



ORLAND CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, November 05, 2024 at 6:30 PM

Carnegie Center, 912 3rd Street

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

City Council: Chris Dobbs, Mayor | Mathew Romano, Vice-Mayor

Bruce T. Roundy | Jeffrey A. Tolley | John McDermott

City Manager: Pete Carr **City Clerk:** Jennifer Schmitke

Virtual Meeting Information:

<https://us02web.zoom.us/j/81448323775>

Webinar ID: 814 4832 3775 | 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 - 6:30 PM**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

Comments from the public are welcomed. The Mayor will announce the opportunity for comments related to each action item on the agenda. Please limit your comments to three minutes per topic, and one comment per person per topic. Once the public comment period is closed, please allow the Council the opportunity to continue its consideration of the item without interruption. In order to respect all speakers and attendees, please refrain from outbursts like clapping or booing.

4. **CONSENT CALENDAR**

- A.** Warrant List (Payable Obligations) (Pg.3)
- B.** Approve City Council Minutes for October 15, 2024(Pg.19)
- C.** Receive and File Arts Commission Minutes from September 16, 2024(Pg.26)
- D.** Receive and File Planning Commission Minutes from September 19, 2024(Pg.27)
- E.** Approve and Adopt Second Reading of Ordinance 2024-05:Amending Title 8,Health and Safety to adopt standards for Massage and Bodywork Establishments (Pg.33)
- F.** Approve and Adopt Second Reading of Ordinance 2024-06:Adding Chapters 8.50, 8.52. 8.54 And 8.56 To The Orland Municipal Code - Measures Prohibiting (1) Camping, (2) Sitting/Lying/Sleeping, (3) Personal Property Storage And (4) Sleeping In Motor Vehicles Upon Public Property (Pg.43)
- G.** Auxiliary Legal Services Agreement (Pg.56)

H. GSRMA MOU Amendment (Pg.60)

5. ADMINISTRATIVE BUSINESS

A. Traffic Study 95% Completion Report (Discussion/Direction) - Paul Rabo, City Engineer (20 min) (Pg.66)

B. Award of Contract to Architect for Carnegie Center (Discussion/Action) - Pete Carr, City Manager (20 min) (Pg.67)

6. ORAL AND WRITTEN COMMUNICATIONS

Public Comments:

Members of the public wishing to address the Council on any item(s) not on the agenda may do so at this time when recognized by the Mayor. However, no formal action or discussion will be taken unless placed on a future agenda. The public is advised to limit discussion to one presentation per individual. While not required, please state your name and place of residence for the record. Please direct 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).

7. CITY COUNCIL COMMUNICATIONS AND REPORTS

8. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on November 1, 2024.

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

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

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

November 5, 2024

| | | | |
|---------------------------------|------------|----|-------------------|
| Payroll Compensation # 21 | 10/17/2024 | \$ | 147,853.79 |
| Payroll Taxes # 21 | 10/18/2024 | \$ | 40,414.84 |
| Other Payroll Deductions # 21 | 10/18/2024 | \$ | 2,071.42 |
| Payables Obligations | 10/28/2024 | \$ | 55,657.46 |
| PERS 9/19/2024 - 10/02/2024 #20 | 10/28/2024 | \$ | 29,417.86 |
| Payables Obligations | 10/31/2024 | \$ | 176,044.37 |
| Payables Obligations Drafts | 10/31/2024 | \$ | 5,798.47 |
| Payroll Compensation # 22 | 10/31/2024 | \$ | 169,416.98 |
| Payroll Taxes # 22 | 10/31/2024 | \$ | 47,651.34 |
| Other Payroll Deductions # 22 | 10/31/2024 | \$ | 2,071.42 |
| | | \$ | <u>676,397.95</u> |

APPROVED BY

Mayor, Chris Dobbs

Vice-Mayor, Mathew Romano

Councilmember, Jeffrey A. Tolley

Councilmember, John McDermott

Councilmember, Bruce T. Roundy



City of Orland, CA

Payroll Check Register Employee Pay Summary

Pay Period: 10/3/2024-10/16/2024

Packet: PYPKT00252 - 10/3/24-10/16/24 #21
Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings |
|------------------------------|-----------------------|--------------|--------|----------|
| Alva, Micaela | ALV01 | 10/18/2024 | 180 | 2,417.85 |
| Andrade, Edgar | AND00 | 10/18/2024 | 181 | 3,767.04 |
| Aparicio, Lilia Mejia | MEJ00 | 10/18/2024 | 207 | 3,136.33 |
| Arellanes, Ashley | ARE00 | 10/18/2024 | 182 | 1,610.28 |
| BALDRIDGE, EDEN | BAL01 | 10/18/2024 | 183 | 221.00 |
| Barber, Zachary | BAR02 | 10/18/2024 | 184 | 3,658.49 |
| BLAKE, CHRISTINA | BLA00 | 10/18/2024 | 185 | 141.44 |
| BOWERS, LINDA | BOW00 | 10/18/2024 | 186 | 459.75 |
| CARLSON, PRESTON | CAR06 | 10/18/2024 | 14798 | 231.00 |
| Carr, Peter R | CAR03 | 10/18/2024 | 187 | 6,653.85 |
| Cessna, Kyle A | CES00 | 10/18/2024 | 188 | 6,644.30 |
| Chaney, Justin | CHA01 | 10/18/2024 | 189 | 4,520.00 |
| Cortez, Jovany | COR00 | 10/18/2024 | 190 | 2,203.21 |
| Crandall, Jeremy | CRA00 | 10/18/2024 | 191 | 2,484.22 |
| Espinosa, Leticia | ESP00 | 10/18/2024 | 192 | 2,441.73 |
| Esther, Paris ki | EST01 | 10/18/2024 | 14799 | 90.75 |
| Flores, Jose D | FLO00 | 10/18/2024 | 193 | 4,881.91 |
| GALVAN, ROSAURA | GAL00 | 10/18/2024 | 194 | 565.76 |
| GAMBOA, YADIRA | GAM00 | 10/18/2024 | 195 | 464.40 |
| Garcia Martinez, Jose | MAR05 | 10/18/2024 | 14801 | 176.00 |
| Gonzalez, Giovanni | GON00 | 10/18/2024 | 196 | 1,274.74 |
| Guerrero, Victor | GUE04 | 10/18/2024 | 14800 | 88.00 |
| Guerrero, Jorge | GUE02 | 10/18/2024 | 198 | 2,527.41 |
| Guerrero Simpson, Deysy D | GUE01 | 10/18/2024 | 197 | 2,808.00 |
| Henderson, Olivia | HEN00 | 10/18/2024 | 199 | 2,513.17 |
| Johnson, Sean Karl | JOH01 | 10/18/2024 | 200 | 6,019.22 |
| Lazzaretto, Lauren Elizabeth | LAZ00 | 10/18/2024 | 201 | 306.00 |
| Lopez, Esau | LOP01 | 10/18/2024 | 202 | 1,886.98 |
| Lopez, Joel | LOP02 | 10/18/2024 | 203 | 1,886.98 |
| Lowery, Katherine | LOW00 | 10/18/2024 | 204 | 3,661.80 |
| Martindale, Ryan Eugene | MAR02 | 10/18/2024 | 205 | 3,312.74 |
| MARTINS, PAULINA | MAR03 | 10/18/2024 | 206 | 208.25 |
| Meza, Jody L | MEZ00 | 10/18/2024 | 208 | 4,441.47 |
| Mills, Daryl A | MIL00 | 10/18/2024 | 209 | 221.60 |
| Mondragon, Meagan N | MON03 | 10/18/2024 | 210 | 1,708.28 |
| MORECI, RORY | MOR03 | 10/18/2024 | 211 | 246.50 |
| MYERS, KEVIN | MYE00 | 10/18/2024 | 212 | 712.12 |
| OLIVER, LINDA | OLI00 | 10/18/2024 | 213 | 294.24 |
| Ortega, Allan | ORT01 | 10/18/2024 | 214 | 176.00 |
| Ovard, Addison | OVA01 | 10/18/2024 | 215 | 181.50 |
| Pacheco, Dominic | PAC00 | 10/18/2024 | 14802 | 181.50 |
| Perez, Arnulfo Zintzun | ZIN00 | 10/18/2024 | 241 | 1,797.12 |
| Perez, Margarita T | PER00 | 10/18/2024 | 217 | 2,219.16 |
| PHILLIPS, OLIVIA | PHI01 | 10/18/2024 | 218 | 187.00 |
| Pinedo, Edgar Esteban | PIN00 | 10/18/2024 | 219 | 3,745.88 |
| Porras, Estel | POR00 | 10/18/2024 | 220 | 2,071.22 |
| Punzo, Emzly | PUN01 | 10/18/2024 | 221 | 176.00 |
| Reimers, Norah | REI00 | 10/18/2024 | 14803 | 90.75 |
| Rice, Gerald W | RIC01 | 10/18/2024 | 222 | 2,557.20 |
| Rivera, Israel | RIV00 | 10/18/2024 | 223 | 2,293.43 |
| Rodrigues, Anthony | ROD00 | 10/18/2024 | 224 | 2,610.65 |

Packet: PYPKT00252 - 10/3/24-10/16/24 #21

Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings |
|------------------------|-----------------------|--------------|----------------|-------------------|
| Roenspie, Thomas Luke | ROE00 | 10/18/2024 | 225 | 5,235.13 |
| Romero, Arnulfo | ROM00 | 10/18/2024 | 226 | 3,190.39 |
| Sanchez, Daniel Angel | SANG0 | 10/18/2024 | 228 | 2,928.97 |
| Sandoval, Lucila | SAND0 | 10/18/2024 | 227 | 2,333.44 |
| Schmitke, Jennifer | SCH03 | 10/18/2024 | 229 | 2,203.51 |
| Shannon, Kyle Anthony | SHA02 | 10/18/2024 | 230 | 2,106.37 |
| Stewart, Roy E | STEF0 | 10/18/2024 | 231 | 3,226.31 |
| Suarez, Armando Rueda | SUA03 | 10/18/2024 | 14804 | 2,240.06 |
| Suarez, Bryan E | SUA02 | 10/18/2024 | 232 | 2,624.80 |
| Sutton, Brandon Kijana | SUT00 | 10/18/2024 | 233 | 4,231.39 |
| Swinhart, Robert | SWI00 | 10/18/2024 | 234 | 2,131.13 |
| THOMPSON, JAYDEN | THQ02 | 10/18/2024 | 235 | 272.25 |
| Valenzuela, Brenda | VAL00 | 10/18/2024 | 236 | 162.18 |
| Vargas, Giovanni | VAR01 | 10/18/2024 | 237 | 397.80 |
| Vargas, Alberto | VAR02 | 10/18/2024 | 238 | 3,600.74 |
| Vlach, Raymond Joseph | VLA00 | 10/18/2024 | 239 | 5,301.08 |
| Webster, Zachary | WEB00 | 10/18/2024 | 240 | 1,987.98 |
| Webster, Rebecca A | PEN01 | 10/18/2024 | 216 | 4,506.04 |
| | | | Totals: | 147,853.79 |



City of Orland, CA

#21
Tax History Report 4. A.
Report Summary By Tax Code
10/18/2024 - 10/18/2024

| Tax Code | Subject To Amount | Calculated Employee Amt | Calculated Employer Amt | EE Adjustment Amount | ER Adjustment Amount | Supplemental Subject To | Supplemental Amount (EE) | Total Employee Amount | Total Employer Amount |
|--|-------------------|-------------------------|-------------------------|----------------------|----------------------|-------------------------|--------------------------|-----------------------|-----------------------|
| Federal W/H - Federal Income Tax Withholding | 126,106.12 | 12,048.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,048.70 | 0.00 |
| MC - Medicare | 144,912.89 | 2,101.24 | 2,101.24 | 0.00 | 0.00 | 0.00 | 0.00 | 2,101.24 | 2,101.24 |
| SDI - State Disability Insurance | 144,912.89 | 1,594.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,594.08 | 0.00 |
| SS - Social Security | 144,912.89 | 8,984.55 | 8,984.55 | 0.00 | 0.00 | 0.00 | 0.00 | 8,984.55 | 8,984.55 |
| State W/H - State Income Tax Withholding | 123,121.90 | 4,600.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,600.48 | 0.00 |
| | | 29,329.05 | 11,085.79 | 0.00 | 0.00 | | 0.00 | 29,329.05 | 11,085.79 |



City of Orland, CA

Check Register

Packet: APPKT00053 - 10/3/24-10/16/24 #21

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|-------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: AP Checking-Accounts Payable Checking | | | | | | |
| OPO00 | OPOA Treasurer | 10/17/2024 | Regular | 0.00 | 726.00 | 60029 |
| STA00 | State Disbursement Unit | 10/17/2024 | Regular | 0.00 | 925.84 | 60030 |
| UPE00 | UPEC, Local 792 | 10/17/2024 | Regular | 0.00 | 419.58 | 60031 |

Bank Code AP Checking Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 5 | 3 | 0.00 | 2,071.42 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 5 | 3 | 0.00 | 2,071.42 |



City of Orland, CA

Payable Register

4. A.

Payable Detail by Vendor Name

Packet: APPKT00054 - HAND CHECK PD/FUTURE FORD LINCOLN

| Payable # | Payable Type | Post Date | Payable Date | Due Date | Discount Date | Amount | Tax | Shipping | Discount | Total | |
|--|---|---------------------|--------------|------------|---------------|-----------|----------|-----------|----------|----------------------|------------------|
| Payable Description | Bank Code | | | | On Hold | | | | | | |
| Vendor: FUT00 - FUT00 | | | | | | | | | | Vendor Total: | 55,657.46 |
| F103268 | Invoice | 10/28/2024 | 10/28/2024 | 10/28/2024 | 10/28/2024 | 55,657.46 | 0.00 | 0.00 | 0.00 | 55,657.46 | |
| PD/New 2024 Ford F150 | AP Checking - Accounts Payable Checking | | | | No | | | | | | |
| Items | | | | | | | | | | | |
| Item Description | Commodity | Units | Price | Amount | Tax | Shipping | Discount | Total | | | |
| PD/New 2024 Ford F150 Distributions | NA | 0.00 | 0.00 | 55,657.46 | 0.00 | 0.00 | 0.00 | 55,657.46 | | | |
| Account Number | Account Name | Project Account Key | Amount | Percent | | | | | | | |
| 010-5265-200 | EQUIP MAINT | | 55,657.46 | 100.00% | | | | | | | |



City of Orland, CA

Open Payable Report

As Of 11/01/2024

Summarized by Payable Account

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount | |
|---|--|--|--------------------------|----------------------|----------------------|----------------------|---------------------------|-----------------|
| Payable Account: 999-2099 - Accounts Payable (Pooled Cash) | | | | | | | | |
| Vendor: ATT05 14598 | A T & T FD/Measure A- Phones | 10/31/2024 | 154.87 | 0.00 | 0.00 | 0.00 | 154.87 | |
| | | | | | | | Payable Count: (1) | 154.87 |
| Vendor: ATT06 000022446094 10122024 oct122024 | A T & T Multi-Depts/Phones 9/13/24 - 10/12/24 PW/Airport Liftstation - 906 PW/WH Lift Station - 843 | 10/31/2024 10/31/2024 10/31/2024 | 962.73 26.87 30.42 | 0.00 0.00 0.00 | 0.00 0.00 0.00 | 0.00 0.00 0.00 | 962.73 26.87 30.42 | |
| | | | | | | | Payable Count: (3) | 1,020.02 |
| Vendor: ATT07 10072024 October 2024 | A T & T PW/Shop AC/Phone Line & Internet | 10/31/2024 10/31/2024 | 31.57 95.64 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 31.57 95.64 | |
| | | | | | | | Payable Count: (2) | 127.21 |
| Vendor: ABD00 INV137231 | Advanced Document Concept BD-PLAN-PW/Copies Aug 1-31,2024 | 10/31/2024 | 100.04 | 0.00 | 0.00 | 0.00 | 100.04 | |
| | | | | | | | Payable Count: (1) | 100.04 |
| Vendor: AIR01 72799_18190 | Airgas-Usa, Llc FD/Measure A- Medical Oxygen | 10/31/2024 | 95.17 | 0.00 | 0.00 | 0.00 | 95.17 | |
| | | | | | | | Payable Count: (1) | 95.17 |
| Vendor: VAR01 November 2024 | Alberto Vargas PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | |
| | | | | | | | Payable Count: (1) | 100.00 |
| Vendor: VAR02 10242024 | Alberto Vargas PD/Lateral Sign-On Payment # 2 | 10/31/2024 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | |
| | | | | | | | Payable Count: (1) | 5,000.00 |
| Vendor: AME00 726239 | American Family Life Supplemental Insurance | 10/31/2024 | 459.99 | 0.00 | 0.00 | 0.00 | 459.99 | |
| | | | | | | | Payable Count: (1) | 459.99 |
| Vendor: AME05 10252024 | American River College PD/Field Trning Sacramento CA Nov.20-22, 2024 | 10/31/2024 | 180.00 | 0.00 | 0.00 | 0.00 | 180.00 | |
| | | | | | | | Payable Count: (1) | 180.00 |
| Vendor: APP03 445801 | Applied Concepts Inc PD/Measure A-Radars Supplies For New Vehicles | 10/31/2024 | 3,324.09 | 0.00 | 0.00 | 0.00 | 3,324.09 | |
| | | | | | | | Payable Count: (1) | 3,324.09 |
| Vendor: AQU03 0104144 | Aqua Metric PW/Water Supplies | 10/31/2024 | 363.45 | 0.00 | 0.00 | 0.00 | 363.45 | |
| | | | | | | | Payable Count: (1) | 363.45 |
| Vendor: ASB00 1500-01128976 | Asbury Enviromental Services PW/Used Oil Pick-Up | 10/31/2024 | 102.00 | 0.00 | 0.00 | 0.00 | 102.00 | |
| | | | | | | | Payable Count: (1) | 102.00 |
| Vendor: ATT10 10022024 OCT022024 | At&T Mobility (First Net) PW/Cell Phone Usage October (4) lines FD/Measure A- Phones, Ipad's Service & 6 Upgrades | 10/31/2024 10/31/2024 | 194.40 2,443.47 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 194.40 2,443.47 | |
| | | | | | | | Payable Count: (2) | 2,637.87 |
| Vendor: ATT09 287298580456x10102 | At&T Mobility PD/Cell Service (15) | 10/31/2024 | 69.81 | 0.00 | 0.00 | 0.00 | 69.81 | |
| | | | | | | | Payable Count: (1) | 69.81 |
| Vendor: BAK01 2038633578 | Baker & Taylor LIB/Books | 10/31/2024 | 225.00 | 0.00 | 0.00 | 0.00 | 225.00 | |
| | | | | | | | Payable Count: (1) | 225.00 |
| Vendor: BOO00 415199 & 190884 | Boot Barn Inc. PW/Boots | 10/31/2024 | 359.95 | 0.00 | 0.00 | 0.00 | 359.95 | |
| | | | | | | | Payable Count: (1) | 359.95 |
| Vendor: SUT01 10252024 | Brandon Sutton PD/PER DIEM Trning.Fountain Valley CA Dec 2-6,2024 | 10/31/2024 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | |
| | | | | | | | Payable Count: (1) | 250.00 |
| Vendor: ROU00 Oct2024 October 2024 | Bruce T. Roundy Council/Mileage Reimbursement Councilmember Stipend - October 2024 | 10/31/2024 10/31/2024 | 89.78 300.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 89.78 300.00 | |
| | | | | | | | Payable Count: (2) | 389.78 |

Open Payable Report

As Of 11/01/2024

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount |
|---|--|--------------------------|-----------------|-----------------|-----------------|---------------------------|------------------|
| Vendor: CAL14 10088 & 100887 | Cal Signal Corp PW/6th St, South St & Commerce & Newville Repairs | 10/31/2024 | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| | | | | | | Payable Count: (1) | 1,500.00 |
| Vendor: DOB01 October 2024 | Chris Dobbs Councilmember Stipend - October 2024 | 10/31/2024 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| | | | | | | Payable Count: (1) | 300.00 |
| Vendor: COM02 10222024 | Comcast FD/Internet for Firehouse | 10/31/2024 | 399.95 | 0.00 | 0.00 | 0.00 | 399.95 |
| | | | | | | Payable Count: (1) | 399.95 |
| Vendor: COR04 October 2024 | Corbin Willits Systems Multi-Depts/Monthly Software Support | 10/31/2024 | 603.90 | 0.00 | 0.00 | 0.00 | 603.90 |
| | | | | | | Payable Count: (1) | 603.90 |
| Vendor: COR05 241470 | Corning Ford PD/Sargent's Truck Repair | 10/31/2024 | 4,350.00 | 0.00 | 0.00 | 0.00 | 4,350.00 |
| | | | | | | Payable Count: (1) | 4,350.00 |
| Vendor: CRE00 30846 | Creative Composition BD/Inspector Business Cards | 10/31/2024 | 163.83 | 0.00 | 0.00 | 0.00 | 163.83 |
| | | | | | | Payable Count: (1) | 163.83 |
| Vendor: SAN11 November 2024 | Daniel Sanchez PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| | | | | | | Payable Count: (1) | 100.00 |
| Vendor: DIE02 1681 | Diego Salazar Enterprise PW/FD/PD/Lift Inspection | 10/31/2024 | 950.00 | 0.00 | 0.00 | 0.00 | 950.00 |
| | | | | | | Payable Count: (1) | 950.00 |
| Vendor: DYL00 731 | Dylan Love FD/Measure A-E28 Overhead Lighthbar & Controller | 10/31/2024 | 1,450.00 | 0.00 | 0.00 | 0.00 | 1,450.00 |
| | | | | | | Payable Count: (1) | 1,450.00 |
| Vendor: ECO01 104899 | Ecorp Consulting, Inc Planning/Professional Service Sep 1-30, 2024 | 10/31/2024 | 14,307.50 | 0.00 | 0.00 | 0.00 | 14,307.50 |
| | | | | | | Payable Count: (1) | 14,307.50 |
| Vendor: AND06 NOV2024Gym November 2024 | Edgar Andrade PD/Gym Reimbursement November 2024 PD/Uniforms November 2024 | 10/31/2024 10/31/2024 | 45.00 100.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 45.00 100.00 |
| | | | | | | Payable Count: (2) | 145.00 |
| Vendor: PIN01 NOV2024Gym November 2024 | Edgar Pinedo PD/Gym Reimbursement November 2024 PD/Uniforms November 2024 | 10/31/2024 10/31/2024 | 15.00 100.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 15.00 100.00 |
| | | | | | | Payable Count: (2) | 115.00 |
| Vendor: PIN02 10252024 | Edgar Pinedo PD/PER DIEM-Trning.Fountain Valley,CA Dec 2-6,2024 | 10/31/2024 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| | | | | | | Payable Count: (1) | 250.00 |
| Vendor: TIA00 10173118 | Everbank, N.A. Multi-Depts/Copier Lease | 10/31/2024 | 299.87 | 0.00 | 0.00 | 0.00 | 299.87 |
| | | | | | | Payable Count: (1) | 299.87 |
| Vendor: GRO00 1874603, 1873991-1 | Ferguson Enterprises Inc PW/Water Supplies | 10/31/2024 | 1,226.02 | 0.00 | 0.00 | 0.00 | 1,226.02 |
| | | | | | | Payable Count: (1) | 1,226.02 |
| Vendor: FUT00 10112024 | FUT00 PD/Measure A-New Vehicle Extra Tires | 10/31/2024 | 7,652.67 | 0.00 | 0.00 | 0.00 | 7,652.67 |
| | | | | | | Payable Count: (1) | 7,652.67 |
| Vendor: FRE04 PC631025735 | Gordon Truck Center Inc. PW/Fleet Equipment Maintenance | 10/31/2024 | 843.19 | 0.00 | 0.00 | 0.00 | 843.19 |
| | | | | | | Payable Count: (1) | 843.19 |
| Vendor: GRA02 9273007501, 9280395 | Grainger, Inc. PW/Shop/Water/Safety/Street Scape Supplies | 10/31/2024 | 1,744.65 | 0.00 | 0.00 | 0.00 | 1,744.65 |
| | | | | | | Payable Count: (1) | 1,744.65 |
| Vendor: HIN03 SIN043727 | Hinderliter Dellamas & As ARPA 18- Yiftee Program 3rd Q Jul-Sep 2024 Service | 10/31/2024 | 650.00 | 0.00 | 0.00 | 0.00 | 650.00 |
| | | | | | | Payable Count: (1) | 650.00 |
| Vendor: HOM00 10132024 | Home Depot Credit Service BM/Office @Sewer Ponds - Lights | 10/31/2024 | 167.17 | 0.00 | 0.00 | 0.00 | 167.17 |
| | | | | | | Payable Count: (1) | 167.17 |
| Vendor: RIV02 NOV2024Gym November 2024 | Israel Rivera PD/Gym Reimbursement November 2024 PD/Uniforms November 2024 | 10/31/2024 10/31/2024 | 27.50 100.00 | 0.00 0.00 | 0.00 0.00 | 0.00 0.00 | 27.50 100.00 |
| | | | | | | Payable Count: (2) | 127.50 |
| Vendor: TOL04 | Jeffrey Tolley | | | | | | |
| | | | | | | Payable Count: (1) | 300.00 |

Open Payable Report

As Of 11/01/2024

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount |
|--|--|------------|----------------|-----------------|-----------------|------------|------------|
| October 2024 | Councilmember Stipend - October 2024 | 10/31/2024 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Vendor: MEZ00 | Jody Meza | | | | | | |
| 10232024 | LIB/Conference Hotel Reimbursement | 10/31/2024 | 536.76 | 0.00 | 0.00 | 0.00 | 536.76 |
| Vendor: MCD01 | John Mcdermott | | | | | | |
| October 2024 | Councilmember Stipend - October 2024 | 10/31/2024 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Vendor: GUE03 | Jorge Guerrero | | | | | | |
| 10222024 | PW/Boots Reimbursement | 10/31/2024 | 220.00 | 0.00 | 0.00 | 0.00 | 220.00 |
| Vendor: FLO03 | Jose Flores | | | | | | |
| NOV2024Gym | PD/Gym Reimbursement November 2024 | 10/31/2024 | 95.00 | 0.00 | 0.00 | 0.00 | 95.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: FLO04 | Jose Flores | | | | | | |
| 10242024 | GAP/Reimbursement for Medical Insurance | 10/31/2024 | 1,331.38 | 0.00 | 0.00 | 0.00 | 1,331.38 |
| Vendor: CLE05 | Judy Clever | | | | | | |
| 10222024 | AC/Cleaning & Maintenance of Gallery | 10/31/2024 | 60.00 | 0.00 | 0.00 | 0.00 | 60.00 |
| November 2024 | AC/Cleaning & Maintenance of Gallery | 10/31/2024 | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| Vendor: CHA01 | Justin Chaney | | | | | | |
| November 2024 | FD/Measure A-Uniform November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: LOW00 | Katherine Lowery | | | | | | |
| NOV2024Gym | PD/Gym Reimbursement November 2024 | 10/31/2024 | 24.00 | 0.00 | 0.00 | 0.00 | 24.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: CES00 | Kyle Cessna | | | | | | |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: CES01 | Kyle Cessna | | | | | | |
| 10252024 | PD/PER DIEM-Field Trning Sacramento Nov 20-22,2024 | 10/31/2024 | 150.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| Vendor: LEH00 | Lehr | | | | | | |
| SI111284 | PD/Measure A-Fleet Maintenance | 10/31/2024 | 1,099.66 | 0.00 | 0.00 | 0.00 | 1,099.66 |
| Vendor: HAL03 | Lewis R. Hall | | | | | | |
| 11/24 | Plant Operator Consultant Service 10/7/24 -11/7/24 | 10/31/2024 | 3,000.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| Vendor: SAN12 | Lucila Sandoval | | | | | | |
| NOV2024Gym | PD/Gym Reimbursement November 2024 | 10/31/2024 | 45.00 | 0.00 | 0.00 | 0.00 | 45.00 |
| Vendor: MTH00 | M.T. Hall & Association, | | | | | | |
| 3139 & 3158 | DWR - Phase 2B Soil Material Testing | 10/31/2024 | 19,568.40 | 0.00 | 0.00 | 0.00 | 19,568.40 |
| Vendor: MAR17 | Martindale, Ryan | | | | | | |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: ROM06 | Mathew Romano | | | | | | |
| October 2024 | Councilmember Stipend - October 2024 | 10/31/2024 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Vendor: MAT04 | Matson & Isom | | | | | | |
| Multi | Monthly Billing (Oct), Monthly Server | 10/30/2024 | 10,327.12 | 0.00 | 0.00 | 0.00 | 10,327.12 |
| Vendor: MCM00-2 | Mcmaster-Carr | | | | | | |
| 34517180 | PW/Shop Supplies | 10/31/2024 | 104.57 | 0.00 | 0.00 | 0.00 | 104.57 |
| Vendor: MON10 | Meagan Mondragon | | | | | | |
| 9/26/24 | Medical GAP Reimbursement | 10/30/2024 | 107.59 | 0.00 | 0.00 | 0.00 | 107.59 |
| Vendor: MOT00 | Motorola Solutions Inc. | | | | | | |
| 8282001317 | PD/Measure A-New Cameras & Accessories | 10/31/2024 | 23,105.91 | 0.00 | 0.00 | 0.00 | 23,105.91 |
| Vendor: NAP00 | Napa Auto Parts | | | | | | |
| 10252024 | FD/Fleet Plug Adapter Kit & Wrench For T39 | 10/31/2024 | 172.76 | 0.00 | 0.00 | 0.00 | 172.76 |

Open Payable Report

As Of 11/01/2024

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount |
|---------------------------------------|--|------------|----------------|-----------------|-----------------|---------------------------|------------------|
| October 2024 | PW/Water Supplies, PW/PD/Fleet Maintenance | 10/31/2024 | 1,846.90 | 0.00 | 0.00 | 0.00 | 1,846.90 |
| Vendor: NOR06 | Nor-Mac Inc. | | | | | Payable Count: (1) | 636.16 |
| 17916081-001 | PW/Park Supplies | 10/31/2024 | 636.16 | 0.00 | 0.00 | 0.00 | 636.16 |
| Vendor: NOR29 | North Valley Industries I | | | | | Payable Count: (1) | 188.56 |
| 4333 | REC/1 Unit Adult Soccer N. Valley Field Oct 2024 | 10/31/2024 | 188.56 | 0.00 | 0.00 | 0.00 | 188.56 |
| Vendor: OHS00 | OHS Student Body | | | | | Payable Count: (2) | 975.00 |
| 10152024 | Youth Camp- Donation to OHS Girls Basketball | 10/31/2024 | 412.50 | 0.00 | 0.00 | 0.00 | 412.50 |
| oct152024 | Youth Camp - Donation to OHS Boys Basketball | 10/31/2024 | 562.50 | 0.00 | 0.00 | 0.00 | 562.50 |
| Vendor: ORH00 | Orland Hardware | | | | | Payable Count: (1) | 2,296.84 |
| October 2024 | Multi De[ts/Misc. Supplies | 10/31/2024 | 2,296.84 | 0.00 | 0.00 | 0.00 | 2,296.84 |
| Vendor: ORL12 | Orland-Laurel Masonic Hal | | | | | Payable Count: (1) | 400.00 |
| October 2024 | AC/Rent November 2024 | 10/31/2024 | 400.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| Vendor: FUL04 | Oscar Quezada | | | | | Payable Count: (1) | 60.00 |
| 2052 | PW/City Yard September | 10/31/2024 | 60.00 | 0.00 | 0.00 | 0.00 | 60.00 |
| Vendor: PAC07 | Pace Analytical Services, | | | | | Payable Count: (1) | 3,679.60 |
| 7844, 7810, 7955, 795 | PW/Lab Services | 10/31/2024 | 3,679.60 | 0.00 | 0.00 | 0.00 | 3,679.60 |
| Vendor: CAR12 | Peter R. Carr | | | | | Payable Count: (1) | 144.96 |
| October 2024 | CM/Reimb. Lunch, Wash Outlander | 10/31/2024 | 144.96 | 0.00 | 0.00 | 0.00 | 144.96 |
| Vendor: PGE00 | Pg&E | | | | | Payable Count: (4) | 29,804.10 |
| 10152024 | FD/Measure A- Mill St 0.04 & 519 Colusa St | 10/31/2024 | 14.14 | 0.00 | 0.00 | 0.00 | 14.14 |
| 10162024 | PW/Traffic Control | 10/31/2024 | 109.98 | 0.00 | 0.00 | 0.00 | 109.98 |
| 10232024 | Cor Ellis St. & Jackson St. 9/19/24 - 10/17/24 | 10/31/2024 | 9.85 | 0.00 | 0.00 | 0.00 | 9.85 |
| October 2024 | Multi-Depts/September 2024 Usage | 10/31/2024 | 29,670.13 | 0.00 | 0.00 | 0.00 | 29,670.13 |
| Vendor: QUI02 | Quill Corp. | | | | | Payable Count: (3) | 470.14 |
| 40837889 | Multi-Depts/Office Supplies | 10/31/2024 | 44.04 | 0.00 | 0.00 | 0.00 | 44.04 |
| 40988520, 41006062, | PD/Misc. Office Supplies | 10/31/2024 | 282.61 | 0.00 | 0.00 | 0.00 | 282.61 |
| 41069807 | Multi-Depts/Office Supplies | 10/31/2024 | 143.49 | 0.00 | 0.00 | 0.00 | 143.49 |
| Vendor: TUR01 | Rae Turnbull | | | | | Payable Count: (1) | 52.00 |
| November 2024 | AC/Website Newsletter | 10/31/2024 | 52.00 | 0.00 | 0.00 | 0.00 | 52.00 |
| Vendor: VLA00 | Raymond J. Vlach | | | | | Payable Count: (1) | 100.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: BID02 | Remy Bidstrup | | | | | Payable Count: (1) | 275.00 |
| November 2024 | AC/Social Media Marketing November 2024 | 10/31/2024 | 275.00 | 0.00 | 0.00 | 0.00 | 275.00 |
| Vendor: SAC01 | Sacramento Valley Mirror | | | | | Payable Count: (2) | 519.80 |
| 2441, 2442 | Legal Notice-PC Message Ordinance Council Candidat | 10/31/2024 | 409.40 | 0.00 | 0.00 | 0.00 | 409.40 |
| 2457 | Legal Notice - Measure J | 10/31/2024 | 110.40 | 0.00 | 0.00 | 0.00 | 110.40 |
| Vendor: JOH02 | Sean Johnson | | | | | Payable Count: (1) | 100.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: SUN05 | Sun Life Financial | | | | | Payable Count: (1) | 5,208.19 |
| October 2024 | Gap Insurance | 10/30/2024 | 5,208.19 | 0.00 | 0.00 | 0.00 | 5,208.19 |
| Vendor: SUT02 | Sutton, Brandon | | | | | Payable Count: (2) | 124.00 |
| NOV2024Gym | PD/Gym Reimbursement November 2024 | 10/31/2024 | 24.00 | 0.00 | 0.00 | 0.00 | 24.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: ROE02 | Thomas Roenspie | | | | | Payable Count: (2) | 250.00 |
| 10252024 | PD/PER DIEM-Field Trning Sacramento Nov 20-22,2024 | 10/31/2024 | 150.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| November 2024 | PD/Uniforms November 2024 | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Vendor: T-M00 | T-Mobile | | | | | Payable Count: (1) | 29.40 |

Open Payable Report

As Of 11/01/2024

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount | |
|--------------------------------------|--|------------|----------------|-----------------|-----------------|---------------------------|-----------------------------|--------------------------|
| 10212024 | LIB/Wifi Hotspot | 10/31/2024 | 29.40 | 0.00 | 0.00 | 0.00 | 29.40 | |
| Vendor: TRA02 | Transamerica | | | | | Payable Count: (1) | 489.21 | |
| October 2024 | Term Insurance | 10/30/2024 | 489.21 | 0.00 | 0.00 | 0.00 | 489.21 | |
| Vendor: TYL00 | Tyler Technologies, INC. | | | | | Payable Count: (2) | 3,951.26 | |
| 025-483323 | CH/Financial Software Setup | 10/31/2024 | 1,341.26 | 0.00 | 0.00 | 0.00 | 1,341.26 | |
| 025-484328 | CH/Financial Software Setup | 10/31/2024 | 2,610.00 | 0.00 | 0.00 | 0.00 | 2,610.00 | |
| Vendor: MEZ01 | Ulises Meza | | | | | Payable Count: (1) | 400.00 | |
| 10152024 | AC/Maint. of Bronze Sculptures on 4th & Central | 10/31/2024 | 400.00 | 0.00 | 0.00 | 0.00 | 400.00 | |
| Vendor: USA04 | Usa Blue Book | | | | | Payable Count: (1) | 3,366.12 | |
| 517054 | PW/Water Supplies | 10/31/2024 | 3,366.12 | 0.00 | 0.00 | 0.00 | 3,366.12 | |
| Vendor: VAL02 | Valley Rock Products | | | | | Payable Count: (1) | 466.71 | |
| 87824 | PW/Parks & Streets Supplies | 10/31/2024 | 466.71 | 0.00 | 0.00 | 0.00 | 466.71 | |
| Vendor: VER03 | Verizon Wireless | | | | | Payable Count: (2) | 345.65 | |
| 9976477596 | PW/SCADA Computer & Ipads | 10/31/2024 | 266.07 | 0.00 | 0.00 | 0.00 | 266.07 | |
| 9976477597 | REC/Communication Sep 17- Oct 16, 2024 | 10/31/2024 | 79.58 | 0.00 | 0.00 | 0.00 | 79.58 | |
| Vendor: CAS09 | Vincent Castaneda | | | | | Payable Count: (1) | 100.00 | |
| November 2024 | AC/Gallery Set Up Special Event | 10/31/2024 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | |
| Vendor: WEL02 | Wells Fargo Vendor Fin Se | | | | | Payable Count: (1) | 148.70 | |
| 5031729283 | BD-Plan/Copier Lease 10/27/24 - 11/26.24 | 10/31/2024 | 148.70 | 0.00 | 0.00 | 0.00 | 148.70 | |
| Vendor: WES04 | Western Ready Mix | | | | | Payable Count: (1) | 4,242.67 | |
| 62086, 62095, 62161 | ARPA/Streetscapes #9 , FD/Pump Testing Facility | 10/31/2024 | 4,242.67 | 0.00 | 0.00 | 0.00 | 4,242.67 | |
| Vendor: WIT01 | Wittmeier Chevrolet | | | | | Payable Count: (1) | 218.17 | |
| C2R421894 | PD/Fleet Parts | 10/31/2024 | 218.17 | 0.00 | 0.00 | 0.00 | 218.17 | |
| Vendor: WEB02 | Zachary Webster | | | | | Payable Count: (1) | 551.58 | |
| 10302024 | FD/Measure A-Car Rental Reimb. trning Riverside CA | 10/31/2024 | 551.58 | 0.00 | 0.00 | 0.00 | 551.58 | |
| Vendor: ZIP00 | Zips | | | | | Payable Count: (3) | 750.00 | |
| 2974 | PD/Abatement Tow Vehicle Report 240445 | 10/31/2024 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | |
| 2981 | PD/Abatement Tow Vehicle Report 240539 | 10/31/2024 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | |
| 2983 | PD/Abatement Tow Vehicle Report 240548 | 10/31/2024 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | |
| Payable Account 999-2099 | | | | | | | Payable Count: (117) | Total: 176,044.37 |



City of Orland, CA

4. A.

Check Report

By Vendor Name

Date Range: 10/31/2024 - 10/31/2024

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|-------------------------------|----------------------------------|--------------|--------------|-----------------|----------------|------------|
| Bank Code: AP Checking | Accounts Payable Checking | | | | | |
| CAR02 | Cardmember Service | 10/31/2024 | Bank Draft | 0.00 | 3,549.90 | DFT0000237 |
| MIS01 | Missionsquare - 304591 | 10/31/2024 | Bank Draft | 0.00 | 2,248.57 | DFT0000236 |

Bank Code AP Checking Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 0 | 0 | 0.00 | 0.00 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 2 | 2 | 0.00 | 5,798.47 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 2 | 2 | 0.00 | 5,798.47 |



City of Orland, CA

Payroll Check Register

Employee Pay Summary

Pay Period: 10/17/2024-10/30/2024

Packet: PYPKT00272 - 10/17/24-10/30/24 #22
 Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings |
|------------------------------|-----------------------|--------------|--------|----------|
| Alva, Micaela | ALV01 | 11/01/2024 | 242 | 2,417.85 |
| Andrade, Edgar | AND00 | 11/01/2024 | 243 | 3,498.23 |
| Aparicio, Lilia Mejia | MEJ00 | 11/01/2024 | 270 | 3,136.33 |
| Arellanes, Ashley | ARE00 | 11/01/2024 | 244 | 1,677.37 |
| Baldrige, Eden | BAL01 | 11/01/2024 | 245 | 272.00 |
| Barber, Zachary | BAR02 | 11/01/2024 | 246 | 3,658.49 |
| Blake, Christina | BLA00 | 11/01/2024 | 247 | 70.72 |
| Bowers, Linda | BOW00 | 11/01/2024 | 248 | 441.36 |
| Carlson, Preston | CAR06 | 11/01/2024 | 14807 | 214.50 |
| Carr, Peter R | CAR03 | 11/01/2024 | 249 | 6,653.84 |
| Carranza, Daniel | CAR07 | 11/01/2024 | 14808 | 2,999.52 |
| Cessna, Kyle A | CES00 | 11/01/2024 | 250 | 4,817.50 |
| Chaney, Justin | CHA01 | 11/01/2024 | 251 | 4,520.00 |
| Cortes, Jovany | COR00 | 11/01/2024 | 252 | 2,710.00 |
| Crandall, Jeremy | CRA00 | 11/01/2024 | 253 | 2,484.22 |
| Ehorn, Caitlin A | EHO00 | 11/01/2024 | 254 | 746.20 |
| Espinosa, Leticia | ESP00 | 11/01/2024 | 255 | 2,441.73 |
| Esther, Paris ki | EST01 | 11/01/2024 | 14809 | 90.75 |
| Flores, Jose D | FLO00 | 11/01/2024 | 256 | 4,306.19 |
| Galvan, Rosaura | GAL00 | 11/01/2024 | 257 | 565.76 |
| Gamboa, Yadira | GAM00 | 11/01/2024 | 258 | 447.20 |
| Garcia Martinez, Jose | MAR05 | 11/01/2024 | 14811 | 176.00 |
| Gonzalez, Giovanni | GON00 | 11/01/2024 | 259 | 1,380.09 |
| Guerrero, Jorge | GUE02 | 11/01/2024 | 261 | 2,776.47 |
| Guerrero, Victor | GUE04 | 11/01/2024 | 14810 | 240.00 |
| Guerrero Simpson, Deysy D | GUE01 | 11/01/2024 | 260 | 2,808.00 |
| Henderson, Olivia | HEN00 | 11/01/2024 | 262 | 2,513.17 |
| Jimenez, Jose | 00004 | 11/01/2024 | 14806 | 2,999.52 |
| Johnson, Sean Karl | JOH01 | 11/01/2024 | 263 | 6,777.77 |
| Lazzaretto, Lauren Elizabeth | LAZ00 | 11/01/2024 | 264 | 212.50 |
| Lopez, Esau | LOP01 | 11/01/2024 | 265 | 1,886.99 |
| Lopez, Joel | LOP02 | 11/01/2024 | 266 | 1,886.98 |
| Lowery, Katherine | LOW00 | 11/01/2024 | 267 | 4,444.68 |
| Martindale, Ryan Eugene | MAR02 | 11/01/2024 | 268 | 3,911.28 |
| Martins, Paulina | MAR03 | 11/01/2024 | 269 | 93.50 |
| Meza, Jody L | MEZ00 | 11/01/2024 | 271 | 4,441.47 |
| Mills, Daryl A | MIL00 | 11/01/2024 | 272 | 221.60 |
| Mondragon, Meagan N | MON03 | 11/01/2024 | 273 | 1,729.20 |
| Moreci, Rory | MOR03 | 11/01/2024 | 274 | 221.00 |
| Myers, Kevin | MYE00 | 11/01/2024 | 275 | 712.12 |
| Oliver, Linda | OLI00 | 11/01/2024 | 276 | 294.24 |
| Ortega, Allan | ORT01 | 11/01/2024 | 277 | 176.00 |
| Ovard, Addison | OVA01 | 11/01/2024 | 278 | 90.75 |
| Pacheco, Dominic | PAC00 | 11/01/2024 | 14812 | 181.50 |
| Perez, Arnulfo Zintzun | ZIN00 | 11/01/2024 | 304 | 1,797.12 |
| Perez, Margarita T | PER00 | 11/01/2024 | 280 | 2,219.16 |
| Phillips, Olivia | PHI01 | 11/01/2024 | 281 | 187.00 |
| Pinedo, Edgar Esteban | PIN00 | 11/01/2024 | 282 | 4,633.98 |
| Porras, Estel | POR00 | 11/01/2024 | 283 | 2,071.22 |
| Punzo, Emzly | PUN01 | 11/01/2024 | 284 | 208.00 |
| Reimers, Norah | REI00 | 11/01/2024 | 14813 | 181.50 |

Packet: PYPKT00272 - 10/17/24-10/30/24 #22
Payroll Set: Payroll Set 01 - 01

| Employee | Employee # | Payment Date | Number | Earnings |
|------------------------|-----------------------|--------------|----------------|-------------------|
| Rice, Gerald W | RIC01 | 11/01/2024 | 285 | 8,005.08 |
| Rivera, Israel | RIV00 | 11/01/2024 | 286 | 2,390.45 |
| Rodrigues, Anthony | ROD00 | 11/01/2024 | 287 | 2,643.83 |
| Roenspie, Thomas Luke | ROE00 | 11/01/2024 | 288 | 5,237.38 |
| Romero, Arnulfo | ROM00 | 11/01/2024 | 289 | 3,162.29 |
| Salvagno, Meradith | SAL00 | 11/01/2024 | 14814 | 2,999.52 |
| Sanchez, Daniel Angel | SAN03 | 11/01/2024 | 291 | 2,803.25 |
| Sandoval, Lucila | SAN02 | 11/01/2024 | 290 | 2,333.44 |
| Sarmento, Mark | 00003 | 11/01/2024 | 14805 | 2,999.52 |
| Schmitke, Jennifer | SCH03 | 11/01/2024 | 292 | 2,441.73 |
| Shannon, Kyle Anthony | SHA02 | 11/01/2024 | 293 | 2,106.37 |
| Stewart, Roy E | STE01 | 11/01/2024 | 294 | 3,226.30 |
| Suarez, Bryan E | SUA02 | 11/01/2024 | 295 | 2,184.41 |
| Suarez, Armando Rueda | SUA03 | 11/01/2024 | 14815 | 2,240.05 |
| Sutton, Brandon Kijana | SUT00 | 11/01/2024 | 296 | 5,815.15 |
| Swinhart, Robert | SWI00 | 11/01/2024 | 297 | 2,131.13 |
| THOMPSON, JAYDEN | THO02 | 11/01/2024 | 298 | 214.50 |
| Valenzuela, Brenda | VAL00 | 11/01/2024 | 299 | 162.18 |
| Vargas, Alberto | VAR02 | 11/01/2024 | 301 | 4,352.33 |
| Vargas, Giovanni | VAR01 | 11/01/2024 | 300 | 530.40 |
| Vlach, Raymond Joseph | VLA00 | 11/01/2024 | 302 | 5,301.08 |
| Webster, Zachary | WEB00 | 11/01/2024 | 303 | 1,987.98 |
| Webster, Rebecca A | PEN01 | 11/01/2024 | 279 | 4,506.04 |
| | | | Totals: | 169,416.98 |



City of Orland, CA

Tax History Report 4. A. Report Summary By Tax Code 10/28/2024 - 11/1/2024

| Tax Code | Subject To Amount | Calculated Employee Amt | Calculated Employer Amt | EE Adjustment Amount | ER Adjustment Amount | Supplemental Subject To | Supplemental Amount (EE) | Total Employee Amount | Total Employer Amount |
|--|-------------------|-------------------------|-------------------------|----------------------|----------------------|-------------------------|--------------------------|-----------------------|-----------------------|
| Federal W/H - Federal Income Tax Withholding | 147,425.74 | 14,541.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,541.30 | 0.00 |
| MC - Medicare | 166,635.31 | 2,416.21 | 2,416.21 | 0.00 | 0.00 | 0.00 | 0.00 | 2,416.21 | 2,416.21 |
| SDI - State Disability Insurance | 166,635.31 | 1,832.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,832.97 | 0.00 |
| SS - Social Security | 166,635.31 | 10,331.40 | 10,331.40 | 0.00 | 0.00 | 0.00 | 0.00 | 10,331.40 | 10,331.40 |
| State W/H - State Income Tax Withholding | 144,885.84 | 5,781.85 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,781.85 | 0.00 |
| | | 34,903.73 | 12,747.61 | 0.00 | 0.00 | | 0.00 | 34,903.73 | 12,747.61 |

Check Register

Packet: APPKT00057 - 10/17/24-10/30/24 #22

By Check Number



City of Orland, CA

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|-------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: AP Checking-Accounts Payable Checking | | | | | | |
| OPO00 | OPOA Treasurer | 10/31/2024 | Regular | 0.00 | 726.00 | 60033 |
| STA00 | State Disbursement Unit | 10/31/2024 | Regular | 0.00 | 925.84 | 60034 |
| UPE00 | UPEC, Local 792 | 10/31/2024 | Regular | 0.00 | 419.58 | 60035 |

Bank Code AP Checking Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-----------------|
| Regular Checks | 5 | 3 | 0.00 | 2,071.42 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 5 | 3 | 0.00 | 2,071.42 |



ORLAND CITY COUNCIL REGULAR MEETING Tuesday, October 15, 2024

CALL TO ORDER

Meeting called to order by Mayor Chris Dobbs at 6:30 PM.

ROLL CALL

Councilmembers present:

Councilmembers Bruce T. Roundy, John McDermott, Jeffrey A. Tolley, Vice Mayor Matt Romano and Mayor Chris Dobbs

Councilmembers absent:

None

Staff present:

City Manager Pete Carr; Director of Administrative Services Rebecca Webster; City Attorney Greg Einhorn; Police Chief Joe Vlach; City Clerk Jennifer Schmitke; Public Works Director Zach Barber; City Planner Scott Friend

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

- A. Warrant List (Payable Obligations)
- B. Approve City Council Minutes from October 1, 2024
- C. Receive and File Recreation Commission Minutes from July 31, 2024
- D. Receive and File Economic Development Commission Minutes from September 10, 2024
- E. Receive and File Public Works and Safety Commission Minutes from August 14, 2024
- F. Receive and File Public Works and Safety Commission Minutes from September 12, 2024
- G. Approve letter of support for Purpose Place Services Center
- H. Upgrade to City Telephone Communication System
- I. Request for Contract Service with Tyler Technology for Year-End Payroll Processing Support
- J. Orland Apartments Loan Assumption
- K. Homelessness, Drug Addiction, and Theft Reduction Act of 2024 (Proposition 36)

Councilmember Tolley asked to pull item K.

ACTION: Councilmember Tolley moved, seconded by Councilmember Roundy, to approve items A-J on the consent calendar as presented. Motion carried by a voice vote 5-0.

Councilmember Tolley explained that he pulled Item K for further discussion after conducting research on Prop 36 and asked Police Chief Vlach about Prop 36's threshold increase and consequences. Chief

Vlach noted that under Prop 47, the threshold for a misdemeanor to escalate to a felony was adjusted to \$950. He emphasized that Prop 36 is designed to address this threshold and critical issues, including repeat theft offenses and drug trafficking, while also providing support for individuals dealing with addiction. Councilmember Tolley stated how important it is for the City to endorse this proposition.

ACTION: Councilmember Tolley moved, seconded by Councilmember Roundy, to approve item K on the consent calendar as presented. Motion carried by a voice vote 5-0.

PRESENTATIONS – Police Officer Recognition

Police Chief Vlach was joined by Sergeants Kyle Cessna and Sean Johnson, as well as Assistant Fire Chief Dave Kelly, to recognize Officer Ryan Martindale for his exemplary service. On February 24th, Officer Martindale responded to a medical emergency in Orland, and due to his quick actions and professional training, he was able to save the patient's life. Sergeant Cessna commended Officer Martindale for his heroic efforts and presented him with a life-saving award in honor of his actions.

PUBLIC HEARING - Revise Orland Municipal Code (OMC) Title 8 – Health and Safety to include standards for Massage and Bodywork Establishments

City Planner Scott Friend introduced the first reading of a proposed amendment to the Orland Municipal Code (OMC), Title 8, which would add a new section (8.44) focused on regulating massage and bodywork establishments. The amendment was initiated by the Planning Commission due to concerns about proximity to I-5 and issues related to human trafficking. Mr. Friend explained that the current code lacks any guidelines or standards for these establishments, which are currently allowed to operate in the C-1, C-2, and DT-MU zoning districts without specific regulations. While businesses must obtain a City business license to operate, no additional certifications or standards are required for massage and bodywork professionals in the City.

Although state regulations on such establishments are minimal, Government Code 51030 allows local governments to regulate them. The proposed ordinance would establish regulations to address operational standards, health and safety protocols, and state license certification requirements. The Planning Commission unanimously approved the draft ordinance on September 19th, which aims to improve safety and ensure cleanliness in massage and bodywork establishments.

Councilmember Tolley clarified that the latest massage establishments could operate under the proposed ordinance would be 10 PM, Mr. Friend noted that some providers had requested this closing time. He also asked how the new regulations might help prevent human trafficking. City Planner Scott Friend responded that while the amendment may not directly stop or prevent human trafficking, the lack of any existing regulations in the Orland Municipal Code raised concerns among the Planning Commission, especially given the City's location along a major transportation corridor. The new standards signal that the City is prepared to address potential issues.

Councilmember Tolley then sought Police Chief Vlach's perspective, who agreed that adding regulations is a proactive step to prevent unregulated businesses and could serve as part of a broader approach to deter illicit activities.

Mayor Dobbs opened the Public Hearing at 6:45 PM.
Mayor Dobbs closed the Public Hearing at 6:46 PM.

ACTION: Councilmember McDermott moved, seconded by Councilmember Tolley, to approve that the City Council adopt City Council Ordinance #2024-05, approving the first reading of the Massage Ordinance text amendment to Title 8: Health and Safety of the Orland Municipal Code. Motion carried by a voice vote 5-0.

ADMINISTRATIVE BUSINESS

A. Camping Prohibition

City Attorney Greg Einhorn presented the first reading of Ordinance 2024-06, following the Council’s directive for staff to draft provisions addressing camping, sitting, lying, sleeping, personal property storage, and sleeping in motor vehicles on public property. The ordinance introduces 4 new chapters— 8.50, 8.52, 8.54, and 8.56—to the Orland Municipal Code, specifically targeting these issues to provide clearer regulations and prohibitions.

Councilmember Tolley inquired about the possibility of someone laying on a blanket in the park. Mr. Einhorn clarified that the definition of a “public place,” outlined in the first section, refers to sidewalks, streets, alleyways, and other public spaces intended for pedestrian or traffic movement. The intent of the ordinance is not to address sleeping in parks, so much as in areas like public sidewalks, doorways, or similar locations.

Councilmember Roundy expressed support for the flexibility given to the police department in enforcement. He appreciated that, instead of just arresting individuals and taking them to jail, officers have the option to take them to facilities offering social services, such as mental health care, housing assistance, or substance abuse treatment.

Orland resident Alex Enriquez expressed concern that the wording of the ordinance might be too vague.

County resident Susie Smith voiced her opinion that the ordinance would do little to address homelessness.

Council clarified that the intent of the ordinance is to regulate public nuisances, not to solve homelessness. Councilmembers agreed that the ordinance would serve as a tool for the police department, to be used if specific issues arise.

ACTION: Councilmember Tolley moved, seconded by Councilmember Roundy, to introduce Ordinance No. 2024-06, by reading title: An Ordinance of the City of Orland adding Chapters 8.50, 8.52, 8.54 and 8.56 to the Orland Municipal Code: Measures Prohibiting (1) Camping, (2) Sitting/Lying/Sleeping, (3) Personal Property Storage and (4) Sleeping in Motor Vehicles upon Public Property. Motion carried by a roll call vote 5-0.

Ayes: Councilmembers Tolley, Roundy, McDermott, Vice Mayor Romano and Mayor Dobbs
Noes: None

B. Request for County Transportation Partnership Funding (Discussion/Action) - Zach Barber, Public Works Director

Public Works Director Zach Barber presented to the Council the opportunity to put out a bid for the reconstruction of E Swift Street. He explained that the Glenn County Transportation Commission

(GCTC) and Glenn County Planning Department have identified a surplus of approximately \$2 million. Of that amount, Orland is eligible for \$540,000, which can be combined with other grants or local funds to support this project. These funds are separate from the regular State Transportation Improvement Program (STIP) funds, which Orland is already using for the reconstruction of M½ and Shasta/Bryant Streets. Eligible projects must be shovel-ready and focused solely on construction (no planning or design).

Director Barber shared that a recent Pavement Management report highlighted Orland's deferred street maintenance needs, using pavement condition index (PCI) ratings to prioritize repairs. Public Works and the City Engineer have reviewed these priorities. Several street sections were considered for funding, with input from County planning staff and endorsement by the Public Works & Safety Commission. While East Street is a key "complete streets" project, it is not shovel-ready, as it still requires design decisions and has an estimated cost of \$1,340,850, plus curbing and striping.

The selected project for funding is a 0.28-mile stretch of Swift Street near the SavMor shopping area (between Woodward and East Street), which is shovel-ready with an estimated cost of \$648,450.

Councilmember Roundy expressed his support for the partnership, while Councilmember Romano emphasized that streets play a crucial role in economic development and community connections, requesting updates on roads near schools, specifically Mill Street and Fairview. Councilmember McDermott called for improvements to water lines alongside street upgrades. All Councilmembers commended the Public Works department for having shovel-ready projects.

Unnamed woman shared her concerns about the dividers on East Street and asked if East Street is a shovel ready project. Mr. Carr shared that the current temporary demonstration design on East Street is a demonstration of the Active Transportation Plan which was approved in 2019. Mr. Carr shared that East Street is currently not a shovelready project due to the need for engineering work that must be completed first.

County resident Marissa Hoke shared her concerns with E. Swift Street and shared she would also like to see the water lines updated at the same time as the street update.

Mayor Dobbs called a 10-minute recess to get the internet back online at 7:20 PM for the meeting and called the meeting back to order 7:30 PM.

Orland resident Joanie Woods voiced her concerns about East Street and suggested putting a meridian down the center of the street with trees and landscaping.

Orland resident Jan Walker shared her concerns on East Street and shared she would like to see a vision for the City of Orland.

County resident Julie Henderson questioned how soon the water lines would be installed and shared her support for updating the water lines while updating E Swift Street.

Council engaged in a discussion of the project, posing questions to City staff. Mr. Carr indicated that City staff could provide a cost estimate for the replacement of water lines at a future meeting. Vice Mayor Romano stated the importance of voting for Measure J which will allow the City to have a plan to design and build the streets and sidewalks that everyone wants.

ACTION: Councilmember Tolley moved, seconded by Councilmember Roundy, to Approve proposed request to GCTC for partnership in the amount of \$540,000 to reconstruct a section of Swift Street, with

City gas tax funds being utilized for the cost over the GCTC amount. Motion carried by a roll call vote 5-0.

Mr. Carr stated he would come back to Council with an estimate for updating the water line.

C. Update to ARPA Project Budget

Mr. Carr provided an update on American Rescue Plan Act (ARPA) Covid-19 relief funds which have supported Orland's public safety, businesses, and park improvement projects. Mr. Carr presented the ARPA funds worksheet and shared the current fund allocations and balances which were last reviewed on May 21, 2024, by the City Council.

1. EV Charging Stations (#7): Delayed due to industry changes; \$50,000 remains unspent.
2. Facade Improvement Program (#8): Ongoing support for local small businesses, with multiple projects in progress, \$6k remaining.
3. Streetscapes Project (#9): In progress with under \$20,000 remaining.
4. Lely Ballfield Lighting (#10): Steel pole installation needs rebidding; County ARPA funds are supplementing costs.
5. City Welcome Sign (#14): Design pending; EDC suggests monument signage at I-5 for \$30,000+, welcoming visitors to Orland as the "Queen Bee Capital."
6. Queen Bee Bucks (#18): BOGO offers have ended, but nearly \$200,000 in redemptions have supported local businesses.
7. Feral Cat Reduction Program (#19): Awaiting a partnership with the County; Council may redirect or proceed as City-only program, \$25,000 remaining.

Mr. Carr reminded Council that an additional \$25,000 remains unallocated, available for future designated uses or retention in the General Fund.

Councilmember Roundy provided an update on the feral cat ad hoc committee, noting that while the City approved funding nearly a year ago, they were still awaiting action from the County. After a conversation with Supervisor Yoder, he recommended postponing the discussion until the next meeting to gauge if the County Supervisors remain interested in partnering with the City on the project.

Councilmember Tolley agreed with Councilmember Roundy but suggested the City could wait until the end of the year for the County's response. If no commitment is made by then, he proposed moving forward with the project independently as a City-only initiative.

Vice Mayor Romano echoed Roundy's support for funding the feral cat program and shifted attention to downtown beautification. He questioned whether funds would be better allocated to murals rather than a welcome sign and recommended coordinating with property owners, local businesses, the Arts Commission, and the Economic Development Commission to gather their input.

Mayor Dobbs shared his belief that signage and outreach along I-5 would be a better investment, noting that many people already recognize when they are entering Orland from the east. He also expressed frustration with Rivian's demands, suggesting dissolving their contract until a more suitable opportunity arises. Mayor Dobbs advocated for bringing back the Queen Bee Bucks program around Black Friday, with a buy-one-get-one incentive to support local businesses and suggested making this an annual or biannual initiative. While he was open to postponing the decision on the feral cat program until the next City Council meeting, he emphasized that the City has been ready to fund it since last November.

Councilmember Tolley expressed his support for the return of the Queen Bee Bucks program, citing its past success in boosting local businesses.

During public comments, County resident Valerie Johnson voiced concerns over not being informed about the Feral Cat Program discussion and highlighted her efforts with Hidden Treasures Cat Sanctuary over the past year.

County resident Marissa Hoke expressed her gratitude to the City for its involvement with the feral cat program.

Alane Allison and Heather LeDonne both spoke about their experiences trapping, spaying, and neutering local feral cats. Both expressed hope that the City would follow through with the program.

Ms. Walker raised the need for electric vehicle charging stations and suggested installing one at a local park with restroom facilities for public use.

Mr. Enriquez recommended using the extra \$25,000 in the ARPA budget to install bike racks in public spaces like parks, the library, and the pool, emphasizing the benefits of reducing car usage and fostering stronger community connections.

Ms. Walker also expressed her views on the light poles on 4th and 5th Streets, urging the Council to consult with those who have a vision for preserving the historical district rather than promoting an industrial aesthetic. Ms. Smith thanked the local women who care for the town's feral cats.

An unnamed man expressed concerns over the allocation of Measure J funds, urging the Council to ensure the money is properly designated.

Ms. LeDonne requested the removal of the word "euthanization" from the agreement.

Ms. Henderson voiced her support for the Feral Cat Reduction Program and raised concerns about the structural integrity of the concrete bases for the downtown light poles.

Unnamed woman shared her experiences caring for feral cats and echoed concerns for their welfare.

Orland resident Terrie Barr recounted her own experience with feral cats and raised concerns about City transparency regarding the feral cat issue and future funding for the Feral Cat Program.

Mr. Carr confirmed that the Council intends to wait until the November 5th Council meeting to see if the County Supervisors wish to collaborate with the City on the Feral Cat Program. He also stated there would be no further changes to the rest of the ARPA allocated funds. Mr. Carr mentioned he could reach out to Rivian to explore the possibility of relocating charging stations near a park.

ORAL AND WRITTEN COMMUNICATIONS
PUBLIC COMMENTS:

Orland Unified School District (OUSD) Superintendent Victor Perry expressed the school board's appreciation for the strong partnership between the City and the school, particularly regarding the School Resource Officer position which is currently funded by a grant. He noted that funding is running out and emphasized the critical importance of maintaining the position for the community. The school board looks forward to collaborating with the City to find a solution to continue supporting this role.

County resident Kristie Rumble shared her thoughts on signs versus murals and requested that Caltrans address the potholes on the highway offramps.

Ms. Barr inquired about an accounting of the ARPA funds.

Ms. Henderson asked about updating the City website with information on new projects.

Ms. Walker voiced concerns about communication on the City website and suggested bringing in a professional to train City Council and Commissions on effective communication strategies.

An unnamed woman raised concerns about poor lighting and overgrown landscaping at the corner of Hwy 32 and P Street. Mayor Dobbs clarified that the area falls under Caltrans' right of way and is outside the City's jurisdiction.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Tolley:

- Attended the Women's Improvement Club;
- Attended Code Enforcement.

Councilmember Roundy:

- Attended the Women's Improvement Club;
- Attended the art show and mentioned that, as the Arts Commission Liaison, he keeps the commission informed about ongoing activities and developments throughout the City;
- Attended the Glenn Ground Water Agency meeting October 14th;
- LAFCo met October 14th, reconsideration of Modoc Annexation will be December 9th;
- Attended the Fire House Dinner which is the second Monday of every month.

Councilmember McDermott:

- Planning Commission meeting is October 17th.

Vice Mayor Romano:

- Nothing to Report.

Mayor Dobbs:

- Attended the California Pistol and Rifle Association;
- Attended the Fire Department meeting;
- Library Commission will be November 18th.

MEETING ADJOURNED AT 8:43 PM

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor

**CITY OF ORLAND ARTS COMMISSION
MINUTES**

September 18, 2024

4. C.

The Wednesday, September 18, 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, Jim Scribner, and Paddy Turnbull. Also in attendance: Community Liaison Laurie LaGrone, Council Liaison Bruce Roundy, and Economic Development Commissioner Ron Lane. Commissioners Absent: Mary Rose Kennedy. Minutes of the Wednesday August 21, 2024 meeting were approved as emailed with no corrections or additions (motion made by Jim Scribner, seconded by Paddy Turnbull - motion carried). Financial Report covering August 1, 2024 through August 31, 2024 provided by Letty Espinosa were accepted as presented with no corrections or additions (motion made by Steve Elliott, seconded by Jim Scribner – motion carried).

COMMISSIONER REPORTS AND ACTION:

1. Commission Chair Rae Turnbull reported on a format adjustment to the Gallery Exhibit and Special Event Schedule to accommodate the new quarterly show plans effective January 2025.
2. Commissioner Steve Elliott presented a quote from TLC for City Christmas tree decoration and star installation for the 2024 season. Jim Scribner made a motion (Mason Greeley seconded) to accept the quote – motion carried.

ITEMS FOR DISCUSSION AND ACTION:

1. The Arts Commission was asked to advise the City on possible solutions to aesthetic considerations regarding the water tower project location on Hwy 99. Discussion was had following Commission Chair Rae Turnbull’s presentation of pertinent photographs, diagrams, and cost estimates provided by City manager Pete Carr. The Arts Commission recommends the following to the City of Orland:
 - security fencing - wrought iron
 - mural (if chosen) - classic styleFurther discussion will be had as the project progresses.

MEMBER REPORTS:

None

There being no further business, the meeting adjourned at 8:20 p.m.

Next scheduled meeting: Wednesday, October 16, 2024 at 7:00 p.m.

Respectfully submitted by Jill Elliott and Rae Turnbull



PLANNING COMMISSION REGULAR MEETING MINUTES
Thursday, September 19, 2024

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

Pledge of Allegiance

Roll Call:

Commissioner’s present: Chairperson Stephen Nordbye, Commissioners Sharon Lazorko and Vern Montague
Commissioner present via zoom: Wade Elliott
Councilmember(s) present: Jeffrey Tolley and John McDermott
Staff present: City Planner Scott Friend; City Clerk Jennifer Schmitke

ORAL AND WRITTEN COMMUNICATIONS

Orland resident Jan Walker shared her past experiences collaborating with the City, expressing concerns about current parking requirements and emphasizing the need for equitable treatment for all businesses.

Orland resident Terrie Barr voiced her frustration that her business is being unfairly disadvantaged for not being in the “golden zone.” She highlighted her efforts with the ABC inspector on the Hive’s new dining room project and raised concerns that City staff may have delayed the issuance of the ABC license due to the requirement for a Conditional Use Permit (CUP). Ms. Barr also referenced her ongoing correspondence with Mr. Friend, from whom she is awaiting a response regarding the license. She stressed the need for equitable parking regulations, noting that businesses just 100 feet away are treated differently. Ms. Barr requested a formal recommendation to bring the matter of parking ordinances before the City Council, emphasizing the importance of making changes. Mr. Nordbye asked her to submit a letter with the details so he can review it and work on ensuring the issue is included on the Planning Commission agenda for the October 17th meeting.

Commissioner Wade Elliott apologized for his absence but expressed gratitude to the Commission for allowing him to participate via Zoom.

Orland resident Cathy Bates voiced her support for the Hive.

Orland resident Melanie Kendrick spoke about her long-standing involvement with the Hive and expressed her support for the business.

Orland resident Christine Stifter inquired about who is responsible for setting the agenda. Chairperson Nordbye explained that both he and City Planner Scott Friend oversee that process.

Ms. Walker mentioned that many community members were afraid to attend the Planning Commission meeting due to fears of retribution, and claimed the general sentiment in the town is that the actions taken against the Hive appear vindictive. In response, Mr. Montague stated there is no basis for that perception and offered to discuss the matter further at any time.

Orland resident Joanie Woods emphasized that Orland is “our town” and that all voices deserve to be heard. She praised the contributions of the Olivarez family to the community and expressed her hope that the City is listening.

Hive owner and Orland resident Tammie Olivarez discussed her request to be included in the downtown zoning district and voiced frustration over the restrictions placed on her business. She expressed disappointment regarding unmet promises concerning her business and the tent used during the holiday season. Ms. Olivarez urged the Planning Commission to consider extending the downtown business zone to include the Hive and to offer some relief from parking requirements.

Orland resident Gee Singh expressed that the Hive is a valuable asset to the community and urged the City to provide support and accommodations to help the business thrive.

Orland resident Trish Saint-Evens reflected on the City's efforts to attract Crystal Geyser in the past, questioning why they would now jeopardize the Hive’s business after all it has contributed to the community. She asked the City to consider amending the code to better support the Hive.

Orland resident MARRISA HOKE emphasized that the Hive is an asset to the community and remarked that the City's decision to have them remove their tent appears retaliatory. She questioned the rationale behind the City's push for a new tax measure that adversely affects local businesses, and she also expressed concerns about the high cost of her water bill. Ms. Hoke asserted that if the City seeks to increase revenue, it must prioritize support for local businesses.

Ms. Stifter expressed her concerns about the 5th Street apartment complex, citing inadequate parking as a key issue that led her to protest the project. Chairperson Nordbye responded by stating that he would be able to discuss the item if it were formally placed on the agenda. Ms. Stifter expressed her desire for a direct answer.

CONSENT CALENDAR

Approval of Prior Minutes: August 15, 2024

ACTION: Commissioner Montague moved, seconded by Commissioner Lazorko to approve consent calendar as presented. Motion carried unanimously by a voice vote, 3-0.

PUBLIC HEARING

Chairperson Nordbye explained that this item was introduced by the Commissioners for discussion purposes, and they requested the City Planner to prepare a draft ordinance for review. He emphasized that this initiative was not prompted by any complaints or suspicious activities related to existing businesses in Orland; rather, it serves as a precautionary measure to prevent potential issues in the future.

City Planner Scott Friend shared that at the last Planning Commission meeting on August 15, 2024, the Commission recommended that staff develop an ordinance to regulate massage and bodywork establishments in Orland. Currently, these businesses operate without specific regulations, and while

the State does not enforce rules for them, Government Code 51030 permits local governments to establish their own regulations. The proposed ordinance aims to create clear standards for massage and bodywork establishments, which are categorized as principally permitted businesses in the C-1 (Neighborhood Commercial), C-2 (Community Commercial), and DT-MU (Downtown Mixed-Use) zoning districts. Although these businesses must obtain a business license, there are no specific regulations or certifications governing massage and bodywork professionals in the City.

Mr. Friend shared the proposed ordinance, which aims to establish basic operational standards for massage and bodywork businesses. Overall, the ordinance aims to create a structured regulatory framework for massage therapy and bodywork services in Orland while maintaining standards for cleanliness and safety.

Key elements of the draft ordinance include:

- Operational Standards: It sets regulations for hours of operation, zoning district standards, health, hygiene, safety, and advertising practices. Massage and bodywork services are defined as the manipulation of soft body tissues, and the ordinance applies to all such establishments, regardless of the service's primary or accessory nature.
- Certification Requirements: The ordinance mandates that all massage and bodywork professionals in Orland must possess a California Massage Therapy Council (CAMTC) certificate, which requires completion of 500 hours of training from an accredited institution.
- Health and Safety Protocols: The draft ordinance includes health and safety measures to ensure hygienic practices and sanitation within establishments. It also regulates advertising, limiting signage on windows and doors to no more than 33% of the surface area, in line with existing standards for alcohol and tobacco retailers.
- Exemptions: The proposed ordinance exempts licensed barbers, cosmetologists, and practitioners of healing arts who are already regulated under the Business and Professions Code. Additionally, students in accredited massage therapy programs are exempt from CAMTC certification until they complete their training. Existing professionals practicing at established businesses will also be exempt from CAMTC certification to avoid disrupting current operations.
- Further Exemptions: The ordinance allows exemptions for massage and bodywork provided in athletic clubs, hospitals, or nursing homes to ensure that patients and athletes receiving treatment are not hindered.

Mr. Friend noted that he had received three phone calls regarding the ordinance, all of which expressed support for it.

Chairperson Nordbye inquired whether section 8.44.05c included chiropractic facilities or if they should be specifically mentioned. Mr. Friend responded that it is ultimately up to the Commission's discretion, as chiropractors are already licensed and regulated. However, he acknowledged that if the Commission deemed it desirable, staff would include it. Commissioner Montague expressed his preference to add chiropractic facilities for greater clarity in the future.

Chairperson Nordbye opened the Public Hearing at 6:15 PM

Ms. Terrie Barr raised a question regarding the proposed hours of operation, initially stated as 10 AM to 10PM, to which Chairperson Nordbye clarified that the correct hours should be 7 AM to 10 PM. Ms. Barr expressed concern that the ordinance only applies to new businesses and not to existing ones, advocating for equal standards across all businesses. Chairperson Nordbye explained that older businesses would be "grandfathered" under the draft regulations.

Ms. Christine Stifter inquired about who is responsible for inspecting the Massage businesses. Chairperson Nordbye indicated that the code enforcement and health departments handle inspections, while Mr. Friend added that the police department is also involved if criminal activity is happening. Ms. Stifter then asked if citizens could report traveling businesses, to which City staff confirmed that they could.

Councilmember Tolley shared that at the last Planning Commission meeting human trafficking was brought up and he asked how this ordinance would prevent that. Chairperson Nordbye shared that this is an attempt to keep that element out of town.

Ms. Joanie Woods asked about limitations on locations of massage businesses. Mr. Friend shared that massage establishments are currently allowed in C-1 (neighborhood commercial), C-2 (community commercial), DT-MU(downtown mixed use) and these can be found in the zoning ordinance.

Chairperson Nordbye closed the public hearing at 6:19 PM.

ACTION: Commissioner Montague moved, seconded by Commissioner Lazorko that the Planning Commission adopt Planning Commission Resolution 2024-03 recommending for approval of an amendment to the Orland Municipal Code Chapter 8: Health and Safety to the City Council with the addition of text to include chiropractors and chiropractic offices as entities subject to the action. Motion carried unanimously by a voice vote, 3-0.

ITEMS FOR DISCUSSION OR ACTION

A. ELECTION OF VICE CHAIRPERSON

Chairperson Nordbye stated the need nominate and conduct elections for the roles of Planning Commission Vice-Chairperson for the remainder of the 2024 year.

Upon motion made by Commissioner Montague, Commissioner Lazorko thanked the Commission for the nomination and was elected Vice Chairperson for the remainder of the 2024 year. The motion carried unanimously by a voice vote, 3-0.

B. DENSITY/LOCATION DISCUSSION

Chairperson Nordbye explained that this discussion was prompted by a member of the public and emphasized that it revolves around general concepts rather than specific locations, plans, or projects. He clarified that this is purely a conceptual discussion and does not pertain to any future developments. Mr. Friend reminded the Commissioners to maintain a general perspective when addressing this item to avoid compromising future project discussions. Chairperson Nordbye then invited Orland resident Alex Enriquez to share his thoughts on density in Orland.

Mr. Enriquez shared his concerns with the Commission about density and Orland’s growth, noting that it seemed to him that single-family home developments were expanding rapidly,

while at the same time there was little focus on commercial zoning, leading to increased population, traffic, and congestion. Mr. Enriquez also advocated for incentivizing commercial development to balance the growth and emphasized the need for a more walkable community. Drawing from his own experience walking around town, he highlighted the long distances to key destinations like grocery stores and the downtown area. He suggested the City encourage alternative modes of transportation, such as protected bike lanes, to alleviate these issues. He also raised concerns about the disparity between Orland's low median income and the rapidly rising cost of housing.

The Commissioners thanked Mr. Enriquez for his input and touched upon the topic of development incentives, as well as the viability of his suggestions for promoting commercial zoning and fostering walkable communities in Orland, considering the city's rural character. Chairperson Nordbye noted that developer incentives is a topic could be addressed by the Economic Development Commission and the City Council. Vice Chairperson Lazorko expressed her support for the idea of walkable neighborhoods. Chairperson Nordbye also emphasized that the Planning Commission is open to assisting any business owner interested in pursuing rezoning efforts.

Mr. Friend added that the City reviews Maintenance Assessment Districts during project proposals to ensure proper maintenance. He also mentioned that Governor Newsom had very recently signed 28 bills aimed at increasing housing opportunities, particularly for low and very low-income residents.

Orland resident J.C. Tolle spoke referencing older city plans to develop homes and grocery stores on Highway 32. Mr. Tolle specifically noted a parcel of land located east of the core of City and south Highway 32. Mr. Friend confirmed that the location remains available and is still zoned for commercial use. Mr. Tolle expressed concerns that new businesses may be hesitant to come to Orland due to the prevalence of Section 8 housing. He emphasized his preference for more step-up housing options rather than focusing solely on low-income housing.

Ms. Saint-Evens inquired about the City's obligations under the Regional Housing Needs Allocation (RHNA), to which Mr. Friend explained that while the City must make progress toward meeting its RHNA targets, there are currently no penalties to cities if those targets are not fully achieved. Ms. Saint-Evens also brought up the recent CHIP development and expressed her desire to see more middle-class housing options in Orland.

Commissioner Elliott thanked Mr. Enriquez for initiating the discussion with the Commission and addressed the issue of state control over the Housing Element. Chairperson Elliott noted that future opportunities with developers could potentially encourage master planning that incorporates walkable communities. However, he emphasized that such plans would depend on the developers' interest in pursuing this type of development.

COMMISSIONERS REPORTS

- **Commissioner Montague:** The Commission thanked the community for attending and reassured everyone that there is no retaliation by the Planning Commission regarding the Hive. Commissioner Montague reminded the audience that the Planning Commission serves primarily

in an advisory capacity, with a focus on planning matters, and emphasized the importance of staying within the Commission’s designated responsibilities. Commissioner Montague welcomed comments from the audience but reminded everyone that any issue they wish to discuss must be placed on the agenda. He emphasized his availability for questions and concerns, offering his phone number, and noted that there is currently an opening on the Planning Commission for those interested in serving.

- **Commissioner Lazorko**: Explained that items presented to the Planning Commission extend beyond the City’s administrative processes, including Conditional Use Permits (CUPs), Lot Line Adjustments (LLAs), and Variances. In these cases, the Planning Commission reviews, discusses, and makes recommendations to the Council.
- **Chairperson Nordbye**: Thanked the audience for coming and appreciated all feedback.

FUTURE AGENDA ITEMS

- (potential discussion item) OMC Parking Requirements (Terrie Barr – regarding OHB Hive)

ADJOURNMENT – 6:53 PM

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson



CITY OF ORLAND STAFF REPORT

MEETING DATE: November 5, 2024

TO: City of Orland City Council

FROM: Scott Friend, AICP – City Planner

SUBJECT: *Second reading of the draft amendment to Orland Municipal Code (OMC) Title 8 – Health and Safety to adopt standards for Massage and Bodywork Establishments.*

SUMMARY:

At the regularly scheduled Planning Commission meeting held on August 15, 2024, the Planning Commission directed staff to prepare an Ordinance that would regulate massage and/or bodywork establishments located within the City of Orland. Currently, massage and/or bodywork establishments are principally permitted businesses in the C-1, C-2 and DT-MU zoning districts and do not have any practice specific regulations directly applicable to such uses. Although the State does not currently enforce any regulations for massage and/or bodywork establishments or massage and/or bodywork professionals, Government Code 51030 authorizes local governments to enact Ordinances that would regulate massage and/or bodywork businesses within their jurisdiction. The proposed Ordinance would establish regulations for such businesses operating in the City.

DISCUSSION:

Massage establishments are currently identified as principally permitted businesses within the *C-1: Neighborhood Commercial, C-2: Community Commercial, and DT-MU Downtown Mixed-Use* zoning districts. Massage establishments, like any authorized business in the City, must apply for a business license in order to operate. No additional certifications or standards are currently set in place for massage and/or bodywork establishments or massage and/or bodywork professionals to practice in the City.

Attachment A presents draft text for the purpose of establishing basic operational standards for the conduct of massage and/or bodywork businesses in the City. The draft Ordinance addresses basic operational considerations to include time, place and manner regulations (hours of operation, zoning district standards, etc.) as well as establishing basic health, hygiene, safety and advertising practices.

Massage and/or bodywork, as defined in the proposed Ordinance, refers to the manipulation of soft body tissues. The draft Ordinance targets massage and/or bodywork establishments regardless of where or how it is undertaken and regardless of whether the service is provided as a primary or accessory service.

Following a similar framework adopted in regional cities to include Redding and Anderson, the draft operational standards of the Ordinance include the setting of requirements for practice certification along with the establishment of hours of operation which align with the City of Orland's noise control ordinance (OMC 8.20).

The California Massage Therapy Council (CAMTC) certification process, outlined in the Massage Therapy Act (BPC section 4604), sets requirements for an applicant to successfully complete 500 hours of curricula in massage and related subjects from an accredited school. Once a competency assessment has been completed, the CAMTC may grant the applicant a certificate. The proposed Ordinance sets the requirement that all massage and/or bodywork establishments in Orland shall *only* employ massage and/or bodywork professionals who have obtained a CAMTC certificate.

Along with the requirements to identify certified massage and/or bodywork professionals, the proposed Ordinance sets forth health and safety requirements to promote safety, hygiene and sanitation. Similarly, advertising practices are regulated in the proposed Ordinance to restrict signs and advertising placed in windows and doors. The proposed Ordinance restricts signs and advertisements to no more than thirty-three (33) percent of the square footage of the windows and or doors of a massage and/or bodywork establishment which mirrors the current advertisement standard for alcohol and tobacco retailers (OMC 8.22.040) in the City.

Consistent with the purposes of promoting safe, hygienic and sanitary business practices, the proposed Ordinance contains several exemptions. The proposed Ordinance does not regulate the provisions of the massage Ordinance by, or under the guidance of, barbers, cosmetologists, or to person licensed to practice any healing art as licensing and State regulations are currently in place for these professions within the Business and Professions Code. It does not regulate CAMTC certification at recognized schools of massage therapy as students enrolled at the school are in the process of obtaining their CAMTC certificate to practice massage and/or bodywork and thus do not yet have the required number of hours of practice. Allowances are made for massage and/or bodywork professionals who are currently practicing massage therapy at an existing massage and/or bodywork establishment to be exempt from the required CAMTC certification as a means to not hinder current business in Orland but to maintain cleanliness and safe practice standards for all massage and/or bodywork establishments in Orland.

Lastly, the proposed Ordinance aims to exempt massage and/or bodywork professionals from the CAMTC certification process when the massage and/or bodywork occurs at an athletic club, hospital, or nursing home. It is the intent of the Ordinance to provide for the orderly regulation of establishments providing massage therapy and/or bodywork services, but not to restrict therapy for patients or athletes suffering injury.

ENVIRONMENTAL DETERMINATION: None / Not Applicable

FISCAL IMPACTS: None / Not Applicable

RECOMMENDATIONS:

The Planning Commission held a noticed public hearing on September 19, 2024, to consider the draft Massage and Bodywork Ordinance text amendment to Title 8: *Health and Safety* of the Orland Municipal Code. The Planning Commission adopted Resolution No. 2024-03 (included as **Attachment B**) recommending the City Council adopt the proposed Ordinance as submitted by a unanimous vote of 3-0.

Pursuant to the requirements of the California Government Code and City of Orland Municipal Code, the City Council held a noticed public hearing on the proposal at their regular meeting of October 15, 2024 and voted unanimously (5-0) to approve the draft amendment as proposed. With this action, the City

Council is asked to consider and adopt the draft amendment as approved by the City Council at their meeting on October 15, 2024.

REFERENCES:

California Legislative Information. 2024. Business and Professions Code, Division 2, Chapter 10.5 Massage Therapy Act.

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=4600&lawCode=BPC.

California Legislative Information. 2024. Government Code, Division 1, Part 1, Chapter 6 Massage.

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51030.&nodeTreePath=6.1.1.10&lawCode=GOV .

ATTACHMENTS:

Attachment A. City of Orland Municipal Code Amendments to Title 8: Health and Safety.

Attachment B. Planning Commission Resolution 2024-03.

Attachment C. City Council Ordinance 2024-XX

ATTACHMENT A

CITY OF ORLAND MUNICIPAL CODE AMENDMENTS

*Proposed Amendments to Title 8 Health and Safety***8.44 MESSAGE ORDINANCE****8.44.01 – DEFINITIONS**

“CAMTC” refers to the California Massage Therapy Council pursuant to Section 4600 et. seq. of the California Business and Professions Code.

“Massage” or “Massage therapy” means the manipulation of soft body tissues. Massage therapy does not include any service or procedure for which a license to practice medicine, chiropractic, physical therapy, acupuncture, or podiatry is required by law.

“Massage and/or Bodywork establishment” means any individual, business, firm, association, partnership, sole proprietor, corporation, or combination thereof engages in, conducts, carries on or permits to be engaged in massage therapy. Massage establishments shall include businesses where massage therapy is provided as an accessory service such as gyms, day spas and professional offices.

“Massage professional” shall mean any person who administers massage and/or bodywork services to another person who is employed or retained by a massage and/or bodywork establishment.

“Owner” means any living person or persons, firm, joint venture, association, co-partnership, limited partnership, general partnership, corporation, or any combination thereof, who has any interest, legal or equitable, in any massage and/or bodywork establishment.

8.44.02 – OPERATING REQUIREMENTS

No massage and/or bodywork establishment shall engage in, conduct, or permit any massage and/or bodywork at or on behalf of the massage and/or bodywork establishment unless all of the following requirements are met:

- A. Except when permitted in writing, massages and/or bodywork shall be given only between the hours of seven a.m. and ten p.m. A massage and/or bodywork commenced prior to ten p.m. must terminate at ten p.m., and in the case of a massage and/or bodywork establishment, all clients shall exit the premises at that time.
- B. Massage and/or bodywork establishments shall not employ or retain any person under eighteen years of age to perform any massage service.
- C. Massages and/or bodywork shall not be provided by any person not certified by the CAMTC unless the individual has a valid, approved background investigation on file with the Orland police department.
- D. A massage and/or bodywork professional shall operate only under the name provided to the Orland police department for the background check and as shown on their CAMTC certificate. A massage and/or bodywork establishment shall operate only under the name specified on its business license.

8.44.03 – HEALTH AND SAFETY REQUIREMENTS

- A. Massage and/or bodywork establishments shall be equipped with an adequate supply of clean sanitary towels, coverings, and linens. Towels and linens shall not be used on more than one client, unless they have first been laundered and disinfected. Disposable towels and coverings shall not be used on more than one client.
- B. All instruments used in massage and/or bodywork shall be maintained in a clean and sanitary condition. Instruments utilized in providing massage and/or bodywork shall not be used on more than one client unless they have been sterilized or sanitized.
- C. Equipment shall be cleaned and wiped between each client.

8.44.04 – ADVERTISING PRACTICES

- A. No more than thirty-three (33) percent of the square footage of the windows and clear doors of a massage and/or bodywork establishment shall bear advertising or signs of any sort.
- B. All light-emitting signs on the massage establishment premises shall be illuminated only during the hours of operation. All light-emitting signs shall be turned off no later than ten p.m.

8.44.05 – EXEMPTIONS

This chapter shall not apply to the following:

- A. Barber or cosmetologists operating barbering or cosmetology businesses pursuant to the applicable license or certificate issued by the state;
- B. Athletic clubs, if the massage therapy services are provided at the athletic facility or events only;
- C. Hospitals, nursing homes, chiropractic facilities, and other state-licensed health care facilities;
- D. Recognized schools of massage therapy shall be exempt from the CAMTC certification requirement stated in 8.44.02 of this chapter; or
- E. Massage professionals practicing at existing massage establishments as of the date of the adoption of this Ordinance shall be exempt from the CAMTC certification requirement stated in 8.44.02 of this chapter.

8.44.06 – INSPECTION

- A. For the sole purpose of inspecting and verifying compliance with this chapter and otherwise facilitating the functions of this chapter, the city manager, or his/her designee, and/or the Orland police chief, or his/her designee, is authorized to enter massage and/or bodywork establishments to conduct administrative inspections thereof, and of the things specified in this section, relevant to those functions.
- B. Prior to inspection, city personnel shall inform those present at the massage and/or bodywork establishment that inspection is made pursuant to this chapter.

8.44.07 – ENFORCEMENT, PENALTIES AND NUISANCE PER SE

- A. For the purpose of enforcing the requirements of this chapter, the owner shall be responsible for the conduct of all massage and/or bodywork establishment professionals, employees, agents, independent contractors, or other representatives, while such persons are on the premises of the massage and/or bodywork establishment or providing out-call massage services on behalf of the massage and/or bodywork establishment.
- B. A violation of any provision of this chapter constitutes a public nuisance.

C. Shall unlawful activity occur or evidence be presented at a massage and/or bodywork establishment, Orland Police Department are permitted to intervene and investigate.

ATTACHMENT B

PLANNING COMMISSION RESOLUTION NO. 2024-03

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ORLAND
RECOMMENDING APPROVAL OF AN ORDINANCE TO THE CITY COUNCIL OF THE CITY
OF ORLAND OF AN AMENDMENT TO TITLE 8, HEALTH AND SAFETY OF THE ORLAND
MUNICIPAL CODE ADDRESSING THE REGULATION OF MASSAGE AND BODYWORK
USES.**

WHEREAS, the Planning Commission of the City of Orland has proposed an amendment to Title 8, *Health and Safety*, of the City of Orland Municipal Code to incorporate provisions as new Chapter 8.44, *Massage*, to regulate massage and/or bodywork establishments in the city of Orland; and

WHEREAS, the Government Code 51030 authorizes local governments to enact an ordinance that would regulate massage and/or bodywork businesses within their jurisdiction; and

WHEREAS, the Orland Municipal Code does not contain any regulations or provisions addressing establishments involved in the provision of massage or bodywork services; and

WHEREAS, the creation of an Ordinance addressing massage and/or bodywork establishments into the City of Orland Municipal Code would establish operational, health and safety, and advertising standards for massage and/or bodywork establishments in the city of Orland; and

WHEREAS, following the advertisement of the matter in the newspaper of general circulation as required by the Orland Municipal Code and State Government Code, the Planning Commission held a duly noticed public hearing on the proposed amendments to Title 8, *Health and Safety*, in order to provide the community and interested parties the opportunity to comment on the proposed amendments; and

WHEREAS, the Planning Commission of the City of Orland, California held a duly noticed Public Hearing to consider the matter at its regular meeting of September 19th, 2024, as provided by law; and

NOW THEREFORE BE IT RESOLVED, that the Planning Commission of the City of Orland does hereby recommend to the City Council of the City of Orland, approval of Ordinance 2024-03 regarding the placement of new regulations into the Orland Municipal Code addressing massage and/or bodywork services.

The foregoing resolution was passed and adopted at a regular adjourned meeting of the Orland Planning Commission held on **September 19th, 2024** by the following vote:

AYES: Commissioners:

NOES: Commissioners:

ABSENT OR NOT VOTING:

Stephen Nordbye, City of Orland Planning Commission Chairman

ATTACHMENT C
CITY OF ORLAND
CITY COUNCIL ORDINANCE NO. 2024-XX

**AN ORDINANCE OF THE CITY OR ORLAND CITY COUNCIL AMENDING TITLE 8,
HEALTH AND SAFETY OF THE ORLAND MUNICIPAL CODE ADDRESSING THE
REGULATION OF MASSAGE AND BODYWORK USES.**

WHEREAS, the Government Code 51030 authorizes local governments to enact an ordinance that would regulate massage and/or bodywork businesses within their jurisdiction; and

WHEREAS, the Orland Municipal Code does not contain any regulations or provisions addressing establishments involved in the provision of massage or bodywork services; and

WHEREAS, the creation of an Ordinance addressing massage and/or bodywork establishments into the City of Orland Municipal Code would establish operational, health and safety, and advertising standards for massage and/or bodywork establishments in the city of Orland; and

WHEREAS, the Planning Commission of the City of Orland, California held a duly noticed Public Hearing to consider the matter at its regular meeting of September 19th, 2024, as provided by law; and

WHEREAS, public comment was received as a result of the public hearing and upon the closing of the public hearing and deliberation on the matter, the Planning Commission recommended approval of the proposed Code amendment to the City Council as presented; and

WHEREAS, the City Council held a duly noticed public hearing following the recommendation from the Planning Commission on the proposed amendments to Title 8, *Health and Safety*, in order to provide the community and interested parties the opportunity to comment on the proposed amendments.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Orland approves the draft Orland Municipal Code Amendment to Title 8, *Health and Safety*, and incorporates such as presented.

The foregoing ordinance was passed and adopted at a regular adjourned meeting of the Orland City Council held on **November 5, 2024** by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT OR NOT VOTING:

Chris Dobbs, Mayor

**CITY OF ORLAND
ORDINANCE 2024-06**

**AN ORDINANCE OF THE CITY OF ORLAND
ADDING CHAPTERS 8.50, 8.52, 8.54 AND 8.56 TO THE ORLAND MUNICIPAL CODE**

**Measures Prohibiting (1) Camping, (2) Sitting/Lying/Sleeping, (3) Personal Property
Storage and (4) Sleeping in Motor Vehicles upon Public Property**

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

FINDINGS.

1. The streets and public areas within the city should be readily accessible and available to residents and the public at large. The use of these areas for camping purposes, storage of personal property, and sitting, lying or sleeping, interferes with the rights of others to use the areas for which they were intended. Such activities can constitute a public health and safety hazard which adversely impacts neighborhoods and commercial areas.

2. The city council finds that a definite problem is posed by persons sleeping in motor vehicles which are parked along the public streets within the city, causing anxiety to residents and resulting in suspicious vehicles calls to the police. In addition, persons who are sleeping in vehicles are crime targets.

NOW THEREFORE, chapters 8.50, 8.52, 8.54 and 8.56 are added to the Orland Municipal Code as follows:

Chapter 8.50 UNLAWFUL CAMPING.

8.50.010 Purpose.

The streets and public areas within the city should be readily accessible and available to residents and the public at large. The use of these areas for camping purposes or storage of personal property interferes with the rights of others to use the areas for which they were intended. Such activity can constitute a public health and safety hazard which adversely impacts neighborhoods and commercial areas. The purpose of this chapter is to maintain streets, parks and other public areas within the city in a clean, sanitary and accessible condition and to adequately protect the health, safety and public welfare of the community, while recognizing that, subject to reasonable conditions, camping and camp facilities associated with special events can be beneficial to the cultural and educational climate in the city. Nothing in this chapter is intended to interfere with otherwise lawful and ordinary uses of public or private property.

8.50.020 Definitions.

As used in this chapter:

“Camp” means to utilize camp facilities and/or paraphernalia, including but not limited to laying down of bedding for the purpose of temporarily or permanently sleeping or living at that location. An activity shall constitute camping when it reasonably appears, in light of all the circumstances, that the participants conducting these activities are in fact using the area as a sleeping or living accommodation regardless of the intent of the participants or the nature of any other activities in which they may also be engaging.

“Camp facilities” include, but are not limited to, tents, huts, lean-tos, tarps, cardboard boxes or structures, vehicles, vehicle camping outfits, or temporary shelter.

“Camp paraphernalia” includes, but is not limited to, materials intended to be used as beds or bedding, blankets, bedrolls, tarpaulins, cots, beds, sleeping bags, hammocks or cooking facilities and similar equipment.

“City Manager” means the City Manager or designee.

“Establish” means setting up or moving equipment, supplies or materials on to public property to camp or operate camp facilities.

“Maintain” means keeping or permitting equipment, supplies or materials to remain on public property in order to camp or operate camp facilities.

“Operate” means participating or assisting in establishing or maintaining a camp or camp facility.

“Public property” means all public property including, but not limited to, streets, sidewalks, alleys, improved or unimproved land and parks.

8.50.030 Prohibited Acts.

A. It is unlawful and a public nuisance for any person to camp, occupy camp facilities, or use camp paraphernalia in or on any public property. The City Manager may, as provided in section 8.50.050 of this chapter, issue a temporary permit to allow camping on public property in connection with a special event.

B. It is unlawful and a public nuisance for any person to wash one’s body or belongings in a fountain or other water source located on public property.

C. It is unlawful and a public nuisance to urinate or defecate in or on public property.

8.50.040 Violation.

A. A violation of this chapter is a misdemeanor, and upon conviction, confinement of up to twelve months in jail and/or fines of up to \$1,000 per violation, plus payment for the City’s actual costs of transporting and storing property of the violator. In addition to the remedies set forth in Penal Code section 370, et seq., the City Attorney may institute civil actions to abate a public nuisance under this chapter.

B. An individual charged with violation of this chapter, in lieu of being taken to jail may, at the election of the citing police officer and with the consent of the individual, be taken to a facility providing social services related to mental health, housing, and/or substance abuse treatment.

8.50.050 Permit for Special Events Required.

The City Manager may, in his or her discretion, issue a permit to establish, maintain and operate a camp or a camp facility in connection with a special event. A special event is intended to include, but not be limited to, programs operated by the departments of the city, youth or school events, marathons or other sporting events and scouting activities. The City Manager may consult with various city departments, the health officer and the public prior to issuing any temporary permit. Each department or person consulted may provide comments regarding any health, safety or public welfare concerns and provide recommendations pertaining to the issuance, denial or conditioning of the permit. The City may establish a reasonable fee, to be paid in advance by the applicant. The fee shall be returned if the application is denied. In exercising his or her discretion to issue a temporary permit, the City Manager may consider any facts or evidence bearing on the sanitary, health, safety and welfare conditions on or surrounding the area or tract of land upon which the proposed temporary camp or camp facility is to be located.

Any person who establishes, maintains or operates a camp or camp facility without a permit is guilty of a misdemeanor and constitutes a public nuisance. In addition to remedies provided in Penal Code section 370 et seq., the City Attorney may institute civil actions to abate a public nuisance under this chapter.

8.50.060 Posting Copy of Permit.

It is unlawful for any person to establish, maintain, conduct or carry on any camp or camp facility unless there shall be at all times posted in a conspicuous place upon the area or tract of land upon which the camp or camp facility is located a permit obtained from the City Manager in accordance with the provisions of section 8.50.050 of this chapter.

8.50.070 Power of the City Manager to Make Rules and Regulations.

The City Manager is further empowered to ascertain that the operation or maintenance of any camp or camp facilities to which a temporary permit shall apply will in no way jeopardize the public health, safety or welfare and for this purpose may make additional rules and regulations pertaining to their establishment, operation or conduct. The City Manager may also impose conditions on the establishment, maintenance and operation of the camp or camp facility, including, but not limited to, security, sanitation facilities, the number of occupants, posting of bonds or deposits, insurance, quiet hours, duration of the permit, and permitted activities on the premises. When the City Manager shall issue any permit under the terms of section 8.50.050 of this chapter, the same may be revoked at any time thereafter by the City Manager if the City Manager becomes satisfied that the maintenance or continuing operation of the camp or camp facilities is adverse to the public health, safety and welfare.

Chapter 8.52. SITTING, LYING, OR SLEEPING OR STORING, USING MAINTAINING OR PLACING PERSONAL PROPERTY IN THE PUBLIC RIGHT-OF-WAY.

8.52.010 No person may sit, lie, sleep or camp on a public place at any time. “Camp” shall be defined to include, but not limited to, sitting, lying, storing or placing a tent on a public place. “Public Place” shall be defined as: sidewalks, streets, alleyways, or other public space.

8.52.020 No person may sit, lie, sleep or camp in any pedestrian or vehicular entrance to public or private property abutting a public sidewalk.

8.52.030 No person may sit, lie, sleep or camp on a property designated as a sensitive use. “Sensitive Use” is defined as a school, childcare facility, public park, public library, city facility, or any governmental facility located in the City of Orland.

8.52.040 In addition to any other remedy provided by law, any person found in violation of this section may be immediately removed from the premises.

8.52.050 Violation.

A. A violation of this chapter is a misdemeanor, and upon conviction, confinement of up to one year in jail and/or fines of up to \$1,000 per violation. A violation of this chapter constitutes a public nuisance. In addition to the remedies set forth in Penal Code sections 370, et seq., the City Attorney may institute civil actions to abate a public nuisance under this chapter.

B. Any individual charged with violation of this chapter, in lieu of being taken to jail, may, at the election of the citing officer and with the consent of the individual, be taken to a facility providing social services related to mental health, housing, and/or substance abuse treatment.

Chapter 8.54 PUBLIC HAZARDS.

8.54.010 Storage of Personal Property.

The City enacts this chapter to balance the needs of the residents and public at large to access clean and sanitary public areas consistent with the intended uses for the public areas, with the needs of the individuals who have no other alternatives for the storage of personal property, to retain access to a limited amount of personal property in public areas. This section attempts to balance the needs of all of the City’s residents.

8.54.020 Definitions.

As used in this chapter:

“Alley” means any Highway having a Roadway not exceeding 25 feet in width which is primarily for access to the rear or side entrances of abutting property.

“Bikeway” means all facilities that provide primarily for, and promote, bicycle travel.

“City Employee” means any full or part-time employee of the City of Orland, or a contractor retained by the City for the purpose of implementing this chapter.

“Essential Personal Property” means any and all Personal Property that cumulatively is less than two cubic feet in volume, which, by way of example, is the amount of property capable of being carried within a backpack.

“Excess Personal Property” means any and all Personal Property that cumulatively exceeds the amount of property that could fit in a 60-gallon container with the lid closed.

“Highway” means a way or place of whatever nature, publicly maintained and open to the use of the public for purposes of vehicular travel.

“Parkway” means the area of the Street between the back of the curb and the Sidewalk that typically is planted and landscaped.

“Person” means any individual.

“Personal Property” means any tangible property, and includes, but is not limited to, goods, materials, merchandise, Tents, tarpaulins, bedding, sleeping bags, hammocks, sheds, structures, mattresses, couches, chairs, other furniture, appliances, and personal items such as household items, luggage, backpacks, clothing, documents, and medication.

“Public Area” or “Public Areas” means all property that is owned, managed or maintained by the City, and shall include, but not be limited to, any Street, medial strip, space, ground, building or structure.

“Roadway” means that portion of a Highway improved, designed or ordinarily used for vehicular travel.

“Sidewalk” means that portion of a Highway, other than the Roadway, set apart by curbs, barriers, markings or other delineation, for pedestrian travel.

“Storage Facility” means any facility, whether operated by a public, non-profit or private provider, which allows and has capacity for voluntary storage, free of charge, for a homeless person to store Personal Property up to the equivalent of the amount of property that would fit into a single 60-gallon container with the lid closed.

“Store”, “Stored”, “Storing” or “Storage” means to put Personal Property aside or accumulate for use when needed, to put for safekeeping, and/or to place or leave in a Public Area. Moving Personal Property to another location in a Public Area or returning Personal Property to the same block on a daily or regular basis shall be considered Storing and shall not be considered to be removing the Personal Property from a Public Area. This definition shall not include any Personal Property that, pursuant to statute, ordinance, permit, regulation or other authorization by the City or state, is Stored with the permission of the City or state on real property that is owned or controlled by the City.

“Street” includes every Highway, avenue, lane, Alley, court, place, square, Sidewalk, Parkway, curbs, Bikeway or other public way in the City which has been or may hereafter be dedicated and open to public use, or such other public property so designated in any law of this state.

“Tent” means a collapsible shelter made of fabric such as nylon or canvas or a tarp stretched and sustained by supports, which is not open on all sides, and which hinders an unobstructed view behind or into the area surrounded by the fabric. In order to qualify as a Tent for purposes of this subsection, a Tent, when deconstructed, must be able to fit within a 60-gallon container with the lid closed.

“Unattended” means no Person is present with the Personal Property who asserts or claims ownership over the Personal Property. Conversely, property is considered “Attended” if a Person is present with the Personal Property and the Person claims ownership over the Personal Property.

8.54.030 Regulation and Impoundment of Stored Personal Property; Discard of Certain Stored Personal Property.

A. No Person shall Store any Unattended Personal Property in a Public Area. With pre-removal notice as specified in section 8.54.040(A), the City may impound any unattended Personal Property in a Public Area, regardless of volume. Post-removal notice shall be provided as set forth in section 8.54.040(A).

B. No Person shall Store any Attended Excess Personal Property in a Public Area. With pre-removal notice as specified in section 8.54.040(A), the City may impound any Attended Excess Personal Property Stored in a Public Area. Post-removal notice shall be provided as set forth in section 8.54.040(B).

C. No Person shall Store any Personal Property in a Public Area in such a manner as to obstruct City operations, including a Street or Sidewalk maintenance or cleaning. Without prior notice, the City may temporarily move Personal Property, whether Attended or Unattended, which is obstructing City operations in a Public Area, including a Street or Sidewalk maintenance or cleaning, during the time necessary to conduct the City operations. The City may also impound Personal Property that is obstructing City operations in a Public Area, pursuant to sections 8.54.030(A) or 8.45.030(B).

D. No Person shall Store any Personal Property in a Public Area in such a manner that it does not allow for passage as provided by the Americans with Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), as amended from time to time. Without prior notice, the City may move and may immediately impound any Personal Property, whether Attended or Unattended, Stored in a Public Area in such manger that it does not allow for the passage as required by the ADA. Post-removal notice shall be provided as set forth in section 8.54.040(B). A violation of this section is governed by section 8.52.050.

E. No Person shall Store any Personal Property, whether Attended or Unattended, within:

1. 10 feet of any operational or utilizable driveway or loading dock;
2. 5 feet of any operational or utilizable building entrance or exit; or
3. 2 feet of any fire hydrant, fire plug, or other fire department connection.

Without prior notice, the City may move or may immediately impound any Personal Property, whether Attended or Unattended, Stored in a Public Area in violation of this section. Post-removal notice shall be provided as set forth in section 8.54.040(B).

F. No Person shall Store any Personal Property in a Public Area that has a clearly posted closure time after the posted closure time. Without prior notice, the City may remove and impound Personal Property, whether Attended or Unattended, Stored in a Public Area that has a clearly posted closure time, provided the Personal Property is removed and impounded after the posted closure time. Post-removal notice shall be provided as set forth in section 8.54.040(B).

G. No Person shall Store any Personal Property in a Public Area if the Personal Property, whether Attended or Unattended, constitutes an immediate threat to the health or safety of the public. Without prior notice, the City may remove and may discard any Personal Property Stored in a Public Area if the Personal Property poses an immediate threat to the health or safety of the public.

H. No Person shall Store any Personal Property in a Public Area if the Personal Property, whether Attended or Unattended, constitutes evidence of a crime or contraband. Without prior notice, the City may remove and discard any Personal Property that constitutes evidence of a crime or contraband, as permissible by law.

I. No Person shall Store any Personal Property, whether Attended or Unattended, in such a manner that obstructs or interferes with any activity in a Public Area for which the City has issued a permit. Without prior notice, the City may move any Personal Property Stored in a Public Area in violation of this section. With pre-removal notice as specified in section 8.54.040(A), the City may impound any Personal Property Stored in violation of this section. Post-removal notice shall be provided as set forth in section 8.54.040(B). A violation of this section is governed by section 8.52.050.

J. No Person shall Store any Personal Property, whether Attended or Unattended, in such a manner as to obstruct any portion of a street or other public right-of-way open to use by motor vehicles, a designated bike lane or bike path, or other public right-of-way open exclusively to use by bicycles. Without prior notice, the City may move and may immediately impound any Personal Property, whether Attended or Unattended, in violation of this section. Post-removal notice shall be provided as set forth in section 8.54.040(B). A violation of this section is governed by section 8.52.050.

K. No Person shall Store any Personal Property, whether Attended or Unattended, in violation of section 8.54.030(C). The City may move and may immediately impound any Personal Property, whether Attended or Unattended, in violation of this section. Pre-removal notice and post-removal notice will be provided by erecting signage providing notice that Storage of Personal Property is a violation of chapter 8.54, which may result in removal or impoundment of the Personal Property. The signage must also provide information on retrieval of the Personal Property and provide notice that the Personal Property may be discarded, if not claimed within 90 days. A violation of this section is governed by section 8.52.050.

L. No Person shall Store any Personal Property, whether Attended or Unattended, in violation of 8.52.030. With pre-removal notice as specified in section 8.54.040(A) or posted signage, the City may impound any Personal Property, whether Attended or Unattended, in violation of this section. If the City has not posted signage, post-removal notice shall be provided as set forth in section 8.54.050(B). A violation of this section is governed by Section 8.52.050.

8.54.040 Notice.

A. Pre-Removal Notice. Pre-removal notice shall be deemed provided if a written notice is provided to the Person who is Storing or claims ownership of the Personal Property or is posted conspicuously on or near the Personal Property and the actual removal commences at least 24 hours after the pre-removal notice is posted. The written notice shall contain the following:

- (1) A general description of the Personal Property to be removed.

- (2) The location from which the Personal Property will be removed.
- (3) The date and time the notice was posted.
- (4) A statement that the Personal Property has been Stored in violation of section 8.54.030.
- (5) A statement that the Personal Property may be impounded if not removed from Public Areas within 24 hours.
- (6) A statement that moving Personal Property to another location in a Public Area shall not be considered removal of Personal Property from a Public Area.
- (7) The address where the removed Public Property will be located, including a telephone number and the internet website of the City through which a Person may receive information as to impounded Personal Property as well as information as to voluntary storage location(s).
- (8) A statement that impounded Personal Property may be discarded if not claimed within 60 days after impoundment.

B. Post-Removal Notice. Upon removal of Stored Personal Property, written notice shall be conspicuously posted in the area from which the Personal Property was removed. The written notice shall contain the following:

- (1) A general description of the Personal Property removed.
- (2) The date and approximate time the Personal Property was removed.
- (3) A statement that the Personal Property has been Stored in violation of section 8.54.030.
- (4) The address where the removed Personal Property will be located including a telephone number and internet website of the City through which a Person may receive information as to impound Personal Property.
- (5) A statement that impounded Personal Property may be discarded if not claimed within 60 days after impoundment.

8.54.050 Storage and Disposal.

A. Except as specified herein, the City shall move Personal Property to a place of storage.

B. Except as specified herein, the City shall store impounded Personal Property for 60 days, after which time, if not claimed, may be discarded. The City shall not be required to

undertake any search for, or return, any impounded Personal Property stored for longer than 60 days.

C. The City shall maintain a record of the date any impounded Personal Property was discarded.

8.54.050 Repossession.

The owner of impounded Personal Property may repossess the Personal Property prior to its disposal upon submitting satisfactory proof of ownership. A Person may establish proof of ownership by, among other methods, describing the location from and date when the Personal Property was impounded from a Public Area, and providing a reasonably specific and detailed description of the Personal Property. Valid, governmental-issued identification is not required to claim impounded Personal Property.

8.54.060 Power of the City Manager to Make Rules and Regulations.

The City Manager is hereby authorized to promulgate rules, protocols, and procedures for the implementation and enforcement of this chapter, consistent with the provisions herein.

Chapter 8.56 SLEEPING IN MOTOR VEHICLES

8.56.010 Sleeping in vehicles-Findings of fact.

The city council finds that a definite problem is posed by persons sleeping in motor vehicles which are parked along the public streets within the city, causing anxiety to residents and resulting in suspicious vehicles calls to the police. In addition, persons who are sleeping in vehicles are crime targets.

8.56.020 Sleeping in vehicles-Prohibited in public places.

No person shall sleep in any automobile or other vehicle parked on any sidewalk, street, alley, or other public place within the city.

8.56.030 Violation.

A. A violation of this chapter is a misdemeanor, and upon conviction, confinement of up to one year in jail and/or fines of up to \$1,000 per violation. A violation of this chapter constitutes a public nuisance. In addition to the remedies set forth in Penal Code sections 370, et seq., the City Attorney may institute civil actions to abate a public nuisance under this chapter.

B. Any individual charged with violation of this chapter, in lieu of being taken to jail, may, at the election of the citing officer and with the consent of the individual, be taken to a facility providing social services related to mental health, housing, and/or substance abuse treatment.

I HEREBY CERTIFY that the above and foregoing Ordinance was duly and regularly introduced and read at a regular meeting held on the 15th day of October, 2024, and was passed and adopted by the City Council of the City of Orland at a regular meeting thereof duly held on the 5th day of November, 2024, by the following vote, to wit:

AYES:
NOES:

Chris Dobbs, Mayor

Jennifer Schmitke, City Clerk



CITY OF ORLAND STAFF REPORT
MEETING DATE: November 5, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Pete Carr, City Manager

SUBJECT: **Auxiliary Legal Services Agreement (Action)**

BACKGROUND:

For well over a decade, the City has engaged Gregory P. Einhorn as City Attorney, a position appointed by the City Council, on a retainer basis. Mr. Einhorn advises the City Council and City Staff on all matters of general local government and employment law. Occasionally the City engages additional outside counsel for specialized cases (i.e., a technical land use action or unusual insurance claim).

ANALYSIS:

The City has an opportunity to join a local government consortium sponsored by Liebert Cassidy Whitmore (LCW), a reputable law partnership specializing in auxiliary legal services to California municipalities. Their Employment Relations Consortiums (ERC) are groups of like agencies in a geographic area sharing the cost of relevant employment relations training. Over 800 agencies statewide participate, as did the City of Orland prior to 2010 with excellent results.

ERC membership provides workshops, reference materials, subscriptions to newsletter services, and unlimited telephone consultation. The fee is \$4680 per fiscal year. Staff requests and Mr. Einhorn endorses City participation in a LCW ERC.

Attachment: LCW ERC Agreement/Membership Rate

RECOMMENDATION:

Approve City of Orland participation in the Liebert Cassidy Whitmore Employment Relations Consortium, authorize the Mayor to execute the agreement.

FISCAL IMPACT OF RECOMMENDATION:

\$4680 per fiscal year, prorated to \$3710 for this fiscal year, General Fund.

AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the City of Orland, A Municipal Corporation, hereinafter referred to as "Agency," and the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation, hereinafter referred to as "Attorney."

WHEREAS Agency has the need to secure expert training and consulting services to assist Agency in its workforce management and employee relations; and

WHEREAS Attorney is specially experienced and qualified to perform the special services desired by the Agency and is willing to perform such services;

NOW, THEREFORE, Agency and Attorney agree as follows:

Attorney's Services:

During the period beginning November 6, 2024 through June 30, 2025, Attorney will provide the following services to Agency (and the other aforesaid public agencies):

1. Three (3) days of group training workshops covering such employment relations subjects as management rights and obligations, negotiation strategies, employment discrimination and affirmative action, employment relations from the perspective of elected officials, performance evaluation (administering evaluations), grievance and discipline administration for supervisors and managers, planning for and responding to concerted job actions, current court, administrative and legislative developments in personnel administration and employment relations, etc., with the specific subjects covered and lengths of individual workshop presentations to be determined by Agency and the other said local agencies.

It is expressly understood that the material used during these presentations, including written handouts and projected power points are provided solely for the contracted workshops. This agreement warrants there will be no future use of Liebert Cassidy Whitmore material in other trainings or formats without the expressed written permission of Liebert Cassidy Whitmore. Any such use will constitute a violation of this agreement and copyright provisions.

LCW policy permits attorneys to utilize generative artificial intelligence ("AI") tools, e.g. Lexis+ AI, in the performance of their work, but only in compliance with the firm's Use of Artificial Intelligence Tools policy. Attorneys may use AI tools to assist in researching and preparing initial drafts. Attorneys may not use AI work product without applying their own independent legal judgment. They may not disclose confidential information to unsecure AI tools, and carefully check all AI-generated results for both accuracy and bias.

2. Availability of Attorney for Agency to consult by telephone. Consortium calls cover questions that the attorney can answer quickly with little research. They do not include the review of documents, in depth research, written responses (like an opinion letter) or advice on on-going legal matters. The caller will be informed if the question exceeds the scope of consortium calls. Should the caller request, the attorney can assist on items that fall outside the service, but these matters will be billed at the attorney's hourly rate. (See additional services section.)
3. Providing of a monthly newsletter covering employment relations developments.

Fee:

Attorney will provide these special services to Agency for a fee of Two Thousand Eight Hundred Ten Dollars (\$2,810.00) payable in one payment prior to December 15, 2024. The fee, if paid after December 15, 2024 will be \$2,910.00.

Said fee will cover Attorney's time in providing said training and consultative services and the development and printing of written materials provided to attendees at the training programs.

Additional Services:

Attorney shall, as and when requested by Agency, make itself available to Agency to provide representational, litigation, and other employment relations services. The Agency will be billed for the actual time such representation services are rendered, including reasonable travel time, plus any necessary costs and expenses authorized by the Agency.

The range of hourly rates for Attorney time is from Two Hundred Seventy to Four Hundred Fifty Dollars (\$270.00 - \$450.00) per hour for attorney staff, Two Hundred Ninety Dollars (\$290.00) per hour for Labor Relations/HR Consultant and from One Hundred Fifty to One Hundred Eighty-Five Dollars (\$150.00 - \$185.00) per hour for services provided by paraprofessional and litigation support staff. Attorneys, paraprofessional and litigation support staff bill their time in minimum units of one-tenth of an hour. Attorney reviews its hourly rates on an annual basis and if appropriate, adjusts them effective July 1.

Independent Contractor:

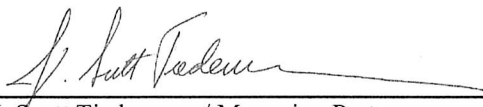
It is understood and agreed that Attorney is and shall remain an independent contractor under this Agreement.

Term:

The term of this Agreement is November 6, 2024 through June 30, 2025. The term may be extended for additional periods of time by the written consent of the parties.

LIEBERT CASSIDY WHITMORE
A Professional Corporation

CITY OF ORLAND
A Municipal Corporation

By: 
J. Scott Tiedemann / Managing Partner

By: _____

Name: _____

Date: 10/16/2024

Title: _____

Date: _____

6033 WEST CENTURY BOULEVARD, 5TH FLOOR
 LOS ANGELES, CALIFORNIA 90045
 T: 310.981.2000 F: 310.337.0837

INVOICE

October 10, 2024

Peter Carr
 City Manager
 City of Orland
 815 Fourth Street
 Orland, CA 95963

(OR080-10000)
 INVOICE NUMBER: 277461

North State Employment Relations Consortium

Membership: November 6, 2024 through June 30, 2025

Please make your check out for one of the following amounts:

| | | |
|---|-------------------|--------------------------|
| ERC Membership | \$2,810.00 | <input type="checkbox"/> |
| ERC Membership w/ Basic Liebert Library Subscription (optional) <i>Basic Subscription provides access to LCW workbooks in digital format. You can search all workbooks, but cannot print or download the books.</i> | \$3,215.00 | <input type="checkbox"/> |
| ERC Membership w/ Premium Liebert Library Subscription (optional) <i>Premium Subscription provides unlimited access to LCW workbooks in digital format, as well as over 200 sample forms, model policies and checklists that can be downloaded and used as templates.</i> | \$3,710.00 | <input type="checkbox"/> |

Note: Please send us a copy of this invoice along with your payment.

For more information about the Liebert Library, please visit www.liebertlibrary.com, or email library@lcwlegal.com.

If ERC Membership paid after December 15, 2024 amount due is \$2,910.00 (Includes \$100.00 late fee)



CITY OF ORLAND STAFF REPORT
MEETING DATE: November 5, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Rebecca Webster, Administrative Services Director/Asst City Manager

SUBJECT: Updated MOU with City’s Insurance Carrier (Action)

BACKGROUND:

On September 18th, the Golden State Risk Management Agency (GSRMA) Board approved the final amendments to the GSRMA Health Memorandum of Understanding (MOU) and directed staff to distribute to Members for execution.

ANALYSIS:

City Staff members have reviewed the amendments and determined they have no substantive effect on City of Orland, but approval by the Council and execution of the MOU by the Mayor by November 30th is imperative.

Attached are a copy of the finalized GSRMA Health MOU, as well as a MOU Summary of Change detailing the amended sections.

RECOMMENDATION:

Approve the proposed amendments to the GSRMA Health MOU and authorize the Mayor to execute.

FISCAL IMPACT OF RECOMMENDATION: None

Summary of Changes to the Memorandum of Understanding

GSRMA has updated the Health Plan Memorandum of Understanding (MOU) and is requiring each participating entity to sign the new MOU before the start of the 2025 calendar year.

Below is a summary of the changes that were made to help with your review and approval of the revised MOU.

Item 3a.: To stay in line with the PRISMHealth program, this section has been added to clarify that additional segments of the employee population that would like to have coverage and was not part of the initial population when joining the program must meet underwriting guidelines before being enrolled

Item 5a.: This has been expanded to explain if payment is not received within 30 days of the due date, GSRMA will commence with termination of benefits retroactive to the first day of the unpaid month of coverage. The previous MOU did not address what would happen in the case of non-payment, therefore the appropriate language was added to outline termination of benefits if timely payment is not made.

Item 10: GSRMA recognizes that rates are not available until mid-August, therefore the withdrawal timeline has been adjusted to allow the entity to have time to receive rates and make a decision. The timeline to submit an intent to withdraw has been moved from 180 days prior to the plan start date (or July 1) to September 1 and the date an entity must rescind by has been moved from August 31 to October 31.

Item 10a: To stay in line with the PRISMHealth program, this has been added to state an entity must leave the program as a total population.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereafter “MEMORANDUM”) is entered into by and between the Golden State Risk Management Authority (hereafter “GSRMA”) and the participating public entity, City of Orland, (hereafter “ENTITY”) who is signatory to this MEMORANDUM.

RECITALS

WHEREAS, commencing January 1, 2025, GSRMA will be an appointed administrator for the purpose of enrolling small public entities typically having 200 or less employees into the PRISMHealth Program (hereafter “PROGRAM”).

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments and premiums are governed by PRISMHealth Committee for the PROGRAM (the “COMMITTEE”) and not GSRMA.

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, GSRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **INITIAL COMMITMENT PERIOD.** ENTITY understands and acknowledges that it is required to remain in the PROGRAM for a period of at least three (3) full years as a condition to participation in the PROGRAM (the “INITIAL COMMITMENT PERIOD”).
3. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through GSRMA which shall be subject to approval by the PROGRAM’s Underwriter and governing documents and in accordance with applicable eligibility guidelines.
 - a. If ENTITY enters the PROGRAM with less than their entire population, additional segments of the employee population may be added in future years assuming underwriting guidelines are met.
4. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative medical benefit solution to all participants of the ENTITY including active and retired employees, dependents and public officials. ENTITY’s contributing toward retiree benefit coverage prior to joining the PROGRAM, must contribute a minimum of 50% toward the cost of retiree benefit coverage during the INITIAL COMMITMENT PERIOD. After the INITIAL COMMITMENT PERIOD, ENTITY may discontinue coverage or change the contribution amount for retirees. However, ENTITY must contribute at least the minimum percentage required by the eligibility requirements.
5. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, dependents and retirees.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from their consultants and/or a consulting Benefits Actuary and insurance carriers. In addition, GSRMA will add an administrative fee, not to exceed 5%, to premiums and rates set by the COMMITTEE for costs associated with administering the

PROGRAM. Rates may vary depending upon factors including, but not limited to, demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

- a. GSRMA will administrate a billing to ENTITY each month, with payments due by the date specified by GSRMA. Payments received after the specified date will accrue penalties. If ENTITY does not remit payment within 30 days of date specified, GSRMA will commence the termination of benefits process retroactive to the first day of the unpaid month of coverage. Medical benefit premiums are based on a full month. There are no partial months or prorated premiums.
 - b. ENTITY must send notification of termination of benefits for a covered employee to the PROGRAM and GSRMA by the 15th of the current month to terminate at the end of the month. Otherwise (i.e. notification after the 15th), termination will be as of the end of the following month.
6. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable.
 7. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, PRISMHealth documents outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM.
 8. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
 9. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments, which are deemed necessary to ensure approved funding levels, shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
 - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
 - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premium paid for the preceding 3 years. ENTITY's must be current participants to receive a dividend except upon termination of the PROGRAM and distribution of assets.
 - c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
 - d. Fund equity will be evaluated on a total program-wide basis as opposed to each year standing on its own.
 10. **WITHDRAWAL.** The program operates on a calendar basis, with the plan year spanning January 1 through December 31. ENTITY must notify GSRMA in writing of their intent to withdraw by September 1 prior to the close of the plan year in which they are terminating. ENTITY may rescind its notice of intent to withdraw no later than October 31. ENTITY may withdraw after their INITIAL COMMITMENT PERIOD (three [3] full year commitment period).

- a. ENTITY may only exit the PROGRAM as a total population. No population carve-outs of existing employee groups will be allowed once a member has entered the program.
11. **LIAISON WITH GSRMA.** Each ENTITY shall maintain staff to act as liaison with GSRMA and between the ENTITY and the GSRMA's designated PROGRAM representative.
 12. **DISPUTES.** Disputes between the parties related to this MEMORANDUM shall be resolved as follows:
 - a. Mediation Before Litigation. The parties agree that in the event of any dispute by and between them, they shall first attempt to resolve the dispute by way of an informal mediation and if such efforts do not result in a resolution, they may proceed to litigate the claims.
 - b. Selection of Mediator. The mediation shall be held before a neutral mediator having at least 15 years civil business litigation experience or a retired judge. Within ten (10) days of a demand for mediation, the parties shall attempt to mutually select a neutral and qualified mediator. If the parties agree on the selection of the mediator, the mutually selected mediator shall be appointed for the mediation. If the parties are unable to mutually select a qualified mediator, they shall each select a neutral mediator and the two shall then select the third who shall be designated as the parties' neutral mediator for the dispute. Any selected mediator who is unable or unwilling to fulfill his duties may be replaced.
 - c. Time of Mediation. Subject to the mediator's availability, the parties will make best efforts to have the mediation scheduled and held within 45 days of a demand.
 - d. Costs of Mediation. The parties shall split and pay for the fees charged by the mediator equally.
 - e. Confidentiality of Mediation Process. The parties agree that the mediation of the dispute will be an effort to compromise disputed claims and that mediation shall be deemed confidential and no statements made at the mediation can be used against them in the event of future litigation.
 - f. Position Statements. Any party making a demand for mediation shall set forth in their written demand for mediation the factual and legal basis known to them for their claims or dispute and provide copies of any statements, summaries, reports, or documentary information known to them at the time to support their claims, save and except, privileged or confidential information, which may be withheld. Within thirty (30) days after receipt of a demand for mediation, the recipient shall provide a written response to the claims setting forth the factual and legal basis known to them to support the response or affirmation defenses and also provide copies of any statements, summaries, reports, or documentary information known to them at the time to support the response or affirmative defenses save and except, privileged or confidential information, which may be withheld. Copies of the position statements and information exchanged between the parties under this provision shall be provided to the mediator in advance of the mediation.
 - g. Failure to Participate in Mediation. Any party who fails to participate in the mediation shall waive their right to collect attorney fees herein.
 - h. Exclusions From Mediation. The parties agree that any claim for immediate injunctive relief is specifically excluded from the requirements of mediation. The parties further agree that disputes related to coverage under the PROGRAM are excluded from this provision and shall be governed in accordance with PRISMHealth documents and/or PROGRAM documents.

- 13. **GOVERNING LAW.** This MEMORANDUM shall be governed in accordance with the laws of the State of California.
- 14. **VENUE.** Venue for any dispute or enforcement shall be in Sacramento, California.
- 15. **ATTORNEY FEES.** The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
- 16. **COMPLETE AGREEMENT.** This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement between GSRMA and the ENTITY.
- 17. **SEVERABILITY.** Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
- 18. **AMENDMENT OF MEMORANDUM.** This MEMORANDUM may be amended by the GSRMA Board of Directors and such amendments are subject to approval of ENTITY's signatory to this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
- 19. **EFFECTIVE DATE.** This MEMORANDUM shall become effective upon the signing of this MEMORANDUM by the ENTITY and Chief Executive Officer or Board President of GSRMA.
- 20. **EXECUTION IN COUNTERPARTS.** This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: _____

By: _____
Board President

Dated: _____

By: _____
Golden State Risk Management Authority



CITY OF ORLAND STAFF REPORT
MEETING DATE: November 5, 2024

TO: Honorable Mayor and Councilmembers
FROM: Paul Rabo, City Engineer
SUBJECT: **Traffic Study 95% Completion Report** (Discussion/Direction)

BACKGROUND:

The City in June 2023 approved an agreement for consulting services with GHD, a Sacramento-based traffic engineering firm, following a competitive bid process. The contract is for analysis of the Newville Road/Ninth Street/Tehama Street intersection. GHD was tasked with analyzing existing databases, conducting roadway counts, site investigation and base mapping. Accident reports, utility locations, adjacent land uses, future forecasts and geometric constraints would also be taken into consideration in formulation of recommendations to the City for improving the safety and efficiency of traffic flow at this intersection.

The traffic study analysis would include a multi-modal assessment and benefit cost analysis, as well as conceptual plans and preliminary opinions of cost for options. The study is funded by the Glenn County Transportation Commission’s traffic planning allocation from the State.

ANALYSIS:

Staff worked with GHD throughout the year+ process, providing data and engaging in meetings with departments and agencies including Caltrans. City Engineer has briefed the City Council on progress with this study and its preliminary conceptual designs in conjunction with planning efforts for upcoming Caltrans projects on SR32. GHD discussed its 90% complete analysis with the Public Works & Safety Commission in October; the Commission endorses and recommends one or more roundabouts to improve safe traffic flow for this section of SR32.

This evening’s presentation and discussion is intended to be the final step before GHD completes and submits its report to the City for acceptance. The final report will be made available to the public and utilized by the City, the County Transportation Agency, and Caltrans as one of the primary basis documents informing future planning for future improvement projects.

RECOMMENDATION:

Consider consultant report and provide direction. The final report will come to you for acceptance at a later date.

FISCAL IMPACT OF RECOMMENDATION: N/A



CITY OF ORLAND STAFF REPORT

MEETING DATE: November 5, 2024

TO: Honorable Mayor and City Councilmembers

FROM: Pete Carr, City Manager

SUBJECT: **Carnegie Center Design Proposals** (Discussion/Action)

BACKGROUND:

City Staff on June 4, 2024, following direction from Council to provide options for ADA and other improvements to the Carnegie Center building, presented an analysis of necessary corrections and improvements, and potentially desirable improvements. Council directed Staff to publish a request for proposals (RFP) from architectural firms with one option for ADA improvements only, and a second for ADA + other suggested efficiency/layout improvements, and project costing.

ANALYSIS:

Three proposals were received in response to the RFP, listed here in alphabetical order:

- A. Ausmus Engineering – Chico
 - \$22k for basic ADA redesign, \$48k for more thorough design, \$135/hr
 - Experience includes advisory work on Rodgers Theater in Corning.
 - Focus on ADA, suggests ramp or manlift.
 - Would produce “set of plans for implementation.”

- B. Garavaglia Architecture, Inc. – San Francisco
 - \$114k for basic ADA redesign, \$121k for more thorough design, \$260/hr
 - Experience includes Lakeport and Gilroy Carnegie libraries.
 - Focus on historical, has a sub for ADA, suggests elevator option.
 - Would produce set of “plans, bid assistance, construction admin.”

- C. Shepphird Associates -- Calabasas
 - \$75k for basic redesign, \$99k for more thorough design, \$250/hr
 - Experience is mainly with much larger projects.
 - Focus on architecture, has a sub for ADA.
 - Would produce “construction documents.”

Several administration staff members and Rolls Anderson Rolls reviewed the proposals and completed the scoring rubric. Staff also contacted selected references. Staff recommends Ausmus Engineering as first preferred, Garavaglia Architecture, Inc. as second, Shepphird Associates as third, due to the expressed perspective, relevance of experience, and cost effectiveness of proposals.

All proposals were submitted to City Council members in digital format and are accessible to the public upon request.

RECOMMENDATION:

Award contract for basic ADA design plus additional historical and efficiency design recommendations to Ausmus at a not-to-exceed expense of \$48k from the DIF (developer impact fee) fund, Community Center account.

Alternative action to consider:

Award contract for comprehensive ADA design only to Ausmus at a not-to-exceed expense of \$22k from the DIF fund, Community Center account, or from the General Fund.

FISCAL IMPACT OF RECOMMENDATION:

Up to \$48k from DIF or General Fund reserves as an additional expense authorization of the FY24-25 budget.

The DIF Community Center account has a balance of \$450k.