

## CITY COUNCIL

Chris Dobbs, Mayor  
Bruce T. Roundy, Vice-Mayor  
Jeffrey A. Tolley  
John McDermott  
Mathew Romano

## 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, February 21, 2023 at 6:30 PM**

This City Council meeting will be held at Carnegie Center, 912 Third Street, Orland and teleconferenced using Zoom technology. City staff may appear in person or remotely.

**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# 893 4365 6377**

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

1. CALL TO ORDER – 6:30 P.M.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CONSENT CALENDAR

- A. Warrant List (payable obligations) (p.1)
- B. Approve City Council Minutes for February 7, 2023 (p.6)
- C. Receive and file Planning Commission Minutes for December 15, 2022 (p.13)
- D. Receive and file Planning Commission Minutes for January 19, 2023 (p.18)

## 5. ADMINISTRATIVE BUSINESS

- A. Municipal Groundwater Resources (Discussion/Direction) – City Manager Pete Carr (p.23)
- B. ARPA Update (Discussion/Direction) – City Manager Peter Carr (p.26)
- C. Recreation Courts Project Update (Discussion/Direction) – City Manager Pete Carr (p.28)
- D. Remote Public Comment During Council Meetings (Discussion/Direction) – City Attorney Greg Einhorn (p. 29)

## 6. 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 place of residence for the record. Please direct your comments to the Mayor or Vice Mayor. **(Oral communications will be limited to three minutes).**

7. CITY COUNCIL COMMUNICATIONS AND REPORTS
8. ADJOURN

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on February 17, 2023.

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

February 21, 2023

Warrant	2/16/2023	\$	255,231.55
Pers 12/29/22 - 01/11/23	2/3/2023	\$	23,581.68
Pers 01/12/23 -01/25/23	2/7/2023	\$	23,572.52
Payroll #3 Compensation	2/9/2023	\$	127,750.52
Special Payroll	2/8/2023	\$	1,296.64
		\$	<u>431,432.91</u>

### APPROVED BY

\_\_\_\_\_  
 Mayor, Chris Dobbs

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

\_\_\_\_\_  
 Councilmember, Jeffrey A. Tolley

\_\_\_\_\_  
 Councilmember, John McDermott

\_\_\_\_\_  
 Councilmember, Mathew Romano

REPORT.: Feb 16 23 Thursday  
 RUN....: Feb 16 23 Time: 16:28  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 02-23 thru 02-23 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
056595	02/09/23	VAL02	VALLEY ROCK PRODUCTS	-543.92	066,008u	Ck# 056595 Reversed
056697	02/06/23	PGE00	PG&E	32691.82	JAN2023H	MULTI-DEPTS/UTILITY USAGE JANUARY 2023
056698	02/09/23	CRA04	Jeremy Crandall	69.00	02092023H	REC/DIVING BOARD DELIVERY
056699	02/16/23	4LE00	4 LEAF INC.	290.00	J0741-23A	BD/207 E SWIFT ST.
056700	02/16/23	ABD00	ADVANCED DOCUMENT CONCEPT	43.13 314.24 46.67 10.32 8.39	INV91909 INV91910 INV91911 INV91912 INV91913	PD/COPIER USAGE JANUARY 1-31,2023 CITYHALL/COPIES BD-PLAN-PW/COPIES FD/MEASURE A-COPIER REC/COPIES
Check Total.....:				422.75		
056701	02/16/23	AFF00	Affordable Computer Solut	95.00	6863	FD/MEASURE A-PRINTER TROUBLESHOOT
056702	02/16/23	AIR01	Airgas-USA, LLC	230.69	134655956	FD/MEASURE A-MEDICAL OXYGEN
056703	02/16/23	ARA00	ARAMARK UNIFORM SERVICES	891.62	066191711	PW/UNIFORM CLEANING JAN
056704	02/16/23	ATT05	A T & T	154.52	19475043	FD/MEASURE A-PHONES
056705	02/16/23	ATT06	A T & T	24.83 848.59 854.63	17475014 19360767 19506507	PW/HL LIFT STATION - 470 MULTI-DEPTS/PHONE MULTI-DEPTS/PHONE JAN.13-FEB.12
Check Total.....:				1728.05		
056706	02/16/23	ATT09	AT&T MOBILITY	847.84	X02102023	PD/CELL SVCS (14)
056707	02/16/23	ATT10	AT&T MOBILITY (FIRST NET)	98.86 144.63	02022023 X02102023	FD/MEASURE A- PHONES FOR CHIEFS PW/CELL PHONE USAGE JANUARY
Check Total.....:				243.49		
056708	02/16/23	BAC03	BACKWOODS EQUIPMENT INC.	23500.00	101	FD/1963 BEALL LOWBED
056709	02/16/23	BAL00	Knife River Construction	464.18	283919	PW/STREET SUPPLIES
056710	02/16/23	BAM00	BAMBAUER TOWING SERVICE	300.00 2800.00	54949 55816	PW/FLEET TOWING PD/RV ABATEMENT #230080
Check Total.....:				3100.00		
056711	02/16/23	BAU00	BAUER COMPRESSORS	8384.03	303074	FD/MEASURE A-ENGINE #27 THERMAL IMAGING CAMERA
056712	02/16/23	BJO01	Beth Bjorklund	100.00	FEB-MAR23	AC/GALLERY SHOW HANGING FEB-MAR 2023
056713	02/16/23	BUC00	BUCKE'S FEED & GRAIN	136.47	248365	PW/WATER BOOTS
056714	02/16/23	CAP06	CAPITOL PUBLIC FINANCE GR	2250.00	2022-289	CREBS,SOLAR & PENSION BOND DEBT REPORT
056715	02/16/23	CAR02	CARDMEMBER SERVICE	3012.05	JAN2023FD	FD/MEASURE A-APPLE STORAGE, TRAINING,OFFICE SUPPLY
056716	02/16/23	CAR12	Peter R. Carr	657.00	FEB2023	CM/CONFERENCE TRAVEL EXPENSE
056717	02/16/23	CHI00	CHICO ENTERPRISE-RECORD	661.33	02082023	LIB/NEWSPAPER RENEWAL
056718	02/16/23	CHI12	Chico Immediate Care Medi	200.00	1964K2300	PW/DMV PHYSICAL
056719	02/16/23	COM02	Comcast	296.40	JAN282023	MULTI-DEPTS/INTERNET CONNECTION
056720	02/16/23	COR02	Corning Chevrolet Buick	2169.57	72758,72	PD/FLEET EQ MAINTENANCE
056721	02/16/23	COR05	Corning Ford	663.87	30JAN23	PD/FD FLEET PARTS
056722	02/16/23	CRE00	CREATIVE COMPOSITION	172.94	21269	CITY COUNCIL & CLERK /NAME TAGS
056723	02/16/23	CTC00	CTC TECHNOLOGY & ENERGY	3831.45	23140070	LIB/JULY-SEP 2022 BROADBAND INTERNET
056724	02/16/23	DEP00	DEPT OF TRANSPORTATION	2021.50	SL230413	PW/SIGNAL AND LIGHTING MAINTENANCE
056725	02/16/23	DIE02	DIEGO SALAZAR ENTERPRISE	3451.50	1217	PW/SHOP LIFT PARTS/REPAIR
056726	02/16/23	DOB01	CHRIS DOBBS	300.00	FEB2023	CITY COUNCIL STIPEND
056727	02/16/23	EIN02	Gregory P. Einhorn	4000.00	12348 JAN	CA/CONTRACT SERVICES
056728	02/16/23	GOL01	GOLDEN STATE RISK	65421.86	021523-12	DENTAL/VISION & HEALTH INSURANCE
056729	02/16/23	GRA01	Synovus Bank Smart Source	347.38	0016830	W-2'S & 1099 FOR 2022



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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
056730	02/16/23	GRA02	GRAINGER, INC.	1418.87	FEB2023	PW/SHOP-OFFICE, SEWER SUPPLIES
056731	02/16/23	GRA04	Grafix Shoppe	462.00	132805	PD/GRAPHICS/LETTERING FOR 2019 CHEVY TAHOE
056732	02/16/23	GRO00	Ferguson Enterprises Inc	498.17	1766403/1	PW/WATER SUPPLIES
056733	02/16/23	HIN03	Hinderliter deLlamas & As	9200.00	SIN024709	ADMIN/#18 4TH QUARTER-YEFTEE QB
056734	02/16/23	LEA02	LLC / SACRAMENTO VALLEY D	100.00 5422.00	5140 643463	LEAGUE OF CITIES SAC.VALLY DIVISION MEMBERSHIP LEAGUE OF CITIES MEMBERSHIP DUES YEAR 2023
			Check Total.....:	5522.00		
056735	02/16/23	LES00	LES SCHWAB	188.15	539775	PW/LAWNMOVER TIRE
056736	02/16/23	LIF00	Life Assist Inc.	603.40	1288970	FD/MEASURE A-MEDICAL SUPPLIES
056737	02/16/23	MAC02	MACQUARIE EQUIPMENT CAPIT	44.18	69256	FD/MEASURE A-PRINTER LEASE
056738	02/16/23	MAT04	MATSON & ISOM	15425.31	Multi	Monthly Svcs, Barracuda Upgrade, Evidence Room
056739	02/16/23	MCD01	John McDermott	300.00	FEB2023	CITY COUNCIL STIPEND
056740	02/16/23	MCM00	McMaster-Carr	99.86	91935762	PW-BM/SUPPLIES
056741	02/16/23	MIS01	MissionSquare - 304591	1675.60	6861986	457 PLAN/304591
056742	02/16/23	MJB00	MJB WELDING SUPPLY, INC	12.40	01418338	PW/CYLINDER RENTAL
056743	02/16/23	MME00	Municipal Maintenance Equ	169.00	5389	PW/SEWER VACCON PARTS
056744	02/16/23	MTS00	Mt. Shasta Spring Water	21.45	453142	FD/KEURIG RENT
056745	02/16/23	NAP00	NAPA AUTO PARTS	2307.01	JAN252023	MULTI-DEPT/FLEET MAINT, SUPPLIES
056746	02/16/23	NOR35	Northern Tool & Equipment	348.98	646967439	PW/SHOP SUPPLIES
056747	02/16/23	NOR37	NORTH STATE SCREENPRINTIN	3146.23	195407,19	REC/STAFF SHIRTS & RELACEMENT SHIRTS
056748	02/16/23	NUS00	NUSO, LLC	105.54	130727699	FD/MEASURE A- PHONE LINES
056749	02/16/23	ORH00	ORLAND HARDWARE	954.12	1272023	FD/MEASURE A-BUILDING SUPPLIES
056750	02/16/23	ORL12	Orland-Laurel Masonic Hal	400.00	FEB2023	AC/RENT-MARCH 2023
056751	02/16/23	ORL15	Orland Saw & Mower	442.20	342,397,6	PW-PARK/FLEET EQUIPMENT MAINTENANCE
056752	02/16/23	PAC06	PACE SUPPLY CORP	171.19	298346995	PW/PARK SUPPLIES
056753	02/16/23	PEP00	PETTY CASH POLICE DEPT	83.77	02092023	PD/REIMBURSE PETTY CASH
056754	02/16/23	PGE00	PG&E	24360.61	feb2023	MULTI-DEPTS/UTILITY USAGE FEBRUARY 2023
056755	02/16/23	PON00	PONCI'S WELDING	75.54	78683	FD/TREAD PLATE & LIGHT BRACKETS FOR #38
056756	02/16/23	REC01	RECREONICS	1915.00	0906210IN	REC/AQUA TRACK REPLACEMENT PARTS
056757	02/16/23	RIV03	ISRAEL RIVERA	54.09	02142023	PD/REIMBURSEMENT HARD DRIVE CASE
056758	02/16/23	ROM06	Mathew Romano	300.00	FEB2023	CITY COUNCIL STIPEND
056759	02/16/23	ROU00	BRUCE T. ROUNDY	300.00	FEB2023	CITY COUNCIL STIPEND
056760	02/16/23	SEI00	ROY R SEILER, C.P.A	4770.00	30542	ACCOUNTING PROFESSIONAL SERVICES
056761	02/16/23	SIM01	SIMPLOT	754.26	47278	PARKS/CHEMICALS
056762	02/16/23	SON05	Sonsray Machinery	4158.44	57542	PW/EQUIP MAINTENANCE
056763	02/16/23	STO04	Jeffrey G. Dunn	225.00	JAN312023	PEST CONTROL SERVICES JANUARY 2023
056764	02/16/23	T&S01	T AND S DVBE, INC.	3076.28	23-171,23	PW/STREETS & SAFETY SUPPLIES
056765	02/16/23	TOL04	JEFFREY TOLLEY	300.00	FEB2023	CITY COUNCIL STIPEND
056766	02/16/23	TRA08	TRANS AMERICAN POWER PROD	7932.00	TP-4374	FD/ARPA#1 RADIO REPEATER-PORT COVER,ANCHOR,FREIGHT
056767	02/16/23	TUR02	Patricia Turnbull	105.06	02092023	AC/REIMBURSEMENT GALLERY SUPPLIES
056768	02/16/23	UNI01	UNITED RENTALS	664.75	68740-006	PW/DWR SHORING PUMP RENTAL
056769	02/16/23	WEL02	Wells Fargo Vendor Fin Se	148.70	023882789	BD-PLAN/COPIER LEASE
056770	02/16/23	ZIP00	ZIPS	230.00	2466	PD/CAR ABATEMENT REPORT #230080
			Cash Account Total.....:	255231.55		
			Total Disbursements.....:	255231.55		
			Cash Account Total.....:	.00		

REPORT.: 02/09/23  
 RUN....: 02/09/23 Time: 13:50  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num Name	Actual Period	Fiscal Period	Gross Amount
14499	02/09/23	02/08/23	ALL01 ALLEN, TATUM	02-23	08-23	147.25
14500	02/09/23	02/08/23	ESQ01 ESQUIVEL, ITZEL	02-23	08-23	255.75
14501	02/09/23	02/08/23	HAR00 ZOLLERHARRIS, TRAVIS	02-23	08-23	2019.61
14502	02/09/23	02/08/23	MAR03 MARTINS, PAULINA	02-23	08-23	100.75
14503	02/09/23	02/08/23	STO00 STORY, ZACHARY	02-23	08-23	310.00
Z06069	02/09/23	02/08/23	ALV01 ALVA, MICHAELA	02-23	08-23	2027.61
Z06070	02/09/23	02/08/23	AND00 ANDRADE, EDGAR	02-23	08-23	3369.95
Z06071	02/09/23	02/08/23	BAL01 BALDRIDGE, EDEN	02-23	08-23	54.25
Z06072	02/09/23	02/08/23	BOW00 BOWERS, LINDA	02-23	08-23	408.00
Z06073	02/09/23	02/08/23	CAR03 CARR, PETER R	02-23	08-23	6153.85
Z06074	02/09/23	02/08/23	CES00 CESSNA, KYLE A	02-23	08-23	4168.00
Z06075	02/09/23	02/08/23	CHA01 CHANEY, JUSTIN	02-23	08-23	4633.08
Z06076	02/09/23	02/08/23	CON00 CONTRERAS, ISAAC	02-23	08-23	310.00
Z06077	02/09/23	02/08/23	COR00 CORTEZ, JOVANY	02-23	08-23	1941.93
Z06078	02/09/23	02/08/23	CRA00 CRANDALL, JEREMY	02-23	08-23	2323.44
Z06079	02/09/23	02/08/23	ESP00 ESPINOSA, LETICIA	02-23	08-23	2150.02
Z06080	02/09/23	02/08/23	FEN03 FENSKE, JOSEPH H	02-23	08-23	2988.19
Z06081	02/09/23	02/08/23	FLO00 FLORES, JOSE D	02-23	08-23	3795.56
Z06082	02/09/23	02/08/23	GAM00 GAMBOA, YADIRA	02-23	08-23	381.60
Z06083	02/09/23	02/08/23	GUE01 GUERRERO, DEYSY D	02-23	08-23	2596.16
Z06084	02/09/23	02/08/23	GUE02 GUERRERO, JORGE	02-23	08-23	2448.91
Z06085	02/09/23	02/08/23	HEN00 HENDERSON, OLIVIA	02-23	08-23	136.00
Z06086	02/09/23	02/08/23	JOH01 JOHNSON, SEAN KARL	02-23	08-23	4620.75
Z06087	02/09/23	02/08/23	LOP01 LOPEZ, ESAU	02-23	08-23	1565.09
Z06088	02/09/23	02/08/23	LOP02 LOPEZ, JOEL	02-23	08-23	1661.54
Z06089	02/09/23	02/08/23	LOW00 LOWERY, KATHERINE	02-23	08-23	3831.62
Z06090	02/09/23	02/08/23	MAR02 MARTINDALE, RYAN EUGENE	02-23	08-23	2955.15
Z06091	02/09/23	02/08/23	MAR04 MARTINEZ, IRMA	02-23	08-23	340.00
Z06092	02/09/23	02/08/23	MEJ00 APARICIO, LILIA MEJIA	02-23	08-23	2780.48
Z06093	02/09/23	02/08/23	MEZ00 MEZA, JODY L	02-23	08-23	3859.13
Z06094	02/09/23	02/08/23	MIL00 MILLS, DARYL A	02-23	08-23	3250.02
Z06095	02/09/23	02/08/23	MON03 MONDRAGON, MEAGAN N	02-23	08-23	1476.50
Z06096	02/09/23	02/08/23	MOR03 MORECI, RORY	02-23	08-23	201.50
Z06097	02/09/23	02/08/23	MYE00 MYERS, KEVIN	02-23	08-23	658.54
Z06098	02/09/23	02/08/23	OLI00 OLIVER, LINDA	02-23	08-23	408.00
Z06099	02/09/23	02/08/23	ORO03 OROZCO, ETHAN	02-23	08-23	310.00
Z06100	02/09/23	02/08/23	ORO04 OROZCO, JORDAN	02-23	08-23	93.00
Z06101	02/09/23	02/08/23	OVA00 OVARD, CONNOR	02-23	08-23	162.75
Z06102	02/09/23	02/08/23	OVI01 OVITZ, GRAYSON	02-23	08-23	240.25
Z06103	02/09/23	02/08/23	PAI01 PAILLON, MICHAEL	02-23	08-23	2534.02
Z06104	02/09/23	02/08/23	PAN00 PANIAGUA, BLANCA A	02-23	08-23	698.82
Z06105	02/09/23	02/08/23	PEN01 PENDERGRASS, REBECCA A	02-23	08-23	3244.50
Z06106	02/09/23	02/08/23	PER00 PEREZ, MARGARITA T	02-23	08-23	2006.14
Z06107	02/09/23	02/08/23	PIN00 PINEDO, EDGAR ESTEBAN	02-23	08-23	3529.82
Z06108	02/09/23	02/08/23	POR00 PORRAS, ESTEL	02-23	08-23	1914.97
Z06109	02/09/23	02/08/23	PUN00 PUNZO, GUILLERMO	02-23	08-23	2690.99
Z06110	02/09/23	02/08/23	PUR01 PURCHASE, HEATHER	02-23	08-23	1614.83
Z06111	02/09/23	02/08/23	RIC01 RICE, GERALD W	02-23	08-23	2118.13
Z06112	02/09/23	02/08/23	RIV00 RIVERA, ISRAEL	02-23	08-23	2045.35
Z06113	02/09/23	02/08/23	ROD00 RODRIGUES, ANTHONY	02-23	08-23	2413.68
Z06114	02/09/23	02/08/23	ROE00 ROENSPIE, THOMAS LUKE	02-23	08-23	3852.68
Z06115	02/09/23	02/08/23	ROM00 ROMERO, ARNULFO	02-23	08-23	3064.35
Z06116	02/09/23	02/08/23	SAN01 SANCHEZ, MELANIE CARRIL	02-23	08-23	186.00
Z06117	02/09/23	02/08/23	SAN02 SANDOVAL, LUCILA	02-23	08-23	1901.97
Z06118	02/09/23	02/08/23	SCH03 SCHMITKE, JENNIFER	02-23	08-23	2503.10
Z06119	02/09/23	02/08/23	SHA02 SHANNON, KYLE ANTHONY	02-23	08-23	480.50
Z06120	02/09/23	02/08/23	STE01 STEWART, ROY E	02-23	08-23	2944.74
Z06121	02/09/23	02/08/23	SUA02 SUAREZ, BRYAN E	02-23	08-23	2287.98
Z06122	02/09/23	02/08/23	SUT00 SUTTON, BRANDON KIJANA	02-23	08-23	2650.31
Z06123	02/09/23	02/08/23	SWI00 SWINHART, ROBERT	02-23	08-23	1970.36
Z06124	02/09/23	02/08/23	THO02 THOMPSON, JAYDEN	02-23	08-23	201.50
Z06125	02/09/23	02/08/23	VAL00 VALENZUELA, BRENDA	02-23	08-23	316.54
Z06126	02/09/23	02/08/23	VLA00 VLACH, RAYMOND JOSEPH	02-23	08-23	5061.08
Z06127	02/09/23	02/08/23	VON00 VONASEK, EDWARD J	02-23	08-23	4383.93

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 127750.52  
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REPORT.: 02/08/23  
RUN....: 02/08/23 Time: 16:57  
Run By.: Deysy Guerrero

CITY OF ORLAND  
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14498	02/08/23	02/08/23	VON01	VONBARGEN, BRENT	02-23	08-23	1296.64
							----- 1296.64 =====

**MINUTES OF THE ORLAND CITY COUNCIL**  
**REGULAR MEETING HELD FEBRUARY 7, 2023**

**CALL TO ORDER**

Meeting called to order by Mayor Dobbs at 6:29 PM.

Meeting opened with Pledge of Allegiance

**ROLL CALL**

Councilmembers present:	Matt Romano, John McDermott, Jeffrey Tolley, Vice Mayor Bruce Roundy, and Mayor Chris Dobbs
Councilmembers absent:	None
Staff present:	City Manager Pete Carr; Assistant City Manager/Director of Administrative Services Rebecca Pendergrass; City Attorney Greg Einhorn; Police Chief Joe Vlach; City Clerk Jennifer Schmitke; Fire Chief Justin Chaney
Staff present online:	Public Works Director Ed Vonasek

**ORAL AND WRITTEN COMMUNICATIONS**

**PUBLIC COMMENTS:**

Dee Dee Jackson, Orland Chamber President, shared with Council that the Chamber is working on a proposal for a Farmers' Market.

Vice Mayor Roundy asked about the location of the farmer's market and asked if it would be certified. Ms. Jackson stated at this point a location has not been determined, but she is hopeful that it can be in the downtown area, and she is working on getting the farmer's market certified.

**CONSENT CALENDAR**

- A. Warrant List (payable obligations)
- B. Approve City Council Minutes for January 17, 2023
- C. Amendment Agreement: City-Sponsored Community Gift e-Card
- D. Receive and file Planning Commission Minutes for November 17, 2022
- E. Receive and file Arts Commission Minutes for January 18, 2023

Councilmember Tolley stated he requested to have an updated chart of the well levels on this agenda but was told it would be available on the next City Council agenda for February 21<sup>st</sup>. Councilmember Tolley stated he wants the charts available for the public to view.

Action: Vice Mayor Roundy moved, seconded by Councilmember Romano, to approve the consent calendar as presented. The motion carried by a voice vote 5-0.



## **PRESENTATIONS**

### **A. POLICE DEPARTMENT ANNUAL REVIEW – POLICE CHIEF JOE VLACH**

Chief Vlach shared a slide show presentation on his department's 2022 activities. Currently there are eight patrol officers (1 K-9 and 1 SRO), two sergeants and one Chief of Police. Orland Police Department (OPD) has filled all non-sworn positions: one Admin/Records Supervisor, one Property & Evidence/CSO and one Public Safety Clerk. OPD currently has two vacancies for officers.

A summary of activity for 2022 shows total activity of 4,379, which was slightly down from 2021 which had 5,215.

Chief Vlach stated suspicious circumstances/vehicles/persons was the top call for his officers, with disturbing the peace coming in second and assisting other agencies coming in third. Citations most often given out are for running stop signs (48 citations), driving with no insurance (56 citations) and unlicensed or suspended license (50 citations). Traffic Collisions for 2022 are down from previous years with a total of 125 collisions: 118 non-injury and 7 with injuries.

Chief Vlach shared that there are a few multi-year projects that are currently in progress, most notably the property and evidence storage building remodel. The new cameras and card-key access are also in progress from City Hall/PD and the City yard.

The VIPS put in 1356 volunteer hours, with a total of 16 members.

Vice Mayor Roundy asked if the School Resource Officer (SRO) could come to a meeting in the future to talk to the Council about how her experiences with her new position and also asked Chief Vlach to let Council know if there is anything they can do to help the PD.

Councilmember Tolley asked Chief Vlach his thoughts on why crime has decreased in the community. Chief Vlach shared that there could be many factors as to why there has been a decrease in crimes such as less people reporting crimes or the fact that due to staffing challenges there are less officers patrolling. Chief Vlach shared that if residents are unhappy with the State "decriminalizing theft" they should contact state legislators.

Councilmembers thanked Chief Vlach for all he does for the community and the department.

### **B. FIRE DEPARTMENT ANNUAL REVIEW – FIRE CHIEF JUSTIN CHANEY**

Chief Chaney reported on the Fire Department's 2022 activities with a slide presentation.

The Orland Volunteer Fire Department (OVFD) presently has 40 volunteers along with a full-time office assistant. There were 706 calls, 344 within the city limits (201 medical calls, 125 fire calls and 18 vehicle collision calls), 320 rural calls and 42 mutual aid calls.

Chief Chaney stated this year the budget replaced 9 sets of turnouts, 9 structure helmets, 9 structure boots, 20 wildfire helmets, pants, coats and 4 radios and 1 repeater.

Chief Chaney informed Council that an average volunteer puts in about 125 hours of training.

Chief Chaney shared that in the future critical needs for OVFD would be the completion of the radio repeater project and radio replacement, a new Self-Contained Breathing Apparatus (SCBA) compressor, continuing to replace outdated gear, continue necessary trainings for volunteers, continuing to apply for available grants, replacing the roof of the main fire department building and building a pump testing facility.

Councilmember McDermott shared with the Council that he felt Chief Chaney is an excellent asset to the community, and stated Chief doesn't only work from 7 am – 4:30 pm but he also does a lot of afterhours calls. Councilmember McDermott stated that of the 208 incidents within City limits between the hours of 5 pm – 7 am, Chief Chaney went to 91 of those calls which is 43.8%. Councilmember McDermott reminded Council that average volunteers are asked to attend 20% of calls in a year. Councilmember McDermott stated his gratitude and appreciation for all Chief Chaney does for the community.

Mayor Dobbs thanked all the Orland Volunteers for the hard work and dedication they put into keeping the community safe.

Vice Mayor Roundy asked Chief Chaney if Measure A would be able to cover all OVFD expenses if there were no grants being received. Chief Chaney stated Measure A would be able to cover expenses and expressed that grants are a helpful addition with department needs. Vice Mayor Roundy asked if the City is setting aside money for the possible new safety facility. City Manager Carr shared that the City has set aside funds, but it does not happen every year. Vice Mayor Roundy thanked Chief Chaney and stated he is doing a marvelous job with the community.

Councilmember Romano shared his appreciation for the OVFD stating it is a great community organization. Councilmember Romano stated that the volunteers are a very important part of the community.

Councilmember Tolley stated he was in favor of using Measure A money for the new safety facility. Councilmember Tolley thanked the volunteers for keeping the community safe and quiet.

## **ADMINISTRATIVE BUSINESS**

### **A. UPDATE CITY COUNCIL APPOINTMENTS TO BOARDS**

Mayor Dobbs shared that he attended a meeting in Willows with the new Willows Mayor to discuss appointments to boards. Mayor Dobbs stated that a few corrections were made to the Councilmembers' appointments for Transit Committee. Vice Mayor Roundy would stay the first seat with Councilmember Romano being the second and Councilmember Tolley being the alternate. Mayor Dobbs shared that the other change was to the Transportation Commission with Vice Mayor Roundy being the first seat and Councilmember Romano being the second seat.

Councilmember Tolley asked if he could switch from being primary seat holder to alternate on both Economic Development Commission (EDC) and Planning Commission due to work time conflicts. Mayor Dobbs asked for a motion so it could be reflected in the minutes.

**ACTION:** Tolley moved, seconded by Councilmember McDermott to make Councilmember Tolley the alternate on both the Planning Commission and EDC, making Councilmember Romano the main representative on EDC and Councilmember McDermott the main representative on Planning Commission. The motion was carried 5-0 by a voice vote.

## **B. CITY COUNCIL MEETING LOCATION AND FORMAT**

Councilmember Carr spoke to Council about possible changes to the City Council meeting location and possible agenda formatting changes.

Mayor Dobbs shared that he attended the League of California Cities New Mayor and Councilmember Seminar with Councilmembers McDermott and Romano in Sacramento. Mayor Dobbs stated that at the seminar they learned that some communities place the Oral and Written Communications: Public Comments at the end of the meetings to avoid meetings getting out of order. Mayor Dobbs stated that in the future if Public comments start to get out of hand this may be an option for the City.

Mayor Dobbs shared about the option of the Council possibly moving from paper agendas to digital agendas. Councilmember McDermott welcomed the idea of electronic agendas and stated he was in favor.

Mayor Dobbs brought forward the idea of moving locations of the City Council meetings from Carnegie to a building that is already American for Disabilities Act (ADA) compliant. Mayor Dobbs asked Public Works Director Ed Vonasek what updates need to be made currently on Carnegie to bring the building up to code for ADA accessibility. Director Vonasek currently stated the only thing ADA compliant in the Carnegie building is the restroom which was completed in 2021. Director Vonasek shared that before Covid the City had investigated ramp options that are ADA compliant but shared that the ramp would go into the middle of Library park, and added another option would be installing an elevator. Director Vonasek shared that no research has been done since covid for these projects.

Councilmember McDermott shared that he has looked at other buildings to hold Council meetings, one being, 131 E Walker Street also known as Glenn Success Square conference room which would be free for the Council to use.

Councilmember Tolley stated that he is “old school”, and he likes using the Carnegie building. Councilmember Tolley suggested instead of moving the meeting full time to a new location, to use the alternate location if there is an anticipation of a bigger audience where a bigger building would come in useful. Councilmember Tolley also suggested putting into the Orland Municipal Code (OMC) that if there is anticipation of a bigger meeting the meeting place could be moved to the other location. Councilmember Tolley shared that he likes the paper agendas but stated he wouldn’t mind if the digital agendas if the City was going to provide Council with an iPads for meetings. Councilmember Tolley shared his thoughts after attending Council meetings in other nearby cities that moving the public comment section to the end of the agenda makes sense.

Councilmember Romano shared he was open to either paper or digital agendas. Councilmember Romano agreed that the City should move the public comments to the end of the agenda to allow enough time for those that are on the agenda their time to talk, then allow others who have comments to speak at the end. Councilmember Romano reminded community members that Councilmembers can be reached by phone or email to discuss issues they would like brought forward on Council agendas.

Councilmember Romano expressed his thoughts about moving the meeting location for City Council meetings from Carnegie. Councilmember Romano shared that Carnegie is the most important building in the City of Orland it represents so much to the community, has great history with the town and would like to continue to have meetings in Carnegie and not abandoned the building. Councilmember Romano stated that the City needs to invest in the building by remodeling, landscaping, and bringing the building up to code. Councilmember Tolley agreed with Councilmember Romano's ideas for keeping the meetings at Carnegie.

Vice Mayor Roundy asked some questions about scheduling with the proposed meeting building. Mr. Carr shared that the Glenn County Office of Education has been contacted about the days the Council would need and there was no conflict. Vice Mayor Roundy shared that he appreciates the historical aspect of Carnegie but agreed there should be some renovating of the inside to allow for all Councilmembers to be visible to all that attend the meeting. Vice Mayor Roundy shared that as for the digital agenda, he likes paper but if the City was offering an electronic device for digital agendas he would learn how to use it. Vice Mayor Roundy stated that he liked the idea of having the public comment section at the end of the agenda.

Councilmember Tolley asked that if the Council decides to keep the meetings at Carnegie, if there was an expectation for a bigger meeting could there be wording added to the OMC to allow for the movement to a different location for that meeting. Vice Mayor Roundy reminded Council that Carnegie does have a max occupancy which is posted at 80.

Becky Johns, Orland resident, liked the idea of having a marque along Hwy 32 reminding residents of the Council meeting.

Sheree Gray, Orland resident, liked the idea of using the Carnegie building but stated there are liabilities to worry about with the building. Ms. Gray suggested creating a marketing campaign for the community to help fundraise to develop funds needed to make the necessary updates on the building. Ms. Gray shared while the building was being renovated, they could move the meetings to the proposed other meeting location.

Council unanimously agreed they would like more time to discuss the location options for regular meetings and paper versus digital agenda formats.

**ACTION:** Vice Mayor Roundy moved, seconded by Councilmember Tolley to approve the Placement of "Public Comment" on the agenda to the end of the meeting. The motion was carried 5-0 by a voice vote.

Vice Mayor Roundy suggested that staff investigate what exact improvements are needed in upgrading/updating Carnegie, get a dollar amount, and come back to Council for them to review the information. Mr. Carr questioned if Council would like more time with the paper versus digital agenda as well and Mayor Dobbs confirmed.

### **C. REQUEST TO UTILIZE PUBLICLY OWNED CITY SPACE**

Councilmember Tolley stated that after much thought, prayer, and consultation he has decided to recuse himself on the next item, stating it was being done in the best interests of the City of Orland. Mayor Dobbs asked Councilmember Tolley if he could give more of a reason as to why he was recusing



himself and Councilmember Tolley looked to the City Attorney for guidance. City Attorney Greg Einhorn briefly stated that Councilmember Tolley's statement was the reason he was offering stating it was in the best interest of the City for him to recuse himself. Councilmember Tolley left the meeting at 7:46 pm. Some Councilmembers stated concerns and asked the City Attorney questions about recusing yourself from City topics.

City Manager Carr presented a request to utilize and encroach onto a portion of the City sidewalk/public street right-of-way on Fifth and Colusa Streets. Mr. Carr stated that the request is not to approve the business or overall project.

Mr. Carr shared that the Newville Brewing Company owner, Kristen Baugher, has submitted a site plan application and an Administrative Use Permit (AUP) application. Mr. Carr shared that City Staff was able to approve a portion of the request due to the request for the back outdoor patio being within the authority of City Staff to approve. The request for the use of the front of the building is beyond City Staff's authority due to the request being for use of City sidewalks, which the City Council must approve or deny.

Mr. Carr stated that the CEO feels the encroachment and use of a portion of the sidewalk is critical to her business model. Mr. Carr shared that if Council approves this request Staff will come back to Council with an encroachment permit for this project.

Mr. Carr presented four different changes that the CEO would like to make on the building located on the northwest corner of 5<sup>th</sup> St and Colusa St (728 5<sup>th</sup> St).

- Replacing the current awning with a new style the length of 5<sup>th</sup> St and a portion of Colusa St, overhanging the sidewalk; and
- Sidewalk modifications to accommodate a new entrance with ADA access on the Colusa side; and
- A patio area on the Fifth St side with seating; and
- Addition of flower planters in front of the building.

Mr. Carr did share that City Staff does believe the requested use of the space does encroach on the sidewalk but does still allow ample sidewalk for pedestrians and ADA access.

Mayor Dobbs invited Kristen Baugher to come forward and speak about the proposed project.

Ms. Baugher presented a slide presentation briefly explaining the proposed project and about the improvements she would like to make to the building at 728 5<sup>th</sup> St.

Councilmembers asked questions about the project and thanked Ms. Baugher for wanting to add more charm and class to the downtown area.

**ACTION:** Vice Mayor Roundy moved, seconded by Councilmember McDermott to direct City Staff to issue an encroachment permit for the project and to appropriately allow the use of City space. The motion was carried 4-0 by a voice vote.



Councilmember Tolley returned to the meeting at 8:11 pm.

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember McDermott:

- Nothing to report.

Vice Mayor Roundy:

- Shared that he is part of a policy Committee with the League of Cities on a State level – and he attended an environmental control meeting.
- Would like to get the Public Works, Fire and Police Departments together to discuss the lighting around town.
- Attended the Transportation and Transit meeting where a Caltrans representative was in attendance (streetscapes speed limits and additional traffic lights were discussed at the meeting).

Councilmember Romano:

- Attended the Waste Management Meeting.
- Would like to see City Staff address lighting issues on 4<sup>th</sup> and 5<sup>th</sup> Streets downtown.

Councilmember Tolley:

- Expressed that he would like his comments on the record. Councilmember Tolley communicated that his faith was the biggest thing he had going into his most recent brain surgery as well as the other 10 brain surgeries he has had. Councilmember Tolley shared that he believes without his Catholic Faith he would most likely be dead. Councilmember Tolley reported that things have been going well with his recovery. Councilmember Tolley stated he is thankful to the town of Orland, his friends, and the parishes he attends, especially the Abbey of New Clairvaux and the brothers at the monastery in Vina. Councilmember Tolley stated that he believes the prayers he has received are the reason he is doing so well.

Mayor Dobbs:

- Mayor Dobbs shared that he will be absent from the next City Council meeting.

## **CITIZEN COMMENTS ON CLOSED SESSION ITEMS – NONE**

## **MEETING ADJOURNED TO CLOSED SESSION AT 8:18 PM**

## **RECONVENED TO REGULAR SESSION AT 8:54 PM**

## **REPORT FROM CLOSED SESSION – No reportable action**

## **MEETING ADJOURNED AT 8:55 PM**

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor

**PLANNING COMMISSION MINUTES  
December 15, 2022**

**1. Call to Order** – The meeting was called to order by Chairperson Wade Elliott at 5:30 PM

**2. Pledge of Allegiance** – Led by Chairperson Wade Elliott

**3. Roll Call:**

Commissioner's present –	Chairperson Wade Elliott, Vice Chairperson Stephen Nordbye, Commissioners Doris Vickers, Sharon Lazorko and Michelle Romano
Commissioner's absent -	None
Councilmember present -	None
Staff present-	City Planner Scott Friend and City Clerk Jennifer Schmitke

**4. ORAL AND WRITTEN COMMUNICATIONS**

**Citizen Comments** - None

**5. CONSENT CALENDAR**

**A. Compliance with AB361**

ACTION: Commissioner Vickers moved, seconded by Commissioner Lazorko to approve consent calendar item 5A. Motion carried unanimously by a voice vote, 5-0.

**6. Public Hearing**

**CONDITIONAL USE PERMIT: CUP 2022-09 – José Briseno & Jaime Farias (Applicant[s]), Ilian Mohammed M TRS (Landowner) at 226 East Walker Street (Hwy 32). APN 041-082-019.**

**A public hearing will be held to consider a request for a Conditional Use Permit (CUP) to permit the use of the existing structures for the purposes of an Automotive Repair and Sales Shop (OMC 17.40.040[3]) for the repair and sales of Automotive Tires and Wheels. The project is proposed at 226 East Walker Street. The property is identified as being owned by the Ilian Mohammed M Land Trust. The existing building on the site was previously used for a commercial retail space for pallet liquidations.**

Mr. Friend present the request for a Conditional Use Permit (CUP) to permit the operation of an Automotive Repair and Sales Shop (tire and wheel shop) on an existing parcel identified as 226 East Walker Street (Hwy 32). Mr. Friend noted that the parcel contains an existing building which is currently vacant. Mr. Friend reminded the Commission that the CUP runs with the property, and if approved, the use will stay with the property if this business goes away. Mr. Friend stated that the parcel is designated Commercial (C) on the General Plan land use map and located in the C-2 (Community Commercial) zoning district. Mr. Friend reminded the Commission that pursuant to Orland Municipal Code Chapter

17.40.040(3), the proposed action requires the approval of a Conditional Use Permit by the Planning Commission.

Mr. Friend provided background and pictures of the proposed project stating that the applicants are looking to establish an automotive tire repair and wheel/rim sales store at the site. Mr. Friend provided an overview of some of the potential operational elements that are involved with use such to include pneumatic tools, balancing machines and air compressors that may have a potential noise impact. Mr. Friend mentioned that the applicant has 2 employees, running 1 shift, with hours of operation between 8 AM and 6 PM. The proposed project is required to comply with all City of Orland Noise Ordinances.

Mr. Friend presented a map of the parcel and noted that at the rear of the building where additional parking is located there is no pavement just a dirt and gravel lot. Mr. Friend mentioned that parking in the City of Orland has to occur on asphalt or concrete surfaces. Mr. Friend stated that this would be a condition that needed attention from the Commission.

Commissioner Lazorko asked staff to explain the condition that the applicant is prohibited from restriping the existing parking spaces. Mr. Friend explained that Caltrans has rules about backing onto Hwy 32 and currently the spaces on the lot are in the correct locations and specifications to allow for cars to enter the site, move on the site (to include backing out of the spaces safely) and the to pull onto SR32 in a forward movement.

Vice Chairperson Nordbye asked if any services other than tires and wheel work be done at the shop. Mr. Friend stated that currently that the question was not specifically addressed in the application, and he noted that the Commission would need to clarify their intentions on this matter if they would like to.

Commissioner Romano asked if the noises would affect the close neighbors. Mr. Friend stated there are homes all around the rear-yard area of the site and because of that there is a condition of approval about noise ordinance compliance which the applicants will have to comply with.

Chairperson Elliott asked if there were any restrictions on hours of operation. Mr. Friend stated there are no restrictions on hours of operations proposed.

Chairperson Elliott opened the Public Hearing at 5:41 PM.

With no comments, Chairperson Elliott closed the Public Hearing at 5:41 PM.

Chairperson Elliott invited the applicants to come forward and speak if they desired to do so.

Jaime Farias, applicant shared that the compressor will be placed in a room that is insulated to cut down on noise for neighbors and customers.

Vice Chairperson Nordbye asked about where waste tires would be stored on the parcel. Mr. Farias stated that on the northeast end of the parcel is where the junk tires would be located. Vice Chairperson Nordbye asked if the applicant was planning on doing anything other than tires and wheels in the future. Mr. Farias stated they are only going to work on wheels and tires.

Chairperson Elliott asked if the applicant planned on working on commercial vehicles such as big rigs or tractors. Mr. Farias shared that he will only be working on them if the tires are carried into the shop not directly off of the vehicle / equipment.

The Commission discussed the rear parking lot and discussed potential concerns with the parking spaces in the front.

**ACTION:** Vice Chairperson Nordbye moved, seconded by Commissioner Vickers to approve Planning Commission Resolution PC 2022-19, approving Conditional Use Permit Application #2022-09 subject to the Conditions of Approval provided in attachments provided and recommends that the Planning Commission approve the project (CUP 2022-09) and determining that the proposed action is exempt from further review pursuant to Section 15301 of the Public Resources Code. Motion carried, 5-0 by a voice vote.

## **7. ITEMS FOR DISCUSSION OR ACTION**

### **Request for Permit Approval Clarification: CUP 2022-07: Freeway Identification Pole Sign for the McDonald's Corporation**

Mr. Friend shared that it was his understanding that the property owner that owns the two parcels between Starbuck's and Burger King was not willing to close escrow with McDonald's until he received clarification from the Planning Commission regarding the potential for joint-tenancy of the freeway pole sign that was approved for the proposed McDonald's quick-serve restaurant. Mr. Friend stated that the City Code does not allow for off-site signs; he noted that the a joint-tenancy use of the approved McDonald's sign would meet the City's definition of an off-site sign; and, he noted that the sign approved for use by the McDonald's showed two tenants on it and that the property owner intended for the two parcels that are next to each other to jointly share the sign. Mr. Friend reminded the Commission that there are two parcels and that a sign on one is an offsite sign for the other.

Mr. Friend reminded the Commission that the CUP that was approved at the November Planning Commission meeting allowed for one sign to be used by only the tenant/tenants of the proposed McDonald's restaurant. Mr. Friend noted that the applicant did not agree with this interpretation and Mr. Friend asked the Commission to clarify that the intention of their vote and to clarify if the approved sign was for one sign to be used for both parcels. Mr. Friend reminded the Commission what the sign looked like stating that one side said McDonald's and the other side said future tenant (currently the future tenant is unknown).

Chairperson Elliott indicated that it was his opinion that it was an unfortunate oversight that when all the code changes happened over the past years with signage that this area was not specifically addressed to consider this type of circumstance. Chairperson Elliott shared that it was his belief that all the Commissioners agreed that a series of "lollipop" signs is not in the best interest of the City and that if co-tenancy of signs was allowed it could reduce the overall number of lollipop signs in the City. Chairperson Elliott stated that what he believed the Commission agreed to was to follow up the discussion and action with an amendment to the current Ordinance adding parameters and reasonable limitations for future applicants to eliminate that need to process applicants through the Variance process. Chairperson Elliott shared that the Commissions intention is to not hold up the development process even if the long-term process of a Variance is the route chosen. Chairperson Elliott stated that



what the applicant is asking for is very reasonable and consistent with the intent of the City Code in his opinion.

Mr. Friend stated staff intentions is to come back to the Commission with an amendment for the sign code to address this situation. Mr. Friend stated that in the interest of trying to get the applicant through the approval process now so they can close escrow, that he wanted to make sure there was clarification of what was agreed upon by the Commission.

Commissioner Lazorko asked what would satisfy the applicant. Mr. Friend stated he would write the applicant a formal letter stating he had a conversation with the Planning Commission clarifying the approval of the CUP and that he believed that this would satisfy their issue.

Chairperson Elliott indicated that it was his desire that the Commission would give direction to staff on behalf of the Planning Commission to write a letter to clarify the approval of the CUP from the November 15<sup>th</sup> Planning meeting that the Commission's approval was for a single sign having joint tenancy for both of the adjacent parcels.

Commission Lazorko asked about that the approved CUP, wondering if the CUP originally stated the sign was for two lots. Mr. Friend stated that the Commission determined that the CUP was for two lots, it was the Planning Commissions interpretation based upon the conversation and motion at the November meeting that it did apply. Commissioner Lazorko stated her concern was to try and eliminate any confusion with anyone reading the CUP in the future and not being able to understand the Commission's intent. Mr. Friend stated he would attach the formal letter to the CUP so that there will not be any doubts in the future as the intention of the Commission's action.

Mr. Friend indicated that he would return to the Commission with a formal City Code Amendment at a future meeting to modify the City's Municipal Code to address this situation.

ACTION: Vice Chairperson Nordbye moved, seconded by Commissioner Vickers to direct staff to draft a letter to McDonald's allowing them to proceed as per understanding. Motion carried, 5-0 by a voice vote.

## **8. STAFF REPORT**

Mr. Friend shared that this meeting would be Commissioner Vickers last Planning Commission meeting as her term was expired and she had indicated a desire not to continue as a member of the Commission. Mr. Friend thanked her for all the time and effort she has put in working on the Planning Commission. All the Commissioners thanked Commissioner Vickers stating they would miss her presence on the Commission.

Mr. Friend stated that a new applicant has applied to become a Planning Commission member and that after Tuesday's City Council meeting the Commission will know if the Council has appointed that applicant to the Commission. Mr. Friend also shared that Commissioner Lazorko's term was also up but that she has indicated that she would like to stay on another 4-year term. Mr. Friend also noted that Commissioner Lazorko's application would need to be approved by the City Council.



Mr. Friend shared that he has receive many calls about the fuel tanks that are now on the Maverik parcel and stated that Maverik has indicated to him that they are moving forward with the installation of the tanks however they are waiting on weather to facilitate that work.

Mr. Friend shared that he was recently informed that Musco Olives was in the process of consolidating their operations in Orland and that they would be moving the core of the business to their facilities in Tracy, CA.

#### **9. COMMISSIONERS REPORTS**

- Vice Chairperson Nordbye nothing to report.
- Commissioner Romano nothing to report.
- Commissioner Vickers had nothing to report.
- Chairperson Elliott had nothing to report.
- Commissioner Lazorko had nothing to report.

#### **10. FUTURE AGENDA ITEMS**

- Commissioner Romano would like on a future agenda a discussion about open space land use.

#### **11. ADJOURNMENT – 6:11 PM**

Respectfully submitted,

Jennifer Schmitke, City Clerk

Wade Elliott, Chairperson

**PLANNING COMMISSION MINUTES**  
**January 19, 2023**

**1. Call to Order** – The meeting was called to order by Chairperson Wade Elliott at 5:30 PM. Chairperson Elliott welcomed new Planning Commissioner Vern Montague to the Commission.

**2. Pledge of Allegiance** – Led by Commissioner Vern Montague

**3. Roll Call:**

Commissioner's present –	Chairperson Wade Elliott, Vice Chairperson Stephen Nordbye, Commissioners Sharon Lazorko, Michelle Romano, and Vern Montague
Commissioner's absent -	None
Councilmember present -	None
Staff present-	City Planner Scott Friend and City Clerk Jennifer Schmitke

**4. ORAL AND WRITTEN COMMUNICATIONS**

**Citizen Comments** – None

**5. ELECTION OF COMMISSION CHAIR AND VICE CHAIR FOR 2023**

Mr. Friend thanked Chairperson Elliott for his services and asked for nominations for Chairperson for calendar year 2023.

Upon motion made by Commissioner Elliott, Commissioner Nordbye was elected Chairperson for 2023. The motion carried unanimously by a voice vote, 5-0.

Chairperson Nordbye thanked the Commission for the nomination and opened nominations for Vice Chairperson for 2023.

Upon motion made by Chairperson Nordbye, Commissioner Elliott was elected as Vice Chairperson for 2023. The motion carried unanimously by a voice vote, 5-0.

**6. CONSENT CALENDAR**

Approval of Prior Minutes: November 17, 2022

Vice Chairperson Elliott stated his appreciation for delaying the meeting minutes to allow for clarity on the McDonald's CUP and noted that the general consent and direction provided to staff and documented in the minutes is accurate. He clarified that it was the intention of the Planning Commission's approval that the proposed sign was intended to be a multi-tenant sign for the joint benefit of the two commonly owned parcels. Mr. Friend shared that the December minutes which will be included in the February agenda will also clarify the actions from the Commission. Mr. Friend mentioned that he has sent McDonalds a formal letter but has not heard from them since sending the letter.

ACTION: Vice Chairperson Elliott moved, seconded by Commissioner Romano to approve consent calendar as presented. Motion carried unanimously by a voice vote, 5-0.

## 7. PUBLIC HEARING

- A. Conditional Use Permit CUP#2022-10: A request to approve a Conditional Use Permit (CUP) to permit the erection of a “Digital Display Monument Sign” on an existing parcel identified as 129 East Walker Street and further as Glenn County APN 041-071-050. The parcel is currently occupied by the Glenn County Office of Education and Papa Murphy’s Pizza. The subject parcel is designated Commercial C) on the General Plan land use map and is in the C-2 (Community Commercial) zoning district.**

Mr. Friend presented a request to approve a Conditional Use Permit (CUP) to permit the erection of a “Digital Display Monument Sign” on an existing parcel identified as 129 East Walker Street, Glenn Success Square. The proposed project would permit the installation of a Digital Display Monument sign to be seen by passenger vehicles traveling on East Walker Street (Hwy 32). The subject parcel is designated Commercial (C) on the General Plan land use map and is in the C-2 (Community Commercial) zoning district.

Mr. Friend reminded the Commission that pursuant to Orland Municipal Code (OMC) Chapter 17.78.405(A), the proposed action requires the approval of a Conditional Use Permit (CUP) by the Planning Commission due to the request involving an increase in the permitted sign advertising square footage, total sign height and to approve the digital signage. Currently the OMC provides a maximum advertisement space of 24 square feet and maximum sign height of 8 feet for a monument sign. Pursuant to OMC 17.78.405(A)(10) and further 17.78.450(C)(I), a CUP may be granted to exceed the allowable advertising surface for the monument signs and to exceed the maximum permitted sign height. Mr. Friend stated the proposed sign would have approximately 34 square feet of total advertising space and would be 8.3 feet in height.

Mr. Friend stated that the Digital Display Monument Sign site plan indicated the proposed sign would partially take up a parking space and partially go into the landscaping area, causing the loss of a parking space. The current parking space in which the proposed sign would be located is 10’x18’. The OMC section 17.76.100 states standard parking spaces shall be 10’x 20’ in size, private and employee parking spaces shall be 9’x18’ in size and compact spaces shall be 8.5’x16’ in size. Mr. Friend clarified that the parking spaces in the proposed project area are wider than the OMC requires and indicated that there is adequate space to erect the proposed sign and keep the same number of parking spaces, the spaces would just be restriped and shifted over to make room for the proposed sign.

Mr. Friend explained that a Condition of Approval has been added to the CUP, #18, stating the applicant shall not install the proposed sign in a manner that encroaches on either the Caltrans ROW, nor the landscaped space between the sidewalk and parking lot. The proposed sign in its entirety shall be installed within the parking lot only. Mr. Friend stated he has reviewed a few different Caltrans right of way maps and has reached out to Caltrans but has not yet received notification back on where the Caltrans right of way lies.

Mr. Friend stated that Shane Anderson from the Glenn County Office of Education was at the meeting if anyone had any question. Mr. Friend shared that Glenn County Office of Education has been wonderful to work with and thanked them for being patient while City Staff was figuring out the logistics.

Commissioner Romano asked if the sign was non digital would the dimension be the same. Mr. Friend stated that specific dimensions are not required, but overage size parameters are established in the City Code. Mr. Friend shared that the digital component, square footage and the height of the sign is the reason this request was brought forward tonight.

Chairperson Nordbye opened the Public Hearing at 5:42 PM.

With no comments, Chairperson Nordbye closed the Public Hearing at 5:42 PM.

Vice Chairperson Elliott asked about previous signs for schools that had their signs granted by right and didn't have to go through the same CUP requirements. Mr. Friend shared that the Glenn County Office of Education wanted to follow all the rules and steps to make sure they had the full consent of the Commission. Vice Chairperson Elliott thanked Mr. Anderson for coming before the Commission to get their approval.

Commissioner Romano asked about the square footage of the sign and wondered if the City should look into changing the sign code in the OMC. Mr. Friend agreed with Commissioner Romano and stated that a code amendment will be coming back to the Commission in March for the Commission to review.

ACTION: Commissioner Lazorko moved, seconded by Commissioner Romano that the Planning Commission approve the project (CUP 2022-10) and determine that the proposed action is exempt from further review pursuant to Sections 15303 and 15311 of the Public Resources Code and approve Planning Commission Resolution 2023-01, approving Conditional Use Permit application #2022-10 subject to the Conditions of Approval provided in the attachments. Motion carried, 5-0 by a voice vote.

**B. Conditional Use Permit CUP#2022-11: A request to approve a Conditional Use Permit (CUP) to permit the erection of a "Digital Display Pole Sign" on an existing parcel identified as 1366 Cortina Drive and further as Glenn County APN 040-310-013. The parcel is currently occupied by the Butte College Glenn County Center. The subject parcel is designated Commercial (C) on the General Plan land use map and is in the P-D (Planned Development) zoning district.**

Mr. Friend presented a request to approve a Conditional Use Permit (CUP) to permit the erection of a "Digital Display Monument Sign" on an existing parcel identified as 1366 Cortina Drive, currently known as the Butte College Glenn County Center. The proposed project would permit the installation of a Digital Display Monument sign to be seen by vehicles traveling on Interstate 5. The subject parcel is designated Commercial (C) on the General Plan land use map and is in the P-D (Planned Development) zoning district.

Mr. Friend reminded the Commission that pursuant to Orland Municipal Code (OMC) Chapter 17.78.405(A) and 17.78.450(B), the proposed action requires the approval of a Conditional Use Permit (CUP) by the Planning Commission due to the request involving an increase in the permitted sign advertising square footage and being located within 310 feet of an existing digital display sign. Pursuant to OMC 17.78.405(A)(10) and further 17.78.450(B)(1), a CUP may be granted to exceed the allowable

advertising surface for digital pole signs and to be erected within 310 feet of an existing digital display pole sign (Speedway).

Chairperson Nordbye opened the Public Hearing at 5:52 PM.

With no comments, Chairperson Nordbye closed the Public Hearing at 5:52 PM.

Kim Jones, Director of Facilities for Butte College, stated appreciation to Mr. Friend for all the work he has put into the project. Ms. Jones is hopeful the sign will bring new students to the new Glenn County location.

Commissioner Montague asked for clarification on whether the sign would be on the eastern side of I-5 or western. Mr. Friend stated along the western boundary of the parcel and adjacent to I-5.

Commissioner Romano asked if the sign is perpendicular to the freeway and Mr. Friend confirmed it was proposed to be perpendicular.

Vice Chairperson Elliott asked for clarification on sign height whether the sign will be 30 ft tall or 40 ft tall. Mr. Friend stated that the pole is technically 30 ft tall, and the sign is technically 10 ft tall making the total height of pole and sign 40 ft tall. Vice Chairperson Elliott verified that the sign from ground level at the bottom of the pole to the top of the sign is a total of 40 ft tall.

ACTION: Vice Chairperson Elliott moved, seconded by Commissioner Montague that the Planning Commission approve the project (CUP 2022-11) and determine that the proposed action is exempt from further review pursuant to Sections 15311 of the Public Resources Code and approve Planning Commission Resolution 2023-02, approving Conditional Use Permit application #2022-11 subject to the Conditions of Approval provided in the attachments, clarifying this is a 40 ft sign from the ground to the top of the sign. Motion carried, 5-0 by a voice vote.

## **8. STAFF REPORT**

### **A. Development Activity Update**

Mr. Friend shared that Maverik has contacted the City to let them know they will be getting their tanks in the ground very soon.

Mr. Friend stated that the City has received multiple inquiries about Orland Park phase I and he noted that he was informed that the parcel currently was in escrow.

Mr. Friend shared that a proposal has been delivered to the City Manager for the Quiet Creek project (North of Bryant St.) and is being prepared for the Orland Park phase II property (south of Hwy 32 headed east toward Chico).

Mr. Friend shared with the Commission that the California League of Cities is putting on some workshop trainings in Oroville and Redding and would like some or all of the Planning Commissioner to attend. Mr. Friend stated that he will let the Commission know as soon as a date is available so arrangements can be made.

### **B. Annexation Status Update**



Mr. Friend shared that the Westside Annexation and Kraemer Annexation were both approved by the Glenn County LAFCO and are now within City Limits.

#### **C. DWR Project Update**

Mr. Friend shared that the Department of Water Resources (DWR) project is still in progress, phase I is in progress and people are getting connected within City limits, applications are coming in daily and the City is hopeful that bids for contractors, to begin installing main lines, will be going out in January or February. Mr. Friend reminded the Commission that new wells and a new ground-level water storage tank will also be included to support the new infrastructure.

#### **D. 2022 City Council Commission and Committee Appointments**

Mr. Friend shared that Councilmember Jeffrey Tolley is the new liaison for the Planning Commission and John McDermott is the alternate.

### **9. COMMISSIONERS REPORTS**

- Chairperson Nordbye nothing to report.
- Commissioner Romano nothing to report.
- Commissioner Montague asked questions about the general plan, codes for ADU's and westside annexation. Mr. Friend invited Commissioner Montague to come visit him at City Hall on a Thursday to bring him up to date in on what the City has been working on.
- Vice Chairperson Elliott had nothing to report.
- Commissioner Lazorko had nothing to report.

### **10. FUTURE AGENDA ITEMS**

Mr. Friend asked the Planning Commission to start thinking about meeting topics they may be interested in for future agendas, trainings they may want to attend, code amendments that may be needed, etc. so that he can bring the ideas back to the staff to work on. Vice Chairperson Elliott asked to review the notes from the joint meeting with the City Council, Planning Commission and Economic Development Commission back in February to identify the areas of that meeting that the Planning Commission could start working on. Commissioner Romano shared an interest in the Commission to discuss design standards, signage, and streetscapes on future agendas.

### **11. ADJOURNMENT – 6:29 PM**

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson

## CITY OF ORLAND

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

**MEETING DATE: February 21, 2023**

**TO:** Honorable Mayor and Council

**FROM:** City Manager Pete Carr

**SUBJECT: Municipal Groundwater Resources** (Discussion/Direction)

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City Staff and Council will consider the status of local groundwater resources.

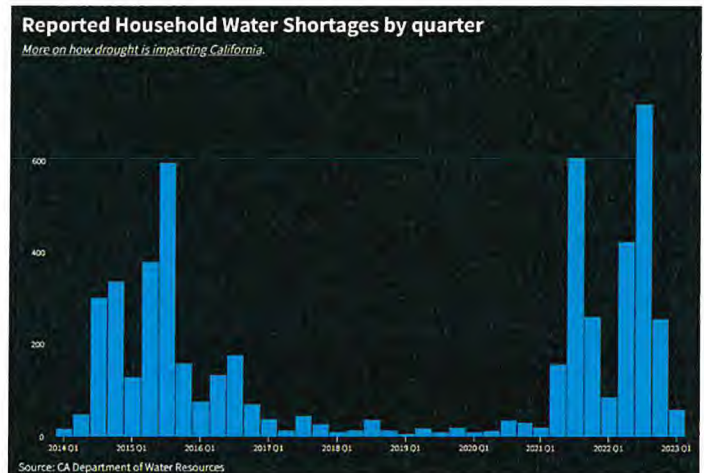
#### BACKGROUND

40% of water consumed in California in a typical year is groundwater. With no access to surface water resources, Orland is entirely dependent on groundwater for human consumption – in some ways in competition with groundwater pumped for agriculture to supplement agricultural irrigation surface water supplies. Orland participates on the Board of Directors for the Glenn Groundwater Authority, our local SGMA (Sustainable Groundwater Management Act) agency monitoring groundwater and planning for future sustainable and equitable use of this precious resource.

City Staff have been providing unscripted briefings about local water supplies monthly for the City Council during the current drought. This discussion will summarize in layman's terms the current situation.

#### DISCUSSION

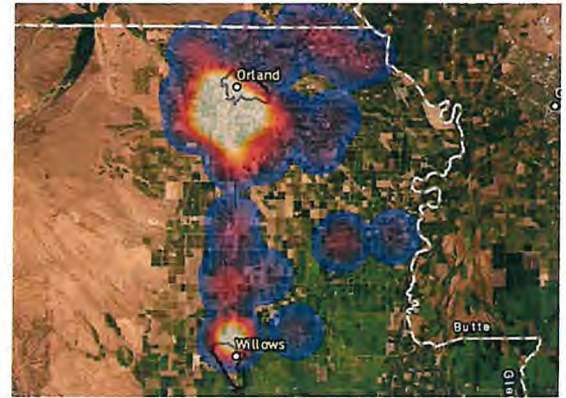
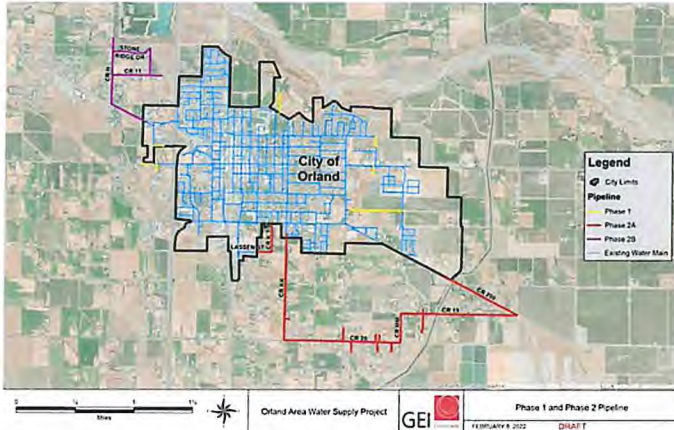
Recent weeks of intense precipitation did more for mountain snowpack and reservoir storage than for groundwater supplies. Shallower wells appear to be recovering in many places, at least temporarily. Deeper drinking wells are not seeing the same positive impact. Central Valley groundwater supplies are in much worse condition than ours; 30 new reports of dry or distressed domestic wells were filed in January – only one of which was in Glenn County – adding to the total of over 5000 statewide.





The heaviest concentration of the 428 reported well issues in our county continues to be immediately south and west of Orland, with some more recent increase just north of Willows. Of the 428 properties, 284 reported their wells as dry. Excellent geographic illustration of this impact is available online at

<https://storymaps.arcgis.com/stories/d24176a9a1974ffd8b6e4e51deff8540>

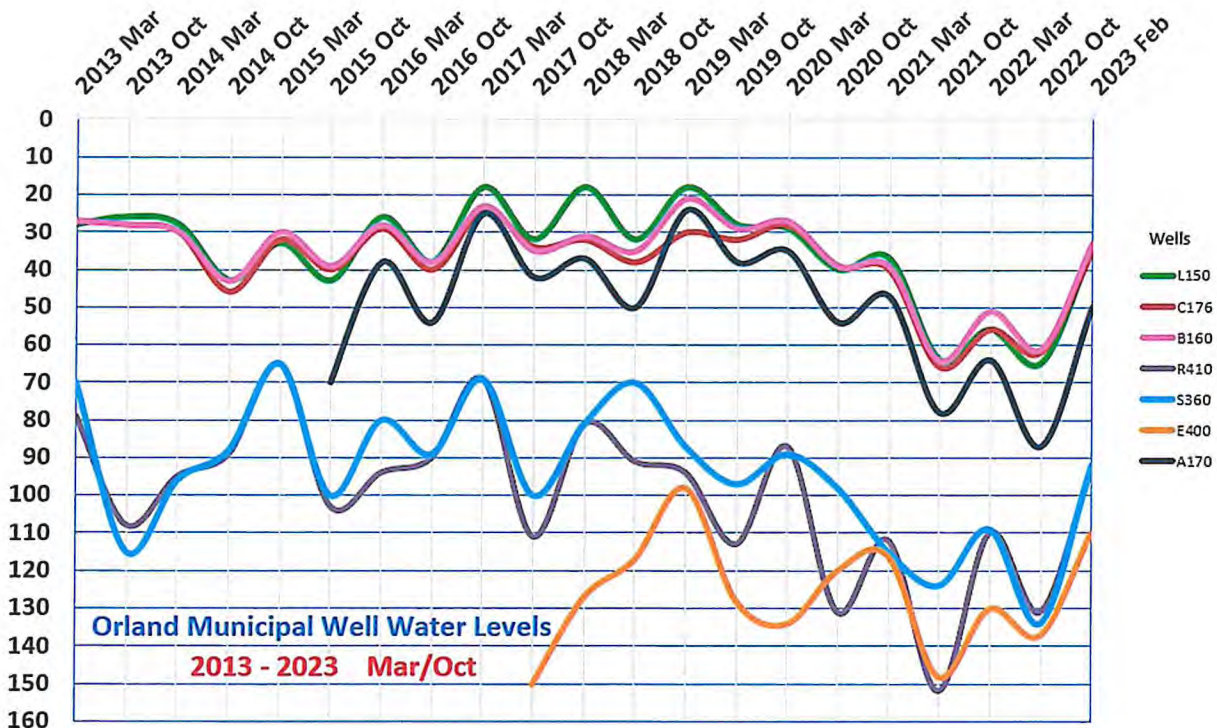


The

current DWR-funded Orland Groundwater Supply Project is being planned to increase Orland's access to groundwater and supply, and extend Orland's system to these hard-hit areas with connections to 185 homes in and near Orland. In-city (yellow line) parts of the project are in progress, and drilling for the new deep well starts this week. Engineering plans and

permitting for the main extensions (red and purple lines) are at 90% completion, nearing publication for construction bids.

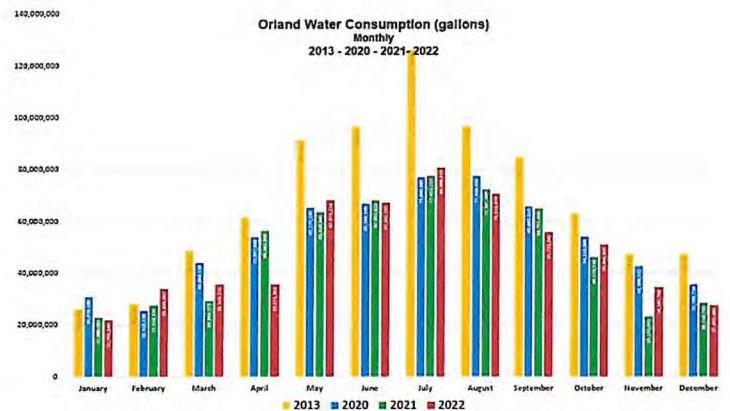
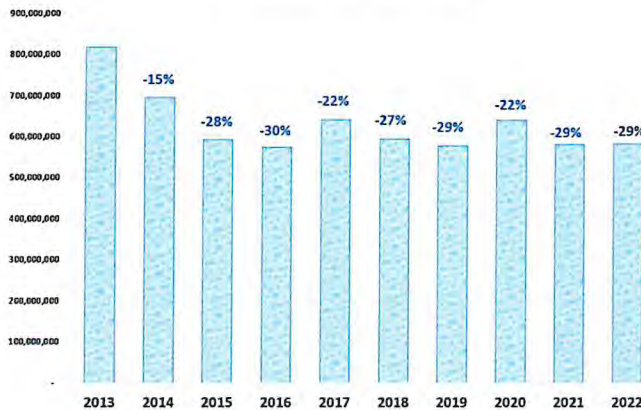
Orland's six networked wells (the 7<sup>th</sup> is operated separately at the airport) are quality-tested weekly, and checked for well water depth weekly. We are seeing encouraging signs of recovery in water levels for our more shallow wells, and very recently some significant improvement for our deeper wells.



Statewide and locally, restoration and sustainability of groundwater resources is going to take more than hoping for more rain. Sustainability will require pumping less and recharging more. GGA projects target both increasing accessibility to surface water and engineering recharge to capture and retain more rainwater. Consumer efforts to use less water works in harmony with these projects.

A few weeks – or even a year -- of rain cannot entirely compensate for years of overdraft, so vigilance will continue to be required in management of personal consumption and municipal resources. Orland's growing population consumed about the same volume of groundwater in 2022 as in 2021, which is about 9% less than the State's benchmark year of 2020 and 29% less than our benchmark year of 2013.

Orland Water Consumption (gallons)  
and Reduction Compared to 2013



## RECOMMENDATION

This information is provided for discussion purposes with no specific recommendation at this time.



**CITY OF ORLAND**  
**CITY COUNCIL AGENDA ITEM #: 5.B.**

**MEETING DATE: February 21, 2023**

**TO:** Honorable Mayor and Council  
**FROM:** City Manager Pete Carr  
**SUBJECT:** **ARPA Update** (Discussion/Direction)

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City Council will consider progress and status of its ARPA budget and projects.

**BACKGROUND**

Council has engaged in many conversations and several actions to incrementally allocate American Rescue Plan Act (ARPA) funds for specific projects benefiting the community. Most of the allocated ARPA projects are in progress or complete. The ARPA worksheet was most recently reviewed and updated October 4<sup>th</sup>.

Council also set aside in 2021 a portion of CV2/3 funds for Library facility improvements with the balance going to a Cities-County partnership to distribute grants to small businesses. These grants were in addition to the earlier CV1 grant program for small businesses, SBDA grants for businesses, PPP, and the current Glenn County Stabilization Grant Program.

Library upgrades are underway under a separate budget -- a State grant augmented by CV2/3 funds. This funding is also providing the touchless doors at City Hall, Police Dept, and Recreation as well the Library.

**DISCUSSION**

Most ARPA programs and projects are completed or underway, proceeding according to budget plan. A few have not yet been started, but there is not a use-it-or-lose-it time pressure. No projects are indicating over-budgeting or under-budgeting at this time. There remains a relatively small available balance which serves as a buffer for the many projects designated.

When Queen Bee Bucks gift card funds are exhausted, Council will need to decide whether to sunset it, add funds to it, or replace it with something else.

Attachment: Use of ARPA Funds Worksheet as of Feb 21, 2023

**RECOMMENDATION**

Direct Staff.

**Fiscal Impact of Recommendation:** N/A



# Use of ARPA Funds Worksheet

Report to Council Feb 21, 2023

City of Orland

<b>Revenue from ARPA (Covid Relief)</b>		<b>\$1,872,000</b>
General Fund fiscal stabilization		\$200,000
Measure A Fund Public Safety fiscal stabilization		\$100,000
<b>ARPA Funds Available for Allocation</b>		<b>\$1,572,000</b>
<b>Use of Funds</b>		<b>Allocated</b>
<i>Blue = complete or in progress; Black = allocated but pending</i>		
1	Radio signal upgrades for OPD and OVFD (P/S)	\$60,000
2	OPD/City Hall roof and floor repairs	\$120,000
3	Evidence storage & security improvements (P/S)	\$80,000
4	Public Safety Facilities Security and IT upgrades (P/S)	\$160,000
5	Cost share sewer lift station @ Cortina Drive	\$145,000
6	Invest in westside I-5 infrastructure (618 & 619)	\$300,000
7	Construct EV charging stations in town	\$50,000
8	Façade Improvement program	\$30,000
9	Streetscapes (benches, planters, streetlamps, etc.)	\$200,000
10	Lely ballfield lighting LED lamps (1 field per year)	\$170,000
11	Pump track -- match Park & Rec DIF	\$12,000
12	Orland Area Chamber of Commerce equip/supplies	\$7,000
13	Arts Commission revenue backfill	\$3,000
14	Construct welcome sign at east end of City	\$30,000
15	Replace financial software (1/2 GenFund, 1/2 Utilities)	\$50,000
16	Loan payoff: 5th St parking lot (\$70k)	\$70,000
17	Grant match for 3CORE I-5 econ development study	\$5,000
18	Community e-Gift Cards	\$80,000
<b>Total Lines 1-18</b>		<b>\$1,492,000</b>

**Total Remaining Unallocated:**

**\$80,000**

*P/S = Public Safety = total \$320k*

## CITY OF ORLAND

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

**MEETING DATE: February 21, 2023**

**TO:** Honorable Mayor and Council  
**FROM:** City Manager Pete Carr  
**SUBJECT:** **Recreation Courts Project Update** (Discussion/Direction)

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City Council will consider progress and status of its recreation courts improvement projects.

#### **BACKGROUND**

Council authorized in FY22 construction of four new pickleball courts and set aside a budget of \$240,000, with the understanding that a group of local volunteers would donate much of the labor, working in conjunction with Public Works. In pricing the project, we identified additional upgrades that could economically be made to other facilities by leveraging contractors' interest in larger projects. Upgrades to the tennis courts and basketball courts were then included into the project.

#### **DISCUSSION**

The multi-faceted project is mostly complete, probably 95%. The budget is 85% spent. Summary key points:

1. Four new pickleball courts have been constructed at Vinsonhaler Park with lighting. We need to get the timer for the lighting installed, and make some final adjustments to the fence structure.
2. The City's two tennis courts at Vinsonhaler Park have been refurbished with new fencing, new net poles, resurfacing and new LED lights. We need to complete wiring and controls to activate the lights and make one more improvement to the new fence.
3. The basketball courts at Lely Park have been resurfaced and will soon have LED lighting installed.
4. We have expended \$204K of our \$240K budget. Completion of the lighting projects mentioned above, final touches to fences, and signage can be completed within budget. If budget funds remain, we would like to add a drinking fountain, windcreens, and maybe even shade screens and benches at the Vinsonhaler Park courts.

Attachment: None

#### **RECOMMENDATION**

Direct Staff.

**Fiscal Impact of Recommendation:** N/A

**CITY OF ORLAND**

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

**MEETING DATE: February 21, 2023**

TO: Honorable Mayor and City Council

FROM: Greg Einhorn, City Attorney

SUBJECT: Remote Public Comment During Council Meetings  
(Discussion/Direction)

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When public agency meetings became remote as a result of the pandemic, the Governor issued various Executive Orders enabling remote participation by the public on various teleconference platforms, such as Zoom. These orders suspended portions of the Brown Act, permitting public participation, in addition to observation.

These orders have lapsed; as a result, the “standard” Brown Act teleconferencing rules have returned. While the Council has returned to in-person meetings, the public has been able to participate remotely.

One rule that has returned reads as follows:

In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

This means that if transmission of a meeting is disrupted, the City Council shall take no further action on any items on the agenda until transmission is resumed. Therefore, permitting remote public comment carries the risk of suspending Council action in the event of service disruption.

The Council can consider and discuss:

1. Avoiding that risk, and end remote public comment.
2. Accept and acknowledge that risk, and continue remote public comment.