

**CITY COUNCIL**  
Charles Gee, Mayor  
Dennis Hoffman, Vice Mayor  
Bruce T. Roundy  
James Paschall Sr.  
Salina J. Edwards

# CITY OF ORLAND

INCORPORATED 1909

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



**CITY MANAGER**  
Peter R. Carr

**CITY OFFICIALS**  
Angela Crook  
Assistant City Manager/City Clerk  
Pamela Otterson  
City Treasurer

If anyone wishes to address the City Council on an item to be considered at this meeting, please fill out a Speaker Request Form and submit to the City Clerk before the meeting begins. (optional)

Meeting Place: Carnegie Center  
912 Third Street  
Orland, CA 95963

## **AGENDA** **REGULAR MEETING, ORLAND CITY COUNCIL** **Monday June 17, 2013**

**Closed Session – 7:00 p.m.**  
**Regular Session – 7:30 p.m.**

**I. CALL TO ORDER**

1. Roll Call
2. Public comment on closed session items.

**II. CLOSED SESSION**

Pursuant to California Government Code Sections 54950 et seq., the City Council will hold a Closed Session. More specific information regarding this meeting is indicated below.

**A. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section: 54957.6

Agency Negotiator(s): City Manager Pete Carr  
City Attorney Greg Einhorn

Employee Organization(s): United Public Employees of California Local #792  
(Mid Management and General Units)  
Unrepresented Employees (All others not in UPEC)

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Pursuant to Government Code Section: 54956.8

Property: 824 Fourth Street  
Agency Negotiator: Pete Carr

**III. REPORT FROM CLOSED SESSION**

(If the Closed Session is not completed before 7:30 p.m., it will resume immediately following the Regular Meeting).

**IV. RECONVENE TO REGULAR SESSION**

Roll Call

**V. PLEDGE OF ALLEGIANCE**

**VI. ORAL AND WRITTEN COMMUNICATIONS**

Citizen 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. Public is advised to limit discussion to one presentation per individual. While not required, please state your name and address for the record. **(Oral communications will be limited to three minutes).**

**VII. CITY COUNCIL COMMUNICATIONS AND REPORTS**

**VIII. CONSENT CALENDAR**

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for June 3, 2013.
- C. Receive and file public Safety Commission minutes for April 10, 2013.
- D. Receive and file letter of appreciation from Kay Booth-Larsen.
- E. Adopt Resolution No. 2013-XX to continue Abandoned Vehicle Abatement (AVA) program.

**IX. PUBLIC HEARING - None**  
**(Public Hearing comments will be limited from three to five minutes).**

**X. ADMINISTRATIVE COMMUNICATIONS**

A. Assistant City Manager/City Clerk – Angie Crook

- 1. Request consideration to publish notice to fill one or two unexpired terms on the Economic Development Commission.
- 2. Consider invitation from Orland Pride to participate in Fourth of July parade (no entry fee).

B. City Manager – Pete Carr

- 1. Consider and adopt a Five-Year Plan.
- 2. Consider and adopt Budget for FY 2013-2014.
- 3. Introduction of Project Objectives for 2013-2014.

**XI. ADJOURN**

**CERTIFICATION:** Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly posted on June 13, 2013.

A complete agenda packet is available for public inspection online at [www.cityoforland.com](http://www.cityoforland.com) and during normal business hours at City Hall, 815 Fourth Street, Orland, CA.

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 865-1601 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.

VIII.A.

**CITY COUNCIL**  
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City Treasurer

## WARRANT LIST

June 3, 2013

|              |         |           |                   |
|--------------|---------|-----------|-------------------|
| WARRANT      | 6/13/13 | \$        | 163,424.48        |
| PAYROLL      | 5/30/13 | \$        | 54,353.39         |
| PAYROLL      | 5/30/13 | \$        | 26,637.76         |
| <b>TOTAL</b> |         | <b>\$</b> | <b>244,415.63</b> |

APPROVED BY

\_\_\_\_\_  
Charles Gee, Mayor

\_\_\_\_\_  
Dennis G. Hoffman, Vice-Mayor

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

\_\_\_\_\_  
James Paschall, Sr., Councilmember

\_\_\_\_\_  
Salina J. Edwards, Councilmember

| Check Number | Check Date | Vendor Number | Name                      | Gross Amount                         | Discount Amount          | Net Amount                           | Invoice #                                   | Description  |
|--------------|------------|---------------|---------------------------|--------------------------------------|--------------------------|--------------------------------------|---|--|
| 138754       | 05/30/13   | MCI02         | Troy McIntyre             | 180.00                               | .00                      | 180.00                               | 053013H                                     | Rec/umpire svcs  |
| 138755       | 05/30/13   | MCI04         | Tristin McIntyre          | 100.00                               | .00                      | 100.00                               | 053013H                                     | Rec/umpire svcs  |
| 138756       | 05/31/13   | POS00         | POSTMASTER                | 1061.22                              | .00                      | 1061.22                              | May2013H                                    | Water billing  |
| 138757       | 05/31/13   | GLE34         | Glenn Co Seniors Centers, | 897.50                               | .00                      | 897.50                               | 053113H                                     | SpecDistImprovements   |
| 138758       | 05/31/13   | POS00         | POSTMASTER                | 200.00                               | .00                      | 200.00                               | 053113H                                     | Annual standard fee  |
| 138759       | 06/04/13   | WAL04         | Ashley Walden             | 112.00                               | .00                      | 112.00                               | 6-4-13H                                     | Rec/Coed&FastPitch games   |
| 138760       | 06/04/13   | PAR01         | Lewis Parker              | 135.00                               | .00                      | 135.00                               | 6-4-13H                                     | Rec/Umpire for ballgames   |
| 138761       | 06/05/13   | GOD00         | Jose Godinez              | 225.00                               | .00                      | 225.00                               | 060213H                                     | SpecImpDistExpense   |
| 138763       | 06/11/13   | WAG00         | Wagner Insurance Agency   | 819.18                               | .00                      | 819.18                               | 061113H                                     | SpecImpDistrict  |
| 138764       | 06/11/13   | NOR09         | NORTH VALLEY              | 366.93                               | .00                      | 366.93                               | 061113H                                     | SpecImprovDistrict Expens  |
| 138765       | 06/12/13   | CAR05         | Grant Carmon              | 145.87                               | .00                      | 145.87                               | 2013H                                       | Safety Program incentive   |
| 138766       | 06/12/13   | LEM00         | Severn Lemstrom           | 145.87                               | .00                      | 145.87                               | 2013H                                       | Safety Program incentive   |
| 138767       | 06/12/13   | MEZ00         | JODY MEZA                 | 145.87                               | .00                      | 145.87                               | 2013H                                       | Safety Program Incentive   |
| 138768       | 06/13/13   | ABD00         | ADVANCED DOCUMENT         | 16.83                                | .00                      | 16.83                                | 6209;6297                                   | BD;Plan/billable copies  |
| 138769       | 06/13/13   | ABS00         | ABSOLUTE SAFETY TRAINING, | 510.00                               | .00                      | 510.00                               | 5/15/13                                     | FD/Cont Ed for 1st Respon  |
| 138770       | 06/13/13   | ALL01         | ALL SEASONS SCREEN PRINT  | 155.00                               | .00                      | 155.00                               | 061313                                      | Rec/shirts   |
| 138771       | 06/13/13   | AMA01         | Amazon                    | 1043.02                              | .00                      | 1043.02                              | 5/10/13                                     | Lib/books  |
| 138772       | 06/13/13   | AME01         | AMERIPRIDE UNIFORM SVCS   | 692.94<br>125.94<br>449.82           | .00<br>.00<br>.00        | 692.94<br>125.94<br>449.82           | 53113<br>5-28/2013<br>5/31/2013             | PW/uniform cleaning&shop<br>FD/rug cleaning svcs<br>CH;PD;Rec/rug maint                |
|              |            |               | Check Total.....:         | 1268.70                              | .00                      | 1268.70                              |   |  |
| 138773       | 06/13/13   | AME05         | American River College    | 1.00                                 | .00                      | 1.00                                 | 13-0674                                     | PD/training  |
| 138774       | 06/13/13   | AYR02         | Ian M. Ayres              | 145.87                               | .00                      | 145.87                               | 2013  | Safety Program incentive   |
| 138775       | 06/13/13   | AYR03         | Ian Ayres                 | 100.00                               | .00                      | 100.00                               | June 2013                                   | PD/uniform allowance   |
| 138776       | 06/13/13   | BAL00         | Knife River Construction  | 2700.00                              | .00                      | 2700.00                              | Retention                                   | South St repairs   |
| 138777       | 06/13/13   | BAR03         | Charles Barnes            | 100.00                               | .00                      | 100.00                               | June 2013                                   | POLICE DEPT UNIFORMS   |
| 138778       | 06/13/13   | BAR05         | Charles R. Barnes         | 145.87                               | .00                      | 145.87                               | 2013  | Safety Program incentive   |
| 138779       | 06/13/13   | BAS00         | Basic Laboratory, Inc     | 2267.80                              | .00                      | 2267.80                              | 060313                                      | PW/lab svcs  |
| 138780       | 06/13/13   | BJO00         | Elizabeth Bjorklund       | 30.00                                | .00                      | 30.00                                | 061013                                      | AC/model fee   |
| 138781       | 06/13/13   | BJO01         | Beth Bjorklund            | 50.00                                | .00                      | 50.00                                | Jun 2013                                    | AC/gallery set-up  |
| 138782       | 06/13/13   | BRO02         | DARYL R. BROCK CPA        | 3350.00                              | .00                      | 3350.00                              | 6/11/13                                     | FinDir/cont svcs   |
| 138783       | 06/13/13   | BSN04         | BSN Sports                | 749.20<br>137.99                     | .00<br>.00               | 749.20<br>137.99                     | 5-30-13<br>95373747                         | Rec/softballs<br>Rec/field paint   |
|              |            |               | Check Total.....:         | 887.19                               | .00                      | 887.19                               |   |  |
| 138784       | 06/13/13   | BUC00         | BUCKE'S FEED & GRAIN      | 36.39                                | .00                      | 36.39                                | 6/3/13                                      | PD/K9 spec dept  |
| 138785       | 06/13/13   | C&R00         | C & R Radio               | 286.45                               | .00                      | 286.45                               | 798   | FD/portable radio&base   |
| 138786       | 06/13/13   | CAR02         | CARDMEMBER SERVICE        | 114.07<br>102.93<br>599.42<br>663.22 | .00<br>.00<br>.00<br>.00 | 114.07<br>102.93<br>599.42<br>663.22 | 052913<br>5/29/13<br>5-29-2013<br>end5/2913 | CM/conf&travel<br>PD/training&meetings<br>PW/misc supplies<br>Lib/books;web regis;post |
|              |            |               | Check Total.....:         | 1479.64                              | .00                      | 1479.64                              |   |  |
| 138787       | 06/13/13   | CAR03         | GRANT CARMON              | 100.00                               | .00                      | 100.00                               | June 2013                                   | POLICE DEPT UNIFORMS   |
| 138788       | 06/13/13   | CAR05         | Grant Carmon              | 854.00                               | .00                      | 854.00                               | JuneTrain                                   | PD/training;travel   |
| 138789       | 06/13/13   | CAR13         | Peter R. Carr             | 145.87                               | .00                      | 145.87                               | 2013  | Safety Program incentive   |
| 138790       | 06/13/13   | CES00         | Kyle Cessna               | 100.00                               | .00                      | 100.00                               | June 2013                                   | POLICE DEPT UNIFORMS   |
| 138791       | 06/13/13   | CES01         | Kyle Cessna               | 145.87                               | .00                      | 145.87                               | 2013  | Safety Program Incentive   |
| 138792       | 06/13/13   | CHA04         | Lisa C. Chaffin           | 145.87                               | .00                      | 145.87                               | 2013  | Safety Program incentive   |
| 138793       | 06/13/13   | CHE01         | CHEM QUIP, INC.           | 35.02                                | .00                      | 35.02                                | 5228702                                     | Pool repair  |
| 138794       | 06/13/13   | COM02         | Comcast                   | 95.60                                | .00                      | 95.60                                | 5/25/13                                     | Lib/internet svcs  |

| Check Number | Check Date | Vendor Number | Name                      | Gross Amount       | Discount Amount | Net Amount         | Payment Information |   |
|--------------|------------|---------------|---------------------------|--------------------|-----------------|--------------------|---------------------|---|
|              |            |               |                           |                    |                 |                    | Invoice #           | Description                             |
| 038794       | 06/13/13   | COM02         | Comcast                   | 85.60              | .00             | 85.60              | 5/28/13             | Multi-depts/internet conn               |
|              |            |               | Check Total.....:         | 181.20             | .00             | 181.20             |                     |   |
| 038795       | 06/13/13   | CRE00         | CREATIVE COMPOSITION      | 1016.16            | .00             | 1016.16            | 84361               | 2012CCR report printing                 |
| 038796       | 06/13/13   | CRI02         | Sue Cripe                 | 30.00              | .00             | 30.00              | 060313              | AC/model fee                            |
| 038797       | 06/13/13   | CRO00         | ANGIE CROOK               | 1130.55            | .00             | 1130.55            | 2013                | Safety Program Incentive                |
| 038798       | 06/13/13   | CRO04         | Ryan Crook                | 145.87             | .00             | 145.87             | 2013                | Safety Program Incentive                |
| 038799       | 06/13/13   | CRO05         | Trystin Crook             | 138.75             | .00             | 138.75             | May 2013            | Rec/mileage reimb                       |
| 038800       | 06/13/13   | DEF01         | PAT DEFRIES               | 50.00              | .00             | 50.00              | 6-9-13              | Rec/seniorsize instructor               |
| 038801       | 06/13/13   | DEP21         | DEPARTMENT OF FINANCE     | 25.00              | .00             | 25.00              | May 2013            | PD/parking cite assessmen               |
| 038802       | 06/13/13   | DOJ03         | DEPARTMENT OF JUSTICE     | 32.00<br>51.00     | .00<br>.00      | 32.00<br>51.00     | 974484<br>976780    | PD/VIPs fingerprints<br>PD/H&S analysis |
|              |            |               | Check Total.....:         | 83.00              | .00             | 83.00              |                     |   |
| 038803       | 06/13/13   | EIN02         | Gregory P. Einhorn        | 3350.00            | .00             | 3350.00            | 11388               | CA/professional svcs                    |
| 038804       | 06/13/13   | ELD00         | BRIAN ELDER               | 145.87             | .00             | 145.87             | 2013                | Safety Program incentive                |
| 038805       | 06/13/13   | FEN05         | Joe Fenske                | 371.98             | .00             | 371.98             | 2013                | Safety Program incentive                |
| 038806       | 06/13/13   | FLO00         | FLOR'S                    | 84.45              | .00             | 84.45              | 2696                | Bldg maint                              |
| 038807       | 06/13/13   | FRA00         | FRANCOTYP-POSTALIA, INC.  | 159.48             | .00             | 159.48             | 570892              | Multi-depts/postage meter               |
| 038808       | 06/13/13   | GAL01         | GALE GROUP                | 41.88              | .00             | 41.88              | 308;469             | Lib/lg print books                      |
| 038809       | 06/13/13   | GAN00         | Gandy & Staley Oil Co.    | 1730.75            | .00             | 1730.75            | 147947              | PW/dyed diesel                          |
| 038810       | 06/13/13   | GAR02         | GARRY'S SAW SHOP          | 13.98              | .00             | 13.98              | 10795               | Parks/mower blades                      |
| 038811       | 06/13/13   | GAR12         | Gary Harris Truck & Auto  | 550.76             | .00             | 550.76             | 052813              | FD/truck repairs                        |
| 038812       | 06/13/13   | GLE22         | Glenn Co Road Dept        | 988.35             | .00             | 988.35             | RDOrland1           | Sewer pond area maint                   |
| 038813       | 06/13/13   | GOL01         | GOLDEN STATE RISK         | 44069.10           | .00             | 44069.10           | 7/2013              | Health ins premium                      |
| 038814       | 06/13/13   | GRO00         | Ferguson Enterprises Inc  | 1438.35            | .00             | 1438.35            | 043013              | PW/supplies                             |
| 038815       | 06/13/13   | GUE00         | DEYSY GUERRERO            | 371.98             | .00             | 371.98             | 2013                | Safety Program incentive                |
| 038816       | 06/13/13   | JOH00         | JOHN'S TIRE & MUFFLER     | 78.53              | .00             | 78.53              | 118571              | PW/tires                                |
| 038817       | 06/13/13   | JOH02         | SEAN JOHNSON              | 100.00             | .00             | 100.00             | June 2013           | POLICE DEPT UNIFORMS                    |
| 038818       | 06/13/13   | JOH03         | Sean Johnson              | 145.87             | .00             | 145.87             | 2013                | Safety Program incentive                |
| 038819       | 06/13/13   | KC200         | Knox Code Consultant & As | 1822.23<br>1822.23 | .00<br>.00      | 1822.23<br>1822.23 | 129<br>130          | BD/plan check fees<br>BD/plan check fee |
|              |            |               | Check Total.....:         | 3644.46            | .00             | 3644.46            |                     |   |
| 038820       | 06/13/13   | LED00         | JESSICA LEDAY             | 371.98             | .00             | 371.98             | 2013                | Safety Program incentive                |
| 038821       | 06/13/13   | LED01         | Jessica Leday             | 100.00             | .00             | 100.00             | June 2013           | POLICE DEPT UNIFORMS                    |
| 038822       | 06/13/13   | LEE04         | Nancy Leek                | 371.98             | .00             | 371.98             | 2013                | Safety Program incentive                |
| 038823       | 06/13/13   | LEM00         | Severn Lemstrom           | 100.00             | .00             | 100.00             | June 2013           | PD/uniform allowance                    |
| 038824       | 06/13/13   | LES00         | LES SCHWAB                | 147.50             | .00             | 147.50             | 05312013            | PW/equip repair                         |
| 038825       | 06/13/13   | LIN00         | LINCOLN EQUIPMENT         | 73.73              | .00             | 73.73              | SI213771            | Rec/Pool CPR sign                       |
| 038826       | 06/13/13   | MAR06         | Forrest Marston           | 1130.55            | .00             | 1130.55            | 2013                | Safety Program Incentive                |
| 038827       | 06/13/13   | MAT04         | MATSON & ISOM             | 348.75<br>5805.66  | .00<br>.00      | 348.75<br>5805.66  | 42746<br>42769      | AC/web site update<br>Server migration  |
|              |            |               | Check Total.....:         | 6154.41            | .00             | 6154.41            |                     |   |
| 038828       | 06/13/13   | MEN02         | Gonzalo Mendoza           | 30.00              | .00             | 30.00              | 6-6-13              | Rec/yth soccer refund                   |
| 038829       | 06/13/13   | MEZ00         | JODY MEZA                 | 200.00             | .00             | 200.00             | May 2013            | Lib/mileage reimb                       |
| 038830       | 06/13/13   | MID02         | MID STATE SURGE           | 801.74             | .00             | 801.74             | 060113              | PW/sanichlor                            |
| 038831       | 06/13/13   | MIK00         | MIKE'S REPAIR SHOP        | 209.99             | .00             | 209.99             | 362589              | PW/misc supplies                        |
| 038832       | 06/13/13   | MJB00         | MJB WELDING SUPPLY, INC   | 8.50               | .00             | 8.50               | 996375              | PW/cylinder rental                      |
| 038833       | 06/13/13   | MOL01         | Kevin Molleson            | 148.50             | .00             | 148.50             | 6-11-13             | Rec/field prep;scorekeepe               |

| Check Number | Check Date | Vendor Number | Vendor Name               | Gross Amount     | Discount Amount | Net Amount       | Invoice #           | Payment Information Description               |
|--------------|------------|---------------|---------------------------|------------------|-----------------|------------------|---------------------|---|
| 138834       | 06/13/13   | NAP00         | NAPA AUTO PARTS           | 43.13            | .00             | 43.13            | 393116              | FD/truck repairs                              |
| 138835       | 06/13/13   | NOR06         | NOR-MAC INC.              | 164.34           | .00             | 164.34           | 915;323             | PW/parts                                      |
| 138836       | 06/13/13   | O'R00         | O'Reilly Auto Inc         | 9.22             | .00             | 9.22             | May 2013            | PD/equip maint.                               |
| 138837       | 06/13/13   | ORH00         | ORLAND HARDWARE           | 34.38<br>50.86   | .00<br>.00      | 34.38<br>50.86   | 5*27*13<br>5-27-13  | PD/misc supplies<br>FD/bldg maint&truck repai |
|              |            |               | Check Total.....          | 85.24            | .00             | 85.24            |                     |   |
| 138838       | 06/13/13   | ORL12         | Orland-Laurel Masonic Hal | 28.13            | .00             | 28.13            | AprMay13            | AC/water usage                                |
| 138839       | 06/13/13   | OSC00         | OSCAR REDES               | 130.00<br>145.13 | .00<br>.00      | 130.00<br>145.13 | 538776<br>6-4-13    | Rec/Pool sign<br>Rec/golf tourn shirts        |
|              |            |               | Check Total.....          | 275.13           | .00             | 275.13           |                     |   |
| 138840       | 06/13/13   | OTT00         | PAM OTTERSON              | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138841       | 06/13/13   | PAI00         | Michael Paillon           | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138842       | 06/13/13   | PER00         | STATE OF CALIF PERS       | 19914.70         | .00             | 19914.70         | 5-2013-5            | PERS PAYABLE                                  |
| 138843       | 06/13/13   | PER02         | Margarita Perez           | 145.87           | .00             | 145.87           | 2013                | Safety Program Incentive                      |
| 138844       | 06/13/13   | PET09         | Petty's Superior Svcs     | 975.00           | .00             | 975.00           | 4004                | Janitorial svcs                               |
| 138845       | 06/13/13   | PGE00         | PG&E                      | 27269.74         | .00             | 27269.74         | 26 May 13           | Utility usage                                 |
| 138846       | 06/13/13   | PON00         | PONCI'S WELDING           | 81.43            | .00             | 81.43            | 052613              | PW/bldg maint for Rec Cen                     |
| 138847       | 06/13/13   | POR01         | Estel Porras              | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138848       | 06/13/13   | QUI02         | QUILL CORP.               | 387.35<br>266.70 | .00<br>.00      | 387.35<br>266.70 | 061213<br>561166711 | Office supplies<br>PD/office supplies         |
|              |            |               | Check Total.....          | 654.05           | .00             | 654.05           |                     |   |
| 138849       | 06/13/13   | REH00         | JANENE REHSE              | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138850       | 06/13/13   | RIC00         | GERALD RICE               | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138851       | 06/13/13   | ROD00         | ANTHONY RODRIGUES         | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138852       | 06/13/13   | ROM00         | ARNIE ROMERO              | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138853       | 06/13/13   | ROS02         | Ross Recreation Equip.    | 1329.25          | .00             | 1329.25          | 93364               | Parks equip repairs                           |
| 138854       | 06/13/13   | SAV00         | North State Grocery       | 33.58            | .00             | 33.58            | 051713              | Safety luncheon expenses                      |
| 138855       | 06/13/13   | SCH03         | MIKE SCHROER              | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138856       | 06/13/13   | SCH05         | JERE SCHMITKE             | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138857       | 06/13/13   | SCH07         | Scholastic                | 1760.53          | .00             | 1760.53          | 6417041             | Lib/books                                     |
| 138858       | 06/13/13   | SHA08         | Shasta Safety Supply      | 37.41            | .00             | 37.41            | 2013343             | PW/safety glasses                             |
| 138859       | 06/13/13   | SHE02         | Sherwin-Williams Co       | 117.11           | .00             | 117.11           | 1192-0              | PW/paint sprayer supplies                     |
| 138860       | 06/13/13   | SIM04         | Bryan Simpson             | 100.00           | .00             | 100.00           | June 2013           | PD/uniform allowance                          |
| 138861       | 06/13/13   | SON05         | Sonsray Machinery         | 340.36           | .00             | 340.36           | 870946              | PW/loader repair                              |
| 138862       | 06/13/13   | SPE00         | Speak Write               | 234.98           | .00             | 234.98           | 93a5631e            | PD/prof svcs contract                         |
| 138863       | 06/13/13   | STA06         | Statewide Traffic Safety  | 121.84           | .00             | 121.84           | 373318              | PW/stencil guard                              |
| 138864       | 06/13/13   | STO01         | MICHAEL STOVER            | 100.00           | .00             | 100.00           | June 2013           | POLICE DEPT UNIFORMS                          |
| 138865       | 06/13/13   | STO02         | MICHAEL STOVER            | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138866       | 06/13/13   | SUN00         | SUNLAND GARDEN CENTER     | 1654.41          | .00             | 1654.41          | 8344                | Chlorine for pool                             |
| 138867       | 06/13/13   | SUR00         | SURPLUS SALES             | 10.43            | .00             | 10.43            | 30748               | PW/shop supplies                              |
| 138868       | 06/13/13   | TER01         | TERMINIX INTERNATIONAL    | 36.00            | .00             | 36.00            | 56837               | FD/pest control                               |
| 138869       | 06/13/13   | TOL00         | J.C. TOLLE                | 100.00           | .00             | 100.00           | June 2013           | POLICE DEPT UNIFORMS                          |
| 138870       | 06/13/13   | TOL01         | JOHN C. TOLLE             | 145.87           | .00             | 145.87           | 2013                | Safety Program incentive                      |
| 138871       | 06/13/13   | TRE03         | Kris Trexler              | 371.98           | .00             | 371.98           | 2013                | Safety Program incentive                      |
| 138872       | 06/13/13   | TRI00         | Tri-County Newspapers Inc | 505.82           | .00             | 505.82           | 053113              | Public notices                                |
| 138873       | 06/13/13   | TRI03         | Tri-County Portable Toile | 80.00            | .00             | 80.00            | 820                 | PW/green waste                                |
| 138874       | 06/13/13   | UMP00         | Umpqua Bank               | 450.00           | .00             | 450.00           | July 2013           | HSA deposit                                   |

| Check Number | Check Date | Vendor Number | Name                      | Gross Amount | Discount Amount | Net Amount | Invoice # | Payment Information Description |
|--------------|------------|---------------|---------------------------|--------------|-----------------|------------|-----------|---------------------------------|
| 038875       | 06/13/13   | VAL10         | Valley Truck & Tractor    | 414.96       | .00             | 414.96     | 339882    | PW/parts                        |
| 038876       | 06/13/13   | VAN00         | VANTAGE POINT TRANSFER AG | 1567.38      | .00             | 1567.38    | 5/16-5/29 | DefCompPay#304591               |
| 038877       | 06/13/13   | VCS00         | VCSI                      | 4166.87      | .00             | 4166.87    | 13-05     | PD/K9training                   |
| 038878       | 06/13/13   | VLA00         | RAYMOND J. VLACH          | 100.00       | .00             | 100.00     | June 2013 | POLICE DEPT UNIFORMS            |
| 038879       | 06/13/13   | VLA01         | R. J. VLACH               | 145.87       | .00             | 145.87     | 2013      | Safety Program incentive        |
| 038880       | 06/13/13   | VON01         | Ed Vonasek                | 145.87       | .00             | 145.87     | 2013      | Safety Program incentive        |
| 038881       | 06/13/13   | WAC00         | JANET BLEVINS WACKERMAN   | 145.87       | .00             | 145.87     | 2013      | Safety Program incentive        |
| 038882       | 06/13/13   | WES00         | WESTSIDE CARD LOCK        | 599.79       | .00             | 599.79     | 053b43    | FD/fuel usage                   |
|              |            |               |                           | 164.71       | .00             | 164.71     | 053b45    | BD/gasoline usage               |
|              |            |               |                           | 3528.94      | .00             | 3528.94    | 053b46    | PD/gasoline usage               |
|              |            |               |                           | 2798.69      | .00             | 2798.69    | 053b47    | PW/fuel usage                   |
|              |            |               | Check Total.....:         | 7092.13      | .00             | 7092.13    |           |                                 |
| 038883       | 06/13/13   | WIL01         | WILBUR-ELLIS COMPANY      | 57.24        | .00             | 57.24      | 7134737   | PW/parks maint                  |
| 038884       | 06/13/13   | XER00         | XEROX CORP.               | 298.48       | .00             | 298.48     | 068383970 | PD/copier lease                 |
| 038885       | 06/13/13   | \C029         | CARTER, GARY              | 40.81        | .00             | 40.81      | 000B30601 | MQ CUSTOMER REFUND FOR CA       |
| 038886       | 06/13/13   | \H019         | HOUSER, MATTHEW           | 44.72        | .00             | 44.72      | 000B30601 | MQ CUSTOMER REFUND FOR HO       |
|              |            |               | Cash Account Total.....:  | 163424.48    | .00             | 163424.48  |           |                                 |
|              |            |               | Total Disbursements.....: | 163424.48    | .00             | 163424.48  |           |                                 |

MINUTES OF REGULAR MEETING, ORLAND CITY COUNCIL, Monday June 3, 3013 7:00 p.m.

CALL TO ORDER

Meeting called to order by Mayor Gee.

Councilmembers present: Jim Paschall, Salina Edwards, Bruce Roundy, Vice Mayor Dennis  
Dennis Hoffman and Mayor Charles Gee.

Councilmembers absent: None

Staff present: City Attorney Greg Einhorn, Assistant City Manager/City Clerk Angie  
Crook and City Manager Pete Carr

Citizen Comments:

None

Meeting reconvened to closed session at 7:01 p.m.

CLOSED SESSION

Conference with Labor Negotiators; Government Code Section: 54957.6; Agency Negotiators: City  
Manager Pete Carr and City Attorney Greg Einhorn; Employee Organizations: United Public  
Employees of California Local #792 (Mid Management and General Units) and Unrepresented  
Employees (all others not in UPEC).

Meeting adjourned to open session at 7:28 p.m.

REPORT FROM CLOSED SESSION

Direction given to Labor Negotiators.

Meeting reconvened to regular session at 7:30 p.m.

Meeting called to order by Mayor Gee. Meeting opened with the Pledge of Allegiance.

ROLL CALL

Councilmembers present: Jim Paschall, Salina Edwards, Bruce Roundy, Vice Mayor Dennis  
Dennis Hoffman and Mayor Charles Gee.

Councilmembers absent: None

Staff present: City Planner Scott Friend, Chief of Police J.C. Tolle, City Attorney Greg  
Einhorn, Assistant City Manager/City Clerk Angie Crook and City  
Manager Pete Carr

ORAL AND WRITTEN COMMUNICATIONS

Citizen Comments:

John Noffsinger, 724 Papst Avenue, requested the City reexamine the time limit the ball field lights are on at Lely Park. Mr. Noffsinger stated it can be quite expensive if they stay on when it's not necessary. Chief of Police Tolle stated the park is not closed until 11:00 p.m. City Manager Carr advised the timer is set to shut off at 11:15 p.m. to allow time for people to leave the parking lot. Staff will review settings on the timer.

CITY COUNCIL COMMUNICATIONS AND REPORTS

Councilor Paschall had no reports at this time.

Councilor Edwards reported on the following:

- Orland Historical & Cultural Society will be holding the annual Old Fashioned Fourth of July celebration in Vinsonhaler Park; also a Fourth of July parade will be held; for more information contact Bob Pasero;
- Orland Women's Improvement Club donated two free swimming days to the Recreation Department.

Councilor Roundy reported on the following:

- Art Gallery Reception to be held June 7<sup>th</sup>; quilt artists will be featured;
- Simple Gesture Program will be taking place June 8<sup>th</sup>;
- Attended opening of Farmers Market June 1<sup>st</sup>;
- Attended Memorial Day Ceremony, as well as the Mayor and City Manager.

Vice Mayor Hoffman reported on the following:

- Attended Farmers Market June 1<sup>st</sup>;
- Orland High School Graduation ceremony June 6<sup>th</sup>; volunteers needed for Sober Grad party.

Mayor Gee reported on the following:

- Received invitation to attend Glenn County Mental Health and Alcohol and Drug Commission annual lunch June 11<sup>th</sup>, 2:00 p.m. in Willows; open to the public by reservation only;
- Received invitation to attend Drug Court Graduation on June 5, 2013, 1:30 p.m., to be held at the Glenn County Superior Court;
- Farm Bureau holding a luncheon June 12<sup>th</sup> at the Fairgrounds in Chico.

Mayor Gee requested Item X.B.1. under Administrative Communications be brought forward earlier on the agenda regarding Council consideration of Resolution No. 2013-15 supporting the KVB Waste Conversion Facility Project.

City Manager Carr requested Council to discuss and consider possible action to adopt a resolution or letter indicating support for the KVB, Inc. waste recycling project. Kara Baker, KVB President, intends to file an application for inducement at the California State Pollution Control Financing Authority's board meeting to start the process of procuring financing for the project. Ms. Baker has

requested support for the project and requirements for bond financing from the Cities of Orland and Willows, as well as the County of Glenn. Environmental studies for the project will begin in the near future. The Glenn County Board of Supervisors will consider a similar resolution tomorrow. Mayor Gee stated since the County is the lead agency, maybe it would be best to defer to the County first. Mayor Gee advised he is in support of the project. Vice Mayor Hoffman advised three agencies have to make a decision and the City should step up and pass the resolution. Councilor Paschall advised line 2.C. in the resolution needs to be stricken as it may leave the City liable for financing. Councilor Paschall advised he supports the project, yet too many questions remain unanswered. Councilor Edwards agreed with Councilor Paschall to strike line 2.C., otherwise agrees to the resolution. City Attorney Einhorn advised the resolution is an agreement to review the details (proposal) of a project only, not to bind. Councilor Roundy advised there are a lot of positives for the County and Orland to have this facility.

John Noffsinger suggested it would be wise for the City of Orland to wait until the environmental report is completed first. Dwight Foltz, Glenn County Board of Supervisors, advised it is good project and is strongly in favor of it.

Councilor Roundy moved, seconded by Vice Mayor Hoffman to adopt Resolution No. 2013-15 in support of the KVB Waste Conversion Facility Project. Motion carried 4 -1 with Councilor Paschall voting no. There were no abstentions.

#### CONSENT CALENDAR

- A. Approve Warrant List (payable obligations).
- B. Approve City Council minutes for May 20, 2013
- C. Receive and file Arts Commission minutes for April 17, 2013.
- D. Approve compensation adjustment per provisions and terms of City Manager contract.

Councilor Roundy moved, seconded by Councilor Paschall to approve the consent calendar as presented. Motion carried unanimously.

#### PUBLIC HEARING

None

#### ADMINISTRATIVE COMMUNICATIONS

##### City Planner:

City Planner Friend brought forward request by Del Rapini to appeal to the City Council of the Planning Commission's decision to deny Tentative Parcel Map # 2012-01, and request the appeal fee (\$350) be waived for the project. City Planner Friend stated upon the Planning Commission's decision to deny the map as filed, the Planning Commission indicated they supported the applicant appealing the decision to the Council. The Commission supported the concept of the development, but the project did not conform to the City's General Plan or Land Division standards. Council discussed they did not want to set a precedent by waiving the appeal fee. It was noted each project is unique and Council needs to act fairly.

Vice Mayor Hoffman moved, seconded by Councilor Edwards to approve the waiver of the \$350 appeal fee for applicant Del Rapini. Motion carried unanimously with no abstentions.

City Manager:

City Manager Carr requested Council to discuss and consider the second draft of the Five-Year plan. Council discussed and recommended some minor edit changes to the plan. Council directed staff to make requested changes and bring forward at the next regularly scheduled meeting as a final Five-Year plan.

City Manager Carr presented a review of the draft proposed budget for 2013-2014. At the May 20, 2013 meeting, Council directed staff to seek 5% reductions in each department's operational budget. City Manager Carr noted personnel costs are not exactly known due to ongoing labor negotiations with the union. The proposed draft budget is a balanced budget (positive \$11,483) that provides reserves and projects and services that need to be accomplished. The draft included the following changes: an increase of 0.5% in sales tax revenue, property tax assessment fee reduction of \$17,500, operations budgets for each department reduced 1-13% and restored City Council stipends. As of July 1, 2013 the Unappropriated General Fund Reserve stands at \$614,483, above the minimum reserve amount. It was noted the Council travel/training budget was reduced to \$2,500; Councilmember Roundy's travel budget was noted for \$1,700 (League of California Cities conference plus various meetings and mileage). Council discussed the need of an updated formula to address the fire department's needs, as well as the City's needs for the future. Council discussed the estimated \$27,000 savings from the PERS Side Fund versus the pension obligation with Umpqua Bank. City Manager Carr advised he will bring back the draft budget at the next regularly scheduled Council meeting for final adoption.

City Attorney:

City Attorney Einhorn brought forward for discussion and consideration options for retiree health insurance employer contribution. Council was advised that the City currently pays six retirees \$108/month each. The monthly amount was the CalPERS mandatory city contribution in effect with the city's contract with CalPERS health coverage. Currently, the City is no longer required to fund a portion of retiree health care cost since it began coverage through Golden State Risk Management Authority and dropped the CalPERS health coverage. City Attorney Einhorn presented Council with various options depending on whether they wish to continue or not continue the city contribution. Maureen Coleman, a beneficiary of health coverage, advised the City will be giving employees a bad message if the City does not follow through with their promise. Julie Gilmore, also a beneficiary of health coverage agreed the city needs to keep its promise. Cassy LaVigne, retiree, agreed it should be continued.

Vice Mayor Hoffman moved, seconded by Councilmember Edwards to direct staff to declare that the payments were not a negotiated benefit and therefore will not be made to any employee retiring in the future, and make no change as to the six retirees/beneficiaries, with a continued \$7,776 annual expense to the city. Motion carried with no abstentions.

ADJOURN

Meeting adjourned at 9:42 p.m.

\_\_\_\_\_ Clerk

\_\_\_\_\_ Mayor

**CITY COUNCIL**

Charles W. Gee, Mayor  
Dennis Hoffman, Vice Mayor  
Bruce T. Roundy  
James Paschall Sr.  
Salina J. Edwards

# CITY OF ORLAND

INCORPORATED 1909

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



**CITY MANAGER**  
Peter R. Carr

**CITY OFFICIALS**

Angela Crook  
Assistant City Manager/City Clerk  
Pamela Otterson  
City Treasurer

Meeting Place: Carnegie Center  
912 Third Street  
Orland, CA 95963

## ORLAND PUBLIC SAFETY COMMISSION

Wednesday, April 10, 2013

**I. CALL TO ORDER – 6:01 PM**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Commissioners:  
Chair: Caryn Brown  
Vice Chair: Debbie DeMarco  
Secretary: Mary Schreiber  
Gary Campbell  
Larry Bates  
Liaison: Chief J.C. Tolle  
Council Appointee: Salina Edwards

**IV. ORAL AND WRITTEN COMMUNICATIONS**

- a. Citizen Business – No citizen business.

**V. CONSENT CALENDAR**

- a. Approve Safety Commission minutes of March 11, 2013. Motion by Debbie DeMarco, 2nd by Mary Schreiber. Motion passed.

**VI. ITEMS FOR DISCUSSION OR ACTION**

- a. Crosswalk at 6<sup>th</sup> and Monterey – Informational update by Commissioner Brown

Caryn Brown gave an update on the crosswalk. She heard back from the Rail Road and Chief Tolle will be setting up a meeting and hopefully we'll

have an update next month. She also read the Commissioners' letter to the City Manager regarding suggestions for the crosswalk. In his response he offered an alternative to the in-ground lights suggested by the Commission. Caryn will continue to give updates each month.

Caryn has a list of lights and wattages provided by PG&E to City Manager Carr. Discussion was held & Chief Tolle questioned who makes the decision on what wattage bulbs are used for new installations of streetlights. Gary Campbell believed Cal-Trans was responsible for the ones on Walker Street. He also felt the ones currently in residential neighborhoods should be upgraded from 200W to 400W.

- b. Presentation of annual report & street light letter to City Council – report by Commissioner Brown

Caryn Brown gave an overview of the annual report presented to the City Council and the streetlight letter.

More discussion was held regarding street lights and Gary Campbell wondered what would happen if a person wanted to pay for a light upgrade themselves by their own property. Also suggested was if someone sees a light out to write down the pole number and report it to the City.

- c. Traffic study on 8<sup>th</sup> Street – update/report by Commissioners Bates & DeMarco

Commissioners Bates & DeMarco were unable to complete the traffic study on 8<sup>th</sup> Street but will work together to have it completed by next meeting. Debbie DeMarco spoke with the school's bus barn manager Mark Smith regarding the needs for crosswalks at 8<sup>th</sup> and Trinity, 8<sup>th</sup> and Date Streets, and both sides of Woodward. Discussion was held and Chief Tolle was asked if he's had a lot of complaints about the new stop signs and he indicated he hasn't had too many.

## **VII. PUBLIC SAFETY COMMISSIONER REPORTS**

Debbie DeMarco brought up the lack of access for HCAP on Hwy 32 by the alley between 3<sup>rd</sup> & 4<sup>th</sup>. It was determined that Cal-Trans is responsible for HCAP accessibility on Hwy 32.

Gary Campbell questioned Chief Tolle about the Orland PD officers assisting the Willows PD. Will it affect our cars and will it cause burn-out with our officers? Chief Tolle assured him that our car supply is fine, we are being reimbursed for their use, all assistance is done on a volunteer basis and if he sees any signs of burn-out he will put a stop to the assistance. He requires his officers at least one day off per week.

Chief Tolle discussed the narrowing on Bryant Street toward Road M1/2. There is no signage to say it narrows and it may be a hazard. Caryn Brown indicated we need to take a look at it and do a study.

Mark Smith, the bus barn manager, arrived late and discussion was held on the need for crosswalks at East, Woodward, 8<sup>th</sup> and some other locations. Some of the intersections are offset so it's difficult to do. Discussion was also held on how many motorists do not stop for the bus when the red lights & signs are on during drop off and pick up of students. Mary Schreiber suggested a police crackdown if possible would make drivers more aware. Mr. Smith offered to drive around with any commissioner who would like to see where the problem areas are. He is also willing to mark the city map where the bus routes and problem locations are. Caryn agreed to get him a map to mark the bus stop locations for us to review.

#### **VIII. ADJOURNMENT 6:49 PM**

**Next Meeting is May 8, 2013, 6:00 pm**

In compliance with the American 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, 865-1601 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.

Dear City Officials,

Just wanted to say Thank You for having my block wall at 30th & 1st St. painted such a nice brown color. It certainly does look so much better than the graffiti that was sometimes on it.

Actually, it seems to have improved the appearance of even the entire Park area.

Your consideration is much appreciated.

Sincerely,

Kay A. Booth-Larson

With heartfelt appreciation  
for the thoughtfulness  
you've shown.

Kay

**CITY OF ORLAND**

**CITY COUNCIL AGENDA ITEM # VIII.E.**

**MEETING DATE: June 17, 2013**

**TO:** Honorable Mayor and Council  
**FROM:** J.C. Tolle, Chief of Police  
**SUBJECT:** Abandoned Vehicle Abatement (AVA) Fee Program

---

**BACKGROUND:**

The Abandoned Vehicle Abatement (AVA) Fee Program was first adopted by resolution 2003-12 by Council on May 5, 2003,

**DISCUSSION:**

The Glenn County AVA Fee Program sunsets by statute on March 31, 2014. California Vehicle Code Section 9250.7(h) allows each California County to extend their sunset date for the program in 10-yr increments. Each county, however, is required to submit a new resolution to the Department of Motor Vehicles (DMV) formally requesting the extension.

To maintain the AVA Fee in The City of Orland, it is critical that DMV receives our formal request and a copy of our new resolution, no later than August 1, 2013.

In-a-nut-shell, AVA Program reimburses OPD officer's time spent on tagging and the removal of abandoned vehicles. Orland Police Department receives approximately \$250.00 every quarter.

**RECOMMENDATION:**

The City Council adopts the attached resolution in order to continue the AVA Program.

**RESOLUTION NO. 2013 –**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORLAND,  
CALIFORNIA, ESTABLISHING SERVICE AUTHORITY FOR  
ABANDONED VEHICLE ABATEMENT**

WHEREAS, Section 9250.7 and 22710 of the California Vehicle Code provide for the establishment of a Service Authority for abandoned vehicle abatement if the Board of Supervisors of the county and a majority of the cities within the county having a majority of the population adopt resolutions providing for the establishment of the Authority; and

WHEREAS, the City Council of the City of Orland finds that abandoned, inoperable, wrecked, dismantled vehicles or part there of pose a health and safety hazard and are found to be public nuisances; and

WHEREAS, the City Council finds that an Abandoned Vehicle Abatement Program is needed to provide for the proper removal and disposal of abandoned vehicles and assist law enforcement and code enforcement personnel in abatement of abandoned vehicles; and

WHEREAS, the Glenn County Abandoned Vehicle Abatement Service Authority will have the responsibility for implementing an abandoned vehicle removal program in Glenn County.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Orland hereby requests that a Service Authority for abandoned vehicle abatement be established in Glenn County pursuant to the provisions of Section 22710 of the California Vehicle Code.

BE IT FURTHER RESOLVED, that the City Council directs that members of each participating agency shall serve as the Service Authority for abandoned vehicle abatement in the County of Glenn.

BE IT FURTHER RESOLVED, that the City Council approves the Vehicle Abatement Plan of the Abandoned Vehicle Abatement Service Authority of the County of Glenn and to impose a one dollar (\$1.00) vehicle registration fee. The fee imposed by the Authority shall remain in effect only for a period of (10) years from the inception of the date that the actual collection of the fees commences.

PASSED AND ADOPTED by the City Council of the City of Orland this  
\_\_\_\_\_day of \_\_\_\_\_, 2013, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Charles Gee, Mayor

ATTEST:

\_\_\_\_\_  
Angela Crook, City Clerk

## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: X.A.1.

**MEETING DATE: June 17, 2013**

**TO:** Honorable Mayor and Council  
**FROM:** Angie Crook, Assistant City Manager/City Clerk  
**SUBJECT: Vacancy on Economic Development Commission**

---

The City Clerk is requesting to publish a notice of one or two vacancies on the Economic Development Commission.

#### **BACKGROUND**

The City received a letter dated June 10, 2013 from EDC Commissioner Sarah Leydon requesting to resign from the commission due to commitments to her family. Ms. Leydon hopes to reapply in the future.

EDC Commissioner Edgar Valenzuela has indicated to City staff he is unable to further serve on the commission.

#### **DISCUSSION**

In the past, when a vacancy has occurred, Council has directed staff to publish a notice of vacancy. Ms. Leydon's term expires on December 31, 2013 and Mr. Valenzuela's term expires on December 31, 2014. New appointments would fill the remaining unexpired terms. Orland Municipal Code Chapter 2.20.030 requires a majority of commission members to reside within the city limits of Orland, and the remaining members to reside in the 95963 postal zip code area. If Council desires to fill both vacancies, one applicant will need to be a city resident and the other can live in the 95963 zip code area to satisfy membership requirements.

#### **RECOMMENDATION:**

Direct City Clerk to publish a notice of one or two vacancies on the Economic Development Commission to fill unexpired terms.

**Fiscal Impact of Recommendation:** None.

June 10, 2013

Sarah Leydon  
418 Walker St  
Orland, CA 95963  
530.828.4324

City Clerk  
City of Orland  
815 4<sup>th</sup> Street

RE: Opportunity to Serve on the Economic Development Committee

Dear Mayor Elliot,

I, Sarah Leydon, unfortunately need to submit my resignation. I will be devoting my time to the well being of my family. I do hope to reapply in the future and trust that my application will be considered.

Be Well, Do Good Work and Keep in Touch

Sarah Leydon  
Professional Consultant  
AAA Medical Billing

RECEIVED  
CITY OF ORLAND  
6/10/13



E.I.N. # 46-0867493

Orland Pride  
P.O. Box 78  
Orland, California 95963

Item No: X.A.2.

June 2013

Re: 4<sup>th</sup> of July Parade:

Good Day:

For many years the City of Orland celebrated the birthday of our nation with a 4th of July Parade. We know this because there are many early photographs from the 1920s and 30s giving testimony to the grand parades of the past.

However, several decades ago the traditional Independence Day Parades were stopped for an unknown reason.

We feel that the birth of the greatest nation in the history of the world is something that is worthy of celebration.

Beginning this year we will revive the traditional Independence Day Parade. As you and/or your group or business have participated in the fair parade and supported the city for many years we are in hopes that you would consider entering the first ORLAND 4TH OF JULY PARADE. The parade is being held in conjunction with and with the help and cooperation of the Orland Cultural and Historical Society and will end at the Orland Old Fashioned 4th of July Celebration at Vinsonhaler Park. Won't you join us in honoring our nation's Birthday?

I have attached an information sheet and an entry form for the parade.

We hope to see you on July 4th for the parade.

Thank you,

Bob Pasero Vice President  
Orland Pride

# ANNOUNCING ORLAND'S FIRST

# RED WHITE AND BLUE

## 4TH OF July Parade

Orland has not had a 4th of July Parade in decades. Now...we do. The parade will form up behind the Fire Department at the corner of COLUSA and FIFTH Streets on Thursday July 4th at 10:00 AM with a start time of 11:00 AM. The parade will terminate at Vinsonhale Park in time to set up booths for the Old Time 4th of July Celebration at the park sponsored by the Orland Historical and Cultural Society.

Parade entry is open to all including, but not limited to - Churches, Businesses, Clubs, Organizations, Families, and Individuals. Be creative and show American Patriotism by featuring Red White & Blue and / or featuring "Ol' Glory" on your entry.

The theme for this year's parade is simply "RED WHITE & BLUE." Numbers will be issued at the Orland Fire Dept for announcers information.

Please forward the typed (or neatly printed) information about your parade entry by e-mail to [bpasero@sbcglobal.net](mailto:bpasero@sbcglobal.net) Entry information may also be mailed to:

Bob Pasero 409 8th Street Orland, CA. 95963. Parade entry information should be forwarded by the end of June so the announcer's binders can be ready by Parade day.

This is a FREE parade - There is no entry fee for participation. At the first parade no entries will be judged. However, that is a distinct possibility in the future...lets make this a GREAT OLD FASHIONED 4TH OF JULY PARADE.

FOR MORE INFORMATION CALL  
CLAIRE @ 519-7421 or BOB @ 870-1559

ANOTHER  EVENT

# 4th of July Parade Entry Form

Entry #

**Information must be typed or printed legibly with black ink (for photocopy purposes)**

**Entry Name (how entry will be announced):**

**Contact Person:**

**Contact telephone number:**

**Names and other and/or script for parade announcers:**

I understand that taking part in a parade may result in unforeseen injury, risk of damage to me, my equipment or other participants including animals. I hereby save and hold harmless the Orland Historical and Cultural Society as well as Orland Pride, and their agents or persons acting on their behalf for injuries or damage resulting from my participation in this parade.

Contact person signagure: \_\_\_\_\_

**RETURN COMPLETED FORM TO: ORLAND PRIDE P.O.BOX 78 ORLAND, CA. 95963**

## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: X.B.1.

**MEETING DATE: June 17, 2013**

**TO:** Honorable Mayor and Council

**FROM:** Pete Carr, City Manager

**SUBJECT: Adoption of Proposed Five-Year Plan (Action)**

---

Council will consider adopting a five-year plan outline for the City as a strategic planning bridge between the General Plan and the fiscal year budget.

#### **BACKGROUND**

A first-draft 5-year plan was introduced at the May 6, 2013 meeting, and a second draft was considered at the June 3<sup>rd</sup> meeting. Council members suggested many edits to the original and asked staff to prepare it for approval.

#### **DISCUSSION**

The proposed final draft includes all changes directed by Council, and modified language for items 5C, 8G and 11D which staff believes is consistent with Council direction. Changes can be made to the document as part of the motion to approve, and it is understood the plan will be reviewed and updated at least annually.

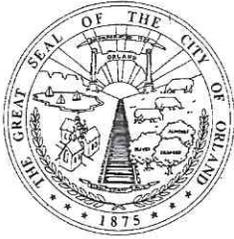
Attachment: Proposed Final Draft of "Building Orland 2018: Our Five-Year Plan"

#### **RECOMMENDATION:**

Approve and adopt the proposed final draft of "Building Orland 2018: Our Five-Year Plan," as presented [or as amended]. Direct staff to publish same on City website and use as a guide in budgeting and planning.

#### **FISCAL IMPACT OF RECOMMENDATION:**

N/A



## Building Orland 2018: Our 5-Year Plan

as of June 17, 2013

*By 2018 Orland will:*

1. Operate on a balanced budget with adequate reserves.
  - A. General Fund consistently maintains emergency reserves per its established formula, based on previous year's results:
    - 1/6 of GenFund expenditures + 5% of TOT + 5% of sales tax + \$50k for natural disaster response
  - B. Water Fund will be at least 15% paid back from General Fund Inter-fund loan (824 4<sup>th</sup> St).
  - C. Building Enterprise Fund will be zeroed out and retired.
  - D. All other funds will be operating in the black.
  - E. Revenues will be growing:
    - i. Sales tax + 3-5% per year
    - ii. Property tax + 2.5% per year
    - iii. VLF, Gas Tax flat, stable
    - iv. TOT rate may be increased, growth 2% per year
  - F. Expenditure growth will be controlled:
    - i. Personnel costs guided by modest adjustments and market.
    - ii. Energy efficiency plan is in place.
    - iii. Surplus equipment and facilities are disposed.
    - iv. Technology is leveraged to reduce operational costs.
    - v. Maximum grant accessibility is established systematically.
    - vi. Use of volunteers and donations are encouraged and recognized.
    - vii. Planning and building services are at least 80% cost covered by fees.
  - G. Adopt and implement new accounting software.
  - H. Operate financial processes with clearly established procedures manuals and checklists.

2. Fire Department remains volunteer and sustainably funded.
  - A. ISO rating of 4 or better is maintained.
  - B. City addresses facility, capital and expense requirements in annual budget.
  - C. City provides admin support as needed.
  - D. If additional funding is needed beyond city resources, City sponsors property assessment.
  - E. Exploring County-wide dispatch for fire and police, seeking grant funding for implementation.
  
3. Police Department is stable, well staffed and well equipped.
  - A. Staffing includes School Resource Officer, detective and GLNTF assignments – separately or in shared positions.
  - B. All officers have field laptops and video+audio cameras.
  - C. Department station has 3000 sq ft and ample parking.
  - D. Services are available by contract to other agencies.
  
4. Maintain utility rates and services that are competitive and stable.
  - A. Water and sewer and garbage rates will adjust incrementally and annually, keeping pace with CPI.
  - B. If storm drain utility fee is needed, Council will determine a prudent cost per customer which will cover the cost of storm drain system maintenance.
  - C. Solid waste collection is cost-controlled and augmented with at least one annual clean-up event; all customers are provided with green waste recycling at no extra charge. City will consider bringing all properties into participation with curbside collection services.
  
5. Position the City for orderly growth.
  - A. The General Plan will continue to be maintained and updated as necessary to communicate the city's vision for growth and to guide city decisions.
  - B. High priority annexation areas will be identified, pre-zoned and actively engaged.
  - C. County, OUWUA, and Farm Bureau, are affirmatively engaged in Orland's plan for growth (i.e., tax sharing, ag buffers, undergrounding, etc.).

- D. Primary growth preference is for jobs (with secondary preferences for ag-related and commercial uses). Lower priority for housing supported by maintenance assessment districts.
- E. Design standards and construction standards are in place.
- F. Impact fees are adequate for needs and remain competitive relative to region.
- G. Waste water plant remains well managed and sustainable, master planned without discharge.
- H. New well is added; water system is full SCADA (automatic alerting and remote control), aquifer volume maintained, consistently in compliance, master planned.
- I. An agreement with the County is in place to support future city growth.
- J. The City has updated its Municipal Services Review (MSR) and Sphere of Influence (SOI) documents and is working with the Glenn County LAFCo.
- K. Actively working to streamline the City's development codes and to develop programs supporting the City's General Plan vision.
- L. The City has prepared/updated facilities master plans to guide expenditures, improvements and extensions of critical municipal infrastructure.

6. Freeway gateways identify, announce and invite visitors to Orland.

- A. Programs to encourage the re-use of vacant downtown buildings will be in place to encourage property owners to restore and occupy, remove, or address blight.
- B. Programs to require that vacant and open lots be attractively maintained will be in place.
- C. Signage will support business while promoting visual aesthetics of the community.
- D. Commercial development will be active at both I-5 interchanges.
- E. Tourist draws will be leveraged – arts, sports facilities, rural recreation – enough to create demand for lodging enterprises.
- F. Plans will be underway for local or regional festival to draw tourism.
- G. Themed “brand” will evolve or be identified in plans; may be local or regional.
- H. We are preserving and protecting our historic legacy and growing our arts appreciation culture.

7. Pedestrian friendly with planned bicycle path system.
  - A. No condition 4 or 5 (moderate, total failure) sidewalk sections.
  - B. ADA accessible ramps are available at every commercial block.
  - C. Sidewalks connect schools to neighborhoods; plan in place to complete sidewalks throughout the city.
  - D. Off-road trail system is planned or in place for Stony Creek area.
  - E. Connectivity is provided to regional bikeway and path systems.
  - F. Bicycle racks are available at all parks, downtown and other shopping areas.
  - G. A Bicycle and Pedestrian Master Plan will be prepared to guide non-motorized transportation decisions and to assist in leveraging grant funding for improvements.
  - H. No waste materials are accumulating in city right-of-way pedestrian or bicycle paths except immediately before scheduled pick-up.
  
8. Parks and recreation depts provide exemplary facilities and services for residents and visitors.
  - A. Rec center is expanded for classes, multi-purpose and event rentals.
  - B. Lely Pond level and quality is consistently controlled for summer aesthetics and recreation.
  - C. Lely Pond storm drainage relief project is planned or completed.
  - D. Swimming pool is upgraded for temperature control and competitive meet potential.
  - E. Bihler Field has expanded and shaded bleachers; relocated dugouts; warning track.
  - F. Covered group picnic facility is in place or planned. Dilapidated picnic tables are all replaced with new attractive tables.
  - G. A playground is added or planned for each major new subdivision, with provision for cost coverage of future maintenance expenses.
  - H. New activity facilities include spray park, disc golf, petanque/bocce ball, skate/bike park, trails.
  - I. Parks have a healthy mix of tree ages – new trees are being planted according to a plan.
  - J. Updated restrooms are provided at Vinsonhaler and Lollipop Land.
  - K. A community center concept is designed and in construction or programmed for specific date and site of implementation.

9. We are improving the health, safety and welfare of the community.
  - A. Our library makes a significant community difference in literacy education, access to internet, community meeting facilitation, health education.
  - B. City programs encourage balanced nutrition and active lifestyles, guided by model programs such as Healthy Cities and Let's Move.
  - C. Gang signs are eradicated within 24 hours of appearance.
  - D. Nuisances and blight are minimal and actively pursued by code enforcement.
  
10. City staff is effectively serving and developing professionally.
  - A. Succession plans are successfully being implemented for all key leadership positions.
  - B. Orland has earned the reputation in the regional business and development communities as a business-friendly and investment-attractive place, with clear permit processes and recognized outstanding customer service.
  
11. The City is engaged in meaningful ways with the community.
  - A. City uses social media tools to keep positive dialogue with residents.
  - B. City enjoys a productive relationship with Chamber of Commerce and business owners.
  - C. City is widely perceived as transparent, open, welcoming of input.
  - D. City commissions are actively productive, appreciated by Council and staff; staff helps educate commissioners on their roles and proper procedures.

## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: X.B.2.

**MEETING DATE: June 17, 2013**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT: Budget Adoption – Fiscal year 2013-2-14 (Action)**

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City manager and finance director will present a proposed final draft of the budget for the coming fiscal year. Based on revenue assumptions, projects planned, and expenditure estimates, the budget is balanced.

#### **BACKGROUND**

City manager and finance director have made presentations of draft fiscal year 2013-2014 (FY14) budgets in previous meetings in May and June, describing General Fund, Enterprise Funds and special funds balances, revenues and expenditures for the coming year. The total City budget includes \$5.1M in combined General, Enterprise and special funds.

In summary, Enterprise Funds are now recovering from years of deficit operational budgets, with annual consumer-price index (CPI) adjustments positioning the funds to continue the road to fiscal health. The \$3.1 million General Fund is barely balanced with several established staffing positions remaining unfilled at this time. The General Fund emergency reserve meets and slightly exceeds locally-established minimum requirements.

#### **DISCUSSION**

Council on June 3<sup>rd</sup> approved the recalculation of minimum reserve requirements to be reflective rather than prospective (based on previous fiscal year's actual budget rather than future year's projected budget); this change is reflected in the proposed final draft. Council also directed resetting the Orland Volunteer fire Department's budget to requested levels; this change is reflected in the proposed final budget.

This budget revision includes a \$20,000 reduction in risk management/self-insurance premiums expense, due to a 10% reduction achieved through our membership in Golden State Risk Management Association (GSRMA). Our workers compensation cost alone declined \$17,000 from its current level. This expense reduction positively affects all departments and functional categories.

We have also included a \$4,000 grant recently announced by the State Librarian's office to offset local costs in the regional interlibrary materials loan program.

On the increased expense side, we have included accrual of outstanding compensated absences for one employee whose retirement is planned to occur within the first six months of the fiscal year.

The schedule of allocations for pension liability refinancing – new to the budget presentation this fiscal year, page 33 – is revised to provide better explanations of column categories.

Other changes implemented, assumptions made and major projects to be accomplished were presented and discussed at previous budget sessions, and are unchanged in this proposed final draft.

Attachment: Proposed final FY14 budget with its attendant introduction, organization chart, revenues, expenditures and staffing authorization list.

**RECOMMENDATION:**

Adopt Fiscal Year 2014 budget as presented [or as modified], direct staff to publish and forward to State of California.

## CITY OF ORLAND

### CITY COUNCIL AGENDA ITEM #: X.B.3.

**MEETING DATE: June 17, 2013**

**TO:** Honorable Mayor and Council  
**FROM:** Pete Carr, City Manager  
**SUBJECT: Discussion about City Project Objectives**

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City manager will introduce discussion about project objectives and priorities – review for the current year, preview for the coming year.

#### **BACKGROUND**

In support of the General Plan and Five-year Plan, the fiscal year project objectives list is intended to establish focus areas for staff for the coming year. The list goes beyond normal operations to define projects that are desired by City Council, achievable within budget, and in alignment with longer term plans.

Proposed objectives are shown on a summarized one page document, in quadrant format:

- The upper two quadrants represent relatively more urgent projects.
- The left-hand two quadrants represent relatively more important objectives.
- The result is the top-left quadrant indicates more important & more urgent projects, the bottom-right quadrant less so, respectively.
- There is some attempt made to prioritize roughly within each category.

City Staff reports quarterly on its accomplishment of project objectives. The fiscal year 2012-2013 (FY13) report is available for review at this time. The first draft listing for FY14 is also presented for consideration; it is anticipated this list would be modified and adopted in July.

#### **DISCUSSION**

Staff seeks Council direction on several aspects of the list:

- consideration of each listed item;
- relative importance and urgency of each listed item; and
- addition of any items missing, acknowledging that there are resource limits to simply adding more items without at the same time considering deleting some or providing additional resources to match the additional projects..

Attachments (2):

1. Final report -- Project Objectives FY13
2. First draft listing of Project Objectives for FY14

**RECOMMENDATION:**

Discuss FY13 report and FY14 draft, direct staff. It is presumed this list will come back at least one more time before final adoption.

**Fiscal Impact of recommendation:**

None at this time. Specific projects selected will each have resource requirements.

**CITY OF ORLAND OBJECTIVES FY12-13  
PROJECTS AND PRIORITIES**

Approved July 16, 2012  
**June 17<sup>th</sup>, 2013 report**

| Priorities         | More Important   | Less Important   |
|--------------------|--|--|
| <b>More Urgent</b> | Continue aggressive arrondo eradication, plan comprehensive effort for 2013 and beyond 100%            | Resolve flea market issues 100%  |
|                    | Develop plan for 824 Fourth St FY14  | Revise policy for burn-down letters 70%  |
|                    | Remove Sapphire Plaza obstacles 100%   | Implement downtown façade program per budget 100%  |
|                    | Review/revise impact fees 50%  | Enable more regional sports events 75%   |
|                    | Review/revise land develop. fees FY14  | Repair and re-install banner poles 100%  |
|                    | Set 5-yr goals for finances and ED 100%  | Plan to upgrade WWTP headworks 100%  |
|                    | Provide mobile IT for police, and plan for IT infrastructure upgrade 80%                               | Explore adding a well – when, where, how 65% (grant awarded!)                                      |
|                    | Build customer friendly developer service systems 100%   | Review and provide consistency to commissioner appointment process and candidate orientation. 100% |
|                    | Upgrade city website for transparency and econ development attraction; utilize social media, apps 100% |  |
| <b>Less Urgent</b> | Provide more downtown parking 100%   | Provide tool for city-to-citizen emergency communication 100%                                      |
|                    | Library expansion & upgrade 85%  | Align policies and city code for management of dept heads 100%                                     |
|                    | Install Whitehawk to Linwood waterline 100%  | IT for council during meetings 0%  |
|                    | Find funding for PW position part-time or full-time 100%   | Provide online bill payment option 100%  |
|                    | Explore potential inter-agency partnership opportunities 100%  | Active internship program 25%  |
|                    | Develop employee recognition/wellness program[s] 100%  | Light the Arch with solar using donated resources 100%   |
|                    | Identify themed signage identity 0%  | Add picnic areas to parks 100%   |
|                    | Pursue grants for Papst, creek trail, additional well, sidewalks 100%                                  | Set travel policy for city officials 100%  |
|                    |  | Plan rec center expansion, pool upgrade or replacement, community center 33%                       |

See page two...

## **Additional projects not on original fiscal year list:**

- Reviewed and revised Arts Fund Fee
- Fully staffed OPD
- Provided additional funds for OVFD equipment
- Implemented active code enforcement
- Supported expanded commercial opportunities (grocery, retail)
- Repaved west end of South Street
- Added traffic controls (stop signs, speed limits)
- Established systematic hydrant inspections, repairs, repainting, reflectors
- Renewed Chamber of Commerce partnership and support

**CITY OF ORLAND OBJECTIVES FY13-14  
PROJECTS AND PRIORITIES**

**DRAFT 1: June 17, 2013**

| Priorities                | More Important  | Less Important   |
|---------------------------|---|--|
| <p><b>More Urgent</b></p> | <p>Complete Papst crossing project.</p> <p>Reconstruct swim pool water circulation system, add new control technologies and fixtures, provide competition meet features</p> <p>Negotiate PTAF agreement</p> <p>Develop plan for 824 Fourth St</p> <p>Complete review and revision of impact fees</p> <p>Provide mobile IT for all police</p> <p>Consider fire service cost recovery</p>   | <p>Complete Library expansion &amp; upgrade project</p> <p>Replace/upgrade WWTP headworks</p> <p>Conduct well capacity study, develop plan for next well</p> <p>Enable more regional sports events: swim, petanque, skate</p> <p>Revise policy for burn-down letters</p> <p>Update entire Personnel Manual</p> |
| <p><b>Less Urgent</b></p> | <p>Add spray park[s]</p> <p>Establish control of water quality and quantity for summer recreation use of Lely Pond</p> <p>Determine what needs may be for a storm drain utility</p> <p>Complete Housing Element update</p> <p>Plan for upgrade of restrooms in all city facilities, parks first</p> <p>Focus façade improvement on Walker, 5<sup>th</sup>, 6<sup>th</sup> Streets</p> <p>Assemble plans for grant applications for creek trail, sidewalks</p> <p>Review/revise land develop. fees</p> | <p>Implement income tax intercepts</p> <p>Establish plan for community center and associated impact fee</p> <p>Install traffic/pedestrian safety improvements for Sixth @ Tehama</p> <p>Plan rec center expansion</p> <p>Identify themed signage identity?</p> <p>IT for council during meetings?</p>          |