	200	200	200
210	Professional Services (Plan Review)	8,490	23,000	23,000	23,000
220	Contract Services (Inspection)	46,391	52,000	52,000	52,000
240	Dues and Memberships	50			200
250	Training and Travel	554			500
270	Gasoline	563	600	600	600
280	Insurance Allocation Other				
	Subtotal	102,615	127,630	127,630	127,571
291	Pension Obligation Debt Service	1,509	1,509	1,509	1,619
<b>Total General Fund Appropriations</b>		<b>\$ 104,124</b>	<b>\$ 129,139</b>	<b>\$ 129,139</b>	<b>\$ 129,190</b>

**City Engineer  
2021-2022 Budget  
Fund 00, Department 5160**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
210	Engineering Services	30,619	27,000	27,000	27,000
	Sub total	30,619	27,000	27,000	27,000
<b>Total General Fund Appropriations</b>		<b>\$ 30,619</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>

**City Facilities Maintenance  
2021-2022 Budget  
Fund 00, Department 5190**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	98,949	56,375	56,375	89,260
	PERS unfunded liability	3,477	4,802	4,802	4,955
110	Office Expenses	1,508	750	750	1,000
120	Special Department Expense	355	2,500	2,500	2,600
170	Utilities	9,601	10,000	10,000	10,500
190	Miscellaneous Supplies and Services	23,022	15,500	15,500	16,500
280	Insurance/Bonds	1,896	2,250	2,250	2,500
640	Capital Improvements (Roofs, Sidewalks, Painting & Waterproofing)		40,000	40,000	260,000
	Sub total	138,808	132,177	132,177	387,315
540	Improvements	1,281	2000	2000	2000
546	Library and Carnegie Center ADA upgrades	1,439	1,000	1,000	
291	Pension Obligation Debt Service	2,258	2,258	2,258	2,391
<b>Total General Fund Appropriations</b>		<b>\$ 143,786</b>	<b>\$ 137,435</b>	<b>\$ 137,435</b>	<b>\$ 391,706</b>

**City Streets Maintenance  
General Fund Portion  
2021-2022 Budget  
Fund 00, Department 5170**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	63,284	247,736	247,736	229,279
	PERS Unfunded liability	11,306	14,696	14,696	15,069
	Less: Gasoline Tax Wages & Benefits		(150,000)	(150,000)	(120,000)
120	Special Departmental	2,996	2,000	2,000	2,100
140	Uniforms	2,049	1,000	1,000	1,100
200	Equipment Maintenance	(7,200)			
280	Insurance/Bonds	7,944	9,500	9,500	9,900
	Sub total	80,379	124,932	124,932	137,448
291	Pension Obligation Debt Service	10,743	10,743	10,743	11,528
<b>Total General Fund Appropriations</b>		<b>\$ 91,122</b>	<b>\$ 135,675</b>	<b>\$ 135,675</b>	<b>\$ 148,976</b>

**Note: The majority of the City's street costs are paid through the Highway Users Tax special revenue fund which is shown separately on page 29.**

**City Parks Maintenance  
2021-2022 Budget  
Fund 00, Department 5250**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	159,539	138,678	138,678	164,895
	PERS Unfunded liability	15,170	17,517	17,517	18,057
110	Office Expenses	155	100	100	150
120	Dept. Expenses - Repair, Supplies & Services	22,290	49,000	30,000	30,000
140	Uniforms	2,050	600	600	650
160	Communications	172	500	500	550
170	Utilities	2,796	1,800	1,800	1,900
200	Equipment Maintenance & Lease	10,106	7,500	7,500	10,000
250	Training and Travel	80			
280	Insurance/Bonds	4,880	5,900	5,900	7,000
270	Fuel		1,000	1,000	1,050
560	Tree Replacement		1,000	1,000	2,000
	Other	1274			
	Sub total	203,342	223,595	204,595	236,252
291	Pension Obligation Debt Service	6,557	6,557	6,557	7,036
640	Capital Outlay		13,500	13,500	10,000
<b>Total General Fund Appropriations</b>		<b>\$ 209,899</b>	<b>\$ 243,652</b>	<b>\$ 224,652</b>	<b>\$ 253,288</b>

**City Fleet Maintenance  
2021-2022 Budget  
Fund 00, Department 5180-5183**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	191,809	63,628	200,000	81,029
	PERS unfunded liability	96	146	146	179
110	Office Expenses				
120	Special Department Expense, Police	27,840	60,000	60,000	62,500
120	Special Department Expense, Fire	26,742	15,000	15,000	40,000
120	Special Department Expense, Public Works	47,694	20,000	20,000	21,000
170	Utilities	-	3,000	3,000	3,200
200	Equipment Maintenance, Other	3,432	3,000	3,000	3,200
291	Pension Obligation Debt Service	2,152	2,152	2,152	2,309
	Sub total	299,765	166,926	303,298	213,417
	Allocation of Expenditures to Specific Departments:				
	Police		(60,000)	(60,000)	(62,500)
	Fire		(15,000)	(15,000)	(40,000)
<b>Total Non Allocated General Fund Appropriations</b>		<b>\$ 299,765</b>	<b>\$ 91,926</b>	<b>\$ 228,298</b>	<b>\$ 110,917</b>

**City Recreation and Pool  
2021-2022 Budget**

**Fund 00, Departments 5260 and 5261**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	207,232	172,821	172,821	175,281
	Salaries and Benefits	5,033	19,261	19,261	19,652
110	Office Expenses	2,822	2,600	2,600	2,600
120	Dept. Expenses - Recreation	16,828	18,000	5,000	12,000
120	Dept. Expenses - Pool related	25,264	5,000	23,000	30,000
122	Special Department-Tech (+RecDesk)	6,393	3,480	3,480	6,880
160	Communications	1,536	3,200	3,200	2,200
170	Utilities	8,639	8,000	6,000	8,000
170	Utilities - Pool related	9,269	9,000	7,000	7,000
190	Building Maintenance	1,579	2,000	2,000	2,000
200	Equipment Maintenance	672	200	200	200
210	Professional and Contract Services	6,285	6,000	6,000	1,200
270	Gas and Oil	1,337	2,000	2,000	1,700
280	Insurance/Bonds	8,456	10,100	10,100	10,100
450/460	Pool Supplies and Water Treatment	25,441	27,800	10,000	29,000
	Other	963			
	Sub total	327,749	289,462	272,662	307,813
540	Capital Outlay				
291	Pension Obligation Debt Service	9,283	9,283	9,283	9,961
<b>Total General Fund Appropriations</b>		<b>\$ 337,032</b>	<b>\$ 298,745</b>	<b>\$ 281,945</b>	<b>\$ 317,774</b>

**City Library**  
**2021-2022 Budget**  
**Fund 00, Department 5200**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	371,274	405,530	405,530	416,859
	PERS unfunded liability	54,627	59,522	59,522	62,161
110	Office Expenses	3,728	4,500	4,500	4,500
120	Special Department Expense	7,747	10,500	10,500	10,500
122	Special Department-Technology Upgrades	1,033	3,250	3,250	3,480
160	Communications	2,477	2,000	2,000	2,000
170	Utilities	13,504	10,000	10,000	13,000
200	Equipment Maintenance	1,608	2,200	2,200	4,000
210	Professional and Contract Services	8,588	8,000	8,000	8,000
250	Travel/Training	1,800	2,400	2,400	2,400
280	Insurance/Bonds	14,940	17,900	17,900	17,900
	Sub total	481,326	525,802	525,802	544,800
	ADA Corrections, Library Facilities Capital Outlay Pension Obligation Debt Service	17,416	17,416	17,416	18,688
<b>Total General Fund Appropriations</b>		<b>\$ 498,742</b>	<b>\$ 543,218</b>	<b>\$ 543,218</b>	<b>\$ 563,488</b>



**City of Orland**  
**2021-2022 Budget -- Water Enterprise Operating & Capital Replacement**

Description	2019-2020 Actual	2020-2021 Budget	2020-2021 Projected	2021-2022 Proposed
<b>Revenues</b>				
Water Service Fees	1,620,438	1,660,000	1,660,000	1,670,000
Water Line Foot Charges, Capacity & Meter Hook-up Fees	15,290	78,900	0	84,100
Grant and Other Revenues	59,833		5,000	5,000
<b>Total Revenues</b>	<b>\$ 1,695,561</b>	<b>\$ 1,738,900</b>	<b>\$ 1,665,000</b>	<b>\$ 1,759,100</b>
<b>Personnel Services including wages and benefits</b>				
PERS unfunded liability	33,466	39,606	39,606	40,814
<b>Operating</b>				
Office Expenses	13,833	12,000	11,000	12,480
Special Departmental Supplies and Tools	30,169	-	50,000	5,000
Special Departmental Technology Upgrades	14,696	3,480	3,480	12,000
Uniform and Boot Allowance	3,353	1,700	1,700	1,768
Communications	8,393	9,800	9,800	10,192
Utilities	119,604	90,000	120,000	122,000
Rents and Leases	12,000	12,000	12,000	12,480
Equipment Maintenance	15,866	20,000	20,000	20,800
Professional and Contract Services	55,693	50,000	40,000	50,000
Membership/Dues	7,445	7,000	9,800	9,800
Non Capitalized Equipment	67,148		15,000	15,000
Training and Travel	2,102	2,000	2,000	2,080
Fuel	22,011	20,000	20,000	26,000
Insurance Allocation	11,588	9,300	9,300	9,700
Pension Obligation Debt Service	17,407	17,407	17,407	18,678
SGMA JPA Cost Share		4,000	4,000	6,000
Supplies	54,447	41,000	41,000	60,000
Water Treatment	8,686	9,000	9,000	9,360
Administrative Allocation	187,300	139,673	139,673	141,000
<b>Total Operating Expenditures</b>	<b>1,036,765</b>	<b>954,965</b>	<b>1,041,765</b>	<b>1,041,165</b>
<b>Other Expenditures</b>				
Capital Outlay	86,443	194,100	194,100	250,000
Water Meters at Parks		35,000	35,000	-
Debt Service	172,802	205,500	205,500	239,759
<b>Total Other Expenditures</b>	<b>259,245</b>	<b>434,600</b>	<b>434,600</b>	<b>489,759</b>
<b>Total Expenditures</b>	<b>1,296,010</b>	<b>1,389,565</b>	<b>1,476,365</b>	<b>1,530,925</b>
<b>Revenue in Excess of Expenditures</b>	<b>\$ 399,551</b>	<b>\$ 349,335</b>	<b>\$ 188,635</b>	<b>\$ 228,175</b>

**City of Orland**  
**2021- 2022 Budget -- Sewer Enterprise Operating & Capital Replacement**

Description	2019-2020 Actual	2020-2021 Budget	2020-2021 Projected	2021-2022 Proposed
<b>Revenues</b>				
Sewer Service Fees	1,141,851	1,100,000	1,160,000	1,175,000
Capacity and Hook Up Charges	29,906	84,500	0	77,900
Other Revenues	22,452		5,000	5,000
<b>Total Revenues</b>	<b>1,194,209</b>	<b>1,184,500</b>	<b>1,165,000</b>	<b>1,257,900</b>
<b>Personnel Services including wages and benefits</b>				
Personnel Services including wages and benefits	290,493	340,605	340,605	328,703
PERS unfunded liability	17,504	19,588	19,588	20,200
<b>Operating</b>				
Office Expenses	13,858	12,000	12,000	12,500
Special Departmental Supplies and Tools	24,540	0	40,000	5,000
Special Departmental Technology Upgrades	8,932	3,480	3,480	3,620
Uniform and Boot Allowance	3,353	1,700	1,700	1,700
Memberships and Dues	20,273	20,000	20,000	25,000
Communications	2,184	2,000	2,000	2,100
Utilities	8,229	10,000	10,000	10,400
Rents and Leases	12,000	12,000	12,000	12,480
Equipment/Building Maintenance	65,962	33,000	35,000	34,320
Professional and Contract Services	52,780	14,000	14,000	14,560
State Regulatory Fees		15,000	15,000	15,600
Training and Travel	1,695	600	600	2,000
Fuel	22,011	19,000	19,000	25,000
Non Capitalized Equipment	2,835		15,000	20,000
Insurance Allocation	10,112	8,300	8,300	8,632
Pension Obligation Debt Service	11,959	11,959	11,959	12,832
Supplies	39,851	40,000	40,000	50,000
Water Treatment	209	1,000	1,000	1,040
<b>Administrative Allocation</b>	<b>128,500</b>	<b>78,673</b>	<b>78,673</b>	<b>80,000</b>
<b>Total Operating Expenditures</b>	<b>737,280</b>	<b>642,905</b>	<b>699,905</b>	<b>685,687</b>
<b>Other Expenditures</b>				
Capital Outlay, Capitalized	992,048	213,600	213,600	85,000
Environmental Study		50,000	50,000	-
Debt Service	170,745	226,600	226,600	262,827
<b>Total Other Expenditures</b>	<b>1,162,793</b>	<b>490,200</b>	<b>490,200</b>	<b>347,827</b>
<b>Total Expenditures</b>	<b>1,900,073</b>	<b>1,133,105</b>	<b>1,190,105</b>	<b>1,033,514</b>
<b>Revenue in Excess of Expenditures</b>	<b>(\$705,864)</b>	<b>\$51,395</b>	<b>(\$25,105)</b>	<b>\$224,386</b>

**City of Orland**  
**2021-2022 Budget -- Industries Sewer Enterprise**

Description	2019-2020 Actual	2020-2021 Budget	2020-2021 Projected	2021-2022 Proposed
<b>Revenues</b>				
Sewer Service Fees from Olive Processors		74,164	150,000	81,929
Interest Income Allocation	2,443			
<b>Total Revenues</b>	<u>2,443</u>	<u>74,164</u>	<u>74,164</u>	<u>81,929</u>
<b>Personnel Services including wages and benefits</b>				
PERS unfunded liability	3,289	46,660 3,746	46,660 3,746	53,253 3,925
<b>Operating</b>				
Special Departmental Supplies and Tools		100	100	150
Uniform Allowance	2,050	1,100	1,100	1,150
Utilities	6,326	3,500	3,500	3,650
Rents and Leases	1,800	1,800	1,800	1,900
Professional and Contract Services	9	700	700	750
Insurance Allocation	296	1,000	1,000	1,050
PERS Side Fund Debt Service	1,958	1,958	1,958	2,101
Engineering funding agreements				20,000
Industrial pond meter				10,000
<b>Administrative Allocation</b>	13,200	13,600	13,600	14,000
<b>Total Expenditures</b>	<u>28,928</u>	<u>74,164</u>	<u>74,164</u>	<u>111,929</u>
<b>Revenue in Excess of Expenditures</b>	<u>\$ (26,485)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (30,000)</u>

**City of Orland Street Funds -- Gas Tax  
2021 - 2022 Budget**

	HUTA and RSTP Fund	STIP Fund	S.B. 1 Road Maint. Rehab Fund	<u>Totals</u>
<b>Audit Balance, June 30, 2020</b>	\$ 69,350	\$ -	\$ 258,670	\$ 328,020
Anticipated Revenues, 2020-2021	\$ 296,800	\$ 545,000	\$ 148,782	\$ 990,582
Budgeted Expenditures, 2020-2021	\$ (295,800)	\$ (545,000)	\$ (337,840)	\$ (1,178,640)
<b>Projected Fund Balances at June 30, 2021</b>	<u>\$ 70,350</u>	<u>\$ -</u>	<u>\$ 69,612</u>	<u>\$ 139,962</u>
<b>2021-22 BUDGET</b>				
Estimated HUTA Apportionments Payable -- State of CA	\$ 177,800		\$ 142,700	\$ 320,500
Projected RSTP Revenues	\$ 100,000			\$ 100,000
Projected STIP Revenues				\$ -
<b>Total Projected Revenues</b>	<u>\$ 277,800</u>	<u>\$ -</u>	<u>\$ 142,700</u>	<u>\$ 420,500</u>
City Engineer and Other Administrative Costs				\$ -
Street Wages & Benefits Allocation	\$ 120,000			\$ 120,000
Street Lighting and Utilities Allocation	\$ 75,000			\$ 75,000
Road Patching and Sealing (SB-1 Shasta Street)	\$ 40,000		\$ 46,000	\$ 86,000
Planning for Road M1/2 Construction			\$ 70,000	\$ 70,000
Equipment Maintenance				\$ -
Street Related Capital Additions	\$ 113,000			\$ 113,000
Public Works Related Debt Service				\$ -
Repair commercial routes in the downtown area			\$ 46,800	\$ 46,800
<b>Total Budgeted Expenditures</b>	<u>\$ 348,000</u>	<u>\$ -</u>	<u>\$ 162,800</u>	<u>\$ 510,800</u>
<b>Projected Balance at June 30, 2022</b>	<u>\$ 150</u>	<u>\$ -</u>	<u>\$ 49,512</u>	<u>\$ 49,662</u>

**City of Orland**  
**2021-2022 Budget -- Library Memorial and Hanbery Trust Fund**

<b>Projected Fund Balance at July 1, 2021</b>	\$ 82,797
Estimated Donations	600
Estimated Interest Income for the Year	120
Less: Special Departmental - Publications	(5,000)
	<hr/>
<b>Anticipated Balance at June 30, 2022</b>	<u><u>\$ 78,517</u></u>

**City of Orland**  
**Established, Authorized and Unfunded Positions**  
**For the Fiscal Year 2020-2021**

Established Position Titles	Optimal Staffing	Contract Professionals	Funded Employees	Unfunded Positions
City Manager	1.0		1.0	
Administrative Services Manager/Grants	1.0		1.0	
City Clerk/AP	1.0		1.0	
City Attorney	0.5	0.5		
City Engineer	0.5	0.5		
City Planner	0.5	0.5		
Accounting Consultant	0.5	0.5		
Accounting Manager/Grants Admin	1.0		1.0	
Accounting Tech II	2.0		0.5	
Accounting Tech I	1.0		0.0	
Admin Tech I	0.5		0.5	
Community Services Director	1.0			1.0
City Building Official	1.0			1.0
Building Inspector	1.0	0.5		0.5
Code Enforcement Officer	0.5	0.5		
Permit Tech	1.0		0.5	0.5
Chief of Police	1.0		1.0	
Police Sergeants	2.0		2.0	
Police Patrol Officers (1 Funded by COPs Grant)	9.0		9.0	0.0
Detective	1.0			1.0
GLNTFF Officer	1.0			1.0
School Resource Officer	1.0			1.0
Police Clerk/Records	1.0		1.0	
Community Service Officer/Evidence Technician	1.0		1.0	
Police-Fire shared Admin	1.0		1.0	
Fire Chief	1.0		1.0	
Director of Public Works	1.0		1.0	
Public Works Supervisor / Foreman	1.0		1.0	
Admin Support/Grants/Cust Svc	0.5		0.5	
Water Treatment Operator	2.0		1.0	1.0
Wastewater Treatment Operator	2.0		1.0	1.0
Equipment Mechanic	2.0		3.0	
Equipment Operator	1.0			1.0
Maintenance Workers	8.0		7.0	
Facilities Custodian	1.0		1.0	
Green Waste Operator	0.5		0.5	
Recreation Director	1.0		1.0	
Recreation Assistant PT (+ seasonal help)	0.5		0.5	
City Librarian (shared with Willows)	1.0		1.0	
Assistant Librarian	1.0			1.0
Librarian - Technician III Cataloguer	1.0		1.0	
Library Technician II	2.0		1.0	1.0
Childrens' Librarian	1.0		1.0	
Library Assistants ( 2PT @ .5 = 1 FTE)	1.0		1.0	
<b>Totals</b>	<b>60.5</b>	<b>3.0</b>	<b>44.0</b>	<b>11.0</b>

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**CITY OF ORLAND OBJECTIVES FY 21-22  
FUNDED PROJECTS & CAPITAL OUTLAYS**

**Adopted June 7, 2021**

Priorities	More Important	Less Important
<b>More Urgent</b>	Radio dispatch system phase 2 upgrade \$120k ARPA+Meas A	Complete Rec Trail phase II (State Parks grant) <i>pending grant</i>
	Engineering design for water storage, well, test wells (State Revolving Fund Planning Funds) \$250k	Housing Elem, VMT/Safety Elem/EJ Gen Plan Update <i>grant funded</i>
	Complete upgrade SR32/M½ lift station \$45k	ADA improvements for Library \$80k - ARPA
	Repair / replace Lely field lighting \$15-300k	Implement SCADA for Sewer System \$40k
	Overlay Shasta Street (SB1 funds) \$116k	
	Engineering design of traffic signal and intersection Newville/Commerce \$80k	
<b>Less Urgent</b>	Site Plan and budget future Public Safety Facility \$30k	Build Pump Track (Parks impact fees) \$15k
	Replace 15 oldest fire hydrants \$40k	Restore Lollipop Land/Castle restroom (DIF) \$10k
	Set plan w/funding agreements for brine ponds \$20k	
	Add meter for industrial ponds inflow \$10k	
	Create flexible 10-year fiscal forecast tool N/A	

## UNFUNDED OBJECTIVES, PROJECTS & CAPITAL OUTLAYS

*Expenditures deferred pending availability of funding—not necessarily in order of priority*

### Deferred to future years:

Upgrade softball fields fencing, grading	Parks – GenFund or Parks DIF	\$ TBD
Replace City Manager vehicle	Allocated	\$ 25k
Replace Building Inspector vehicle	GenFund-Building	\$ 25k
Multi-tenant freeway sign	Offset by future rent revenue	\$200k
Welcome to Orland sign – east entrance SR32	GenFund	\$ 20k
GIS inventory for Public Works infrastructure	Allocated	\$ 20k
Water main infrastructure upgrades (Design of multiple projects)	TBD	\$100k
Road M-1/2 Street Improvements (design of improvements)	State Funded - STIP FY22/23	\$ 70k



**City of Orland**  
**Debt Obligations 2021 - 2022**  
**Schedule of Payments**

Issuer	Item[s] Financed	Original Loan Amount	% Rate	Loan End Date	FY 21-22 Payments	Payments allocated to funds:				Remaining Balance June 30, 2022
						General Fund	Measure A - Safety	Water	Sewer	
Bank of Mellon	Pension Bond -- Side Fund	1,270,200	4.4	2022	179,400	130,330		25,700	15,400	-
PNC	FD Ladder Truck	655,090	3.0	2026	76,698		76,698			293,823
Umpqua	OPW Equip	732,791	5.0	2022	160,932	25,749		67,591	67,591	39,984
Umpqua	Bucket truck	105,481	4.0	2022	17,244	17,244				1,433
Umpqua	OPW Equip	8,697	4.7	2023	1,861			931	931	1,750
Umpqua	Police Vehicles	227,986	4.7	2023	51,317		51,317			45,876
Umpqua	Police Vehicles	161,401	4.5	2024	36,069		36,069			60,613
Umpqua	Police Vehicles	119,377	3.4	2025	27,080		28,859			72,805
Umpqua	Blue Frog Project	854,101	5.0	2024	137,219				137,219	296,870
3CORE	5th St Parking Lot	115,000	3.0	2028	11,423	11,423				60,263
Umpqua	Energy Efficiency	866,000	3.0	2032	72,812	13,834		57,521	1,456	653,019
Umpqua	Solar Project, NET OF CREBs	1,575,066	1.9	2032	114,950	21,840		52,880	40,230	1,137,006
SWRF	Eva Well	1,160,268	0.0	2048	35,136			35,136		913,558
<b>Total:</b>		<b>7,851,458</b>			<b>922,141</b>	<b>220,420</b>	<b>192,943</b>	<b>239,759</b>	<b>262,827</b>	<b>3,577,000</b>

NOTE:

Subtotals:	Pension	179,400
	Fire Dept	76,698
	Police	114,466
	Public Works Equip	180,037

**City General Fund and Measure A Debt Service**  
**2021-2022 Budget**  
Fund 00, Department 9000

Previously included in separate department line items  
Excludes PERS Pension Obligation Bonds and PERS Unfunded Liabilities

**GENERAL FUND:**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
285	Loan from Water Fund	14,400	14,400	16,800	16,800
805	ALTEC Lease Payable	\$ 17,244	6,900	17,250	17,250
810	3CORE	\$ 11,495	11,500	11,450	11,450
815	Clean Energy Efficiency Loan (General Fund Portion)	13,850	13,800	13,800	13,800
825	Public Works Equipment Loan (General Fund Portion)	\$ 109,138	12,900	25,750	25,750
835	Solar Energy Loan (General Fund Portion)	29,769	29,800	21,850	21,850
<b>Total General Fund Appropriations</b>		<b>\$ 177,966</b>	<b>\$ 89,300</b>	<b>\$ 106,900</b>	<b>\$ 106,900</b>

**MEASURE A FUND:**

Object Code	Description	2019-2020	2020-2021	2020-2021	2021-2022
		Actual	Budget	Projected	Proposed
820	Fire Engine Lease/Purchase, Includes Set Aside	\$ 153,400	154,000	153,400	200,000
830	Police Vehicles Lease/Purchase	\$ 89,247	116,000	116,250	116,250
<b>Total Measure A Fund Appropriations</b>		<b>\$ 62,732</b>	<b>\$ 270,000</b>	<b>\$ 269,650</b>	<b>\$ 316,250</b>

**CITY OF ORLAND**

**CITY COUNCIL AGENDA ITEM #: 7.D.**

**MEETING DATE: June 7, 2021**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** End of Covid-19 City Local Emergency (Discussion/Action)

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Council will consider ending the local emergency declared in March 2020.

**BACKGROUND**

Cities declare local emergencies in order to highlight urgency and qualify for aid from county, state and federal sources. Under a Shelter-in-Place order at the time, Orland City Council declared a local emergency in March 2020 due to existing and threatened effects of the Covid-19 pandemic.

**DISCUSSION**

The local effects of the pandemic were substantial and are well known, Glenn County recently concluded its declaration of local emergency. The State of California plans to conclude its color-coded system of restrictions and reopening guidelines on June 15<sup>th</sup>, returning most aspects of daily life to pre-Covid normalcy.

This does not mean the pandemic is over. Glenn County Public Health continues to monitor the Covid situation and advise County residents and agencies accordingly.

Attachment: Resolution 2021-13

**RECOMMENDATION:**

Move to end the local state of emergency declared by Resolution 2020-02 (Covid) by adoption of Resolution 2021-13.

**Fiscal Impact:**

N/A

RESOLUTION NO. 2021-13  
RESOLUTION PROCLAIMING AN END TO THE LOCAL STATE OF EMERGENCY  
RELATED TO THE COVID-19 PANDEMIC

WHEREAS, Resolution 2020-02 passed by the Orland City Council on March 16, 2020, declared a local emergency due to the existence or threatened conditions related to the Covid-19 pandemic; and

WHEREAS, said emergency was deemed to continue to exist until its termination would be proclaimed by the City Council; and

WHEREAS, City staff have since that time worked within guidelines published by Glenn County Public Health and California Department of Public Health to provide consistent and high-quality public safety and quality of life services to Orland residents; and

WHEREAS, the City took numerous actions to keep businesses informed, provide allowance for outdoor dining, and facilitate relief grants for local businesses; and

WHEREAS, the City applied for and is receiving relief funding from State and Federal sources; and

WHEREAS, the City and its residents participated in stay-at-home orders, testing, and reopening of the local economy, with over 36% of residents now fully vaccinated; and

WHEREAS, Glenn County's pandemic results improvement moved it from the Red Tier (more restrictive) to the Orange Tier (less restrictive) of the State Blueprint for a Safer Economy on April 28, 2021; and

WHEREAS, Glenn County Department of Public Health officials now believe the ongoing pandemic is sufficiently under control and within the resources of the local health system; and

WHEREAS, the County demobilized its emergency operations center (EOC) on April 8<sup>th</sup> and its CAO declared an end to the County Local Emergency on May 26, 2021.

NOW THEREFORE BE IT RESOLVED, the City Council hereby declares and proclaims an end to the local state of emergency established by City of Orland Resolution 2020-02 related to the effects of the ongoing Covid-19 pandemic.

THIS RESOLUTION was passed by the Orland City Council at a regular meeting held on June 7<sup>th</sup> 2021 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

ATTEST:

\_\_\_\_\_  
Bruce T. Roundy, Mayor

\_\_\_\_\_  
Janet Wackerman, City Clerk