



## **ORLAND CITY COUNCIL REGULAR MEETING AGENDA**

**Tuesday, September 05, 2023 at 6:30 PM  
Carnegie Center, 912 Third Street and Via Zoom**

**P: (530)-865-1600 F: (530) 865-1632**

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**City Council:** Chris Dobbs, Mayor | Bruce T. Roundy, Vice-Mayor

Jeffrey A. Tolley | John McDermott | Matthew Romano

**City Manager:** Peter R. Carr

**City Officials:** Jennifer Schmitke, City Clerk | Leticia Espinosa, City Treasurer

**Virtual Meeting Information:**

**<https://us02web.zoom.us/j/81763468247>**

**Webinar ID: 817 6346 8247 | Zoom Telephone: 1 (669) 900-9128**

- 1. CALL TO ORDER - 6:30 PM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

Comments from the public are welcomed. The Mayor will announce the opportunity for comments related to each action item on the agenda. Please limit your comments to three minutes per topic, and one comment per person per topic. Once the public comment period is closed, please allow the Council the opportunity to continue its consideration of the item without interruption.

#### **4. CONSENT CALENDAR**

- A.** Warrant List (payable obligations) (Pg.3)
- B.** Approve City Council Minutes for August 15, 2023 (Pg.11)
- C.** Second Reading: Ordinance 2023-04 Late Fee Waiver (Pg.18)
- D.** Treasurer's Report (Pg.20)
- E.** Annual Posting of Salary Schedule (Pg.22)
- F.** 2023 Volunteer Fire Capacity Grant Resolution (Pg. 24)
- G.** Receive and file Library Commission Minutes from May 8, 2023 (Pg.26)
- H.** Receive and File Public Works & Safety Commission Minutes from August 8, 2023 (Pg.27)
- I.** Receive and File Planning Commission Minutes from May 18, 2023 (Pg.31)
- J.** Receive and File Planning Commission Minutes from June 15, 2023 (Pg.34)

## 5. ADMINISTRATIVE BUSINESS

The following Administrative Business items are shown with estimated time as a courtesy to the public as well as Council and Staff. The Council may wish to take longer than the suggested time on any items.

- A. ARPA Update(Discussion/Direction) - Pete Carr, City Manager (15 Minutes) (Pg.36)
- B. Replacement of Enterprise Software (Discussion/Action) - Rebecca Pendergrass, Director of Administrative Services/ACM (15 Minutes) (Pg.39)
- C. Undeveloped City Property 517 Walker Street (Discussion/Direction) - Pete Carr, City Manager (25 Minutes) (Pg.47)
- D. Proposal for Electric Vehicle Charging Stations (Discussion/Direction) - Pete Carr, City Manager (15 Minutes) (Pg.50)
- E. Appointment to Feline Ad Hoc Committee (Discussion/Action) - Rebecca Pendergrass, Director of Administrative Services/ACM (5 Minutes) (Pg.53)

## 6. ORAL AND WRITTEN COMMUNICATIONS

### Public Comments:

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

## 7. CITY COUNCIL COMMUNICATIONS AND REPORTS

## 8. ADJOURN

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on August 31, 2023.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, in Orland and 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 530-865-1610 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.

**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

## WARRANT LIST

September 5, 2023

Warrant	8/31/2023	\$	832,209.13
Payroll #16 Compensation	8/10/2023	\$	149,700.19
Payroll #17 Compensation	8/24/2023	\$	142,258.26
PERS 7/13/2023 - 7/26/2023	8/11/2023	\$	31,467.81
PERS 7/27/2023 - 8/09/2023	8/25/2023	\$	28,073.78

\$ 1,183,709.17

**APPROVED BY**

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

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

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 Councilmember, Jeffrey A. Tolley

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 Councilmember, John McDermott

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 Councilmember, Mathew Romano

REPORT.: Aug 31 23 Thursday  
 RUN...: Aug 31 23 Time: 14:16  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 08-23 thru 08-23 Bank Account.: 1001

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057681	08/16/23	STR03	STREAM IT NETWORKS LLC	-720.00	07000047u	Ck# 057681 Reversed
057691	08/18/23	STR03	STREAM IT NETWORKS LLC	600.00	057691H	LIB/BAYLISS INTERNET ANNUAL SERVICE
057692	08/31/23	WOO00	Wood Brothers Carpet Inc.	3455.80	48431H	FD/MEASURE A-MEETING ROOM REMODEL
057693	08/31/23	4LE00	4 LEAF INC.	290.00	J0741-23D	BD/4473 COMMERCE LANE FIRE ALARM PLANS
057694	08/31/23	ABD00	ADVANCED DOCUMENT CONCEPT	14.59 60.11 195.54 66.47 21.02	102987 INV102984 INV102985 INV102986 INV102988	FD/MEASURE A-PRINTER COPIER PD/COPIES CITY HALL/COPIES BD-PLAN/COPIES REC/COPIES
			Check Total.....:	357.73		
057695	08/31/23	AIR00	AIR RITE HEATING & AIR	2165.00	12791&127	BUILDING MAINT ON 824 4TH SST/CITY YARD A/C
057696	08/31/23	AIR01	Airgas-USA, LLC	354.15	12759	FD/MEASURE A-MEDICAL OXYGEN
057697	08/31/23	ALV06	MICAELA ALVA	370.00	08302023	FD/MEASURE A-PER DIEM TRAINING SEP 11-15,2023
057698	08/31/23	AME00	AMERICAN FAMILY LIFE	579.98	885868	SUPPLEMENTAL INSURANCE
057699	08/31/23	AME05	American River College	133.00	08182023	PD/SCHOOL RESOURCE TRNING SACRAMENTO SEP 18-22,23
057700	08/31/23	AND06	EDGAR ANDRADE	100.00 45.00 42.00	SEP2023 SEP23GYM JUL-AUGGY	MEASURE A UNIFORMS PD/GYM REIMBURSEMENT PD/GYM REIMBURSEMENT RETRO PAY JUL & AUG ,2023
			Check Total.....:	187.00		
057701	08/31/23	AND07	EDGAR ANDRADE	250.00	08042023	PD/PER DIEM - TRAINING SACRAMENTO SEP 4-8,2023
057702	08/31/23	AQU03	Aqua Metric	203.03	96322	PW/WATER SUPPLIES
057703	08/31/23	ATT05	A T & T	146.75	52579	FD/MEASURE A- PHONES
057704	08/31/23	ATT06	A T & T	26.97 27.45 938.19 27.45	08102023 08122023 20387152 AUG122023	PW/HL LIFT STATION - 470 PW/AIRPORT LIFTSTATION - 906 MULTI-DEPTS/PHONES JUL 13 - AUG 12, 2023 PW/WH LIFT STATION - 843
			Check Total.....:	1020.06		
057705	08/31/23	ATT07	A T & T	31.43 94.84	AUG7,23 08312023	PW/SHOP AC/PHONE LINE & INTERNET
			Check Total.....:	126.27		
057706	08/31/23	ATT09	AT&T MOBILITY	856.10	X08102023	PD/CELL SERVICE (14)
057707	08/31/23	ATT10	AT&T MOBILITY (FIRST NET)	191.35 185.56	08022023 AUG2,2023	PW/CELL PHONE USAGE (AUGUST) FD/MEASURE A- PHONES FOR CHIEFS-2 IPADS
			Check Total.....:	376.91		
057708	08/31/23	AXO00	Axon Enterprise Inc Dept	344.80	180629	PD/TASER (10)SAFARILAND & BLACKHAWK HOLSTER
057709	08/31/23	BAL04	KAREN BALDRIDGE	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057710	08/31/23	BID02	REMY BIDSTRUP	275.00	SEP2023	AC/SOCIAL MEDIA MARKETING
057711	08/31/23	BSN04	BSN Sports	1014.46	922415911	REC/SOCCER SUPPLIES
057712	08/31/23	CAL14	Cal Signal Corp	6300.00	9677	PW/STREET-COMMERCE & NEWVILLE INSPECTION WORK
057713	08/31/23	CAR02	CARDMEMBER SERVICE	3611.72	AUG2023PW	PW/DMV PHYSICALS,TENNIS COURT EQ,NITRATE PRG.
057714	08/31/23	CAS05	CASCADE FIRE EQUIPMENT	1233.94	1593,1592	FD/MEASURE A-COUPPLINGS, HOSES, 1 HELMET
057715	08/31/23	CED00	CED CHICO	2936.19	1053-1056	REC/LELY FIELD LIGHTING-RECREATION ARP FUNDING
057716	08/31/23	CES00	Kyle Cessna	100.00	SEP2023	MEASURE A UNIFORMS
057717	08/31/23	CES01	Kyle Cessna	150.00	08182023	PD/PER DIEM-TRAINING SEP.21-23,2023 FOLSOM CA
057718	08/31/23	CHA01	Justin Chaney	100.00	SEP2023	FD/MEASURE A-UNIFORM SEP. 2023
057719	08/31/23	CLE05	JUDY CLEVER	70.00	SEP2023	AC/CLEANING OF GALLERY
057720	08/31/23	CLO05	HANNAH CLOYD	175.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057721	08/31/23	COM02	Comcast	404.70	08222023	FD/INTERNET FOR FIREHOUSE

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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057722	08/31/23	COR04	CORBIN WILLITS SYSTEMS	559.17	00C308151	MULTI-DEPTS/MONTHLY SOFTWARE SUPPORT
057723	08/31/23	CRA04	Jeremy Crandall	156.96	AUG292023	PW/BOOT REIMBURSEMENT (23/24)
057724	08/31/23	DET00	Detroit Industrial Tool	285.48	596926	PW/WATER SUPPLIES
057725	08/31/23	DOB01	CHRIS DOBBS	300.00	AUG2023	COUNCILMEMBER STIPEND
057726	08/31/23	DOG00	Dog Waste Depot	435.77	564774	PARKS/PET WASTE BAGS & BAG HOLDERS
057727	08/31/23	DOS01	DOS AMIGOS CEMENT STATUAR	1186.13	08112023	LIB/R GOLLNICK MEMORIAL PROJECT TABLE-BENCHES
057728	08/31/23	ESQ05	ITZEL ESQUIVEL	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057729	08/31/23	FAS01	FASTECH	310.00	08312023	REIMBURSEMENT BALANCE ON WATER METER RENTAL
057730	08/31/23	FLE07	CIARA FLEMMING	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057731	08/31/23	FLO03	JOSE FLORES	100.00	SEP2023	MEASURE A UNIFORMS
057732	08/31/23	FUL04	OSCAR QUEZADA	60.00	1665	PW/CITY YARD (JULY)
057733	08/31/23	GAY01	GAYNOR TELESYSTEMS INC	51.00	JB45080	FD/MEASURE A-FAXFINDER CLOUD
057734	08/31/23	GLE05	GLENN COUNTY/LAFCO	9836.00	08312023	ANNUAL CITY SHARE
057735	08/31/23	GOL01	GOLDEN STATE RISK	487556.00 58877.39	2023/2024 EB-001056	ANNUAL INSURANCE PREMIUM DENTAL/VISION & HEALTH INSURANCE
Check Total.....:				546433.39		
057736	08/31/23	GOL05	GOLDEN STATE EMERGENCY VE	728.31	C5048735,	FD/MEASURE A-PARTS FOR E27
057737	08/31/23	GRA02	GRAINGER, INC.	4823.09	795865584	PW/SHOP/WATER SUPPLIES FLEET EQ MAIN/LIB/SUPPLIES
057738	08/31/23	GRE02	MASON GREELEY	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057739	08/31/23	GRO00	Ferguson Enterprises Inc	1247.75	1805526	PW/DWR - SUPPLIES
057740	08/31/23	HAL00	STEVEN HALSEY ELECTRIC	10055.30	082920023	ELECTRICAL WORK MULTI-LOCATIONS
057741	08/31/23	HAR06	TRAVIS HARRIS	276.00	08302023	FD/MEASURE A-PER DIEM TRAINING SEP 18-20,2023
057742	08/31/23	HEN02	OLIVIA HENDERSON	175.00	08282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057743	08/31/23	HOL07	HOLT CONSTRUCTION	680.00	08222023	REIMBURSEMENT BALANCE ON WATER METER RENTAL
057744	08/31/23	HOM00	HOME DEPOT CREDIT SERVICE	3843.17	08132023	LIB/ADA IMPROVEMENT - PW/SHOP SUPPLIES
057745	08/31/23	JAM04	FRANCISCO JAIME	85.00	0002789	REC/REFUND PRIVATE LESSONS
057746	08/31/23	JOH02	SEAN JOHNSON	100.00	SEP2023	MEASURE A UNIFORMS
057747	08/31/23	JOH17	DAVID JOHNSON	1400.00	08292023	REIMBURSEMENT FOR CURB & GUTTER DEPOSIT
057748	08/31/23	KEL01	KELLER SUPPLY COMPANY	2001.69	S02210384	PW/MULTI-CHLOR (WELLS)
057749	08/31/23	KEL02	KELLY SUPPLY COMPANY	84.00	S16084080	PW/FLEET SUPPLIES
057750	08/31/23	KOC02	EMMA KOCHEMS	175.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057751	08/31/23	LAM04	CODY LAMB	650.00	08222023	REIMBURSEMENT BALANCE ON WATER METER RENTAL
057752	08/31/23	LIF00	Life Assist Inc.	1179.85	5894,5895	FD/MEASURE A- MEDICAL SUPPLIES
057753	08/31/23	LOW00	Katherine Lowery	100.00 24.00	SEP2023 SEP23GYM	MEASURE A UNIFORMS PD/GYM REIMBURSEMENT
Check Total.....:				124.00		
057754	08/31/23	LOW01	KATHERINE LOWERY	250.00	08212023	PD/PER DIEM-TRAINING SEP 18-22,2023 SACRAMENTO CA
057755	08/31/23	MAC02	MACQUARIE EQUIPMENT CAPIT	90.20	9018	REC/PRINTER LEASE
057756	08/31/23	MAR16	RYAN MARTINDALE	250.00	08212023	PD/PER DIEM- TRAINING SEP 18-22, 2023 PETALUMA CA
057757	08/31/23	MAR17	MARTINDALE, RYAN	100.00	SEP2023	MEASURE A UNIFORMS
057758	08/31/23	MAR21	PAULINA MARTINS	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057759	08/31/23	MAT04	MATSON & ISOM	6327.00 5229.01	712 89033,258	MONTHLY SERVICES (AUGUST) MEAS A/OPD ROOM, PW DESKTOP STATION
Check Total.....:				11556.01		
057760	08/31/23	MCD01	John McDermott	300.00	AUG2023	COUNCILMEMBER STIPEND



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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057761	08/31/23	MCM00	McMaster-Carr	105.45	12678616	PW/WATER SUPPLIES - LIB/AWNING SUPPLIES
057762	08/31/23	MET02	METAL BUILDING SOLUTIONS,	68123.00	23-9-1030	LIB/ROOF 50% FOR COMPLETION
057763	08/31/23	MIL07	MILLS, DARYL	100.00	SEP2023	MEASURE A UNIFORMS
057764	08/31/23	MIS01	MissionSquare - 304591	1712.95 1712.95	6405721 6883375	457 PLAN/304591 457 PLAN/304591
Check Total.....:				3425.90		
057765	08/31/23	MOR11	AMANDA MORECI	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057766	08/31/23	NAP00	NAPA AUTO PARTS	3608.78 1116.22	08252023 AUG252023	MULTI DEPT/FLEET MAINT/PW-SHOP SUPPLIES FD/MEASURE A-PARTS FOR 38 & 39
Check Total.....:				4725.00		
057767	08/31/23	NIC05	NICK BEGLINGER LANDSCAPIN	650.00	1484	PW/PARKS COMPOST
057768	08/31/23	NOR06	NOR-MAC INC.	324.81	12177003-	PW/PARK SUPPLIES
057769	08/31/23	NOR29	NORTH VALLEY INDUSTRIES I	301.70	3824	REC/1 UNIT ADULT SOCCER & BASEBALL N. VALLEY FIELD
057770	08/31/23	NOR37	FREDERICK A. LUDWIG	45.14	195846	REC/DANCE SHIRTS
057771	08/31/23	OAC00	Orland Area Chamber of Co	40.00	08312023	AC/ANNUAL MEMBERSHIP DUES 2023-2024
057772	08/31/23	ORH00	ORLAND HARDWARE	4843.54	08272023	MULTI DEPT/ MISC. SUPPLIES
057773	08/31/23	ORL08	ORLAND UNIT WATER USERS	2000.00	08282023	WATER FOR LELY POND
057774	08/31/23	ORL12	Orland-Laurel Masonic Hal	400.00	SEP2023	AC/RENT SEPTEMBER 2023
057775	08/31/23	ORO05	Holly Orozco	350.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057776	08/31/23	OVA00	Shannon Ovard	175.00	08282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057777	08/31/23	OVI02	GRAYSEN OVITZ	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057778	08/31/23	PAC07	PACE ANALYTICAL SERVICES,	1904.00	230704728	PW/LAB SERVICES
057779	08/31/23	PAP01	PAPE MACHINERY	36975.92	320481&14	PARKS/EQ MAINT/PW/LOADER CLAW BUCKET & ATTACHME
057780	08/31/23	PER11	PERFORMA LABS, INC	4125.00	10323	PD/COURSES SUBSCRIPTION SEP 1 - AUG 31,2024
057781	08/31/23	PGE00	PG&E	93.53 20631.16 32.31	08172023 08182023 08212023	PW/TRAFFIC CONTROL MULTI-DEPTS/UTILITY USAGE JUN 27 - JUL 26,2023 PW/CORTINA DR LIFT STATION
Check Total.....:				20757.00		
057782	08/31/23	PHI00	AMELIA PHILLIPS	175.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057783	08/31/23	PHI01	OLIVIA PHILLIPS	305.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057784	08/31/23	PIN01	EDGAR PINEDO	100.00 19.50	SEP2023 SEP23GYM	MEASURE A UNIFORMS PD/GYM REIMBURSEMENT
Check Total.....:				119.50		
057785	08/31/23	PIN03	ALISON PINEDO	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057786	08/31/23	PUN01	GUILLERMO PUNZO	199.99	195180	PW/REIMBURSEMENT -D2 OPERATOR EXAM PREP
057787	08/31/23	QUI02	QUILL CORP.	119.14 280.14 316.23	33852797 34006049 34058978,	MULTI DEPTS/SUPPLIES MULTI DEPTS/ PRINTER TONER PD/MISC. OFFICE SUPPLIES
Check Total.....:				715.51		
057788	08/31/23	RIV02	ISRAEL RIVERA	100.00 27.50	SEP2023 SEP23GYM	MEASURE A UNIFORMS PD/GYM REIMBURSEMENT
Check Total.....:				127.50		
057789	08/31/23	ROE02	Thomas Roenspie	100.00	SEP2023	MEASURE A UNIFORMS
057790	08/31/23	ROL00	ROLLS, ANDERSON & ROLLS	8724.50 4420.00	16016 08232023	ENGR.EMERGENCY GROUNDWATER RESOURCE PROJECT ENGINEERING SERVICE FEE JUL 1-31,2023
Check Total.....:				13144.50		
057791	08/31/23	ROM06	Mathew Romano	300.00	AUG2023	COUNCILMEMBER STIPEND

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057792	08/31/23	ROU00	BRUCE T. ROUNDY	300.00	AUG2023	COUNCILMEMBER STIPEND
057793	08/31/23	ROU01	Bruce Roundy	65.83	08292023	COUNCIL/MILEAGE REIMBURSEMENT
057794	08/31/23	SAC01	SACRAMENTO VALLEY MIRROR	207.00	1702	MAVERIK POLE SIGN PUBLISHED LEGAL AD
057795	08/31/23	SAV00	North State Grocery	517.58	816202	SAFETY COMMITTEE/ EMPLOYEE SNACK BASKETS
057796	08/31/23	SHA08	Shasta Safety Supply	1087.92	23436&232	PW/SAFETY SUPPLIES
057797	08/31/23	SHA14	KYLE SHANNON	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057798	08/31/23	SIG00	SIGNCO	566.54	81423	FD/MEASURE A-GRAPHICS FOR E38
057799	08/31/23	SPA01	Spartan Sports	200.00	IL-376-22	ORLAND JR TROJANS T-SHIRT AD
057800	08/31/23	SUN05	Sun Life Financial	4431.81	08222023	GAP INSURANCE (AUGUST 2023)
057801	08/31/23	SUT01	BRANDON SUTTON	148.47	AUG32023	PD/PER DIEM-TRAINING AUG 8-9, 2023 PITTSBURG
057802	08/31/23	SUT02	SUTTON, BRANDON	100.00	SEP2023	MEASURE A UNIFORMS
057803	08/31/23	TIA00	TIAA COMMERCIAL FINANCE,	394.24	9677532	MULTI/COPIER LEASE
057804	08/31/23	TOL04	JEFFREY TOLLEY	300.00	AUG2023	COUNCILMEMBER STIPEND
057805	08/31/23	TRA02	TRANSAMERICA	561.00	AUG2023	TERM INSURANCE
057806	08/31/23	TUR01	Rae Turnbull	45.00	SEP2023	AC/WEBSITE NEWSLETTER
057807	08/31/23	VAL02	VALLEY ROCK PRODUCTS	6792.17	80218,802	PW/DWR - SUPPLIES
057808	08/31/23	VAR00	ZADA VARNER	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057809	08/31/23	VER03	Verizon Wireless	164.04 266.07 79.41	205037 942205035 942205036	FD/MEASURE A-RESPONSE SERVICE FOR CITY ENGINE PW/SCADA COMPUTER/IPADS REC/COMMUNICATIONS
			Check Total.....:	509.52		
057810	08/31/23	VER05	VERBAL JUDO INSTITUTE, IN	4645.00	8901	SAFETY COMMITTEE/ DE-ESCLATION TRAINING
057811	08/31/23	VLA00	RAYMOND J. VLACH	100.00	SEP2023	MEASURE A UNIFORMS
057812	08/31/23	VLA04	ZOE VLACH	175.00	08282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057813	08/31/23	WAC04	KIM WACKERMAN	300.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057814	08/31/23	WAT09	MIDASIA WATHEN	210.00	AUG282023	REC/REIMBURSEMENT LIFEGUARD TRAINING 2023
057815	08/31/23	WEL02	Wells Fargo Vendor Fin Se	148.70	026305151	BD-PLAN/COPIER LEASE
057816	08/31/23	WES04	WESTERN READY MIX	1040.87	59392	PW/YARD
057817	08/31/23	WES16	West Mitsubishi	133.50	75483,75	FD/MEASURE A-REPEATER/SMOGS FOR R29 & C40
057818	08/31/23	WEX00	WEX BANK	2072.40 6857.45 5002.38 382.43	1261213FD 1261213PD 1261213PW 261213REC	FD/FUEL PD/FUEL PW/FUEL REC/FUEL
			Check Total.....:	14314.66		
			Cash Account Total.....:	832209.13		
			Total Disbursements.....:	832209.13		
			Cash Account Total.....:	.00		

REPORT.: Aug 31 23 Thursday  
RUN....: Aug 31 23 Time: 14:16  
Run By.: Leticia Espinosa

CITY OF ORLAND  
Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
Check Listing for 08-23 thru 08-23 Bank Account.: 1001

PAGE: 005  
ID #: P  
CTL.: 4. A.

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
19196	08/24/23	EDD01	STATE OF CALIFORNIA	4169.56	C30824	STATE INCOME TAX
19197	08/24/23	ESD00	STATE OF CALIFORNIA	1266.61	C30824	SDI
19198	08/24/23	OPO00	OPOA TREASURER	628.00	C30824	OPOA DUES
19199	08/24/23	STA00	STATE DISURSEMENT UNIT	22.15	C30824	GARNISHMENTS
19200	08/24/23	TEH00	UMPQUA BANK	12638.85	C30824	FEDERAL INCOME TAX
				17433.34	1C30824	FICA
				4077.20	2C30824	MEDICARE
			Check Total.....:	34149.39		
19201	08/24/23	UPE00	UPEC, LOCAL 792	502.70	C30824	UPEC, LOCAL 792*
			Cash Account Total.....:	40738.41		
			Total Disbursements.....:	40738.41		



REPORT.: 08/10/23  
 RUN....: 08/10/23 Time: 15:46  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Warrant Register

4. A.

Warrant Number	Date	Payroll Date	**Employee** Num Name	Actual Period	Fiscal Period	Gross Amount
14584	08/10/23	08/09/23	CAR05 CARROW, SARAH JANE	08-23	02-24	708.00
14585	08/10/23	08/09/23	CLO01 CLOYD, HANNAH	08-23	02-24	1117.75
14586	08/10/23	08/09/23	HAR00 ZOLLERHARRIS, TRAVIS	08-23	02-24	2160.12
14587	08/10/23	08/09/23	MAR03 MARTINS, PAULINA	08-23	02-24	1064.00
14588	08/10/23	08/09/23	PER00 PEREZ, MARGARITA T	08-23	02-24	2086.39
14589	08/10/23	08/09/23	SUA03 SUAREZ, ARMANDO RUEDA	08-23	02-24	1296.64
Z06872	08/10/23	08/09/23	ALV01 ALVA, MICHAELA	08-23	02-24	2316.55
Z06873	08/10/23	08/09/23	AND00 ANDRADE, EDGAR	08-23	02-24	3369.71
Z06874	08/10/23	08/09/23	BAL00 BALDRIDGE, THEA	08-23	02-24	582.25
Z06875	08/10/23	08/09/23	BAL01 BALDRIDGE, EDEN	08-23	02-24	488.00
Z06876	08/10/23	08/09/23	BAR02 BARBER, ZACHARY	08-23	02-24	2657.91
Z06877	08/10/23	08/09/23	BLA00 BLAKE, CHRISTINA	08-23	02-24	272.00
Z06878	08/10/23	08/09/23	BOW00 BOWERS, LINDA	08-23	02-24	424.32
Z06879	08/10/23	08/09/23	CAR03 CARR, PETER R	08-23	02-24	6153.85
Z06880	08/10/23	08/09/23	CES00 CESSNA, KYLE A	08-23	02-24	6146.81
Z06881	08/10/23	08/09/23	CHA01 CHANEY, JUSTIN	08-23	02-24	4753.08
Z06882	08/10/23	08/09/23	CLO02 CLOYD, GRACIE	08-23	02-24	268.13
Z06883	08/10/23	08/09/23	CON00 CONTRERAS, ISAAC	08-23	02-24	425.00
Z06884	08/10/23	08/09/23	COR00 CORTES, JOVANY	08-23	02-24	1951.41
Z06885	08/10/23	08/09/23	CRA00 CRANDALL, JEREMY	08-23	02-24	2402.25
Z06886	08/10/23	08/09/23	ESP00 ESPINOSA, LETICIA	08-23	02-24	2236.02
Z06887	08/10/23	08/09/23	ESQ01 ESQUIVEL, ITZEL	08-23	02-24	860.00
Z06888	08/10/23	08/09/23	FEN03 FENSKE, JOSEPH H	08-23	02-24	3077.83
Z06889	08/10/23	08/09/23	FLE01 FLEMING, CIARA	08-23	02-24	700.00
Z06890	08/10/23	08/09/23	FLO00 FLORES, JOSE D	08-23	02-24	3745.83
Z06891	08/10/23	08/09/23	GAM00 GAMBOA, YADIRA	08-23	02-24	339.07
Z06892	08/10/23	08/09/23	GAR01 GARIBAY, ELIZABETH	08-23	02-24	1301.04
Z06893	08/10/23	08/09/23	GRE00 GRELEY, MASON ALEXIS	08-23	02-24	544.00
Z06894	08/10/23	08/09/23	GUE01 GUERRERO, DEYSY D	08-23	02-24	2700.00
Z06895	08/10/23	08/09/23	GUE02 GUERRERO, JORGE	08-23	02-24	2323.46
Z06896	08/10/23	08/09/23	HEN00 HENDERSON, OLIVIA	08-23	02-24	1064.00
Z06897	08/10/23	08/09/23	JOH01 JOHNSON, SEAN KARL	08-23	02-24	5087.10
Z06898	08/10/23	08/09/23	KOC01 KOCHERS, EMMA	08-23	02-24	403.75
Z06899	08/10/23	08/09/23	LEW00 LEWIS, DELANEY	08-23	02-24	128.00
Z06900	08/10/23	08/09/23	LOP01 LOPEZ, ESAU	08-23	02-24	1728.01
Z06901	08/10/23	08/09/23	LOP02 LOPEZ, JOEL	08-23	02-24	1951.40
Z06902	08/10/23	08/09/23	LOW00 LOWERY, KATHERINE	08-23	02-24	3694.50
Z06903	08/10/23	08/09/23	MAR02 MARTINDALE, RYAN EUGENE	08-23	02-24	3183.22
Z06904	08/10/23	08/09/23	MAR04 MARTINEZ, IRMA	08-23	02-24	424.32
Z06905	08/10/23	08/09/23	MEJ00 APARICIO, LILIA MEJIA	08-23	02-24	2901.86
Z06906	08/10/23	08/09/23	MEZ00 MEZA, JODY L	08-23	02-24	4312.10
Z06907	08/10/23	08/09/23	MIL00 MILLS, DARYL A	08-23	02-24	3435.51
Z06908	08/10/23	08/09/23	MON03 MONDRAGON, MEAGAN N	08-23	02-24	1535.56
Z06909	08/10/23	08/09/23	MOR03 MORECI, RORY	08-23	02-24	608.00
Z06910	08/10/23	08/09/23	MYE00 MYERS, KEVIN	08-23	02-24	675.75
Z06911	08/10/23	08/09/23	OLI00 OLIVER, LINDA	08-23	02-24	141.44
Z06912	08/10/23	08/09/23	ORO04 OROZCO, JORDAN	08-23	02-24	586.50
Z06913	08/10/23	08/09/23	OVA00 OVARD, CONNOR	08-23	02-24	187.00
Z06914	08/10/23	08/09/23	OVI01 OVITZ, GRAYSON	08-23	02-24	364.25
Z06915	08/10/23	08/09/23	PAN00 PANIAGUA, BLANCA A	08-23	02-24	726.95
Z06916	08/10/23	08/09/23	PEN01 PENDERGRASS, REBECCA A	08-23	02-24	3341.84
Z06917	08/10/23	08/09/23	PHI00 PHILLIPS, AMELIA	08-23	02-24	323.00
Z06918	08/10/23	08/09/23	PHI01 PHILLIPS, OLIVIA	08-23	02-24	652.00
Z06919	08/10/23	08/09/23	PIN00 PINEDO, EDGAR ESTEBAN	08-23	02-24	3851.07
Z06920	08/10/23	08/09/23	PIN01 PINEDO, ALISON	08-23	02-24	908.00
Z06921	08/10/23	08/09/23	POL00 POLLARD, SYENNA	08-23	02-24	272.00
Z06922	08/10/23	08/09/23	POR00 PORRAS, ESTEL	08-23	02-24	1991.56
Z06923	08/10/23	08/09/23	PUN00 PUNZO, GUILLERMO	08-23	02-24	2151.63
Z06924	08/10/23	08/09/23	RIC01 RICE, GERALD W	08-23	02-24	2202.86
Z06925	08/10/23	08/09/23	RIV00 RIVERA, ISRAEL	08-23	02-24	2129.97
Z06926	08/10/23	08/09/23	ROD00 RODRIGUES, ANTHONY	08-23	02-24	2510.24
Z06927	08/10/23	08/09/23	ROE00 ROENSPIE, THOMAS LUKE	08-23	02-24	4568.49
Z06928	08/10/23	08/09/23	ROM00 ROMERO, ARNULFO	08-23	02-24	3029.55
Z06929	08/10/23	08/09/23	SAN01 SANCHEZ, MELANIE CARRIL	08-23	02-24	1018.88
Z06930	08/10/23	08/09/23	SAN02 SANDOVAL, LUCILA	08-23	02-24	1997.05
Z06931	08/10/23	08/09/23	SCH03 SCHMITKE, JENNIFER	08-23	02-24	2589.10
Z06932	08/10/23	08/09/23	SHA02 SHANNON, KYLE ANTHONY	08-23	02-24	981.00
Z06933	08/10/23	08/09/23	STE01 STEWART, ROY E	08-23	02-24	3048.40
Z06934	08/10/23	08/09/23	SUA02 SUAREZ, BRYAN E	08-23	02-24	2258.21
Z06935	08/10/23	08/09/23	SUT00 SUTTON, BRANDON KIJANA	08-23	02-24	2642.31
Z06936	08/10/23	08/09/23	SWI00 SWINHART, ROBERT	08-23	02-24	2049.17
Z06937	08/10/23	08/09/23	TES00 TESTERMAN, RUBY	08-23	02-24	630.00
Z06938	08/10/23	08/09/23	VAL00 VALENZUELA, BRENDA	08-23	02-24	164.64
Z06939	08/10/23	08/09/23	VAR00 VARNER, ZADA	08-23	02-24	480.00
Z06940	08/10/23	08/09/23	VLA00 VLACH, RAYMOND JOSEPH	08-23	02-24	5177.08
Z06941	08/10/23	08/09/23	VLA02 VLACH, ZOE	08-23	02-24	174.25
Z06942	08/10/23	08/09/23	VON00 VONASEK, EDWARD J	08-23	02-24	4614.45
Z06943	08/10/23	08/09/23	WAT04 WATHEN, MIDASIA	08-23	02-24	712.00
Z06944	08/10/23	08/09/23	ZIN00 PEREZ, ARNULFO ZINTZUN	08-23	02-24	1620.80

149700.19

REPORT.: 08/24/23  
 RUN....: 08/24/23 Time: 16:19  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Warrant Register

4. A.

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14590	08/24/23	08/23/23	CLO01	CLOYD, HANNAH	08-23	02-24	293.25
14591	08/24/23	08/23/23	HAR00	ZOLLERHARRIS, TRAVIS	08-23	02-24	2160.14
14592	08/24/23	08/23/23	MAR03	MARTINS, PAULINA	08-23	02-24	248.00
14593	08/24/23	08/23/23	PER00	PEREZ, MARGARITA T	08-23	02-24	2086.39
14594	08/24/23	08/23/23	SUA03	SUAREZ, ARMANDO RUEDA	08-23	02-24	1620.80
Z06945	08/24/23	08/23/23	ALV01	ALVA, MICAELA	08-23	02-24	2214.15
Z06946	08/24/23	08/23/23	AND00	ANDRADE, EDGAR	08-23	02-24	3834.07
Z06947	08/24/23	08/23/23	BAL00	BALDRIDGE, THEA	08-23	02-24	225.25
Z06948	08/24/23	08/23/23	BAL01	BALDRIDGE, EDEN	08-23	02-24	188.00
Z06949	08/24/23	08/23/23	BAR02	BARBER, ZACHARY	08-23	02-24	2657.90
Z06950	08/24/23	08/23/23	BLA00	BLAKE, CHRISTINA	08-23	02-24	204.00
Z06951	08/24/23	08/23/23	BOW00	BOWERS, LINDA	08-23	02-24	424.32
Z06952	08/24/23	08/23/23	CAR03	CARR, PETER R	08-23	02-24	6153.85
Z06953	08/24/23	08/23/23	CES00	CESSNA, KYLE A	08-23	02-24	4435.02
Z06954	08/24/23	08/23/23	CHA01	CHANEY, JUSTIN	08-23	02-24	4753.08
Z06955	08/24/23	08/23/23	CLO02	CLOYD, GRACIE	08-23	02-24	235.13
Z06956	08/24/23	08/23/23	COR00	CORTES, JOVANY	08-23	02-24	1951.41
Z06957	08/24/23	08/23/23	CRA00	CRANDALL, JEREMY	08-23	02-24	2402.26
Z06958	08/24/23	08/23/23	ESP00	ESPINOSA, LETICIA	08-23	02-24	2236.02
Z06959	08/24/23	08/23/23	ESQ01	ESQUIVEL, ITZEL	08-23	02-24	708.00
Z06960	08/24/23	08/23/23	FEN03	FENSKE, JOSEPH H	08-23	02-24	3077.83
Z06961	08/24/23	08/23/23	FLE01	FLEMING, CIARA	08-23	02-24	80.00
Z06962	08/24/23	08/23/23	FLO00	FLORES, JOSE D	08-23	02-24	3846.98
Z06963	08/24/23	08/23/23	GAM00	GAMBOA, YADIRA	08-23	02-24	314.26
Z06964	08/24/23	08/23/23	GAR01	GARBAY, ELIZABETH	08-23	02-24	1279.54
Z06965	08/24/23	08/23/23	GRE00	GREELEY, MASON ALEXIS	08-23	02-24	536.00
Z06966	08/24/23	08/23/23	GUE01	GUERRERO, DEYSY D	08-23	02-24	2700.00
Z06967	08/24/23	08/23/23	GUE02	GUERRERO, JORGE	08-23	02-24	2514.91
Z06968	08/24/23	08/23/23	JOH01	JOHNSON, SEAN KARL	08-23	02-24	4957.07
Z06969	08/24/23	08/23/23	KOC01	KOCHEMS, EMMA	08-23	02-24	102.00
Z06970	08/24/23	08/23/23	LOP01	LOPEZ, ESAU	08-23	02-24	1728.01
Z06971	08/24/23	08/23/23	LOP02	LOPEZ, JOEL	08-23	02-24	1759.92
Z06972	08/24/23	08/23/23	LOW00	LOWERY, KATHERINE	08-23	02-24	4505.19
Z06973	08/24/23	08/23/23	MAR02	MARTINDALE, RYAN EUGENE	08-23	02-24	3332.61
Z06974	08/24/23	08/23/23	MAR04	MARTINEZ, IRMA	08-23	02-24	424.32
Z06975	08/24/23	08/23/23	MEJ00	APARICIO, LILIA MEJIA	08-23	02-24	2901.86
Z06976	08/24/23	08/23/23	MEZ00	MEZA, JODY L	08-23	02-24	4312.09
Z06977	08/24/23	08/23/23	MIL00	MILLS, DARYL A	08-23	02-24	3473.01
Z06978	08/24/23	08/23/23	MON03	MONDRAGON, MEAGAN N	08-23	02-24	1535.56
Z06979	08/24/23	08/23/23	MYE00	MYERS, KEVIN	08-23	02-24	684.76
Z06980	08/24/23	08/23/23	OLI00	OLIVER, LINDA	08-23	02-24	212.16
Z06981	08/24/23	08/23/23	ORO04	OROZCO, JORDAN	08-23	02-24	340.00
Z06982	08/24/23	08/23/23	OVA00	OVARD, CONNOR	08-23	02-24	178.50
Z06983	08/24/23	08/23/23	OVI01	OVITZ, GRAYSON	08-23	02-24	85.25
Z06984	08/24/23	08/23/23	PAN00	PANIAGUA, BLANCA A	08-23	02-24	726.94
Z06985	08/24/23	08/23/23	PEN01	PENDERGRASS, REBECCA A	08-23	02-24	3341.84
Z06986	08/24/23	08/23/23	PHI00	PHILLIPS, AMELIA	08-23	02-24	293.25
Z06987	08/24/23	08/23/23	PHI01	PHILLIPS, OLIVIA	08-23	02-24	288.00
Z06988	08/24/23	08/23/23	PIN00	PINEDO, EDGAR ESTEBAN	08-23	02-24	3124.54
Z06989	08/24/23	08/23/23	PIN01	PINEDO, ALISON	08-23	02-24	336.00
Z06990	08/24/23	08/23/23	POL00	POLLARD, SYENNA	08-23	02-24	120.00
Z06991	08/24/23	08/23/23	POR00	PORRAS, ESTEL	08-23	02-24	1991.56
Z06992	08/24/23	08/23/23	PUN00	PUNZO, GUILLERMO	08-23	02-24	2151.63
Z06993	08/24/23	08/23/23	RIC01	RICE, GERALD W	08-23	02-24	2202.86
Z06994	08/24/23	08/23/23	RIV00	RIVERA, ISRAEL	08-23	02-24	2129.97
Z06995	08/24/23	08/23/23	ROD00	RODRIGUES, ANTHONY	08-23	02-24	2510.24
Z06996	08/24/23	08/23/23	ROE00	ROENSPIE, THOMAS LUKE	08-23	02-24	5649.23
Z06997	08/24/23	08/23/23	ROM00	ROMERO, ARNULFO	08-23	02-24	2977.10
Z06998	08/24/23	08/23/23	SAN01	SANCHEZ, MELANIE CARRIL	08-23	02-24	474.38
Z06999	08/24/23	08/23/23	SAN02	SANDOVAL, LUCILA	08-23	02-24	1997.05
Z07000	08/24/23	08/23/23	SCH03	SCHMITKE, JENNIFER	08-23	02-24	2589.10
Z07001	08/24/23	08/23/23	SHA02	SHANNON, KYLE ANTHONY	08-23	02-24	1206.00
Z07002	08/24/23	08/23/23	STE01	STEWART, ROY E	08-23	02-24	3048.41
Z07003	08/24/23	08/23/23	SUA02	SUAREZ, BRYAN E	08-23	02-24	2258.20
Z07004	08/24/23	08/23/23	SUT00	SUTTON, BRANDON KIJANA	08-23	02-24	3158.15
Z07005	08/24/23	08/23/23	SWI00	SWINHART, ROBERT	08-23	02-24	2049.17
Z07006	08/24/23	08/23/23	TES00	TESTERMAN, RUBY	08-23	02-24	711.00
Z07007	08/24/23	08/23/23	VAL00	VALENZUELA, BRENDA	08-23	02-24	311.94
Z07008	08/24/23	08/23/23	VAR00	VARNER, ZADA	08-23	02-24	360.00
Z07009	08/24/23	08/23/23	VLA00	VLACH, RAYMOND JOSEPH	08-23	02-24	5177.08
Z07010	08/24/23	08/23/23	VLA02	VLACH, ZOE	08-23	02-24	382.50
Z07011	08/24/23	08/23/23	VON00	VONASEK, EDWARD J	08-23	02-24	4614.45
Z07012	08/24/23	08/23/23	WAT04	WATHEN, MIDASIA	08-23	02-24	544.00
Z07013	08/24/23	08/23/23	ZIN00	PEREZ, ARNULFO ZINTZUN	08-23	02-24	1620.80
							142258.26
							=====

**MINUTES OF THE ORLAND CITY COUNCIL**  
**REGULAR MEETING HELD AUGUST 15, 2023**

**CALL TO ORDER**

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

**ROLL CALL**

Councilmembers present:	Councilmembers Jeffrey Tolley, Matt Romano, John McDermott, 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
Staff present online:	None

Pledge of Allegiance

**CITIZEN COMMENTS ON CLOSED SESSION – NONE**

**MEETING ADJOURNED TO CLOSED SESSION AT 6:00 PM**

**CLOSED SESSION ENDED AT 6:30 PM**

**RECONVENED TO REGULAR SESSION AT 6:35 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; Chief of Police Joe Vlach; Fire Chief Justin Chaney; City Engineer Paul Rabo, City Planner Scott Friend
Staff present online:	None

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

Pledge of Allegiance led by Councilmember McDermott

**CONSENT CALENDAR**

- A. Warrant List (payable obligations)**
- B. Approve City Council Minutes for August 1, 2023**
- C. First Reading: Ordinance 2023-04 - Late Fee Waiver**

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. Walker Street/Newville Road Grant Application Project Update**

City Manager Pete Carr updated Council on the progress of the “Orland Corridor Modernization Project”.

Mr. Carr noted that the City’s objective is to leverage federal funding to augment State funding for:

- Implementation of the Walker Street Streetscapes Master Plan;
- Construction of traffic control improvements at Newville Rd/Ninth Street intersection; and
- Widening of the Newville Road overpass over Interstate 5 to provide safer truck transit and to add bicycle and pedestrian facilities over the freeway.

The Mayor invited public input.

Resident Lolita Burd stated concerns for Caltrans not showing the City the improvement plans on its project. Mr. Carr reminded the Council that State Route 32 (SR32) is owned by the state, they are planning and paying for the improvements on the highway, and they are working with the City on the design aspect of the project.

Mayor Dobbs shared that he likes the direction the project is going.

Vice Mayor Roundy shared that he knows the grant may be out of reach for the City but stated it will be a good investment in the long run.

Councilmember Romano stated his appreciation to City Staff on preparing the grant and shared that the improvements will be a good investment for the future of Orland.

Resident Janice Noffsinger asked for clarifications on removing sidewalks, widening the freeway overpass, adding a new stop light at Commerce and Newville and potential eminent domain for the parcels near the project. Staff noted no private property is needed for the current public projects.

### **B. Emergency Medical Transportation Services– Pete Carr, City Manager**

Mr. Carr advised Council that this agenda item was being brought before Council again to further the discussion regarding the need for Emergency Medical Transportation Services in the Northern Glenn County area.

Councilmember Romano, as a City representative on the County’s Emergency Medical Services (EMS) Transportation ad hoc committee provided additional data that was provided to him from the County and from ambulances services that are currently serving the County. Councilmember Romano shared the concerns from the County supervisors regarding Enloe’s current services and spoke about the stress and burden that would be taken off the Orland volunteer fire department if an additional ambulance could cover the daytime shift when the majority of volunteers are at work.

Councilmember Romano recommended that the County partner with the City of Orland to formulate a 3-year agreement to provide financial support for the Westside ambulance services to operate an additional ambulance that would be 12/7 service. Councilmember Romano also provided a cost estimate for the additional 12/7 ambulance service, Orland and the County would share the costs, Orland contributing depending on the percentage of call volume in the service area (City paying 60%-County paying 40%).

Grant Carmon, Glenn County Supervisor, clarified his concerns regarding the Enloe ambulance. Supervisor liked Councilmember Romano's recommendation and shared that at the last EMS ad hoc meeting he had asked the County's Special Service Division (SSD) to start putting together a service contract with Westside ambulance so that the County and City of Orland can review before getting down to final numbers needed.

Scott Studybaker, Westside Ambulance Board President, stated the Westside board is in favor of the new proposed service and willing to work alongside Enloe to make sure the area is covered.

Resident Lolita Byrd shared her experience using emergency medical services.

Fire Chief Justin Chaney confirmed that at the last EMS ad hoc meeting SSD stated they will be coming back with a rough draft of a contract for the County and City to review.

### **C. Building Height**

City Planner Scott Friend presented an overview to Council of how the City code deals with building heights in the Orland Municipal Code (OMC). Mr. Friend shared a matrix showcasing Orland and other local communities (Willows, Corning and Red Bluff) building height standards by zoning type.

Mayor Dobbs asked questions about the three-story apartment project currently being built on Swift Street and stated his concern for future projects that could be similar in height in a residential area. Mr. Friend shared that the City is mindful of the residential homes around the project and that the City is very cognizant when it comes to bigger projects.

Councilmember McDermott shared concerns about the fire department being able to reach the upper level on the current three-story project.

Councilmember Roundy asked about changing the height of windows in the OMC. Mr. Friend stated the standards can be changed, sharing it is very complicated and reminding Council that the building code must also be followed, which could negate some provisions.

Councilmember Romano shared his recommended changes for building heights he would like to see changed in the OMC.

Resident Earl Megginson asked what the disadvantage is for lower building height standards. Mr. Friend stated lower heights may take away design flexibility and project affordability. Mr. Megginson asked about people getting exceptions and variances.

Councilmember Tolley shared that he felt it isn't broke, so why fix it.



Councilmember Romano stated that he felt the decision should come from the people that live in the City.

Councilmember Romano moved to have staff review building heights and bring back new recommendations to Council.

Councilmember McDermott suggested bringing the recommendations from staff to the Planning Commission for review.

Mr. Einhorn felt that the Council was interested in taking the staff's recommendations to the Planning Commission and hearing what conclusions they have to say about the maximum building heights in Orland.

Resident Yvonna Bennett shared her concerns with building heights.

#### **D. Design Standards**

Mr. Friend brought forward a presentation about design standards, sharing what standards the City currently has and discussing the use and application of the terms 'should' vs. 'shall'. Mr. Friend stated that the City of Orland does not have a formal design review process/committee, Non-discretionary actions are reviewed at staff level only, discretionary actions come before City Council and the Planning Commission to review. Mr. Friend spoke briefly about what is and isn't looked at in a design review. Mr. Friend reviewed goals, objectives and policies that are included in the OMC related to design. Mr. Friend explained the difference between subjective versus objective design and showed examples of requirements that are in the OMC.

Mr. Friend showed pictures and spoke about aesthetics of local businesses in Orland compared to the same business in other nearby communities, sharing that the Commission has the ability and the tools available to make the community look the way they want or believe is appropriate for the City.

Mr. Friend stated that when looking at design there needs to be a balance between cost and time with discretion. Mr. Friend explained that many businesses will not come into a community if they believe there will be a discretionary hearing.

Councilmember Romano asked about reviewing design standards in the OMC and pointed out that the City Manager or designated representative has the right to approve site plan based on specific findings with provisions for appeals to the Planning Commission. Councilmember Romano shared his concerns about the City Manager or designated representative being the one to approve design standards and shared information he gathered on what other cities do for site plan review. Councilmember Romano stated he believes design review should be decided upon by either the Planning Commission (appointed by elected officials, City Council) or the City Council (elected officials), people that live in the City of Orland.

Councilmember Tolley shared he didn't think anything was wrong with the way design review is currently handled.

Mr. Friend shared that the Council controls everything in the OMC, how it works, what the words say, and how it is applied. Mr. Friend reminded Council that it can change in the code.

Vice Mayor Roundy shared he likes how the City looks and how the City has developed over the past 30 years. Vice Mayor Roundy stated he likes Councilmember Romano's ideas but that he feels the City needs to maintain what has been working for them the last few years.

Mayor Dobbs stated he is not interested in restructuring the process, he believes that the City manager has Orland's best interest in mind.

Councilmember McDermott state he has faith in the City Manager and City Planner decisions when it comes to the design process.

City Manager Carr asked Council to clarify the direction they would like staff to proceed. The majority of Council stated they did not want staff to take additional action on this item.

#### **E. City Council Discussion and Possible Action to Accept Offers of Dedication for Rights-Of-Way and Public Service Easement for Conditional Use Permit#2019-02**

City Engineer Paul Rabo brought forward a Conditional Use Permit(CUP) #2019-02 for Orland Sunny Truck Service Center that was approved in March of 2020 by the Planning Commission, sharing that per the Conditions of Approval, the project had a list of conditions, one of those being that the developer dedicate rights-of-way along Commerce Lane and Ide Street and a 10 ft public service easement, which the City will maintain the once constructed.

Mayor Dobbs clarified that the developer will be installing the curb, gutter, and sidewalk.

Action: Councilmember Tolley moved, seconded by Vice Mayor Roundy, that Council adopt Resolution 2023-06 "A Resolution of the City Council of the City of Orland Accepting Rights-of-Way and Public Service Easement from Orland Sunny Truck Service Center." Motion passed by a voice vote 5-0.

#### **F. Appointments to Economic Development Commissioner (EDC)**

Assistant City Manager Rebecca Pendergrass shared with the Council that there is currently a vacant position on the Economic Development Commission and asked for direction in filling the vacancy.

Councilmember Tolley asked if City staff could invite the previous applicants as well as open the position up to the public. The Council unanimously approved of this choice.

#### **G. Council Member Compensation – Greg Einhorn, City Attorney**

City Attorney Greg Einhorn brought forward Senate Bill 329 (SB329) which Governor Gavin Newsom recently signed into law. SB329 amends Section 36516 of the Government Code, allowing for the first city council member pay cap increase in nearly four decades.

Mr. Einhorn shared that currently for Orland, the maximum amount is \$300 per month, the new salary limit will go up to \$950. Mr. Einhorn explained the conditions of the increase allowed for by SB329. SB 329 goes into effect on January 1, 2024, but pursuant to Government Code section 36516.5, any council salary increase may take effect only when at least one member of the council commences a new term.

Vice Mayor Roundy spoke about past council member compensation changes and stated the increase is long overdue and that the increase may encourage more residents to run for office.

Mayor Dobbs would like to hear from the public before taking any action.

Councilmember Tolley shared that on social media many people were commenting on this item and felt they misunderstood and didn't know this is coming from the state not from the Council wanting an increase.

Councilmember Romano recommended allowing residents to marinate on the topic maybe bring it back as a future agenda item.

Resident Earl Megginson asked if Council is compensated for mileage. Vice Mayor Roundy confirmed that the Council is compensated for driving to meetings. Mr. Megginson complimented Councilmembers and staff on doing an excellent job for the City of Orland.

Resident Yvonna Bennett shared her feelings on the current councilmember compensation amount.

Resident Dee Dee Jackson spoke about people commenting on social media but not showing up to City meetings to voice their concerns. Ms. Jackson stated she comes to the meetings to stay informed and believes the council members deserve more than \$300.00.

## **ORAL AND WRITTEN COMMUNICATIONS**

### **PUBLIC COMMENTS:**

Resident Yvonna Bennett spoke about different board meetings she has spoken at recently in Glenn and Butte County. Ms. Bennett also shared her concerns she has been having requesting documents from the County, State and Federal governments.

## **CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Romano:

- Nothing to Report.

Councilmember McDermott:

- Will be attending the August 17<sup>th</sup> Planning Commission meeting.

Councilmember Tolley:

- Nothing to Report.

Vice Mayor Roundy:

- Has been attending the Friday night farmers markets in Library Park and shared they have been well attended and that there is a great sense of community;
- Will be attending the Transportation and Transit meeting August 17<sup>th</sup>;
- LAFCo has been cancelled for August;
- Shared an update on the recharge project that is going on in Lely Park.

Mayor Dobbs

- Attended the Fire Department meeting August 14<sup>th</sup>;
- Will be attending the Fish and Game meeting August 17<sup>th</sup>.

**MEETING ADJOURNED AT 8:47 PM**

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor

**CITY OF ORLAND  
CITY COUNCIL ORDINANCE 2023-04**

**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:

AYES:

NOES:

ABSENT:

ABSTAIN:



APPROVED:

---

Chris Dobbs, Mayor

ATTEST: APPROVED AS TO FORM

---

Jennifer Schmitke, City Clerk

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Gregory Einhorn, City Attorney



## **CITY OF ORLAND STAFF REPORT**

### **MEETING DATE: September 5, 2023**

---

**TO:** Honorable Mayor and Council

**FROM:** Leticia Espinosa, City Treasurer

**SUBJECT:** Treasurer's Report (Receive and File)

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#### **BACKGROUND:**

The City's Investment Policy identifies various policies that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment related activities.

The Treasurer has the authority to invest funds but only upon the direction of the City of Orland Investment Committee. This Committee is to be comprised of the Mayor, one City Councilmember, the City Manager and the Accounting Manager.

#### **DISCUSSION:**

Directions were given to the City Treasurer on investing funds in a Six Month - Certificate of Deposit (CD). The Investment Committee asked if it would be beneficial to pay off some open loans, but there are no outstanding loans that would be advantageous to pay off early at this time.

First Quarter interest earned was \$ 50,962.95. Second Quarter interest earned was \$ 73,750.13, for a grand total of \$ 124,713.08.

Attachment: Treasurer's Report as of August 17, 2023

**FISCAL IMPACT OF RECOMMENDATION:** None.

**City of Orland**  
**Report of the Treasury**  
**Schedule of Cash and Investments**  
**As of August 17, 2023**

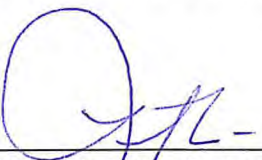
Pursuant to Government Code Section 53646, listed below is a schedule of Cash and Investments held by the City of Orland

<u>Description of Security/Financial Institution</u>	<u>Investment Policy Category</u>	<u>Reconciled Balance</u>
Cash Held on Hand:		
City Hall		\$ 150
City Pool		\$ 25
Public Works		\$ 35
Police		\$ 100
Subtotal		<u>\$ 310</u>
UMPQUA BANK		
Checking Accounts		\$ 229,861
Deposit Account		\$ 1,592,185
Evidence Fund Account*		\$ 14,864
Housing/Economic Development Program Income Account*		\$ 601,674
Subtotal		<u>\$ 2,438,584</u>
* = restricted use		
(LAIF) Local Agency Investment Fund		<u>\$ 3,058,701</u>
NORTHERN CALIFORNIA BANK		
Northern California Bank 1 Year CD	<u>Dates</u>	<u>Value</u>
Northern California Bank - 2 Year CD	Maturity Date Nov-23	\$ 1,010,800
Northern California Money Market	Maturity Date Nov-24	\$ 1,012,337
		<u>\$ 5,102,304</u>
<b>Total Cash and Investments Held by the City of Orland</b>		<b><u>\$ 12,623,036</u></b>
		<b>\$ 12,623,036</b>

I Certify that this report reflects all Government Agency cash and pooled investments and is in conformity with the investment policy of the City of Orland as stated in the annual investment policy approved by the City Council.

A copy of the investment policy is available at the office of the City Clerk.

The investment program herein provides sufficient cash flow liquidity to meet the estimated expenditures for the next 180 days.



Submitted: Leticia Espinosa/City Treasurer



## CITY OF ORLAND STAFF REPORT

### MEETING DATE: September 5, 2023

---

**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT:** Annual Posting of Salary Schedule (Action)

---

City staff will recommend Council approve the draft update to the annual comprehensive salary schedule.

#### **BACKGROUND:**

The City annually approves and publishes an updated schedule showing the monthly salary compensation for all full-time employees. This schedule is posted publicly and provided to CalPERS.

#### **DISCUSSION:**

The City is midway through its current 3-year bargaining agreements, so no new MOU's are presented this year. No new positions have been created this year. Salary ranges for Library Director and Director of Administrative Services/Assistant City Manager are adjusted to reflect changes in the labor market.

Attachment: Salary Schedule for Fiscal Year 2023-2024

#### **RECOMMENDATION:**

Approve the salary schedule, as presented.

#### **FISCAL IMPACT OF RECOMMENDATION:**

Approximately \$25k this fiscal year for the adjustments combined, mostly General Fund, shared in part with Water and Sewer funds, and partly offset by library staff expense contributions from Willows and County of Glenn.

**City of Orland**  
Draft Monthly Salary Schedule  
July 1, 2023 - June 30, 2024

<u>Position</u>	<u>Range</u>	
City Manager (Unrepresented)		13333
<u>Mid Management</u>		
Assistant City Manager/Director of Admin Services (Unrepresented)		8000
Police Chief (Unrepresented)		10050
Fire Chief (Unrepresented)		9166
Director of Public Works	7060	8581
Public Works Supervisor	5407	6572
Director of Library Services	7051	8571
Director of Recreation	4391	5337
<u>Police Unit</u>		
Sergeant	6788	7640
Patrol Officer	5219	6465
Communications and Records Supervisor	4770	5908
CSO/Evidence Technician	3737	4629
Dispatch Records Clerk	3737	4629
<u>Fire Unit</u> (Unrepresented)		
Administrative Assistant/Prevention & Inspection Coordinator	4457	5418
<u>General Unit</u>		
City Treasurer/ Accounting Analyst	4501	5471
City Clerk/ Admin Tech	4501	5471
Administrative Technician	3168	3851
Accounting Technician I	3418	4155
Accounting Technician II	4278	5200
Public Works Lead Foreman	4533	5510
Waste Water Treatment Operator	4115	5002
Equipment Mechanic	3944	4794
Equipment Operator	3743	4550
Maintenance Worker	3652	4439
Library Tech II	2862	3479
Library Tech III	3380	4109
Children's Librarian	3380	4109
Building Inspector	5270	6406





## **CITY OF ORLAND STAFF REPORT**

### **MEETING DATE: September 5, 2023**

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**TO:** Honorable Mayor and Council

**FROM:** Justin Chaney, Fire Chief

**SUBJECT:** 2023 Volunteer Fire Capacity Grant Resolution

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Request for resolution approval for the annual VFC Grant

#### **BACKGROUND:**

Every year Cal Fire puts out a Volunteer Fire Capacity Grant (VFC) for up to \$40,000 with a \$20,000 match for any city or district under 10,000 people. We apply for this grant every year and almost always receive the full amount.

#### **DISCUSSION:**

This year we received approval for our grant application but for a reduced amount of \$11,647.50 from Cal Fire with an Orland match of the same amount. This year our grant application is for new radios to put into our excess Federal Forestry engine that will be used locally and going out of County for future strike teams.

#### **RECOMMENDATION:**

City Council approve resolution 2023-07 for this year's VFC Grant from Cal Fire

#### **FISCAL IMPACT OF RECOMMENDATION:**

\$11,648. The Measure A Public Safety budget includes \$20,000 for this purpose.

**RESOLUTION NO. 2023-07****A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF ORLAND****IN THE MATTER OF:****Resolution Number: 2023-07**

**Approving the Department of Forestry and Fire Protection Agreement #7GF23084** for services from the date of last signatory on page 1 of the Agreement to June 30, 2024, under the Volunteer Fire Capacity Program of the Cooperative Forestry Assistance Act of 1978.

**BE IT RESOLVED** by the City Council of the City of Orland, that said Council does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2023-24 up to and no more than the amount of \$11,647.50.

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

The foregoing resolution was duly passed and adopted by the City Council of the City of Orland, at a regular meeting thereof, held on the 5th day of September, 2023, by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Chris Dobbs, Mayor\_\_\_\_\_  
Bruce Roundy, Vice Mayor**-----CERTIFICATION OF RESOLUTION-----****ATTEST:**

I Jennifer Schmitke, Clerk of the City of Orland, County of Glenn, California do hereby certify that this is a true and correct copy of the original Resolution Number 2023-07.

WITNESS MY HAND OR THE SEAL OF THE City of Orland, on this 5th day of September, 2023.

**OFFICIAL SEAL  
OR NOTARY CERTIFICATON**\_\_\_\_\_  
Signature

Jennifer Schmitke, City Clerk

**ITEM 1. Call to Order** at 5:01 p.m.

**ITEM 2. Roll Call**

**Commissioners Present:** D. Jolley, J. Lopez, M. Deeming

**Staff/Council Present:** Council Liaison Dobbs, Librarian J. Meza

**ITEM 3.** No Citizen Comments

**ITEM 4. Items for Discussion or Action**

- 1. ACTION ITEM:** Approve minutes of previous meeting. Motion made by Commissioner Jolley, 2<sup>nd</sup> by Commissioner Lopez. Motion carried unanimously
- 2. Reports from City Librarian on financial and monthly statistics:** Librarian provided statistical reports for March and April, 2023.
- 3. Library Programs, Events and Grants:** Librarian reported that Orland Rotary “Project 75” has awarded \$2,500 to the StoryWalk project. CA State Library awarded \$5,000 for Lunch with the Library Activities. \$800 was awarded for “Parks Pass Supplemental Programming” and a live raptor show was held at Carnegie on April 13<sup>th</sup>. The library is currently planning summer events and programs is scheduled to have a table at the 8<sup>th</sup> Grade Career Day and will be accommodating about thirty class tour/orientations for local schools.
- 4. Resignation of Children’s Librarian effective May 19th.** Librarian has begun recruitment process and will be filling in for the children’s librarian as needed at programs and events.
- 5. Notification of Broadband Internet Equipment replacement at cost of \$12,000.** Librarian has begun grant application process to apply for funds for new equipment.

**ITEM 5. Commissioner and/or Friends of the Library Reports:** none

**ITEM 6. Future Agenda Items:** Commissioners requested evaluation of ongoing equipment replacement costs.

**ITEM 7. Adjourn:** 5:25 p.m.

# PUBLIC WORKS & SAFETY COMMISSION

## Meeting Minutes

June 13, 2023

### 1. Call to Order

The meeting was called to order by Kelly at 4:00pm

### 2. Pledge of Allegiance – led by Fire Chief, Justin Chaney

### 3. Roll Call

Present: Chairperson David Kelly, Vice Chairperson James Paschall Sr.,  
Commissioner Emil Cavagnolo Commissioner Byron Denton,  
Chairperson Monica Rossman.

Councilmembers: Councilmember Roundy

Staff: Joe Vlach, Police Chief; Ed Vonasek, Director of Public Works;  
Meagan Mondragon, Secretary; Justin Chaney, Fire Chief,  
Paul Rabo; City Engineer.

### 4. Oral and Written Communications

A. Citizen Business: None

### 5. Consent Calendar

A. Approval of February 14, 2023 minutes

Commissioner Rossman motioned, seconded by Commissioner Cavagnolo to approve the February 13, 2023 minutes as presented, motion carried 5-0 by the following voice vote. Ayes: Kelly, Cavagnolo, Denton, Rossman and Paschall; Noes: None; Abstain: None; Absent: None.

### 6. Public Works

A. Wastewater Treatment Plant Operation and Maintenance Update

Director of Public Works, Ed Vonasek stated that himself and City Engineer, Paul Rabo came up with a first stage of a multi-stage process for the Wastewater treatment plant.

Mr. Rabo shared the 3 maintenance steps of the influent grinder(Muffin Monster), Blue Frogs, and other facilities equipment at the treatment plant.

Step 1 is backflushing the Blue Frogs weekly.

Step 2 is preventative maintenance on the Blue Frog aerators that occur every 10 months.

Step 3 is to install additional Blue Frog aerator anchor points.

Mr. Rabo explained that this will help prolong the life of the Blue Frogs.

Commissioner Denton stated his concerns with the maintenance steps of the Blue Frogs and the order of draining of the sewer ponds. Mr. Rabo assured Commissioner Denton that the

## **PUBLIC WORKS & SAFETY COMMISSION MINUTES**

June 13, 2023

Page 2

maintenance steps described will help lead to draining the sewer ponds so the depth can be properly corrected. Mr. Vonasek also stated that depending on staffing they will have a schedule for maintenance of the Blue Frogs.

Commissioner Rossman asked what the average life expectancy is for the Blue Frogs. Director Vonasek stated that the plastic part of the Blue Frogs will last forever but it's the motor that needs frequent maintenance and upkeep. Director Vonasek shared that once the sewer ponds are deeper and there is a maintenance schedule for the Blue Frogs it will make the equipment run more efficiently.

### **B. Possible Lane Closure Recommendation for East Side of Dutch Bros.**

Chairperson Kelly stated his concerns with the ongoing traffic issue complaints he receives about the intersection near Dutch Bros. (Tehama St./Newville). Chairperson Kelly stated it is a safety issue for the employees and public. Chairperson Kelly expressed that he would like to see the City work with Dutch Bros. to come up with a solution together. Chairperson Kelly informed the Commission that there is a current discussion of possible lane closure for the East side of Dutch Bros.

The Regional Operator for Dutch Bros., Matt, expressed the company's biggest concerns are the safety of employees and public. Matt shared his experiences of working with other cities to help come up with a solution for similar situations and stated he looks forward to working with Orland to make the location the safest it can be for employees and public.

Commission asked questions and discussed their concerns with Matt.

Matt stated that he is open to suggestions and can discuss with Dutch Bros. Head Quarters.

### **C. 2023-2024 SBI Allocation Project List**

Mr. Rabo informed the Commission that the City has a list of projects in the States system that are in queue for receiving funding. Mr. Rabo shared the 2023-2024 Senate Bill 1(SB1) Allocation Project List that is based off a Pavement study that Glenn County completed in 2021. In this study the County drove around and evaluated curbs, sidewalks, and streets around Orland. Mr. Rabo informed the Commission that the roads are listed as good, fair, and poor. Mr. Rabo shared that some of these projects are already in progress.

Vice Chairperson Paschall asked City staff if they believe they will actually receive state funding. Mr. Rabo stated the City will receive the funding but the completion date of projects may be altered.

Vice Mayor Roundy shared information on the Caltrans project that will run along State Route 32 (SR32) from Hamilton City to I5 in Orland. Vice Mayor Roundy stated that if the Commission has any recommendations, he can take them to the Transportation and Transit meetings.



## **PUBLIC WORKS & SAFETY COMMISSION MINUTES**

June 13, 2023

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### D. Public works Department Updates

Director Ed Vonasek informed the Commission that the DWR Phase 2B contract bids have been posted and will be awarded at the July 18<sup>th</sup> City Council meeting.

Director Vonasek shared that the Public Works Department is working with the Library to create an exterior reading and meeting area for the Library of Patrons.

Director Vonasek shared that at the last Public Works Safety Meeting Chairperson Kelly asked for the cost of the removal of the speed bumps on 8<sup>th</sup> St. and installing stop signs on Tehama St. Director Vonasek estimated that those projects would cost around \$6500.00 for removal, resurface section of road, and installing stop signs on Tehama St. Chairperson Kelly recommended having this item added to a future City Council agenda for Council review.

Action: Chairperson Rossman moved, seconded by Commissioner Cavagnolo, to suggest to Council the removal of the speed bumps on 8<sup>th</sup> street and adding stop signs where needed. Motion carried by roll call vote 4-1

Ayes: Commissioners Rossman, Cavagnolo, Denton, and Chairperson Kelly  
Noes: Vice Chairperson Paschall

### E. Groundwater Well Level Update

Director Vonasek shared that the well levels are in a good position.

Commissioner Cavagnolo shared that he is working on the recharge program and is making progress.

## **7. Public Safety**

### A. Fire Department Update

Fire Chief Chaney shared that fire season is coming up and stated all the commercial lots in town have been abated. Chief Chaney informed the Commission that the code enforcement team will be working on areas around town that have not complied or where complaints of overgrown properties need attention. Chief Chaney shared that May was their busiest month with 81 calls. Chief Chaney stated that the Fire Department is working with the County to get another ambulance for the City of Orland to help the Fire Department with medical calls.

### B. Police Department Update

Police Chief Vlach announced, that the Police Department has stocked medical bags and Automatic External Defibrillator (AED) for every police officer to help the Fire Department when they are responding to a scene. Chief

**PUBLIC WORKS & SAFETY COMMISSION MINUTES**

June 13, 2023

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Vlach shared that the Police Department has completed 2 projects over the last few months. The first project was the new evidence room being built at the City yard. Israel the Evidence Technician is now in the process of moving evidence over from the Police Department in town to the new evidence room at the City yard. Chief Vlach shared the second completed project is the surveillance and key card entry at City Hall and Police Department. Chief Vlach shared that City Council also approved phase 2 of the security project which will include the Library and Carnegie Center which will be completed in the next fiscal year.

Chairperson Kelly asked for an update on the Radio Project. Chief Vlach stated that they are still currently working on some issues that have come up with the Radio Project.

**8. General****A. Schedule of Next Meeting**

The next regularly scheduled Commission meeting will take place at Carnegie Center at 4 pm, August 8, 2023

**9. Commissioner Reports**

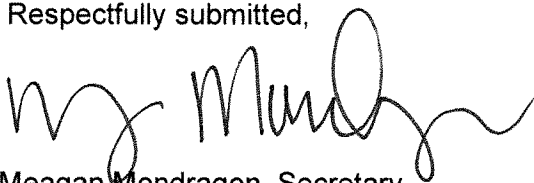
None.

**10. Future Agenda Items**

Commissioner Rossman would like the turning lanes on East & HWY 32 to be repainted.

**11. ADJOURNMENT – 5:14 PM**

Respectfully submitted,



Meagan Mondragon, Secretary



David Kelly, Chair

**PLANNING COMMISSION MINUTES**  
**May 18, 2023**

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

**2. Pledge of Allegiance**

**3. Roll Call:**

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

**4. ORAL AND WRITTEN COMMUNICATIONS**

**Citizen Comments**

John McDermott, City Councilmember, thanked the Commission for all the hard work they do for the community.

**5. CONSENT CALENDAR**

Chairperson Nordbye asked to move the consent of the April 20<sup>th</sup> meeting minutes to the next meeting so that the minutes could be reviewed for clarification.

**6. ITEMS FOR DISCUSSION**

PENBROOK SUBDIVISION: TSM 2022-01

City Planner Mr. Friend explained that the proposed discussion is regarding the wording of the City of Orland’s General Plan policy 3.2.b.2, *Collector Street Standards #6*. Mr. Friend invited Steven Butler, Precision Surveying, (applicant representative on behalf of Lakeport Parkside, LLC) to discuss the letter he submitted to Council at the April Planning meeting about the proposed *Penbrook subdivision*.

Mr. Butler shared that the company he is representing would like to see Orland’s General Plan have more flexibility when it comes to development. Mr. Butler reminded the Commission that the issue is with the restriction of houses facing major collectors. Mr. Butler gave examples of areas in nearby communities that have had similar restrictions on projects and shared how they resolved the issues.

Mr. Friend stated that City staff are not supportive of changing the City’s General Plan but agreed with Mr. Butler that there are some practical things that can be done to the proposed project to resolve the problems. Mr. Friend reminded the Commission that a change to the General Plan isn’t limited to one project, it will change every arterial and/or any major collector streets in the City.

Commissioners discussed with City Staff changing the general plan standards and alternative street designs options. Many Commissioners shared experiences of visiting similar residential areas in Chico and stated their concerns over safety around the proposed project.

Chairperson Nordbye stated he felt that the Commission has brought forward many good ideas and options that the developer may be interested in. Chairperson Nordbye asked Mr. Friend if City Staff could meet with the developer to go over the Commissions ideas to see if any of the alternatives may work for the City and developer to bring forward a resolution that does not require the City to change the general plan.

Mr. Friend stated that City Staff is interested in making this project work and thanked Mr. Butler for coming forward to speak to the Commission.

## **7. STAFF REPORT**

Mr. Friend brought forward a brief discussion about design standards, sharing what standards the City currently has and discussing the use and application of the terms 'should' vs. 'shall'. Mr. Friend showed pictures and spoke about aesthetics of local businesses in Orland compared to the same business in other nearby communities sharing that the Commission has the ability and the tools available to make the community look the way they want or believe is appropriate for the City. Mr. Friend asked if the Commission felt the design standards needed to be changed or strengthened.

Commissioners discussed but did not direct staff to come back with changes to the design standards.

Mr. Friend updated the Commission on the Habitat for Humanity project, McDonalds, Maverik and Quiet Creek projects.

## **8. COMMISSIONERS REPORTS**

- Chairperson Nordbye nothing to report.
- Commissioner Romano shared she has heard negative feedback about the Woodward Family Apartments regarding it being 3-stories and shared an experience she had helping move furniture into the new Habitat for Humanity Project – Purpose Place.
- Vice Chairperson Elliott nothing to report.
- Commissioner Montague nothing to report.
- Commissioner Lazorko stated she will not be present for the July Commission meeting.

## **9. FUTURE AGENDA ITEMS**

Vice Chairperson Elliott asked staff to bring a list of areas of concern to a future meeting so the Commission can discuss areas of the code that may need amending.

Chairperson Nordbye asked Commissioner Romano if she would like to bring forward her presentation on Streetscapes for the next meeting.

## **10. ADJOURNMENT – 6:41 PM**

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson

## PLANNING COMMISSION MINUTES June 15, 2023

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

**2. Pledge of Allegiance**

**3. Roll Call:**

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

## **4. ORAL AND WRITTEN COMMUNICATIONS**

**Citizen Comments - None**

## **5. CONSENT CALENDAR**

Chairperson Nordbye shared that Commissioners would like to make a correction in section 7 of the April 20<sup>th</sup> meeting minutes. Commissioner Lazorko suggested replacing the statement about the Commission stating their concerns about roundabouts to the Commission discussed roundabouts and asked questions about where they would be useful in the City.

**ACTION:** Vice Chairperson Elliott moved, seconded by Commissioner Lazorko to approve consent calendar with the amendment of wording in section 7. Motion carried unanimously by a voice vote, 5-0.

## **6. ITEMS FOR DISCUSSION**

Commissioner Romano shared a presentation she created on City Streetscapes to help make Orland walkable and safer. Commissioner Romano stated that she had met with many City staff department heads to discuss concerns and how Complete Streets could be integrated into different areas in Orland. Commissioner Romano's key speaking points were about narrowing streets to make them safer, the pros and cons of urban forests, bulb outs and bike lanes.

Commissioners discussed asking the community to help with planting trees or possibly looking into doing an adopt-a-streets program for business or community groups. The Commission spoke about funding options to help with street upgrades.

Commissioners thanked Ms. Romano for researching, illustrating, and sharing City Streetscape design possibilities. City Planner Scott Friend shared that City Staff was appreciative that Commissioner Romano took the time to listen to their concerns and needs relative to the timing of the presentation and distribution of the presentation materials.

## 7. STAFF REPORT

Mr. Friend shared that at the next Planning Commission meeting in July Vehicle Miles Travelled (VMT) preview, a modified application for a freeway pole sign for Maverik and possibly two new commercial developments will be on the agenda.

Quiet Creek's CEQA document is close to being complete, the Commission will possibly see this item in September for recommendation to City Council.

## 8. COMMISSIONERS REPORTS

- Chairperson Nordbye indicated that he had nothing to report.
- Commissioner Romano shared she was saddened to hear about the Phase 2 expansion of the Habitat for Humanity project funding being voted down by City Council.
- Vice Chairperson Elliott shared his concerns in regard to staff's comment that the City had not heard back from Schellinger Brothers on the Penbrook project yet.
- Commissioner Montague indicated that he had nothing to report.
- Commissioner Lazorko stated that she was sad to see the house on Cortina Ct for sale and shared her concern about what would happen to the additional housing options on the parcels next door.

## 9. FUTURE AGENDA ITEMS

None

## 10. ADJOURNMENT – 6:52 PM

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson



## CITY OF ORLAND STAFF REPORT

### MEETING DATE: September 5, 2023

---

**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT:** ARPA Update(Discussion/Direction)

---

City Council will consider progress and status of its American Rescue Plan Act (ARPA) projects, may determine adjustments to be made to the ARPA budget.

#### **BACKGROUND:**

The City received a total of \$1.872M in Covid-relief funding as part of the American Rescue Plan Act (ARPA). Council has engaged in many conversations and several actions to incrementally allocate ARPA funds for numerous specific projects benefiting the community. The ARPA worksheet was most recently reviewed and updated February 21<sup>st</sup>.and was included July 1<sup>st</sup> as page 9 in the FY23-24 City budget.

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

#### **DISCUSSION:**

Most ARPA programs and projects are completed or underway, proceeding according to budget plan. A few have not yet been started, but there is not a use-it-or-lose-it time pressure. No projects are indicating over-budgeting at this time. There remains a relatively small available balance (\$80k) of yet unallocated funds which serves as a buffer for the many projects designated.

Queen Bee Bucks gift card funds are nearly exhausted. City needs to sunset it, or re-fund it now or at some future point. Factors to consider:

- The \$80k provided \$64k direct in gift card bonuses, and \$16k for contract program admin.
- Over \$100k in gift cards have been purchased, \$87k redeemed (87% redemption rate).
- Nationwide, generally:



- 60% of all gift cards sold are digital, and rapidly increasing in popularity.
- 80% of gift cards are redeemed < 1 year, 70% < 6 mos.
- Christmas and Mothers Day are top selling seasons for gift cards.

Attachment: Use of ARPA Funds Worksheet as of September 5, 2023

**RECOMMENDATION:**

Acknowledge status of projects and funding.

Allocate \$40k of the remaining \$80k to the Queen Bee Bucks community e-gift card program.

**FISCAL IMPACT OF RECOMMENDATION:** N/A

# Use of ARPA Funds Worksheet

Report to Council Sept 5, 2023

City of Orland

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

Total Remaining Unallocated:

\$80,000

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



## **CITY OF ORLAND STAFF REPORT**

### **MEETING DATE: September 5, 2023**

---

**TO:** Honorable Mayor and Council

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

**SUBJECT:** Replacement of Enterprise Software (Discussion/Action)

---

City Council will review and continue its consideration in replacing current enterprise software.

#### **BACKGROUND:**

At its April 5, 2022 meeting, City Council approved setting aside \$50,000 in American Rescue Plan Act (ARPA) funds to replace the City's current antiquated enterprise software. The software currently includes utility billing, general ledger (budget control, journal activity, etc.), payables, payroll, and cash management. The City has used its current software (MOMs) from Corbin Willits Systems, Inc. since 1974.

#### **DISCUSSION:**

Staff has started the process of meeting with different vendors that offer the needed software. Staff has met with Tyler Technologies and received a proposal. Tyler Technologies is utilized by nearby agencies including Marysville, Gridley, Anderson and most recently Willows.

Additionally, Staff has reached out to three other vendors, two of which have responded to the initial meeting requests but have not solidified a meeting date or time.

Attachment: Tyler Technologies Quote

**RECOMMENDATION:** Consider Tyler Proposal, direct staff.

**FISCAL IMPACT OF RECOMMENDATION:** \$50k from ARPA, \$72k split between Water and Sewer funds for initial costs. Ongoing annual costs are approximately \$43,000 and will be divided between General Fund (40%) and Water and Sewer Funds (60%).



**Sales Quotation For:**

City of Orland  
PO Box 547  
Orland CA 95963-0547

Quoted By: Cody Gunstenson  
Quote Expiration: 12/20/23  
Quote Name:

Tyler Annual Software – SaaS			
Description	List Price	Discount	Annual
Tyler One			
Identity			
Identity Workforce Advanced [5]	\$ 30	\$ 0	\$ 30
Time & Attendance powered by ExecuTime			
Time & Attendance Mobile Access License	\$ 1,503	\$ 301	\$ 1,202
Advanced Scheduling	\$ 5,983	\$ 1,197	\$ 4,786
Time & Attendance	\$ 3,107	\$ 621	\$ 2,486
Content Manager Suite			
Core	\$ 3,537	\$ 707	\$ 2,830
ERP Pro powered by Incode			
ERP Pro 10 Financial Management Suite			
Invoice Approvals	\$ 0	\$ 0	\$ 0
Core Financials	\$ 10,285	\$ 2,057	\$ 8,228

Tyler Annual Software – SaaS			
Description	List Price	Discount	Annual
Human Resources Management (Includes Position Budgeting)	\$ 7,070	\$ 1,414	\$ 5,656
Employee Access Pro	\$ 0	\$ 0	\$ 0
Project Accounting	\$ 2,312	\$ 462	\$ 1,850
Purchasing	\$ 3,076	\$ 615	\$ 2,461
Accounts Receivable	\$ 1,945	\$ 389	\$ 1,556
ERP Pro 10 Customer Relationship Management Suite			
Utility Billing Water/Gas	\$ 8,356	\$ 1,671	\$ 6,685
Cashiering	\$ 2,894	\$ 579	\$ 2,315
Utility Access	\$ 1,344	\$ 269	\$ 1,075
Service Orders Mobile	\$ 643	\$ 129	\$ 514
<b>TOTAL:</b>	<b>\$ 52,085</b>	<b>\$ 10,411</b>	<b>\$ 41,674</b>
<b>Term # of Years:</b>	<b>3</b>		

Tyler Annual Services			
Description	List Price	Discount	Annual
ERP			
Other Services			
Tyler University	\$ 1,918	\$ 384	\$ 1,534
<b>TOTAL:</b>	<b>\$ 1,918</b>	<b>\$ 384</b>	<b>\$ 1,534</b>

Tyler Fees per Transaction	
Description	Net Unit Price
ERP Pro powered by Incode	
ERP Pro 10 Financial Management Suite	

Tyler Fees per Transaction	
Description	Net Unit Price
AP Automation	\$ 0.00
Notify	
Notifications for Utilities	\$ 0.10
Tyler One	
Payments	
ERP Pro Payments	\$ 0.00
Utility Access Payments Bundle	\$ 0.00

Services		
Description	Hours/Units	Extended Price
ERP Pro 10 Financial Management Suite		
Professional Services	292	\$ 42,340
Data Conversion Services		\$ 6,000
Project Management	1	\$ 1,500
ERP Pro 10 Customer Relationship Management Suite		
Professional Services	200	\$ 29,000
Project Management	1	\$ 1,500
Data Conversion Services		\$ 6,000
ERP Pro Community Development Suite		
Project Management	1	\$ 1,500
Time & Attendance powered by ExecuTime		
Project Management	1	\$ 1,400
Time & Attendance Professional Services	96	\$ 13,920
Professional Services	98	\$ 14,210
Content Manager Suite		

Services		
Description	Hours/Units	Extended Price
Professional Services	32	\$ 4,640
<b>TOTAL:</b>		<b>\$ 122,010</b>
<b>Summary</b>	<b>One Time Fees</b>	<b>Recurring Fees</b>
Total SaaS		\$ 41,674
Total Tyler Services	\$ 122,010	\$ 1,534
<b>Summary Total</b>	<b>\$ 122,010</b>	<b>\$ 43,208</b>

Optional Tyler Annual Software – SaaS			
Description	List Price	Discount	Annual
<b>ERP Pro powered by Incode</b>			
<b>ERP Pro 10 Financial Management Suite</b>			
Benefits Enrollment	\$ 1,650	330	\$ 1,320
Inventory Control	\$ 1,945	389	\$ 1,556
<b>ERP Pro Community Development Suite</b>			
Permitting Access	\$ 1,200	240	\$ 960
Licensing Access	\$ 1,200	240	\$ 960
Code Enforcement Access	\$ 1,200	240	\$ 960
Code Enforcement	\$ 2,894	579	\$ 2,315
Licensing	\$ 2,894	579	\$ 2,315
Permitting	\$ 2,894	579	\$ 2,315
Inspections Mobile	\$ 1,000	200	\$ 800
<b>Tyler One</b>			
<b>My Civic Suite</b>			
My Civic & Service Requests Pro	\$ 4,000	800	\$ 3,200
My Civic Utility Access Interface	\$ 0	0	\$ 0

### Optional Tyler Annual Software – SaaS

Description	List Price	Discount	Annual
<b>TOTAL:</b>	<b>\$ 20,877</b>	<b>\$ 4,176</b>	<b>\$ 16,701</b>
<b>Term # of Years:</b>	<b>3</b>		

### Optional Services

Description	Hours/Units	Extended Price
ERP Pro 10 Financial Management Suite		
Professional Services	44	\$ 6,380
ERP Pro Community Development Suite		
Professional Services	96	\$ 13,920
My Civic Suite		
My Civic & Service Requests Pro	1	\$ 2,250
Project Management	1	\$ 250
<b>TOTAL:</b>		<b>\$ 22,800</b>

### Comments

Work will be delivered remotely unless otherwise noted in this agreement.

Time & Attendance SSL Certificate Requirements: Clients must obtain an SSL certificate (2048-bit minimum) for on-premises Tyler servers from a trusted Certificate Authority (CA), such as a commercial provider (e.g. Verisign, GeoTrust, DigiCert) or client managed CA. SSL certificates are required to secure application communication by encrypting data over HTTPS. Server specific certificates (e.g. tylerapp.yourdomain.org) are supported, though a wildcard certificate (e.g. \*.yourdomain.org) is commonly used for multiple servers on the same domain.

Your use of Tyler Payments and any related items included on this order is subject to the terms found at:

<https://www.tylertech.com/terms/payment-card-processing-agreement>. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Tyler Payments fee schedule.



Any acquisition of clocks and/or clock maintenance is subject to the following terms:

[Time & Attendance Clock Terms \(tylertech.com\)](https://tylertech.com/time-attendance-clock-terms)

<b>Identity Workforce Advanced [5]</b>	Tyler's Identity Workforce currently supports the following identity providers (IdP's) for use with Tyler back-office solutions: Microsoft Active Directory through Azure AD, ADFS or Okta AD agent, Google Cloud Identity, Identity Automation RapidIdentity, and Okta. Any requirement by you to use an IdP not supported by Tyler may require additional costs, available upon request. Identity Workforce SaaS Fees are based on user counts. Year one SaaS Fee is based on estimated user count as indicated in this order. Unless otherwise agreed by the parties, the SaaS Fee for each subsequent annual term is based on the preceding annual term's annual user count.
<b>Utility Billing Water/Gas</b>	Utility CIS System includes collections, tax lien process and import, a standard forms pkg., output director and one Utility handheld meter-reader interface.
<b>Utility Access</b>	Utility Access Component displays the current status (late, cut off etc), the action needed to avoid penalty, current balance, deposits on file (optional), last payment date, last payment amount, payment arrangements on file, last bill amount, last bill date, bill due date, contracts on file and status, transaction history (online payments). Payment packet is created to be imported to utility system. Address information includes legal description, precinct, school district, and services at address(subject to data availability). Includes consumption history by service (including graphs), request for service (optional), information change request (optional), security -SSL (secure socket layer).
<b>Core Financials</b>	Core Financials includes general ledger, budget prep, bank recon, AP, CellSense, a standard forms pkg, output director, positive pay, secure signatures.
<b>Cashiering</b>	Cashiering supports credit/debit cards, is PCI Compliant, and includes a cash collection interface and a cashiering receipt import.
<b>Invoice Approvals</b>	Invoice Approvals, included with AP Automation, automates invoice workflows by routing them to the appropriate departments for completion and approval.
<b>Advanced Scheduling</b>	Advanced Scheduling includes Advanced Scheduling Mobile Access
<b>Permitting Access</b>	Permitting Access displays the project detail, which includes permit number, status, address, owner name, expiration date, and issued date. It also displays the segment detail, which includes the fees, balance, payments, and any pending payments. It displays any inspection history. Payment packet is created to be imported to the permitting system. It also allows the user to request inspections, as well as pay or apply for a permit. Note that the customer pays the \$1.25 fee per transaction for payment online.
<b>Licensing Access</b>	Licensing Access displays the license detail, which includes license number, license type, issued to, alternate contact, property, status, effective date, and expiration date. It displays the balance detail, such as fees, penalties, interest, and tax. Payment packet is. It also allows the user to request renewals, as well as pay or apply for a license. Note that the customer pays the \$1.25 fee per transaction for payment online.

<b>Notifications for Utilities</b>	Notification for Utility Access (\$0.10 per call) includes Customer notification by phone (call late notices and general notifications). Call lists are automatically generated and the account is updated after the call. It includes a custom message for each call type and the call message can be in English or Spanish. It generates reports based on call results. Note: The Utility will be billed at the rate specified above for all the calls made. The Utility will be billed quarterly by Tyler Technologies for calls conducted.
<b>Utility Access Payments Bundle</b>	The Utility Access Payments Bundle includes: ERP Pro Payments and IVR (an automated phone system which securely allows for the collection of utility payments and the checking of balances and due dates).
<b>AP Automation</b>	AP Automation pricing quoted reflects processing via ACH or Virtual Card. Processing checks will incur a fee and an invoice will be provided annually based on actual usage. Please refer to the Terms of Use for Fee Structure.
<b>Utilities Data Conversion</b>	Utility Billing conversion includes contacts/properties/accounts, meters, transaction/consumption/read history, metered services, non-metered service. Balanced transactions converted from current calendar year plus prior 2 years. Unlimited history imported upon request.
<b>Human Resources Management /Payroll History Data Conversion</b>	Human Resources Management History conversion includes unlimited historical records.
<b>Human Resources Management Employee Records Conversion</b>	Human Resources Management/Payroll conversion include employee master, deductions/taxes, retirement, current leave totals, current direct deposit - additional fee for historical views.
<b>General Ledger History Data Conversion</b>	General Ledger History conversion includes unlimited historical records
<b>General Ledger Data Conversion</b>	General Ledger conversions include Chart of Accounts - additional fee for historical views.
<b>Accounts Payable History Data Conversion</b>	Accounts Payable History conversion includes unlimited historical records
<b>Accounts Payable Data Conversion</b>	Accounts Payable conversions include Vendor Master Only - additional fee for historical views.



## CITY OF ORLAND STAFF REPORT

### MEETING DATE: September 5, 2023

---

**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT:** Undeveloped City Property 517 Walker Street (Discussion/Direction)

---

City Council will advance its consideration of potential utilization of City land on Walker Street immediately east of the railroad tracks.

#### **BACKGROUND:**

Following the City's joining Bee City USA in 2016 and self-proclaimed designation as "Queen Bee Capital of North America" in 2017, a group of local apiarists working on the dream of establishment of a honeybee museum refocused its plans to Orland. That group, organized as Honeybee Discovery Center (HDC), now an established 501(C)3 tax exempt non-profit organization, operates under the direction of an independent board of directors. The City has been supporting and participates in HDC activities, as well as with the parallel "Queen Bee Capital Committee."

The City Council on December 17, 2018 approved purchase of  $\frac{3}{4}$  acre of bare land on Walker Street between 5<sup>th</sup> Street and the railroad tracks (address: 517 Walker Street) with the statement, "The land is envisioned as having economic and community development value as a community center / visitor center / museum site." Minutes from that meeting record:

"The property is planned for future development as a museum and visitor center... The cost to purchase the property is \$110,000. Council agreed this is a good investment for the community."

City Council heard an update on HDC progress November 16, 2021, during which the HDC Board reaffirmed its intention to use the site for a future museum. To date the City has not entered into a lease agreement for the land with HDC, and it now appears that HDC may be refocusing its discovery center vision to an alternate location outside Glenn County. If this becomes reality, the City will need one or more alternate options to best utilize the site.

Meanwhile, a Clean California grant application is pending that would fund establishment of a conceptualized "Pollinator Park" on the site, providing vegetation, pedestrian walkways and seating, and outdoor plaza-type gathering space. Electric vehicle charging infrastructure is also proposed for a portion of the property.

**DISCUSSION:**

With or without approval of the Pollinator Park grant, Council should consider options and preferred alternatives for this key-location property. An artist's sketch of the originally envisioned park concept is presented for consideration. Ideas recently suggested include city hall facilities, parking, and recreational amenities.

**Attachments (2):**

- A. Aerial site depiction (see below)
- B. Pollinator Park conceptual layout

**RECOMMENDATION:**

Discuss options and identify preferred uses of the site as back-ups to the HDC plan.

**FISCAL IMPACT OF RECOMMENDATION:**

N/A at this time.







### Legend

- 1 Interpretive signage
- 2 Cast in place concrete platform / stage
- 3 Shade sails / structure
- 4 Grain bin - re-purposed as info kiosk and storage
- 5 Pollinator hydration station/ water feature
- 6 Cast in place concrete amphitheater seating / bleachers
- 7 Movable tables and chairs
- 8 Site lighting
- 9 Hexagonal pavers
- 10 Future sidewalk and streetscape planting (per City Streetscape Project)
- 11 Future median bee-themed art (per City Streetscape Project)
- 12 Storage shed
- 13 Stabilized decomposed granite paving with edging
- 14 Drought tolerant pollinator garden planting with native and adapted species & high efficiency irrigation system
- 15 6' tall screening wall
- 16 New tree planting area - provide new curbs in parking lot to protect trees
- 17 Repair asphalt parking and alley as needed.
- 18 Drinking fountain with bottle filling station
- 19 Public restroom

### Tree Species - Such As:

-  Large Canopy Tree - such as:  
California Sycamore (*Platanus racemosa*)  
Cork Oak (*Quercus suber*)  
Holly Oak (*Quercus ilex*)
-  Parking Lot Tree - such as:  
Almond Tree (*Prunus dulcis*)
-  Flowering Pollinator Tree - such as:  
Crape Myrtle (*Lagerstroemia indica*)  
Eastern Redbud (*Cercis canadensis*)
-  Streetscape Tree - such as:  
Chinese Pistache (*Pistacia chinensis*)  
Trident Maple (*Acer buergerianum*)



## CITY OF ORLAND STAFF REPORT

### MEETING DATE: September 5, 2023

---

**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT:** Proposal for Electric Vehicle Charging Stations (Discussion/Direction)

---

City staff will present a proposal for installation of electric vehicle (EV) charging stations in the downtown area.

#### **BACKGROUND:**

EV charging is already becoming available along our highway commercial corridor. Consistent with the City's fiscal year project objectives and ARPA budget, and with encouragement from the Orland Economic Development Commission and Orland Area Chamber of Commerce, City staff has been exploring options for locating EV charging stations in the downtown shopping district.

The objective is to encourage highway travelers to visit our locally-owned stores and restaurants while recharging their vehicle batteries. It is understood that some current parking spaces would need to be converted to EV use. Location planning for EV spaces and associated infrastructure is highly influenced by availability and cost of connection to existing infrastructure, as well as proximity to shopping and dining.

One vendor, Rivian, has been responsive to the City's solicitations. At the December 6 2022 City Council meeting, staff and Council considered a proposal from Rivian Automotive, Inc. Feedback from the Council informed the continuing conversation with Rivian.

#### **DISCUSSION:**

Rivian has revised its original proposal to provide a modified concept layout and updated draft contract for City consideration. The proposed agreement would provide for lease to Rivian of twelve (12) parking spaces at or near the City's 5<sup>th</sup> Street parking lot for one 5-year initial term with 2 additional 5 year renewals at Rivian discretion, with several key understandings:

- a) Rivian would bear all cost to install underground and above-ground infrastructure.
- b) Rivian would re-pave the alley and re-stripe the lot with conformance to ADA requirements.
- c) Rivian would provide pole-mounted lighting and signage for spaces.
- d) 6 spaces would be in use initially, with 6 prepared and ready for future EV use.
- e) 2 of the above spaces would be on 5<sup>th</sup> Street, one on the City-owned lot west of the alley, the balance along the south side of the existing City-owned lot.

- f) All spaces would be Rivian Waypoint Level III (200 kW, DC fast charging, compatible with other “J plug” EV). This accessibility includes Rivian, Tesla, Mercedes, some Ford, etc. A J1772 connector (J Plug) is a standard charging connector for electric vehicles.
- g) One of those spaces will support EV trucks towing trailers, located on the west side of the alley near the transformer and switch-gear.
- h) City will continue to provide basic lot maintenance and cleaning.

EV drivers on the interstate could search for and see only proprietary charging stations, or search for all available charging stations and be directed to Orland’s downtown location.

Attachments (2):

1. Diagram depicting proposed location of EV spaces and equipment. This diagram, when finalized, will become an exhibit of the agreement.
2. Proposed agreement with Rivian for EV charging stations in downtown Orland.  
(*The Proposed Agreement was not available at the time of publishing the agenda.*)

Additional information about Rivian chargers is available online at:

<https://rivian.com/experience/charging>

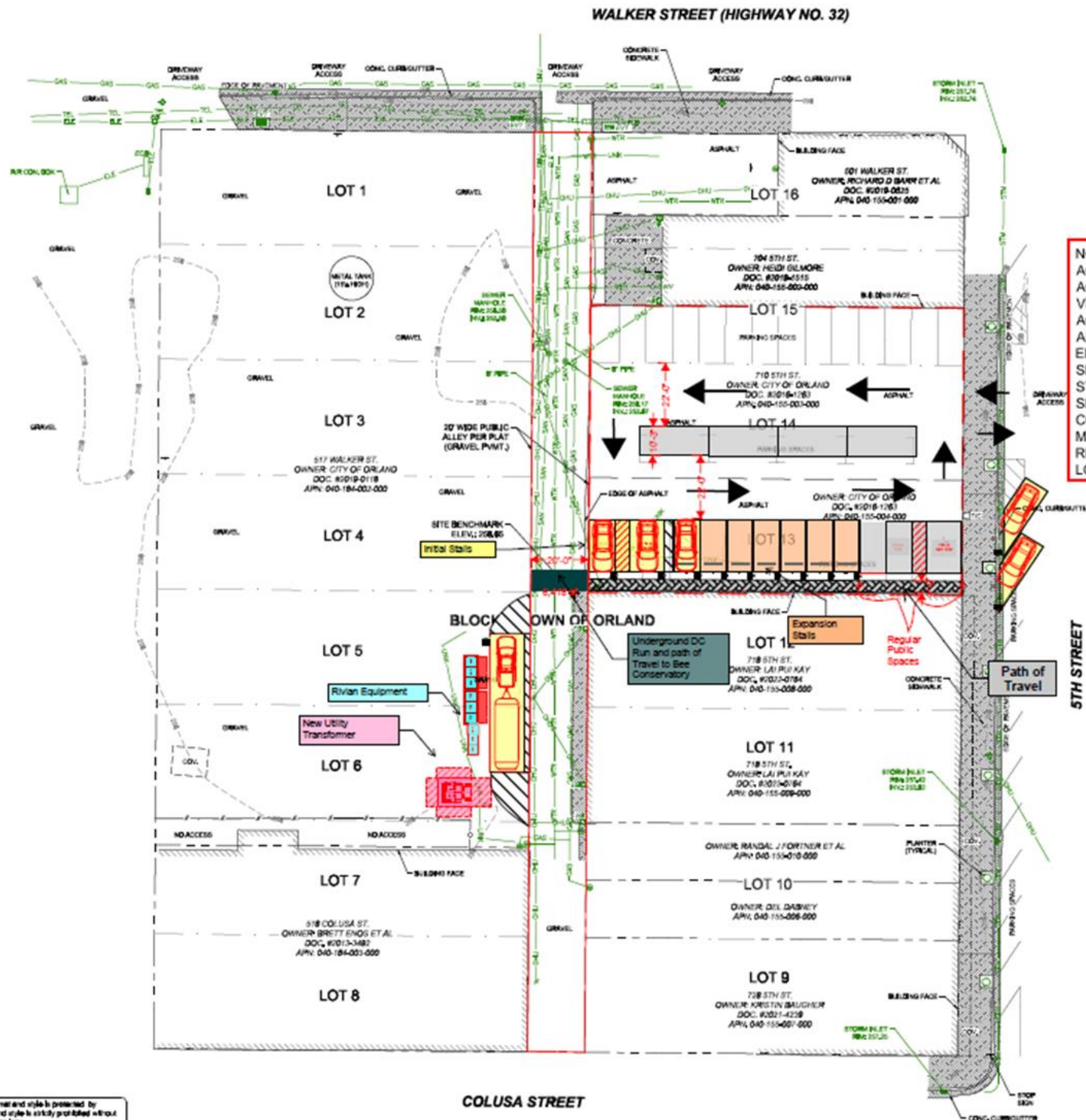
**RECOMMENDATION:**

Approve proposal and authorize city Manager to execute the agreement and project.

**FISCAL IMPACT OF RECOMMENDATION:**

No cost to City. Potential direct positive impact up to \$600/mo for Orland General Fund, probably short-term. Potential indirect undetermined increased sales tax revenue from increased motorist patronage of Orland businesses.









## **CITY OF ORLAND STAFF REPORT**

### **MEETING DATE: September 5, 2023**

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**TO:** Honorable Mayor and Council

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

**SUBJECT:** Appointment to Feline Ad Hoc Committee (Discussion/Action)

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City Council may appoint one or two members of the Council to a new countywide committee.

#### **BACKGROUND:**

Following several recent conversations at City and County forums, the Glenn County Board of Supervisors recently established a temporary single-focus (ad hoc) committee to explore ways to address the issues of feral cats and services to control the feral population. The County representatives are Supervisors Carmon and Yoder.

#### **DISCUSSION:**

The City Council is invited to appoint one or two Council Members to represent Orland on the Feline Ad Hoc committee. The group is expected to wrap up its work and make recommendations to the Board, and potentially to the City Councils, by February 2024.

#### **RECOMMENDATION:**

Appoint two Council Members to the Feline Ad Hoc Committee.

#### **FISCAL IMPACT OF RECOMMENDATION:**

No fiscal impact.