

## 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, September 20, 2022 at 6:30 PM

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](https://www.zoom.us)

WEBINAR ID# 840 4766 8704

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 September 6, 2022 (p.8)
- C. Accept Measure A Sales Tax Annual Report FY 21-22 (p.12)
- D. Adopt Resolution 2022-23: Project List for SB1 2022-2023 Allocation (p.15)
- E. Adopt Resolution 2022-24: Approving CA Dept. of Forestry & Fire Agreement #7GF21097 (p.19)

**6. PRESENTATION**

Glenn County Evacuation Zones – Amy Travis, Deputy Director, Office of Emergency Services, Glenn County Sheriff's Office (p. 27)

**7. ADMINISTRATIVE BUSINESS**

- A. Skate Park (Discussion) – Pete Carr, City Manager (p.29)
- B. Verbal Update on Drought Conditions and Water Supply Project (Discussion) – Pete Carr, City Manager
- C. Development Reimbursement Agreement for Newville Road and Freeway Offramp (Discussion) – Pete Carr, City Manager

**8. CITY COUNCIL COMMUNICATIONS AND REPORTS**

**9. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on September 16, 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](http://www.cityoforland.com) where meeting minutes and audio recordings are also available.

In compliance with the Americans with Disabilities Act, the City of Orland will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's Office 865-1610 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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**CITY MANAGER**

Peter R. Carr

## WARRANT LIST

September 20, 2022

Warrant	9/16/22	\$	460,818.44
Warrant	9/16/22	\$	466.82
Payroll Compensation	9/8/22	\$	117,115.96
Pers 7/28/22-8/10/22	9/6/22	\$	25,589.18
Special Payroll	9/13/22	\$	1,082.36
		\$	605,072.76

### APPROVED BY

\_\_\_\_\_  
 Dennis Hoffman, Mayor

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 Jeffrey A. Tolley, Vice-Mayor

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 Bruce T. Roundy, Councilmember

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 William "Billy" Irvin, Councilmember

\_\_\_\_\_  
 Chris Dobbs, Councilmember

REPORT.: Sep 16 22 Friday  
 RUN....: Sep 16 22 Time: 09:47  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 09-22 thru 09-22 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055931	09/02/22	CHA10	CHAMPION SPORT SURFACES	24000.00	09022022H	PICKLEBALL/TENNIS COURT SURFACING
055932	09/16/22	ABD00	ADVANCED DOCUMENT	9.27 42.86 466.98 67.09	80556 INV80553 INV80554 INV80555	FD/PRINTER, COPIER PD/COPIER USAGE 8/1/22-8/31/22 CITYHALL/COPIES BD-PLAN/COPIES
			Check Total.....:	586.20		
055933	09/16/22	AFF00	Affordable Computer Solut	95.00	6672	FD/MEASURE A-SET UP BACKUP,CHECK LAPTOPS FOR VIRUS
055934	09/16/22	AIR01	Airgas-USA, LLC	278.64	129171996	FD/MEASURE A MEDICAL OXYGEN
055935	09/16/22	ALL12	ALLERION CONSULTING GROUP	23540.87	INV-6171	DWR/PERMITTING AND WELL DRILLING
055936	09/16/22	AME00	AMERICAN FAMILY LIFE	736.24	863832	SUPPLEMENTAL INSURANCE
055937	09/16/22	ARA00	ARAMARK UNIFORM SERVICES	1251.04	08312022	PW/UNIFORM CLEANING AUGUST
055938	09/16/22	ATT06	A T & T	29.13 24.87 24.87	9/10/22 9/12/22 2022/12/9	PW/HEARTLAND LIFTSTATION PW/WHITEHAWK LIFTSTATION PW/AIRPORT LIFTSTATION
			Check Total.....:	78.87		
055939	09/16/22	ATT09	AT&T MOBILITY	848.26	X09102022	PD/CELL SVCS (14)
055940	09/16/22	ATT10	AT&T MOBILITY (FIRST NET)	98.77 144.74	9102022 09102022	FD/MEASURE A-PHONES FOR CITY ENGINE PW/CELL PHONE USAGE SEPTEMBER
			Check Total.....:	243.51		
055941	09/16/22	AUT00	Auto Zone Inc.	36.49	094646586	PD/CAR WASH SUPPLIES,OFFICE SUPPLY
055942	09/16/22	BAM00	BAMBAUER TOWING SERVICE	265.00 412.50	53865 04262022	PD/TOW ABATEMENT CAR CASE #220017 PD/TOW ABATEMENT CAR CASE #220217
			Check Total.....:	677.50		
055943	09/16/22	BRA05	BRANDEN'S PLUMBING & ROOT	2200.00	1046	DWR/WATER MAIN INSTALL ON ROAD M 1/2
055944	09/16/22	CAL14	Cal Signal Corp	500.00	8731	PW/STREETS-6TH ST & SOUTH INSPECTION & REPAIRS
055945	09/16/22	CAR02	CARDMEMBER SERVICE	3888.94 4398.43 3779.47 580.91 4039.49 629.92 1624.87	8/2022 AUG2022 SEP22FD SEP22PD AUG 2022 SEP22LIB 9/13/2022	PW/OFFICE SUPPLIES, SECURITY SYSTEM SUPPLIES SHOP/MISC SUPPLIES FD/MEASURE A-APPLE STORAGE,ENGINES HOSE PACKS PD/SUPPLIES DIR OF ADMIN/ZOON, PARCELQUEST, ADOBE, WEB HOSTING LIB/PARKS GRANT MATERIALS, OFFICE SUPPLIES REC/SOCCER SUPPLIES,APPLE ACCOUNT
			Check Total.....:	18942.03		
055946	09/16/22	CIT04	CITY OF WILLOWS	10271.20	4-024	FD/MEASURE A-SBCA DOWN PMT SCBA'S AFG GRANT
055947	09/16/22	CLE05	JUDY CLEVER	50.00	SEP2022	AC/CLEANING OF GALLERY
055948	09/16/22	COM02	Comcast	291.40	9-3/10-2	MULTI-DEPTS/INTERNET CONNECTION
055949	09/16/22	COR00	CORNING LUMBER CO., INC.	1926.32	08252022	PW/PICKLEBALL SUPPLIES & PD/3 EVIDENCE ROOM
055950	09/16/22	COR04	CORBIN WILLITS SYSTEMS	150.00	C20831	WATER/AUG BILLING SUPPORT
055951	09/16/22	CRA04	Jeremy Crandall	114.00	091322	PW/BOOT REIMBURSMENT(22/23)
055952	09/16/22	ECO01	ECORP CONSULTING, INC	7620.00	97476	PLAN/PROFESSIONAL SERVICES
055953	09/16/22	EIN02	Gregory P. Einhorn	4837.00	14716	CA/CONTRACT SERVICES & RETAINER LABOR
055954	09/16/22	EIS00	Employers Investigative S	243.75	5050515	PD/BACKGROUNDS
055955	09/16/22	ELLO6	STEVE ELLIOTT	50.09	08312022	AC/GALLERY ADVERTISING FACEBOOK
055956	09/16/22	FIR02	FIREPENNY-FIREFIGHHTER EQ	1667.53	50514	FD/FLEET #34 SUPPLIES
055957	09/16/22	FLE04	FLEMING, JOHN	1789.00	8/31-9/13	BD/INSPECTION SERVICES
055958	09/16/22	GAY01	GAYNOR TELESYSTEMS INC	135.94 326.25	31399 41245	FD/MEASURE A-PHONE LINE SERVICE PD/PHONE TREE SET UP
			Check Total.....:	462.19		
055959	09/16/22	GCS02	GCS Environmental Equip.S	1581.71	25641	PW/FLEET MAINT-SWEEPER



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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055960	09/16/22	GOL01	GOLDEN STATE RISK	51146.00	091522	DENTAL/VISION AND HEALTH INSURANCE
055961	09/16/22	GOL05	GOLDEN STATE EMERGENCY VE	902.20	C1035458,	FD/MEASURE A- MAINT.FOR ENGINE #26,#14
055962	09/16/22	GRA02	GRAINGER, INC.	1479.31	09132022	PW/WATER,SEWER & PARKS SUPPLIES
055963	09/16/22	GRO00	Ferguson Enterprises Inc	233514.92	08312022	PW/WATER SUPPLIES & DWR SUPPLIES
055964	09/16/22	HEI01	VIRGIL HEISE	100.00	8012022	FD/JANITORIAL
055965	09/16/22	HEN02	OLIVIA HENDERSON	160.00	09132022	REC/SCHEDULING SOFTWARE- JULY & AUGUST
055966	09/16/22	HIN03	Hinderliter deLlomas & As	300.00	SIN021200	CONTRACT SERVICES (JULY-SEPT2022)
055967	09/16/22	JCN00	J.C. NELSON SUPPLY	326.74	770565	PW/BM-CLEANING SUPPLIES
055968	09/16/22	JWC03	JWC Environmental Inc.	8470.06	112218	PW/SEWER PONDS AUGER
055969	09/16/22	LAK00	Lakeshore Learning Materi	386.54	79082522	LIB/PARKS GRANT MATERIALS
055970	09/16/22	LES00	LES SCHWAB	48.53	519861	PW/FLEET - MAIN DUMPTRUCK
055971	09/16/22	LIF00	Life Assist Inc.	296.01	1246296	FD/MEASURE A-MEDICAL SUPPLIES
055972	09/16/22	MAC02	MACQUARIE EQUIPMENT CAPIT	44.18	44757	FD/PRINTER LEASE
055973	09/16/22	MAT04	MATSON & ISOM	3924.00 3924.00	84760 85169	MONTHLY BILLING FOR AUG 2022 MONTHLY BILLING FOR SEPT 2022
Check Total.....:				7848.00		
055974	09/16/22	MCM00	McMaster-Carr	862.89	108,214,9	PW/SHOP & FLEET SUPPLIES
055975	09/16/22	MJB00	MJB WELDING SUPPLY, INC	12.40	09312022	PW/CYLINDER RENTAL
055976	09/16/22	NOR06	NOR-MAC INC.	6467.38	21477-001	PW/PARKS SUPPLIES
055977	09/16/22	NOR29	NORTH VALLEY INDUSTRIES I	183.18	3433	REC/1 UNIT ADULT SOCCER
055978	09/16/22	NOR37	NORTH STATE SCREENPRINTIN	3407.76	5027&5024	REC/YOUTH SOCCER
055979	09/16/22	NUS00	NUSO, LLC	105.14	130680713	FD/MEASURE A- PHONE LINES
055980	09/16/22	ORE00	O'REILLY AUTO	839.35	08312022	PD,PW/FLEET SUPPLIES
055981	09/16/22	ORH00	ORLAND HARDWARE	423.76	08272022	FD/MEASURE A-BUILDING & EQUIP & OFFICE SUPPLIES
055982	09/16/22	ORL15	Orland Saw & Mower	1359.61	08312022	PW,PARKS,SHOP/ SUPPLIES
055983	09/16/22	OSC00	OSCAR REDES	11.31	714802	BD/HAT
055984	09/16/22	PAP01	PAPE MACHINERY	2.36	780	PW/MOWER PARTS
055985	09/16/22	PEN05	PENQUIN MANAGEMENT INC	1524.00	70978	FD/DISPATCH
055986	09/16/22	PGE00	PG&E	9.86	09082022	REC/STANDBY POWER
055987	09/16/22	RIV01	RIVERVIEW INTERNATIONAL T	412.85	31AUG22	PW/ENGINE PARTS
055988	09/16/22	ROM00	ARNIE ROMERO	213.42	09122022	PW/BOOT REIMBURSEMENT (22/23)
055989	09/16/22	SEI00	ROY R SEILER, C.P.A	3570.00	30527	ACCOUING PROFESSIONAL SERVICES
055990	09/16/22	SHA08	Shasta Safety Supply	538.28	22451	PW/SAFETY SUPPLIES
055991	09/16/22	STO04	Jeffrey G. Dunn	225.00	08312022	PEST CONTROL SERVICES AUGUST
055992	09/16/22	SUL01	LACIE SULLIVAN	120.00	0001859	REC/SOCCER REFUND
055993	09/16/22	TUR01	Rae Turnbull	45.00	SEP2022	AC/WEBSITE NEWSLETTER
055994	09/16/22	VAL02	VALLEY ROCK PRODUCTS	1148.90 1473.70	74702 470,601,6	DWR/BASE ROCK, SAND, CONCRETE PW/BASE ROCK, SAND & CONCRETE
Check Total.....:				2622.60		
055995	09/16/22	VAN00	VANTAGE POINT TRANSFER AG	1669.66 .65	090822 081122COR	457 PLAN/304591 457 PLAN/ 304591
Check Total.....:				1670.31		
055996	09/16/22	VIL07	LILIANA VILLEGAS	180.00	0001806	REC/SOCCER REFUND
055997	09/16/22	VIS01	VISINONI BROTHERS CONSTRU	24235.00	09142022	REC TRAIL GRADING AND PAVED PATH

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RUN....: Sep 16 22 Time: 09:47  
Run By.: Leticia Espinosa

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055998	09/16/22	WES16	West Mitsubishi	1685.65	90622	FD/MEASURE A-RADIO REPEATER, BLACK BUTTE ANTENNA
Cash Account Total.....:				460818.44		
Total Disbursements.....:				460818.44		
Cash Account Total.....:				.00		

REPORT.: Sep 16 22 Friday  
RUN....: Sep 16 22 Time: 10:37  
Run By.: Leticia Espinosa

CITY OF ORLAND  
Cash Disbursement Detail Report  
Check Listing for 09-22 thru 09-22 Bank Account.: 1001

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ID #: PY-DP  
CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
055839	08/29/22	ORL08	ORLAND UNIT WATER USERS	644.82	082922H	LATERALS 43&51 RD CROSSING, BIKE PATH, UTILITIES
Cash Account Total.....:				644.82		
Total Disbursements.....:				644.82		
Cash Account Total.....:				.00		

REPORT.: 09/08/22  
 RUN....: 09/08/22 Time: 12:34  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
Z05487	09/08/22	09/07/22	ALV01	ALVA, MICAELA	09-22	03-23	2534.58
Z05488	09/08/22	09/07/22	AND00	ANDRADE, EDGAR	09-22	03-23	3008.80
Z05489	09/08/22	09/07/22	BIA00	BIANCHINI, ANN	09-22	03-23	68.00
Z05490	09/08/22	09/07/22	BOW00	BOWERS, LINDA	09-22	03-23	136.00
Z05491	09/08/22	09/07/22	CAR03	CARR, PETER R	09-22	03-23	6153.85
Z05492	09/08/22	09/07/22	CES00	CESSNA, KYLE A	09-22	03-23	4185.44
Z05493	09/08/22	09/07/22	CHA01	CHANEY, JUSTIN	09-22	03-23	4633.08
Z05494	09/08/22	09/07/22	CLO02	CLOYD, GRACIE	09-22	03-23	105.00
Z05495	09/08/22	09/07/22	CRA00	CRANDALL, JEREMY	09-22	03-23	2229.61
Z05496	09/08/22	09/07/22	ESP00	ESPINOSA, LETICIA	09-22	03-23	2047.63
Z05497	09/08/22	09/07/22	FEN03	FENSKE, JOSEPH H	09-22	03-23	2988.19
Z05498	09/08/22	09/07/22	FLO00	FLORES, JOSE D	09-22	03-23	3220.62
Z05499	09/08/22	09/07/22	FUL00	FULLMORE, KRISTOPHER	09-22	03-23	3722.05
Z05500	09/08/22	09/07/22	GAM00	GAMBOA, YADIRA	09-22	03-23	302.10
Z05501	09/08/22	09/07/22	GUE01	GUERRERO, DEYSY D	09-22	03-23	2596.16
Z05502	09/08/22	09/07/22	GUE02	GUERRERO, JORGE	09-22	03-23	2234.10
Z05503	09/08/22	09/07/22	HAR00	ZOLLERHARRIS, TRAVIS	09-22	03-23	2019.63
Z05504	09/08/22	09/07/22	HEN00	HENDERSON, OLIVIA	09-22	03-23	250.75
Z05505	09/08/22	09/07/22	JOH01	JOHNSON, SEAN KARL	09-22	03-23	3962.31
Z05506	09/08/22	09/07/22	KOC01	KOCHEMS, EMMA	09-22	03-23	459.00
Z05507	09/08/22	09/07/22	LOP00	LOPEZ, EVELYN SOTO	09-22	03-23	62.00
Z05508	09/08/22	09/07/22	LOW00	LOWERY, KATHERINE	09-22	03-23	3673.73
Z05509	09/08/22	09/07/22	MAR02	MARTINDALE, RYAN EUGENE	09-22	03-23	3672.68
Z05510	09/08/22	09/07/22	MEJ00	APARICIO, LILIA MEJIA	09-22	03-23	2664.90
Z05511	09/08/22	09/07/22	MEZ00	MEZA, JODY L	09-22	03-23	3859.13
Z05512	09/08/22	09/07/22	MIL00	MILLS, DARYL A	09-22	03-23	3212.52
Z05513	09/08/22	09/07/22	MON03	MONDRAGON, MEAGAN N	09-22	03-23	52.73
Z05514	09/08/22	09/07/22	MOR02	MORECI, CHRISTOPHER DAVI	09-22	03-23	1621.02
Z05515	09/08/22	09/07/22	MYE00	MYERS, KEVIN	09-22	03-23	658.54
Z05516	09/08/22	09/07/22	OLI00	OLIVER, LINDA	09-22	03-23	229.50
Z05517	09/08/22	09/07/22	OVA00	OVARD, CONNOR	09-22	03-23	130.05
Z05518	09/08/22	09/07/22	PAI01	PAILLON, MICHAEL	09-22	03-23	2221.59
Z05519	09/08/22	09/07/22	PAN00	PANIAGUA, BLANCA A	09-22	03-23	698.82
Z05520	09/08/22	09/07/22	PEN01	PENDERGRASS, REBECCA A	09-22	03-23	3090.00
Z05521	09/08/22	09/07/22	PER00	PEREZ, MARGARITA T	09-22	03-23	2006.14
Z05522	09/08/22	09/07/22	PHI00	PHILLIPS, AMELIA	09-22	03-23	172.13
Z05523	09/08/22	09/07/22	PIN00	PINEDO, EDGAR ESTEBAN	09-22	03-23	3394.04
Z05524	09/08/22	09/07/22	POR00	PORRAS, ESTEL	09-22	03-23	1914.97
Z05525	09/08/22	09/07/22	PUN00	PUNZO, GUILLERMO	09-22	03-23	668.70
Z05526	09/08/22	09/07/22	PUR01	PURCHASE, HEATHER	09-22	03-23	1575.44
Z05527	09/08/22	09/07/22	RIC01	RICE, GERALD W	09-22	03-23	2118.13
Z05528	09/08/22	09/07/22	ROD00	RODRIGUES, ANTHONY	09-22	03-23	3032.95
Z05529	09/08/22	09/07/22	ROE00	ROENSPIE, THOMAS LUKE	09-22	03-23	4399.50
Z05530	09/08/22	09/07/22	ROM00	ROMERO, ARNULFO	09-22	03-23	3148.41
Z05531	09/08/22	09/07/22	SAN01	SANCHEZ, MELANIE CARRIL	09-22	03-23	311.25
Z05532	09/08/22	09/07/22	SCH03	SCHMITKE, JENNIFER	09-22	03-23	2400.72
Z05533	09/08/22	09/07/22	SHA02	SHANNON, KYLE ANTHONY	09-22	03-23	540.00
Z05534	09/08/22	09/07/22	STE01	STEWART, ROY E	09-22	03-23	2944.75
Z05535	09/08/22	09/07/22	SUA02	SUAREZ, BRYAN E	09-22	03-23	2097.71
Z05536	09/08/22	09/07/22	SUT00	SUTTON, BRANDON KIJANA	09-22	03-23	1675.84
Z05537	09/08/22	09/07/22	SWI00	SWINHART, ROBERT	09-22	03-23	1970.37
Z05538	09/08/22	09/07/22	VAL00	VALENZUELA, BRENDA	09-22	03-23	316.54
Z05539	09/08/22	09/07/22	VLA00	VLACH, RAYMOND JOSEPH	09-22	03-23	5061.08
Z05540	09/08/22	09/07/22	VLA02	VLACH, ZOE	09-22	03-23	279.23
Z05541	09/08/22	09/07/22	VON00	VONASEK, EDWARD J	09-22	03-23	4383.95
							117115.96



REPORT.: 09/13/22  
RUN....: 09/13/22 Time: 10:13  
Run By.: Deysy Guerrero

CITY OF ORLAND  
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14451	09/13/22	09/13/22	LOW00	LOWERY, KATHERINE	09-22	03-23	1082.36
							1082.36
							=====

**MINUTES OF THE ORLAND CITY COUNCIL**  
**REGULAR MEETING HELD SEPTEMBER 6, 2022**

**CALL TO ORDER**

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

Meeting opened with Pledge of Allegiance led by City Attorney Greg Einhorn.

**ROLL CALL**

Councilmembers present:	Councilmembers Chris Dobbs, Billy Irvin, Vice Mayor Jeffrey Tolley and Mayor Dennis Hoffman
Councilmembers absent:	Councilmember Roundy
Staff present:	City Manager Pete Carr; Assistant City Manager/Director of Administrative Services Rebecca Pendergrass; City Clerk Jennifer Schmitke; Police Chief Vlach; City Attorney Greg Einhorn

**ORAL AND WRITTEN COMMUNICATIONS**

PUBLIC COMMENTS: None

**CONSENT CALENDAR**

- A. Warrant List (payable obligations)
- B. Approve City Council Minutes for August 2, 2022
- C. AB361 Compliance
- D. Receive and file Planning Commission Minutes for February 17, 2022
- E. Receive and file Planning Commission Minutes for April 21, 2022
- F. Receive and file Planning Commission Minutes for June 9, 2022
- G. Receive and file Planning Commission Minutes for July 21, 2022
- H. Resolution No 2022-21: Delegating Organics Recycling Compliance
- I. Award of Contract to Financial Auditor
- J. Determination of Public Convenience or Necessity for Alcohol License: 727 4<sup>th</sup> Street – Old Town Lounge, LLC

Action: Vice Mayor Tolley moved, Councilmember Dobbs seconded, to approve items A-J on the consent calendar. The motion carried by a voice vote 4-0.

**ADMINISTRATIVE BUSINESS**

**A. Use of City Land on Sixth Street at Colusa**

City Manager Pete Carr updated City Council on the potential uses of City-owned land on Sixth Street.

Mr. Carr refreshed Council about the Public Safety Center (PSC) project using a slideshow that was presented back in 2019. Some slides showed the Winters Public Safety Center which at the time was recommended by staff for being a good model for the scope of Orland's project. Mr. Carr reminded Council that the Sixth Street project was also to be used as a site for a future water storage tank and

well, showing a slide that overlayed the water facilities onto the site layout. Mr. Carr shared that there are resources from Police DIF, Fire DIF, and Measure A to help fund this project, but currently there aren't any Federal or State Grant available. The plan for 2023 depends on the location of the water infrastructure.

Mr. Carr stated that recently in an analysis for the possible water infrastructure, test borings (down to 100 ft) all showed problems with the soils at the south end of the possible PSC. Mr. Carr stated that if the City continues the course of keeping the PSC ideally on the north end of the property and the water infrastructure on the south end of the property, there will need to be some excavation and disposal of soils that will add to the cost of the project. Mr. Carr is hopeful that the increase in cost will be covered by the Department of Water Resources (DWR) project but stated the water fund may have to be utilized in remediating the soil.

Mr. Carr asked the Council for feedback about possibly moving the water infrastructure to the north end of the lot and the PSC to the south end of the lot. Council asked questions about the water infrastructure and stated concerns about moving the PSC to the south end of the lot. Council gave direction to Mr. Carr to keep the PSC planned for the north end of the parcel.

#### **B. City Sponsored Community Gift e-Cards**

Mr. Carr reminded Council that background for the City-sponsored Community Gift e-Cards concept, consultancy services and availability of American Rescue Plan Act (ARPA) funds were all introduced and provided in the August 16<sup>th</sup> agenda packet and at the meeting.

Mr. Carr shared that he has had contact with local merchants and Orland Chamber members, around a dozen, and all expressed interest in participating in the program.

Mr. Carr stated since the last Council meeting on August 16<sup>th</sup>, he has met with the County on Covid-relief grants funding and that the city has the potential to grow the e-Card budget from \$30,000 to \$68,000 due to unused CV2/3 Covid-Relief grant funds. The City will need to contact the state on how we plan on using the CV2/3 funding by October 31, 2022, to have the money reprogrammed to another purpose.

Mr. Carr asked Council to determine the initial budget, suggesting that when the initial budget is approximately 80% utilized, the City would review the results and determine whether/how to continue the City's role in it. Mr. Carr stated that the City can structure the program however it wants and that if structured in a generous way all \$68,000 will be used.

Councilmembers discussed concerns with using the CV2/3 funding and asked questions about the gift card program.

Action: Councilmember Dobbs moved, seconded by Councilmember Irvin to approve the Orland Community Gift Card program as proposed and direct staff to proceed with a total initial budget not to exceed \$68,000. The motion carried by the following roll call vote 4-0.

AYES: Councilmembers Billy Irvin, Chris Dobbs, Vice Mayor Jeffrey Tolley and Mayor Dennis Hoffman  
NOES: None  
ABSENT: Councilmember Bruce Roundy  
ABSTAIN: None

### **C. Internal Water Fund Loan Amortization**

Mr. Carr gave an update on the status of an internal loan currently being repaid. Mr. Carr stated that the money was borrowed in 2006 from the Water Fund to help the General Fund purchase the retail space at 824 4<sup>th</sup> Street and 400 Mill Street for \$436,122. The building was originally purchased for a General Fund purpose but as time went on the project was found to not be a cost-effective use for the building.

Mr. Carr shared that in 2012 Council agreed upon a payback of the interfund transfer which was structured to have the General Fund making annual payments over 30 years to the Water Fund approximately equal to the revenue derived from leasing the space, with LAIF interest rate accruing in favor of the Water Fund. Mr. Carr let Council know that the payments have been paid annually since 2013 and showed a chart of interest and balance owed to the Water Fund from the General Fund.

### **D. Verbal Update on Drought Conditions and Water Supply Project**

City Manager Pete Carr provided an update on reported dry wells, stating an additional 12 wells have been reported since the last City Council meeting. Currently the total of wells being affected this year is 126, 108 of those wells are completely dry. The total number of wells affected for this drought is now listed at 405.

Mr. Carr shared that the City municipal wells have not dropped since July, possibly because irrigation ditches have been running recently. The municipal well levels remain reasonably stable and producing good drinking water. Mr. Carr stated that consumption for the month of August was 70.5 million gallons, the lowest the City has seen in the month of August in the last ten years and shared his appreciation for the water conservation.

Mr. Carr reminded Council that the Department of Water Resources (DWR) project where the City was award \$16.7 million was originally to add water infrastructure and to extend the City's services to connect 168 county residents. Mr. Carr reported that at the last DWR meeting project managers and engineers agreed to add an additional 30 residences that are in need and are already along the new water line, bringing the new connection to be around 195.

The City Clerk Jennifer Schmitke is currently working with around 100 property owners on completing subscription packets and getting them filed with the county, as well as helping people daily with questions on the project.

Mr. Carr stated that at the August 16<sup>th</sup> meeting Councilmember Irvin had asked could a property owner participate in the project by having the waterline stubbed out in front of their property but not connect to their home until they needed it in the future. Mr. Carr shared that he spoke with DWR representatives and the answer to the question is no, the program from the State is to provide drinking water to homes where wells have gone dry or are distressed, to connect them to a municipal water system, not to provide options for people's future needs.

Bruce Wilcox, County resident, asked where the City stands on the project currently. Mr. Carr stated that phase I is connecting City residents and that is underway currently; the other phases, which are all out in the County, are still in the engineering phase because the City is having to work with state departments, federal departments and Orland Water Users on permits. Mr. Carr stated that he is hopeful that by this fall the contracts will be advertised so that work can begin on trenching. Mr. Wilcox asked if the end timeline is still 2023 or 2024. Mr. Carr shared that DWR says June 2024 all monies must be spent and the project must be completed, but we hope it will be complete in 2023

#### **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Dobbs:

- Nothing to report.

Councilmember Irvin:

- Nothing to report.

Vice Mayor Tolley:

- There will be an Orland Skate Park Committee meeting September 7, 2022 at the Star Center located at 418 Walker Street from 6-7 PM.

Mayor Hoffman:

- Nothing to report.

**MEETING ADJOURNED AT 7:33 P.M.**

Jennifer Schmitke, City Clerk

Dennis G. Hoffman, Mayor



## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: 5. C.

**MEETING DATE: September 20, 2022**

**TO:** Honorable Mayor and Council  
**FROM:** Rebecca Pendergrass, Administrative Services Director  
**SUBJECT:** “Measure A” Sales Tax Annual Report (Discussion/Action)

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Council will review staff's Measure A report for fiscal year 2021-22.

#### **BACKGROUND**

Passed by voters in November 2016, Measure A provides additional funding for public safety, with priority (the first \$300,000) to Fire Department capital equipment needs. City officials promised voters that an annual report would be published showing the amount of funds received and how the funds were spent. The report is reviewed and approved by Council as part of the close-out of the fiscal year (July 2021 – June 2022).

Revenue is raised through a local ½¢ sales and use transaction tax. The tax was implemented at retail transactions starting April 1, 2017. Revenue began being received by the City July 1, 2017. FY21-22 marks the fifth full fiscal year of Measure A. Revenue in excess of expenditures in any one fiscal year is accrued as a reserve in the fund, then available for use in years in which planned or [potentially] emergency expenditures exceed that year's revenues.

#### **DISCUSSION**

The report summarizes the fiscal year's activity showing actual revenues compared to actual expenditures. The budget forecasted \$1,050,000 in revenue from taxes. In fact, \$1,232,326 was received in tax revenue, 17% better than estimate.

The budget authorized \$1,102,000 in expenditures including \$527k for Fire, \$425k for Police, and \$150k for Public Works. The Fire allocation included \$200k as set aside for future apparatus purchases according to our published equipment replacement schedule. Actual expenditures of \$1.18M included \$573k for Fire, \$585k for Police, and \$51k for Public Works. Council authorized early payoff of police vehicle loans post-budget, during the fiscal year.

The reserve balance in this account sits at over \$1.27M but will be adjusted downward by the planned cash purchase this fiscal year of replacement Engine 27 – now in

assembly, to be delivered this November – partially offset by a federal grant. The City is on track with funding its equipment replacement schedule.

Staff seeks Council acceptance of the report. Once accepted by Council, the Measure A report will be published to the community and available online at the City website.

Attachment: Proposed “Measure A” Public Safety Sales Tax Report FY21-22

**RECOMMENDATION:**

Accept the proposed “Measure A” Public Safety Sales Tax Annual Report for FY21-22.

**Fiscal Impact of recommendation:** None.

City of Orland  
**"Measure A" Local Sales Tax Report**  
 Fiscal Year 2021 - 2022



Measure A Local Sales Tax Revenue Received, July 2021 - June 2022	\$ 1,256,560	
Interest Earnings on Measure A Fund	4,234	
<b>TOTAL MEASURE A REVENUES:</b>		<b>\$1,260,794</b>

Measure A Local Sales Tax Expenditures, July 2021 - June 2022:

Fire Truck Payment	76,968	
Set-aside for future apparatus	200,000	
High Pressure Suppression Pump	23,232	
Equipment Maintenance	56,376	
Building Maintenance	5,120	
Training, Travel & Conference	17,760	
Communications (Radios, Dispatch, Internet)	88,351	
Turnouts, PPE, Etc.	21,400	
Medical Supplies, Oxygen	21,541	
Office Supplies	1,855	
VFA Equipment Grant Match	20,000	
Volunteer Support	40,000	
<b>SUBTOTAL FOR FIRE:</b>		<b>572,603</b>
Communications (Radio Repeater Project, Cell phones)	28,906	
Technology (MDT Project, Software, Hosting)	54,475	
Dispatch w/GCSO	93,000	
CSO Evidence Truck	35,419	
Equipment Maintenance	4,522	
Taser Batteries, Equipment, Ammunition, Vests, Etc.	10,600	
Uniform Stipend	15,100	
Loan Payoff of Police Vehicles	316,313	
<b>SUBTOTAL FOR POLICE:</b>		<b>558,335</b>
Fire hydrants, Street Signs, Safety Supplies	51,239	
<b>SUBTOTAL FOR PUBLIC WORKS:</b>		<b>51,239</b>

<b>TOTAL EXPENDITURES and SET ASIDES:</b>	<b>\$ 1,182,177</b>
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Fund Balance as of July 1, 2021	\$ 1,194,330
Net of FY21-22 Rev vs Exp & Set Asides	\$ 78,617
<b>FUND BALANCE as of June 30, 2022</b>	<b>\$ 1,272,947</b>
Committed:	
Accumulated set asides from this and previous fiscal years for equipment	708,000
Uncommitted fund reserves July 1, 2022:	\$ 564,947

*This report summarizes cash received and cash expended, and is not part of the outside auditor's report.*

## **CITY OF ORLAND**

### **CITY COUNCIL AGENDA ITEM #: 5. D.**

**MEETING DATE: September 20, 2022**

**TO:** Honorable Mayor and Council  
**FROM:** Ed Vonasek, Director of Public Works  
**SUBJECT:** Project List for SB1 2022-2023 Allocation

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The City of Orland must develop a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation (RMRA), created by SB1.

#### **BACKGROUND**

Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 was passed by the Legislature and signed into law in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide. SB1 includes accountability and transparency provisions that will ensure the residents of Orland are aware of the projects proposed for funding and which projects have been completed each fiscal year.

#### **DISCUSSION**

The City will receive approximately \$170,666 in the next SB1 funding cycle. These funds will be used to supplement monies received from the 21/22 cycle to repair commercial routes in the Fourth/Fifth Street downtown area and reconstruction of the following streets; Road M ½ from State Route 32 to Bryant Street, Eighth Street from CA State Route 32 to South Street, Yolo Street from Sixth Street to Papst Avenue, and South Street from the I5 interchange at the City of Orland's Right of Way to Papst Avenue.

Attachment: Resolution 2022-23

#### **RECOMMENDATION**

Adopt Resolution 2022-23 and authorize the City Manager or his designee to submit to the California Transportation Commission the City's 2022/2023 SB1 project list.

#### **Fiscal Impact of Recommendation:**

None

**RESOLUTION NO. 2022-23**

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City, will receive an estimated \$170,666 in RMRA funding in Fiscal Year 2022-23 from SB 1; and

**WHEREAS**, this is the sixth year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City reconstruct various portions of streets including Road M1/2 from Walker Street up to Bryant Street, Eighth Street from CA SR32 to South Street, Yolo Street from Sixth Street to Papst Avenue; and

**WHEREAS**, the 2020 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an at-risk condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into an excellent condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure,



and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Orland, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues:

**Reconstruct Road M ½ bordered by Walker Street on the south to Bryant Street to the north. This project will include ADA Curb Ramp Installation (New), ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (existing), Paving and/or striping Rehab/Repair (Existing Safety), Sidewalk and /or Crosswalk Rehab/Repair Existing). Estimated useful life: 15 years at minimum, 20 years at a maximum. Anticipated year of construction 2022/2023.**

**Repair commercial routes in the downtown area bordered by Walker Street to the South, Tehama Street to the north, Sixth Street to the west, Third Street to the east. This project will include ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (Existing) and Sidewalk and/or Crosswalk Rehab/Repair(existing). Estimated useful Life: 15 years at a minimum, 20 years at a Maximum. Anticipated year of construction 2024.**

**Reconstruct a portion of Eighth Street between CA32 at the north to South Street. This project will include ADA Curb Ramp Installation (New), ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (existing), Paving and/or striping Rehab/Repair (Existing Safety), Sidewalk and /or Crosswalk Rehab/Repair Existing). Estimated useful life: 15 years at minimum, 20 years at a maximum. Anticipated year of construction 2024.**

**Reconstruct a portion of Yolo Street from 6<sup>th</sup> Street at the west to Papst Avenue at the East. This project will include ADA Curb Ramp Installation (New), ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (existing), Paving and/or striping Rehab/Repair (Existing Safety), Sidewalk and /or Crosswalk Rehab/Repair Existing). Estimated useful life: 15 years at minimum, 20 years at a maximum. Anticipated year of construction 2025.**

**Reconstruct a portion of South Street from I5 interchange at the City of Orland's Right of Way at the west to Past Avenue at the East. This project will include ADA Curb Ramp Installation (New), ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (existing), Paving and/or striping Rehab/Repair (Existing Safety), Sidewalk and /or Crosswalk Rehab/Repair Existing). Estimated useful life: 15 years at minimum, 20 years at a maximum. Anticipated year of construction 2025.**

**Repair commercial routes in the downtown area bordered by Walker Street to the north, Mill Street to the south, Sixth Street to the west, Third Street to the east. This project will include ADA Curb Ramp Rehab/Repair (Existing), Pavement Rehab/Repair (Existing) and Sidewalk and/or Crosswalk Rehab/Repair(existing). Estimated useful Life: 15 years at a minimum, 20 years at a Maximum. Anticipated year of construction 2023.**

**PASSED AND ADOPTED** by the City Council of the City of Orland, State of California this 20<sup>th</sup> day of September 2022, by the following vote:

AYES:

NAYS:

ABSENT:

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Dennis Hoffman, Mayor

Attest:

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Jennifer Schmitke, City Clerk

**RESOLUTION NO. 2022-24**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF ORLAND**

**IN THE MATTER OF:**

**Resolution Number: 2022-XX**

**Approving the Department of Forestry and Fire Protection Agreement #7GF21097** for services from the date of last signatory on page 1 of the Agreement to June 30, 2023, under the Volunteer Fire Assistance Program of the Infrastructure Investment and Jobs Act of 2021.

**BE IT RESOLVED** by the City Council of the City of Orland, that said Council does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Infrastructure Investment and Jobs Act of 2021 during the State Fiscal Year 2022-23 up to and no more than the amount of \$20,000.

**BE IT FURTHER RESOLVED** that Justin Chaney, Fire Chief, or his designee, is hereby authorized to sign and execute said Agreement and any amendments on behalf of the City of Orland.

The foregoing resolution was duly passed and adopted by the City Council of the City of Orland, at a regular meeting thereof, held on the 20th day of September 2022, by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Dennis Hoffman, Mayor

ATTEST:

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

State of California  
Department of Forestry and Fire Protection (CAL FIRE)  
Cooperative Fire Protection  
GRANT AGREEMENT

APPLICANT:

PROJECT TITLE: Volunteer Fire Assistance

GRANT AGREEMENT: 7GF22320

**PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2023.**

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

**PROJECT DESCRIPTION:** Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$ **\$20,000.00** (or project costs, whichever is less).

*\*The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

STATE OF CALIFORNIA  
DEPARTMENT OF FORESTRY  
AND FIRE PROTECTION

<p>_____ Applicant</p>  <p>By _____ Signature of Authorized Representative</p> <p>Title _____</p> <p>Date _____</p>	<p>By _____</p>  <p>Title: <b>Matthew Sully</b> <b>Staff Chief, Cooperative Fire Programs</b></p> <p>Date _____</p>
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**CERTIFICATION OF FUNDING**

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND <b>0001</b>	FUND NAME General Fund	
PROJECT ID 354022DG2012147	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING <b>\$ \$20,000.00</b>
GL UNIT 3540	BUD REF 001	ADJ. INCREASING ENCUMBRANCE <b>\$ 0.00</b>
PROGRAM NUMBER 9999000FED	CHAPTER 43	ADJ. DECREASING ENCUMBRANCE <b>\$ 0.00</b>
ACCOUNT 5340580	ENY <b>2022</b>	UNENCUMBERED BALANCE <b>\$ \$20,000.00</b>
REPORTING STRUCTURE 35409206	ALT ACCOUNT <b>5340580002</b>	SERVICE LOCATION <b>92733</b>

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

\_\_\_\_\_  
Signature of CAL FIRE Accounting Officer

\_\_\_\_\_  
Date

**VOLUNTEER FIRE ASSISTANCE PROGRAM  
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA  
Natural Resources Agency

Agreement for the Volunteer Fire Assistance Program of the  
Cooperative Forestry Assistance Act

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and \_\_\_\_\_ hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Assistance program in California, hereinafter referred to as VFA, authorized by the Cooperative Forestry Assistant Act (PL 95-313, as amended, 16 U.S.C. 2106).
2. This is a subaward under the 2022 Volunteer Fire Assistance Grant #22-DG-11052012-147 awarded to STATE by the Forest Service on August 26, 2022. The Federal Assistance Listing for the award is 10.698, Cooperative Fire Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFA and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Assistance Program 2022.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.
5. **INCORPORATION:** The Procedural Guide for Volunteer Fire Assistance Program 2022, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.
6. **TIMELINESS:** Time is of the essence in this Agreement.
7. **FORFEITURE OF AWARD:** LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2022 or LOCAL AGENCY will forfeit the funds.



8. GRANT AND BUDGET CONTINGENCY CLAUSE: It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2022** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. REIMBURSEMENT: STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$20,000.00** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2023.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2023 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. LIMITATIONS: Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFA, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. MATCHING FUNDS: Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFA Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFA Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFA Funds.

12. ADDRESSES: The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY: \_\_\_\_\_

\_\_\_\_\_  
 Attention: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

E-mail \_\_\_\_\_

STATE:

**Department of Forestry and Fire Protection**  
**Grants Management Unit, Attn: Megan Esfandiary**  
**P. O. Box 944246**  
**Sacramento, California 94244-2460**  
**PHONE: (916) 894-9845**  
**E-MAIL: Megan.Esfandiary@fire.ca.gov**

13. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFA funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFA percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned an VFA Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFA Property Number assigned.
19. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. MONITORING: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. CIVIL RIGHTS: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
  - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
  - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM:** The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2023.
26. **TERMINATION:** This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
27. **AMENDMENTS:** No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
28. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.
29. **INDIRECT RATE:** LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFA program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.



## **FROM THE OFFICE OF THE GLENN COUNTY SHERIFF OFFICE OF EMERGENCY SERVICES**

### **AIT Evac Zones**

#### **Executive Summary**

The Sheriff's Office - Office of Emergency Services (OES) has developed pre-established evacuation zones for the operational area (OA) of Glenn County (county and incorporated cities). The pre-established zones reduce confusion and expedite decision making during a critical incident that involves the use of emergency protective actions for the public such as evacuation or sheltering in place (SIP). These Zones are available to the public on our website [www.countyofglenn.net/dept/sheriff/office-emergency-services/evacuations](http://www.countyofglenn.net/dept/sheriff/office-emergency-services/evacuations). Residents are encouraged to know their zone before a disaster occurs.

#### **Recommendations**

Informational, no action required. Residents are encouraged to know their Zone.

#### **History & Background**

Emergency protective actions such as evacuation or shelter in place are necessary during incidents such as wildfire, floods, chemical spill etc. These time – critical events require first responders to quickly make decisions and relay that information in an efficient and effective manner for the health and safety of the public. Pre-established evacuation zones are utilized by many jurisdictions to decrease the time it takes to analyze the incident, determine area to evacuate or SIP, frame the impacted area, and issue the instructions to the public in a format that is comprehensible.

Glenn County Sheriff's Office – OES identified a need for pre-established evacuation zones following the August Complex Fire in 2020. OES partnered with the Planning and Community Development Department last fall to discuss project design and development. The project kicked off in early 2022 with staff working cooperatively to develop physical and digital GIS maps.

Throughout the process, OES partnered with first responder agencies, including Orland Police Department and Orland Fire Department, to develop the zones based on roadways, hazards, historical impacts, previous evacuation orders, fire district boundaries and other contributing factors. The result is a 165 pre-defined evacuation zones. These zones have been uploaded into the Sheriff's Office CodeRED emergency alert system for use in emergency notifications.

#### **Fiscal Impact**

No fiscal impact.

#### **Analysis/Discussion**

Glenn County has developed 165 pre-defined evacuation zones that are organized into 20 community areas that form the Glenn County Operational Area (County and incorporated cities). Each zone begins with a 3-letter community designation followed by the zone number. Zone numbers per community start in the north-west corner of the community/fire district area and are in numerical order left to right (west to east), and from the top of the community down (north to south). Each zone includes a

description of the borders which are roadways, water ways, or county line. Residents are encouraged to know their community designation and zone number.

Example: Orland community designation is ORL, followed by a zone number 1 = ORL-1

The Zones are available in a spreadsheet format online that includes Zone name and a description of the zone borders. Additionally, an interactive GIS map is available online. This map includes an interactive address search for resident to easily identify their zone. If you click on an individual zone, you will see a description of the zone with the zone's name, borders, status, and some additional information. If the zone is activated for evacuation order or warning, or for shelter in place, it will be labeled and highlighted.

## CITY OF ORLAND

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

**MEETING DATE: September 20, 2022**

**TO:** Honorable Mayor and Council  
**FROM:** City Manager Pete Carr and Recreation Director Joe Fenske  
**SUBJECT:** **Skatepark Feasibility and Survey** (Discussion/Direction)

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City staff will update Council as a follow-up to the July 19<sup>th</sup> discussion, and will suggest a survey to City residents.

#### **BACKGROUND**

Background information for this concept and proposed project was provided in the July 19<sup>th</sup> agenda report and meeting minutes. At that meeting, Council reviewed recommendations from the Recreation Commission and voted 3-0 to ask the Orland Skatepark Committee (an independent community group) to provide a cost estimate for the project, then the Council would consider publishing a survey to the community seeking interest in the project.

#### **DISCUSSION**

Working with City staff, the Committee estimates the project total for a \$20,000 sq ft all-concrete skatepark with a bowl feature would be \$1.5 - 2.0 million.

- This includes property acquisition and development.
- This assumes a concrete structure 15-20,000 square feet plus accessories like trees, benches, restroom, drinking fountain, parking, fencing.
- The cost estimate is derived from a survey of actual costs for eight skateparks constructed in the past ten years in our region, one of which was completed in 2022.
- It is intended that one or more grants will pay 95% of the total cost, so the City's investment would be \$75-100k for development and construction.
- Donations from a property owner or contractor could help reduce this cost.
- Ongoing maintenance expense of a well-designed and monitored facility should be minimal, especially if security features are employed.

The estimated cost of a 10,000 sq ft flat concrete pad with raised steel ramp and concrete features is much less, in the \$600,000 to 1,000,000 range. Examples are seen in Cordelia and Gridley.

As to cost for an opinion survey, the City already has a one-year subscription to an online survey tool; there is no out of pocket cost to use it at this time. A mailer to water customers would not incur additional envelope or postage cost if published in conjunction with the next billing cycle (September 30), so the expense would be 2600 sheets of paper printed on one side, and the negligible amount of staff time to process it. Estimated cost is \$47.00 for black & white, \$214.00 for color.

In addition to a cost estimate, acknowledging that Lely Park is at capacity, City staff and the Committee are looking at several potentially viable locations.

City staff provided a draft survey tool that could be distributed with the next water bills with suggested information to help put the survey in context. The Committee concurs with this survey and requests that the City move forward with it. Residents could choose to tear off the paper survey and return it with their water payments, or go online to take the digital survey. In either case, the survey is intended to be simple and quick.

Attachments: Draft survey of skatepark vs other parks improvements

#### **RECOMMENDATION**

Acknowledge the probable skatepark cost estimate and direct City staff to publish a survey of City residents (via the water bills) to determine interest in a skatepark relative to other proposed parks improvements.

**Fiscal Impact of Recommendation:** Minimal expense (under \$1000) of admin time and materials to produce and publish a survey with water bills along with a digital survey tool option.

**DRAFT 3**



## What's Your Opinion?

The Orland City Council would like to get your input on parks & recreation facilities.

### In the past ten years, Orland has:

- Built new playground parks at Heartland and Linwood subdivisions
- Replaced playgrounds at Lely Park and Lollipop Land
- Renovated the swimming pool and added a floating obstacle course
- Added a splash pad
- Added a disc golf course at Vinsonhaler Park
- Replaced bleachers at Bihler Field
- Added a group picnic area at Lely Park
- Added basketball courts at Lely Park

### In progress or coming soon (approved and funded):

- Pickleball courts
- Resurfacing tennis courts
- Upgrade to lighting and play areas at Lely ball fields
- Recreation trail and bicycle pump track
- Lighting for basketball courts
- Replace playground near pool / girls softball field
- Develop playground for Newport Road
- Develop dog park (approved but location not yet determined)

### Ideas for future projects:

- ☐ Add heater to pool
- ☐ Construct skate park (need grant and location)
- ☐ Multi-purpose fields (soccer, football, baseball, etc.) at next City park
- ☐ Upgrades to Bihler Field

*The City has \$400,000 budgeted for current and planned park improvements.*



**DRAFT 3**

Please go to [surveymonkeylink](#) or  
complete this survey and return to City Hall:

1. With an estimated cost of \$1-2 million paid mostly by a grant, perhaps \$100,000 cost to City, is building a concrete skate park a high priority?

Yes / No (circle one)

2. If Orland had a skatepark, would your family use it?

Yes / No (circle one)

3. Please rank the following in order of importance, #1 being most important:

\_\_\_\_\_ Dog park

\_\_\_\_\_ Pool heater

\_\_\_\_\_ Skatepark

\_\_\_\_\_ New multi-purpose parks/soccer fields

\_\_\_\_\_ Improve baseball /softball fields

\_\_\_\_\_ Other: your idea here:

