



## ORLAND CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, April 02, 2024 at 6:30 PM  
Carnegie Center, 912 Third Street and via Zoom

P: (530) 865-1600 | [www.cityoforland.com](http://www.cityoforland.com)

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

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

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

### Virtual Meeting Information:

<https://us02web.zoom.us/j/81331438683>

Webinar ID: 813 3143 8683 | 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](mailto:jtschmitke@cityoforland.com) or by phone at (530) 865-1610 by 4:00 p.m. on the day of the meeting

1. CALL TO ORDER - 6:00 PM
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

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

#### 4. CLOSED SESSION

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

#### B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 10.59 acres owned by the United States Bureau of Reclamation on 8th Street, Orland CA; Glenn APN's: 040-212-009-000, 040-201-001-000, 040-170-008-000, 040-109-005-000

Agency Negotiator: Orland City Manager, Peter R. Carr

Negotiating Party: United States Bureau of Reclamation, Orland Unit Water Users Association

Under Negotiation: Price and Terms of Payment

5. RECONVENE TO REGULAR SESSION - 6:30 P.M.
6. REPORT FROM CLOSED SESSION

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

**7. CONSENT CALENDAR**

- A.** Warrant List (Payable Obligations) (Pg.3)
- B.** Approve City Council Minutes for March 19, 2024 (Pg.10)
- C.** Receive and File Arts Commission Minutes from February 20, 2024(Pg.16)
- D.** Receive and File Planning Commission Minutes from January 18, 2024(Pg.17)
- E.** Utility Statement Folding Machine (Pg. 22)

**8. PRESENTATIONS - City Council Thank you from Orland Volunteer Fire Dept - David Kelly, Assistant Fire Chief**

**9. ADMINISTRATIVE BUSINESS**

- A.** Glenn County Senior Citizen Expo Donation (Discussion/Action) - Pete Carr, City Manager (10 min) (Pg.24)
- B.** Review Quarterly Report: City Fiscal Year Projects (Discussion/Direction) - Pete Carr, City Manager (10 min) (Pg.26)
- C.** Fiscal Year 2024-2025 Budget Discussion #1: Assumptions, Capital Improvement Planning, Staffing (Discussion/Direction) - Pete Carr, City Manager (30 min) (Pg.28)
- D.** Draft Revised Groundwater Sustainability Plan Review (Discussion/Action) - Pete Carr, City Manager and Bruce T. Roundy Councilmember (20 min) (Pg.33)
- E.** Proposed City Manager Employment Agreement (Action) - Greg Einhorn, City Attorney (10 min) (Pg.37)

**10. ORAL AND WRITTEN COMMUNICATIONS**

**Public Comments:**

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

**11. CITY COUNCIL COMMUNICATIONS AND REPORTS**

**12. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on March 29, 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](http://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

April 2, 2024

|                                 |           |    |            |
|---------------------------------|-----------|----|------------|
| Warrant                         | 3/28/2024 | \$ | 404,916.73 |
| PERS 2/8/2024 - 2/21/2024       | 3/6/2024  | \$ | 29,204.57  |
| PERS 2/22/2024 - 3/6/2024       | 3/28/2024 | \$ | 29,209.49  |
| Payroll Compensation #6         | 3/21/2024 | \$ | 141,874.35 |
| Post Master Water/Sewer Billing | 3/29/2024 | \$ | 1,503.83   |
|                                 |           |    | 606,708.97 |
|                                 |           | \$ |            |

**APPROVED BY**

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

\_\_\_\_\_  
Vice-Mayor, Mathew Romano

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

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

\_\_\_\_\_  
Councilmember, Bruce T. Roundy

REPORT.: Mar 29 24 Friday  
 RUN...: Mar 29 24 Time: 09:16  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 03-24 thru 03-24 Bank Account.: 1001

PAGE:  
 ID #: PY  
 CTL.:

7. A.

| Check Number | Check Date | Vendor Number | Name                      | Net Amount | Invoice #  | Description  |
|--------------|------------|---------------|---------------------------|------------|------------|--|
| 057749       | 03/25/24   | KEL02         | KELLY SUPPLY COMPANY      | -84.00     | S16084080u | Ck# 057749 Reversed                                |
| 058689       | 03/25/24   | LAK00         | LAKESHORE PARENT, LLC dba | -578.47    | 151646011u | Ck# 058689 Reversed                                |
| 058727       | 03/22/24   | SUN05         | Sun Life Financial        | 10852.90   | JANFEB24H  | GAP INSURANCE (JAN & FEB 2024)                     |
| 058728       | 03/22/24   | TRA02         | TRANSAMERICA              | 561.00     | FEB2024H   | TERM INSURANCE                                     |
| 058735       | 03/25/24   | ALT02         | Alternative Energy System | -8178.12   | 15625u     | Ck# 058735 Reversed                                |
| 058805       | 03/25/24   | LAK00         | LAKESHORE PARENT, LLC dba | 578.47     | 646011724H | LIB/CHILDREN'S PROGRAM                             |
| 058806       | 03/25/24   | PGE00         | PG&E                      | 275.00     | 8279830-7H | FD/METER CHARGE                                    |
| 058807       | 03/25/24   | CAR02         | CARDMEMBER SERVICE        | 829.86     | FEB24LIBH  | LIB/OFFICE SUPPLIES, MICROFILM SHIPPING            |
| 058808       | 03/22/24   | WOO00         | Wood Brothers Carpet Inc. | 13971.94   | 50519H     | ARPA/2 OPD/CH FLOORING                             |
| 058809       | 03/25/24   | PGE00         | PG&E                      | 24689.71   | FEB2024H   | MULTI-DEPTS/UTILITY USAGE                          |
| 058810       | 03/28/24   | AIR01         | Airgas-USA, LLC           | 409.46     | 5668,5727  | FD/MEASURE A-MEDICAL OXYGEN                        |
| 058811       | 03/28/24   | ALT02         | Alternative Energy System | 5015.74    | 15625 -    | FINAL INVOICE FOR INSTALLATION COSTS               |
| 058812       | 03/28/24   | AND06         | EDGAR ANDRADE             | 45.00      | APRGYM24   | PD/GYM REIMBURSEMENT                               |
|              |            |               |                           | 100.00     | APRIL2024  | MEASURE A UNIFORMS                                 |
|              |            |               | Check Total.....:         | 145.00     |            |  |
| 058813       | 03/28/24   | APP04         | APPLE BOOKS               | 166.72     | 116939     | LIB/CHILDREN'S BOOKS                               |
|              |            |               |                           | 637.44     | 116946     | LIB/BAYLISS LIB BOOKS                              |
|              |            |               |                           | 1012.01    | 116947     | LIB/ELK CREEK LIB BOOKS                            |
|              |            |               | Check Total.....:         | 1816.17    |            |  |
| 058814       | 03/28/24   | ASB00         | ASBURY ENVIROMENTAL SERVI | 100.00     | 1500-0104  | PW/USED OIL PICK-UP                                |
| 058815       | 03/28/24   | ATT05         | A T & T                   | 149.68     | 83239      | FD/MEASURE A-PHONES                                |
| 058816       | 03/28/24   | ATT06         | A T & T                   | 29.35      | 03102023   | PW/HL LIFT STATION - 470                           |
|              |            |               |                           | 83.60      | 03122024   | PW/AIRPORT LIFTSTATION - 906                       |
|              |            |               |                           | 123.42     | 03202024   | PW/SUISUN  |
|              |            |               |                           | 904.20     | 21413004   | MULTI-DEPTS/PHONES FEB 13 - MAR 12,2024            |
|              |            |               |                           | 58.73      | MAR122024  | PW/ WH LIFT STATION - 843                          |
|              |            |               | Check Total.....:         | 1199.30    |            |  |
| 058817       | 03/28/24   | ATT07         | A T & T                   | 63.39      | 03072024   | PW/SHOP  |
| 058818       | 03/28/24   | BID02         | REMY BIDSTRUP             | 275.00     | APR2024    | AC/SOCIAL MEDIA MARKETING APRIL 2024               |
| 058819       | 03/28/24   | BOO00         | BOOT BARN INC.            | 220.00     | 02242024   | PW/BOOTS   |
| 058820       | 03/28/24   | CAR12         | Peter R. Carr             | 64.92      | 03132024   | CM/MTG W/DEVELOPER + SF & W/PARADISE - MEALS       |
| 058821       | 03/28/24   | CAS05         | CASCADE FIRE EQUIPMENT    | 404.06     | 10695      | FD/MEASURE A-SHIELDS                               |
| 058822       | 03/28/24   | CES00         | Kyle Cessna               | 100.00     | APRIL2024  | MEASURE A UNIFORMS                                 |
| 058823       | 03/28/24   | CES01         | Kyle Cessna               | 135.34     | 03262024   | PD/MILEAGE REIMBURSEMENT TRNING FOLSOM 3/19 - 3/22 |
| 058824       | 03/28/24   | CHA01         | Justin Chaney             | 100.00     | APR2024    | FD/MEASURE A-INIFORM APRIL 2024                    |
| 058825       | 03/28/24   | CLE05         | JUDY CLEVER               | 150.00     | APR2024    | AC/CLEANING & MAINTENANCE OF GALLERY               |
| 058826       | 03/28/24   | CRE00         | CREATIVE COMPOSITION      | 339.80     | 27891      | MULTI-DEPTS/LETTERHEAD                             |
|              |            |               |                           | 108.04     | 27945      | PW/ED'S BUSINESS CARDS                             |
|              |            |               | Check Total.....:         | 447.84     |            |  |
| 058827       | 03/28/24   | DEM00         | DEMCO                     | 439.06     | 7454073    | LIB/BOOK PROCESSING SUPPLIES                       |
| 058828       | 03/28/24   | DOB01         | CHRIS DOBBS               | 300.00     | MARCH2024  | COUNCILMEMBER STIPEND MARCH 2024                   |
| 058829       | 03/28/24   | FLO03         | JOSE FLORES               | 100.00     | APRIL2024  | MEASURE A UNIFORMS                                 |
| 058830       | 03/28/24   | FRA04         | Phillip Frankenberg       | 210.00     | 199470     | AC/TUNING OF BABY GRAND PIANO                      |
| 058831       | 03/28/24   | GAY01         | GAYNOR TELESYSTEMS INC    | 105.00     | 44042      | FD/MEASURE A-SERVICES CALL                         |
| 058832       | 03/28/24   | GER01         | GERLINGER FOUNDRY & MACHI | 7496.17    | 320007019  | ARPA/9 STREET SCAPES SUPPLIES                      |
| 058833       | 03/28/24   | GLE02         | GLENN COUNTY SHERIFF      | 10000.00   | 3052403    | FD/MEASURE A-FIRE DISPATCH MARCH-JUNE 2024         |

| Check Number      | Check Date | Vendor Number | Name                      | Net Amount | Invoice # | Description  |
|-------------------|------------|---------------|---------------------------|------------|-----------|--|
| 058833            | 03/28/24   | GLE02         | GLENN COUNTY SHERIFF      | 148000.00  | 3132401,  | ANIMAL CONTROL & DISPATCH SVCS JUL 2023 - JUN 2024 |
| Check Total.....: |            |               |                           | 158000.00  |           |  |
| 058834            | 03/28/24   | GLE05         | GLENN COUNTY/LAFCO        | 2000.00    | 03262024  | PLANNING/MODOC ANNEXATION                          |
| 058835            | 03/28/24   | GOL01         | GOLDEN STATE RISK         | 61195.98   | APRIL2024 | DENTAL/VISION & HEALTH INSURANCE                   |
| 058836            | 03/28/24   | GRA02         | GRAINGER, INC.            | 450.02     | 8606,8598 | PW/SHOP SUPPLIES BM/PD/FLEET EQUIPMENT MAINTENANCE |
| 058837            | 03/28/24   | GRE01         | GREG'S HEATING AND A/C    | 300.00     | 26061     | BM/AC MAINTENANCE & LIBRARY                        |
| 058838            | 03/28/24   | GRO00         | Ferguson Enterprises Inc  | 7367.76    | 1847154   | PW/WATER / DWR / PARK SUPPLIES                     |
| 058839            | 03/28/24   | HIN03         | Hinderliter deLlamas & As | 300.00     | SIN036666 | CONTRACT SERVICES TRANSACTION TAX (JAN-MAR 2024)   |
| 058840            | 03/28/24   | HOM00         | HOME DEPOT CREDIT SERVICE | 322.17     | 03132024  | PD/SARGENT ROOM UPGRADES                           |
| 058841            | 03/28/24   | IMA00         | IMAGE TREND, INC.         | 6453.44    | 107079    | FD/MEASURE A-RADIO REPEATER/CAD REPORTING SYSTEM   |
| 058842            | 03/28/24   | INT00         | INTOXIMETERS              | 258.53     | 755796    | PD/DRYGAS  |
| 058843            | 03/28/24   | JOH02         | SEAN JOHNSON              | 100.00     | APRIL2024 | MEASURE A UNIFORMS                                 |
| 058844            | 03/28/24   | KER00         | DENISE GRANGER KERBS      | 269.37     | 03222024  | AC/PURCHASE ARTWORK "MAMA'S BARN"                  |
| 058845            | 03/28/24   | LEA06         | LEAGUE OF CALIFORNIA CITI | 30.00      | 5330      | COUNCIL-ROUNDY/SAC VALLEY DIV MEETING 3/15/24      |
| 058846            | 03/28/24   | LIF00         | Life Assist Inc.          | 209.56     | 1415028,1 | FD/MEASURE A-2 BATTERIES FOR SUCTION UNIT          |
| 058847            | 03/28/24   | LOW00         | Katherine Lowery          | 24.00      | APRGM24   | PD/GYM REIMBURSEMENT                               |
|                   |            |               |                           | 100.00     | APRIL2024 | MEASURE A UNIFORMS                                 |
| Check Total.....: |            |               |                           | 124.00     |           |  |
| 058848            | 03/28/24   | MAC02         | MACQUARIE EQUIPMENT CAPIT | 43.10      | 167320    | REC/PRINTER LEASE                                  |
| 058849            | 03/28/24   | MAR17         | MARTINDALE, RYAN          | 100.00     | APRIL2024 | MEASURE A UNIFORMS                                 |
| 058850            | 03/28/24   | MCD01         | John McDermott            | 300.00     | MARCH2024 | COUNCILMEMBER STIPEND MARCH 2024                   |
| 058851            | 03/28/24   | MCM00         | McMaster-Carr             | 407.29     | 23438385  | PW/SEWER SUPPLIES                                  |
| 058852            | 03/28/24   | MIL07         | MILLS, DARYL              | 100.00     | APRIL2024 | MEASURE A UNIFORMS                                 |
| 058853            | 03/28/24   | MIS01         | MissionSquare - 304591    | 1979.65    | 6274612   | 457 PLAN/304591                                    |
| 058854            | 03/28/24   | MJB00         | MJB WELDING SUPPLY, INC   | 2778.63    | 01470872  | ARPA/9 STREET SCAPES - LIGHT POLES                 |
| 058855            | 03/28/24   | MOT00         | Motorola Solutions Inc.   | 1000.00    | 330272296 | PD/MEASURE A -BUY REPLACEMENT WATCH GUARD CAMERAS  |
| 058856            | 03/28/24   | NAP00         | NAPA AUTO PARTS           | 3203.61    | 03252024  | PD/PW/FLEET MAINT - PW/SHOP SUPPLIES               |
|                   |            |               |                           | 327.40     | MAR25,24  | FD/BATTERIES FOR D38                               |
| Check Total.....: |            |               |                           | 3531.01    |           |  |
| 058857            | 03/28/24   | NET00         | SAMANTHA NETHINGTON       | 75.00      | 3649      | REC/PARK RESERVATION REFUND                        |
| 058858            | 03/28/24   | OAC00         | Orland Area Chamber of Co | 8125.00    | DEC2023   | QUARTERLY SUPPORT OCT, NOV, DEC, 2023              |
|                   |            |               |                           | 8125.00    | SEP2023   | QUARTERLY SUPPORT JUL, AUG, SEP, 2023              |
| Check Total.....: |            |               |                           | 16250.00   |           |  |
| 058859            | 03/28/24   | ORL12         | Orland-Laurel Masonic Hal | 400.00     | MAR2024   | AC/RENT APRIL 2024                                 |
| 058860            | 03/28/24   | OVE01         | Overdrive, Inc.           | 294.25     | 02323CO24 | LIB/EBOOKS   |
| 058861            | 03/28/24   | PAC07         | PACE ANALYTICAL SERVICES, | 403.52     | 2402125   | PW/LAB SERVICES                                    |
| 058862            | 03/28/24   | PAP01         | PAPE MACHINERY INC.       | 45.75      | 15104448  | PW/FLEET EQUIPMENT MAINTENANCE                     |
| 058863            | 03/28/24   | PGE00         | PG&E                      | 9.87       | 03112024  | FD/MEASURE A-COLUSA ST                             |
|                   |            |               |                           | 127.46     | 03192024  | PW/TRAFFIC CONTROL                                 |
|                   |            |               |                           | 9.53       | 03212021  | COR ELLIS ST & JACKSON ST                          |
|                   |            |               |                           | 65.39      | 03212024  | PW/CORINTA DR LIFT STATION                         |
|                   |            |               |                           | 7.85       | 03262024  | SPENCE PARK/STANDBY POWER                          |
| Check Total.....: |            |               |                           | 220.10     |           |  |
| 058864            | 03/28/24   | PIN01         | EDGAR PINEDO              | 19.50      | APRGM24   | PD/GYM REIMBURSEMENT                               |
|                   |            |               |                           | 100.00     | APRIL2024 | MEASURE A UNIFORMS                                 |
| Check Total.....: |            |               |                           | 119.50     |           |  |
| 058865            | 03/28/24   | RIV02         | ISRAEL RIVERA             | 27.50      | APRGM24   | PD/GYM REIMBURSEMENT                               |

REPORT.: Mar 29 24 Friday  
 RUN....: Mar 29 24 Time: 09:16  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report  
 Check Listing for 03-24 thru 03-24 Bank Account.: 1001

PAGE: 003  
 ID #: P  
 CTL.: 7. A.

| Check Number              | Check Date | Vendor Number | Name                      | Net Amount                              | Invoice #  | Description  |
|---------------------------|------------|---------------|---------------------------|---|--|--|
| 058865                    | 03/28/24   | RIV02         | ISRAEL RIVERA             | 100.00                                  | APRIL2024  | MEASURE A UNIFORMS   |
| Check Total.....:         |            |               |                           | 127.50                                  |  |  |
| 058866                    | 03/28/24   | ROE02         | Thomas Roenspie           | 100.00                                  | APRIL2024  | MEASURE A UNIFORMS   |
| 058867                    | 03/28/24   | ROL00         | ROLLS, ANDERSON & ROLLS   | 11135.50                                | 162318   | ENGINEERING/PROF SERVICES & DWR SERVICES   |
| 058868                    | 03/28/24   | ROM06         | MATHEW ROMANO             | 300.00                                  | MARCH2024  | COUNCILMEMBER STIPEND MARCH 2024   |
| 058869                    | 03/28/24   | ROU00         | BRUCE T. ROUNDY           | 300.00                                  | MARCH2024  | COUNCILMEMBER STIPEND MARCH 2024   |
| 058870                    | 03/28/24   | SAC01         | SACRAMENTO VALLEY MIRROR  | 151.80<br>91.00                         | 2115<br>03152024                                 | LEGAL NOTICE - USE TAX MEASURE<br>LIB/NEWSPAPER RENEWAL  |
| Check Total.....:         |            |               |                           | 242.80                                  |  |  |
| 058871                    | 03/28/24   | SAN11         | DANIEL SANCHEZ            | 100.00                                  | APRIL2024  | MEASURE A UNIFORMS   |
| 058872                    | 03/28/24   | SAN12         | LUCILA SANDOVAL           | 45.00                                   | APR2024  | PD/GYM REIMBURSEMENT   |
| 058873                    | 03/28/24   | SIG00         | SIGNCO                    | 2484.13                                 | 03262024   | FD/MEASURE A- GRAPHICS FOR E37, HELMETS, STICKERS  |
| 058874                    | 03/28/24   | SUN05         | Sun Life Financial        | 5426.45                                 | MARCH2024  | GAP INSURANCE  |
| 058875                    | 03/28/24   | SUT02         | SUTTON, BRANDON           | 24.00<br>100.00                         | APR2024<br>APRIL2024                             | PD/GYM REIMBURSEMENT<br>MEASURE A UNIFORMS   |
| Check Total.....:         |            |               |                           | 124.00                                  |  |  |
| 058876                    | 03/28/24   | T-M00         | T-MOBILE                  | 29.40                                   | 03212024   | LIB/WIFI HOTSPOT 2/21/24 - 3/20/24   |
| 058877                    | 03/28/24   | TIA00         | EVERBANK, N.A.            | 299.87                                  | 9942554  | MULTI/COPIER LEASE   |
| 058878                    | 03/28/24   | TOL04         | JEFFREY TOLLEY            | 300.00                                  | MARCH2024  | COUNCILMEMBER STIPEND MARCH 2024   |
| 058879                    | 03/28/24   | TRA02         | TRANSAMERICA              | 561.00                                  | MARCH2024  | TERM INSURANCE   |
| 058880                    | 03/28/24   | TUR01         | Rae Turnbull              | 52.00                                   | APR2024  | AC/WEBSITE NEWSLETTER  |
| 058881                    | 03/28/24   | TYL00         | TYLER TECHNOLOGIES, INC.  | 43467.00                                | 025457015  | ARPA/ENTERPRISE SOFTWARE PYMT 1  |
| 058882                    | 03/28/24   | VER03         | Verizon Wireless          | 164.04<br>79.54<br>265.93               | 45942<br>959345941<br>995934594                  | FD/MEASURE A-RESPONSE SERVICES FOR CITY ENGINE<br>REC/COMMUNICATION FEB 17 - MAR 16, 2024<br>PW/SCADA COMPUTER / IPADS SERVICE |
| Check Total.....:         |            |               |                           | 509.51                                  |  |  |
| 058883                    | 03/28/24   | VLA00         | RAYMOND J. VLACH          | 100.00                                  | APRIL2024  | MEASURE A UNIFORMS   |
| 058884                    | 03/28/24   | WEL02         | Wells Fargo Vendor Fin Se | 148.70                                  | 029037017  | BD-PLAN/COPIER LEASE MAR 27 - APR 26, 2024   |
| 058885                    | 03/28/24   | WEX00         | WEX BANK                  | 1345.22<br>4658.13<br>5099.01<br>168.46 | 5904884FD<br>5904884PD<br>5904884PW<br>904884REC | FD/FUEL<br>PD/FUEL<br>PW/FUEL<br>REC/FUEL  |
| Check Total.....:         |            |               |                           | 11270.82                                |  |  |
| Cash Account Total.....:  |            |               |                           | 404916.73                               |  |  |
| Total Disbursements.....: |            |               |                           | 404916.73                               |  |  |
| Cash Account Total.....:  |            |               |                           | .00                                     |  |  |

REPORT.: Mar 29 24 Friday  
 RUN...: Mar 29 24 Time: 09:16  
 Run By.: Leticia Espinosa

CITY OF ORLAND  
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
 Check Listing for 03-24 thru 03-24 Bank Account.: 1001

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| Check Number | Check Date | Vendor Number | Name                      | Net Amount | Invoice # | Description        |
|--------------|------------|---------------|---------------------------|------------|-----------|--------------------|
| 19286        | 03/21/24   | EDD01         | STATE OF CALIFORNIA       | 4112.53    | C40321    | STATE INCOME TAX   |
| 19287        | 03/21/24   | ESD00         | STATE OF CALIFORNIA       | 1532.65    | C40321    | SDI                |
| 19288        | 03/21/24   | OPO00         | OPOA TREASURER            | 674.00     | C40321    | OPOA DUES          |
| 19289        | 03/21/24   | STA00         | STATE DISURSEMENT UNIT    | 22.15      | C40321    | GARNISHMENTS       |
| 19290        | 03/21/24   | TEH00         | UMPQUA BANK               | 12119.60   | C40321    | FEDERAL INCOME TAX |
|              |            |               |                           | 17263.10   | 1C40321   | FICA               |
|              |            |               |                           | 4037.26    | 2C40321   | MEDICARE           |
|              |            |               | Check Total.....:         | 33419.96   |           |                    |
| 19291        | 03/21/24   | UPE00         | UPEC, LOCAL 792           | 442.89     | C40321    | UPEC, LOCAL 792*   |
|              |            |               | Cash Account Total.....:  | 40204.18   |           |                    |
|              |            |               | Total Disbursements.....: | 40204.18   |           |                    |

REPORT.: 03/21/24  
 RUN....: 03/21/24 Time: 11:23  
 Run By.: Deysy Guerrero

CITY OF ORLAND  
 Warrant Register

7. A.

| Warrant Number | Date     | Payroll Date | **Employee** Num | Name                    | Actual Period | Fiscal Period | Gross Amount |
|----------------|----------|--------------|------------------|-------------------------|---------------|---------------|--------------|
| 14671          | 03/21/24 | 03/20/24     | CAR06            | CARLSON, PRESTON        | 03-24         | 09-24         | 28.00        |
| 14672          | 03/21/24 | 03/20/24     | PER00            | PEREZ, MARGARITA T      | 03-24         | 09-24         | 2086.39      |
| 14673          | 03/21/24 | 03/20/24     | ROD02            | RODRIGUEZ, ADRIANNA     | 03-24         | 09-24         | 32.00        |
| 14674          | 03/21/24 | 03/20/24     | ROW00            | ROWE, LILLIANNA         | 03-24         | 09-24         | 240.00       |
| 14675          | 03/21/24 | 03/20/24     | STO00            | STORY, ZACHARY          | 03-24         | 09-24         | 136.00       |
| 14676          | 03/21/24 | 03/20/24     | SUA03            | SUAREZ, ARMANDO RUEDA   | 03-24         | 09-24         | 2304.48      |
| Z07856         | 03/21/24 | 03/20/24     | ALV01            | ALVA, MICAELA           | 03-24         | 09-24         | 2214.15      |
| Z07857         | 03/21/24 | 03/20/24     | AND00            | ANDRADE, EDGAR          | 03-24         | 09-24         | 3617.02      |
| Z07858         | 03/21/24 | 03/20/24     | BAL01            | BALDRIDGE, EDEN         | 03-24         | 09-24         | 152.63       |
| Z07859         | 03/21/24 | 03/20/24     | BAR02            | BARBER, ZACHARY         | 03-24         | 09-24         | 2657.91      |
| Z07860         | 03/21/24 | 03/20/24     | BLA00            | BLAKE, CHRISTINA        | 03-24         | 09-24         | 136.00       |
| Z07861         | 03/21/24 | 03/20/24     | BOS01            | BOSE, DOMINICK          | 03-24         | 09-24         | 104.00       |
| Z07862         | 03/21/24 | 03/20/24     | BOW00            | BOWERS, LINDA           | 03-24         | 09-24         | 424.32       |
| Z07863         | 03/21/24 | 03/20/24     | CAR03            | CARR, PETER R           | 03-24         | 09-24         | 6153.85      |
| Z07864         | 03/21/24 | 03/20/24     | CES00            | CESSNA, KYLE A          | 03-24         | 09-24         | 6642.53      |
| Z07865         | 03/21/24 | 03/20/24     | CHA01            | CHANEY, JUSTIN          | 03-24         | 09-24         | 4753.08      |
| Z07866         | 03/21/24 | 03/20/24     | CON00            | CONTRERAS, ISAAC        | 03-24         | 09-24         | 136.00       |
| Z07867         | 03/21/24 | 03/20/24     | COR00            | CORTES, JOVANY          | 03-24         | 09-24         | 1814.42      |
| Z07868         | 03/21/24 | 03/20/24     | CRA00            | CRANDALL, JEREMY        | 03-24         | 09-24         | 2402.25      |
| Z07869         | 03/21/24 | 03/20/24     | EHO00            | EHORN, CAITLIN A        | 03-24         | 09-24         | 700.00       |
| Z07870         | 03/21/24 | 03/20/24     | ESP00            | ESPINOSA, LETICIA       | 03-24         | 09-24         | 2347.82      |
| Z07871         | 03/21/24 | 03/20/24     | ESQ01            | ESQUIVEL, ITZEL         | 03-24         | 09-24         | 297.50       |
| Z07872         | 03/21/24 | 03/20/24     | FEN03            | FENSKE, JOSEPH H        | 03-24         | 09-24         | 3539.51      |
| Z07873         | 03/21/24 | 03/20/24     | FLO00            | FLORES, JOSE D          | 03-24         | 09-24         | 3602.70      |
| Z07874         | 03/21/24 | 03/20/24     | GAL00            | GALVAN, ROSAURA         | 03-24         | 09-24         | 544.00       |
| Z07875         | 03/21/24 | 03/20/24     | GAM00            | GAMBOA, YADIRA          | 03-24         | 09-24         | 314.26       |
| Z07876         | 03/21/24 | 03/20/24     | GAR01            | GARIBAY, ELIZABETH      | 03-24         | 09-24         | 1543.14      |
| Z07877         | 03/21/24 | 03/20/24     | GUE01            | GUERRERO, DEYSY D       | 03-24         | 09-24         | 2700.00      |
| Z07878         | 03/21/24 | 03/20/24     | GUE02            | GUERRERO, JORGE         | 03-24         | 09-24         | 2323.46      |
| Z07879         | 03/21/24 | 03/20/24     | HEN00            | HENDERSON, OLIVIA       | 03-24         | 09-24         | 38.00        |
| Z07880         | 03/21/24 | 03/20/24     | JOH01            | JOHNSON, SEAN KARL      | 03-24         | 09-24         | 5715.33      |
| Z07881         | 03/21/24 | 03/20/24     | LOP01            | LOPEZ, ESAU             | 03-24         | 09-24         | 1814.41      |
| Z07882         | 03/21/24 | 03/20/24     | LOP02            | LOPEZ, JOEL             | 03-24         | 09-24         | 1814.41      |
| Z07883         | 03/21/24 | 03/20/24     | LOW00            | LOWERY, KATHERINE       | 03-24         | 09-24         | 3752.41      |
| Z07884         | 03/21/24 | 03/20/24     | MAR02            | MARTINDALE, RYAN EUGENE | 03-24         | 09-24         | 3895.09      |
| Z07885         | 03/21/24 | 03/20/24     | MAR03            | MARTINS, PAULINA        | 03-24         | 09-24         | 292.88       |
| Z07886         | 03/21/24 | 03/20/24     | MEJ00            | APARICIO, LILIA MEJIA   | 03-24         | 09-24         | 3029.29      |
| Z07887         | 03/21/24 | 03/20/24     | MEZ00            | MEZA, JODY L            | 03-24         | 09-24         | 4312.10      |
| Z07888         | 03/21/24 | 03/20/24     | MIL00            | MILLS, DARYL A          | 03-24         | 09-24         | 3408.51      |
| Z07889         | 03/21/24 | 03/20/24     | MON03            | MONDRAGON, MEAGAN N     | 03-24         | 09-24         | 1652.65      |
| Z07890         | 03/21/24 | 03/20/24     | MOR03            | MORECI, RORY            | 03-24         | 09-24         | 99.00        |
| Z07891         | 03/21/24 | 03/20/24     | MYE00            | MYERS, KEVIN            | 03-24         | 09-24         | 684.76       |
| Z07892         | 03/21/24 | 03/20/24     | OLI00            | OLIVER, LINDA           | 03-24         | 09-24         | 282.88       |
| Z07893         | 03/21/24 | 03/20/24     | ORO03            | OROZCO, ETHAN           | 03-24         | 09-24         | 297.50       |
| Z07894         | 03/21/24 | 03/20/24     | ORO04            | OROZCO, JORDAN          | 03-24         | 09-24         | 437.50       |
| Z07895         | 03/21/24 | 03/20/24     | OVA00            | OVARD, CONNOR           | 03-24         | 09-24         | 136.00       |
| Z07896         | 03/21/24 | 03/20/24     | OVI01            | OVITZ, GRAYSON          | 03-24         | 09-24         | 132.00       |
| Z07897         | 03/21/24 | 03/20/24     | PAN00            | PANIAGUA, BLANCA A      | 03-24         | 09-24         | 726.94       |
| Z07898         | 03/21/24 | 03/20/24     | PEN01            | PENDERGRASS, REBECCA A  | 03-24         | 09-24         | 3840.01      |
| Z07899         | 03/21/24 | 03/20/24     | PIN00            | PINEDO, EDGAR ESTEBAN   | 03-24         | 09-24         | 4183.92      |
| Z07900         | 03/21/24 | 03/20/24     | POR00            | PORRAS, ESTEL           | 03-24         | 09-24         | 1991.56      |
| Z07901         | 03/21/24 | 03/20/24     | PUN00            | PUNZO, GUILLERMO        | 03-24         | 09-24         | 2426.27      |
| Z07902         | 03/21/24 | 03/20/24     | RIC01            | RICE, GERALD W          | 03-24         | 09-24         | 2202.86      |
| Z07903         | 03/21/24 | 03/20/24     | RIV00            | RIVERA, ISRAEL          | 03-24         | 09-24         | 2218.82      |
| Z07904         | 03/21/24 | 03/20/24     | ROD00            | RODRIGUES, ANTHONY      | 03-24         | 09-24         | 2510.23      |
| Z07905         | 03/21/24 | 03/20/24     | ROD03            | RODRIGUES, VICTOR       | 03-24         | 09-24         | 116.00       |
| Z07906         | 03/21/24 | 03/20/24     | ROE00            | ROENSPIE, THOMAS LUKE   | 03-24         | 09-24         | 4231.87      |
| Z07907         | 03/21/24 | 03/20/24     | ROM00            | ROMERO, ARNULFO         | 03-24         | 09-24         | 2924.65      |
| Z07908         | 03/21/24 | 03/20/24     | SAN01            | SANCHEZ, MELANIE CARRIL | 03-24         | 09-24         | 480.25       |
| Z07909         | 03/21/24 | 03/20/24     | SAN02            | SANDOVAL, LUCILA        | 03-24         | 09-24         | 2096.92      |
| Z07910         | 03/21/24 | 03/20/24     | SAN03            | SANCHEZ, DANIEL ANGEL   | 03-24         | 09-24         | 1959.01      |
| Z07911         | 03/21/24 | 03/20/24     | SCH03            | SCHMITKE, JENNIFER      | 03-24         | 09-24         | 2700.90      |
| Z07912         | 03/21/24 | 03/20/24     | SLO00            | SLOAN, ZOE              | 03-24         | 09-24         | 34.00        |
| Z07913         | 03/21/24 | 03/20/24     | STE01            | STEWART, ROY E          | 03-24         | 09-24         | 3115.79      |
| Z07914         | 03/21/24 | 03/20/24     | SUA02            | SUAREZ, BRYAN E         | 03-24         | 09-24         | 2000.39      |
| Z07915         | 03/21/24 | 03/20/24     | SUT00            | SUTTON, BRANDON KIJANA  | 03-24         | 09-24         | 3608.81      |
| Z07916         | 03/21/24 | 03/20/24     | SWI00            | SWINHART, ROBERT        | 03-24         | 09-24         | 2049.17      |
| Z07917         | 03/21/24 | 03/20/24     | THO02            | THOMPSON, JAYDEN        | 03-24         | 09-24         | 28.88        |
| Z07918         | 03/21/24 | 03/20/24     | VAL00            | VALENZUELA, BRENDA      | 03-24         | 09-24         | 329.27       |
| Z07919         | 03/21/24 | 03/20/24     | VAR00            | VARNER, ZADA            | 03-24         | 09-24         | 240.00       |
| Z07920         | 03/21/24 | 03/20/24     | VLA00            | VLACH, RAYMOND JOSEPH   | 03-24         | 09-24         | 5177.08      |
| Z07921         | 03/21/24 | 03/20/24     | VON00            | VONASEK, EDWARD J       | 03-24         | 09-24         | 4614.45      |
| Z07922         | 03/21/24 | 03/20/24     | ZIN00            | PEREZ, ARNULFO ZINTZUN  | 03-24         | 09-24         | 324.16       |
| -----          |          |              |                  |                         |               |               |              |
| 141874.35      |          |              |                  |                         |               |               |              |
| -----          |          |              |                  |                         |               |               |              |





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 Post Office of Permit: Post Office Orland CA 95963-9998  
 Mailing Group ID: 465603465  
 Account Holder: CITY OF ORLAND  
 Account Number: 1000090359  
 Permit Holder: CITY OF ORLAND  
 Permit Type and Number: PI 20  
 Mail Agent: CITY OF ORLAND  
 Mail Owner Name: CITY OF ORLAND  
 Mail Owner's Permit Type and Number:  
 CRID: 3204315  
 Customer Reference ID:  
 Mail Class and Price Eligibility: First-Class - Regular  
 Processing Category: Letters  
 Single Piece Weight Declared by Mailer: 0.0313 lbs (.50 oz)  
 Total Mail Pieces: 2,700 pieces  
 Total Weight: 84.3750 lbs  
 Total Postage Amount: \$1503.83  
 Permit Account for Insufficient Affixed Postage:  
 Total Postage Affixed: \$0.00  
 Total Postage Due: \$1503.83  
 Handling Unit :

| 1' MM Trays | 2' MM Trays | 2' EMM Trays | Flat Trays | Sacks | Pallets | Other |
|-------------|-------------|--------------|------------|-------|---------|-------|
|             | 5           |              |            |       |         |       |

**Important: Please bring your mailing by - Apr 05, 2024**

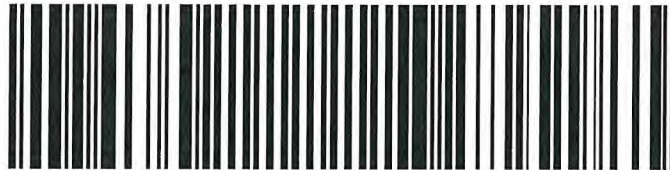
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 ORLAND, CA 959639998

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 Tue 08:30 AM - 03:00 PM  
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 Thu 08:30 AM - 03:00 PM  
 Fri 08:30 AM - 03:00 PM  
 Sat Closed  
 Sun Closed

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**SCAN AT ACCEPTANCE**



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**ORLAND CITY COUNCIL REGULAR MEETING MINUTES**

**Tuesday, March 19, 2024**

**CALL TO ORDER**

Meeting called to order by Mayor Chris Dobbs at 6:01 PM.

**ROLL CALL**

|                         |  |
|-------------------------|--|
| Councilmembers present: | Councilmembers John McDermott, Bruce T. Roundy, Jeffrey Tolley, Vice Mayor Matt Romano and Mayor Chris Dobbs     |
| Councilmembers absent:  | None   |
| Staff present:          | City Manager Pete Carr; City Clerk Jennifer Schmitke; City Attorney Greg Einhorn; Recreation Director Joe Fenske |

**PLEDGE OF ALLEGIANCE**

**CONSENT CALENDAR**

- A. Warrant List (Payable Obligations)
- B. Approve City Council Minutes for March 5, 2024
- C. Receive and file Recreation Commission Minutes from September 27, 2023
- D. Receive and file Library Commission minutes from January 8, 2024
- E. Receive and file Economic Development Commission minutes from January 9, 2024
- F. Receive and file Economic Development Commission special meeting minutes from January 30, 2024

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

**PUBLIC HEARING**

**Proposed Local Sales Tax Ballot Measure**

City Manager Pete Carr spoke briefly about how City Council has been deliberating on implementing a local sales tax, through extensive discussions and public input. After direction from the Council, staff prepared for a public hearing regarding a proposed ½¢ local tax increase on all taxable goods, raising the effective sales tax rate in Orland from 7.75¢ to 8.25¢. If passed by a 2/3 majority of the Council, the measure would be placed on the November 5<sup>th</sup> general election ballot.

Mr. Carr shared that the tax revenue would be allocated to the City General Fund, and that Council has a clear commitment to prioritize ambulance services, street maintenance/improvements, parks & recreation, and library services. Mr. Carr reminded Council that the existing Measure A revenue would continue to fund public safety, with a priority focus on fire equipment capital expenses.

Mr. Carr provided important highlights to be considered by Council including:

Mr. Carr shared the introduction (first reading) of the sales tax ordinance, and if approved, the process will proceed to the second reading (adoption, subject to voter approval) at an April meeting, on the consent calendar.

Mayor Dobbs opened the public hearing at 6:39 PM.

Orland resident and Economic Development Commission Chairperson Ron Lane expressed support for the 1/2 cent sales tax, highlighting that the majority of the revenue would be generated from travelers on Interstate 5.

Orland resident Byron Denton emphasized the necessity for the city's revenue increase and voiced his support for the new 1/2 cent sales tax. He also discussed how Measure A was successfully passed.

Orland resident Earl Megginson expressed his support for passing the new sales tax.

Mayor Dobbs closed the public hearing at 6:48 PM.

During the Council meeting, members deliberated on the proposed general sales tax measure, emphasizing the importance of unity, being specific on information and transparency for voters. Concerns regarding the ordinance were expressed, with City Attorney Greg Einhorn addressing issues related to the language. Mr. Einhorn suggested that the Council propose a ballot question indicating that the measure is a general tax, and that Council and future Councils could make an agreement with the voters, stating that if the measure is approved, the Council would have the discretion to allocate the funds based on the priorities outlined in the ballot measure. The ballot question would be incorporated into the resolution along with the ordinance's second reading when it is brought back to Council.

**ACTION:** Councilmember McDermott moved, seconded by Councilmember Roundy, that the City Council introduce and approve the first reading of Ordinance 2024-XX by title: adding Chapter 3.10 to the Orland Municipal Code regarding a Transactions and Use Tax to be Administered by the State Board of Equalization upon Adoption by the Voters. Motion carried by a voice vote 4-1.

**Ayes:** Councilmembers McDermott, Roundy, Vice Mayor Romano and Mayor Dobbs

**Nays:** Councilmember Tolley

Councilmember Tolley asked to be on record stating why he voted No, "Ultimately you have to let the voters decide, they are the ones to decide. It's our job to mirror the people, we do not have to all be in full "Lockstep" 100% vote the same way. Not all of the community will vote yes, the last one Measure A 70%, so that's at least 1.5 of us that voted no. We already live in a fiscally conservative town its our job to not blow money. No."

Councilmember McDermott shared he would be out of town for the April 2<sup>nd</sup> meeting and asked that the second reading be April 16<sup>th</sup>.

Mr. Einhorn requested clarification from the Council regarding the wording of the ordinance. Council decided to leave all the proposed wording unchanged.

**ADMINISTRATIVE BUSINESS**

**A. Recreation Commission Fee Schedule Recommendations**

Recreation Director Joe Fenske proposed recommended changes to the fee schedule for using recreation facilities and programs to Council. The aim of these fees is to partially cover costs associated with facility construction, maintenance, equipment, and labor, considering the general and

reasonable ability of residents to pay. Fenske noted that fees have only been adjusted in response to minimum wage increases and inflation, with changes occurring in 2014, 2016, 2019, and 2022.

Director Fenske provided a brief overview of the proposed changes to the recreation department fees, including adjustments to gym rental fees.

Mr. Denton thanked the Recreation Commission.

Council engaged in discussions regarding the proposed adjustments to the fees, posing inquiries to gain clarity on the changes.

**ACTION:** Councilmember Roundy moved, seconded by Councilmember Tolley, to approve the adopted fees as proposed. Motion carried by a voice vote 5-0.

**B. Recreation Commission Recommendation: Proposed Location For City Dog Park**

Mr. Fenske reminded Council that on February 1st, 2022, the City Council approved the Recreation Commission's proposal to establish a City Dog Park. However, no budget or location was determined at that time, with plans to finalize these details after completing other Capital Improvement projects. With these projects now nearing completion, the focus has shifted to creating a Dog Park.

Mr. Fenske shared that after careful assessment and consideration of all city parks and owned properties, both staff and the Recreation Commission endorse locating the City Dog Park at the east end of Lollipop Land.

Various aspects were discussed by Council members. Councilmember Tolley raised concerns about owners not cleaning up after their animals, while Mr. Fenske highlighted the availability of tools for owners and noted that aggressive animals are usually the main issue. Councilmember McDermott mentioned that people often search for dog parks online along freeways, so he is hoping it would drive traffic to local businesses. Councilmember Roundy reported on the Recreation Commission's discussion about short and long-term plans, including future land acquisitions. Vice Mayor Romano expressed nostalgia for his youth spent there. Councilmember Tolley inquired about the origin and selection of the dog park location, with Mr. Fenske providing project history. Councilmember Tolley also shared feedback he gathered from park users and neighbors, indicating a 40% disapproval and 60% approval rate for the proposed park.

During the discussion, Mr. Denton requested clarification from City Staff regarding the projected cost. Mr. Fenske estimated an initial investment of around \$15,000 to establish the Dog Park, with subsequent annual expenses expected to be minimal. Mr. Denton then shared his positive personal experiences of visiting dog parks with his own dog.

Mr. Smith expressed support for the proposed dog park, highlighting its potential to accommodate both residents and visitors to Orland.

Mr. Lane voiced his approval for the proposed dog park, expressing his enthusiasm for having a dedicated space where he can train his dogs within an enclosed area.

Valley Mirror writer Todd Bishop inquired about the fate of the lollipops within the park. In response, Mr. Fenske stated that they would be relocated to the west entrance of the park.

**ACTION:** Councilmember McDermott moved, seconded by Councilmember Roundy, to accept Recreation Commission recommendation for a proposed Dog Park location. Motion carried by a voice vote 4-1.

**Ayes:** Councilmembers McDermott, Roundy, Vice Mayor Romano and Mayor Dobbs

**Nays:** Councilmember Tolley

Councilmember Tolley wanted on record he voted no because not everyone in town supports the proposed project.

**C. Consideration of Alternative Meeting Location**

Mr. Carr reminded Council that at the February 7, 2023 Council meeting they had discussed potential alternative meeting venues. Traditionally, the Council has convened at the Carnegie Center on Third Street, which offers consistent availability and basic amenities like heating and air conditioning, but suffers from accessibility issues, a cramped layout, and limited restroom facilities. Major renovations are deemed too costly. City Staff identified several potential venues, including the Glenn County Office of Education (GCOE) Success Square Conference Center, which stands out for its superior features.

Mayor Dobbs expressed concerns regarding the city's potential liability for an American with Disabilities Act (ADA) lawsuit in the future. He clarified that discussing alternative meeting venues doesn't imply the council is abandoning the Carnegie Center altogether, but rather considering a temporary move to allow time for necessary updates to the building.

Councilmember Tolley raised concerns about the building's ADA compliance and the potential for a lawsuit.

Mr. Denton expressed the challenges he faces in navigating steps and emphasized the importance of updating the ramp for accessibility. He highlighted the convenience it would offer him and others in accessing the building.

Orland resident Michal Mendoza advocated for equal access to City buildings, emphasizing the importance of inclusivity and ensuring that everyone who wishes to participate can do so without barriers.

Mr. Smith supported the idea of relocating to an ADA compliant building to ensure accessibility for all while also emphasizing the importance of maintaining the Carnegie Center.

Susie Smith shared her personal experience of caring for an individual who required the use of ADA ramps.

Mayor Dobbs expressed his desire for a temporary relocation to assess potential ADA improvements to the Carnegie Center. He emphasized the importance of ensuring that all members of the community feel comfortable attending meetings. Mayor Dobbs requested City Staff to explore the feasibility of scheduling meetings at the GCOE building to accommodate these objectives.

Mayor Dobbs called a recess at 8:14 PM.

Mayor Dobbs called the meeting back to order at 8:22 PM.

Councilmember Roundy reflected on the recurring nature of the accessibility issue, noting its prevalence over his many years on the Council. He mentioned other county commissions avoiding the building due to ADA non-compliance. Additionally, he revealed having previously proposed constructing a new City Hall, potentially incorporating a new Council chamber, as a solution to the ongoing problem.

Councilmember Tolley expressed his appreciation for meetings at Carnegie but acknowledged the importance of exploring other venues to ensure accessibility for all community members.

Vice Mayor Romano emphasized the significance of accessibility for all individuals and proposed developing a long-term plan to ensure Carnegie compliance.

Councilmember McDermott acknowledged the importance of the Carnegie Center but expressed his anticipation for meeting in a location accessible to all community members.

Mr. Carr mentioned that staff would investigate the feasibility of alternative meeting locations.

**D. Consideration of Meeting Technology for Council**

Mr. Carr reintroduced to the Council a previously tabled topic concerning meeting technology. Currently, the City Council receives both printed and digital agenda packets. Some cities have shifted to paperless packets using devices like iPads or Surface Pros. Analysis suggests that paperless packets offer efficiency and sustainability benefits.

Mayor Dobbs believed that the Council would benefit from using electronic devices, particularly with the new agenda format.

Councilmember McDermott expressed support for electronic devices to save paper, finding the new agenda software easy to use on his laptop.

Councilmember Tolley preferred paper agendas and wished to continue receiving them.

Vice Mayor Romano voiced concerns about the time spent by City staff on preparing and printing paper agendas and supported transitioning to new technology for viewing agendas.

Councilmember Roundy expressed willingness to learn and use electronic devices, indicating a readiness to move away from paper agenda packets.

Mr. Lane inquired if City Commissioners would also get electronics devices for paperless packets.

Ms. Smith expressed reservations about transitioning to electronic devices and emphasized the importance of allocating city funds towards enhancing accessibility for all residents, such as providing assistance for those with hearing impairments.

Mayor Dobbs requested that City Staff explore pricing options for various devices. Additionally, Mr. Carr reassured Councilmembers that paper agendas would remain available if preferred.

**ORAL AND WRITTEN COMMUNICATIONS**

**PUBLIC COMMENTS:**

Mr. Denton proposed that the Council consider allowing additional public comments after Council members have shared their thoughts on each agenda item.

**CITY COUNCIL COMMUNICATIONS AND REPORTS**

Councilmember Tolley:

- Attended the Economic Development Commission March 12, 2024;
- Provided Assembly Gallaghers information to contact his office about the discontinuation of land lines (530)895-4217;
- Briefly provided background and family history regarding his medical condition as related to ADA.

Councilmember McDermott:

- Will be attending the Planning Commission meeting March 21<sup>st</sup>;
- Will be absent from the April 2, 2024 City Council meeting;
- Shared his appreciation for the Orland Volunteer Fire Department and all they did to during the fire at Paigewood Apartments and thanked all mutual aid departments that came together.

Vice Mayor Romano:

- Nothing to report.

Councilmember Roundy:

- Shared that Tiffany Schulps has reintroduced a skating rink to the fairgrounds with plans for monthly skate days;
- Shared that the Executive Officer of LAFCo, Steve Betts, is retiring, but he will continue to do the municipal district reviews;
- Shared that he is getting started on the 4<sup>th</sup> of July fireworks Committee;
- Will be attending Transportation and Transit Committee meetings March 21<sup>st</sup>;
- Will be attending the Ground water Sustainability meeting March 22<sup>nd</sup>.

Mayor Dobbs:

- Attended the Fireman’s Ball March 16<sup>th</sup>;
- Thanked First Responders for all they did at the fire at Paigewood Apartments.

**MEETING ADJOURNED AT 8:50 PM**

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor



**CITY OF ORLAND ARTS COMMISSION MINUTES**

**Tuesday, February 21, 2024**

The Wednesday, February 21, 2024 meeting was called to order at 7:00 PM by Chairman Rae Turnbull at the Orland Art Center. Commissioners present were: Jill & Steve Elliott, Mason Greeley, Paddy Turnbull. Also in attendance: Council Liaison Bruce Roundy and Community Liaison Laurie LaGrone. Commissioners Absent: Mary Rose Kennedy and Jim Scribner. The minutes of the January 17, 2024 meeting were approved as emailed with no corrections or additions (motion made by Paddy Turnbull, seconded by Steve Elliott - motion carried). Financial Reports covering January 1, 2024 through January 31, 2024 provided by Letty Espinosa were accepted as presented with no corrections or additions (motion made by Steve Elliott, seconded by Mason Greeley – motion carried).

**COMMISSIONER REPORTS AND ACTION:**

- A. Commission Chair Rae Turnbull read an appreciation letter from artist Jeannie Vodden for having one of her paintings selected to be a part of the City of Orland’s Permanent Collection of Fine Art.
- B. Commissioner Mason Greeley reported on the successful launch of our plan for KCHO radio announcements designed to promote the Art Center’s Art Exhibits and Special Events.

**ITEMS FOR DISCUSSION AND ACTION:**

- A. Guidelines for planning and executing Special Event presentations were discussed and Commissioner Rae Turnbull provided a handout for reference.

There being no further business, the meeting adjourned at 7:50 p.m.

***Next scheduled meeting: Wednesday, March 20, 2024 at 7:00 p.m.***

Respectfully submitted by Jill Elliott and Rae Turnbull





## PLANNING COMMISSION REGULAR MEETING MINUTES Thursday, January 18, 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, Vice Chairperson Wade Elliott, Commissioners Sharon Lazorko, Michelle Romano and Vern Montague (arrived at 5:35 PM)  
Commissioner’s absent - None  
Councilmember(s) present - Councilmember John McDermott  
Staff present - City Planner Scott Friend; City Clerk Jennifer Schmitke

**ORAL AND WRITTEN COMMUNICATIONS** - None

### CONSENT CALENDAR

Approval of Prior Minutes: December 21, 2023

Commissioner Elliott asked City Staff to clarification his comment that he made about the street standards and asked for a spell check on a commenter’s name. Commissioner Montague asked for a correction on his comment about the Modoc annexation.

**ACTION:** Chairperson Nordbye moved, seconded by Vice Chairperson Elliott to approve consent calendar with the noted changes. Motion carried unanimously by a voice vote, 5-0.

### IDENTIFY CHAIRPERSON AND VICE CHAIRPERSON FOR 2024

City Planner Scott Friend thanked Chairperson Nordbye for his services and asked for nominations for Chairperson for calendar year 2024.

Upon motion made by Commissioner Elliott, Commissioner Nordbye was elected Chairperson for 2024. The motion carried unanimously by a voice vote, 5-0.

Chairperson Nordbye thanked the Commission for the nomination and opened nominations for Vice Chairperson for 2024.

Upon motion made by Commissioner Montague, Commissioner Romano was elected as Vice Chairperson for 2024. The motion carried unanimously by a roll call vote, 5-0.

Ayes: Chairperson Nordbye, Commissioners Elliott, Lazorko, Romano and Montague

Noes: None

## **PUBLIC HEARING**

### **A. General Plan Amendment (GPA) #2023-02: Supplement to the 2021-2029 6th Cycle Housing Element Update - CONTINUED FROM THE DECEMBER 21, 2023 PLANNING COMMISSION MEETING**

City Planner Scott Friend presented a concise overview during a public hearing, addressing an amendment to the 2021-2029 6th Cycle Housing Element. Mr. Friend emphasized that California law mandates every city and county to include a minimum of seven elements in their General Plan, with the Housing Element being one of the crucial components. Despite the Planning Commission and City Council's approval in late 2021 for the 6th cycle, the State deemed the submission inadequate, leading to extended discussions between Mr. Friend and the State authorities.

After months of dialogue, the State insisted on their decision, emphasizing the importance of compliance. Mr. Friend underscored the significance of the Housing Element within the General Plan, highlighting the potential consequences of non-compliance, including the City's exclusion from the approved list for grant eligibility. Although expressing disagreement with many of the State's changes, Mr. Friend emphasized his commitment to crafting a compliant General Plan to maintain the City's eligibility for grants and to maintain the City's position of having a State-law compliant General Plan. He concluded by stating his purpose of presenting the State's approved amendments for the Planning Commission's review, with the intention of forwarding them to the City Council for readoption and resubmittal, underscoring the City's reliance on grants and the City's desire to maintain a statutorily compliant General Plan.

Chairperson Nordbye opened the Public Hearing at 5:51 PM.

With no comments Chairperson Nordbye closed the Public Hearing at 5:52 PM.

Chairperson Nordbye inquired about the current level of compliance the City has achieved. Mr. Friend responded that he believes that the City does have a statutorily compliant General Plan currently however the adoption of the 6<sup>th</sup> Cycle Housing element will allow the City to concurrently be listed on the State of California's compliant Housing Element listing. Chairperson Nordbye stated he would like another month to read through the amendments so he can have a better understanding of the document.

Vice Chairperson Romano expressed appreciation and gratitude for Mr. Friend's dedicated efforts in working on the Housing Element. However, she candidly shared her desire to thoroughly review multiple aspects, expressing surprise at the extent to which the state could "strong arm" cities to comply with their demands.

Commissioner Elliott stated his concerns and sought clarification, questioning whether the staff perceived the 6th Cycle Housing Element, previously approved by both the Planning Commission and City Council in 2021, as meeting the legal requirements. Mr. Friend affirmed their understanding. Commissioner Elliott inquired about any changes in laws since the submission of the Housing Element, to which Mr. Friend confirmed that indeed there have been changes and briefed the Commission on the changes as he understood and remembered them. Commissioner Elliott raised questions regarding the wording, definitions, and sourcing within the draft document. In response, Mr. Friend clarified that the information provided directly originates from the State. Commissioner Elliott expressed his frustrations and reservations, stating that he doesn't believe the information presented is accurate. He further

indicated his disagreement with the Housing Element and voiced discomfort with recommending it to the Council. Commissioner Elliott informed the Commission that numerous other cities have pursued legal action against the state and have subsequently settled out of court. Commissioner Elliott suggested his support a similar action by the City of Orland emphasizing that such action is necessary when the state's actions do not align with the best interests of the citizens. He stressed the importance of reclaiming local control to enable the city to govern itself effectively.

Vice Chairperson Romano echoed Commissioner Elliott's sentiments and expressed concern that the City she felt as if the City was being blackmailed into an approval action. She sought clarification on the potential repercussions related to not adopting the Element as presented, questioning what kind of resistance, penalty, or consequence the City might face. Commissioners collectively acknowledged that the City could potentially incur fines and risk exclusion from certain grants if it elected to not adopted the Element.

Chairperson Nordbye emphasized that while the Commission could vote against recommending the Housing Element, the final decision rests with the City Council. He expressed a preference for the Commission to voice their collective opinion on the proposed amendments to the Housing Element to the Council.

Councilmember McDermott conveyed his gratitude for the Commission's thorough review of the Housing Element, acknowledging their diligent efforts. Councilman McDermott inquired whether voting against the Housing Element at the Council level would impact the City's ability to proceed with the upgrade of the Road M ½ rehabilitation project. Mr. Friend informed the Commission that he wasn't certain about the potential impact on the upgrade of Road M ½ if the Housing Element were not approved and adopted. Councilmember McDermott inquired about the specific grants that would be affected. Mr. Friend explained that many of the grants that could potentially be impacted were not be directly related to the production of housing but rather to state or federal infrastructure projects. Councilmember McDermott concurred with Vice Chairperson Romano, expressing his belief that the City is being placed in a difficult position.

Commissioner Elliott recommended involving the City attorney to obtain clarification on sources, wording, and definitions that the Commission perceives as inaccurate.

**ACTION:** Commissioner Elliott moved, seconded by Chairperson Nordbye that the matter be continued to the February 15<sup>th</sup> Planning Commission meeting and directed City Staff to seek review of the concerns of the Commissioners by the City Attorney specifically checking for factual misrepresentation and compare language that is being suggested compared to what the law actually requires. Motion carried by a roll call vote, 5-0.

**B. Rezoning (Z2023-01), Tentative Subdivision Map (TSM 2022-01/2023-02) and Mitigated Negative Declaration Addendum (MND) Penbrook Subdivision project. - CONTINUED FROM THE NOVEMBER 16, 2023 PLANNING COMMISSION MEETING**

Mr. Friend provided an update to the Commission on the status of the application and expressed his disappointment with the proceedings, noting that the City had not received any further communication, applications, or information from the applicant following the Commission meeting in November. He noted that he had a brief conversation with a representative of the property owner and had, hinted at the possibility of withdrawing the project. Reminding the Commission that the item had been carried over from the November 16<sup>th</sup> meeting to facilitate engagement with City staff and potentially provide additional information, Mr. Friend confirmed the absence of any such submissions.

Despite staff opposition to the current map presented, Mr. Friend expressed a willingness to continue working with the applicant on a project on the site. He indicated that staff would prefer to either continue the item or deny the map as filed.

Chairperson Nordbye opened the Public Hearing at 6:34 PM.

Councilmember McDermott inquired whether the applicant was dissatisfied with the map presented by City Staff. Mr. Friend clarified that he had not received any feedback from the applicant regarding the map produced by staff.

Chairperson Nordbye closed the Public Hearing at 6:36 PM.

**ACTION:** Chairperson Nordbye moved, seconded by Commissioner Lazorko for City Staff to reach out to the applicant and continue the matter until the March Planning Commission meeting. Motion carried by a voice vote, 5-0.

**ITEMS FOR DISCUSSION OR ACTION**

**A. Planning Department Annual Presentation**

Mr. Friend provided a summary of the Planning Department's Annual Presentation, which he had previously delivered to the City Council.

**B. Hazard Mitigation Plan Update (MJHMP)**

Mr. Friend shared that the City of Orland is a co-lead agency/participant for this project. He reminded the Commission that the purpose of the Glenn County MJHMP Update is to provide the County and the Cities of Orland and Willows with a blueprint for hazard mitigation planning to better protect its citizens and property of the County and the Cities of Orland and Willows from the effects of future natural hazard events. Mr. Friend asked Commissioners to go to the Counties website and fill out a survey to help inform the results of the plan.

**STAFF REPORT**

Mr. Friend spoke about the packets that City Staff passed out for Commissioners to keep including Planning Commissioner handbooks, General Plan packets and Housing Elements.

**COMMISSIONERS REPORTS**

- Vice Chairperson Elliott stated he is a representative for the common everyday citizen of Orland, and he was appointed by the Council to represent their constituents. Commissioner Elliott expressed appreciation for the communication between the Council and their Commissions. He conveyed interest in exploring the possibility of the Commission receiving a stipend again.
- Commissioner Montague indicated nothing to report.
- Commissioner Lazorko inquired about the 5<sup>th</sup> Street apartments, Mr. Friend shared that Mr. Quezada has a few issues that need to be addressed and modified before the project can be considered complete. Commissioner Lazorko expressed gratitude towards Scott for his dedicated efforts on the Housing Element, acknowledging the hard work. Additionally, Commissioner Lazorko appreciated Commissioner Elliott's leadership on the Housing Element item.

- Commissioner Romano attended the Maverik grand opening. Shared Appreciation for Commission and City Staff.
- Chairperson Nordbye attend the City Council meeting and thanked City Staff and Council for all their hard work on the Quiet Creek project.

**FUTURE AGENDA ITEMS** - None

**ADJOURNMENT** – 6:30 PM

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson



**CITY OF ORLAND STAFF REPORT**  
**MEETING DATE: April 2, 2024**

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**TO:** Honorable Mayor and Council

**FROM:** Rebecca Webster, Director of Administrative Services

**SUBJECT:** **Utility Statement Folding Machine (Action)**

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**BACKGROUND:**

In 2013 the City Council approved the purchase of a folding machine to streamline the utility billing process. The current machine has become outdated and is experiencing frequent breakdowns. These breakdowns cause a multitude of issues including delays in statement distribution, additional staff time and multiple callouts to external technicians for repairs. The proposal suggests replacing this machine to enhance timeliness, efficiency, and reliability in the City's statement processing operations.

**ANALYSIS:**

The proposal is for acquiring a new folding machine for water and sewer statements and other city mass mailings. The purchase price is \$16,356 including tax, while the monthly leasing cost would be \$315.00 plus tax for a 60-month period (\$18,900 total cost).

The new statement folding machine would be a modern, technologically advanced device designed to automate the folding and sealing of statements, invoices, and other documents. This machine will be able to accommodate all of the new services that were connected over the last 10+ years as well as new services that will accumulate as the City grows and all of the new services that are a part of the DWR/Orland Area Water Project.

Attachment: Proposal for FPI-2725E Folder

**RECOMMENDATION:**

Staff recommends approving the purchase of a replacement machine outright.

**FISCAL IMPACT OF RECOMMENDATION:**

\$16,356 from water and sewer (70%,30% respectively). The cost of the upgraded replacement machine would be offset by revenue generated from late bill payments.

# PROPOSAL

**Prepared For:**

**City of Orland**  
**City Hall**  
815 4<sup>th</sup> Street  
Orland, CA. 95963

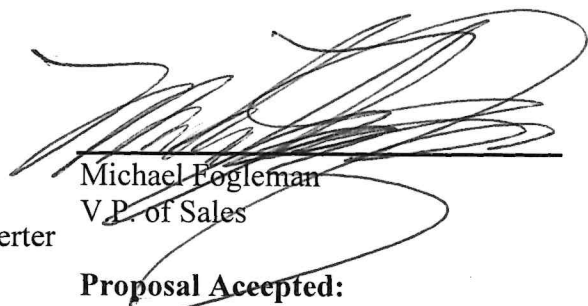
March 1, 2024

1 ea. FPi-2725E Folder/Inserter ..... \$315.00 per month, plus tax

- 60 Month, 0 Down, FMV Lease
- NASPO Value Point Purchase Agreement Pricing.

**Features:**

- up to 2,500 letters per hour
- 3 media stations
- up to 325 pieces per media station
- business reply station (up to 325 sheets)
- envelope station (150 envelope capacity)
- fold/insert & fold only modes
- tri-fold kit
- seal or non-seal modes
- tandem mode
- up to 8 sheets per insert
- easy to operate
- pricing includes trade in for FPi 600 Folder/Inserter



Michael Fogleman  
V.P. of Sales

**Proposal Accepted:**

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**Purchase Price ..... \$15,250.00 plus tax**

**Maintenance Program**

Billed Annually @ \$650.00 plus tax. Includes all Parts & Labor. Excludes consumable supplies



## CITY OF ORLAND STAFF REPORT

MEETING DATE: April 2, 2024

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**TO:** Honorable Mayor and City Council Members

**FROM:** Pete Carr, City Manager

**SUBJECT:** Senior Citizen Expo Donation Request (Discussion/Action)

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**BACKGROUND:**

Glenn County is planning an event to highlight resources available to support the aging population in Glenn County, to be held in Orland June 27<sup>th</sup>. The County is seeking sponsors and donations, and approached the City to request a funding donation. If the City Council finds the request is reasonable and would provide a sufficiently justifiable community benefit, such a donation is at the Council’s discretion.

**ANALYSIS:**

Moncia Rossman, Supervisor for Glenn County District 2, made a formal request in writing to the City, attached to this report. Ms. Rossman separately indicated a more specific request that the City will consider a \$1500 donation to be pooled with other sources to purchase senior-focused personnel hygiene products to be given to the senior attendees of the expo. This amount would be similar to the donation level PG&E has offered.

Attachment: Email request for support to City from Monice Rossman re: Senior Expo

**RECOMMENDATION:**

Determine community benefit and desired level of City donation, if any.

**FISCAL IMPACT OF RECOMMENDATION:** Up to \$1500 from the General Fund



**From:** Monica Rossman <[mrossman@countyofglenn.net](mailto:mrossman@countyofglenn.net)>  
**Sent:** Friday, March 15, 2024 3:07 PM  
**To:** Peter Carr <[PeterC@cityoforland.com](mailto:PeterC@cityoforland.com)>  
**Subject:** Senior Expo fair

Dear Mr. Pete Carr,

I am writing to you regarding the first annual Senior Citizen Expo, scheduled to take place on June 27th.

Our Senior Citizen Expo aims to provide a day of information, entertainment, and connection for our senior residents. One of the highlights of the event is our door prizes and goodie bags, which we provide to attendees as a token of appreciation for their participation. These items greatly contribute to the enjoyment and success of the event.

However, organizing such an event incurs expenses, particularly in sourcing the items for the door prizes and goodie bags. Therefore, I am reaching out to request a donation from the city to help cover these costs. Any assistance you could provide would be immensely appreciated and would directly benefit the senior citizens in our community.

I believe that by working together, we can create a memorable and meaningful experience for our senior residents. Your support will not only help make this event possible but also demonstrate the city's commitment to the well-being and enrichment of our older population.

If you require any further information or clarification regarding my request, please do not hesitate to contact me. Thank you for considering this request, and I look forward to the possibility of partnering with you for this important community event.

Warm regards,

Monica Rossman  
District 2  
Board of Supervisors  
Glenn County  
530-624-2462  
[mrossman@countyofglenn.net](mailto:mrossman@countyofglenn.net)



**CITY OF ORLAND STAFF REPORT**  
**MEETING DATE: April 2, 2024**

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**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT:** **Review Quarterly Report: City Fiscal Year Projects** (Discussion/Direction)

---

Council will review with Staff progress toward this year’s project objectives.

**BACKGROUND:**

Annual project objectives for the coming fiscal year are set in the spring and published with the budget July 1. These projects are in addition to regular municipal services operations and maintenance; they include a variety of projects the Council prioritized and funded in the budget. City staff normally provides progress reports quarterly for information, transparency and accountability.

**ANALYSIS:**

The DWR water project continues to dominate Staff time and attention, but many other projects have moved forward for security, streetscapes, the library and recreations. Progress on some projects is more visible than on others.

The list with itemized percentage completion is revised as of March 31. There are no newly added items this quarter, nor priority shifts.

Attachment: Third Quarter FY24 Project Objectives Report

**RECOMMENDATION:** Discuss and provide feedback/ direction to Staff.

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

| Priorities         | More Important  | Less Important   |
|--------------------|---|--|
| <b>More Urgent</b> | Emergency Groundwater Resource Project (DWR – well, tank, mains, laterals, connections) <span style="float: right; color: green;">in progress</span>                  | Construct Rec Trail phase II (State Parks grant) <span style="float: right; color: green;">Seeking permit</span>                                       |
|                    | Engineering design to 90% for new well on 6 <sup>th</sup> St (State SRF + IRWM + local) <span style="float: right; color: green;">60%</span>                          | Construct / install freeway bee art (Caltrans project) <span style="float: right; color: green;">Pedestal 95%<br/>Bee art 90%</span>                   |
|                    | Traffic safety improvement Newville Rd @ 9 <sup>th</sup> St. – study & design <span style="float: right; color: green;">Study 90% complete, design not started</span> | Rec Center roof repair <span style="float: right; color: green;">Roof repaired, need HVAC</span>   |
|                    | OPD/City Hall Roof & Floor repairs (ARPA) <span style="float: right; color: green;">80%</span>  | Install EV charging stations in town (ARPA or grant) <span style="float: right; color: red;">10%</span>  |
|                    | Library roof and HVAC repairs (ARPA) <span style="float: right; color: green;">100%</span>  |  |
| <b>Less Urgent</b> | Reconstruction of M½ (FY24 STIP) <span style="float: right; color: green;">Design 100%, CEQA 90%</span>   | Upgrade Lely field lighting (ARPA) <span style="float: right; color: green;">Parts on hand, RFP for installer</span>                                   |
|                    | Detail canal undergrounding agreement <span style="float: right; color: red;">Not started</span>  | Basketball courts lighting <span style="float: right; color: green;">Materials here, after ballfield project</span>                                    |
|                    | Start streetscapes visible improvements (ARPA) <span style="float: right; color: green;">15%</span>   | OPD fencing and gating <span style="float: right; color: red;">Behind other projects in priority</span>  |
|                    | Replace financial management software (ARPA) <span style="float: right; color: green;">30%</span>   | Work with Transportation Com to fund overlay of Shasta Street FY25 STIP <span style="float: right; color: green;">On the STIP list, after M 1/2</span> |

DWR = Department of Water Resources  
 SRF = State Drinking Water Revolving Fund  
 IRWM = Northern Sacramento Valley Integrated Water Resource Management  
 ARPA = American Rescue Plan Act  
 STIP = State Transportation Improvement Program



**CITY OF ORLAND STAFF REPORT**  
**MEETING DATE: April 2, 2024**

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**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT:** **Fiscal Year 2024-25 Budget Discussion #1: Assumptions, Capital Improvement Planning, Staffing** (Discussion/Direction)

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**BACKGROUND:**

City staff is preparing a draft budget for the fiscal year 2024-25 (FY25) which starts July 1. The budget will represent the City's best estimate of probable revenues and a spending plan to support operational services and projects consistent with Council direction identified in recent years and throughout the budget process. Staff will continue to analyze revenue projections and collect cost estimates to produce an evolving budget picture in anticipation of a budget ready for adoption before June 30<sup>th</sup>.

**ANALYSIS:**

This evening's discussion will lay out major fiscal assumptions for the coming year, forecast major capital expenditures and projects for the coming year and discuss necessary staffing levels to support these objectives.

Direction received from Council this evening will further inform staff analysis as we proceed with formulation of the final proposed budget which is planned for presentation to Council for consideration of adoption on June 4<sup>th</sup>. In intervening Council meetings, we will examine Measure A Public Safety funds and General Fund revenues and expenditures by departments, water and wastewater utility funds, and the City's updated fleet and debt schedules.

Key assumptions for FY25

1. Both statewide and local economies will experience modest growth generally and low unemployment, improving as inflation and interest rates continue to relax.
2. Property and sales tax revenue growth will each be 2.5%:
  - a. Statewide decline in refueling will be countered locally by a new fuel station.
  - b. With automobile inventories improving and interest rates easing, vehicle sales will improve without a decline in prices; sales tax revenue from auto sales will increase 4%.
3. New apartment complexes will be completed, opened and filled by the first quarter; CHIP will have 9 houses in construction by mid-year, 18 by Q4.
4. Insurance rates, LE dispatch and animal control costs will rise significantly.
5. Measure A will have to absorb ambulance expenses and may have to accept some cost-shifting from General Fund within its stated mission purpose.
6. All ARPA-funded projects and a substantial amount of the DWR water project will wrap-up in FY25.
7. M½ reconstruction project will start and be completed in FY25. Several smaller paving and sidewalk projects will be planned for summer 2025.

Capital Projects and Objectives

High profile objectives include excellent strategic utilization of remaining ARPA funds and planning with Caltrans for eventual transformation of our SR32 corridor infrastructure.

Fire and Police fleet schedules are being updated, to be funded primarily via Measure A Public Safety Fund. Public Works fleet and equipment schedules will be updated and incorporated into General Fund and utility fund budgets. Capital projects utilizing ARPA funds are shown as part of the scope of projects but will also be shown separately on the ARPA Use Worksheet for funding purposes.

Proposed *capital* replacement and improvement projects beyond routine equipment and rolling stock replacements, chargeable to general funds, street funds and/or utility funds, include:

- o Completion of expansion of water system capacity and extension to >180 new customers funded via reimbursement from the DWR Orland Groundwater Supply Project;
- o Reconstruction and improvement of the entire City portion of Road M½;
- o Planning for traffic flow improvement on Newville @ Ninth Street; and
- o Phased replacement of curbs & sidewalks citywide, if labor resources are available.

The recreation trail should be completed with a long-sought federal permit, funded by a parks grant. Capital improvement project (CIP) planning will include advanced engineering work toward the next well, preparation for FY26 reconstruction of Shasta/Bryant Street, coordination of improvement plans with Caltrans for SR32. We'll get started on master plan updates for water, sewer, storm drainage and streets as a basis for future CIP planning.

Staffing

City Hall will maintain current staffing but may augment with seasonal/intern help and outsource some grant application and grant administration functions. Police and Fire Departments will maintain current staffing, acknowledging the challenge in filling currently funded police positions. The grant-funded SRO position will continue in its current format. Public Works will transfer one mechanic position to the Fire Department. No new payroll staffing is expected, but we will welcome LAEP-funded interns if available.

Attachments (3):

- A. Capital improvement and other DRAFT project objectives for FY25
- B. Established, Authorized and Funded Positions DRAFT schedule
- C. Updated Organization Chart

**RECOMMENDATION**

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

**Fiscal Impact of Recommendation:**

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

| Priorities         | More Important  | Less Important  |
|--------------------|---|---|
| <b>More Urgent</b> | <p>Emergency Groundwater Resource Project (DWR – well, tank, mains, laterals, connections)</p> <p>Complete engineering design for new well on 6<sup>th</sup> St (State SRF + IRWM + local)</p> <p>Reconstruct M½</p> <p>Plan and design traffic safety improvement Newville Rd @ 9<sup>th</sup> St.</p> | <p>Complete Rec Trail phase II (State Parks grant)</p> <p>Construct / install freeway bee art (Caltrans project)</p> <p>Rec Center HVAC</p> <p>Install EV charging stations in town (ARPA or private)</p> |
| <b>Less Urgent</b> | <p>Complete Phase 1 streetscapes (ARPA)</p> <p>Obtain canal undergrounding agreement</p> <p>Complete transition to Tyler system software (ARPA+)</p>  | <p>Construct dog park.</p> <p>Basketball courts lighting</p> <p>OPD fencing and gating</p> <p>Plan, enviro, design FY26 overlay of Shasta Street</p>  |

DWR = Department of Water Resources (grant)  
 SRF = State Drinking Water Revolving Fund (0% interest loan)  
 IRWM = Northern Sacramento Valley Integrated Water Resource Management (grant)  
 ARPA = American Rescue Plan Act (City funds)  
 STIP = State Transportation Improvement Program (Regional Transportation allocation)

**City of Orland  
Established, Authorized and Unfunded Positions  
For the Fiscal Year 2024-2025**

| <b>Established Position Titles</b>                  | <b>Optimal Staffing</b> | <b>Contract Professionals</b> | <b>Funded Employees</b> | <b>Unfunded Positions</b> | <b>Change from FY24</b> |
|---|-------------------------|-------------------------------|-------------------------|---------------------------|-------------------------|
| City Manager  | 1.0                     |                               | 1.0                     |                           |                         |
| Director of Administrative Services/ACM/Grants      | 1.0                     |                               | 1.0                     |                           |                         |
| City Clerk/Admin Tech -- Planning                   | 1.0                     |                               | 1.0                     |                           |                         |
| City Attorney                                       | 0.5                     | 0.5                           |                         |                           |                         |
| City Engineer                                       | 0.5                     | 0.5                           |                         |                           |                         |
| City Planner  | 0.5                     | 0.5                           |                         |                           |                         |
| Accounting Consultant                               | 0.5                     | 0.5                           |                         |                           |                         |
| Accounting and IT Manager                           | 1.0                     |                               |                         | 1.0                       |                         |
| Accounting Analyst / Treasurer                      | 1.0                     |                               | 1.0                     |                           |                         |
| Accounting Tech II                                  | 1.0                     |                               | 0.5                     | 0.5                       |                         |
| Accounting Tech I                                   | 1.0                     |                               |                         | 1.0                       |                         |
| Admin Tech I / AR                                   | 1.0                     |                               | 0.5                     | 0.5                       |                         |
| Community Services Director                         | 1.0                     |                               |                         | 1.0                       |                         |
| City Building Official                              | 1.0                     |                               |                         | 1.0                       |                         |
| Building Inspector                                  | 0.5                     | 0.5                           |                         |                           |                         |
| Code Enforcement Officer                            | 0.5                     | 0.5                           |                         |                           |                         |
| Permit Tech   | 1.0                     |                               | 0.5                     | 0.5                       |                         |
| Chief of Police                                     | 1.0                     |                               | 1.0                     |                           |                         |
| Police Sergeants                                    | 2.0                     |                               | 2.0                     |                           |                         |
| Police Patrol Officers (1 funded by COPS Grant)     | 9.0                     |                               | 9.0                     |                           |                         |
| Detective   | 1.0                     |                               |                         | 1.0                       |                         |
| Glenn County Task Force Officer                     | 1.0                     |                               |                         | 1.0                       |                         |
| School Resource Officer (funded by grant)           | 1.0                     |                               | 1.0                     |                           |                         |
| Police Clerk/Records                                | 1.0                     |                               | 1.0                     |                           |                         |
| Community Service Officer/Evidence Technician       | 1.0                     |                               | 1.0                     |                           |                         |
| Police Dept Admin                                   | 1.0                     |                               | 1.0                     |                           |                         |
| Fire Chief  | 1.0                     |                               | 1.0                     |                           |                         |
| Fire Dept Admin (1/2 paid by Orland Rural District) | 1.0                     |                               | 1.0                     |                           |                         |
| Fire Mechanic                                       | 1.0                     |                               | 1.0                     |                           | transf 1.0 from OPW     |
| Director of Public Works                            | 1.0                     |                               | 1.0                     |                           |                         |
| Public Works Supervisor                             | 1.0                     |                               | 1.0                     |                           |                         |
| Public Works Lead/Foreman                           | 1.0                     |                               | 1.0                     |                           |                         |
| Admin Support/Billing/Cust Svc                      | 0.5                     |                               | 0.5                     |                           |                         |
| Water Treatment Operator                            | 2.0                     |                               | 1.0                     | 1.0                       |                         |
| Wastewater Treatment Operator                       | 2.0                     |                               | 1.0                     | 1.0                       |                         |
| Equipment Mechanic                                  | 2.0                     |                               | 2.0                     |                           | transf 1.0 to Fire      |
| Equipment Operator                                  | 1.0                     |                               |                         | 1.0                       |                         |
| Maintenance Workers                                 | 8.0                     |                               | 8.0                     |                           |                         |
| Facilities Custodian                                | 1.0                     |                               |                         | 1.0                       |                         |
| Recreation Director                                 | 1.0                     |                               | 1.0                     |                           |                         |
| Recreation Assistant PT                             | 1.0                     |                               |                         | 1.0                       | Added 1.0 ideal         |
| Library Director (cost shared with Willows and GC)  | 1.0                     |                               | 1.0                     |                           |                         |
| Assistant Librarian                                 | 1.0                     |                               |                         | 1.0                       |                         |
| Librarian - Technician III Cataloguer               | 1.0                     |                               | 1.0                     |                           |                         |
| Library Technician II                               | 2.0                     |                               | 2.0                     |                           |                         |
| Childrens' Librarian                                | 1.0                     |                               | 1.0                     |                           |                         |
| Library Assistants ( 2PT @ .5 = 1 FTE)              | 1.0                     |                               | 1.0                     |                           |                         |
| + three PT positions for County branch libraries    | 1.5                     |                               | 1.5                     |                           |                         |
| <b>Totals</b>                                       | <b>65.5</b>             | <b>3.0</b>                    | <b>48.5</b>             | <b>14.0</b>               |                         |

# CITIZENS OF ORLAND

**CITY COUNCIL**  
 Chris Dobbs, Mayor  
 Mathew Romano, Vice-Mayor  
 John McDermott, Council Member  
 Bruce T. Roundy, Council Member  
 Jeffrey A. Tolley, Council Member

**ADVISORY COMMISSIONS**  
 (appointed by City Council)  
 Planning  
 Library  
 Public Works & Safety  
 Parks & Recreation  
 Arts  
 Economic Development

**City Attorney**  
 (appointed by City Council)  
 Gregory Einhorn

**Admin Services Director/ACM**  
 Rebecca Webster

**City Manager / Finance Director**  
 Pete Carr

**City Engineer**  
 Paul Rabo, RAR

**City Planner**  
 Scott Friend, ECORP

**Accounting Consultant**  
 Roy Seiler, CPA

**City Treasurer**  
 Leticia Espinosa

**City Clerk**  
 Jennifer Schmitke

**Accounting & Admin Services**

**Public Safety**  
**Police Chief**  
 Joe Vlach  
**Fire Chief**  
 Justin Chaney

**Public Works Director**  
 Ed Vonasek

**Recreation Director**  
 Joe Fenske

**Library Director**  
 Jody Halsey Meza

**Community Services**

- budget, accounting
- utility billing
- accounts payable & receivable
- grants
- human resources
- IT systems, website, social media

- law enforcement
- animal control
- fire suppression
- first aid response
- emergency preparedness

- water
- sewer
- wastewater treatment
- streets
- storm drainage
- park maintenance
- building maintenance
- fleet maintenance

- plan and manage use of recreation center, parks, playgrounds and pool
- organize and manage recreation programs
- coordinate with schools, community sports leagues

- circulation
- material acquisition
- special programs
- literacy
- reference
- community educ.
- Director of Glenn County libraries

- planning
- economic development
- permitting
- building inspection
- code enforcement





**CITY OF ORLAND STAFF REPORT  
MEETING DATE: April 2, 2024**

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**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager; Bruce T. Roundy, City Council

**SUBJECT:** **Draft Revised Groundwater Sustainability Plan Review** (Discussion/Action)

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**BACKGROUND:**

California’s Sustainable Groundwater Management Act (SGMA) became law in 2014 with the objective of creating new local agencies to plan and manage subbasin groundwater resources. Groundwater Sustainability Agencies (GSAs) were given authority to regulate groundwater subject to stakeholder input. SGMA provided the newly formed agencies like Glenn’s until January 2022 to produce groundwater sustainability plans (GSP or Plan), and until 2042 to demonstrate success in managing groundwater sustainability.

Orland actively participated in the formation of the Glenn Groundwater Authority (GGA) for our portion of the Colusa Subbasin and continues to engage on its board of directors as well as its technical advisory committee. In compliance with SGMA, and with support from State grant-funded consultants, the GGA produced a draft GSP in 2021 and posted it for public review and comment.

In October 2021 the City Council reviewed the draft plan and found it lacking, directing its GGA board representative to vote “No” with stated reservations about the GSP’s lack of protection for local well levels and weakness in avoidance of land subsidence. The GGA submitted the Plan to DWR in January 2022. DWR subsequently rejected the Plan for similar reasons, requiring revision and resubmission by April 2024.

**ANALYSIS:**

City Staff recognizes the admirable cooperation of various water users in developing the original and the revised plan, the scientific data that went into development of the plan, and the inherent assumptions necessarily undergirding the plan. We also recognize DWR’s consultative guidance and support made available throughout the process.

The draft revised plan appears to aggressively work to adequately protect the integrity of domestic and municipal drinking water wells. Measurable Objectives (MO) and Minimum Thresholds (MT) have been revised from allowance of roughly 200’ depth to closer to 70’ depth at monitoring wells as the depth

triggering demand management actions. Likewise, allowance for subsidence is revised from .5' per year to .1' per year.

The GGA is demonstrating its commitment to management actions with projects including multiple recharge sites and annexation of formerly groundwater-irrigated acreage into the Orland-Artois Water District. The GGA Board recognizes that future demand management actions will undoubtedly also involve regulation of pumping.

The revised Plan includes sufficient "triggers" to cause the GGA to take certain substantive actions when passing MO and approaching MT. Mr. Roundy and City Manager Carr suggest to Council that the newly revised draft GSP responsibly approaches protection of the precious drinking water resources on which the people of Orland and Glenn County rely, as well as the integrity of the land which hosts our vital infrastructure.

Attachments (2):

1. Hydrographs from Revised Draft GSP
2. Complete draft will be available online this week @ <https://www.countyofglenn.net/glenngroundwaterauthority>

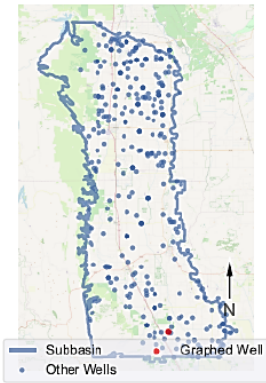
**RECOMMENDATION:**

Direct GGA Board representative to indicate City acceptance of the revised draft Plan.

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

COLUSA Subbasin - State Well Number (SWN): 13N01W07G001M (Focus RMS Well)

Well Location Map

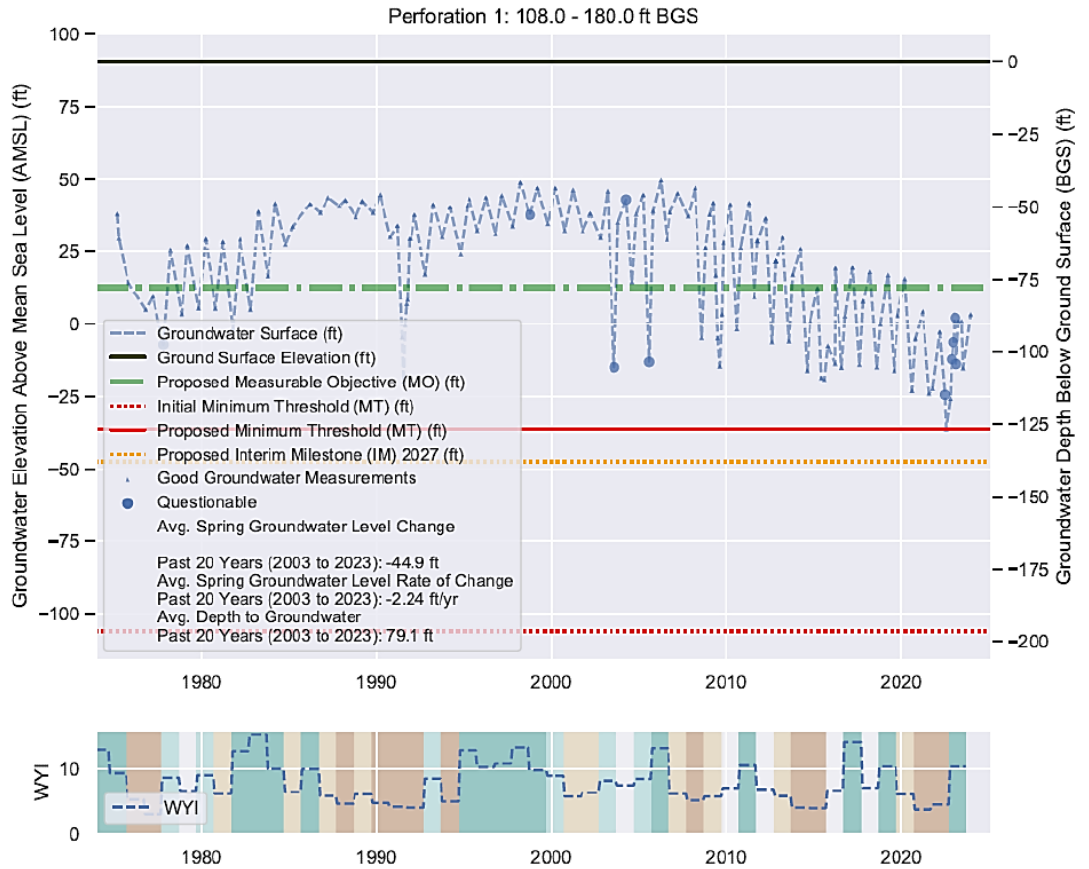
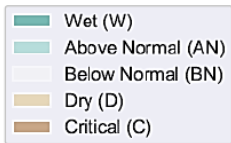


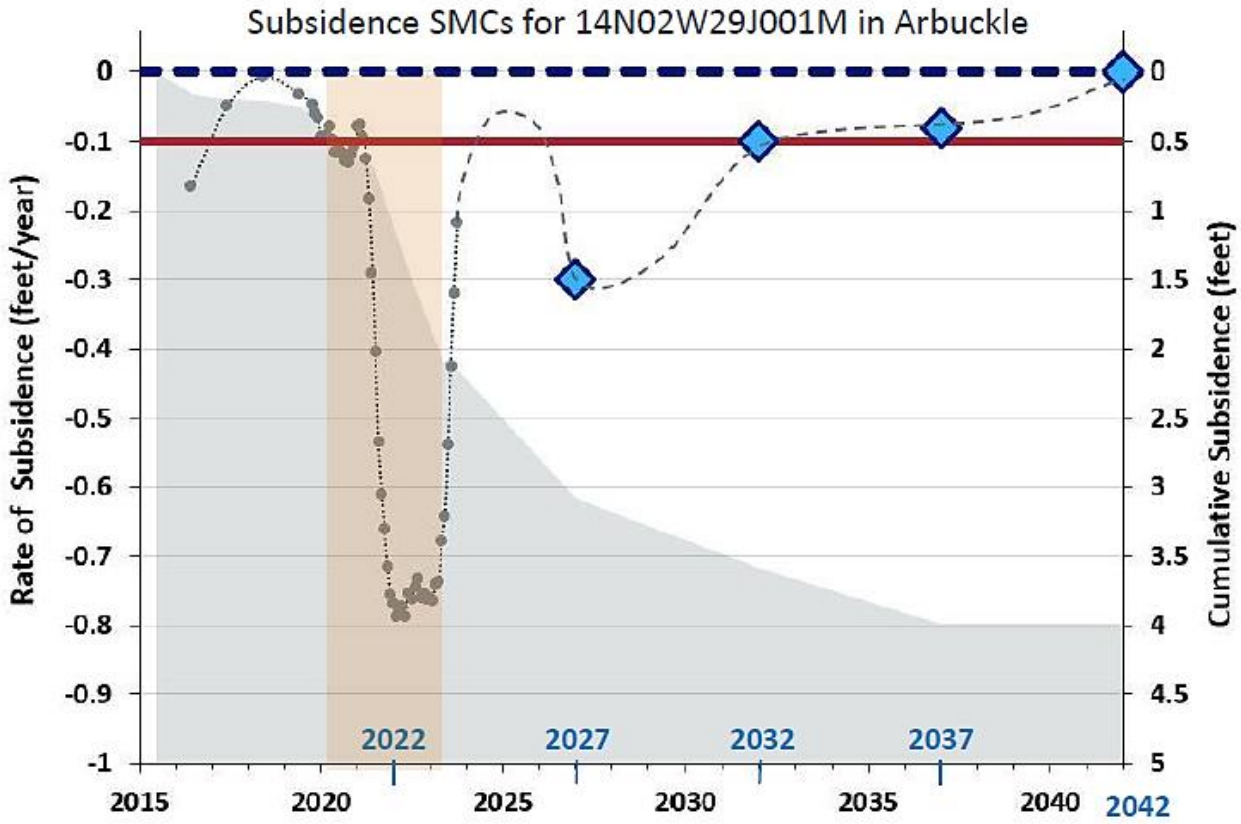
Sustainable Management Criteria:

Proposed IM (2027) = -47.4 ft AMSL  
 Proposed MO = 12.7 ft AMSL  
 Proposed MT = -36.2 ft AMSL

Minimum Threshold is the 2020-2022 low.

Sacramento Valley Water Year Index (WYI) shown on lower right. Meaning of colors defined below.





- ..... Measured Rate of Subsidence
- Projected Rate of Subsidence
- █ Cumulative Subsidence
- ◆ Interim Milestone
- Minimum Threshold
- - - - Measurable Objective



**CITY OF ORLAND STAFF REPORT**  
**MEETING DATE: April 2, 2024**

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**TO:** City Council

**FROM:** Gregory P. Einhorn, City Attorney

**SUBJECT:** **Proposed City Manager Employment Agreement (Action)**

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**BACKGROUND:**

The current City Manager Employment Agreement expires on May 24, 2024. The Council and the City Manager have been negotiating a successor agreement, through the City Attorney.

Before the Council is a proposed successor agreement.

**KEY TERMS:**

- A. Term: three years, expiring on May 24, 2027. (The current agreement has a three-year term.)
- B. Annual Salary:
  - May 25, 2024: \$173,000.00
  - May 25, 2025: \$176,500.00 (2% increase)
  - May 25, 2026: \$180,000.00 (2% increase)

The current salary is \$160,000.00 and has remain unchanged since 2022. The proposed new salary is approximately 8% higher than the current salary and approximately 4% higher than the average current city manager salaries from comparable regional municipalities.

- C. All other substantive provisions of the Agreement to remain in place.

**ACTION:**

Motion to approve proposed successor agreement.

Alternatively, further direction to City Attorney.

**EMPLOYMENT AGREEMENT (CITY MANAGER) BETWEEN THE CITY OF ORLAND AND PETER R. CARR**

The City of Orland (City), by and through its duly elected City Councilmembers (Council), located at 815 Fourth St., Orland, CA 95963, and Peter R. Carr (City Manager), in consideration of the mutual promises made herein, agree (Agreement) as follows:

**ARTICLE 1. TERM OF EMPLOYMENT**

**Section 1.01. Term.**

City hereby employs City Manager and City Manager hereby accepts employment with City as City Manager (Parties) for a period of three (3) years, commencing May 25, 2024 and ending May 24, 2027. Parties agree that not less than 180 days prior to the end of this term they will meet and confer to discuss extension of this Agreement.

**Section 1.02. “Employment Term” – Defined.**

As used herein, the phrase “employment term” refers to the entire period of employment of City Manager by City hereunder, whether terminated earlier as hereinafter provided or extended by mutual agreement between City and City Manager.

**ARTICLE 2. DUTIES AND OBLIGATIONS OF CITY MANAGER**

**Section 2.01. Duties and Obligations.**

City Manager shall serve as the City’s City Manager during the term of employment. In the capacity of City Manager, City Manager shall do and perform all services, acts or things necessary or advisable to manage and maintain the business of City, subject at all times to the policies set by City, Orland Municipal Code (OMC) Chapter 2.12, and in accordance with all applicable law.

**Section 2.02. Faithful Performance.**

City Manager agrees that to the best of his ability and experience he will at all times faithfully, loyally and conscientiously perform all of the duties and obligations required of him either expressly or implicitly by the terms of this Agreement.

**Section 2.03. Outside Employment.**

(a) City Manager shall devote his entire production time, ability and attention to the business of City during the term of this Agreement; provided, however, upon approval by the Council, that City Manager may undertake outside employment that does not interfere with the

duties and responsibilities of City Manager’s position. Any consideration of outside employment shall be presented to the City Council for prior review.

(b) This Agreement shall not be interpreted to prohibit City Manager from making passive personal investments or conducting private affairs if those activities do not materially interfere with the services required under this Agreement.

ARTICLE 3. OBLIGATIONS OF CITY

Section 3.01. Compensation, Benefits, Expenses.

City shall provide City Manager with the compensation, incentives, benefits, and expense reimbursement specified elsewhere in this Agreement.

Section 3.02. Indemnification for City Losses.

City shall indemnify City Manager for all losses sustained by City Manager as a direct consequence of the discharge of his duties on City’s behalf.

Section 3.03. Performance Evaluations.

City Manager shall receive annual performance evaluations by the Council.

Section 3.04. Independent Authority; Limitation.

Pursuant to pertinent state and local law, City Manager has the right to exercise his independent authority, subject to the general direction of the City Council.

ARTICLE 4. COMPENSATION OF CITY MANAGER

Section 4.01. Compensation.

(a) As compensation for the services to be rendered by City Manager hereunder, City shall pay City Manager the sum of \$173,000.00 per year for the first year of this agreement, \$176,460.00 per year for the second year of this agreement (a 2% increase), and \$180,000.00 per year for the third year of this agreement (a 2% increase).

(b) City Manager’s salary shall in no event be reduced during the term of this Agreement except as included in a general salary reduction applied to City employees for whom the City Council has the authority to set salaries. In the event of such salary reduction, it shall be at the same percentage applied to other employees.

Section 4.02. Management Leave.

City Manager shall be entitled to receive 80 hours of Management Leave annually which shall accrue monthly. In consideration of this benefit, City Manager agrees to release and waive any and all claims or potential claims which did accrue or may have accrued for overtime compensation or any other such claims under the Fair Labor Standards Act or the California Labor Code from the date of City Manager's initial hire date through the date of this contract.

ARTICLE 5. CITY MANAGER BENEFITS

Section 5.01. Vacation.

City Manager shall be entitled to annual vacation time each year at the rate of 160 hours per year. Vacation time shall accrue monthly. Total accumulated vacation time shall not exceed 240 hours. Vacation time shall not accrue beyond 240 hours for the length of this Agreement. Any such vacation time beyond 240 hours shall be lost.

Section 5.02. Other Benefits.

City Manager shall receive medical insurance, retirement benefits and all other fringe benefits in amounts and types equal to those of City department heads and subject to change as department head benefits may change.

Use of the City Manager’s personal motor vehicle for City-related transportation shall be reimbursed at the applicable IRS rate.

City Manager shall submit itemized monthly expense reports and shall be reimbursed for City-related expenses.

ARTICLE 6. TERMINATION OF EMPLOYMENT

Section 6.01. Termination as City Manager for Cause.

The City Manager’s status as such and all rights under this Agreement hereunder may be terminated by the Council at any time upon a material breach of this Agreement, for the commission of a felony, for a crime involving moral turpitude or for any conduct bringing substantial discredit to the City. The Council shall not terminate this Agreement pursuant to this section until a written statement of grounds for termination has first been served upon the City Manager. The City Manager shall then be entitled to a meaningful hearing with the Council and shall have the right to have a representative of his choice at said hearing. The hearing with the Council shall be the City Manager’s exclusive right to any hearing otherwise required by law. The hearing process shall be governed by the provisions of the OMC.



Section 6.02. Early Termination without Cause.

Notwithstanding any other provision of this Agreement, the Council, in its discretion, shall have the option to terminate this Agreement at any time during the term hereof, or upon any extension thereof; provided, however, that if the Council does terminate this agreement, without cause, prior to the expiration of the three (3) year term, the Parties agree that the effective date of such termination shall be 180 days from the date of notice of such termination (notice period). The Council reserves the right to require the City Manager to continue to provide services under this Agreement for up to 90 days during the 180 day notice period. The Council also reserves the right to reject such services during all or part of the 180 day notice period. Upon such rejection, if any, however, the City shall pay to City Manager salary only (no other benefits) through the end of the notice period. This provision shall not be construed to extend the term of this Agreement.

Section 6.03. Effect on Compensation if Early Termination.

In the event that this Agreement is terminated early, and subject to Section 6.02, City Manager shall be entitled to the compensation and benefits earned by and vested in him prior to the date of termination as provided for in this Agreement, computed pro rata up to and including that date.

Section 6.04. Termination by City Manager.

The City Manager shall provide City with at least 30 days' notice of termination of this Agreement.

ARTICLE 7. GENERAL PROVISIONS

Section 7.01. Affiliation – Professional and Local Associations.

During the term of this Agreement and any extensions thereof, City Manager shall maintain membership in good standing in the International City Management Association (ICMA) and shall subscribe to and act in accordance with the Associations' ethics codes. City agrees to pay the costs of such membership. City Manager shall also maintain membership in good standing in the City Manager's Department of the League of California Cities.

City Manager is expected to participate in City functions but is not expected to become a member of one or more community organizations. City will consider payment for one such membership upon presentation of such to the Council.

Section 7.02. Notices.

Any notices to be given by either party to the other shall be in writing and may be transmitted either by personal delivery or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notice shall be addressed to the City at 815 Fourth St, Orland, CA 95963.

Mailed notice shall be addressed to the City Manager at the mailing address then on file with the City Clerk’s office. Each party may change their address by written notice in accordance with this section. Notices delivered personally shall be deemed communicated as of the date of actual receipt; mailed notices shall be deemed communicated as of the date of mailing.

Section 7.03. Attorney Fees.

If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney fees. This provision shall be construed as applicable to the entire contract.

Section 7.04. Agreement an Entirety.

This Agreement supersedes any and all other agreements, either oral or written, between the Parties with respect to the employment of City Manager by City, and contains all of the covenants and agreements between the parties with respect to that employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, and which are not embedded herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

Section 7.05. Non-Waiver.

The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power be for all or any other times.

Section 7.06. Effect of Invalidity.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

Section 7.07. Applicability – California Law and Venue.

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue for enforcement shall be the County of Glenn, California.

Section 7.08. Construction with the Orland Municipal Code.

The terms of this Agreement are deemed additional terms and conditions of employment not inconsistent with any provisions of Chapter 2.12 of the OMC, as set forth at OMC section 2.130. In the event of any inconsistency, however, the terms of this Agreement shall prevail over the terms of the OMC.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year last below written.

Dated: \_\_\_\_\_

\_\_\_\_\_  
City of Orland  
Chris Dobbs, Mayor

Dated: \_\_\_\_\_

\_\_\_\_\_  
City Manager  
Peter R. Carr

\_\_\_\_\_  
Approved as to form,  
Gregory P. Einhorn, City Attorney