



ORLAND CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, January 21, 2025 at 6:30 PM
Carnegie Center, 912 Third Street and via Zoom

P: (530) 865-1600 | www.cityoforland.com

City Council: Mathew Romano, Mayor | JC Tolle, Vice-Mayor
John McDermott | Brandon Smith | Terrie Barr

City Manager: Peter R. Carr **City Clerk:** Jennifer Schmitke

Virtual Meeting Information:

<https://us02web.zoom.us/j/88482791571>

Webinar ID: 884 8279 1571 | Zoom Telephone: 1 (669) 900-9128

Public comments are welcomed and encouraged in advance of the meeting by emailing the City Clerk at jtschmitke@cityoforland.com or by phone at (530) 865-1610 by 4:00 p.m. on the day of the meeting

1. **CALL TO ORDER - 6:00 PM**
2. **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. In order to respect all speakers and attendees, please refrain from outbursts like clapping or booing.

3. **CLOSED SESSION**

A. Public Comments: The Public will have an opportunity to directly address the legislative body on the item below prior to the Council convening into closed session. Public comments are generally restricted to three minutes.

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Gov. Code Section 54956.8

Property: Glenn County APN: 046-060-001 and 046-070-002-000

Agency negotiator: Peter R. Carr

Under negotiation: Price and terms of payment

Property: Glenn County APN:040-212-009-000

Agency negotiator: Peter R. Carr

Under negotiation: Price and terms of payment

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Government Code Section 54956.9(d)(4): Two potential cases

4. **RECONVENE TO REGULAR SESSION - 6:30 P.M.**

5. REPORT FROM CLOSED SESSION

(If the Closed Session is not completed before 6:30 P.M., it will resume immediately following the Regular Session.)

6. PLEDGE OF ALLEGIANCE

7. CONSENT CALENDAR

- [A.](#) Warrant List (Payable Obligations) (Pg.4)
- [B.](#) Approve City Council Minutes for January 7, 2025 (Pg.18)
- [C.](#) Receive and File Library Commission Minutes from November 18, 2024 (Pg.23)
- [D.](#) Receive and File EDC Commission Minutes from November 13, 2024 (Pg.24)
- [E.](#) Receive and File Arts Commission Minutes from November 20, 2024(Pg.29)
- [F.](#) Receive and File Planning Commission Minutes from December 19, 2024 (Pg.30)
- [G.](#) Approval of Paint Color for City Hall (Pg.33)
- [H.](#) Approval of Westside Ambulance Subsidy Agreement (Pg.34)
- [I.](#) Approval of Service Agreements for Dispatch and Animal Control (Pg.45)

8. PRESENTATIONS

- A. State Assembly Plaque Presentation to former Councilmembers
- B. Police Department Annual Presentation - Chief Joe Vlach
- C. Fire Department Annual Presentation - Chief Justin Chaney

9. ADMINISTRATIVE BUSINESS

- [A.](#) Public Safety and City Hall Facilities (Discussion/Direction) - Pete Carr, City Manager (Pg.63)
- [B.](#) Hotel Demand Feasibility Study (Discussion/Action) - Pete Carr, City Manager (Pg.64)

10. CITY MANAGER VERBAL REPORT

11. 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 all your comments to the Mayor or Vice Mayor, not to City Staff nor to the audience.(Public Comments will be limited to three minutes).

12. CITY COUNCIL COMMUNICATIONS AND REPORTS

13. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on January 17, 2025.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, in Orland or on the City's website at www.cityoforland.com where meeting minutes and video 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
Mathew Romano, Mayor
J.C. Tolle, Vice-Mayor
John McDermott
Brandon Smith
Terrie Barr

CITY OF ORLAND

INCORPORATED 1909

815 Fourth Street
ORLAND, CALIFORNIA 95963
Telephone (530) 865-1600
Fax (530) 865-1632

CITY OFFICIALS
Jennifer Schmitke
City Clerk

Leticia Espinosa
City Treasurer

CITY MANAGER
Peter R. Carr

WARRANT LIST

January 21, 2025

PERS 11/28/2024 - 12/11/2024 #25	1/6/2025	\$	29,127.47
PERS 12/12/2024 - 12/25/2024 #26	1/16/2025	\$	29,494.16
Payable Obligation Hand Checks	1/10/2025	\$	171,318.05
Payable Obligation	01/17/2025	\$	414,028.78
		\$	<u>643,968.46</u>

APPROVED BY

Mayor, Mathew Romano

Vice-Mayor, J.C. Tolle

Councilmember, John McDermott

Councilmember, Brandon Smith

Councilmember, Terrie Barr



City of Orland, CA

Payment Register

PPKT00092 - 1/10/25 Handchecks (American River College & MDS)

01 - City of Orland

Bank: AP Checking - Accounts Payable Checking

Vendor Number	Vendor Name					Total Vendor Amount	
AME05	American River College					148.00	
Payment Type	Payment Number			Payment Date	Payment Amount		
Check				01/10/2025	148.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
12/20/24	PD/Firearms & Tactical Rifle Ins. Trng (Flores)	01/10/2025	01/10/2025	0.00	148.00		

Vendor Number	Vendor Name					Total Vendor Amount	
MDS00	MDS Engineering & Construction, Inc.					171,170.05	
Payment Type	Payment Number			Payment Date	Payment Amount		
Check				01/10/2025	171,170.05		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
11/30/24	DWR/Phase 4 Water Storage Tank Pay (est 2)	01/10/2025	01/10/2025	0.00	171,170.05		

Payment Register

APPKT00092 - 1/10/25 Handchecks (American River College & MDS)

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
AP Checking	Check	2	2	0.00	171,318.05
Packet Totals:		2	2	0.00	171,318.05



City of Orland, CA

7. A.

Payment Register

APPKT00094 - 01/21/25 Warrant List

01 - City of Orland

Bank: AP Checking - Accounts Payable Checking

Vendor Number	Vendor Name				Total Vendor Amount
ABD00	Advanced Document Concept				738.39
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	738.39
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
146784	CITY HALL/COPIES	01/21/2025	01/21/2025	0.00	361.76
146785	PLAM-PW/COPIES DEC1-31,2024	01/21/2025	01/21/2025	0.00	259.77
146786	Contract usage charge 12/01/24-12/31/24	01/21/2025	01/21/2025	0.00	69.57
146787	FD/MEASURE A-COPIER	01/21/2025	01/21/2025	0.00	14.64
146788	REC printer copies	01/21/2025	01/21/2025	0.00	32.65

Vendor Number	Vendor Name				Total Vendor Amount
AFF00	Affordable Computer Solut				178.00
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	178.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
7676	LIB/Server-Firewall updates	01/21/2025	01/21/2025	0.00	178.00

Vendor Number	Vendor Name				Total Vendor Amount
AIR01	Airgas-Usa, Llc				307.27
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	307.27
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
31453,43560,12105	FD/MEASURE A-MEDICAL OXYGEN	01/21/2025	01/21/2025	0.00	307.27

Vendor Number	Vendor Name				Total Vendor Amount
AMA02	Amazon Capital Services				714.14
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	714.14
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
1NJFWFDNDFG6	LIB/Zip Books Grant	01/21/2025	01/21/2025	0.00	714.14

Vendor Number	Vendor Name				Total Vendor Amount
AMA03	Amazon Capital Services				359.70
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	359.70
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
1C3JNCP3GGRM;1RG66F9M	LIB/Books; Hamilton City Lib materials	01/21/2025	01/21/2025	0.00	359.70

Vendor Number	Vendor Name				Total Vendor Amount
AME00	American Family Life				887.48
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	887.48
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
373169 & 735052	Supplemental Insurance	01/21/2025	01/21/2025	0.00	887.48

Vendor Number	Vendor Name				Total Vendor Amount
AME05	American River College				194.00
Payment Type	Payment Number			Payment Date	Payment Amount
Check				01/17/2025	194.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
12/26/24	PD/Field Training Update (2 Offs.)	01/17/2025	01/17/2025	0.00	194.00

Payment Register

Vendor Number	Vendor Name	Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Total Vendor Amount
AND07	Edgar Andrade	Check		INV0000097	OPD/Per Diem - Investigation Core Training	01/21/2025	01/21/2025	0.00	500.00	500.00
ATT06	A T & T	Check		INV0000108	PW/HL Lift Station- 470	01/21/2025	01/21/2025	0.00	63.76	63.76
ATT07	A T & T	Check		INV0000107	PW/Shop	01/21/2025	01/21/2025	0.00	63.21	63.21
ATT09	At&T Mobility	Check		INV0000113	PD/CELL SERV (15) AND NEW INTERNET DEVICE	01/21/2025	01/21/2025	0.00	966.35	966.35
ATT10	At&T Mobility (First Net)	Check		1022025 INV0000118	Cell Phone usage for Jan FD/MEASURE A-PHONES &IPAD SERVICES	01/21/2025	01/21/2025	0.00	221.69 335.98	557.67
AUTO0	Auto Zone Inc.	Check		04094246257	PD/Wiper blades	01/21/2025	01/21/2025	0.00	37.15	37.15
BAK01	Baker & Taylor	Check		2038785763	Lib Books	01/21/2025	01/21/2025	0.00	40.90	40.90
BAL00	Knife River Construction	Check		312002,312233	PW/Street Supplies	01/21/2025	01/21/2025	0.00	1,742.22	1,742.22

Payment Register

Vendor Number	Vendor Name					Total Vendor Amount
BEA03	BEAVERS, MISSY					70.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	70.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4940	Refund for Youth Basketball	01/21/2025	01/21/2025	0.00	70.00	

Vendor Number	Vendor Name					Total Vendor Amount
BOO00	Boot Barn Inc.					405.10
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	405.10	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
441123 & 441111	PW/Boot Reimbursement	01/21/2025	01/21/2025	0.00	405.10	

Vendor Number	Vendor Name					Total Vendor Amount
CAM00	Gary Campbell					460.42
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	460.42	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INV0000117	FD/RADIO REPEATER UPGRADE	01/21/2025	01/21/2025	0.00	460.42	

Vendor Number	Vendor Name					Total Vendor Amount
CAR02	Cardmember Service					8,097.14
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	8,097.14	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
11/28/2024-12/30/2024	OPD Sgt Cessna - CC statement	01/21/2025	01/21/2025	0.00	316.54	
11/28/24-12/30/24	OPD Chief Vlach-CC statement	01/21/2025	01/21/2025	0.00	184.96	
December 2024	CH/ER Subscription, Zoom, Luncheon	01/17/2025	01/17/2025	0.00	850.85	
INV0000099	OPD- CC Stmt for Lily	01/21/2025	01/21/2025	0.00	120.00	
INV0000100	OPD-SGT Johnson -CC Statement	01/21/2025	01/21/2025	0.00	2,018.21	
INV0000101	Library - First 5 grant materials - website maint	01/21/2025	01/21/2025	0.00	430.05	
INV0000105	Safety Committee/Office Sup/City council Sup	01/21/2025	01/21/2025	0.00	1,217.58	
INV0000106	PW-Shop Supplies/Office Supplies/Fleet EQ Main	01/21/2025	01/21/2025	0.00	2,539.84	
INV0000112	FD FLEET/FD MEASURE A - FC CONF HOTEL/MEALS	01/21/2025	01/21/2025	0.00	419.11	

Vendor Number	Vendor Name					Total Vendor Amount
COM02	Comcast					719.38
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	719.38	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
12222024	FD/INTERNET FOR FIREHOUSE	01/21/2025	01/21/2025	0.00	408.65	
INV0000120	Multi Depts/Internet Connection	01/21/2025	01/21/2025	0.00	310.73	

Vendor Number	Vendor Name					Total Vendor Amount
COR02	Corning Chevrolet Buick					558.20
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	558.20	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
75171.75177.75189.75199	PD/Fleet Eq maint	01/21/2025	01/21/2025	0.00	558.20	

Vendor Number	Vendor Name					Total Vendor Amount
COR05	Corning Ford					1,022.23
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	1,022.23	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
241962	PD/Fleet Eq Maint	01/21/2025	01/21/2025	0.00	1,022.23	

Payment Register

Vendor Number	Vendor Name	Payment Type	Payment Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Total Vendor Amount
CSA00	Csac-Eia	Check							589.23
			25401095	Emp Asst program Jan-March 2025	01/21/2025	01/21/2025	0.00	589.23	589.23
DIE02	Diego Salazar Enterprise	Check							2,128.79
			1895	PW/Shop Lift Repairs	01/21/2025	01/21/2025	0.00	2,128.79	2,128.79
ECO01	Ecorp Consulting, Inc	Check							15,320.00
			105760	Planning/Prof Services	01/21/2025	01/21/2025	0.00	15,320.00	15,320.00
EIN02	Gregory P. Einhorn	Check							4,200.00
			12975	CA/Contract Services for December	01/21/2025	01/21/2025	0.00	4,200.00	4,200.00
EIS00	Employers Investigative S	Check							13,372.50
			915	Investigation Services	01/21/2025	01/21/2025	0.00	12,122.50	13,372.50
			922	PD/Investigation Services	01/17/2025	01/17/2025	0.00	1,250.00	
ENL00	Enloe Medical Center	Check							2,500.00
			01072025-2535	OPD/ASRT EXAMP REPORT#24-0758	01/21/2025	01/21/2025	0.00	2,500.00	2,500.00
FUL04	Oscar Quezada	Check							60.00
			2151	PW/CITY YARD(DEC)	01/21/2025	01/21/2025	0.00	60.00	60.00
GAN00	Gandy & Staley Oil Co. In	Check							1,078.52
			225728	PW/Fuel - PD/Motor Oil	01/21/2025	01/21/2025	0.00	1,078.52	1,078.52

Payment Register

Vendor Number GAY01	Vendor Name Gaynor Telesystems Inc					Total Vendor Amount 1,579.82
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 1,579.82		
Payable Number 44989	Description New Pelco Fisheye camera for ev room at yard	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 1,579.82	

Vendor Number GOL01	Vendor Name Golden State Risk					Total Vendor Amount 155,786.68
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 155,786.68		
Payable Number Feb 2025	Description Dental/Vision & Health Insurance	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 77,893.34	
Jan 2025	Dental/Vision & Health Insurance	01/21/2025	01/21/2025	0.00	77,893.34	

Vendor Number Gon05	Vendor Name Gonzalez, Alan					Total Vendor Amount 70.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 70.00		
Payable Number 4742	Description Refund for Youth Basketball	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 70.00	

Vendor Number GRA02	Vendor Name Grainger, Inc.					Total Vendor Amount 695.03
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 695.03		
Payable Number 9367327195,9367327187,93	Description BM:Multiple Department-Faucet, Wipes & Office Supp	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 695.03	

Vendor Number GRE01	Vendor Name Greg'S Heating And A/C					Total Vendor Amount 100.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 100.00		
Payable Number 26904	Description Hecho Maintenance on AC	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 100.00	

Vendor Number HAR08	Vendor Name Harbert Roofing					Total Vendor Amount 200.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 200.00		
Payable Number 240591	Description Roof Inspection @824 Fourth Street	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 200.00	

Vendor Number HEI01	Vendor Name Virgil Heise					Total Vendor Amount 100.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 100.00		
Payable Number 12012024	Description FD/JANITORIAL	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 100.00	

Vendor Number HIN03	Vendor Name Hinderliter Dellamas & As					Total Vendor Amount 600.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 600.00		
Payable Number SIN046047	Description TRANSACTION TAX SERVICE (OCT-DEC 2024)	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 600.00	

Payment Register

Vendor Number	Vendor Name					Total Vendor Amount
<u>JON00</u>	Jon Ikerd					165.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	165.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>INV0000109</u>	PW/Start up testing for Orland Oaks Mobile Park	01/21/2025	01/21/2025	0.00	165.00	
<u>KELO1</u>	Keller Supply Company					2,202.36
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	2,202.36	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>s023636860.001</u>	PW/Multi-chlor (wells)	01/21/2025	01/21/2025	0.00	2,202.36	
<u>LAP01</u>	La Perla De Occidente					3,000.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	3,000.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>01132025</u>	Facade Improvement Reimbursement	01/21/2025	01/21/2025	0.00	3,000.00	
<u>LEA02</u>	Llc / Sacramento Valley D					5,753.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	5,753.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>26687-C9L1N5</u>	2025 LEAG OF CA CITIES ANNUAL MBSHIP DUES	01/21/2025	01/21/2025	0.00	5,753.00	
<u>LEH00</u>	Lehr					2,202.78
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	2,202.78	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>si112820</u>	PD/Fleet EQ maint	01/21/2025	01/21/2025	0.00	2,202.78	
<u>MAC02</u>	Macquarie Equipment Capital Inc.					318.94
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	318.94	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>270289</u>	FD/MEASURE A/PRINTER LEASE	01/21/2025	01/21/2025	0.00	44.18	
<u>270292</u>	OPD copier rental fee - 12/27/24-01/26/2025	01/21/2025	01/21/2025	0.00	231.66	
<u>273845</u>	Printer Lease Payment	01/21/2025	01/21/2025	0.00	43.10	
<u>MAT04</u>	Matson & Isom					5,139.51
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	5,139.51	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>5309</u>	OPD-FILEONQ - NEW COMPUTER	01/21/2025	01/21/2025	0.00	5,139.51	
<u>McM00</u>	Edward McMahan					79.54
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				01/17/2025	79.54	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>38253525</u>	PW/Shop Supplies	01/21/2025	01/21/2025	0.00	79.54	

Payment Register

Vendor Number MIL00	Vendor Name Miller Glass, Inc.					Total Vendor Amount 281.63
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	281.63		
Payable Number 3-393191B	Description PW/Fleet EQ Main	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 281.63	

Vendor Number MJB00	Vendor Name Mjb Welding Supply, Inc					Total Vendor Amount 13.33
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	13.33		
Payable Number 1506436	Description 1506436	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 13.33	

Vendor Number MTH00	Vendor Name M.T. Hall & Association,					Total Vendor Amount 15,798.50
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	15,798.50		
Payable Number 3191	Description DWR - Phase 2b Soil material testing	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 7,188.00	
4050 & 4055	DWR - Phase 2B Soil Material Testing	01/21/2025	01/21/2025	0.00	8,610.50	

Vendor Number NOR37	Vendor Name Frederick A. Ludwig					Total Vendor Amount 4,883.59
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	4,883.59		
Payable Number 196982	Description Youth Basketball Shirts	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 4,883.59	

Vendor Number NUS00	Vendor Name Nuso, Llc					Total Vendor Amount 105.90
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	105.90		
Payable Number 130978846	Description FD/MEASURE A/PHONE LINES	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 105.90	

Vendor Number ORE00	Vendor Name O'Reilly Auto					Total Vendor Amount 411.60
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	411.60		
Payable Number 304229,304300,304479,3051	Description Multi Dept Fleet/EQ Maint	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 411.60	

Vendor Number ORH00	Vendor Name Orland Hardware					Total Vendor Amount 1,695.58
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	1,695.58		
Payable Number INV0000111	Description Multiple Dept/Misc Supplies & BM	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 1,427.09	
INV0000116	FD FLEET/FD MEASURE A-OF SUP/EQ MAIN/TRG MATERI	01/21/2025	01/21/2025	0.00	268.49	

Vendor Number ORL00	Vendor Name Orland Volunteer Fire Dpt					Total Vendor Amount 48,000.00
Payment Type Check	Payment Number		Payment Date	Payment Amount		
			01/17/2025	48,000.00		
Payable Number INV0000114	Description VOLUNTEER SUPPORT	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 48,000.00	

Payment Register

Vendor Number	Vendor Name					Total Vendor Amount
ORL15	Orland Saw & Mower					679.94
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	679.94
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		INV0000104	PW/Shop Supplies	01/21/2025	01/21/2025	0.00 679.94
OVE01	Overdrive, Inc.					1,837.96
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	1,837.96
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		02323CO25002836	Lib CLSA grant digital ebooks & audiobooks	01/21/2025	01/21/2025	0.00 1,837.96
PAC07	Pace Analytical Services,					5,453.04
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	5,453.04
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		INV0000110	PW/Lab Services	01/21/2025	01/21/2025	0.00 5,453.04
PAX00	Wyatt Paxton					11,231.93
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	11,231.93
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		810	BD/December 2024 Prof Services & Mileage	01/21/2025	01/21/2025	0.00 11,231.93
PGE00	Pg&E					76.56
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	76.56
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		01062025	PW/Cortina Dr. Lift Station	01/21/2025	01/21/2025	0.00 66.05
		INV0000115	FC/519 COLUSA	01/21/2025	01/21/2025	0.00 10.51
PON00	Ponci's Welding					1,231.04
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	1,231.04
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		81378	PW/ARPA Streetscapes Supplies	01/21/2025	01/21/2025	0.00 1,231.04
QUI02	Quill Corp.					710.17
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	710.17
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		42236876	PD-Misc Office Supplies	01/21/2025	01/21/2025	0.00 327.52
		42328127,42107199,422661	Multi Dept/Office Supplies	01/21/2025	01/21/2025	0.00 149.59
		43298,22738	FD MEASURE A/OFFICE SUPPLIES	01/21/2025	01/21/2025	0.00 233.06
R&B00	R&B A Core & Main Company					490.56
		Payment Type	Payment Number		Payment Date	Payment Amount
		Check			01/17/2025	490.56
		Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
		w170367	PW/Water Supplies	01/21/2025	01/21/2025	0.00 490.56

Payment Register

Vendor Number	Vendor Name	Payment Type	Payment Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Total Vendor Amount
SAC01	Sacramento Valley Mirror	Check							138.00
			2588	Legal Notice - Acc Structures	01/21/2025	01/21/2025	0.00	138.00	
SAN00	San Diego Police Equip	Check							1,686.29
			664106	MEASURE A/PD VESTS & ACC FOR OF. VARGAS	01/21/2025	01/21/2025	0.00	1,686.29	
SAN10	Daniel Sanchez	Check							200.00
			INV0000096	PD/PER DIEM-Radar Operator 24 hrs&lidar operator	01/21/2025	01/21/2025	0.00	200.00	
SE100	Roy R Seiler, C.P.A	Check							3,776.00
			30614	Accounting Prof. Services	01/21/2025	01/21/2025	0.00	3,776.00	
ST004	Jeffrey G. Dunn	Check							237.00
			INV0000103	Pest Control Services for December	01/21/2025	01/21/2025	0.00	237.00	
SUN05	Sun Life Financial	Check							5,208.19
			INV0000122	Gap Insurance	01/21/2025	01/21/2025	0.00	5,208.19	
SWA00	SWANK MOVIE LICENSING US	Check							550.00
			3835830	Lib/Childrens Services film license	01/21/2025	01/21/2025	0.00	550.00	
SWR00	State Water Resources Con	Check							11,022.12
			LW1047901	PW/Annual Water System Fee	01/21/2025	01/21/2025	0.00	10,160.12	
			SM1047897	PW/Annual Water System Fee Haigh Field	01/21/2025	01/21/2025	0.00	862.00	

Payment Register

Vendor Number T-M00	Vendor Name T-Mobile					Total Vendor Amount 29.40
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 29.40		
Payable Number 12212024	Description LIB/WIFI hotspot	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 29.40	

Vendor Number TRA02	Vendor Name Transamerica					Total Vendor Amount 489.21
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 489.21		
Payable Number Dec 2024	Description Term Insurance	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 489.21	

Vendor Number UMPO0	Vendor Name Umpqua Bank					Total Vendor Amount 203.64
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 203.64		
Payable Number INV0000119	Description REC/Scheduling App, Dropbox Account	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 203.64	

Vendor Number UNIO1	Vendor Name United Rentals					Total Vendor Amount 129.69
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 129.69		
Payable Number 242128738-003	Description PW/Streets - Cowboy Christmas Light Towers	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 129.69	

Vendor Number USBO0	Vendor Name Bureau Of Reclamation					Total Vendor Amount 11,200.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 11,200.00		
Payable Number INV0000121	Description Dep for Services-Reclamation Reg Const. Inspector	Payable Date 01/17/2025	Due Date 01/17/2025	Discount Amount 0.00	Payable Amount 11,200.00	

Vendor Number USB01	Vendor Name U.S. Bankst Paul					Total Vendor Amount 49,633.75
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 49,633.75		
Payable Number INV0000102	Description pension obligation bonds	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 49,633.75	

Vendor Number WES16	Vendor Name West Mitsubishi					Total Vendor Amount 199.75
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 199.75		
Payable Number 81403,81398,81409	Description PW/Fleet Smog	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 199.75	

Vendor Number WIT02	Vendor Name WITTMEIER COLLISION CENTER					Total Vendor Amount 500.00
Payment Type Check	Payment Number		Payment Date 01/17/2025	Payment Amount 500.00		
Payable Number 616910	Description PW/Fleet Maint Repairs on Equip	Payable Date 01/21/2025	Due Date 01/21/2025	Discount Amount 0.00	Payable Amount 500.00	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
AP Checking	Check	102	78	0.00	414,028.78
Packet Totals:		102	78	0.00	414,028.78



ORLAND CITY COUNCIL REGULAR MEETING
Tuesday, January 7, 2025

CALL TO ORDER

Meeting called to order by Mayor Matt Romano at 6:00 PM.

ROLL CALL

Councilmembers present:	Councilmembers Brandon Smith, Terrie Barr, John McDermott, Vice Mayor JC Tolle and Mayor Matt Romano
Councilmembers absent:	None
Staff present:	City Manager Pete Carr; City Attorney Greg Einhorn; Police Chief Joe Vlach; City Clerk Jennifer Schmitke; City Engineer Paul Rabo, City Planner Scott Friend; Director of Administrative Services/ACM Rebecca Webster

PLEDGE OF ALLEGIANCE

CITIZENS COMMENTS ON CLOSED SESSION

Orland resident Jeffrey Tolley asked for details about the closed session items. City Attorney Greg Einhorn responded that any additional information permissible for disclosure would be shared when the Council reconvenes from the closed session.

MEETING ADJOURNED TO CLOSED SESSION AT 6:05 PM.
CLOSED SESSION ENDED AND RECONVENED TO REGULAR SESSION AT 6:33 PM.
REPORT FROM CLOSED SESSION – No reportable action was taken.

CONSENT CALENDAR

- A. Warrant List (Payable Obligations)
- B. Approve City Council Minutes for December 17, 2024
- C. Receive and File Planning Commission Minutes from October 17, 2024

ACTION: Councilmember McDermott moved, seconded by Vice Mayor Tolle, to approve the consent calendar as presented. Motion carried by a voice vote 5-0.

PRESENTATION

- A. Planning Department Annual Presentation - Scott Friend, City Planner

Mr. Friend presented an overview of the Planning Department's activities in 2024, highlighting their role in General Plan Amendments, Zoning Code Amendments, Environmental Compliance (CEQA/NEPA), project processing, staffing Planning Commission meetings, and ensuring statutory and regulatory compliance. Additionally, the Planning Department assists City Staff with project tasks and engages with the public and City clients.

Mr. Friend provided a summary of activities and an overview of special projects in 2024, which included the final certification of the 6th Cycle Housing Element, Zoning Code Updates (Accessory Uses/structures), and ongoing efforts for Informational Handouts/Website Updates, encompassing planning applications, a notification page, and an ADU page. Additionally, work is in progress with the County of Glenn on the Glenn County Multi-Jurisdiction Hazard Mitigation Plan (GCMJHMP). Mr. Friend noted several approved projects in 2024.

Mr. Friend highlighted ongoing projects continuing into 2025, including the DWR/City of Orland/Glenn County Water project, possibly a phase 2 for Butte College, Glenn County Health and Human Services center and the Orland Volunteer Fire Department (OVFD)/Orland Rural Fire Department (ORFD) Fuels Reduction/Fire Break Project. Future residential projects for 2025 include Orland Park – Phase I, General Plan Amendments, Zoning Code Amendments, water tank/well projects and the Road M ½ Rehab Project site.

Mr. Friend thanked City Hall Staff, City Department heads and city staff for helping the Planning Department have another successful year.

ADMINISTRATIVE BUSINESS

A. Westside Ambulance Update

Mayor Romano noted that Westside Ambulance was on the agenda to address financial challenges stemming from declining reimbursement rates. Scott Studybaker of Westside Ambulance Association briefly outlined the factors contributing to these challenges, including rising equipment maintenance costs, unforeseen expenses, and increases in staff salaries. He provided a detailed overview of essential expenses such as salaries and wages, maintenance, medical supplies, utilities, and other operational costs. Mr. Studybaker emphasized the urgent need for funding to sustain operations and restore Westside Ambulance's financial stability.

County resident Joanie Woods expressed her concern about Westside Ambulance needing to approach the City Council for financial support to maintain its services.

John Poland, a representative of the Sierra-Sacramento Valley (SSV) Agency, highlighted the broader challenges faced by providers statewide, especially in rural areas, including rising costs and declining reimbursement rates.

Councilmembers discussed the service area and inquired about the possibility of Glenn County contributing to the necessary funding. The Council unanimously reaffirmed that ambulance services are an essential aspect of public safety in Orland. They expressed support for Westside Ambulance and committed to continuing the work of the ad hoc committee to address the issue.

ACTION: Councilmember Smith moved, seconded by Councilmember Barr, to approve funding Westside Ambulance splitting costs 50% Measure A and 50% Measure J funds

totaling \$17k with hope that the County will join in the cost share and continue with the ad hoc committee for future allocation with the time period of one year for funding. Motion carried by a roll call vote 5-0.

Ayes: Councilmembers Barr, Smith, McDermott, Vice Mayor Tolle and Mayor Romano.

Noes: None

B. Quarterly Projects Report

Mr. Carr presented the Council with the quarterly projects report, highlighting the quadrant system used to monitor and track project progress efficiently.

C. DWR Emergency Water Project Update

City Engineer Paul Rabo presented to the Council an update on the California Department of Water Resources (DWR) project, which aims to provide safe and reliable drinking water for residents both within and outside city limits. Mr. Rabo summarized the project's progress and funding allocations for each phase.

Mr. Rabo noted that Phases 2A and 2B are progressing, though federal permits are required for installing water mains across irrigation canals. Phase 3A is complete, and Phase 3B will be funded separately. Construction for Phase 4 is ongoing.

Mr. Rabo also presented a Project Budget Overview. The project has been awarded a total of \$16.7 million, allocated as follows:

- \$1.25M: Administration, permits, and CEQA documentation.
- \$2.25M: Design.
- \$13.2M: Construction, with costs broken down by phase:
 - Phase 1: \$1.4M (water services and main extensions).
 - Phase 2A: \$5.35M (water mains, services, fire hydrants).
 - Phase 2B: \$2.0M (water mains, services, fire hydrants).
 - Phase 2C: \$0.8M (connecting meters to houses).
 - Phase 3A: \$0.35M (well construction).
 - Phase 3B: \$0.9M (well equipping and site improvements).
 - Phase 4: \$2.4M (storage tank, booster pumps).

Mr. Rabo concluded by emphasizing the project's progress and the importance of securing federal permits for timely completion.

Council asked questions regarding the project and asked City staff to bring quarterly reports to the Council so they can continue to be informed on the project.

D. Measure A Annual Report

Assistant City Manager Rebecca Webster presented an update to the Council on Measure A, outlining the projected revenues and expenditures for the 2022-2023 fiscal year. She noted that actual revenues were approximately \$200,000 lower than initially budgeted.

During the discussion, Council members raised questions regarding the allocation and use of funds from Measures A. Some members emphasized the need for greater transparency in how Measure A funds are utilized for City projects. In contrast, others pointed out that the Council reviews and approves all projects during the annual budget process, ensuring oversight.

ACTION: Councilmember McDermott moved, seconded by Vice Mayor Tolle, to accept the proposed “Measure A” Public Safety Sales Tax Report FY23-24. Motion carried by a voice vote 5-0.

E. Painting Bids for City Facilities

Mr. Carr reminded the Council that \$20,000 had been allocated from ARPA funds for repainting both city facilities (815 and 824 Fourth Street). He reported that City staff obtained four bids for repainting 824 Fourth Street and City Hall. After reviewing the bids, staff recommended RJ Painting & Decorating as the contractor.

The Council discussed the necessity of painting 824 Fourth Street and agreed that painting City Hall should be the priority. To remain within budget, the Council decided to proceed with painting only City Hall at this time. When asked about paint colors, Mr. Carr noted that the Arts Commission had provided a recommended color palette, and the Council requested that staff bring the color selection back for their review.

Orland resident Christine Stifter suggested that the arch at Library Park also be repainted.

Mr. Carr clarified that the City Attorney observed RJ Painting was the lowest bidder only if both buildings were painted. For City Hall alone, the lowest responsible, responsive bid was from Platinum Build.

ACTION: Councilmember Barr moved, seconded by Councilmember McDermott, to award the bid for repainting just the City Hall building to Platinum Build Painters. Motion carried by a voice vote 5-0.

City Manager Verbal Report

- Mr. Carr provided an update on the 824 4th St. (Hecho) building, informing the Council that insurance will not cover the repair costs, leaving the City responsible for all expenses. He noted that City staff will present bids to the Council once they are received.
- The City is actively seeking bids for the removal of lamppost pedestals located on 4th and 5th Streets.
- Mr. Carr also gave a brief update on the Queen Bee Bucks program, redemptions now exceeding \$220,000.

**ORAL AND WRITTEN COMMUNICATIONS
PUBLIC COMMENTS:**

Orland resident Mike Gleason expressed concerns about a circus tent erected behind his neighborhood, and expressed appreciation for the assistance of City Staff and Bruce Roundy.

County resident Valerie Johnson provided an update on her cat sanctuary and suggested that the Council consider a future presentation about feral cats by Joy Smith.

Orland resident Jan Walker inquired about the status of painting bids for City Hall.

County resident Kristy Rumble asked if potential artistic enhancements could be made to downtown pedestals.

Orland resident Ryan Mikulovsky also voiced concerns about the circus tent behind his home, echoing Mr. Gleason's remarks and thanked City Staff for the transparent response.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Barr:

- Thanked the community for attending Council meetings;
- Would like to see the Orland Arch repainted as it has graffiti stains;
- Would like to see more transparency regarding Measure A/J funds;
- Would like to see the Planning Commission review the code regarding the circus tent; (Mayor Romano stated he would like Planning Commission to review the information and bring back to Council after their review);
- Would like to see a cat solution on a future agenda by listening to successful agencies;
- Attended the December 19th Planning Commission meeting.

Councilmember McDermott:

- Nothing to report.

Councilmember Smith:

- Would like to see the circus tent concerns from Benson residents brought back to Council for code review.
- Would like to see the visioning meeting or a town hall meeting soon.

Vice Mayor Tolle:

- Nothing to report.

Mayor Romano:

- Would like to look into engaging a firm for design standards for the downtown area streets;
- Would like to see a new circulation plan;
- Shared his appreciation for new councilmembers, community involvement and City Staff.

CITIZENS COMMENTS ON CLOSED SESSION - None
MEETING ADJOURNED TO CLOSED SESSION AT 9:12 PM
MEETING RECONVENED TO REGULAR SESSION AT 9:36 PM
REPORT FROM CLOSED SESSION - City Attorney will be concluding his service in 60 days and no other reportable action was taken.

MEETING ADJOURNED AT 9:37 PM

Jennifer Schmitke, City Clerk

Mathew Romano, Mayor



ORLAND LIBRARY COMMISSION MINUTES
Monday, November 18, 2024

CALL TO ORDER

Meeting called to order at 5:00 p.m. by Commissioner Deeming in the Orland Free Library Community Room.

ROLL CALL

Commissioners Present: Anne Butler; Dick Jolley; Sherry Romano, Mary Ann Deeming, Mary Viegas

Staff/Council Present: Librarian J. Meza

ORAL & WRITTEN COMMUNICATIONS: None

ITEMS FOR DISCUSSION OR ACTION

1. **ACTION ITEM: APPROVE MINUTES OF PREVIOUS MEETING** Motion was made by Commissioner Viegas to approve meeting minutes of September 9, 2024, 2nd by Commissioner Deeming. Motion approved unanimously by voice vote.
2. **Reports from City Librarian on financial and monthly statistics:** Librarian provided reports for September through October, 2024.
3. **Library Programs, Events and Grants:** Librarian reported on current funding for the Zip Books grant, First 5 services, and CA Winter Literacy grant application. Librarian and commissioners also discussed needs and potential for Dolly Parton Imagination Library in Glenn County.
4. **Annual Report to CA State Library:** Librarian reported that annual statistics and services report has been submitted to the State Library.
5. **ACTION ITEM: Approval to close library for in-service staff training in January.** Motion by Commissioner Romano, 2nd by Commissioner Viegas. Motion approved unanimously by voice vote.
6. **ACTION ITEM:** Recommendation by Library Commission to City Council to approve funding the Assistant City Librarian position in lieu of the Library Tech III position. Motion made by Commissioner Butler, 2nd by Commissioner Viegas. Motion approved unanimously by voice vote.

COMMISSIONER AND/OR FRIENDS OF THE LIBRARY REPORTS: Guest speaker Kyra Gottesman at October meeting was excellent and well attended.

Future Agenda Items: none

ADJOURN: 5:30 p.m.



ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES

Tuesday, November 13, 2024

CALL TO ORDER - The meeting was called to order by Chairperson Lane at 4:00 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners Present:	Brandon Smith, Dennis Hoffman, Dee Dee Jackson, Tiffany Schulps and Ron Lane
Commissioners Absent:	None
Councilmembers:	Jeffrey A. Tolley
Staff:	City Manager Pete Carr and City Clerk Jennifer Schmitke

ORAL AND WRITTEN COMMUNICATIONS - None

CONSENT CALENDAR

- A. Approval of Economic Development Commission Minutes from October 8, 2024, 2024**

Chairperson Lane requested a correction to the minutes, clarifying that Vice Chairperson Smith had led the meeting.

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

ITEMS FOR DISCUSSION OR ACTION

- A. Queen Bee Bucks**

City Manager Pete Carr updated the Commission on the status of Queen Bee Bucks sales. He informed them that all ARPA funding for the program has been exhausted and sought input on whether the Commission believes the program should be reinstated. If so, he asked for suggestions on potential funding sources. Mr. Carr inquired whether the Commission would prefer relaunching the program during the holiday season to capitalize on peak shopping or in slower months to help boost sales during quieter periods.

Commissioner Schulps noted that many customers in her store have inquired about the possibility of another round of the BOGO promotion.

Chairperson Lane requested a breakdown of business allocations. Lane expressed support for another round of funding and suggested recommending \$20K to the Council. However, he emphasized that big box stores should be excluded from the program.

Commissioner Jackson stressed the importance of expanding the program to include more small businesses, ensuring wider access to Bee Bucks incentives. While she expressed opposition to including big box stores in the program, she acknowledged that reversing their participation once allowed could be challenging.

Commissioner Schulps supported the \$20K funding recommendation and suggested seeking additional funds from the Council if the program proves successful.

Orland resident Terrie Barr requested a detailed breakdown of business allocations. Ms. Barr expressed concerns that the Queen Bee Bucks program benefits consumers more than businesses. She suggested that the City redirect funds to support incentive programs through the Chamber of Commerce, aimed at promoting local events such as festivals and farmers markets, as well as funding freeway signage.

Commissioner Hoffman emphasized the importance of the Queen Bee Bucks program, highlighting its role in encouraging residents to support local small businesses.

Mr. Carr clarified that the Queen Bee Bucks program was not intended to attract visitors but to encourage residents to support local, independently owned businesses who are competing with online retailers.

Vice Chairperson Smith acknowledged the program's value, would like to see it continue but noted that he hasn't personally benefited from it or heard feedback from others who have.

The commissioners raised questions and discussed concerns about the program. In response, Mr. Carr provided a detailed breakdown of each participating business's performance under the Queen Bee Bucks initiative.

ACTION: Commissioner Jackson moved, seconded by Commissioner Schulps to recommend renewing the Queen Bee Bucks, allowing \$20K for the holiday season. Motion carried by a voice vote, 3-2 (Noes: Vice Chairperson Smith and Chairperson Lane).

B. Update on Vacant buildings

Mr. Carr informed the Commission that the former Royal Hotel building remains in escrow. The prospective new owner has contacted the City, expressing a willingness to collaborate on compliance issues. Currently, the building is accruing fines, which the new owner may address upon finalizing the purchase.

Mr. Carr provided an update on ongoing code enforcement efforts by the building department concerning the old Bucke's store building. Currently there is an issue with who owns the building on the land.

C. Update on Murals

Mr. Carr reminded the Commission that during the last meeting, he reviewed the City’s mural policy. He noted that Laurie LaGrone, the Arts Commission representative, is assisting in creating a flyer to be included with the annual business license renewal notices, scheduled to be sent at the end of the month.

Ms. Barr inquired whether the Arts Commission was consulted about a new mural she noticed in town and asked about enforcement for unapproved murals. Mr. Carr explained that in 2017, the City code was amended to require an Administrative Use Permit (AUP) for murals on private property. He clarified that the Arts Commission serves only in an advisory capacity regarding mural content. Mr. Carr added that AUPs are handled by the Planning Department and noted that he was uncertain whether a permit had been issued for the mural in question, but stated he could find out.

Chairperson Lane asked about distinguishing between a building's paint job and artwork. Mr. Carr clarified that the City does not regulate building paint colors. Chairperson Lane noted that this could become an issue in the future, to which Mr. Carr agreed, explaining that it would likely be addressed through code enforcement, which is typically complaint driven.

D. Freeway Signage Concepts

Mr. Carr reminded the Commission that this topic was discussed at the previous meeting and, now that everyone has had time to reflect, welcomed further input. He also noted that the City Council supports the signage project and has allocated funding to help move it forward.

The Commissioners discussed various concerns, asked questions about sign sizes and costs, and explored different ideas and options for sign locations. They considered forming an ad hoc committee to further address the matter and ultimately decided to revisit the topic at the next commission meeting for further discussion.

Ms. Barr suggested having the City Council approve an, “Imagine Orland Committee” similar to one she had read about in Auburn, CA where Auburn had a feasibility study done to see how it can bring more people into town.

ACTION: Commissioner Hoffman moved seconded by Vice Chairperson Smith, to recommend to council to form an ad hoc committee to deal with freeway signage for the community of Orland consisting of many different commission and committees in town. Motion Failed 2-3, (Noes: Commissioners Jackson, Lane and Schulps)

ACTION: Commissioner Jackson moved, seconded by Chairperson Lane to recommend to council to form an ad hoc committee to discuss options for freeway signage, marketing, branding. Motion passed 4-0, (Commissioners Hoffman chose to not vote)

E. Façade Improvement Program: Private Business vs. Other

Mr. Carr inquired whether the City should allow the former John’s Tire Building, now owned by the Glenn County Office of Education, to qualify for the façade improvement program.

After discussion and expressing concerns, the Commission agreed that Government-owned buildings should not be eligible for the program.

F. Consideration of Recommendation that City of Orland Co-fund an Assessment Study to Determine the Feasibility of the City Joining Pioneer JPA

Mr. Carr provided an overview of the Community Choice Aggregator (CCA) program, explaining how it allows local governments to purchase and distribute electricity while utilities like PG&E manage generation and transmission. He highlighted Pioneer Community Energy's focus on ratepayer savings, local control, and energy efficiency, with rates lower than PG&E's. Pioneer is exploring expansion into Glenn County and proposed a \$30,000 feasibility study, with Pioneer covering half the cost. The remaining \$15,000 would be shared by Glenn County, Orland, and Willows if they participate. The study will assess financial viability, projected rates, and power supply costs ahead of a potential October 2027 launch.

Commissioners inquired about the costs of renewable energy and the process for residents opting out of the program. Mr. Carr noted that representatives from Pioneer Community Energy would attend the November 19th Council meeting to address any questions.

Ms. Barr expressed concerns about the City contributing to the cost of the feasibility study, suggesting that if Pioneer is interested in Orland, they should take the initiative to invest in the community.

The Commission agreed they would like to hear more of Pioneer's offerings at the next meeting.

STAFF REPORTS

A. Business and Economic Development - None

B. Chamber Report

Chamber President/Commissioner Jackson shared a few upcoming events including:

- Orland Craft Fair is the weekend after Thanksgiving;
- Cowboy Christmas will be on the first Friday in December 6th;
- Christmas parade will be December 15th;
- Avenue of lights will be the week after the parade;
- Has been working with a local videographer on a promotional video of Orland, it will take many months to complete.

COMMISSIONER REPORTS

Vice Chairperson Smith:

- Nothing to report.

Commissioner Jackson:

- Attended the Counties Arts Council meeting

Commissioner Hoffman:

- Nothing to report.

Commissioner Schulps:

- Nothing to report.

Chairperson Lane

- Attended the Greg Martinez Car show

FUTURE AGENDA ITEMS

- Adding lights to the bee sculptures on I-5
- Light poles downtown – possibly painting the cement
- Suggested an exit interview for businesses that are closing up and create a data base to help future businesses.

ADJOURN – 6:16 PM

Respectfully Submitted,

Jennifer Schmitke, Commission Secretary

Ron Lane, Chairperson



**CITY OF ORLAND ARTS COMMISSION
MINUTES**

November 20, 2024

The Wednesday November 20, 2024 meeting was called to order at 7:00 p.m. by Chairman Rae Turnbull at the Orland Art Center. Commissioners present were: Jill Elliott, Steve Elliott, Mason Greeley, Mary Rose Kennedy, Paddy Turnbull and Jim Scribner. Also in attendance: Community Liaison Laurie LaGrone, Council Liaison Bruce Roundy, EDC Commissioner and Ad Hoc committee member Ron Lane, and community member Jerry Kraemer. Minutes of the Wednesday October 16, 2024 meeting were approved as emailed with no corrections or additions (motion made by Paddy Turnbull, seconded by Jim Scribner - motion carried). Financial Report covering October 1 through October 30, 2024 provided by Letty Espinosa were accepted as presented with no corrections or additions (motion made by Jim Scribner, seconded by Steve Elliott – motion carried).

COMMISSIONER REPORTS AND ACTION:

Report from Commission Chair Rae Turnbull:

1. Rae gave an update on lamppost bases (color) and change in orientation of string lights, due to underestimation of necessary height to accommodate truck traffic etc.
2. Rae reported that Steve Elliott, Rae Turnbull, Mason Greeley, and Paddy Turnbull have been reappointed to the Arts Commission for an additional 4-year term.
3. Council Liaison, Bruce Roundy was recognized for his valuable service as Council Liaison to the Art’s Commission since its inception in November 2004. Please see the attached information on his excellent service to our commission.

ITEMS FOR DISCUSSION OR ACTION:

1. Laurie LaGrone presented mural ideas relative to water tower aesthetics. These are part of the visual solutions (art and landscaping etc.) to be considered by the Ad Hoc committee composed of Arts Commission members and members of the EDC. All final decisions rest with the City Council.
2. Suggestions for gallery involvement during the Chamber’s Dec. 6th “Cowboy Christmas” event were discussed.

MEMBER REPORTS: None.

PUBLIC COMMENTARY:

1. Public commentary was offered by Jerry Kraemer and Ron Lane relative to the lamppost bases, their comments were noted and will be considered in future discussions. However, the Arts Commission does not have a formal advisory role relative to the Streetscapes project.

There being no further business, the meeting was adjourned at 7:54 p.m.

Next scheduled meeting: Wednesday, January 15, 2025 at 7:00 p.m. (no meeting in December 2024)

Respectfully submitted by Jill Elliott and Rae Turnbull



PLANNING COMMISSION REGULAR MEETING MINUTES

Thursday, December 19, 2024

CALL TO ORDER – The meeting was called to order by Chairperson Stephen Nordbye at 5:30 PM.

OATH OF AFFIRMATION OF ALLEGIANCE FOR NEW COMMISSIONER

City Clerk Jennifer Schmitke administered the Oath of Affirmation to newly appointed Commissioner Alex Enriquez. Commissioner Enriquez will serve a four-year term.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioner’s present:	Chairperson Stephen Nordbye, Commissioners Wade Elliott, Alex Enriquez and Vern Montague
Commissioner present via zoom:	Vice Chairperson Sharon Lazorko
Councilmember(s) present:	Terrie Barr
Staff present:	City Planner Scott Friend; City Clerk Jennifer Schmitke

ORAL AND WRITTEN COMMUNICATIONS

City Planner Scott Friend shared that Vice Chairperson Lazorko can participate in the discussion via Zoom but cannot participate in any voting via Zoom.

CONSENT CALENDAR

Approval of Prior Minutes: October 17, 2024

ACTION: Commissioner Elliott moved, seconded by Commissioner Montague to approve consent calendar as presented. Motion carried unanimously by a voice vote, 4-0.

ITEMS FOR DISCUSSION OR ACTION

A. Zoning Code Amendments- Accessory Structures

City Planner Scott Friend introduced Ruby Triguero, who presented proposed updates to the standards for accessory structures outlined in Title 17 of the Orland Municipal Code (OMC) to the Planning Commission. Ms. Triguero highlighted that accessory structures—including detached garages, storage buildings, and patio covers—are designed to complement primary residential structures and must meet specific design and placement criteria.

Ms. Triguero provided an overview of the current standards for accessory structures within the R-1 (Residential One-Family), R-2 (Residential Two-Family), and R-3 (Residential Multiple Family-Professional) zones. She outlined key design standards for the following:

- **Detached Garages:** Minimum dimensions of 20' x 20', maximum height of 15', equipped with a 208/240-volt outlet, and required to include a 16' wide garage door.
- **Storage/Shop Buildings:** Height limit of 15', utilities prohibited in R-1 zones, not allowed in front yards, and materials must match the primary structure.
- **Patio Covers:** Maximum height of 12', open on at least two sides, and required to be consistent with the roof pitch and materials of the primary residence.

Ms. Triguero emphasized how these standards ensure consistency and alignment with the character of the residential zones.

Ms. Triguero reviewed the current setback standards and introduced staff's proposed amendments aimed at enhancing clarity and consistency in the regulations for accessory structures. The recommended changes reflect a commitment to aligning standards with best practices and ensuring they are easily understood and effectively implemented.

1. **Utility Allowance:** Remove the restriction on electrical and plumbing utilities for detached storage buildings in R-1 zones.
2. **Prohibit Dwelling Use:** Explicitly ban residential use of storage/shop buildings in all zones.
3. **Reduced Setback Requirements:**
 - Minimum side and rear setbacks reduced to 4'.
 - Structures taller than six feet require 1' additional setback per foot of height, capped at 15'.
 - Street-facing side setbacks increased to 10'.
4. **Exemptions for Small Structures:** Structures under 120 square feet and not requiring a permit are exempt from design and setback requirements.
5. **Front Yard Clarity:**
 - Confirm garages as the only accessory structure allowed in front yards, maintaining a 20' setback.
 - Consider allowing exceptions for nonconforming lots with insufficient rear yard space.

Councilmember Barr asked questions on matching rooflines and shared her opinion on the issue.

Commissioners discussed, shared concerns and asked questions regarding accessory structures. Commissioners asked City Staff to come back at the next meeting with a few options of amendments to the code stating the importance of streamlining.

STAFF REPORT

Mr. Friend highlighted the City's ongoing efforts to enhance its website, noting the recent addition of ADU plans to better serve the community. He also announced that he will soon deliver the Planning Department's annual presentation, which will be shared again in January or February. Additionally, Mr. Friend informed the commission that the Modoc Annexation is scheduled for reconsideration at the LAFCo meeting on January 13th. Finally, he extended a warm welcome to the new council liaison, Terrie Barr, joining the Planning Commission.

COMMISSIONERS REPORTS

- **Commissioner Montague**: Asked for an update on Modoc Annexation.
- **Commissioner Elliott**: Welcomed Commissioner Enriquez to the Commission.
- **Commissioner Enriquez**: Shared he is happy to be apart of the conversation and would like to meet up with Scott Friend and the Commission Chairperson soon.
- **Chairperson Nordbye**: Welcomed Commissioner Enriquez and Councilmember Barr to the Commission.

FUTURE AGENDA ITEMS - Nothing

ADJOURNMENT – 7:03 PM

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson



CITY OF ORLAND STAFF REPORT
MEETING DATE: January 21, 2025

TO: Honorable Mayor and City Councilmembers
FROM: Pete Carr, City Manager
SUBJECT: **Paint Color for City Hall (Action)**

BACKGROUND:

At its January 7th meeting, City Council awarded a contract for repainting the City Hall building and directed staff to identify the color.

ANALYSIS:

Based on the Orland Arts Commission’s established palette for downtown building colors, with paint available locally, staff recommends neutral colors with mild accent trim, both complementing the off-white color of the new roof. We acknowledge that the most likely long-term future use of the building is as a police station, with City Hall functions located elsewhere.

“Coast to Coast” with “Ashwood Oak” for trim is proposed.

Best alternatives would be “Silver Oak” with “Misty Mountain”; or “Quill Gray” with “Smooth Shale” trim.

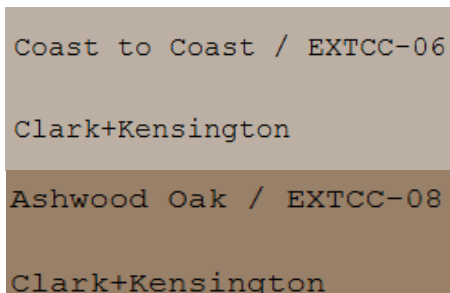
RECOMMENDATION:

Approve recommended color for City Hall exterior repainting.

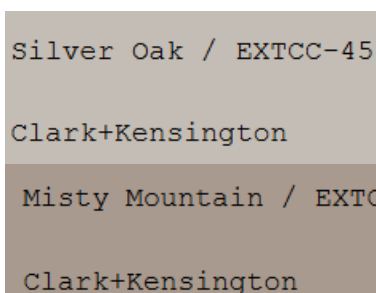
FISCAL IMPACT OF RECOMMENDATION:

N/A. Color does not affect project cost.

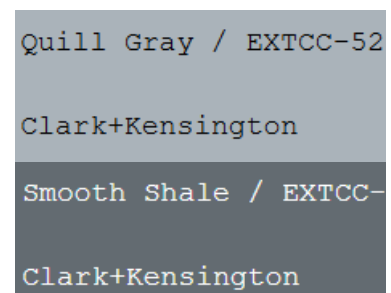
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CITY OF ORLAND STAFF REPORT
MEETING DATE: January 21, 2025

TO: Honorable Mayor and City Councilmembers
FROM: Pete Carr, City Manager
SUBJECT: **Westside Ambulance Subsidy Agreement (Action)**

BACKGROUND:

Following the recommendation of a city-county ad hoc committee, the City of Orland in November 2023 entered an agreement with County of Glenn to share the cost of a second ambulance, a 12-hr vehicle staged in Orland primarily serving north county, at an estimated cost to the City of up to \$15,000 for one-time start-up and \$325,000 annual operations. This vehicle is now staffed and operational.

August 6, 2024, the City agreed to share the cost of rent, facility improvements and utilities as part of the 12-hr vehicle operation.

September 17, 2024, Westside Board President Scott Studybaker shared with the Council his board’s concerns about ongoing cost vs reimbursement issues for operation of the base 24-hr vehicle. He referenced his memo sent to the Council in July, but was not making a specific formal funding request at that time. Council expressed support generally, cited the potential for Measure J to assist if it passes, and suggested re-forming the countywide ambulance ad hoc committee.

On January 7, 2025, the City Council discussed an updated presentation by Westside of the financial condition of the operation, and indicated by 5-0 vote its intent to subsidize the operation at \$17,000 per month for at least one year, with hope that the County would do likewise.

ANALYSIS:

Staff has drafted an agreement with Westside to clarify and formalize the Council’s commitment to support Westside. It provides for 12 payments of \$17k ea, invoiced directly, and Westside updating its financial condition report to the City quarterly. Termination is an option with 90 days’ notice.

With the passage of Measure J specifically including this purpose, the payments can and should come from the Measure J Ambulance/Streets/Library/Parks Fund.

Attachment: Draft proposed agreement with Westside Ambulance for Operational Subsidy

RECOMMENDATION:

Approve agreement as presented, direct City Manager to execute it, pending approval from the Westside Ambulance Board of Directors. All payments from Measure J Fund.

FISCAL IMPACT OF RECOMMENDATION: \$102k this fiscal year, same for first half of FY25-26.

**Memorandum of Understanding
By and Between
The City of Orland and
The Orland Community Ambulance Association DBA Westside Ambulance Association**

The City of Orland (Orland) and the Orland Community Ambulance Association DBA Westside Ambulance Association (Westside), together, the Parties, hereby agree, find and determine as follows.

A. Findings.

1. Westside provides ambulance services to the citizens of Orland.
2. Westside, a non-profit organization, founded in 1939 by the community, has been dedicated to providing emergency medical services to Orland for over eight decades. Westside’s core mission is to save lives and ensure the well-being of Orland by delivering timely and professional emergency medical services.
3. Recently, Westside has encountered significant financial challenges due to a decline in reimbursement rates. Over the past 18 months, insurance reimbursement has declined due to a shift in the types of insurance held by patients, placing additional strain on Westside’s budget and exacerbating Westside’s financial difficulties. This has resulted in an annual deficit of \$184,113.63.
4. In addition to the decline in reimbursement rates, Westside has faced increased costs in equipment maintenance, which have risen by 18% over the past year, and staff salaries, which have increased by 10% over the past five years.
5. Westside has presented the financial difficulties outlined above to the Orland City Council and to the public. The full analysis is set forth in attachment A.
6. Westside has requested that the City provide financial support in light of these financial difficulties so that the level of ambulance services be maintained.
7. Attachment A sets forth three levels of requested financial assistance: \$17,000, \$35,000, and \$50,000 per month.

B. City Determination.

The Orland City Council has considered this request, and based on the findings set forth above, determines as follows:

1. The Orland City Council has determined that maintaining ambulance services to the citizens of Orland is an essential matter of public safety.

2. The City Council has proposed tax measures intended to provide revenue for such services; these measures have been approved by the Orland voters.

3. Westside’s request for financial support is fair, rational and reasonable.

4. Financial support to Westside is in the public interest, as such assistance will ensure that ambulance services continue.

5. The amount of \$17,000 per month is sufficient for Westside to maintain operations and provide employees with a salary increase that they have not yet been able to receive, though it would not provide for growth.

6. Westside shall invoice the City, monthly, the amount of \$17,000. This amount shall be paid by the City to Westside within 30 days.

7. Such payments shall not establish any liability on the part of the City as to Westside’s operations, and Westside shall defend and indemnify the City for any claim against the City in any way related to this Agreement and/or to Westside’s operations.

8. The City intends to provide the assistance as set forth herein for a period of one year. However, the City has the complete discretion to terminate the assistance for any reason, with ninety (90) days’ written notice to Westside.

C. Provision of Financial Records.

During the tenure of this Agreement, Westside shall, upon request, provide Orland with financial information to update the summarized financial position as stated in Westside’s proposal set forth in Attachment A.

Dated: _____

Dated: _____

For the City of Orland

For the Orland Community Ambulance Association DBA Westside Ambulance Association

(Printed)

(Printed)

(Signature)

(Signature)

WESTSIDE AMB. TO CC.
January 7, 2025 update to July 2024 Request

7/22/2024

Dear Glenn County Board of Supervisors and Orland City Council,

Our non-profit organization, founded in 1939 by the community, has been dedicated to providing emergency medical services to our community for over eight decades. Our core mission is to save lives and ensure the well-being of our community by delivering timely and professional emergency medical services.

Recently, we have encountered significant financial challenges due to a decline in reimbursement rates. Over the past 18 months, our insurance reimbursement has declined due to a shift in the types of insurance held by patients, placing additional strain on our budget and exacerbating our financial difficulties. This has resulted in an annual deficit of \$184,113.63.

In addition to the decline in reimbursement rates, we have faced increased costs in equipment maintenance, which have risen by 18% over the past year, and staff salaries, which have increased by 10% over the past five years. These factors have further contributed to our financial instability.

The goal of this funding proposal is to secure financial support from the City of Orland and the County of Glenn to cover our operational costs and restore financial stability. This funding is crucial to maintain our current services for our target population without interruption. We are requesting funding to cover our annual deficit and provide a buffer for future financial uncertainties and unexpected costs.

The urgency of this funding request is driven by the immediate need to stabilize our financial situation due to the recent decline in reimbursement rates. Securing this funding will have a significant impact on our organization and its stakeholders by allowing us to continue providing essential services without interruption.

We respectfully request the City of Orland and the County of Glenn to consider our proposal and provide the necessary funding to help us overcome these financial challenges and continue serving our community effectively.

Our non-profit organization is currently facing a significant annual deficit of \$184,113.63. Here, we provide a detailed overview of our financial situation:

- **Insurance Reimbursement Rates:** The average ambulance bill is \$4,691.21, but the average reimbursement amount is only \$597.10 for emergency transports and \$118 for non-transports. This substantial gap between billed amounts and reimbursements has significantly impacted our revenue.
 - **Medicare** (57% of our calls last year) average reimbursement is \$583.04
 - **Medi-Cal** (27.5% of our calls last year) average reimbursement is \$118.20 and an add on of \$220.80 if patient is taken to the hospital and \$3.55 per mile.

- **GEMT (Ground Emergency Medical Transportation)-** In order to receive the add-on of \$220.80 we must pay \$34.37 per call (all calls not just Medi-Cal). This is paid over a 4-month period for the previous year. And averages around \$10,000. The GEMT add-on is voted every year and is not guaranteed.
- ***Other** (15.5% of our calls last year) consists of vitrains, employer insurance, private insurance, workers comp, non-insured etc.
 - **Collections:** 8% of the other category go to collections with an average of only 2.4% of what is sent to collections is re-paid.
 - **Pay in full:** Only 1.4% of all calls are paid in full

	Calls	Total Charges	Gross Receipt	Write-Off
Medi-Cal	Ave per call	\$5,132.72	\$461.79	\$4,670.93
Medicare	Ave per call	\$4,608.84	\$583.04	\$4,025.80
*Other	Ave per call	\$4,332.08	\$2,158.88	\$2,173.20

- **Increased Costs:** Over the past year, our equipment maintenance costs have risen by 18%, while staff salaries have only increased by 10% over the past five years. These increases are essential to maintain our operational readiness and retain skilled personnel, but they have also contributed to our financial strain.
- **Unexpected Expenses:** We have encountered unexpected expenses for emergency repairs to ambulances and repairs to our station, further exacerbating our financial challenges.
- **Cost-Cutting Measures:** To manage these financial challenges, we have implemented several cost-cutting measures, including reducing administrative expenses by 10% through measures such as decreasing office supply orders, negotiating lower fees for credit card charges, changing phone plans, and minimizing utility usage. These measures have saved us approximately \$33,919.18 annually, but they are not sufficient to cover the deficit.
- **Current Funding Sources:** Our primary funding comes solely from services provided and membership dues. Despite these efforts, the gap between our expenses and revenue continues to widen.

Bank Balances

Aug- 23	Credits	\$102,414.33	Feb- 24	Credits	\$59,087.90
	Debits	\$82,914.61		Debits	\$113,033.43
	Difference	\$19,499.72		Difference	(\$53,945.53)
Sep- 23	Credits	\$113,387.77	Mar- 24	Credits	\$90,657.47
	Debits	\$97,250.93		Debits	\$104,800.48
	Difference	\$16,136.84		Difference	(\$14,143.01)
Oct- 23	Credits	\$76,380.79	Apr- 24	Credits	\$92,269.02
	Debits	\$87,376.16		Debits	\$103,601.58
	Difference	(\$10,995.37)		Difference	(\$11,332.56)
Nov- 23	Credits	\$88,280.21	May- 24	Credits	\$96,748.99
	Debits	\$104,154.80		Debits	\$91,665.75
	Difference	(\$15,874.59)		Difference	\$5,083.24
Dec- 23	Credits	\$71,310.56	Jun- 24	Credits	\$92,936.65
	Debits	\$97,818.12		Debits	\$95,054.15
	Difference	(\$26,507.56)		Difference	(\$2,117.50)
Jan- 24	Credits	\$83,659.18	Jul- 24	Credits	\$107,486.03
	Debits	\$90,170.32		Debits	\$95,736.10
	Difference	(\$6,511.14)		Difference	\$11,749.93

Annual Expenses Breakdown

Here is a breakdown of our organization's annual expenses:

Category	Amount
Salaries and Wages (Amb)	\$619,164.13
Salaries and Wages (Clerical)	\$135,907.66
Maintenance Costs	\$21,930.43
Medical Supplies	\$38,088.36

These figures highlight the significant costs associated with maintaining our operations and the challenges we face in balancing our budget.

Financial Challenges of Non-Profits

Non-profit organizations like ours often face financial challenges due to the lack of state or federal funding to offset uncompensated care and charity care. Additionally, unexpected expenses such as emergency repairs to equipment and facilities can strain our limited resources.

In summary, the financial overview underscores the urgent need for funding to cover our operational costs and restore financial stability. The requested funding from the City of Orland and the County of Glenn is crucial to ensure that we can continue providing essential emergency medical services to our community without interruption.

Our operational costs are divided into several key categories, each essential to maintaining our emergency medical services. Below is a detailed breakdown of these costs:

Salaries and Wages

The salaries and wages for our staff have increased by 6% over the past few years. This increase is primarily due to our efforts to retain highly trained personnel, which is crucial for maintaining the quality of our services. We currently employ 7 full-time and 12 per diem staff members. The overall costs also include employment taxes. The total annual expenditure on salaries and wages is \$755,071.79. In 2024 we were not able to give a pay increase to any of our staff due to our losses.

Maintenance Costs

Maintenance costs have seen a significant rise, with an 18% increase over the past year. These costs are critical for ensuring our ambulances and equipment are always in operational readiness. We recently had to do major repairs on our 2016 ambulance costing around \$6,000.

Common maintenance expenses include:

- **Tire replacements:** High-quality tires for ambulances range from \$200 to \$500 per tire, with a total cost of \$1,200 to \$3,000 for a full set.
- **Brake repairs:** Complete brake repairs, including pads, rotors, and calipers, can range from \$200 to \$1,200.
- **Emergency repairs:** unexpected repairs such as air conditioning replacements and garage door motor replacements are also frequent.

The total annual maintenance costs amount to **\$21,930.43**.

Medical Supplies

Medical supplies are essential for our daily operations. These include oxygen cylinders, IV solutions, and first aid materials. The average annual cost for these supplies is approximately \$35,000. Recently, supplier price increases have slightly raised these costs.

Medical equipment needs routine maintenance and parts replaced over its life span that averages 5-7 years. Routine maintenance averages a couple thousand, parts a few hundred, and replacement can range from a couple thousand to hundreds of thousands.

Utilities and Operation Costs

Our utility costs, which include electricity/gas, water, waste management, internet and telephones, total around \$78,000 annually. Additionally, operational costs amount to \$261,191.79 annually. These costs cover office supplies, insurance, government dues and fees, and IT services. Rising prices have led to an increase in these expenses recently.

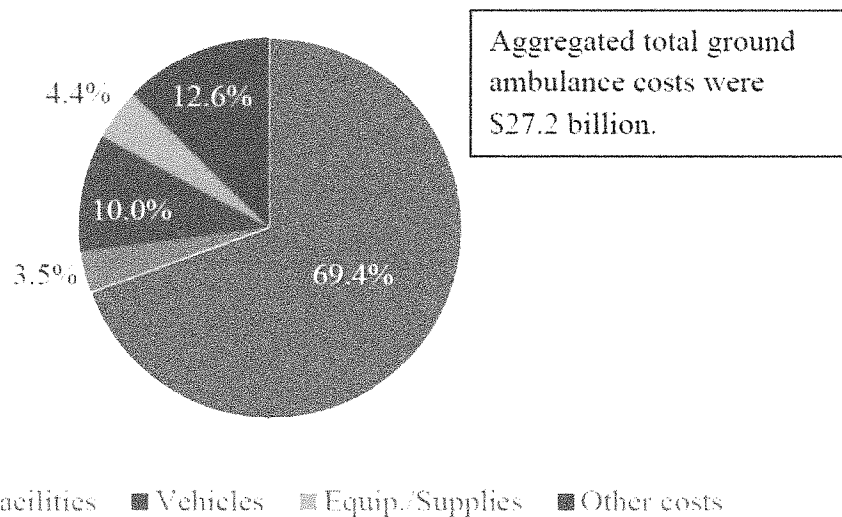
Summary of Annual Expenses

Category	Annual Cost
Salaries and Wages (Amb)	\$619,164.13
Salaries and Wages (Clerical)	\$135,907.66
Maintenance Costs	\$21,930.43
Medical Supplies	\$38,088.36
Operation Expenses	\$339,191.79

These operational costs are essential to our ability to provide timely and professional emergency medical services. The requested funding from the City of Orland and the County of Glenn will help cover these expenses, ensuring that we can continue to serve our community without interruption.

Early 2024 CMS did an in-depth survey with ambulance companies nationwide to show how Medicare and Medicaid reimbursement is impacting the financial stability of ambulance companies.

Figure S.1. Relative Contribution to Aggregated Total Ground Ambulance Costs



SOURCE: RAND analysis of GADCS Year 1 and Year 2 analytic file.
NOTE: "Equip." is equipment.

Securing funding from the City of Orland and the County of Glenn will have a profound impact on our organization and the community we serve. Here are the key benefits and impacts:

Benefits:

- **Avoiding Staff Burnout:** With additional funding, we will be able to hire more personnel, reducing the workload on current staff. This will help prevent burnouts and ensure that our team remains motivated and capable of providing high-quality emergency medical services.
- **Immediate Repairs and Maintenance:** The funding will enable us to carry out necessary repairs and maintenance on our ambulances and station, including critical repairs such as air conditioning replacements, tire replacements, and brake repairs, ensuring that our vehicles are reliable and ready for any emergency.
- **Financial Stability:** The funding will provide the financial stability needed to continue our operations without interruption. Stability is crucial for retaining our skilled staff, which directly impacts the quality and consistency of the services we provide.
- **Sustained Services:** With financial stability, we can continue to offer critical emergency medical services to Orland and the surrounding areas. This ensures that our community has access to timely and professional medical intervention when it is most needed.
- **Improved Staff Morale:** By meeting salary demands and reducing the need for overtime, we can improve staff morale and retention. A motivated and well-supported team is essential for maintaining high standards of service and care.

Community Impact:

- **Enhanced Service Quality:** Retaining skilled staff and ensuring the reliability of our equipment will directly benefit the community by providing consistent and high-quality emergency medical services. This is vital for the well-being and safety of our residents.
- **Operational Readiness:** Regular maintenance and repairs funded by the grant will keep our ambulances in optimal condition, reducing the risk of breakdowns and ensuring that we can respond promptly to emergencies.
- **Buffer for Future Uncertainties:** The requested funding will also provide a buffer for future financial uncertainties and unexpected costs, allowing us to manage unforeseen expenses without compromising our services.

Funding:

Below are a few examples of suggested funding and possible allocation strategies.

\$17,000 monthly:

- 90% - Average monthly loss
- 10% - Pay increase of 3%

This amount would be sufficient for us to maintain operations and provide employees with a salary increase that they have not yet been able to receive, but it would not allow for growth.

\$35,000 monthly

- 44% - Average monthly loss
- 14% - Pay increase of 5% and 401k Benefits
- 8% - Station upgrades and maintenance
- 14% - Small equipment, training, and reserves for capital purchases
- 20% - Purchase of ambulance this year and creating reserves for future purchase (8 years)

This would permit some growth and potential savings for capital purchases with the amount that can be reserved.

\$50,000 monthly

- 30% - Average monthly loss
- 16% - Pay increase of 5%, 401k Benefits, and a part-time office assistant
- 10% - Station upgrades and maintenance
- 16% - Purchase of ambulance this year and creating reserves for future purchase (8 years)
- 2% - Billing and accounting program upgrades
- 26% - Equipment, Training, and reserves for capital purchases

This would enable growth and savings for future capital purchases. Equipment should be replaced every five to ten years, and maintaining a backup supply of items such as a monitor and gurney is recommended. The organization currently does not have a backup supply of either of these items.

In conclusion, securing the requested funding from the City of Orland and the County of Glenn is crucial for maintaining the financial stability of our non-profit organization. Private non-profit ambulance companies around the U.S. are closing their doors for the same reason and larger companies are coming in to take over while asking the cities and counties for subsidies ranging in the millions. This funding will allow us to continue providing reliable and essential emergency medical services to our community, which started this company almost 85 years ago, without interruption.

Our organization has a longstanding commitment to the well-being of Orland and surrounding area's residents, and this financial support will directly benefit the community by ensuring that we can retain skilled staff, improve staff morale, and maintain operational readiness. The ability to manage unexpected costs and maintain essential equipment is vital for the quality and reliability of our services.

We emphasize the urgent need for this funding to address our current financial challenges, primarily caused by the decline in reimbursement rates and increased operational costs. By supporting our funding request, the City of Orland and the County of Glenn will help us continue to save lives and improve the quality of life for all residents.

We are profoundly grateful for the consideration and assistance from the City of Orland and the County of Glenn. Your support will have a significant positive impact on our organization and the community we serve. Thank you for your commitment to ensuring the continued provision of critical emergency medical services in Orland and surrounding areas.

Most sincerely,

Westside Ambulance Association



CITY OF ORLAND STAFF REPORT
MEETING DATE: January 21, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Pete Carr, City Manager

SUBJECT: **Approval of Service Agreements for Dispatch and Animal Control**
(Action)

BACKGROUND:

The City agreements with Glenn County Sheriff’s Office (GCSO) have been static since 2014. Police dispatch has cost the City \$93k annually, animal control \$55k. The two parties began in March to negotiate updated agreements. Discussions considered GCSO actual cost of providing the services, and how to estimate Orland’s fair share of the cost. Orland considered alternatives and determined that renewal of the contract services is in the city’s best interest at this time.

On August 6, 2024, the City Council approved in concept the recently negotiated rates and terms for continuance of services. For police dispatch, Council approved a rate of \$165k, which is 18% above what the rate would be now had a CPI escalator been employed all along, with annual escalation at specified rates of 12%, 11%, then 3% and 3%, respectively over the next four years. GCSO acknowledges the significant value of Orland’s important contribution to the quality of radio communications now becoming available in the north county area as a result of Orland’s several years of substantial investments in this infrastructure. Orland’s population growth, the cost of GCSO dispatch technology upgrades, and consolidated fire dispatch were among other factors considered.

For animal control, Council approved a rate of \$96k per year, an increase of 75% from the 2014 rate, followed by CPI as an annual cost escalator for a corresponding 5-year term.

ANALYSIS:

County staff recently provided draft agreements to follow up on the 2024 negotiations, with the intent that the updates would be effective July 1, 2024 and cover five fiscal years. The City budget had anticipated an increase in both services but the amount was unknown at the time.

Attachments: GCSO Police Dispatch and Animal Control Service Agreements

RECOMMENDATION:

Approve both the proposed GCSO Police Dispatch and Animal Control Service Agreements.

FISCAL IMPACT OF RECOMMENDATION:

In this first fiscal year, a total combined \$113k increase over legacy annual rates and \$83k over the Measure A budget. For the following four years, stated increases of 3-12% for dispatch and CPI (to be determined) for animal control.

**MUNICIPAL LAW ENFORCEMENT DISPATCH SERVICES
AGREEMENT BY AND BETWEEN THE COUNTY OF GLENN
AND THE CITY OF ORLAND**

This Municipal Law Enforcement Dispatch Services Agreement (hereinafter referred to as "Agreement") is entered into on the day of complete execution, by and between the COUNTY OF GLENN, (hereinafter referred to as "County") and the CITY OF ORLAND (hereinafter referred to as "City"), the County and the City each a "Party" and jointly the "Parties".

RECITALS

WHEREAS, the County of Glenn provides law enforcement dispatch services throughout the unincorporated areas of Glenn County, California; and

WHEREAS, the City of Orland is responsible for providing law enforcement dispatch services within the municipal boundaries of the City of Orland; and

WHEREAS, the City is desirous of contracting with the County for the performance of law enforcement dispatch services by the Glenn County Sheriff's Department; and

WHEREAS, the County is agreeable to providing law enforcement dispatch services to the City of Orland; and

WHEREAS, California Government Code Sections 51300, et seq., and 54980, et seq. authorize and govern such law enforcement services agreements.

AGREEMENT

NOW, THEREFORE, for and in consideration of the respective covenants and commitments of the Parties set forth herein, and on the terms and conditions set forth below, the Parties agree as follows:

1.0 EFFECTIVE DATE

This Agreement shall become effective upon execution of both parties and covers the period of July 1, 2024 through June 30, 2029.

2.0 SCOPE OF SERVICES

2.1 The County agrees, through the Sheriff of the County of Glenn (hereinafter referred to as "Sheriff"), to provide full general law enforcement dispatch services within the incorporated limits of the City to the extent and in the manner hereinafter set forth in this Agreement.

2.2 Except as otherwise specifically set forth in this Agreement, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff under the County Code and the statutes of the State of California, and under the City's Municipal Codes.

2.3 "Full General Law Enforcement Dispatch Services" (the "Services") shall include, but are not limited to the services listed in Attachment "A", emergency and non-emergency law enforcement dispatch services.

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

3.0 METHODS AND STANDARDS OF PERFORMANCE

3.1 The County shall provide the full general law enforcement dispatch services to the City 24 hours per day, 7 days a week.

3.2 All County employees assigned to provide services hereunder will be sufficiently trained and experienced to perform the Services to the City of Orland.

3.3 The Sheriff shall determine the most advantageous, efficient and effective means for providing the 24-hour per day service to the City. Final authority for the determination of the priority of response shall rest with the Sheriff.

3.4 The County shall maintain sufficient staffing to provide the services described in Exhibit A.

- a. It is understood by all parties that adequate coverage can be provided in such a way as to allow for leave of absences due to vacation, leaves, compensated time off, training, and holidays without the need to backfill the positions. Should an unforeseen event result in possible decrease in Services, the Sheriff will notify the City Manager and discuss the staffing levels and possible impacts on the City.

3.5 For purposes of performing services and functions pursuant to this Agreement and only for the purpose of giving official status to the performance thereof, the County, its officers, agents and employees engaged in performing any services or functions as described in this Agreement shall have the immunities they would enjoy were they officer or employees of the City, provided the services are within the scope of this Agreement and are municipal functions.

3.6 The Sheriff shall appoint an administrative staff member (with rank of Lieutenant or higher) to be the primary point of contact and administrator for all Services provided to the City hereunder.

3.7 The County shall provide a detailed quarterly report to the City of activities undertaken in performance of the Services under this Agreement. This report should include (at minimum) an overview of general activity and average response times.

3.8 All services provided hereunder shall be under the control and at the direction of the Sheriff. The Sheriff shall exercise his judgment as he deems proper and appropriate. Standards of performance, discipline of dispatch staff, control of personnel assigned, and all other matters incident to the performance of services hereunder shall remain with the Sheriff and County.

3.9 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service, the determination thereof made by the Sheriff shall be conclusive pending a mutual determination thereof shall be made by both the Sheriff and the City and memorialized in writing.

3.10 County shall furnish and supply all necessary labor, supervision, transportation, equipment, communication facilities, and supplies necessary to provide the Services to be rendered hereunder.

3.11 No County employee assigned to provide service hereunder shall have any claim or right to employment, salary, benefits or claims of any kind from the City. The City shall not assume any liability for the direct payment of any Sheriff's Department salaries, wages, retirement, benefits or other compensation to any County

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

personnel performing services hereunder for the City.

3.12 Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of performing services hereunder for the City unless such injury arose as a result of the sole or comparative negligence or any other wrongful act or omission by the City or its employees.

- a. In the event that City, or its employees, have caused, or contributed to, any injury or sickness of a County employee by reason of their sole or comparative negligence, or other wrongful act or omission occurring during the performance of this Agreement, City shall bear a pro-rata share of any cost of defense, including attorneys' fees, and shall contribute a pro-rata share of any adverse judgment for such claims based on City's percentage of fault pursuant to Government Code Section 895.6.

4.0 TERM OF AGREEMENT

4.1 The term of this Agreement shall be for the following period: July 1, 2024 beginning at 12:01 a.m. and ending at 11:59 p.m. on June 30, 2029.

4.2 Termination:

- a. This Agreement may be terminated by either party with 365 days written notice.
- b. In the event of termination, County shall provide City reimbursement payment for any portion of the term where Services are not provided under this Agreement.
- c. In the event of termination, each Party shall fully discharge all obligations owed to the other Party on the date of termination and, except as provided herein, each party shall be released from all obligations, which would otherwise accrue subsequent to the date of termination.

4.3 The Parties agree that there shall be no extension of the term set forth in Section 4.1, above, without the express, written agreement of the Parties.

5.0 COMPENSATION & PAYMENT

5.1 For all Services provided under this Agreement, City shall pay County the following:

- July 1, 2024 to June 30, 2025: \$165,000
- July 1, 2025 to June 30, 2026: \$185,000
- July 1, 2026 to June 30, 2027: \$205,000
- July 1, 2027 to June 30, 2028: \$211,150
- July 1, 2028 to June 30, 2029: \$217,484

5.2 City shall pay the amounts set forth in Section 5.1, above, in monthly installments throughout the course of the Agreement, within 30 days of receipt of the County's invoice. Timely payment of each monthly amount shall be a condition precedent to any obligation that the County may have to provide Services under this Agreement.

5.3 Pursuant to section 51350 of the California Government Code, the Parties hereby agree that the amount set forth in Section 5.1 above are the costs which will be incurred by the County for purposes contemplated by this Agreement and that this amount does not include either as a direct or an indirect overhead charge, any portion

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

of those costs which are attributable to services made available to all portions of the county, as determined by resolution of the board of supervisors, or which are general overhead costs of operation of the county government.

6.0 INDEMNIFICATION

The County hereby indemnifies, defends and holds harmless the City, its Council members, officers, directors, employees, attorneys and agents against and from any and all liabilities, losses, demands, actions, expenses or claims, including but not limited to reasonable attorney’s fees and court costs from loss, damage or injury to any person or property, or for reason of anything done, permitted to be done, or omitted to be done by the Sheriff’s personnel in providing or failing to provide general law enforcement dispatch services to the City by Sheriff’s personnel or caused by the negligence or misconduct of Sheriff’s personnel in providing or failing to provide general law enforcement dispatch services to the City by Sheriff’s personnel. County, its officers and employees shall not be deemed to assume any liability for intentional or negligent acts of City or any officer, employee, or agent thereof, nor any dangerous or defective condition of the City’s streets or property; and City shall hold County and its officers and employees harmless therefrom; and City shall defend County and its officers and employees against any claim predicated hereon for any injury or damage resulting. This indemnification obligation shall survive the termination of this Agreement.

7.0 NOTICES

Any notice permitted or required under this Agreement shall be sent as provided below and shall be effective (a) immediately, if personally served or if emailed or faxed and the sending Party can reasonably demonstrate receipt, or (b) if delivered by mail, two (2) business days following its deposit in U.S. Mail, properly addressed and postage prepaid. Either Party may change its address and other contact information by providing notice to the other Party in the manner set forth in this section:

Notices to County of Glenn shall be addressed as follows:

Glenn County Sheriff
543 W. Oak Street
Willows, CA 95988
Phone: 530-934-6441
Fax: 530-934-6473

With a copy to:

Glenn County Counsel
525 Sycamore Street
Willows, CA 95988
Phone: 530-934-6455
Fax: 530-934-6457

Notices to City of Orland shall be addressed as follows:

City Manager
810 Fifth Street
Orland, CA 95988
Phone: 530-865-1600
Fax: 530-865-1632

With a copy to:

City Attorney, Attn: Gregory P. Einhorn
854 Manzanita Court
Suite 110
Chico CA 95926
Phone: 530-898-0228
Fax:

8.0 RELATIONSHIP OF THE PARTIES.

8.1 Neither Party hereto shall be the employer, partner, agent, joint venturer or principal of the other. The County shall not, for any purpose or reason whatsoever, claim or imply that any officer, employee, contractor or agent providing services under this Agreement is an employee or contractor of City. No County officer, employee, contractor or agent shall be entitled to any benefits accorded to employees of the City.

8.2 County shall be responsible for providing, at County's sole expense and in County's name, compensation and such statutory benefits as are required and discretionary benefits as it elects to its officers, employees and agents providing services hereunder. County shall at all times, at its sole expense, obtain and maintain in effect all such licenses and permits usual or necessary to perform the services contemplated under this Agreement.

9.0 AMENDMENTS

All changes, modifications, or amendments to this Agreement must be in the form of a written amendment duly adopted by the County Board of Supervisors and the City Council.

10.0 EXHIBITS:

All "Exhibits" referred to below or attached herein are by this reference incorporated into this Agreement:

Exhibit Designation	Exhibit Title
Exhibit A	Services to be Provided to City

11.0 AUTHORIZATION WARRANTY

11.1 The City represents and warrants that the person executing this Agreement for the City is an authorized agent who has actual authority to bind the City to each and every term, condition, and obligation of this Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

11.2 The County represents and warrants that the person executing this Agreement for the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

12.1 MISCELLANEOUS

12.1 **Good Faith Negotiations.** The City and the Sheriff/County agree that they have engaged in good faith negotiations for this agreement. The Parties agree that the Sheriff will continue to provide a full and accurate account of their financial documents and budget related reports for the cost analysis, planning and staffing of this agreement between the Parties.

12.2 **Entire Agreement.** This Agreement and any executed amendments thereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 9.0 of this Agreement.

12.3 **Limitations on Contracts.** No person or organization shall be deemed or intended to be a third-party beneficiary of any terms of this Agreement.

12.4 **Attorney's Fees & Costs.** In the event of any litigation arising from or related to this Agreement, or the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred including court costs, attorney's fees, and all other related expenses incurred in such litigation. In the event of a pre-trial settlement of litigation or arbitration between the Parties, allocation of such fees and costs shall be determined by that settlement process.

12.5 **Mediation.** The Parties agree to mediate any dispute or claim arising between them out of this Agreement before resorting to court action. Mediation fees, if any, shall be divided equally among the Parties involved. If, for any dispute or claim to which this paragraph applies, (i) any Party commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, any Party refuses to mediate after a request has been made, then that Party shall not be entitled to recover attorney fees, even if they would otherwise be available to that Party in any such action.

12.6 **Governing Law, Jurisdiction and Venue.** This Agreement shall be interpreted and construed in accordance with the laws of the State of California. All suits, proceedings and other actions relating to or arising out of this Agreement shall be submitted to the jurisdiction of the courts of the State of California, or the Federal District Court for the Eastern District of California, and proper venue shall be Glenn County, California.

12.7 **Waiver.** No failure or delay by either Party in exercising any rights, power or remedy under this Agreement shall operate as a waiver of any such right, power or remedy.

12.8 **Severability.** In the event that any provision of this Agreement shall be declared by a court of competent jurisdiction to be illegal or otherwise unenforceable, such provision shall be severed and the entire Agreement shall not fail on account thereof, and the balance of the Agreement shall continue in full force and effect.

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

IN WITNESS WHEREOF, the County of Glenn, by order of its Board of Supervisors, has caused this Agreement to be executed by the Chairman of said Board and attested by the Clerk of the Board of Supervisors thereof, and the City of Orland, by order of the Orland City Council, has caused this Agreement to be executed by the Mayor of the City and attested to by the City Clerk.

COUNTY OF GLENN

CITY OF ORLAND

By: _____

By: _____

Monica Rossman, Chairman
Glenn County Board of Supervisors

_____, Mayor
Orland City Council

Date: _____

Date: _____

ATTEST:
Clerk, Board of Supervisors

ATTEST:
Orland City Clerk

By: _____

By: _____

SCOTT H. DE MOSS

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____

By: _____

DEBORAH MICHELI
Glenn County Counsel

GREGORY P. EINHORN
Orland City Attorney

Date: _____

Date: _____

**EXHIBIT A:
SERVICES PROVIDED TO THE CITY**

**PUBLIC SAFETY SERVICES AND PERSONNEL
PROVIDED BY THE GLENN COUNTY SHERIFF'S OFFICE**

Services include:

- Any and all administrative support services, personnel, equipment, supplies, and apparatus needed to provide full, 24-7 law enforcement dispatch services.
- Connection to California Law Enforcement Telecommunications System (CLETS) via Sheriff's Office CLETS system.

Services do not include:

- Computer Aided Dispatch (CAD) Interface to City of Orland Record Management System (RMS)
- Mobile Dispatch Terminal (MDT) capability.

**MUNICIPAL ANIMAL CONTROL SERVICES AGREEMENT
BY AND BETWEEN THE COUNTY OF GLENN
AND THE CITY OF ORLAND**

This Municipal Animal Control Services Agreement (hereinafter referred to as "Agreement") is entered into on the day of complete execution, by and between the COUNTY OF GLENN, (hereinafter referred to as "County") and the CITY OF ORLAND (hereinafter referred to as "City"), the County and the City each a "Party" and jointly the "Parties".

RECITALS

WHEREAS, the County of Glenn provides animal control services throughout the unincorporated areas of Glenn County, California; and

WHEREAS, the City of Orland is responsible for providing animal control services within the municipal boundaries of the City of Orland; and

WHEREAS, the City is desirous of contracting with the County for the performance of animal control services by the Glenn County Sheriff's Department; and

WHEREAS, the County is agreeable to providing animal control services to the City of Orland; and

WHEREAS, California Government Code Sections 51300, et seq., and 54980, et seq. authorize and govern such law enforcement services agreements.

AGREEMENT

NOW, THEREFORE, for and in consideration of the respective covenants and commitments of the Parties set forth herein, and on the terms and conditions set forth below, the Parties agree as follows:

1.0 EFFECTIVE DATE

This Agreement shall become effective upon execution of both parties and covers the period of July 1, 2024 through June 30, 2029.

2.0 SCOPE OF SERVICES

2.1 The County agrees, through the Sheriff of the County of Glenn (hereinafter referred to as "Sheriff"), to provide full general animal control services within the incorporated limits of the City to the extent and in the manner hereinafter set forth in this Agreement.

2.2 Except as otherwise specifically set forth in this Agreement, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff under the County Code and the statutes of the State of California, and under the City's Municipal Codes.

2.3 "Full General Animal Control Services" (the "Services") shall include, but are not limited to, the services listed in Attachment "A", emergency and non-emergency animal control services.

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

3.0 METHODS AND STANDARDS OF PERFORMANCE

3.1 The County shall provide the full general animal control services to the City 24 hours per day, 7 days a week.

3.2 All County employees assigned to provide services hereunder will be sufficiently trained and experienced to perform the Services to the City of Orland.

3.3 The Sheriff shall determine the most advantageous, efficient and effective means for providing the 24-hour per day service to the City. Final authority for the determination of the priority of response shall rest with the Sheriff..

3.4 The County shall maintain sufficient staffing to provide the services described in Exhibit A.

a. It is understood by all parties that adequate coverage can be provided in such a way as to allow for leave of absences due to vacation, leaves, compensated time off, training, and holidays without the need to backfill the positions. Should an unforeseen event result in possible decrease in Services, the Sheriff will notify the City Manager and discuss the staffing levels and possible impacts on the City.

3.5 For purposes of performing services and functions pursuant to this Agreement and only for the purpose of giving official status to the performance thereof, the County, its officers, agents and employees engaged in performing any services or functions as described in this Agreement shall have the immunities they would enjoy were they officer or employees of the City, provided the services are within the scope of this Agreement and are municipal functions.

3.6 The Sheriff shall appoint an administrative staff member (with rank of Lieutenant or higher) to be the primary point of contact and administrator for all Services provided to the City hereunder.

3.7 The County shall provide a detailed quarterly report to the City of activities undertaken in performance of the Services under this Agreement. This report should include (at minimum) an overview of general activity and statistical information regarding complaints received, citations issued, licensing, impounds, and disposition of impounded animals.

3.8 The County acknowledges receipt of the present City animal control ordinance, Orland Municipal Code Title 6 Animals, in effect in the City and agrees to enforce this ordinance within the City's limits, except to the extent that the ordinance requires services or levels of service beyond those set forth in in the County's Animal Control Ordinance (Chapters 8.04, 8.06, and 8.08 of the Glenn County Code).

3.9 The City shall adopt, as a minimum, the County's Animal Control Ordinance and Animal Control Fee Schedule as amended time to time.

3.10 All services provided hereunder shall be under the control and at the direction of the Sheriff. The Sheriff shall exercise his judgment as he deems proper and appropriate. Standards of performance, discipline of dispatch staff, control of personnel assigned, and all other matters incident to the performance of services hereunder shall remain with the Sheriff and County.

3.11 The County may subcontract any of the services delivered under this agreement as the County deems appropriate, with written consent of the City, which shall not be unreasonably withheld. The County shall remain legally

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

responsible for the performance of all contract terms including work performed by third parties under subcontracts.

3.12 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service the determination thereof made by the Sheriff shall be conclusive pending a mutual determination made by both the Sheriff and the City and memorialized in writing.

3.13 County shall furnish and supply all necessary labor, supervision, transportation, equipment, communication facilities, and supplies necessary to provide the Services to be rendered hereunder.

3.14 No County employee assigned to provide service hereunder shall have any claim or right to employment, salary, benefits or claims of any kind from the City. The City shall not assume any liability for the direct payment of any Sheriff's Department salaries, wages, retirement, benefits or other compensation to any County personnel performing services hereunder for the City.

3.15 Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of performing services hereunder for the City unless such injury arose as a result of the sole or comparative negligence or any other wrongful act or omission by the City or its employees.

- a. In the event that City, or its employees, have caused, or contributed to, any injury or sickness of a County employee by reason of their sole or comparative negligence, or other wrongful act or omission occurring during the performance of this Agreement, City shall bear a pro-rata share of any cost of defense, including attorneys' fees, and shall contribute a pro-rata share of any adverse judgment for such claims based on City's percentage of fault pursuant to Government Code Section 895.6.

4.0 TERM OF AGREEMENT

4.1 The term of this Agreement shall be for the following period: July 1, 2024 beginning at 12:01 a.m. and ending at 11:59 p.m. on June 30, 2029.

4.2 Termination:

- a. This Agreement may be terminated by either party with 365 days written notice.
- b. In the event of termination, County shall provide City reimbursement payment for any portion of the term where Services are not provided under this Agreement.
- c. In the event of termination, each Party shall fully discharge all obligations owed to the other Party on the date of termination and, except as provided herein, each party shall be released from all obligations, which would otherwise accrue subsequent to the date of termination.

4.3 The Parties agree that there shall be no extension of the term set forth in Section 4.1, above, without the express, written agreement of the Parties.

5.0 COMPENSATION & PAYMENT

5.1 For all Services provided under this Agreement, City shall pay County the following:

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

July 1, 2024 to June 30, 2025: \$93,000
July 1, 2025 to June 30, 2026: \$93,000 plus 2024 Consumer Products Index (CPI) Percentage
July 1, 2026 to June 30, 2027: Prior Year Total plus 2025 CPI Percentage
July 1, 2027 to June 30, 2028: Prior Year Total plus 2026 CPI Percentage
July 1, 2028 to June 30, 2029: Prior Year Total plus 2027 CPI Percentage

CPI Percentage will be based on California CPI Index found at dir.ca.gov.

5.2 City shall pay the amounts set forth in Section 5.1, above, in monthly installments throughout the course of the Agreement, within 30 days of receipt of the County's invoice. Timely payment of each monthly amount shall be a condition precedent to any obligation that the County may have to provide Services under this Agreement.

5.3 Pursuant to section 51350 of the California Government Code, the Parties hereby agree that the amount set forth in Section 5.1 above are the costs which will be incurred by the County for purposes contemplated by this Agreement and that this amount does not include either as a direct or an indirect overhead charge, any portion of those costs which are attributable to services made available to all portions of the county, as determined by resolution of the board of supervisors, or which are general overhead costs of operation of the county government.

6.0 INDEMNIFICATION

The County hereby indemnifies, defends and holds harmless the City, its Council members, officers, directors, employees, attorneys and agents against and from any and all liabilities, losses, demands, actions, expenses or claims, including but not limited to reasonable attorney's fees and court costs from loss, damage or injury to any person or property, or for reason of anything done, permitted to be done, or omitted to be done by the Sheriff's personnel in providing or failing to provide general animal control services to the City by Sheriff's personnel or caused by the negligence or misconduct of Sheriff's personnel in providing or failing to provide general animal control services to the City by Sheriff's personnel. County, its officers and employees shall not be deemed to assume any liability for intentional or negligent acts of City or any officer, employee, or agent thereof, nor any dangerous or defective condition of the City's streets or property; and City shall hold County and its officers and employees harmless therefrom; and City shall defend County and its officers and employees against any claim predicated hereon for any injury or damage resulting. This indemnification obligation shall survive the termination of this Agreement.

7.0 NOTICES

Any notice permitted or required under this Agreement shall be sent as provided below and shall be effective (a) immediately, if personally served or if emailed or faxed and the sending Party can reasonably demonstrate receipt, or (b) if delivered by mail, two (2) business days following its deposit in U.S. Mail, properly addressed and postage prepaid. Either Party may change its address and other contact information by providing notice to the other Party in the manner set forth in this section:

Notices to County of Glenn shall be addressed as follows:

Glenn County Sheriff
543 W. Oak Street
Willows, CA 95988
Phone: 530-934-6441
Fax: 530-934-6473

With a copy to:

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

Glenn County Counsel
525 Sycamore Street
Willows, CA 95988
Phone: 530-934-6455
Fax: 530-934-6457

Notices to City of Orland shall be addressed as follows:

City Manager
810 Fifth Street
Orland, CA 95988
Phone: 530-865-1600
Fax: 530-865-1632

With a copy to:

City Attorney, Attn: Gregory P. Einhorn
854 Manzanita Court
Suite 110
Chico CA 95926
Phone: 530-898-0228
Fax:

8.0 RELATIONSHIP OF THE PARTIES.

8.1 Neither Party hereto shall be the employer, partner, agent, joint venturer or principal of the other. The County shall not, for any purpose or reason whatsoever, claim or imply that any officer, employee, contractor or agent providing services under this Agreement is an employee or contractor of City. No County officer, employee, contractor or agent shall be entitled to any benefits accorded to employees of the City.

8.2 County shall be responsible for providing, at County's sole expense and in County's name, compensation and such statutory benefits as are required and discretionary benefits as it elects to its officers, employees and agents providing services hereunder. County shall at all times, at its sole expense, obtain and maintain in effect all such licenses and permits usual or necessary to perform the services contemplated under this Agreement.

9.0 AMENDMENTS

All changes, modifications, or amendments to this Agreement must be in the form of a written amendment duly adopted by the County Board of Supervisors and the City Council.

10.0 EXHIBITS:

All "Exhibits" referred to below or attached herein are by this reference incorporated into this Agreement:

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

Exhibit Designation	Exhibit Title
Exhibit A	Services to be Provided to City

11.0 AUTHORIZATION WARRANTY

11.1 The City represents and warrants that the person executing this Agreement for the City is an authorized agent who has actual authority to bind the City to each and every term, condition, and obligation of this Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

11.2 The County represents and warrants that the person executing this Agreement for the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

12.1 MISCELLANEOUS

12.1 **Good Faith Negotiations.** The City and the Sheriff/County agree that they have engaged in good faith negotiations for this agreement. The Parties agree that the Sheriff will continue to provide a full and accurate account of their financial documents and budget related reports for the cost analysis, planning and staffing of this agreement between the Parties.

12.2 **Entire Agreement.** This Agreement and any executed amendments thereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 9.0 of this Agreement.

12.3 **Limitations on Contracts.** No person or organization shall be deemed or intended to be a third-party beneficiary of any terms of this Agreement.

12.4 **Attorney’s Fees & Costs.** In the event of any litigation arising from or related to this Agreement, or the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred including court costs, attorney’s fees, and all other related expenses incurred in such litigation. In the event of a pre-trial settlement of litigation or arbitration between the Parties, allocation of such fees and costs shall be determined by that settlement process.

12.5 **Mediation.** The Parties agree to mediate any dispute or claim arising between them out of this Agreement before resorting to court action. Mediation fees, if any, shall be divided equally among the Parties involved. If, for any dispute or claim to which this paragraph applies, (i) any Party commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, any Party refuses to mediate after a request has been made, then that Party shall not be entitled to recover attorney fees, even if they would otherwise be available to that Party in any such action.

12.6 **Governing Law, Jurisdiction and Venue.** This Agreement shall be interpreted and construed in accordance with the laws of the State of California. All suits, proceedings and other actions relating to or arising out of this Agreement shall be submitted to the jurisdiction of the courts of the State of California, or the Federal District Court for the Eastern District of California, and proper venue shall be Glenn County, California.

12.7 **Waiver.** No failure or delay by either Party in exercising any rights, power or remedy under this

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT

Agreement shall operate as a waiver of any such right, power or remedy.

12.8 **Severability.** In the event that any provision of this Agreement shall be declared by a court of competent jurisdiction to be illegal or otherwise unenforceable, such provision shall be severed and the entire Agreement shall not fail on account thereof, and the balance of the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the County of Glenn, by order of its Board of Supervisors, has caused this Agreement to be executed by the Chairman of said Board and attested by the Clerk of the Board of Supervisors thereof, and the City of Orland, by order of the Orland City Council, has caused this Agreement to be executed by the Mayor of the City and attested to by the City Clerk.

COUNTY OF GLENN

CITY OF ORLAND

By: _____

By: _____

Monica Rossman, Chairman
Glenn County Board of Supervisors

_____, Mayor
Orland City Council

Date: _____

Date: _____

ATTEST:
Clerk, Board of Supervisors

ATTEST:
Orland City Clerk

By: _____

By: _____

SCOTT H. DE MOSS

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____

By: _____

DEBORAH MICHELI
Glenn County Counsel

GREGORY P. EINHORN
Orland City Attorney

Date: _____

Date: _____

**EXHIBIT A:
SERVICES PROVIDED TO THE CITY**

**PUBLIC SAFETY SERVICES AND PERSONNEL
PROVIDED BY THE GLENN COUNTY SHERIFF'S OFFICE**

Services include:

- Any and all administrative support services, personnel, equipment, supplies, and apparatus needed to provide animal control services.
- License all dogs, including issuing a license certificate and license tag for each dog so licensed and reporting licensing activities to the State as required.
- Remove or confine animals that are at large, predatory, vicious, or dangerous.
- Remove and dispose of dead, aged, maimed, injured, diseased, or sick animals for which no owner can be identified.
- Receive and investigate complaints of animal nuisance (e.g. barking, harassing fowl or livestock), cruelty, poisoning, theft, zoning or leash law violations, and enforce those provisions of the law which are relevant to each.
- Conduct inspections of kennels and livestock premises.
- Serve as a clearinghouse for information on lost or found animals.
- Conduct an adoption program for impounded, unclaimed animals.
- Set and collect appropriate fees and penalties for the above services. All dog licenses and other fees and penalties collected by the Animal Control Director and all fines and forfeitures levied and collected by the Glenn County Courts which pertain to animal control services within the City shall be paid into the Animal Control Fund of the County treasury and used for the purposes set forth in Section 8.04.610 of the Glenn County Code.
- Provide Rabies Control Services as provided by the Animal Control Director within the unincorporated area of the County for so long as the COUNTY's Health Director serves as the Health Officer of the CITY.
- Parties acknowledge that the level of particular services will vary from time to time due to the fluctuating demand for and varying amounts of time necessary to provide animal control services to the CITY, but in no case shall such services average less than 60 hours of routine patrol per month during the term of this Agreement.
- Animals seized as evidence shall be the responsibility of the seizing agency.

Services do not include:

- Trapping, removal, impoundment, or euthanization of feral cats unless deemed necessary by Animal Control staff for the purposes of rabies control and/or criminal investigation.



CITY OF ORLAND STAFF REPORT
MEETING DATE: January 21, 2025

TO: Honorable Mayor and City Councilmembers
FROM: Pete Carr, City Manager
SUBJECT: **Public Safety and City Hall Facilities** (Discussion/Direction)

BACKGROUND:

The City in 2019 closed escrow on real property on Sixth Street at Colusa Street, determined to be suitable for a future public safety center (PSC) facility. The space was also designated for a future water storage tank and well. The new location for Police would free up City Hall space on 4th Street.

Later in 2019, Staff recommended using the Winters PSC as a model for our PSC project, with many desirable features and a readily available design. An architect engaged for this purpose showed the City how such a PSC could be laid out on our parcel, and suggested cost estimates to be considered – which at that time were rapidly spiraling upward. Part of the City’s impetus to refinance its pension debt (accomplished in 2020) was to free up operational capital to invest in a PSC.

A pandemic, drought and major water project diverted City attention. Staff has continued to consult with resources like USDA, 3CORE and CPF (Capitol Public Finance) to seek funding assistance. This topic was most recently reviewed by Council in September 2022 at which time Council directed Staff to keep a PSC planned for the north end of the subject parcel, water facilities to the south end.

At the same time, repairs are needed on the current firehouse, and opportunities to relocate City Hall would provide space and time for the Police Department.

ANALYSIS:

Plans for a PSC necessarily impact and inform decisions about City Hall as well as Police and Fire Department facilities. Near-term needs and long-term planning are factors. City manager will review the project concept, progress in planning, and issues with funding. Council may wish to explore options.

RECOMMENDATION:

Direct staff as to preferences and priorities for facilities planning.

FISCAL IMPACT OF RECOMMENDATION:

N/A



CITY OF ORLAND STAFF REPORT
MEETING DATE: January 21, 2025

TO: Honorable Mayor and City Councilmembers
FROM: Pete Carr, City Manager
SUBJECT: **Hotel Demand Feasibility Study** (Discussion/Action)

BACKGROUND:

The City has long identified the need for additional lodging facilities as an important and strategic objective for local economic development. City staff regularly works with brokers and developers to attract a new hotel, promoting assurances of local and regional demand, but lacking data for same.

Staff sought and obtained three proposals from reputable firms offering proposals to produce an industry-acceptable lodging demand analysis. These studies include a site visit and research, interviews with key stakeholders, current and projected economic and tourism analysis, regional competition survey, and more. The reports typically result in recommendations including the volume of rooms that could likely be sustained, and at what room rate price range.

The Orland EDC recommends Council proceed with a lodging demand study.

ANALYSIS:

The three proposals are, summarized:

Kallenberger Jones & Co of Costa Mesa CA

- \$7,500 for a basic report for one selected site.
- 3 weeks from commencement date for draft report.

RevPar International with offices in Denver, Miami and Wash D.C.

- \$17,900 + ancillary expenses based on three sites, with pro-forma for proposed hotel[s].
- 4-5 weeks

Economic & Planning Systems (EPS) of Sacramento

- \$33,500 for expansive and comprehensive analysis including up to a dozen sites.
- 8-10 weeks

RECOMMENDATION:

Staff recommends award of bid to RevPar, for a publicly available document, due to depth of analysis and industry position; or defer to private hotel developer to make the investment for a confidential document.

FISCAL IMPACT OF RECOMMENDATION: \$19,000 from General Fund