

## **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, August 1 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# 896 2089 3144**

**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 July 5, 2023 (p.10)

### **5. PUBLIC HEARING**

Unmet Transit needs for Glenn County and forward comments to the Glenn County Transportation Commission for consideration – Mardy Thomas, Planning Manager (p.15)

### **6. ADMINISTRATIVE BUSINESS**

- A. Draft Ordinance Late Payment Fee (Discussion/Action) – Rebecca Pendergrass, Assistant City Manager (p.27)
- B. Draft Response to 2022/2023 Grand Jury Report (Discussion/Action) – Pete Carr, City Manager (p.29)

## **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. **(Public Comments 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 July 28, 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

August 1, 2023

Warrant	7/27/2023	\$	322,319.44
Payroll #14 Compensation	7/13/2023	\$	160,475.23
Special Payroll	7/13/2023	\$	5,758.08
Special Payroll	7/13/2023	\$	1,539.30
PERS #12 6/01/23 - 6/14/23	6/29/2023	\$	25,036.89
PERS #13 6/15/23 - 6/28/23	7/19/2023	\$	25,101.81
PERS #14 6/29/23 - 7/12/23	7/21/2023	\$	28,527.62
Wire for Pension Obligation	7/24/2023	\$	281,418.00
		\$	850,176.37

### APPROVED BY

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

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

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

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

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



REPORT.: Jul 28 23 Friday  
 RUN...: Jul 28 23 Time: 09:20  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 07-23 thru 07-23 Bank Account.: 1001

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057528	07/27/23	AND06	EDGAR ANDRADE	100.00	AUG2023	MEASURE A UNIFORMS
057529	07/27/23	ARA00	ARAMARK UNIFORM SERVICES	928.65	506631346	PW/UNIFORM CLEANING JUNE 2023
057530	07/27/23	ASB00	ASBURY ENVIROMENTAL SERVI	100.00	1500-0094	PW/USED OIL PICK-UP
057531	07/27/23	ATT05	A T & T	438.05	11265	FD/MEASURE A-PHONES
057532	07/27/23	ATT06	A T & T	26.72 26.72 26.72 869.54	07102023 07122023 20214883 20237374	PW/HL LIFT STATION - 470 PW/AIRPORT LIFTSTATION - 906 PW/WH LIFT STATION - 843 MULTI-DEPTS/PHONE JUN 13 - JUL 12,2023
Check Total.....:				949.70		
057533	07/27/23	ATT07	A T & T	31.43	07072023	PW/SHOP 7/7/23-8/6/23
057534	07/27/23	ATT10	AT&T MOBILITY (FIRST NET)	1193.60	07022023	FD/MEASURE A-PHONES FOR CHIEFS- 2 IPADS
057535	07/27/23	AXO00	Axon Enterprise Inc Dept	829.37	NUS171871	PD/HOOD AND LOOP TRNING (HALT) SUIT
057536	07/27/23	BOO00	BOOT BARN INC.	220.00	V00277242	PW/BOOTS
057537	07/27/23	BRA05	BRANDEN'S PLUMBING & ROOT	6500.00	1083,1084	DWR/INSTALLATION & CITY CONNECTION SIXTH ST
057538	07/27/23	CAM00	Gary Campbell	500.00	7142023	FD/MEASURE A-RADIO REPEATER REIMBURSEMEN-MONOPOLE
057539	07/27/23	CAS05	CASCADE FIRE EQUIPMENT	5197.86	6080	FD/MEASURE A-RED & BLUE HOSE
057540	07/27/23	CES00	Kyle Cessna	100.00	AUG2023	MEASURE A UNIFORMS
057541	07/27/23	CHA01	Justin Chaney	100.00	07242023	FD/MEASURE A- UNIFORM AUGUST 2023
057542	07/27/23	CHI15	CHICO STATE ENTERPRISES	5775.00	SP009798	PLAN/PARCEL DATA BASE UPDATES 2/2 FMT
057543	07/27/23	CIT01	City of Corning	4630.50	7112023	FD/MEASURE A-DISPATCH
057544	07/27/23	CLE05	JUDY CLEVER	70.00	AUG2023	AC/CLEANING OF GALLERY
057545	07/27/23	COR04	CORBIN WILLITS SYSTEMS	559.17	00C307151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
057546	07/27/23	DEP00	DEPT OF TRANSPORTATION	2614.23	SL231031	PW/SIGNAL AND LIGHTING MAINTENANCE
057547	07/27/23	DOB01	CHRIS DOBBS	300.00	JULY2023	COUNCILMEMBER STIPEND
057548	07/27/23	ELLO6	STEVE ELLIOTT	29.22	05242023	AC/GALLERY ADVERTISING
057549	07/27/23	FAR03	Farwest Steel Corporation	16.54	34660	PW/SERVICE CHARGE
057550	07/27/23	FLO03	JOSE FLORES	100.00	AUG2023	MEASURE A UNIFORMS
057551	07/27/23	FRA04	Phillip Frankenberg	200.00	07182023	AC/PIANO MAINTENANCE
057552	07/27/23	FUL04	OSCACR QUEZADA	120.00	1638	PW/CITY YARD MAY-JUNE 2023
057553	07/27/23	GAN00	Gandy & Staley Oil CO. In	2790.51	5613,0887	PW/DIESEL
057554	07/27/23	GAY01	GAYNOR TELESYSTEMS INC	612.00	45080	FD/MEASURE A-FAXFINDER CLOUD
057555	07/27/23	GLE20	GLENN COUNTY SOLID WASTE	456.00	20861	PLAYGROUND WASTE MATERIAL-BY POOL
057556	07/27/23	GOL01	GOLDEN STATE RISK	59906.73	EB-001002	DENTAL/VISION & HEALTH INSURANCE
057557	07/27/23	GON03	Loretta Gonsalves	412.80	07122023	REC/AQUA AEROBICS
057558	07/27/23	GRA02	GRAINGER, INC.	3454.36	976449546	PW,SHOP,PARK,LIB/SUPPLIES
057559	07/27/23	GRO00	Ferguson Enterprises Inc	1160.47	1765563-3	PW/WATER SUPPLIES
057560	07/27/23	GUE04	DEYSY GUERRERO SIMPSON	350.54	02282023	CITY GAP INSURANCE
057561	07/27/23	HEI01	VIRGIL HEISE	100.00	7012023	FD/JANITORIAL
057562	07/27/23	HIN03	Hinderliter deLlamas & As	2360.00	SIN029791	CONTRACT SERVICE 2ND QUARTER APR-JUN 2023
057563	07/27/23	HOM00	HOME DEPOT CREDIT SERVICE	1718.01	07132023	LIB/ADA IMPROVEMENT SUPPLIES PW/SHOP SUPPLIES
057564	07/27/23	JOH02	SEAN JOHNSON	100.00	AUG2023	MEASURE A UNIFORMS
057565	07/27/23	KEL01	KELLER SUPPLY COMPANY	1312.09	021936527	PW/MULTI-CHLOR (WELLS)
057566	07/27/23	LEX01	LEXIPOL LLC	3485.28	LEX18229	PD/ANNUAL LAW ENFORCEMENT POLICY UPDATE RENEWS
057567	07/27/23	LOW00	Katherine Lowery	100.00	AUG2023	MEASURE A UNIFORMS

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057567	07/27/23	LOW00	Katherine Lowery	24.00	AUG23GYM	PD/GYM REIMBURSEMENT
			Check Total.....:	124.00		
057568	07/27/23	MAR17	MARTINDALE, RYAN	100.00	AUG2023	MEASURE A UNIFORMS
057569	07/27/23	MAS07	LEXUS MASON	120.00	2881	REC/SWIM LESSON REFUND
057570	07/27/23	MAT04	MATSON & ISOM	17571.00	357,841	MONTHLY SERVICE JULY 2023, ANNUAL LICENSES
057571	07/27/23	MCD01	John McDermott	300.00	JULY 2023	COUNCILMEMBER STIPEND
057572	07/27/23	MIL07	MILLS, DARYL	100.00	AUG2023	MEASURE A UNIFORMS
057573	07/27/23	MIS01	MissionSquare - 304591	1906.79	6002477	457 PLAN/304591
057574	07/27/23	MME00	Municipal Maintenance Equ	1251.87	10451	SEWER/VACCON PARTS
057575	07/27/23	MUN03	MUNICIPAL EMERGENCY SVCS	1395.19	1907529	FD/MEASURE A-RESCUE TOOL MAINTENANCE
057576	07/27/23	NOR06	NOR-MAC INC.	368.97	11619098,	PW/PARK SUPPLIES
057577	07/27/23	ORL12	Orland-Laurel Masonic Hal	400.00	JULY2023	AC/RENT AUGUST 2023
057578	07/27/23	ORL14	Orland Unified School Dis	2362.50	07202023	REC/SUMMER CAMPS BASKETBALL AND CENTER
057579	07/27/23	ORL24	ORLAND OUTLAWS BASEBALL	1155.00	07202023	REC/SUMMER CAMP
057580	07/27/23	PAC07	PACE ANALYTICAL SERVICES,	330.32	2306086,2	PW/LAB SERVICES
057581	07/27/23	PAP01	PAPE MACHINERY	1109.02	14640268,	PARKS/EQUIPMENT MAINTENANCE
057582	07/27/23	PET06	PETERSON	257.96	010226073	PW/FLEET MAINTENANCE
057583	07/27/23	PGE00	PG&E	25463.19 103.80	07182023 07192023	MULTI-DEPTS/UTILITY USAGE MAY 26 -JUN 26,2023 PW/TRAFFIC CONTROL
			Check Total.....:	25566.99		
057584	07/27/23	PIN01	EDGAR PINEDO	100.00	AUG2023	MEASURE A UNIFORMS
057585	07/27/23	POS00	POSTMASTER	1381.64	07282023	WATER/SEWER BILLS AUGUST 2023
057586	07/27/23	RAN00	Rancho Electric	932.00	230713	AC/ELECTRICAL PROJECTOR SCREEN
057587	07/27/23	RIV02	ISRAEL RIVERA	100.00	AUG2023	MEASURE A UNIFORMS
057588	07/27/23	ROD04	ISMAEL J. RODRIGUEZ	646.50	07242023	AC/PERMANENT COLLECTION "THE BUFFALO HUNT"
057589	07/27/23	ROE02	Thomas Roenspie	100.00	AUG2023	MEASURE A UNIFORMS
057590	07/27/23	ROL00	ROLLS, ANDERSON & ROLLS	4920.00 11510.00	15973 07182023	PROFESSIONAL SERVICE JUN1-30,2023 ENGINEERING SERVICE FEE JUN 1-30,2023
			Check Total.....:	16430.00		
057591	07/27/23	ROM06	Mathew Romano	300.00	JULY 2023	COUNCILMEMBER STIPEND
057592	07/27/23	ROU00	BRUCE T. ROUNDY	300.00	JULY2023	COUNCILMEMBER STIPEND
057593	07/27/23	ROU01	Bruce Roundy	194.54	07272023	COUNCIL/MILEAGE REIMBURSEMENT
057594	07/27/23	SIM01	SIMPLOT	714.39	777047906	STREETS/CHEMICALS
057595	07/27/23	STA05	State Water Resources Con	80.00	JULY2023	PW/WATER DISTRIBUTION CERTIFICATION REQUEST
057596	07/27/23	SUN05	Sun Life Financial	4431.81	71823	GAP INSURANCE JULY 2023
057597	07/27/23	SUT02	SUTTON, BRANDON	100.00	AUG2023	MEASURE A UNIFORMS
057598	07/27/23	T&S01	T AND S DVBE, INC.	780.44	23-1310,2	PW/SAFETY SUPPLIES
057599	07/27/23	TOL04	JEFFREY TOLLEY	300.00	JULY 2023	COUNCILMEMBER STIPEND
057600	07/27/23	TRA02	TRANSAMERICA	561.00	JULY2023	TERM INSURANCE
057601	07/27/23	TUR01	Rae Turnbull	45.00	AUG2023	AC/WEBSITE NEWS LETTER
057602	07/27/23	USA00	Underground Service Alert	491.06	023122999	PW/CA STATE FEE FOR REG COSTS
057603	07/27/23	VAL02	VALLEY ROCK PRODUCTS	2567.25	79822,798	PW-DWR/SUPPLIES
057604	07/27/23	VER03	Verizon Wireless	266.07	939814366	PW/SCADA COMPUTER-IPADS

REPORT.: Jul 28 23 Friday  
RUN....: Jul 28 23 Time: 09:20  
Run By.: Leticia Espinosa

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057604	07/27/23	VER03	Verizon Wireless	79.41	939814367	RECREATION COMMUNICATIONS
				164.04	939814368	FD/MEASURE A-RESPONSE SERVICE FOR CITY ENGINE
			Check Total.....:	509.52		
057605	07/27/23	VLA00	RAYMOND J. VLACH	100.00	AUG2023	MEASURE A UNIFORMS
057606	07/27/23	WAT03	Bill Wathen	575.00	07202023	REC/COED UMPIRE 23 GAMES
057607	07/27/23	WEL01	WELL INDUSTRIES INC	110589.50	06222023	DWR/PHASE 3A CONSTRUCTION
057608	07/27/23	WEL02	Wells Fargo Vendor Fin Se	148.70	025902586	BD-PLAN/COPIER LEASE
057609	07/27/23	WEX00	WEX BANK	1472.54	0654782FD	FD/FUEL
				5154.27	0654782PD	PD/FUEL
				4201.45	0654782PW	PW/FUEL
				178.33	654782REC	REC/FUEL
			Check Total.....:	11006.59		
			Cash Account Total.....:	317726.66		
			Total Disbursements.....:	317726.66		
			Cash Account Total.....:	.00		

REPORT.: Jul 28 23 Friday  
 RUN....: Jul 28 23 Time: 09:20  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
 Check Listing for 07-23 thru 07-23 Bank Account.: 1001

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 ID #: PY-DP  
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
19176	07/21/23	EDD01	STATE OF CALIFORNIA	.00	C30721	STATE INCOME TAX
				419.38	1C30721	STATE INCOME TAX
			Check Total.....:	419.38		
19177	07/21/23	ESD00	STATE OF CALIFORNIA	13.54	C30721	SDI
				51.82	1C30721	SDI
			Check Total.....:	65.36		
19178	07/21/23	STA00	STATE DISURSEMENT UNIT	60.92	C30721	GARNISHMENTS
19179	07/21/23	TEH00	UMPQUA BANK	.00	C30721	FEDERAL INCOME TAX
				186.58	1C30721	FICA
				43.64	2C30721	MEDICARE
				1000.25	3C30721	FEDERAL INCOME TAX
				714.00	4C30721	FICA
				166.98	5C30721	MEDICARE
			Check Total.....:	2111.45		
19180	07/21/23	UPE00	UPEC, LOCAL 792	22.85	C30721	UPEC, LOCAL 792*
19181	07/27/23	EDD01	STATE OF CALIFORNIA	5429.25	C30727	STATE INCOME TAX
19182	07/27/23	ESD00	STATE OF CALIFORNIA	1515.66	C30727	SDI
19183	07/27/23	OPO00	OPOA TREASURER	628.00	C30727	OPOA DUES
19184	07/27/23	STA00	STATE DISURSEMENT UNIT	22.15	C30727	GARNISHMENTS
19185	07/27/23	TEH00	UMPQUA BANK	16167.79	C30727	FEDERAL INCOME TAX
				20864.40	1C30727	FICA
				4879.58	2C30727	MEDICARE
			Check Total.....:	41911.77		
19186	07/27/23	UPE00	UPEC, LOCAL 792	502.70	C30727	UPEC, LOCAL 792*
			Cash Account Total.....:	52689.49		
			Total Disbursements.....:	52689.49		

REPORT.: 07/13/23  
 RUN....: 07/13/23 Time: 15:48  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num Name	Actual Period	Fiscal Period	Gross Amount
14561	07/13/23	07/12/23	CAR05 CARROW, SARAH JANE	07-23	01-24	316.16
14562	07/13/23	07/12/23	CLO01 CLOYD, HANNAH	07-23	01-24	926.50
14563	07/13/23	07/12/23	HAR00 ZOLLERHARRIS, TRAVIS	07-23	01-24	2160.13
14564	07/13/23	07/12/23	MAR03 MARTINS, PAULINA	07-23	01-24	200.00
14565	07/13/23	07/13/23	MIL00 MILLS, DARYL A	07-23	01-24	1902.21
14566	07/13/23	07/12/23	OVI00 OVITZ, BRADEN	07-23	01-24	412.50
14567	07/13/23	07/12/23	PER00 PEREZ, MARGARITA T	07-23	01-24	2086.39
14568	07/13/23	07/13/23	PIN00 PINEDO, EDGAR ESTEBAN	07-23	01-24	348.58
14569	07/13/23	07/12/23	SED00 SEDANO, JACQUELYN	07-23	01-24	374.00
14570	07/13/23	07/12/23	SUA03 SUAREZ, ARMANDO RUEDA	07-23	01-24	1458.72
14571	07/13/23	07/13/23	VLA00 VLACH, RAYMOND JOSEPH	07-23	01-24	2319.23
Z06720	07/13/23	07/12/23	ALV01 ALVA, MICAELA	07-23	01-24	2108.72
Z06721	07/13/23	07/12/23	AND00 ANDRADE, EDGAR	07-23	01-24	3301.86
Z06722	07/13/23	07/12/23	BAL00 BALDRIDGE, THEA	07-23	01-24	930.75
Z06723	07/13/23	07/12/23	BAL01 BALDRIDGE, EDEN	07-23	01-24	516.00
Z06724	07/13/23	07/12/23	BAR02 BARBER, ZACHARY	07-23	01-24	2657.92
Z06725	07/13/23	07/12/23	BOW00 BOWERS, LINDA	07-23	01-24	424.32
Z06726	07/13/23	07/12/23	CAR03 CARR, PETER R	07-23	01-24	6153.85
Z06727	07/13/23	07/12/23	CES00 CESSNA, KYLE A	07-23	01-24	5120.01
Z06728	07/13/23	07/12/23	CHA01 CHANEY, JUSTIN	07-23	01-24	4873.69
Z06729	07/13/23	07/12/23	CLO02 CLOYD, GRACIE	07-23	01-24	775.50
Z06730	07/13/23	07/12/23	CON00 CONTRERAS, ISAAC	07-23	01-24	824.50
Z06731	07/13/23	07/12/23	COR00 CORTES, JOVANY	07-23	01-24	2283.02
Z06732	07/13/23	07/12/23	CRA00 CRANDALL, JEREMY	07-23	01-24	2402.25
Z06733	07/13/23	07/12/23	ESP00 ESPINOSA, LETICIA	07-23	01-24	2236.02
Z06734	07/13/23	07/12/23	ESQ01 ESQUIVEL, ITZEL	07-23	01-24	476.00
Z06735	07/13/23	07/12/23	FEN03 FENSKE, JOSEPH H	07-23	01-24	3077.83
Z06736	07/13/23	07/12/23	FLE01 FLEMING, CIARA	07-23	01-24	260.00
Z06737	07/13/23	07/12/23	FLO00 FLORES, JOSE D	07-23	01-24	3550.74
Z06738	07/13/23	07/12/23	GAM00 GAMBOA, YADIRA	07-23	01-24	363.88
Z06739	07/13/23	07/12/23	GAR01 GARIBAY, ELIZABETH	07-23	01-24	1256.55
Z06740	07/13/23	07/12/23	GRE00 GREELEY, MASON ALEXIS	07-23	01-24	184.00
Z06741	07/13/23	07/12/23	GUE01 GUERRERO, DEYSY D	07-23	01-24	2700.00
Z06742	07/13/23	07/12/23	GUE02 GUERRERO, JORGE	07-23	01-24	2323.45
Z06743	07/13/23	07/12/23	HEN00 HENDERSON, OLIVIA	07-23	01-24	617.50
Z06744	07/13/23	07/12/23	JAC00 JACKSON, LINDSEY	07-23	01-24	408.00
Z06745	07/13/23	07/12/23	JOH01 JOHNSON, SEAN KARL	07-23	01-24	5871.92
Z06746	07/13/23	07/12/23	KOC01 KOCHERS, EMMA	07-23	01-24	816.00
Z06747	07/13/23	07/12/23	LEW00 LEWIS, DELANEY	07-23	01-24	128.00
Z06748	07/13/23	07/12/23	LOP01 LOPEZ, ESAU	07-23	01-24	1942.80
Z06749	07/13/23	07/12/23	LOP02 LOPEZ, JOEL	07-23	01-24	1728.01
Z06750	07/13/23	07/12/23	LOW00 LOWERY, KATHERINE	07-23	01-24	3518.84
Z06751	07/13/23	07/12/23	MAR02 MARTINDALE, RYAN EUGENE	07-23	01-24	3830.59
Z06752	07/13/23	07/12/23	MAR04 MARTINEZ, IRMA	07-23	01-24	433.16
Z06753	07/13/23	07/12/23	MEJ00 APARICIO, LILIA MEJIA	07-23	01-24	2901.86
Z06754	07/13/23	07/12/23	MEZ00 MEZA, JODY L	07-23	01-24	4312.10
Z06755	07/13/23	07/12/23	MIL00 MILLS, DARYL A	07-23	01-24	3611.50
Z06756	07/13/23	07/12/23	MON03 MONDRAGON, MEAGAN N	07-23	01-24	1535.56
Z06757	07/13/23	07/12/23	MOR03 MORECI, RORY	07-23	01-24	336.00
Z06758	07/13/23	07/12/23	MYE00 MYERS, KEVIN	07-23	01-24	684.76
Z06759	07/13/23	07/12/23	OLI00 OLIVER, LINDA	07-23	01-24	353.60
Z06760	07/13/23	07/12/23	ORO04 OROZCO, JORDAN	07-23	01-24	952.00
Z06761	07/13/23	07/12/23	OVA00 OVAR, CONNOR	07-23	01-24	493.00
Z06762	07/13/23	07/12/23	OVI01 OVITZ, GRAYSON	07-23	01-24	399.13
Z06763	07/13/23	07/12/23	PAI01 PAILLON, MICHAEL	07-23	01-24	2418.90
Z06764	07/13/23	07/12/23	PAN00 PANIAGUA, BLANCA A	07-23	01-24	726.94
Z06765	07/13/23	07/12/23	PEN01 PENDERGRASS, REBECCA A	07-23	01-24	3341.84
Z06766	07/13/23	07/12/23	PHI00 PHILLIPS, AMELIA	07-23	01-24	556.75
Z06767	07/13/23	07/12/23	PHI01 PHILLIPS, OLIVIA	07-23	01-24	756.00
Z06768	07/13/23	07/12/23	PIN00 PINEDO, EDGAR ESTEBAN	07-23	01-24	3070.49
Z06769	07/13/23	07/12/23	PIN01 PINEDO, ALISON	07-23	01-24	284.00
Z06770	07/13/23	07/12/23	POL00 POLLARD, SYENNA	07-23	01-24	232.00
Z06771	07/13/23	07/12/23	POR00 PORRAS, ESTEL	07-23	01-24	1991.56
Z06772	07/13/23	07/12/23	PUN00 PUNZO, GUILLERMO	07-23	01-24	2151.64
Z06773	07/13/23	07/12/23	RIC01 RICE, GERALD W	07-23	01-24	2360.40
Z06774	07/13/23	07/12/23	RIV00 RIVERA, ISRAEL	07-23	01-24	2129.97
Z06775	07/13/23	07/12/23	ROD00 RODRIGUES, ANTHONY	07-23	01-24	2510.24
Z06776	07/13/23	07/12/23	ROE00 ROENSPIE, THOMAS LUKE	07-23	01-24	5301.65
Z06777	07/13/23	07/12/23	ROM00 ROMERO, ARNULFO	07-23	01-24	3082.01
Z06778	07/13/23	07/12/23	SAN01 SANCHEZ, MELANIE CARRIL	07-23	01-24	1064.25
Z06779	07/13/23	07/12/23	SAN02 SANDOVAL, LUCILA	07-23	01-24	1997.05
Z06780	07/13/23	07/12/23	SCH03 SCHMITKE, JENNIFER	07-23	01-24	2589.10
Z06781	07/13/23	07/12/23	SHA02 SHANNON, KYLE ANTHONY	07-23	01-24	1386.00
Z06782	07/13/23	07/12/23	SLO00 SLOAN, ZOE	07-23	01-24	408.00
Z06783	07/13/23	07/12/23	STE01 STEWART, ROY E	07-23	01-24	3048.41
Z06784	07/13/23	07/12/23	SUA02 SUAREZ, BRYAN E	07-23	01-24	2258.20
Z06785	07/13/23	07/12/23	SUT00 SUTTON, BRANDON KIJANA	07-23	01-24	3528.80
Z06786	07/13/23	07/12/23	SWI00 SWINHART, ROBERT	07-23	01-24	2049.16
Z06787	07/13/23	07/12/23	TES00 TESTERMAN, RUBY	07-23	01-24	1656.00
Z06788	07/13/23	07/12/23	VAL00 VALENZUELA, BRENDA	07-23	01-24	329.27



REPORT.: 07/13/23  
RUN....: 07/13/23 Time: 15:48  
Run By.: Deysy Guerrero

CITY OF ORLAND  
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
Z06789	07/13/23	07/12/23	VAR00	VARNER, ZADA	07-23	01-24	436.00
Z06790	07/13/23	07/12/23	VLA00	VLACH, RAYMOND JOSEPH	07-23	01-24	5177.08
Z06791	07/13/23	07/12/23	VLA02	VLACH, ZOE	07-23	01-24	437.75
Z06792	07/13/23	07/12/23	VON00	VONASEK, EDWARD J	07-23	01-24	4515.44
Z06793	07/13/23	07/12/23	WAT01	WATHEN, CELESTINA S	07-23	01-24	186.00
Z06794	07/13/23	07/12/23	WAT03	WATHEN, AIDEN	07-23	01-24	248.00
Z06795	07/13/23	07/12/23	WAT04	WATHEN, MIDASIA	07-23	01-24	608.00
Z06796	07/13/23	07/12/23	ZIN00	PEREZ, ARNULFO ZINTZUN	07-23	01-24	1458.72
							160475.23
							=====

REPORT.: 07/21/23  
RUN....: 07/21/23 Time: 09:07  
Run By.: Deysy Guerrero

CITY OF ORLAND  
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14573	07/21/23	07/21/23	PAI01	PAILLON, MICHAEL	07-23	01-24	5758.08
							5758.08

REPORT.: 07/21/23  
RUN...: 07/21/23 Time: 08:60  
Run By.: Deysy Guerrero

CITY OF ORLAND  
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14572	07/21/23	07/21/23	PAI01	PAILLON, MICHAEL	07-23	01-24	1539.30
							1539.30

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

**CALL TO ORDER**

Meeting called to order by Mayor Chris Dobbs at 6:00 PM.

**ROLL CALL**

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

Pledge of Allegiance led by Councilmember Tolley

**CONSENT CALENDAR**

- A. Warrant List (payable obligations)**
- B. Approve City Council Minutes for July 5, 2023**
- C. Receive and file Arts Commission Minutes from June 21, 2023**
- D. Receive and file Economic Development Commission Minutes from May 9, 2023**
- E. Caltrans Maintenance Agreement (Interstate Beautification Project)**

Action: Councilmember Tolley moved, seconded by Councilmember McDermott, to approve the consent calendar as presented. Motion carried by a voice vote 5-0.

**ADMINISTRATIVE BUSINESS**

**A. Quarterly Update: Orland Area Chamber of Commerce**

Dee Dee Jackson, Orland Area Chamber of Commerce President, and board member Danielle Hernandez briefly updated Council on Chamber activities over the last few months sharing that there is a possibility of moving into the Glenn Grows building which will help cutdown costs, they have hired a bookkeeper, they are looking to add a treasurer to the board the Chamber and they laid off its only employee which is also helping cut down on costs. Ms. Jackson shared upcoming events that the Chamber is preparing for such as a new 8-week farmers market, the 2<sup>nd</sup> annual rib cook-off and a Christmas Preview in the downtown area. Ms. Jackson explained that at this time the Chamber is not asking for additional funding. They would like to come back in a few months with more information about their possible building move.

Council members asked questions about the move to Glenn Grows building and about the farmers' market and thanked the board members for bringing their quarterly report.



## **B. Hidden Treasures Request for Financial Support**

City Manager Pete Carr introduced Valerie Johnson and briefly shared background information on Hidden Treasures explaining that Ms. Johnson is requesting financial assistance from the County of Glenn and \$35,000 from City of Orland for unrestricted operational expenses for her spay/neuter/vaccination clinic. Mr. Carr reminded Council that the City annually pays Glenn County \$55,000 for comprehensive animal control services in addition to reimbursing Burnham Veterinary Clinic directly for administering the City's feral cat control program, and that the City waived Hidden Treasures' Conditional Use Permit (CUP) fee in 2022.

Ms. Johnson, director of Hidden Treasures cat sanctuary and Jody Putnam, Hidden Treasures volunteer presented to Council the services Hidden Treasures has provided to the City/County over the last year. Ms. Johnson provided a monthly cost breakdown which is roughly \$15,000 to keep the organization open. Ms. Johnson explained that Hidden Treasures has only been able to remain open due to generous private donations from Glenn County residents but shared that Ms. Putnam has been looking into grants for additional income.

Mayor Dobbs asked for clarification on how much Hidden Treasures is asking for from the County of Glenn and the Cities of Orland and Willows. Ms. Putnam shared that Hidden Treasures is asking the County for a low cost spay/neuter voucher program up to \$25,000 for residents who cannot afford spay/neutering costs and qualify for the program. In addition to the voucher program Hidden Treasures is also asking for 10% of monthly operating cost which is around \$17,000 a year. Ms. Putnam shared that the organization is asking the City for \$35,000 because the operations are in Orland and stated that most cats coming in are from Orland.

Ms. Putnam spoke about the public health issues that come with the increasing number of stray cats/kittens such as tapeworm, ringworm, roundworm, cat scratch fever, respiratory issues, and rabies.

Mayor Dobbs asked City Manager Carr if he knew of any other cities that helped with similar programs or organizations. Mr. Carr cities generally do not pay for the service out of tax revenue funds. Mr. Dobbs shared that he spoke with Supervisor Carmon, and they discussed a possibility of collaboration between Willows, Orland, and the County. Mayor Dobbs shared that he appreciates the services the organization is providing the community of Orland but stated normally cities take care of water, sewer, trash, not animal services. Mayor Dobbs stated he would like to see what all three agencies come up with for support. Ms. Johnson liked Mayor Dobbs' idea, stating it was very reasonable to see what all three agencies could do together.

Vice Mayor Roundy shared his support in working with the County and City of Willows to work on a plan to help provide support for Hidden Treasures.

Councilmember Romano asked questions about Hidden Treasures revenues and expenditures, discussed with Ms. Johnson and Ms. Putnam the growth/capacity of Hidden Treasures and what kind of solution the organization would need to continue their services.

Councilmember Tolley shared he is supportive of Hidden Treasures but stated that he is looking out for the citizens of Orland when it comes to approving the City spending taxpayers' dollars. Councilmember Tolley asked Hidden Treasures to look into cutting back expenses to help save money on operations and recommended that the organization look into getting more volunteers and donations.

Councilmember McDermott shared he is interested in the voucher program and stated he is thankful for what they do.

Councilmember Romano acknowledged there is a feral cat issue in Orland and expressed his concern about the issue of public safety and public health for residents. Councilmember Romano shared he is grateful for all the services Hidden Treasures is providing the community, he just wanted clarifications on how the City can help the organization long term. Councilmember Romano asked the organization to come back to Council with accurate numbers showing what it takes to run the organization so that the Cities and County can come together to come up with a solution to help.

Mayor Dobbs clarified to Ms. Johnson and Ms. Putnam to bring information and numbers the organization would be asking for from the City for a short-term solution, once the City has the information they can then join with the County and City of Willows to work on a long-term solution.

Heather LeDonne, Hidden Treasure supporter shared her experiences with helping spay/neutering stray cats.

Susan Smith, Orland resident, asked about the environmental impact that come from feral cats.

### **C. City Council discussion and possible action to award a construction contract for the City of Orland Emergency Groundwater Resource Project – Phase 2B**

City Engineer Paul Rabo reminded Council that the City of Orland is working with State of California Department of Water Resources (DWR) to lay out, design, and construct improvements to the City's water system. The primary goal for the project is to supply residents [with dry wells], inside and outside of City limits, with a safe and reliable source of drinking water. The proposed project improvements include a new municipal groundwater well, water storage tank, water mains, fire hydrants and residential water services.

The second portion of the project, which was advertised on June 13, 2023, is Phase 2B located west of interstate 5 and north of Newville Road. Mr. Rabo shared a copy of the project area map and explained that the project includes the installation of approximately 1.8 miles of water main, 29 water connections, fire hydrants and other water system appurtenances. The estimated construction cost of the project was \$1,895,440.41, the lowest bid that was received was \$1,392,691.00 and the highest bid that was received was \$5,674,719.00.

Mr. Rabo shared that City staff evaluated all bids on July 11, 2023, and determined the lowest responsible bidder to be Visinoni Brothers, Inc. from Chico, with the low bid of \$1,392,691.00. Mr. Rabo stated that Visinoni Brothers, Inc has successfully completed the installation of other subdivisions in Orland such as Villa La Michele, Blair Estates and Linwood Park unit 2.

Councilmember McDermott asked if the City had received any bid protests. Mr. Rabo stated there was no protest on this bid packet. Councilmember McDermott asked City Manager Carr if the project comes under budget could the City extend the project into other areas of need in Orland. Mr. Carr shared that the possibility of adding additional water mains was not likely but adding people who are along the current water main extension route who are on the waiting list is a possibility.

Vice Mayor Roundy stated he was in favor of awarding Visinoni Brothers, Inc. the bid and thanked the City Engineer for all he is doing on the project.

Action: Vice Mayor Roundy moved, seconded by Councilmember Tolley, to approve the City Council awarding a construction contract for the City of Orland Emergency Groundwater Resource Project – Phase 2B project to Visinoni Brothers, Inc.; and to authorize the City Manager to execute the contract and all other documents necessary to complete the project. Motion passed by a voice vote 5-0.

#### **D. Contract Services for Infrastructure Grant Application**

City Manager Pete Carr recapped with Council that during the April 18<sup>th</sup> budget discussion meeting, City Staff and Council discussed how the City has been applying for multiple grants and has had impressive success in many departments, projects, and programs. Mr. Carr shared that the one area that the City has not found success in is with-in house efforts to obtain federal and state transportation infrastructure grant funding. Mr. Carr stated that these types of grants tend to be highly competitive and complex. Mr. Carr shared that currently the City could possibly apply for multiple grant sourcing under the 2023 Multimodal Project Discretionary Grant (MPDG). Benefit – Cost analysis has been a stumbling block for the City.

Mr. Carr reminded Council that they approved grant writing allocations in multiple departments budgets, and shared that if Council decided to, they could group all the allocations of \$10,000 together to help hire qualified grant-writing organizations to help the City work on federal grants. Mr. Carr stated that he contacted 3 CORE to help seek qualified grant-writing firms and they recommended two organizations. Mr. Carr briefly spoke about each organization 1.) Mark Thomas & Company, a consultancy that has worked on a lot of federal transportation grants (2 of which have been funded) and 2.) Morrison Company has done a lot of grants for local jurisdictions, but they have not done any federal transportation grants. Mark Thomas & Co's bid was for \$45k, Morrison Co bid was for \$25-30k, and a third consultant was contacted by the City but they declined to submit a proposal.

Mr. Carr stated that staff recommends that the City apply for federal grant partnership with the City and Caltrans to fund the Orland Corridor Modernization Project which would include design/building for widening the Newville Road overpass at i-5, implementing traffic control measures at Newville/Ninth/Tehama, implementing the Walker Streetscapes Master plan and associated parts of the OJ500 Caltrans plan for 2025-2026.

Councilmember Romano shared that he researched both grant-writing organizations and stated he is leaning toward Mark Thomas & Company after seeing their work. Councilmember Romano stated the City can't get the grants without a plan and hiring a professional grant writing service seems to be the step to help the City. Councilmember Romano asked if the additional freeway exit at 618/South Street could be included in the Orland Corridor Modernization project.

Councilmember McDermott asked if the City would own the rights to the grant application information that the organization provided to the City. City Attorney Greg Einhorn and Assistant City Manager Rebecca Pendergrass clarified that the City would own the product that the organization produced for the City. Councilmember McDermott stated the City will never get the money if they don't apply and was in agreeance with Councilmember Romano that Mark Thomas & Company looked to be the best choice for the City of Orland.



Councilmember Tolley asked with all the studies going on, would the City have a higher probability of getting a grant. Mr. Carr shared that it is helpful. Councilmember Tolley shared he believes Mark Thomas & Company looks to be the best choice.

Mayor Dobbs asked what grant approval rates currently are. Mr. Carr shared that it is less than 10%.

Vice Mayor Roundy stated his support for hiring a professional grant-writing organization, sharing it would be a great investment for the City and money well spent.

Action: Councilmember Romano moved, seconded by Vice Mayor Roundy, to award a grant-writing proposal to Mark Thomas & Company and authorize the City Manager to execute it, or direct staff. Mr. Carr clarified that he would ask the consultant if the other intersection could be included. Motion passed by a voice vote 5-0.

## **ORAL AND WRITTEN COMMUNICATIONS**

**PUBLIC COMMENTS:** None

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Romano:

- Attended two ambulance meetings (Westside Ambulance Co and Glenn County) and is currently gathering information, suggested adding EMS topic to a future agenda for Council to discuss numbers and funding;
- Asked about status of the Maverik off-ramp/intersection. Mr. Rabo shared that demo/construction is due to begin July 24<sup>th</sup>;
- Asked if Quiet Creek has provided a preliminary map, Mr. Rabo stated there must be a layout when the application is submitted and shared he knew there was some issues with the map that they were needing to correct.

Councilmember McDermott:

- Announced that the July 20th Planning Commission meeting has been cancelled;
- Announced he will be absent at the August 1<sup>st</sup> Council meeting.

Councilmember Tolley:

- Nothing to Report.

Vice Mayor Roundy:

- Will be attending the Transportation and Transit meeting July 20th;
- Attended the July Groundwater Sustainability agency meeting July 17<sup>th</sup>;
- LAFCo's July meeting has been cancelled.

Mayor Dobbs

- Nothing to Report.

## **MEETING ADJOURNED AT 8:25 PM**

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor



# GLENN COUNTY TRANSPORTATION COMMISSION

Gary Hansen, City of Willows, Chair  
Bruce Roundy, City of Orland, Vice Chair  
Jim Yoder, County of Glenn

Tom Arnold, County of Glenn

Matt Romano, City of Orland

Rick Beale, Public Member, County of Glenn

Monica Rossman, County of Glenn (Alternate)

Vacant, City of Willows (Alternate)

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Willows, California 95988

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Mardy Thomas  
Executive Director

## ORLAND CITY COUNCIL BOARD REPORT

August 1, 2023

Submitted on behalf of the Glenn County Transportation Commission

### **EXECUTIVE SUMMARY**

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

### **RECOMMENDATION(S):**

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

### **HISTORY AND BACKGROUND:**

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

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

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

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

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

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

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

**FISCAL/PERSONNEL IMPACT(S):**

None.

**ANALYSIS/DISCUSSION**

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

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

Necessary trip purposes may be defined as follows:

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

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

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

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

Attached are the Glenn County adopted definitions of “Unmet Transit Needs” and “Needs that are Reasonable to Meet”. The Glenn County Transportation Commission and Regional Transit Committee/Glenn Transit Service aim to meet as many if not all transportation needs for County residents, and currently offers several services to address these needs, such as follows.

Glenn Ride is a public transit system that provides transportation services to the general public—there are no barriers to entry or restrictions, except payment of fare. Glenn Ride has been in operation since August 1998 and experienced consistent ridership growth until the COVID-19 pandemic. Though Glenn Ride has continued to meet its required fare box return, as mandated by the Transportation Development Act, limited services and safety measure mandates during the pandemic significantly decreased ridership numbers, though numbers have been steadily recovering and increased by almost 7% this last fiscal year.

Glenn Transit also operates a specialized paratransit program known as Dial-A-Ride. The program operates within 1-1/2 mile radius of the respective city halls of Orland and Willows, and to the Cannella/Huggins Drive area, Leisure Mobile Home Park, east of Orland, and the Willows Mobile Home Park, west of Willows. Individuals qualifying are those 60 years of age and older, permanently disabled, low-income social service assisted or low-income non-social service assisted (income guidelines are provided on the transit card application required for service). Transportation is door-to-door to each requested destination.

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

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



## **I. UNMET TRANSIT NEEDS 2023-2024**

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

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

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

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



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

## **II. REASONABLE TO MEET 2023/2024**

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

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

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

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

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

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

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

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

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

**LEGAL NOTICE  
NOTICE OF PUBLIC HEARING**

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

Please note the following schedule of meetings and locations:

Hearing Body	Location	Date and Time
Orland City Council	Council Chambers Carnegie Center 912 Third Street, <b>Orland</b>	Tuesday August 1, 2023 At 6:30 p.m.
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen, <b>Willows</b>	Tuesday August 8, 2023 At 7:00 p.m.
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street <b>Willows, CA 95988</b>	Tuesday August 15, 2023, At 9:15 a.m.
Transportation Commission	Supervisors Chambers Glenn County Memorial Hall 525 West Sycamore Street <b>Willows, CA 95988</b>	Thursday August 17, 2023 At 9:00 a.m.

If you are unable to attend the scheduled meetings, please mail your comments to the Glenn County Transportation Commission, 225 N. Tehama Street, Willows, CA 95988 or FAX comments to (530) 934-6103 or e-mail comments to [transit@countyofglenn.net](mailto:transit@countyofglenn.net) by Friday, September 1, 2023. Please describe in detail the transportation service need.

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

**NOTICIA LEGAL  
NOTICIA DE AUDIENCIA PÚBLICA**

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

<b>Audiencia Pública</b>	<b>Lugar</b>	<b>Fecha y Horario</b>
Orland City Council	Council Chambers Carnegie Center 912 Third St., <b>Orland</b>	Martes 1 agosto, 2023, a las 6:30 p.m.
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen St, <b>Willows</b>	Martes 8 agosto, 2023 a las 7:00 p.m.
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore Street Willows, CA 95988	Martes 15 agosto 2023 a las a las 9:15 a.m.
Comisión de Transportación	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore Street Willows, CA 95988	Jueves 17 agosto 2023, a las 9:00 a.m.

Si usted no puede asistir a las juntas, favor de enviarnos sus comentarios a la Comisión de Transportación del Condado de Glenn, 225 N. Tehama Street, Willows, CA 95988 o envíe sus comentarios por FAX al (530) 934-6103 o envíe sus comentarios por correo electrónico a [transit@countvofglenn.net](mailto:transit@countvofglenn.net) antes del viernes, 1 Septiembre, 2023. Por favor describa en detalle la necesidad del servicio de transportación.

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



## 2023-2024 UNMET TRANSIT NEEDS THAT ARE REASONABLE TO MEET

Do you need a ride to work and Glenn Ride's schedule does not coordinate with your work hours? Do you need a ride to and from school or a doctor's appointment and public transportation is unavailable in your neighborhood? Do several of your neighbors have the same problem? These could be unmet transit needs.



The Glenn County Transportation Commission annually conducts a series of public hearings to obtain information on perceived unmet transit needs. The gathered information is analyzed to ensure that all "unmet transit needs that are reasonable to meet" are met before funds are used for non-transit uses such as streets and roads.

### Unmet Transit Needs that are reasonable to meet are required to meet the following standards:

**Cost Effectiveness:** The cost to provide the service will meet the minimum fare box recovery ratio of 10%, required by the Transportation Development Act.

**Economy:** The project can be implemented at a reasonable cost.

**Community Acceptance:** Support exists as indicated through the public hearing process.

**Operational Feasibility:** The service must be safe to operate.

Comments may be delivered at any of the public meetings. If you are unable to attend one of the public meetings, please provide your comments on the inside of this brochure and mail it to Glenn County Transportation Commission, 225 N. Tehama Street, Willows, CA 95988.

You may also submit comments electronically. Send comments to [transit@countyofglenn.net](mailto:transit@countyofglenn.net) and reference Unmet Needs in the subject line.

Please note that all comments, whether received at a meeting, by phone, mail or email are given equal consideration. **Please provide written comments by Friday, September 1, 2023.**

### **Below is the meeting schedule.**

Hearing Body	Location	Date and Time
Orland City Council	Council Chambers Carnegie Center 912 Third Street <b>Orland</b>	Tuesday, August 1, 2023 at 6:30 p.m.
Willows City Council	Council Chambers Willows City Hall 201 N. Lassen St. <b>Willows</b>	Tuesday, August 8, 2023 at 7:00 p.m.
Glenn County Board of Supervisors	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore, <b>Willows</b>	Tuesday, August 15 2023 at 9:15 a.m.
Transportation Commission	Supervisors Chambers Glenn County Memorial Hall 525 W. Sycamore, <b>Willows</b>	Thursday, August 17, 2023, at 9:00 a.m.

If you have any questions, please contact Carlos Linarez-Hernandez at:

(530) 934-6540, Monday through Friday 8 a.m. to 5 p.m.

**GLENN COUNTY TRANSPORTATION COMMISSION  
UNMET TRANSIT NEEDS PROCESS  
PUBLIC COMMENT SHEET**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

COMMENT:

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Please mail to:

Glenn County Transportation Commission  
225 N. Tehama Street  
Willows, CA 95988

or fax to: (530) 934-6103  
or phone: (530) 934-6540

or email comments to: [transit@countyofglenn.net](mailto:transit@countyofglenn.net)



## TRANSIT PROGRAMS AND SERVICES

Provided to you through the cooperative efforts of the Regional Transit Committee and Glenn County Transportation Commission.

Membership for these groups are made up of elected representatives from the City of Orland, the City of Willows, and the County of Glenn.

Transportation meetings are open to the public. For a schedule of meetings call 530-934-6540. To view agendas or listen on-line please visit: [www.countyofglenn.net/govt/minutes\\_agendas](http://www.countyofglenn.net/govt/minutes_agendas)

Schedules are available on the Glenn Ride buses, at the Paratransit Services Office, the Glenn County Planning & Community Development Services Agency or on-line at <http://countyofglenn.net/dept/public-works/public-transit-transportation/welcome>

or type in "Glenn Ride schedule" into your preferred search engine.

### Glenn Transit Programs operated by:

**Paratransit Services**

**258 N. Butte Street**

**Willows, CA 95988**

**Phone: 530-934-6700 or 1-888-800-7433**

**PCDSA**

**225 N. Tehama Street**

**Willows, CA 95988**

**<http://countyofglenn.net/dept/public-works/public-transit-transportation/welcome>**

**Glenn Transit Services**

225 N. Tehama Street, Willows, CA 95988

## Glenn County Resident with Transportation Needs?

### Glenn Transit Programs

2 0 2 3



**Dial-A-Ride  
Volunteer Medical Transport  
Glenn Ride**



## DIAL-A-RIDE

Dial-A-Ride is an origin to destination program available to Glenn County residents who are eligible for a Transit Service card and unable to use the Glenn Ride bus system. It is available only for local transportation needs within the Orland and Willows areas.

Services are restricted to within a 1.5 mile radius of the respective city halls of Orland. Special service is available to the Leisure Mobile Home Park (east of Orland), the Willows-Glenn Mobile Home Park (west of Willows) and the Huggins/Canella Drives (west of Orland).

Drivers are prohibited from entering homes and from accepting cash tips.

### Hours of Operation:

Monday-Wednesday-Friday 10:00 am to 4:00pm

No service on some holidays.

### Fares:

\$3.00 per one-way trip with reservation at least one day in advance.

\$5.00 per one-way trip for same day service.

\$30.00 punch cards are available for purchase from a driver or the Paratransit Services office located at 258 N. Butte St., Willows, CA 95988

One-way trip fares are either cash (exact change only) to the driver or with a Glenn Transit Service Punch Card.

Punch cards are available at the Paratransit Services Office.

## VOLUNTEER MEDICAL TRANSPORT

A program for eligible Glenn County residents who are unable to provide for their own transportation to and from medical appointments outside of the Glenn Ride bus system and Dial-A-Ride service areas. Users of this service must be eligible for a Transit Service Card.

### Cost:

Mileage fees applied according to destination at 50% of the current Federal Vehicle Mileage Reimbursement rate.

Trips are arranged by contacting the Paratransit Services office at 530-934-6700 or 1-888-800-7433.

## TRANSIT SERVICE CARDS

Applications for Transit Service Cards are available at the Paratransit Services office and the Glenn County Planning & Community Development office. Transit Service Card applications may also be requested by mail.

Determinations of eligibility are made by a representative of Glenn Transit Service.

Eligibility criteria for a Lifetime card:

- Seniors 60 year of age or older
- Permanent Disability

Eligibility criteria for a one (1) year card:

- Low Income receiving Social Services Assistance
- Low Income non-assisted (based on current federal poverty income guidelines)

## GLENN RIDE

An affordable Public Transportation System for everyone. There are no eligibility requirements. All buses are equipped with accessible lifts and bicycle racks.

### Service to:

Willows	Artois	Blue Gum
Orland	Hamilton City	Chico

### Schedule of Operation:

Monday –Friday	7 Round Trips
Saturday	3 Round Trips

Glenn Ride does not operate on the following holidays: New Year's, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. Reduced service is available on the following days: Martin Luther King's Birthday, Presidents Day, Veterans Day, the day after Thanksgiving, Christmas Eve, and New Year's Eve.

### Fares:

<u>To &amp; From</u>	<u>One Way</u>
Glenn County Stops	\$2.00
Chico	\$3.00
Monthly Pass	\$50.00

\*Butte College Student Passes available at Butte-Glenn Center in Orland.

\*Children under 6 years of age ride free with a paying adult.

All regional buses are equipped with security cameras. A limited number of bicycles can be accommodated on each bus. Route Deviation available within 3/4 of a mile from regular route in Glenn County upon request.

\*See the Glenn Ride schedule for additional information.

## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: 6.A.

**MEETING DATE: August 1, 2023**

**TO:** Honorable Mayor and Council

**FROM:** Rebecca Pendergrass, Director of Administrative Services/ACM

**SUBJECT:** **Utility Billing Late Fee Draft Ordinance Addition** (Discussion/Direction)

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City staff presents a draft ordinance addition regarding late fees applied to water and sewer accounts.

#### **BACKGROUND**

Orland Municipal Code, Chapter 13 Water and Sewer Service System, establishes that utility charges are due and payable within 30 days of the billing date and are delinquent if not paid within 30 days (OMC 13.04.112).

OMC 13.04.122 states "Charges that remain unpaid five days following the past due date shall be assessed a basic penalty as set forth in the rate schedule as delinquent charges. A "final notice" will be issued by mail as part of the late charge notice, with shut-off of service scheduled for no earlier than noon of the day following the five-day delinquency period. No further notices need be provided." The code further subjects unpaid bills to additional % charges after 5 days after the bill due date, and to property lien after 60 days. The current late fee basic penalty is \$25 per account.

OMC 13.04.080 provides for service discontinuance for nonpayment. OMC 13.04.090 and 13.04.120 provide for cumulative enforcement remedies.

#### **DISCUSSION**

The longstanding City policy/practice is that each customer can have late fees waived once for the life of the account.

At the May 16, 2023 Council meeting an Orland property owner appealed to Council to remove the late fees assigned to his accounts. The appeal was denied, and Council requested that staff draft an ordinance with the following provisions;

- Waiving of one late fee per account
- The final appeal process is to be overseen by the City Manager.

Attachment A: Draft Ordinance Section 13.04.126

#### **RECOMMENDATION**

Direct Staff.

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

None.



**AN ORDINANCE OF THE CITY OF ORLAND  
ADDING SECTION 13.04.126 TO THE ORLAND MUNICIPAL CODE:  
WAIVER OF PAYMENT DELINQUENCY PENALTY CHARGES**

The City Council of the City of Orland does ordain as follows:

**FINDINGS.**

The City Council of the City of Orland hereby finds and declares as follows:

1. The City Council of the City of Orland (City) has adopted Orland Municipal Code (OMC) Article III, Chapter 13.04, setting forth water and sewer system service charges, billing and collections.
2. OMC section 13.04.110 provides for the establishment of water and sewer system payment delinquency penalty amount by a rate schedule resolution.
3. The City Council believes it is in the interest of the City's ratepayers to provide the City Manager or designee with the discretionary authority to waive all or part of any such payment delinquent penalty amount, once per account.

**NOW THEREFORE**, Section 13.04.126 is added to Orland Municipal Code as follows:

13.04.126 – Waiver of payment delinquency penalty charges.

The City Manager or designee shall have the discretion to waive all or part of any payment delinquency penalty amount due as established by this Chapter, once per utility account. The exercise of such discretion shall be final and not subject to review by or appeal to the City Council.

I HEREBY CERTIFY that the above and foregoing Ordinance was duly and regularly introduced and read at a regular meeting held on the 15th day of August, 2023, and was passed and adopted by the City Council of the City of Orland at a regular meeting thereof duly held on the 5th day of September, 2023, by the following vote, to wit:



## **CITY OF ORLAND**

### **CITY COUNCIL AGENDA ITEM #: 6.B.**

**MEETING DATE: August 1, 2023**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** **Grand Jury Report Response** (Discussion/Action)

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Council will consider a draft proposed response to the Grand Jury.

#### **BACKGROUND**

The Glenn County Grand Jury report for 2022-23 was published on June 15, 2023 and is available online at <https://www.glenn.courts.ca.gov/system/files/forms-and-filings/2022-23-grand-jury-final-report.pdf>. The report provides for required responses by designated agencies and agency directors within 90 or 60 days, respectively. The City of Orland and the Orland Fire Chief are to respond to certain findings and recommendations relative to the Emergency Medical Services section of the report.

#### **DISCUSSION**

A suggested response for the City Council to the presiding judge is provided for Findings F1 and F5, and for Recommendations R1 and R5. Chief Chaney, separately and in parallel with the City response, is providing his responses to F2 and F5, R2 and R5; this is attached for your information and reference.

Attachments: Draft Response from City Council to Presiding Judge  
Response from Fire Chief to Presiding Judge

#### **RECOMMENDATION**

Approve the draft response as presented or as amended, authorize Mayor to sign and file with the Glenn County Superior Court.

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

## 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

August 1, 2023

The Honorable Alicia Ekland, Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street Willows, CA 95988

Subject: Response to FY22-23 Grand Jury Report – Emergency Medical Services

Dear Judge Ekland:

The Orland City Council appreciates the work of the Grand Jury and responds as requested to the final report as follows:

**Finding #1** "... that if the smaller, outlying Fire Departments are closed due to lack of funding, it would put a burden on the Orland and Willows Fire Departments."

We agree with this Finding. In fact, such a scenario would overwhelm both staffing and funding of our fire department.

**Recommendation #1** "... the county invests into a countywide grant writer to be used in county departments to fulfill the needs of funding for grants, by October 2023."

Implementation of this recommendation is, of course, a county function. The Grand Jury should be advised that the county's associated fire chiefs are currently engaging such a grant writer supported by grant from the Fire Safe Council of California, on a limited time basis. It is our experience that grants are helpful but not reliable, and are typically more targeted for equipment than for operations. The ongoing needs of any sustainable fire department requires a reliable, ongoing, dedicated source of funding.

**Finding #5:** "...that not all SCBA masks can be used with all air tanks."

We disagree with this Finding partially, as it may apply to other departments in this county but it does not apply to Orland City Fire Department nor to Orland Rural Fire Protection District.

**Recommendation #5:** "... that the fire departments (Willows and Orland) insure all SCBA masks have compatibility with the proper air tanks by October 2023."

Orland's entire fleet was retrofitted within the past year with SCBA masks that properly fit all of our air tanks. This project was enabled primarily by ongoing local tax revenue funding and augmented by a federal grant.

Respectfully submitted,

Chris Dobbs  
Mayor



*Justin Chaney  
Fire Chief  
City of Orland  
(530) 865-1625*

## City of Orland Fire Department

Dear Judge Ekland ,

Subject : Response to FY 22-23 Grand Jury Report – Emergency Medical Services

F2 and R2 response- Orland Fire agrees with this finding and have been working for the last 3 years to get all of Orland's emergency responders radio systems to operate on the latest technology. This project will be completed in 2024.

F5 and R5 response- Orland Fire disagrees with this finding as all of our SCBA's along with Willows Fire are compatible from ongoing annual funding and an AFG grant from the federal government last year.

Sincerely,

Chief Justin Chaney  
Orland Fire Department