

CITY COUNCIL

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

CITY OFFICIALS

Jennifer Schmitke
City Clerk

Leticia Espinosa
City Treasurer

CITY OF ORLAND

INCORPORATED 1909

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



CITY MANAGER

Peter R. Carr

AGENDA REGULAR MEETING, ORLAND CITY COUNCIL

Tuesday, June 6, 2023 at 6:30 PM

This City Council meeting will be held at Carnegie Center, 912 Third Street, Orland and teleconferenced using Zoom technology. City staff may appear in person or remotely.

The public is encouraged to participate in the meeting via Zoom or can participate at Carnegie Center.

ZOOM Link: www.zoom.us

WEBINAR ID# 843 5887 2269

ZOOM Telephone - Please call: 1 (669) 900-9128

1. CALL TO ORDER – 6:30 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. CONSENT CALENDAR

- A. Warrant List (payable obligations) (p.1)
- B. Approve City Council Minutes for May 16, 2023 (p.8)
- C. Receive and file Library Commission Minutes from March 13, 2023 (p.12)
- D. Sale of Surplus Fire Equipment – Engine 25 (p.13)
- E. Award contract for replacement of City Hall/PD Roof, Library Roof, and HVAC (p.14)
- F. Award contract for Traffic Safety Study on Newville at 9th Street/Tehama Street (p.22)

5. ADMINISTRATIVE BUSINESS

- A. Habitat for Humanity Purpose Place Phase 2 (Discussion/Action) – Pete Carr, City Manager (p.23)
- B. Letter to Caltrans – Traffic Calming on State Route 32/Walker St (Discussion/Action) – Pete Carr, City Manager (p.27)
- C. Project List for County Matching Grant (Discussion/Action) – Joe Fenske, Recreation Director (p.30)
- D. Fiscal Year 2023-2024 Budget Adoption (Discussion/Action) - Pete Carr, City Manager (p.31)

6. ORAL AND WRITTEN COMMUNICATIONS

Public Comments:

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

7. CITY COUNCIL COMMUNICATIONS AND REPORTS

8. 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 LABOR NEGOTIATORS

Government Code Section 54957.6
Agency designated representative: Peter R. Carr
Employee organization: Orland Mid-Management Unit

C. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code section 54956.9(d)(4):
One potential case: APN 040-184-003-000

9. ADJOURN

CERTIFICATION: Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on June 1, 2023.

A complete agenda packet is available for public inspection during normal business hours at City Hall, 815 Fourth Street, in Orland or on the City's website at www.cityoforland.com where meeting minutes and audio recordings are also available.

In compliance with the Americans with Disabilities Act, the City of Orland will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's Office 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.



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WARRANT LIST

June 6, 2023

Warrant	5/31/2023	\$	184,911.00
Payroll #10 Compensation	5/18/2023	\$	132,667.05
Special Payroll	5/19/2023	\$	409.22
PERS 04/20/23 - 05/03/23	5/17/2023	\$	25,272.63
		\$	-
		\$	<u>343,259.90</u>

APPROVED BY

Mayor, Chris Dobbs

Vice-Mayor, Bruce T. Roundy

Councilmember, Jeffrey A. Tolley

Councilmember, John McDermott

Councilmember, Mathew Romano

REPORT.: May 31 23 Wednesday
 RUN....: May 31 23 Time: 16:43
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 05-23 thru 05-23 Bank Account.: 1001

PAGE: 001
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057212	05/26/23	POS00	POSTMASTER	1373.82	05262023H	WATER/SEWER BILLING
057213	05/31/23	AME14	AMERICAN RED CROSS TRAINI	1012.00	1905,0627	REC/LIFEGUARD CERTS & REC-CERTS
057214	05/31/23	AND06	EDGAR ANDRADE	24.00 100.00	JUN2023 JUNE2023	PD/GYM REIMBURSEMENT Measure A UNIFORMS
			Check Total.....:	124.00		
057215	05/31/23	ATT06	A T & T	25.26 25.30 25.26 865.84	843 05102023 05122023 19956373	PW/WH LIFT STATION - 843 PW/HL LIFT STATION - 470 PW/AIRPORT LIFTSTATION - 906 MULTI DEPTS/PHONE APR.13 - MAY 12, 2023
			Check Total.....:	941.66		
057216	05/31/23	ATT09	AT&T MOBILITY	856.24	X05102023	PD/CELL SERIVCE (14)
057217	05/31/23	ATT10	AT&T MOBILITY (FIRST NET)	100.08 186.04	102023 05022023	FD/MEASURE A- PHONES FOR CHIEFS CELL PHONE USAGE MAY 2023
			Check Total.....:	286.12		
057218	05/31/23	BAM00	BAMBAUER TOWING SERVICE	90.00	56386	PD/TOW PD VEHICLE TO THE CITY YARD
057219	05/31/23	BID02	REMY BIDSTRUP	250.00	JUNE2023	AC/SOCIAL MEDIA MARKETING
057220	05/31/23	BJO01	Beth Bjorklund	100.00	05312023	AC/GALLERY SHOW HANGING JUN-JUL, 2023
057221	05/31/23	BOO00	BOOT BARN INC.	220.00	05062023	PW/BOOTS
057222	05/31/23	BSN04	BSN Sports	5591.09	921608910	REC/FLAG FOOTBALL, SOFTBALL, SOCCER, FIELD PAINT
057223	05/31/23	CAM00	Gary Campbell	2478.83	5302023	FD/MEASURE A-RADIO REPEATER PARTS- REIMBURSEMENT
057224	05/31/23	CAR12	Peter R. Carr	69.52	05312023	CM/MEALS FOR LUNCHTIME BUSINESS MEETINGS
057225	05/31/23	CES00	Kyle Cessna	100.00	JUNE2023	Measure A UNIFORMS
057226	05/31/23	CHA01	Justin Chaney	100.00	JUNE2023	FD/MEASURE A UNIFORM JUNE 2023
057227	05/31/23	CIV00	CIVICPLUS LLC	1300.00	262426	MUNICODE/ORD LINK SUBSCRIPTION RENEWAL
057228	05/31/23	CLE05	JUDY CLEVER	70.00	JUNE2023	AC/CLEANING OF GALLERY
057229	05/31/23	COR02	Corning Chevrolet Buick	453.74	73144,731	PD/FLEET EQUIPMENT MAINTENANCE
057230	05/31/23	COR04	CORBIN WILLITS SYSTEMS	559.17	C305151	MULTI-DEPT/MONTHLY SOFTWARE SUPPORT
057231	05/31/23	CRA05	STEVE CRANE	387.90	04232023	AC/PURCHASE FOR ORLAND'S PERMANENT ART COLLECTION
057232	05/31/23	CRE00	CREATIVE COMPOSITION	504.00	23119	AC/PURCHASE ENVELOPES
057233	05/31/23	DOB01	CHRIS DOBBS	300.00	MAY2023	COUNCILMEMBER STIPEND
057234	05/31/23	DOW00	DOWN RANGE	78.28	610121	PD/VIPS SHIRT
057235	05/31/23	ECO01	ECORP CONSULTING, INC	31545.00	99973,9	PLANNING/PROFESSIONAL SERVICES APRIL 1-30, 2023
057236	05/31/23	EIS00	Employers Investigative S	64.00 1121.35	10275 5050486	PW/Background Check PD/INTERNAL AFFAIRS INVESTIGATION - VIPS
			Check Total.....:	1185.35		
057237	05/31/23	FIR02	FIREPENNY-FIREFIGHHTER EQ	3439.74	59074	PW/VACCON #69 & SWEEPER #51 EQUIPMENT MAINTENANCE
057238	05/31/23	FLO03	JOSE FLORES	100.00	JUNE2023	Measure A UNIFORMS
057239	05/31/23	FUL04	OSCACR QUEZADA	120.00	1612	PW/CITY YARD MAR-APR 2023
057240	05/31/23	GCO00	GCOE Success Printing	39.68	7303	LIB/SUMMER READING PROGRAM FLYERS
057241	05/31/23	GLE20	GLENN COUNTY SOLID WASTE	40.00	403000	PW/ DISPOSAL OF ELECTRONICS
057242	05/31/23	GOL05	GOLDEN STATE EMERGENCY VE	746.99	03062023	PW/FLEET EQIPMENT MAINTENANCE
057243	05/31/23	GRA02	GRAINGER, INC.	2380.13	704585760	PW/WATER & SHOP SUPPLIES, FD/FLEET MAINTENANCE
057244	05/31/23	GRO00	Ferguson Enterprises Inc	512.40	1784833,1	PW/WATER SUPPLIES FD/EQ MAINTENANCE
057245	05/31/23	GUE04	DEYSY GUERRERO SIMPSON	243.66	52523	Mileage Reimbursement
057246	05/31/23	HOM00	HOME DEPOT CREDIT SERVICE	2869.42	4132023	PW/PARKS/PD-SUPPLIES AND STORAGE CABINETS

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057247	05/31/23	JOH02	SEAN JOHNSON	100.00	JUNE2023	Measure A UNIFORMS
057248	05/31/23	JUN04	Junior Library Guild	460.23	651637	LIB/SPANISH BOOK ANNUAL SUBSCRIPTION
057249	05/31/23	LAK00	Lakeshore Learning Materi	161.68	555050223	LIB/LITERACY KIT GRANT MATERIALS
057250	05/31/23	LIF00	Life Assist Inc.	1010.85	8164,9741	FD/MEASURE A-MEDICAL SUPPLIES
057251	05/31/23	LOW00	Katherine Lowery	24.00 100.00	JUN2023 JUNE2023	PD/GYM REIMBURSEMENT Measure A UNIFORMS
			Check Total.....:	124.00		
057252	05/31/23	MAR17	MARTINDALE, RYAN	100.00	JUNE2023	Measure A UNIFORMS
057253	05/31/23	MAT04	MATSON & ISOM	6171.00	88551	Monthly Services (MAY)
057254	05/31/23	MCD01	John McDermott	300.00	MAY2023	COUNCILMEMBER STIPEND
057255	05/31/23	MEL05	JUANITA MELGAREJO	285.00	0002543	REC/POOL CANCELATION
057256	05/31/23	MID07	MIDWEST TAPE	24.23	503770304	LIB/MEDIA MATERIAL
057257	05/31/23	MIL07	MILLS, DARYL	100.00	JUNE 2023	Measure A UNIFORMS
057258	05/31/23	MIL09	DARYL MILLS	341.26	05282023	PD/MILEAGE REIMBURSEMENT-ICI, TRNING MAY 22-26
057259	05/31/23	MIS01	MissionSquare - 304591	1869.44	6264332	457 PLAN/304591
057260	05/31/23	MME00	Municipal Maintenance Equ	4465.38	9129,8815	PW/SEWER-VACCON PARTS
057261	05/31/23	MOT00	Motorola Solutions Inc.	10374.00	230403253	PD/MEASURE A-VIDEOMANAGER, CLOUD, SOFTWARE & HOSTING
057262	05/31/23	NOR06	NOR-MAC INC.	1827.40	2759-1	PW/PARK SUPPLIES
057263	05/31/23	NOR29	NORTH VALLEY INDUSTRIES I	150.85	3714	REC/I UNIT ADULT SOCCER NORTH VALLEY FIELD APR
057264	05/31/23	ORL12	Orland-Laurel Masonic Hal	400.00	MAY2023	AC/RENT JUNE 2023
057265	05/31/23	ORL15	Orland Saw & Mower	32.31	50979	FD/MEASURE A- FUEL CAN
057266	05/31/23	PAC07	PACE ANALYTICAL SERVICES,	3342.20	230-28	PW/LAB SERVICES
057267	05/31/23	PBM00	PBM SUPPLY & MFG., INC	144.58	989465	PW/FLEET EQ MAINTENANCE
057268	05/31/23	PET07	PETTY CASH PUBLIC WORKS	25.00	05172023	CITY COUNCIL/FAIR PARADE ENTRY FEE
057269	05/31/23	PGE00	PG&E	89.54 44.03 35120.01	05182023 05222023 MAY112023	PW/TRAFFIC CONTROL PW/CORTINA DR LIPT STATION MULTI-DEPTS/UTILITY USAGE
			Check Total.....:	35253.58		
057270	05/31/23	PIN01	EDGAR PINEDO	19.50 100.00	JUN2023 JUNE2023	PD/GYM REIMBURSEMENT Measure A UNIFORMS
			Check Total.....:	119.50		
057271	05/31/23	PIZ01	PIZZA PALACE	1710.00	05252023	FACADE IMPROVEMENT
057272	05/31/23	QUE02	MANUEL QUEZADA	566.33	05222023	REFUND WATER & SEWER OVERPAYMENT
057273	05/31/23	QUI02	QUILL CORP.	388.90 181.20 1961.78	32247361 32460208 3130,3077	PD/MISC. OFFICE SUPPLIES PD/MISC. OFFICE SUPPLIES MUTI DEPTS/SUPPLIES
			Check Total.....:	2531.88		
057274	05/31/23	RIV02	ISRAEL RIVERA	27.50 100.00	JUN2023 JUNE2023	PD/GYM REIMBURSEMENT Measure A Uniforms
			Check Total.....:	127.50		
057275	05/31/23	ROE02	Thomas Roenspie	100.00	JUNE2023	Measure A UNIFORMS
057276	05/31/23	ROL00	ROLLS, ANDERSON & ROLLS	1355.74 5060.00	15782 05262023	DWR/PEDESTRIAN COUNTDOWN SIGNAL HEAD & PAVEMENT DWR/ENGINEERING SERVICE APR 1-30, 2023
			Check Total.....:	6415.74		
057277	05/31/23	ROM06	Mathew Romano	300.00	MAY2023	COUNCILMEMBER STIPEND
057278	05/31/23	ROU00	BRUCE T. ROUNDY	300.00	MAY2023	COUNCILMEMBER STIPEND

REPORT.: May 31 23 Wednesday
 RUN...: May 31 23 Time: 16:43
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report
 Check Listing for 05-23 thru 05-23 Bank Account.: 1001

PAGE: 003
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
057279	05/31/23	ROU01	Bruce Roundy	131.00	05262023	COUNCIL/MILEAGE REIMBURSEMENT
057280	05/31/23	SAC01	SACRAMENTO VALLEY MIRROR	662.40	1523	PW/TRAFFIC ANALYSIS (NEWVILLE & TEHAMA)
				81.00	03152023	LIB/NEWSPAPER RENEWAL BAYLISS LIBRARY
				91.00	05172023	LIB/ELK CREEK LIBRARY RENEWAL
			Check Total.....:	834.40		
057281	05/31/23	SAF06	SAFE RESTRAINTS, INC	6176.12	CH0514230	PD/WRAP SAFETY RESTRAINTS - 4
057282	05/31/23	SAN09	LUCY SANDOVAL	72.98	05172023	OPD/REIMBURSEMENT SPLY FOR 3RD GRADERS FIELDTRIP
057283	05/31/23	SMI12	JANETTE SMITH	40.00	0002549	REC/PARK REFUND
057284	05/31/23	SON05	Sonsray Machinery	2589.50	70160-1	PW/EQUIPMENT MAINTENANCE
057285	05/31/23	STO11	STOP STICK, LTD	6195.55	29442-IN	PD/9' STOP STICK KIT W/STORAGE BAG
057286	05/31/23	SUT02	SUTTON, BRANDON	100.00	JUNE2023	Measure A UNIFORMS
057287	05/31/23	TEH06	TEHAMA TIRE SERVICE	2050.01	10054438	PD/MEASURE A-16 NEW TIRES FOR PD VEHICLES
057288	05/31/23	TIA00	TIAA COMMERCIAL FINANCE,	299.87	9550657	MULTI/COPIER LEASE
057289	05/31/23	TOL04	JEFFREY TOLLEY	300.00	MAY2023	COUNCILMEMBER STIPEND
057290	05/31/23	TRA02	TRANSAMERICA	561.00	MAY2023	Term Insurance
057291	05/31/23	TUR01	Rae Turnbull	45.00	JUNE2023	AC/WEBSITE NEWSLETTER
057292	05/31/23	USA04	USA Blue Book	1621.21	18258	PW/WATER SUPPLIES
057293	05/31/23	VAL02	VALLEY ROCK PRODUCTS	620.28	78894,789	PW/SEWER SUPPLIES
057294	05/31/23	VER03	Verizon Wireless	266.07	935079781	PW/SCADA COMPUTER,IPADS
				79.40	935079782	REC/COMMUNICATIONS
				164.04	935079783	FD/MEASURE A- RESPONSE SERVICE FOR CITY ENGINE
			Check Total.....:	509.51		
057295	05/31/23	VLA00	RAYMOND J. VLACH	100.00	JUNE2023	Measure A UNIFORMS
057296	05/31/23	WEL02	Wells Fargo Vendor Fin Se	148.70	025117117	BD-PLAN/COPIER LEASE
057297	05/31/23	WEX00	WEX BANK	256.84	427241REC	REC/FUEL
				1804.28	9427241FD	FD/FUEL
				5327.63	9427241PD	PD/FUEL
				5424.44	9427241PW	PW/FUEL
			Check Total.....:	12813.19		
057298	05/31/23	YIF00	YIFTEE, INC	10000.00	05232023	YIFTEE FOR QUEEN BEE BUCKS PROGRAM
			Cash Account Total.....:	184911.00		
			Total Disbursements.....:	184911.00		
			Cash Account Total.....:	.00		

REPORT.: May 31 23 Wednesday
 RUN...: May 31 23 Time: 16:43
 Run By.: Leticia Espinosa

CITY OF ORLAND
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 05-23 thru 05-23 Bank Account.: 1001

PAGE: 004
 ID #: PY-DP
 CTL.: ORL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
19146	05/19/23	EDD01	STATE OF CALIFORNIA	3793.89	C30518	STATE INCOME TAX
				.00	C30519	STATE INCOME TAX
			Check Total.....:	3793.89		
19147	05/19/23	ESD00	STATE OF CALIFORNIA	1179.68	C30518	SDI
				3.37	C30519	SDI
			Check Total.....:	1183.05		
19148	05/19/23	OPO00	OPOA TREASURER	628.00	C30518	OPOA DUES
19149	05/19/23	STA00	STATE DISURSEMENT UNIT	83.07	C30518	GARNISHMENTS
19150	05/19/23	TEH00	UMPQUA BANK	11685.95	C30518	FEDERAL INCOME TAX
				.00	C30519	FEDERAL INCOME TAX
				16235.44	1C30518	FICA
				46.46	1C30519	FICA
				3796.92	2C30518	MEDICARE
				10.86	2C30519	MEDICARE
			Check Total.....:	31775.63		
19151	05/19/23	UPE00	UPEC, LOCAL 792	548.40	C30518	UPEC, LOCAL 792*
			Cash Account Total.....:	38012.04		
			Total Disbursements.....:	38012.04		

REPORT.: 05/18/23
 RUN....: 05/18/23 Time: 16:07
 Run By.: Deysy Guerrero

CITY OF ORLAND
 Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14530	05/18/23	05/17/23	HAR00	ZOLLERHARRIS, TRAVIS	05-23	11-23	2019.63
14531	05/18/23	05/17/23	MAR03	MARTINS, PAULINA	05-23	11-23	77.50
14532	05/18/23	05/17/23	PER00	PEREZ, MARGARITA T	05-23	11-23	2006.14
14533	05/18/23	05/17/23	SUA03	SUAREZ, ARMANDO RUEDA	05-23	11-23	1620.80
Z06464	05/18/23	05/17/23	ALV01	ALVA, MICHAELA	05-23	11-23	2027.61
Z06465	05/18/23	05/17/23	AND00	ANDRADE, EDGAR	05-23	11-23	5486.10
Z06466	05/18/23	05/17/23	BAR02	BARBER, ZACHARY	05-23	11-23	2580.48
Z06467	05/18/23	05/17/23	BIA00	BIANCHINI, ANN	05-23	11-23	68.00
Z06468	05/18/23	05/17/23	BOW00	BOWERS, LINDA	05-23	11-23	408.00
Z06469	05/18/23	05/17/23	CAR03	CARR, PETER R	05-23	11-23	6153.85
Z06470	05/18/23	05/17/23	CES00	CESSNA, KYLE A	05-23	11-23	4168.00
Z06471	05/18/23	05/17/23	CHA01	CHANEY, JUSTIN	05-23	11-23	4633.08
Z06472	05/18/23	05/17/23	COR00	CORTES, JOVANY	05-23	11-23	2000.97
Z06473	05/18/23	05/17/23	CRA00	CRANDALL, JEREMY	05-23	11-23	2323.44
Z06474	05/18/23	05/17/23	ESP00	ESPINOSA, LETICIA	05-23	11-23	2150.02
Z06475	05/18/23	05/17/23	FEN03	FENSKE, JOSEPH H	05-23	11-23	2988.19
Z06476	05/18/23	05/17/23	FLO00	FLORES, JOSE D	05-23	11-23	3913.20
Z06477	05/18/23	05/17/23	GAM00	GAMBOA, YADIRA	05-23	11-23	302.10
Z06478	05/18/23	05/17/23	GUE01	GUERRERO, DEYSY D	05-23	11-23	2596.16
Z06479	05/18/23	05/17/23	GUE02	GUERRERO, JORGE	05-23	11-23	2234.11
Z06480	05/18/23	05/17/23	HEN00	HENDERSON, OLIVIA	05-23	11-23	306.00
Z06481	05/18/23	05/17/23	JOH01	JOHNSON, SEAN KARL	05-23	11-23	5048.24
Z06482	05/18/23	05/17/23	LOP01	LOPEZ, ESAU	05-23	11-23	1754.98
Z06483	05/18/23	05/17/23	LOP02	LOPEZ, JOEL	05-23	11-23	1876.34
Z06484	05/18/23	05/17/23	LOW00	LOWERY, KATHERINE	05-23	11-23	3344.57
Z06485	05/18/23	05/17/23	MAR02	MARTINDALE, RYAN EUGENE	05-23	11-23	3248.62
Z06486	05/18/23	05/17/23	MAR04	MARTINEZ, IRMA	05-23	11-23	374.00
Z06487	05/18/23	05/17/23	MEJ00	APARICIO, LILIA MEJIA	05-23	11-23	2780.48
Z06488	05/18/23	05/17/23	MEZ00	MEZA, JODY L	05-23	11-23	3859.13
Z06489	05/18/23	05/17/23	MIL00	MILLS, DARYL A	05-23	11-23	3185.52
Z06490	05/18/23	05/17/23	MON03	MONDRAGON, MEAGAN N	05-23	11-23	1476.50
Z06491	05/18/23	05/17/23	MYE00	MYERS, KEVIN	05-23	11-23	658.54
Z06492	05/18/23	05/17/23	OLI00	OLIVER, LINDA	05-23	11-23	340.00
Z06493	05/18/23	05/17/23	PAI01	PAILLON, MICHAEL	05-23	11-23	2450.76
Z06494	05/18/23	05/17/23	PAN00	PANIAGUA, BLANCA A	05-23	11-23	698.82
Z06495	05/18/23	05/17/23	PEN01	PENDERGRASS, REBECCA A	05-23	11-23	3244.50
Z06496	05/18/23	05/17/23	PIN00	PINEDO, EDGAR ESTEBAN	05-23	11-23	3341.75
Z06497	05/18/23	05/17/23	POR00	PORRAS, ESTEL	05-23	11-23	1914.97
Z06498	05/18/23	05/17/23	PUN00	PUNZO, GUILLERMO	05-23	11-23	2068.88
Z06499	05/18/23	05/17/23	PUR01	PURCHASE, HEATHER	05-23	11-23	1614.83
Z06500	05/18/23	05/17/23	RIC01	RICE, GERALD W	05-23	11-23	2118.13
Z06501	05/18/23	05/17/23	RIV00	RIVERA, ISRAEL	05-23	11-23	2045.35
Z06502	05/18/23	05/17/23	ROD00	RODRIGUES, ANTHONY	05-23	11-23	2413.68
Z06503	05/18/23	05/17/23	ROE00	ROENSPIE, THOMAS LUKE	05-23	11-23	3556.60
Z06504	05/18/23	05/17/23	ROM00	ROMERO, ARNULFO	05-23	11-23	2812.16
Z06505	05/18/23	05/17/23	SAN02	SANDOVAL, LUCILA	05-23	11-23	1901.97
Z06506	05/18/23	05/17/23	SCH03	SCHMITKE, JENNIFER	05-23	11-23	2503.10
Z06507	05/18/23	05/17/23	SHA02	SHANNON, KYLE ANTHONY	05-23	11-23	519.25
Z06508	05/18/23	05/17/23	STE01	STEWART, ROY E	05-23	11-23	2944.74
Z06509	05/18/23	05/17/23	SUA02	SUAREZ, BRYAN E	05-23	11-23	2184.93
Z06510	05/18/23	05/17/23	SUT00	SUTTON, BRANDON KIJANA	05-23	11-23	2861.12
Z06511	05/18/23	05/17/23	SWI00	SWINHART, ROBERT	05-23	11-23	1970.36
Z06512	05/18/23	05/17/23	VAL00	VALENZUELA, BRENDA	05-23	11-23	316.54
Z06513	05/18/23	05/17/23	VLA00	VLACH, RAYMOND JOSEPH	05-23	11-23	5061.08
Z06514	05/18/23	05/17/23	VON00	VONASEK, EDWARD J	05-23	11-23	4383.93
Z06515	05/18/23	05/17/23	WAT03	WATHEN, AIDEN	05-23	11-23	108.50
Z06516	05/18/23	05/17/23	ZIN00	PEREZ, ARNULFO ZINTZUN	05-23	11-23	1620.80

 132667.05
 =====

REPORT.: 05/19/23
RUN....: 05/19/23 Time: 15:40
Run By.: Deysy Guerrero

CITY OF ORLAND
Warrant Register

Warrant Number	Date	Payroll Date	**Employee** Num	Name	Actual Period	Fiscal Period	Gross Amount
14534	05/19/23	05/19/23	PUR01	PURCHASE, HEATHER	05-23	11-23	409.22
							----- 409.22 =====

MINUTES OF THE ORLAND CITY COUNCIL
REGULAR MEETING HELD MAY 16, 2023

CALL TO ORDER

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

Meeting opened with Pledge of Allegiance

ROLL CALL

Councilmembers present:	Councilmembers John McDermott, Jeffrey Tolley, Matt Romano, Vice Mayor Bruce Roundy, Mayor Chris Dobbs
Councilmembers absent:	None
Staff present:	City Manager Pete Carr; Director of Administrative Services Rebecca Pendergrass; Chief Joe Vlach; City Clerk Jennifer Schmitke; Public Works Director Ed Vonasek
Staff present online:	City Attorney Greg Einhorn; Fire Chief Justin Chaney

CONSENT CALENDAR

- A. Warrant List (payable obligations)
- B. Approve City Council Minutes for May 2, 2023
- C. Receive and file Arts Commission Minutes from April 19, 2023
- D. Receive and file Economic Development Commission Minutes from March 14, 2023
- E. Adopt Resolution No. 2023-02 Annual Assessment for Glenn County Solid Waste Operations

Action: Vice Mayor Roundy moved, seconded by Councilmember Tolley, to approve the consent calendar. Motion carried by a voice vote 5-0.

PRESENTATION - GLENN COUNTY CARE COURT

Glenn County Behavioral Health Director Joe Hallett spoke to Council about a new State program known as the Community Assistance Recovery and Empowerment (CARE) Court. Mr. Hallett explained that the program is a new civil court process designed to link individuals who have specific mental health diagnoses to county behavioral health services, under the oversight of a judge, for up to 24 consecutive months. The program includes a clinically indicated, individualized treatment plan, with supportive services and dedicated team. Mr. Hallett spoke briefly about the criteria, eligibility for individuals needing mental health assistance and how individuals can be referred to the CARE Court program. Mr. Hallett explained that Glenn County has until October 2023 to implement the program as one of the seven test pilot counties for the State.

Councilmembers asked questions and stated concerns and asked Mr. Hallett to come back after 6 months to a year to update Council on how the program is doing.

ADMINISTRATIVE BUSINESS

- A. **Fiscal Year 2023-2024 Budget Discussion#4: General Fund Expenditures, Street Fund and Projects**

City Manager Carr presented the third part of the proposed draft budget to Council for the next fiscal year (2023-2024) which starts July 1. Mr. Carr summarized the expected reserve and previewed expenditure plans for General Funds by department and function.

Vice Mayor Roundy asked about significant jumps on a few specific proposed budgets. Mr. Carr explained budget increases.

Mr. Carr reminded the Council about the Chamber of Commerce's requested increase which was added to the proposed budget.

Councilmembers unanimously agreed that they all support the Orland Area Chamber of Commerce but would like to see the Chamber be more accountable and self-sufficient. Council members stated they would like to see more from the Chamber as to where the money is going to go, how it will be used and what the benefits to the community will be.

Mr. Carr shared that the Economic Development Commission (EDC) spoke about this topic at their last meeting and voted unanimously 3-0 to encourage City Council to approve the Chamber's request. Mr. Carr acknowledged that the Chamber President is one of the EDC Commissioners. Mr. Carr shared examples of what some nearby cities do or do not do to support their chambers.

Director of Administrative Services Rebecca Pendergrass reminded Council that they can budget a certain amount as a place holder, but they do not have to expend that amount.

The Council agreed to budget the \$32,500 but they would like to see the Chamber come back before each quarterly check to update Council on events and speak about how they are going to use the funds to benefit the community.

Mr. Carr reviewed Street/Gas Tax Funds and spoke about street maintenance (primarily funded through the General Fund) and street projects (typically funded through the Street/Gas Tax fund) revenues and expenditures.

Director of Public Works, Ed Vonasek, suggested Staff can bring a list of streets that they feel need attention.

Councilmember Romano reminded Council that there was a study done back in 2020 that recommended it would take \$18M over the next 10 years to make City roads average. Councilmember Romano spoke about the City's street maintenance issues and suggested moving everything that isn't capital improvements out of the Street Fund budget and put it into General Funds, so that it becomes a capital improvement fund where the City focuses on improvements.

Councilmembers asked questions and shared their concerns for moving the Street Funds to General Funds and made suggestions on how City streets can be upgraded.

Action: Councilmember Romano moved, seconded by Mayor Dobbs, to move the expenses out of the Orland Street Funds for Street Wages, Street Lighting, Utilities and Equipment Maintenance into the General Fund. Motion carried by a voice vote 4-1. Councilmember Tolley asked to go on record stating the topic was too new and he would like to have more information before voting.

Mr. Carr reviewed the projects and objectives for Fiscal Year 2024 sharing two additional capital projects that have been added since the April 4th discussion, one for a Rec Center roof repair and the other is for the M ½ reconstruction project.

Councilmember McDermott asked staff about the possibility of maintaining alleys, repairing one a year and also asked about upgrading/adding streetlights around town and asked for a price to do these repairs. Mr. Carr stated staff could bring a report back to the Council at a future meeting.

Councilmembers asked to add the sewer ponds project to the projects and objectives list.

B. Customer Request for Waiver of Late Fees

Director of Administrative Services, Ms. Pendergrass, presented a customer's request to have late fees on their water bills waived. Ms. Pendergrass gave the Council a brief overview of how and when bills are sent out, how payments can be made to the City, and when late fees and notices are assessed. Ms. Pendergrass explained that City policy/practice is that each customer can have late fees waived one time.

Councilmember McDermott shared his concern that this item was brought before City Council and stated he believed the customer should pay the late fees for his properties. Vice Mayor Roundy agreed. Mayor Dobbs asked if Staff should put on a future agenda this item to discuss establishing the one-time waiver and establishing there is no appeal process.

City Attorney Greg Einhorn stated putting practices of the one-time late fee waiver and that there is no appeal process in writing would be best for the City.

Action: Mayor Dobbs moved, seconded by Councilmember McDermott, to deny the customer's appeal to Council for the late fee waiver and to also add to a future agenda the establishment of a one-time late fee waiver and no appeal process to City Council policies. Motion carried by a voice vote 5-0.

ORAL AND WRITTEN COMMUNICATIONS

PUBLIC COMMENTS: None

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilmember Romano:

- Directed Staff to draft a letter to Caltrans to include traffic calming measures in their upcoming project with the City for the June 6th meeting;
- Will attend the Transportation and Transit meeting May 18th;

Councilmember McDermott:

- Will attend the Planning Commission meeting May 18th;

Councilmember Tolley:

- Expressed his gratitude to Assemblyman Gallagher's office for help with a personal matter.

Vice Mayor Roundy:

- Will attend the Art Commission meeting May 17th;
- Will attend the Transportation and Transit meeting May 18th;
- Will attend the Fair Parade as the Grand Marshall May 20th.

Mayor Dobbs

- Nothing to Report.

CITIZEN COMMENTS ON CLOSED SESSION – NONE

CLOSED SESSION OPENED AT 8:37 PM

CLOSED SESSION ENDED AT 9:01 PM

MEETING ADJOURNED AT 9:02 PM

Jennifer Schmitke, City Clerk

Chris Dobbs, Mayor

Orland Library Commission Minutes of Monday, March 13, 2023

ITEM 1. Call to Order at 5:04 p.m.

ITEM 2. Roll Call

Commissioners Present: D. Jolley, S. Romano, J. Lopez, M. Deeming

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

ITEM 3. No Citizen Comments

ITEM 4. Items for Discussion or Action

1. **ACTION ITEM:** Approve minutes of previous meeting. Motion made by Commissioner Deeming, 2nd by Commissioner Jolley. Motion carried unanimously
2. **ACTION ITEM:** Election of Officers. M. Deeming nominated for Chair and J. Lopez for Vice Chair by Commissioner Romano. Motion carried unanimously.
3. **Reports from City Librarian on financial and monthly statistics:** Librarian provided statistical reports for January and February, 2023.
4. **Library Programs, Events and Grants:** Grant applications for Lunch with the Library and Parks Pass supplemental funding have been submitted. Summer Reading program and events planning is underway.
5. **ACTION ITEM:** Request to approve Service Animals in the Library Policy. Motion made by Commissioner Romano, 2nd by Commissioner Jolley. Motion carried unanimously.

ITEM 5. Commissioner and/or Friends of the Library Reports: Commissioners were reminded to submit Form 700 and Commission Guides were distributed. The Friends of the Library have scheduled a book sale for April 20-22nd.

ITEM 6. Adjourned 5:45 p.m.

CITY OF ORLAND

CITY COUNCIL CONSENT CALENDAR ITEM #: 4.D.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Justin Chaney, Fire Chief
SUBJECT: Sale of Surplus Fire Equipment - Engine 25 (Action)

Request for authorization to sell Engine 25 as surplus equipment to the Orland Fire Protection District.

BACKGROUND

The current fleet of Orland City Engines are Ladder 26, Engine 27, Engine 28, Rescue 29 and Chief's Truck 20. Engine 25 is now 30 years old and has become surplus equipment to the City of Orland. The City Fire Department has always maintained one ladder truck and 2 engines in its fleet, making Engine 25 no longer needed by the City.

DISCUSSION

We are coming to the City Council to ask for permission to sell Engine 25 to the Orland Fire Protection District as surplus equipment for the sum of \$2,500.00. The District has the twin to Engine 25 which is their Engine 21. As both engines are the same and only one VIN # apart it makes good sense to sell Engine 25 as a parts truck until the District replaces Engine 21 in about 5 years. There is not much of a market for a 30-year-old fire truck and the last 30-year-old fire truck the District sold at auction went for \$2,400.00. The last few City fire trucks that aged out sold at auction from \$500.00 to \$1000.00.

RECOMMENDATION

City Council approve the sale of surplus Engine 25 to the Orland Fire Protection District for the sum of \$2,500.00.

Fiscal Impact of Recommendation:

\$2500.00 revenue to General Fund and the end of fleet maintenance for Engine 25.

Approved by City Manager:



CITY OF ORLAND

CITY COUNCIL CONSENT CALENDAR ITEM #: 4.E.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Ed Vonasek, Director of Public Works
SUBJECT: **Award Contract for replacement of City Hall/Police Dept roof, Library Roof and Library HVAC (Action)**

City staff proposes Council award of contracts for projects at City Hall/PD and the Library.

BACKGROUND

The City of Orland published an advertisement to solicit proposals for a formal bid to replace the existing leaking roofs and the outdated heating, ventilation, and air conditioning (HVAC) systems at the library.

Proposals were due to City Hall by 3:00 p.m. on May 31, 2023. The City advertised the bid through its website, and directly to potential proposers. We had one successful bidder who completed the bid process and submitted the bids on time.

ANALYSIS

The proposed bid came in under the estimated costs and fit within the budgeted amounts.

Attachment: Bid quotes for subject projects

RECOMMENDATION

Staff recommends the City Council approve and award a contract for services to Metal Building Solutions of Orland for the replacement of roofs at City Hall/PD and Library, and the HVAC replacement at Library, consistent with the bid quotes received. Also, authorize the Public Works Director to execute the contract and all other documents necessary to complete the project.

FISCAL IMPACT

None. The costs for these projects will have no General Fund impact, funds are being utilized from ARPA and a grant from the State Library system.

Approved by City Manager: *PRC*

METAL BUILDING SOLUTIONS, INC

License # 800033
4233 County Road F.
Orland, Ca 95963
530-624-7225

5-25-23

City of Orland
815 Fourth Street
Orland, Ca 95963

Attn. Ed Vonasek
Quote # 23-006 REV 1
Project Reference: remove & replace roof on City Hall bldg..

Dear Ed,

As per your request I have prepared a quote proposal remove & replace the roof on the City Hall building in Orland. This proposal has been prepared in accordance with the information that was provided during our job walk.

This project has been quoted using prevailing wage

The proposal is as follows:

Remove existing roof system, clean-up and haul away all debris

Inspect roof for dry rot where roofing is removed (visual inspection only) Additional cost to repair any damage will be on a time and material basis @ 125.00 per hour / per carpenter plus materials

Replace rooftop pipe jacks

Paint all rooftop pipe jacks to match roofing color

Install edge metal as per code as needed

Install Ice & Water Shield moisture barrier on sub straight

Install 26ga. Skyline Hidden Fastener snap-lock standing seam roof panel (color to be determined)

Install Gable trims and ridge cap trims

Saw-cut rигlet into existing stucco in the front pop-out roof areas to ensure proper seal

Includes a 10 year workmanship guarantee for metal application

Existing gutter replacement is Not Included in this proposal

Removal of solar panels is to be by others

Total Cost for this project.....\$ 68,360.00

This price includes materials, sale tax, freight and labor

This proposal does not include engineered plans, permits, permit fees, impact fees, school fees or anything not specifically mentioned above.

Payment terms are 50% down with acceptance of this proposal for material costs, completed work to be billed out as completed or as portions are completed. All permit fees and or impact fees/school fees are due when they are required for permit submittal. These fees are Not Included in this proposal.

This quote is valid for 15 days after proposal date. After 15 days the price must be re-confirmed

Jason,

Thank you for this opportunity to provide you and your client with a proposal for this project

Respectfully,



Jason Baldrige

METAL BUILDING SOLUTIONS, INC

License # 800033
4233 County Road F.
Orland, Ca 95963
530-624-7225

5-25-23

City of Orland
815 Fourth Street
Orland, Ca 95963

Attn. Ed Vonasek
Quote # 23-005 REV 1
Project Reference: Roof replacement of Library Bldg.

Dear Ed,

As per your request I have prepared a quote proposal to remove & replace the roof on the library building in Orland. This proposal has been prepared in accordance with the information that was provided during or job walk.

This project has been quoted using prevailing wage

The proposal is as follows:

Remove the existing standing seam roofing panels from the 68' 107' Library Bldg. including gutter & downspouts, gable trims and ridge cap

All debris to be clean-up and hauled off

Install new 24" wide 24ga. Double-Loc Standing Seam roof panel system (polar white in color) panel to be mechanically seamed

New roof system includes all sealants, clips, closure dams, endcap dams and ridge cap installed as per manufactures recommendations

Install 3" WMP R-10 vinyl back blanket insulation

Install 26ga. Sculptured gutter and downspouts (4) per side

Install 26ga. Sculptured gable trim

Install (2) each roof jack Dek-tites at penetrations in roof

Removal of HVAC units are Not Included in this proposal

Remove and replace lower entryway roof with 26ga. PBR roof panels, including new gutter, gable and downspouts

Total Cost for this project.....\$ 136,246.00

This price includes materials, sale tax, freight and labor

This proposal does not include engineered plans, permits, permit fees, impact fees, school fees or anything not specifically mentioned above.

Payment terms are 50% down with acceptance of this proposal for material costs, completed work to be billed out as completed or as portions are completed. All permit fees and or impact fees/school fees are due when they are required for permit submittal. These fees are Not Included in this proposal.

This quote is valid for 15 days after proposal date. After 15 days the price must be re-confirmed

Jason,

Thank you for this opportunity to provide you with a proposal for this project

Respectfully,

A handwritten signature in black ink, appearing to read 'Jason Baldrige', written in a cursive style.

Jason Baldrige

**CITY OF ORLAND
ROOF REPLACEMENT OF LIBRARY BLDG.
COST BREAKDOWN REV 1**

BLDG. MATERIALS	\$ 63,674.00
INSULATION	\$ 7,200.00
LABOR / EQUIPMENT	\$ 54,744.00
CLAN-UP & HAUL OFF	\$ 6,260.00
SEAMER RENTAL	<u>\$ 3,368.00</u>
TOTAL PROJECT COST	\$ 136,246.00

METAL BUILDING SOLUTIONS, INC

License # 800033
4233 County Road F.
Orland, Ca 95963
530-624-7225

5-25-23

City of Orland
815 Fourth Street
Orland, Ca 95963

Attn. Ed Vonasek
Quote # 23-008 REV 1
Project Reference: Remove & Replace HVAC System

Dear Ed,

As per your request I have prepared a quote proposal to remove & replace the HVAC System on the library building in Orland. This proposal has been prepared in accordance with the information that was provided during or job walk.

This project has been quoted using prevailing wage

The proposal is as follows:

Disassemble & remove (4) existing roof mount HVAC units from the roof of library (disposal of units included)

Cap-off existing Gas supply line on roof (electrical by others)

Roof replacement is not included in this proposal this was in a previous proposal (quote # 23-005)

Remove old flex ducting and grilles from interior (disposal included)

Install (3) Mitsubishi 48,000 BTU Heat Pump Condensers (Ground mount units to be located in fenced break area)

Install (1) Mitsubishi 12,000 BTU indoor ducted Heat Pump, this unit will supply the Librarians office, restroom and breakroom

Install (8) Mitsubishi 18,000 BTU indoor recessed T-Bar ceiling Heat Pumps, these units are a cassette style they will mount in the ceiling area and sit flush with the T-Bar ceiling grid. Units to be placed throughout the library and main back room office

Each unit to have its own Thermostat control

Replace approx. (32) ceiling tiles that are stained or damaged

Electrical Disconnects for units are Not Included in this proposal, it is assumed that Steve Halsey will preform this work for the City

Total Cost for this project.....\$ 119,100.00

This price includes materials, sale tax and labor

Page 2 of 2
Quote # 23-008

This proposal does not include engineered plans, permits, permit fees, impact fees, school fees or anything not specifically mentioned above.

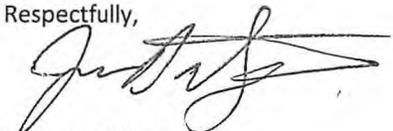
Payment terms are 50% down with acceptance of this proposal for material costs, completed work to be billed out as completed or as portions are completed. All permit fees and or impact fees/school fees are due when they are required for permit submittal. These fees are Not Included in this proposal.

This quote is valid for 15 days after proposal date. After 15 days the price must be re-confirmed

Jason,

Thank you for this opportunity to provide you with a proposal for this project

Respectfully,

A handwritten signature in black ink, appearing to read 'Jason Baldrige', with a long horizontal stroke extending to the right.

Jason Baldrige

CITY OF ORLAND

CITY COUNCIL CONSENT CALENDAR ITEM #: 4.F.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Paul W. Rabo, City Engineer
SUBJECT: Award Contract for Traffic Safety Study on State Route 32 at Tehama Street
(Action)

The City Engineer will recommend a contractor for a traffic safety study.

BACKGROUND

The City of Orland published an advertisement to solicit proposals for transportation and traffic analysis professional services. The estimated cost of the professional services is \$100,000 and is being funded with State planning money available through Glenn County.

Proposals were due to City Hall by 4:00 p.m. on May 25, 2023. The City advertised for the professional services through their website, local newspaper and directly to potential proposers. At the time of closing the City received zero proposals. The City then reached out directly to additional potential proposers and may obtain at least one bid by the time of the Council meeting.

County planning staff advises that Council will need to approve a Public Interest Finding to accept the only received proposal. The Public Interest Finding is that the situation is unique, the City made a bona fide effort to solicit bids through normal public procurement processes, the bid received is reasonable and responsible, and the public interest is served by award of this contract.

ANALYSIS

The proposal received from GHD was the only bid received for professional services.

RECOMMENDATION

Staff recommends City Council approve a Public Interest Finding and award a contract for professional services for the traffic analysis and layout of conceptual improvements on State Route 32 at Tehama Street to GHD and authorize the City Manager to execute the contract and all other documents necessary to complete the project.

FISCAL IMPACT

None. The costs for professional services are funded by State planning money available through Glenn County Transportation Commission.

Approved by City Manager:

PRC

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 5.A.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: **Habitat for Humanity Purpose Place Phase 2** (Discussion/Direction)

Habitat for Humanity staff is requesting support for expansion of the Purpose Place project.

BACKGROUND

Phase 1 of the Habitat for Humanity Yuba-Sutter "Purpose Place Apartments" project, with 33 units and an office/meeting room facility for client services, is nearing completion and occupancy. Applicants for tenancy have been vetted, screened, and selected; all are from the Orland area.

DISCUSSION

Habitat for Humanity is proposing the purchase and construction of two additions to the current site including up to 16 additional units with a mix of studio and 2-bedroom units.

1. The additional parcel on Newville Road is to become an office providing services to clients and the community, enabling Habitat for Humanity to offer more services in Orland and Glenn County generally.
2. The additional parcel on Walker Street would enable the critical community gathering space with amenities promoting outdoor social interaction at Purpose Place, as well as additional permanent, supportive, affordable housing units.

The timing for the Phase 2 application is influenced by the State's program for Homekey Round 3 funding. The current round is first-come first-served with a July 28th deadline for applications. Further rounds of Homekey funding are not expected, although there may be other funding sources available for competitive application in the future.

Habitat for Humanity offers the following for Council consideration in anticipation of this discussion and request for support:

" We are excited to see the first phase of Purpose Place Apartments coming to completion and being able to help many individuals with safe and affordable housing. We are also excited to see the new commercial projects being built nearby. With these new businesses comes employment opportunities and this project is located within easy walking distance of Purpose Place residents.

There is now an opportunity to acquire two parcels of property adjacent to our current project. We propose to add approximately up to 16 additional apartments on one parcel and add a facilities use building to serve the community with additional services on the other property.

- This will complete the overall community aspect of the project.
- Will provide outdoor areas with covered picnic tables, barbeques, and seating.
- Will add numerous trees for shade and aesthetic values.
- Will greatly increase the amount of landscaping.
- Possible recreation possibilities with cornhole, and other outdoor activities.
- Will add additional parking spaces.

We recognize that we are proposing this follow-on project very close to completing the first phase, but we are in the next round of the Homekey funding program and there is no assurance there will be another round of this program. Applications for Homekey must be made by July 28th. We are in contract with the property owners and are contingent on this project going forward.

We are pleased there is regional support for the project from County of Glenn various services and, recently, the Glenn County Board of Supervisors voted to support a proposed phase two of this project.

We truly believe that this soon to be gated, nicely landscaped affordable housing project will be an asset to the community.”

Attachments (2):

- A. Draft site plan for Purpose Place Phase 2
- B. Letter from Yuba County Sheriff

RECOMMENDATION

Consider request for support and direct Staff.

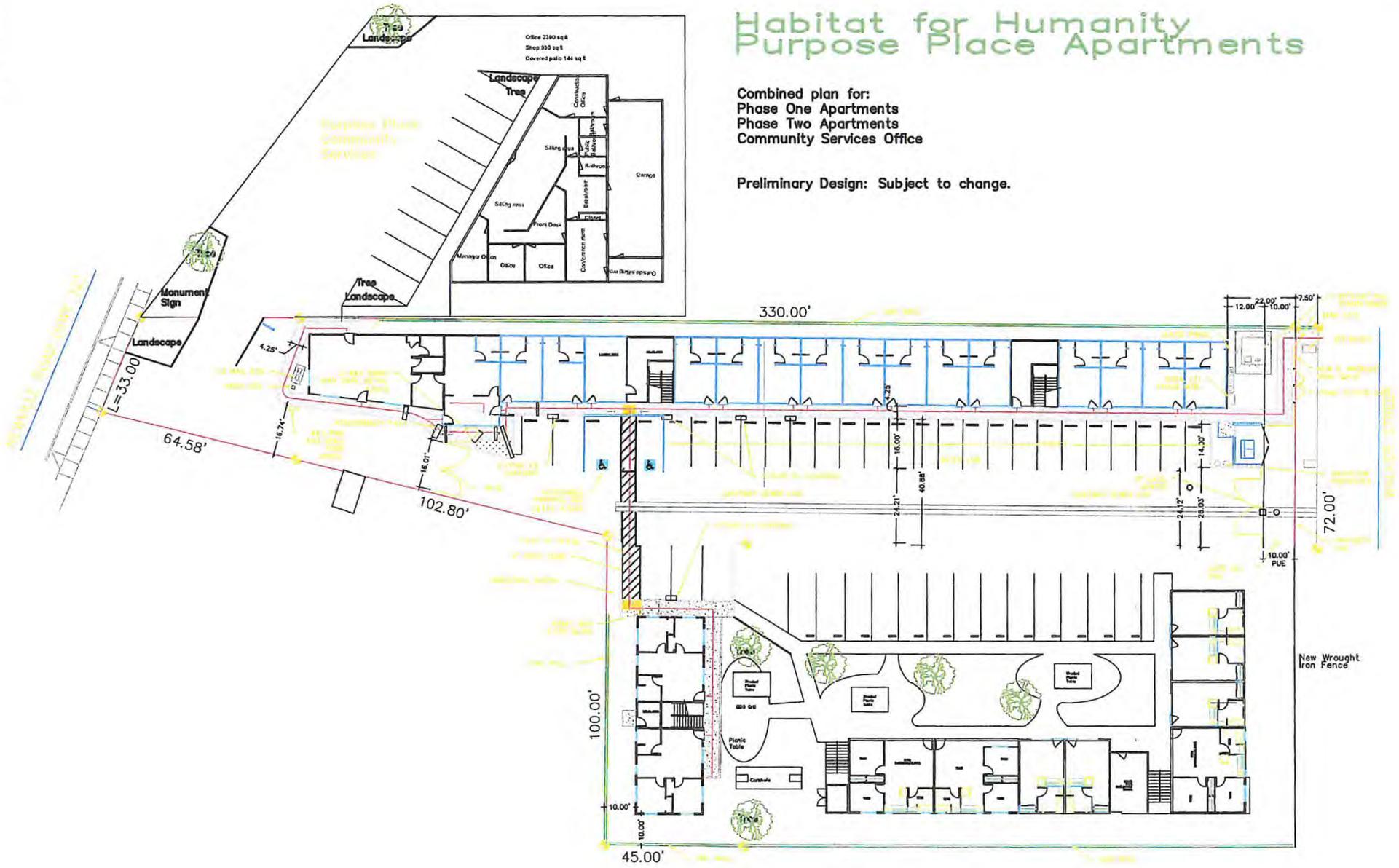
Direction to Staff may include drafting a resolution of support for adoption June 20th with any desired parameters (i.e., # units, timing, features, etc.).

Fiscal Impact of Recommendation: N/A

Habitat for Humanity Purpose Place Apartments

Combined plan for:
Phase One Apartments
Phase Two Apartments
Community Services Office

Preliminary Design: Subject to change.





Yuba County Sheriff's Department
Wendell Anderson, Sheriff-Coroner



May 30, 2023

Administration

Operations

Support Services

720 Yuba Street
 Marysville, CA 95901
 Ph: 530-749-7777
 Fax: 530-741-6445

Jail Division

215 5th Street
 Marysville, CA 95901
 Ph: 530-749-7740
 Fax: 530-741-6271

Animal Care Services

5245 Feather River Blvd.
 Olivehurst, CA 95961
 Ph: 530-741-6478
 Fax: 530-741-6301

Dear City/County Leaders,

I am the Sheriff of Yuba County and was asked to provide some details regarding Habitat for Humanity's Home Key project. I must say that I was apprehensive about the project when it began here in Yuba County, but was supportive of the idea as I am familiar with the work of Habitat for Humanity, specifically of John Nicoletti.

The project was opened in what was formerly a hotel in a busy part of our community. The hotel began as a chain and slowly became more and more of a problem for us as we received numerous calls for service relating to narcotics, disturbances and prostitution. The ownership of the hotel changed several times and gradually became an eyesore and a major problem in that part of our county.

Once the Home Key project opened up we immediately realized a change in the amount of foot traffic, calls for service and blight issues.

Under the previous ownership, in the year prior to Home Key the Sheriff's Office took approximately 53 reports of varying nature and the following year (under the control of Habitat for Humanity) the Sheriff's Office took 6 reports. It has been without a doubt a major change and has benefitted our community.

I understand that this is a small bit of information; however, I would be willing to answer any additional questions that you may have.

Respectfully,

Wendell Anderson
 Sheriff-Coroner

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 5.B.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager
SUBJECT: Letter to Caltrans re: Traffic Calming (Discussion/Action)

City staff will propose a draft letter from the City to Caltrans regarding needed improvements to Walker Street.

BACKGROUND

The City conducted extensive outreach in 2017 to explore public input and define concepts for improvement of the section of State Route 32 as it passes through the City's downtown core. The result was the Walker Street Streetscape Master Plan, funded by Caltrans and adopted by the City Council in early 2018. The 49-page Plan is available online at:

<https://www.cityoforland.com/wp-content/uploads/2021/06/MDG-WalkerStreetFinal20180126.pdf>

Recent meetings and discussions with Caltrans District 3 representatives indicated the State is currently moving forward with planning and design of substantial improvements to SR32 the west-east length of Glenn County, including the section of Walker Street subject to the Streetscapes Master Plan. These plans include correction of Americans with Disabilities (ADA) accessibility issues on sidewalks and curbs, drainage improvement, and resurfacing. Caltrans is also intent on installing missing sidewalk east of the downtown area at least to Papst Ave.

DISCUSSION

The Council on May 16 directed Staff to prepare a letter to Caltrans requesting inclusion of curb extensions and other traffic calming measures in the project currently in design. Curb extensions at corners shorten the crossing distance for pedestrians at crosswalks and make pedestrians waiting to cross the street more readily visible to drivers. These curb extension and other traffic calming measures, like mid-block extensions and medians, promote smooth flow of traffic at slower speeds without unnecessarily stopping traffic.

It makes sense to only tear up the sidewalk and street once, installing all of the Streetscapes Master Plan elements along with the ADA and drainage improvements. There may also be an opportunity to move toward the "Complete Streets" objective which enhances multi-modal uses of streets.

Attachment: Draft Letter to Caltrans
Note: The Glenn County Transportation Commission is drafting a companion letter.

RECOMMENDATION: Approve the letter as drafted or revised, authorize Mayor to execute.

Fiscal Impact of Recommendation: N/A

CITY COUNCIL

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

CITY OFFICIALS

Jennifer Schmitke
City Clerk

Leticia Espinosa
City Treasurer

CITY OF ORLAND

INCORPORATED 1909

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



CITY MANAGER

Peter R. Carr

June 6, 2023

Amarjeet S. Benipal
District 3 Director
California Department of Transportation
703 B Street
Marysville, CA 95901

Dear Mr Benipal:

We appreciate your executive team’s current interest in planning Project OJ500, which we understand to be traffic and pedestrian safety improvements the length of SR32 in Glenn County, programmed for construction in 2026. It is critical to both traffic and pedestrian safety in the City of Orland that this project include traffic calming measures and Complete Streets features already planned for Orland in the Walker Street Streetscape Master Plan which was funded by Caltrans and adopted by the Orland City Council in 2018 after substantial public input and engagement from traffic planners and engineers.

Foundational to the Master Plan are curb extensions to facilitate driver visibility of pedestrians intending to cross the street, shorten crosswalk lengths to reduce risk for pedestrians, and naturally calm the heavy car and truck traffic in this corridor. These extensions are the best available technology for maximizing mitigation of the safety impact of a state highway traversing the shopping district of our small city downtown. Curb extensions will also facilitate implementation of ADA improvements – which are identified in the Master Plan – and management of safe parking as part of a successful Complete Streets implementation.

This area – from Second Street west to the railroad tracks – is intensely used by children enroute to schools north and south of SR32 as well as by shoppers to the many local mom & pop stores in downtown Orland. The Plan recognizes that mid-block medians and curb modifications will provide traffic calming improvement to achieve ADA requirements and better protect all pedestrians and drivers.

It has been the City’s unfunded plan for years to seek partnership resources to make these enhancements to this section of SR32/Walker Street. It makes sense to only disrupt the street and sidewalk surfaces once, and to do so in conjunction with this OJ500 project.

Orland's disadvantaged economic disposition suggests the State look at this as an opportunity to enhance safety and equity in an underserved rural corner of District 3. We appreciate the extent to which your team has been willing to engage with us on this topic to this point and welcome ongoing communication to collaborate and coordinate for optimal project results with Complete Streets concepts, the objectives of the Master Plan, Caltrans' Strategic Highway Safety Plan and the National Roadway Safety Strategy.

On behalf of the Orland City Council, endorsed by unanimous vote June 6, 2023,

Chris Dobbs
Mayor

Cc: Brian W. Alconcel, Deputy District Director -- Traffic Safety and Mobility
Greg Wong, Deputy District Director – Program, Project, and Asset Management
Chris Houlemard, Regional Planning Liaison – Glenn County
CA State Assemblyman James Gallagher, 3rd Assembly District
CA State Senator Brian Dahle, 1st Senate District

CITY OF ORLAND

CITY COUNCIL CONSENT AGENDA ITEM # 5.C.

MEETING DATE: June 6th, 2023

TO: Honorable Mayor and Council
FROM: Joe Fenske, Recreation Director
SUBJECT: Project List for County Matching Grant (Discussion/Action)

The Council will consider accepting the Recreation Commission recommendation on the project list for a County matching grant.

BACKGROUND

Glenn County Board of Supervisors is offering the City of Orland \$200,000 of ARPA funding if the City will match the investment in Recreation facility improvement projects. ARPA funding can be used differently from Recreation Impact Fees. Recreation Impact Fees can only be used for new projects or expanding projects. ARPA funding can be used to beautify, repair or upgrade current facilities.

DISCUSSION

At the May 24th Recreation Commission meeting, Recreation Director Joe Fenske presented the Commission with an updated project list and the survey results from the Recreation survey conducted in the Fall of 2022.

The Recreation Commission noted in the past ten years the City has upgraded and expanded many amenities such as playgrounds, over \$500,000 in upgrades to the pool, new splash pad, covered picnic areas, upgraded basketball court, new pickleball facility, upgraded tennis courts, and many other projects.

The Recreation Commission discussed our current ball field facilities. In 2018 the City approved \$40,000 to help fix the drainage and upgrade the Lely Softball fields with the understanding Little League would volunteer the labor. Results for our Recreation Survey ranked upgrading our current ball fields as #1A.

The Recreation Commission voted 3-0 to match the County if the funding would go to City ball fields. Additionally, the Recreation Commission is recommending spending \$3,500 on a field feasibility study for the following fields: Bihler, Vinsonhaler, Lely West, Lely North, and Lely South. The field feasibility study would be able to provide the City critical data on what needs to be improved the most.

Upgrades for the fields could consist of the following: new fencing, lighting, new dugouts, or infield improvements. Currently the City has budgeted \$170,000 of ARPA funding for lighting at Lely North and South fields and set aside \$40,000 for Lely softball fields; that combined would match the County \$200,000. Additionally, it would free up funding in our impact fee budget to begin working on additional approved projects.

RECOMMENDATION

Consider and accept the Recreation Commission recommendation to leverage investments in ball field improvements for Glenn County match funding.

FISCAL IMPACT OF RECOMMENDATION

\$40,000 from impact fees and \$170,000 from City ARPA funding that has already been allocated.

Approved by City Manager: *PRC*

CITY OF ORLAND

CITY COUNCIL AGENDA ITEM #: 5.D.

MEETING DATE: June 6, 2023

TO: Honorable Mayor and Council
FROM: Pete Carr, City Manager/Finance Director
SUBJECT: **Fiscal Year 2023-24 Budget Adoption** (Discussion/Action)

City staff will propose a budget for Council adoption for the coming fiscal year.

BACKGROUND

The annual budget presents the City's best estimates for anticipated revenue and authority to expend funds on operations and projects. With the 2023-24 fiscal year starting July 1, City staff and Council previewed in April and May the capital improvement project plans, estimated revenues, planned by-department budget expenditures, fund balances, staffing, and debt obligations.

The budget is designed to provide expected public services, accomplish planned improvements, and protect emergency reserves. Planned expenditures are balanced against forecasted revenues within 1.5%.

DISCUSSION

No significant changes were made to budget worksheets since the May 16 discussion except:

- Reallocation of certain expenditures totaling \$210,000 from the Streets/Gas Tax Fund to the General Fund Public Works Street account, as directed by Council;
- Updating of Library labor expense per Council direction; and
- Updating of Planning and Engineering pages reflecting rates adjusted for 2023-24.

It is understood that the Orland Chamber of Commerce will provide additional operational information before the start of the second quarter of the fiscal year.

With these updates, the General Fund, Measure A and enterprise funds are overall balanced, and expenditures for General Fund. The Street/Gas Tax Fund has additional resources available for street projects. Water and sewer funds continue to project surpluses.

City Manager/Finance Director will preface this evening's discussion with a 20-yr City revenue analysis graphical presentation, reviewing the past decade and forecasting the coming decade.

Attachments:

Pg. 33/34: Cover page and organizational chart

Pg. 35: City Manager budget message

Pg. 36: Major Projects and Capital Outlays for FY24, listed & prioritized

Pg. 37: Summarized City finances depicted in graphical charts

Pg. 38: Summary of major fund balances

Pg. 39-57: General Fund balance, revenues, and expenditures by dept/function

Pg. 58/59: Measure A Public Safety Fund balance and budget

Pg. 60: Streets/Gas Tax Fund

Pg. 61-63: Water & Sewer Funds

Pg. 64: ARPA Fund budget

Pg. 65: Development Impact Fee Activity Schedule

Pg. 66-68: Police, Fire and Public Works major equipment replacement schedules

Pg. 69: Staffing schedule

Pg. 70-71: Debt obligation schedule

RECOMMENDATION

Adopt fiscal year 2023-24 budget as drafted and proposed.

Fiscal Impact of Recommendation:

Complete plan for allocation of revenues and expenditures for the coming fiscal year. No impact on FY23 (current fiscal year).

CITY OF ORLAND

2023/2024 Proposed Budget



Presented to City Council June 6, 2023

CITIZENS OF ORLAND

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

Director of Admin Services/ACM
 Rebecca Pendergrass

City Manager / Finance Director
 Pete Carr

City Engineer
 Paul Rabo, RAR

City Planner
 Scott Friend, ECORP

City Treasurer
 Leticia Espinosa

City Clerk
 Jennifer Schmitke

Accounting Consultant
 Roy Seiler, CPA

Accounting & Admin Services

Public Safety
Police Chief
 Joe Vlach
Fire Chief
 Justin Chaney

Public Works Director
 Edward Vonasek

Recreation Director
 Joe Fenske

Library Director
 Jody 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 Manager's Message

July 1, 2023

Another successful year for Orland...

Fiscal year 2023 ended June 30th with continued excellence in municipal operations and services, remarkable construction in progress across the City, and some terrific accomplishments including:

- Purchase of a new fire engine with cash reserves augmented by a federal grant;
- Completion of Phase 1 of Purpose Place permanent affordable apartments, along with aggressive progress on three other multi-family complexes;
- Slow but thorough completion of engineering design and planning for the \$16.7M grant from DWR to expand and extend our water system;
- Completion of pickleball courts, the pump track, and planning for new recreation assets including sand volleyball;
- And... Crowning of our main freeway interchange with two pieces of bee-themed art.



Looking Ahead...

The budget for the coming fiscal year presents Orland's spending plan. It conservatively leverages revenues – all of which are stable or growing -- to provide services for the residents of Orland. Highlights for the year ahead:

- Expansion of the water system with two new wells and a new storage tank, and extension of the water system to over 175 dry properties;
- New roof, mechanical, patio and entrances for the library;
- Completion of Maverik, McDonald's and CNG construction along with the start of improvements to the Commerce – Neville Road off-ramp and intersection area;
- A traffic safety study which will lead to improvements at Neville @ Ninth Street; and
- Close work with Caltrans to plan an excellent transformation project for SR32 in the downtown area in 2026.

Voter approval in 2016 of the Measure A Public Safety Tax continues to make a significant positive difference in our ability to fund public safety equipment. The people of your City government look forward to continuing to serve you, the Orland community.

Pete Carr
City Manager

CITY OF ORLAND
MAJOR PROJECTS Fiscal Year 2023-24

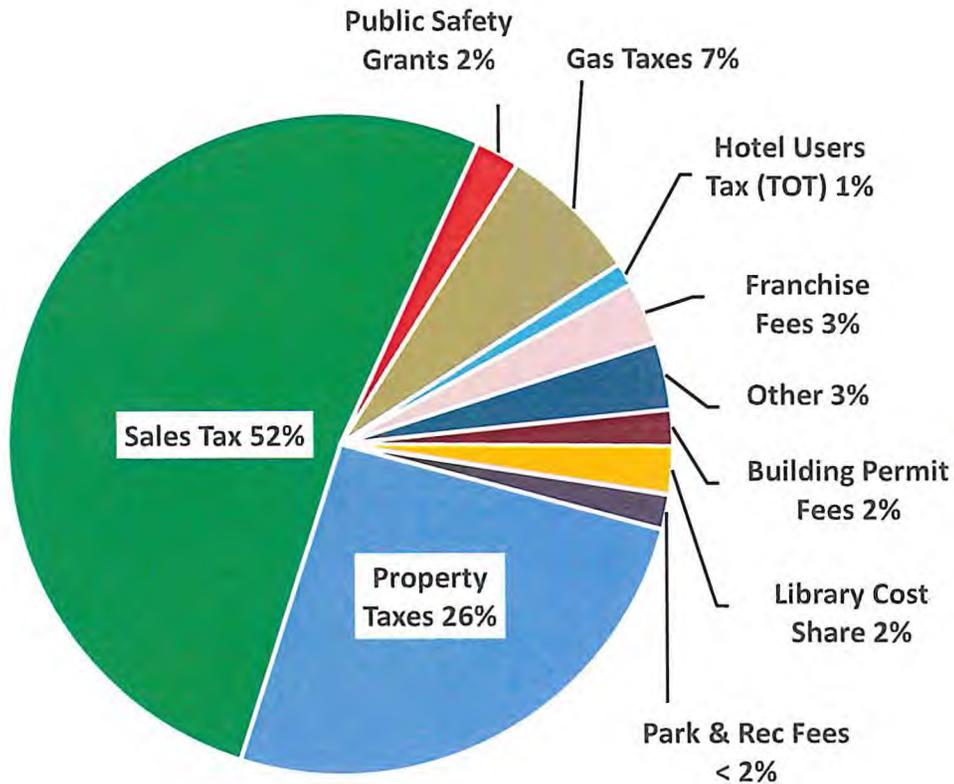
July 1, 2023

Priorities	More Important	Less Important
<p>More Urgent</p>	<p>Emergency Groundwater Resource Project (DWR – well, tank, mains, laterals, connections)</p> <p>Engineering design to 90% for new well on 6th St (State SRF + IRWM + local)</p> <p>Traffic safety improvement Newville Rd @ 9th St. – study & design</p> <p>OPD/City Hall Roof & Floor repairs (ARPA) <i>if not completed Q4</i></p> <p>Library roof and HVAC repairs (ARPA) <i>if not completed Q4</i></p>	<p>Construct Rec Trail phase II (State Parks grant)</p> <p>Construct / install freeway bee art (Caltrans project) <i>if not completed Q4</i></p> <p>Rec Center roof repair</p> <p>Install EV charging stations in town (ARPA or grant)</p>
<p>Less Urgent</p>	<p>Reconstruction of M½ (FY24 STIP)</p> <p>Detail canal undergrounding agreement</p> <p>Start streetscapes visible improvements (ARPA)</p> <p>Replace financial management software (ARPA)</p>	<p>Upgrade Lely field lighting (ARPA)</p> <p>OPD and fencing and gating?</p> <p>Work with Transportation Com to fund overlay of Shasta Street</p>

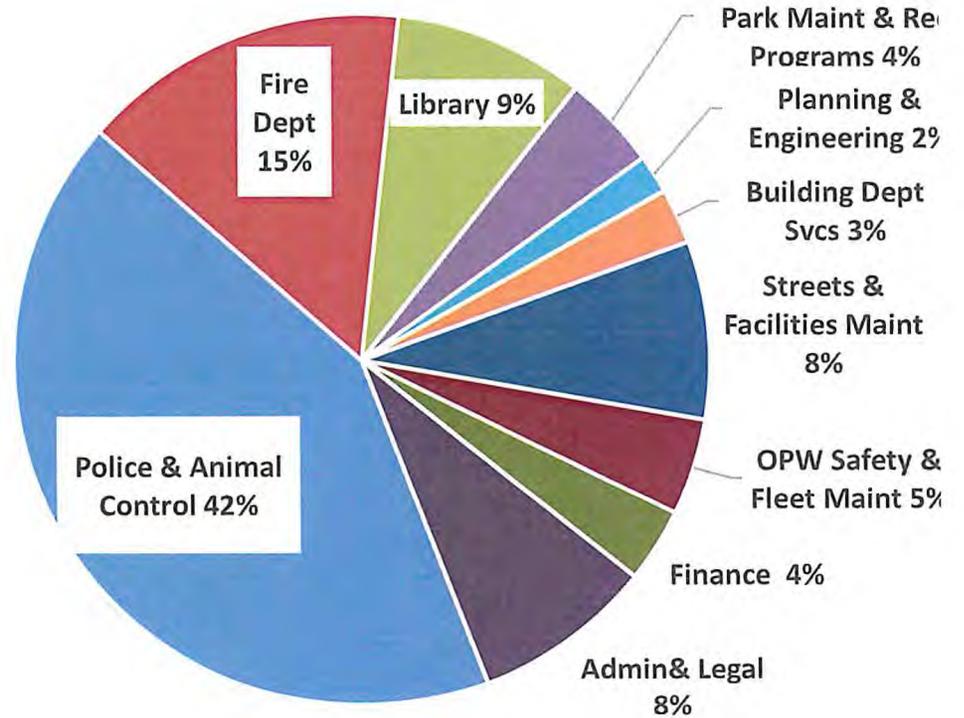
DWR = Department of Water Resources
 SRF = State Drinking Water Revolving Fund
 IRWM = Northern Sacramento Valley Integrated Water Resource Management
 ARPA = American Rescue Plan Act
 STIP = State Transportation Improvement Program

City of Orland Fiscal Year 2023-2024

Where does the City's money come from?



Where does the City's money go?



Includes General Fund, Measure A Public Safety, and Gas Tax.
Does not include Water or Sewer Funds.

City of Orland Summary of Major Fund Balances

Fund Code	Fund Name	Fund Balance per Audit July 1, 2022	Projected 2022-2023		Fund Balance Projected June 30, 2023	Budgeted 2023-2024		Fund Balance Budgeted June 30, 2024
			Revenues and Transfers In	Expenditures Transfers Out		Revenues	Expenditures	
00	General Fund	1,693,739	6,154,800	5,717,983	2,130,556	6,160,600	6,260,401	2,030,755
01	Measure A Safety Fund	1,557,660	1,400,000	2,057,642	900,018	1,500,000	1,590,000	810,018
21	Street Related Funds (Gas Tax)	359,915	511,000	464,000	406,915	1,546,500	1,276,000	677,415
35	Development Impact Fund	2,442,464	650,000	150,000	2,942,464	100,000	100,000	2,942,464
26	Water Enterprise Fund	3,534,783	1,970,000	1,608,584	3,896,199	2,030,000	1,934,174	3,992,025
27	Sewer Enterprise Fund	701,014	1,334,000	1,397,190	637,824	1,369,000	1,375,207	631,617
28	Sewer Industries Fund	271,478	115,598	113,728	273,348	30,000	30,000	273,348
05	Covid Relief Fund (CV 2 & 3)	-	-	-	-	-	-	-
06	ARPA Fund	1,872,000		872,000	1,000,000	-	920,000	80,000

Notes: Enterprise fund balances shown exclude capital assets and long term debt.

City of Orland
2023 - 2024 Budget General - Fund Summary and Projections
 (Not Including Measure A Public Safety Fund)

Audited Fund Balance, June 30, 2022	\$	3,805,569		
Less: Included in Measure A	\$	(1,557,660)		
Less: Included in ARPA	\$	(475,892)		
Less: General Plan Surcharge	\$	(78,278)		
Recognized Fund Balance: June 30, 2022			\$	1,693,739
 <u>2022-2023, PROJECTED:</u>				
Projected Revenues			\$	6,154,800
Projected Expenditures			\$	(5,717,983)
Projected Fund Balance: June 30, 2023			\$	2,130,556
 <u>2023-2024, Budgeted</u>				
Anticipated Revenues			\$	6,160,600
Budgeted Expenditures			\$	(6,260,401)
Revenue Over/(Under) Expenditures:			\$	(99,801)
Budgeted Fund Balance: June 30, 2024			\$	2,030,755
Budgeted General Fund Reserve Expressed as a Percentage of Budgeted Expenditures				<u>32.4%</u>

	Percentage of Budgeted Expenditures	
Minimum Acceptable General Fund Reserve	25%	\$ 1,565,100
(Under)/Over Acceptable General Fund Reserve		\$ 465,654
Desired General Fund Reserve	50%	\$ 3,130,201
(Under)/Over Desired General Fund Reserve		\$ (1,099,446)

City of Orland
2023-2024 Budget - General Fund Revenues

Revenue Source	2021-2022 Actual *	2022-2023 Adopted Budget	2022-2023 Projected Revenues	2023-2024 Proposed Budget
Taxes				
Property Taxes (including Motor Vehicle In Lieu)	\$1,898,965	\$2,000,000	\$2,000,000	\$2,050,000
Sales Tax -- not including Measure A	2,423,699	2,400,000	2,550,000	2,625,000
Less Allocation to County			(25,200)	(22,000)
Prop 172/Public Safety Augmentation	33,609	31,000	31,000	31,000
SLESA Public Safety Grant	161,285	150,000	170,000	170,000
Business Licenses	28,205	26,500	26,500	27,000
Hotel User's Tax (TOT)	97,185	90,000	90,000	90,000
Investment Income	0	10,000	10,000	10,000
Rents and Royalties	54,100	56,000	56,000	54,100
Franchise Fees	279,468	230,000	240,000	240,000
Solar CREBS Credit, General Fund Portion	6,172	7,500	7,500	7,500
Inter-Governmental				
Library Allocation (County)	90,000	3,000	3,000	3,000
Library Allocation (City of Willows)	111,782	90,000	95,000	95,000
Fire Chief Allocation (County)	59,256	89,000	90,000	92,000
Fire Dept. Fleet Maint. Reimbursement (County)	7,810	39,000	40,000	42,000
		20,000	20,000	20,000
Charges for Services				
Planning/Zoning	139,486	50,000	130,000	70,000
Building Permits and Related Charges	208,089	140,000	200,000	140,000
Library Fees	1,566	2,000	1,000	1,000
Green Waste Fees	10,442	0	0	0
Recreation, Park & Swim Programs	132,115	100,000	135,000	135,000
Other Revenues and One Time Monies				
CARES/COVID Relief	83,245			
Other Revenues	137,110	50,000	50,000	50,000
Administrative Allocation to Enterprise Funds				
	235,000	235,000	235,000	230,000
Totals	<u>\$6,198,589</u>	<u>\$5,819,000</u>	<u>\$6,154,800</u>	<u>\$6,160,600</u>

City of Orland
2023-2024 Budget- Summary General Fund Expenditures By Department
 Department Detailed Expenditures in Following Sections

Department	2022-2023 Budgeted Expenditures	2022-2023 Projected Expenditures	2023-2024 Budgeted Expenditures
City Council	\$ 52,200	\$ 43,250	\$ 73,450
City Manager	\$ 350,355	\$ 344,615	\$ 437,772
City Clerk	\$ 65,014	\$ 65,014	\$ 71,483
City Accounting	\$ 244,644	\$ 254,611	\$ 258,732
City Attorney	\$ 49,000	\$ 68,000	\$ 52,400
City Planning	\$ 151,700	\$ 153,180	\$ 173,700
City Police	\$ 2,473,434	\$ 2,473,434	\$ 2,543,880
City Fire	\$ 293,449	\$ 293,449	\$ 295,840
City Building Inspection	\$ 191,694	\$ 191,694	\$ 191,460
City Engineer	\$ 27,000	\$ 27,000	\$ 28,500
City Facilities Maintenance	\$ 189,387	\$ 189,387	\$ 212,824
City Streets	\$ 139,653	\$ 139,653	\$ 412,712
City Parks Maintenance	\$ 305,721	\$ 305,721	\$ 274,588
City Fleet Maintenance, After Allocation to Police and Fire	\$ 101,239	\$ 101,239	\$ 191,604
City Recreation/ City Pool	\$ 329,707	\$ 329,707	\$ 329,595
City Library	\$ 598,142	\$ 598,142	\$ 658,434
	Shown Before Reimbursements		
General Fund Portion of Debt Service (*)	\$ 66,734	\$ 139,887	\$ 53,427
	<u><u>\$ 5,629,073</u></u>	<u><u>\$ 5,717,983</u></u>	<u><u>\$ 6,260,401</u></u>

Debt Service Excludes PERS Pension Obligation Bonds and PERS Unfunded Liabilities which are included in individual departments

City Council
2023-2024 Budget
Fund 00, Department 5010

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
013	City Council Members' Stipends	18,000	18,000	18,000	18,000
110	Office Expenses	1,546	1,600	1,300	1,600
120	Special Dept.	0		300	
150	Special Dept. - Chamber of Commerce	11,250	11,250	0	32,500
545	Special Dept.- Façade/Signage Cost Share	18,425			
122	Special Department Expense - Technology	4,787	6,200	6,200	6,200
150	Publications		1,000	400	1,000
160	Communications	621	600	500	600
240	Membership, Other	5,364	4,900	4,900	4,900
240	Membership (3Core)	5,500	5,500	5,500	5,500
122	Website Hosting and Maintenance		0	0	0
250	Travel/Training	1,661	2,000	5,000	2,000
280	Insurance/Bonds	1,156	1,150	1,150	1,150
640	Capital Improvements				
	Other	568			
	Subtotal	68,878	52,200	43,250	73,450
Total General Fund Appropriations		\$ 68,878	\$ 52,200	\$ 43,250	\$ 73,450

City Manager
2023-2024 Budget
Fund 00, Department 5050

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 225,232	\$ 228,050	\$ 228,310	\$ 355,569
	PERS unfunded liability/Pension Obligation Bonds	41,568	70,105	70,105	47,503
110	Office Expenses	2,381	2,000	2,000	2,000
120	Special Departmental	100			
122	Special Departmental-Technology	4,787	6,200	6,500	6,200
160	Communications	1,695	1,500	1,500	1,500
210	Professional and Contract Services	0	1,000	1,500	1,000
	Grant writing & admin				10,000
240	Membership and Dues	112	500	500	2,000
250	Travel/Training	1,586	2,000	2,200	500
270	Fuel	0	500	0	9,500
280	Insurance/Bonds	9,412	9,500	9,500	2,000
095	Employee Recognition	0	2,000	0	
	Subtotal	286,873	323,355	322,115	437,772
640	Capital Items -- replace admin vehicle	0	27,000	22,500	0
291	Pension Obligation Debt Service	9,050			

City Clerk
2023-2024 Budget
Fund 00, Department 5020

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 78,150	\$ 39,535	\$ 39,535	\$ 44,481
	PERS unfunded liability/Pension Obligation Bonds	11708	79	79	102
110, 450	Office Expenses/Supplies	2,876	2,500	2,500	2,500
120	Special Departmental - Other	-			
122	Special Departmental - Technology	4,766	6,200	6,200	6,200
125	Election Charges	201	6,000	6,000	0
150	Publications	841	500	500	500
160	Communications	862	1,000	1,000	1,000
200	Equipment Maintenance		0	0	0
210	Professional and Contract Services	2,029	4,000	4,000	4,000
240	Membership and Dues	109	200	200	200
242	Filings		0	0	0
250	Travel/Training	-	500	500	500
280	Insurance/Bonds	4,380	4,500	4,500	4,500
	Subtotal	105,922	65,014	65,014	63,983
640	Agenda Management Software				7,500
291	Pension Obligation Debt Service	4,728			
Total General Fund Appropriations		\$ 110,650	\$ 65,014	\$ 65,014	\$ 71,483

**City Police
2023-2024 Budget**

Funds 00 and 04, Departments 5110 and 5115
(Not Including Measure A Public Safety Fund)

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 1,786,784	\$ 1,955,010	\$ 1,955,010	\$ 2,016,150
	PERS unfunded liability/Pension Obligation Bonds	209,404	216,324	216,324	216,830
110	Office Expenses	8,551	6,500	6,500	6,500
120	Special Dept. Expense - Supplies	15,904	30,000	30,000	30,000
122	Special Department-Technology	17,266	31,200	31,200	30,000
160	Communications	3,418	0	0	0
170	Utilities	1,157			
200	Equipment and Building Maintenance	3,999	0	0	0
210	Professional and Contract Services	32,483	30,000	30,000	30,000
222	Animal Control Services from Glenn County	55,000	55,000	55,000	55,000
240	Membership and Dues	588	900	900	900
250	Travel/Training	27,120	20,000	20,000	20,000
270	Fuel	67,815	50,000	50,000	60,000
280	Insurance/Bonds	77,412	78,500	78,500	78,500
	Fleet Maintenance Allocation (Expended from Measure A)		0	0	0
	Subtotal	\$ 2,306,901	\$ 2,473,434	\$ 2,473,434	\$ 2,543,880
550	Capital Outlay				
291	Pension Obligation Debt Service	76,122			
	Total General Fund Appropriations	\$ 2,383,023	\$ 2,473,434	\$ 2,473,434	\$ 2,543,880

City Attorney
2023-2024 Budget
Fund 00, Department 5040

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
210	Professional Services - Retainer	\$ 56,140	\$ 47,000	\$ 48,000	\$ 50,400
	Other		2,000	20,000	2,000
	Subtotal	56,140	49,000	68,000	52,400
Total General Fund Appropriations		\$ 56,140	\$ 49,000	\$ 68,000	\$ 52,400

City Accounting Department
2023-2024 Budget
Fund 00, Department 5030

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 140,878	\$ 152,884	\$ 152,884	\$ 161,645
	PERS unfunded liability/Pension Obligation Bonds	13,496	13,497	13,497	10,137
110	Office Expenses/Bank Fees	7,818	2,500	6,400	7,000
120	Special Departmental - Other	353			
122	Special Departmental - Technology	4,787	3,480	4,500	6,200
160	Communications	1,061	1,000	1,000	1,000
210	Professional Services-Consultant	17,566	30,000	35,000	36,000
223	Professional Services - Independent Audit	27,000	27,000	27,000	30,000
210	Professional Services - Other	0	3,000	3,000	3,000
224	Professional Services - PERS GASB 68	1,750	3,000	3,000	3,000
240	Memberships	0	250	250	250
250	Travel/Training	0	500	500	500
280	Insurance/Bonds				
	Subtotal	214,709	237,111	247,031	258,732
291	Pension Obligation Debt Service	7,580	7,533	7,580	
Total General Fund Appropriations		\$ 222,289	\$ 244,644	\$ 254,611	\$ 258,732

City Planning Department

2023-2024 Budget

Fund 00, Department 5060

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
110	Office Expenses	4,558	3,000	3,000	3,000
122	Special Departmental-Technology	4,787	5,000	3,480	5,000
120	Special Departmental-other	5,775	0	3,000	0
150	Publications (Legal Notices/Filing Fees)	3,562	2,000	2,000	2,000
160	Communications	870	700	700	700
210	Professional and Contract Services	115,256	120,000	120,000	132,000
210	Grant writing & admin				10000
210	Contract Services - Chico State GIS	16,000	11,000	11,000	11,000
210	City Contribution to LAFCO	10,350	10,000	10,000	10,000
240	Memberships	108	0	0	0
250	Travel/Training	600	0	0	0
	Subtotal	161,866	151,700	153,180	173,700
Total General Fund Appropriations		\$ 161,866	\$ 151,700	\$ 153,180	\$ 173,700

City Fire
2023-2024 Budget
Fund 00, Department 5120
(Not Including Measure A Public Safety Fund)

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits*	\$ 157,222	\$ 254,566	\$ 254,566	\$ 255,546
	PERS unfunded liability/Pension Obligation Bonds	556	2,726	2,726	2,337
045	Workers' Compensation Insurance (Volunteers)	8,806	12,157	12,157	12,157
110	Office Expenses	331	1,200	1,200	3,000
120	Special Departmental-other	30			
122	Special Departmental-Technology	4,787	7,900	7,900	7,900
160	Communications	1,982			
170	Utilities	4,528	6,000	6,000	6,000
190	Building Maintenance	0	0		0
200	Equipment Maintenance	0	0		0
210	Professional and Contract Services	1,620	1,400	1,400	1,400
250	Travel/Training	0	0	0	0
270	Fuel	0	0	0	0
280	Insurance/Bonds	9,664	7,500	7,500	7,500
	Fleet Maintenance Allocation* (Expended from Measure A)	0	0	0	0
	Maintenance and Operations	189,526	293,449	293,449	295,840
550	Capital Outlay				
Total General Fund Appropriations		\$ 189,526	\$ 293,449	\$ 293,449	\$ 295,840

*Cost share reimbursement from the County per contract.

**City Building Inspection & Code Enforcement
2023-2024 Budget**

Fund 00, Department 5070

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 44,265	\$ 54,988	\$ 54,988	\$ 58,923
	PERS unfunded liability/Pension Obligation Bonds	96	14,106	14,106	9,937
110	Office Expenses	3,696	3,500	3,500	3,500
120	Special Department Expense	68	1,000	1,000	1,000
122	Special Department Expense - Technology Upgrades	4,787	5,000	5,000	5,000
160	Communications and Public Notices	1,371	1,400	1,400	1,400
200	Equipment Maintenance and Leases	24	200	200	200
210	Professional Services (Plan Review)	23,786	35,000	35,000	35,000
220	Contract Services (Inspection)	43,139	75,000	75,000	75,000
240	Dues and Memberships	50	200	200	200
250	Training and Travel	0	500	500	500
270	Gasoline	776	800	800	800
280	Insurance Allocation				
450	Supplies	49			
640	Capital Items				
	Subtotal	122,107	191,694	191,694	191,460
291	Pension Obligation Debt Service	1,629			
	Total General Fund Appropriations	\$ 123,736	\$ 191,694	\$ 191,694	\$ 191,460

City Engineer
2023-2024 Budget
Fund 00, Department 5160

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
210	Engineering Services	27,068	27,000	27,000	28,500
	Subtotal	27,068	27,000	27,000	28,500
Total General Fund Appropriations		\$ 27,068	\$ 27,000	\$ 27,000	\$ 28,500

City Facilities Maintenance
2023-2024 Budget
Fund 00, Department 5190

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 80,214	\$ 112,221	\$ 112,221	\$ 130,790
	PERS unfunded liability/Pension Obligation Bonds	4,956	8,166	8,166	13,034
110	Office Expenses	-	500	500	500
120	Special Department Expense	-			
170	Utilities	8,234	11,000	11,000	11,000
190	Miscellaneous Supplies and Services	21,484	25,000	25,000	25,000
280	Insurance/Bonds	2,516	2,500	2,500	2,500
640	Capital Improvements		25,000	25,000	25,000
640	Capital Equipment	6,613	5,000	5,000	5,000
	(Roofs, Sidewalks, Painting & Waterproofing)				
	Subtotal	124,017	189,387	189,387	212,824
540	Improvements	-			
546	Library and Carnegie Center ADA upgrades	-			
291	Pension Obligation Debt Service	2,406			
Total General Fund Appropriations		\$ 126,423	\$ 189,387	\$ 189,387	\$ 212,824

City Streets Maintenance
General Fund Portion
2023-2024 Budget
Fund 00, Department 5170

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 139,079	\$ 215,028	\$ 215,028	\$ 269,645
	PERS unfunded liability/Pension Obligation Bonds	29,764	17,625	17,625	26,067
	Less: Gasoline Tax Wages & Benefits		(120,000)	(120,000)	-
120	Special Departmental	0	2,100	2,100	2,100
140	Uniforms	2,539	2,200	2,200	2,200
170	Utilities/Street Lights				75,000
200	Equipment Maintenance	500			15,000
203	Fleet Maintenance Allocation	31,619	15,000	15,000	15,000
210	Professional Services	1,164			
280	Insurance/Bonds	9,968	7,700	7,700	7,700
450	Supplies	13,979			
	Subtotal	228,612	139,653	139,653	412,712
291	Pension Obligation Debt Service	0			
Total General Fund Appropriations		\$ 228,612	\$ 139,653	\$ 139,653	\$ 412,712

Note: The majority of the City's street costs are paid through the Highway Users Tax special revenue fund which is shown separately on page 29.

City Fleet Maintenance
2023-2024 Budget
Fund 00, Department 5180-5183

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 203,439	\$ 178,365	\$ 178,365	\$ 302,370
	PERS unfunded liability/Pension Obligation Bonds	180	1,274	1,274	634
110	Office Expenses				
120-450	Special Department Expense/Supplies, Admin	708	5,000	5,000	5,000
120-450	Special Department Expense/Supplies, Police	76,632	15,000	15,000	15,000
120-450	Special Department Expense/Supplies, Fire	41,779	15,000	15,000	15,000
120-450	Special Department Expense/Supplies, Public Works	87,826	25,000	25,000	25,000
170	Utilities	-	3,300	3,300	3,300
200	Equipment Maintenance, Other	1,861	3,300	3,300	3,300
291	Pension Obligation Debt Service	2,324			
	Subtotal	414,749	246,239	246,239	369,604
	Allocation of Expenditures to Specific Departments:	(211,905)			
	Police (Measure A)	(52,881)	(60,000)	(60,000)	(60,000)
	Fire (Measure A)	(40,231)	(40,000)	(40,000)	(50,000)
	Street Funds/Gas Tax		(15,000)	(15,000)	(15,000)
	Parks		(15,000)	(15,000)	(15,000)
	Water		(7,500)	(7,500)	(22,000)
	Sewer		(7,500)	(7,500)	(16,000)
Total Non-Allocated General Fund Appropriations		\$ 109,732	\$ 101,239	\$ 101,239	\$ 191,604

City Parks Maintenance
2023-2024 Budget
Fund 00, Department 5250

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	\$ 196,507	\$ 178,961	\$ 178,961	\$ 156,948
	PERS unfunded liability/Pension Obligation Bonds	18056	26,760	26,760	15,640
110	Office Expenses	38	150	150	150
120	Dept. Expenses - Repair, Supplies & Services	32,807	30,000	30,000	30,000
140	Uniforms	2,539	1,500	1,500	1,500
160	Communications	205	550	550	550
170	Utilities	16,810	3,500	3,500	3,500
200	Equipment Maintenance & Lease	5,447	10,000	10,000	12,000
250	Training and Travel				
280	Insurance/Bonds	7,048	5,800	5,800	5,800
270	Fuel	970	1,500	1,500	1,500
560	Tree Replacement	74	3,000	3,000	3,000
	Fleet Maintenance Allocation	48,738	15,000	15,000	15,000
	Subtotal	329,239	276,721	276,721	245,588
291	Pension Obligation Debt Service	7,080	0	0	0
640	Capital Outlay	0	29,000	29,000	29,000
Total General Fund Appropriations		\$ 336,319	\$ 305,721	\$ 305,721	\$ 274,588

**City Recreation and Pool
2023-2024 Budget**

Fund 00, Departments 5260 and 5261

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	5260 Salaries and Benefits, Recreation	\$ 151,532	\$ 95,571	\$ 95,571	\$ 113,253
010-045	5261 Salaries and Benefits, Recreation	\$ 95,491	\$ 95,124	\$ 95,124	\$ 79,623
010-050	5260 PERS unfunded liability/Pension Obligation Bonds-Rec	19652	24,080	24,080	22,319
010-050	5261 PERS unfunded liability/Pension Obligation Bonds-Rec		1,032	1,032	
110	Office Expenses	15,546	6,000	6,000	6,000
120	Dept. Expenses - Recreation	2,512	6,000	6,000	6,000
120	Dept. Expenses - City Pool	7,799	18,000	18,000	18,000
122	Special Department-Tech (+Rec Desk)	8,487	9,900	9,900	10,400
160	Communications	3,889	4,500	4,500	4,500
170	Utilities	6,689	8,000	8,000	8,000
170	Utilities - City Pool	10,451	13,000	13,000	13,000
190	Building Maintenance	11,372	10,000	10,000	10,000
200	Equipment Maintenance	29	200	200	200
210	Professional and Contract Services	6,549	8,000	8,000	8,000
250	Training and Travel	600			
270	Gas and Oil	1,721	2,500	2,500	2,500
280	Insurance/Bonds	10,168	7,800	7,800	7,800
450/460	Pool Supplies and Water Treatment	50,543	20,000	20,000	20,000
	Other	1,770			
	Subtotal	404,800	329,707	329,707	329,595
540	Capital Outlay				
291	Pension Obligation Debt Service	10,024			
	Total General Fund Appropriations	\$ 414,824	\$ 329,707	\$ 329,707	\$ 329,595

City Library
2023-2024 Budget
Fund 00, Department 5200

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
010-045	Salaries and Benefits	424,288	444,171	444,171	532,207
	PERS unfunded liability/Pension Obligation Bonds	62,160	87,571	87,571	59,827
110	Office Expenses	6,064	4,700	4,700	4,700
120	Special Department Expense	10,089	10,500	10,500	10,500
122	Special Department-Technology	4,787	6,200	6,200	6,200
160	Communications	2,616	2,000	2,000	2,000
170	Utilities	16,599	10,000	10,000	10,000
200	Equipment Maintenance	3,467	5,500	5,500	5,500
210	Professional and Contract Services	15,608	10,000	10,000	10,000
250	Travel/Training	2,400	3,000	3,000	3,000
280	Insurance/Bonds	18,020	14,500	14,500	14,500
	Subtotal	566,098	598,142	598,142	658,434
	ADA Corrections, Library Facilities Capital Outlay Pension Obligation Debt Service	18,806			
	Total General Fund Appropriations	\$ 584,904	\$ 598,142	\$ 598,142	\$ 658,434

CITY OF ORLAND
2023-2024 Budget - Measure A Public Safety Fund Balance

Audited Fund Balance: June 30, 2022		\$	1,557,660
Original FY22-23 Budget, Revenues		\$	1,300,000
Changes		\$	100,000
Original FY22-23 Budget, Expenditures		\$	(1,211,396)
Payoff Fire Apparatus Loan		\$	(299,224)
Purchase of Apparatus (Using Set Aside-S/A)	\$		(820,722)
Less: USDA Grant to be received	\$		273,700
Net Purchase		\$	(547,022)
FY22-23 Net change		\$	(657,642)
Projected Fund Balance: June 30, 2023			<u>\$ 900,018</u>
Anticipated Revenues FY23-24:		\$	1,500,000
Budgeted Expenditures FY23-24:		\$	(1,590,000)
 Projected Fund Balance, June 30, 2024			 <u>\$ 810,018</u>

Set Asides (S/A)	Set Aside in Prior Years	Set Aside FY 2023-24	Sub-total Set Aside	Purchase from S/A	Reserve Balance	
Set aside for future Public Safety apparatus & equipment	\$ 684,698	\$ 200,000	\$ 884,698	\$ (547,022)	\$ 337,676	
Set aside for future Public Safety facility	\$ 100,000	\$ 200,000	\$ 300,000	\$ -	\$ 300,000	
Balance of set asides			\$ 1,184,698	\$ (547,022)	\$ 637,676	\$ 637,676
Available Fund Balance after set asides, June 30, 2024						<u>\$ 172,342</u>

CITY OF ORLAND
2023-2024 Budget - Measure A Public Safety Fund Budget

Anticipated Revenues FY 23-24: \$ 1,500,000

Budgeted Expenditures FY 23-24:

Fire:	Facility & Equipment Maint	\$	75,000	
	Fleet Maintenance Allocation	\$	50,000	
	Hose, Turnouts*	\$	52,000	
	Training Facility Improvements	\$	60,000	
	Volunteer Support*	\$	48,000	
	Communications -- pagers, dispatch*	\$	56,000	
	Radio Repeater Project	\$	40,000	
	Potential RFC grant match for radios	\$	20,000	
	Grant writing & admin	\$	10,000	
	Fuel, Travel and Training	\$	31,000	
	Set aside for fire apparatus replacement schedule	\$	200,000	
	Set aside for future public safety facility	\$	200,000	
				\$ 842,000

* = shared with Rural

Police:	Patrol vehicles (two new) purchases	\$	165,000	
	Fleet Maintenance Allocation	\$	60,000	
	Police Communications -- Dispatch and Radios	\$	110,000	
	Police rifles, road emergency and medical equipment	\$	40,000	
	Evidence Room/Sgt Office remodel	\$	45,000	
	Maintenance, Renewal and Licensing, FirstNet	\$	87,000	
	Grant Writing	\$	10,000	
	OPD Promotional Materials, Fuel Contingency	\$	13,000	
	Carnegie/Library Cameras & Access Control	\$	75,000	
				\$ 605,000

Public Works:	Fire hydrants, safety equipment, road signs	\$	133,000	
	Capital per equip replacement schedule	\$	-	
	Grant writing	\$	10,000	
				\$ 143,000

Total Budgeted Allocations 2023-2024: \$ (1,590,000)

Balance: \$ (90,000)

**City of Orland Street Funds -- Gas Tax
2023- 2024 Budget**

	HUTA and RSTP Fund	STIP Fund	STIP Fund	S.B. 1 Road Maint. Rehab Fund	Totals
Audit Balance, June 30, 2022	\$ 218,378	\$ -	\$ (2,460)	\$ 143,997	\$ 359,915
Anticipated Revenues, 2022-2023	\$ 330,000		\$ -	\$ 181,000	\$ 511,000
Budgeted Expenditures, 2022-2023	\$ (304,000)		\$ -	\$ (160,000)	\$ (464,000)
Less: Expected Capital Expenditure Carryover	\$ -				\$ -
Projected Fund Balances at June 30, 2023	\$ 244,378	\$ -	\$ (2,460)	\$ 164,997	\$ 406,915
2023-24 BUDGET					
Estimated HUTA Apportionments Payable -- State of CA	\$ 232,000			\$ 204,500	\$ 436,500
Projected RSTP Revenues	\$ 110,000				\$ 110,000
Projected STIP Revenues		\$ 1,000,000			\$ 1,000,000
Total Projected Revenues	\$ 342,000	\$ 1,000,000	\$ -	\$ 204,500	\$ 1,546,500
City Engineer and Other Administrative Costs					\$ -
Street Wages & Benefits Allocation	\$ -				\$ -
Street Lighting and Utilities Allocation	\$ -				\$ -
Road Patching and Sealing (SB-1 Shasta Street)	\$ 10,000			\$ 76,000	\$ 86,000
Road M1/2 Planning and Construction		\$ 1,000,000		\$ 70,000	\$ 1,070,000
Equipment Maintenance	\$ -				\$ -
Street Related Capital Additions	\$ 100,000			\$ 20,000	\$ 120,000
Total Budgeted Expenditures	\$ 110,000	\$ 1,000,000	\$ -	\$ 166,000	\$ 1,276,000
Projected Balance at June 30, 2024	\$ 476,378	\$ -	\$ (2,460)	\$ 203,497	\$ 677,415

City of Orland
2023-2024 Budget -- Water Enterprise Operating & Capital Replacement

	2021-2022	2022-2023	2022-2023	2023-2024
Description	Actual	Budget	Projected	Proposed
Revenues				
Water Service Fees	1,831,086	1,950,000	1,900,000	1,960,000
Water Line Foot Charges, Capacity & Meter Hook-up Fees	2,980	0	35,000	35,000
Investment and Other Revenues	35,643	25,000	35,000	35,000
Total Revenues	\$ 1,869,709	\$ 1,975,000	\$ 1,970,000	\$ 2,030,000
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	\$ 391,705	\$ 486,405	\$ 400,000	\$ 480,868
	40,816	59,302	35,000	41,827
Operating				
Office Expenses	14,026	15,000	16,000	17,000
Tools	74,316	5,000	50,000	20,000
Technology	8,805	18,200	15,000	16,000
Uniform and Boot Allowance	3,166	3,500	3,500	4,000
Communications	7,902	10,500	7,000	8,000
Utilities	129,369	122,000	122,000	125,000
Rents and Leases	12,480	12,855	12,855	12,855
Equipment/Building Maintenance	31,356	35,000	45,000	50,000
Professional and Contract Services	41,884	45,000	45,000	45,000
Grant writing & Admin				10,000
Membership/Dues/Permits	11,060	10,000	13,000	15,000
Non Capitalized Equipment	65,414	15,000	15,000	20,000
Training and Travel	1,424	2,200	1,200	8,000
Fuel	34,818	36,000	38,000	39,000
Insurance Allocation	14,138	11,000	15,000	16,000
Pension Obligation Debt Service	27,588			
SGMA JPA Cost Share		6,000	6,000	8,000
Supplies	87,705	80,000	120,000	130,000
Water Treatment	9,967	10,000	12,000	13,000
Fleet Maintenance Allocation	63,571	7,500	20,000	22,000
Administrative Allocation	141,000	145,230	145,230	145,230
Total Operating Expenditures	\$ 1,212,510	\$ 1,135,692	\$ 1,136,785	\$ 1,246,780
Other Expenditures				
Capital Outlay		278,000	278,000	317,000
Water Line Replacement		200,000	-	200,000
Capital Items -- replace admin vehicle			11,250	
Other Expenses	7,515	-	20,114	-
Debt Service	53,952	162,435	162,435	170,394
Total Other Expenditures	61,467	640,435	471,799	687,394
Total Expenditures	1,273,977	1,776,127	1,608,584	1,934,174
Revenue in Excess of Expenditures	\$ 595,732	\$ 198,873	\$ 361,416	\$ 95,826

City of Orland
2023- 2024 Budget -- Sewer Enterprise Operating & Capital Replacement

Description	2021-2022	2022-2023	2022-2023	2023-2024
	Actual	Budget	Projected	Proposed
Revenues				
Sewer Service Fees	1,249,952	1,342,000	1,310,000	1,346,000
Capacity and Hook Up Charges	-	0	8,000	8,000
Grants	-			
Investment and Other Revenues	16,509	5,000	16,000	15,000
Total Revenues	\$ 1,266,461	\$ 1,347,000	\$ 1,334,000	\$ 1,369,000
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	\$ 337,318	\$ 405,529	\$ 350,000	\$ 402,394
	20,200	44,839	22,000	34,007
Operating				
Office Expenses	14,739	15,000	16,000	17,000
Tools	27,793	10,000	20,000	21,000
Technology	8,806	18,200	16,000	17,000
Uniform and Boot Allowance	3,166	3,500	3,600	4,000
Memberships/Dues/Permits	26,415	25,000	28,000	29,000
Communications	1,123	3,000	3,000	3,000
Utilities	16,276	10,400	15,000	16,000
Rents and Leases	10,400	12,855	12,855	12,855
Equipment/Building Maintenance	22,346	34,000	110,000	50,000
Professional and Contract Services	20,093	15,000	15,000	25,000
State Regulatory Fees		15,600	15,600	15,600
Training and Travel	869	2,000	1,500	2,000
Fuel	29,953	35,000	35,000	37,000
Non Capitalized Equipment	65,414	20,000	25,000	25,000
Insurance Allocation	12,344	9,500	14,000	15,000
Pension Obligation Debt Service	14,714			
Supplies	45,455	50,000	100,000	70,000
Water Treatment		1,100	1,100	1,500
Fleet Maintenance Allocation	52,976	7,500	15,000	16,000
Administrative Allocation	80,000	82,400	82,400	82,400
Total Operating Expenditures	\$ 810,400	\$ 820,423	\$ 901,055	\$ 895,756
Other Expenditures				
Capital Outlay, Capitalized	198,651	278,000	278,000	367,000
Sewer Line Replacement		50,000		50,000
Capital Items -- replace admin vehicle			11,250	
Environmental Study		-	-	-
Other Expenses	6,179		11,082	
Debt Service	23,689	195,803	195,803	62,451
Total Other Expenditures	228,519	523,803	496,135	479,451
Total Expenditures	1,038,919	1,344,226	1,397,190	1,375,207
Revenue in Excess of Expenditures	\$ 227,542	\$ 2,774	\$ (63,190)	\$ (6,207)

City of Orland
2023-2024 Budget -- Industries Sewer Enterprise

	2021-2022	2022-2023	2022-2023	2023-2024
Description	Actual	Budget	Projected	Proposed
Revenues				
Sewer Service Fees from Olive Processors	84,531	113,728	115,598	30,000
Interest Income Allocation	1,209			
Total Revenues	\$ 85,740	\$ 113,728	\$ 115,598	\$ 30,000
Personnel Services including wages and benefits				
PERS unfunded liability/Pension Obligation Bonds	3,924	53,253	53,253	-
		3,925	3,925	-
Operating				
Special Departmental Supplies and Tools	-	150	150	150
Uniform Allowance	2,539	2,500	2,500	-
Utilities	6,932	7,000	7,000	3,850
Rents and Leases	1,800	1,900	1,900	-
Professional and Contract Services		500	500	500
Insurance Allocation	360	500	500	500
PERS Side Fund Debt Service	1,839	-	-	-
Engineering funding agreements		20,000	20,000	15,000
Industrial pond meter		10,000	10,000	10,000
Administrative Allocation	14,000	14,000	14,000	-
Total Expenditures	\$ 31,394	\$ 113,728	\$ 113,728	\$ 30,000
Revenue in Excess of Expenditures	\$ 54,346	\$ -	\$ 1,870	\$ -

City of Orland
2023-2024 Budget - ARPA Fund 06

Revenues \$ 1,872,000

Expenditures/Transfers

2021-2022 Actual

2022-2023 Budgeted

General Fund Fiscal Stabilization	\$	200,000
Measure A Fund Public Safety Fiscal Stabilization	\$	100,000
Façade Improvement Program	\$	30,000
Art's Commission Revenue Backfill	\$	3,000
Radio Signal Upgrades for OPD and OVFD	\$	60,000
Public Safety Facilities Security and IT Upgrades	\$	160,000
Pump Track, Match Parks/Rec DIF	\$	12,000
Cost Share, Sewer Lift Station	\$	145,000
Loan Payoff: 5th Street Parking Lot	\$	70,000
Grant Match, 3CORE	\$	5,000
Community Promotion (Queen bee Bucks)	\$	80,000
Chamber of Commerce Support	\$	7,000

Total Projected Expenditures/Transfers \$ (872,000)

2023-2024 Budgeted

Lely Ballfield Lighting and LED lamps	\$	170,000
OPD Hall Roof and Floor Repairs	\$	120,000
Invest in Westside I-5 Water/Sewer to CR 16	\$	300,000
Construct EV Charging Stations in the City	\$	50,000
Replace Financial Accounting Software (1/2)	\$	50,000
Construct Welcome Sign East End of City	\$	30,000
Streetscape (benches, planters, streetlamp, etc)	\$	200,000

Total Budgeted Expenditures/Transfers \$ (920,000)

Budgeted Fund Balance,
 June 30, 2024 \$ 80,000

City of Orland
Schedule of Impact Fees by Category
July 1 2022 through April 30, 2023
UNAUDITED

FUND 35

	City Hall	Public Safety Facility	Library	Park Land Acquisition	Park Improvements	Park Capital Maintenance	Community Facility	Newville and Commerce Signal	Traffic Mitigation Blair	Signal & Traffic North 6th	Transportation	Water System	Sewer System	Totals
Balance forward														
Audit Balance, June 30, 2022	<u>89,948.38</u>	<u>253,759.87</u>	<u>157,654.14</u>	<u>8,095.83</u>	<u>263,666.49</u>	<u>(3,261.13)</u>	<u>280,547.77</u>	<u>132,564.75</u>	<u>81,965.50</u>	<u>25,981.66</u>	<u>1,030,430.89</u>	<u>57,383.92</u>	<u>63,726.28</u>	<u>2,442,464.35</u>
Receipts														
July	5,221.00	34,845.00	5,267.00	20,920.80	34,868.00	13,947.20	33,097.00				49,984.00	31,050.00	33,000.00	262,200.00
Aug	1,512.56	10,069.68	458.00	1,670.48	4,313.16	80.36	2,878.00				63,983.48	62,410.44	27,958.21	175,334.37
Sept	13,242.78	88,098.02	14,944.79	5,846.68	20,235.65	281.26	10,670.92				13,484.41	11,800.25	12,415.00	191,019.76
Oct														-
Nov														-
Dec												1,990.00	7,948.40	9,938.40
Jan														-
Feb														-
Mar														-
Apr														-
May														-
June														-
Total Receipts	<u>19,976.34</u>	<u>133,012.70</u>	<u>20,669.79</u>	<u>28,437.96</u>	<u>59,416.81</u>	<u>14,308.82</u>	<u>46,645.92</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>127,451.89</u>	<u>107,250.69</u>	<u>81,321.61</u>	<u>638,492.53</u>
Expenditures & Transfers														
Transfers - In and Out														
Supplies/Equipment/Capital Outlay					115,778.29	7,797.32								123,575.61
Professional Services		15.00	7.50			7.50	7.50				15.00	7.50		60.00
Salaries and Benefits						7,628.46								7,628.46
Total Expenditures	<u>-</u>	<u>15.00</u>	<u>7.50</u>	<u>-</u>	<u>115,778.29</u>	<u>15,433.28</u>	<u>7.50</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15.00</u>	<u>7.50</u>	<u>-</u>	<u>131,264.07</u>
Subtotal Activity year-to-date	<u>19,976.34</u>	<u>132,997.70</u>	<u>20,662.29</u>	<u>28,437.96</u>	<u>(56,361.48)</u>	<u>(1,124.46)</u>	<u>46,638.42</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>127,436.89</u>	<u>107,243.19</u>	<u>81,321.61</u>	<u>507,228.46</u>
Subtotal for the Year	<u>109,924.72</u>	<u>386,757.57</u>	<u>178,316.43</u>	<u>36,533.79</u>	<u>207,305.01</u>	<u>(4,385.59)</u>	<u>327,186.19</u>	<u>132,564.75</u>	<u>81,965.50</u>	<u>25,981.66</u>	<u>1,157,867.78</u>	<u>164,627.11</u>	<u>145,047.89</u>	<u>2,949,692.81</u>
Percentage of Subtotal	0.04	0.13	0.06	0.01	0.07	(0.00)	0.11	0.04	0.03	0.01	0.39	0.06	0.05	1.00
Unallocated Profess Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<u>109,924.72</u>	<u>386,757.57</u>	<u>178,316.43</u>	<u>36,533.79</u>	<u>207,305.01</u>	<u>(4,385.59)</u>	<u>327,186.19</u>	<u>132,564.75</u>	<u>81,965.50</u>	<u>25,981.66</u>	<u>1,157,867.78</u>	<u>164,627.11</u>	<u>145,047.89</u>	<u>2,949,692.81</u>
													Proof	2,949,692.81
Percentage of Subtotal	0.04	0.13	0.06	0.01	0.07	(0.00)	0.11	0.04	0.03	0.01	0.39	0.06	0.05	1.00
Interest Earnings, allocated Year End Only	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Balance, April 30, 2023	<u>109,924.72</u>	<u>386,757.57</u>	<u>178,316.43</u>	<u>36,533.79</u>	<u>207,305.01</u>	<u>(4,385.59)</u>	<u>327,186.19</u>	<u>132,564.75</u>	<u>81,965.50</u>	<u>25,981.66</u>	<u>1,157,867.78</u>	<u>164,627.11</u>	<u>145,047.89</u>	<u>2,949,692.81</u>

ORLAND POLICE DEPT FLEET for FY24 as of April 2023

UNIT#	YEAR	TYPE	MAKE/MODEL	VALUE \$	Notes	REPLACE
500	2017	SUV/COP	CHEVY TAHOE	\$50K		2028
501	2017	SUV	CHEVY TAHOE	\$65K	Down for engine replacement	FY23/24
502	2017	SUV	CHEVY TAHOE	\$65K		2025
503	2017	SUV/SGT	CHEVY TAHOE	\$65K		2026
504	2014	SUV	FORD EXPLORER	\$65K		FY22/23
505	2019	SUV	CHEVY TAHOE	\$65K		2028
506	2017	SUV/K9	CHEVY TAHOE	\$65K		2026
507	2017	SUV	CHEVY TAHOE	\$65K		2027
508	2015	SUV/K9	CHEVY TAHOE	\$65K	Standby/K9	2025
509	2017	SUV	CHEVY TAHOE	\$65K		2027
510	2017	SUV/SGT	CHEVY TAHOE	\$65K		FY23/24
511	2020	SUV/4x4	CHEVY TAHOE	\$65K		2029
OLD5	2010	SD	FORD C/V	\$65K	Standby	FY22/23
CSO	2022	PU	FORD F150	\$65k		2032
TRIP	2008	SD	FORD C/V	\$45K		N/A
VIPSPU	2002	PU	GMC SIERRA	\$10K		N/A
VIPS-2	2008	SD	FORD C/V	\$10K	Odometer Broken	N/A
VIPS-3	2008	SD	FORD C/V	\$10K		N/A
VIPSGC		GOLFCART	CLUB CAR	\$5K		N/A
TRAILER						
DUI-TR	2008	VAN TRL	CARSON	\$15K		N/A
RDR-TR	2016	RADAR	SAM	\$10K		N/A

Orland Fire Department Fleet Replacement Schedule FY24

Fiscal Year	Source/Use	Expenditure	Appropriated	Balance
17/18	Measure A		Opening Balance	\$338,000
18/19	Measure A		\$100,000	\$438,000
19/20	Measure A		\$100,000	\$538,000
20/21	Chief truck/grass truck	\$230,000	\$100,000	\$408,000
21/22	Measure A		\$200,000	\$608,000
22/23	Engine 27 *	\$520,000	\$200,000	\$288,000
23/24	Measure A		\$200,000	\$488,000
24/25	Measure A		\$200,000	\$688,000
25/26	Measure A		\$200,000	\$888,000
26/27	Measure A		\$200,000	\$1,088,000
27/28	Measure A		\$200,000	\$1,288,000
28/29	Measure A		\$200,000	\$1,488,000
29/30	Measure A		\$200,000	\$1,688,000
30/31	Measure A		\$200,000	\$1,888,000
32/33	Measure A		\$200,000	\$2,088,000
33/34	Engine 25	\$1,200,000	\$200,000	\$1,088,000
34/35	Measure A		\$200,000	\$1,288,000
35/36	Chief truck/grass truck		\$200,000	\$1,488,000
36/37	Measure A		\$200,000	\$1,688,000
37/38	Measure A		\$200,000	\$1,888,000
38/39	Measure A		\$200,000	\$2,088,000
39/40	Measure A		\$200,000	\$2,288,000
40/41	Measure A		\$200,000	\$2,488,000
41/42	Ladder 26	\$2,500,000	\$200,000	\$188,000

* Net of vehicle cost \$790,000 less USDA Grant for \$270,000

FY 23 Bulldozer, truck and trailer is not shown as it was 100% grant funded.

Orland Public Works Capital Equipment Schedule FY23/24

Scheduled, funded, and unfunded with allocations

Item description	#	W / S / St / A / M.D.	new / replacement	Age	Water	Sewer	Streets	GenFund	Meas-A	M. D.	Total
FUNDED											
F150 pickup	60	W/S/ST	rep	22yrs	\$ 21,000	\$ 21,000	\$ 10,000				\$ 52,000
F150 pickup	61	W/S/ST	rep	19	\$ 21,000	\$ 21,000	\$ 10,000				\$ 52,000
Non CDL Vaccon	69	W/S/ST	rep	16	\$ 250,000	\$ 300,000	\$ 100,000				\$ 650,000
Service Pickup	9	GF	rep	16 yrs				\$ 50,000			\$ 50,000
Walk behind trencher		W/S/GF	new		\$ 4,000	\$ 4,000		\$ 4,000			\$ 12,000
FUNDED Subtotal					\$ 296,000	\$ 346,000	\$120,000	\$54,000	\$0	\$0	\$ 816,000
UNFUNDED as of July 1											
F150 service pickup	59	W/S/ST	rep	20 yrs	\$ 26,000	\$ 26,000	\$ 12,000				\$ 64,000
F150 service pickup	62	W/S/ST	rep	20 yrs	\$ 20,000	\$ 20,000	\$ 10,000				\$ 50,000
F600 bucket truck	49	W/S/ST	rep	9			\$ 60,000	\$ 80,000	\$ 60,000		\$ 200,000
F150 pickup	65	W/S/ST	rep	22yrs	\$ 21,000	\$ 21,000	\$ 10,000				\$ 52,000
F350 service truck	63	W/S/ST	rep	31 yrs	\$ 30,000	\$ 30,000	\$ 19,000				\$ 79,000
UNFUNDED Subtotal					\$ 97,000	\$97,000	\$111,000	\$80,000	\$60,000	\$0	\$ 445,000
SCHEDULED Total											\$ 1,261,000

W - Water Fund; S = Sewer Fund; St = Street Funds; GF = GenFund; A = Measure A Public Safety; M.D. = maintenance assessment districts

City of Orland
Established, Authorized and Unfunded Positions
For the Fiscal Year 2023-2024

Established Position Titles	Optimal Staffing	Contract Professionals	Funded Employees	Unfunded Positions	Change from FY23
City Manager	1.0		1.0		
Director of Administrative Services/ACM/Grants	1.0		1.0		
City Clerk/AR	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	defunded Dec 2021
Accounting Analyst	1.0		1.0		
Accounting Tech II	1.0		0.5	0.5	
Accounting Tech I	1.0			1.0	
Admin Tech I	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	
GLNTFF 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		
Director of Public Works	1.0		1.0		
Public Works Supervisor	1.0		1.0		funded July 2022
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	3.0		3.0		
Equipment Operator	1.0			1.0	
Maintenance Workers	8.0		8.0		
Facilities Custodian	1.0			1.0	
Green Waste Operator					
Recreation Director	1.0		1.0		
Recreation Assistant PT					
Library Director (cost shared with Willows)	1.0		1.0		
Assistant Librarian	1.0			1.0	
Librarian - Technician III Cataloguer	1.0		1.0		
Library Technician II	2.0		1.0	1.0	
Childrens' Librarian	1.0		1.0		
Library Assistants (2PT @ .5 = 1 FTE)	1.0		1.0		
Totals	62.0	3.0	46.0	13.0	

City of Orland
Debt Obligations FY 2023 - 2024
Schedule of Payments

Issuer	Item[s] Financed	Original Loan Amount	% Rate	Loan End Date	Balance June 30, 2023	FY 23-24 Payments	Payments allocated to funds:				Remaining Balance June 30, 2024
							General Fund	Measure A - Safety	Water	Sewer	
PNC	Fire Dept. Ladder Truck	655,090	3.0	Paid off							
Umpqua	OPW Equip	732,791	5.0	Paid off							
Umpqua	Bucket truck	105,481	4.0	Paid off							
Umpqua	Blue Frog Project	854,101	5.0	Paid off							
3CORE	5th St Parking Lot	115,000	3.0	Paid off							
Umpqua	Energy Efficiency	866,000	3.0	2032	599,141	72,812	13,834		57,521	1,456	543,656
Umpqua	Solar Project, net of CREBS	1,575,066	1.9	2032	1,034,675	103,543	19,673		47,630	36,240	934,132
SWRF	Eva Well	1,160,268	0.0	2048	895,990	35,136			35,136		860,854
Umpqua	2021 Pension Obligation Bonds	4,060,000	2.95	2036	3,825,000	334,519	279,658		30,107	24,754	3,600,000
Total:		10,123,797			6,354,806	546,010	313,165	0	170,394	62,451	5,938,642

Note: There exists one outstanding legacy interfund loan, from Water to General, with a \$347k balance which is being amortized at LAIF rates.

City General Fund and Measure A Debt Service
2023-2024 Budget
Fund 00, Department 9000

Previously included in separate department line items
Excludes PERS Pension Obligation Bonds and PERS Unfunded Liabilities

GENERAL FUND:

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
285	Loan from Water Fund	16,800	18,200	18,200	19,920
805	ALTEC Lease Payable	17,250	1,437	-	-
810	3CORE	11,450	11,423	60,263	-
815	Clean Energy Efficiency Loan (General Fund Portion)	13,800	13,834	13,834	13,834
825	Public Works Equipment Loan (General Fund Portion)	25,750	-	25,750	-
835	Solar Energy Loan (General Fund Portion)	21,850	21,840	21,840	19,673
Total General Fund Appropriations		\$ 106,900	\$ 66,734	\$ 139,887	\$ 53,427

MEASURE A FUND:

Object Code	Description	2021-2022	2022-2023	2022-2023	2023-2024
		Actual	Budget	Projected	Proposed
820	Fire Engine Lease/Purchase, Excludes Set Aside	200,000	200,000	293,823	0
830	Police Vehicles Lease/Purchase	116,250	116,250	0	0
Total Measure A Fund Appropriations		\$ 316,250	\$ 316,250	\$ 293,823	\$ -