

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, May 2, 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

WEBINAR ID# 857 5972 9100

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 April 18, 2023 (p.7)
- C. Receive and file Recreation Commission Minutes from February 22, 2023 (p.11)
- D. Approve and Adopt Second Reading of Ordinance 2023-02 (p.13)
- E. City and Orland Unified School District Partnership Sand Volleyball Courts (p.15)

5. PRESENTATION

Orland Area Chamber of Commerce Update – Dee Dee Jackson, Orland Area Chamber of Commerce President (p. 17)

6. ADMINISTRATIVE BUSINESS

Fiscal Year 2023-2024 Budget Discussion#3: Measure A, Water, Sewer, Debt Schedule (Discussion/Direction) - Pete Carr, City Manager (p.21)

7. 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. The 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).**

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 April 27, 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 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

May 02, 2023

Warrant	4/27/2023	\$	366,358.02
Payroll #8 Compensation	4/20/2023	\$	131,697.49
Special Payroll	4/24/2023	\$	403.00
PERS 03/09/2023 - 03/22/202	4/16/2023	\$	24,704.65
		\$	523,163.16

APPROVED BY

 Mayor, Chris Dobbs

 Vice-Mayor, Bruce T. Roundy

 Councilmember, Jeffrey A. Tolley

 Councilmember, John McDermott

 Councilmember, Mathew Romano

REPORT.: Apr 27 23 Thursday
 RUN....: Apr 27 23 Time: 14:21
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 04-23 thru 04-23 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
056986	04/19/23	AMA02	SYNCB/AMAZON	-1354.18	1J4LGG19Vu	Ck# 056986 Reversed
057053	04/21/23	IRS00	INTERNAL REVENUE SERVICE	28171.38	04132023H	TAX PERIOD JUNE 2022
057054	04/18/23	STA05	State Water Resources Con	45.00	04132023H	PW/WATER DISTRIBUTION OPERATOR EXAM D2
057055	04/21/23	AMA03	AMAZON CAPITAL SERVICES	1354.18	1J4LGG19VH	LIB/ZIP BOOKS GRANT
057056	04/27/23	ALT01	Altec Industries Inc.	160.72	12264372	PW/SAFETY - EQ MAINTENANCE HARNESS SWITCH
057057	04/27/23	AND06	EDGAR ANDRADE	24.00 100.00	05/2023 MAY2023	PD/GYM REIMBURSEMENT MEASURE A UNIFORMS
			Check Total.....:	124.00		
057058	04/27/23	AQU03	Aqua Metric	5193.67	94390	PW/WATER SUPPLIES
057059	04/27/23	ATT05	A T & T	154.19	19767050	FD/MEASURE A - PHONES
057060	04/27/23	ATT06	A T & T	27.11 24.49 27.11 822.87	APR2023 04102023 04122023 19801729	PW/WH LIFT STATION - 843 PW/HL LIFT STATION - 470 PW/AIRPORT LIFTSTATION - 906 MULTI-DEPTS/PHONE MAR 13 APR 12, 2023
			Check Total.....:	901.58		
057061	04/27/23	ATT07	A T & T	31.59	04072023	PW/SHOP
057062	04/27/23	ATT10	AT&T MOBILITY (FIRST NET)	100.08 220.59	4022023 04022023	FD/MEASURE A- PHONES FOR CHIEFS PW/CELL PHONE USAGE APRIL
			Check Total.....:	320.67		
057063	04/27/23	BAU00	BAUER COMPRESSORS	5892.89	850,181,1	FD/MEASURE A-ENGINE #27 TIC, ANNUAL FLOW TEST
057064	04/27/23	BID02	REMY BIDSTRUP	250.00	MAY2023	AC/SOCIAL MEDIA MARKETING MAY 2023
057065	04/27/23	CAL14	Cal Signal Corp	375.00	9067	PW/STREETS 6TH & SOUTH ST REPAIRS
057066	04/27/23	CAR02	CARDMEMBER SERVICE	3409.12	MAR2022	CH/ZOOM, MAILING SUPPLIES,VIDEO SVCS,BD MATERIALS
057067	04/27/23	CES00	Kyle Cessna	100.00	MAY2023	MEASURE A UNIFORMS
057068	04/27/23	CHA01	Justin Chaney	100.00	MAY2023	FD/MEASURE A UNIFORM MAY 2023
057069	04/27/23	CIT01	City of Corning	3439.90	4022023	FD/MEASURE A-DISPATCH
057070	04/27/23	CLE05	JUDY CLEVER	70.00	MAY2023	AC/CLEANING OF GALLERY
057071	04/27/23	COR04	CORBIN WILLITS SYSTEMS	559.17	C304151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
057072	04/27/23	CRE02	Creative Services of New	308.95	C23-27120	PD/#S-2 JUNIOR OFFICER BADGE STICKERS
057073	04/27/23	DOB01	CHRIS DOBBS	300.00	APRIL2023	COUNCILMEMBER STIPEND
057074	04/27/23	DOW00	DOWN RANGE	472.99	615469	PW/UNIFORMS
057075	04/27/23	EIS00	Employers Investigative S	133.00	10239	PW/BACKGROUND CHECKS
057076	04/27/23	FLO03	JOSE FLORES	100.00	MAY2023	MEASURE A UNIFORMS
057077	04/27/23	GAY01	GAYNOR TELESYSTEMS INC	867.07	42513	FD/MEASURE A-SUPPORT PLAN SOFTWARE ASSURANCE
057078	04/27/23	GLE02	GLENN COUNTY SHERIFF	60.00	042023-X3	PD/LIVE SCAN ROLLING FEE (X3)
057079	04/27/23	GRA02	GRAINGER, INC.	2681.10	670658476	PW-SHOP/WTR SUPPLIES, FLEET EQ MAINTENANCE
057080	04/27/23	GRO00	Ferguson Enterprises Inc	16485.22	377-1,628	PW/WATER SUPPLIES
057081	04/27/23	HIN03	Hinderliter deLlamas & As	2310.00	SIN027243	1ST QRT QUEEN BEE BUCKS SUPPORT JAN-MAR 2023
057082	04/27/23	HOM00	HOME DEPOT CREDIT SERVICE	769.20	04132023	PW/FLEET & BM
057083	04/27/23	ICM00	ICMA	1040.00	JUL23-J24	CM/MEMBERSHIP RENEWAL JUL2023-JUN2024
057084	04/27/23	INT00	INTOXIMETERS	262.63	731325	PD/AS SFT (F224-01) 3S BRAC LOW LOSS
057085	04/27/23	JOH02	SEAN JOHNSON	100.00	MAY2023	MEASURE A UNIFORMS
057086	04/27/23	KEL01	KELLER SUPPLY COMPANY	1307.71	073	PW/MULTI-CHLOR (WELLS)
057087	04/27/23	LEA02	LLC / SACRAMENTO VALLEY D	70.00	5199	COUNCIL/MEETING 03/31/2023
057088	04/27/23	LEH00	LEHR	306.39	S186152	PD/MEASURE A-HEADLIGHT FLASHER FOR PATROL UNITS

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057089	04/27/23	LIF00	Life Assist Inc.	5757.42 750.59	1309588 1309904	PD/MEASURE A-FIRST AID BAGS WITH SUPPLIES PD/MEASURE A-STATPACKS AED PACK (3)
			Check Total.....:	6508.01		
057090	04/27/23	LOW00	Katherine Lowery	24.00 100.00	05/2023 MAY2023	PD/GYM REIMBURSEMENT MEASURE A UNIFORMS
			Check Total.....:	124.00		
057091	04/27/23	MAR16	RYAN MARTINDALE	100.00	04172023	PD/ PER DIEM TRNING JUNE 8-9, 2023 FAIRFIELD
057092	04/27/23	MAR17	MARTINDALE, RYAN	100.00	MAY2023	MEASURE A UNIFORMS
057093	04/27/23	MAT04	MATSON & ISOM	11349.00 121.35 3535.50	356,161 0025744IN 99,91,81	MONTHLY SERVICES (DEC & APRIL) PW/NEW HIRE ACCOUNT SET UP PD/TECH @ EVIDENCE ROOM, WARRANTY, SECURITY CERTS
			Check Total.....:	15005.85		
057094	04/27/23	MCD01	John McDermott	300.00	APRIL2023	COUNCILMEMBER STIPEND
057095	04/27/23	MEJ01	Lilia Mejia-Aparicio	39.98	04152023	PD/REIM. CANDY FOR CHILD & FAM. RESOURCE FAIR
057096	04/27/23	MID07	MIDWEST TAPE	133.27	503632349	LIB/AUDIOBOOKS & DVDS
057097	04/27/23	MIL07	MILLS, DARYL	100.00	MAY2023	MEASURE A UNIFORMS
057098	04/27/23	MIL09	DARYL MILLS	250.00	04182023	PD/ICI SEXUAL ASSUALT TRNING MAY 22-26, 2023
057099	04/27/23	MOD01	MODERN BUILDING INC.	178898.74	04182023	ARPA/CORTINA LIFT STATION
057100	04/27/23	NOR29	NORTH VALLEY INDUSTRIES I	37.71	3700	REC/1 UNIT ADULT SOCCER NORTH VALLEY FIELD
057101	04/27/23	ORL12	Orland-Laurel Masonic Hal	400.00	APRIL2023	AC/RENT MAY 2023
057102	04/27/23	PAC07	PACE ANALYTICAL SERVICES,	4879.16	563-28	PW/LAB SERVICES
057103	04/27/23	PAC08	PACIFIC COAST IRON	11225.00	4242023	FD/DOZER BRUSH RAKE
057104	04/27/23	PGE00	PG&E	99.07	04192023	PW/TRAFFIC CONTROL
057105	04/27/23	PIN01	EDGAR PINEDO	19.50 100.00	05/2023 MAY2023	PD/GYM REIMBURSEMENT MEASURE A UNIFORMS
			Check Total.....:	119.50		
057106	04/27/23	POL03	Poly Riser & Pipe	821.54	16646	DWR/PIPE REPLACEMENT
057107	04/27/23	QUI02	QUILL CORP.	86.15 362.12 105.98	216,739, 31737171 31765487	PD/MISC. OFFICE SUPPLIES PD/MISC. OFFICE SUPPLIES PW/CLEANING SUPPLIES
			Check Total.....:	554.25		
057108	04/27/23	RAN00	Rancho Electric	700.00	230403	AC/LABOR FOR INSTALLATION OF TRACK LIGHTING
057109	04/27/23	RIV02	ISRAEL RIVERA	27.50 100.00	05/2023 MAY2023	PD/GYM REIMBURSEMENT MEASURE A UNIFORMS
			Check Total.....:	127.50		
057110	04/27/23	ROE02	Thomas Roenspie	100.00	MAY2023	MEASURE A UNIFORMS
057111	04/27/23	ROL00	ROLLS, ANDERSON & ROLLS	7460.00 8092.50 6188.50	04042023 04102023 APR102023	ENGINEERING SERVICE JAN 1-31, 2023 ENGINEERING SERVICE MAR 1-31, 2023 ENGINEERING SERVICE FEB 1-28,2023
			Check Total.....:	21741.00		
057112	04/27/23	ROM06	Mathew Romano	300.00	APRIL2023	COUNCILMEMBER STIPEND
057113	04/27/23	ROU00	BRUCE T. ROUNDY	300.00	APRIL2023	COUNCILMEMBER STIPEND
057114	04/27/23	ROU01	Bruce Roundy	135.72	04132023	COUNCIL/MILEAGE REIMBURSEMENT
057115	04/27/23	SAC01	SACRAMENTO VALLEY MIRROR	119.60	1401	LEGAL ADVERTISING
057116	04/27/23	SAF06	SAFE RESTRAINTS, INC	4649.74	041123OPD	PD/MEASURE A- WRAP SAFETY RESTRAINT
057117	04/27/23	SCH18	JENNIFER SCHMITKE	22.66	04142023	CLERK/MILEAGE REIMB-PARCEL MAP CORRECTIONS
057118	04/27/23	SIM01	SIMPLOT	658.84	47472	PARKS/CHEMICALS

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057119	04/27/23	STR03	STREAM IT NETWORKS LLC	100.00	249,666	LIB/BAYLISS LIB INTERNET
057120	04/27/23	SUN05	Sun Life Financial	17652.35	041823	GAP INSURANCE (JAN-APRIL 2023)
057121	04/27/23	SUT02	SUTTON, BRANDON	100.00	MAY2023	MEASURE A UNIFORMS
057122	04/27/23	T&S01	T AND S DVBE, INC.	3539.53	23-461-23	PW/SAFETY JACKETS
057123	04/27/23	TOL04	JEFFREY TOLLEY	300.00	APRIL2023	COUNCILMEMBER STIPEND
057124	04/27/23	TOT00	TOTAL IMAGING SOLUTIONS	435.00	20582	LIB/ANNUAL SERVICE COVERAGE FOR MICROFILM READER
057125	04/27/23	TRA02	TRANSAMERICA	561.00	MAR2023	TERM INSURANCE
				561.00	APRIL2023	TERM INSURANCE
			Check Total.....:	1122.00		
057126	04/27/23	TUR01	Rae Turnbull	45.00	MAY2023	AC/WEBSITE NEWSLETTER
057127	04/27/23	VAL02	VALLEY ROCK PRODUCTS	5862.48	78171	PW/DWR & STREET SUPPLIES
057128	04/27/23	VER03	Verizon Wireless	266.07	932698746	PW/SCADA COMPUTER & IPADS
				79.40	932698747	REC/COMMUNICATIONS
				164.04	932698748	FD/MEASURE A-RESPONSE SERVICE FOR CITY ENGINE
			Check Total.....:	509.51		
057129	04/27/23	VLA00	RAYMOND J. VLACH	100.00	MAY2023	MEASURE A UNIFORMS
057130	04/27/23	WEL02	Wells Fargo Vendor Fin Se	148.70	024694340	BD-PLAN/COPIER LEASE
057131	04/27/23	WEX00	WEX BANK	186.53	730531REC	REC/FUEL
				974.23	8730531FD	FD/FUEL
				4401.41	8730531PD	PD/FUEL
				5417.00	8730531PW	PW/FUEL
			Check Total.....:	10979.17		
057132	04/27/23	WIL13	LIZ WILTSE	40.00	2508	REC/PARK REFUND CANCELLATION
			Cash Account Total.....:	366358.02		
			Total Disbursements.....:	366358.02		
			Cash Account Total.....:	.00		

REPORT.: 04/20/23
 RUN....: 04/20/23 Time: 16:35
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14522	04/20/23	04/19/23	HAR00	ZOLLERHARRIS, TRAVIS	04-23	10-23	2019.62
14523	04/20/23	04/19/23	SUA03	SUAREZ, ARMANDO RUEDA	04-23	10-23	1620.80
Z06357	04/20/23	04/19/23	ALV01	ALVA, MICAELA	04-23	10-23	2027.61
Z06358	04/20/23	04/19/23	AND00	ANDRADE, EDGAR	04-23	10-23	3152.43
Z06359	04/20/23	04/19/23	BAR02	BARBER, ZACHARY	04-23	10-23	774.41
Z06360	04/20/23	04/19/23	BIA00	BIANCHINI, ANN	04-23	10-23	408.00
Z06361	04/20/23	04/19/23	BOW00	BOWERS, LINDA	04-23	10-23	408.00
Z06362	04/20/23	04/19/23	CAR03	CARR, PETER R	04-23	10-23	6153.85
Z06363	04/20/23	04/19/23	CES00	CESSNA, KYLE A	04-23	10-23	5085.74
Z06364	04/20/23	04/19/23	CHA01	CHANEY, JUSTIN	04-23	10-23	4633.08
Z06365	04/20/23	04/19/23	CON00	CONTRERAS, ISAAC	04-23	10-23	186.00
Z06366	04/20/23	04/19/23	COR00	CORTES, JOVANY	04-23	10-23	2016.53
Z06367	04/20/23	04/19/23	CRA00	CRANDALL, JEREMY	04-23	10-23	2323.43
Z06368	04/20/23	04/19/23	ESP00	ESPINOSA, LETICIA	04-23	10-23	2150.02
Z06369	04/20/23	04/19/23	FEN03	FENSKE, JOSEPH H	04-23	10-23	2988.19
Z06370	04/20/23	04/19/23	FLO00	FLORES, JOSE D	04-23	10-23	3581.18
Z06371	04/20/23	04/19/23	GAM00	GAMBOA, YADIRA	04-23	10-23	302.10
Z06372	04/20/23	04/19/23	GUE01	GUERRERO, DEYSY D	04-23	10-23	2596.16
Z06373	04/20/23	04/19/23	GUE02	GUERRERO, JORGE	04-23	10-23	2234.11
Z06374	04/20/23	04/19/23	HEN00	HENDERSON, OLIVIA	04-23	10-23	476.00
Z06375	04/20/23	04/19/23	JOH01	JOHNSON, SEAN KARL	04-23	10-23	4632.76
Z06376	04/20/23	04/19/23	LOP01	LOPEZ, ESAU	04-23	10-23	1661.54
Z06377	04/20/23	04/19/23	LOP02	LOPEZ, JOEL	04-23	10-23	1661.54
Z06378	04/20/23	04/19/23	LOW00	LOWERY, KATHERINE	04-23	10-23	3777.50
Z06379	04/20/23	04/19/23	MAR02	MARTINDALE, RYAN EUGENE	04-23	10-23	3293.78
Z06380	04/20/23	04/19/23	MAR04	MARTINEZ, IRMA	04-23	10-23	408.00
Z06381	04/20/23	04/19/23	MEJ00	APARICIO, LILIA MEJIA	04-23	10-23	2780.48
Z06382	04/20/23	04/19/23	MEZ00	MEZA, JODY L	04-23	10-23	3859.13
Z06383	04/20/23	04/19/23	MIL00	MILLS, DARYL A	04-23	10-23	3221.52
Z06384	04/20/23	04/19/23	MON03	MONDRAGON, MEAGAN N	04-23	10-23	1476.50
Z06385	04/20/23	04/19/23	MYE00	MYERS, KEVIN	04-23	10-23	658.54
Z06386	04/20/23	04/19/23	ORO03	OROZCO, ETHAN	04-23	10-23	379.75
Z06387	04/20/23	04/19/23	ORO04	OROZCO, JORDAN	04-23	10-23	379.75
Z06388	04/20/23	04/19/23	PAI01	PAILLON, MICHAEL	04-23	10-23	2325.86
Z06389	04/20/23	04/19/23	PAN00	PANIAGUA, BLANCA A	04-23	10-23	698.82
Z06390	04/20/23	04/19/23	PEN01	PENDERGRASS, REBECCA A	04-23	10-23	3244.50
Z06391	04/20/23	04/19/23	PER00	PEREZ, MARGARITA T	04-23	10-23	2006.14
Z06392	04/20/23	04/19/23	PIN00	PINEDO, EDGAR ESTEBAN	04-23	10-23	3919.00
Z06393	04/20/23	04/19/23	POR00	PORRAS, ESTEL	04-23	10-23	1914.97
Z06394	04/20/23	04/19/23	PUN00	PUNZO, GUILLERMO	04-23	10-23	2283.68
Z06395	04/20/23	04/19/23	PUR01	PURCHASE, HEATHER	04-23	10-23	1614.83
Z06396	04/20/23	04/19/23	RIC01	RICE, GERALD W	04-23	10-23	2118.14
Z06397	04/20/23	04/19/23	RIV00	RIVERA, ISRAEL	04-23	10-23	2045.35
Z06398	04/20/23	04/19/23	ROD00	RODRIGUES, ANTHONY	04-23	10-23	2413.68
Z06399	04/20/23	04/19/23	ROE00	ROENSPIE, THOMAS LUKE	04-23	10-23	4307.51
Z06400	04/20/23	04/19/23	ROM00	ROMERO, ARNULFO	04-23	10-23	2988.68
Z06401	04/20/23	04/19/23	SAN01	SANCHEZ, MELANIE CARRIL	04-23	10-23	364.25
Z06402	04/20/23	04/19/23	SAN02	SANDOVAL, LUCILA	04-23	10-23	1901.97
Z06403	04/20/23	04/19/23	SCH03	SCHMITKE, JENNIFER	04-23	10-23	2503.10
Z06404	04/20/23	04/19/23	SHA02	SHANNON, KYLE ANTHONY	04-23	10-23	651.00
Z06405	04/20/23	04/19/23	STE01	STEWART, ROY E	04-23	10-23	2944.75
Z06406	04/20/23	04/19/23	SUA02	SUAREZ, BRYAN E	04-23	10-23	2408.20
Z06407	04/20/23	04/19/23	SUT00	SUTTON, BRANDON KIJANA	04-23	10-23	2686.47
Z06408	04/20/23	04/19/23	SWI00	SWINHART, ROBERT	04-23	10-23	1970.35
Z06409	04/20/23	04/19/23	VAL00	VALENZUELA, BRENDA	04-23	10-23	316.54
Z06410	04/20/23	04/19/23	VLA00	VLACH, RAYMOND JOSEPH	04-23	10-23	5061.08
Z06411	04/20/23	04/19/23	VON00	VONASEK, EDWARD J	04-23	10-23	4383.93
Z06412	04/20/23	04/19/23	ZIN00	PEREZ, ARNULFO ZINTZUN	04-23	10-23	1296.64

							131697.49
							=====

REPORT.: 04/24/23
RUN....: 04/24/23 Time: 16:07
Run By.: Deysy Guerrero

CITY OF ORLAND
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14525	04/24/23	04/24/23	ESQ01	ESQUIVEL, ITZEL	04-23	10-23	403.00
							403.00

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD APRIL 18, 2023

CALL TO ORDER

Meeting called to order by Mayor Chris Dobbs at 6:27 PM.

Meeting opened with Pledge of Allegiance

ROLL CALL

Councilmembers present:	Councilmembers John McDermott (arrived at 6:29 p.m.), Jeffrey Tolley, Matt Romano, Vice Mayor Bruce Roundy, Mayor Chris Dobbs
Councilmembers absent:	None
Staff present:	City Manager Pete Carr; Assistant City Manager/Director of Administrative Services Rebecca Pendergrass; Sergeant Sean Johnson; City Clerk Jennifer Schmitke; City Planner Scott Friend; City Attorney Greg Einhorn
Staff present online:	Public Works Director Ed Vonasek

CONSENT CALENDAR

- A. Warrant List (payable obligations)
- B. Approve City Council Minutes for April 4, 2023
- C. Receive and file Arts Commission Minutes from March 15, 2023
- D. Wildfire Fuels Reduction Lease Purchase Agreement
- E. Grant Cost Share for Mechanic's Service Truck
- F. Approve use of Vinsonhaler Park requested by Orland Historical and Cultural Society (OHCS)

Action: Councilmember Tolley moved, seconded by Vice Mayor Roundy to approve the consent calendar. Motion carried by a voice vote 5-0.

PUBLIC HEARING

Zoning Ordinance Text Amendment (ZCA 2023-01) – Joint Tenant Pole Signs.

City Planner Friend presented an amendment to the Orland Municipal Code (OMC) Title 17, Zoning, Chapter 17.78 *Sign Ordinance* to incorporate provisions authorizing the use of "joint tenant" or multi-tenant poles signs via either the existing Administrative or Conditional Use Permit process for tenants located on separate but adjoining parcels of land zoned with a non-residential zoning district designation. Mr. Friend explained that the proposed action would amend OMC Title 17, Zoning, Chapter 17.8, Sign Ordinance to establish a new definition of "joint-tenant", as well as to add a new description of "Freeway Influence Area" (FIA) to be applicable to areas zoned with a commercial or industrial zoning and being applicable where "joint-tenant" pole signs are permitted. Mr. Friend stated that the Planning Commission held a public hearing at their February 16th meeting, after consideration of the matter the Commission voted recommending approval of the matter with a 4-1 vote to be sent to Council for their

consideration. The Planning Commission also recommended that the proposed action be exempt from further CEQA review.

Councilmember McDermott shared he is in favor of passing this code amendment, after attending the Planning Commission meeting, he expressed that the Planning Commission did an excellent job being very thorough when asking questions and discussing changes and updates to this item.

Councilmember Tolley shared this appreciation for all the City's Commissions for taking the time to come to meetings and for doing research to bring information back to the Council so they can make the decisions necessary to help the town. Councilmember Tolley stated he is in favor of passing the code amendment.

The public hearing opened for comments at 6:38 p.m. No comments were received, the public hearing closed at 6:38 p.m.

Action: Vice Mayor Roundy moved, seconded by Councilmember Tolley to approve item 5 as presented. Motion carried by a voice vote 5-0.

ADMINISTRATIVE BUSINESS

A. DROUGHT STAGE DECLARATION

City Manager Pete Carr brought forward the water shortage contingency plan for the Council to review and consider whether/when to move from Stage 2 to Stage 1. Mr. Carr noted that Stage 1 continues public awareness efforts but does not impose restrictions on water use not tiered rates.

Councilmember McDermott stated he would like to hear from the community about conserving water.

Vice Mayor Roundy stated that the drought is not over, and reminded Council that the City will soon be adding new users from the County to City water. Vice Mayor Roundy expressed that he didn't feel now was the time to change stages, maybe come back to the topic in another year if the City continues to have rainfall like last year and groundwater levels continue to rise. Vice Mayor Roundy shared that the Council has not heard complaints from the public being in Stage 2 and felt that the City should stay in current stage but maybe change the water times to not be so strict.

Councilmember Tolley agreed that conservation is very important right now. Councilmember Tolley stated he is against any rate increase.

Earl Megginson, Orland resident, stated he was in favor of staying in Stage 2.

Action: Vice Mayor Roundy moved, seconded by Councilmember McDermott for the Drought Stage Declaration to remain at Stage 2 with tiered rates suspended. Motion carried by a voice vote 5-0.

B. DRAFT WELL STANDARDS

City Manager Pete Carr updated Council on the County well moratorium about the issuance of permits for new agricultural wells in Glenn County which went into effect in June 2021. Mr. Carr shared that the County is currently working on updating its water well drilling standards policy, which needs to be completed before the moratorium expires in June 2023. Mr. Carr stated a draft was reviewed at the

April 17th Special Board of Supervisors study session; no action was taken at this meeting, but the discussion may be added to a future Supervisors meeting agenda.

Vice Mayor Roundy shared that he has been on many water boards and committees for years and now is the time to make the important decisions on well drilling with the science that the County has in front of them. Vice Mayor Roundy stated he is in favor of recommending that the City Council get behind the County and show support for moving forward with the well drilling standards.

Grant Carmon, County Supervisor, spoke about the Board of Supervisors meeting and about the need to get sensible standards in place by June 2023 to protect not only the domestic well users but also the farmers in Glenn County. Supervisor Carmon announced that the Board of Supervisors will be having another study session about the matter Tuesday April 25th at 1:30 p.m.

Councilmember Romano shared that as a representative of the City of Orland he feels the Council should show support for this matter.

Action: Councilmember McDermott moved, seconded by Councilmember Romano that the City Council draft a letter to the Board of Supervisors in support of regulations that would responsibly manage well drilling to protect the groundwater supply for the City of Orland, and do so before June 2023. Motion carried by a voice vote 5-0.

C. ANNUAL FINANCIAL AUDIT REPORT FOR FISCAL YEAR 2021-2022

Mr. Carr presented the fiscal year 2022 annual independent financial audit report for Council acceptance. Mr. Carr presented some highlights from the report and answered questions from Council.

Action: Councilmember Romano moved, seconded by Councilmember Tolley, to accept the annual financial report and the auditor's management letter. Motion carried by a voice vote 5-0.

D. CLEAN CALIFORNIA GRANT APPLICATION

Rebecca Pendergrass, Director of Administrative Services/Assistant City Manager, presented to Council a request for Council's approval of submitting two grant applications for the Clean California Local Grant Program: One application would be to request funding to create and install the previously planned Pollinator Park and the second application would be to request funds to install new pedestrian lighting, trash receptacles and benches within the downtown business district along both Fourth and Fifth Streets.

Ms. Pendergrass stated that the grants require a 12.5% match and that the previously allocated American Rescue Plan Act (ARPA) funds should be sufficient.

Council members asked questions about the two projects and the projects' costs.

Action: Councilmember McDermott moved, seconded by Councilmember Romano, to approve the submission of both grant applications. Motion carried by a voice vote 5-0.

E. FISCAL YEAR 2023-2024 BUDGET DISCUSSION#2: FLEET SCHEDULE AND GRANTS ADMINISTRATION

Mr. Carr presented the second part of the draft proposed budget to Council for the next fiscal year 2023-2024 which starts July 1. Mr. Carr shared updated fleet replacement schedules for the Police, Fire and Public Works Departments.

Mr. Carr informed the Council that City Staff has been exploring alternative approaches to grant writing and grant administration. Ms. Pendergrass shared with Council benefits and risks regarding outsourcing grants, in-house grants and hybrid options for grants administration.

Mr. Carr explained that City Staff is requesting to include grant writing and administration in the 2023-2024 budget and allow the City to put out a request for qualifications (RFQ) for qualified grant writers and administrators. Ms. Pendergrass reviewed with the Council a summary of recent and current Orland grant activity.

Council discussed the item, and the consensus was to add the request to include grant writing and administration to the 2023-2024 budget.

ORAL AND WRITTEN COMMUNICATIONS

PUBLIC COMMENTS: None

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember McDermott:

- Public Works Safety Commission was postponed until June 13th;
- Will attend the Planning Commission meeting April 20th;
- Fire Season is coming soon, stated that he hopes the new dozer will be delivered within the next few weeks;
- Stated his appreciation for the community supporting Measure A.

Councilmember Romano:

- Nothing to Report.

Councilmember Tolley:

- Nothing to Report.

Vice Mayor Roundy:

- Board of Supervisors meeting April 25th;
- Transportation and Transit Meeting will be April 20th.

Mayor Dobbs

- Nothing to Report.

MEETING ADJOURNED AT 8:08 PM

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor

Recreation Commission

Karen Baldrige, Chair
 Shannan Ovard, Vice Chair
 Larry Carmona
 Joser Rosales
 Jason Ovitz

CITY OF ORLAND



Recreation Commission Minutes

February 22nd, 2023, 6:30pm

Meeting will be held at Carnegie Center

1. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Chairperson Baldrige at 6:30pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Commission members present: Chair Karen Baldrige, Vice-Chair Shannan Ovard, Commissioner Larry Carmona, Commissioner Jason Ovitz, Commissioner Joser Rosales.

Commission members absent: none

Staff present: Recreation Director Joe Fenske

4. ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

Any person may address the Recreation Commission at this time upon any subject within the authority of the Recreation Commission; however, the public is advised to limit discussion to one presentation per individual. Oral communications will be limited to three minutes. Please state your name and address for the record.

5. CONSENT CALENDAR

A. Approve October 26th, 2022, Recreation Commission minutes.

Commissioner Ovitz moved, seconded by Vice-Chair Ovard, to approve consent calendar as is motion carried 5-0.

6. ADMINISTRATIVE COMMUNICATIONS, REPORTS, AND ACTIONS

A. Appoint Commission Chair and Vice-Chair

Commissioner Rosales made a motion to nominate Karen Baldrige for Chair, seconded by Commissioner Ovitz motion carried 5-0. Commissioner Rosales made a motion to nominate Shannan Ovard as Vice-Chair, seconded by Commissioner Carmona, motion carried 5-0.

B. Parks and Recreation Capital Improvement List Verbal Update (Discussion) – Joe Fenske, Recreation Director

Recreation director Joe Fenske updated the Recreation Commission on the current Capital Improvement Project list and current budgets. Mr. Fenske said currently there is \$290k in the budget but of that \$188k is allocated for projects. Mr. Fenske stated as of February 22nd, 2023, there is approximately \$102k unallocated of impact fee

funding. Mr. Fenske stated the current pickleball, tennis, and basketball courts are on budget with the remaining funding projected to be used for the electrician. Mr. Fenske stated that the ball field lighting funding from impact fee budget may not be utilized unless needed as the City has allocated 170k of ARPA funding for the project. Mr. Fenske stated that once projects 1 – 5 have been completed the Recreation Commission will then need make a recommendation to City Council on a budget for the following projects that have already been approved; replace outdated playground by pool, develop Newport Park by adding play features, and develop a dog park. Mr. Fenske stated those projects were approved on February 1st, 2022, by the City Council but no budget was determined by the Recreation Commission at that time. Mr. Fenske reminded the Recreation Commission of the survey that was sent out in water bills in the Fall of 2022 and suggested the Recreation Commission should look at the survey results when determining the next Capital Improvement projects.

C. Sand Volleyball Facility Presentation (Discussion) – Lisa Vlach, Orland High School Volleyball Coach

Superintendent of Orland Unified School District Victor Perry present to the Recreation Commission possible partnership with the City of Orland developing a Sand Volleyball Court that the City and schools could use for Recreational play and competitive team play. Vinsonhaler Park and Roosevelt Park were discussed as potential locations for the project. Mr. Perry stated he just wanted to bring the project to the Recreation Commission to begin the discussion. Mr. Fenske said Mr. Perry, Public Works Director Ed Vonasek, and himself should first meet and walk around the locations to see what is feasible before further discussions take place. Mr. Fenske stated Mr. Vonasek would have better answers to where the water mains and electricity run through the park. Commissioner Rosales made a motion, seconded by Commissioner Carmona to have Mr. Perry and Mr. Fenske gather information about locations and return to the Recreation Commission, motion carried 5-0.

D. Youth Sports and Programs Age (Discussion) – Jason Ovitz, Recreation Commissioner

The Recreation Commission discussed age and grade divisions for youth programs and possible safety concerns within the programs. Discussed was held and no action was taken by the Recreation Commission.

7. COMMISSIONER REPORTS

No commissioner reports at this time

8. ADJOURNMENT

Meeting adjourned at 7:47pm

CITY OF ORLAND

CITY COUNCIL ORDINANCE NO. 2023-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ORLAND APPROVING AN AMENDMENT TO TITLE 17- ZONING OF THE ORLAND MUNICIPAL CODE BY ADDING SECTION 17.78.250(C) – JOINT-TENANT POLE SIGNS AND SECTION 17.78.250(D) – FREEWAY INFLUENCE AREA, REVISING TITLE 17 – ZONING TO INCLUDE DESIGN STANDARDS AND REQUIREMENTS REGARDING THE ESTABLISHMENT OF A “JOINT-TENANT” POLE SIGN IN THE FREEWAY INFLUENCE AREA;

WHEREAS, at its regular meeting held on February 16, 2023, the Planning Commission of the City of Orland conducted a noticed public hearing to consider and discuss a proposed amendment to the Orland Municipal Code consolidating and addressing the subject matter of “Joint-Tenant” Pole Signs in the Freeway Influence Area;

WHEREAS, the Planning Commission of the City of Orland, after the conduct of the noticed public hearing and following the consideration and discussion of the matter, recommended language be incorporated into the proposed amendment and voted 4-1 to forward the draft Ordinance to the City Council; and

WHEREAS, on April 18th, 2023 at a regularly scheduled meeting of the City Council, the draft Ordinance was presented for its first reading and introduction to the City Council at a notice public hearing, and, after discussion of the matter, the City Council directed staff to return the matter to the City Council as required for formal adoption; and

WHEREAS, at the regularly scheduled City Council meeting of April 18th, 2023, the City Council conducted a noticed public hearing to consider an amendment to Title 17 - *Zoning* of the Orland Municipal Code making changes to the City Code to incorporate design standards and requirements regarding the establishment of “joint-tenant” pole signs in the Freeway Influence Area, including the creation and establishment of definitions for “joint-tenant” and “Freeway Influence Area”; and

WHEREAS, The Planning Commission has made a recommendation to the City Council that the proposed action is *exempt* from further environmental review pursuant to California Government Code Section 15061(b)(3), known as the “*General Rule*” or “*Common Sense Exemption*” as it has been determined that it can be seen with certainty that there is no possibility that the proposed Municipal Code Amendment would have a significant effect on the environment; and

WHEREAS, after the conduct of the public hearing the City Council voted ____ - ____ to approve the proposed amendment to the Orland Municipal Code Amendment adding a new definition of “*joint-tenant*” to existing Section 17.78.040 DEFINITIONS, a new Section 17.48.250(C) – *Off-Premises Joint-Tenant Multi-User Pole Signs*, and a new Section 17.78.250(D) – *Freeway Influence Area* as presented (staff report attachment A).

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Orland does hereby approve Orland Municipal Code Amendment ZCA 2023-02 and making the determination that the action is *exempt* from further review under the California Environmental Quality Act (CEQA) pursuant to Government Code Section 15061(b)(3).

The foregoing Ordinance was adopted by the City Council on the 2nd day of May 2023 by the vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Chris Dobbs, Mayor

ATTEST: APPROVED AS TO FORM

Jennifer T Schmitke, City Clerk

Gregory Einhorn, City Attorney

CITY OF ORLAND

CITY COUNCIL CONSENT AGENDA ITEM # 4.E.

MEETING DATE: May 2, 2023

TO: Honorable Mayor and Council
FROM: Joe Fenske, Recreation Director
SUBJECT: City and Orland Unified School District Partnership Sand Volleyball Courts

Council will consider accepting Recreation Commission recommendation on approving an area at Vinsonhaler Park for a City/School partnership sand volleyball courts.

BACKGROUND

In 2016 the City removed the outdated and undersized sand volleyball court at Lely Park as part of upgrading the Lely Park basketball courts. Sand volleyball was recently recognized as a California High School sport. The Recreation Commission discussed at its February 22nd meeting the potential for collaborating on sand volleyball facilities. This opportunity would allow Orland High School to offer sand volleyball as a sport at OHS, and the courts would be available for public use as well. Not only do they serve as volleyball courts, but they can also be used for training for other sports.

DISCUSSION

At the April 26th Recreation Commission meeting, Orland Unified School District Superintendent Victor Perry and Recreation Director Joe Fenske presented to the Commission suggested locations for sand volleyball courts. The two locations that were discussed were Roosevelt Park and Vinsonhaler Park. The Recreation Commission voted 5-0 to recommend to the City Council that the sand volleyball courts be located directly north of the new pickleball courts.

This location would not interfere with park picnic reservations or the disc golf course. Currently this area has one cement table located nearby and 3-4 floating picnic tables, all of which can be located to a new spot a few feet away. It would be ideal to have the sand volleyball courts located next to the pickleball and tennis courts. Public restrooms are located a short distance away and a playground is directly across the parking lot at Lollipop Land. There is additional parking located north of the facility by the Orland Pool and along East and Shasta streets. The addition of sand volleyball courts would allow families to participate in multiple sports at one time.

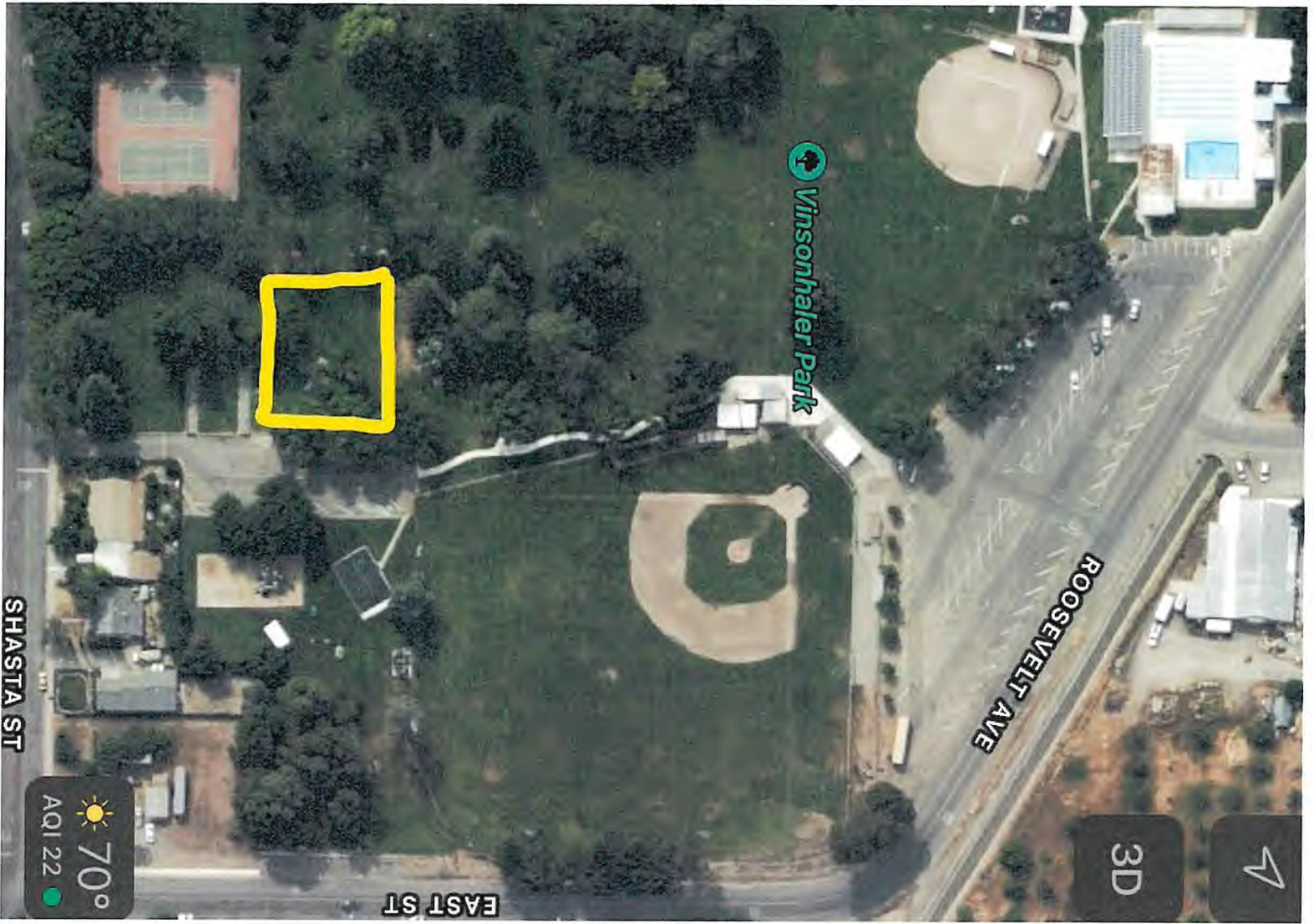
Currently, staff and the Commission are only asking for the City Council to approve a location. Funding for the project will be discussed at a future meeting.

Attachment: Photo of proposed area where the sand volleyball courts would be located.

RECOMMENDATION

Consider and accept the Recreation Commission recommendation.

FISCAL IMPACT OF RECOMMENDATION: None at this time.



Orland Area Chamber of Commerce Report with the City of Orland

The Orland Area Chamber of Commerce is a voluntary organization, uniting the efforts of business and professional individuals to improve the economy and build a better community. Established in 1945, the Orland Area Chamber has historically shown to support a cohesive relationship with area businesses while helping to promote events, show appreciation through newsletters and celebrate openings with the traditional Ribbon Cutting. We are currently rebuilding membership and averaging 4 new businesses per month! Our Board of Directors have been busy planning new and fun community events for the coming year.

What we do -

- Promote the interests of the local business community.
- Provide access to valuable resources, discounts, and relationships that help businesses save money and market their products.
- Provide support and help keep small businesses alive.
- Aide in growth and revitalization of the local area.
- Provide free marketing and networking opportunities

2023 What are we doing:

- Monthly newsletter
- Rebuilding membership
- Events and participation:
 - ❖ Downtown Business/ Chamber meetings
 - ❖ Tea Party- community event
 - ❖ Fair Parade
 - ❖ Chamber Buzz
 - ❖ Annual Rib Cook-Off
 - ❖ Assist with the 4th of July Parade
 - ❖ Historical Society 4th of July event- Booth/Community Event
 - ❖ Community calendar
 - ❖ Ribbon Cuttings
 - ❖ Monthly public meetings with guest speakers
 - ❖ Promote shop local
 - ❖ National Night Out- Chamber booth
 - ❖ Downtown Christmas Preview
 - ❖ Lighted Christmas Parade
 - ❖ Promoting City items such as facade program, Queen Bee Bucks
 - ❖ New Website, member portal-\$4300/Yearly
 - ❖ Member Directory
 - ❖ Continued partnership with the Small Business Development Center, 3CORE, American Red Cross, Success 1, to offer training workshops throughout the year on various topics such as grants, loans, certifications, Quickbooks, food handling, etc.

Current Situation:

The Orland Area Chamber of Commerce currently has one paid employee and a Board of 6 volunteer Directors. We have committed Board Directors that meet regularly to discuss ways to improve our economic outlook. With our limited amount of funding we are only able to hire a part time employee for the daily tasks. Our Office Assistant/ Outreach Coordinator currently works 20 hours a week. This is a 10 hour a week deduction to conserve funds.

Financial Stats:

Membership Revenue

- 2017- 102 members, \$8,470.14 in dues
- 2018- 134 members \$10,053.75 in dues
- 2019- 130 members \$10,142.00 in dues
- 2020- 125 members \$11,025.00 in dues
- 2021- 129 members \$10,806.67 in dues
- 2022- 124 members \$11,715.00 in dues
- 2023- 152 Current

Past City Support

- 2017-2018 \$7,500.00 per quarter
- 2018-2019 \$2,250.00 per quarter
- 2019-2020 \$5,625.00 per quarter
- 2020-2021 \$2,812.50 per quarter
- 2021-2022 \$2,812.50 per quarter
- 2022-2023 \$2,812.50 per quarter

Revenues, expenses, losses

2020

- Revenues \$35,007.60
- Expenses \$36,769.98
- Loss <\$1,762.38>

2021

- Revenues \$30,873.76
- Expenses \$38,559.82
- Loss <\$7,686.06>

2022

- Revenues \$41,815.74
- Expenses \$60,458.65
- Loss <\$9,129.92>

2023 YTD

- Revenues \$3,085.00
- Expenses \$12,214.92
- Loss <\$9,129.92>

Facts to consider

COVID Impacts on the Chamber Area of Commerce

- Unable to host events
- Limited Chamber office hours
- Board turnover
- Unpaid membership dues
 - 31 unpaid and written off memberships due to business closures, financial hardships or non renewals for 2020-2022.
 - Another 12 unpaid memberships for 2022-2023.
- Declining financial support, cost cutting and continuing financial losses
- Annual operating costs are estimated at \$40,000.
- Reserves have been cut drastically and only solvent for approximately 8 months.

Request annual fund increase from the City of Orland

The Orland Area Chamber of Commerce is requesting

- Double TOT to 30% annually and 20% Business License Revenue or increase annual support to \$7,500 a quarter (whichever is greater).

Looking to our future:

With the approval of our proposal to the City of Orland, the Chamber will be in a better position to serve our business community. These funds will give us the ability to

- Hire an Executive Director and expand Chamber hours
- Provide and sponsor business trainings to our Chamber members
- Additional Facebook marketing for local businesses
- Business networking events
- Art in the Park community event
- Farmers Market
- Annual Car Show
- Golf Tournament
- Annual dinner and award banquet
- Assist the City with the Queen Bee Festival and OctoBEEfest
- Cinco de Mayo Street Fair and Dia de los Muertos festival
- Hire additional staff (bilingual)
- Renew canceled membership to Cal Chamber and Glenn Farm Bureau
- Continue to expand our outreach

Our goal is to host 3 large annual fundraising events to generate a minimum of \$20,000 in revenue. The annual Car Show, Rib Cook-Off and Business Expo.

- Increase membership prices for year 24/25-Double
- 500 members by 2025

In closing, the Board and its current 152 members of the Orland Area Chamber of Commerce wish to express to the City Council as well as the hard-working City staff our immense gratitude. The City's financial support is vital and the amount of funds granted will be used to pay our single part-time employee and help facilitate the events planned for the coming year. Our board is hopeful we can continue to increase our net profit annually so as to show an ongoing commitment to our community.

Thank you for your time and consideration.

*In Service to Our Business and Community,
On Behalf of the Membership,*

Dee Dee Jackson- President
Frank Ferreira- Vice President
Ann Butler- Secretary
Claire Arano- Director
Danielle Hernandez-Director

CITY OF ORLAND
CITY COUNCIL AGENDA ITEM #: 6
MEETING DATE: May 2, 2022

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: **Fiscal Year 2023-24 Budget Discussion #3:**
Measure A Public Safety, Water, Sewer, and the Debt Schedule
(Discussion/Direction)

City staff will brief Council and seek direction on ongoing progress in preparing a draft proposed budget for the next fiscal year.

BACKGROUND

City staff is preparing a draft budget for the fiscal year 2023-24 (FY24) which starts July 1. The budget will represent the City's best estimate of probable revenues and a spending plan to support operations and projects consistent with Council direction. Staff will continue to analyze revenue projections and collect cost estimates to produce an evolving budget picture in anticipation of an adoptable budget before July 1st.

DISCUSSION

This evening's discussion will build on the April 4th and 18th initial discussion about capital projects and fleet replacement schedules; we will preview the draft Measure A budget, along with the Water Fund and Sewer Fund budgets, and review the updated schedule of debt obligations.

The direction received from Council this evening will further inform staff analysis as we proceed with formulation of the final proposed budget which is planned for presentation to Council for consideration of adoption on June 7th. On May 16th we will examine General Fund expenditures by departments and department categories and review the use of Street Funds.

Measure A Public Safety

Anticipated revenue for the Measure A Public Safety Fund and planned expenditures are presented, along with an update on how this year and next year's activity affects the fund balance. The proposed uses are consistent with the intent of the Fund and provide for ongoing operations, set asides and one-time projects. The proposed budget shows planned expenditures exceeding forecasted revenue by 6% -- leveraging reserve funds to accomplish facility functional and security upgrades.

Water

With \$2M in expected revenue against \$1.9M in planned expenditures (\$1.24 operational plus \$687k in capital investment and debt service), the proposed water fund budget is balanced, and

the fund balance is strengthened by \$104k for future emergencies and improvement project needs. Rates were adjusted by CPI in January.

The major capital water projects are increasing production capacity by construction of two new wells, increasing storage capacity by construction of a million-gallon ground-mounted storage tank, and extension of water into County areas to offer connection to 180 or more residential properties with dry or at-risk domestic wells.

As a reminder, storm drainage system maintenance expenses are charged to the water fund, as allowed by State law as most of Orland's storm drainage runoff is detained and eventually percolates as groundwater recharge.

Sewer

With \$1.37M in expected revenue against \$1.38M in planned expenditures (\$896k in operational plus \$479k in capital investment and debt service), the primary sewer fund is within ½ of 1% of balanced and the fund balance remains adequate for future emergencies and improvement projects, given today's analysis. Continuing to implement SCADA into our system and improving lift station operations will be areas of capital improvement focus for the coming year.

For both water and sewer, revenue from connection charges is now going to respective categories of development impact fees funds (DIF) for use in future capital maintenance and improvement projects. The draft budget assumes completion of construction of 20 of the planned 95 single family units at Linwood II subdivision.

The industrial sewer fund, which serves two producers of agricultural process brine effluent, is separate from the primary sewer system physically and financially. The industrial sewer budget is balanced and maintains a modest reserve against future capital needs. This system is currently under engineering review for future replacement costs and cost share.

Debt Schedule

Highlights include early payoff of the ladder truck, various OPW equipment, the wastewater treatment pond aerators, and the 5th St parking lot. Combined with payments made, this is an \$858k (13%) reduction in debt load. This is the second full year of the \$4M pension obligation refinancing. We have no loans at rates exceeding 3% interest.

Attachments (4):

- A. Measure A Public Safety Budget FY24 and Fund Balance
- B. Water Fund Budget FY 24
- C. Sewer Fund Budget FY24
- D. Debt Obligations Schedule FY 24

RECOMMENDATION

Provide direction at Council discretion. Staff will proceed with budget preparation accordingly.

Fiscal Impact of Recommendation:

Budget will approximately balance revenues with expenditures as it provides for operational and improvement project objectives and will substantially maintain or build fund reserves.

CITY OF ORLAND

2023-2024 Budget - Measure A Public Safety Fund Budget

Anticipated Revenues FY 23-24: \$ 1,500,000

Budgeted Expenditures FY 23-24:

Fire:	Facility & Equipment Maint	\$ 75,000	
	Fleet Maintenance Allocation	\$ 50,000	
	Hose, Turnouts*	\$ 52,000	
	Training Facility Improvements	\$ 60,000	
	Volunteer Support*	\$ 48,000	
	Communications -- pagers, dispatch*	\$ 56,000	
	Radio Repeater Project	\$ 40,000	
	Potential RFC grant match for radios	\$ 20,000	
	Grant writing & admin	\$ 10,000	
	Fuel, Travel and Training	\$ 31,000	
	Set aside for fire apparatus replacement schedule	\$ 200,000	
	Set aside for future public safety facility	\$ 200,000	
		<u> </u>	\$ 842,000

* = shared with Rural

Police:	Patrol vehicles (two new) purchases	\$ 165,000	
	Fleet Maintenance Allocation	\$ 60,000	
	Police Communications -- Dispatch and Radios	\$ 110,000	
	Police rifles, road emergency and medical equipment	\$ 40,000	
	Evidence Room/Sgt Office remodel	\$ 45,000	
	Maintenance, Renewal and Licensing, FirstNet	\$ 87,000	
	Grant Writing	\$ 10,000	
	OPD Promotional Materials, Fuel Contingency	\$ 13,000	
	Carnegie/Library Cameras & Access Control	\$ 75,000	
		<u> </u>	\$ 605,000

Public Works:	Fire hydrants, safety equipment, road signs	\$ 133,000	
	Capital per equip replacement schedule	\$ -	
	Grant writing	\$ 10,000	
		<u> </u>	\$ 143,000

Total Budgeted Allocations 2023-2024: \$ (1,590,000)

Balance: \$ (90,000)

CITY OF ORLAND
2023-2024 Budget - Measure A Public Safety Fund Balance

Audited Fund Balance: June 30, 2022	\$ 1,557,660
Original FY22-23 Budget, Revenues	\$ 1,300,000
Changes	\$ 100,000
Original FY22-23 Budget, Expenditures	\$ (1,211,396)
Payoff Fire Apparatus Loan	\$ (299,224)
Purchase of Apparatus (Using Set Aside-S/A)	\$ (820,722)
Less: USDA Grant to be received	\$ 273,700
Net Purchase	\$ (547,022)
FY22-23 Net change	\$ (657,642)
Projected Fund Balance: June 30, 2023	<u>\$ 900,018</u>
Anticipated Revenues FY23-24:	\$ 1,500,000
Budgeted Expenditures FY23-24:	\$ (1,590,000)
 Projected Fund Balance, June 30, 2024	 <u>\$ 810,018</u>

Set Asides (S/A)						
	Set Aside in Prior Years	Set Aside FY 2023-24	Sub-total Set Aside	Purchase from S/A	Reserve Balance	
Set aside for future Public Safety apparatus & equipment	\$ 684,698	\$ 200,000	\$ 884,698	\$ (547,022)	\$ 337,676	
Set aside for future Public Safety facility	\$ 100,000	\$ 200,000	\$ 300,000	\$ -	\$ 300,000	
Balance of set asides			\$ 1,184,698	\$ (547,022)	\$ 637,676	\$ 637,676
Available Fund Balance after set asides, June 30, 2024						<u>\$ 172,342</u>

City of Orland
2023-2024 Budget -- Water Enterprise Operating & Capital Replacement

	2021-2022	2022-2023	2022-2023	2023-2024
Description	Actual	Budget	Projected	Proposed
Revenues				
Water Service Fees	1,831,086	1,950,000	1,900,000	1,960,000
Water Line Foot Charges, Capacity & Meter Hook-up Fees	2,980	0	35,000	35,000
Investment and Other Revenues	35,643	25,000	35,000	35,000
Total Revenues	\$ 1,869,709	\$ 1,975,000	\$ 1,970,000	\$ 2,030,000
Personnel Services including wages and benefits	391,705	486,405	400,000	480,868
PERS unfunded liability/Pension Obligation Bonds	40,816	59,302	35,000	41,827
Operating				
Office Expenses	14,026	15,000	16,000	17,000
Tools	74,316	5,000	50,000	20,000
Technology	8,805	18,200	15,000	16,000
Uniform and Boot Allowance	3,166	3,500	3,500	4,000
Communications	7,902	10,500	7,000	8,000
Utilities	129,369	122,000	122,000	125,000
Rents and Leases	12,480	12,855	12,855	12,855
Equipment/Building Maintenance	31,356	35,000	45,000	50,000
Professional and Contract Services	41,884	45,000	45,000	55,000
Membership/Dues/Permits	11,060	10,000	13,000	15,000
Non Capitalized Equipment	65,414	15,000	15,000	20,000
Training and Travel	1,424	2,200	1,200	8,000
Fuel	34,818	36,000	38,000	39,000
Insurance Allocation	14,138	11,000	15,000	16,000
Pension Obligation Debt Service	27,588			
SGMA JPA Cost Share		6,000	6,000	6,000
Supplies	87,705	80,000	120,000	130,000
Water Treatment	9,967	10,000	12,000	13,000
Fleet Maintenance Allocation	63,571	7,500	20,000	22,000
Administrative Allocation	141,000	145,230	145,230	145,230
Total Operating Expenditures	\$ 1,212,510	\$ 1,135,692	\$ 1,136,785	\$ 1,244,780
Other Expenditures				
Capital Outlay		278,000	278,000	317,000
Water Line Replacement		200,000	-	200,000
Other Expenses	7,515	-	20,114	-
Debt Service	53,952	162,435	162,435	170,394
Total Other Expenditures	61,467	640,435	460,549	687,394
Total Expenditures	1,273,977	1,776,127	1,597,334	1,932,174
Revenue in Excess of Expenditures	\$ 595,732	\$ 198,873	\$ 372,666	\$ 97,826

City of Orland
2023- 2024 Budget -- Sewer Enterprise Operating & Capital Replacement

Description	2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Proposed
Revenues				
Sewer Service Fees	1,249,952	1,342,000	1,310,000	1,346,000
Capacity and Hook Up Charges	-	0	8,000	8,000
Grants	-			
Investment and Other Revenues	16,509	5,000	16,000	15,000
Total Revenues	<u>\$ 1,266,461</u>	<u>\$ 1,347,000</u>	<u>\$ 1,334,000</u>	<u>\$ 1,369,000</u>
Personnel Services including wages and benefits	337,318	405,529	350,000	402,394
PERS unfunded liability/Pension Obligation Bonds	20,200	44,839	22,000	34,007
Operating				
Office Expenses	14,739	15,000	16,000	17,000
Tools	27,793	10,000	20,000	21,000
Technology	8,806	18,200	16,000	17,000
Uniform and Boot Allowance	3,166	3,500	3,600	4,000
Memberships/Dues/Permits	26,415	25,000	28,000	29,000
Communications	1,123	3,000	3,000	3,000
Utilities	16,276	10,400	15,000	16,000
Rents and Leases	10,400	12,855	12,855	12,855
Equipment/Building Maintenance	22,346	34,000	110,000	50,000
Professional and Contract Services	20,093	15,000	15,000	25,000
State Regulatory Fees		15,600	15,600	15,600
Training and Travel	869	2,000	1,500	2,000
Fuel	29,953	35,000	35,000	37,000
Non Capitalized Equipment	65,414	20,000	25,000	25,000
Insurance Allocation	12,344	9,500	14,000	15,000
Pension Obligation Debt Service	14,714			
Supplies	45,455	50,000	100,000	70,000
Water Treatment		1,100	1,100	1,500
Fleet Maintenance Allocation	52,976	7,500	15,000	16,000
Administrative Allocation	80,000	82,400	82,400	82,400
Total Operating Expenditures	<u>\$ 810,400</u>	<u>\$ 820,423</u>	<u>\$ 901,055</u>	<u>\$ 895,756</u>
Other Expenditures				
Capital Outlay, Capitalized	198,651	278,000	278,000	367,000
Sewer Line Replacement		50,000		50,000
Environmental Study		-	-	-
Other Expenses	6,179		11,082	
Debt Service	23,689	195,803	195,803	62,451
Total Other Expenditures	<u>228,519</u>	<u>523,803</u>	<u>484,885</u>	<u>479,451</u>
Total Expenditures	<u>1,038,919</u>	<u>1,344,226</u>	<u>1,385,940</u>	<u>1,375,207</u>
Revenue in Excess of Expenditures	<u>\$ 227,542</u>	<u>\$ 2,774</u>	<u>\$ (51,940)</u>	<u>\$ (6,207)</u>

City of Orland
2023-2024 Budget -- Industries Sewer Enterprise

	2021-2022	2022-2023	2022-2023	2023-2024
Description	Actual	Budget	Projected	Proposed
Revenues				
Sewer Service Fees from Olive Processors	84,531	113,728	115,598	30,000
Interest Income Allocation	1,209			
Total Revenues	\$ 85,740	\$ 113,728	\$ 115,598	\$ 30,000
Personnel Services including wages and benefits		53,253	53,253	-
PERS unfunded liability/Pension Obligation Bonds	3,924	3,925	3,925	-
Operating				
Special Departmental Supplies and Tools	-	150	150	150
Uniform Allowance	2,539	2,500	2,500	-
Utilities	6,932	7,000	7,000	3,850
Rents and Leases	1,800	1,900	1,900	-
Professional and Contract Services		500	500	500
Insurance Allocation	360	500	500	500
PERS Side Fund Debt Service	1,839	-	-	-
Engineering funding agreements		20,000	20,000	15,000
Industrial pond meter		10,000	10,000	10,000
Administrative Allocation	14,000	14,000	14,000	-
Total Expenditures	\$ 31,394	\$ 113,728	\$ 113,728	\$ 30,000
Revenue in Excess of Expenditures	\$ 54,346	\$ -	\$ 1,870	\$ -

City of Orland
Debt Obligations FY 2023 - 2024
Schedule of Payments

Issuer	Item[s] Financed	Original Loan Amount	% Rate	Loan End Date	Balance June 30, 2023	FY 23-24 Payments	Payments allocated to funds:				Remaining Balance June 30, 2024
							General Fund	Measure A - Safety	Water	Sewer	
PNC	Fire Dept. Ladder Truck	655,090	3.0	Paid off							
Umpqua	OPW Equip	732,791	5.0	Paid off							
Umpqua	Bucket truck	105,481	4.0	Paid off							
Umpqua	Blue Frog Project	854,101	5.0	Paid off							
3CORE	5th St Parking Lot	115,000	3.0	Paid off							
Umpqua	Energy Efficiency	866,000	3.0	2032	599,141	72,812	13,834		57,521	1,456	543,656
Umpqua	Solar Project, net of CREBS	1,575,066	1.9	2032	1,034,675	103,543	19,673		47,630	36,240	934,132
SWRF	Eva Well	1,160,268	0.0	2048	895,990	35,136			35,136		860,854
Umpqua	2021 Pension Obligation Bonds	4,060,000	2.95	2036	3,825,000	334,519	279,658		30,107	24,754	3,600,000
Total:		10,123,797			6,354,806	546,010	313,165	0	170,394	62,451	5,938,642

Note: There exists one outstanding legacy interfund loan, from Water to General, with a \$347k balance which is being amortized at LAIF rates.