

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

Monday September 16, 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 September 16<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/87971314503?pwd=7GObHw0y6evwnzP5O7Yu7Ew2NeOOhi.1>

Webinar ID: 879 7131 4503

Passcode: 920612

Or Telephone:

+1 669 444 9171 US

+1 346 248 7799 US

**CALL TO ORDER** - Mayor Farr

**ROLL CALL**

**PLEDGE OF ALLEGIANCE** – Councilmember Sanchez

**PROCLAMATION** – None

**INTRODUCTION OF NEW OR PROMOTED EMPLOYEES**

- **Talvinder Singh, Police Officer**
- **Abigail Chufar, Police Officer**

**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 Special Meeting Minutes Dated August 5<sup>th</sup>, August 12<sup>th</sup>, August 23<sup>rd</sup>, and City Council Regular Meeting Minutes Dated September 3<sup>rd</sup>, 2024

**ITEMS FOR CONSIDERATION**

- 2. City of Gridley Rural Recreation and Tourism Grant Sports Complex Phase 1 Project – Accepting Plans and Specifications for Project 24-02

*(Plans may be accessed through the link: [☐ 100% PSE Council Presentation](#))*

**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	10/7/2024
Travel Policy	10/7/2024
Energy Efficiency Contract Review	10/7/2024

**CLOSED SESSION**

- 3. Closed Session Discussion Public Employment: City Planner - Cal. Gov. Code Section 54597

**ADJOURNMENT** – adjourning to a regular meeting on September 16<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., September 13<sup>th</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 – Special City Council Meeting Minutes**

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

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### **CALL TO ORDER**

**Mayor Farr called the meeting to order at 5:00 pm.**

### **PROCLAMATION**

**Mayor Farr read the proclamation as a special recognition for City of Gridley Employee, Michael Clayton who rescued four children on July 5<sup>th</sup>, 2024, from a burning home.**

**The Council Chambers was filled with people expressing their gratitude for Clayton’s selflessness.**

**Mayor Farr expressed gratitude to Clayton.**

### **ADJOURNMENT**

**Major Farr adjourned to the regular meeting of August 5, 2024.**

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**Elisa Arteaga, City Clerk**



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

Monday, August 12, 2024; 5:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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## **CALL TO ORDER**

**Mayor Farr called the meeting to order at 5:00 pm.**

## **ROLL CALL**

Present: Farr, Calderon, Roberts, Sanchez  
Absent: Johnson  
Arriving after roll call: None

**CONSENT AGENDA - None**

**ITEMS FOR COUNCIL CONSIDERATION – None**

## **CLOSED SESSION**

1. Closed Session Meeting with Administrative Staff Pursuant to Government Code 54957.8 – Case Review and Planning

## **ROLL CALL**

**Motion: Roberts**

**Second: Calderon**

**Action: to approve Resolution No. 2024-R-031: A resolution of the City Council of the City of Gridley making the determination that Michael Gene Mitchell is incapacitated for performance of his duties and approving industrial disability retirement.**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

**ROLL CALL**

**Motion: Roberts**

**Second: Calderon**

**Action: authorize the City Administrator to prepare a letter and necessary determination supporting documentation to CalPERS**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed 4-0**

**ADJOURNMENT**

**Mayor Farr adjourned the closed session at 5:22 pm to the next regular meeting of August 19<sup>th</sup>, 2024.**

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**Elisa Arteaga, City Clerk**

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

Friday, August 23, 2024; 2:00 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 or order at 2:05 pm.**

## **ROLL CALL**

Present: Farr, Sanchez, Calderon  
Absent: Johnson, Roberts  
Arriving after roll call: None

## **PROCLAMATION**

Sister City Agreement between the City of Gridley, California, and Comala, Colima, Mexico

**Mayor Farr read the proclamation that solidified the sister city agreement between City of Gridley and Comala, Colima, Mexico. Councilmember Sanchez re-read the proclamation in Spanish. A framed proclamation was presented to the Municipal President of Comala.**

## **RECOGNITION AND SIGNING OF AGREEMENT**

**Mayor Farr and Municipal President of Comala Felipe de Jesus Michel Santana formally signed the agreement in both English and Spanish.**

**Vicente Fuentes, a Gridley resident originally from Comala, Colima, addressed the Council to express his gratitude for making Gridley a great place to call home and for providing opportunities to families who have migrated from Comala over the years.**

**The Gridley City Council, City staff and Comala representatives utilized this time to engage in meaningful conversations, fostering connections and sharing their gratitude with one another.**

## **ADJOURNMENT**

**Mayor Farr adjourned the meeting to the next regular scheduled meeting of September 3<sup>rd</sup>, 2024.**

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**Elisa Arteaga, City Clerk**





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

Tuesday September 3, 2024; 6:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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## **CALL TO ORDER**

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

## **ROLL CALL**

Present: Farr, Calderon, Roberts, Sanchez

Absent: Johnson

Arriving after roll call: None

Staff Present: Elisa Arteaga, City Administrator  
Todd Farr, Police Chief  
Tony Galyean, City Attorney  
Ross Pippitt, Utilities Director  
Martin Pineda, Finance Director  
Dave Harden, City Engineer  
Chip Fowler, Fire Chief

## **PLEDGE OF ALLEGIANCE**

**Mayor Farr led the Pledge of Allegiance.**

## **PROCLAMATION – None**

## **INTRODUCTION OF NEW OR PROMOTED EMPLOYEES**

**Finance Director, Martin Pineda reintroduced Miguel Chavez who was recently promoted to Senior Accounting Technician.**

## **COMMUNITY PARTICIPATION FORUM**

**Elizabeth Rose May, 398 Idaho St, addressed Council to share her concerns about the web page and express frustrations of the recent electric rate increase.**

## **CONSENT AGENDA**

1. City Council Regular Minutes Dated August 5<sup>th</sup>, 2024

2. Resolution 2024-R-032: A Resolution of the City of Gridley Approving the Application for Cal Recycle Local Assistance Grant Program Extension
3. Resolution 2024-R-033: A Resolution of the City of Gridley Establishing the FY 23/24 Appropriations Limit for the City of Gridley
- Resolution 2024-R-034: A Resolution of the City of Gridley Establishing the FY 24/25 Appropriations Limit for the City of Gridley
4. July 2024 Expenditure Report

**Prior to the motion, Councilmember Sanchez requested to pull item #2 from the consent agenda.**

**ROLL CALL**

**Motion: Roberts**

**Second: Sanchez**

**Action: to approve items number 1, 3 and 4 from the consent agenda.**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

**ITEMS FOR CONSIDERATION**

2. Resolution 2024-R-032: A Resolution of the City of Gridley Approving the Application for Cal Recycle Local Assistance Grant Program Extension

**City Administrator Arteaga explained that Cal Recycle has issued an extension for the grant program to give Cities an extended period of time to utilize the funds. Due the City's population, a waiver was received for SB 1383 implementation to begin in 2025.**

**ROLL CALL VOTE**

**Motion: Sanchez**

**Second: Roberts**

**Action: to approve Resolution 2024-R-032: A Resolution of the City of Gridley Approving the Application for CalRecycle Local Assistance Grant Program Extension**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

5. Request for Installation of Commemorative Clock for Gridley Rotary Club

Lynne Spencer, Gridley Rotary Club President, presented the request for placement of a commemorative clock at the corner of Hazel and Kentucky streets to celebrate the Gridley Rotary Club's 100<sup>th</sup> year in Gridley and honor the late Richard "Dick" Jones who was a 50-year member. Spencer introduced former Club President Margeret Hughes who explained the project to Council in more depth and explained that Gridley Rotary will begin fundraising efforts to purchase the clock. Rotary requested the City waive the fees for Gridley Electric's labor and materials to install. Spencer also informed Council that the ongoing maintenance will be the responsibility of the Gridley Rotary Club.

**ROLL CALL**

**Motion: Calderon**

**Second: Sanchez**

**Action: approve waiving labor and material costs for installation of Rotary Club Clock by Gridley Electric.**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

6. State Route 99 Waterline Relocation Project – Plans and Specifications and Awarding Project 24-01 – State Route 99 Waterline Relocation Project

City Engineer Dave Harden requested acceptance of the plans and specifications for the State Route Waterline Relocation Project and award the contract to R & R Horn who was the lowest responsible bidder. Bennett also requested Council allow for a 10% contingency for any unanticipated changes and contract orders. Harden explained that City staff will continue to work hand in hand with Caltrans and R & R Horn to ensure the project is being completed to City standards. Caltrans has requested the City be completed with the waterline relocation by March 1, 2024.

**ROLL CALL**

**Motion: Roberts**

**Second: Calderon**

**Action: approve Resolution No. 2024-R-035: a Resolution of the City Council of the City of Gridley accepting plans and specifications and awarding project 24-01 – State Routh 99 Waterline Relocation Project**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

7. RSG Amendment of Contract

Finance Director, Martin Pineda, requested approval of the RSG Contract Amendment that will expand their scope of work allowing RSG to assist with compensation agreements for the sale of industrial park lots.

**ROLL CALL**

**Motion: Roberts**

**Second: Sanchez**

**Action: approve the RSG contract amendment**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

8. Request to Award of Contract for Construction Inspections

City Administrator Arteaga requested to award contract to the following four firms: 4Leaf, UNICO, Gannet & Flemming, and Ghirardelli for on call construction inspections to assist the City with large private and capital improvement projects. Administrator Arteaga explained that the fiscal impact will be reflected in upcoming budget reviews, as each firm will work on a task-order bases.

Steve Stapley of SnS Construction spoke to Council to give his approval of the item and specifically to 4Leaf and Gannet & Fleming. Stapley then expressed his frustrations with the City's plan review process.

**ROLL CALL**

**Motion: Sanchez**

**Second: Roberts**

**Action: to approve the contracts with 4Leaf, UNICO, Gannet & Flemming, and Ghirardelli for on call construction inspections**

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

**Noes: None**

**Absent: Johnson**

**Abstain: None**

**Motion passed, 4-0**

**CITY STAFF AND COUNCIL COMMITTEE REPORTS**

Councilmember Calderon reported on his attendance at the Butte County Behavioral Health meeting and the BCAG meeting.

Councilmember Roberts reported on his attendance at the Chamber of Commerce meeting.

Councilmember Sanchez stated that she attended the monthly NCPA meeting.

#### CITY ADMINISTRATOR REPORTS

City Administrator Arteaga informed Council that she attended the Oroville-Thermalito Dams Functional Exercise meeting. Arteaga reported she has been meeting with NCPA representatives to ensure reporting is being done.

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

Procurement Policy	9/16/2024
Travel Policy	9/16/2024
Energy Efficiency Contract Review	9/16/2024
Sports Complex	9/16/2024

CLOSED SESSION - None

#### ADJOURNMENT

With no further items left to discuss, Mayor Farr adjourned to the next regular meeting of September 16, 2024.

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Elisa Arteaga, City Clerk



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

**Date:** September 17, 2024  
**To:** Mayor and City Council  
**From:** Elisa Arteaga, City Administrator  
**Subject:** City of Gridley Rural Recreation and Tourism Grant Sports Complex Phase 1 Project – Accepting Plans and Specifications for Project 24-02

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

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**Recommendation**

City staff respectfully requests the City Council accept the Plans and Specification for Project 24-02 – City of Gridley Rural Recreation and Tourism Grant Sports Complex Phase 1 Project and adopt **Resolution 2024-R-037**, “A Resolution of the City Council of the City of Gridley Accepting Plans, Specification, and Working Details for the Gridley Sports Complex Phase 1 Project”, by reading of title only.

The resolution authorizes the City Administrator to accept the plans and specifications to be advertise for a Request for Bids (RFB) to construct. Minor changes may be made to the plans and specifications prior to bid to ensure accuracy and consistency.

The project will be advertised for bid publicly and in accordance with the most recent California Public Contract Code and the City of Gridley’s Procurement Policies.

Once the bids have been received, the lowest, responsible bidder will be selected, and recommendation will be made to City Council for the award of the contract and final budget.

**Background**

In 2020, staff applied for a competitive grant using Prop 68 funding for the construction or revitalization of parks. Staff submitted the grant for the proposed Sports Complex Phase 1 to be located in the Industrial Park (formerly the Camp Fire Survivor FEMA Camp). The Sports Complex has been planned as part of Industrial Park from the original conceptual plans that lead to the purchase of the land through the Rural Redevelopment Act process. For this grant, Staff conducted Public Outreach via Zoom meetings, City Council meetings and posted hard copies at City Hall requesting resident’s input. After the Public Outreach was conducted City Staff analyzed the residents’ responses to determine a project that would fulfill the resident’s needs. Most residents responded that there is a lack of fields and open spaces (especially ones with lights) where kids can safely practice or play sports. Many residents were driving kids to neighboring cities for sports practices or using fields that were poorly maintained and causing injuries.

Upon completion of Public Outreach City Staff began the planning and conceptual design of the Gridley Sports Complex. The site for the project is approximately 17 acres, with space for much more than the grant budget could fund. The grant application and design would focus on Phase

1 as the grant had a maximum \$3 million dollar budget per project. The main components to be included were multi-use sports fields with lighting, restrooms, and a concession/restroom building.

On August 18, 2022, the City received a letter from the California Department of Parks and Recreation informing the City that they were selected for funding through the Proposition 68 Rural Recreation and Tourism Program (RRT). The City has been awarded a \$3,000,000 grant which will include the design and construction of Phase 1 of the Gridley Sports Complex. Phase 1 will include multi-use sports fields with lighting, shade trees, educational signage, restroom/concession stand, a safe changing space, benches and tables, and a drinking fountain with bottle refill station. To be eligible for reimbursement the items listed above must be installed and completed as part of this project.

The grant performance period is from July 1, 2022 to June 30, 2028. This means that the park must be constructed and open to the public for use by the end of the performance period to be eligible for reimbursement.

City Staff including the Recreation Department, Finance, City Administration, Public Works and the Planning Commission provided input and direction during the design process. Since the conceptual design and grant application of Phase 1 there have been many changes in the construction industry, with inflation being the largest. Due to rising costs of labor and materials during and after COVID the project is estimated to have a total cost above the \$3 million dollar grant funding. City Staff has presented to City Council during the design process for council and public input. City Staff worked to provide value engineering to try and lower costs and budget the project. This resulted in the project utilize existing water lines for irrigation, saving an estimated cost of \$61,000. City staff also looked into other vendors for the lighting and explored cooperative buying options through Sourcwell. City staff is currently working on updating the procurement policy to include the use of cooperative buying for components of the project such as the concession stand/bathrooms, benches and tables and bike racks, that can be installed at a later date. This will spread out the additional costs to the City across multiple fiscal year budgets and allow the City to better manage the project budget, however inflation may increase cost.

### Financial Impact

The current cost estimate for the project is as follows.

1. Budgeted Soft Costs Total	<u>\$549,000</u>
a. Grant Management	
b. Design and Project Management	
c. Construction Management	
2. Contracted Construction with 10% Contingency	\$3,547,000
3. City purchased and installed with Labor	<u>\$462,000</u>
Construction Total	\$4,009,000
<b>Estimated Project Budget</b>	<b>\$4,558,000</b>
<b><u>Less already billed</u></b>	<b><u>(\$151,187)</u></b>
<b>Estimated Remaining Balance</b>	<b>\$4,406,813</b>



A of the \$3,000,000 of grant money, \$2,451,000 of it is reserved for Construction Funding, with the remainder allocated for soft cost, such as grant management, project management, design, and construction management. The project will be funded through Sport Complex Fund (Fund #933) of CIP \$2,000,000 is budgeted for FY 25; and \$1,400,000 will be budget for FY26. City Staff is working find funds to for the cost the exceed the grant amount (~\$1,000,000) for future fiscal year budgets. Staff will update Council on periodically through budget reviews.

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

The City Council and City staff are committed to providing effective leadership while providing quality cost-effective local government services.

**Attachments –**

-Gridley Sports Complex Phase 1 -100% Design Plans and Specifications can be accessed through this link: [100% PSE Council Presentation](#)

-Resolution No: 2024-R-037



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY ACCEPTING PLANS, SPECIFICATIONS, AND WORKING DETAILS FOR THE GRIDLEY SPORTS COMPLEX PHASE 1 PROJECT**

**WHEREAS**, Project 24-02 – The Gridley Sports Complex Phase 1 Project (the “Project), funded by the State of California Prop 68 Rural Recreation and Tourism Grant Program, addresses the lack of park infrastructure within the City of Gridley (“City”) providing multi-use sports fields with lighting, shade trees, educational signage, restroom/concession stand, a safe changing space, benches and tables, and a drinking fountain; and

**WHEREAS**, the City has been engaged through public outreach with residents and City Staff since 2020; and

**WHEREAS**, on September 20, 2021, the City Council adopted Resolution Number 2021-R-032, approving the submittal of the Rural Recreation and Tourism Grant Program application and delegating the City Administrator as the authorized representative for the City.

**WHEREAS**, on August 18, 2022, the City received a letter from the California Department of Parks and Recreation selecting the City for funding through the Proposition 68 Rural Recreation and Tourism Program (RRT); and

**WHEREAS**, the City will receive \$3,000,000 in reimbursement from the Rural Recreation Tourism (RRT) Program, to reimburse the City for both design and construction costs for the Project (State Project #TX-04-002); and

**WHEREAS**, on January 17, 2023, City Council approved the Task Order agreement between the City and Bennett Engineering Services to provide grant and project management, design, bid documents, bidding assistance, construction management and close out for the Project, not to exceed \$490,000; and

**WHEREAS**, on September 18, 2023, staff presented the Project – 60% Design to council. Cost Estimates were higher than anticipated due to rising costs of materials and labor from inflation. The staff was directed by the City Council to Value Engineer the Project to reduce costs as much as possible while meeting the requirements of the funding agreement. Staff reported that the City will need to have a cost share component budgeted to complete construction requirements of the grant agreement.

**WHEREAS**, staff has worked to Value Engineer the Project to utilize existing water lines, incorporate City Staff labor where feasible, and use cooperative buying for components of the project that can be installed by the City Staff at a later dates to spread out the additional cost to the City across multiple fiscal year budgets; and

**WHEREAS**, the current the total cost of the Project, including construction, soft cost, City purchased and installed equipment, and contingency is estimated at \$4,558,000; and

**WHEREAS**, staff recommend the City Council adoption the plans, specifications, and working details, per California Public Contracting Code §22039, for the Gridley Sports Complex Phase 1 Project, and to approve the advertisement for public bidding for construction of the Project.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Gridley hereby adopts the plans, specifications, and working details for the Gridley Sports Complex Phase 1, and approves the project to be bid publicly in accordance with California Public Contract Code and the City of Gridley’s Procurement Policy.

**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 16<sup>th</sup> day of September 2024 by the following vote:

AYES: AGENCY MEMBERS \_\_\_\_\_

NOES: AGENCY MEMBERS \_\_\_\_\_

ABSTAIN: AGENCY MEMBERS \_\_\_\_\_

ABSENT: AGENCY MEMBERS \_\_\_\_\_

ATTEST: APPROVE:

\_\_\_\_\_  
Elisa Arteaga, City Clerk

\_\_\_\_\_  
Mike Farr, Mayor