



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

Tuesday, November 2, 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.

This City Council meeting will be held at Carnegie Center, 912 Third Street, Orland and teleconferenced using Zoom technology in compliance with current Executive Orders. All Councilmembers and City staff will be participating in person.

The public may participate in the meeting at Carnegie Center, by telephone or access the video via Zoom.

Please call: 1 (669) 900-9128 Webinar ID#: 885 7857 1247

1. CALL TO ORDER – 6:30 P.M.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL AND WRITTEN COMMUNICATIONS

A. Public Comments:

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor. However, no formal action or discussion will be taken unless placed on a future agenda. 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. PRESENTATION: Flavored Tobacco Products – Esther Craig, Project Director, Glenn County Alliance for Protection (GCAP)

6. CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for October 19, 2021.
- C. Receive and file Arts Commission minutes of September 15, 2021

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. PUBLIC HEARING

Habitat for Humanity seeks to purchase the Orlanda Inn Motel at 827 Newville Road in the City of Orland to renovate and build up to 30 units of affordable housing funding from the State Homekey grant. The purpose of this public hearing is to inform and give residents an opportunity to make their comments known of the proposed activities/application.

8. ADMINISTRATIVE BUSINESS

- A. Adopt Resolution 2021-24 Authorizing Application for Federal Excess Personal Property Program (Discussion/Action) – Justin Chaney, Fire Chief
- B. Determine Interest In City Seat on Golden State Risk Management Authority Board (Discussion/Direction) – Jennifer Schmitke, Deputy City Clerk
- C. Verbal Update on Drought Conditions and Water Connection Project (Discussion/Direction) – Pete Carr, City Manager

9. CITY COUNCIL COMMUNICATIONS AND REPORTS

10. CLOSED SESSION

- A. Public Comments: The public will have an opportunity to directly address the legislative body on the item below prior to the Council convening into closed session. Public comments are generally restricted to three minutes.
- B. Conference with Real Property Negotiators, Pursuant to Government Code Section 54956.8: the City Council will hold a Closed Session. More specific information regarding this meeting is indicated below:

PROPERTY: APN 046-290-004
AGENCY NEGOTIATOR: Pete Carr, City Manager
NEGOTIATING PARTIES: Nancy A. Villalobos Trust
UNDER NEGOTIATION: Price and terms of payment

PROPERTY: APN 047-070-037
AGENCY NEGOTIATOR: Pete Carr, City Manager
NEGOTIATING PARTIES: Brett Hightower
UNDER NEGOTIATION: Price and terms of payment

11. RECONVENE TO REGULAR SESSION

12. REPORT FROM CLOSED SESSION

13. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on October 28, 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 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.



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WARRANT LIST

November 2, 2021

Warrant	10/28/21	\$	88,942.15
Payroll Compensation	10/21/21	\$	115,625.05
PERS	10/26/21	\$	23,402.98
		\$	<u>227,970.18</u>

APPROVED BY

Bruce T. Roundy, Mayor

Jeffrey A. Tolley, Vice-Mayor

Dennis Hoffman, Councilmember

William "Billy" Irvin, Councilmember

Chris Dobbs, Councilmember

REPORT.: Oct 28 21 Thursday
 RUN...: Oct 28 21 Time: 13:31
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 10-21 thru 10-21 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
054370	10/27/21	GLE14	GLENN COUNTY	-17.00	102821u	Ck# 054370 Reversed
054433	10/27/21	REF00	REFORMA	-125.00	640u	Ck# 054433 Reversed
054447	10/27/21	\M003	VANESSA MERCADO	-.26	000C11001u	Ck# 054447 Reversed
054448	10/27/21	TIM01	Timios Title Company	400.00	10/20/21H	PRELIMINARY TITLE REPORT FOR APN#046-290-004
054449	10/28/21	AMA01	Amazon	1049.91	10/10/21	LIB/BOOKS, AUDIO, DVD
054450	10/28/21	ATT05	A T & T	150.46	17155757	FD MEASURE A/PHONES
054451	10/28/21	ATT06	A T & T	23.40 23.40 23.40 868.86 272.80	2021/10 10/10/21 10/12/21 10/19/21 10/20/21	PW/AIRPORT LIFTSTATION PW/HEARTLAND LIFT STATION PW/WHITEHAWK LIFT STATION MULTI-DEPTS/PHONE PW/WELL COMMUNICATION
			Check Total.....:	1211.86		
054452	10/28/21	ATT07	A T & T	33.36	10/7/21	PW/SHOP
054453	10/28/21	ATT10	AT&T MOBILITY (FIRST NET)	98.52 144.36	100221 10/02/21	FD MEASURE A/PHONES FOR CITY ENGINE PW/CELL PHONE USAGE
			Check Total.....:	242.88		
054454	10/28/21	BAS00	Basic Laboratory, Inc	2039.20	10/26/21	PW/WATER LAB SERVICES
054455	10/28/21	CAL28	CALIFORNIA APPRAISALS	3500.00	2021D-26	COUNTY ROAD 200 APPRAISAL
054456	10/28/21	CHI00	CHICO ENTERPRISE-RECORD	497.43	10/11/21	LIB/NEWSPAPER RENEWAL
054457	10/28/21	CIT01	City of Corning	4564.35	10012021	FD MEASURE A/DISPATCH
054458	10/28/21	CLE05	JUDY CLEVER	32.12	10/17/21	AC/REIMBURSEMENT FOR GALLERY MATERIALS
054459	10/28/21	COR04	CORBIN WILLITS SYSTEMS	508.34	00C110151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
054460	10/28/21	DOB01	CHRIS DOBBS	300.00	OCT 2021	CITY COUNCIL STIPEND
054461	10/28/21	DUR03	Durham-Pentz Truck Center	94.00	104359	PW/VEHICLE SNAP TESTS # 69 & 54
054462	10/28/21	ECO01	ECORP CONSULTING, INC	30885.00	4647&4605	PROFESSIONAL SERVICES, GRANTS & MAVERIK
054463	10/28/21	FAI01	FAIL SAFE TESTING, LLC	1769.75	11853	FD MEASURE A/ANNUAL GROUND LADDERS INSPECTION
054464	10/28/21	FLE04	FLEMING, JOHN	1788.00	10/13-26	BD/INSPECTION SERVICES
054465	10/28/21	GLE36	GLENN CO FARM BUREAU	30.00	11/10/21	COUNCIL/ANNUAL MEETING
054466	10/28/21	HOF00	DENNIS G. HOFFMAN	300.00	OCT 2021	CITY COUNCIL STIPEND
054467	10/28/21	IRV00	BILLY IRVIN	300.00	OCT 2021	CITY COUNCIL STIPEND
054468	10/28/21	JCN00	J.C. NELSON SUPPLY	215.80	764031	PW-BM/CLEANING SUPPLIES
054469	10/28/21	KEL01	KELLER SUPPLY COMPANY	1030.00	578,829	PW/MULTI-CHLOR
054470	10/28/21	LCA00	LC ACTION	1789.10	431701	PD/LED FLASHLIGHTS
054471	10/28/21	LIN00	LINCOLN AQUATICS	1990.56	9426&0380	REC/CHEMICALS
054472	10/28/21	MCM00	McMaster-Carr	235.95	66963977	PW/SHOP SUPPLIES
054473	10/28/21	MEZ00	JODY MEZA	227.78	10/27/21	LIB/MILEAGE & REIMBURSEMENT FOR CHILDREN SUPPLIES
054474	10/28/21	ORL12	Orland-Laurel Masonic Hal	400.00	NOV 2021	AC/RENT
054475	10/28/21	ORL15	Orland Saw & Mower	46.19	42601	FD MEASURE A/CHAIN SHARPENING, FIRE, RED WEDGE
054476	10/28/21	PGE00	PG&E	16171.53 9.55 21.95 71.50 340.10	10/6/21 10/8/21 10/12/21 10/19/21 10/20/21	MULTI-DEPTS/UTILITY USAGE REC/STANDBY POWER PW/WALKER ST PEDESTAL PW/TRAFFIC CONTROL PW/ROAD MM LIFTSTATION
			Check Total.....:	16614.63		
054477	10/28/21	QUI02	QUILL CORP.	533.67	1979&7959	MULTI-DEPT/OFFICE SUPPLIES
054478	10/28/21	RED00	REDDING-EUREKA FREIGHTLIN	1128.76 291.91	5006,4332 5465,4332	PW-FLEET/TRAILER & SWEEPER FD MEASURE A/TRUCK PARTS
			Check Total.....:	1420.67		
054479	10/28/21	ROB02	CHARLES ROBBINS	10.00	10/26/21	REIMBURSEMENT FOR WATER

REPORT.: Oct 28 21 Thursday
 RUN....: Oct 28 21 Time: 13:31
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 10-21 thru 10-21 Bank Account.: 1001

PAGE: 002
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
054480	10/28/21	ROM00	ARNIE ROMERO	200.00	10/20/21	PW/PHYSICAL REIMBURSEMENT
				1060.46	10/22/21	AC/CITY GAP REIMBURSEMENT
			Check Total.....:	1260.46		
054481	10/28/21	ROU00	BRUCE T. ROUNDY	300.00	OCT 2021	CITY COUNCIL STIPEND
054482	10/28/21	SAC01	SACRAMENTO VALLEY MIRROR	36.60	453	LEGAL NOTICE FOR ORDINANCE
054483	10/28/21	SON05	Sonsray Machinery	397.05	P28976-04	PW/LOADER PARTS 71 & 72
054484	10/28/21	STA03	STATE BOARD OF	350.00	10/27/21	SUNNY/TAX AREA SVCS SECMIC59
054485	10/28/21	TIA00	TIAA COMMERCIAL FINANCE,	413.93	8518447	MULTI-DEPTS/COPIER LEASE
054486	10/28/21	TOL04	JEFFREY TOLLEY	300.00	OCT 2021	CITY COUNCIL STIPEND
054487	10/28/21	TRA02	TRANSAMERICA	627.00	OCT 2021	SUPPLEMENTAL INSURANCE
054488	10/28/21	VER03	Verizon Wireless	228.06	90801077	PW-SCADA COMPUTER, IPAD, & PD-LAPTOP
				78.54	890801078	REC/CELL PHONE USAGE
			Check Total.....:	306.60		
054489	10/28/21	WEL02	Wells Fargo Vendor Fin Se	199.34	17298496	BD-PLAN/COPIER LEASE
054490	10/28/21	WES16	West Mitsubishi	90.00	6321,6324	FD MEASURE A/SMOG FOR TRUCKS 40 & 29
054491	10/28/21	WEX00	WEX BANK	62.75	212565REC	REC/FUEL
				48.46	5212565BD	BD/FUEL
				2313.35	5212565FD	FD/FUEL
				4773.75	5212565PD	PD/FUEL
				3394.11	5212565PW	PW/FUEL
			Check Total.....:	10592.42		
			Cash Account Total.....:	88942.15		
			Total Disbursements.....:	88942.15		
			Cash Account Total.....:	.00		

REPORT.: 10/21/21
 RUN....: 10/21/21 Time: 14:38
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14290	10/21/21	10/20/21	COM01	COMBS, DANIEL T	10-21	04-22	293.63
14291	10/21/21	10/20/21	FIC00	FICHTER, QUENTIN	10-21	04-22	1711.10
14292	10/21/21	10/20/21	ORO02	OROZCO, EVVEN	10-21	04-22	441.00
14293	10/21/21	10/20/21	WAT03	WATHEN, AIDEN	10-21	04-22	70.00
14294	10/21/21	10/20/21	WAT04	WATHEN, MIDASIA	10-21	04-22	45.50
Z04362	10/21/21	10/20/21	ALV01	ALVA, MICAELA	10-21	04-22	1760.12
Z04363	10/21/21	10/20/21	AND00	ANDRADE, EDGAR	10-21	04-22	2642.29
Z04364	10/21/21	10/20/21	BAL00	BALDRIDGE, THEA	10-21	04-22	112.00
Z04365	10/21/21	10/20/21	CAR02	CARMON, GRANT E	10-21	04-22	3748.35
Z04366	10/21/21	10/20/21	CAR03	CARR, PETER R	10-21	04-22	5769.23
Z04367	10/21/21	10/20/21	CES00	CESSNA, KYLE A	10-21	04-22	5462.41
Z04368	10/21/21	10/20/21	CHA01	CHANEY, JUSTIN	10-21	04-22	3745.39
Z04369	10/21/21	10/20/21	CON00	CONTRERAS, ISAAC	10-21	04-22	70.00
Z04370	10/21/21	10/20/21	CRA00	CRANDALL, JEREMY	10-21	04-22	353.08
Z04371	10/21/21	10/20/21	ESP00	ESPINOSA, LETICIA	10-21	04-22	1927.65
Z04372	10/21/21	10/20/21	FEN03	FENSKE, JOSEPH H	10-21	04-22	2911.84
Z04373	10/21/21	10/20/21	FLO00	FLORES, JOSE D	10-21	04-22	3292.54
Z04374	10/21/21	10/20/21	FUL00	FULLMORE, KRISTOPHER	10-21	04-22	3160.98
Z04375	10/21/21	10/20/21	GAM00	GAMBOA, YADIRA	10-21	04-22	261.72
Z04376	10/21/21	10/20/21	GUE01	GUERRERO, DEYSY D	10-21	04-22	2398.81
Z04377	10/21/21	10/20/21	GUE02	GUERRERO, JORGE	10-21	04-22	2107.64
Z04378	10/21/21	10/20/21	HAR00	ZOLLERHARRIS, TRAVIS	10-21	04-22	1905.30
Z04379	10/21/21	10/20/21	JOH01	JOHNSON, SEAN KARL	10-21	04-22	5019.62
Z04380	10/21/21	10/20/21	LED00	LEDAY, JESSICA E	10-21	04-22	3308.60
Z04381	10/21/21	10/20/21	LOW00	LOWERY, KATHERINE	10-21	04-22	2862.08
Z04382	10/21/21	10/20/21	MAR02	MARTINDALE, RYAN EUGENE	10-21	04-22	2310.06
Z04383	10/21/21	10/20/21	MEJ00	APARICIO, LILIA MEJIA	10-21	04-22	2061.93
Z04384	10/21/21	10/20/21	MEZ00	MEZA, JODY L	10-21	04-22	3973.50
Z04385	10/21/21	10/20/21	MIL00	MILLS, DARYL A	10-21	04-22	3005.20
Z04386	10/21/21	10/20/21	MYE00	MYERS, KEVIN	10-21	04-22	621.30
Z04387	10/21/21	10/20/21	ORO03	OROZCO, ETHAN	10-21	04-22	70.00
Z04388	10/21/21	10/20/21	ORO04	OROZCO, JORDAN	10-21	04-22	70.00
Z04389	10/21/21	10/20/21	PAI01	PAILLON, MICHAEL	10-21	04-22	2000.56
Z04390	10/21/21	10/20/21	PAN00	PANIAGUA, BLANCA A	10-21	04-22	659.31
Z04391	10/21/21	10/20/21	PEN01	PENDERGRASS, REBECCA A	10-21	04-22	2434.79
Z04392	10/21/21	10/20/21	PER00	PEREZ, MARGARITA T	10-21	04-22	1899.15
Z04393	10/21/21	10/20/21	PIN00	PINEDO, EDGAR ESTEBAN	10-21	04-22	2493.74
Z04394	10/21/21	10/20/21	POR00	PORRAS, ESTEL	10-21	04-22	1763.18
Z04395	10/21/21	10/20/21	PUN00	PUNZO, GUILLERMO	10-21	04-22	2105.36
Z04396	10/21/21	10/20/21	PUR01	PURCHASE, HEATHER	10-21	04-22	1344.71
Z04397	10/21/21	10/20/21	RIC01	RICE, GERALD W	10-21	04-22	2001.75
Z04398	10/21/21	10/20/21	ROD00	RODRIGUES, ANTHONY	10-21	04-22	3141.07
Z04399	10/21/21	10/20/21	ROE00	ROENSPIE, THOMAS LUKE	10-21	04-22	3693.90
Z04400	10/21/21	10/20/21	ROM00	ROMERO, ARNULFO	10-21	04-22	2734.24
Z04401	10/21/21	10/20/21	SCH03	SCHMITKE, JENNIFER	10-21	04-22	1852.21
Z04402	10/21/21	10/20/21	SOE00	SOETH, MATTHEW A	10-21	04-22	1156.00
Z04403	10/21/21	10/20/21	STE01	STEWART, ROY E	10-21	04-22	2798.05
Z04404	10/21/21	10/20/21	SUA02	SUAREZ, BRYAN E	10-21	04-22	1920.58
Z04405	10/21/21	10/20/21	SWI00	SWINHART, ROBERT	10-21	04-22	1770.32
Z04406	10/21/21	10/20/21	VAL00	VALENZUELA, BRENDA	10-21	04-22	316.54
Z04407	10/21/21	10/20/21	VLA00	VLACH, RAYMOND JOSEPH	10-21	04-22	4583.85
Z04408	10/21/21	10/20/21	VON00	VONASEK, EDWARD J	10-21	04-22	4171.30
Z04409	10/21/21	10/20/21	WAC00	WACKERMAN, JANET	10-21	04-22	3291.57
							115625.05

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD OCTOBER 19, 2021

CALL TO ORDER

Meeting called to order by Mayor Roundy at 6:32 p.m.

Meeting opened with the pledge of allegiance.

ROLL CALL

Councilmembers present:	Councilmembers Dennis Hoffman, Billy Irvin, Chris Dobbs, Vice Mayor Jeffrey A. Tolley and Mayor Bruce T. Roundy
Councilmembers absent:	None
Staff present:	City Manager Pete Carr, City Attorney Greg Einhorn, Public Works Director Ed Vonasek, Police Chief Joe Vlach and City Clerk/Administrative Services Manager Janet Wackerman
Staff present via Zoom:	City Engineer Paul Rabo, City Planner Scott Friend and Fire Chief Justin Chaney

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments: None

CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for October 5, 2021.
- C. CalPERS Resolution for Employer-Paid Member Contribution.

Vice Mayor Tolley moved, seconded by Councilmember Dobbs to approve the consent calendar as presented. The motion carried 5-0.

ADMINISTRATIVE BUSINESS

A. Habitat for Humanity Request for Project Support (Discussion/Action) – Pete Carr, City Manager

Habitat for Humanity (H4H) proposes a partnership arrangement with the City of Orland and the County of Glenn to convert an older, fully depreciated motel and its site into a renovated, supervised permanent supportive housing asset. H4H would own and operate the facility while County Health and Human Services would provide a variety of services to the residents. The residents would be selected by H4H based on certain qualification criteria. Staff and Councilmember Irvin, Vice Mayor Tolley and Mayor Roundy visited a permanent supportive housing site in Yuba City, similar to what will be in Orland.

Joseph Hale, representing H4H, explained what the organization was planning for the Orlanda Inn. He stated the motel would be converted into a supervised permanent supportive housing asset.

Bill Wathen, Deputy Director of Health & Human Services for Glenn County, stated services provided will be conducted by County staff and will complement what is already being accomplished. He added there are plans for his staff to visit the site in Yuba City.

Mr. Hale stated H4H also plans to establish a Restore store that will generate funding for the supportive services and will act as a safety net when grants are not available. John Nicoletti, H4H, stated (*via chat*) the store would also be a great tax revenue source for the City.

Mr. Nicoletti stated they have found that these types of facilities create a big diversion from the use of law enforcement and medical calls.

Mayor Roundy asked if residents are required to pay any of the costs. Mr. Hale stated 30% of their income is paid to the facility. Mayor Roundy asked if they plan to have more than 14 units. Mr. Hale stated there is a potential for 28-32 with 28 being their goal. Mayor Roundy asked if non-residents would be able to be on-site. Mr. Hale stated guests would have to check-in. They plan on having a gated community to reduce non-residents coming into the site.

Vice Mayor Tolley stated he was very impressed with the Yuba City facility and described it as "apartments with purpose." Mr. Hale stated they give their residents a hand up and not a hand out.

Vice Mayor Tolley asked what was Homekey 1 & 2. Mr. Hale stated funding is from the State and is per unit. Mr. Nicoletti added if the money is not used for the Orland project it will be distributed to Chico, Red Bluff or any other area in this region.

Vice Mayor Tolley stated there was a nice thrift store in town and asked if Restore would be in competition. Mr. Hale stated Restore generally has surplus building materials and not clothing, toys, etc.

Councilmember Dobbs asked what the process was to get someone into the facility. Mr. Hale stated they work with referrals from the County, client has to be ready to move and wants to be successful. Councilmember Dobbs asked if sexual offenders are disqualified. Mr. Hale stated that would be up to the County and H4H would work with them. Councilmember Dobbs asked what the typical length of stay was. Mr. Hale stated as long as they income qualify, they can stay. Councilmember Dobbs asked if it was only for Glenn County residents. Mr. Wathen stated the residents likely will fit with the community, and they are targeting seniors, most vulnerable, veterans and former foster care youth.

Councilmember Irvin asked how many residents are served at Harmony Village, how many staff and how many would 14-20 need for staffing. Mr. Hale stated they have 62 with staffing of three on-site and for 14-20, two people will be on-site. He added they are looking into setting up offices in Orland so more services would be provided.

Councilmember Hoffman stated there is a need for all types of housing and this may alleviate some of the problems with police and emergency personnel. This project would be a good thing for the community.

Amanda Samons, resident, stated she supported the project.

Chief Vlach stated he spoke with public safety officials in Sutter County about Harmony Village. He told him they don't have violent crime calls but they do get calls similar to what is received at retirement homes, and that H4H has dramatically improved the situation.

B. Vacation of 7th St. Alley (Discussion/Action) – Pete Carr, City Manager

Mr. Carr stated the alley off 7th near Newville Road is surplus and the City does not use it. The City will obtain an easement to service the underground utilities that are present (water and sewer line). He added that a letter, from the only neighbor of the property, was received that stated they were not opposed to the transaction.

Councilmember Hoffman asked if the sale price was \$1.00. Mr. Carr stated yes and added that the City is relieved of an alley it does not have to maintain and it helps a locally owned business. Councilmember Irvin stated he is against the \$1.00 sale price. Sonny Baird, representing the owners, stated they have made around \$157K in improvements to date and intend to do more. Mayor Roundy stated before the SR32 realignment, the alley may have had a different purpose. Vice Mayor Tolley stated he has heard complaints about Seventh Street and parking and agrees with Councilmember Irvin regarding the \$1.00 sale price being not enough.

Action: Councilmember Hoffman moved, seconded by Councilmember Dobbs to adopt Resolution 2021-22, vacating an unused city street. The motion carried 4-1 by the following roll call vote:
AYES: Councilmember Hoffman and Dobbs, Vice Mayor Tolley and Mayor Roundy
NOES: Councilmember Irvin
ABSENT: None
ABSTAIN: None

C. Proposed Cortina Drive Lift Station (Discussion/Action) – Paul Rabo, City Engineer

Mayor Roundy introduced Mr. Rabo to give the Staff report.

Mr. Rabo stated the City operates and maintains an existing 8" diameter sanitary sewer main in Cortina Drive which does not have sufficient depth to allow the connection of Butte College's onsite gravity sewer conveyance system. Two options were presented, a regional lift station operated by the City and a private system serving only Butte College. The City would incur a one-time cost of \$289,695.00 for the construction of a regional sanitary sewer lift station on Cortina Drive.

Vice Mayor Tolley asked if the regional system would only serve Butte College. Mr. Rabo stated at present, yes, but could foster more development. Councilmember Hoffman stated a regional lift station is the best option for the City because it would encourage development in the area.

Councilmember Irvin asked how many parcels would serve the regional system. Mr. Rabo stated there are a total of 40 acres in this area, amounting to nine to 10 parcels that would use the lift station. The tributary area's reimbursement would be approximately \$7200 per acre.

Councilmember Dobbs stated he sees this as an investment for future development.

Mr. Carr stated all or a portion of the costs may need to be borne by the water or general fund and reimbursed in time from the sewer fund.

Vice Mayor Tolley asked if the City could afford it. Mr. Carr stated yes and could also use ARPA funding. Vice Mayor Tolley asked if this item was a top priority. Mr. Carr stated it had not previously been a priority area. Vice Mayor Tolley asked if ARPA funds could be designated and if there was any other item more important than this. Mr. Carr added there are a lot of other priorities, such as housing on the east, commercial development on the northwest portion.

James Seegert, Modern Building, stated the site cannot provide sewer unless there is a lift station and without a regional lift station, a small parcel would be burdened with a greater cost.

Jody Samons, EB3 Development, noted 3Core's Comprehensive Economic Development Strategy (CEDS) stated developing the I-5 corridor is part of the plan for the next five years. This project will eliminate some of the barriers to develop in this area.

Action: Vice Mayor Tolley moved, seconded by Councilmember Hoffman to allow City to reimburse Modern Building Inc. \$289,695 for the cost to construct a regional sanitary

sewer lift station with funds from the sewer fund and ARPA at the City Manager's discretion. The motion carried 5-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

D. Water & Sewer Rate Adjustments (Discussion/Action) – Paul Rabo, City Engineer

Mayor Roundy introduced Mr. Rabo to give the Staff report.

Mr. Rabo stated the City operates and maintains a public water system and a sanitary sewer system. Since 2015 the City Council has raised water and sewer rates matching the Consumer Price Index increase. He added that the rates are not connected with the DWR plan to extend services to the unincorporated areas of Glenn County.

Councilmember Irvin asked if we were trying to catch up on collecting revenue for projects since he notices that there is a 11% increase on what is left from the original list. He added that if the CPI increase is 3.2% and City is only charging that to help the rising costs, 8% is lost. Mr. Rabo stated that in 2014, City approved a Water System Master Plan and in 2015 City started increasing their water rates to generate funds to do projects. He calculates that there have been seven years of 3.3% increases.

Councilmember Irvin asked if the funding from DWR would help. Public Works Director Vonasek stated the water and sewer funds would still have maintenance costs and a need for reserves. Mr. Carr added that the DWR funding will be helping with one well but there is still a need for another. Mr. Rabo stated if funding did not exist from DWR, the City still has water service deficiencies such as lack of flow when there is a fire.

Councilmember Irvin asked if generally the City gets a grant for big items. Mr. Carr stated financing was secured for the Eva Drive Well from the State but it is unknown at this time what funding the State or DWR will provide for other needed projects. Mayor Roundy added the City had problems with an aging infrastructure and the fire department stating they needed enough pressure to fight fires.

Ms. J. Samons stated she was concerned with the out-of-city rate being doubled. She asked to see calculations on how that rate came to be.

Action: Councilmember Hoffman moved, seconded by Councilmember Dobbs to approve the water and sewer rate increases to \$63.31 and \$61.61, respectively, using 3.2% CPI. The motion carried 4-1 by the following roll call vote:

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

NOES: Councilmember Irvin

ABSENT: None

ABSTAIN: None

Vice Mayor Tolley asked how many customers were outside the city limits. Mr. Vonasek stated 20 to date. Vice Mayor Tolley asked why the rate was double outside the city limits. Mr. Carr stated there are no calculations but previous City Councils must have recognized that it costs more to run and maintain the system in the County. Councilmember Hoffman stated part of the reason for the double rate is that County residents do not pay city property tax.

Mayor Roundy suggested the item is put on a future agenda for further review.

E. Draft Groundwater Sustainability Plan Comments (Discussion/Action) – Pete Carr, City Manager

Mr. Carr stated the time was now to make comments to the draft plan. He noted the draft addressed City concerns with subsidence, tightening the ½ foot over five years. However, it does not appear to adequately protect the integrity of domestic and municipal drinking water wells. He suggested the comment letter point this out.

Councilmember Hoffman moved, seconded by Councilmember Dobbs to authorize the Mayor to sign the comment letter to GGA, as amended, and send to GGA. The motion carried 5-0.

F. Verbal Update on Drought Conditions (Discussion/Direction) – Pete Carr, City Manager

Mr. Carr stated at this time there are 224 distressed wells and 157 dry wells. To date, 70 County residents have indicated interest in connecting to City water. A total of 230K gallons of water has been distributed but should taper off as the North Valley Community Foundation's (NVCF) program ramps up. Approximately 100 people attended the community information meeting. Once the number of hook-ups are determined, planning can go forward to determine where distribution lines can be installed. City staff has been working with Department of Water Resources to define the scope of the project.

There has been no decline in City wells since June. Vice Mayor Tolley questioned the wells not dropping since June. Mr. Carr stated there will occasionally be some drop but then the level returns. He added the public works crew tests each well once a week. Vice Mayor Tolley stated the wells were not at an emergency level. Mr. Carr stated that was correct. Mayor Roundy stated the wells are holding but the City should be ready to go into Stage 2 and this item could be placed on a future Agenda.

Jody Samons, EB3, thanked City staff for taking in the applications for NVCF. The Foundation has \$1.8M from DWR to provide 60 gallons of water per household per month and provide tanks and pumps for 1550 gallons per month to those in the county with dry wells. She added that they have thirty tanks ordered at this time.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Hoffman:

- Will be attending the upcoming Chamber of Commerce meeting and County transportation meetings;
- The Santa Claus Parade will be held November 28 (tentatively).

Councilmember Irvin:

- Attended the Orland Unit Water Users Association Board meeting.

Councilmember Dobbs:

- Attended the monthly dinner meeting of the volunteers of the fire department with Vice Mayor Tolley in attendance.

Vice Mayor Tolley:

- Attended the Fire Department monthly dinner meeting;
- Liked the dog park idea and glad the person voiced her opinion. It will be going to the Parks and Recreation Commission to discuss;
- Wanted to bring up a remembrance of those in the community that have died of COVID.

Mayor Roundy:

- Will be attending the County Transportation and Groundwater meetings;
- Will be attending the Arts Commission meeting.

ADJOURN TO CLOSED SESSION

Mr. Carr stated since no new or additional information has been received, there would not need to be a Closed Session.

CITIZEN COMMENTS ON CLOSED SESSION ITEMS – None

Meeting adjourned at 9:29 p.m.

Janet Wackerman, City Clerk

Bruce T. Roundy, Mayor

**CITY OF ORLAND ARTS COMMISSION
MINUTES**

September 15, 2021

The Wednesday, September 15, 2021 meeting of the Orland Arts Commission was called to order at 6:57 PM by Chairman Rae Turnbull at the Orland Art Center. Commissioners present were: Jill & Steve Elliott, Mason Greeley, Mary Rose Kennedy, Paddy Turnbull, Council Liaison Bruce Roundy. Absent: Jim Scribner. The minutes of the June 16, 2021 meeting were approved as emailed with no corrections or additions (motion made by Paddy Turnbull and seconded by Mary Rose Kennedy - motion carried). The Financial Report prepared by Rebecca Pendergrass was reviewed and filed for audit.

COMMISSIONER REPORTS:

1. Commissioner Rae Turnbull reported that the city has offered to pay half the cost (\$1,000) of the original quote from R&J Painting to prep and reapply protective paint on the citizen donated light standards in Library Park. Since the time of the original quote, materials costs have risen significantly, and R&J Painting had to revise their quote. Paddy Turnbull made a motion to accept the revised quote (\$2,700) and pay the difference. Mary Rose Kennedy seconded the motion, motion carried.
2. Commissioner Rae Turnbull gave an update on the forthcoming Federal reimbursements that will be made to the Gallery related to necessary out-of-pocket expenses incurred during the Covid Pandemic lockdown.

ITEMS FOR DISCUSSION AND ACTION

1. The status of auxiliary Gallery wing flooring improvements was discussed. Commissioner Rae Turnbull will continue to research available options.
2. Refrigerator purchase options were researched and presented to the commission by Commissioner Mason Greeley. Mary Rose Kennedy made a motion that Mason Greeley move forward on purchase of the suggested refrigerator including cost for disposal of the old refrigerator and delivery of the new one. Paddy Turnbull seconded the motion, motion carried.
3. Consideration of purchasing artwork for the Gallery's Permanent Collection from the current exhibit was discussed. Mary Rose Kennedy made a motion that the Arts Commission purchase the original pastel "A Reflective Gaze" by Donna Dutra for \$1,500 and accept a generous donation from Council Liaison Bruce Roundy for \$500 to subsidize the cost. Steve Elliott seconded the motion, motion carried.

There being no further business, the meeting adjourned at 7:58 PM.

The next scheduled meeting will be held on Wednesday, October 20, 2021.

Respectfully submitted by Jill Elliott and Rae Turnbull

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 7

MEETING DATE: November 2, 2021

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: **Public Hearing:**
Habitat for Humanity Proposal Endorsement (Discussion/Action)

Council is asked to become a co-applicant with the County in a Habitat for Humanity permanent supportive housing project in Orland.

BACKGROUND:

Yuba-Sutter Habitat for Humanity (H4H or Habitat) has been building houses -- sold at no profit -- since 1993. H4H also operates a 25-bed emergency stay shelter and a 62-room permanent supportive housing facility. H4H operates with revenue from mortgage payments, donations from individuals and corporations, government grants, and proceeds from its ReStore surplus retail outlets.

Habitat's mission is to end homelessness in its region by providing sustainable housing. Habitat housing projects are supplemented by education programs and service opportunities. More information is available online at www.yubasutterhabitat.org.

With 50-60 unsheltered individuals in Glenn County on any given night, most located near Orland, and with no other housing facilities available for very low income and medically fragile persons, there is a need here for helping people who want to be in safe and affordable housing with access to County services.

At its October 19th meeting the City Council heard a presentation from Habitat and from County service providers, discussed the proposed project and directed City Staff to continue working on the plan.

DISCUSSION:

Habitat for Humanity proposes a partnership arrangement with the City of Orland and County of Glenn to convert what is today known as Orlanda Inn -- an older, fully depreciated local motel site -- into a completely renovated, permanent supportive housing asset with on-site supervision. *The site would not be temporary shelter housing.* H4H would add rooms, select residents based on certain qualification criteria, and provide ongoing site management. H4H would own and operate the facility while County Health & Human Services providers would be engaged providing a variety of services to the residents ranging from behavioral health to employment skills.

H4H has additional plans for a satellite administrative office in Orland and establishment of their popular ReStore surplus building products outlet here.

Habitat officials have been meeting with City and County officials to lay the groundwork for this project. At this evening's public hearing, Council is encouraged to hear input from the public and consider a proposed agreement by resolution. The City would be co-applicant with Glenn County in seeking State Homekey funding for the project in Orland.

Attachments:

1. Project Homekey summary information sheet
2. Public Notice
3. Resolution No. 2021-23

RECOMMENDATION:

1. Hear introduction and explanation of the project concept from City staff, County staff, and Habitat for Humanity representatives.
2. Open the public hearing, consider public input; close the public hearing.
3. Discuss the proposed project, approve City participation in the proposed project by adoption of the proposed resolution.

Fiscal Impact of Recommendation: None. At this point and foreseeably, funding will be provided by State programs, County resources and H4H resources.



Homekey Round 2 NOFA Fact Sheet

As a part of the California Comeback Plan, Governor Gavin Newsom allocated \$2.75 billion in total funding to expand Homekey. This is one of the largest single investments in homeless housing in California history and is expected to support the creation of up to 14,000 new housing units for people experiencing homelessness or at risk of homelessness.

Eligible applicants include Tribal Entities, cities, counties, cities and counties, and all other state, regional, and Local Public Entities. Applicants may apply independently or jointly with a nonprofit or for-profit corporation.

Homekey funds must be used for the Target Population of individuals and families experiencing or at risk of Homelessness, who are inherently impacted or at increased risk for medical diseases or conditions due to the COVID-19 pandemic.

Homekey funds will be available on a continuous, Over-the-Counter basis. Applications will be available from September 30, 2021 through May 2, 2022 or until funds are exhausted, whichever occurs first.

Funding

\$ 1.45 Billion

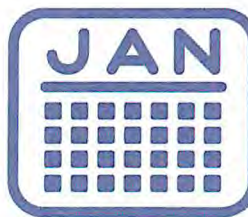
Homekey NOFA Round 2
grant funds

\$ 1.2 Billion

From the Coronavirus State
Fiscal Recovery Fund (CSFRF)

\$ 250 Million

From the State General Fund



8 Geographic Regions
available for funding on basis
of need until Jan 31, 2022

February 1, 2022

Statewide availability of funds



In addition to geographic allocations, Homekey funds have been set aside as follows:

- 5% of total funds for Tribal Entities
- 8% of total funds for Homeless Youth
- 20% of total funds for Discretionary Reserve
- 5% of total funds for State Administrative Costs



Eligible Uses

Include, but are not limited to the following:

- Multifamily rental housing projects
- Shared or scattered site housing
- Manufactured housing
- Excess state-owned properties
- Acquisition and/or rehabilitation of sites for permanent or interim housing
- Master leasing for non-congregate housing
- Converting units from nonresidential to residential
- New construction of dwelling units
- Purchase affordability covenants and restrictions
- Relocation costs for people who are displaced by the Homekey Project
- Capitalized operating subsidies



Other Program Requirements

- Projects must be fully occupied within 90 days of completion of construction and/or rehabilitation.
- Projects may be a mix of Homekey Assisted Units and non-Homekey Assisted Units.
- Interim Housing Projects shall have an affordability restriction for 15 years and Permanent Housing Projects shall have an affordability restriction for 55 years.
- All projects shall employ the core components of Housing First, including local Coordinated Entry System (CES) prioritization protocols.
- All projects shall support local Continuum of Care (CoC) participation in statewide Homeless Data Integration System (HDIS) and Homeless Management Information System (HMIS).
- Existing Homekey Assisted units will not be eligible for funding under the Round 2 NOFA.



Grant Award

Capital Funds

- The maximum capital grant is calculated on a per door basis by unit size or sub population served. Up to \$200,000 per door award for projects with no local match. Projects with local match may be eligible for an additional \$100,000 per door.
- The Department may pay up to one-half of the relocation costs per door.
- Capital awards must be expended within 8 months of the award and all applicable construction and/or rehabilitation must be completed within 12 months of award.

Operating Funds

- Operating subsidy available for Assisted Units ranging from \$1,000 - \$1,400 per unit per month for two to three years, depending on local match.
- Operating funds must be fully expended by June 30, 2026.
- Subject to Department's written approval, capital awards may be used toward operating costs and operating awards may be used to fund capital expenditures.

Bonus Award

\$10,000 bonus per Assisted Unit for each of the following:

- Timely submission of application on or before January 31, 2022 (may be used for capital or operating costs).
- Expedited occupancy, where Assisted Units are fully occupied within 8 months of the date of award (bonus may only be used for operating costs).

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the City Council of Orland, California will conduct a public hearing on Tuesday, November 02, 2021 at 6:30PM., in the City Council Chambers located at 912 3rd Street, Orland, California, in order to discuss the submittal of an application in response to funding available under the 2021 Housing & Urban Development Funding – Homekey Round 2.

Habitat for Humanity Yuba/Sutter has requested a partnership with Glenn County and the City of Orland to provide affordable housing within the City of Orland. Habitat for Humanity seeks to purchase the Orlanda Inn Motel at 827 Newville Road in the City of Orland and renovate and build up to 30 units of affordable housing.

The application for funding to complete the project could be up to \$8,000,000.00.

The purpose of this public hearing is to give residents an opportunity to make their comments known of the proposed activities/application.

Members of Glenn County Health and Human Services, as well as Habitat for Humanity Yuba/Sutter will be available to answer questions and provide an overview of the project.

Written comments are invited and should be received no later than the date of the public hearing. Written comments may be sent to the attention of Janet Wackerman, City Clerk, 815 4th Street, Orland CA 95963.

In addition, information is available for review at City Hall and the City's website www.cityoforland.com. You may call or visit Orland City Hall between the hours of 9:00 a.m. and 5:00 p.m., Monday-Friday (530) 865-1601.

All members of the community are encouraged to attend and comment on the plan uses and purposes, especially low-income residents who benefit from the CDBG program. The City of Orland promotes fair housing and employment opportunities and makes all its programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preferences, marital status or disabilities. If you require special accommodations to participate in the public hearing, please contact Ms. Wackerman at (530) 865-1601.

AUTHORIZING RESOLUTION

RESOLUTION NO. 2021-23

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF ORLAND AUTHORIZING JOINT APPLICATION TO AND PARTICIPATION IN THE HOMEKEY PROGRAM

WHEREAS:

- A. The Department of Housing and Community Development ("**Department**") has issued a Notice of Funding Availability, dated September 9, 2021 ("**NOFA**"), for the Homekey Program ("**Homekey**" or "**Program**"). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.3 (Assembly Bill No. 140 (2021-2022 Reg. Sess.), § 20.).
- B. **The City of Orland** ("**Co-Applicant**") desires to jointly apply for Homekey grant funds with Habitat for Humanity Yuba-Sutter ("**Corporation**"). Therefore, Co-Applicant is joining Corporation in the submittal of an application for Homekey funds ("**Application**") to the Department for review and consideration.
- C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement ("**Standard Agreement**"), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

- 1. Co-Applicant is hereby authorized and directed to submit a joint Application to the Department in response to the NOFA, and to jointly apply for Homekey grant funds in a total amount not to exceed **\$8,000,000.00**.
- 2. If the Application is approved, Co-Applicant is hereby authorized and directed to enter into, execute, and deliver a Standard Agreement in a total amount not to exceed **\$8,000,000.00**, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the "**Homekey Documents**").
- 3. Co-Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.

4. City Manager or their designee, is authorized to execute the Application and the Homekey Documents on behalf of Co-Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 2nd day of November 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

The undersigned, Janet Wackerman, City Clerk of Co-Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE: _____

DATE: _____

NAME: _____

TITLE: _____

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 8.A.

MEETING DATE: November 2, 2021

TO: Honorable Mayor and Council
FROM: Justin Chaney, Fire Chief
SUBJECT: Federal Excess Personal Property (FEPP) Agreement (Action)

Request for authorization to sign the Cal Fire Agreement #992517 and Resolution.

BACKGROUND

The Orland Rural Fire District has belonged to the FEPP system for many years and this is the program thru which they were able to receive an excess type 3 wildland fire engine from the federal government at no cost. This is the engine that is used for out-of-county assignments and dealing with our local creek fires. The only thing that the city is obligated to do is paint the engine so it is not forest service green, and agree to return the engine when we no longer have a need for it or it becomes too old for use.

DISCUSSION

This resolution and agreement will put the City of Orland into the FEPP program with Cal Fire and will make us eligible to receive an excess type 3 wildland fire engine from the federal government at no cost except for the painting of the engine. This will allow the City to have a type 3 engine for out-of-town assignments which will earn the City more than \$2000 per day in expense offsets while out on the fires. Also it will give the City a much needed piece of equipment for creek fires. We already have the engine that will be ours reserved, we only need to finalize this agreement.

RECOMMENDATION

Approve the resolution and agreement with Cal Fire to enter into the FEPP program.

Fiscal Impact of Recommendation:

The only cost that would be incurred would be the painting of the engine which would be around \$10,000.00 and come out of Measure A.

Resolution No. 2021-24
RESOLUTION AUTHORIZING APPLICATION
FOR FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
IN ACCORDANCE WITH
United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

November 2, 2021

Date

The City Council of the Orland City Fire Department has resolved:

WHEREAS, there is a need for Federal Excess Personal Property to help fight wildland,

rural, structure or other fires in the City of Orland, and

WHEREAS, Justin Chaney is the Chief of the Orland City Fire Department,

THEREFORE, be it resolved that the City Council of the Orland City Fire

Department accepts the agreement between the State of California, Department of Forestry and

Fire Protection (CAL FIRE) and the Orland City Fire Department,

November 2, 2021 for the loan of Federal Excess Personal Property, and, authorizes
Dated

Fire Chief Justin Chaney to sign the agreement for the City Council.

Janet Wackerman, City Clerk

City Council of the Orland City Fire Department

**DEPARTMENT OF FORESTRY & FIRE PROTECTION
BUSINESS SERVICES OFFICE**

Federal Property Unit
P. O. Box 944246
Sacramento, CA 94244-2460
(916) 894-9809
Website: www.fire.ca.gov



October 21, 2021

Justin Chaney, Fire Chief
Orland City Volunteer Fire Department
810 5th Street
Orland, CA 95963

Subject: Federal Excess Personal Property (FEPP) Cooperative Agreement Number 992517

Dear Chief Chaney:

Enclosed is a Cooperative Agreement with CAL FIRE to participate in Federal Excess Personal Property (FEPP) program. Currently the fire department does not have any federal property as noted on Attachment A.

Included is a Want/Wish list form for you to complete, at your option. By filling out this form, this helps to give our office an idea of what the fire department needs, and we can work more efficiently as a team to acquire property.

If everything in the agreement is correct, please complete the following steps:

1. Review the Cooperative agreement and sign page six (6)
2. Include a signed *resolution from the governing board/council approving participation in FEPP program
* Example included (do not have to use)
3. GSAXcess Screener Request Form – to have access to view available property on GSAXcess
4. Want/Wish List form
5. Mail the original agreement and additional paperwork listed above to:

CAL FIRE Federal Property Unit, P.O. Box 944246, Sacramento, CA 94244-2460
Attn: Alicia Hastings

NOTE: Per the USDA Forest Service, without the resolution, the agreement is incomplete and will result in the inability of CAL FIRE to acquire future property items for the fire department.

A copy of the agreement will be mailed to you when the additional signatures have been obtained.

Thank you for your assistance in completing this agreement in a timely manner and please contact me if you have any questions or concerns.

Sincerely,

ALICIA HASTINGS
Federal Property Coordinator
Alicia.Hastings@fire.ca.gov
(916) 894-9809

Enclosure

cc: File

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

ORLAND CITY VOLUNTEER FIRE DEPARTMENT

This agreement made and entered into this day of , 20 , by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the Orland City Volunteer Fire Department, hereinafter referred to as the COOPERATOR, covenants as follows:

I. PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II. MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III. AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV. RESPONSIBILITIES
THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holder will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.

13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.
14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
 - a. Negligence: The failure to abide by Federal rules and regulations.
 - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
 - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
 - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
 - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
 - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
 - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.

20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.
22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.

8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.
11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

Cooperator Name:	Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs
Orland City Volunteer Fire Department	
Contact Name: Justin Chaney	
Title: Fire Chief	
Street Address: 810 Fifth Street	Street Address: 710 Riverpoint Court West Sacramento, CA 95605
Mailing Address:	Mailing Address: P.O. Box 944246
City: Orland	City: Sacramento
Zip: 95963	Zip: 94244-2460
Phone Number: (530) 865-1625 Ext.	Phone Number: (916) 894-9804
Cell Phone Number: (530) 519-3026	Fax Phone Number: (916) 894-9880
Email: firechief@cityoforland.com	Email: FederalProperty@fire.ca.gov

14. Local CAL FIRE Unit contact information:

CAL FIRE Unit: Tehama-Glenn Unit (TGU)	Point of Contact: TGU Forestry Logistics Officer
Physical Address: 604 Antelope Blvd.	
City: Red Bluff	Zip Code: 96080
Phone Number: (530) 528-5199 Ext. :	

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of the last signature below.

COOPERATOR	
NAME OF COOPERATOR: Orland City Volunteer Fire Department	
BY (Authorized Signature): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Justin Chaney, Fire Chief	
STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE)	
BY (CAL FIRE Unit Chief): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Dave Russell, Unit Chief, Tehama-Glenn Unit (TGU)	
BY (CAL FIRE Property and Local Services Manager): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Nicole Harner, Property and Local Services Manager	

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

ATTACHMENT A

ORLAND CITY VOLUNTEER FIRE DEPARTMENT

	ITEM:	SERIAL #:	PROPERTY #
1.	No Property At This Time		
2.			
3.			
4.			
5.			
6.			
7.			

Rev. June 2020

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 8.B.

MEETING DATE: November 2, 2021

TO: Honorable Mayor and Council
FROM: Jennifer Schmitke, Deputy City Clerk
SUBJECT: Representation on Risk Pool Board (Discussion/Direction)

Council will consider the opportunity for the City to be on the ballot in 2022 for a seat on the risk pool board of directors.

BACKGROUND:

The City of Orland pools its property, workers compensation and liability risk with Golden State Risk Management Authority (GSRMA), a joint-powers authority (JPA) comprising 270 member agencies including one county, several cities and many special districts. GSRMA is headquartered in Willows.

One seat on GSRMA's seven-member board of directors is reserved for a representative of the cities. This seat is currently filled by Councilmember Isaiah Wright of the city of Crescent City. Orland filled this position prior to 2018 for many years.

DISCUSSION:

GSRMA needs to be notified by December 20, 2021, if Orland wishes to be nominated to fill the city seat on the board; if elected by the member cities, the Orland City Council would then appoint a representative from its body to serve on the GSRMA Board for 2022-2024. Board meetings are normally held every other month on a Wednesday at 6PM in Willows. Terms are two years.

Attachments:

Election letter, GSRMA Board of Directors 2022/2024

Additional information including the JPA Agreement and JPA bylaws are accessible from the GSRMA website: www.gsrma.org

RECOMMENDATION:

Determine preference and direct staff.

Fiscal Impact of Recommendation: None.

Janet Wackerman

Subject: FW: GSRMA 2022 Board Election Information

Janet Wackerman
City of Orland

Re: Selection of City District representative for GSRMA Board of Directors

Dear Janet Wackerman:

Attached is timeline of the election process for filling the July 1, 2022, vacancy of the City district representative position on the GSRMA Board of Directors. We are currently reaching out to our City's to invite them to nominate their district. Once the nomination period is closed, we will conduct an election among our City district members. The district that wins the election can then appoint a member of their governing board to serve on the GSRMA Board.

The length of term for a GSRMA board position is 2 years. This specific term runs from July 1, 2022 through June 30, 2024. GSRMA board meetings are bi-monthly starting in July (6 meetings per year). Meetings are held in the GSRMA board room in Willows, CA, from 6-8 pm on the second Wednesday of each meeting month. Each board member receives reimbursement for travel expenses (including lodging and meals, if applicable.) We do have capability for remote participation as well if a board member is unable to attend a meeting in-person.

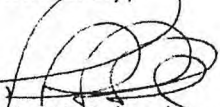
GSRMA will provide funds to the district of each board representative to reimburse them for the out-of-pocket costs of professional development of their representative and their associates in their respective districts. The maximum amount for this reimbursement is set annually by the board and is currently at \$5,000.

Please share this information with your board and let us know if they wish to self-nominate to be a candidate district in this election. You can notify us by sending an email that includes your district's name, your name and states that your district would like to be a candidate in the election for GSRMA board representation. The email should be sent to: elections@gsrma.org. Alternatively, you may send us your nomination via USPS or fax.

The deadline for nominations is the end of business on December 20, 2021. The election will take place February 1, 2022 through April 15, 2022.

We appreciate your district's participation in this process. Please contact our office if you have any questions.

Sincerely,



Scott Schimke
GSRMA Risk Manager

CC: GSRMA Board of Directors

Golden State Risk Management Authority (GSRMA)
Governing Board Member Election Timeline
Effective for July 1, 2022 vacancies

The July 1, 2022 vacancies for the Board include representatives for City, Cemetery and School Districts.

The timeline for these elections is as follows:

Approval of the July 1, 2022 Board Member Election Timeline.

Nominations will be open October 1, 2021 through December 17, 2021.

- Send nomination invite to appropriate member agencies by October 1, 2021.
- Send deadline reminder by November 30, 2021.
- Nominations must be received in the GSRMA office by end of business December 20, 2021.

Approve nominees/ballot at the January 12, 2022 board meeting.

Election conducted February 1, 2022 – April 15, 2022.

- Distribute primary contact information for each peer district to candidate districts by January 17, 2022.
- Distribute election ballot by February 3, 2022.
- Send deadline reminder by March 31, 2022.
- Ballots must be received in the GSRMA office by end of business April 15, 2022.

Election results will be presented to the Board at their May 11, 2022 meeting. At this meeting, the Board will:

- In case of a tie, hold a drawing among those receiving the most votes.
- For any vacancy that received no nominations, appoint an individual qualified to fill the position.
- Certify the results of the election process.

Elected districts will provide their appointment prior to the July 13, 2022 Board meeting.