

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
Telephone (530) 865-1600
Fax (530) 865-1632



CITY MANAGER

Peter R. Carr

AGENDA REGULAR MEETING, ORLAND CITY COUNCIL

Tuesday, June 7, 2022

This meeting will be conducted pursuant to the provisions AB361 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. Councilmembers and City staff may choose to be in person or remote.

The public is encouraged to participate in the meeting via Zoom or can participate at Carnegie Center.

ZOOM Link: www.zoom.us

WEBINAR ID# 846 3610 8593

ZOOM Telephone - Please call: 1 (669) 900-9128

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

Public Comments:

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor. However, no formal action or discussion will be taken unless placed on a future agenda. 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. CONSENT CALENDAR

- A. Warrant List (payable obligations) (p.1)
- B. Approve City Council Minutes for May 17, 2022 (p.8)
- C. Receive and file Arts Commission Minutes of May 18, 2022(p.11)

6. PUBLIC HEARING

Conduct a Public Hearing to provide input regarding Unmet Transit Needs – Mardy Thomas, Glenn County Transportation Commission. (p. 12)

7. ADMINISTRATIVE BUSINESS

- A. Verbal Update on Drought Conditions and Water Supply Project (Discussion) – Pete Carr, City Manager
- B. Proposed Library Realignment (Discussion/Direction) – Pete Carr, City Manager and Jody Meza, Library Director (p.20)
- C. Fiscal Year 2022-23 Budget Adoption (Discussion/Action) – Pete Carr, City Manager (p.22)
- D. Orland Emergency Groundwater Resource Project Contract with DWR (Discussion/Action) – Pete Carr, City Manager (p.62)

8. CITY COUNCIL COMMUNICATIONS AND REPORTS

9. 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 LABOR NEGOTIATORS - Government Code Section: 54957.6
Agency Negotiators: Greg Einhorn
Council Members Bruce Roundy and Billy Irvin
Employee Organizations: United Public Employees of California Local #792 (Mid Management and General Units); Orland Police Officers Association; Unrepresented Employees (All others not in UPEC or OPOA)

10. RECONVENE TO REGULAR SESSION

11. REPORT FROM CLOSED SESSION

12. ADJOURN

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

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 865-1610 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.



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WARRANT LIST

June 7, 2022

Payroll · Compensation	5/19/22	\$	109,659.41
Payroll · Compensation	6/2/22	\$	114,885.06
Warrant	5/31/22	\$	3,128.22
Warrant	6/3/22	\$	552,968.13
PERS	5/20/22	\$	22,046.70
			\$ 802,687.52

APPROVED BY

Dennis Hoffman, Mayor

Jeffrey A. Tolley, Vice-Mayor

Bruce T. Roundy, Councilmember

William "Billy" Irvin, Councilmember

Chris Dobbs, Councilmember

REPORT.: May 31 22 Tuesday
 RUN...: May 31 22 Time: 12:34
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 05-22 thru 05-22 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055404	05/31/22	DOB01	CHRIS DOBBS	300.00	MAY2022	COUNCIL MEMBER STIPEN MAY 2022
055405	05/31/22	HOF00	DENNIS G. HOFFMAN	300.00	MAY2022	COUNCIL MEMBER STIPEN MAY 2022
055406	05/31/22	IRV00	BILLY IRVIN	300.00	MAY2022	COUNCIL MEMBER STIPEN MAY 2022
055407	05/31/22	ORL12	Orland-Laurel Masonic Hal	400.00	MAY2022	AC/RENT
055408	05/31/22	POS00	POSTMASTER	1228.22	MAY312022	POSTAGE WATER/SEWER BILLING
055409	05/31/22	ROU00	BRUCE T. ROUNDY	300.00	MAY2022	COUNCIL MEMBER STIPEN MAY 2022
055410	05/31/22	TOL04	JEFFREY TOLLEY	300.00	MAY2022	COUNCIL MEMBER STIPEN MAY 2022
Cash Account Total.....:				3128.22		
Total Disbursements.....:				3128.22		
Cash Account Total.....:				.00		

REPORT.: Jun 03 22 Friday
 RUN....: Jun 03 22 Time: 09:36
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 06-22 thru 06-22 Bank Account.: 1001

PAGE: 001
 ID #: PY-DP
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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055411	06/03/22	3CO00	3CORE, INC	5500.00	20218	MEMBERSHIP RENEWAL 2022-2023
055412	06/03/22	4LE00	4 LEAF INC.	3818.04 5983.55	J0741-22D J0741-22E	BD/PLAN REVIEW SERVICE 4/1-30/2022 203 E SWIFT ST BD/PLAN REV SERVICES 1052 SOUTH ST,N 6TH,221E YOLO
			Check Total.....:	9801.59		
055413	06/03/22	ABD00	ADVANCED DOCUMENT	32.34 41.00	72895 INV73203	FD/MEASURE A-PRINTER, COPIER MULTI LABELS FOR POSTAGE MACHINE
			Check Total.....:	73.34		
055414	06/03/22	ABS01	ABSOLUTE HEATING & AIR	12884.00	P-2114281	PD/REMOVE MINI SPLIT AC/ADD ONE IN SERVER OFFICE
055415	06/03/22	ALT02	Alternative Energy System	175.00	12764	WWTF RECONNECTION
055416	06/03/22	AMA01	Amazon	2579.27	MAY102022	LIB/GRANT SUPPLIES, BOOKS
055417	06/03/22	AMA02	SYNCB/AMAZON	1468.99	05102022	LIB/MICROFILM SERVICE AGREEMENTS RENEWAL
055418	06/03/22	AND06	EDGAR ANDRADE	100.00	JUNE2022	Measure A UNIFORMS
055419	06/03/22	ANI00	ANIXTER, INC.	3772.63	624,861,8	PD/EVIDENCE ROOM
055420	06/03/22	ARA00	ARAMARK UNIFORM SERVICES	903.65	05272022	PW/UNIFORM CLEANING (MAY)
055421	06/03/22	ATT05	A T & T	151.75	18169321	FD/MEASURE A PHONES
055422	06/03/22	ATT06	A T & T	22.31 856.60 22.33 22.31 299.78	MAY1222 MAY2022 05102022 05122022 05312022	PW/WH LIFT STATION - 843 MULTI-DEPTS/PHONE PW/HL LIFT STATION - 470 PW/AIRPORT LIFTSTATION - 906 PW/WELL COMMUNICATIONS
			Check Total.....:	1223.33		
055423	06/03/22	ATT07	A T & T	34.02 203.08	05072022 MAY-JUN22	PW/SHOP AC/PHONE LINE & INTERNET
			Check Total.....:	237.10		
055424	06/03/22	ATT09	AT&T MOBILITY	844.76	APR-MAY22	PD/(14) CELL SERVICES
055425	06/03/22	ATT10	AT&T MOBILITY (FIRST NET)	143.97 98.26	05022022 05222022	PW/CELL PHONE USAGE MAY 2022 FD/MEASURE A PHONES FOR CITY ENGINE
			Check Total.....:	242.23		
055426	06/03/22	BAL00	Knife River Construction	632.80	271928	STREETS/ASPHALT
055427	06/03/22	BAM00	BAMBAUER TOWING SERVICE	150.00	48682	REC/CONTAINER TRANSPORTATION
055428	06/03/22	CAL14	Cal Signal Corp	625.00	8772	STREETS/6TH & SOUTH ST EMERGENNCY CALL OUT/SIG
055429	06/03/22	CAL18	CALIBRE PRESS	537.01	52447	PD/TACTICAL TRAINING REDDING JULY 20,2022
055430	06/03/22	CAR19	CART-AWAY CONCRETE SYSTEM	196243.00	2107078	CONCRETE BATCH PLANT
055431	06/03/22	CEN01	Cengage Learning Inc.	13.12	77728744	LIB/LARGE PRINT BOOKS
055432	06/03/22	CES00	Kyle Cessna	100.00	JUNE2022	Measure A UNIFORMS
055433	06/03/22	CIV00	CIVICPLUS LLC	21.13	227175	MUNICODE ORDLINK
055434	06/03/22	COR04	CORBIN WILLITS SYSTEMS	508.34	00C205151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
055435	06/03/22	CWE00	California Water Environm	192.00	64134	PW/CALIFORNIA WATER ENVIROMENT ASSN (RENEWAL)
055436	06/03/22	DOW00	DOWN RANGE	1157.00	542037	PD/MISC. UNIFORM ESSENTIALS FOR RECRUIT SUTTON
055437	06/03/22	ECO01	ECORP CONSULTING, INC	4938.75 15720.44	95279 96602,965	PROFESSIONAL SERVICES 11/1/21-11/30/21 PROFESSIONAL SERVICES 4/1/22-4/30/22
			Check Total.....:	20659.19		
055438	06/03/22	ELLO6	STEVE ELLIOTT	74.62 23.60	05312022 APRIL2022	AC/GALLERY FACEBOOK ADVERTISING AC/GALLERY
			Check Total.....:	98.22		
055439	06/03/22	FLE04	FLEMING, JOHN	2337.50	MAY11-31	BD/INSPECTION SERVICES
055440	06/03/22	FLO03	JOSE FLORES	100.00	JUNE2022	Measure A UNIFORMS

REPORT.: Jun 03 22 Friday
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055441	06/03/22	FUL00	KRISTOPHER FULLMORE	100.00	JUNE2022	Measure A UNIFORMS
055442	06/03/22	GAL01	GALE GROUP	581.85	77779711	LIB/LARGE PRINT BOOKS SUBSCRIPTION
055443	06/03/22	GAY01	GAYNOR TELESYSTEMS INC	30407.36	INV40866	PD-CH/4-SECURITY UPGRADES
055444	06/03/22	GCS02	GCS Environmental Equip.S	2355.96	25191	PW/FLEET MAINT-SWEEPER
055445	06/03/22	GLO00	Glock Professional Inc.	750.00	05242022	PD/GLOCK ARMORER'S TRNING NOV 17,2022
055446	06/03/22	GOL01	GOLDEN STATE RISK	48434.48	51522-12	DENTAL/VISION & HEALTH INSURANCE
055447	06/03/22	GOL05	GOLDEN STATE EMERGENCY VE	23232.21	745741	FD/MEASURE A HIGH PRESSURE SUPPRESSION PUMP
055448	06/03/22	GRA02	GRAINGER, INC.	1582.80	732,800,8	PW/WATER & SEWER, REC SUPPLIES, PICKLEBALL
055449	06/03/22	HAR06	TRAVIS HARRIS	336.46	05252022	FD/MEASURE A-REIM FOR HOTEL,PARKING FOR TRNG MAY
055450	06/03/22	I5C00	I-5 CAFE	1486.00	052722	COUNCIL/FACADE IMPROVEMENT
055451	06/03/22	INT00	INTOXIMETERS	243.41	W142498	PD/SUPPLIES
055452	06/03/22	JCN00	J.C. NELSON SUPPLY	149.35	768891	PW/BM- CLEANING SUPPLIES
055453	06/03/22	JEN00	Jensen Precast	681.29	2039,2263	PW/SEWER & WATER PARTS
055454	06/03/22	JOH02	SEAN JOHNSON	100.00	JUNE2022	Measure A UNIFORMS
055455	06/03/22	JUN04	Junior Library Guild	380.31	614905	LIB/JUVENILE BOOKS
055456	06/03/22	KEL01	KELLER SUPPLY COMPANY	2179.65	009,274	PW/MULTI-CHLOR (WELLS)
055457	06/03/22	LEL00	LELY'S	43231.82	44368,443	PW/CENTRAL WELL REPAIRS
055458	06/03/22	LES00	LES SCHWAB	756.42	200508179	FD/MEASURE A-TIRE REPLACEMENT FOR ENGINE #25
055459	06/03/22	LIN00	LINCOLN AQUATICS	3212.74	1000,9751	REC/POOL SUPPLIES & EQUIPMENT
055460	06/03/22	LOW00	Katherine Lowery	100.00	JUNE2022	Measure A UNIFORMS
055461	06/03/22	LOW01	KATHERINE LOWERY	50.00	05202022	PD/PER DIEM SCHOOL FACILITIES TRAINING 06/28/22
055462	06/03/22	MAR17	MARTINDALE, RYAN	100.00	JUNE2022	Measure A UNIFORMS
055463	06/03/22	MIL07	MILLS, DARYL	100.00	JUNE2022	Measure A UNIFORMS
055464	06/03/22	MIL09	DARYL MILLS	121.68	05292022	PD/MILEAGE REIM FOR TRNING MAY21-25,2022 WOODLAND
055465	06/03/22	NAP00	NAPA AUTO PARTS	205.08	800599,80	FD/MEASURE A PARTS FOR TRUCK#40 & ENGINE#26
055466	06/03/22	OAC00	Orland Area Chamber of Co	2812.50 1750.00	06/02/22 JUNE2022	COUNCIL/QUARTERLY SUPPORT ARPA ASSISTANCE
			Check Total.....:	4562.50		
055467	06/03/22	ORL00	ORLAND VOLUNTEER FIRE DPT	40000.00	06012022	FD/VOLUNTEER SUPPORT
055468	06/03/22	ORL08	ORLAND UNIT WATER USERS	1069.32	05182022	REVIEW AND ENGINEERING FEE
055469	06/03/22	PAC07	PACE ANALYTICAL SERVICES,	702.40	077,078,3	PW/LAB SERVICES
055470	06/03/22	PET00	PETTY CASH/RECREATION	50.00	06022022	REC/PETTY CASH
055471	06/03/22	PGE00	PG&E	33566.98 10.21 80.35	05052022 05092022 05182022	MULTI-DEPTS/UTILITY USAGE REC/STANDBY POWER PW/TRAFFIC CONTROL
			Check Total.....:	33657.54		
055472	06/03/22	PIN01	EDGAR PINEDO	100.00	JUNE2022	Measure A UNIFORMS
055473	06/03/22	PUN01	GUILLERMO PUNZO	200.00	05262022	PW/CLASS A PHYSICAL
055474	06/03/22	QUI02	QUILL CORP.	117.49	25206609	PD/MISC OFFICE SUPPLIES
055475	06/03/22	ROE02	Thomas Roenspie	100.00	JUNE2022	Measure A UNIFORMS
055476	06/03/22	ROU01	Bruce Roundy	171.92	MAY2022	COUNCIL/MILEAGE REIMBURSEMENT
055477	06/03/22	SEI00	ROY R SEILER, C.P.A	3450.60	30511	ACCOUNTING PROFESSIONAL SERVICES
055478	06/03/22	SPA01	Spartan Sports	200.00	05252022	CITY AD
055479	06/03/22	SPE01	Spec-West Concrete System	291.69	15414266-	PW/WATER SUPPLIES

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055480	06/03/22	SUN05	Sun Life Financial	4506.70	MAY2022	GAP MEDICAL INSURANCE
055481	06/03/22	SUT01	BRANDON SUTTON	84.77	05272022	PD/POLICE ACADEMY REQUIRED ITEMS REIM.
055482	06/03/22	SWR00	STATE WATER RESOURCES CON	17568.42	MAY262022	EVA WELL PAYMENT
055483	06/03/22	T&S01	T AND S DVBE, INC.	200.42	22-1057	PW/STREET SIGNS
055484	06/03/22	TIA00	TIAA COMMERCIAL FINANCE,	268.13 299.87	8954095 05262022	PD/COPIER RENT FEE MULTI/COPIER LEASE
			Check Total.....:	568.00		
055485	06/03/22	TRA02	TRANSAMERICA	577.50	504617599	SUPPLEMENTAL INSURANCE
055486	06/03/22	VAL02	VALLEY ROCK PRODUCTS	548.02	72615,72	PW/CONCRETE MIX
055487	06/03/22	VAN00	VANTAGE POINT TRANSFER AG	1539.73	05192022	DEFERRED COMPENSATION PAY
055488	06/03/22	VER03	Verizon Wireless	228.06 78.51 164.04	906681020 906681021 906681022	PW/SCADA COMPUTER-IPADS, PD/LAPTOP REC/CELL PHONE USAGES FD/MEASURE A RESPONSE SERVICE FOR CITY ENGINE
			Check Total.....:	470.61		
055489	06/03/22	VLA00	RAYMOND J. VLACH	100.00	JUNE2022	Measure A UNIFORMS
055490	06/03/22	WEL02	Wells Fargo Vendor Fin Se	148.70	020173340	BD-PLAN/COPIER LEASE
055491	06/03/22	WES16	West Mitsubishi	251.95 3470.72	69082 0767088-I	PD/TIRE ALIGNMENT AND ROTORS FD/MEASURE A-REIM FOR BLACK BUTTE REPEATER PARTS
			Check Total.....:	3722.67		
055492	06/03/22	WEX00	WEX BANK	4866.57 61.03 2392.37 6497.56 230.78	999967PW 0999967BD 0999967FD 0999967PD 999967REC	PW/FUEL BLDG/FUEL FD/FUEL PD/FUEL REC/FUEL
			Check Total.....:	14048.31		
			Cash Account Total.....:	552968.13		
			Total Disbursements.....:	552968.13		
			Cash Account Total.....:	.00		

REPORT.: 05/19/22
 RUN....: 05/19/22 Time: 16:03
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Warrant Register

Warrant Number	Warrant Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14378	05/19/22	05/18/22	COM01	COMBS, DANIEL T	05-22	11-22	697.50
14379	05/19/22	05/18/22	KAR00	KARLE, CARSON	05-22	11-22	546.05
14380	05/19/22	05/18/22	ORO02	OROZCO, EVVEN	05-22	11-22	275.40
14381	05/19/22	05/19/22	PIN00	PINEDO, EDGAR ESTEBAN	05-22	11-22	1193.11
Z05047	05/19/22	05/18/22	ALV01	ALVA, MICAELA	05-22	11-22	1760.12
Z05048	05/19/22	05/18/22	AND00	ANDRADE, EDGAR	05-22	11-22	2774.40
Z05049	05/19/22	05/18/22	CAR03	CARR, PETER R	05-22	11-22	5769.23
Z05050	05/19/22	05/18/22	CES00	CESSNA, KYLE A	05-22	11-22	3784.41
Z05051	05/19/22	05/18/22	CHA01	CHANEY, JUSTIN	05-22	11-22	3881.08
Z05052	05/19/22	05/18/22	CRA00	CRANDALL, JEREMY	05-22	11-22	2123.39
Z05053	05/19/22	05/18/22	ESP00	ESPINOSA, LETICIA	05-22	11-22	1931.74
Z05054	05/19/22	05/18/22	FEN03	FENSKE, JOSEPH H	05-22	11-22	2911.84
Z05055	05/19/22	05/18/22	FLO00	FLORES, JOSE D	05-22	11-22	2987.38
Z05056	05/19/22	05/18/22	FUL00	FULLMORE, KRISTOPHER	05-22	11-22	3160.98
Z05057	05/19/22	05/18/22	GAM00	GAMBOA, YADIRA	05-22	11-22	465.00
Z05058	05/19/22	05/18/22	GUE01	GUERRERO, DEYSY D	05-22	11-22	2458.78
Z05059	05/19/22	05/18/22	GUE02	GUERRERO, JORGE	05-22	11-22	2107.63
Z05060	05/19/22	05/18/22	HAR00	ZOLLERHARRIS, TRAVIS	05-22	11-22	2107.93
Z05061	05/19/22	05/18/22	HEN00	HENDERSON, OLIVIA	05-22	11-22	187.00
Z05062	05/19/22	05/18/22	JOH01	JOHNSON, SEAN KARL	05-22	11-22	4511.15
Z05063	05/19/22	05/18/22	LOW00	LOWERY, KATHERINE	05-22	11-22	2956.05
Z05064	05/19/22	05/18/22	MAR02	MARTINDALE, RYAN EUGENE	05-22	11-22	2350.64
Z05065	05/19/22	05/18/22	MEJ00	APARICIO, LILIA MEJIA	05-22	11-22	2534.04
Z05066	05/19/22	05/18/22	MEZ00	MEZA, JODY L	05-22	11-22	3762.98
Z05067	05/19/22	05/18/22	MIL00	MILLS, DARYL A	05-22	11-22	3005.21
Z05068	05/19/22	05/18/22	MON03	MONDRAGON, MEAGAN N	05-22	11-22	1326.60
Z05069	05/19/22	05/18/22	MOR02	MORECI, CHRISTOPHER DAVI	05-22	11-22	1529.28
Z05070	05/19/22	05/18/22	MYE00	MYERS, KEVIN	05-22	11-22	621.30
Z05071	05/19/22	05/18/22	ORO04	OROZCO, JORDAN	05-22	11-22	61.20
Z05072	05/19/22	05/18/22	PAI01	PAILLON, MICHAEL	05-22	11-22	2000.56
Z05073	05/19/22	05/18/22	PAN00	PANIAGUA, BLANCA A	05-22	11-22	416.40
Z05074	05/19/22	05/18/22	PEN01	PENDERGRASS, REBECCA A	05-22	11-22	3000.01
Z05075	05/19/22	05/18/22	PER00	PEREZ, MARGARITA T	05-22	11-22	1899.15
Z05076	05/19/22	05/18/22	PIN00	PINEDO, EDGAR ESTEBAN	05-22	11-22	2618.43
Z05077	05/19/22	05/18/22	POR00	PORRAS, ESTEL	05-22	11-22	1763.18
Z05078	05/19/22	05/18/22	PUN00	PUNZO, GUILLERMO	05-22	11-22	1951.76
Z05079	05/19/22	05/18/22	PUR01	PURCHASE, HEATHER	05-22	11-22	1344.71
Z05080	05/19/22	05/18/22	RIC01	RICE, GERALD W	05-22	11-22	2001.74
Z05081	05/19/22	05/18/22	ROD00	RODRIGUES, ANTHONY	05-22	11-22	2313.40
Z05082	05/19/22	05/18/22	ROE00	ROENSPIE, THOMAS LUKE	05-22	11-22	3839.34
Z05083	05/19/22	05/18/22	ROM00	ROMERO, ARNULFO	05-22	11-22	2756.97
Z05084	05/19/22	05/18/22	SCH03	SCHMITKE, JENNIFER	05-22	11-22	2284.82
Z05085	05/19/22	05/18/22	STE01	STEWART, ROY E	05-22	11-22	2798.04
Z05086	05/19/22	05/18/22	SUA02	SUAREZ, BRYAN E	05-22	11-22	2201.57
Z05087	05/19/22	05/18/22	SUT00	SUTTON, BRANDON KIJANA	05-22	11-22	1580.98
Z05088	05/19/22	05/18/22	SWI00	SWINHART, ROBERT	05-22	11-22	1770.32
Z05089	05/19/22	05/18/22	VAL00	VALENZUELA, BRENDA	05-22	11-22	316.54
Z05090	05/19/22	05/18/22	VLA00	VLACH, RAYMOND JOSEPH	05-22	11-22	4753.08
Z05091	05/19/22	05/18/22	VON00	VONASEK, EDWARD J	05-22	11-22	4266.99

 109659.41
 =====

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14382	06/02/22	06/01/22	CLO00	CLOYD, RILEY J	06-22	12-22	367.20
14383	06/02/22	06/01/22	COM01	COMBS, DANIEL T	06-22	12-22	60.00
14384	06/02/22	06/01/22	KAR00	KARLE, CARSON	06-22	12-22	916.88
14385	06/02/22	06/01/22	ORO02	OROZCO, EVVEN	06-22	12-22	221.85
14386	06/02/22	06/01/22	TES00	TESTERMAN, RUBY	06-22	12-22	244.80
14387	06/02/22	06/01/22	VLA01	VLACH, ETHAN	06-22	12-22	612.00
Z05092	06/02/22	06/01/22	ALV01	ALVA, MICAELA	06-22	12-22	1760.12
Z05093	06/02/22	06/01/22	AND00	ANDRADE, EDGAR	06-22	12-22	3458.41
Z05094	06/02/22	06/01/22	BAL00	BALDRIDGE, THEA	06-22	12-22	61.20
Z05095	06/02/22	06/01/22	CAR03	CARR, PETER R	06-22	12-22	6154.40
Z05096	06/02/22	06/01/22	CES00	CESSNA, KYLE A	06-22	12-22	5588.26
Z05097	06/02/22	06/01/22	CHA01	CHANEY, JUSTIN	06-22	12-22	3881.08
Z05098	06/02/22	06/01/22	CON00	CONTRERAS, ISAAC	06-22	12-22	175.95
Z05099	06/02/22	06/01/22	CRA00	CRANDALL, JEREMY	06-22	12-22	2123.39
Z05100	06/02/22	06/01/22	ESP00	ESPINOSA, LETICIA	06-22	12-22	1931.74
Z05101	06/02/22	06/01/22	FEN03	FENSKE, JOSEPH H	06-22	12-22	2911.84
Z05102	06/02/22	06/01/22	FLO00	FLORES, JOSE D	06-22	12-22	2987.38
Z05103	06/02/22	06/01/22	FUL00	FULLMORE, KRISTOPHER	06-22	12-22	3160.98
Z05104	06/02/22	06/01/22	GAM00	GAMBOA, YADIRA	06-22	12-22	465.00
Z05105	06/02/22	06/01/22	GUE01	GUERRERO, DEYSY D	06-22	12-22	2458.78
Z05106	06/02/22	06/01/22	GUE02	GUERRERO, JORGE	06-22	12-22	2107.63
Z05107	06/02/22	06/01/22	HAR00	ZOLLERHARRIS, TRAVIS	06-22	12-22	1905.29
Z05108	06/02/22	06/01/22	HEN00	HENDERSON, OLIVIA	06-22	12-22	246.50
Z05109	06/02/22	06/01/22	JOH01	JOHNSON, SEAN KARL	06-22	12-22	4511.15
Z05110	06/02/22	06/01/22	KOC01	KOCHEMS, EMMA	06-22	12-22	401.63
Z05111	06/02/22	06/01/22	LOW00	LOWERY, KATHERINE	06-22	12-22	3754.69
Z05112	06/02/22	06/01/22	MAR02	MARTINDALE, RYAN EUGENE	06-22	12-22	2472.39
Z05113	06/02/22	06/01/22	MEJ00	APARICIO, LILIA MEJIA	06-22	12-22	2534.04
Z05114	06/02/22	06/01/22	MEZ00	MEZA, JODY L	06-22	12-22	3762.99
Z05115	06/02/22	06/01/22	MIL00	MILLS, DARYL A	06-22	12-22	3827.14
Z05116	06/02/22	06/01/22	MON03	MONDRAGON, MEAGAN N	06-22	12-22	530.65
Z05117	06/02/22	06/01/22	MOR02	MORECI, CHRISTOPHER DAVI	06-22	12-22	1529.27
Z05118	06/02/22	06/01/22	MYE00	MYERS, KEVIN	06-22	12-22	613.13
Z05119	06/02/22	06/01/22	ORO03	OROZCO, ETHAN	06-22	12-22	229.50
Z05120	06/02/22	06/01/22	ORO04	OROZCO, JORDAN	06-22	12-22	244.80
Z05121	06/02/22	06/01/22	PAI01	PAILLON, MICHAEL	06-22	12-22	2000.56
Z05122	06/02/22	06/01/22	PAN00	PANIAGUA, BLANCA A	06-22	12-22	277.60
Z05123	06/02/22	06/01/22	PEN01	PENDERGRASS, REBECCA A	06-22	12-22	3000.01
Z05124	06/02/22	06/01/22	PER00	PEREZ, MARGARITA T	06-22	12-22	1899.15
Z05125	06/02/22	06/01/22	PIN00	PINEDO, EDGAR ESTEBAN	06-22	12-22	2618.43
Z05126	06/02/22	06/01/22	POR00	PORRAS, ESTEL	06-22	12-22	1763.18
Z05127	06/02/22	06/01/22	PUN00	PUNZO, GUILLERMO	06-22	12-22	2300.79
Z05128	06/02/22	06/01/22	PUR01	PURCHASE, HEATHER	06-22	12-22	1486.26
Z05129	06/02/22	06/01/22	RIC01	RICE, GERALD W	06-22	12-22	2512.28
Z05130	06/02/22	06/01/22	ROD00	RODRIGUES, ANTHONY	06-22	12-22	2313.41
Z05131	06/02/22	06/01/22	ROE00	ROENSPIE, THOMAS LUKE	06-22	12-22	3839.34
Z05132	06/02/22	06/01/22	ROM00	ROMERO, ARNULFO	06-22	12-22	2766.07
Z05133	06/02/22	06/01/22	SCH03	SCHMITKE, JENNIFER	06-22	12-22	2284.82
Z05134	06/02/22	06/01/22	STE01	STEWART, ROY E	06-22	12-22	2798.05
Z05135	06/02/22	06/01/22	SUA02	SUAREZ, BRYAN E	06-22	12-22	1998.93
Z05136	06/02/22	06/01/22	SUT00	SUTTON, BRANDON KIJANA	06-22	12-22	1580.98
Z05137	06/02/22	06/01/22	SWI00	SWINHART, ROBERT	06-22	12-22	1770.31
Z05138	06/02/22	06/01/22	VAL00	VALENZUELA, BRENDA	06-22	12-22	316.54
Z05139	06/02/22	06/01/22	VLA00	VLACH, RAYMOND JOSEPH	06-22	12-22	4753.08
Z05140	06/02/22	06/01/22	VLA02	VLACH, ZOE	06-22	12-22	126.23
Z05141	06/02/22	06/01/22	VON00	VONASEK, EDWARD J	06-22	12-22	4266.98
							114885.06

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD MAY 17, 2022

CALL TO ORDER

Meeting called to order by Mayor Hoffman at 6:30 p.m.

Meeting opened with the Police Sergeant Cessna leading the Pledge of Allegiance.

ROLL CALL

Councilmember present:	Councilmembers Bruce Roundy, Billy Irvin (arrived at 6:30 pm), Chris Dobbs, Vice Mayor Jeffrey Tolley and Mayor Dennis Hoffman
Councilmembers absent:	None
Staff present:	City Clerk, Jennifer Schmitke; Assistant City Manager/Director of Administrative Services, Rebecca Pendergrass; Library Director, Jody Meza; Police Sergeant, Kyle Cessna; City Attorney, Greg Einhorn
Staff present via teleconference:	City Manager, Peter Carr

ORAL AND WRITTEN COMMUNICATIONS

Public Comments:

Alex Enriquez, City resident, stated concerns for limited bike lanes from outer neighborhoods into the downtown area.

CONSENT CALENDAR

- A. Warrant List (payable obligations)
- B. Approve City Council Minutes for May 3, 2022
- C. CENIC Contract Transition
- D. Receive and file Economic Development Commission Minutes of March 8, 2022
- E. Receive and file Library Commission Minutes of March 14, 2022
- F. Second Reading of Ordinance 2022-04: Graffiti Abatement
- G. I-5 Bee Sculptures – Artist Contract

Vice Mayor Tolley asked to pull item G from the consent calendar.

Action: Vice Mayor Tolley moved to accept the consent calendar items A-F, Councilmember Irvin seconded. The motion carried by a voice vote 5-0.

Vice Mayor Tolley expressed concern regarding the lack of a staff report for consent calendar item G as well as a missing attachment that was listed on page 25 under Scope of Services. He also suggested including a total under the payment breakdown for the artist. Assistant City Manager/Director of Administrative Services, Rebecca Pendergrass, clarified that the item has been presented before to Council when the project was approved. Ms. Pendergrass presented a copy of the previously mentioned attachment to each Councilmember.

Action: Vice Mayor Tolley made a motion to approve item G on the consent calendar, Councilmember Dobbs seconded. The motion carried by a voice vote 5-0.

PUBLIC HEARING – None

ADMINISTRATIVE BUSINESS

A. Verbal Update on Drought Conditions and Water Supply Project – Pete Carr, City Manager

City Manager Pete Carr provided an update on reported dry wells, stating there are currently a total 24 wells reported this year being affected, 19 of those are completely dry. Mr. Carr stated the municipal wells continue to be monitored weekly and continue to be stable.

Mr. Carr stated that the Glenn County Task Force met May 12, where Department of Water Resources (DWR) presented an updated report on the water connection project. Mr. Carr shared an update on the DWR project, answering many questions that the City has been hearing the last few weeks. Mr. Carr stated the updated information was also posted onto the City's Facebook page to update residents who are patiently waiting.

Council discussed the DWR water project and Mr. Carr answered many questions about the project including timelines for the completed project, the ability to keep wells, backflow prevention devices, and if using water to irrigate is allowed. Mr. Carr also stated that DWR and City engineers are preparing plans needed to secure a contractor for the project, once that is completed a timeline should come shortly after.

Mayor Hoffman asked if the DWR well will be located on Walker Street. Mr. Carr explained there will be two new wells and the DWR funded well will be located on the end of West Walker Street. Mr. Carr went on to explain that the storage tank will be on Sixth Street and Colusa. The new storage tank will be a million-gallon storage tank, it will be 35 feet tall and 85 feet in diameter.

Bruce Wilcox, County resident, asked if it would be better to have two 500,000-gallon storage tanks in different locations within the City instead of one 1-million-gallon tank in case of contamination. Mr. Carr stated he would share the suggestion with City engineers. Mr. Carr shared that the City's Master Plan, last updated in 2014, calls for two water storage tanks and this tank that DWR is paying for will be the first one.

B. Fiscal Year 2022-23 Budget Discussion #4: General Fund by Department – Pete Carr, City Manager

Mr. Carr presented the fourth part of the proposed draft budget to Council for the next fiscal year 2022-2023 which starts July 1. Mr. Carr summarized the expected reserve balances for all major funds and previewed expenditure plans for General Funds by department and function.

Council asked questions and discussed budget items but did not direct staff to change course.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Roundy:

- Attended multiple SGMA meetings this month.
- Attended many negotiation meetings for the City in May.

- Will be attending Cal Cities Quarterly meeting in Mt. Shasta May 20, 2022.

Councilmember Irvin:

- Attended many negotiation meetings for the City in May.
- Attended the code enforcement hearing May 16, 2022.

Councilmember Dobbs:

- Nothing to report.

Vice Mayor Tolley:

- Wanted to clarify that Supervisor Grant Carmon, not himself, was the person responsible for finding a trailer park with an open space for the last resident of the now torn down Orlanda motel. Mr. Carr stated Habitat for Humanity donated the trailer.
- Attended the May 10, 2022 Economic Development Commission meeting.
- Stated August 10, 2022 will be the Butte College Glenn Center ribbon cutting date.
- The skatepark survey was created May 17th and will be sent to Superintendent Perry within the next few days.
- There will be another skatepark project discussion meeting June 20, 2022 from 6-7 PM at the Star Center at 418 Walker Street.

Mayor Hoffman:

- Will attend the Chamber of Commerce meeting May 18, 2022.
- Glenn County Fair Parade is Friday May 20, 2022 at 6:00 PM.

CITIZEN COMMENTS ON CLOSED SESSION ITEMS – None

ADJOURN TO CLOSED SESSION AT 7:30 PM

CLOSED SESSION OPENED 7:38 PM

CONFERENCE WITH LABOR NEGOTIATORS: Government Code Section: 54957.6
Agency Negotiators: Greg Einhorn
Council Members Bruce Roundy and Billy Irvin
Employee Organizations: United Public Employees of California Local #792
(Mid Management and General Units); Orland Police Officers Association;
Unrepresented Employees (All other not in UPEC)

RECONVENE TO REGULAR SESSION AT 8:21 PM

REPORT FROM CLOSED SESSION – Direction was given to staff.

MEETING ADJOURNED AT 8:23 PM

Jennifer Schmitke, City Clerk

Dennis G. Hoffman, Mayor

CITY OF ORLAND ARTS COMMISSION
MINUTES
 May 18, 2022

The Wednesday, May 18, 2022 meeting of the Orland Arts Commission was called to order at 7:00 PM by Chairman Rae Turnbull at the Orland Art Center. Commissioners present were: Jill & Steve Elliott, Mason Greeley, Mary Rose Kennedy and Paddy Turnbull. Absent: Jim Scribner and Council Liaison Bruce Roundy. The minutes of the March 18, 2022 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 will be updated at the June 15, 2022 meeting.

COMMISSIONER REPORTS AND UPDATES:

1. Commissioner Rae Turnbull reported on the financial status of the George Turnbull Memorial Fund, which provides year-round lighting and Christmas season decorations for the City Tree on Fourth St. in downtown Orland.
2. Commissioner Rae Turnbull reported on commissions earned from art sales.
3. Commissioner Jill Elliott reported on Patrons of the Arts membership numbers, including new member numbers and how to keep the Patrons Roster Book up to date.
4. Commissioner Mary Rose Kennedy reported on behalf of Jim Scribner on repair of the outdoor water faucet used for watering the plants in the Gallery flower boxes. (Commissioner Jim Scribner will report on the status of the hallway ceiling leak at the next meeting).
5. Commissioner Mary Rose Kennedy reported that the Lamda Iota Sorority of Orland generously donated \$200 dollars toward the remodeling of the Gallery extension which contains the city's permanent collection of works of art purchased by the Art Center.
6. Commissioner Steve Elliott reported on Gallery wi-fi availability and how to use it.

ITEMS FOR DISCUSSION AND ACTION:

1. Commissioner Rae Turnbull suggested minor upgrades to the refreshment setup for the Gallery's First Friday events. Going forward we will use the Gallery's water and iced tea dispensers and cups in lieu of only water bottles.
2. Commissioner Steve Elliott made a motion that going forward \$950 be transferred from the Arts Commission's general fund to the George Turnbull Memorial Fund every June 1st and December 1st to keep the fund replenished for ongoing tree lighting expenses throughout each year. Motion seconded by Mary Rose Kennedy, motion carried.

There being no further business, the meeting adjourned at 7:47 PM.

The next scheduled meeting will be held on Wednesday, June 15, 2022 at 7:00 PM

Respectfully submitted by Jill Elliott and Rae Turnbull

GLENN COUNTY TRANSPORTATION COMMISSION

Gary Hansen, City of Willows, Chair
Paul Barr, County of Glenn, Vice Chair
Bob Griffith, City of Willows

Keith Corum, County of Glenn
Bruce Roundy, City of Orland
Rick Beale, Public Member, County of Glenn
Dennis Hoffman, City of Orland (Alternate)
Ken Hahn, County of Glenn (Alternate)

225 N. Tehama Street
Willows, California 95988

(530) 934-6540
FAX (530) 934-6103
transit@countyofglenn.net

Mardy Thomas
Executive Director

ORLAND CITY COUNCIL BOARD REPORT

June 7, 2022

Submitted on behalf of the Glenn County Transportation Commission

EXECUTIVE SUMMARY

Prior to allocating Transportation Development Act (TDA) funds, the Glenn County Transportation Commission, acting as the transportation planning agency, is required to hold a minimum of one public hearing to receive comments on unmet transit needs that may exist and that might be reasonable to meet. This is one of four public hearings being held; the other three are to be held before the City Council of Willows, the Glenn County Board of Supervisors and the Glenn County Transportation Commission.

RECOMMENDATION(S):

To receive public comment on Unmet Transit Needs in Glenn County and forward comments to the Glenn County Transportation Commission for consideration.

HISTORY AND BACKGROUND:

In 1971, the California Legislature enacted the Transportation Development Act (TDA) to ensure "the efficient and orderly movement of people and goods in the urban areas of the state." The TDA provides two funding sources: the Local Transportation fund (LTF) a ¼-cent general sales tax collected statewide and the State Transit Assistance fund (STA) which is now derived from an excise tax on gasoline and diesel fuel.

TDA recognizes that rural counties have different transportation needs. Counties with a population under 500,000 as of the 1970 Census may use LTF funding for transit and local streets and roads provided that certain conditions are met first.

The TDA, *Statutes and Administrative Code of Regulations*, requires specific actions on the part of local transportation planning agencies. One of these requirements (Section 99401.5) is that the Local Transportation Commission (LTC) explicitly define the phrases "Unmet Transit Needs" and "Needs that are Reasonable to Meet" in terms of local conditions, and that these definitions be documented by resolution or within the agency's minutes. Definitions have been developed to both comply with legislative mandates and be responsive to actual community need within the TDA funding guidelines.

A Regional Transportation Planning Agency Serving the County of Glenn and the Cities of Willows and Orland

Under TDA direction (Section 99401.5 (c)), the LTC has the authority to identify the unmet transit needs of their jurisdiction and those needs that are considered reasonable to meet. Staff has determined, through contacts with Caltrans representatives, that clear and comprehensive definitions are helpful in ensuring clarity in this annual process. With the above in mind, the following discussion is offered:

An Unmet Transit Need can be found to exist when there is any identifiable group within the population that has no dependable and/or affordable access to community employment, medical, commercial, public, or social services. Transit needs are not static--they can fluctuate with such variables as unemployment, population demographics, land use and circulation patterns, and variations in the local economy. Because of this, transportation needs are annually re-evaluated and revised as necessary.

It was through this process that the need for a public transportation system was identified and implemented which is Glenn Ride. Glenn Ride has been in operation for almost 25 years with ridership growing 203% since its beginning in 1998.

FISCAL/PERSONNEL IMPACT(S):

None.

ANALYSIS/DISCUSSION

An unmet transportation need (as opposed to a desire) has, for purposes of our definition, two components:

1) A trip destination that provides a necessity of life, and 2) a physical or financial obstacle between the individual and the necessary destination, which the individual is unable to overcome.

Necessary trip purposes may be defined as follows:

- a) to obtain or maintain employment;
- b) to obtain non-emergency medical and/or dental care;
- c) shopping for necessities of life;
- d) to obtain social services such as health care, government funded nutrition programs, sheltered workshops teaching employable skills, County welfare programs, and education programs for physically and/or mentally handicapped individuals; and
- e) to obtain education
- f) for the maintenance of life, health, physical and mental well-being

The population groups with the greatest inferred needs are the very young, the handicapped, the economically disadvantaged, and the elderly. There may be considerable overlap among these groups; for instance, many of the elderly may be both economically disadvantaged and handicapped. However, it is not to be implied that all, or even most of these people are transportation-disadvantaged. The aspects described simply identify sub-groups of the population that may tend to contain a

disproportionately large number of people with transportation difficulties (in contrast to the general population).

An identified transportation need can be reasonably met by determining whether or not a transportation service can meet established need and meet the criteria found in the Transportation Development Act. This requires a cost-benefit analysis and feasibility study of alternative transit systems compared with existing service, level of performance, and cost. In any event, the cost of any transit system cannot exceed the apportionment for the jurisdiction providing or supporting the service.

Attached are definitions of “Unmet Transit Needs” and “Needs that are Reasonable to Meet”.

Glenn Ride is a public transit program, provides transportation services to the general public—no qualifications, except payment of fare. Glenn Ride has been in operation since August 1998 and has experienced consistent ridership growth. Ridership has grown since Glenn Ride’s inception and the program continues to meet its required fare box return as mandated by the Transportation Development Act; however, COVID has changed that significantly. This service is now struggling to meet its statutory requirements.

Glenn Transit also operates a specialized paratransit program known as Dial-A-Ride. The program operates within 1-1/2 mile radius of the respective city halls of Orland and Willows and to the Cannella/Huggins Drives area, Leisure Mobile Home Park, east of Orland, and the Willows Mobile Home Park, west of Willows. Individuals qualifying are those: 60 years of age and older, permanently disabled, low income social service assisted or low income non-social service assisted. Transportation is door-to-door to each requested destination. The ridership for this program in the City of Orland averages 75 persons per month and 98 persons per month in the City of Willows.

Glenn Transit also provides non-emergency medical transportation to qualifying Glenn County residents. Volunteer drivers from the community provide transportation to individuals for medical appointments. Qualifying individuals are those: 60 years of age and older, permanently disabled, low income social service assisted or low income non-social service assisted. The Volunteer Medical Transportation is the program servicing this need.

The GCTC has requested this time and advertised this meeting as an opportunity for residents in the community to provide input on transit needs within the Glenn County region.

**I. UNMET TRANSIT NEEDS
2022-2023**

For the purposes of allocating Transportation Development Act funds, an "Unmet Transit Need" is hereby recognized by the Glenn County Transportation Commission (GCTC) if any one or combination of the following criteria is found to exist:

1. Transportation needs identified by the GCTC which are desirable, but have not yet been implemented or addressed.
2. Transportation needs identified by the GCTC which have significant support, but have not yet been implemented or addressed.
3. Transportation needs identified through the public hearing process, whether delivered in writing or public testimony.
4. Those transit needs which, through transit needs studies or other methods approved by the Commission, are included by the Commission in the Regional Transportation Plan for Glenn County and have been designated a high need to be implemented or funded.

The above criteria for determining "Unmet Transit Needs" is further supplemented by the following guidelines:

1. A population group must have been defined and located which, by reason of age, physical or mental impairment, economic disadvantage, or a combination of these, has no reliable or accessible transportation for necessary trips. The size and location of the group must be such that the feasibility of providing service shall meet the criteria as defined as reasonable to meet.
2. Transit needs are to be determined in light of the following definition of "Necessary trips":
 - A. A trip destination that provides a necessity of life, and presence of a physical or financial obstacle between the individual and the necessary designation, which the individual is unable to overcome. Necessary trip purposes may be defined as follows:
 - a) to obtain or maintain employment;
 - b) to obtain non-emergency medical and/or dental care;
 - c) shopping for necessities of life;
 - d) to obtain social services such as health care, government funded nutrition programs, sheltered workshops teaching employable skills, County welfare programs, and education programs for physically and/or mentally handicapped individuals;
 - e) to obtain education; and

A

f) for the maintenance of life, health, physical and mental well-being.

3. Unmet transit needs specifically exclude:

- A. Trips for social events, recreational, or religious purposes are not considered as necessary. It shall be the policy of the GCTC, however, to serve these desires if they can be served concurrently within the limits of other defined "transit needs".
- B. Individuals requiring the assistance of a medical attendant (in addition to the vehicle driver) are not considered as needing a transportation service and shall be deemed to be more properly served by a medical emergency vehicle.
- C. Trips of less than one mile in length made by individuals who are not elderly or disabled are not considered as "transit needs". An able-bodied person can walk this distance in a reasonable amount of time without undue physical strain. Provisions for the elderly and disabled are made through the existing dial-a-ride/paratransit system.
- D. Minor operational improvements or changes, involving issues such as bus stops, schedules, and minor route changes.
- E. Improvements funded or scheduled for implementation in the following fiscal year.
- F. Future transportation needs.
- G. Trips that would duplicate transportation services to the general public.

B

II. REASONABLE TO MEET 2022/2023

An "Unmet Transit Need" identified under the above criteria and guidelines, as it pertains to the allocation of Transportation Development Act funds, may be found "Reasonable to Meet" only if the following conditions and standards of performance prevail:

Cost Effectiveness: 1) The new, expanded or revised transit service would not cause the responsible operator or service claimant to incur expenses in excess of the maximum allocation of Transportation Development Act Funds. 2) The new expanded or revised transit service would allow the responsible operator or service claimant to meet minimum state subsidy fare box and revenue ratios.

Community Acceptance: A significant level of support exists for the public subsidy of transit service designed to address the unmet transit need in Glenn County including, but not limited to, support from public groups and community meetings reflecting a public commitment to public transit.

Equity: The new, expanded or revised transit service is needed by, and will benefit, either the general public or the elderly and disabled population as a whole. Transit service cannot be provided for a specific subset of these groups.

Operational Feasibility: The new, expanded, or revised transit service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles.

Financial Feasibility: 1) Supporting data indicates a sufficient ridership potential exists for the new, expanded or revised transit service. 2) Potential providers are available to implement the service.

ADA Conformity: The new, expanded, or revised transit service, conforming to the requirements of the American with Disabilities Act, will not impose an undue financial burden on the transit operator or claimant if complementary paratransit services are subsequently required.

System Impact: The new, expanded, or revised transit service will not result in a negative impact on the overall system's measures of efficiency and effectiveness, such as average passenger load per hour, average cost per passenger per hour, passengers per mile, cost per mile, and cost per hour.

Impact Limits: 1) Transit services designed or intended to address an unmet transit need shall, in all cases, provide coordination efforts with transit services currently provided, either publicly or privately, and transit services shall not duplicate services currently or hereafter provided either publicly or privately. 2) No transit need shall be determined reasonable to meet until it has been reviewed and evaluated to the satisfaction of and obtained subsequent approval from the Glenn County Transportation Commission.

**LEGAL NOTICE
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the GLENN COUNTY TRANSPORTATION COMMISSION staff, in concert with the following agencies, will conduct **Unmet Transit/Transportation Needs Public Hearings** to receive public input that will assist the Commission in identifying Unmet Transit/Transportation needs that may exist in Glenn County. A Spanish Language interpreter will be available for the public hearings. Please note the following schedule of meetings and locations:

Hearing Body	Location	Date and Time
Glenn County Board of Supervisors	Supervisors Chambers 2 nd Floor Glenn County Memorial Hall 525 West Sycamore Street Willows, CA 95988	Tuesday June 21, 2022 At 9:15 a.m.
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen, Willows	Tuesday June 14, 2022 At 6:00 p.m.
Transportation Commission	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street Willows, CA 95988	Thursday June 16, 2022, At 9:00 a.m.
Orland City Council	Council Chambers Carnegie Center 912 Third Street, Orland	Tuesday June 7, 2022 At 6:30 p.m.

If you are unable to attend the scheduled meetings, please mail your comments to the Glenn County Transportation Commission, 225 N. Tehama Street, Willows, CA 95988 or FAX comments to (530) 934-6103 or e-mail comments to transit@countyofglenn.net by Friday, June 24, 2022. Please describe in detail the transportation service need.

The meeting rooms are wheelchair accessible and disabled parking is available in front of the Willows City Hall, Glenn County Memorial Hall and on Mill Street, north side of the Carnegie Center in Orland. Individuals who require special accommodations (American Sign Language interpreter, accessible seating, documentation in alternate forms, etc.) are requested to contact the Glenn County Transportation Commission at (530) 934-6540 at least 14 days prior to the scheduled hearing date. TDD users may contact the California Relay Service TDD line at 1-800-735-2929 or Voice Line at 1-800-735-2922.

**NOTICIA LEGAL
NOTICIA DE AUDIENCIA PÚBLICA**

Este aviso es para notificar que el personal de la COMISIÓN DE TRANSPORTACIÓN DEL CONDADO DE GLENN, en colaboración con las agencias siguientes, conducirá una **audiencia pública de las necesidades de Tránsito que no han sido correspondidas** para recibir la opinión del público que asistirá la Comisión en identificar las necesidades de Tránsito que no han sido correspondidas que puedan existir en el Condado de Glenn. Un intérprete de español estará disponible para la audiencia pública. Favor de anotar los horarios y lugares de las juntas:

Audiencia Pública	Lugar	Fecha y Horario
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore Street Willows, CA 95988	Martes 21 junio, 2022, a las 9:15 a.m.
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen St, Willows	Martes 14 junio, 2022 a las 6:00 p.m.
Comisión de Transportación	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore Street Willows, CA 95988	Jueves 16 junio 2022 a las a las 9:00 a.m.
Orland City Council	Council Chambers Carnegie Center 912 Third St., Orland	Martes 7 junio 2022, a las 6:30 p.m.

Si usted no puede asistir a las juntas, favor de enviarnos sus comentarios a la Comisión de Transportación del Condado de Glenn, 225 N. Tehama Street, Willows, CA 95988 o envíe sus comentarios por FAX al (530) 934-6103 o envíe sus comentarios por correo electrónico a transit@countyofglenn.net antes del viernes, 24 Junio, 2022. Por favor describa en detalle la necesidad del servicio de transportación.

Los lugares donde se llevarán a cabo las juntas son accesible a las sillas de ruedas y estacionamiento para incapacitados esta disponible en frente del Willows City Hall, Glenn County Memorial Hall y en la Mill Street, al lado del norte del Carnegie Center en Orland. Individuos que requieran comodidades especiales (interprete de señas, asientos accesibles, documentación de formas alternativas, etc.) se les pide que hablen a la Comisión de Transportación del Condado de Glenn al (530) 934-6540 por lo menos 14 días antes de la fecha de la junta. Usantes del TDD pueden hablar a la línea del TDD del Servicio del California Relay al 1-800-735-2929 o a la Línea de Voz al 1-800-735-2922.

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 7.B.

MEETING DATE: June 7, 2022

TO: Honorable Mayor and Council
FROM: City Manager Pete Carr and Library Director Jody Meza
SUBJECT: **Proposed Library Realignment** (Discussion/Direction)

City staff will discuss a potential realignment of responsibilities and resources for the libraries under the direction of our Library Director.

BACKGROUND

In July 1968 the City of Orland, County of Glenn and City of Willows entered into a Joint Exercise of Powers Agreement (JPA) to provide coordinated library services, each jurisdiction owning its own equipment and materials. The Orland librarian also supervised the Hamilton City library. In 1993 the Hamilton City Community Services District (CSD) took over supervision of its own library, and in 1999 was brought into the JPA by a joint memorandum of understanding (MOU). In that MOU, Willows was to operate branch libraries in Elk Creek and Bayliss. The County would provide proportional funding to Willows, Orland and Hamilton. Orland would provide supervision for the Orland area not including Hamilton, Willows for the southern area including Elk Creek and Bayliss.

Funding was set as “endeavor to increase the annual library budgets...” from the 1999-2000 basis. Each jurisdiction would be responsible for its own library buildings. The MOU continues on a year-to-year basis with allowance to be “amended and/or modified at any time...”

In September 2010 the Orland Library Director was asked to assume operational responsibility for Willows and its outlying County branches, although the staff of all three branches remained Willows employees. Willows agreed to share the ½ the cost of the Library Director’s compensation plus a modest travel allowance. Hamilton City CSD continued to operate its own branch for a while, then more recently that library closed and remains closed today.

DISCUSSION

City of Orland, City of Willows and Glenn County staff agree it would make more sense at this time to realign responsibilities for the libraries such that the Orland Librarian would continue to supervise the operations of Orland, Willows and the outlying branches (adding in the Hamilton City library) and for the employees at those branches (other than Willows) to become City of Orland employees. As a matter of practice, the Orland Library Director already hires and supervises all library employees at both cities and all branches.

The concept is that the City would operate the branch libraries with staffing provided by the City of Orland commensurate with the cost of the services and reimbursement made available by the County through its annual budget process. The amount of this annual agreement will be

determined by the Board through the annual County budget. The County Administrative Officer would work the Orland City Manager or designee to estimate the cost of library staffing each year.

Willows and the County would like us to make this change effective July 1. Separately, the three main jurisdictions are discussing a more equitable share of costs going forward for the operation of the Orland and Willows branches.

RECOMMENDATION

Direct Staff to return with an actionable MOU or amendment to the 1999 MOU to provide for Orland responsibility for all operations and staffing of County library branches, with the County fully reimbursing the City at an agreed annual amount, effective July 1, 2022.

Fiscal Impact of Recommendation: No direct impact on Orland General Fund as County would reimburse Orland for costs of operating the branch locations.

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 7.C.

MEETING DATE: June 7, 2022

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager/Finance Director
SUBJECT: Fiscal Year 2022-23 Budget Adoption (Discussion/Action)

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

BACKGROUND

The annual budget presents the City's best estimates for anticipated revenue and authority to expend funds on operations and projects. With the 2022-23 fiscal year starting July 1, City staff and Council reviewed in April and May the capital improvement project plans, estimated revenues, planned by-department budget expenditures, fund balances, staffing, and debt obligations.

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

DISCUSSION

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

- Updates to Major Projects & Capital Outlays listing
- Deferral of purchase of Building Dept vehicle for expenditure reduction of \$50k
- Revised Fleet Maintenance expenditure page to reflect adjustments to FY22 projections

With these updates and changes the General Fund, Measure A and overall budget are still balanced, and expenditures for General Fund are reduced by net \$40k. Water and sewer funds continue to project surpluses.

Significant changes from the current (FY21-22) budget include:

- Moderated growth of sales tax and street fund revenues
- Staffing increases for public safety admin and public works
- Many capital projects funded by ARPA

City Manager/Finance Director will preface this evening's discussion with a 20-yr General Fund revenue analysis graphical presentation, reviewing the past decade and forecasting the coming decade.

Attachments:

1. Cover page and organizational chart
2. City Manager budget message
3. Major Projects and Capital Outlays for FY23, listed & prioritized
4. Summarized City finances depicted in graphical charts
5. Summary of major fund balances
6. General Fund balance, revenues and expenditures by dept/function
7. Measure A Public Safety Fund balance and budget
8. ARPA Fund budget
9. Police, Fire and Public Works major equipment replacement schedules
10. Staffing schedule
11. Debt obligation schedule

RECOMMENDATION

Adopt fiscal year 2022-23 budget as drafted and proposed.

City of Orland 2022-2023 Budget

City Council

Mayor
Vice-Mayor
Council Member
Council Member
Council Member

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

Appointed Officials

City Clerk
City Treasurer

Jennifer Schmitke
Leticia Espinosa

City Staff

City Manager/Director of Finance
Asst. City Manager/Director of Administrative Services
City Attorney
Chief of Police
Chief of Fire
Director of Public Works
Director of Library Services
Director of Recreation
City Engineer
City Planner

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

Advisory Commissions

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

CITIZENS OF ORLAND

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

ADVISORY COMMISSIONS
 (appointed by City Council)
 Planning
 Library
 Public Works & Safety
 Parks & Recreation
 Arts
 Economic Development

City Attorney
 (appointed by City Council)
 Gregory Einhorn

Administrative Services Director
 Rebecca Pendergrass

City Manager / Finance Director
 Pete Carr

City Engineer
 Paul Rabo, RAR

City Planner
 Scott Friend, ECORP

Accounting Consultant
 Roy Seiler, CPA

City Treasurer
 Leticia Espinosa

City Clerk
 Jennifer Schmitke

Accounting & Admin Services

Public Safety
Police Chief
 Joe Vlach
Fire Chief
 Justin Chaney

Library Director
 Jody Meza

Public Works Director
 Edward Vonasek

Recreation Director
 Joe Fenske

Community Services

- budget, accounting
- utility billing
- accounts payable & receivable
- grants
- human resources
- IT systems, website, social media

- law enforcement
- animal control
- fire suppression
- first aid response
- emergency preparedness

- circulation
- material acquisition
- special programs
- literacy
- reference
- community educ.
- Director of Glenn County libraries

- water
- sewer
- wastewater treatment
- streets
- storm drainage
- park maintenance
- building maintenance
- fleet maintenance

- plan and manage use of recreation center, parks, playgrounds and pool
- organize and manage recreation programs
- coordinate with schools, community sports leagues

- planning
- economic development
- permitting
- building inspection
- code enforcement

City Manager's Message

July 1, 2022

Another successful year for Orland...

Fiscal year 2022 ended June 30th with remarkable recovery from the local impact of the Covid19 global pandemic, continued excellence in municipal operations and services, and some terrific accomplishments including:

- Conservative management of water resources and award of a \$16.7M grant from DWR to expand and extend our water system;
- Substantial improvements to our police and fire radio communications system;
- New agreement with our fire service partners to provide a sustainable balance of cost sharing;
- Re-establishment of a School Resource Officer (SRO) in our schools;
- Return to full Recreation, Park and Library services;
- Resurfacing of all ball courts and construction of four new pickleball courts.
- And... we are carefully applying the one-time federal Covid relief funds for maximum public safety and economic development benefit.



Looking Ahead...

The budget for the coming fiscal year presents Orland's spending plan. It conservatively leverages revenues – all of which are stable or growing -- to provide services for the residents of Orland.

This budget funds essential services and many desired projects including:

- Expansion of the water system with two new wells and a new storage tank, and extension of the water system to dry well properties;
- Purchase of a new fire engine with cash reserves augmented by a federal grant;
- Completion of the multi-year police & fire radio system upgrade project;
- Traffic pattern improvements at Commerce Lane and planning for improvements at Ninth Street;
- Crowning of our main freeway interchange with two pieces of bee-themed art.

Voter approval in 2016 of the Measure A Public Safety Tax continues to make a significant positive difference in our ability to fund public safety equipment.

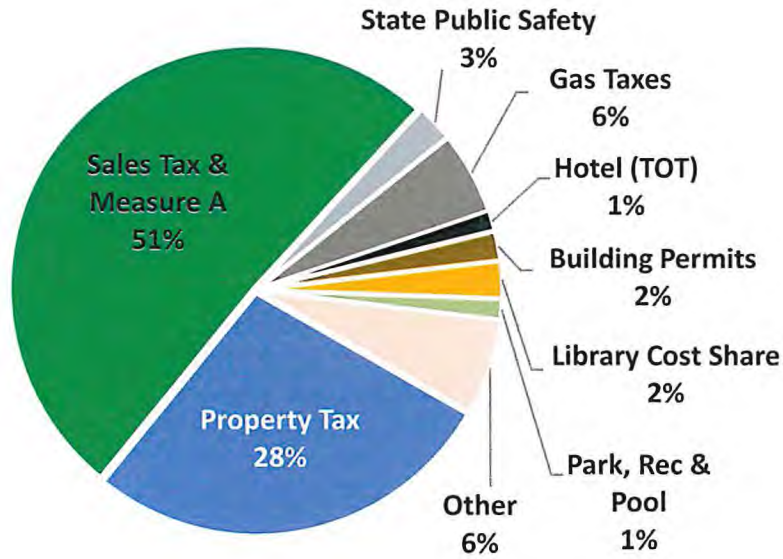
The people of your City government look forward to continuing to serve you, the Orland community.

Pete Carr
City Manager

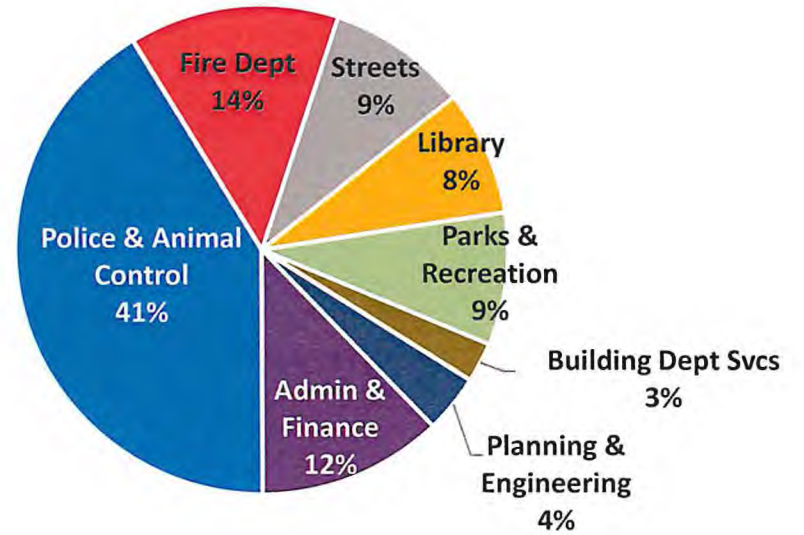
Priorities	More Important	Less Important
More Urgent	<p>Emergency Groundwater Resource Project (DWR – well, tank, mains, laterals, connections)</p> <p>Engineering design to 90% for new well on 6th St (State DW grant + SRF financing)</p> <p>Upgrade DWR well to optimize production (IRWM grant)</p> <p>Radio dispatch system phase 3 (final) upgrade</p> <p>Design concept traffic safety improvement Newville Rd @ 9th St.</p>	<p>OPD/City Hall Roof & Floor repairs (ARPA)</p> <p>Library roof and HVAC repairs (ARPA)</p> <p>Install EV charging stations in town (ARPA)</p> <p>Complete Rec Trail phase II (State Parks grant)</p> <p>Construct / install freeway bee art (Caltrans project)</p>
Less Urgent	<p>Prepare (PS&E) for reconstruction of M½ for FY24 (STIP)</p> <p>Detail canal undergrounding agreement</p> <p>Engineering design of west side infrastructure</p> <p>Complete upgrade SR32/M½ lift station</p> <p>Start streetscapes visible improvements (ARPA)</p> <p>Replace financial management software (ARPA)</p>	<p>Upgrade Lely field lighting (ARPA)</p> <p>OPD and OPW fencing and gating</p> <p>Build Pump Track (DIF/ARPA)</p> <p>East end “Welcome to Orland” sign</p> <p>Work with Transportation Com to fund overlay of Shasta Street</p>

City of Orland Fiscal Year 2022-2023

Where do our funds come from?



Where do our funds go?



Includes General Fund, Measure A Public Safety, Gas Tax.

Does not include Water, Wastewater or Covid Relief Funds.

City of Orland Summary of Major Fund Balances

Fund Code	Fund Name	Fund Balance per Audit July 1, 2021	Projected 2021-2022		Fund Balance Projected June 30, 2022	Budgeted 2022-2023		Fund Balance Budgeted June 30, 2023
			Revenues and Transfers In	Expenditures Transfers Out		Revenues	Expenditures	
00	General Fund	1,251,460	5,732,200	5,202,556	1,781,104	5,819,000	5,742,980	1,857,124
01	Measure A Safety Fund	1,194,330	1,275,000	1,101,000	1,368,330	1,300,000	1,731,396	936,934
21	Street Related Funds (Gas Tax)	324,095	420,500	510,800	233,795	549,120	479,000	303,915
35	Development Impact Fund	2,392,200	83,000	171,000	2,304,200	100,000	100,000	2,304,200
26	Water Enterprise Fund	2,946,574	1,880,000	1,579,266	3,247,308	1,975,000	1,776,127	3,446,181
27	Sewer Enterprise Fund	553,429	1,310,000	1,335,630	527,799	1,347,000	1,344,226	530,573
28	Sewer Industries Fund	97,600	115,598	85,598	127,600	113,728	113,728	127,600
05	Covid Relief Fund (CV 2 & 3)	-	-	-	-	281,000	281,000	-
06	ARPA Fund	636,192	936,192	455,000	1,117,384	-	1,112,000	5,384

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

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

Audited Fund Balance, June 30, 2021	\$	3,081,982		
Less: Included in Measure A	\$	(1,194,330)		
Less: Included in ARPA	\$	(636,192)		
Recognized Fund Balance: June 30, 2021			\$	1,251,460

2021-2022, PROJECTED:

Projected Revenues			\$	5,732,200
Projected Expenditures			\$	(5,202,556)
Projected Fund Balance: June 30, 2022			\$	1,781,104

2022-2023, Budgeted

Anticipated Revenues			\$	5,819,000
Budgeted Expenditures			\$	(5,742,980)
Revenue Over/(Under) Expenditures:			\$	76,020
Budgeted Fund Balance: June 30, 2023			\$	1,857,124

Budgeted General Fund Reserve Expressed as a Percentage of Budgeted Expenditures 32.3%

	Percentage of Budgeted Expenditures	
Minimum Acceptable General Fund Reserve	25%	\$ 1,435,745
(Under)/Over Acceptable General Fund Reserve		\$ 421,379
Desired General Fund Reserve	50%	\$ 2,871,490
(Under)/Over Desired General Fund Reserve		\$ (1,435,745)

City of Orland
2022-2023 Budget - General Fund Revenues
 (Not Including Measure A Safety Fund)

Revenue Source	2020-2021 Actual	2021-2022 Adopted Budget	2021-2022 Projected Revenues	2022-2023 Proposed Budget
Taxes				
Property Taxes (including Motor Vehicle In Lieu)	\$1,780,079	\$1,828,000	\$1,900,000	\$2,000,000
Sales Tax	2,274,577	2,166,000	2,300,000	2,400,000
Less Allocation to County				
Prop 172/Public Safety Augmentation	26,900	23,000	31,000	31,000
SLESA Public Safety	156,727	148,000	150,000	150,000
Business Licenses	25,395	24,000	26,000	26,500
Hotel User's Tax (TOT)	69,449	72,000	100,000	90,000
Fines, Forfeitures and	20,360			
Investment Income		2,000	10,000	10,000
Rents and Royalties	54,620	56,000	53,000	56,000
Franchise Fees	198,901	210,000	220,000	230,000
Solar CREBS Credit, General Fund Portion	7,072	7,500	7,500	7,500
Inter Governmental		10,000	3,000	3,000
Library Allocation (County)	64,500	78,000	90,000	90,000
Library Allocation (City of Willows)	61,305	84,000	88,900	89,000
Fire Chief Allocation (County)		124,000	123,800	39,000
Fire Dept. Fleet Maint. Reimbursement (County)		20,000	20,000	20,000
Charges for Services				
Planning/Zoning	17,032	15,000	50,000	50,000
Building Permits and Related Charges	72,784	85,000	98,000	140,000
Library Fees	1,374		2,000	2,000
Green Waste Fees	3,555	18,000	9,000	0
Recreation, Park & Swim Programs	68,495	55,000	90,000	100,000
Other Revenues and One Time Monies				
ARPA Fiscal Stabilization	200,000			
CARES/COVID Relief	102,765			
OTS Fire Dept Grant	97,411			
Other Revenues	24,069		125,000	50,000
Administrative Allocation to Enterprise Funds	231,946	235,000	235,000	235,000
Totals	<u>\$5,559,316</u>	<u>\$5,260,500</u>	<u>\$5,732,200</u>	<u>\$5,819,000</u>

City of Orland
2022-2023 Budget- Summary General Fund Expenditures By Department
Department Detailed Expenditures in Following Sections

Department	2021-2022 Budgeted Expenditures	2021-2022 Projected Expenditures	2022-2023 Budgeted Expenditures
City Council	\$ 49,100	\$ 49,050	\$ 52,200
City Manager	\$ 285,217	\$ 283,694	\$ 350,355
City Clerk	\$ 154,871	\$ 153,921	\$ 65,014
City Accounting	\$ 244,644	\$ 239,611	\$ 357,551
City Attorney	\$ 49,000	\$ 68,000	\$ 50,000
City Planning	\$ 153,180	\$ 153,180	\$ 151,700
City Police	\$ 2,282,138	\$ 2,232,738	\$ 2,473,434
City Fire	\$ 236,658	\$ 207,858	\$ 293,449
City Building Inspection	\$ 129,190	\$ 127,010	\$ 191,694
City Engineer	\$ 27,000	\$ 27,000	\$ 27,000
City Facilities Maintenance	\$ 391,706	\$ 152,821	\$ 189,387
City Streets	\$ 148,976	\$ 147,676	\$ 139,653
City Parks Maintenance	\$ 253,288	\$ 253,132	\$ 305,721
City Fleet Maintenance, After Allocation to Police and Fire	\$ 150,917	\$ 122,225	\$ 101,239
City Recreation/ City Pool	\$ 318,132	\$ 312,415	\$ 329,707
City Library	\$ 563,488	\$ 565,325	\$ 598,142
	Shown Before Reimbursements		
General Fund Portion of Debt Service (*)	\$ 106,900	\$ 106,900	\$ 66,734
	<u><u>\$ 5,544,404</u></u>	<u><u>\$ 5,202,556</u></u>	<u><u>\$ 5,742,980</u></u>

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

City Council
2022-2023 Budget
Fund 00, Department 5010

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
013	City Council Members' Stipends	16,600	18,000	18,000	18,000
110	Office Expenses	1,681	1,200	1,300	1,600
120	Special Dept.	2,571			
120	Special Dept. - Chamber of Commerce	11,250	11,250	11,250	11,250
545	Special Dept.- Façade/Signage Cost Share	3,304			
122	Special Department Expense - Technology	4,101	3,500	4,500	6,200
150	Publications	306	1,000	200	1,000
160	Communications	217	600	400	600
240	Membership, Other	5,211	4,900	4,900	4,900
240	Membership (3Core)	5,500	5,500	5,500	5,500
122	Website Hosting and Maintenance		0	0	0
250	Travel/Training	431	2,000	2,000	2,000
280	Insurance/Bonds	1,048	1,150	1,000	1,150
640	Capital Improvements Other				
	Sub total	52,220	49,100	49,050	52,200
Total General Fund Appropriations		\$ 52,220	\$ 49,100	\$ 49,050	\$ 52,200

City Manager
2022-2023 Budget
Fund 00, Department 5050

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 193,267	\$ 212,128	\$ 212,128	\$ 228,050
	PERS unfunded liability/Pension Obligation Bonds	35,008	41,566	41,566	70,105
110	Office Expenses	2,191	2,000	2,000	2,000
120	Special Departmental	1,528		100	
122	Special Departmental-Technology	5,994	3,480	5,000	6,200
160	Communications	1,736	1,000	1,500	1,500
210	Professional and Contract Services	1,048	2,000	1,100	1,000
240	Membership and Dues	100	1,500	200	500
250	Travel/Training	704	2,000	1,600	2,000
270	Fuel	1,176	1,200	100	500
280	Insurance/Bonds	8,512	9,350	9,350	9,500
095	Employee Recognition	0	0	0	2,000
	Sub total	251,264	276,224	274,644	323,355
640	Capital Items -- replace admin vehicle	0			27,000
291	Pension Obligation Debt Service	8,679	8,993	9,050	
	Total General Fund Appropriations	\$ 259,943	\$ 285,217	\$ 283,694	\$ 350,355

**City Clerk
2022-2023 Budget
Fund 00, Department 5020**

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 109,806	119,604	119,604	39,535
	PERS unfunded liability/Pension Obligation Bonds	16570	11,709	11,709	79
110	Office Expenses	4,151	2,500	2,500	2,500
120	Special Departmental - Other	94	1,000	100	
122	Special Departmental - Technology	4,024	3,480	4,500	6,200
125	Election Charges	9,740	0	0	6,000
150	Publications	691	100	1,000	500
160	Communications	1,036	1,000	1,000	1,000
200	Equipment Maintenance		0	0	0
210	Professional and Contract Services	3,750	6,000	4,000	4,000
240	Membership and Dues	260	200	200	200
242	Filings		0		0
250	Travel/Training	100	200	200	500
280	Insurance/Bonds	3,960	4,350	4,350	4,500
	Sub total	154,182	150,143	149,163	65,014
291	Pension Obligation Debt Service	4,563	4,728	4,758	
Total General Fund Appropriations		\$ 158,745	\$ 154,871	\$ 153,921	\$ 65,014

City Attorney
2022-2023 Budget
Fund 00, Department 5040

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
210	Professional Services - Retainer	46,200	47,000	48,000	48,000
	Other		2,000	20,000	2,000
	Sub total	46,200	49,000	68,000	50,000
Total General Fund Appropriations		\$ 46,200	\$ 49,000	\$ 68,000	\$ 50,000

City Accounting Department
2022-2023 Budget
Fund 00, Department 5030

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	133,065	152,884	152,884	262,113
	PERS unfunded liability/Pension Obligation Bonds	3,040	13,497	13,497	14,488
110	Office Expenses/Bank Fees	6,232	2,500	6,400	7,000
120	Special Departmental - Other	854			
122	Special Departmental - Technology	6,729	3,480	4,500	6,200
150	Publications				
160	Communications	1,248	1,000	1,000	1,000
210	Professional Services-Consultant	17,348	30,000	20,000	25,000
223	Professional Services - Independent Audit	27,850	27,000	27,000	35,000
210	Professional Services - Other	100	3,000	3,000	3,000
224	Professional Services - PERS GASB 68	1,750	3,000	3,000	3,000
240	Memberships	110	250	250	250
250	Travel/Training	258	500	500	500
280	Insurance/Bonds				
	Sub total	198,584	237,111	232,031	357,551
291	Pension Obligation Debt Service	7,270	7,533	7,580	
Total General Fund Appropriations		205,854	244,644	239,611	357,551

City Planning Department
2022-2023 Budget
Fund 00, Department 5060

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
110	Office Expenses	4,313	3,000	3,000	3,000
122	Special Departmental-Technology	3,982	3,480	3,480	5,000
120	Special Departmental-other	-	3,000	3,000	0
150	Publications (Legal Notices/Filing Fees)	1,130	2,000	2,000	2,000
160	Communications	1,036	700	700	700
210	Professional and Contract Services	188,818	120,000	120,000	120,000
210	Contract Services - Chico State GIS		11,000	11,000	11,000
210	City Contribution to LAFCO		10,000	10,000	10,000
250	Travel/Training		0	0	0
	Sub total	199,279	153,180	153,180	151,700
Total General Fund Appropriations		\$ 199,279	\$ 153,180	\$ 153,180	\$ 151,700

City Police
2022-2023 Budget
Funds 00 and 04, Departments 5110 and 5115

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	1,509,794	1,643,914	1,643,914	1,955,010
	PERS unfunded liability/Pension Obligation Bonds	199,296	209,402	209,402	216,324
110	Office Expenses	6,401	5,500	6,500	6,500
120	Special Dept. Expense - Supplies	15,791	30,000	25,000	30,000
122	Special Department-Technology	3,654	25,000	25,000	31,200
160	Communications	3,475		0	0
200	Equipment and Building Maintenance	2,487		0	0
210	Professional and Contract Services	51,067	30,000	30,000	30,000
222	Animal Control Services from Glenn County	41,250	55,000	55,000	55,000
240	Membership and Dues	996	900	900	900
250	Travel/Training	19,618	20,000	24,000	20,000
270	Fuel	51,882	50,000	60,000	50,000
280	Insurance/Bonds	69,988	76,900	76,900	78,500
285	Interest and Debt Service Expense				
	Fleet Maintenance Allocation (Expended from Measure A)		60,000	0	0
	Sub total	1,975,699	2,206,616	2,156,616	2,473,434
550	Capital Outlay				
291	Pension Obligation Debt Service	72,886	75,522	76,122	
Total General Fund Appropriations		\$ 2,048,585	\$ 2,282,138	\$ 2,232,738	\$ 2,473,434

City Fire
2022-2023 Budget
Fund 00, Department 5120
(Not Including Measure A Public Safety Fund)

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits*	124,480	164,346	164,346	254,566
	PERS unfunded liability/Pension Obligation Bonds	556	555	555	2,726
045	Workers' Compensation Insurance (Volunteers)	8,952	12,157	12,157	12,157
110	Office Expenses	825	1,000	1,000	1,200
120	Special Departmental-other	1,489			
122	Special Departmental-Technology	3,965	1,500	4,500	7,900
160	Communications - Dispatch	2,248			
170	Utilities	8,093	6,500	6,000	6,000
190	Building Maintenance	100			0
200	Equipment Maintenance	97			0
210	Professional and Contract Services	2,335	1,000	2,000	1,400
250	Travel/Training	0	0	0	0
270	Fuel	8,486	0	10,000	0
280	Insurance/Bonds	8,736	9,600	7,300	7,500
	Fleet Maintenance Allocation* (Expended from Measure A)	0	40,000	0	0
	Maintenance and Operations	170,362	236,658	207,858	293,449
550	Capital Outlay				
Total General Fund Appropriations		\$ 170,362	\$ 236,658	\$ 207,858	\$ 293,449

*Cost share reimbursement from the County per contract.

City Building Inspection & Code Enforcement
2022-2023 Budget
Fund 00, Department 5070

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	35,303	41,794	41,794	54,988
	PERS unfunded liability/Pension Obligation Bonds	96	97	97	14,106
110	Office Expenses	3,136	2,300	3,200	3,500
120	Special Department Expense	5,512	2,000	500	1,000
122	Special Department Expense - Technology Upgrades	9,482	3,480	4,200	5,000
160	Communications and Public Notices	1,507	1,400	1,400	1,400
200	Equipment Maintenance and Leases	49	200	200	200
210	Professional Services (Plan Review)	0	23,000	20,000	35,000
220	Contract Services (Inspection)	45,521	52,000	52,000	75,000
240	Dues and Memberships	0	200	200	200
250	Training and Travel	0	500	500	500
270	Gasoline	571	600	600	800
280	Insurance Allocation				
	Other			700	
640	Capital Items				
	Subtotal	101,177	127,571	125,391	191,694
291	Pension Obligation Debt Service	1,563	1,619	1,619	
Total General Fund Appropriations		\$ 102,740	\$ 129,190	\$ 127,010	\$ 191,694

City Engineer
2022-2023 Budget
Fund 00, Department 5160

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
210	Engineering Services	53,505	27,000	27,000	27,000
	Sub total	53,505	27,000	27,000	27,000
Total General Fund Appropriations		\$ 53,505	\$ 27,000	\$ 27,000	\$ 27,000

City Facilities Maintenance
2022-2023 Budget
Fund 00, Department 5190

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	82,268	89,260	89,260	112,221
	PERS unfunded liability/Pension Obligation Bonds	4,802	4,955	4,955	8,166
110	Office Expenses	-	1,000	100	500
120	Special Department Expense	-	2,600	100	
170	Utilities	8,115	10,500	10,500	11,000
190	Miscellaneous Supplies and Services	13,360	16,500	25,000	25,000
280	Insurance/Bonds	2,048	2,500	2,500	2,500
640	Capital Improvements		260,000	10,000	25,000
640	Capital Equipment (Roofs, Sidewalks, Painting & Waterproofing)				5,000
	Sub total	110,593	387,315	142,415	189,387
540	Improvements	-	2000	8000	
546	Library and Carnegie Center ADA upgrades	912			
291	Pension Obligation Debt Service	2,338	2,391	2,406	
Total General Fund Appropriations		\$ 113,843	\$ 391,706	\$ 152,821	\$ 189,387

City Streets Maintenance
General Fund Portion
2022-2023 Budget
Fund 00, Department 5170

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	82,286	229,279	229,279	215,028
	PERS unfunded liability/Pension Obligation Bonds	14,696	15,069	15,069	17,625
	Less: Gasoline Tax Wages & Benefits	(80,892)	(120,000)	(120,000)	(120,000)
120	Special Departmental	0	2,100	2,100	2,100
140	Uniforms	2,194	1,100	2,200	2,200
200	Equipment Maintenance				
170	Utilities/Street Lights				
280	Insurance/Bonds	8,648	9,900	7,500	7,700
	Fleet Maintenance Allocation				15,000
	Sub total	26,932	137,448	136,148	139,653
291	Pension Obligation Debt Service	11,125	11,528	11,528	
Total General Fund Appropriations		\$ 38,057	\$ 148,976	\$ 147,676	\$ 139,653

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

City Parks Maintenance
2022-2023 Budget
Fund 00, Department 5250

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	148,667	164,895	164,895	178,961
	PERS unfunded liability/Pension Obligation Bonds	17518	18,057	18,057	26,760
110	Office Expenses	22	150	150	150
120	Dept. Expenses - Repair, Supplies & Services	24,505	30,000	30,500	30,000
140	Uniforms	2,193	650	2,000	1,500
160	Communications	198	550	400	550
170	Utilities	4,270	1,900	3,500	3,500
200	Equipment Maintenance & Lease	8,623	10,000	8,000	10,000
250	Training and Travel				
280	Insurance/Bonds	5,372	7,000	5,500	5,800
270	Fuel		1,050	1,050	1,500
560	Tree Replacement		2,000	2,000	3,000
	Fleet Maintenance Allocation				15,000
	Other	1420			
	Sub total	212,788	236,252	236,052	276,721
291	Pension Obligation Debt Service	6,790	7,036	7,080	0
640	Capital Outlay	11601	10,000	10,000	29,000
Total General Fund Appropriations		\$ 231,179	\$ 253,288	\$ 253,132	\$ 305,721

City Fleet Maintenance
2022-2023 Budget
Fund 00, Department 5180-5183

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	204,501	81,029	160,000	178,365
	PERS unfunded liability/Pension Obligation Bonds	146	179	500	1,274
110	Office Expenses				
120	Special Department Expense, Admin	2,757	40,000	2,000	5,000
120	Special Department Expense, Police	25,312	62,500	23,000	15,000
120	Special Department Expense, Fire	(7,282)	40,000	5,000	15,000
120	Special Department Expense, Public Works	26,674	21,000	68,000	25,000
170	Utilities	-	3,200	3,200	3,300
200	Equipment Maintenance, Other	1,165	3,200	3,200	3,300
291	Pension Obligation Debt Service	2,229	2,309	2,325	-
	Sub total	255,502	253,417	267,225	246,239
	Allocation of Expenditures to Specific Departments:				
	Police (Measure A)		(62,500)	(60,000)	(60,000)
	Fire (Measure A)		(40,000)	(40,000)	(40,000)
	Street Funds/Gas Tax			(15,000)	(15,000)
	Parks			(15,000)	(15,000)
	Water			(7,500)	(7,500)
	Sewer			(7,500)	(7,500)
	Total Non Allocated General Fund Appropriations	\$ 255,502	\$ 150,917	\$ 122,225	\$ 101,239

**City Recreation and Pool
2022-2023 Budget**

Fund 00, Departments 5260 and 5261

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits, Recreation	109,799	175,281	175,281	95,571
	Salaries and Benefits, City Pool	66,948	19,652	19,652	95,124
	PERS unfunded liability/Pension Obligation Bonds-Rec	19262	179	179	24,080
	PERS unfunded liability/Pension Obligation Bonds-Pool		179	179	1,032
110	Office Expenses	4,529	2,600	12,000	6,000
120	Dept. Expenses - Recreation	1,131	12,000	5,000	6,000
120	Dept. Expenses - City Pool	32,047	30,000	15,000	18,000
122	Special Department-Tech (+RecDesk)	7,446	6,880	8,000	9,900
160	Communications	2,837	2,200	4,500	4,500
170	Utilities	5,572	8,000	8,000	8,000
170	Utilities - City Pool	7,759	7,000	12,000	13,000
190	Building Maintenance	11,129	2,000	10,000	10,000
200	Equipment Maintenance	20,218	200	200	200
210	Professional and Contract Services	4,522	1,200	8,000	8,000
270	Gas and Oil	1,792	1,700	1,700	2,500
280	Insurance/Bonds	9,192	10,100	7,700	7,800
450/460	Pool Supplies and Water Treatment		29,000	15,000	20,000
	Other	1,371			
	Sub total	305,554	308,171	302,391	329,707
540	Capital Outlay				
291	Pension Obligation Debt Service	9,613	9,961	10,024	
	Total General Fund Appropriations	\$ 315,167	\$ 318,132	\$ 312,415	\$ 329,707

City Library
2021-2022 Budget
Fund 00, Department 5200

Object Code	Description	2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	332,154	416,859	416,859	444,171
	PERS unfunded liability/Pension Obligation Bonds	59,522	62,161	62,161	87,571
110	Office Expenses	4,145	4,500	5,000	4,700
120	Special Department Expense	10,169	10,500	10,000	10,500
122	Special Department-Technology	3,966	3,480	5,000	6,200
160	Communications	3,227	2,000	2,500	2,000
170	Utilities	14,321	13,000	15,000	10,000
200	Equipment Maintenance	3,689	4,000	4,000	5,500
210	Professional and Contract Services	10,689	8,000	10,000	10,000
250	Travel/Training	1,800	2,400	2,400	3,000
280	Insurance/Bonds	16,292	17,900	13,600	14,500
	Sub total	459,974	544,800	546,520	598,142
	ADA Corrections, Library Facilities Capital Outlay Pension Obligation Debt Service	18,036	18,688	18,805	
Total General Fund Appropriations		\$ 478,010	\$ 563,488	\$ 565,325	\$ 598,142

City of Orland
2022-2023 Budget -- Water Enterprise Operating & Capital Replacement

Description	2020-2021 Actual	2021-2022 Budget	2021-2022 Projected	2022-2023 Proposed
Revenues				
Water Service Fees	1,755,635	1,670,000	1,850,000	1,950,000
Water Line Foot Charges, Capacity & Meter Hook-up Fees	-	84,100	5,000	0
Investment and Other Revenues	46,224	5,000	25,000	25,000
Total Revenues	\$ 1,801,859	\$ 1,759,100	\$ 1,880,000	\$ 1,975,000
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	348,721	456,013	456,013	486,405
	39,606	40,814	40,814	59,302
Operating				
Office Expenses	11,000	12,480	13,000	15,000
Special Departmental Supplies and Tools	37,322	5,000	5,000	5,000
Special Departmental Technology	8,183	12,000	10,000	18,200
Uniform and Boot Allowance	2,889	1,768	3,000	3,500
Communications	9,417	10,192	10,000	10,500
Utilities	103,631	122,000	122,000	122,000
Rents and Leases	12,000	12,480	12,480	12,855
Equipment/Building Maintenance	21,607	20,800	35,000	35,000
Professional and Contract Services	40,188	50,000	45,000	45,000
Membership/Dues/Permits	10,017	9,800	12,000	10,000
Non Capitalized Equipment	11,981	15,000	15,000	15,000
Training and Travel	2,225	2,080	2,000	2,200
Fuel	22,936	26,000	26,000	36,000
Insurance Allocation	12,640	9,700	10,600	11,000
Pension Obligation Debt Service	18,097	18,678	27,600	
SGMA JPA Cost Share		6,000	6,000	6,000
Supplies	114,969	60,000	80,000	80,000
Water Treatment	10,700	9,360	9,500	10,000
Fleet Maintenance Allocation			7,500	7,500
Administrative Allocation	139,670	141,000	141,000	145,230
Total Operating Expenditures	977,799	1,041,165	1,089,507	1,135,692
Other Expenditures				
Capital Outlay		250,000	250,000	278,000
Water Line Replacement		-	-	200,000
Other Expenses	2,825	-	-	-
Debt Service	239,779	239,759	239,759	162,435
Total Other Expenditures	242,604	489,759	489,759	640,435
Total Expenditures	1,220,403	1,530,924	1,579,266	1,776,127
Revenue in Excess of Expenditures	\$ 581,456	\$ 228,176	\$ 300,734	\$ 198,873

City of Orland
2022- 2023 Budget -- Sewer Enterprise Operating & Capital Replacement

Description	2020-2021 Actual	2021-2022 Budget	2021-2022 Projected	2022-2023 Proposed
Revenues				
Sewer Service Fees	1,203,266	1,175,000	1,300,000	1,342,000
Capacity and Hook Up Charges	-	77,900	5,000	0
Grants	225,000			
Investment and Other Revenues	16,335	5,000	5,000	5,000
Total Revenues	1,444,601	1,257,900	1,310,000	1,347,000
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	276,014	328,703	328,703	405,529
	19,588	20,200	20,200	44,839
Operating				
Office Expenses	10,965	12,500	12,500	15,000
Special Departmental Supplies and Tools	37,438	5,000	20,000	10,000
Special Departmental Technology	8,182	3,620	9,000	18,200
Uniform and Boot Allowance	3,353	1,700	3,000	3,500
Memberships/Dues/Permits	18,955	25,000	25,000	25,000
Communications	3,055	2,100	3,000	3,000
Utilities	8,076	10,400	10,400	10,400
Rents and Leases	12,000	12,480	12,480	12,855
Equipment/Building Maintenance	30,301	34,320	34,320	34,000
Professional and Contract Services	70,865	14,560	18,000	15,000
State Regulatory Fees		15,600	15,600	15,600
Training and Travel	891	2,000	2,000	2,000
Fuel	22,936	25,000	26,000	35,000
Non Capitalized Equipment	39	20,000	20,000	20,000
Insurance Allocation	11,028	8,632	9,300	9,500
Pension Obligation Debt Service	12,385	12,832	14,800	
Supplies	44,979	50,000	45,000	50,000
Water Treatment		1,040	1,000	1,100
Fleet Maintenance Allocation			7,500	7,500
Administrative Allocation	78,363	80,000	80,000	82,400
Total Operating Expenditures	669,413	685,687	717,803	820,423
Other Expenditures				
Capital Outlay, Capitalized		85,000	210,000	278,000
Sewer Line Replacement				50,000
Environmental Study		-	-	-
Other Expenses	752		145,000	
Debt Service	262,827	262,827	262,827	195,803
Total Other Expenditures	263,579	347,827	617,827	523,803
Total Expenditures	932,992	1,033,514	1,335,630	1,344,226
Revenue in Excess of Expenditures	\$511,609	\$224,386	(\$25,630)	\$2,774

City of Orland
2022-2023 Budget -- Industries Sewer Enterprise

	2020-2021	2021-2022	2021-2022	2022-2023
Description	Actual	Budget	Projected	Proposed
Revenues				
Sewer Service Fees from Olive Processors	\$ 126,160	81,929	115,598	113,728
Interest Income Allocation	1,765			
Total Revenues	<u>127,925</u>	<u>81,929</u>	<u>115,598</u>	<u>113,728</u>
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	3,746	53,253	53,253	53,253
		3,925	3,925	3,925
Operating				
Special Departmental Supplies and Tools	147	150	150	150
Uniform Allowance	2,193	1,150	2,500	2,500
Utilities	6,411	3,650	7,000	7,000
Rents and Leases	1,800	1,900	1,900	1,900
Professional and Contract Services		750	750	500
Insurance Allocation	322	1,050	270	500
PERS Side Fund Debt Service	2,028	2,101	1,850	-
Engineering funding agreements		20,000	-	20,000
Industrial pond meter		10,000	-	10,000
Administrative Allocation	13,600	14,000	14,000	14,000
Total Expenditures	<u>30,247</u>	<u>111,929</u>	<u>85,598</u>	<u>113,728</u>
Revenue in Excess of Expenditures	<u>\$ 97,678</u>	<u>\$ (30,000)</u>	<u>\$ 30,000</u>	<u>\$ -</u>

**City of Orland Street Funds -- Gas Tax
2022- 2023 Budget**

	<u>HUTA and RSTP Fund</u>	<u>STIP Fund</u>	<u>S.B. 1 Road Maint. Rehab Fund</u>	<u>Totals</u>
Audit Balance, June 30, 2021	\$ 83,325	\$ (2,460)	\$ 243,230	\$ 324,095
Anticipated Revenues, 2021-2022	\$ 277,800	\$ -	\$ 142,700	\$ 420,500
Budgeted Expenditures, 2021-2022	\$ (348,000)	\$ -	\$ (162,800)	\$ (510,800)
Less: Expected Capital Expenditure Carryover	<u>\$ 86,000</u>			\$ 86,000
Projected Fund Balances at June 30, 2022	<u>\$ 99,125</u>	<u>\$ (2,460)</u>	<u>\$ 223,130</u>	<u>\$ 319,795</u>
2022-23 BUDGET				
Estimated HUTA Apportionments Payable -- State of CA	\$ 244,750		\$ 194,370	\$ 439,120
Projected RSTP Revenues	\$ 110,000			\$ 110,000
Projected STIP Revenues				\$ -
Total Projected Revenues	<u>\$ 354,750</u>	<u>\$ -</u>	<u>\$ 194,370</u>	<u>\$ 549,120</u>
City Engineer and Other Administrative Costs				\$ -
Street Wages & Benefits Allocation	\$ 120,000			\$ 120,000
Street Lighting and Utilities Allocation	\$ 75,000			\$ 75,000
Road Patching and Sealing (SB-1 Shasta Street)	\$ 10,000		\$ 76,000	\$ 86,000
Planning for Road M1/2 Construction			\$ 70,000	\$ 70,000
Equipment Maintenance	\$ 15,000			\$ 15,000
Street Related Capital Additions	\$ 99,000		\$ 14,000	\$ 113,000
Total Budgeted Expenditures	<u>\$ 319,000</u>	<u>\$ -</u>	<u>\$ 160,000</u>	<u>\$ 479,000</u>
Projected Balance at June 30, 2023	<u>\$ 134,875</u>	<u>\$ (2,460)</u>	<u>\$ 257,500</u>	<u>\$ 389,915</u>

City of Orland
2022-2023 Budget -- Library Memorial and Hanbery Trust Fund

Projected Fund Balance at July 1, 2022	\$ 83,450
Estimated Donations	600
Estimated Interest Income for the Year	120
Less: Special Departmental - Publications	(5,000)
	<hr/>
Anticipated Balance at June 30, 2023	<u><u>\$ 79,170</u></u>

CITY OF ORLAND
2022-2023 Budget - Measure A Public Safety Fund Balance
FUND BALANCE

Audited Fund Balance: June 30, 2021	\$ 1,194,330
Original FY21-22 Budget, Revenues	\$ 1,050,000
Changes (+ ARPA fiscal stabilization)	\$ 225,000
Original FY20-21 Budget, Expenditures	\$ (1,101,000)
FY21-22 Net change	\$ 174,000
	<u>\$ 1,368,330</u>
Projected Fund Balance: June 30, 2022	
Anticipated Revenues FY22-23:	\$ 1,300,000
Budgeted Expenditures FY22-23:	\$ (1,211,396)
Budgeted Fund Balance, June 30, 2023	<u>\$ 1,456,934</u>
Purchase of Apparatus (Cash)	\$ (520,000)
Projected Fund Balance, June 30, 2023	<u>\$ 936,934</u>

Set Asides (S/A)	Set Aside in Prior Years	Set Aside FY 2022-23	Sub-total Set Aside	Purchase from S/A	Reserve Balance	
Set aside for future Public Safety apparatus & equipment	\$ 608,000	\$ 76,698	\$ 684,698	\$ (520,000)	\$ 164,698	
Set aside for future Public Safety facility	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	
Balance of set asides			<u>\$ 784,698</u>	<u>\$ (520,000)</u>	<u>\$ 264,698</u>	\$ 264,698
Available Fund Balance after set asides, June 30, 2023						<u>\$ 672,236</u>

CITY OF ORLAND
2022-2023 Budget - Measure A Public Safety Sales Fund Budget

Anticipated Revenues FY 22-23: \$ 1,300,000

Budgeted Expenditures FY 2023:

Fire:	Ladder truck payment (seventh of ten annual payments)	\$ 76,698	
	Facility & Equipment Maint	\$ 15,000	
	Fleet Maintenance Allocation	\$ 40,000	
	Equipment for Engine 27	\$ 100,000	
	SCBA, Turnouts*	\$ 52,000	
	Training Facility Improvements	\$ 50,000	
	Volunteer Support*	\$ 40,000	
	Communications -- pagers, dispatch*	\$ 42,000	
	Radio repeater project (final phase)	\$ 60,000	
	Potential VGA grant match for radios	\$ 20,000	
	Fuel, Travel and Training	\$ 31,000	
	Set aside for fire apparatus replacement schedule	\$ 76,698	
	Set aside for future public safety facility	\$ -	
			\$ 603,396

* = shared with Rural

Police:	Patrol vehicles (two new) purchases	\$ 165,000	
	Fleet Maintenance Allocation	\$ 60,000	
	Police Communications -- Dispatch and Radios	\$ 110,000	
	Police rifles, road emergency and medical equipment	\$ 40,000	
	Maintenance, Renewal and Licensing, FirstNet	\$ 87,000	
	OPD Promotional Materials, Fuel Contingency	\$ 13,000	
			\$ 475,000

Public Works:	Fire hydrants, safety equipment, road signs	\$ 120,000	
	Capital per equip replacement schedule	\$ 13,000	
			\$ 133,000

Total Budgeted Allocations 2022-2023: \$ (1,211,396)

Balance: \$ 88,604

City of Orland
2022-2023 Budget - ARPA Fund 06

2020-2021 ACTUAL

Revenues	First Half of Total		\$ 936,192
<u>Expenditures/Transfers</u>			
	Transfer to General Fund as "revenue backfill"	\$ 200,000	
	Transfer to Measure A as "revenue backfill"	\$ 100,000	
Total Projected Expenditures/Transfers			\$ (300,000)
Audited Fund Balance, June 30, 2021			\$ 636,192

2021-2022, PROJECTED:

Revenues	Second Half of Total		\$ 936,192
<u>Expenditures/Transfers</u>			
	Chamber Support	\$ 7,000	
	Arts Commission	\$ 3,000	
	Radio Upgrades	\$ 30,000	
	Public Safety Security and IT upgrades	\$ 160,000	
	OPD Evidence Room Improvements	\$ 80,000	
	Façade Improvement	\$ 30,000	
	Cost share for S.Cortina lift station	\$ 145,000	
Total Projected Expenditures/Transfers			\$ (455,000)
Projected Fund Balance June 30, 2022			\$ 1,117,384

2022-2023, Budgeted

Anticipated Revenues			\$ -
<u>Budgeted Expenditures</u>			
	OPD Hall Roof and Floor Repairs	\$ 120,000	
	Library Roof and HVAC Repairs, Match State	\$ 80,000	
	Façade Improvement	\$ 30,000	
	Extend Westside I-5 Water/Sewer to CR 16	\$ 300,000	
	Construct EV Charging Stations in the City	\$ 50,000	
	Lely Ballfield Lighting and LED lamps	\$ 170,000	
	Pump Track, Match Parks/Rec DIF	\$ 12,000	
	Replace Financial Accounting Software (1/2)	\$ 50,000	
	Construct Welcome Sign East End of City	\$ 30,000	
<u>Items not yet approved by Council:</u>			
	Streetscape (benches, planters, streetlamp, etc)	\$ 200,000	
	Loan Payoff: 5th Street Parking Lot	\$ 70,000	
	Leverage for Business/City Advertising Tower@ I-5	\$ -	
Total Projected Expenditures/Transfers			\$ (1,112,000)
Budgeted Fund Balance, June 30, 2023			\$ 5,384

Orland Police Department Fleet Replacement Schedule FY23

UNIT#	YEAR	TYPE	MAKE/MODEL	VALUE \$	PLATE	MILEAGE	REPLACE
500	2017	SUV/COP	CHEVY TAHOE	\$50K	1536949	14211	
501	2017	SUV	CHEVY TAHOE	\$65K	1550088	38315	FY25
502	2017	SUV	CHEVY TAHOE	\$65K	1550087	11754	
503	2017	SUV/SGT	CHEVY TAHOE	\$65K	1539263	25726	
504	2014	SUV	FORD EXPLORER	\$65K	1394949	77889	FY23
505	2019	SUV	CHEVY TAHOE	\$65K	PAPER	19591	
506	2017	SUV/K9	CHEVY TAHOE	\$65K	1536867	30346	
507	2017	SUV	CHEVY TAHOE	\$65K	1550089	16361	
508	2015	SUV/K9	CHEVY TAHOE	\$65K	1485724	43986	
509	2017	SUV	CHEVY TAHOE	\$65K	1536866	28804	
45510	2017	SUV/SGT	CHEVY TAHOE	\$65K	1536868	44067	FY25
511	2020	SUV/4x4	CHEVY TAHOE	\$65K	PAPER	6218	
OLD5	2010	SD	FORD C/V	\$65K	1234927	75797	FY23
CSO	2002	PU	GMC SIERRA	\$60K	1293413	99481	FY22
TRIP	2008	SD	FORD C/V	\$45K	1389776	89080	

Orland Fire Department Fleet Replacement Schedule FY23

Year, Fiscal	Description	Expenditure	Appropriated Opening Balance	Balance \$338,000.00
18/19	Measure A		\$100,000	\$438,000
19/20	Measure A		\$100,000	\$538,000
20/21	Chief truck/grass truck	\$230,000	\$100,000	\$408,000
21/22	Measure A		\$200,000	\$608,000
22/23	Engine 27 *	\$520,000	\$200,000	\$288,000
23/24	Measure A		\$200,000	\$488,000
24/25	Measure A		\$200,000	\$688,000
25/26	Measure A		\$200,000	\$888,000
26/27	Measure A		\$200,000	\$1,088,000
27/28	Measure A		\$200,000	\$1,288,000
28/29	Measure A		\$200,000	\$1,488,000
29/30	Measure A		\$200,000	\$1,688,000
30/31	Measure A		\$200,000	\$1,888,000
32/33	Measure A		\$200,000	\$2,088,000
33/34	Engine 25	\$1,200,000	\$200,000	\$1,088,000
34/35	Measure A		\$200,000	\$1,288,000
35/36	Chief truck/grass truck		\$200,000	\$1,488,000
36/37	Measure A		\$200,000	\$1,688,000
37/38	Measure A		\$200,000	\$1,888,000
38/39	Measure A		\$200,000	\$2,088,000
39/40	Measure A		\$200,000	\$2,288,000
40/41	Measure A		\$200,000	\$2,488,000
41/42	Ladder 26	\$2,500,000	\$200,000	\$188,000

as of March 2022

* Original cost of \$790,000, received an USDA Grant for \$270,000

Orland Public Works Capital Equipment Schedule FY22/23

Scheduled, funded, and unfunded with allocations

Item description	#	W / S / St / A /M.D.	new / replacement	Age	Water	Sewer	Streets	GenFund	Meas-A	M.D.	Total
FUNDED											
Road repair equipment crack filler etc.		W/S/ST	new				\$ 60,000				\$ 60,000
F250 service truck	56	W/S/ST	rep	31 yrs	\$ 21,000	\$ 21,000	\$ 11,000				\$ 53,000
F350 service truck	57	W/S/ST	rep	30 yrs	\$ 32,000	\$ 32,000	\$ 15,000				\$ 79,000
F350 flatbed park maint truck	12	W/S/GF	rep	46yrs	\$ 30,000	\$ 30,000		\$ 19,000			\$ 79,000
Scissor lift		W/S/BM	new		\$ 5,000	\$ 5,000				\$ 5,000	\$ 15,000
F350 flatbed truck	14	W/S/ST	rep	31 yrs	\$ 30,000	\$ 30,000	\$ 19,000				\$ 79,000
F150 pickup	60	W/S/ST	rep	22yrs	\$ 20,000	\$ 20,000	\$ 10,000				\$ 50,000
F150 pickup	64	W/S/ST	rep	23 yrs	\$ 20,000	\$ 20,000	\$ 10,000				\$ 50,000
F150 pickup	58	W/S/ST	rep	20 yrs	\$ 20,000	\$ 20,000	\$ 10,000				\$ 50,000
F650 dump truck	54	W/S/ST	rep	33 yrs	\$ 40,000	\$ 40,000	\$ 30,000				\$ 110,000
Wheeled loader	39	W/S/ST	rep	19 yrs	\$ 60,000	\$ 60,000	\$ 20,000				\$ 140,000
City Admin vehicle	13	W/S/GF	rep	11 yrs				\$ 27,000			\$ 27,000
FUNDED Subtotal					\$ 278,000	\$ 278,000	\$185,000	\$46,000	\$0	\$5,000	\$ 792,000
UNFUNDED as of July 1											
Building Inspector vehicle	9	GF	rep	16 yrs				\$ 50,000			\$ 50,000
UNFUNDED Subtotal											\$ 50,000
SCHEDULED Total											\$ 842,000

W - Water Fund; S = Sewer Fund; St = Street Funds; GF = GenFund; A = Measure A Public Safety; M.D. = maintenance assessment districts

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City of Orland
Established, Authorized and Unfunded Positions
For the Fiscal Year 2022-2023

Established Position Titles	Optimal Staffing	Contract Professionals	Funded Employees	Unfunded Positions	Change from FY22
City Manager	1.0		1.0		
Director of Administrative Services/ACM/Grants	1.0		1.0		
City Clerk/AR	1.0		1.0		added Dec 2021
City Attorney	0.5	0.5			
City Engineer	0.5	0.5			
City Planner	0.5	0.5			
Accounting Consultant	0.5	0.5			
Accounting and IT Manager	1.0			1.0	defunded Dec 2021
Accounting Analyst	1.0		0.5	0.5	added Dec 2021
Accounting Tech II	2.0		1.0		reduced Dec 2021
Accounting Tech I	1.0			1.0	
Admin Tech I	1.0		0.5	0.1	
Community Services Director	1.0			1.0	
City Building Official	1.0			1.0	
Building Inspector	1.0	0.5		0.5	
Code Enforcement Officer	0.5	0.5			
Permit Tech	1.0		0.5	0.5	
Chief of Police	1.0		1.0		
Police Sergeants	2.0		2.0		
Police Patrol Officers (1 funded by COPS Grant)	9.0		9.0		
Detective	1.0			1.0	
GLNTFF Officer	1.0			1.0	
School Resource Officer (funded by grant)	1.0		1.0		added March 2022
Police Clerk/Records	1.0		1.0		
Community Service Officer/Evidence Technician	1.0		1.0		
Police Dept Admin	1.0		1.0		PT to FT
Fire Chief	1.0		1.0		
Fire Dept Admin (1/2 paid by Orland Rural District)	1.0		1.0		PT to FT
Director of Public Works	1.0		1.0		
Public Works Supervisor	1.0		1.0		funded July 2022
Public Works Lead/Foreman	1.0		1.0		
Admin Support/Billing/Cust Svc	0.5		0.5		
Water Treatment Operator	2.0		1.0	1.0	
Wastewater Treatment Operator	2.0		1.0	1.0	
Equipment Mechanic	3.0		3.0		
Equipment Operator	1.0			1.0	
Maintenance Workers	8.0		7.0		
Facilities Custodian	1.0		1.0		
Green Waste Operator	0.5				defunded March 2022
Recreation Director	1.0		1.0		
Recreation Assistant PT	0.0		0.0		
Library Director (cost shared with Willows)	1.0		1.0		
Assistant Librarian	1.0			1.0	
Librarian - Technician III Cataloguer	1.0		1.0		
Library Technician II	2.0		1.0	1.0	
Childrens' Librarian	1.0		1.0		
Library Assistants (2PT @ .5 = 1 FTE)	1.0		1.0		
Totals	64.5	3.0	46.0	12.6	

City of Orland
Debt Obligations 2022 - 2023
Schedule of Payments

Issuer	Item[s] Financed	Original Loan Amount	% Rate	Loan End Date	Balance June 30, 2022	FY 22-23 Payments	Payments allocated to funds:				Remaining Balance June 30, 2023
							General Fund	Measure A - Safety	Water	Sewer	
Bank of Mellon	Pension Bond -- Side Fund	1,270,200	4.4	2022	-						-
PNC	Fire Dept. Ladder Truck	655,090	3.0	2026	293,823	76,698		76,698			223,565
Umpqua	OPW Equip	732,791	5.0	2022	39,984	40,233	6,437		16,898	16,898	-
Umpqua	Bucket truck	105,481	4.0	2022	1,433	1,437	1,437				-
Umpqua	OPW Equip	8,697	4.7	Paid off							-
Umpqua	Police Vehicles	227,986	4.7	Paid off	-						-
Umpqua	Police Vehicles	161,401	4.5	Paid off	-						-
Umpqua	Police Vehicles	119,377	3.4	Paid off	-						-
Umpqua	Blue Frog Project	854,101	5.0	2024	296,870	137,219				137,219	167,713
3CORE	5th St Parking Lot	115,000	3.0	2028	60,263	11,423	11,423				50,514
Umpqua	Energy Efficiency	866,000	3.0	2032	653,019	72,812	13,834		57,521	1,456	599,141
Umpqua	Solar Project, net of CREBS	1,575,066	1.9	2032	1,137,006	114,950	21,840		52,880	40,230	1,034,675
SWRF	Eva Well	1,160,268	0.0	2048	931,126	35,136			35,136		895,990
Umpqua	Pension Obligation Bonds	4,060,000	2.95	2036	4,060,000	394,554					3,825,000
Total:		11,911,458			7,473,524	884,462	54,972	76,698	162,435	195,803	6,796,598

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 7.D.

MEETING DATE: June 7, 2022

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: **Orland Emergency Groundwater Resource Project Contract with DWR**
(Discussion/Action)

City staff will recommend Council approve the draft agreement for the DWR water supply project.

BACKGROUND

City Staff made application in August 2021 for funding under the State of California Department of Water Resources (DWR) "Small Community Drought Relief Program" funded by the Budget Act of 2021. The City on September 2 was awarded a \$7.8M grant – one of the first in the State with this program -- to expand the City's water production and storage capacity and extend its reach outside City limits to connect domestic dry well properties to the City system. The project concept was encouraged by the County of Glenn. It was envisioned that perhaps up to 60 property owners might want to connect.

In ensuing months, the City and DWR made a concerted effort to outreach to the Orland community in offering the program. By December 31 over 200 households had registered their domestic wells as dry or at-risk and identified themselves as willing to connect to the Orland municipal water system with all the costs and benefits associated with being subscribed water customers.

On February 9th the City published a map, drawn by engineers with cost and efficiency in mind, depicting how 150 of the willing properties could be most cost-effectively connected. While engineering design work proceeded in the background to prepare for the project, DWR in early May revised its award upward to \$16.7M, recognizing increased construction and materials costs and including 18 more property connections. This is the largest single project under this State program at this time.

DISCUSSION

The proposed 33-page agreement documents the project scope, sets the budget, and delineates responsibilities between City and State. City Staff has reviewed and negotiated project scope, work tasks, construction standards, deliverables, terms of reimbursement, legal siderails, and share of budget between the City and DWR's project engineer. Key points include:

- Project funding of \$16,713,400
- Payable to Orland \$14,241,400
- Construction of a well, storage tank and booster pump for the City
- Connection of 34 houses in the City and approximately 134 outside the City

It is noted that the project budget does not provide for contingency or additional funding if needed. It will be incumbent on the City to provide for contingencies in its bidding and management of construction. Construction will generally be to City standards, and the City will provide construction inspection services as part of the project. A possible exception is that the City may have to provide its own secure structure to house the new equipment, and the City will be initiating its own post-project upgrade to optimize the capacity of the new well.

This project is complex and comprehensive, significantly expanding the City's infrastructure and extending it out into areas north, south, and west of the City. These extensions will necessarily involve installing City water mains in County roads and crossing OUWUA irrigation canals and the Tehama Colusa Canal, with associated USBR permitting and NEPA environmental compliance. City Staff is working with County of Glenn and Glenn LAFCo to coordinate legal and practical aspects of the project. The City's lead engineer for the project is Rolls Anderson Rolls.

Timelines for the project are being developed by DWR's project engineer in consultation with the City Engineer.

Attachment:
Proposed agreement with DWR for the Orland Emergency Groundwater Resource Project

RECOMMENDATION

Approve the proposed agreement with DWR and authorize the City Manager to execute it and proceed with the project.

Fiscal Impact of Recommendation:
\$14.2M as a pass-thru of reimbursements for allowable project expenditures over course of the expected 12-month project construction. No General Fund direct impact.

STATE OF CALIFORNIA
CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES

AGREEMENT NUMBER: 46000XXXXX

FUNDING AGREEMENT BETWEEN THE STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES
AND
CITY OF ORLAND

FOR THE
ORLAND EMERGENCY GROUNDWATER RESOURCE PROJECT

A PART OF THE SMALL COMMUNITY DROUGHT RELIEF PROGRAM

FUNDED BY

THE BUDGET ACT OF 2021 (STATS. 2021, CH. 240, § 80)

**FUNDING AGREEMENT BETWEEN
THE STATE OF CALIFORNIA (DEPARTMENT OF WATER RESOURCES) AND
CITY OF ORLAND**

<SAP AGREEMENT NUMBER>

SMALL COMMUNITY DROUGHT RELIEF PROGRAM

THIS FUNDING AGREEMENT is entered into by and between the Department of Water Resources of the State of California, herein referred to as the "State" and the City of Orland, a public agency in the State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Grantee," which parties do hereby agree as follows:

1. **PURPOSE.** State shall provide funding pursuant to the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the Grantee to assist in financing the Orland Emergency Groundwater Resource Project (Project). By executing this Agreement, the Grantee certifies that the purpose of the Project is in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies.
2. **TERM OF FUNDING AGREEMENT.** The term of this Funding Agreement begins on the date this Funding Agreement is initially executed by State, through final payment plus three (3) years unless otherwise terminated or amended as provided in this Agreement. However, all work shall be completed by June 28, 2024, and no funds may be requested after September 29, 2024.
3. **PROJECT COST.** The reasonable cost of the Project is estimated to be \$16,713,400. Any additional costs over this amount are the responsibility of the Grantee.
4. **FUNDING AMOUNT.** The maximum amount payable by the State under this Agreement shall not exceed \$14,241,400.
5. **GRANTEE COST SHARE.** Any costs incurred over the amount stated in Paragraph 3 are the responsibility of the Grantee.
6. **BASIC CONDITIONS.** State shall have no obligation to disburse money for the Project under this Funding Agreement until Grantee has satisfied the following conditions:
 - A. For the term of this Funding Agreement, Grantee submits timely Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports."
 - B. Grantee submits all deliverables as specified in Paragraph 13 of this Funding Agreement and in Exhibit A.
 - C. Prior to the commencement of construction or implementation activities, Grantee shall submit the following to the State:
 - i. Final plans and specifications certified by a California Registered Civil Engineer as to compliance for the Project as listed in Exhibit A of this Funding Agreement.
 - ii. Work that is subject to the California Environmental Quality Act (CEQA) and or environmental permitting shall not proceed under this Funding Agreement until the following actions are performed:

- a. Grantee submits to the State all applicable environmental permits as indicated on the Environmental Information Form to the State, and
- b. Documents that satisfy the CEQA process are received by the State, and
- c. Grantee receives written concurrence from the State of the Lead Agency's CEQA document(s) and State notice of verification of environmental permit submittal.

State's concurrence of Lead Agency's CEQA documents is fully discretionary and shall constitute a condition precedent to any work (i.e., construction or implementation activities) for which it is required. Once CEQA documentation has been completed, State will consider the environmental documents and decide whether to continue to fund the Project or to require changes, alterations, or other mitigation. Grantee must also demonstrate that it has complied with all applicable requirements of the National Environmental Policy Act (NEPA) by submitting copies of any environmental documents, including environmental impact statements, Finding of No Significant Impact, mitigation monitoring programs, and environmental permits as may be required prior to beginning construction/implementation.

7. DISBURSEMENT OF FUNDS. State will disburse to Grantee the amount approved, subject to the availability of funds through normal State processes. Notwithstanding any other provision of this Funding Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations pursuant to any federal statute or regulation. Any and all money disbursed to Grantee under this Funding Agreement shall be deposited in a separate account and shall be used solely to pay Eligible Project Costs.
8. ELIGIBLE PROJECT COST. Grantee shall apply State funds received only to Eligible Project Costs in accordance with applicable provisions of the law and Exhibit B. Eligible Project Costs include the reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigations, monitoring, and project construction. Reimbursable administrative expenses are the necessary costs incidental but directly related to the Project included in this Agreement. Work performed on the Project after September 2, 2021, shall be eligible for reimbursement.

Costs that are not eligible for reimbursement include, but are not limited to the following items:

- A. Costs incurred prior to September 2, 2021.
- B. Operation and maintenance costs, including post-construction performance and monitoring costs.
- C. Purchase of equipment not an integral part of the Project.
- D. Establishing a reserve fund.
- E. Monitoring and assessment costs for efforts required after Project construction is complete.
- F. Replacement of existing funding sources for ongoing programs.
- G. Payment of federal or state taxes.
- H. Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.
- I. Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirement).

- J. Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of a project, as set forth and detailed by engineering and feasibility studies, or land purchased prior to September 2, 2021.
- K. Overhead and indirect costs. "Indirect Costs" means those costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the funded project (i.e., costs that are not directly related to the funded project). Examples of Indirect Costs include but are not limited to: central service costs; general administration of the Grantee; non-project-specific accounting and personnel services performed within the Grantee's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-project-specific facilities; tuition; conference fees; and, generic overhead or markup. This prohibition applies to the Grantee and any subcontract or sub-agreement for work on the Project that will be reimbursed pursuant to this Agreement.
9. METHOD OF PAYMENT. After the disbursement requirements in Paragraph 6 "Basic Conditions" are met, State will disburse the whole or portions of State funding to Grantee, following receipt from Grantee via US mail or Express mail delivery of a "wet signature" invoice, or an electronic invoice certified and transmitted via DocuSign for costs incurred, including Cost Share, and timely Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports." Payment will be made no more frequently than monthly, in arrears, upon receipt of an invoice bearing the Funding Agreement number. State will notify Grantee, in a timely manner, whenever, upon review of an Invoice, State determines that any portion or portions of the costs claimed are not eligible costs or is not supported by documentation or receipts acceptable to State. Grantee may, within thirty (30) calendar days of the date of receipt of such notice, submit additional documentation to State to cure such deficiency(ies). If Grantee fails to submit adequate documentation curing the deficiency(ies), State will adjust the pending invoice by the amount of ineligible or unapproved costs.

Invoices submitted by Grantee shall include the following information:

- A. Costs incurred for work performed in implementing the Project during the period identified in the particular invoice.
- B. Costs incurred for any interests in real property (land or easements) that have been necessarily acquired for the Project during the period identified in the particular invoice for the implementation of the Project.
- C. Invoices shall be submitted on forms provided by State and shall meet the following format requirements:
- i. Invoices must contain the date of the invoice, the time period covered by the invoice, and the total amount due.
 - ii. Invoices must be itemized based on the categories (i.e., tasks) specified in Exhibit B. The amount claimed for salaries/wages/consultant fees must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = the total amount claimed).
 - iii. One set of sufficient evidence (i.e., receipts, copies of checks, timesheets) must be provided for all costs included in the invoice.
 - iv. Each invoice shall clearly delineate those costs claimed for reimbursement from the State's funding amount, as depicted in Paragraph 4, "Funding Amount" and those costs that represent Grantee's costs, as applicable, in Paragraph 5, "Grantee Required Cost Share."
 - v. Invoices can be submitted by one of the following methods.

- a. Via either email at alena.misaghi@water.ca.gov or upload it on DWR's GRanTS website (Grants.water.ca.gov).
- b. Mail the invoice with the original "wet signature" to the following address: Alena Misaghi, Department of Water Resources, South Central Region Office, 3374 E Shields Avenue, Fresno, CA 93726.

All invoices submitted shall be accurate and signed under penalty of law. Any and all costs submitted pursuant to this Agreement shall only be for the tasks set forth herein. The Grantee shall not submit any invoice containing costs that are ineligible or have been reimbursed from other funding sources unless required and specifically noted as such (i.e., match costs/cost share). Any eligible costs for which the Grantee is seeking reimbursement shall not be reimbursed from any other source. Double or multiple billing for time, services, or any other eligible cost is illegal and constitutes fraud. Any suspected occurrences of fraud, forgery, embezzlement, theft, or any other misuse of public funds may result in suspension of disbursements of grant funds and/or termination of this Agreement requiring the repayment of all funds disbursed hereunder plus interest. Additionally, the State may request an audit pursuant to Paragraph D.5 and refer the matter to the Attorney General's Office or the appropriate district attorney's office for criminal prosecution or the imposition of civil liability. (Civ. Code, §§ 1572-1573; Pen. Code, §§ 115, 470, 487-489.)

10. WITHHOLDING OF DISBURSEMENTS BY STATE. If State determines that the Project is not being implemented in accordance with the provisions of this Funding Agreement, or that Grantee has failed in any other respect to comply with the provisions of this Funding Agreement, and if Grantee does not remedy any such failure to State's satisfaction, State may withhold from Grantee all or any portion of the State funding and take any other action that it deems necessary to protect its interests. Where a portion of the State funding has been disbursed to the Grantee and State notifies Grantee of its decision not to release funds that have been withheld pursuant to Paragraph 11, the portion that has been disbursed shall thereafter be repaid immediately as directed by State. State may consider Grantee's refusal to repay the requested disbursed amount a contract breach subject to the default provisions in Paragraph 11, "Default Provisions." If State notifies Grantee of its decision to withhold the entire funding amount from Grantee pursuant to this Paragraph, this Funding Agreement shall terminate upon receipt of such notice by Grantee and the State shall no longer be required to provide funds under this Funding Agreement and the Funding Agreement shall no longer be binding on either party.
11. DEFAULT PROVISIONS. Grantee will be in default under this Funding Agreement if any of the following occur:
 - A. Substantial breaches of this Funding Agreement, or any supplement or amendment to it, or any other agreement between Grantee and State evidencing or securing Grantee's obligations.
 - B. Making any false warranty, representation, or statement with respect to this Funding Agreement, the application, or any documents filed to obtain grant funding.
 - C. Failure to operate or maintain the Project in accordance with this Funding Agreement.
 - D. Failure to make any remittance required by this Funding Agreement, including any remittance recommended as the result of an audit conducted pursuant to Paragraph D.5.
 - E. Failure to submit timely progress reports.
 - F. Failure to routinely invoice State.
 - G. Failure to meet any of the requirements set forth in Paragraph 12, "Continuing Eligibility."

Should an event of default occur, State shall provide a notice of default to the Grantee and shall give Grantee at least ten (10) calendar days to cure the default from the date the notice is sent via first-class mail to the Grantee. If the Grantee fails to cure the default within the time prescribed by the State, State may do any of the following:

- A. Declare the funding disbursed be immediately repaid.
- B. Terminate any obligation to make future payments to Grantee.
- C. Terminate the Funding Agreement.
- D. Take any other action that it deems necessary to protect its interests.

In the event State finds it necessary to enforce this provision of this Funding Agreement in the manner provided by law, Grantee agrees to pay all costs incurred by State including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

12. CONTINUING ELIGIBILITY. Grantee must meet the following ongoing requirement(s) to remain eligible to receive State funds:
 - A. Grantee must adhere to the protocols developed pursuant to The Open and Transparent Water Data Act (Wat. Code, § 12406) for data sharing, transparency, documentation, and quality control.
 - B. If the Grantee diverting surface water, the Grantee must maintain compliance with diversion reporting requirements as outlined in Water Code section 5100 et seq.
 - C. If applicable, maintain compliance with the Urban Water Management Planning Act (Wat. Code, § 10610 et seq.).
 - D. If applicable, maintain compliance with Sustainable Water Use and Demand Reduction requirements outlined in Water Code Section 10608, et seq.
13. SUBMISSION OF REPORTS. The submittal and approval of all reports is a requirement for the successful completion of this Funding Agreement. Reports shall meet generally accepted professional standards for technical reporting and shall be proofread for content, numerical accuracy, spelling, and grammar prior to submittal to State. All reports shall be submitted to the State's Project Manager and shall be submitted via email or DWR's "Grant Review and Tracking System" (GRanTS). If requested, Grantee shall promptly provide any additional information deemed necessary by State for the approval of reports. Reports shall be presented in the formats described in the applicable portion of Exhibit F. The timely submittal of reports is a requirement for initial and continued disbursement of State funds. Submittal and subsequent approval by the State, of a Project Completion Report is a requirement for the release of any funds retained for such project.
 - A. Quarterly Progress Reports: Grantee shall submit Quarterly Progress Reports to meet the State's requirement for disbursement of funds. Quarterly Progress Reports shall be sent directly to the Project Manager via email or uploaded via GRanTS, and the State's Project Manager notified of upload. Quarterly Progress Reports shall, in part, provide a brief description of the work performed, Grantee's activities, milestones achieved, any accomplishments and any problems encountered in the performance of the work under this Funding Agreement during the reporting period. The first Quarterly Progress Report should be submitted to the State no later than three months after the execution of the agreement with future reports then due on successive three-month increments based on the invoicing schedule and this date.

- B. **Project Completion Report:** Grantee shall prepare and submit to State a Project Completion Report for the Project. Grantee shall submit the Project Completion Report within ninety (90) calendar days of project completion. The Project Completion Report shall include, in part, a description of actual work done, any changes or amendments to the Project, and a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project. The Project Completion Report shall also include, if applicable, certification of final project by a registered civil engineer, consistent with Standard Condition D.17, "Final Inspections and Certification of Registered Civil Engineer". A DWR "Certification of Project Completion" form will be provided by the State.
14. **OPERATION AND MAINTENANCE OF PROJECT.** For the useful life of construction and implementation projects and in consideration of the funding made by State, Grantee agrees to ensure or cause to be performed the commencement and continued operation of the Project, and shall ensure or cause the Project to be operated in an efficient and economical manner; shall ensure all repairs, renewals, and replacements necessary to the efficient operation of the same are provided; and shall ensure or cause the same to be maintained in as good and efficient condition as upon its construction, ordinary and reasonable wear and depreciation excepted. The State shall not be liable for any cost of such maintenance, management, or operation. Grantee or their successors may, with the written approval of State, transfer this responsibility to use, manage, and maintain the property. For purposes of this Funding Agreement, "useful life" means period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented; "operation costs" include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses, and "maintenance costs" include ordinary repairs and replacements of a recurring nature necessary for capital assets and basic structures and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures. Refusal of Grantee to ensure operation and maintenance of the Project in accordance with this provision may, at the option of State, be considered a breach of this Funding Agreement and may be treated as default under Paragraph 11, "Default Provisions."
15. **NOTIFICATION OF STATE.** Grantee shall promptly notify State, in writing, of the following items:
- A. Events or proposed changes that could affect the scope, budget, or work performed under this Funding Agreement. Grantee agrees that no substantial change in the scope of the Project will be undertaken until written notice of the proposed change has been provided to State and State has given written approval for such change. Substantial changes generally include changes to the scope of work, schedule or term, and budget.
 - B. Any public or media event publicizing the accomplishments and/or results of this Funding Agreement and provide the opportunity for attendance and participation by State's representatives. Grantee shall make such notification at least 14 calendar days prior to the event.
 - C. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Grantee agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the State has determined what actions should be taken to protect and preserve the resource. The Grantee agrees to implement appropriate actions as directed by the State.
 - D. The initiation of any litigation or the threat of litigation against the Grantee regarding the Project or that may affect the Project in any way.
 - E. Final inspection of the completed work on a project by a Registered Civil Engineer, in accordance with Standard Condition D.17, "Final Inspections and Certification of Registered

Civil Engineer.” Grantee shall notify the State’s Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State the opportunity to participate in the inspection.

16. NOTICES. Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party under this Funding Agreement shall be in writing. Notices may be transmitted by any of the following means:
- A. By delivery in person.
 - B. By certified U.S. mail, return receipt requested, postage prepaid.
 - C. By “overnight” delivery service, provided that next-business-day delivery is requested by the sender.
 - D. By electronic means.
 - E. Notices delivered in person will be deemed effective immediately on receipt (or refusal of delivery or receipt). Notices sent by certified mail will be deemed effective given ten (10) calendar days after the date deposited with the U. S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent electronically will be effective on the date of transmission, which is documented in writing. Notices shall be sent to the below addresses. Either party may, by written notice to the other, designate a different address that shall be substituted for the one below.
17. PERFORMANCE EVALUATION. Upon completion of this Funding Agreement, Grantee’s performance will be evaluated by the State and a copy of the evaluation will be placed in the State file and a copy sent to the Grantee.
18. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Funding Agreement are as follows:

Department of Water Resources
 Arthur Hinojosa
 Manager, Division of Regional Assistance
 P.O. Box 942836
 Sacramento, CA 94236
 Phone: (916) 902-6713
 Email: Arthur.Hinojosa@water.ca.gov

City of Orland
 Peter R. Carr
 City Manager
 815 Fourth Street
 Orland, CA 95963
 Phone: (530) 865-1603
 Email: citymanager@cityoforland.com

Direct all inquiries to the Project Manager:

Department of Water Resources
Alena Misaghi
Engineer, Water Resources
South Central Region Office, DRA
3374 East Shields Avenue
Fresno, CA 93726-6913
Phone: (559) 230-3309
Email: alena.misaghi@water.ca.gov

City of Orland
Peter R. Carr
City Manager
815 Fourth Street
Orland, CA 95963
Phone: (530) 865-1603
Email: citymanager@cityoforland.com

Either party may change its Project Representative or Project Manager upon written notice to the other party.

19. STANDARD PROVISIONS AND INTEGRATION. This Funding Agreement is complete and is the final Agreement between the parties. The following Exhibits are attached and made a part of this Funding Agreement by this reference:

Exhibit A – WORK PLAN

Exhibit B – BUDGET

Exhibit C – SCHEDULE

Exhibit D – STANDARD CONDITIONS

Exhibit E – GRANTEE'S AUTHORIZING RESOLUTION

Exhibit F – REPORT FORMATS AND REQUIREMENTS

Exhibit G – STATE AUDIT DOCUMENT REQUIREMENTS

IN WITNESS WHEREOF, the parties hereto have executed this Funding Agreement.

STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES

CITY OF ORLAND

Arthur Hinojosa, Manager
Division of Regional Assistance

Peter R. Carr, City Manager

Date _____

Date _____

Approved as to Legal Form and Sufficiency

Robin Brewer, Assistant General Counsel
Office of General Counsel

Date _____

EXHIBIT A WORK PLAN

Project Title: Orland Emergency Groundwater Resource Project

Funding Recipient: City of Orland

Project Description: The Project is to help the City of Orland connect nearby homes dependent on private domestic wells impacted by drought connect to the City's water distribution system.

Over 100 private domestic wells have been reported dry or at risk of drying up in and around the City of Orland due to drought. Many of the in-city and rural county residents lack financial resources to repair their wells, drill new wells or connect to the Grantee's water system. The Grantee's water system relies on limited well capacity – much of it from older wells less than 150' depth – with no access to surface water. The City's storage capacity and primary source of pressure is one 80,000-gallon elevated tank which is over 100 years old and is not seismically sustainable.

The Project includes the construction of a new well, a storage tank, one booster pump station, and pipelines that connect the new well and the storage tank to the existing water system. This Project also includes extending the water system to provide house connections to those close to the City of Orland who have expressed interest within the identified project boundary and whose wells have gone dry or are at risk of drying up.

Task 1 - Project Administration, Planning, and Engineering

This task includes project administration, invoicing, reporting, planning, and engineering by the City for the Orland Emergency Groundwater Resource Project.

Project administration includes working with DWR to develop and execute the grant agreement, administration of the Project including overseeing the budget and schedule, construction management and inspection, making payments to engineers and contractors after inspections and/or approval of work, and other activities related to the completion of the Project. Includes attending weekly/monthly meetings (as needed) with DWR and the Project Manager of GEI Consultants (GEI) contracted by DWR.

Invoicing includes, preparing and submitting invoices and appropriate backup documentation to the DWR Project Manager describing the work completed and listing the costs incurred during the billing cycle.

Reporting includes preparing and submitting progress reports. Prepare quarterly reports and submit them to DWR, draft Grant Completion Report and submit it for DWR comment and prepare final Grant Completion Report incorporating DWR comments. All reports should be prepared as specified in Exhibit F of this Agreement.

Planning and engineering by the City includes determining the Project boundary and locations, consultation with DWR and GEI engineers to determine project scope, cost, and schedule, preparing engineering design, practical feasibility, identification of Project component locations, coordination with Federal, State, and local agencies. Federal coordination is needed because the pipeline alignment will cross multiple canals at various locations. This task also includes the review of all construction plans and specifications, inspection during project construction,

and coordination with DWR and GEI during the planning, engineering, and construction phases of the Project.

Deliverables:

- Executed grant agreement with schedule and budget
- Records retention
- Meeting agendas
- Meeting minutes/action items
- Invoices and supporting documents
- Quarterly progress reports
- Draft Grant completion report
- Final Grant completion report
- Map of the Project area

Task 2 – Construction Documents, CEQA Documentation, and Permitting

This task includes providing DWR with documentation to satisfy CEQA compliance, performing a topographic survey with a Licensed Surveyor for the basis of design, developing bid documents, and obtaining any required permits to complete the Project.

Deliverables:

- Agreements with or approvals from the Federal Government, Orland Unit Water Users Association (OUWUA), and other stakeholder agencies as a part of this project
- Easement from property owners and deed restrictions affecting residential properties affected by the project
- Final CEQA documentation
- Final NEPA documentation
- Environmental Information Form
- Aerial survey data
- Copies of any required permits
- Copy of bid documents
- Proof of advertisement
- Copy of awarded contract
- Copy of notice to proceed

Task 3 – Construction

This task includes all activities necessary to construct the City of Orland Emergency Groundwater Resource Project. The Project will also require traffic control, construction surveying, construction management, and materials testing. Construction elements under this task are to be per City Standards and are limited to the following subtasks.

Task 3a – Home Connections within the City of Orland

This task includes connecting 34 homes located within the city limits with reported dry wells to the public water system. Work under this task consists of conducting on-site pre-inspections to estimate the amount of materials and work required to complete the water connection, obtain necessary permits, conduct dry well verification, and furnish and install meters and backflow preventers to complete connections.

Deliverables:

- Construction schedule
- Construction site pictures
- Inspection reports and permit reports as necessary

Task 3b – Water System Extension

This task includes constructing approximately 7 miles of 10" water main to extend the Grantee's existing water system (separated by Phase 2A and 2B) and connecting approximately 134 residences with reported dry wells or expression of interest to the newly constructed water facilities. The residential connections are to include:

- Meter boxes, meters, and related appurtenances
- Backflow preventers
- Furnish and install fire hydrants

The boundaries of the water system extension for Phase 2A are County Road KK to the west, County Road 20 to the south, and County Road 200 to the East. The boundaries of the water system extension to the northwest are County Road H to the west, County Road 14 to the south and Stone Ridge Drive to the North. See the map of the Orland Area Water Supply Project at the end of the Work Plan.

Deliverables:

- Construction schedule
- Construction site pictures
- Inspection reports and permit reports as necessary

Task 3c – Meter to House Connection

This task includes installing approximately 134 service laterals from the meter box to the house. The length of this service lateral is not to exceed 500 feet.

- Construction site pictures
- Inspection reports

Task 3d – Well Drilling and Equipping

This task includes drilling and equipping a new groundwater well with a capacity of approximately 350 gallons per minute and all facilities and instrumentation required to support and secure the new well site.

Deliverables:

- Well installation report
- Well logs
- Construction schedule

- Construction reports
- Construction site pictures
- Inspection reports and permit reports as necessary

Task 3e – Booster Pump Station

This task includes the installation of a booster pump station with necessary appurtenances to ensure adequate water pressure is provided throughout the water distribution system as a result of the expansion.

Deliverables:

- Construction schedule
- Construction reports
- Construction site pictures
- Inspection reports and permit reports as necessary

Task 3f – Storage Tank

This task includes the construction of a 1.0 million gallon (MG) water storage tank to provide water supply reliability for the community. The storage capacity of the tank is to include fire flow capacity.

Deliverables:

- Construction schedule
- Construction reports
- Construction site pictures
- Inspection reports and permit reports as necessary
- .

Task 4 – Planning, Engineering Design, and Engineering Support During Construction

This task includes planning, engineering design, and engineering support during construction by GEI Consulting. The planning for the Project will also include a hydraulic analysis. DWR will directly reimburse the work by GEI for the preliminary design, construction drawings, and as-built drawings as described in the tasks and subtasks above. DWR will also directly reimburse GEI for providing engineering support during the construction of the above-mentioned tasks of the project. Engineering support during construction will include responding to requests for information, construction coordination, and other technical support.

Deliverables:

- Hydraulic Analysis Technical Memorandum
- Storage Tank Technical Memorandum
- 50%, 90%, and Final (100%) Construction Plans
- Technical specifications and cost estimates
- Bid documents
- Traffic Control Plan

- As-Built drawings
- Construction/completion photos

**EXHIBIT B
BUDGET**

All work associated with the Project must be completed prior to payment of retention. Backup documentation for cost share will not be reviewed for the purposes of invoicing. The Grantee is required to maintain all financial documents related to the Project in accordance with Exhibit G (State Audit Document Requirements for Grantees).

Task	Funding Amount	Funding Amount to GEI¹	Total Funding Amount
Task 1 – Project Administration, Planning, and Engineering	\$500,000	\$245,000	\$745,000
Task 3 – Construction Documents, CEQA Documentation, and Permitting	\$100,000	\$0	\$100,000
Task 4 – Construction			
Task 4a – Home Connections within City of Orland	\$1,437,700	\$0	\$1,437,700
Task 4b – Water System Extension	\$7,326,200	\$0	\$7,326,200
Task 4c – Meter to House Connection	\$793,300	\$0	\$793,300
Task 4d – Well Drilling and Equipping	\$1,232,900	\$0	\$1,232,900
Task 4e – Booster Pump Station	\$313,100	\$0	\$313,100
Task 4f – Storage Tank	\$2,113,200	\$0	\$2,113,200
Task 5 – Planning, Engineering Design, and Engineering Support During Construction¹	\$425,000	\$2,227,000	\$2,652,000
Grand Total	\$14,241,400	\$2,227,000	\$16,713,400

¹ – This Task will be paid directly to GEI via the existing contract between DWR and GEI.

**EXHIBIT C
SCHEDULE**

Task	Start Date	End Date
Task 1 – Project Administration	9/2/2021	6/28/2024
Task 2 – Planning and Engineering	9/2/2021	6/28/2024
Task 3 – Construction Documents, CEQA Documentation, and Permitting	9/2/2021	6/28/2024
Task 4 – Construction	9/2/2021	6/28/2024
Task 5 – Planning, Engineering Design, and Engineering Support During Construction	9/2/2021	6/28/2024

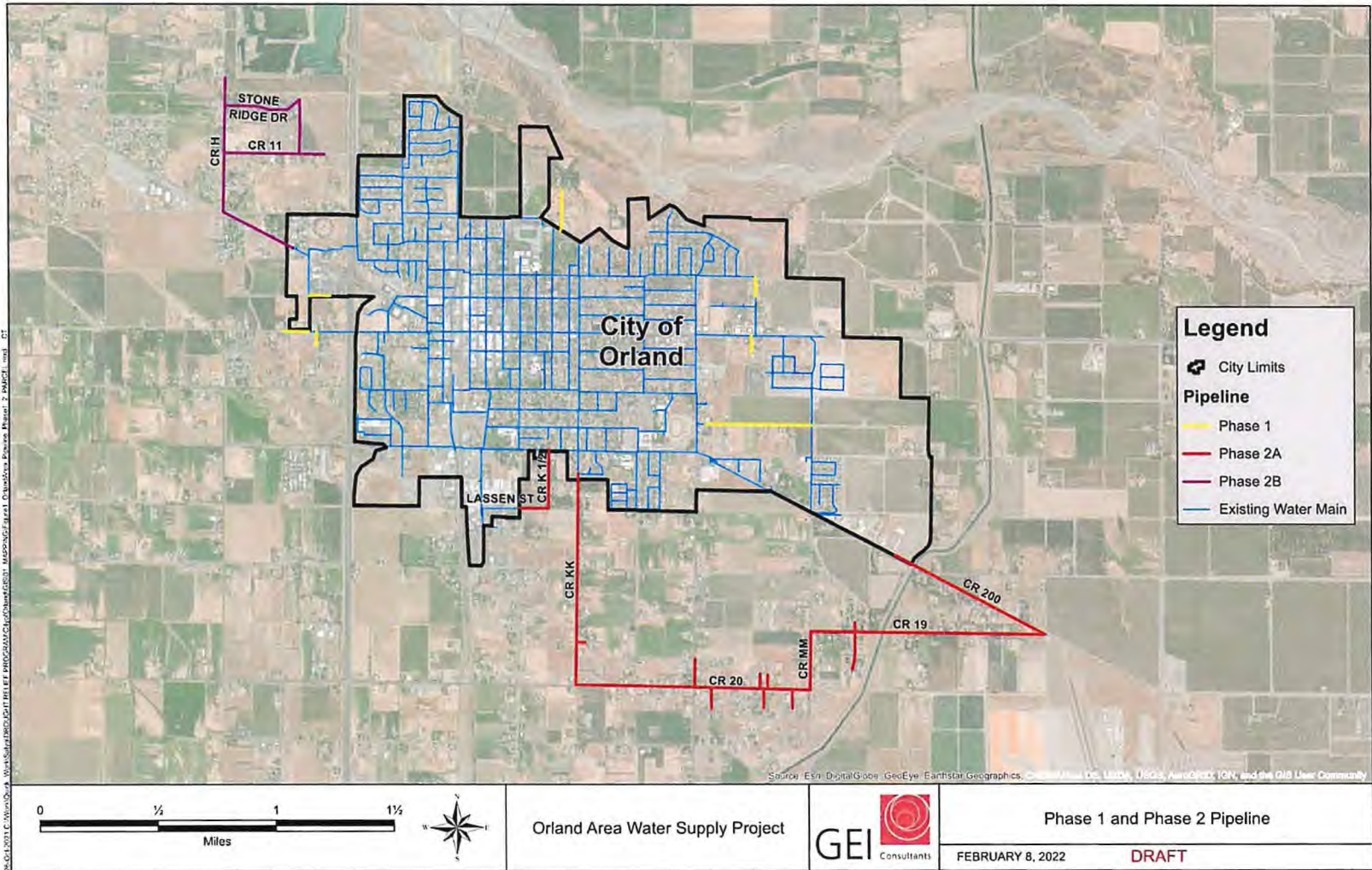


Exhibit D

STANDARD CONDITIONS

D.1. ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:

- A. **Separate Accounting of Funding Disbursements:** Grantee shall account for the money disbursed pursuant to this Funding Agreement separately from all other Grantee funds. Grantee shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied. Grantee shall keep complete and accurate records of all receipts and disbursements on expenditures of such funds. Grantee shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State at any and all reasonable times.
- B. **Disposition of Money Disbursed:** All money disbursed pursuant to this Funding Agreement shall be deposited in a separate account, administered, and accounted for pursuant to the provisions of applicable law.
- C. **Remittance of Unexpended Funds:** Grantee shall remit to State any unexpended funds that were disbursed to Grantee under this Funding Agreement and were not used to pay Eligible Project Costs within a period of sixty (60) calendar days from the final disbursement from State to Grantee of funds or, within thirty (30) calendar days of the expiration of the Funding Agreement, whichever comes first.

D.2. ACKNOWLEDGEMENT OF CREDIT AND SIGNAGE: Grantee shall include appropriate acknowledgement of credit to the State for its support when promoting the Project or using any data and/or information developed under this Funding Agreement. Signage shall be posted in a prominent location at Project site(s) (if applicable) or at the Grantee's headquarters and shall include the Department of Water Resources color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the State Department of Water Resources." The Grantee shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this Paragraph.

D.3. AMENDMENT: This Funding Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Grantee for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 90 days prior to the work completion date set forth in Paragraph 2. Any other request for an amendment must be submitted at least 180 days prior to the work completion date set forth in Paragraph 2. State shall have no obligation to agree to an amendment.

D.4. AMERICANS WITH DISABILITIES ACT: By signing this Funding Agreement, Grantee assures State that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

D.5. AUDITS: State reserves the right to conduct an audit at any time between the execution of this Funding Agreement and the completion of the Project, with the costs of such audit borne by State. After completion of the Project, State may require Grantee to conduct a final audit to State's specifications, at Grantee's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by Grantee to comply with this provision shall be considered a breach of this Funding Agreement, and State

may elect to pursue any remedies provided in Paragraph 11 or take any other action it deems necessary to protect its interests. The Grantee agrees it shall return any audit disallowances to the State.

Pursuant to Government Code section 8546.7, the Grantee shall be subject to the examination and audit by the State for a period of three (3) years after final payment under this Funding Agreement with respect of all matters connected with this Funding Agreement, including but not limited to, the cost of administering this Funding Agreement. All records of Grantee or its contractor or subcontractors shall be preserved for this purpose for at least three (3) years after receipt of the final disbursement under this Agreement.

- D.6. BUDGET CONTINGENCY: If the Budget Act of the current year covered under this Funding Agreement does not appropriate sufficient funds for this program, this Funding Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of State to make any payments under this Funding Agreement. In this event, State shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Funding Agreement and Grantee shall not be obligated to perform any provisions of this Funding Agreement. Nothing in this Funding Agreement shall be construed to provide Grantee with a right of priority for payment over any other Grantee. If funding for any fiscal year after the current year covered by this Funding Agreement is reduced or deleted by the Budget Act, by Executive Order, or by order of the Department of Finance, the State shall have the option to either cancel this Funding Agreement with no liability occurring to State or offer a Funding Agreement amendment to Grantee to reflect the reduced amount.
- D.7. CEQA: Activities funded under this Funding Agreement, regardless of funding source, must be in compliance with the California Environmental Quality Act (CEQA). (Pub. Resources Code, § 21000 et seq.) Any work that is subject to CEQA and funded under this Agreement shall not proceed until documents that satisfy the CEQA process are received by the State's Project Manager and the State has completed its CEQA compliance. Work funded under this Agreement that is subject to a CEQA document shall not proceed until and unless approved by the Department of Water Resources. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. If CEQA compliance by the Grantee is not complete at the time the State signs this Agreement, once State has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to the Project; or to not fund the Project. Should the State decide to not fund the Project, this Agreement shall be terminated in accordance with Paragraph 11.
- D.8. CHILD SUPPORT COMPLIANCE ACT: The Grantee acknowledges in accordance with Public Contract Code section 7110, that:
- A. The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Family Code section 5200 et seq.; and
 - B. The Grantee, to the best of its knowledge, is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.
- D.9. CLAIMS DISPUTE: Any claim that the Grantee may have regarding performance of this Agreement including, but not limited to, claims for additional compensation or extension of time, shall be submitted to the DWR Project Representative, within thirty (30) days of the Grantee's knowledge of the claim. State and Grantee shall then attempt to negotiate a

resolution of such claim and process an amendment to this Agreement to implement the terms of any such resolution.

- D.10. COMPETITIVE BIDDING AND PROCUREMENTS: Grantee's contracts with other entities for the acquisition of goods and services and construction of public works with funds provided by State under this Funding Agreement must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If the Grantee does not have a written policy to award contracts through a competitive bidding or sole source process, the Department of General Services' *State Contracting Manual* rules must be followed and are available at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>.
- D.11. COMPUTER SOFTWARE: Grantee certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Funding Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.
- D.12. CONFLICT OF INTEREST: All participants are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411, for State conflict of interest requirements.
- A. Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
- B. Former State Employees: For the two-year period from the date, he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date, he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
- C. Employees of the Grantee: Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act. (Gov. Code, § 87100 et seq.)
- D. Employees and Consultants to the Grantee: Individuals working on behalf of the Grantee may be required by the Department to file a Statement of Economic Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

- D.13. DELIVERY OF INFORMATION, REPORTS, AND DATA: Grantee agrees to expeditiously provide throughout the term of this Funding Agreement, such reports, data, information, and certifications as may be reasonably required by State.
- D.14. DISPOSITION OF EQUIPMENT: Grantee shall provide to State, not less than 30 calendar days prior to submission of the final invoice, an itemized inventory of equipment purchased with funds provided by State. The inventory shall include all items with a current estimated fair market value of more than \$5,000.00 per item. Within 60 calendar days of receipt of such inventory, State shall provide Grantee with a list of the items on the inventory that State will take title to. All other items shall become the property of Grantee. State shall arrange for delivery from Grantee of items that it takes title to. Cost of transportation, if any, shall be borne by State.
- D.15. DRUG-FREE WORKPLACE CERTIFICATION: Certification of Compliance: By signing this Funding Agreement, Grantee, its contractors or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:
- A. Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by the Government Code section 8355.
 - B. Establish a Drug-Free Awareness Program, as required by Government Code section 8355 to inform employees, contractors, or subcontractors about all of the following:
 - i. The dangers of drug abuse in the workplace,
 - ii. Grantee's policy of maintaining a drug-free workplace,
 - iii. Any available counseling, rehabilitation, and employee assistance programs, and
 - iv. Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
 - C. Provide, as required by Government Code section 8355, that every employee, contractor, and/or subcontractor who works under this Funding Agreement:
 - i. Will receive a copy of Grantee's drug-free policy statement, and
 - ii. Will agree to abide by terms of Grantee's condition of employment, contract, or subcontract.
- D.16. EASEMENTS: Where the Grantee acquires property in fee title or funds improvements to real property already owned in fee by the Grantee using State funds provided through this Funding Agreement, an appropriate easement or other title restriction providing for floodplain preservation and agricultural and/or wildlife habitat conservation for the subject property in perpetuity, approved by the State, shall be conveyed to a regulatory or trustee agency or conservation group acceptable to the State. The easement or other title restriction must be in the first position ahead of any recorded mortgage or lien on the property unless this requirement is waived by the State.

Where the Grantee acquires an easement under this Agreement, the Grantee agrees to monitor and enforce the terms of the easement, unless the easement is subsequently transferred to another land management or conservation organization or entity with State

permission, at which time monitoring and enforcement responsibilities will transfer to the new easement owner.

Failure to provide an easement acceptable to the State may result in termination of this Agreement.

- D.17. FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED CIVIL ENGINEER: Upon completion of the Project, Grantee shall provide for a final inspection and certification by a California Registered Civil Engineer that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Funding Agreement.
- D.18. GOVERNING LAW: This Funding Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
- D.19. GRANTEE'S RESPONSIBILITIES: Grantee and its representatives shall:
- A. Faithfully and expeditiously perform or cause to be performed all project work as described in Exhibit A (Work Plan) and in accordance with Project Exhibit B (Budget) and Exhibit C (Schedule).
 - B. Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Funding Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by Grantee in the application, documents, amendments, and communications filed in support of its request for funding.
 - C. Comply with all applicable California, federal, and local laws and regulations.
 - D. Implement the Project in accordance with applicable provisions of the law.
 - E. Fulfill its obligations under the Funding Agreement and be responsible for the performance of the Project.
 - F. Obtain any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. Grantee shall provide copies of permits and approvals to State.
 - G. Be solely responsible for design, construction, and operation, and maintenance of the Project. Review or approval of plans, specifications, bid documents, or other construction documents by State is solely for the purpose of proper administration of funds by State and shall not be deemed to relieve or restrict responsibilities of Grantee under this Agreement.
 - H. Be solely responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee shall be responsible for any and all disputes arising out of its contracts for work on the Project, including but not limited to payment disputes with contractors and subcontractors. The State will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work.
- D.20. INDEMNIFICATION: Grantee shall indemnify and hold and save the State, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Project and this Agreement, including any breach of this Agreement. Grantee shall require its contractors or subcontractors

to name the State, its officers, agents and employees as additional insureds on their liability insurance for activities undertaken pursuant to this Agreement.

- D.21. INDEPENDENT CAPACITY: Grantee, and the agents and employees of the Grantee, in the performance of the Funding Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State.
- D.22. INSPECTION OF BOOKS, RECORDS, AND REPORTS: During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and to make copies of any books, records, or reports of either party pertaining to this Funding Agreement or matters related hereto. Each of the parties hereto shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Funding Agreement. Failure or refusal by Grantee to comply with this provision shall be considered a breach of this Funding Agreement, and State may withhold disbursements to Grantee or take any other action it deems necessary to protect its interests.
- D.23. INSPECTIONS OF PROJECT BY STATE: State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grantee. This right shall extend to any subcontracts, and Grantee shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to its Funding Agreement with State.
- D.24. LABOR CODE COMPLIANCE: The Grantee agrees to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from this Agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. For more information, please refer to DIR's *Public Works Manual* at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. The Grantee affirms that it is aware of the provisions of section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance, and the Grantee affirms that it will comply with such provisions before commencing the performance of the work under this Agreement and will make its contractors and subcontractors aware of this provision.
- D.25. MODIFICATION OF OVERALL WORK PLAN: At the request of the Grantee, the State may at its sole discretion approve non-material changes to the portions of Exhibits A, B, and C that concern the budget and schedule without formally amending this Funding Agreement. Non-material changes with respect to the budget are changes that only result in reallocation of the budget and will not result in an increase in the amount of the State Funding Agreement. Non-material changes with respect to the Project schedule are changes that will not extend the term of this Funding Agreement. Requests for non-material changes to the budget and schedule must be submitted by the Grantee to the State in writing and are not effective unless and until specifically approved by the State's Program Manager in writing.
- D.26. NONDISCRIMINATION: During the performance of this Funding Agreement, Grantee and its contractors or subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital/domestic partner status, gender identity, and denial of medical and family care leave or pregnancy disability leave. Grantee and its contractors or subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and

harassment. Grantee and its contractors or subcontractors shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code, § 12990.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission are incorporated into this Agreement by reference. Grantee and its contractors or subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Funding Agreement.

- D.27. OPINIONS AND DETERMINATIONS: Where the terms of this Funding Agreement provide for action to be based upon, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.
- D.28. PERFORMANCE BOND: Where contractors are used, the Grantee shall not authorize construction to begin until each contractor has furnished a performance bond in favor of the Grantee in the following amounts: faithful performance (100%) of contract value, and labor and materials (100%) of contract value. This requirement shall not apply to any contract for less than \$25,000.00. Any bond issued pursuant to this paragraph must be issued by a California-admitted surety. (Pub. Contract Code, § 7103; Code Civ. Proc., § 995.311.)
- D.29. PRIORITY HIRING CONSIDERATIONS: If this Funding Agreement includes services in excess of \$200,000, the Grantee shall give priority consideration in filling vacancies in positions funded by the Funding Agreement to qualified recipients of aid under Welfare and Institutions Code section 11200 in accordance with Public Contract Code section 10353.
- D.30. PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE PERMISSION: The Grantee shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with Grantee's service of water, without prior permission of State. Grantee shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of Grantee to meet its obligations under this Funding Agreement, without prior written permission of State. State may require that the proceeds from the disposition of any real or personal property be remitted to State.
- D.31. PROJECT ACCESS: The Grantee shall ensure that the State, the Governor of the State, or any authorized representatives of the foregoing, will have safe and suitable access to the Project site at all reasonable times during Project construction and thereafter for the term of this Agreement.
- D.32. REMAINING BALANCE: In the event the Grantee does not submit invoices requesting all of the funds encumbered under this Funding Agreement, any remaining funds revert to the State. The State will notify the Grantee stating that the Project file is closed, and any remaining balance will be disencumbered and unavailable for further use under this Funding Agreement.
- D.33. REMEDIES NOT EXCLUSIVE: The use by either party of any remedy specified herein for the enforcement of this Funding Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- D.34. RETENTION: The State shall withhold ten percent (10%) of the funds requested by the Grantee for reimbursement of Eligible Project Costs until the Project is completed and Final

Report is approved. Any retained amounts due to the Grantee will be promptly disbursed to the Grantee, without interest, upon completion of the Project.

- D.35. RIGHTS IN DATA: Grantee agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act. (Gov. Code, § 6250 et seq.) Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. Grantee shall not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this Paragraph for any public purpose.
- D.36. SEVERABILITY: Should any portion of this Funding Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Funding Agreement shall continue as modified.
- D.37. SUSPENSION OF PAYMENTS: This Funding Agreement may be subject to suspension of payments or termination, or both if the State determines that:
- A. Grantee, its contractors, or subcontractors have made a false certification, or
 - B. Grantee, its contractors, or subcontractors violates the certification by failing to carry out the requirements noted in this Funding Agreement.
- D.38. SUCCESSORS AND ASSIGNS: This Funding Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Funding Agreement or any part thereof, rights hereunder, or interest herein by the Grantee shall be valid unless and until it is approved by State and made subject to such reasonable terms and conditions as State may impose.
- D.39. TERMINATION BY GRANTEE: Subject to State approval which may be reasonably withheld, Grantee may terminate this Agreement and be relieved of contractual obligations. In doing so, Grantee must provide a reason(s) for termination. Grantee must submit all progress reports summarizing accomplishments up until termination date.
- D.40. TERMINATION FOR CAUSE: Subject to the right to cure under Paragraph 11, the State may terminate this Funding Agreement and be relieved of any payments should Grantee fail to perform the requirements of this Funding Agreement at the time and in the manner herein, provided including but not limited to reasons of default under Paragraph 11.
- D.41. TERMINATION WITHOUT CAUSE: The State may terminate this Agreement without cause on 30 days' advance written notice. The Grantee shall be reimbursed for all reasonable expenses incurred up to the date of termination.
- D.42. THIRD PARTY BENEFICIARIES: The parties to this Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or any duty, covenant, obligation or understanding established herein.
- D.43. TIMELINESS: Time is of the essence in this Funding Agreement.
- D.44. TRAVEL: Travel includes the reasonable and necessary costs of transportation, subsistence, and other associated costs incurred by personnel during the term of this Funding Agreement. Any reimbursement for necessary travel and per diem shall be at rates not to exceed those set by the California Department of Human Resources. These rates may be found at:

<http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Reimbursement will be at the State travel and per diem amounts that are current as of the date costs are incurred. No travel outside the State of California shall be reimbursed unless prior written authorization is obtained from the State.

- D.45. **UNION ORGANIZING:** Grantee, by signing this Funding Agreement, hereby acknowledges the applicability of Government Code sections 16645 through 16649 to this Funding Agreement. Furthermore, Grantee, by signing this Funding Agreement, hereby certifies that:
- A. No State funds disbursed by this Funding Agreement will be used to assist, promote, or deter union organizing.
 - B. Grantee shall account for State funds disbursed for a specific expenditure by this Funding Agreement to show those funds were allocated to that expenditure.
 - C. Grantee shall, where State funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.
 - D. If Grantee makes expenditures to assist, promote, or deter union organizing, Grantee will maintain records sufficient to show that no State funds were used for those expenditures and that Grantee shall provide those records to the Attorney General upon request.
- D.46. **VENUE:** The State and the Grantee hereby agree that any action arising out of this Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Agreement.
- D.47. **WAIVER OF RIGHTS:** None of the provisions of this Funding Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties here to that from time to time either party may waive any of its rights under this Funding Agreement unless contrary to law. Any waiver by either party of rights arising in connection with the Funding Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

Exhibit E
GRANTEE'S AUTHORIZING RESOLUTION

CITY OF ORLAND

CITY COUNCIL RESOLUTION NO. 2022-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORLAND AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION FOR THE ORLAND AREA WATER SUPPLY PROJECT

WHEREAS, City of Orland proposes to implement the Orland Area Water Supply Project; and

WHEREAS, the Orland Area Water Supply Project is being implemented in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies; and

WHEREAS, City of Orland has the legal authority and is authorized to enter into a funding agreement with the State of California; and


WHEREAS, City of Orland has applied for grant funding from the California Department of Water Resources for the Orland Area Water Supply Project;

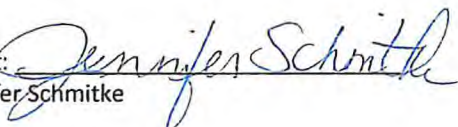
THEREFORE, BE IT RESOLVED by the City Council of the City of Orland as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, Ch. 240, § 80), Orland City Manager Peter R. Carr is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources and take such other actions as necessary or appropriate to obtain grant funding.
2. Orland City Manager Peter R. Carr is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. Orland City Manager Peter R. Carr, or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION: I hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of Orland at the meeting held on April 5, 2022, motion by Councilmember Dobbs and seconded by Councilmember Roundy, motion passed by the following vote:

AYES:	Councilmembers Roundy, Irvin, Dobbs, Vice Mayor Tolley and Mayor Hoffman
NOES:	None
ABSTAIN:	None
ABSENT:	None


 Dennis G. Hoffman
 Mayor

Attest: 
 Jennifer Schmitke

City Clerk
STATE OF CALIFORNIA

City of Orland

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 Council at a regular meeting of said City Council, at Orland, California, on the fifth day of April 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 Council of the CITY OF ORLAND.

Dated: 4/6/2022

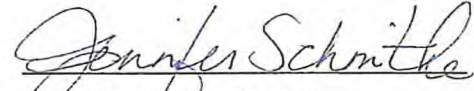

Jennifer Schmitke, City Clerk

Exhibit F

REPORT FORMATS AND REQUIREMENTS

The following reporting formats should be utilized. Please obtain State approval prior to submitting a report in an alternative format.

1. PROGRESS REPORTS

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information.

PROJECT STATUS

Describe the work performed during the time period covered by the report including but not limited to:

PROJECT INFORMATION

- Legal matters
- Engineering Evaluations
- Environmental matters
- Status of permits, easements, rights-of-way, rights of entry, and approvals as may be required by other State, federal, and/or local agencies
- Major accomplishments during the quarter (i.e., tasks completed, milestones met, meetings held or attended, press releases, etc.)
- Issues/concerns that have, will, or could affect the schedule or budget, with a recommendation on how to correct the matter
- Describe differences between the work performed and the work outlined in the Overall Work Plan, including change orders
- Demonstrate financial ability to pay local cost share of Eligible Project Costs required to complete the Project
- Estimate the percentage completion of the overall project
- Identify key issues that need to be resolved
- Photos documenting progress

COST INFORMATION

- Provide a list showing all project costs incurred during the time period covered by the report by the Grantee and each contractor working on the Project and which of these costs are Eligible Project Costs
- A discussion on how the actual budget is progressing in comparison to the project budget included in the Overall Work Plan
- A list of any changes approved to the budget in accordance with Funding Agreement and a revised budget, by task, if changed from latest budget in the Overall Work Plan
- A discussion of whether there have been any changes to the Grantee's finance plan for payment of the Grantee's share of Eligible Project Costs

SCHEDULE INFORMATION

- A schedule showing actual progress versus planned progress
- A discussion on how the actual schedule is progressing in comparison to the original or last reported schedule
- A list of any changes approved to the Schedule in accordance with Funding Agreement and a revised schedule, by task, if changed from latest reported schedule

2. PROJECT COMPLETION REPORT

Project Completion Reports shall generally use the following format.

EXECUTIVE SUMMARY – Should include a brief summary of project information and include the following items:

- Brief description of work proposed to be done in the original application
- Description of actual work completed and any deviations from the work plan identified in the Funding Agreement

REPORTS AND/OR PRODUCTS – The following items should be provided

- Final Evaluation report
- Electronic copies of any data collected, not previously submitted
- As-built drawings
- Final geodetic survey information
- Self-Certification that the Project meets the stated goal of the funding agreement (e.g. 100-year level of flood protection, HMP standard, PL-84-99, etc.)
- Project photos
- Discussion of problems that occurred during the work and how those problems were resolved
- A final project schedule showing actual progress versus planned progress

COSTS AND DISPOSITION OF FUNDS – A list showing:

- The date each invoice was submitted to State
- The amount of the invoice
- The date the check was received
- The amount of the check (If a check has not been received for the final invoice, then state this in this section.)
- A summary of the payments made by the Grantee for meeting its cost sharing obligations under this Funding Agreement.
- A summary of final funds disbursement including:
 - Labor cost of personnel of agency/ major consultant /sub-consultants. Indicate personnel, hours, rates, type of profession, and reason for consultant, i.e., design, CEQA work, etc.

- Evaluation cost information, shown by material, equipment, labor costs, and any change orders
- Any other incurred cost detail
- A statement verifying separate accounting of funding disbursements
- Summary of project cost including the following items:
 - Accounting of the cost of project expenditure;
 - Include all internal and external costs not previously disclosed; and
 - A discussion of factors that positively or negatively affected the project cost and any deviation from the original project cost estimate.

ADDITIONAL INFORMATION – Any relevant additional Information should be included.

Exhibit G

STATE AUDIT DOCUMENT REQUIREMENTS

The following provides a list of documents typically required by State Auditors and general guidelines for Grantees. List of documents pertains to both State funding and Grantee's Cost Share, if any, and details the documents/records that State Auditors would need to review in the event of this Funding Agreement is audited. Grantees should ensure that such records are maintained for three (3) years after final disbursement pursuant to this Agreement.

State Audit Document Requirements

Internal Controls

1. Organization chart (e.g., Agency's overall organization chart and organization chart for the State funded Program/Project).
2. Written internal procedures and flowcharts for the following:
 - a) Receipts and deposits
 - b) Disbursements
 - c) State reimbursement requests
 - d) Expenditure tracking of State funds
 - e) Guidelines, policy, and procedures on State-funded Program/Project
3. Audit reports of the Agency internal control structure and/or financial statements within the last two years.
4. Prior audit reports on the State funded Program/Project.

State Funding:

1. Original Funding Agreement, any amendment(s), and budget modification documents.
2. A listing of all grants, loans, or subventions received from the State.
3. A listing of all other funding sources for the Program/Project.

Contracts:

1. All subcontractor and consultant contracts and related or partners' documents, if applicable.
2. Contracts between the Agency and member agencies as related to the State-funded Program/Project.

Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Funding Agreement.
2. Documentation linking subcontractor invoices to State reimbursement, requests, and related Funding Agreement budget line items.
3. Reimbursement requests submitted to the State for the Funding Agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips (or bank statements) showing deposits of the payments received from the State.

3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the grants or loans.
4. Bank statements showing the deposit of the receipts.

Accounting Records:

1. Ledgers showing entries for funding receipts and cash disbursements.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to requests for Funding Agreement reimbursement.

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

1. List of all contractors and Agency staff that worked on the State funded Program/Project.
2. Payroll records including timesheets for contractor staff and the Agency personnel who provided services charged to the program

Project Files:

1. All supporting documentation maintained in the project files.
2. All Funding Agreement related correspondence.