

# Gridley City Council – Regular Meeting Agenda

Monday, August 5, 2024; 6:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

The Public is encouraged to attend and participate in person. Comments from the public on agenda items will be accepted until 4 pm on August 5<sup>th</sup>, 2024, via email to [csantana@gridley.ca.us](mailto:csantana@gridley.ca.us) or via the payment/document drop box at Gridley City Hall and will be conveyed to the Council for consideration.

You may view using the following link, ID, and passcode:

<https://us06web.zoom.us/j/83274654055?pwd=BP25TXb2a6aoQk6PEAdExaNSiTV6y.1>

Webinar ID: 832 7465 4055

Passcode: 361705

Or Telephone:

+1 669 444 9171 US

+1 253 205 0468 US

**CALL TO ORDER - Mayor Farr**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE – Vice Mayor Johnson**

**PROCLAMATION – None**

**RECOGNITION AND SWEARING IN OF POLICE CHIEF, TODD FARR**

**INTRODUCTION OF NEW OR PROMOTED EMPLOYEES**

- **Miguel Chavez, Senior Accountant Technician**

**COMMUNITY PARTICIPATION FORUM -** *Members of the public may address the City Council on matters not listed on the agenda. The City Council may not discuss nor take action on any community participation item brought forward by a member of the community. Comments are requested to be limited to three (3) minutes.*

**CONSENT AGENDA**

1. City Council Minutes Dated July 15, 2024 and July 31, 2024

2. Employee Contract: T Farr
3. FY 21/22 Single Audit
4. Resolution 2024-R-025: A Resolution of the City Council of the City of Gridley to Levy Assessment District No. 2 on Butte County 2024-2025 Tax Roll (Eagle Meadows)  
  
Resolution 2024-R-026: A Resolution of the City Council of the City of Gridley to Levy Assessment District No. 3 on Butte County 2024-2025 Tax Roll (Heron Landing)
5. Fire Mitigation Plan for FY 24/25
6. Resolution No. 2024-R-027: A Resolution of The City Council of The City of Gridley Approving the Attestation of Veracity for the 2021 Power Source Disclosure Report and Submission of The Report to The California Energy Commission
7. Review and Approval of Special Services Agreement with Liebert Cassidy Whitmore through the North State Employer Relations Consortium (ERC)

**ITEMS FOR CONSIDERATION**

8. 110 Virginia St and 390 Virginia St Properties: Informational Update by City Attorney
9. General Plan Annual Report
10. Public Funds Advisory: Informational Presentation
11. Authorize Contract with BMI Systems Group and Tyler Tech for Inventory Tracking Software
12. Sister City Agreement with Comala, Colima, Mexico

**CITY STAFF AND COUNCIL COMMITTEE REPORTS** - *Brief updates from City staff and brief reports on conferences, seminars, and meetings attended by the Mayor and City Council members, if any.*

**CITY ADMINISTRATOR REPORTS** - *Brief updates and reports on conferences, seminars, and meetings attended by the City Administrator, if any.*

**POTENTIAL FUTURE CITY COUNCIL ITEMS** - *(Appearing on the Agenda within 30 days):*

|                                   |           |
|-----------------------------------|-----------|
| Procurement Policy                | 8/19/2024 |
| Travel Policy                     | 8/19/2024 |
| Energy Efficiency Contract Review | 8/19/2024 |
| Sports Complex                    | 8/19/2024 |

**CLOSED SESSION**

13. Closed Session Discussion with Legal Counsel Pursuant To Government Code 54956.95 – Liability Claim of Garrison Property and Casualty Insurance Company Against the City of Gridley Police Department

**ADJOURNMENT** – adjourning to a regular meeting on August 5<sup>th</sup>, 2024.

**NOTE 1: POSTING OF AGENDA-** This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m., August 2<sup>nd</sup>, 2024. This agenda along with all attachments is available for public viewing online at [www.gridley.ca.us](http://www.gridley.ca.us) and at the Administration Counter in City Hall, 685 Kentucky Street, Gridley, CA.

**NOTE 2: REGARDING UNSCHEDULED MATTERS** – In accordance with state law, it shall be the policy of this Council that no action shall be taken on any item presented during the public forum or on unscheduled matters unless the Council, by majority vote, determines that an emergency situation exists, or, unless the Council by a two-thirds vote finds that the need to take action arose subsequent to the posting of this agenda.



# **Gridley City Council – Regular Meeting Minutes**

Monday, July 15, 2024; 6:00 pm

Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

## **CALL TO ORDER**

**Mayor Farr called the meeting to order at 6:00 pm.**

## **ROLL CALL**

Present: Farr, Johnson, Calderon, Roberts, Sanchez

Absent: None

Arriving after roll call: None

Staff Present: Elisa Arteaga, City Administrator  
Rodney Harr, Police Chief  
Tony Galyean, City Attorney  
Ross Pippitt, Utilities Director  
Martin Pineda, Finance Director

## **PLEDGE OF ALLEGIANCE**

**Councilmember Roberts led the Pledge of Allegiance.**

## **PROCLAMATION – None**

## **INTRODUCTION OF NEW OR PROMOTED EMPLOYEES – None**

## **COMMUNITY PARTICIPATION FORUM**

**The forum was opened, and seeing there was no one present to speak, was closed.**

## **CONSENT AGENDA**

1. City Council Minutes Dated June 3<sup>rd</sup>, June 17<sup>th</sup> (Special Meeting), June 17<sup>th</sup> (Regular Meeting)
2. TDA Audit
3. April-May 2024 Expenditure Report
4. FY 23-24 Treasurers Report

5. Resolution 2024-R-022: Appointment of Northern California Cities Self Insurance Fund (NCCSIF) Representative and Alternate Representative
6. Resolution No. 2024-R-023: A Resolution of the City Council of the City of Gridley Authorizing and Designating City Representatives to Vote the City's Interests in Governance Agreements Associated with City's Participation in Programs, Projects, and Services as a Member of the Northern California Power Agency

**Motion: to approve the consent agenda as presented.**

**MOTION: Roberts**

**SECOND: Calderon**

**ROLL CALL VOTE: 5-0**

**Ayes: Calderon, Johnson, Roberts, Sanchez, Farr**

#### **ITEMS FOR CONSIDERATION**

7. LAFCo Letter of Agreement Re: Development – Discussion

**City Administrator Elisa Arteaga presented the letter of agreement and explained the letter was presented to her by LAFCo on behalf of neighboring special-purpose districts to promote pre-development collaboration. After thorough review, City Administrator Arteaga and City Attorney Galyean felt that entering into the agreement would forfeit the City's ultimate say in the review process of development plans submitted to the City. Administrator Arteaga recommended having monthly collaboration meetings with all agencies in lieu of entering into the letter of agreement.**

**Motion: to not enter into the letter of agreement but rather hold monthly collaboration meetings.**

**MOTION: Roberts**

**SECOND: Calderon**

**ROLL CALL VOTE: 5-0**

**Ayes: Calderon, Johnson, Roberts, Sanchez, Farr**

8. Resolution 2024-R-024: A Resolution of the City Council of the City of Gridley Approving Agreement No. 2CA06877 with the California Department of Forestry and Fire Protection and Authorizing the Mayor to Sign the Agreement for Services from July 1, 2024, to June 30, 2025

**Administrator Arteaga explained to Council that the contract amount was budgeted and approved in the FY 24/25 Annual Budget.**

**Motion: to approve agreement no. 2CA06877 with CalFire**

**MOTION: Sanchez**

**SECOND: Roberts**

**ROLL CALL VOTE: 5-0**

**Ayes: Calderon, Johnson, Roberts, Sanchez, Farr**

9. Request for Acceptance and Approval of FY 2021-2022 Single Audit & GANN Limit Report and FY 2022-2023 Audit Report

**Finance Director Martin Pineda briefly presented the reports and introduced Sheldon Chavan, from Chavan and Associates auditing firm to review the financial statements. Chavan explained to Council their process for auditing and explained that the City received an “unmodified opinion” which is the best rating a City can receive. Chavan explained all findings were communicated with City staff who were already working hard to remedy.**

**Motion: to accept and approve the 21/22 Single Audit and GANN Report and FY 2022-2023 Audit Report**

**MOTION: Sanchez**

**SECOND: Johnson**

**ROLL CALL VOTE: 5-0**

**Ayes: Calderon, Johnson, Roberts, Sanchez, Farr**

10. Renewable Power Purchase Agreement between Northern California Power Agency (NCPA) and Grace Orchard Energy Center, LLC (PPA), and (ii) the Third Phase Agreement for Renewable Power Purchase Agreement with Grace Orchard Energy Center, LLC (Third Phase Agreement)

**Administrator Arteaga presented the agreement and explained that the Grace Solar Project would allow the City to have the opportunity to cover some of the regulatory and legal requirements relating to the Renewable Portfolio Obligation Standards. Administrator Arteaga explained that city staff recently met with NCPA to review the diversification of the portfolio, the city’s current eligible renewable resources and the current market conditions.**

**Motion: to approve entering into the Renewable Power Purchase Agreement with Grace Orchard Energy Center, LLC (Third Phase Agreement)**

**MOTION: Sanchez**

**SECOND: Roberts**

#### **CITY STAFF AND COUNCIL COMMITTEE REPORTS**

**Councilmember Calderon reported on his attendance at the BCAG meeting.**

**Vice Mayor Johnson reported on his attendance at the Sutter Butte Flood Control Agency meeting, and the Yuba Sutter Vector Mosquito Control District meeting.**

Councilmember Sanchez informed the Council of her attendance at the monthly NCPA meeting for June.

Mayor Farr expressed gratitude for CalFire and their continued hard work with the recent fires surrounding Gridley.

**CITY ADMINISTRATOR REPORTS - None**

**POTENTIAL FUTURE CITY COUNCIL ITEMS - (Appearing on the Agenda within 30 days):**

|                                   |          |
|-----------------------------------|----------|
| Procurement Policy                | 8/5/2024 |
| Travel Policy                     | 8/5/2024 |
| Energy Efficiency Contract Review | 8/5/2024 |
| Sports Complex                    | 8/5/2024 |

**CLOSED SESSION**

**Council went into closed session at 7:19 with the following reportable action:**

11. Closed Session Discussion Public Employment: Police Chief - Cal. Gov. Code Section 54597

**Motion: to accept the retirement of Chief of Police Harr and direct Administrator Arteaga to calculate leave balances and negotiate the CalPERS retirement date and terms of disbursement of remaining leave balances.**

**MOTION: Roberts**

**SECOND: Johnson**

**ROLL CALL VOTE: 5-0**

**Ayes: Farr, Johnson, Calderon, Roberts, Sanchez**

12. Closed Session Discussion Public Employment: Principal Planner - Cal. Gov. Code Section 54597

**No reportable action.**

**ADJOURNMENT**

**With no further items left to discuss, Mayor Farr adjourned to the next regular meeting on August 5<sup>th</sup>, 2024.**

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**Elisa Arteaga, City Administrator**



# **Gridley City Council – Special City Council Meeting Minutes**

Wednesday, July 31, 2024; 12:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

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## **CALL TO ORDER**

**Mayor Farr called the meeting to order at 12:05 pm.**

## **ROLL CALL:**

**Present: Calderon, Roberts, Sanchez, Johnson, Farr**

**CONSENT AGENDA - None**

**ITEMS FOR COUNCIL CONSIDERATION – None**

## **CLOSED SESSION**

1. Public Employment (GC: 54957) Position: Police Chief

**Mayor Farr excused himself for the discussion regarding the police chief position at 12:09 pm.**

**Motion: to appoint Todd Farr as Chief of Police.**

**MOTION: Roberts**

**SECOND: Calderon**

**ROLL CALL VOTE 4-0**

**Ayes: Sanchez, Johnson, Roberts, Calderon**

**Mayor Farr returned to Council Chambers after the discussion and vote at 1:09 pm.**

2. Public Employment Evaluation (GC: 54957) Position: City Administrator

**No reportable action.**

## **ADJOURNMENT**

**With no further items to discuss, Mayor Farr adjourned to the next regular meeting on August 5, 2024.**



**City Council Agenda Item #2**  
Staff Report

**Date:** August 5, 2024  
**To:** Mayor and Council  
**From:** Elisa Arteaga, City Administrator

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

**Subject:** Approval of Police Chief Employment Agreement

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**Recommendation**

Staff respectfully requests Council approve the attached Employment Agreement for the position of Police Chief with the City of Gridley with Todd Farr.

**Background**

City Administrator Arteaga was informed of Police Chief Rodney Harr’s intention to retire and on July 15<sup>th</sup>, 2024, the City Council met in closed session to deliberate on the matter and made the determination to conduct an interview for the position of Police Chief. The recommendation from Chief Harr for the best candidate was Todd Farr, who has strong leadership qualities, experience in being Interim Chief of Police, and has also many years of experience in law enforcement. Farr has been dedicated to Gridley and has a high level of commitment to the community.

City Administrator Arteaga, as directed, communicated to Lieutenant Farr of the plan to interview which Lieutenant Farr agreed to. The City Council met to interview Lieutenant Farr during a special closed session meeting on July 31<sup>st</sup>, 2024. Mayor Michael Farr excused himself from the closed session interview to avoid any conflict in interest. It was determined by the Council to extend the offer of Police Chief to Lieutenant Farr, to which he accepted.

The Police Chief Employment Agreement has been reviewed and accepted by Lieutenant Farr. Subject to approval, Lieutenant Farr would assume the position of Police Chief for the City of Gridley effective upon sworn into position (August 5, 2024).

**Financial Impact**

The fiscal impact for the entire compensation of the Police Chief position is included in the 2024/2025 budget.

**Compliance with City Council Strategic Plan or Budget Goals**

This recommendation is consistent with our ongoing effort to be responsive and transparent regarding all business transactions and financial matters.



**City Council Agenda Item #3**  
Staff Report

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

**Date:** August 5, 2024  
**To:** Mayor and City Council  
**From:** Martin Pineda, Finance Director

**Subject:** Request Acceptance and Approval of the Revised 2021-22 Single Audit Report

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**Recommendation**

Staff respectfully requests the City Council accept the revised 2021-22 Single Audit Report.

**Background**

The original 2021-22 Single Audit Report was originally approved at the 07/15/2024 meeting. After it was approved, we noticed the CAPP 1.0 program was not included in the list of Federal Programs on page 6 of the report. CAPP was a program that assisted Gridley residents with their utility bills following the effects of the COVID pandemic.

It's important to note that the program was immaterial to the SEFA.

**Financial Impact**

This is a revised Single Audit report for 2021-2022, there are no costs associated with this staff report.

**Attachment:**

2021-22 City of Gridley Single Audit Report - C&ALLP

**CITY OF GRIDLEY, CALIFORNIA**  
**SINGLE AUDIT REPORT**  
**FOR THE YEAR ENDED JUNE 30, 2022**



**Chavan & Associates, LLP**  
Certified Public Accountants  
15105 Concord Circle, Ste 130  
Morgan Hill, CA 95037

**CITY OF GRIDLEY, CALIFORNIA**  
**SINGLE AUDIT REPORT**  
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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH  
MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE**

To the Honorable Mayor and Members of the  
City Council of the City of Gridley  
Gridley, California

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the City of Gridley's (the City) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2022. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.





### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2022-004 and 2022-005. Our opinion on each major federal program is not modified with respect to these matters. *Government Auditing Standards* requires the auditor to perform limited procedures on the City's response to the noncompliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's responses were not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify



all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance is a deficiency*, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2022-004 and 2022-005 to be significant deficiencies.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. Government Auditing Standards requires the auditor to perform limited procedures on the City of Gridley's response to the findings identified in our engagement and described in the accompanying schedule of findings and questioned costs. City of Gridley's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

C & A LLP

Chavan & Associates, LLP  
Certified Public Accountants  
June 23, 2024  
Morgan Hill, California

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

| Federal Grantor/Pass-Through Grantor/Program Title                          | Assistance<br>Listing | Pass-through<br>Identifying<br>Number | Federal<br>Expenditures     |
|---|-----------------------|---------------------------------------|-----------------------------|
| <b>U.S. DEPARTMENT OF TRANSPORTATION</b>                                    |                       |                                       |                             |
| Passed-Through California Department of Transportation:                     |                       |                                       |                             |
| Highway Planning and Construction   | 20.205                | 03-5140F15                            | \$ 83,335                   |
| Total U.S. Department of Transportation                                     |                       |                                       | <u>83,335</u>               |
| <b>U.S. DEPARTMENT OF THE TREASURY</b>                                      |                       |                                       |                             |
| Passed-Through California Department of Community Services and Development: |                       |                                       |                             |
| California Arrearage Payment Program (CAPP)                                 | 21.027                | CAPP 1.0                              | 313,363                     |
| Passed-Through California Department of Finance:                            |                       |                                       |                             |
| Coronavirus State and Local Fiscal Recovery Funds                           | 21.027                | (1) OIG-CA-20-028                     | 188,678                     |
| Total U.S. Department of the Treasury                                       |                       |                                       | <u>502,041</u>              |
| <b>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>                     |                       |                                       |                             |
| Passed-Through California Department of Housing and Community Development:  |                       |                                       |                             |
| Community Development Block Grant Program                                   | 14.228                | 17-CDBG-12015                         | 1,954                       |
| Community Development Block Grant Program                                   | 14.228                | N/A                                   | 176,274                     |
| Community Development Block Grant Program                                   | 14.228                | Beginning Loan Balance                | 1,663,815                   |
| Total Community Development Block Grant Program                             |                       |                                       | <u>1,842,043</u>            |
| HOME Investment Partnership Program   | 14.239                | (1) Beginning Loan Balance            | 7,785,213                   |
| Total U.S. Department of Housing and Urban Development                      |                       |                                       | <u>9,627,256</u>            |
| <b>U.S. DEPARTMENT OF AGRICULTURE</b>                                       |                       |                                       |                             |
| Passed-Through California Department of Forestry and Fire Protection:       |                       |                                       |                             |
| Cooperative Forestry Assistance   | 10.664                | 7FG20020                              | 42,997                      |
| Total U.S. Department of Agriculture  |                       |                                       | <u>42,997</u>               |
| <b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>                                 |                       |                                       |                             |
| Passed-Through State Water Resources Control Board:                         |                       |                                       |                             |
| Capitalization Grants for Clean Water State Revolving Funds                 | 66.458                | D190102400                            | 123,291                     |
| Total U.S. Environmental Protection Agency                                  |                       |                                       | <u>123,291</u>              |
| <b>U.S. DEPARTMENT OF HOMELAND SECURITY</b>                                 |                       |                                       |                             |
| Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program     | 97.083                | N/A                                   | 355,210                     |
| Total U.S. Department of Homeland Security                                  |                       |                                       | <u>355,210</u>              |
| <b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>                                 |                       |                                       | <u><u>\$ 10,734,130</u></u> |

(1) Audited as major program

Notes:

- a) The City has elected not to use the 10 percent de minimus indirect cost rate allowed under Uniform Guidance.
- b) There are no federal grants passed through to subrecipients.

The accompanying notes are an integral part of this financial statement.

**CITY OF GRIDLEY, CALIFORNIA**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Note 1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal grant activity of the City of Gridley (the City) under programs of the federal government for the year ended June 30, 2022. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City.

**Note 2. Summary of Significant Accounting Policies**

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in *Title 2 U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available. The City has elected not to use the 10 percent de-minimus indirect cost rate as allowed under Uniform Guidance.

**Note 3. Relationship to the Basic Financial Statements**

The amounts reported in the accompanying schedule agree, in all material respects, to amounts reported within the City's financial statements. Federal award revenues are reported principally in the City's financial statements as intergovernmental revenues.

**Note 4. Relationship to Federal Financial Reports**

Amounts reported in the accompanying schedule agree or can be reconciled with the amounts reported or to be reported in the federal financial reports.

**Note 5. Pass-Through Entities' Identifying Number**

When federal awards are received from a pass-through entity, the Schedule of Expenditures of Federal Awards shows, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the City has determined that no identifying number is assigned for the program, or the City was unable to obtain an identifying number from the pass-through entity.

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued Unmodified

Internal control over financial reporting:

Material weaknesses?  x  Yes   No

Significant deficiencies identified not  
considered to be material weaknesses?  x  Yes   None Reported

Non-compliance material to financial statements noted?   Yes  x  No

**Federal Awards**

Internal control over major programs:

Material weaknesses?   Yes  x  No

Significant deficiencies identified not  
considered to be material weaknesses?  x  Yes   None Reported

Type of auditor's report issued on compliance over major programs Unmodified

Any audit findings disclosed that are required to be reported in  
accordance with 2 CFR 200.516(a)  x  Yes   No

Identification of Major Programs:

| <u>CFDA Numbers</u> | <u>Name of Federal Program</u>                    |
|---------------------|---|
| 21.027              | Coronavirus State and Local Fiscal Recovery Funds |
| 14.239              | Home Investment Partnership Program               |

Dollar threshold used to distinguish between  
type A and type B programs:  \$ 750,000

Auditee qualified as low risk auditee?   Yes  x  No

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Section II - Financial Statement Findings**

**Finding 2022-001 - Financial Close (Material Weakness - Repeat Finding)**

**Criteria**

An effective internal control system and timely financial reporting provides reasonable assurance for the safeguarding of assets, the reliability of financial information, and compliance with laws and regulations.

**Condition**

During the audit, we proposed material audits adjustments to the City's general ledger which were agreed to and posted by management. In addition, management provided material audit adjustments subsequent to sending us the City's trial balance and general ledger for the audit. Inherently, material audit adjustments are indicative of ineffective financial reporting and closing. The timeliness of the adjustments is also indicative of an ineffective closing process.

**Cause**

Due to personnel turnover, the City did not have adequate controls in place to ensure accounting records were closed timely and accurately. Also, personnel would also benefit from training related to recent governmental accounting pronouncements. Finally, the City's fund set-up and utilization of funds can be was inefficient and difficult to understand, costing the City time during its annual close.

**Effect**

The financial statements as presented to the auditors contained material misstatements that required adjustments.

**Recommendation**

We recommend the City implement written closing procedures and establish a routine timeline for closing. Documenting the closing process involves identifying and gaining an understanding of: 1) the events or transactions included in the procedures that need to be performed, 2) the automated or manual procedures used in performing the process, 3) the person(s) or positions(s) responsible for performing the procedures, 4) the source documents used or generated during the closing process, 5) the procedures for required approval, review, and correction of any errors detected, and 6) the financial or operational entries or reports summarizing the result of the process.

We further recommend the City develop checklists or other guidance documents over the City's closing process to ensure all closing entries are captured in the City's general ledger in a timely manner, and supporting schedules agree and reconcile to respective account balances prior to the trial balance being provided for the audit.

**Corrective Action Plan**

The City experienced significant staffing turnover and had recently transitioned to new financial software which was the primary focus of testing conversion data. The City has since hired staff and has been establishing an internal process to train newly appointed staff which encompasses internal routine financial close. The Finance Department will work on implementing a check list of closing procedures

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Finding 2022-002 - Negative Cash Balances (Material Weakness - Repeat Finding)**

**Criteria**

An effective internal control system and timely financial reporting provides reasonable assurance over the safeguarding of assets and the reliability of the classification financial information.

**Condition**

During our audit procedures to test cash and pooled cash balances, we identified the following:

- We noted 38 funds as of year-end which contained negative pooled cash balances. Thirty-two of these funds reported the same negative pooled cash balance in the prior year. This resulted in management proposing a significant number of adjustments to record due to/due from entries to offset the negative pooled cash balances and many of these adjustments were repeat adjustments from the prior year.
- We noted a difference between pooled cash reported in the Pooled Cash fund and the total pooled cash reported in all other funds combined.

**Cause**

The City does not have adequate controls in place to effectively monitor pooled cash balances for individual funds. The pooled cash and negative cash balances in each fund were not cleared during the annual close. Transfers and interfund balance adjustments that should have been made between funds were not made during the close as well.

**Effect**

The financial statements as presented to the auditors contained material misstatements that required adjustments between the funds and in pooled cash.

**Recommendation**

We recommend that management establish written procedures that establish when, why and how to review all funds for negative cash balances and what the corrective action should be to clear negative cash balances in a fund. The written procedures should also include a systematic and routine reconciliation of pooled cash to each fund once the negative cash is cleared.

Management should also ensure that interfund payables and receivables do not exceed one year from the fiscal year end by including written procedures related the timing of interfund balances and when and how to clear those balances. If a interfund payables and receivables extend beyond one year, the balance should be converted to a formal loan agreement between the funds and recorded as an Advance.

We recommend that management improve the City's pooled cash reconciliation process to ensure that pooled cash reported in the pooled cash fund is equally offset by pooled cash reported in all other funds combined.

**Corrective Action Plan**

The Finance Department will create a written procedure to address the negative cash balances. The City is currently looking at consolidating funds based on the nature of the fund and the restriction of the revenue stream. For those that cannot be consolidated, the City will seek direction from the City Council.

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Finding 2022-003 - Negative Fund Balances (Significant Deficiency - Repeat Finding)**

**Criteria**

GASB 54: *Fund Balance Reporting and Governmental Fund Type Definitions*, defines special revenue funds as funds used to report proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes, other than capital projects or debt service. In addition, per paragraph 31, a government should discontinue reporting a special revenue fund, and instead report the fund's remaining resources in the general fund, if the government no longer expects that a substantial portion of the inflows will derive from restricted or committed revenue sources.

**Condition**

During our audit procedures, we noted that the City's general ledger contains multiple funds classified as special revenue funds which either have had no activity for multiple years, have negative cash balances, have a negative fund balance, or a combination of these three issues.

**Cause**

The City did not assess the requirements of GASB 54 as they apply to special revenue funds and the City may not be correctly utilizing its fund structure as set-up in the chart of accounts.

**Effect**

The following funds ending the fiscal year with deficits:

|                                    | Deficit<br>Fund<br>Balance | Deficit<br>Net<br>Position |
|------------------------------------|----------------------------|----------------------------|
| SB 325 TDA Fund                    | \$ 317,591                 | \$ -                       |
| Traffic Safety Fund                | 53,116                     | -                          |
| Planning and Development Fund      | 1,155,618                  | -                          |
| Solid Waste Recreation Fund        | 57,646                     | -                          |
| Gas Tax Fund                       | 614,369                    | -                          |
| Recreation Related Fund            | 1,539,728                  | -                          |
| 2021 Vierra Park Improvements Fund | 3,006                      | -                          |
| Home Fund                          | 6,846                      | -                          |
| Senior Taxi Fund                   | -                          | 318,974                    |
| Totals                             | <u>\$ 3,747,920</u>        | <u>\$ 318,974</u>          |

**Recommendation**

We recommend that management needs create written procedures that require the review of all funds for deficit fund balance during the budget process. Then, corrective action should be identified as a part of the budget process. The written procedures should include criteria regarding whether or not a fund still meets the definition of a separate fund type as listed in GASB 54 as compared to the fund's current classification. If there are special revenue funds with negative cash balances which should remain open, we recommend that management determine if the revenue source for which the fund was opened still exists, or if the



**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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General Fund is financing the activity of the fund. If the City no longer expects that a substantial portion of the inflows will derive from restricted or committed resources, the fund should be closed, and the remaining resources should be reported in the General Fund.

**Corrective Action Plan**

The city will create and implement a written procedure that will require the Finance Department to review all funds with a deficit balance. The City is currently looking at consolidating funds based on the nature of the fund and the restriction on the revenue stream. For those that cannot be consolidated, the City will seek direction from the City Council.

***Section III - Federal Award Findings and Questioned Costs***

**Finding 2022-004 - Federal Grant Procedures Manual (Significant Deficiency - Repeat Finding)**

**Criteria**

Office of Management and Budget (OMB), Title 2 U.S. *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), subpart D, sections 200.317 - 200.326.

**Condition**

The City has not updated their procurement policy in accordance with the Uniform Guidance standards.

**Cause**

Originally, management was unaware of the Uniform Guidance procurement requirements and implementation dates. Once management became aware of the requirements, the lack of time and resources led to the inability to create and implement a new policy in a timely manner.

**Effect**

The City's procurement policies and procedures are not in compliance with the Uniform Guidance.

**Recommendation**

We recommend the City review the Uniform Guidance procurement requirements and update their policy.

**Corrective Action Plan**

The City will in the future update Federal Grant Procedures Manual.

**CITY OF GRIDLEY, CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Finding 2022-005 - Financial Reporting Timeliness (Significant Deficiency - Repeat Finding)**

**Criteria**

In accordance with CFR section 200.512 of the Uniform Guidance, the audit must be completed and the data collection form and reporting package must be submitted to the Federal Audit Clearinghouse within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. In accordance with OMB Memo M-20-26, and due to the coronavirus, an extension of six months beyond the normal due date was granted for submission of the audit, data collection form, and reporting package.

**Condition**

The 2022 Single Audit reporting package and data collection form have not been submitted to the Federal Audit Clearinghouse by the deadline of March 31, 2023.

**Cause**

There were various issues which caused the delay of the fiscal year 2022 audit. The main issue was turnover.

**Effect**

The City will automatically be considered high risk which means that at least 40% of its expenditures of federal awards will be required to be tested instead of 20%. This could lead to additional audit fees as more major programs may need to be tested.

**Recommendation**

We recommend that the City implement closing procedures that requires management to close the year no later then five months after the fiscal year ends. The procedures should include specific timelines by phase and instructions for communicating with departments and what the department cut-offs will be.

**Corrective Action Plan**

The City experienced significant staffing turnover and had recently transitioned to new financial software which was the primary focus of testing conversion data. The City has since hired staff and has been establishing an internal process to train newly appointed staff which encompasses internal routine financial close. Now that the City is fully staffed up, the City will continue to catch up on audits to bring them current. The City will also review and update the closing procedures and will develop a timeline.

**CITY OF GRIDLEY, CALIFORNIA**  
**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Section II - Financial Statement Findings**

**Finding 2021-001 Financial Close (Material Weakness - Repeat Finding)**

**Criteria**

An effective internal control system and timely financial reporting provides reasonable assurance for the safeguarding of assets, the reliability of financial information, and compliance with laws and regulations.

**Condition**

During the performance of the audit, processes utilized for closing and reporting of financial activity for the fiscal year were not effective, which contributed to the delayed accounting close of the City's trial balances and unpreparedness for the audit. The year-end audit for the June 30, 2021 fiscal year-end began in December 2022 and in April 2023, the City provided a revised version of the trial balance to be audited.

**Recommendation**

We recommend the City institute a program to methodically identify and document its significant operational and accounting processes. Documenting a process involves identifying and gaining an understanding of the events or transactions that trigger performance of the process, the automated or manual procedures used in performing the process, the person(s) or positions(s) responsible for performing the procedures, the source documents used or generated, the procedures for approval, review, and correction of any errors detected, and the financial or operational entries or reports summarizing the result of the process.

We further recommend the City develop checklists or other guidance documents over the City's closing process to ensure all closing entries are captured in the City's general ledger in a timely manner, and supporting schedules agree and reconcile to respective account balances prior to the trial balance being provided for the audit.

**Status**

Not implemented. See finding 2022-001.

**Finding 2021-002 Negative pooled cash balances (Significant Deficiency- Repeat Finding)**

**Criteria**

An effective internal control system and timely financial reporting provides reasonable assurance for the safeguarding of assets, the reliability of financial information, and compliance with laws and regulations.

**Condition**

During our audit procedures to test cash and pooled cash balances, we identified the following:

- We noted 32 funds as of year-end which contained negative pooled cash balances. Fifteen of these funds reported the same negative pooled cash balance in the prior year. This resulted in management proposing a significant number of adjustments to record due to/due from entries to offset the negative pooled cash balances and many of these adjustments were repeat adjustments from the prior year.

**CITY OF GRIDLEY, CALIFORNIA**  
**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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- We noted a difference between pooled cash reported in the Pooled Cash fund and the total pooled cash reported in all other funds combined.

**Recommendation**

- Management needs to perform procedures to review all funds with negative pooled cash balances and determine if the negative balances and due to/due from entries are appropriate. A due to/due from balance should only be recorded for less than one year. If a due to/due from is recorded for longer than one year, the due to/due from needs to be converted to a formal loan agreement between the funds.
- Management needs to improve the City's pooled cash reconciliation process to ensure that pooled cash reported in the Pooled Cash fund is equally offset by pooled cash reported in all other funds combined.

**Status**

Not implemented. See finding 2022-002.

**Finding 2021-003 Funds with negative fund balances and no current year activity (Significant Deficiency - Repeat Finding)**

**Criteria**

GASB 54: *Fund Balance Reporting and Governmental Fund Type Definitions*, defines special revenue funds as funds used to report proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes, other than capital projects or debt service. In addition, per paragraph 31, a government should discontinue reporting a special revenue fund, and instead report the fund's remaining resources in the general fund, if the government no longer expects that a substantial portion of the inflows will derive from restricted or committed revenue sources.

**Condition**

During our audit procedures, we noted that the City's general ledger contains multiple funds designated as special revenue funds which either have had no activity for multiple years, have negative pooled cash balances, have a negative fund balance, or a combination of these three issues. There are several special revenue funds which have one or more of these characteristics.

**Recommendation**

Management needs to perform procedures to review all open funds in the City and close funds which no longer have activity or a purpose. If there are special revenue funds with negative cash balances which should remain open, management needs to determine if the revenue source for which the fund was opened still exists, or if the General Fund is inappropriately financing the activity of the fund. If the City no longer expects that a substantial portion of the inflows will derive from restricted or committed resources, the fund should be closed, and the remaining resources should be reported in the General Fund.

**Status**

Not implemented. See finding 2022-003.

**CITY OF GRIDLEY, CALIFORNIA**  
**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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**Section III - Federal Award Findings and Questioned Costs**

**Finding 2021-004 Federal Grant Procedure Manual (Uniform Guidance Compliance - Repeat Finding)**

**Criteria**

Office of Management and Budget (OMB), Title 2 U.S. *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), subpart D, sections 200.317 - 200.326.

**Condition**

The City has not updated their procurement policy in accordance with the Uniform Guidance standards.

**Recommendation**

We recommend the City review the Uniform Guidance procurement requirements and update their policy.

**Status**

Not implemented. See finding 2022-004.

**Finding 2021-005 Financial Reporting Timeliness (Uniform Guidance Compliance - Repeat Finding)**

**Criteria**

In accordance with CFR section 200.512 of the Uniform Guidance, the audit must be completed and the data collection form and reporting package must be submitted to the Federal Audit Clearinghouse within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. In accordance with OMB Memo M-20-26, and due to the coronavirus, an extension of six months beyond the normal due date was granted for submission of the audit, data collection form, and reporting package.

**Condition**

The 2021 Single Audit reporting package and data collection form have not been submitted to the Federal Audit Clearinghouse by the original deadline of March 31, 2022, nor the extended deadline of September 30, 2022.

**Recommendation**

As noted in recommendation 2021-001, we recommend the City strive to close the year-end with properly prepared reconciliations within 3 - 4 months after year-end in order to complete the annual financial audit timely.

**Status**

Not implemented. See finding 2022-005.



**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and Members of the  
City Council of the City of Gridley  
Gridley, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the City of Gridley (the “City”) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements, and have issued our report thereon dated June 23, 2024.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2022-001 and 2022-002 to be material weaknesses.

*A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying schedule of findings and questioned costs as item 2022-003 to be a significant deficiency.



### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, and which are described in the accompanying schedule of findings and questioned costs as items 2022-004 and 2022-005.

### **City of Gridley's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the City of Gridley's response to the findings identified in our engagement and described in the accompanying schedule of findings and questioned costs. City of Gridley's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

Chavan & Associates, LLP  
Certified Public Accountants  
June 23, 2024  
Morgan Hill, California





**Council Agenda Item #4**

**Date:** August 5, 2024

**To:** Mayor and City Council

**From:** Martin Pineda, Finance Director

**Subject:** Two Resolutions Authorizing the Levy of Assessment District Expenses for the Butte County 2024-2025 Tax Roll

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

---

**Recommendation**

City staff respectfully requests that the Mayor and City Council receive a staff report and consider adoption of the two assessment district resolutions.

**Background**

The Gridley City Council previously approved the formation of the maintenance districts to construct, operate and maintain various public improvements within the newer subdivisions in the City under provisions of the Improvement Act of 1911. To finance the annual maintenance of this infrastructure, it is required to assess the expenses of maintenance and operation of the improvements upon the real property within the district to be benefited thereby. These resolutions represent the completion of that annual assessment process.

**Analysis**

The City Engineer for the City of Gridley caused a report to be prepared in the manner provided by law, including the improvement act of 1911, as well as the California State Constitution, Article XIII D, to set the amount and basis of the amounts to be assessed against each parcel within the districts, the adjustments to be made to annual assessments based upon increases in the Consumer Price Index and other particulars relating to the district. Pursuant to the provisions of Proposition 218, namely Article XIII D of the California Constitution, the City, after giving due and proper notice as required by Proposition 218, at its meeting of October 17, 2005 conducted a public hearing on the proposed modifications to the assessment pursuant to California Constitution Article XIII D, Section 4(e). The Tax Collector of the County of Butte was requested to levy and add to the tax bill sent by the County to the owner of each parcel of real property within the boundaries of the districts and operation and maintenance assessment for the fiscal year commencing 2005/2006, and for each year thereafter, which assessment was collected from each land owner with the proportioning of the collection between the first installment and the second installment to be determined by the County Tax Collector.

There are 4 maintenance districts within the City of Gridley. This year we are only assessing on districts 2 (Eagle Meadows) and 3 (Heron Landing), as the other two districts cash balance is in good standing.

**Financial Impact**

The recommended service level for the maintenance districts will be the same as last year. The City has the authority to charge a CPI increase, but the City has not done so in several years. The City is not recommending a CPI increase at this time.

**Compliance with the City Council Strategic Plan or Budget Goals**

This presentation is consistent with our ongoing effort to be responsive and transparent regarding all financial matters, as well as being congruent with best financial practices.

**Attachments**

1. Resolution 2024-R-025 Eagle Meadows
2. Resolution 2024-R-026 Heron Landing

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF GRIDLEY TO LEVY ASSESSMENT DISTRICT NO.2 ON BUTTE COUNTY 2024-2025 TAX ROLL**

**WHEREAS**, the Gridley City Council previously approved the formation of Maintenance District #2 (Resolution No. 2004-R-004) to construct, operate and maintain various public improvements within the Eagle Meadows subdivision under provisions of the Improvement Act of 1911 (Streets and Highways Code Section 5000 and 5821, et seq); and

**WHEREAS**, the City Council of the City of Gridley has determined that it is appropriate and necessary to assess the expenses of maintenance and operation of the improvements upon the real property within the district to be benefited thereby; and

**WHEREAS**, the City Engineer for the City of Gridley caused a report to be prepared in the manner provided by law, including the improvement act of 1911, as well as the California State Constitution, Article XIII D, to set the amount and basis of the amounts to be assessed against each parcel within the Assessment District, the adjustments to be made to annual assessments based upon increases in the Consumer Price Index and other particulars relating to the District, and

**WHEREAS**, pursuant to the provisions of Proposition 218, namely Article XIII D of the California Constitution, the City, after giving due and proper notice as required by Proposition 218, at its meeting of October 17, 2005 conducted a public hearing on the proposed modifications to the assessment pursuant to California Constitution Article XIII D, Section 4(e); and

**WHEREAS**, the Tax Collector of the County of Butte was requested to levy and add to the tax bill sent by the County to the owner of each parcel of real property within the boundaries of the Gridley Maintenance Assessment District No. 2, and operation and maintenance assessment for the fiscal year commencing 2005/2006, and for each year thereafter, which assessment was collected from each land owner with the proportioning of the collection between the first installment and the second installment to be determined by the County Tax Collector; and

**WHEREAS**, Government Codes 54703 & 54718 provides the authority for the City to place the assessment on the tax roll.

**NOW, THEREFORE**, the City Council of the City of Gridley approves the assessment for 2024-2025 for the amount of \$570.82 without a CPI increase. The benefit is to be provided to the owner of each parcel of real property within the boundaries of the Gridley Maintenance Assessment District No.2.

**I HEREBY CERTIFY** that this Resolution of the City Council of the City of Gridley was duly introduced and passed at a Regular Meeting of the City Council of the City of Gridley held on the 5<sup>th</sup> day of August, 2024 by the following vote:

AYES: COUNCIL MEMBERS  
NOES: COUNCIL MEMBERS  
ABSENT: COUNCIL MEMBERS  
ABSTAIN: COUNCIL MEMBERS

ATTEST:

APPROVE:

\_\_\_\_\_  
Elisa Arteaga, City Administrator

\_\_\_\_\_  
Michael W. Farr, Mayor

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF GRIDLEY TO LEVY ASSESSMENT DISTRICT NO. 3 ON BUTTE COUNTY 2024-2025 TAX ROLL**

**WHEREAS**, the Gridley City Council previously approved the formation of Maintenance District #3 (Resolution No. 2004-R-065) to construct, operate and maintain various public improvements within the Heron Landing subdivision under provisions of the Improvement Act of 1911 (Streets and Highways Code Section 5000 and 5821, et seq); and

**WHEREAS**, the City Council of the City of Gridley has determined that it is appropriate and necessary to assess the expenses of maintenance and operation of the improvements upon the real property within the district to be benefited thereby; and

**WHEREAS**, the City Engineer for the City of Gridley caused a report to be prepared in the manner provided by law, including the improvement act of 1911, as well as the California State Constitution, Article XIII D, to set the amount and basis of the amounts to be assessed against each parcel within the Assessment District, the adjustments to be made to annual assessments based upon increases in the Consumer Price Index and other particulars relating to the District, and

**WHEREAS**, the Tax Collector of the County of Butte was requested to levy and add to the tax bill sent by the County to the owner of each parcel of real property within the boundaries of the Gridley Maintenance Assessment District No. 3, and operation and maintenance assessment for the fiscal year commencing 2005/2006, and for each year thereafter, which assessment was collected from each land owner with the proportioning of the collection between the first installment and the second installment to be determined by the County Tax Collector; and

**WHEREAS**, Government Codes 54703 & 54718 provides the authority for the City to place the assessment on the tax roll.

**NOW, THEREFORE**, the City Council of the City of Gridley approves the assessment for 2024-2025 for the amount of \$208.96 without a CPI increase. The benefit is to be provided to the owner of each parcel of real property within the boundaries of the Gridley Maintenance Assessment District No.3.

**I HEREBY CERTIFY** that this Resolution of the City Council of the City of Gridley was duly introduced and passed at a Regular Meeting of the City Council of the City of Gridley held on the 5<sup>th</sup> day of August, 2024 by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ATTEST:

APPROVE:

\_\_\_\_\_  
Elisa Arteaga, City Administrator

\_\_\_\_\_  
Michael W. Farr, Mayor

**City Council Agenda Item #5**  
Staff Report

**Date:** August 5, 2024  
**To:** Mayor and City Council  
**From:** Ross Pippitt, Utility Director  
**Subject:** Gridley Electric Utility Wildfire Mitigation Plan for FY 24/25

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

---

**Recommendation**

Staff respectfully requests the City Council to approve the Gridley Electric Utility Wildfire Mitigation Plan for FY 24/25 .

**Background**

Over the last few years, California has experienced several catastrophic wildfires that has resulted in the State Legislature passing SB 901 in September 2018. The law requires California utilities to annually prepare a Wildfire Mitigation Plan (WMP). The City Council adopted our initial WMP in December 2019 for the FY 19-20.

Gridley Electric’s WMP (Attached) describes the range of actions that our Electric Utility is taking, or considering, to minimize the sources of ignition and improve the resiliency of the City’s electric grid. The WMP complies with the requirements of the Public Utilities Code section 8387 for publicly owned electric utilities to prepare a wildfire mitigation plan. The plan will be iterative, promote continuous improvement year after year, and implement industry best practices in a prudent and reasonable manner.

The Wildfire Safety Advisory Board (WSAB) has joined the California Natural Resources Agency on July 1, 2021, as the Office of Energy Infrastructure Safety (Energy Safety). The WSAB has an electronic, online e-filing system to receive and distribute document filings and provide easy access to information. The CPUC request we update our WMP every year and be submitted to the e-filing system before July 1 deadline.

**Fiscal Impact**

None

**Compliance with the City Council Strategic Plan**

This recommendation is consistent with our ongoing efforts to provide safe and reliable electrical services.

**Attachments**

Wildfire Mitigation Plan 2024

# **CITY OF GRIDLEY WILDFIRE MITIGATION PLAN**

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*JULY 1, 2024*

## **I. OVERVIEW**

### **A. POLICY STATEMENT**

The Gridley Electric Department’s overarching goal is to provide safe, reliable, and economic electric service to our residents and business community. In order to meet this goal, Gridley constructs, maintains, and operates its electrical lines and equipment in a manner that minimizes the risk of catastrophic wildfire posed by its electrical lines and equipment.

### **B. PURPOSE OF THE WILDFIRE MITIGATION PLAN**

This Wildfire Mitigation Plan describes the range of actions that Gridley is taking to mitigate the threat of power-line ignited wildfires, including its various programs, policies, and procedures. This plan is subject to direct supervision by the City Administrator and is implemented by the Electrical Superintendent. This plan complies with the requirements of Public Utilities Code section 8387 for publicly owned electric utilities to prepare a wildfire mitigation plan by January 1, 2020, and annually thereafter. Gridley Electrical is a department within the City of Gridley.

#### Organization of the Wildfire Mitigation Plan

This Wildfire Mitigation Plan includes the following elements:

- Objectives of the plan;
- Roles and responsibilities for carrying out the plan;
- Identification of key wildfire risks and risk drivers;
- Description of wildfire prevention, mitigation, and response strategies and programs;
- Community outreach and education;
- Metrics for evaluating the performance of the plan and identifying areas for improvement;
- Review and validation of the plan; and
- Timelines.

## **II. OBJECTIVES OF THE WILDFIRE MITIGATION PLAN**

### **A. MINIMIZING SOURCES OF IGNITION**

The primary goal of this Wildfire Mitigation Plan is to minimize the probability that Gridley’s transmission and distribution system may be the origin or contributing source for the ignition of a fire. Gridley has evaluated the prudent and cost-effective improvements to its physical assets, operations, and training that can help to meet this objective. Gridley has implemented those changes consistent with this evaluation.

### **B. RESILIENCY OF THE ELECTRIC GRID**

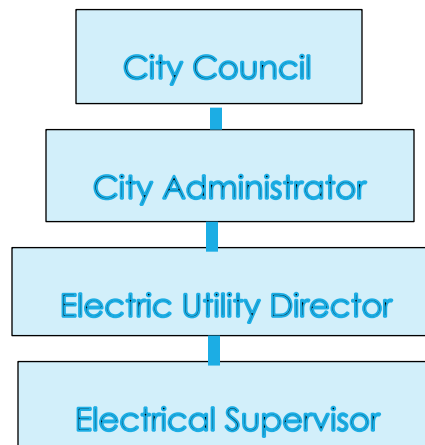
The secondary goal of this Wildfire Mitigation Plan is to improve the resiliency of the electric grid. As part of the development of this plan, Gridley assesses new industry practices and technologies that will reduce the likelihood of an interruption (frequency) in service and improve the restoration (duration) of service.

### **C. MINIMIZING UNNECESSARY OR INEFFECTIVE ACTIONS**

The final goal for this Wildfire Mitigation Plan is to measure the effectiveness of specific wildfire mitigation strategies. Where a particular action, program component, or protocol is determined to be unnecessary or ineffective, Gridley will assess whether a modification or replacement is merited. This plan will also help determine if more cost-effective measures would produce the same or improved results.

### III. ROLES AND RESPONSIBILITIES

#### A. UTILITY GOVERNANCE STRUCTURE



**City Council** - to debate, consider and adopt any policies, regulations or ordinances recommended by the City Administrator and Electric Utility Director as to the safe operations of the City of Gridley’s Electrical System in accordance with the Wildfire Mitigation plan.

**City Administrator** - to work with the Electric Utility Director in the implementation of the Wildfire Mitigation Plan and to be a liaison to the City of Gridley Council and Gridley Electrical Department during wildfire events. To be the liaison between the City of Gridley and any outside Governmental agencies in procurement of any needed resources to aid in a Wildfire Event. To be the public relations contact for the City of Gridley during a Wildfire Event.

**Electric Utility Director** - to oversee the operation of the City of Gridley’s Electrical Department. To implement the City of Gridley’s Wildfire Mitigation Plan as adopted by the City of Gridley Council. To be the liaison between the Gridley Electrical Department and the City of Gridley Administrator during wildfire events. To be the liaison between City of Gridley Departments in providing aid during Wildfire Events. To provide training to Electrical Department staff in the prevention of Wildfire events caused by Electrical Distribution Systems.

**Electrical Supervisor** - to oversee the day-to-day operations of the City of Gridley’s Electrical Distribution System. To implement the City of Gridley’s Wildfire Mitigation Plan as adopted by the City of Gridley’s Council. To be the liaison between the Gridley Electrical Crew and the Gridley Electric Utility Director during Wildfire Events. To report and correct any adverse conditions on the Electrical Distribution that may cause a Wildfire event.

#### B. WILDFIRE PREVENTION



City of Gridley’s staff roles and responsibilities for (1) electric facility design, maintenance, and inspection; and (2) vegetation management.

- Operate system in a manner that will minimize potential wildfire risks.
- Take all reasonable and practicable actions to minimize the risk of a catastrophic wildfire caused by Gridley electric facilities.
- Coordinate with federal, state, and local fire management personnel as necessary or appropriate to implement Gridley’s Wildfire Mitigation Plan.
- Immediately report fires, pursuant to existing Gridley Electrical practices and the requirements of this Wildfire Mitigation Plan.
- Take corrective action when the staff witnesses or is notified that fire protection measures have not been properly installed or maintained.
- Comply with relevant federal, state, and industry standard requirements, including the industry standards established by the California Public Utilities Commission.
- Collect and maintain wildfire data necessary for the implementation of this Wildfire Mitigation Plan.
- Provide regular training programs for all employees having obligations for implementation of this Wildfire Mitigation Plan.
- Perform annual inspections of distribution system for tree clearances.
- Perform annual tree trimming to maintain a 12-foot clearance around primary lines.

#### C. WILDFIRE RESPONSE AND RECOVERY

During a wildfire event the Gridley Electric Utility Director, and or, the Electrical Supervisor will keep in direct contact and provide regular updates as to the event status with the following Departments and organizations:

- City of Gridley Administrator
- Gridley Police Department
- CalFire
- Gridley Public Works Department

Gridley Electrical utility staff have the following obligations regarding fire prevention, response and investigation:

- Take all reasonable and practicable actions to prevent and suppress fires resulting from Gridley’s electric facilities.
- Follow Gridley Electrical Department’s protocols during Red Flag Warnings.

#### D. COORDINATION WITH WATER UTILITIES/DEPARTMENT

Gridley Electrical Department will coordinate with the City of Gridley Public Works Department to ensure the reliable delivery of water during any Red Flag or wildfire event, and as needed enlist the help of Public Works personnel to combat any wildfires caused by City of Gridley Electrical Equipment or to aid in any repairs of Gridley’s electrical equipment that may cause a wildfire condition.

#### E. COORDINATION WITH COMMUNICATION INFRASTRUCTURE PROVIDERS

During a wildfire event that involves equipment of an outside agency’s Communication equipment, the City of Gridley will contact the involved agencies as soon as it is feasibly possible.

**F. STANDARDIZED EMERGENCY MANAGEMENT SYSTEM**

As a local governmental agency, Gridley has planning, communication, and coordination obligations pursuant to the California Office of Emergency Services’ Standardized Emergency Management System (“SEMS”) Regulations, adopted in accordance with Government Code section 8607. The SEMS Regulations specify roles, responsibilities, and structures of communications at five different levels: field response, local government, operational area, regional, and state. Pursuant to this structure, Gridley annually coordinates and communicates with the relevant safety agencies as well as other relevant local and state agencies.

Under the SEMS structure, a significant amount of preparation is done through advanced planning at the county level, including the coordination of efforts of public, private, and nonprofit organizations. Butte County serves as the Operational Area and is guided by the Butte County Disaster Council that is made up of representatives of Butte. The Operational Area includes local and regional organizations that bring relevant expertise to the wildfire prevention and recovery planning process. These participants include school districts, utilities, Fire Districts, non-profits, Hospitals, special districts, communications providers, and other similar organizations.

Pursuant to the SEMS structure, the City of Gridley participates in annual training exercises. Gridley is also a member of the California Utility Emergency Association, which plays a key role in ensuring communications between utilities during emergencies. Gridley also participates in the Western Energy Institute’s Western Region Mutual Assistance Agreement, which is a mutual assistance agreement covering utilities across several western states.

**IV. WILDFIRE RISKS AND DRIVERS ASSOCIATED WITH DESIGN, CONSTRUCTION, OPERATION AND MAINTENANCE**

**A. PARTICULAR RISKS AND RISK DRIVERS ASSOCIATED WITH TOPOGRAPHIC AND CLIMATOLOGICAL RISK FACTORS**

Below is a list of wildfire risk drivers that are prioritized and Gridley’s Mitigation measures to prevent each risk within Gridley’s service territory and the surrounding areas. The primary risk drivers for wildfire are the following:

1. Extended drought – Annual Tree Trimming Program mitigates fires due to overgrown/rotting trees
2. High Winds – Annual GO 95 Inspections and maintenance mitigate fires caused from electrical lines
3. Weather – Annual GO 95 Inspections and maintenance mitigate weather related outages/fires
4. Bark Beetles – Annual Tree Trimming Program allows us to visualize any tree damages related to bark beetle and can be removed before causing any damage
5. Vegetation Health – Annual Tree Trimming Program allows to remove any overgrown or rotten vegetation before causing any damage
6. Changing Weather Patterns (Climate Change) – Annual GO95/128 inspections prevent outages/fires due to hotter, dryer conditions.

7. Fire History – Gives us the information that is needed where extensive measures need to be taken to prevent any reoccurring fires.
8. Terrain – Annual Inspections ensures that we have all access needed in case of any fire threats

## B. ENTERPRISEWIDE SAFETY RISKS

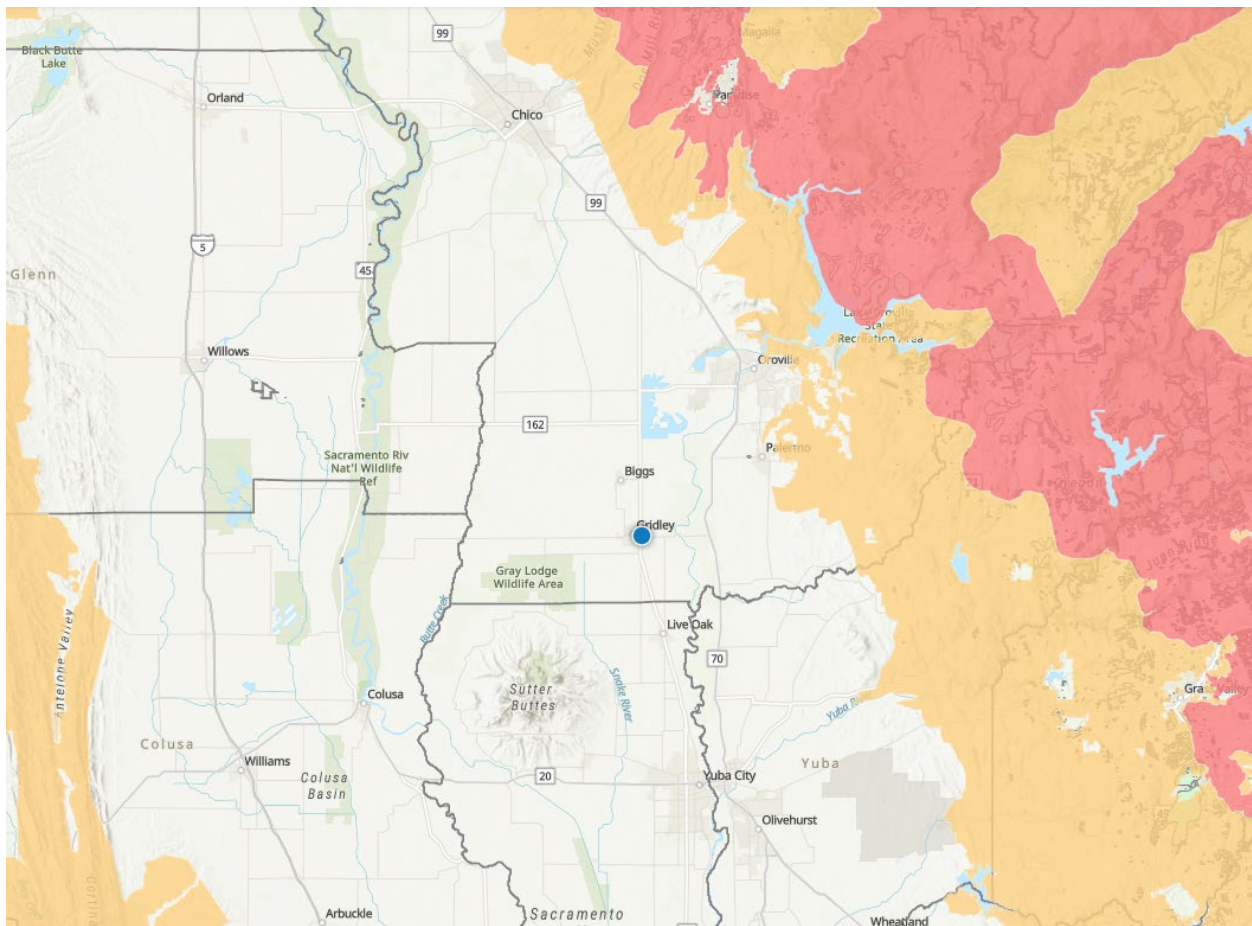
Within Gridley’s Distribution system the primary risk drivers for wildfire are the following:

- Electrical system equipment failure
- Falling trees
- Animal contacting energized equipment
- Human error

## C. CHANGES TO CPUC FIRE THREAT MAP

Attached is a copy of the CPUC Fire Threat Map that shows all Tier 1, Tier 2 and Tier 3 fire threat areas in California. The City of Gridley is outside of all three tiers for any high-level threat wildfire areas. Also attached is the website for the CPUC Fire Threat Map website

<https://capuc.maps.arcgis.com/apps/webappviewer/index.html?id=5bdb921d747a46929d9f00dbdb6d0fa2>



## V. WILDFIRE PREVENTATIVE STRATEGIES

### A. HIGH FIRE THREAT DISTRICT

With Gridley not being directly in a High Fire Threat District, we still take the necessary protocols to prevent any possible fires related to our electrical system. Gridley has worked with local fire & government officials to identify the areas of Gridley's service territory that are at an elevated risk of power line ignited fires. Gridley has incorporated the High Fire Threat District map into its construction, inspection, maintenance, repair, and clearance practices, where applicable.

### B. WEATHER MONITORING

Gridley monitors current and forecasted weather data from a variety of sources including:

- United States National Weather Service
- CalFire
- Weather Channel
- Radio news
- Local news outlets

Gridley assigns one of four operating conditions based on the relevant weather data and knowledge of local conditions:

- (1) Normal:** During normal conditions, no changes are made to operations or work policy.
- (2) Elevated:** During elevated fire-risk conditions, Electrical crews are asked to report any areas of concern on or around Gridley's electrical system for potential Wildfire conditions, and to address these concerns during the pre-job tail board discussion
- (3) Extreme:** During extreme fire-risk conditions, and when working in an area at risk to wildfire conditions crews are to prioritize projects, should it be necessary to proceed with the project, crews are asked to report any areas of concern on or around Gridley's electrical system for potential Wildfire conditions, and to address these concerns during the pre-job tail board discussion and if possible to de-energize the lines during the project. Ensure the job site has adequate fire suppression equipment.
- (4) Red Flag:** If the National Weather Service declares a Red Flag Warning for any portion of Gridley service territory, any work performed in a wildfire prone area is postponed unless it is deemed an emergency priority. Should it be deemed an emergency condition, crews are asked to report any areas of concern on or around Gridley's electrical system for potential Wildfire conditions, and to address these concerns during the pre-job tail board discussion and if possible, to de-energize the lines during the project. Ensure the job site has adequate fire suppression equipment. Extra personnel and equipment will be enlisted to monitor the project from the ground for potential fire, and to suppress any fire caused by the project. If deemed necessary, CalFire will be contacted to stand-by during the project.

### C. DESIGN AND CONSTRUCTION STANDARDS

Gridley’s electric facilities are designed and constructed to meet or exceed the relevant federal, state, or industry standard. Gridley treats CPUC General Order (GO) 95 as a key industry standard for design and construction standards for overhead electrical facilities. Gridley meets or exceeds all standards in GO 95. Additionally, Gridley monitors and follows as appropriate the National Electric Safety Code.

### D. VEGETATION MANAGEMENT

Gridley meets or exceeds the minimum industry standard vegetation management practices. For transmission-level facilities, Gridley complies with NERC FAC-003-4, where applicable. For both transmission and distribution level facilities, Gridley meets: (1) Public Resources Code section 4292; (2) Public Resources Code section 4293; (3) GO 95 Rule 35; and (4) the GO 95 Appendix E Guidelines to Rule 35. These standards require significantly increased clearances in the High Fire Threat District. The recommended time-of-trim guidelines do not establish a mandatory standard, but instead provide useful guidance to utilities. Gridley will use specific knowledge of growing conditions and tree species to determine the appropriate time of trim clearance and ground vegetation in each circumstance.

**GO 95, Rule 35, Table 1**

| Case | Type of Clearance  | Trolley Contact, Feeder and Span Wires, 0-5kv | Supply Conductors and Supply Cables, 750 - 22,500 Volts | Supply Conductors and Supply Cables, 22.5 - 300 kV | Supply Conductors and Supply Cables, 300 - 550 kV (mm) |
|------|--|---|---|--|--|
| 13   | Radial clearance of bare line conductors from tree branches or foliage               | 18 inches                                     | 18 inches   | ¼ Pin Spacing                                      | ½ Pin Spacing  |
| 14   | Radial clearance of bare line conductors from vegetation in the Fire-Threat District | 18 inches                                     | 48 inches   | 48 inches  | 120 inches   |

#### Appendix E Guidelines to Rule 35

The radial clearances shown below are recommended minimum clearances that should be established, at time of trimming, between the vegetation and the energized conductors and associated live parts where practicable. Reasonable vegetation management practices may make it advantageous for the purposes of public safety or service reliability to obtain greater clearances than those listed below to ensure compliance until the next scheduled maintenance. Each utility may determine and apply additional appropriate clearances beyond clearances listed below, which take into consideration various factors, including: line operating voltage, length of span, line sag, planned maintenance cycles, location of vegetation within the span, species type, experience with particular species, vegetation growth rate and characteristics, vegetation management standards and best practices, local climate, elevation, fire risk, and vegetation trimming requirements that are

applicable to State Responsibility Area lands pursuant to Public Resource Code Sections 4102 and 4293.

| <b>Voltage of Lines</b>   | <b>Case 13</b> | <b>Case 14</b> |
|---|----------------|----------------|
| Radial clearances for any conductor of a line operating at 2,400 or more volts, but less than 72,000 volts    | 4 feet         | 12 feet        |
| Radial clearances for any conductor of a line operating at 72,000 or more volts, but less than 110,000 volts  | 6 feet         | 20 feet        |
| Radial clearances for any conductor of a line operating at 110,000 or more volts, but less than 300,000 volts | 10 feet        | 30 feet        |
| Radial clearances for any conductor of a line operating at 300,000 or more volts                              | 15 feet        | 30 feet        |

Within the High Fire Threat District, Gridley performs on an annual basis an evaluation of every tree that has the potential to strike overhead facilities if it were to fall. Gridley performs more frequent and detailed inspections of any such trees, and in cases where “hazard trees” (dead, dying, diseased or leaning) could strike the facilities, will work with the landowner to remove the tree or portion of the tree that poses a risk.

#### E. INSPECTIONS

Gridley meets or exceeds the minimum inspection requirements provided in CPUC GO 165 and CPUC GO 95, Rule 18. Pursuant to these rules, Gridley inspects electric facilities in the High Fire Threat District more frequently than the other areas of its service territory. Additionally, Gridley staff uses their knowledge of the specific environmental and geographical conditions to determine when areas outside of the High Fire Threat District require more frequent inspections.

If Gridley staff discovers a facility in need of repair that is owned by an entity other than Gridley, Gridley will issue a notice to repair to the facility owner and work to ensure that necessary repairs are completed promptly.

Gridley works to ensure that all inspections to be performed within the High Fire Threat District are completed before the beginning of the historic fire season, [typically September 1]. Gridley monitors drought conditions and other relevant factors throughout the year to determine if inspections should be completed in a shorter timeframe. Below is a list of our inspections and frequency.

- Go 165 OH Visual Inspections – Yearly
- Go 95 OH Detailed Inspections – 5 Years
- Go 128 UG Inspections – 3 Years
- Intrusive Pole Test – 15 Years
- Tree Trimming - Yearly

#### F. WORKFORCE TRAINING

Gridley has implemented work rules and complementary training programs for its workforce to help reduce the likelihood of the ignition of wildfires.

Gridley has implemented into its daily operations 4 conditions based on current weather conditions.

- Normal
- Elevated
- Extreme
- Red Flag

Gridley has added a Wildfire Mitigation Plan and fire safety training to its safety training program. Gridley Electric Employees receive training from local CalFire stations in proper fire extinguisher use for certain situations.

#### G. RECLOSING POLICY

##### **During Red Flag Warnings:**

**Line Reclosers-** will be put in a non-reclosing setting for areas that serve as a high fire threat. Should a Line Recloser open during this period, the Line reclosing device shall not be closed until the distribution line it serves has been inspected for the cause of the equipment's operation. When the equipment and distribution line is re-energized, the distribution line will be inspected for safe operation.

**Substation Circuit Breaker-** relays will be put in a non-reclosing setting. Should a relay operate during this period, the relay device will not be closed until the distribution line being served by the affected relay is inspected for the cause of the operation. When the substation breaker is closed the distribution line being served by the breaker will be inspected for safe operation.

#### H. DEENERGIZATION

Gridley has the authority to preemptively shut off power due to fire-threat conditions; however, this option will only be used in extraordinary circumstances. Gridley's mitigation efforts include an annual tree trimming program, maintenance inspections program, pole replacement program and installation of generators to lessen the impacts of de-energization on critical first responders and health and communication infrastructure. Gridley will make a case-by-case decision to shut off power based on the following considerations:

- Red Flag Warnings issued by the National Weather Service for fire weather zones that contain Gridley circuits
- Gridley staff assessments of local conditions, including wind speed (sustained and gust), humidity and temperature, fuel moisture, fuel loading and data from weather stations
- Real-time information from staff located in areas identified as at risk of being subject to extreme weather conditions
- Input from Gridley fire experts and vegetation experts
- Input from local and state fire authorities regarding the potential consequences of wildfires in select locations
- Alternative ways to reroute power to affected areas
- Awareness of mandatory or voluntary evacuation orders in place
- Expected impact of de-energizing circuits on essential services
- Other operational considerations to minimize potential wildfire ignitions, including the blocking of reclosers on the identified circuit(s)
- On-going fire activity throughout Gridley's territory and California
- Ability to notify customers

- Notifications to local governments and public officials
- Potential impacts to communities and customers

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### 1. IMPACTS TO PUBLIC SAFETY

The following conditions may occur during a fire threat power shutdown:

- Residential areas will lose power
- Schools will lose power
- Hospital will be on back-up generation power
- Stores will lose power
- Gas stations will lose power
- Traffic signals will be on battery back-up power
- Street lights will not work
- Water supply will be on back-up generation power
- Sewer will be on back-up generation power
- City Hall and Police departments will be on back-up generator power

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### 2. CUSTOMER NOTIFICATION PROTOCOLS

Gridley will make every attempt to give advance notice to its customers of any planned wildfire prevention power shutdowns. Should a wildfire prevention power shut down be planned, Gridley will notify all public safety offices, critical first responders, health care facilities, operators of telecommunications infrastructure and its customers in the following ways:

- Signage at City Hall
- Phone calls
- Social media post
- Automated phone calls and text
- Local news paper
- Monthly Bill mailings
- Hwy 99 messaging sign

All critical facilities such as Orchard Hospital, Police Dept., Fire Dept., City Hall, and all city wells have back- up generators in case of any sudden power loss or possible de-energization due to a fire threat. Gridley Electrical Department will coordinate with the City of Gridley Public Works Department with direct contact to PW Director or Supervisor to ensure the reliable delivery of water during any Red Flag or wildfire event and as needed enlist the help of Public Works personnel to combat any wildfires caused by City of Gridley Electrical Equipment or to aid in any repairs of Gridley’s electrical equipment that may cause a wildfire condition.

## VI. COMMUNITY OUTREACH AND PUBLIC AWARENESS

The City will annually evaluate its community outreach and public awareness communications efforts.

## VII. RESTORATION OF SERVICE



Gridley will make every attempt to restore power to residents as soon as possible. Once all equipment inspections that is needed, priority power restoration will be given to critical circuits such as Hospital, CalFire, Police facilities, Senior Facilities and Schools.

## VIII. EVALUATING OF THE PLAN

### A. METRICS AND ASSUMPTIONS FOR MEASURING PLAN PERFORMANCE

Gridley will track two metrics to measure the performance of this Wildfire Mitigation Plan: (1) number of fire ignitions; and (2) wires down within the service territory.

#### METRIC 1: FIRE IGNITIONS

For purposes of this metric, a fire ignition is defined as follows:

- Gridley facility was associated with the fire;
- The fire was self-propagating and of a material other than electrical and/or communication facilities;
- The resulting fire traveled greater than one linear meter from the ignition point; and
- Gridley has knowledge that the fire occurred.

In future Wildfire Mitigation Plans, Gridley will provide the number of fires that occurred that were less than 10 acres in size. Any fires greater than 10 acres will be individually described.

#### METRIC 2: WIRES DOWN

The second metric is the number of distribution and transmission wires downed within Gridley's service territory. For purposes of this metric, a wire down event includes any instance where an electric transmission or primary distribution conductor falls to the ground or on to a foreign object. Gridley will divide the wires down metric between wires down inside and outside of the High Fire Threat District.

Gridley will not normalize this metric by excluding unusual events, such as severe storms. Instead, Gridley will supplement this metric with a qualitative description of any such unusual events.

### B. IMPACT OF METRICS ON PLAN

In the initial years, Gridley anticipates that there will be relatively limited data gathered through these metrics. However, as the data collection history becomes more robust, Gridley will be able to identify areas of its operations and service territory that are disproportionately impacted. Gridley will then evaluate potential improvements to the plan.

### C. MONITORING AND AUDITING THE PLAN

This Wildfire Mitigation Plan will be presented to Gridley City Council. Gridley will present this plan to the Gridley Council on an annual basis.

### D. IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN

### E. MONITORING THE EFFECTIVENESS OF INSPECTIONS

The Cities Electrical inspections will be done in a timely manner, with repairs being prioritized from a high threat level to a lesser threat level to prevent any fires or possible damages.

## **IX. INDEPENDENT AUDITOR**

Public Utilities Code section 8387(c) requires the City of Gridley to contract with a qualified independent evaluator with experience in assessing the safe operation of electrical infrastructure to review and assess the comprehensiveness of this Wildfire Mitigation Plan. The independent evaluator must issue a report that is posted to the City's website. This report must also be presented to the City Council at a public meeting.

**City Council Agenda Item #6**  
Staff Report

**Date:** August 5, 2024

**To:** Mayor and City Council

**From:** Elisa Arteaga, City Administrator

**Subject:** Review and Approval of Resolution No. 2024-R-027: A Resolution of The City Council of The City of Gridley Approving the Attestation of Veracity for the 2023 Power Source Disclosure Report and Submission of The Report to The California Energy Commission

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

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**Recommendation**

City staff respectfully recommends that the City Council adopt a Resolution approving the attestation of veracity for the 2023 Power Source Disclosure Report and submission of the report to the California Energy Commission.

**Background**

Under State law (Public Utilities Code Sections 398.4 and 398.5), retail suppliers of electricity must annually (1) disclose the type of generation resources (e.g., hydroelectric, solar, natural gas etc.) provided to their customers in the form of a Power Content Label (“PCL”), and (2) report this same information, together with supporting documentation in verified form, to the California Energy Commission (“CEC”), in the form of a Power Source Disclosure Report (“PSD”). The intent of the report is to educate customers through the disclosure of accurate, reliable, and simple to understand information regarding the generation attributes of the energy being provided by their service provider. Gridley City staff annually collects generation and energy procurement data necessary to prepare the annual PSD Report. This report is filed with the CEC each year. In May 2024, staff compiled the annual PSD report.

The CEC recently updated regulations for the power source disclosure report and changed the prior procedures. Primarily, the changes added a provision that the governing board of publicly owned utilities approve, at a public meeting, the attestation of the veracity of the annual power disclosure report.

The City’s Power Content Label is attached. The Label lists the percentages for the City’s energy mix. The energy mix includes both renewable, carbon free, and some carbon-based energy. The City’s renewable and carbon free generation is better than the State average.

The City and Northern California Power Agency (“NCPA”) staff worked collaboratively to compile and present the numbers shown in the PSD and to confirm the accuracy and consistency of the data. This effort included cross checking numbers from the California Independent System Operator, NCPA generation metering, validations of market purchases

from unspecified sources, and customer sales records. Through the process of cross checking by City staff, the City is assured that the PSD and PCL contain the most accurate information for the public.

Attached to this report is a resolution that, if adopted by Council, approves the 2023 PSD report submission and attestation of the veracity as required by the new CEC regulatory procedures.

**Fiscal Impact**

There is no fiscal impact related to the recommended action.

**Compliance with City Council Strategic Plan or Budget Goals**

This report is consistent with our efforts to comply with State requirements and to ensure that our community members are fully informed of all City activities and all budgetary and financial efforts.

**Attachment**

1. Resolution No. 2024-R-027
2. City of Gridley 2023 PSD Attestation and Power Content Label
3. General Description of the State Requirements

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY APPROVING THE ATTESTATION OF VERACITY FOR THE 2023 POWER SOURCE DISCLOSURE REPORT AND SUBMISSION OF THE REPORT TO THE CALIFORNIA ENERGY COMMISSION**

**WHEREAS**, the City of Gridley owns and operates a publicly owned utility subject to certain laws and requirements of the State Legislature; and

**WHEREAS**, Public Utility Code 398.4 and 398.5 establish a Power Source Disclosure (“PSD”) program that requires retail sellers of electricity to annually submit a power source disclosure report to the California Energy Commission; and

**WHEREAS**, the Gridley Electric Utility is a retail seller of electricity as defined by the PSD Program and is therefore required to file a PSD report; and

**WHEREAS**, the governing body of a publicly owned utility must review and approve the PSD and veracity of an associated attestation submitted to the California Energy Commission; and

**WHEREAS**, Gridley staff prepared and submitted the 2023 Annual Power Source Disclosure Report to the Energy Commission in accordance with the timelines of the regulation; and

**WHEREAS**, the continued administrative action to review and submit the power source disclosure and related reports does not constitute a project under California Environmental Quality Act (“CEQA”) guidelines and is therefore exempt from further environmental review.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Gridley does hereby;

1. Find that continue administrative actions are exempt from CEQA and no further environmental review is needed.
2. Approve the attestation of veracity for the 2023 Power Source Disclosure Report and submission of the report to the California Energy Commission.

**I HEREBY CERTIFY** that the foregoing resolution was introduced, passed, and adopted by the City Council of the City of Gridley at a regular meeting held on the 5<sup>th</sup> day of August 2024, by the following vote:

AYES: COUNCILMEMBERS

NOES: COUNCILMEMBERS

ABSTAIN: COUNCILMEMBERS

ABSENT: COUNCILMEMBERS

ATTEST

APPROVE

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Elisa Arteaga, City Clerk

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Michael W. Farr, Mayor

## 2023 POWER SOURCE DISCLOSURE ANNUAL REPORT For the Year Ending December 31, 2023

Retail suppliers are required to use the posted template and are not allowed to make edits to this format. Please complete all requested information.

### GENERAL INSTRUCTIONS

| RETAIL SUPPLIER NAME        |   |
|-----------------------------|---|
|                             | City of Gridley Electric Department   |
| ELECTRICITY PORTFOLIO NAME  |   |
|                             | Standard Rate   |
| CONTACT INFORMATION         |   |
| NAME                        | Ross Pippitt  |
| TITLE                       | Utility Director  |
| MAILING ADDRESS             | 444 Fairview Drive  |
| CITY, STATE, ZIP            | Gridley, California 95948   |
| PHONE                       | 530-846-2298  |
| EMAIL                       | <a href="mailto:rpippitt@gridley.ca.us">rpippitt@gridley.ca.us</a>  |
| WEBSITE URL FOR PCL POSTING | <a href="http://gridley.ca.us/government-and-departments/departments/electric-department/">http://gridley.ca.us/government-and-departments/departments/electric-department/</a> |

Submit the Annual Report and signed Attestation in PDF format with the Excel version of the Annual Report to [PSDprogram@energy.ca.gov](mailto:PSDprogram@energy.ca.gov). Remember to complete the Retail Supplier Name, Electricity Portfolio Name, and contact information above, and submit separate reports and attestations for each additional portfolio if multiple were offered in the previous year.

**NOTE:** Information submitted in this report is not automatically held confidential. If your company wishes the information submitted to be considered confidential an authorized representative must submit an application for confidential designation (CEC-13), which can be found on the California Energy Commissions's website at <https://www.energy.ca.gov/about/divisions-and-offices/chief-counsels-office>.

If you have questions, contact Power Source Disclosure (PSD) staff at [PSDprogram@energy.ca.gov](mailto:PSDprogram@energy.ca.gov) or (916) 639-0573.

**2023 POWER SOURCE DISCLOSURE ANNUAL REPORT**  
**SCHEDULE 1: PROCUREMENTS AND RETAIL SALES**  
**For the Year Ending December 31, 2023**  
**City of Gridley Electric Department**  
**Standard Rate**

Instructions: Enter information about power procurements underlying this electricity portfolio for which your company is filing the Annual Report. Insert additional rows as needed. All fields in white should be filled out. **Fields in grey auto-populate as needed and should not be filled out.** For EIA IDs for unspecified power or specified system mixes from asset-controlling suppliers, enter "Unspecified Power", "BPA", or "Tacoma Power" as applicable. For specified procurements of ACS power, use the ACS Procurement Calculator to calculate the resource breakdown comprising the ACS system mix. **Procurements of unspecified power must not be entered as line items below; unspecified power will be calculated automatically in cell N9.** Unbundled RECs must not be entered on Schedule 1; these products must be entered on Schedule 2. At the bottom portion of the schedule, provide the other electricity end-uses that are not retail sales including, but not limited to transmission and distribution losses or municipal street lighting. Amounts should be in megawatt-hours.

|   |        |
|---|--------|
| Retail Sales (MWh)  | 30,478 |
| Net Specified Procurement (MWh)                               | 40,408 |
| Unspecified Power (MWh)                                       | -      |
| Procurement to be adjusted                                    | 9,930  |
| Net Specified Natural Gas                                     | 21,864 |
| Net Specified Coal & Other Fossil Fuels                       | -      |
| Net Specified Nuclear, Large Hydro, Renewables, and ACS Power | 18,544 |
| GHG Emissions (excludes grandfathered emissions)              | 4,830  |
| GHG Emissions Intensity (in MT CO <sub>2</sub> e/MWh)         | 0.1585 |

| DIRECTLY DELIVERED RENEWABLES                 |                |                   |           |        |                      |                            |                    |            |                  |                           |  |   |                                       |  |
|---|----------------|-------------------|-----------|--------|----------------------|----------------------------|--------------------|------------|------------------|---------------------------|--|---|---------------------------------------|--|
| Facility Name                                 | Fuel Type      | State or Province | WREGIS ID | RPS ID | N/A                  | EIA ID                     | Gross MWh Procured | MWh Resold | Net MWh Procured | Adjusted Net MWh Procured | GHG Emissions Factor (in MT CO <sub>2</sub> e/MWh) | GHG Emissions (in MT CO <sub>2</sub> e) | N/A                                   |  |
| ANTELOPE EXPANSION 1B                         | Solar          | CA                | W12142    | 63581  |                      | 62320                      | 2070               |            | 2,070            | 2,070                     | -  | -                                       |                                       |  |
| GEO OSL                                       | Geothermal     | CA                | W4883     | 60908  |                      | 7368                       | 43                 |            | 43               | 43                        | 0.0537   | 2                                       |                                       |  |
| GEO SOLAR 1 - CLEARLAKE                       | Solar          | CA                | W1509     | 62040  |                      | P217                       | 3                  |            | 3                | 3                         | -  | -                                       |                                       |  |
| GEO SOLAR 2 - MIDDLETOWN                      | Solar          | CA                | W2792     | 62041  |                      | P218                       | 2                  |            | 2                | 2                         | -  | -                                       |                                       |  |
| GEO THERMAL 1_UNIT 1                          | Geothermal     | CA                | W1254     | 60908  |                      | 7368                       | 155                |            | 155              | 155                       | 0.0537   | 8                                       |                                       |  |
| GEO THERMAL 1_UNIT 2                          | Geothermal     | CA                | W1255     | 60908  |                      | 7368                       | 917                |            | 917              | 917                       | 0.0537   | 49                                      |                                       |  |
| GEO THERMAL 2_UNIT 4                          | Geothermal     | CA                | W1257     | 60911  |                      | 7369                       | 664                |            | 664              | 664                       | 0.0890   | 59                                      |                                       |  |
| GRIDLEY MAIN 1                                | Solar          | CA                | W2923     | 62042  |                      | 58370                      | 1,587              |            | 1,587            | 1,587                     | -  | -                                       |                                       |  |
| WAPA - LEWISTON                               | Eligible hydro | CA                | W1108     | 61044  |                      | 977                        | 17                 |            | 17               | 17                        | -  | -                                       |                                       |  |
| WAPA - NIMBUS                                 | Eligible hydro | CA                | W1161     | 61045  |                      | 444                        | 557                |            | 557              | 557                       | -  | -                                       |                                       |  |
| WAPA - STAMPEDE                               | Eligible hydro | CA                | W1177     | 61046  |                      | 7066                       | 23                 |            | 23               | 23                        | -  | -                                       |                                       |  |
| FIRMED-AND-SHAPED IMPORTS                     |                |                   |           |        |                      |                            |                    |            |                  |                           |  |   |                                       |  |
| Facility Name                                 | Fuel Type      | State or Province | WREGIS ID | RPS ID | EIA ID of REC Source | EIA ID of Substitute Power | Gross MWh Procured | MWh Resold | Net MWh Procured | Adjusted Net MWh Procured | GHG Emissions Factor (in MT CO <sub>2</sub> e/MWh) | GHG Emissions (in MT CO <sub>2</sub> e) | Eligible for Grandfathered Emissions? |  |
|   |                |                   |           |        |                      |                            |                    |            | -                | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            | -                | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            | -                | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            | -                | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            | -                | -                         | #N/A   |   |                                       |  |
| SPECIFIED NON-RENEWABLE PROCUREMENTS          |                |                   |           |        |                      |                            |                    |            |                  |                           |  |   |                                       |  |
| Facility Name                                 | Fuel Type      | State or Province | N/A       | N/A    | N/A                  | EIA ID                     | Gross MWh Procured | MWh Resold | Net MWh Procured | Adjusted Net MWh Procured | GHG Emissions Factor (in MT CO <sub>2</sub> e/MWh) | GHG Emissions (in MT CO <sub>2</sub> e) | N/A                                   |  |
| ALMEDA CT UNIT 1                              | Natural gas    | CA                |           |        |                      | 7450                       | 8                  |            | 8                | 4                         | 0.8444   | 4                                       |                                       |  |
| ALMEDA CT UNIT 2                              | Natural gas    | CA                |           |        |                      | 7450                       | 7                  |            | 7                | 4                         | 0.8444   | 3                                       |                                       |  |
| LODI CITI UNIT                                | Natural gas    | CA                |           |        |                      | 7451                       | 2                  |            | 2                | 1                         | 0.8657   | 1                                       |                                       |  |
| LODI ENERGY CENTER                            | Natural gas    | CA                |           |        |                      | 57978                      | 21,847             |            | 21,847           | 11,925                    | 0.3944   | 4,703                                   |                                       |  |
| WAPA - FOLSOM                                 | Large hydro    | CA                |           |        |                      | 441                        | 2,391              |            | 2,391            | 2,391                     | -  | -                                       |                                       |  |
| WAPA - GIANELLI                               | Large hydro    | CA                |           |        |                      | 448                        | 259                |            | 259              | 259                       | -  | -                                       |                                       |  |
| WAPA - J.F. CARR                              | Large hydro    | CA                |           |        |                      | 442                        | 378                |            | 378              | 378                       | -  | -                                       |                                       |  |
| WAPA - KESWICK                                | Large hydro    | CA                |           |        |                      | 443                        | 1,019              |            | 1,019            | 1,019                     | -  | -                                       |                                       |  |
| WAPA - NEW MELONES                            | Large hydro    | CA                |           |        |                      | 6158                       | 1,688              |            | 1,688            | 1,688                     | -  | -                                       |                                       |  |
| WAPA - O'NEILL                                | Large hydro    | CA                |           |        |                      | 446                        | 3                  |            | 3                | 3                         | -  | -                                       |                                       |  |
| WAPA - SHASTA                                 | Large hydro    | CA                |           |        |                      | 445                        | 5,653              |            | 5,653            | 5,653                     | -  | -                                       |                                       |  |
| WAPA - SPRING CREEK                           | Large hydro    | CA                |           |        |                      | 450                        | 435                |            | 435              | 435                       | -  | -                                       |                                       |  |
| WAPA - TRINITY                                | Large hydro    | CA                |           |        |                      | 451                        | 680                |            | 680              | 680                       | -  | -                                       |                                       |  |
| PROCUREMENTS FROM ASSET-CONTROLLING SUPPLIERS |                |                   |           |        |                      |                            |                    |            |                  |                           |  |   |                                       |  |
| Facility Name                                 | Fuel Type      | N/A               | N/A       | N/A    | N/A                  | EIA ID                     | Gross MWh Procured | MWh Resold | Net MWh Procured | Adjusted Net MWh Procured | GHG Emissions Factor (in MT CO <sub>2</sub> e/MWh) | GHG Emissions (in MT CO <sub>2</sub> e) | N/A                                   |  |
|   |                |                   |           |        |                      |                            |                    |            |                  | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            |                  | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            |                  | -                         | #N/A   |   |                                       |  |
|   |                |                   |           |        |                      |                            |                    |            |                  | -                         | #N/A   |   |                                       |  |



| END USES OTHER THAN RETAIL SALES | MWh |
|----------------------------------|-----|
|                                  |     |
|                                  |     |
|                                  |     |
|                                  |     |
|                                  |     |



**2023 POWER SOURCE DISCLOSURE ANNUAL REPORT**  
**SCHEDULE 3: POWER CONTENT LABEL DATA**  
**For the Year Ending December 31, 2023**  
**City of Gridley Electric Department**  
**Standard Rate**

Instructions: No data input is needed on this schedule. Retail suppliers should use these auto-populated calculations to fill out their Power Content Labels.

|                        | Adjusted Net<br>Procured (MWh) | Percent of Total<br>Retail Sales |
|------------------------|--------------------------------|----------------------------------|
| Renewable Procurements | 6,038                          | 19.8%                            |
| Biomass & Biowaste     | -                              | 0.0%                             |
| Geothermal             | 1,779                          | 5.8%                             |
| Eligible Hydroelectric | 597                            | 2.0%                             |
| Solar                  | 3,662                          | 12.0%                            |
| Wind                   | -                              | 0.0%                             |
| Coal                   | -                              | 0.0%                             |
| Large Hydroelectric    | 12,506                         | 41.0%                            |
| Natural gas            | 11,934                         | 39.2%                            |
| Nuclear                | -                              | 0.0%                             |
| Other                  | -                              | 0.0%                             |
| Unspecified Power      | -                              | 0.0%                             |
| <b>Total</b>           | <b>30,478</b>                  | <b>100.0%</b>                    |

|                                 |               |
|---------------------------------|---------------|
| <b>Total Retail Sales (MWh)</b> | <b>30,478</b> |
|---------------------------------|---------------|

|   |            |
|---|------------|
| <b>GHG Emissions Intensity (converted to lbs CO<sub>2</sub>e/MWh)</b> | <b>349</b> |
|---|------------|

|   |             |
|---|-------------|
| <b>Percentage of Retail Sales Covered by Retired Unbundled RECs</b> | <b>0.0%</b> |
|---|-------------|

**2023 POWER SOURCE DISCLOSURE ANNUAL REPORT  
ATTESTATION FORM  
For the Year Ending December 31, 2023  
City of Gridley Electric Department  
Standard Rate**

I, **Ross Pippitt**, Utility Manager, declare under penalty of perjury, that the information provided in this report is true and correct and that I, as an authorized agent of the City of Gridley Electric Utility, have authority to submit this report on the retail supplier's behalf. I further declare that all of the electricity claimed as specified purchases as shown in this report was sold once and only once to retail customers.

**Name:** Ross Pippitt  
**Representing:** Utility Director

**Signature:**  \_\_\_\_\_

**Dated:** 5-24-2024 \_\_\_\_\_

# **Description of “Power Content Labels” from the California Energy Commission**

AB 162 (Statute of 2009) and Senate Bill 1305 (Statutes of 1997) require retail electricity suppliers to disclose information to California consumers about the energy resources used to generate the electricity they sell. As directed, the Energy Commission created a user-friendly way of displaying this information called the Power Content Label. This label provides you with reliable information about the energy resources used to generate electricity, enabling you to easily compare the power content of one electric service product with that of others.

You can think of the power content label as a "nutrition label" for electricity. The power content label provides information about the energy resources used to generate electricity that is put into the power grid. Just as a nutrition label provides information about the food you eat, the power content label provides information about your electricity sources.

## **What information does the power content label provide?**

Electricity can be generated in a number of ways. It can come from renewable resources such as biomass and waste, geothermal heat or steam, solar energy, rivers or small hydroelectric reservoirs, and wind energy; or, it can be produced from resources such as coal, large hydroelectric reservoirs, natural gas, or nuclear fuels. The Power Content Label describes the sources of electricity that are put into the power grid. Each electricity supplier must display information about the energy resources represented by their contracts with electricity generators.

The power content label cannot tell you about the electricity that you use in your home; instead, it tells you about the resources mix your energy dollars are being spent on. If you purchase electricity generated using natural gas, for example, you are paying a natural gas-fired plant to generate electricity and to feed it into the main power grid. Since it is impossible to track the flow of electricity on the grid, there is no way to identify the actual power plant that produced the electricity you consume in your home. But it is possible to track the dollars you pay for electricity. Your electricity dollars will support electricity generation from various energy resources in the proportions listed on the Power Content Label.

See below for a more detailed explanation of the information contained in the Power Content Label.

## **Where and when will I see the Power Content Label?**

Electricity suppliers are required to include the Power Content Label in all advertisements sent to you in the mail or over the Internet. Furthermore, your electricity supplier must send you annual updates for the electric service product you're purchasing by October 1st each year. If there have been any changes in what the electricity supplier is able to provide you, you will learn of them in these updates.

The Power Content Label cannot tell you about the electricity that you use in your home; instead, it tells you about the resources mix your energy dollars are being spent on. If you purchase electricity generated using natural gas, for example, you are paying a natural gas-fired plant to generate electricity and to feed it into the main power grid. Since it is impossible to track the

flow of electricity on the grid, however, there is no way to identify the actual power plant that produced the electricity you consume in your home. But it is possible to track the dollars you pay for electricity. Your electricity dollars will support electricity generation from various energy resources in the proportions listed on the Power Content Label.

Your electricity choice does make a difference, because you decide what kinds of electricity are fed into the electricity grid. Over the long term, your purchasing decisions will help determine what kinds of power plants are built to serve California's electricity needs.

## **Aren't the utilities required to purchase electricity from renewable resources?**

Yes. California's [Renewables Portfolio Standard](#) (RPS) requires all electricity retail suppliers to obtain 50 percent of their electricity from eligible renewable resources by 2030, and to make incremental steps toward that goal in the meantime. These include solar, wind, geothermal, biomass, small hydroelectric facilities and other sources of renewable energy. Renewable energy resources will help the state reach its goals of reducing greenhouse gas emissions that affect the global climate.

## **Does the Power Content Label correspond with RPS?**

Put simply, no. RPS uses a different methodology than that of the Power Content Label. RPS compliance is calculated over three year periods by tracking the retirement of renewable energy credits.

The Power Content Label, on the other hand, is based on annual electricity procurements, and these do not necessarily match with RPS' compliance periods. However, the Power Content Label serves a different function. It is designed to be a simple, quick check of your electric retail supplier's power sources and renewable energy profile, and its performance relative to other retail suppliers and the state as a whole.

# A guide to the Power Content Label:

| 2016 POWER CONTENT LABEL      |             |                     |
|-------------------------------|-------------|---------------------|
| Sample                        |             |                     |
| ENERGY RESOURCES              | Power Mix   | 2016 CA Power Mix** |
| Eligible Renewable            | 34%         | 25%                 |
| Biomass & biowaste            | 6%          | 2%                  |
| Geothermal                    | 5%          | 4%                  |
| Eligible hydroelectric        | 4%          | 2%                  |
| Solar                         | 12%         | 8%                  |
| Wind                          | 7%          | 9%                  |
| Coal                          | 11%         | 4%                  |
| Large Hydroelectric           | 8%          | 10%                 |
| Natural Gas                   | 35%         | 37%                 |
| Nuclear                       | 0%          | 9%                  |
| Other                         | 0%          | 0%                  |
| Unspecified sources of power* | 12%         | 15%                 |
| <b>TOTAL</b>                  | <b>100%</b> | <b>100%</b>         |

\* "Unspecified sources of power" means electricity from transactions that are not traceable to specific generation sources.

\*\* Percentages are estimated annually by the California Energy Commission based on the electricity sold to California consumers during the identified year.

For specific information about this electricity product, contact: **Sample**  
555-555-5555

For general information about the Power Content Label, please visit: <http://www.energy.ca.gov/pcl/>

For additional questions, please contact the California Energy Commission at: 844-454-2906  
[psdprogram@energy.ca.gov](mailto:psdprogram@energy.ca.gov)

## Column A (Energy Resources)

This column lists the different energy resources that can be used to generate electricity, including eligible renewable resources and other resources. For a description of each resource type, see the section titled [Energy Resources](#) below.

## Column B (Power Mix)

This column displays the actual mix of electricity purchased by your utility in a given year, broken out by resource type.

## Column C (California Power Mix)

This column displays the mix of resources used in California for a given year. This information is provided as a reference point for you to compare your electricity retail supplier's resource mix to the overall resource mix of the state. The Energy Commission publishes [Total System Power](#) data each year, based on reports submitted to the Energy Commission by electrical generation facilities.





**City Council Agenda Item #7**  
Staff Report

**Date:** August 5, 2024  
**To:** Mayor and City Council  
**From:** Elisa Arteaga, City Administrator

|          |           |
|----------|-----------|
|          | Regular   |
| <b>x</b> | Special   |
|          | Closed    |
|          | Emergency |

**Subject:** Review and Approval of Special Services Agreement with Liebert Cassidy Whitmore through the North State Employer Relations Consortium (ERC)

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**Recommendation**

Staff respectfully requests the Council’s review and approval of the attached Special Services Agreement with Liebert Cassidy Whitmore (LCW) by authorizing a supplemental appropriation and the City Administrator’s signature.

**Background**

Employment Relations Consortia (ERCs) are groups of like agencies in a geographic area joined together for the purpose of securing quality employment relations training. By pooling their resources, the agencies can offer a broader range of training topics. Over 800 agencies across the state participate in the North State ERC including Cities of Chico, Oroville and Redding, Town of Paradise and Butte County.

The North State ERC provides 5 full days of training to which the City may send as many employees as we would like. Training courses focus on California employment law and labor relations designed for department directors, managers, supervisors, and HR staff. An extremely valuable benefit included in the service is the unlimited, complimentary telephone consultations with LCW attorneys available to all Directors and any assigned staff.

Also included in the cost is access to over 200 downloadable forms and model policies that are available for the City’s use as templates providing staff with a legal resource that is efficient, easily accessible and California law compliant.

**Financial Impact**

The amount to renew the Special Services Agreement with Liebert Cassidy Whitmore is \$5,580. This amount was not placed in the 24/25 budget.

**Compliance with City Council Strategic Plan or Budget Goals**

This recommendation is consistent with the ongoing effort to be responsive and transparent regarding all business and financial matters.

**Attachments**

- Special Services Agreement with LCW
- 2024-2025 Workshop Schedule
- 2024-R-028: Supplemental Appropriation

# 2024-2025 Workshop Schedule

## North State

### *Employment Relations Consortium*

#### **Thursday, August 29, 2024 – “Difficult Conversations”**

*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Webinar  
*audience:* Supervisors and Managers

#### **Wednesday, September 18, 2024 – “Distinguishing between Discipline and Disability Accommodation”**

*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Webinar  
*audience:* Supervisors and Managers

#### **Wednesday, October 16, 2024 – “Human Resources Academy II”**

*time:* 9:00 a.m. – 12:00 p.m.  
*location:* Oroville (Butte County Hosting)  
*audience:* Those in HR for MORE than 5 years

#### **Wednesday, October 16, 2024 – “Management Guide to Public Sector Labor Relations” \*\***

*time:* 1:00 p.m. – 4:00 p.m.  
*location:* Oroville (Butte County Hosting)  
*audience:* Supervisors and Managers

*\*\*This course is eligible for credit in the LCW Public Sector Employment Relations Certificate Program.*

**Wednesday, December 4, 2024 – “Issues and Challenges Regarding Drugs and Alcohol in the Workplace”**

*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Webinar  
*audience:* Upper Management, Human Resources/Employment Relations Staff

**Wednesday, January 22, 2025 – “Public Sector Employment Law Update”**

*time:* 9:00 a.m. – 12:00 p.m.  
*location:* Webinar  
*audience:* Executive Managers, Personnel/Employment Relations Managers, Agency Counsel

**Wednesday, March 26, 2025 – “Nuts & Bolts: Navigating Common Legal Risks for the Front Line Supervisor”**

*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Red Bluff (Tehama County hosting)  
*audience:* Supervisors and Managers Human Resource Personnel and Risk Managers

**Wednesday, March 26, 2025 – “The Art of Writing the Performance Evaluation”**

*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Red Bluff (Tehama County hosting)  
*audience:* Supervisors, Managers, and Human Resources Managers

**Wednesday, April 16, 2025 – “Legal Issues Regarding Hiring and Promotions”**

*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Webinar  
*audience:* Supervisors and Managers, HR Staff

**Wednesday, May 7, 2025 - “Prevention and Control of Absenteeism and Abuse of Leave”**

*time:* 9:00 a.m. – 12:00 p.m.  
*location:* Webinar  
*audience:* Supervisors, Managers and Administrators

June 11, 2024

Jodi Molinari  
Human Resources Manager  
City of Gridley  
685 Kentucky Street  
Gridley, CA 95948  
jmolinari@gridley.ca.us

**Re:***North State Employment Relations Consortium*

Dear Ms. Molinari:

We look forward to another successful year with the North State Employment Relations Consortium. The consortium committee has selected a wide variety of topics for your managers and supervisors. We are pleased to provide the consortium with Five (5) full days of training, our monthly newsletter and telephone consultation.

Enclosed is an Agreement for Special Services for your signature.

You'll note that the attached invoice gives you the option of subscribing (or renewing) your Liebert Library membership. Library subscription is optional and is included here for your convenience.

Planning meeting notes were emailed separately, and we will send the 2024-2025 workshop schedule out within the next two months.

Some members have requested information regarding our customized training. We provide training outside of the consortium on a variety of topics, all of which can be customized to include your policies and procedures. The rates vary depending on the presenter. We are willing to provide this customized training for an individual agency or a group of agencies so that the rate can be pro-rated.

If you have any questions about this program or our services, do not hesitate to contact me at (310) 981-2055 or [cweldon@lcwlegal.com](mailto:cweldon@lcwlegal.com).

Very truly yours,

LIEBERT CASSIDY WHITMORE



Cynthia S. Weldon  
Director of Marketing and Training

Enclosures

**AGREEMENT FOR SPECIAL SERVICES**

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

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

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

NOW, THEREFORE, Agency and Attorney agree as follows:

**Attorney's Services:**

During the period beginning July 1, 2024 through June 30, 2025, Attorney will provide the following services to Agency (and the other aforesaid public agencies):

1. Five (5) days of group training workshops covering such employment relations subjects as management rights and obligations, negotiation strategies, employment discrimination and affirmative action, employment relations from the perspective of elected officials, performance evaluation (administering evaluations), grievance and discipline administration for supervisors and managers, planning for and responding to concerted job actions, current court, administrative and legislative developments in personnel administration and employment relations, etc., with the specific subjects covered and lengths of individual workshop presentations to be determined by Agency and the other said local agencies.

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

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

**Fee:**

Attorney will provide these special services to Agency for a fee of Four Thousand Six Hundred Eighty Dollars (\$4,680.00) payable in one payment prior to August 1, 2024. The fee, if paid after August 1, 2024 will be \$4,780.00.

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

**Additional Services:**

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

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

**Independent Contractor:**

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


**Term:**

The term of this Agreement is July 1, 2024 through June 30, 2025. The term may be extended for additional periods of time by the written consent of the parties.

**LIEBERT CASSIDY WHITMORE**  
A Professional Corporation

**CITY OF GRIDLEY**  
A Municipal Corporation

By: \_\_\_\_\_

  
J. Scott Tiedemann / Managing Partner

By: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

6/17/2024

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# INVOICE

Jodi Molinari  
Human Resources Manager  
City of Gridley  
685 Kentucky Street  
Gridley, CA 95948

(GR060-10000)  
INVOICE NUMBER: 268266

*North State Employment Relations Consortium*

*Membership: July 1, 2024 through June 30, 2025*

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

|   |                   |                          |
|---|-------------------|--------------------------|
| <b>ERC Membership</b>   | <b>\$4,680.00</b> | <input type="checkbox"/> |
| <b>ERC Membership w/ Basic Liebert Library Subscription (optional)</b><br><i>Basic Subscription provides access to LCW workbooks in digital format. You can search all workbooks, but cannot print or download the books.</i>   | <b>\$5,085.00</b> | <input type="checkbox"/> |
| <b>ERC Membership w/ Premium Liebert Library Subscription (optional)</b><br><i>Premium Subscription provides unlimited access to LCW workbooks in digital format, as well as over 200 sample forms, model policies and checklists that can be downloaded and used as templates.</i> | <b>\$5,580.00</b> | <input type="checkbox"/> |

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

*For more information about the Liebert Library, please visit [www.liebertlibrary.com](http://www.liebertlibrary.com), or email [library@lcwlegal.com](mailto:library@lcwlegal.com).*

*If ERC Membership paid after August 1, 2024 amount due is \$4,780.00  
(Includes \$100.00 late fee)*

**A RESOLUTION OF THE CITY OF GRIDLEY AUTHORIZING THE SERVICES AGREEMENT WITH  
LIRBERT CASSIDY WHITMORE (LCW)**

WHEREAS, the City of Gridley has utilized Liebert Cassidy Whitmore; and

WHEREAS, the City of Gridley desires continue to utilize Liebert Cassidy Whitmore for the purpose of securing quality employment relations resources; and

NOW, THEREFORE, BE IT RESOLVED BY THE GRIDLEY CITY COUNCIL to approve the supplemental appropriation from the various General and Enterprise fund accounts for a total not to exceed \$5,580.

I HEREBY CERTIFY that the foregoing resolution was duly introduced and passed at a regular meeting of the City Council of the City of Gridley held on the 5<sup>th</sup> of August, 2024, by the following vote:

AYES: COUNCILMEMBERS \_\_\_\_\_

NOES: COUNCILMEMBERS \_\_\_\_\_

ABSTAIN: COUNCILMEMBERS \_\_\_\_\_

ABSENT: COUNCILMEMBERS \_\_\_\_\_

ATTEST:

APPROVE:

\_\_\_\_\_  
CITY CLERK, Elisa Arteaga

\_\_\_\_\_  
MAYOR, Michael W. Farr



Item #8

Informational Update

110 Virginia St and 390 Virginia St



**City Council Item #9**  
Staff Report

**Date:** August 5, 2024  
**To:** Mayor and Councilmembers  
**From:** Elisa Arteaga, City Administrator  
**Subject:** Information Item: General Plan Annual Report

|                                     |           |
|-------------------------------------|-----------|
| <input checked="" type="checkbox"/> | Regular   |
| <input type="checkbox"/>            | Special   |
| <input type="checkbox"/>            | Closed    |
| <input type="checkbox"/>            | Emergency |

---

**Recommendation**

City staff recommends the City Council accept the information within the General Plan Annual Report 2023.

**Discussion**

The city is required to evaluate its progress in the implementation of its General Plan goals and policies. The Implementation Strategies provide direction for the city to fulfill the goals and policies it adopted in 2009.

The attached document, General Plan Annual Report, provides the annual report requirements and a summary of the role the General Plan provides for direction of development within the city. The Housing Element is an Element of the General Plan and is also required to be reviewed annually and submitted to the state. The Housing Element Annual Report was completed and accepted by the State of California Department of Housing and Community Development and is attached as an appendix to the General Plan Annual Report.

The city is generally pursuing implementation of the General Plan; however, some legislation has changed since the time of adoption that changes the process to take action. These areas are noted in the response to the specific strategy.

The annual report is presented with an overview, figures depicting the existing General Plan Map, and the Planned Growth Area. Each of the elements within the General Plan have "Implementation Strategies" to which a response, or, status of the work towards that strategy is described. Many of the strategies do not end with a particular action, but rather are on-going and used in the planning process.

**Conclusion**

The General Plan Annual Report process requires review by the City Council prior to being submitted to the state.

**Environmental Review**

The proposed project is categorically exempt from environmental review pursuant to the California Environmental Quality Act, Section 15061(b) (3), and Review for Exemption, General Rule.

**Public Notice**

A notice was posted response at City Hall, made available at the Administration public counter, and placed on the city website for review.

**Attachments –**

1. General Plan Annual Report



City of Gridley  
**2023 General Plan Annual Report**

**City Council**

Mayor Michael Farr  
Vice Mayor Bruce Johnson  
Angel Calderon  
Catalina Sanchez  
James Roberts

**Planning Commission**

Chair Maria Espino  
Vice Chair Kenneth Wolfe  
Beverly Jamison  
Jeffrey Adams  
Richard Holland

**City Administrator**

Elisa Arteaga

**Departments**

Martin Pineda, Finance Director  
Ross Pippitt, Public Works Director  
Ross Pippitt, Electric Department Director  
Tony Galyean, City Attorney  
Dave Harden, City Engineer  
Donna Decker, Planning Director

July, 2024

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## Appendix

Appendix A

Housing Element Annual Report

## **General Plan Annual Report - Purpose, Acceptance, Roles**

California Government Code Section 65400(a)(2) mandates that all cities and counties submit an annual report on the status of its General Plan and progress in the implementation thereof, to their legislative bodies, the State of California Governor’s Office of Planning and Research (OPR), and the State of California Department of Housing and Community Development (HCD).

Additionally, the Housing Element of the General Plan is also required to report annually, in a separate electronic format submitted to HCD, as well as the OPR, on its success in implementing its adopted goals and policies. The Housing Element Annual Report provides progress reporting how it has met or intends to meet its share of regional housing. The Housing Element Annual Report is attached to the General Plan Annual Report as Appendix A.

The purpose of the General Plan Annual Report is a measure of the success the city has had in the implementation of it. It also identifies how, over time, the document may or may not be consistent with legislation or other regulations that have been adopted since the time of the 2030 General Plan approval.

This annual report covers the calendar year January 1 to December 31, 2023.

## **Acceptance Date**

The 2023 General Plan Annual Progress Report was accepted by the City Council on August 5, 2024.

## **Planning Department**

*“The Legislature finds and declares that California’s land is an exhaustible resource, not just a commodity, and is essential to the economy, environment and general well-being of the people of California. It is the policy of the state and the intent of the Legislature to protect California’s land resource, to ensure its preservation and use in ways which are economically and socially desirable in an attempt to improve the quality of life in California.” Government Code Section 65030*

The Planning Department reviews and provides guidance to the development community to create projects that implement the General Plan and zoning land use designations resulting in projects that foster community, economic, and environmental prosperity. The Planning Department implements the City’s General Plan and Zoning Ordinance, processes amendments, conducts environmental reviews, processes use permits and variances, reviews subdivisions and development proposals, processes annexation requests, and provides demographic and census information.



## **Introduction to the General Plan**

Each California city and county is required to prepare a General Plan to provide comprehensive, long-term guidance “for the physical development of the county or city, and any land outside its boundaries which in the planning agency's judgment bears relation to its planning” (see Government Code Section 65300). General plans must provide an “integrated, internally consistent and compatible statement of policies.”

Each element of the General Plan was completed according to the "General Plan Guidelines" developed and adopted by the Governor’s Office of Planning and Research. The General Plan update began in 2006 and adopted by the City Council in November, 2009. The process included community outreach, charettes, surveys mailed to all residences, joint public study sessions with the Planning Commission, City Council, and the public. The city of Gridley adopted the 2030 General Plan Update including the seven areas of interest corresponding to the required elements required by the State as well as additional topics. The following are the required General Plan Elements:

1. Land use
2. Transportation
3. Open space
4. Conservation
5. Housing
6. Noise, and,
7. Safety

The 2030 General Plan Update contains the required Elements 1-7 above as well as additional elements important to the city of Gridley. The General Plan also analyzed two additional elements; Community Character and Design and Public Facilities. City policy applies to areas within the current city limits and areas proposing to annex to the city. In addition to the city limits, there are other boundaries relevant to the 2030 General Plan, Figure 1.

These other areas include:

- The **General Plan Study Area**, the broadest area of analysis for the 2030 General Plan, which includes the current city limits and other areas described below. The Study Area represents lands that most affect, and are most affected by, the implementation of the General Plan.
- The city’s **Sphere of Influence (SOI)**, which represents the future probable physical boundary and service area of the city. The SOI identifies future growth areas so that the city may plan for efficient and orderly extension of public services and infrastructure. The General Plan itself does not identify a future SOI boundary for the city. SOI expansion is a separate process that would normally follow a General Plan update.

The city would apply to the Butte County LAFCO to expand its Sphere of Influence. When LAFCO considers a request for a SOI expansion, the General Plan and Environmental Impact Report for the General Plan are used to support the request.

- The **Area of Concern (AOC)**, located between the cities of Gridley and Biggs, which represents the primary future growth areas for both of these communities.
- The **Planned Growth Area**, representing the southern half of the AOC, which is the geographic focus of the 2030 General Plan update. The Planned Growth Area will be the location of Gridley's new neighborhoods, Figure 2.

### **AREA OF CONCERN**

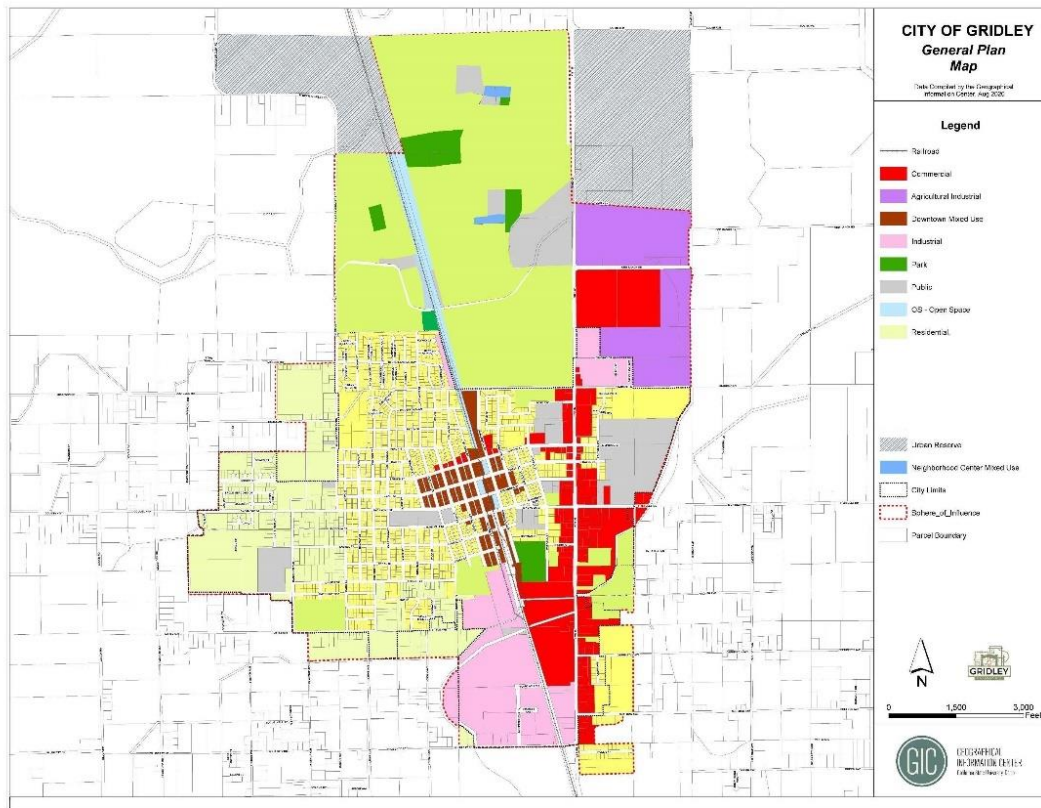
The 2,846-acre AOC was established by LAFCO between the cities of Gridley and Biggs to coordinate future urban growth between the two communities. Such growth will be directed to this area to provide for more compact growth and preservation of important agricultural lands elsewhere in the County. The city will focus new development during the General Plan time horizon within Gridley's proposed portion of the AOC. Gridley's portion of the AOC includes approximately 1,200 acres, which is about 42% of the total AOC area.

The AOC extends north of Gridley along West Biggs-Gridley Road, to the southern boundary of Biggs and north of the City's SOI along Highway 99 to the intersection of B Street and Biggs East Highway, east of Biggs. The easterly border of the AOC extends approximately one-half mile east of Highway 99. Gridley provided LAFCO with a summary of planning and environmental objectives for the AOC that are reflected throughout this General Plan. These goals and objectives include:

- Urban development in Gridley's portion of the AOC will be designed and implemented to ensure the provision of efficient and fiscally responsible municipal services and utilities.
- Urban development within the AOC could provide opportunities for shared facilities between the two cities.
- The AOC could set the stage for coordinated multi-jurisdictional development impact fees and revenue sharing.
- Coordinated planning could establish consistent design standards along the Highway 99 corridor and lead to strategic preservation of open space between the cities that would maintain distinct identities, even as the cities grow toward one another.







Attachment 1: General Plan Amendment to designate a

**Figure 1: General Plan**

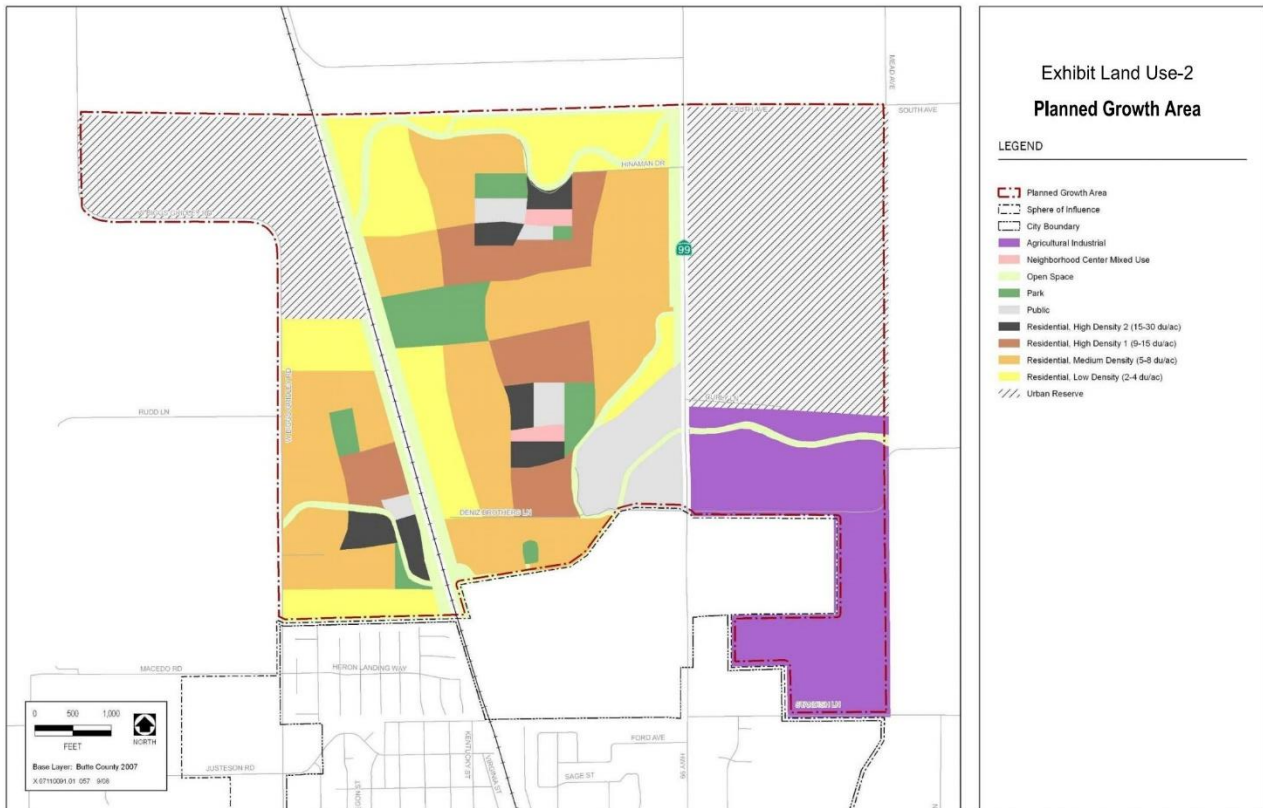
**PLANNED GROWTH AREA**

A special focus of the 2030 General Plan update is the 1,200-acre Planned Growth Area, Figure 2. The Planned Growth Area will include new neighborhoods integrated with public services, parks, and small-scale commercial uses. Compared to the existing City, the Planned Growth Area will have more compact development. This allows Gridley to provide for future growth needs on a smaller development footprint, therefore avoiding premature urbanization of agricultural lands. A mix of housing types will be provided in each neighborhood in the Planned Growth Area, with high-density housing located around neighborhood centers. Neighborhood centers will have a mix of higher-activity land uses such as schools, parks, shops, and civic uses. Medium-density housing will be located around neighborhood centers and high-density housing areas. Low-density housing opportunities will generally be located at the outskirts of neighborhoods, further from the neighborhood centers.

**BUILDOUT**

Buildout of the General Plan could result in:

- The construction of 3,850 to 4,700 housing units;
- The addition of 1 to 1.3 million square feet of commercial building space;



**Figure 2: Planned Growth Area**

- The addition of 3.2 to 4 million square feet of building space for industrial, light industrial, and agricultural processing uses; and,
- Parks; schools; open space for conservation, buffering and drainage, and recreation; and other land uses.

Table 1 summarizes the build-out estimates for the future Planned Growth area plus the existing city boundary. The build-out estimates include new development that could occur within the existing city and SOI, as well as development of the Planned Growth Area. Table 1 Land Use Change provides the build-out estimates for the entire Gridley General Plan study area.

**Table 1: Total Land Use Change**

| Existing City plus Planned Growth Area plus Sphere of Influence Area |                     |
|--|---------------------|
| Total Land Use Change,<br>Existing City/SOI/Planned Growth Area      | Estimated Range     |
| New Dwelling Units   | 3,850-4,700         |
| New Commercial Square Footage  | 1,000,000-1,325,000 |
| New Industrial Square Footage (Industrial + Ag Industrial)           | 3,200,000-4,000,000 |

The actual amount of development through 2030 may differ from the estimates presented above, depending on market conditions, funding for infrastructure, environmental conditions, regulatory constraints, and other factors. For these reasons, the buildout assumptions are presented as likely ranges, as the city anticipates that actual development will occur within these ranges. The city will monitor development trends and progress in relation to buildout assumptions and will update the General Plan as needed.

Table 2 represents the buildout in the Planned Growth Area. Most future development will occur in the Planned Growth Area. Residential development in this area could add between 2,400 and 2,900 dwelling units to the city. The Planned Growth Area could also accommodate between 75,000 and 95,000 square feet of smaller-scale retail, service, and office use; 1.5 to 1.8 million square feet of employment uses; and other land uses

**Table 2: Estimated Land Use Change in Planned Growth Area**

| Land Use                                  | New Development<br>(Estimated Range) | Units/Acres/<br>Sq. Ft. |
|---|--------------------------------------|-------------------------|
| Residential, Low Density (2-4 du /ac)     | 250 – 325                            | Dwelling Units          |
| Residential, Medium Density (5-8 du/ac)   | 1,100 – 1,400                        | Dwelling Units          |
| Residential, High Density 1 (9-15 du/ac)  | 600 – 800                            | Dwelling Units          |
| Residential, High Density 2 (15-30 du/ac) | 350 – 425                            | Dwelling Units          |
| Neighborhood Center Mixed Use             | 75,000 – 95,000                      | Square Feet             |
| Industrial and Agricultural Industrial    | 1,500,000 – 1,770,000                | Square Feet             |
| Public                                    | 20 – 40                              | Acres                   |
| Open Space                                | 70 – 90                              | Acres                   |
| Park                                      | 30 – 50                              | Acres                   |
| Urban Reserve                             | 350 – 400                            | Acres                   |

While most new growth through 2030 is expected to occur in the Planned Growth Area, the city has also identified the potential for development on vacant and underutilized lands within existing City limits. Presently, there is a large amount of land available for smaller-scale commercial development which includes shops, offices, services, and other non-residential uses that are compatible in scale with, and blended into, surrounding neighborhoods and located on properties of roughly 5 acres or less. Larger-scale employment uses are industrial and light industrial operations, office parks, business parks, and other commercial projects on larger properties and that normally are not as integrated into neighborhoods. Approximately 300 acres of land in the existing City and SOI is vacant, with much of this acreage in the Gridley Industrial Park. In addition, approximately 100 acres of agricultural land in the existing SOI is designated for commercial or industrial uses. The city intends to direct large-scale commercial development to vacant and underutilized sections of Highway 99 and will encourage both housing and commercial development Downtown. Between 1,500 and 1,800 housing units could be constructed within the current City limits and existing SOI on vacant land and agricultural properties designated for residential development. Approximately 1 million square feet of commercial building space could be developed in the existing City and SOI on properties with commercial General Plan land use designations. In the City's Industrial Park and other areas with industrial land use designations, between 1.7 and 2.2 million square feet of building space could be developed. The Gridley Industrial Park Overlay District Zone includes properties designated Industrial.

The 2030 General Plan is organized and analyzed with the following Elements:

- Introduction, Vision, and Guiding Principles
- General Plan Setting
- Land Use Element
- Circulation Element
- Community Design and Character Element
- Conservation Element
- Open Space Element
- Safety Element
- Public Facilities Element
- Housing Element
- Noise Element
- Legal Authority and General Plan Implementation

The Elements of the General Plan each contain background information – both relative to existing conditions and regulatory guidance. Each Element also has goals, policies, and implementation strategies to guide land use and development decisions in the future.

- *Goals are a description of a future desired state.*
- *Policies are a decision-making guide.*

- *Implementation strategies are proactive measures or programs that will be undertaken, as necessary, to achieve General Plan goals.*

Several supporting documents were produced during the development of the General Plan, including the General Plan Vision and Guiding Principles, summaries of General Plan public input, General Plan Alternatives reports, and a General Plan Program Environmental Impact Report. Various technical reports, studies, and analyses were used in preparing the Plan, including an existing land use survey, a traffic/circulation model, and a range of other technical studies that characterize existing conditions and estimating future conditions. The city initiated this General Plan Update in 2006, identifying a roughly 1,200-acre new growth area north of the existing City as the focus of the Update. The public outreach effort, land use alternatives process, and drafting of this General Plan Update has resulted in comprehensive planning policies, land use designations, and environmental analysis for the entire Gridley Planning Area, with a special focus on this new growth area. This new growth area north of the current City limits is called “Planned Growth Area” throughout this General Plan.

### **GOALS, POLICIES, AND IMPLEMENTATION**

The General Plan Annual Report assesses the success the city has had in implementing its General Plan. The General Plan Elements provide specific implementation strategies that are provided below with an assessment of the city meeting or working towards meeting the specific goal or policy.

### **GENERAL PLAN UPDATE**

The 2030 General Plan was a comprehensive update completed December 4, 2009. The City of Gridley anticipates an update to its General Plan and possible amendment to its Sphere of Influence to align the policy document to legislation that has taken place since its adoption. The City plans to circulate a Request for Proposal in FY 25-26 and begin the work in the FY 26-27.

### **LAND USE ELEMENT**

#### **Land Use Implementation Strategy 1.1**

The city will submit an application to Butte Local Agency Formation Commission to expand the Sphere of Influence to implement the General Plan. The city will provide LAFCo with environmental and infrastructure analysis and documentation needed to expand Gridley's Sphere of Influence to include the Planned Growth Area.

- *The City of Gridley submitted to the Butte Local Agency Formation Commission (LAFCo) two documents; the Municipal Services Review (MSR) and the application to amend the Sphere of Influence (SOI) boundary to meet the goals for the future growth of the city incorporating the Planned Growth Area. The documents were reviewed and approved by LAFCo. The MSR was initially adopted by Butte LAFCo on February 6,*



2008. It was amended and further adopted by Butte LAFCo on December 10, 2010. the SOI was adopted by Butte LAFCo on December 10, 2010. The city provided Butte LAFCo the 2030 General Plan FEIR, authored by EDAW, dated November, 2009.

*Implementation Strategy 1.1 has been completed.*

### **Land Use Implementation Strategy 1.2**

The Planning Department will pre-zone land within the expanded Sphere of Influence consistent with the General Plan prior to annexation.

- *The city pre-zoned the lands within the Sphere of Influence on March 6, 2023 consistent with the 2030 General Plan land use designations. (Ord No. 844-2023)*

*Implementation Strategy 1.2 has been completed.*

### **Land Use Implementation Strategy 1.3**

The city will work with property owners interested in infill development to identify infrastructure deficiencies and needs and to determine an equitable sharing of costs between the City and the property owner for infrastructure improvements.

- *The city works with developers when new infill, infill restorations, or infill additions are proposed to determine what infrastructure may be required. The cost for infrastructure improvements are typically the responsibility of the developer. Damaged existing infrastructure may be the responsibility of the city to repair per GMC Title 12.*
- *With the legislation SB9, infill development by lot splits may not exact infrastructure improvements.*

### **Land Use Implementation Strategy 2.1**

The city will adopt changes to the Zoning Ordinance and Public Works Construction Standards to accommodate more compact growth patterns, consistent with the General Plan, while still ensuring public health and safety.

- *In 2016, the City Council adopted amended Public Works Construction Standards to implement the road configurations envisioned by the 2030 General Plan Update to provide for pedestrian separation, road crossings, and landscaping to enhance the roadway visual amenity.*
- *In 2023, the City Council approved of the existing standards to be further amended and added current construction standards for a monolithic curb, gutter, and sidewalk providing a more cost efficient method.*

- *The Zoning Ordinance was amended to legalize the varying sizes of lots within the Gridley urban core which many were limited to renovation and reconstruction due to being non-conforming. This code amendment created four (4) lot sizes in the Standard Single Family Zoning District (R-1) providing legalization and conformity for the lots. Additionally, these four categories of lot sizes enhance the ability for new subdivisions to create a mixed size lotting pattern to provide different housing sizes and types in new development to serve all income levels and family sizes.*

*Implementation Strategy 2.1 has been completed; however, it is also on-going as we continue to work with infill developers.*

## **Land Use Implementation Strategy 2.2**

The city will require a Planned Development Overlay application for any new development project in areas designated Residential, High Density 1 and 2 to allow flexible development standards and ensure the development of high-quality residential projects that provide adequate amenities for the residents of these projects.

- *The city has processed three multi-family residential projects; one specifically for senior housing and two for family housing. These projects are also affordable housing. The densities range from 17 to 19 du/ac and have not needed a Planned Development Overlay; therefore, this has not been done unilaterally.*

*Implementation Strategy 2.2 is on-going and each high-density residential development will be evaluated on a case-by-case basis to determine the necessity of the creation of a zoning overlay to meet development standards.*

## **Land Use Implementation Strategy 2.3**

The city will update the Nexus Fee Study following the 2030 General Plan update. As a part of this update, the city will ensure that compact development has lower fees where it is shown to have lower costs. The city will evaluate its fee structure to align more closely the fees it charges with the actual cost of providing public services. The city will consider establishing fees on an equivalent dwelling unit basis, a per-capita basis, or per-acre basis, depending on the type of fee. The city will not use fees that are applied on a per-dwelling unit basis, since different types of dwelling units have different demands for services with different associated costs.

- *The existing fee schedule differentiates between different housing types and land uses.*
- *In 2011 the city retained a firm to provide a Nexus Fee Study. That study recommended fees be increased based upon the cost of services. The City Council decided to table the discussion and did not adopt the fee schedule.*

- *The 2024-2025 Annual Budget was adopted along with the Capital Improvement Plan (CIP). This document budgeted funds for a Nexus Study to evaluate the fee structure for city services as well as new development.*
- *Implementation Strategy 2.3 is on-going.*

### **Land Use Implementation Strategy 3.1**

The city will revise the Zoning Ordinance so that zoning districts implement the land use designations contained in the 2030 General Plan update, including the Neighborhood Center Mixed Use and Residential High Density 2 designations.

The city will require a Planned Development Overlay application for any new development project in areas designated Residential, High Density I and 2 to ensure the development of high-quality residential projects that provide adequate amenities for the residents of these projects. The city will encourage flexibility for creative site design, using this Land Use Element and the Community Character and Design Element for guidance in reviewing the design of proposed projects.

- *Reference Implementation Strategy 2.1 and 2.2.*
- *The Zoning Ordinance and its land use designation map for both the General Plan and zoning have been amended to depict the land uses outlined in the 2030 General Plan update and Chapters added for the new land use zoning designations.*

*Implementation Strategy 3.1 has been completed. The review process for new development is on-going.*

### **Land Use Implementation Strategy 4.1**

As part of the update of the city's fees described in Land Use Implementation Strategy 2.3, the city will consider reducing development impact fees to encourage infill development Downtown.

- *Reference Implementation Strategy 2.3.*
- *In 2018 and 2019, the city implemented a program to reduce development impact fees for both new residential construction which includes the completion of open subdivisions, infill, and second units. These programs ended December 31, 2022. The City Council has determined there is no interest at this time to renew a reduction because the loss of revenue to mitigate project impacts was severe.*

*Implementation Strategy 4.1 is ongoing in its review of the city fee structure,*



## **Land Use Implementation Strategy 4.2**

The city will revise the Zoning Ordinance to implement the Downtown Mixed-Use designation. The city will consider for redesignation smaller properties Downtown with Industrial designations that may be suitable for residential, commercial, and mixed-use development.

To ensure compatibility in this mixed-use environment, the city will review projects against policies in this General Plan, which provide general design guidance and performance standards for noise, light, glare, air pollution, truck traffic, and other relevant issues. The city will also review projects using Chapter 17.38 of the city's Municipal Code, which also provides performance standards that can be used in situations where industrial operations may be located close to residential uses.

- *Reference Implementation Strategy 3.1. The Zoning Ordinance and land use map were amended to reflect the 2030 General Plan Update.*

*Implementation Strategy 4.2 has been completed; this strategy is also on-going.*

## **Land Use Implementation Strategy 5.1**

The city will review projects against policies in this General Plan, which provide general design guidance and performance standards for noise, light, glare, air pollution, truck traffic, and other issues may be required to allow for a desired mix of uses in close proximity to one another. The city will also review projects using Chapter 17.38 of the City's Municipal Code, which also provides performance standards that can be used in situations where industrial operations may be located close to residential uses.

- *Implementation Strategy 5.1 is on-going.*

## **Land Use Implementation Strategy 5.2**

The city will review projects against policies in this General Plan, which provide general design guidance and performance standards for mixing uses in close proximity to one another, including agricultural uses, the railroad, Highway 99, and residential uses. The city will use guidance in this General Plan to determine the adequacy of proposed buffering between residential land uses, Highway 99 and the Union Pacific railroad.

- *Implementation Strategy 5.2 is on-going.*

## **Land Use Implementation Strategy 5.3**

The Planning Department will coordinate with Butte County to determine the specific application of the city's agricultural buffer policy in the Planned Growth Area. The city will consider

developing an ordinance to apply this policy in areas adjacent to long-term ongoing agricultural operations.

- *The adopted General Plan Land Use Element, policies 5.3, 5.4, 5.5, and 5.6 discuss the widths of agricultural buffers and the reduction of buffers adjacent to Butte County boundaries.*
- *The city will continue to engage Butte County in discussions and interpretations of the agricultural boundary widths.*

*Implementation Strategy 5.3 is on-going.*

### **Convenient Local Shopping**

#### **Land Use Implementation Strategy 6.1**

The city will revise the Zoning Ordinance, as necessary, to facilitate development and redevelopment of commercial properties downtown and along Highway 99. The city will consider flexibility Downtown and along Highway 99, where necessary, with respect to the required loading areas. Public rights-of-way or parking areas may be allowed for loading where this can be accomplished safely and without impeding emergency access.

- *The city added a new land use for the purposes of creating mixed use developments along the SR 99 corridor. The Highway Commercial Corridor Mixed Use Combining zone allows commercial, industrial, and residential uses on the same lot. Approximately 200-300 feet of the front of properties is defined for use specifically for commercial and the remainder of the lot may have a combination of the other land uses. The zone also allows the site to use shared parking for the mixed-use development.*

*Implementation Strategy 6.1 is complete and on-going for the review of projects.*

#### **Land Use Implementation Strategy 6.2**

The city will revise the Zoning Ordinance to implement the Downtown Mixed Use and Neighborhood Center Mixed Use designations.

- *The Zoning Code was amended to implement the new 2030 General Plan Update land use designations.*

*Implementation Strategy 6.2 is complete.*

### **Diverse Local Economy**

#### **Land Use Implementation Strategy 7.1**

The city will analyze in a Nexus Study and consider in reducing its development impact fees to create incentives for employment-generating projects. The city's development impact fees and other funding programs should provide incentives for development within the Gridley Industrial Park and areas targeted for Agricultural Industrial development.

- *Reference Implementation Strategy 2.3 and 6.2.*

*Implementation Strategy 7.1 is on-going.*

## **Land Use Implementation Strategy 7.2**

The Planning Department will revise the Zoning Ordinance to implement the Agricultural Industrial land use designation.

- *Reference Implementation Strategy 3.1.*

*Implementation Strategy 7.2 is complete.*

## **Land Use Implementation Strategy 7.3**

The Gridley Planning Department, Public Works Department, Building Department, Electric Department, and Finance Department will be involved in aspects of Gridley's proactive economic development strategy. Activities could include, but are not limited to:

1. Business recruitment and retention, emphasizing employers that share Gridley's commitment to social, economic, and environmental sustainability
2. Industrial Park planning for increased vehicular access; best practices instormwater management; recycled water use; energy conservation strategies;
3. Investigating the viability and importance of rail access in the long term; transit, bicycle, and pedestrian access; and, other planning strategies to increase environmental and economic sustainability in the fully developed Industrial Park.
4. Incentive programs, including those that address both up-front impact fees and ongoing costs.
5. Highway 99 beautification programs. This could include some type of facade and streetscape improvement program for targeted redevelopment properties along the highway corridor. The City could provide small grants, low interest loans, and/or architectural and design assistance to property owners or business owners to improve streetscapes or buildings along Highway 99.
6. Electrical facilities planning that accommodates, and creates incentives for renewable energy production and use.
7. Coordinating the employment recruitment strategy with local community college districts and schools to encourage a better match between the skill sets and interests of the local workforce and the needs of employers that might be interested in locating or relocating to Gridley.



8. Coordinate with other agencies, as necessary, to promote economic development. Caltrans must be consulted for planning and funding of access improvements along Highway 99. The city will monitor and take advantage of State, federal, and regional funding opportunities.

*Implementation Strategy 7.3 is on-going. The city of Gridley no longer has a Building Department. It contracts with Butte County for this service.*

#### **Land Use Implementation Strategy 7.4**

The city will undertake a planning process for the Gridley Industrial Park to identify specific actions to create a "green" or "eco" industrial park and the types of businesses the city can expected to attract to such a park. The city will evaluate opportunities for energy efficiency, on-site energy generation, low-impact development, water conservation, recycling, reuse of waste heat, the co-location of businesses that can support a "green" or "eco" industrial park, and other options.

Through this planning process, the city will determine which actions to adopt, such as a specific plan or master plan with illustrated design guidelines, changes to the Zoning Ordinance, installation of infrastructure, financial incentives, applications for state or federal funding, and/or other. Another component of the planning process could be a marketing effort to identify industrial users interested in sustainability that could benefit by locating in the Gridley Industrial Park.

- *Since the adoption of the 2030 General Plan Update, the State of California sunset the Redevelopment Agency program and directed all cities to divest themselves of all assets in order to repay the taxing entities who agreed to abate the collection of taxes under the Redevelopment Program. The city filed a Long-Range Property Management Plan (Plan) with the State of California Department of Finance, who approved the Plan December 31, 2014. The Plan allowed the city to retain approximately 50% of the lands for future government use. These uses consist of a Sports Complex, a corporation yard, and a transit facility.*
- *The need to divest the capital assets in a timely manner has resulted in six parcels in purchase agreements, The proposals for development meet the M-2 Heavy Industrial zoning designation.*

*Implementation Strategy 7.4 is no longer applicable and will be amended as a part of the future General Plan update.*

## **CIRCULATION ELEMENT**

### **Circulation Implementation Strategy**

#### **Complete Streets**

##### **Circulation Implementation Strategy 1.1**

The city will revise its Public Works Construction Standards to distinguish between Major Collector, Minor Collector, and Local Streets. Street Design Criteria will be revised for consistency with this Circulation Element. The city will consider reducing the minimum curb return radius, while also considering also the needs of service and emergency vehicles, as follows: 15 to 20 feet for Local Streets, 20 or 25 feet for Minor Collectors, and 25 to 30 feet for Major Collectors. The city will also revise its standards for minimum lane widths for Local Streets to 10 feet and for Minor Collectors to 11 feet.

- *Reference Land Use Implementation Strategy 2.1.*

*Implementation Strategy 1.1 is on-going. Due to significant staffing issues the consultant and the Department of Public Works is working to complete the revisions to the Public Works Construction Standards.*

##### **Circulation Implementation Strategy 1.2**

The city will prepare a Nexus Study and update the Impact Fee Schedule to address transportation funding needs, consistent with this General Plan. The city will ensure that developments contribute their fair share to transportation improvements, including the Highway 99 bypass; improvements to the West Liberty Road/Highway 99 intersection; traffic circles, landscaped medians, and/or parallel parking on wider existing city streets; and other needs identified in the 2030 General Plan update, as appropriate.

Transportation impact fees should be structured to best represent that actual level of impact of new development. Residential development impact fees will consider density, the size, and number of bedrooms of residential units in establishing equitable per unit fees. Fees per residential unit will be lower for higher-density projects (on a per-unit basis) and projects with fewer bedrooms, since these types of projects generate fewer trips (per unit). Fair-share commercial traffic impact fees will take into account whether the commercial project is located and designed to attract drivers, or whether it is oriented toward pedestrians. For example, large-scale retail projects adjacent to Highway 99 would have higher traffic generation rates and relatively higher impact fees (per square foot). Smaller-scale retail and service establishments Downtown and integrated into neighborhoods that are designed to promote

pedestrian, transit, and bicycle access will have relatively lower impact fees (per square foot).

- *Reference Land Use Strategy 2.3.*

*Implementation Strategy 1.2 is on-going.*

### **Circulation Implementation Strategy 1.3**

The city will update the Bicycle Plan to incorporate the Planned Growth Area and implement policies of the updated 2030 General Plan. The city will incorporate connections to existing and planned regional pedestrian/bicycle routes shown on plans adopted by Butte County. The city will provide potential connections with the city of Biggs and will incorporate planned connections shown on plans adopted by the city of Biggs. The city will coordinate with BCAG, the County, Butte County Air Quality Management District, and other agencies to obtain funding for improvements described in the Bicycle Plan.

- *The city has been working on updating the Bicycle Plan now entitled Active Transportation Plan. This plan is an effort coordinated with BCAG and the city of Biggs and is on-going. The project has been added to the CIP and staff anticipates its completion in 2025. The project has been delayed due to staffing issues.*

*Implementation Strategy 1.3 is on-going and plans to complete in 2024.*

### **Circulation Implementation Strategy 1.4**

Traffic impact reports for Gridley projects will conform to the policies in this Circulation Element. When calculating traffic impacts of development projects, traffic analyses will use models that are sensitive to lower trip-generating characteristics of higher residential densities, mixing homes and destinations in proximity to each other, projects with reduced parking, and other applicable land use planning and site design techniques that reduce travel demand.

- *Traffic impact reports prepared for development projects will conform to the latest analysis requirements. One that has developed since the 2030 General Plan Update is the consideration and assessment of Vehicle Miles Traveled (VMT) rather than Level of Service (LOS). Although CEQA no longer requires LOS, the city of Gridley continues to have the analysis done in order to evaluate how projects affect service levels in new developments and the impacts, if any, to the existing urban core.*

*Implementation Strategy 1.4 is on-going.*

## **Circulation Implementation Strategy 2.1**

The city will prepare a plan for pedestrian improvements along Highway 99, with a focus on the area north of West Liberty Road and south of Ord Ranch Road. This plan will describe improvements, including sidewalks, landscaping, street trees, street furniture, and other amenities, as appropriate. Sidewalks should be relatively wide along this stretch of Highway - 99 - between 6 and 10 feet in width. If appropriate, this improvement plan may become a part of the city's Public Works Construction Standards and/or Capital Improvement Programming.

- *The city is working with and coordinating its efforts in partnership with Caltrans. Caltrans has programmed improvements along its SR 99 corridor to improve pedestrian travel, provide pedestrian connectivity, implement the Complete Streets program and to ensure its road sections continue to be in good operating order.*

*Implementation Strategy 2.1 is on-going; construction to begin in 2025..*

## **Connectivity**

### **Circulation Implementation Strategy 4.1**

The city will explore options to improve transportation connectivity and infrastructure availability in the southeastern portion of the city's Sphere of Influence (SOI). The city will follow the 2030 General Plan update with a long-range planning process to address the lack of connectivity and access. The city may use a specific plan process (as provided by Sections 65450-65457 of the State Government Code), a street system master plan, or some other planning measure(s). In this portion of Gridley's Sphere of Influence, there are parcels with split zoning and General Plan designations, parcels with inadequate transportation access, and areas without adequate drainage and wastewater infrastructure (see Exhibit Circulation-4). Pedestrian connectivity to destinations throughout the rest of the city is lacking in much of this area. Access improvements for the city's Industrial Park may require changes in road alignments in this southeastern portion of Gridley. Any road re-alignment should be accompanied by access improvements in this part of the city. At this time, the city does not anticipate that this special planning effort in the southeastern portion of the SOI will involve land use designation changes. If future planning efforts change allowable land use, or if specific projects are proposed, this would be subject to the California Environmental Quality Act (CEQA).

- *Implementation Strategy 4.1 is on-going.*

### **Circulation Implementation Strategy 5.1**

The city will continue to coordinate with Caltrans (and the California Transportation Commission), the Butte County Association Governments (BCAG), Butte County, and nearby cities to plan and fund a bypass for Highway 99 using lands held currently by the Caltrans and intended for this purpose. The city will coordinate with BCAG to ensure this regional route is a



part of future regional transportation plans. The city will coordinate with Caltrans and BCAG to prepare a Project Study Report or other preliminary documentation that analyzes the best options for the future alignment and design of this facility, as well as the appropriate regional funding sources.

- *In the 1960's, Caltrans purchased approximately 24 parcels east of Gridley for a future bypass route around the city. In 2004 Caltrans announced that since they had determined to invest in SR 70, they considered the Gridley bypass surplus lands and began the process to sell the land. Great opposition from BCAG and Gridley leaders delayed the sale and no divestment of the bypass property has occurred. The effort by Caltrans is currently towards rehabilitation of SR 99 through Gridley. This project has been approved and Caltrans is supporting the construction of landscaping, sidewalk, and lighting on the east side of SR 99 from West Liberty Road to Standish Lane. The environmental work has been done and plans and specifications for the project are underway. The State is also implementing its Access Management Program which will limit driveway access to vacant parcels when uses change and they are developed into commercial uses as they are zoned for.*

*Implementation Strategy 5.1 is on-going.*

## **Circulation Implementation Strategy 5.2**

The city will revise its Public Works Construction Standards, as necessary, to ensure connectivity within and between neighborhoods. The city will revise its Public Works Construction Standards to establish a maximum block length in new neighborhoods of 400 feet. The city will consider deleting any language that would require or encourage "T" intersections for Local Streets, as opposed to more connected full intersections, which are preferred.

- *Reference Land Use Implementation Strategy 2.1.*

## **Mobility for All Ages**

### **Circulation Implementation Strategy 6.1**

The city will continue to proactively identify regional, State, and federal sources of funding to identify, plan, and develop transportation improvements to ensure safe routes to school from Gridley neighborhoods. The city has identified gaps in sidewalks within the city, including areas serving local schools and neighborhoods. As funding is available, the city will address gaps in the pedestrian network between neighborhoods and local schools in the existing city. As funding is available, the city will also improve the safety of intersections with Highway 99 to provide safer routes to schools east of the highway.

- *In 2011 and 2012 the city received a grant for Safe Routes to School aiding in constructing infill sidewalk improvements.*





- *The city continues to apply for grant applications to support improved connectivity.*

*Implementation Strategy 6.1 is on-going.*

### **Circulation Implementation Strategy 6.2**

The city will continue to support the Gridley Golden Feather Flyer and will consider expanding this service to meet future demand, based on surveys of Gridley's local senior population as to specific transportation needs. The city will consider a marketing campaign to increase awareness and use of the Golden Feather Flyer.

- *Implementation Strategy 6.2 is on-going.*

### **Parking**

#### **Circulation Implementation Strategy 7.1**

The city will revise the off-street parking requirements in the Zoning Ordinance consistent with Circulation Element policy. The city will consider implementing maximum off-street parking standards (in addition to minimum requirements, which are already provided). The city will consider increasing flexibility in parking requirements to ~~use~~ shared use of parking between properties with different parking demand peaking periods, use of on-street parking spaces (instead of off-street) to meet parking requirements, and other methods for reducing the need for construction of surface parking. The city will consider additional parking reductions or eliminating off-street parking requirements for projects located in Neighborhood Centers. Downtown properties are already exempt from parking requirements. Following this General Plan update, the city will examine whether the area of Downtown exempt from off-street parking should be expanded or whether the city should require some amount of off-street parking or in-lieu fee for very large projects Downtown.

- *Implementation Strategy 7.1 is on-going. When projects are submitted, Planning looks for ways to implement the shared parking demand for different site uses. The Planning Commission approved a mixed use/residential/office development whereby parking demand was met by sharing the off-street parking and to use on-street parking as well.*

### **Local Economy**

#### **Circulation Implementation Strategy 8.1**

The city will coordinate with Caltrans and Butte County Association Governments (BCAG) on funding and planning of access improvements to and from the Gridley Industrial Park. signalization, realignment of roadways, lane reconfigurations, and other improvements may be required. These improvements will focus on the segment of West Liberty Road west of Highway 99 and the intersection of West Liberty Road and Highway 99,

Hollis Lane is currently offset from West Liberty Road, which presents some challenges for intersection improvements. Realignment of West Liberty Road to match Hollis Lane, or providing alternative access to the Hollis Lane properties from Highway 99 are options to be considered. The city will coordinate with Caltrans and BCAG to prepare a Project Study Report or other preliminary documentation that analyzes the best options for access improvements and identifies appropriate funding sources. The City will consider development of impact fees for benefitting parties to offset the cost of access improvements.

- *Implementation Strategy 8.1 has been implemented through a partnership between Caltrans, the city of Gridley and FEMA to improve and signal the intersection at West Liberty and SR 99 to provide additional traffic safety due to the emergency housing provided by the city for Camp Fire Survivors.*

## COMMUNITY CHARACTER AND DESIGN ELEMENT

### Community Character Implementation Strategy 1.1

The city will adopt a historic preservation program designed to maintain the physical reminders of Gridley's rich history. This program may involve changes to various regulatory documents, zoning district designations, capital improvements planning, financial assistance (to the extent of available State and federal funding), education and awareness, and other actions. The City will seek an appropriate balance of incentives and development guidelines so that historic preservation makes economic sense for property owners and developers. The emphasis of the City's program will be on voluntary participation and education to encourage historic preservation rather than mandatory regulation. The City will encourage the continued use of historic buildings and properties in a manner consistent with their historic status. The City will forge public/private partnerships to achieve mutual goals for preservation and the continued viable use of properties.

This historic preservation program may include:

1. **Development review.** The City will use its permit review process to encourage the protection of important buildings and other properties. The City would prefer that such buildings and properties not be removed or substantially altered unless there are no feasible alternatives and available incentives to ensure their economic viability and use.
2. **An inventory of locally significant historic resources.** The city, in collaboration with community organizations interested in historic preservation, will conduct this inventory. The inventory could include residential and commercial buildings, bridges, monuments, parks, and other features associated with important elements of the community's past. Buildings associated with the agricultural history of Gridley such as rice dyers and processing plants could also be included on the local list. This inventory will serve as a



record and acknowledgement of buildings and structures with historic significance to be considered in City actions or approvals involving these properties. The inventory work could also lead to the establishment of one or more historic districts within the city where features are especially concentrated.

3. **Historic district overlay.** The City will coordinate with community organizations, locally knowledgeable preservationists and historians, and property owners to identify one or more areas of the City that might qualify as a historic district according to state and/or federal guidelines. With the agreement of property owners in such areas, the City may establish one or more historic overlay districts. Areas covered by this overlay would be based on the results of the inventory and collaboration with property owners and interested community organizations. Such areas could include portions of Downtown and surrounding residential neighborhoods. If created, one or more overlay districts would be incorporated into the City's Zoning Ordinance and include standards for proposals affecting potentially historic buildings that encourage preservation over changes to properties that may reduce their historic value.
4. **Guidelines and regulatory incentives.** The city will evaluate a variety of other potential tools to encourage historic preservation. These tools include a landmark ordinance, a historic preservation commission, and use of the State Historical Building Code in place of the California Building Code. A city historic preservation commission could be permanently or temporarily established to review proposed demolition or exterior remodel work for consistency with city standards.
5. **Funding for financial assistance.** The city will consider a variety of funding sources to provide financial assistance for historic preservation, including Redevelopment Agency funding, nonprofit funding, and State and federal government funding. The city will consider funding sources and tax relief such as the Mills Act, Marks Historical Rehabilitation Act, the Seismic Bond Act, and the Community Development Block Grant Program.
6. **Education and awareness.** The city will promote awareness of the cultural and economic benefits of historic preservation by sponsoring or co-sponsoring workshops or similar public meetings.

*Implementation Strategy 1.1 has not been implemented. No action has been taken to develop an historic preservation overlay, policy, design requirements or other program to identify and work towards the preservation of historic structures in the Downtown area or residential location such as "Silk Row", etc.*

## **Community Character Implementation Strategy 1.2**

The City will review and condition projects, as necessary, to comply with Secretary of Interior standards for historic preservation and State Historical Building Code (§18950 to 18961 of Division 13, Part 2.7 of Health and Safety Code), as applicable.

- *The review process works with developers on a case-by-case basis to protect historical sites as possible. Where significant damage has occurred, the city supports reconstruction that will have similar features.*
- *The 2030 General Plan Update describes the ages of structures in the Downtown area and other privately owned residential structures that would benefit by utilizing the Historic Structures Building Code.*

*Implementation Strategy 1.2 is on-going in its discussion of direction the city wishes to take in the requirements necessary to renovate aged structures.*

## **Neighborhoods**

### **Community Character Implementation Strategy 2.1**

Following adoption of the General Plan, the city will review projects for consistency with the Community Character Design Element. The city will also consider preparation of a Design Manual or Design Guidelines to implement the Community Character and Design Element. This document would provide more detail for new development than policies in the Community Character and Design Element. The City's Design Guidelines should have chapters illustrating the City's design vision for single-family residential development, multiple-family residential projects, small- and large-scale commercial development, industrial development, Downtown Gridley, and other important areas of the city.

- *In 2016, the City Council adopted Infill Design Guidelines providing details and design elements to be used in the renovation of existing structures and new construction.*

*Implementation Strategy 2.1 has been completed.*

### **Community Character Implementation Strategy 2.2**

The city will revise the Zoning Ordinance and Public Works Construction Standards, as necessary, to accommodate well-designed, compact development projects, consistent with the General Plan. For example, the city will consider amending the Zoning Ordinance to reduce the front yard setback to 15 feet or similar for the primary residence and 20 feet or similar for garages.

- *Reference Land Use Implementation Strategy 2.1.*
- *The Planning Department allows the reduction of setbacks on a case-by-case basis. New subdivisions may incorporate a Planned Development Overlay.*
- *The city implemented a zoning code update to provide for compact development in the R-1 zone also providing reduced setbacks for small lot development.*

*Implementation Strategy 2.2 has been completed; also it is on-going.*

### **Community Character Implementation Strategy 2.3**

The city will require projects proposed within the Residential, High Density 1 and 2 land use designations to submit a Planned Development Overlay application. The City will implement the Planned Development provisions in the Zoning Ordinance to encourage high-quality residential projects and allow flexible development standards.

- *Reference Land Use Implementation Strategy 3.1.*

### **Community Character Implementation Strategy 2.4**

The city will continue to support neighborhood conservation and housing rehabilitation through the City's Community Development Block Grant program.

*Implementation Strategy 2.4 is on-going.*

### **Community Character Implementation Strategy 3.1**

The city will revise the Zoning Ordinance following the General Plan update and will revise the Public Works Construction Standards, as needed, to implement the General Plan. Among the revisions to provide consistency with the General Plan, the city will ensure that parking standards for Neighborhood Centers are minimized to encourage a pedestrian-friendly environment. The city will create a new zoning district designation to implement the Neighborhood Center Mixed Use land use designation, ensuring that outdoor dining and seating is allowed. The City will consider providing street design criteria that may be used in Neighborhood Centers for angled parking provision in-lieu of surface parking lots. The City will consider establishing standards requiring shorter block lengths and development standards allowing shallower setbacks within Neighborhood Centers to encourage a pedestrian-friendly environment.

- *Reference Land Use Implementation Strategy 2.1.*

### **Community Character Implementation Strategy 4.1**

The City will review the location and design of parks in the context of ongoing project review, in part, to ensure consistency with policies in this Community Character and Design Element.

- *New subdivisions are required to meet the policies and acreage requirements. Additionally, park area is dedicated to the city that is in addition to joint use detention facilities.*
- *Implementation 4.1 is on-going.*

## Downtown

### **Community Character Implementation Strategy 5.1**

The city will revise the Zoning Ordinance following adoption of the 2030 General Plan. As a part of these revisions, the city will create a zoning district or districts to implement the Downtown Mixed Use land use designation. The allowable land uses for the Downtown Mixed-Use land use designation are described in the Land Use Element. Relevant design components are described in the Community Character and Design Element and Circulation Element. As a part of these revisions, the City will ensure that residential uses are allowed by right on second stories and above Downtown and on the ground floor when designed to appear as a storefront.

*Implementation Strategy 5.1 is complete.*

Following adoption of the 2030 General Plan, the city will consult with Downtown property owners and consider adding flexibility in the entitlement process, as necessary, to encourage Downtown redevelopment. The City will consider eliminating unnecessary restrictions on land use and other unnecessary limitations. This may require revisions to the Zoning Ordinance, Public Works Construction Standards, and the Subdivision Ordinance. For example, the city will make revisions to the Zoning Ordinance necessary to encourage an active public realm by encouraging outdoor dining at the street level. The city may consider adopting a Design Manual or Design Guidelines, if needed, to provide additional illustrated examples of appropriate site planning and building design Downtown.

- *Reference Land Use Strategy 2.1 and Community Character Implementation Strategy 2.1.*

### **Community Character Implementation Strategy 5.3**

The Zoning Ordinance may need to be revised or supplemented with design guidelines to provide illustrated examples of allowable project design. The City's development review approach for Downtown should still include restrictions related to the specific use of land, but positive examples of the City's vision could also be helpful to developers and property owners.

- *Reference Land Use Strategy 2.1.*

### **Community Character Implementation Strategy 5.4**

The city will encourage or proactively participate in the redevelopment of the vacant site at the entrance to the Downtown on Hazel and Virginia Streets. Two-story construction and respect for the architectural details of the adjacent historical building including the window height and proportion should be encouraged for a new building or buildings on this site.

- *Implementation Strategy 5.4 has not been completed.*

### **Community Character Implementation Strategy 6.1**

Following adoption of the General Plan, the City will revise the City sign ordinance to include separate sign regulations for the Downtown. These regulations will be designed to reinforce the qualities that distinguish the central business district from other commercial areas within the community. The ordinance will be revised to ensure that signage enhances, rather than detracts from the attractiveness of Downtown.

*Implementation Strategy 6.1 has been completed.*

### **Community Character Implementation Strategy 6.2**

As funding is available, the city will construct pedestrian oriented way-finding signage Downtown with a consistent theme. Themes in Downtown way-finding signage should relate to signage used along Highway 99 to direct visitors Downtown.

- *After adoption of the 2030 General Plan, wayfinding signage to the Downtown Area, schools, hospitals and city hall were erected.*

*Implementation Strategy 6.2 is complete.*

### **Urban Landscapes and Streetscapes**

### **Community Character Implementation Strategy 7.1**

Following adoption of the 2030 General Plan, the City will review proposed projects for consistency in landscaping with policies in the Community Character and Design Element, conditioning projects, where necessary. The city will consider adopting new landscaping standards and/or street tree standards, as necessary, to ensure consistency with the Community Character and Design Element. The city will ensure flexibility in site design landscaping and open space standards, where necessary, to accommodate well-designed multi-family projects.

- *Implementation Strategy 7.1 is on-going.*

### **Community Character Implementation Strategy 9.1**

Following adoption of the 2030 General Plan, the City will adopt new landscaping standards and street tree standards and/or off-street parking regulations (with landscaping standards), and will revise the Subdivision Ordinance, as necessary, to ensure consistency with tree planting and landscaping policies in the Community Character and Design Element.

- *Implementation Strategy 9.1 is on-going.*

## **Community Character Implementation Strategy 9.2**

Following adoption of the 2030 General Plan, the city will adopt a tree preservation ordinance. This ordinance can provide regulatory guidance on what types of trees can be removed and what permits are required in order to remove different types of trees. The ordinance will provide guidance on tree replacement requirements. Tree replacement requirements will be proportional to the number and/or size of trees removed. The ordinance can provide guidance on several General Plan policy topics, including but not limited to aesthetic benefits, biological benefits, and cultural/historic significance of trees.

- *Implementation Strategy 9.2 has not been completed.*

### **Highway 99**

## **Community Character Implementation Strategy 10.1**

Following adoption of the 2030 General Plan, the city will consider implementation of recommendations from the 2002 Streetscape Design Plan for Highway that are consistent with the General Plan. The city will consider implementation of these documents through revisions to the Zoning Ordinance, adoption of the documents by resolution, or through separate ordinances. Streetscape improvements should be focused on the area north of West Liberty Road and south of Ord Ranch Road (see also the Circulation Element). The city will coordinate with the California Department of Transportation (Caltrans) and the Butte County Association of Governments (BCAG) to improve Highway 99 within the existing developed City into a more attractive and pedestrian-friendly environment, consistent with the 2030 General Plan. This could be accomplished by adding street trees, separated sidewalks, improving pedestrian/bicycle crossings for safety and aesthetics, and other measures.

- *Since 2002, various designs have been submitted to the city and collaborated with Caltrans for the streetscape improvements along SR 99. Currently, the city is partnering with Caltrans and BCAG to enhance the gateway and streetscape on the east side of SR 99 which is the only funding available at this time. This design provides for a wide separated sidewalk, bicycle sharing, and landscape and lighting. The construction is scheduled for 2025.*

*Implementation Strategy 10,1 is on-going.*

## **Community Character Implementation Strategy 10.2**

The city will proactively seek state and federal grant programs and other financing that could be used to encourage facade improvements along Highway 99.

*Implementation Strategy 10.2 is on-going.*



### **Community Character Implementation Strategy 10.3**

The city will consider formation of a Highway 99 Beautification Committee composed of City staff, business owners, Caltrans, BCAG (Butte County Association of Governments) and other key stakeholders to review and make recommendations for gateway and signage improvements along Highway 99.

- *This effort has been done in 2002, 2009, and 2012.*
- *Reference Implementation Strategy 10.1.*

*Implementation Strategy 10.3 is on-going with the collaboration with Caltrans and BCAG.*

### **Community Character Implementation Strategy 10.4**

Following adoption of the 2030 General Plan, the city will consider preparation of a conceptual plan for the Highway 99 corridor north of Ord Ranch Road and south of South Avenue. This conceptual plan should be crafted in coordination with California Department of Transportation (Caltrans) and the Butte County Association of Governments (BCAG), and should provide for the aesthetic environment entering Gridley from the north that is specified in the 2030 General Plan. This conceptual plan should guide context-sensitive improvements to Highway 99 and the Highway 99 corridor in the Planned Growth Area. The city will proactively seek grant funding to support this conceptual planning effort.

- *Reference Implementation Strategy 10.1.*

### **Commercial and Industrial Development**

#### **Community Character Implementation Strategy 11.1**

Following adoption of the General Plan, the city will review projects for consistency with the Community Character Design Element, conditioning projects where necessary. The city will also consider preparation of a Design Manual or Design Guidelines to implement the Community Character and Design Element during General Plan buildout.

- *Reference Community Character Implementation Strategy 2.1.*

#### **Community Character Implementation Strategy 12.1**

Following adoption of the General Plan, the city will review new large-scale commercial projects for consistency with the Community Character Design Element, conditioning projects where necessary. The city will also consider preparation of a Design Manual or Design Guidelines to implement the Community Character and Design Element during General Plan buildout.

*Implementation Strategy 12.1 is on-going and under consideration.*

### **Community Character Implementation Strategy 13.1**

Following adoption of the General Plan, the city will review new industrial projects for consistency with the Community Character Design Element, conditioning projects where necessary. The city will also consider preparation of a Design Manual or Design Guidelines to implement the Community Character and Design Element during General Plan buildout.

*Implementation Strategy 13.1 is on-going and under consideration.*

### **Gateways**

### **Community Character Implementation Strategy 15.1**

The city will consider formation of a Highway 99 Beautification Committee composed of City staff, business owners, Caltrans, BCAG (Butte County Association of Governments) and other key stakeholders to review and make recommendations for gateway and signage improvements along Highway 99 (see also Design Implementation Strategy 10.3).

- *Reference Community Character Implementation Strategy 10.3.*

### **Community Character Implementation Strategy 16.1**

Following adoption of the 2030 General Plan, the City will examine opportunities to fund drainage, earthen berms, bicycle trails, landscaping, and related improvements on a fair-share basis by development in the Planned Growth Area along Highway 99 north of the City. Please refer to the Open Space Element for more detail.

*Implementation Strategy 16.1 is on-going as new subdivisions are submitted to the city for review.*

## **CONSERVATION ELEMENT**

### **Agriculture**

### **Conservation Implementation Strategy 1.1**

The city will adopt a "right to farm" ordinance (or adopt the Butte County Right to Farm ordinance, as appropriate) that informs residents of ongoing agricultural practices at the edges of Gridley and protects farmers and other agriculture interests from dumping, nuisance complaints, and other problems typically associated with new residents on the city fringe. The notice should advise new residents of potential mosquito abatement programs by the Butte County Mosquito and Vector Control District in the surrounding area. The city will coordinate

with Butte County regarding the contents of the county's Right to Farm Ordinance to develop consistency, where appropriate.

- *Title 17, Zoning Code, has not been amended to provide a "right to farm" ordinance. The code has an Agricultural Overlay District that we provide at no charge in order to allow lands that have been approved for development but not yet underway, farming may continue. ‘*

*Implementation Strategy 1.1 has not been completed.*

### **Conservation Implementation Strategy 1.2**

The city will coordinate with the County, nearby cities, the Department of Conservation, and other interested agencies to establish a regional agricultural land mitigation fee and conservation program. Such a program should support farmers and agriculture property owners alike in identifying areas of the county with rich soils and where long-term agricultural operations will be preserved.

For development requiring annexation, the applicant should either directly preserve, through a conservation easement, or pay on a fair-share basis into a program to preserve permanently a similar amount and quality of farmland. The mitigation program should consider lower preservation ratios for agricultural land preservation within Butte County and higher ratios for preservation outside Butte County, in order to provide substantial incentives for local agricultural preservation. In addition, some portion of the impact fees should support agricultural extension, research, value-added programs, direct marketing of local agricultural products, and other efforts that would support local agricultural productivity. Agricultural mitigation fees could be applied toward research and development of agriculture-related renewable and sustainable energy sources.

The city will tie its agricultural land mitigation fee and conservation program to the regional approach, once developed. In-lieu fees for use in this agricultural mitigation program should be based on a city approved Nexus Study. The city will consider formalizing the agricultural mitigation program in an ordinance, if appropriate.

*Implementation Strategy 1.2 has not yet been initiated.*

### **Conservation Implementation Strategy 1.3**

The city will implement an economic development strategy consistent with the adopted 2030 General Plan on an ongoing basis. One important focus of this economic development strategy will be research and development and coordination with other agencies for renewable energy development using local agricultural products or waste. See the Land Use Element for more detail on the City's economic development strategy.

*Implementation Strategy 1.3 has not yet been initiated.*

## **Water Supply and Quality**

### **Conservation Implementation Strategy 2.1**

When Gridley approaches 3,000 water customers or 3,000 acre-feet of water supplied annually, the city will prepare an Urban Water Management Plan (pursuant to the California Urban Water Management Planning Act). The Urban Water Management Plan (UWMP) will describe and evaluate sources of water, will estimate future water needs, and include conservation measures, and implementation strategy, and schedule for implementation. The city will update the Urban Water Management Plan (UWMP), as necessary and as required by State law.

- *The city is not yet required to develop the UWMP due to the number of connections is less than the 3,000-customer threshold.*

*Implementation Strategy 2.1 has not been completed as it is not yet required.*

### **Conservation Implementation Strategy 2.2**

The city will prepare a Nexus Fee Study following the 2030 General Plan update and update fees. As a part of this update, the city will evaluate its fee structure to align more closely the fees it charges with the actual cost of providing public services. In particular, city will analyze the cost of installing wells, water treatment, and water delivery and reduce water hook-up fees for more compact residential development (with smaller lawns and other areas that would need to be irrigated). The city will also evaluate whether incentives for water efficiency can be built into water rates.

- *Reference Land Use Implementation Strategy 2.3.*

### **Conservation Implementation Strategy 2.3**

The city will analyze the feasibility of installation of recycled waters systems in new development. The city will consider whether up-front fees or ongoing rates can be reduced for properties that install and use recycled water. The city will consider revisions to the Public Works Construction Standards, as necessary, to allow installation of recycled water systems in new developments.

*Implementation Strategy 2.3 has not been initiated.*

### **Conservation Implementation Strategy 3.1**

The city will update or adopt a new drainage master plan following adoption of the 2030 General Plan to implement drainage policies within the Planned Growth Area. The city will

develop a fair-share approach to funding drainage improvements in the Planned Growth Area, but will also proactively identify state and federal grant programs that could be used to implement the city's natural drainage/low impact development approach. The city will engage with the Regional Water Quality Control Board and the State Water Resources Control Board to ensure that the appropriate regional and state water quality objectives are incorporated into the city's natural drainage approach. The city will coordinate with regional, state, and federal resource agencies to ensure ease of permitting for the City's natural drainage and low impact development approach for the Planned Growth Area. The city will coordinate with relevant agencies to develop a streamlined permit process that ensures the feasibility of the city's stormwater best management practices. In addition to proactive coordination with the relevant resource agencies, the city will also work with the Mosquito Abatement District to ensure community health interests and vector control measures are considered in the design of storm drainage systems. See also Conservation Implementation Strategy 5.3.

- *The 2024-2025 Adopted Budget included this study as a line item in the city's CIP program.*

*Implementation Strategy 3.1 has not been completed.*

### **Conservation Implementation Strategy 3.2**

The city will revise the Public Works Construction Standards, as necessary, to encourage use of natural drainage systems and low impact development principles. The City will establish standards and fee programs to require and/or provide incentives for methods to slow down and filter stormwater. The city will make revisions required to emphasize slowing down and dispersing stormwater, using existing and constructing new landscaped swales to convey stormwater runoff, encourage sheet flow to filter stormwater runoff, encourage use of landscaped infiltration basins in planter strips along roadways and in parking lots, and other best management practices, as appropriate. The city will revise its parking design standards, as necessary, to encourage consistency with the 2030 General Plan.

- *Reference Land Use Implementation Strategy 2.1. The city engineer is currently looking to update the standards and will review to meet this strategy.*

### **Conservation Implementation Strategy 3.3**

Following adoption of the 2030 General Plan, the City will adopt new landscaping standards, as necessary, to ensure consistency with policies in the Conservation Element. Among these revisions, the city will revise landscaping requirements to include drought-tolerant, low-maintenance plants.

- *Implementation Strategy 3.3 has been completed; the city adopted the MWELO and included it in Title 13, Water Efficiency Ordinance. This ordinance is based on the State's Model Ordinance and outlines the types and water usage for plant material.*

### **Cultural Resources**

#### **Conservation Implementation Strategy 4.1**

As new development projects are proposed that are subject to the California Environmental Quality Act, the city will require cultural resource analysis, as appropriate, based in part on information available from the North Coastal Information Center of the California Historical Resources Information System (CHRIS) and, if necessary, consulting with a qualified professional archaeologist or architectural historian, as appropriate. The city will require analysis and mitigation, as appropriate, consistent with Section 15064.5 of the State CEQA guidelines. In the event of the inadvertent discovery of previously unknown archaeological sites during excavation or construction, all construction affecting the site shall cease and the contractor shall contact the City. If Native American human remains are discovered, the City will work with local Native American representatives to ensure that the remains and associated artifacts are treated in a respectful and dignified manner, in accordance with State law.

*Implementation Strategy 4.1 is on-going.*

#### **Conservation Implementation Strategy 4.2**

The city will require a paleontological resources impact assessment for projects proposed within the Modesto Formation, where a CEQA environmental document is required and where substantial excavation is anticipated. The Modesto Formation is an area that is sensitive for paleontological resources and underlies many parts of the central valley. Impacts to paleontological resources would be evaluated on a site-specific basis, pursuant to the State CEQA Guidelines. Where such impacts are found to be potentially significant, the city will require feasible mitigation measures to reduce impacts, such as construction worker personnel education, consultation with a qualified paleontologist should resources be encountered, and recovery and curation of specimens, as appropriate. Infill projects that do not involve substantial excavation would be exempt from this requirement.

*Implementation Strategy 4.2 is on-going.*

### **Wildlife and Habitats**

#### **Conservation Implementation Strategy 5.1**

The city will require plant and animal surveys and mitigation prior to new development, as necessary, for projects subject to CEQA compliance. The City will coordinate with state and federal resource agencies and BCAG to identify priority habitats and special status species locations, identify survey requirements, and establish mitigation ratios. In particular, the city

will focus on valley elderberry shrub locations, raptor- and migratory bird nests, Swainson's hawk nesting areas and foraging habitat, potential giant garter snake habitat, and potential wetlands, riverine, and riparian habitats. The city's survey and mitigation requirements will be consistent with guidance from the California Department of Fish and Game, the U.S. Fish and Wildlife Service, the California Native Plant Society, and the U.S. Army Corps of Engineers and the Butte County Habitat Conservation Plan and Natural Communities Conservation Plan (HCP/NCCP), as appropriate.

*Implementation Strategy 5.1 is on-going.*

### **Conservation Implementation Strategy 5.2**

The city will coordinate with BCAG and other participants in the HCP/NCCP process encourage use of regional mitigation fees for restoration of agricultural ditches in the Gridley area.

*Implementation Strategy 5.2 is on-going.*

### **Conservation Implementation Strategy 5.3**

The City will update or adopt a new drainage master plan following adoption of the 2030 General Plan to implement drainage policies within the Planned Growth Area. In coordination with this effort, the City of Gridley will engage with the California Department of Fish and Game, the Regional Water Quality Control Board, the Army Corps of Engineers, and the US Fish and Wildlife Service to ensure that the appropriate biological and wetland related objectives are incorporated into the city's natural drainage approach. The city will coordinate with regional, state, and federal resource agencies to ensure ease of permitting for the City's natural drainage and low impact development approach for the Planned Growth Area. The city will coordinate with relevant agencies to develop a streamlined permit process that ensures the feasibility of the city's stormwater best management practices. See also Conservation Implementation Strategy 3.1.

- *Reference Conservation Implementation Strategy 3.1.*

## **Energy**

### **Conservation Implementation Strategy 6.1**

The city will take advantage of current grant, loan, and financing programs offered through the State of California Energy Commission and Federal Department of Energy to encourage installation of active solar systems in new and existing development. The city will actively pursue future federal, state, and regional funding programs to encourage installation of shade structures that also have active solar systems. The city will explore opportunities to install active solar systems on the roof of public buildings and accessory buildings. The City will also

encourage property owners' use of financing districts to fund construction of active solar facilities and repayment over time as a part of property tax.

- *The city installed a solar farm and the 2020 UBC requires all new residential construction to have operable solar systems.*
- *Grants and other funding mechanisms are a part of on-going research.*

*Implementation Strategy 6.1 is on-going.*

### **Conservation Implementation Strategy 6.2**

The City will explore infrastructure improvements and financing programs necessary to allow properties to connect solar or other renewable electricity generation facilities to other structures nearby or to the City's electricity grid. The City will explore opportunities to allow property owners to sell excess electricity to the City or the Northern California Power Agency. Excess electricity generated on public and private properties should be transmitted to Gridley's electricity system. Private properties should be able to sell excess electricity to pay down bonds used to construct active solar systems on-site.

*Implementation Strategy 6.2 is on-going.*

### **Conservation Implementation Strategy 6.3**

The city will prepare a Nexus Fee Study and update impact fees following adoption of the General Plan. The city also may need to prepare or revise a master plan that addresses electrical infrastructure for the Planned Growth Area. The City's Nexus Fee Study and update to impact fees should include analyze energy procurement and distribution costs. For newly developing properties that include energy conservation techniques beyond those required by building codes, the City should examine whether reduced impact fees would be appropriate. The Nexus Fee Study will need to be coordinated with electrical facilities master planning.

- *Reference Land Use Implementation Strategy 2.3.*

### **Conservation Implementation Strategy 6.4**

The city will coordinate with other members of the Northern California Power Association to ensure that state legislation on renewable energy appropriately considers renewable hydroelectric power and supports Gridley's energy procurement and distribution practices.

*Implementation Strategy 6.4 is on-going.*



## **Conservation Implementation Strategy 6.5**

The city will identify grant programs and other state, regional, and federal funding that may be available to expand the generation and use of renewable energy within Gridley. The City will take advantage of opportunities to benefit from future greenhouse gas and energy related regulation and markets, such as a cap-and-trade program. The city will focus on opportunities to generate and use renewable energy produced by local agriculture.

*Implementation Strategy 6.5 is on-going.*

## **Conservation Implementation Strategy 7.1**

Following adoption of the General Plan, the city will consider adopting green building standards, designed to promote energy efficiency and other environmentally sustainable practices in new construction. The city will consider the Build-it-Green program, LEED, or other similar programs for single-family residential construction. The city will consider LEED certification or similar programs for multi-family, commercial, and industrial construction. As a part of the building standards, City will consider requiring larger projects involving buildings of over 5,000 square feet to be LEED certified or to achieve some other specific green building standard. In addition to the building standards, the city will consider incentives or requirements for construction that complies with the guidelines for the California Energy Star Homes Program and residential developments that participate in California Energy Commission's New Solar Homes Partnership. The city will consider whether large projects should be required to use U.S. EPA-Energy Star rated roofing materials and light-colored paint. The city will broadly consider what incentives could be made available that would encourage construction according to the City's goals for energy conservation, including reducing fees, expedited permitting, density bonuses, and other incentives.

*Implementation Strategy 7.1 is complete via the CA UBC requiring new construction to meet the Green Building Code.*

## **Conservation Implementation Strategy 7.2**

The City will explore the provision of low-interest financing, grants, and other programs that could be used for energy efficiency retrofits and alternative energy projects in existing residential, commercial, and industrial buildings. The city will identify methods to encourage the retrofitting of existing buildings with energy efficient systems, energy-efficient appliances, insulation, energy-efficient doors and windows, and other elements that conserve resources, as well as installation of renewable energy facilities. The city will explore potential State grants and other funding mechanisms to assist with energy efficiency retrofits and alternative energy projects for civic, residential and commercial buildings.

*Implementation Strategy 7.2 is on-going.*

### **Conservation Implementation Strategy 7.3**

The City will revise landscaping requirements consistent with Conservation Goal 7 and policies 7.2 and 7.3.

*Implementation Strategy 7.3 has not been initiated.*

### **Conservation Implementation Strategy 8.1**

The city will conduct an energy efficient audit of city buildings and major operations to identify improvements that could be made to increase energy efficiency. Up-front improvement costs will be compared with long-term energy savings. Improvements will be prioritized based on cost and benefit and included and implemented as funding is available.

*Implementation Strategy 8.1 has not been initiated.*

## **OPEN SPACE ELEMENT**

### **Open Space**

#### **Open Space Implementation Strategy 1.1**

Following the adoption of the 2030 General Plan, the city will update the existing or prepare a new drainage master plan to address the Planned Growth Area. The drainage master plan will be designed to move away from individual site drainage requirements to an areawide approach for the Planned Growth Area, consistent with the General Plan. Although the focus for the natural drainage system is on the Planned Growth Area, the city will look for opportunities to expand these concepts into the existing developed City, also.

The drainage master plan will be designed to handle specified storm events and deliver pre-development flows to the reclamation districts under post-development conditions. Construction of the Planned Growth Area stormwater management system will be phased in a way that provides adequate drainage as the area builds out. Temporary detention facilities may be necessary.

The drainage master plan will emphasize the use of drainage swales to convey runoff although piping may be used in combination with swales, as appropriate, in the Planned Growth Area. The drainage master plan will be coordinated with the location of future parks so that excess stormwater can be detained and infiltrated within open playfield areas: Linear open space corridors themselves may also be designed to detain and infiltrate stormwater runoff.

Preservation and restoration of agricultural drainage ditches should consider habitat value, sensitive species, and water quality objectives (see the Conservation Element). The City will explore whether mitigation fees through regional habitat conservation planning or grants from other government agencies could be made available to fund restoration elements of the City's open space strategy.

The drainage master plan will coordinate with a Nexus Fee Study to allow fair-share contribution to drainage improvements. The Nexus Fee Study should consider efficiencies created through co-location of linear parkland, trails, drainage, and buffering. Drainage fees should be structured to provide incentives for use of low impact development stormwater management best practices (see also the Conservation Element).

The city will revise the Subdivision Ordinance, as necessary, to implement the drainage approach in the 2030 General Plan (and as reflected in the master drainage plan). Fenced- off, single-use detention basins will be prohibited.

- *Reference Conservation Implementation Strategy 3.1 for Drainage Master Plan.*
- *In 2016, the Subdivision Ordinance was amended to implement the General Plan.*

*Implementation Strategy 1.1 is on-gong.*

## **Recreation**

### **Open Space Implementation Strategy 4.1**

During buildout of the 2030 General Plan, the city will ensure development and ongoing maintenance of new parkland to serve a growing population. The city will conduct a Nexus Study to determine fees necessary to develop parkland consistent with the General Plan. New developments shall dedicate and/or contribute to new parks according to the City's revised development impact fees. The city will consider contributing toward a new community park in the Planned Growth Area, with new development in the Planned Growth Area contributing on a fair-share basis.

- *Reference Land Use Implementation Strategy 2.3.*

### **Open Space Implementation Strategy 4.2**

The city will collaborate with the Gridley Unified School District on planning, financing, and development of new park space adjacent to school sites. It is intended that this park space can be jointly used by schools and new residential development in the surrounding neighborhood. It is anticipated that the City and School District can share maintenance responsibilities for this new joint parkland.

*Implementation Strategy 4.2 is on-going.*

### **Open Space Implementation Strategy 4.3**

The City will revise the Subdivision Ordinance, as necessary, to be consistent with the approach to parkland provision in the 2030 General Plan.

*Implementation Strategy 4.3 is on-going.*

### **Open Space Implementation Strategy 5.1**

The city will promote awareness of regional, state, and private parks and recreation planning and facilities development near Gridley, such as Grey Lodge, Lake Oroville Recreation Area, or new facilities. The city will encourage development of uses and facilities within Gridley that would be complementary to these regional recreation opportunities, in order to take best local advantage of these resources. The city will coordinate signage to promote awareness of these regional facilities.

*Implementation Strategy 5.1 is on-going.*

### **Open Space Implementation Strategy 5.2**

As funding is available, the city will pursue improvements to existing recreational facilities. For example, the city will look for opportunities to improve sprinkler systems, add low maintenance landscaping, and replace other improvements, as necessary. The city will also examine existing recreational facilities relative to neighborhoods they serve and pursue opportunities to improve multi-modal access to these facilities, as funding is available.

*Implementation Strategy 5.2 is on-going.*

### **Open Space Implementation Strategy 5.3**

The city will proactively seek state and federal funds for parkland acquisition to serve the existing city relative to parkland acreage standards.

*Implementation Strategy 5.3 is on-going.*

### **Open Space Implementation Strategy 5.4**

The city will consult with the Gridley Unified School District to identify mutually beneficial strategies for joint-use of existing school recreation spaces. The city will consider assisting the School District with maintenance of recreation space that is made available for community use and City recreational programming. The city will also coordinate with the School District to determine whether there would be an opportunity to provide recreational programming using

undeveloped lands owned by the School District. This recreation programming may be considered temporary until such time as the School District decides to develop or sell the property. As such, the city should focus on types of recreation that do not require any substantial investment in improvement.

*Implementation Strategy 5.4 is on-going.*

### **Open Space Implementation Strategy 6.1**

The city will require development of recreational facilities in new community, neighborhood, and mini-parks during buildout of the General Plan. General types of recreational facilities are described for each park type in the General Plan. However, to provide better direction for the array of facilities and programming that will be necessary in the future, the city will consider community surveys to identify local preferences and any local gaps in recreational facilities and programming. Recommendations from this community survey should be used in future recreational facilities planning and programming. The city may consider preparation of a parks and recreation master plan for further analysis and description of future facilities and programming needs.

*Implementation Strategy 6.1 is on-going.*

## **SAFETY ELEMENT**

### **Geologic Hazards and Soil Conditions**

#### **Safety Implementation Strategy 1.1**

The city will continue to enforce the most recent statewide building code requirements.

*Implementation Strategy 1.1 is on-going.*

#### **Safety Implementation Strategy 1.2**

The city will require geotechnical evaluation and recommendations before development or construction of buildings meant for public occupancy in geologic hazard areas may proceed. Such evaluations will be required to focus on potential hazards related to liquefaction, erosion, subsidence, seismic activity, and other relevant geologic hazards and soil conditions for development. New development would be required to incorporate project features that avoid or minimize the identified hazards to the satisfaction of the city.

*Implementation Strategy 1.2 is on-going.*

## Flood Hazards

### **Safety Implementation Strategy 2.1**

The city will update the General Plan, if necessary, using data to be made available by the Department of Water Resources and the Central Valley Flood Protection Board. The city will update the Land Use Element, Conservation and Open Space Element, Safety Element, and other elements, if necessary, to ensure adequate flood protection is provided for areas anticipated for urban development.

Policies and implementation measures in the General Plan related to flood protection will integrate data from the State Plan of Flood Control. For flood-related revisions to the Safety Element, the city will consult with the Central Valley Flood Protection Board and local flood protection agencies serving the Gridley vicinity, consistent with State law.

Following flood-related updates to the General Plan, the City will revise applicable development standards, including the Zoning Code, for consistency on flood protection policies. Subdivision approvals, development agreements, permits, and other City entitlements will incorporate these revised City policies and regulations. The city will regulate development per state and federal law and according to the presence of 200-year flood protection, or according to adequate progress towards providing 200-year flood protection.

The City will cooperate with Sutter Butte Flood Control Agency, state, and federal agencies, if necessary, to fund on an equitable basis the maximum level of flood protection that is practical, with a goal of achieving at least 200-year flood protection.

- *Implementation Strategy 2.1 has not been fully initiated. The city dd partner with SBFCA to help in any way to increase flood protection to 200-year protection. This work has been completed.*

## Hazardous Materials

### **Safety Implementation Strategy 3.1**

The city will maintain and update a list of hazardous sites, buildings, and uses in the Sphere of Influence or use databases that track the location of hazardous materials sites, buildings, and similar features. The City will use updated lists to evaluate and condition development, as necessary, to protect environmental and public health.

*Implementation Strategy 3.1 is on-going.*

## Fire Risk

### **Safety Implementation Strategy 4.1**

The city will prepare and maintain a list of buildings that could represent fire hazards, including those that were constructed prior to requirements for fire-resistant construction materials, sprinklers, and other fire safety systems. The City will explore opportunities to collaborate with property owners to retrofit such buildings, as feasible, to reduce fire risk.

*Implementation Strategy 4.1 has not been initiated.*

## Emergency Routes and Response

### **Safety Implementation Strategy 5.1**

The city will, in coordination with the Butte County Office of Emergency Services, implement and periodically update disaster plans, including the City's Emergency Operations Plan, to meet federal, State, and local emergency requirements. Included in this work will be the identification and planning for evacuation routes for dam failure and flooding that may affect existing developed areas of the city, as well as planned new growth areas.

- *The city collaborated with Butte County to update the Hazard Mitigation Plan-2024,*
- *Implementation Strategy 5.1 is complete and on-going during the General Plan period to ensure updates are timely.*

## Air Quality and Climate Change

### **Safety Implementation Strategy 6.1**

As funding is available, and as fleet-turnover warrants, the city will replace its vehicle fleet with low-emission vehicles and will purchase low-emission landscape maintenance equipment.

*Implementation Strategy 6.1 is on-going.*

### **Safety Implementation Strategy 7.1**

When new development involving sensitive receptors, such as residential development, is proposed in areas exposed to air pollutant emissions, such as Highway 99, or when uses are proposed that may produce hazardous air contaminants, the city will require screening level analysis, and if necessary, more detailed health risk analysis to disclose potential impacts. The city will coordinate with the Butte County Air Quality Management District on analytical methods, mitigation strategies, and significance criteria to use within the context of California

Environmental Quality Act (CEQA) documents, with the objective of avoiding or mitigating significant impacts.

*Implementation Strategy 7.1 is on-going*

### **Safety Implementation Strategy 7.2**

Following adoption of the General Plan, the city will revise its Emergency Response Plan, as necessary, to address potential air pollution related emergencies. The city will coordinate with local businesses and other agencies regarding response and communication protocols, and will ensure city staff is trained to properly respond to such emergencies.

*Implementation Strategy 7.2 has been completed; however, the city continues to update the Emergency Response Plan as needed.*

### **Safety Implementation Strategy 8.1**

After adoption of the 2030 General Plan, the city will develop a greenhouse gas (GHG) reduction program. Gridley's GHG reduction program will use methods recommended by Butte County Association of Governments, Butte County Air Quality Management District, the California Air Resources Board, and other relevant agencies.

- *In 2016, the city prepared its Climate Action Plan. This plan identified methods of operation that would reduce GHG's.*

*Implementation Strategy 8.1 is complete; however, the GHG reduction plan via the Climate Action Plan will be updated on an as needed basis.*

## **PUBLIC FACILITIES ELEMENT**

### **Water**

#### **Public Facilities Implementation Strategy 1.1**

During General Plan buildout, the city will monitor water quality and intervene, as necessary, to address water supply and quality issues. The city will remove wells from service and establish new well sites, if necessary. The city will upgrade treatment facilities, if necessary. The city will consider long-term public health, state and federal standards, and cost/benefits to residents in future investments in the water system. The city will proactively pursue grant programs to finance water supply improvements, and will coordinate with other local agencies and special districts, where necessary to address water quality or supply problems.

*Implementation Strategy 1.1 is on-going*



### **Public Facilities Implementation Strategy 1.2**

The city will direct extension of the city's water system to serve the Planned Growth Area, consistent with the policy direction in this General Plan. To assist with implementation, the city will consider drafting a water master plan to identify phased improvements to the city's infrastructure, costs, and financing strategies for extending water infrastructure to the Planned Growth Area. The city will also consider including in this master plan updates to water infrastructure and facilities planning in the existing Sphere of Influence and the Planned Growth Area, covering the same topics. The city will identify water flow requirements including water flow rate (gallons per minute) and duration, which may vary throughout a community by building area and construction type. The water master plan will identify candidate well sites in the Planned Growth Area, as well as pumping, the location of water mains, fire hydrants, new storage tanks, and other components of the water infrastructure. The city will consider also priority upgrades in the existing City to maintain pressure or supply. The water master plan will be coordinated with capital improvements planning and development impact fee programs. Financing of the water system shall be on a per-capita or other fair-share basis, per State law. Smaller housing units with fewer bedrooms and faucets, homes with smaller yards, and other types of development that would have lower demand for water should contribute proportionally less in development impact fees, as appropriate.

*Implementation Strategy 1.2 is on-going*

### **Public Facilities Implementation Strategy 1.3**

The city will maintain a plan for emergency response to disruption in water supply. This plan will also review vulnerability of source and delivery and distribution systems to events, such as regional power outages and system failures. The city will maintain a notification plan for both personnel and residents in case of emergency.

- *Reference Public Facilities Implementation Strategy 1.1, and Safety Implementation Strategy 1.1.*

### **Public Facilities Implementation Strategy 1.4**

During implementation of the 2030 General Plan (present to 2030), the city will coordinate with area irrigation districts and other water purveyors to examine any surface water supply options. Among other options, the city will coordinate with Butte Water District to investigate surplus water availability. State water law will dictate to a large degree the City's ability to obtain surface water supply and effectively create a conjunctive surface/groundwater water system. Implementing a conjunctive water system in Gridley could also be very expensive. In determining the feasibility of conjunctive use, the City will examine environmental and public health benefits and impacts and the long-term costs and benefits for residents of Gridley before implementing this program. Any future conjunctive use program should be consistent with policies in Gridley's Urban Water Management Plan, once developed (see the Conservation Element).

*Implementation Strategy 1.4 is on-going.*



## Public Facilities Implementation Strategy 2.1

Following adoption of the General Plan, the city will identify wastewater improvements necessary to serve development in the 2030 General Plan. The city will require wastewater demand analysis for new development, using City endorsed peaking factors and other methodology.

The city will continue with capital improvements necessary to accommodate future development through build-out of the city's sphere outlined in the city's Wastewater System Capacity Analysis. The city will continue with plans to expand wastewater treatment plant and add conveyance capacity to the WWTP. The city will continue current plans to expand the city's waste discharge to 1.7 mgd ADWF (treatment capacity for an additional 2,600 EDUs) The city will install groundwater monitoring, as necessary, to ensure against impacts of wastewater treatment. The city will plan for additional wastewater treatment plant expansion needs following General Plan adoption, as necessary. The city will continue plans to construct new gravity and force mains and pump stations to direct flow around the city. The city will consider a second parallel force main crossing the Feather River at the bridge to the north of the WWTP after examining the condition of existing sewer mains under the river. The city will examine the sewer collection pipe on the west end of Sycamore Street and other problem areas in the city and identify phased improvements, as feasible. The city will examine remaining sewer line capacity in areas east of State Route 99 compared to development potential and identify cost effective solutions to expand conveyance capacity in this area, as feasible.

The city will phase wastewater capacity and infrastructure improvements consistent with the General Plan and, as required, to provide efficiencies in service. The city will coordinate wastewater treatment planning with the RWQCB using groundwater basin plan objectives. The city will proactively pursue grant funding from SWRCB, the Small Community Grant program, other federal/state sources for wastewater improvements.

Wastewater improvements will be financed in new growth areas on a fair-share basis according to expected population and treatment demand of new projects. The city will consider available techniques to improve wastewater effluent, including but not limited to: 1) limit on the strength and contaminant levels of industrial and commercial wastewater; 2) increased rates or surcharges on high-strength wastes; and/or 3) incentives or requirements for water recycling and reuse within the industrial or commercial operation.

- *The Municipal Service Review, 2009/2010 identified deficiencies that needed to be mitigated and upgrades constructed. These have been done and the city has capacity for future development at this time.*
- *The city is currently in the process of developing the 2024 Municipal Service Review.*

- *The WWTP has been upgraded to have 1.7mgd Average Dry Weather Flow Capacity. The city is actively seeking and has acquired funding, as described, for evaluation, repairs, and upgrades of the gravity and force main pipes. The pipe under the river is under way for design and replacement*
- *The second pipe on the bridge is not feasible at this time due to the condition of the pipe and cost for new alignment.*

*Implementation Strategy 1.1 is on-going.*

## **Public Facilities Implementation Strategy 2.2**

The City will maintain a Sewer System Management Plan (SSMP) consistent with State Water Resources Control Board policies. The City's SSMP will identify sewer capacity, management, operations, and maintenance plans. The SSMP will be consistent with other City wastewater plans, prioritizing infrastructure investments needed to address any existing deficiencies.

- *Currently, the city has maintained a SSMP and will continue to review and identify any issues that arise.*

*Implementation Strategy 2.2 is on-going.*

## **Public Facilities Implementation Strategy 2.3**

The city will submit a groundwater quality study report to the RWQCB comparing the groundwater quality at locations both up-gradient and down-gradient from the city's wastewater percolation ponds. The city will evaluate nitrate levels and other applicable constituents. The city will plan for upgrades to a tertiary level of treatment at the WWTP, as necessary.

- *The city has monitoring wells in place and test for nitrates/nitrites. A study would be prepared at the time of permit renewal.*

*Implementation Strategy 2.3 is on-going.*

## **Public Facilities Implementation Strategy 2.4**

The city will monitor and inspect the condition of its wastewater system and perform routine cleaning, as required, during General Plan buildout.

*Implementation Strategy 2.4 is on-going.*

## **Public Facilities Implementation Strategy 2.5**

The city will consider recommendations from the Wastewater System Capacity Analysis to analyze and improve infiltration and inflow problems in the existing City. The city will review peaking factors for the east and west side tributary gravity flow mains to isolate the location of I/I problems. The city will explore opportunities to improve wastewater infrastructure downtown inflow locations and make corrective measures, as funding is available. The city will consider such measures as pipeline rehabilitation, manhole cover replacement, and root eradication, repairing service lines, uncapped cleanouts and exterior drains, public education, incentives, and regulatory strategies.

*Implementation Strategy 2.5 is on-going*

## **Drainage**

### **Public Facilities Implementation Strategy 3.1**

Following the adoption of the 2030 General Plan, the city will update the existing or prepare a new drainage master plan to address the Planned Growth Area. The drainage master plan will be designed to move away from individual site drainage requirements to an area-wide approach for the Planned Growth Area, consistent with the General Plan. Although the focus for the natural drainage system is on the Planned Growth Area, the city will look for opportunities to expand these concepts into the existing developed City.

The drainage master plan will be designed to handle specified storm events and deliver pre-development flows to the reclamation districts under post-development conditions. Construction of the Planned Growth Area stormwater management system will be phased in a way that provides adequate drainage as the area builds out. Temporary detention facilities may be necessary.

The drainage master plan will emphasize the use of drainage swales to convey runoff although piping may be used in combination with swales, as appropriate, in the Planned Growth Area. The drainage master plan will be coordinated with the location of future parks so that excess stormwater can be detained and infiltrated within open playfield areas. Linear open space corridors themselves may also be designed to detain and infiltrate stormwater runoff.

Preservation and restoration of agricultural drainage ditches should consider habitat value, sensitive species, and water quality objectives (see the Conservation Element). The City will explore whether mitigation fees through regional habitat conservation planning or grants from other government agencies could be made available to fund restoration elements of the City's open space strategy.

The drainage master plan will coordinate with a Nexus Fee Study to allow fair-share contribution to drainage improvements. The Nexus Fee Study should consider efficiencies created through co-location of linear parkland, trails, drainage, and buffering. Drainage fees should be structured to provide incentives for use of low impact development stormwater management best practices (see also the Conservation Element).

The city may require formation of one or more maintenance districts or some other approach to long-term operational funding for drainage facilities in the Planned Growth Area.

- *Reference Open Space Implementation Strategy 1.1.*
- *Reference Land Use Implementation Strategy 2.3.*

*Implementation Strategy 3.1 is on-going.*

### **Public Facilities Implementation Strategy 3.2**

The city will coordinate with local agencies and special districts to draft a comprehensive regional drainage plan to address urban growth in the southern and western portions of Butte County and northern Sutter County, as feasible. Such a drainage plan should include mitigation fees or other funding mechanisms to provide the needed facilities.

- *Implementation Strategy 3.2 has not been initiated.*

### **Public Facilities Implementation Strategy 3.3**

The City will coordinate on an ongoing basis with drainage districts in the vicinity as these districts work to address channel capacity, lack of pumping capacity, or lack of capacity in downstream discharge waterways.

- *Implementation Strategy 3.3 is on-going.*

## **Electricity**

### **Public Facilities Implementation Strategy 4.1**

The City Electric Utility and Department will monitor the adequacy of infrastructure serving the City and Sphere of Influence, including changes to the City's Sphere of Influence made following the 2030 General Plan update. The city will plan for long-range infrastructure needs, including a new substation to serve planned growth under the General Plan. The city will review the distribution system to assess system infrastructure needs and to propose a plan of action to the city based on findings. The city will consider preparing and/or updating an electricity master plan to identify needed improvements, phasing, and financing, if appropriate. The city will consider any changes to the electrical infrastructure or electrical facilities planning are needed to encourage development and use in Gridley of renewable energy.

- *The city constructed a substation at the electrical yard which provided redundancy and protection of existing systems.*
- *New development will add infrastructure to serve its subdivisions.*

*Implementation Strategy 4.1 is on-going.*

#### **Public Facilities Implementation Strategy 4.2**

The city will prepare a Nexus Fee Study and update impact fees following adoption of the General Plan, including those that address electrical infrastructure. The City's Nexus Fee Study and update to impact fees should include an analysis of energy procurement and distribution costs. Fees will be on a fair-share basis, considering estimated demand for new development. For newly developing properties that include energy conservation techniques beyond those required by building codes, the city will examine whether reduced impact fees would be appropriate.

- *Reference Land Use Implementation Strategy 2.3.*

#### **Police, Fire, and Emergency Response**

#### **Public Facilities Implementation Strategy 5.1**

Following General Plan adoption, the city will monitor new growth in light of the city's policies for staffing levels and response time and make investments, as required, to maintain level of service. The city will consider additional non-sworn staff to address accidents and traffic, plus a canine unit to assist with drug enforcement.

- *The city has a canine unit and is reviewing the Department demands related to development in the Planned Growth Area.*

*Implementation Strategy 5.1 is on-going.*

#### **Public Facilities Implementation Strategy 5.2**

The city will consider establishing or supporting community outreach programs that encourage residents to be proactive in crime prevention. Such programs could include, but are not limited to neighborhood watch, youth outreach programs, and other community-based programs.

- *The police department recently added community service officers and added a Gridley Unified District liaison from Gridley PD.*

*Implementation Strategy 5.2 is on-going.*

### **Public Facilities Implementation Strategy 6.1**

The city will monitor growth under the 2030 General Plan and coordinate with CALFIRE and the Butte County Fire Department to ensure adequate staffing, fire stations, and equipment to provide fire suppression services consistent with City policy. The city will coordinate with the City of Biggs on siting of a fire station in the northern portion of the Planned Growth Area, as appropriate.

*Implementation Strategy 6.1 is on-going.*

### **Solid Waste**

#### **Public Facilities Implementation Strategy 7.1**

The city will implement recycling education programs for residents designed to promote source reduction, recycling, and composting to decrease Gridley's waste stream.

- *The city has one recycling facility.*
- *The waste management provides support to the city as a liaison and educational outreach to reduce the waste stream.*

*Implementation Strategy 7.1 is on-going.*

### **Library**

#### **Public Facilities Implementation Strategy 8.1**

The city will coordinate with Butte County to identify funding sources for development of new library facilities and expansion of existing facilities. The city will coordinate with the County on local expansion plans and siting of new library facilities, with a guideline of providing 0.5 square feet of public library space per capita as the city grows. The city will consider development impact fees for library services, as well as other revenue sharing with the County and other existing and future sources of revenue for library facilities and services. To the extent that joint-use libraries in schools can provide services to the City during General Plan buildout, any library related development impact fees would be proportionally lower.

- *Review of development plans for the Planned Growth Area will consider this strategy.*

*Implementation Strategy 8.1 has not been initiated.*

## Schools

### **Public Facilities Implementation Strategy 9.1**

During General Plan buildout, the city will involve the school district proactively in development proposals, and will cooperatively monitor housing, population and enrollment trends, and to evaluate the effects of those trends on future school facility needs. The city will provide information to the School District to support updates to school facilities plans consistent with the City's General Plan, particularly with respect to the proposed location of future school sites. The city will proactively coordinate with the School District to create joint-use arrangements for recreational facilities and library facilities. Joint-use facilities could occur on both existing and new school sites. The city will consider potential cost savings in sharing maintenance responsibilities for joint-use facilities.

- *Implementation Strategy 9.1 is on-going.*

## **NOISE ELEMENT**

### **Noise Implementation Strategy 1.1**

The City will coordinate with Union Pacific Railroad to establish a Quiet Zone within the City limits of Gridley, as feasible. As funding is available, the city will improve crossings with appropriate technologies to implement the Quiet Zone. The city will coordinate with Union Pacific to reduce or eliminate the use of horns in noise-sensitive areas of the community with the installation of alternative crossing devices.

- *The city has not had successful dialogue with UPRR to limit the use of horns.*
- *UPRR has upgraded road crossings.*

*Implementation Strategy 1.1 is on-going.*

### **Noise Implementation Strategy 2.1**

The City will update implementing ordinances related to noise consistent with the policies of this element. These updates are anticipated to be relatively minor since the city recently updated the noise ordinance. The City will consider adding restrictions on construction activities for Saturdays (in addition to Sundays and holidays). The city will use numerical standards outlined in this element to make revisions, as necessary, to the Municipal Code. The City will adopt a noise permitting ordinance for special events not exempted by General Plan policy. Applicants for such permits must provide an outline of the event, including hours of operation, reasons why the additional noise is temporarily acceptable, and strategies that will



be used to reduce noise to the lowest possible level, especially during noise-sensitive times of day (early morning, evening, nighttime).

*Implementation Strategy 2.1 is on-going.*

### **Noise Implementation Strategy 2.2**

The city will ensure that personnel charged with enforcing noise-related ordinances are properly trained and equipped for on-site measurement techniques and other necessary tasks. Enforcing personnel should use a properly calibrated Type-II or better sound level meter for situations that require numerical measurements. The measuring instrument shall be placed at 4.5 to 6 feet above the ground on the property boundary in question. The measurement shall be taken in A-weighted decibels and shall be measured for no less than 15 minutes.

*Implementation Strategy 2.2 is on-going.*

### **Noise Implementation Strategy 2.3**

The City will use policies in this Noise Element, including those standards described in Tables Noise-1, Noise-2, Noise-3, and Noise-4 in assessing environmental impacts under the California Environmental Quality Act.

*Implementation Strategy 2.3 is on-going.*

## Appendix A

*Note: For the purposes of this appendix, the Housing Element Annual Report does not include all tables. The omitted tables had no information and not applicable.*



**Please Start Here**

| General Information     |                    |
|-------------------------|--------------------|
| Jurisdiction Name       | Gridley            |
| Reporting Calendar Year | 2022               |
| Contact Information     |                    |
| First Name              | Donna              |
| Last Name               | Decker             |
| Title                   | Planning Director  |
| Email                   | ddecker@desllc.net |
| Phone                   | 5307685090         |
| Mailing Address         |                    |
| Street Address          | 685 Kentucky St    |
| City                    | Gridley            |
| Zipcode                 | 95948              |

2023

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

3\_6\_23





|                 |           |                         |
|-----------------|-----------|-------------------------|
| Jurisdiction    | Gridley   |                         |
| Reporting Year  | 2022      | (Jan. 1 - Dec. 31)      |
| Planning Period | 5th Cycle | 06/15/2014 - 06/15/2022 |

**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
Please contact HCD if your data is different than the material supplied here

| Table B   |                                 |      |      |      |      |      |      |      |      |      |      |                                 |                                      |     |     |     |
|---|---------------------------------|------|------|------|------|------|------|------|------|------|------|---------------------------------|--------------------------------------|-----|-----|-----|
| Regional Housing Needs Allocation Progress  |                                 |      |      |      |      |      |      |      |      |      |      |                                 |                                      |     |     |     |
| Permitted Units Issued by Affordability   |                                 |      |      |      |      |      |      |      |      |      |      |                                 |                                      |     |     |     |
| Income Level  | RHNA Allocation by Income Level | 2    |      |      |      |      |      |      |      |      |      |                                 | 3                                    | 4   |     |     |
|   |                                 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | Total Units to Date (all years) | Total Remaining RHNA by Income Level |     |     |     |
| Very Low  | Deed Restricted                 | 231  | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | -   | -   | 231 |
|   | Non-Deed Restricted             | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | -   | -   | -   |
| Low   | Deed Restricted                 | 118  | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | 37  | 122 | -   |
|   | Non-Deed Restricted             | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | 85                                   | -   | -   |     |
| Moderate  | Deed Restricted                 | 99   | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | -   | -   | 99  |
|   | Non-Deed Restricted             | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | -   | -   | -   |
| Above Moderate  |                                 | 321  | -    | 8    | 3    | 16   | 19   | 14   | 33   | 13   | 15   | 312                             | 5                                    | 438 | -   |     |
| Total RHNA  |                                 | 769  |      |      |      |      |      |      |      |      |      |                                 |                                      |     |     |     |
| Total Units   |                                 |      | -    | 8    | 3    | 16   | 19   | 14   | 33   | 13   | 15   | 397                             |                                      | 560 | 330 |     |
| Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1). |                                 |      |      |      |      |      |      |      |      |      |      |                                 |                                      |     |     |     |
|   | 5<br>Extremely low-income Need  | 2    |      |      |      |      |      |      |      |      |      |                                 | 6                                    | 7   |     |     |
|   |                                 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |      | Total Units to Date             | Total Units Remaining                |     |     |     |
| Extremely Low-Income Units*   |                                 | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -                               | -                                    | -   | -   | -   |

\*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.  
 Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).  
 Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.  
 Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

|  |  |                         |   |
|--|--|-------------------------|---|
| <b>Jurisdiction</b>  | Gridley  |                         |   |
| <b>Reporting Year</b>  | 2022   | (Jan. 1 - Dec. 31)      |   |
| <b>Table D</b>   |  |                         |   |
| <b>Program Implementation Status pursuant to GC Section 65583</b>  |  |                         |   |
| <b>Housing Programs Progress Report</b>  |  |                         |   |
| Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element. |  |                         |   |
| <b>1</b>   | <b>2</b>   | <b>3</b>                | <b>4</b>  |
| <b>Name of Program</b>   | <b>Objective</b>   | <b>Timeframe in H.E</b> | <b>Status of Program Implementation</b>   |
| HP 1.1: The City will maintain and enforce development standards and building standards that provide housing and safe neighborhoods for housing at all income levels.                          | Analyze other cities programs and what programs are in place for absentee owners. Provide information on the City website related to what a code violation is, what the community can do about nuisances, and what the abatement process is. Update and develop a database of code violations. | 2015-2016               | This is an on-going effort continued throughout the year. The City has established access on its website for information related to code enforcement and the process. Code enforcement is a collaboration between the city administration and police department; a database of complaint, compliance, and past violations has been created and updated annually.  |
| HP 1.2: The City will encourage the development and redevelopment of neighborhoods that include a variety of housing types and sizes.  | Develop community outreach to encourage better exterior energy and aesthetic maintenance and loan programs for roofing, painting, and window replacement. Outreach related to water conservation, better yard plantings, and improved curb appeal.   | 2015-2016               | Although the program was identified to be completed in 2015 - 2016, the City has a continuous program to use CDBG Program Income Funds to support rehabilitation of existing homes.   |
| HP 1.3: The City will encourage the maintenance of existing housing to prevent deterioration and promote dwelling lifespan.  | Provide financial assistance to 30 owner and renter lower income households, publicize the Housing Rehabilitation Program and publish an article to inform the public.   | Annually                | The City has continued interest to coordinate with the Housing Authority related to the first time homebuyers program and loans for repair and rehabilitation of property through its CDBG Program Income funds. The State put both programs in abeyance and it is not known when it will begin again. The city is creating a list of residents interested in the programs so when funds do become available, they can be readily expended. |

|  |  |                             |  |
|--|--|-----------------------------|--|
| <p><b>HP 2.1: The City will encourage infill development through reduced or delayed payment of impact fees, priority in entitlement review, or other methods.</b></p>  | <p>Provide data on the website depicting vacant sites that could be built upon. Provide data on the website related to building permits issued. Contact builders and agencies for site availability.</p>   | <p>Annually</p>             | <p>The City adopted a temporary reduction of development impact fees for residential infill and new housing construction. The two programs sunset and no reduction of development impact fees are in effect. There are reduced impact fees for second units.</p> |
| <p><b>HP 2.2: The City will encourage the construction of second units within existing a proposed residential lots.</b></p>  | <p>City staff will meet with developers informally or via telephone conferencing related to incentives for infill development and new housing opportunities. Staff will review programs developed in other cities of similar size that could be informative and provide innovative ideas that would stimulate development.</p> | <p>Biannually/Odd Years</p> | <p>City staff continues to support the construction of infill sites and second units. Programs offered by other cities is always being reviewed for ideas to use in the Gridley community.</p>   |
| <p><b>HP 2.3: The City will encourage compact development, the use of drainage swales for stormwater conveyance, multi-use public facilities, and lands, and other planning and design strategies to reduce the cost of infrastructure to serve new housing.</b></p> | <p>Encourage production of at least 10 second units in this housing element planning horizon. Encourage second units and revisit the Nexus Fee Study and Impact Fee update.</p>  | <p>2015-2016</p>            | <p>The City continues to actively work with developers and homeowners in the support of the construction of second units/adu's.</p>  |
| <p><b>HP 2.4: The City will encourage infill development in meeting the housing needs required by expanding populations.</b></p>   | <p>Facilitate production of three large rental units per year and continue outreach related to funding opportunities for residents and developers.</p>   | <p>2016-2017</p>            | <p>This program element was completed during the timeframe; however, the City continues to work towards finding opportunities to support this goal.</p>  |



|   |   |                 |  |
|---|---|-----------------|--|
| <p>HP 2.5: The infill and new growth housing incentives should be designed to achieve not only the City housing goals, but also economic, social, and environmental goals through programs identified in the General Plan.</p>  | <p>Meet with developers to encourage the development of infill sites, mixed use developments, and housing renovation opportunities.</p>   | <p>Annually</p> | <p>This is an on-going effort that continues to be a top priority.</p>   |
| <p>HP 2.6: The City will maintain adequate sites with appropriate zoning and development standards, access to public infrastructure and facilities needed to facilitate a variety of types of housing for the needs of all income levels and special needs groups, including rental housing, factory built, or manufactured</p> | <p>The City will ensure the sites identified for development to meet RHNA allocations are available. A mixture of income housing type within development will be supported.</p> | <p>Annually</p> | <p>This is an on-going effort that continues to be a top priority. In 2022, the city supported the annexation of lands to meet RHNA requirements. <b>This is ongoing through 2023.</b></p> |
| <p>HP 3.1: The City shall maintain a zoning ordinance, Municipal Code and development review process that is free of constraints for the development of housing to achieve the City's regional share of estimated future housing needs for all housing types and incomes.</p>   | <p>Ensure the Zoning Ordinance implements the General Plan.</p>   | <p>Annually</p> | <p>The City continues to evaluate the Zoning Code to meet the General Plan and housing goals.</p>  |

|   |   |                  |   |
|---|---|------------------|---|
| <p>HP 3.2: The City will review the Housing Element on an annual basis to determine the effectiveness in achieving its goals and objectives.</p>  | <p>Ensure the Housing Element is achieving its goals and objectives.</p>                      | <p>Annually</p>  | <p>The City continues to evaluate the progress of the Housing Element to implement its goals and policies.</p>  |
| <p>HP 3.3: The City will amend the Zoning Ordinance to allow emergency shelters in the PQP and M-1 zoned for year round use without the need for a conditional use permit or other discretionary action.</p>  | <p>Ensure the Zoning Ordinance amendment meets the requirements of the State legislation.</p> | <p>2015-2016</p> | <p>The City amended the Zoning Ordinance to allow emergency housing year round in accordance with state legislation.</p>                                |
| <p>HP 3.4: The City will amend the Zoning Ordinance to define and allow transitional and supportive housing in all residential zones, subject to the same development standards as would apply to a residential structure of the same housing type.</p> | <p>Facilitate the development of transitional and supportive housing.</p>                     | <p>2015-2016</p> | <p>The City amended the Zoning Ordinance to define locations where transitional and supportive housing can be located; <b>the code was amended.</b></p> |
| <p>HP 4.1: The City will promote the preservation of subsidized affordable housing developments.</p>  | <p>Preservation of affordable housing units.</p>  | <p>Annually</p>  | <p>This is an on-going effort.</p>  |
| <p>HP 4.2: The City will require replacement housing per state law within the housing rehabilitation projects for subsidized housing.</p>   | <p>Facilitate five new self help housing units within the City by 2014.</p>                   | <p>Annually</p>  | <p>This is an on-going effort.</p>  |

|  |   |  |   |
|--|---|--|---|
| <p><b>HP 4.3: Support housing needs of special groups such as senior, disabled persons, farmworkers, those in need of temporary shelter, single parent families, and large families.</b></p>               | <p><b>Support first time homebuyers.</b></p>  | <p><b>Annually</b></p>                         | <p><b>This is an on-going effort.</b></p> |
| <p><b>HP 4.4: Assist in the development of housing affordable to extremely low, very low, and low income households through financial and or technical assistanc to affordable housing developers.</b></p> | <p><b>Research funding mechanisms to increase affordable housing projects.</b></p>                          | <p><b>2016</b></p>                             | <p><b>This is an on-going effort.</b></p> |
| <p><b>HP 4.5: The City should proactively identify and apply for funding to expand affordable local housing opprotunities.</b></p>   | <p><b>Pursue at least one funding opportunity for affordable housing construction every other year.</b></p> | <p><b>Meet annually or as appropriate.</b></p> | <p><b>This is an on-going effort.</b></p> |
| <p><b>HP 5.1: Promote housing opportunities for all persons regardless of race, religion, sex, marital status, ancestry, national origin or color.</b></p>   | <p><b>Assist in the referral of fair housing matters.</b></p>   | <p><b>Ongoing</b></p>                          | <p><b>This is an on-going effort.</b></p> |

|  |  |                 |  |
|--|--|-----------------|--|
| <p>HP 5.2: The City will encourage universal design in new housing construction, as well as integration of accessibility features in existing housing structures. The City will promote awareness of accessibility requirements and opportunities for builders, developers, and residents.</p> | <p>Research a universal design ordinance for adoption by the City Council.</p>                         | <p>2015</p>     | <p>Planning researched the adoption of an ordinance; however, the model ordinances provide only recommendations for developers. The City works with developers to support universal design. 2023-<b>The City Council has determined there is no interest to pursue an ordinance to enforce Universal Design.</b></p> |
| <p>HP 6.1: In order to reduce long term household utility costs, the City will promote new housing construction and retrofits designed to consume less energy and produce and use renewable energy as well as consume less water.</p>  | <p>Ensure new development is designed to reduce ongoing building energy costs to future residents.</p> | <p>Annually</p> | <p>This is an on-going effort.</p>   |
| <p>HP 6.2: In order to reduce household transportation costs, the City will promote housing development in mixed use settings, near commercial and public services and in areas served by public transit.</p>  | <p>Ensure compliance with programs.</p>  | <p>Annually</p> | <p>This is an on-going effort.</p>   |



|                         |                            |
|-------------------------|----------------------------|
| <b>Jurisdiction</b>     | Gridley                    |
| <b>Reporting Period</b> | 2022<br>(Jan. 1 - Dec. 31) |

**NOTE: This table includes ALL surplus/estate properties.**

**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

For Butte County jurisdictions, please format the APN's as follows:

| <b>Table H</b>                      |                             |              |                 |
|-------------------------------------|-----------------------------|--------------|-----------------|
| <b>Locally Owned Surplus Sites</b>  |                             |              |                 |
| <b>Parcel Identifier</b>            |                             |              |                 |
| 1                                   | 2                           | 3            | 4               |
| APN                                 | Street Address/Intersection | Existing Use | Number of Units |
| Summary Row: Start Data Entry Below |                             |              |                 |
| 021-240-029-000                     | 1240 Independence Place     | Industrial   | 0               |
| 021-240-030-000                     | 1250 Independence Place     | Industrial   | 0               |
| 021-240-031-000                     | 1260 Independence Place     | Industrial   | 0               |
| 021-270-046-000                     | 1230 Independence Place     | Industrial   | 0               |
| 021-270-050-000                     | 1210 Independence Place     | Industrial   | 0               |

Table is meant to contain an inventory of surplus lands the reporting jurisdiction owns

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**SURPLUS LAND REPORT**  
**Inventory**

as follows: 999-999-999-999

Notes

| Designation         | Size                   | Notes   |
|---------------------|------------------------|---|
| 5                   | 6                      | 7   |
| Surplus Designation | Parcel Size (in acres) | Notes   |
| Surplus Land        | 2.76                   | The vacant M-2 heavy industrial land was advertised per the SLA and no interest to develop for housing. The city is currently in contract to sell the former RDA lands to industrial users. |
| Surplus Land        | 2.68                   | The vacant M-2 heavy industrial land was advertised per the SLA and no interest to develop for housing. The city is currently in contract to sell the former RDA lands to industrial users. |
| Surplus Land        | 2.79                   | The vacant M-2 heavy industrial land was advertised per the SLA and no interest to develop for housing. The city is currently in contract to sell the former RDA lands to industrial users. |
| Surplus Land        | 3.47                   | The vacant M-2 heavy industrial land was advertised per the SLA and no interest to develop for housing. The city is currently in contract to sell the former RDA lands to industrial users. |
| Surplus Land        | 3.16                   | The vacant M-2 heavy industrial land was advertised per the SLA and no interest to develop for housing. The city is currently in contract to sell the former RDA lands to industrial users. |





|                        |           |                         |
|------------------------|-----------|-------------------------|
| <b>Jurisdiction</b>    | Gridley   |                         |
| <b>Reporting Year</b>  | 2023      | (Jan. 1 - Dec. 31)      |
| <b>Planning Period</b> | 5th Cycle | 06/15/2014 - 06/15/2022 |

| <b>Building Permits Issued by Affordability Summary</b> |                     |                     |
|---|---------------------|---------------------|
| <b>Income Level</b>                                     |                     | <b>Current Year</b> |
| Very Low  | Deed Restricted     | 0                   |
|   | Non-Deed Restricted | 0                   |
| Low   | Deed Restricted     | 37                  |
|   | Non-Deed Restricted | 0                   |
| Moderate  | Deed Restricted     | 0                   |
|   | Non-Deed Restricted | 0                   |
| Above Moderate  |                     | 5                   |
| <b>Total Units</b>                                      |                     | <b>42</b>           |

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

| <b>Units by Structure Type</b> | <b>Entitled</b> | <b>Permitted</b> | <b>Completed</b> |
|--------------------------------|-----------------|------------------|------------------|
| SFA                            | 0               | 0                | 0                |
| SFD                            |                 |                  |                  |
| 2 to 4                         |                 |                  |                  |
| 5+                             | 42              | 42               | 42               |
| ADU                            | 0               | 0                | 0                |
| MH                             | 0               | 0                | 0                |
| <b>Total</b>                   | <b>42</b>       | <b>42</b>        | <b>42</b>        |

| <b>Housing Applications Summary</b>                    |    |
|--|----|
| Total Housing Applications Submitted:                  | 2  |
| Number of Proposed Units in All Applications Received: | 42 |
| Total Housing Units Approved:                          | 42 |
| Total Housing Units Disapproved:                       | 0  |

| <b>Use of SB 35 Streamlining Provisions</b>   |   |
|---|---|
| Number of Applications for Streamlining       | 0 |
| Number of Streamlining Applications Approved  | 0 |
| Total Developments Approved with Streamlining | 0 |
| Total Units Constructed with Streamlining     | 0 |

| <b>Units Constructed - SB 35 Streamlining Permits</b> |               |                  |              |
|---|---------------|------------------|--------------|
| <b>Income</b>   | <b>Rental</b> | <b>Ownership</b> | <b>Total</b> |
| Very Low  | 0             | 0                | 0            |
| Low   | 0             | 0                | 0            |
| Moderate  | 0             | 0                | 0            |
| Above Moderate  | 0             | 0                | 0            |
| <b>Total</b>  | <b>0</b>      | <b>0</b>         | <b>0</b>     |

Cells in grey contain auto-calculation formulas





PUBLIC FUNDS ADVISORY

# Customized Investment Portfolios

Prepared for City of Gridley, CA

PRESENTED BY:  
BEN SEHY  
DIRECTOR, ADVISORY SERVICES

AUGUST 5, 2024



MEEDER  
PUBLIC FUNDS

## Firm Overview

**1974** Founded in 1974. SEC Registered Investment Advisor serving public entities since 1990.



More than 400 public entity clients.



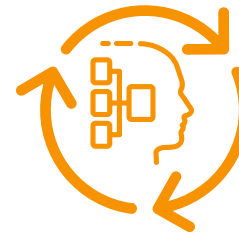
Customized solutions for states, counties, cities, schools, townships, libraries, higher education, and special districts.

**\$155B**

Over \$155 billion in public funds assets under advisement (12/31/23).



Seasoned Fixed Income Team specializes in working with public entities.



Focus on management of operating and project funds.

# Why Meeder?

1  
**EXPERIENCE**



2  
**HOLISTIC  
APPROACH**



3  
**TRUSTED  
ADVISOR**



**With you. For you.**



**M E E D E R**  
PUBLIC FUNDS

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# Review and Recommendations

ANALYSIS SPECIFIC TO YOU

# Investment Policy Implementation

## City of Gridley, CA Investment Policy

It is the Policy of the City of Gridley, to invest public funds in a manner that will provide in priority order, maximum security, adequate liquidity, and the City and conforming to California Government Code and regulations governing the investment of public funds.

### Purpose

This statement is intended to provide guidelines for the investment of public funds and outline the policies for maximum security and adequate liquidity.

The City's ultimate investment goal is to invest public funds in a manner that will provide in priority order, maximum security and adequate liquidity, and conforming to all state statutes governing the investment of public funds.

### Scope

The Investment Policy covers all City funds.

### Prudence

The standard of prudence to be used by the City in investing public funds shall be as outlined in California Government Code Section 53601.5 and shall be the overall portfolio.

The City's Finance Director will maintain and procedures intend to ensure that the investment of public funds is effectively communicated to all officials involved and reflect the intent of the "Prudent Investor" rule as set forth in California Government Code Section 53601.5 and the Finance Director.

### Objectives

The primary objectives, in order of priority, are:

- Safety.** It shall be the primary duty of the City's Finance Director to protect, preserve and maintain the City's funds to the best of the City's ability on behalf of the citizens of the City of Gridley, California Government Code Section 53601.5.
- Liquidity.** An adequate amount of liquid assets shall be maintained in order that cash requirements cannot be met and resale markets will be used to the extent possible to minimize sensitivity to market risk.

- Yield.** The investment pools and funds shall be managed to attain the maximum rate of return given the constraints of the safety guidelines and liquidity objectives as mentioned above.

### Delegation of Authority and Responsibilities:

In accordance with the State of California Government Code, the Finance Director shall have the authority to invest with the City's Finance Director.

Within the constraints set forth in the Policy, the Finance Director shall approve investment transactions for the City's investment pools and the Finance Director shall be responsible for the following:

- Developing projections of the City's cash requirements.
- Reviewing the liquidity position of the investment pools.
- Ensuring that the City's cash position is consistent with the Policy.
- Preparing appropriate investment reports.
- Developing, implementing, and monitoring controls for investment transactions.
- Record keeping for investment transactions.

**Investment Manager:** The City may engage the services of an investment manager to assist in managing the City's investment pool. Such advisers may be granted discretionary authority to invest in accordance with the Policy. Such advisers must be qualified and possess experience in public fund investment. Any investment manager selected by an external adviser must comply with the requirements of California Government Code Section 53601.5.

### Ethics and Conflicts of Interest

Officers and employees involved in the investment of public funds shall be held to the highest ethical standards and shall not be involved in any transaction that could conflict with the proper execution of the investment of public funds. Employees and investment managers shall be held to the highest ethical standards and shall not be involved in any transaction that could conflict with the proper execution of the investment of public funds. Employees and investment managers shall be held to the highest ethical standards and shall not be involved in any transaction that could conflict with the proper execution of the investment of public funds.

### Internal Controls

Internal controls shall be established and maintained to ensure the accuracy of financial reporting, the prevention of employee error, misrepresentation by third parties, or the loss of public funds.

Controls deemed most significant include segregation of duties, accounting and record keeping, custodial safekeeping, and reconciliation of investment accounts.

regarding securities losses and remedial action, control over wire transfers, minimizing the number of authorized investment officials, and documentation of transactions and strategies.

The Finance Director shall establish an annual independent review process by an external auditor. This review will provide internal control by assuring compliance with the Policy and this document.

### Permitted Investment Instruments are those listed below and as follows:

| Investment Type  | Maximum Maturity | Maximum % of the portfolio |
|--|------------------|----------------------------|
| Local Agency Bonds   | 5 years          | None                       |
| U.S. Treasury Obligations  | 5 years          | None                       |
| State Obligations - CA and Others  | 5 Years          | None                       |
| CA Local Agency Obligations  | 5 years          | None                       |
| US Agency Obligations  | 5 years          | None                       |
| Bankers' Acceptances   | 180 days         | 40%                        |
| Commercial Paper - Non-Pooled Funds (under \$100,000,000 of investments) | 270 days or less | 25%                        |
| Commercial Paper Pooled Funds  | 270 days or less | 40%                        |
| Negotiable Certificates of Deposit                                       | 5 years          | 30%                        |
| Non-Negotiable Certificates of Deposit                                   | 5 years          | None                       |
| Placement Service Deposits   | 5 years          | 50%                        |
| Repurchase Agreements  | 1 year           | None                       |
| Medium-Term Notes  | 5 years          | 30%                        |
| Mutual Funds and Money Market Mutual Funds                               | N/A              | 20%                        |
| Collateralized Bank Deposits   | 5 years          | None                       |
| Mortgage Pass-Through and Asset-Backed Securities                        | 5 years          | 20%                        |
| County Pool Investment Funds   | N/A              | None                       |
| Joint Powers Authority Pool  | N/A              | None                       |
| Local Agency Investment Fund   | N/A              | None                       |
| Voluntary Investment Program Fund  | N/A              | None                       |
| Supranational Obligations  | 5 years          | 30%                        |

No more than 5% of the total portfolio may be invested in securities of any one issuer, government, its agencies, and instrumentalities.

If the issuer's rating is reduced below the rating requirements mentioned in this document, the City shall, as soon as possible, report the rating reduction to the local government's governing body.

### Portfolio Management

Following the primary objective of capital preservation, investments shall be managed to take advantage of market opportunities. In doing so, negotiable securities may be sold before maturity to provide liquid funds as needed for cash flow purposes to enhance portfolio returns or to restructure maturities to increase yield and/or decrease risk.

### Purchases and Sales of Securities

All trades shall be executed with the objective of realizing the best bid or offer price available. The method used by the investment personnel and investment advisors shall be the one that will obtain the best execution price or value given the objective of the transaction.

### Performance Standards

The investment portfolio shall be designed to obtain a rate of return throughout budgetary and economic cycles commensurate with the investment risk constraints and the cash flow needs.

### Custody and Delivery Vs. Payment

**Delivery vs. Payment:** All Trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution before the release of funds.

**Custody:** Securities will be held by a third-party custodian selected by the City and evidenced by custodial reports. Securities will be registered in the name of Gridley, California.

### Reporting

The Finance Director or his/her designee shall maintain investment reports showing the current holdings and transactions of the portfolio.

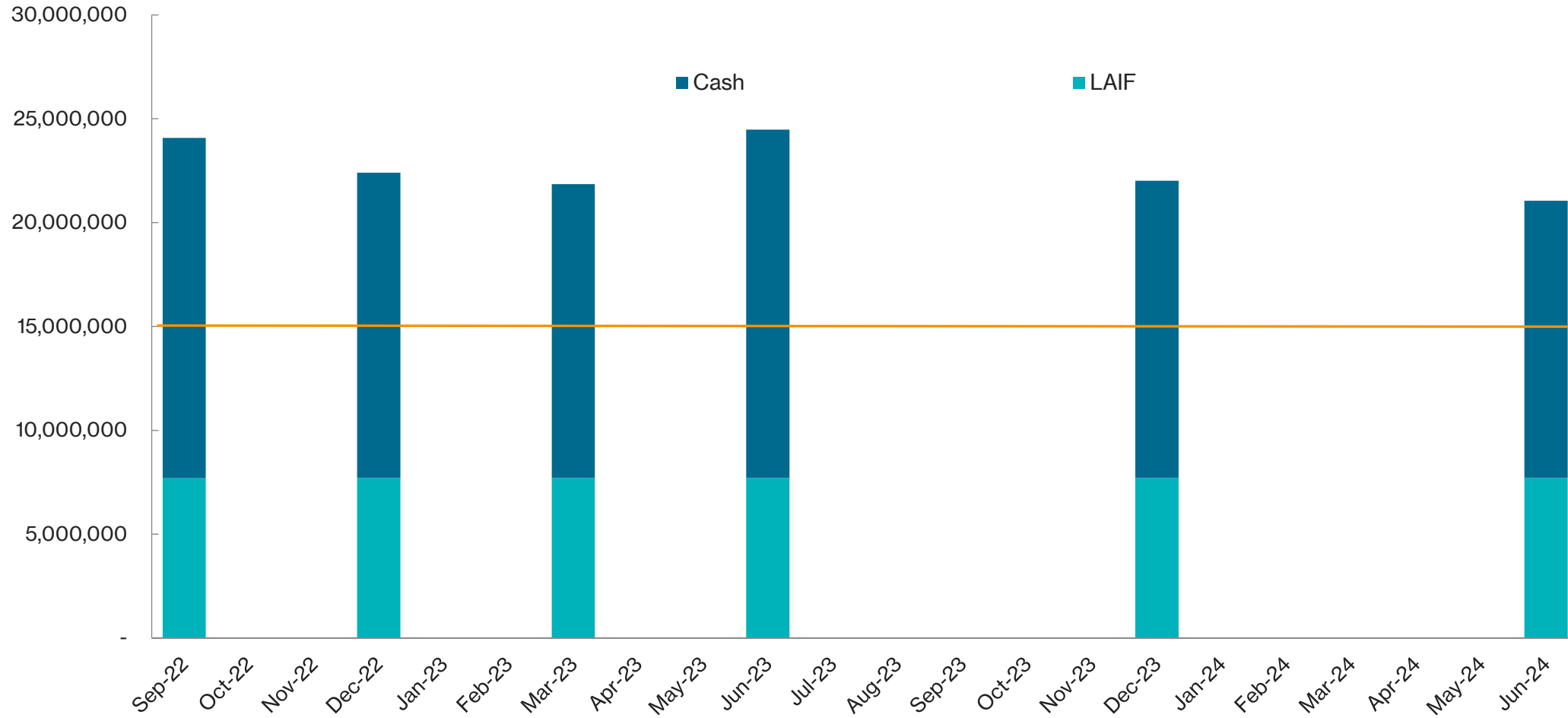
- Percentages of the portfolio represented by each investment category.
- An investment inventory including types and amounts of investments, issuing financial institutions, and maturities.
- A list of all investment transactions that occurred during the reporting month.
- Average maturity of the portfolio.
- Average total yield to maturity of the portfolio
- Current market value of investments
- Percent of portfolio invested by type of instrument.
- Written explanations for any variations to the Policy.

### Approval

The City's Council shall adopt the City's Investment Policy. The Policy shall be reviewed annually by the Finance Director, City Administrator, and external investment service provider.

# CASH FLOW ANALYSIS

## Historical Data





# Current Portfolio

City of Gridley, portfolio as of June 30, 2024

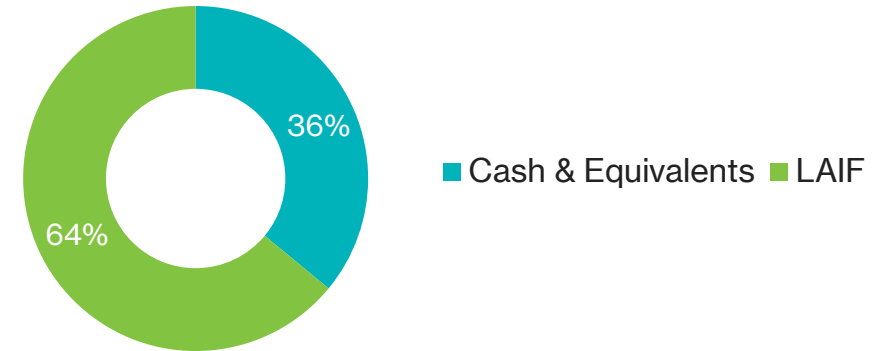
## Your Portfolio

|                        |                     |
|------------------------|---------------------|
| Cash                   | \$13,346,962        |
| LAIF                   | \$7,819,298         |
| <b>Total Portfolio</b> | <b>\$21,166,260</b> |

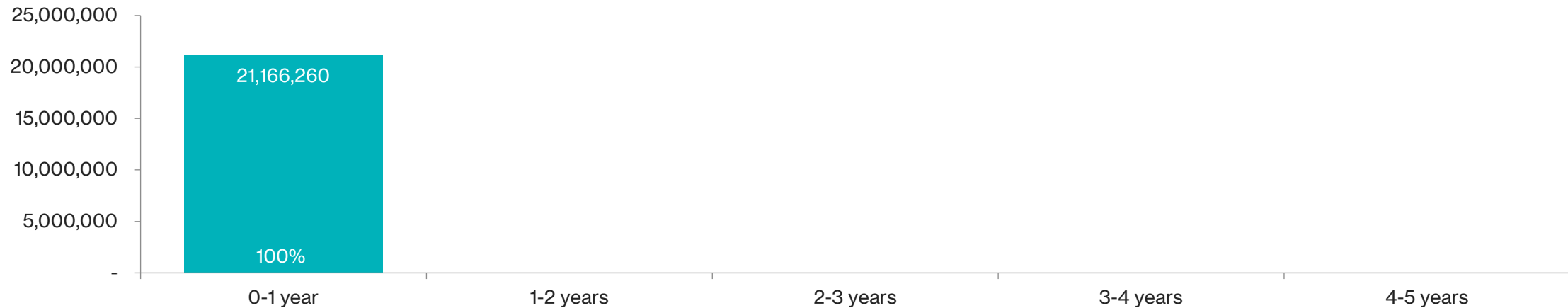
## Your Securities

Weighted Average Maturity 0.01 years

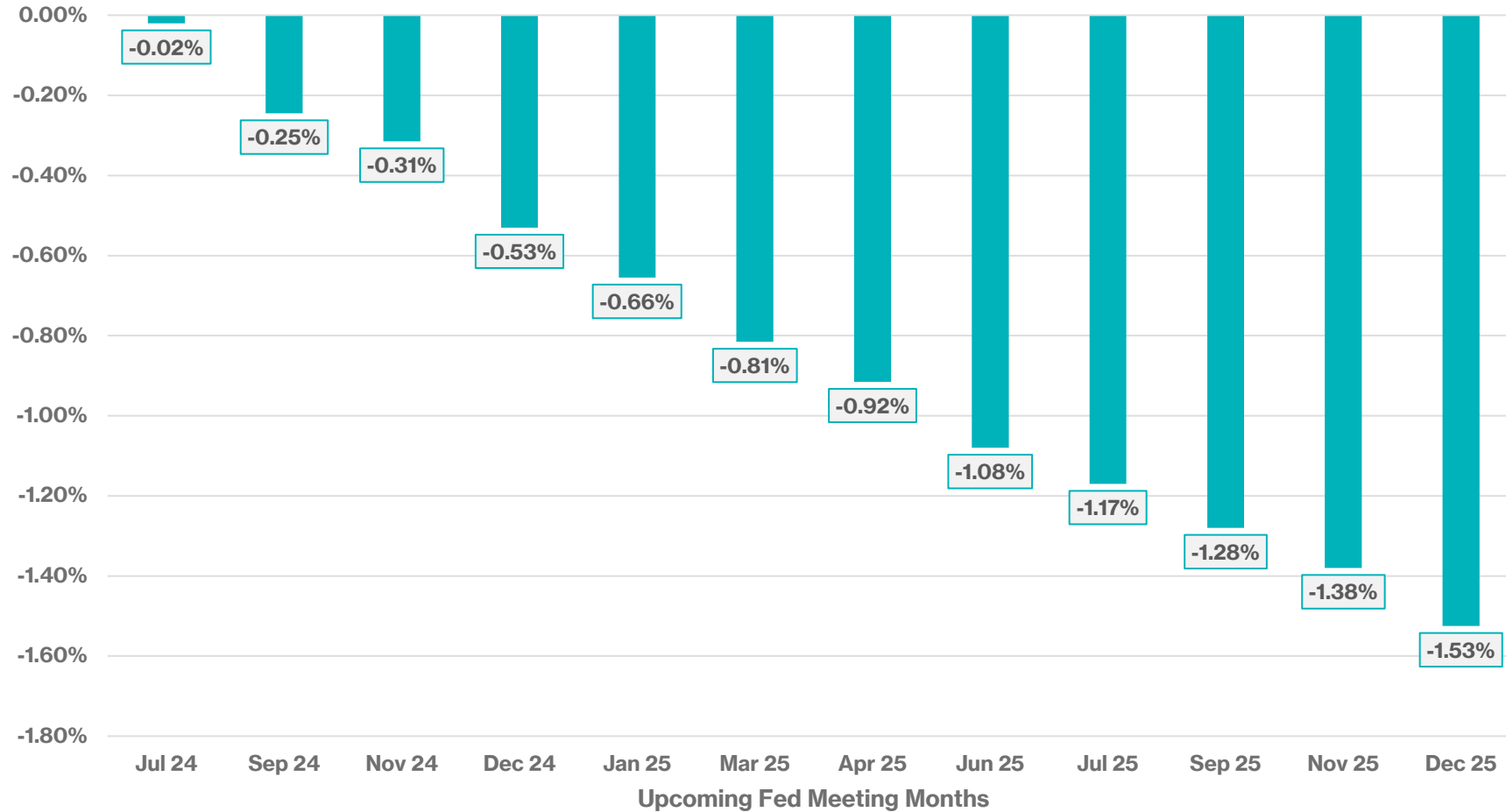
## Your Asset Allocation



## Your Maturity Distribution



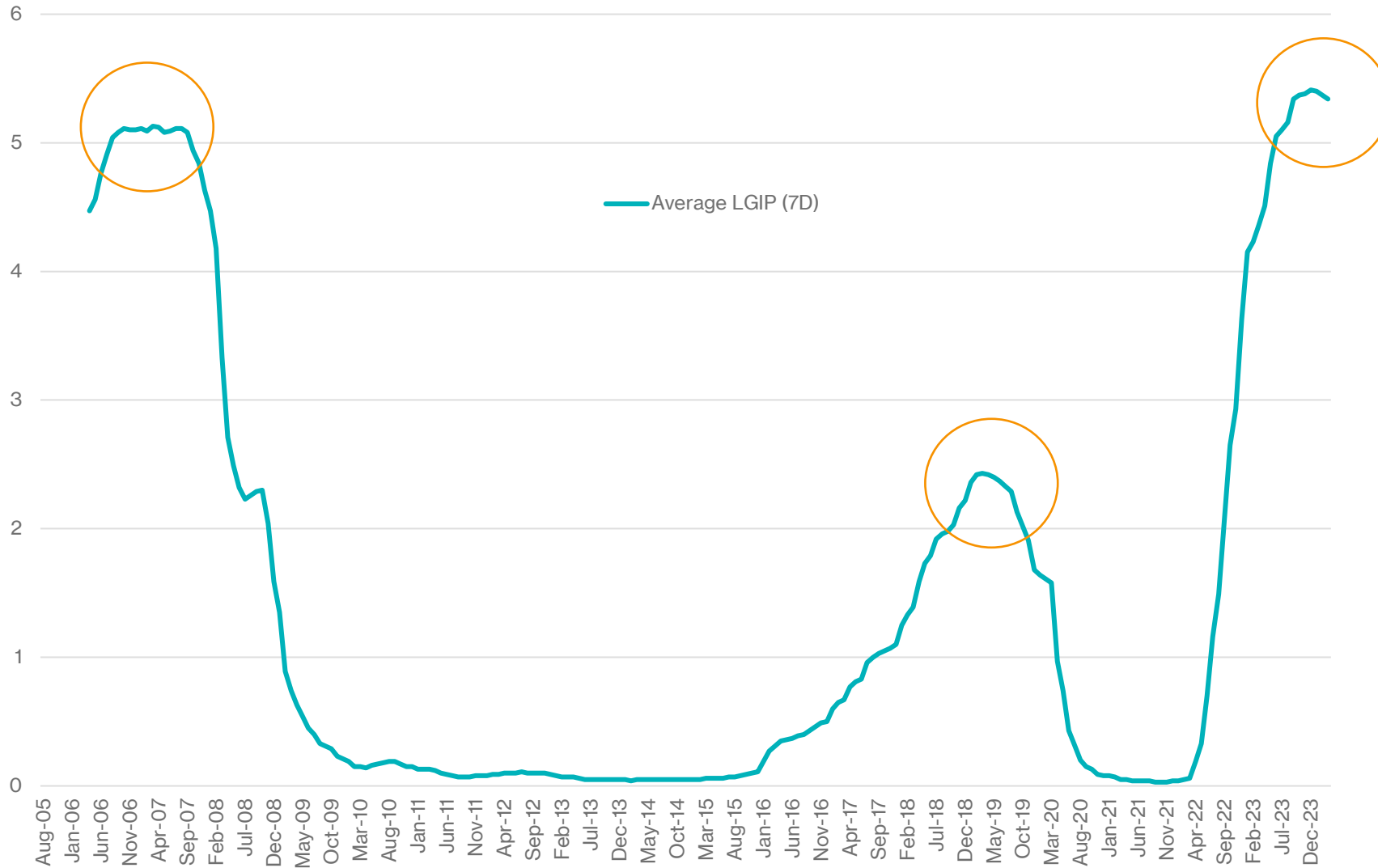
## Fed Funds Rate Declines Priced In Per Futures Market



- At the beginning of 2024, the Fed Funds futures market was pricing in 1.75% of rate cuts for the full year.
- Currently, the futures market is expecting about .50% of a decline in Fed Funds by the end of this year.
- The Fed Funds futures market is planning on the rate to be lower by about 1.50% at the end of 2025 from where it is currently.

SOURCE: BLOOMBERG AS OF 6/30/24

# Opportunity to Create Longer-Term Certainty



- Short-term interest rates topping out?
- Opportunity to lock in high interest rates for the long-term
- Creates budgetary certainty for the long-term

# Hypothetical Portfolio Illustration

## City of Gridley portfolio as of 07/22/2024

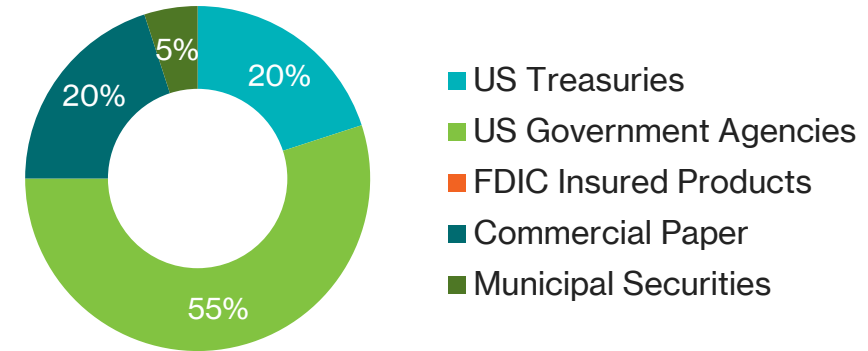
### Sample Portfolio

|                        |                     |
|------------------------|---------------------|
| JPA Fund               | \$6,166,260         |
| Securities             | \$15,000,000        |
| <b>Total Portfolio</b> | <b>\$21,166,260</b> |

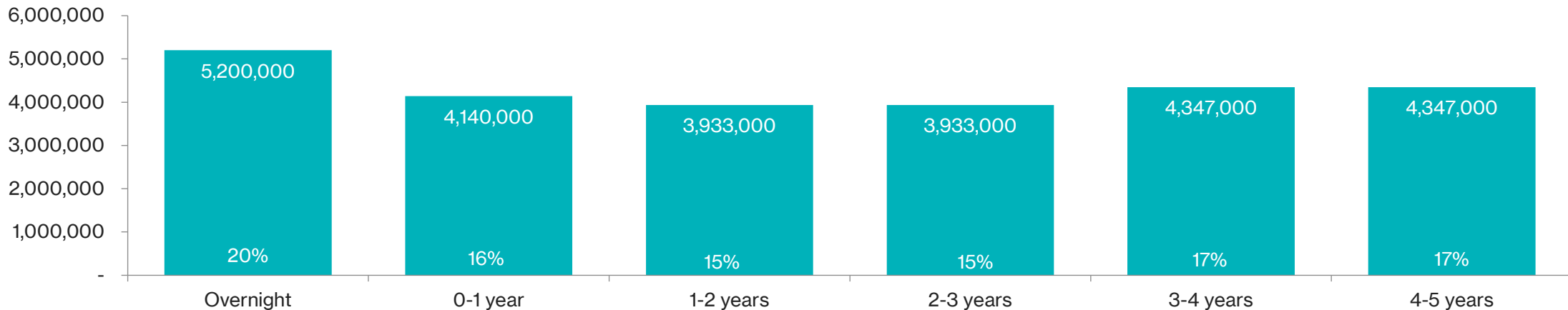
### Sample Securities

|                           |            |
|---------------------------|------------|
| Weighted Average Maturity | 1.84 years |
| Weighted Average Yield    | 4.79%      |
| Estimated Income          | \$997,913  |

### Sample Asset Allocation



### Sample Maturity Distribution



PORTFOLIO ILLUSTRATION IS HYPOTHETICAL IN NATURE, DOES NOT REFLECT ACTUAL INVESTMENT RESULTS, AND DOES NOT GUARANTEE FUTURE RETURNS.

THE PORTFOLIO ILLUSTRATION PROJECTS THE WEIGHTED AVERAGE YIELD OF A HYPOTHETICAL PORTFOLIO INVESTED ON THE DATE SHOWN AND ALLOCATED ACROSS THE INDICATED ASSET CLASSES AND MATURITIES. THE ILLUSTRATION UTILIZES APPROPRIATE INDEXES AND BENCHMARKS TO PROJECT THE AVERAGE WEIGHTED YIELD OF THE ILLUSTRATED PORTFOLIO. CLIENTS INVESTED CONSISTENTLY WITH THE PORTFOLIO MAY HAVE EXPERIENCED INVESTMENT RESULTS MATERIALLY DIFFERENT FROM THOSE PORTRAYED IN THE ILLUSTRATION. ACTUAL YIELD FOR ANY PORTFOLIO INVESTED IN ACCORDANCE WITH THE ILLUSTRATION WILL VARY FROM THE HYPOTHETICAL DATA SHOWN HERE. NET INCOME REPRESENTS GROSS PROJECTED INCOME REDUCED BY THE PROPOSED INVESTMENT ADVISORY FEE OF .10%.

# Fee Structure

| ASSETS UNDER MANAGEMENT      | INVESTMENT ADVISORY FEE |
|------------------------------|-------------------------|
| \$0 - \$25,000,000           | 0.10%                   |
| \$25,000,000 - \$50,000,000  | 0.08%                   |
| \$50,000,000 - \$100,000,000 | 0.06%                   |
| Over \$100,000,000           | 0.04%                   |

Fees subject to \$10,000 minimum per year.

For those clients who utilize Meeder’s Preferred Custodians, fees may be credited in an amount equal to the custodial fee up to a maximum annual credit of 0.01%.

The investment advisory fee shown above is inclusive of all fees associated with the management of this account and the services listed below.

- Includes:**
- ❖ Investment Policy Review
  - ❖ Cash Flow Analysis
  - ❖ Portfolio Management
  - ❖ Reconciliation
  - ❖ Reporting – Monthly, Quarterly, Annual
  - ❖ Best Execution
  - ❖ Compliance Monitoring
  - ❖ Credit Analysis
  - ❖ Online Portal
  - ❖ Meetings
  - ❖ Staff Training/Education

# Disclosures



## PAST PERFORMANCE IS NOT INDICATIVE OF FUTURE RESULTS.

Opinions and forecasts regarding markets, securities, products, portfolios or holdings are given as of the date provided and are subject to change at any time. No offer to sell, solicitation, or recommendation of any security or investment product is intended. Certain information and data has been supplied by unaffiliated third-parties as indicated. Although Meeder believes the information is reliable, it cannot warrant the accuracy, timeliness or suitability of the information or materials offered by third-parties.

Net interest income is illustrated net of investment advisory fees proposed for the assets under management. Fees are illustrated at the rate of 0.10% for the first \$25,000,000 under management, 0.08% for sums \$25,000,000 to \$50,000,000, 0.06% for sums \$50,000,000 to \$100,000,000, and 0.04% for sums over \$100,000,000. Investment advisory fees listed are inclusive of the custody fees.

Estimates and illustrations of expected yield for illustrated portfolios is hypothetical in nature, does not reflect actual investment results, and does not guarantee future returns. Hypothetical illustrations are offered to illustrate the yield expected from classes of securities and do not reflect actual securities available for investment. Estimates of current yield are generated from indexes and other information deemed by the adviser to provide a reliable estimate of the current yield available from investments in that asset class. Securities indices are unmanaged and investments cannot be made directly in an index. Yield assumptions were developed with the benefit of hindsight and the securities purchased for such an account may generate more or less than the illustrated yield.

Investment advisory services provided by Meeder Public Funds, Inc.

### **Meeder Public Funds**

6125 Memorial Drive  
Dublin, OH 43017

901 Mopac Expressway  
South, Building 1, Suite  
300, Austin, Texas 78746

120 North Washington  
Square, Suite 300,  
Lansing, Michigan, 48933

111 West Ocean Blvd., 4th  
Floor Long Beach, CA  
90802

222 Main Street, 5th  
Floor, Salt Lake City, UT  
84101

10655 Park Run Drive,  
Suite 120, Las Vegas, NV  
89144

**meederpublicfunds.com**  
**866.633.3371**



**MEEDER**

**PUBLIC FUNDS**

[MeederPublicFunds.com](http://MeederPublicFunds.com)





**City Council Agenda Item #11**  
Staff Report

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

**Date:** August 5, 2024

**To:** Mayor and City Council

**From:** Martin Pineda, Finance Director

**Subject:** Authorize contract with BMI systems group and Tyler Tech for Inventory Tracking Software in the amount of \$11,335

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**Recommendation**

Staff respectfully requests the City Council consider approval of the contract Inventory Software and Interface from Tyler Tech and BMI. BMI total is \$5,095.00 and Tyler’s total is \$6,240.

**Background**

Currently the Public Works and Electric department’s internal control of inventory consists of manually counting all items on the shelf. The inventory count is done once a year at fiscal year-end. One part of the audit process is to test inventory controls and a recommendation made by our auditors is to get inventory tracking software. The software will allow staff to print and scan barcodes for easier and more accurate count. We would go from counting inventory once a year to a quarterly count to ensure proper control.

Tyler Tech’s fee is the implementation and interface which will allow BMI software to work with Tyler Tech. BMI is the software that will be used for tracking all inventory via a scanner. BMI will also staff to print barcodes and run reports.

Tyler Tech fee is \$6,240 the first year for implementation, that amount will decrease to \$1,350 each year after that. BMI’s quote for the first year is \$4,305, however the quote is for one license only and I will be requesting a minimum of 3 (Public Works, Electric, and Finance). This will increase the BMI contract to \$5,095 for the first year and \$585 each year after that.

**Financial Impact**

This was not included in the FY 2024-2025 budget. Approval of this staff report and resolution will increase the budget by \$11,335.

**Attachment:**

Gridley24070301MB (BMI)

City of Gridley- Inventory Scanning Interface Quote (Tyler Tech)

Resolution 2024-R-029: Supplemental Appropriation



1900 W. Chandler Blvd, Suite 15-118 Chandler, AZ 85224  
 800-264-9949 #204 (480) 731-3127 #204, Fax (480) 731-3129

[www.bmisys.com](http://www.bmisys.com)

## Quotation

Date August 2, 2024

Quote # 24070301MB

Martin Pineda  
 City Of Gridley, CA  
 Phone - 530-846-5695

BMI Systems Group is pleased to submit this quotation to your organization. Please make your PO out to the address below if you wish to invest in the quoted products.

BMI Systems Group  
 P.O. Box 6280  
 Chandler, AZ. 85246-6280

| BMI ITEM#          | DESCRIPTION  | Qty | Unit Price | Ext             |
|--------------------|--|-----|------------|-----------------|
| <b>GBMIIFCUKIT</b> | Software – ERP Pro File Copy Utility Users’ License<br>Includes 1 year Software Support and upgrades, \$195.00/yr after the first year.<br>Note: (1) copy required per Desktop PC with Access to ERP Pro | 1   | \$395.00   | <b>\$395.00</b> |

### Mobile Scanning Devices Programmed for ERP Pro

|                          |  |   |           |                  |
|--------------------------|--|---|-----------|------------------|
| <b>GBMIRT112CIEPROKT</b> | <b>RT112 Mobile Scanning Device – CollectIT ERP Pro</b><br>Itemized Pricing for the Above MSD Kit: (OS-Android 13)<br>RT112 Android Mobile Scanning Device, 10.1” Gorilla Glass Touch Screen<br>Software – CollectIT Tyler ERP Pro - Mobile Scanning Device Users License<br>16 GB SD Memory Chip with program & settings - Backup<br>Service - Setup and configure mobile scanning device – BMI CollectIT<br>Yearly Support- Unlimited Phone Support and Software Upgrades CI MSD<br>Rotatable Hand Strap<br>Integrated 1/2D Barcode Imager<br>45W USBC Adaptor with US Power Cord<br>8800 MA Lithium-Ion Battery<br>15 months Parts & Labor Depot CA.<br><b>Note: Above Mobile Scanning Device Kit may require interface software<br/>Supplied by Tyler Technologies</b> | 1 | \$2755.00 | <b>\$2755.00</b> |
|--------------------------|--|---|-----------|------------------|

|                         |   |    |          |  |
|-------------------------|---|----|----------|--|
| <b>89 UNIRT112STRAP</b> | <b>RT112 Options</b><br>Shoulder Strap, RT112   | ea | \$68.00  |  |
| <b>99 UNIRT112WARR3</b> | Extended Warranty, Comprehensive, 3-year contract, RT112, battery & cable<br>3-year service contract for RT112, battery & cable | ea | \$238.00 |  |

|                     |  |   |          |                 |
|---------------------|--|---|----------|-----------------|
| <b>GBMIGRT700KT</b> | GoDEX RT-700i Thermal Transfer Barcode Printing System for BMI CollectIT<br>Serial/USB/Ethernet Interface, 203 dpi, 7ips, 16 MB Dram, 8 MB Flash,<br>Color LCD display, 32-bit Microprocessor, Calibration Button, Go Label Software<br>1 roll of 3” x 1” paper labels with 1 ribbon and 3 Year Parts & Labor Warranty | 1 | \$849.00 | <b>\$849.00</b> |
|---------------------|--|---|----------|-----------------|

TERMS NET 30 DAYS OAC  
 DELIVERY 3-4 Weeks ARO

COMMENTS **This quotation is valid for up to 30 days from the above date and DOES NOT INCLUDE SHIPPING, HANDLING, AND INSURANCE & applicable taxes. This document is also proprietary to your company and BMI and the information and pricing on this document is not to be discussed with any other parties!**

Michael Briggs  
 Account Representative, BMI SYSTEMS GROUP



**Sales Quotation For:**

City of Gridley  
 685 Kentucky St  
 Gridley CA 95948-2199  
 Pati Taverner  
 +1 (530) 846-5695  
 ptaverner@gridley.ca.us

Quoted BY            Brandon Swanson  
 Quote Expiration    12/17/24  
 Quote Name           ERP Pro 10- Inventory  
                                  Scanning Interface

| Tyler Annual Software – SaaS          |                 |
|---------------------------------------|-----------------|
| Description                           | Annual          |
| <b>ERP Pro</b>                        |                 |
| ERP Pro 10 Financial Management Suite |                 |
| Inventory Scanning Interface          | \$ 1,350        |
| <b>TOTAL:</b>                         | <b>\$ 1,350</b> |

| Services                              |             |                |
|---------------------------------------|-------------|----------------|
| Description                           | Hours/Units | Extended Price |
| ERP Pro 10 Financial Management Suite |             |                |
| Professional Services                 | 32          | \$ 4,640       |

| Services           |             |                 |
|--------------------|-------------|-----------------|
| Description        | Hours/Units | Extended Price  |
| Other Services     |             |                 |
| Project Management | 1           | \$ 250          |
| <b>TOTAL:</b>      |             | <b>\$ 4,890</b> |

| Summary               | One Time Fees   | Recurring Fees  |
|-----------------------|-----------------|-----------------|
| Total SaaS            |                 | \$ 1,350        |
| Total Tyler Services  | \$ 4,890        |                 |
| <b>Summary Total</b>  | <b>\$ 4,890</b> | <b>\$ 1,350</b> |
| <b>Contract Total</b> | <b>\$ 6,240</b> |                 |

## Comments

Work will be delivered remotely unless otherwise noted in this agreement.

Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.

SaaS is considered a term of one year unless otherwise indicated.

**Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:**

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

**Fees for services included in this sales quotation shall be invoiced as indicated below.**

- Implementation and other professional services fees shall be invoiced as delivered.
- Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_

**A RESOLUTION OF THE CITY OF GRIDLEY AUTHORIZING THE CONTRACT  
WITH TYLER TECH AND BMI SYSTEMS FOR INVENTORY TRACKING  
SOFTWARE**

WHEREAS, the City of Gridley has utilized Tyler Technologies Incode 10; and

WHEREAS, the City of Gridley desires to utilize BMI Systems for tracking of inventory at the Public Works and Electric Warehouse; and

NOW, THEREFORE, BE IT RESOLVED BY THE GRIDLEY CITY COUNCIL to approve the supplemental appropriation from the various General and Enterprise fund accounts for a total not to exceed \$12,000.

I HEREBY CERTIFY that the foregoing resolution was duly introduced and passed at a regular meeting of the City Council of the City of Gridley held on the 5<sup>th</sup> of August, 2024, by the following vote:

AYES: COUNCILMEMBERS \_\_\_\_\_

NOES: COUNCILMEMBERS \_\_\_\_\_

ABSTAIN: COUNCILMEMBERS \_\_\_\_\_

ABSENT: COUNCILMEMBERS \_\_\_\_\_

ATTEST:

APPROVE:

\_\_\_\_\_  
CITY CLERK, Elisa Arteaga

\_\_\_\_\_  
MAYOR, Michael W. Farr





**City Council Agenda Item #12**  
Staff Report

**Date:** August 5, 2024  
**To:** Mayor and City Council  
**From:** Elisa Arteaga, City Administrator  
**Subject:** Sister City Agreement

|          |           |
|----------|-----------|
| <b>X</b> | Regular   |
|          | Special   |
|          | Closed    |
|          | Emergency |

---

**Recommendation**

Staff respectfully requests the City Council consider and approve the following:

1. Adopt a resolution approving the Sister City Agreement with Comala, Colima, Mexico to promote friendship as cultural exchange.
2. Authorize the Mayor to sign Resolution No. 2024-R-030, A Resolution of the City Council of the City of Gridley Approving the Sister City Agreement Between the City of Gridley, California, United States of America and the City of Comala, Colima, Mexico”, by reading to title only.
3. Appoint a liaison that will foster the relationship between both cities and will assist in the coordination of visiting delegates and the cultural exchange events/programs and sponsorships.

**Background**

The concept of Sister Cities originated after World War II with the intention of fostering peace and mutual respect and understanding through cultural, educational, business, and technical exchanges. Previous administrative staff met and engaged in discussions with Comala delegation visiting Gridley. The Comala delegation had expressed a strong interest in establishing this relationship and had agreed to reciprocal visits and collaboration of cultural exchange based on a large population of Comala residents in Gridley which is also similar in population size and economic structure.

The benefits of the Sister City Relationship are the following:

- *Cultural Exchange:* Opportunities for cultural events, art exhibitions, and festivals that promote mutual understanding and appreciation.
- *Educational Opportunities:* Exchange programs for students and teachers to enhance educational experiences and global awareness.
- *Economic Development:* Potential for business and trade opportunities, fostering economic growth and collaboration.
- *Technical and Professional Exchange:* Sharing of best practices in areas such as city planning, environmental sustainability, and public safety.

The Sister City Agreement outlines the framework for cooperation and sets forth the areas of collaboration. Public outreach efforts will include community meetings, discussion with local cultural organizations and other parties that would be supportive of the exchange of

information. Council's appointment a liaison would be to assist in the communication, coordination and fostering the relationship between the two cities.

In conclusion, the agreement between the City of Gridley and the City of Comala will enhance cultural, educational, and economic ties, fostering mutual understanding and cooperation. It is recommended that City Council approve the resolution authorizing the Mayor to sign the Sister City Agreement, direct the City Administrator to coordinate future visits, exchange programs/events and/or appoint a liaison. Appointing a liaison for a sister city agreement typically involves selecting an individual who can effectively communicate, coordinate, and foster the relationship between the two cities and effectively bridge the gap between the two cities, ensuring productive and harmonious interactions.

### **Financial Impact**

The financial impact of the Sister City Agreement is expected to be minimal. Each city is expected to be responsible for its own costs associated with the agreement. City expenses related to delegation visits and cultural exchanges will be managed within the existing budget of the City Council. Efforts will be made to seek external funding or grants to support the activities under this agreement.

### **Attachment (2)**

1. Resolution No. 2024-R-030
2. Sister City Agreement

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY  
APPROVING THE SISTER CITY AGREEMENT BETWEEN THE  
CITY OF GRIDLEY, CALIFORNIA, UNITED STATES OF AMERICA  
AND THE CITY OF COMALA, COLIMA, MEXICO**

**WHEREAS**, the City of Gridley has residents of Comala, Colima and interest of engaging in Sister City relationships to promote international understanding, cultural exchange, and mutual respect; and

**WHEREAS**, the City of Gridley recognizes the benefits of establishing a Sister City relationship with the City of Comala, including opportunities for cultural, educational, economic, and technical exchanges; and

**WHEREAS**, representatives from the City of Gridley and the City of Comala have expressed a mutual interest in fostering a Sister City relationship and have collaboratively developed a Sister City Agreement; and

**WHEREAS**, the proposed Sister City Agreement outlines the framework for cooperation and sets forth the areas of collaboration between the two cities; and

**WHEREAS**, the City Council of the City of Gridley has reviewed the terms of the proposed Sister City Agreement and finds that it is in the best interest of the City to approve said agreement;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Gridley as follows:

***Approval of Agreement:*** The City Council hereby approves the Sister City Agreement between the City of Gridley and the City of Comala, attached hereto as Exhibit A and incorporated herein by reference.

**Authorization to Execute:** The City Council authorizes the Mayor to execute the Sister City Agreement on behalf of the City of Gridley.

**Implementation:** The City Administrator, or their designee, is directed to take all necessary actions to implement the terms of the Sister City Agreement and to coordinate activities and exchanges as outlined in the agreement.

**I HEREBY CERTIFY** that the foregoing resolution was introduced, passed and adopted by the City Council of the City of Gridley at a regular meeting held on the 5<sup>th</sup> day of August 2024, by the following vote:

AYES: COUNCILMEMBERS \_\_\_\_\_

NOES: COUNCILMEMBERS \_\_\_\_\_

ABSTAIN: COUNCILMEMBERS \_\_\_\_\_

ABSENT: COUNCILMEMBERS \_\_\_\_\_

APPROVED: MAYOR \_\_\_\_\_  
Michael W. Farr

ATTEST: CITY CLERK \_\_\_\_\_  
Elisa Arteaga

**SISTER CITY AGREEMENT**  
**BETWEEN**  
**GRIDLEY, CALIFORNIA, UNITED STATES OF AMERICA**  
**AND**  
**COMALA, COLIMA, MEXICO**

This Sister City Agreement ("Agreement") is made and entered into between Gridley, California, United States of America, represented by its local government, and Comala, Colima, Mexico, represented by its local government. The purpose of this Agreement is to promote friendship, cultural exchange, and economic cooperation between the two cities.

**Article 1: Objectives**

1.1 The objectives of this Agreement are as follows:

- a. To establish a long-term and meaningful relationship between Gridley and Comala based on mutual respect and understanding.
- b. To foster cultural, educational, and professional exchanges between the citizens, schools, and organizations of both cities.
- c. To encourage economic cooperation and trade between Gridley and Comala, promoting investment and business opportunities.
- d. To collaborate on projects and initiatives that address common challenges, such as environmental sustainability, tourism, and urban development.

**Article 2: Areas of Cooperation**

2.1 The areas of cooperation between Gridley and Comala shall include, but are not limited to:

- a. Cultural exchanges, including art exhibitions, music festivals, and cultural performances.
- b. Educational exchanges between schools and universities, including student and teacher exchange programs.
- c. Economic cooperation, such as business matchmaking events, trade missions, and sharing best practices in entrepreneurship.
- d. Environmental initiatives, including the exchange of knowledge and experiences in sustainable practices and environmental protection.
- e. Tourism promotion and collaboration to enhance tourism offerings and exchange information on tourism trends.

**Article 3: Responsibilities**

- 3.1 Both parties agree to appoint a liaison or coordinator responsible for overseeing the implementation of this Agreement and facilitating communication between the cities.
- 3.2 Gridley and Comala will collaborate and share relevant information regarding events, programs, and initiatives that align with the objectives of this Agreement.
- 3.3 Each city will encourage the participation of its citizens, organizations, and institutions in the activities and exchanges promoted under this Agreement.

#### **Article 4: Financial Arrangements**

4.1 Each city shall be responsible for its own financial costs associated with the implementation of this Agreement, including travel expenses, accommodation, and event costs.

4.2 Both cities may seek funding opportunities, grants, or sponsorships to support specific joint projects or exchanges.

#### **Article 5: Duration and Termination**

5.1 This Agreement shall commence on the date of signature by both parties and shall remain in effect for an initial term of five (5) years.

5.2 Upon expiration of the initial term, this Agreement may be automatically renewed for subsequent terms of five (5) years unless either party provides written notice of termination at least six (6) months prior to the expiration date.

5.3 Either party may terminate this Agreement with immediate effect if one party provides written notice of termination due to a material breach by the other party.

#### **Article 6: Amendment and Modification**

6.1 This Agreement may be amended or modified by mutual written consent of both parties.

6.2 Amendments or modifications to this Agreement shall be in writing and duly executed by authorized representatives of both parties.

**IN WITNESS WHEREOF**, the undersigned representatives, duly authorized by their respective governments, have signed this Sister City Agreement on behalf of Gridley, California, United States of America, and Comala, Colima, Mexico, on this 23<sup>rd</sup> day of August, 2024.

For Gridley, California, United States of America:

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Michael W. Farr, Mayor  
City of Gridley

For Comala, Colima, Mexico:

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Luis Medina, President of Volunteers Fire Fighter  
Comala, Colima, Mexico

**ACUERDO DE CIUDAD HERMANA**  
**ENTRE**  
**GRIDLEY, CALIFORNIA, ESTADOS UNIDOS DE AMÉRICA**  
**Y**  
**COMALA, COLIMA, MÉXICO**

Este Acuerdo de Ciudad Hermana ("Acuerdo") se celebra entre Gridley, California, Estados Unidos de América, representado por su gobierno local, y Comala, Colima, México, representado por su gobierno local. El propósito de este Acuerdo es promover la amistad, el intercambio cultural y la cooperación económica entre las dos ciudades.

**Artículo 1: Objetivos**

**1.1 Los objetivos de este Acuerdo son los siguientes:**

- a. Establecer una relación a largo plazo y significativa entre Gridley y Comala basada en el respeto y entendimiento mutuos.
- b. Fomentar intercambios culturales, educativos y profesionales entre los ciudadanos, escuelas y organizaciones de ambas ciudades.
- c. Incentivar la cooperación económica y el comercio entre Gridley y Comala, promoviendo la inversión y las oportunidades de negocio.
- d. Colaborar en proyectos e iniciativas que aborden desafíos comunes, como la sostenibilidad ambiental, el turismo y el desarrollo urbano.

**Artículo 2: Áreas de Cooperación**

**2.1 Las áreas de cooperación entre Gridley y Comala incluirán, pero no se limitarán a:**

- a. Intercambios culturales, incluyendo exposiciones de arte, festivales de música y presentaciones culturales.
- b. Intercambios educativos entre escuelas y universidades, incluyendo programas de intercambio de estudiantes y profesores.
- c. Cooperación económica, como eventos de emparejamiento empresarial, misiones comerciales y compartir mejores prácticas en emprendimiento.

d. Iniciativas ambientales, incluyendo el intercambio de conocimientos y experiencias en prácticas sostenibles y protección ambiental.

e. Promoción del turismo y colaboración para mejorar las ofertas turísticas y compartir información sobre tendencias turísticas.

### **Artículo 3: Responsabilidades**

3.1 Ambas partes acuerdan nombrar a un enlace o coordinador responsable de supervisar la implementación de este Acuerdo y facilitar la comunicación entre las ciudades.

3.2 Gridley y Comala colaborarán y compartirán información relevante sobre eventos, programas e iniciativas que se alineen con los objetivos de este Acuerdo.

3.3 Cada ciudad alentará la participación de sus ciudadanos, organizaciones e instituciones en las actividades e intercambios promovidos bajo este Acuerdo.

### **Artículo 4: Disposiciones Financieras**

4.1 Cada ciudad será responsable de sus propios costos financieros asociados con la implementación de este Acuerdo, incluyendo gastos de viaje, alojamiento y costos de eventos.

4.2 Ambas ciudades podrán buscar oportunidades de financiamiento, subvenciones o patrocinios para apoyar proyectos o intercambios conjuntos específicos.

### **Artículo 5: Duración y Terminación**

5.1 Este Acuerdo comenzará en la fecha de firma por ambas partes y permanecerá en vigor por un término inicial de cinco (5) años.

5.2 Al expirar el término inicial, este Acuerdo podrá renovarse automáticamente por términos sucesivos de cinco (5) años, a menos que alguna de las partes proporcione un aviso escrito de terminación al menos seis (6) meses antes de la fecha de expiración.

5.3 Cualquiera de las partes podrá terminar este Acuerdo con efecto inmediato si una de las partes proporciona un aviso escrito de terminación debido a un incumplimiento material por parte de la otra.



## **Artículo 6: Enmienda y Modificación**

6.1 Este Acuerdo podrá ser enmendado o modificado por consentimiento mutuo por escrito de ambas partes.

6.2 Las enmiendas o modificaciones a este Acuerdo deberán ser por escrito y debidamente ejecutadas por representantes autorizados de ambas partes.

**EN FE DE LO CUAL**, los representantes abajo firmantes, debidamente autorizados por sus respectivos gobiernos, han firmado este Acuerdo de Ciudad Hermana en nombre de Gridley, California, Estados Unidos de América, y Comala, Colima, México, en este 23 día de Agosto, 2024.

**Por Gridley, California, Estados Unidos de América:**

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Michael W. Farr, Alcalde

Ciudad de Gridley

**Por Comala, Colima, México:**

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Luis Medina, Presidente de Bomberos Voluntarios

Comala, Colima, México