



## ORLAND PUBLIC WORKS AND SAFETY COMMISSION AGENDA

Thursday, October 10, 2024 at 4:00 PM  
Carnegie Center, 912 Third Street and via Zoom

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

---

**Commission:** James Paschall | Byron Denton

Emil Cavagnolo | Monica Rossman | David Kelly

**City Clerk:** Jennifer Schmitke | **Commission Secretary:** Meagan Mondragon

**City Staff:** Zach Barber, Public Works Director | Joe Vlach, Police Chief | Justin Chaney, Fire Chief

### Virtual Meeting Information:

<https://us02web.zoom.us/j/81054738140>

Webinar ID: 810 5473 8140 | 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 - 4:00 PM
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ORAL AND WRITTEN COMMUNICATIONS

#### Public Comments:

Members of the public wishing to address the Commission on any item(s) not on the agenda may do so at this time when recognized by the Chairperson. 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. (Public Comments will be limited to three minutes).

#### 5. CONSENT CALENDAR

**A.** Approve Public Works & Safety Commission Minutes from August 14, 2024

**B.** Approve Public Works & Safety Commission Special Meeting Minutes from September 12, 2024

#### 6. PRESENTATION

**A.** Walker Street and 9th/Tehama Street Traffic Analysis

#### 7. PUBLIC WORKS

**A.** Request for County Transportation Partnership Funding (Discussion/Action) - Zach Barber, Director of Public Works and Paul Rabo, City Engineer

- B. Precision Concrete Update (Verbal - No Staff Report) - Zach Barber, Director of Public Works and Paul Rabo, City Engineer
- C. Stop Sign Discussion - David Kelly, Vice Chairperson
- D. Public Works Department Update

**8. PUBLIC SAFETY**

- A. Police Department Update
- B. Fire Department Update

**9. COMMISSIONER REPORTS**

**10. FUTURE AGENDA ITEMS**

**11. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on October 3, 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.



**ORLAND PUBLIC WORKS & SAFETY COMMISSION REGULAR MEETING MINUTES**  
**Wednesday, August 14, 2024**

**CALL TO ORDER**

Meeting called to order by Chairperson David Paschall at 4:00 PM.

Pledge of Allegiance led by Director of Public Works Zach Barber.

**ROLL CALL**

Commissioners present: Commissioners Monica Rossman, Emil Cavagnolo, Commissioner Byron Denton and Vice Chairperson David Kelly, and Chairperson Jim, Paschall

Commissioner absent: None.

Staff present: Administrative Technician/Commission Secretary Meagan Mondragon; Public Works Director Zachary Barber; Fire Chief Justin Chaney, Police Chief Joe Vlach, Sargent Sean Johnson

**ORAL AND WRITTEN COMMUNICATIONS**

**PUBLIC COMMENTS:** Orland resident Carolyn Denton wanted to thank the Public Works Department and the Commission for the removal of the speed bumps on 8<sup>th</sup> Street.

**CONSENT CALENDAR**

- A. Approve Public Works and Safety Minutes for April 9, 2024

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

**PUBLIC WORKS**

- A. Public Works Department Update

Director Barber informed the Commission that the Public Works Department has been actively repainting safety striping and stop bars throughout the town, removing graffiti, and has installed two new pedestrian crosswalk signs along 6th Street near Moe’s Market. Additionally, the speed bumps on 8th Street were removed.

Vice Chairperson Kelly inquired about the status of a streetlight installation at the intersection of Sixth Street and Salomon Drive. Secretary Mondragon reported that an application has been submitted to PG&E for the installation, and the process is currently underway. Vice Chairperson Kelly also requested staff obtain a quote for adding longer streetlight arms on East Street.

**B. East Street Striping Improvements**

Mr. Rabo presented to the Commission the enhancements made to East Street, which were based on the Glenn County Action Transportation Plan from 2019 and City of Orland standards. These improvements included straightening the intersection, adding bike and transportation lanes, and reducing the length of pedestrian crosswalks. Mr. Rabo explained that the temporary solutions implemented by the Public Works Department at the time were the most effective given the available resources. Mr. Rabo also noted that a permanent solution, such as the one for Tehama Street, would cost approximately \$2 million.

The Commission shared their thoughts and concerns for East Street.

Orland resident Kristy Rumble voiced her suggestions, which included adding left and right turn lanes, installing flashing pedestrian signs, using glow-in-the-dark paint for marked crosswalks, ensuring evenly spaced parking on both sides, and expanding the bus stop area.

Another Orland resident, Janice Kinnier, raised her safety concerns related to East Street.

Vice Chairperson Kelly inquired about the number of accidents or incidents since the restriping of East Street. Sergeant Johnson reported one pedestrian accident since the restriping, noting that the bicyclist was at fault, compared to an average of three to four accidents per year in previous years. Sergeant Johnson added that there has been a decrease in speeding in the area as well. Chairperson Kelly requested that staff investigate the cost of a flashing pedestrian sign.

Mr. Rabo indicated that if the addition of left and right turn lanes were to be considered, a study could be conducted to evaluate its feasibility. Mr. Rabo mentioned that while the flashing pedestrian signs are a positive idea, they should be strategically placed in areas that truly need them. Mr. Rabo also proposed adding parking space on the east side, creating delineator turn pockets for bus stops, installing reflectors on the center line, and implementing thermoplastic striping on East Street.

Commissioner Cavagnolo asked whether the center line could be adjusted to the right to create more space for vehicles pulling out. Mr. Rabo confirmed that this adjustment is possible.

**PUBLIC SAFETY**

**A. Police Department Update**

The Police Chief informed the Commission that the department will welcome a new lateral candidate on August 26th. Police Chief provided a brief update on the dispatch contract with the Sheriff’s Department and highlighted the upcoming radio project is set to go live. The Chief expressed gratitude to the Commission for their support in utilizing Measure A funds to enhance the radio systems for both the Police and Fire Departments.

Vice Chairperson Kelly inquired about the status of the contract with the School Resource Officer (SRO). Sergeant Johnson explained that the Police Department is entering the final year of its contract with the Glenn County Office of Education, and the grant administrator has applied for additional funding to support the SRO position. The Police Chief emphasized that there are no plans to eliminate the SRO program, as it has proven to be a valuable asset to the City of Orland.

Police Chief shared that the stop sign added to intersection of South Street and Walnut Street by Fairview School has had great feedback now that school is back in session.

**B. Fire Department Update**

The Fire Chief reported that fire season has started, and the department has stationed an engine and three volunteers in Tehama County., and fire engines are deployed to Cal Fire stations for the past three weeks due to the ongoing Park Fire. The Chief noted that the department is on track to reach 800 calls this year, up from the 700s, having already responded to 500 calls

Fire Chief shared the training facility has been expanded to three stories, providing essential training opportunities for the volunteer firefighters, particularly in response to the new three-story apartment complex in town.

Fire Chief gave a brief update on the security around the training facility and the new pump tank that was installed.

**NEW BUSINESS**

Vice Chairperson Kelly asked about the discussion of adding delineators on Papst Street and E. Yolo Street. Fire Chief responded that he doesn’t see how the fire trucks can get around them since the road is narrow.

**GENERAL**

The next Public Works and Safety meeting is scheduled for October 10, 2024.

**COMMISSIONER REPORTS**

Commissioner Denton:

- Shared he is in favor of Measure J and the importance it will bring to the City.

Commissioner Rossman:

- Nothing to report.

Commissioner Cavagnolo:

- Shared he is in favor of the new water tank and the importance it is for the City.

Vice Chairperson Kelly

- Nothing to report.
- Chairperson Pashcall
- Nothing to report

**FUTURE AGENDA ITEMS**

None.

**MEETING ADJOURED AT 4:59 PM**

Meagan Mondragon, Secretary

Jim Paschall, Chairperson



**ORLAND PUBLIC WORKS & SAFETY COMMISSION SPECIAL MEETING MINUTES**  
**Thursday, September 12, 2024**

**CALL TO ORDER**

Meeting called to order by Chairperson James Paschall at 4:00 PM.

Pledge of Allegiance led by Director of Public Works Zach Barber.

**ROLL CALL**

Commissioners present:	Commissioners Monica Rossman, Byron Denton, Vice Chairperson David Kelly, and Chairperson James Paschall
Commissioner absent:	Commissioner Emil Cavagnolo
Staff present:	Administrative Technician/Commission Secretary Meagan Mondragon; Public Works Director Ed Vonasek; Public Works Lead Mechanic Roy Stewart.

**ORAL AND WRITTEN COMMUNICATIONS**

**PUBLIC COMMENTS:** None

**PUBLIC WORKS**

**A. Lift Station Standardization**

Director Barber addressed the Commission regarding the standardization of the pumps at the Airport, Railroad, Heartland, Butte, and Whitehawk lift stations. He highlighted that three of these stations are currently struggling with significant debris issues, which hinder their operations. To mitigate this, he proposed the installation of chopper-style pumps, designed to effectively break down debris and ensure smooth functionality. Director Barber also mentioned that the City received two bids for this project: one from J&J Pump and the other from Simonds Machinery Company.

Commissioner Denton inquired if Mr. Stewart could clarify the distinctions between the two bids. Mr. Stewart explained that J&J Pump, based in Redding, CA, is just an hour away, allowing for quicker response times, especially in emergencies. Additionally, J&J Pump offers flexibility in scheduling, providing service on weekends, holidays, and overtime as needed, and their bid was the lesser amount.

Mr. Stewart further elaborated that Simonds Machinery Company, located in San Francisco, indicated that standardizing each lift station would take 2-3 days, with emergency repairs potentially extending to 2-4 days due to their limited hours of operation (Monday through Friday, 8 AM to 5 PM).

Commissioner Denton emphasized the urgency of standardizing the lift stations and its critical importance. Commissioner Denton sought clarification on the differences between the types of pumps available. Mr. Stewart detailed that there are regular pumps, semi-chopper pumps, and chopper pumps, noting that the current semi-chopper pumps are inadequate for effectively managing the debris.

**ACTION:** Commissioner Denton moved, seconded by Commissioner Rossman, to recommend that the City Council proceed with upgrading and standardizing the lift stations at this time, selecting J&J Pump as the contractor. Motion carried by a voice vote 4-0. Ayes: Denton, Kelly, Rossman, Paschall; Noes: None; Absent: Cavagnolo.

### **B. Wastewater Treatment Plant Dredging Project**

Director Barber informed the Commission about the current status of the Wastewater Treatment Plant, specifically noting that Pond 1 is not operating efficiently due to a significant buildup of sludge that requires immediate attention. Director Barber explained that Specialized Utility Services Program Inc. (SUSPINC) is an engineering firm tasked with assessing the project's needs, developing a comprehensive plan, and applying for the grant funding needed for the City of Orland. Director Barber highlighted the recent success of SUSPINC in Hamilton City on a similar project.

The Commission acknowledged the urgency of initiating the dredging process at the Wastewater Treatment Plant and unanimously agreed that engaging SUSPINC would be the most effective way to commence Phase 1 of the project.

**ACTION:** Commissioner Denton moved, seconded by Commissioner Rossman, to recommend that the City Council proceed with Phase 1 of the proposed WWTP project as proposed, engaging SUSPINC engineering for planning and grant funding application. Motion carried by a voice vote 4-0. Ayes: Denton, Kelly, Rossman, Paschall; Noes: None; Absent: Cavagnolo.

### **C. Capital Expense-Equipment Replacement: Vac-Con**

Director Barber informed the Commission that the Public Works Department currently operates two Vac-Con trucks, from 2008 and 2015, which are utilized across various departments, including parks, streets, water, and sewer. The 2008 model has significantly exceeded its expected lifespan and has become a costly maintenance burden. In contrast, the 2015 Vac-Con is primarily deployed for sewer and lift station tasks, effectively handling larger volumes of water and sewage.

Vice Chairperson Kelly inquired about the age of the Vac-Con that needs replacement and its typical usage. Director Barber confirmed that it is indeed the 2008 model, commonly used for addressing plugged drains.

Mr. Stewart noted that the City of Orland has partnered with Sourcewell, allowing for substantial savings through a cooperative purchasing program that incurs no costs to the City. He explained that the quote from Municipal Maintenance Equipment reflects these discounts.



Vice Chairperson Kelly asked if this was the only bid received. Mr. Stewart confirmed that there are only two companies in California offering both jetting and suction trucks. Mr. Stewart added that the Public Works Department is well-equipped to service Vac-Con trucks, ensuring efficient repairs if the city remains with this brand.

Chairperson Paschall inquired about the funding sources for the Vac-Con purchase. Director Barber indicated that the allocation would be 30% from the Sewer Fund and 70% from the Water/Storm Drainage Fund.

After a thorough discussion, the Commission unanimously agreed on the necessity of replacing the Vac-Con.

**ACTION:** Commissioner Denton moved, seconded by Vice Chairperson Kelly, to recommend that the City Council proceed with the purchase of one Vac-Con Machine as proposed. Motion carried by a voice vote 4-0. Ayes: Denton, Kelly, Rossman, Paschall; Noes: None; Absent: Cavagnolo.

**COMMISSIONER REPORTS (Not Aгенzided)**

Commissioner Rossman:

- 4-way Stop being added to County RD M & County RD 24.

Commissioner Denton:

- Nothing to report.

Vice Chairperson Kelly

- Wanted to thank Public Works for the removal of speed bumps on 8<sup>th</sup> street and adding stop signs on Tehama Street

Chairperson Paschall

- Nothing to report.

**MEETING ADJOURNED AT 4:50 PM**

Meagan Mondragon, Secretary

Jim Paschall, Chairperson



**CITY OF ORLAND STAFF REPORT**  
**MEETING DATE: October 1, 2024**

---

**TO:** Orland Public Works & Safety Commission

**FROM:** Zach Barber, Director of Public Works

**SUBJECT:** Request for County Transportation Partnership Funding (Action)

---

**BACKGROUND:**

The Glenn County Transportation Commission (GCTC) and its supporting Glenn County Planning Department recently determined the Commission has excess funds on hand of approximately \$2 million. A proportionate share of the funds, by population, would make available 27% or \$540,000 for Orland. The Commission invited proposal of partnership opportunities where its funds can be leveraged with other grant or local funds to complete a construction project and approved one such request from the Glenn County Public Works Department.

This funding is outside the normal State Transportation Improvement Program (STIP) funding, for which Orland is on track to reconstruct both M½ and Shasta/Bryant Streets.

A recently completed Pavement Management report indicates the scope of the City’s deferred streets maintenance, assigns PCI (pavement condition index) ratings to each street or section thereof, suggests relative priorities of City streets based on usage and condition, and estimates costs to repair or rebuild. The Public Works Director inspected and verified streets identified as top priority.

**ANALYSIS:**

Staff considered eight sections of streets that would be good candidates for this project funding and consulted about it with County planning staff. A 2.8-mile section of Swift Street adjacent to the SavMor shopping center area, from Woodward to East Street, was selected as most appropriate for this funding at this time, at an estimated project cost of \$648,450.

Alternatives to consider would include:

- Suisin St., 4<sup>th</sup>-6<sup>th</sup> .13mi \$ 417,000
- E Yolo St., east to Papst St. .5mi \$2,342,700
- South St., Papst to 6<sup>th</sup> St. 1.02mi \$3,567,000
- 5<sup>th</sup> St., Suisun St. to north end .09mi \$ 333,750
- 4<sup>th</sup> St., Suisun St. to north end .09mi \$ 333,750
- East St., Yolo St. to south end .37mi \$1,180,800
- 8<sup>th</sup> St., South St. to SR 32 .53mi \$1,905,000

The East Street Walker-Yolo corridor was considered but is not recommended because it is \$1,340,850 not including striping and curbs, and the Commission and Council have not fully evaluated the results of the demonstration street improvement treatments.

Attachment: Draft Request to GCTC with sample conditions and map of section for proposed project.

**RECOMMENDATION:**

Approve proposed request to GCTC for partnership in the amount of \$540,000 to reconstruct a section of Swift Street, with City gas tax funds being utilized for the cost over the GCTC amount.

**FISCAL IMPACT OF RECOMMENDATION:**

\$110,000 from the Gas Tax Street Fund, within its annual budgeted expenditure.