

Gridley City Council – Regular Meeting Minutes

Tuesday, January 21, 2025; 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

Vice Mayor Johnson called the meeting to order at 6:00 pm.

ROLL CALL

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

Staff Present: Elisa Arteaga, City Administrator
Todd Farr, Police Chief
Anthony Galyean, City Attorney
Martin Pineda, Finance Director
Chip Fowler, Fire Chief
Ruth Moreno, Recording Clerk

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 no one was present to speak, was closed.

PUBLIC HEARING

1. Extension of Eagle Meadows: The Village, Tentative Subdivision Map

City Council to consider the approval of Resolution No. 2025-R-001: A Resolution Approving a Four-Year Extension of Eagle Meadows: The Village, Tentative Subdivision Map No. 2-19 (TSM 2-19) per Govt. Code §66452.6(e)(a).

Recommended Action(s):

a. Introduction of Public Hearing (by Mayor)

Vice Mayor Johnson introduced the agenda item for consideration of an extension to the Eagle Meadows: The Village Subdivision Map.

b. Presentation by Staff

City Administrator Elisa Arteaga presented the Public Hearing, recommending approval of a four-year extension through a resolution, as tentatively approved at the previous Council meeting. She confirmed that proper public notice had been published in the Gridley Herald and mailed to homeowners within a 300-foot radius, as well as to affected special districts.

c. Council Questions to Staff

Councilmember Sanchez emphasized the importance of an update at the three-year mark, despite the overall four-year extension.

d. Open Public Hearing

Vice Mayor Johnson opened the Public Hearing.

e. Close Public Hearing

With no public comments noted for the record Vice Mayor Johnson closed the public hearing.

f. Council Discussion

Councilmember Sanchez reiterated her previous comments with relation to receiving routine updates on the status.

g. Council Action: Approve Resolution 2025-R-001 allowing for the 4-year extension

ROLL CALL

Motion: Roberts

Second: Calderon

Action: to approve the four (4) year extension of Eagle Meadows: The Village Subdivision map

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None

Absent: Farr

Abstain: None

Motion passed, 4-0

CONSENT AGENDA

2. City Council Minutes

City Council review and approval of regular meeting minutes for the December 16, 2024, and special meeting held on December 18, 2024.

Recommended Action(s):

- a. Approve Council meeting minutes: December 16th and December 18th, 2024.

3. Expenditure Reports

City Council review of expenditure reports for November and December 2024.

Recommend Action(s):

- a. Accept the November and December 2024 expenditure reports

4. Appointment of NCCSIF Representative and Alternate Representative

Council to consider re-appointing Martin Pineda, Finance Director as the primary representative and appoint Patricia Taverner as the Alternate Representative. Additionally, Elisa Arteaga and Jodi Molinari serve in the risk management committee.

Recommended Action(s):

- a. Approve Resolution 2025-R-002: a Resolution of the City Council of the City of Gridley Appointing Representative and Alternate Representative for Northern California Cities Self Insurance Fund

5. Appointment of NCPA Representative and Alternate Representative

City Council to consider appointing Elisa Arteaga, Ross Pippitt and Michael Farr as representatives to NCPA Committees and Catalina Sanchez as the Alternate Representative to NCPA Commission and other various NCPA Committees

Recommended Action(s):

- a. Approve Resolution 2025-R-003: 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

ROLL CALL

Motion: Sanchez

Second: Roberts

Action: to approve the consent agenda as presented

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None
Absent: Farr
Abstain: None

Motion passed, 4-0

ITEMS FOR CONSIDERATION

6. Redevelopment Agency of the City of Gridley – Informational Update

City Administrator to give brief informational report on the recently attended 2025 Butte County Oversight Board meeting

Recommended Actions (s):

- a. Council to receive update – no action is necessary

City Administrator Arteaga informed the Council that city staff recently attended the Butte County Oversight Board meeting to present the Redevelopment Agency of the City of Gridley’s budget. This budget covers bond payments and staff time necessary for preparing compensation agreements related to the remaining lots at the Industrial Park. These agreements will be utilized should the City of Gridley decide to sell any of the lots it intends to retain, ensuring a fair distribution formula for the applicable taxing agencies. The budget was unanimously approved by the Oversight Board.

The item was informational only, no voting was necessary.

7. Deputy City Clerk Job Description

Council to consider the approval of the attached job description and salary range for the new classification of Deputy City Clerk

Recommended Action(s), City Staff respectfully requests the following:

- a. Establishment of a Deputy City Clerk position to provide essential administrative, technical, and operational support for the City of Gridley
- b. Council review and approve the Deputy City Clerk Job Description and Salary Range; and/or
- c. Direct City Administrator to make changes as necessary and add position to the Memorandum of Understanding for Management/Mid-Management/Confidential and Unrepresented Employees.

Administrator Arteaga presented the proposed job description with salary range and emphasized the significant need for a Deputy City Clerk. With the recent addition of a City Planner, Administrator Arteaga believes this position will provide essential support to both the City Administrator and the Principal Planner on complex projects while continuing to assist department managers and serve the public effectively. Administrator Arteaga proposed that the Deputy City Clerk position be designated as a mid-management role, separate from the union. The adoption of

this job description would result in the elimination of one Administrative Secretary position, replacing it with the Deputy City Clerk role. Looking ahead, Administrator Arteaga stated that the city would be best served by eventually converting the remaining Administrative Secretary position into a Planning Technician position.

ROLL CALL

Motion: Roberts

Second: Calderon

Action: to approve the establishment of a Deputy City Clerk position and salary range

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None

Absent: Farr

Abstain: None

Motion passed, 4-0

8. Authorization to Enter into a Contract for Grant Consulting

City Council to consider entering into an agreement for grant writing and management services with California Consulting

Recommended Action(s):

- a. Review and approve the agreement for services with California Consulting

City Administrator Arteaga recommended that the City Council authorize the City Administrator to enter into a services agreement with California Consulting to provide grant writing and administration services, as outlined in their proposal. She emphasized that grant writing is a highly specialized function requiring expertise in identifying funding opportunities, preparing detailed applications, and ensuring compliance with grant requirements. As part of their services, California Consulting will conduct an initial Needs Assessment to identify grant opportunities that align with the City's needs, which will require Council approval before any grant applications are initiated.

Councilmember Sanchez inquired whether Administrator Arteaga had a budgeted amount for grant writing services. Administrator Arteaga explained that following the Needs Assessment, the City would be presented with available grant opportunities along with an estimated cost for each grant preparation. She also noted that some grants include provisions for covering administrative expenses.

Councilmember Sanchez further asked if this agreement would impact the grant writing services currently provided by Bennett Engineering. City Engineer Harden clarified that he can continue to write grants as needed for water, sewer, and engineering projects and will collaborate with California Consulting by providing information as needed for their Needs Assessment.

ROLL CALL

Motion: Sanchez

Second: Roberts

Action: to approve the service agreement with California Consulting

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None

Absent: Farr

Abstain: None

Motion passed, 4-0

9. Temporary Construction Easement Agreement

Council Consideration of a temporary construction easement agreement with PGE&E for the use of parcel 7 at the Industrial Park as a staging area for PG&E's Gas Transmission Project beginning 2/1/25 – 4/30/25 with the option for PG&E to extend on a month-to-month basis for up to 3 months

Recommended Action(s):

- a. Review and approve the temporary construction easement agreement with PGE;
or
- b. Council to direct City Administrator to negotiate changes as needed with PGE representatives

The City Administrator requested approval of a Temporary Construction Easement (TCE) authorizing PG&E to use Lot 7 at the Industrial Park for staging purposes. The easement would allow PG&E to park vehicles, place construction trailers, and store materials and equipment in connection with its pipeline construction project. The initial term of the TCE is three months, beginning February 1, 2025, and ending April 30, 2025, with an option for PG&E to extend the lease for up to an additional three months.

City Engineer Harden provided an update on a minor modification to the discharge pipeline route. To avoid crossing private property, the pipeline will instead wrap around the detention pond before discharging into the pond and ultimately into the neighboring canal. Engineer Harden noted that PG&E has obtained the necessary permits from RD 2056 to proceed with this adjustment.

Kevin Muzikar, Environmental Field Specialist with PG&E, briefly addressed the Council to further explain the change described by Engineer Harden.

ROLL CALL

Motion: Roberts

Second: Calderon

Action: to approve the Temporary Construction Easement with PG&E for Lot 7 at the Industrial Park

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None

Absent: Farr

Abstain: None

Motion passed, 4-0

10. Award of Contract – Gridley Sports Complex Phase 1

City staff respectfully recommend that the City Council authorizes the City Administrator to execute a contract with Franklin Construction Inc.

Recommended Action(s), Council to accept staff report and provide direction on the following options:

- a. Council to approve the base bid with no alternative bids; or
- b. Council to approve the base bid with alternative bid #1; or
- c. Council to approve the base bid with alternative bid #2; or
- d. Council to approve the base bid with both alternative bids

City Engineer Dave Harden reported on the strong turnout of contractors submitting bids for the project. He noted that the lowest bid came in significantly lower than the engineer's estimate, which was within the mid-range of the submitted bid packages.

City Engineer Harden outlined two separate bid packages. The first package, part of the original scope, included parking deterrents and a post-and-cable fence to prevent vehicle access to the pond. The second package proposed the repaving of a bike path around the Industrial Park. Given that the alternative bids were also competitively priced, City Engineer Harden recommended awarding the contract, including both alternative bid packages, to Franklin Construction.

Councilmember Sanchez shared her concerns of the contract not being included in the agenda packet.

ROLL CALL

Motion: Roberts

Second: Calderon

Action: to award the contract to Franklin Construction to include both alternative bids

Ayes: Roberts, Johnson, Calderon

Noes: None

Absent: Farr

Abstain: Sanchez

Motion passed, 3-0-1

11. Wage Compensation Study Proposal

City Staff respectfully requests City Council to consider and approve the proposal for professional services to prepare a Wage Compensation Study.

Recommended Action(s):

- a. Approve the initiation of a wage compensation study for all city classifications contained in the three Memorandum of Understanding Agreements (GPOA, IBEW, MMUR); and
- b. Award the proposal to Bryce Consulting
- c. Authorize the City Administrator to oversee the study's completion and execute the agreements for professional services with prior review by the city attorney.

Administrator Arteaga presented the staff report and reminded the Council that this year will include negotiations with city staff, the International Brotherhood of Electrical Workers (IBEW), and the Gridley Police Officers Association (GPOA). She emphasized the importance of conducting a wage compensation study to assess the City's current salary structure and gain a comprehensive understanding of competitive wages.

Administrator Arteaga clarified that if the study indicates the need for higher wages, it will not result in automatic pay adjustments but will serve as a valuable tool during negotiations. The study will compare existing job classifications with those in surrounding jurisdictions

Councilmember Roberts expressed his understanding of the need for a wage compensation study, noting that it would help prevent situations like in 2007 when the GPOA received a 17% salary increase in order for the City to remain competitive with neighboring jurisdictions. Administrator Arteaga emphasized that a structured approach would allow for gradual adjustments, if necessary, enabling the City to budget and adapt accordingly to meet financial and staffing needs.

ROLL CALL

Motion: Calderon

Second: Sanchez

Action: to approve the award of contract to Bryce Consulting for the preparation of wage compensation study.

Ayes: Roberts, Johnson, Calderon, Sanchez

Noes: None

Absent: Farr

Abstain: None

Motion passed, 4-0

COUNCIL COMMITTEE REPORTS

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

Councilmember Calderon reported on his attendance at the Butte County Health Advisory Board meeting.

Vice Mayor Johnson reported on his attendance at the Butte County Mosquito and Vector Control District meeting.

CITY ADMINISTRATOR REPORTS

City Administrator Arteaga provided an update on her recent attendance at various meetings, including those with the Gridley Unified School District, BCAG, and California Housing and Community Development, as well as internal meetings. Administrator Arteaga informed Council that the Public Works Committee meeting will be held in February.

DEPARTMENT UPDATE REPORTS

Finance Director Martin Pineda provided a 2.5-month update on the City’s investments with Meeder Investments, reporting that they are performing well and exceeding initial expectations.

Fire Chief Chip Fowler provided a brief update on the fire department's community contributions and fire incidents for the month of December. He also reported on the Los Angeles fires, noting that Butte County had deployed approximately 100 firefighters, including the City of Gridley’s Battalion Chief, to assist with the response.

City Engineer Harden provided a brief update on the Highway 99 SHOPP project, noting that tie-in work is expected to begin within the next one to two weeks, progressing ahead of schedule.

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

Travel Policy	2/3/2025
Energy Efficiency Contract Review	2/3/2025
Capital Improvement Strategic Plan Study Session	2/3/2025
Wage Compensation Study	2/3/2025

CLOSED SESSION

- 12. Closed Session discussion with Legal Counsel - Existing Litigation – Pursuant to Government Code 54956.9(a) – “Michael Alvarez vs. City of Gridley, Butte County Superior Court Case No. 24SC03712

Council went into closed session at 7:18 and came out with no reportable action.

ADJOURNMENT

With no further items left to discuss, Vice Mayor Johnson adjourned to the next regular meeting on February 3, 2025.



Elisa Arteaga, City Clerk