

## CITY COUNCIL

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

## CITY OFFICIALS

Jennifer Schmitke  
City Clerk

Leticia Espinosa  
City Treasurer

# CITY OF ORLAND

INCORPORATED 1909

815 Fourth Street  
ORLAND, CALIFORNIA 95963  
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## CITY MANAGER

Peter R. Carr

Meeting Place: Carnegie Center  
912 Third Street  
Orland CA 95963

## AGENDA

### ORLAND ECONOMIC DEVELOPMENT COMMISSION

**Tuesday, February 8, 2022**

**This meeting was rescheduled from January 11, 2022**

**Public comments are welcomed and encouraged in advance by emailing the City Clerk, [jtschmitke@cityoforland.com](mailto:jtschmitke@cityoforland.com) or by phone at (530) 865-1610 by 5:00 p.m. on the day of the meeting. This meeting will be conducted pursuant to the provisions of the AB361 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 EDC meeting will also be teleconferenced using Zoom technology.

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

Please call: 1(669) 900-9128 Webinar ID#: 857 1923 6803

1. **CALL TO ORDER – 6:00 p.m.**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ORAL AND WRITTEN COMMUNICATIONS**

A. Citizen Comments:

Members of the public wishing to address the Commission on any item(s) not on the agenda may do so at this time when recognized by the Chairperson; 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. **(Oral communications will be limited to three minutes).**

5. **CONSENT CALENDAR**

- A. Approval of Economic Development Commission minutes for November 9, 2021.

**6. ITEMS FOR DISCUSSION OR ACTION**

**A. Compliance with AB361 (City Staff will Facilitate)**

**B. Identify new chair for 2022 (City Staff will Facilitate)**

**C. Update work plan for 2022 (Commissioners)**

**D. Cannabis Business Consideration (Commissioners)**

**E. City Five Year Plan Discussion (Pete Carr)**  
• Items 6B and 6D of attached Plan

<https://www.cityoforland.com/wp-content/uploads/2021/06/FiveYearPlanOrland2021.pdf>

**7. STAFF REPORTS**

City Manager update on: General business and economic news

**8. COMMISSIONER REPORTS**

**9. FUTURE AGENDA ITEMS**

**10. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on February 3, 2022.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, Orland, CA.

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 865-1610 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CITY OF ORLAND  
ECONOMIC DEVELOPMENT COMMISSION MEETING  
November 9, 2021

**1. CALL TO ORDER**

The meeting was called to order by Chairperson Lane at 6:04 pm.

**2. PLEDGE OF ALLEGIANCE** – led by Chairperson Lane.

**3. ROLL CALL**

Present: Ron Lane, Russell Pierce (Left @ 6:56), Mathew Romano

Absent: David Allee, Brian Hamilton  
Councilmembers: Bruce Roundy (6:35pm), Jeff Tolley  
Staff: Pete Carr, Rebecca Pendergrass

**4. ORAL AND WRITTEN COMMUNICATIONS**

None

**5. CONSENT CALENDAR**

Approval of the August 17, 2021 minutes  
Approval of the September 14, 2021 minutes

Moved by Chairperson Pierce, seconded by Chairperson Lane, motion carried to approve the August 17, 2021 and September 17, 2021 meeting minutes as written. 3-0-0-2 Ayes: Commissioners Pierce, Lane, and Romano; Noes: None; Abstain: None; Absent: Commissioners Hamilton and Allee

**6. ITEMS FOR DISCUSSION OR ACTION**

**A. Terms of Service for Commissioners**

Commission Secretary Pendergrass informed the Commission that three of the current five seats on the Commission are going to expire on December 31, 2021. The renewal applications are due on November 15, 2021.

**B. Cannabis Business Consideration (Commissioners)**

Chairperson Lane proposed tabling the item until the next meeting. He recommends that everyone conduct some research so that they are all ready to discuss this item at the next meeting. He also shared for reference that medical marijuana has been legal for 25 years and recreational use has been legal for five years.

**C. City Five-Year Plan Discussion (Pete Carr)**

City Manager Carr gave a brief overview of the parcel viewer and how it works as well as the City's general plan and the housing element. Industrial, commercial, multi-family,

single-family, etc. zoning all help with planning for future growth for the city. A lift station located near the new Butte College site on Cortina Court has been installed. This lift station will also help future development to occur in that area of town. When the Sunny Truck wash is constructed, County Road HH will become commerce lane.

Commissioner Pierce suggested that the City should prioritize the encouragement of residential growth to continue on the east side of town and commercial growth on the west side of town.

Commissioner Pierce left @ 6:56pm

D. Work Plan Update (Commissioners)

This item was tabled to the next Economic Development Commission meeting.

**7. STAFF REPORTS**

City Manager Update on:

A. State of COVID-19 Relief Grants for Businesses

City Manager Carr informed the Commission that there is still \$27,000 remaining in CV1 grants as approximately \$60,000 has already been awarded. Another round of funding will soon be available, adding an additional \$64,000 of grant relief for businesses.

B. General Business and Economic News

City Manager Carr stated that three businesses recently utilized the Façade Improvement Program: I-5 café, North Valley Stone, 4<sup>th</sup> Street Ice Cream, K&B Wholesale.

Maverick (fuel station) is still very much interested in coming to Orland and is currently working through the process to do so. Habitat for Humanity is planning to purchase the Orlanda property and building a two story, low-income multi-unit residence that will have onsite services, security and an onsite supervisor.

Chamber cancelled its parade; however, the Christmas Preview is still scheduled for the Saturday after thanksgiving from 5pm to 7pm.

There is a new clothing store coming to town located on Fourth Street. Another store, Miss BEE Haven just opened on Fourth Street as well. A linen and bedding store is planning on coming to town too.



The State has established an Emergency Water Connection Project and has approved the City to receive up to 8 million dollars for the project. Construction of a new well and water storage are a part of this project and will allow for the expansion of the City's water system out into the County in order to supply water to customers who are experiencing water insecurities due to the drought.

**8. COMMISSIONER REPORTS**

Chairperson Lane stated that he will be participating in a car meet and toy drive at Red Bluff's Tractor Supply store.

**9. FUTURE AGENDA ITEMS**

- Tabled Items

**10. ADJOURN – 7:16 pm**

Respectfully Submitted,

Rebecca Pendergrass, Staff Support

Ron Lane, Chairperson

**CITY OF ORLAND  
ECONOMIC DEVELOPMENT COMMISSION  
RESOLUTION NO. 2022-\_\_  
RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS  
DURING A PROCLAIMED STATE OF EMERGENCY**

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

NOW THEREFORE, the City of Orland Economic Development Commission hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference.

2. The City of Orland Economic Development Commission finds, by a majority vote, the following:

a. That there exists a proclaimed state of emergency; and

- b. State or local officials have imposed or recommended measures to promote social distancing.

3. This Resolution shall take effect \_\_\_\_\_, 2022 and shall remain in effect for thirty (30) days thereafter (until \_\_\_\_\_, 2022), provided the conditions set forth in Section 2 remain.

PASSED AND ADOPTED by the City of Orland Economic Development Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_

ATTEST:

Jennifer Schmitke, City Clerk

By: \_\_\_\_\_

I, Jennifer Schmitke, City Clerk of the City of Orland, hereby certify that the attached is a true and correct copy of a Resolution duly made by the City of Orland Economic Development Commission at a regular meeting of said Commission, at Orland, California, on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, the original of which is on file in my office and duly and regularly entered in the official records of proceedings of the City of Orland.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jennifer Schmitke, City Clerk



## Advancing Orland 2021: Our 5-Year Plan

Adopted June 2013

Updated Sept 2013

Renewed July 2016

*By 2021 Orland will:*

1. Be consistently operating on a balanced budget with adequate reserves.
  - A. General Fund consistently maintains emergency reserves per its established formula, based on previous year's results:
    - 1/6 of GenFund expenditures + 5% of TOT + 5% of sales tax + \$50k for natural disaster response
  - B. Water Fund will be at least 15% paid back from General Fund Inter-fund loan (824 4<sup>th</sup> St). *Original note \$436k 2005 (\$464k in 2013), less 15% = \$370k.* City pays this down faster when able.
  - C. Building Enterprise Fund will be zeroed out.
  - D. All other funds will be operating in the black.
  - E. Revenues will be growing:
    - i. Sales tax + 3-5% per year
    - ii. Property tax + 2% per year
    - iii. VLF, Gas Tax stable
    - iv. TOT rate has been increased to 11 or 12%, revenue growth 2% per year
  - F. Expenditure growth will be controlled:
    - i. Personnel costs guided by modest adjustments and market.
    - ii. Facilities and operations are leveraging energy efficiency and alternative energy production with annual cost savings.
      1. VFD's in place at all wells.
      2. Solar in place at WWTP.
    - iii. Surplus equipment and facilities are disposed.
    - iv. Technology is leveraged to reduce operational costs.
    - v. Maximum grant accessibility is established systematically.
    - vi. Use of volunteers and donations are encouraged and recognized.
  - G. Adopt and implement new accounting software.
  - H. Operate financial processes with clearly established procedures manuals and checklists.



2. Fire Department remains volunteer and sustainably funded.
  - A. ISO rating of 4 or better is maintained.
  - B. City addresses facility, capital and expense requirements in annual budget.
  - C. City provides admin support as needed in partnership with Rural.
  - D. City has a dedicated revenue stream to meet its capital replacement plan
  - E. Will will be amenable to County-wide dispatch for fire and police, seeking grant funding for implementation if needed.
  - F. Stipend or other compensation tool supports volunteer training and leadership responsibilities.
3. Police Department is stable, well staffed and well equipped.
  - A. Staffing includes School Resource Officer, detective and GLNTF assignments – separately or in shared positions.
  - B. Staffing includes at least one K9 sustainably funded.
  - C. All officers have and use field laptops (?) and dash cams and body cams.
  - D. Department station has 3000 sq ft and ample secure parking.
  - E. Services are available by contract to other agencies.
4. Maintain utility rates and services that are competitive and stable.
  - A. Water and sewer and garbage rates adjust incrementally and annually, keeping pace with CPI and system needs.
  - B. If storm drain utility fee is needed, Council will determine a prudent cost per customer which will cover the cost of storm drain system maintenance.
  - C. Solid waste collection is cost-controlled and augmented with at least one annual clean-up event; all customers are provided with green waste recycling at no extra charge.
5. Water resources are sustainably managed.
  - A. City is a GSA (Groundwater Sustainability Agency) or partner in one.
  - B. City has completed a city GSP (Groundwater Sustainability Plan) or is coordinating constructively on a regional GSP.
  - C. City wells are monitored weekly for quality, monthly for levels.
  - D. All customers are billed off their meters; all parks have water meters.

6. Position the City for orderly growth.

- A. The General Plan is maintained and updated as necessary to communicate the city's vision for growth and to guide city decisions.
- B. High priority annexation areas will be identified, pre-zoned and actively engaged. Westside CR16 area will be annexed and zoned for development.
- C. County, OUWUA, and Farm Bureau, are affirmatively engaged in Orland's plan for growth (i.e., tax sharing, ag buffers, undergrounding, etc.).
- D. Primary growth preference is for jobs (with secondary preferences for ag-related and commercial uses). Lower priority for housing supported by maintenance assessment districts.
- E. Design standards and updated construction standards are in place.
- F. Impact fees are adequate for needs and remain competitive relative to region.
- G. Waste water plant is well managed and sustainable, master planned without discharge; industrial ponds are renewed or funded plan is in place.
- H. New well is added; water system is full SCADA (automatic alerting and remote control), consistently in quality compliance, master planned. New water storage facility is in construction or complete.
- I. The City is ready to update its Municipal Services Review (MSR) and Sphere of Influence (SOI) documents in 2022 and is working closely with the Glenn County LAFCo.
- J. City's development codes will be streamlined and programs developed supporting the City's General Plan vision.
- K. The City has prepared/updated facilities master plans to guide expenditures, improvements and extensions of critical municipal infrastructure.
- L. Overhead utilities on East Walker and 6<sup>th</sup> St are undergrounded, and a funded plan is in place for additional undergrounding (PG&E Rule 20A).

7. Freeway gateways identify, announce and invite visitors to Orland.

- A. City has a visible presence on I-5 with prominent businesses and display advertising.
- B. Programs to encourage the re-use of vacant downtown buildings will be in place to encourage property owners to restore and occupy, remove, or address blight.
- C. Programs to require that vacant and open lots be attractively maintained will be in place.

- D. Signage will support business while promoting visual aesthetics of the community.
- E. Commercial development will be active at both I-5 interchanges.
- F. Tourist draws will be leveraged – arts, sports facilities, rural recreation – enough to create demand for multiple lodging enterprises.
- G. Plans will be underway for at least one local or regional festival to draw tourism.
- H. Themed “brand” will evolve or be identified in plans; may be local or regional.
- I. We are preserving and protecting our historic legacy and growing our arts appreciation culture.

8. Pedestrian friendly with planned bicycle path system.

- A. No condition 4 or 5 (moderate, total failure) sidewalk sections.
- B. ADA accessible ramps are available at every commercial block.
- C. Streetscapes project for Second thru RR tracks on Walker will be shovel-ready and staff actively seeking funding.
- D. Sidewalks connect schools to neighborhoods; plan in place to complete sidewalks throughout the city.
- E. Off-road trail system is planned or in place for Stony Creek area.
- F. Connectivity is provided to regional bikeway and path systems.
- G. Bicycle racks are available at all parks, downtown and other shopping areas.
- H. A Bicycle and Pedestrian Master Plan will be prepared to guide non-motorized transportation decisions and to assist in leveraging grant funding for improvements.
- I. No waste materials are accumulating in city right-of-way pedestrian or bicycle paths except immediately before scheduled pick-up.

9. Parks and recreation depts provide exemplary facilities and services for residents and visitors.

- A. Rec center is expanded with a community Center for classes, performances, multi-purpose and event rentals.
- B. Lely Pond level and quality is consistently controlled for summer aesthetics and recreation.
- C. Lely Pond storm drainage relief project is planned or completed.

- D. Swimming pool is upgraded for temperature control and competitive meet potential.
- E. Basketball court at Lely is replaced with nice full court.
- F. Bihler Field has shaded bleachers; relocated backstop and dugouts; warning track.
- G. At least one covered group picnic facility is in place, another planned. Dilapidated picnic tables are all replaced with new attractive tables.
- H. A playground is added or planned for each major new subdivision, with provision for cost coverage of future maintenance expenses.
- I. New activity facilities include pump track, walk/bike path, trails.
- J. Parks and town have a healthy mix of tree ages – new city trees are being planted according to a plan.
- K. Updated restrooms are provided at City Pool and Lollipop Land.

10. We are improving the health, safety and welfare of the community.

- A. Our library makes a significant community difference in literacy education, access to internet, community meeting facilitation, health education.
- B. City programs encourage balanced nutrition and active lifestyles, guided by model programs such as Healthy Cities and Let's Move.
- C. Gang signs are eradicated within 24 hours of appearance.
- D. Nuisances and blight are minimal and actively pursued by code enforcement.
- E. LED lighting is the subdivision street light design standard, and a plan is in plan to convert existing street lights to LED.

11. City staff is effectively serving and developing professionally.

- A. Succession plans are successfully being implemented for all key leadership positions.
- B. Orland has earned the reputation in the regional business and development communities as a business-friendly and investment-attractive place, with clear permit processes and recognized outstanding customer service.
- C. City Hall is in expanded facility (3000 sq ft or more) with modern environment and good meeting space.

12. The City is engaged in meaningful ways with the community on a continuous basis.
- A. City uses social media tools to keep fast, positive and open dialogue with residents.
  - B. City enjoys a productive relationship with Chamber of Commerce and business owners.
  - C. City is widely perceived as transparent, open, welcoming of input.
  - D. City commissions are actively productive, appreciated by Council and staff; staff helps educate commissioners on their roles and proper procedures.