

Gridley City Council – Regular City Council Meeting Agenda

Monday, October 16, 2017; 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 Hall

ROLL CALL - Recording Secretary

PLEDGE OF ALLEGIANCE - Councilmember Chris Williams

INVOCATION – Bishop Ben Counihan, Liberty 1st Ward, Church of Jesus Christ, Latter Day Saints

PROCLAMATIONS - None

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 – *Items 1 and 2 of the Consent Agenda and are considered routine and acted upon by one motion. Any Council member may request that an item be removed for separate consideration. The City Council may only make minor comments; otherwise the item should be removed from the Consent Agenda and placed as the first item(s) under “Items for Council Consideration”.*

1. City Services Update
2. City Council minutes dated October 2, 2017

PUBLIC HEARING

3. Public Hearing to Allow Comment on 2017 Potential Community Development Block Grant Application
 - a. Receive Staff Report
 - b. Open Public Hearing
 - c. Receive Public Comments
 - d. Close Public Hearing

OTHER ITEMS FOR COUNCIL CONSIDERATION - None

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.*

POTENTIAL FUTURE CITY COUNCIL ITEMS - (Appearing on the Agenda within 30-90 days):

Electric Rate Discussion	11/6/2017
CDBG First Time Homebuyers Grant Application	11/20/2017
Sewer Pond Improvements and Policies	12/4/2017
General Fund fee study work session	1/15/2018

CLOSED SESSION - None

ADJOURNMENT – adjourning to the next regularly scheduled meeting on November 6, 2017

NOTE 1: POSTING OF AGENDA- This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m., October 13, 2017, in accordance with Government Code Section 54954.2. This agenda along with all attachments is available for public viewing online at 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.

City Council Agenda Item #1
Staff Report

Date: October 16, 2017
To: Mayor and City Council
From: Paul Eckert, City Administrator
Subject: City Services Update

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

Recommendation

Staff respectfully requests the Mayor and City Council review and accept the attached City Services Update.

Background and Compliance with City Council Strategic Plan or Budget Goals

The attached Update is provided to the Mayor and City Council in keeping with the Council's commitment to ensure that all members of our community are fully informed of all City activities and initiatives. The Update is shared online at <http://www.gridley.ca.us/>. The Update is also shared timely with all City of Gridley coworkers.

Financial Impact

There are no financial impacts associated with this Agenda item. Council review and acceptance of the City Services Update is consistent with our ongoing efforts to transparently share all City financial and budgetary information.

Attachments:

City Services Update

City of Gridley

To: Mayor Hall and City Councilmembers

From: Paul Eckert, City Administrator

Subject: City Services Weekly Update

Date: October 1, 2017

Thank you for your leadership and dedication to the Gridley community!

This Weekly Update is intended to provide useful and timely updates to the Gridley Community, Visitors, our Elected Officials, and our City Coworkers. We regret if we have inadvertently omitted useful items from this report. As always, your input and guidance are appreciated. Please send any response to me directly and do not "copy all."

Finance

- The City Administrator, Finance Department, Information Technology, and Electric and Public Works Leadership are currently working to improve our Utility Billing Processes.
- The Finance Department is very active with financial year end closing; preparation for the annual audit and onsite work; development of a wide array of grant responsibilities; payroll and benefits issues; worker's compensation cases; and organization of all work areas and file systems.
- The Fiscal Year 2017/18 Operating Budget and Capital Improvements Plans can be found online at http://gridley.ca.us/public/uploads/pdfs/17-18_ADOPTED_BUDGET_DOCUMENT.pdf
- The City's transit vehicle use is described below. This service is in addition to the Butte County Transit System that serves Gridley and the region.

Month	Year	Passengers	Days of Service	Riders Per Day	Total Miles	Average of Daily Miles
January	2017	721	21	34	1152	55
February	2017	519	20	26	906	45
March	2017	764	23	33	703	31
April	2017	595	20	30	1472	73
May	2017	590	20	30	1322	66
June	2017	790	22	36	1409	64
July	2017	606	20	30	1154	58
August	2017	584	23	25	1221	53

Electric Utility

- Safety Training - Annual employee training was completed this week. Training topics included: Safe handling of chemicals and hazardous waste; Personal Protective Equipment (PPE); Material Safety Data Sheets (MSDS); Tags/labels; Record keeping; Emergency response instructions; Fire extinguishers; Safety shower and eye wash station; etc.

- Following up on the training, Crews went through and organized storage for oil rags and filters and trained on proper storage and location. Labels and record keeping on site location of oil material were updated.
- Substation - During an inspection Crewmembers discovered a malfunction on the T-1 Backup Substation's Transformer Load Tap Changer (LTC). The LTC drive motor would engage but the unit would not change the tap setting. Upon further inspection it was discovered a roll pin on a drive sprocket had sheered allowing the sprocket to spin on the drive shaft. Crewmembers were able to make the necessary repairs by draining the LTC unit and replacing the roll pin. During the repair it was also discovered the drive motor mounting bracket had bent. Crews were able to make temporary repairs to the bracket. A replacement LTC drive motor has been ordered.
- 12 KV Maintenance - During a routine switching procedure, Crewmembers discovered air switch #3059 was out of adjustment. The switch is used to bypass the Voltage Restorer (VR) located outside the Substation. Adjustment of the switch will be completed as time permits. Crews continued with the tree trimming around the 12KV primary lines in preparation for the winter months ahead.
- Substation and LR inspections - Substation and LR inspections were completed this week.
- After Hours Call Out - On call personnel were dispatched to Norman Street to restore power after customer was shut-off for non-payment.
- Meter Tests - Due to high August electric bill concerns, Crewmembers tested five electrical meters. All the meters tested "Good".
- City of Biggs - Crewmembers demonstrated how to "BOOT" an electrical meter to two Biggs Public Works employees. The demonstration included a recommendation to have the Biggs staff seek training if the intention was to have Public Works personnel perform the Booting of electrical meters.
- Biggs Mill - City of Biggs requested meter information be downloaded from the SunWest Milling meters.
- T-3 Substation - As part of the final inspection testing for the T-3 Substation project, Crewmembers, along with R&DB and Associates, performed an infrared test on all the bus connection on the new T-3 substation project. All connections and switches passed.
- Projects - The Crews will be planning the following upcoming projects:
 Holiday lighting for Downtown;
 Trimming trees around the 12,000-volt primary lines in Gridley and Biggs; Replacement of T-1 LTC drive motor; Replacement of the Substation distribution circuit breakers; Transfer of the T-1 Relays to the new relay room; Rear-easement pole replacements on Sage Street; LED street light replacement program; and Wiring the lights at the Biggs Little league parking lot.

Electrical Department Activity	Gridley	Biggs
Street Light Repairs	1	1
Nonpayment Shut-off/turn on	35	0
Underground Service Alerts (USA'S)	16	2
Sets & Outs	17	0
Service calls	0	2
Trim/Remove tree	0	0
Discrepancy Report Items	0	0
After Hours Call out's	1	0
Solar Read	0	0

Fire

- Department personnel attended the Safety Fair, conducted a presentation on Fire Extinguishers, and provided a "show and tell" of the apparatus.

- Employees continue safety and physical training and new employees are currently training to become Truck Operators.
- Fire Volunteers Wanted – If you know of anyone who may want to get involved and make a difference by helping neighbors and friends, please encourage them to become a Gridley Volunteer Firefighter! The City of Gridley is a combination Fire Department with full-time CAL FIRE Firefighters and Gridley area resident Volunteer Firefighters. Our Volunteers meet regularly for training. Training is conducted cooperatively with Butte County Fire and includes all basic firefighting skills: first aid, ladders, breathing apparatus use, hose streams, vehicle extrication, etc. This ongoing training is in addition to the initial basic operations training course. For more information about becoming a Gridley Volunteer Firefighter, go to www.joinbcfd.org and submit a Volunteer Firefighter Interest Form.
- Gridley Fire Emergency Responses for the past week are provided in the adjacent table.

Gridley Fire Responses	City	County
Medical Aids	4	3
Traffic Collisions	1	1
Structure Fires	1	2
Vegetation Fires	0	0
Vehicle Fires	0	0
Public Assist	0	1
Cover Assignments	0	3
Other	2	0
Technical Rescues	0	0

Police

- Animal Control personnel are encouraging our community canine owners to license their dogs. This provides a great record for any pet owner if they should lose their dog and enables Animal Control staff to find and return their pet.
- Animal Control continues to provide proactive patrol and compassion for lost/stray animals.
- Police personnel have been focusing enforcement on community property theft crimes. The goal is to deter local property theft activity.
- Police patrol was active in both communities of Gridley and Biggs. The Department served several local arrest warrants during the week.
- Notables - Department personnel have been enhancing the Department's Internet web page to provide forms for commonly used applications, licenses, permits and informational resources. This is an on-going effort to provide the communities we serve with useful information, resources and an efficient means to obtain City services.
- Police personnel attended POST Instructor's Course. This course instructs police officers on how to develop and instruct in-house police officer training that meets POST standards.
- Police patrol personnel have provided more foot patrol and have been active in Daddow Park and Vierra Park. The Police Department continues to encourage safe and responsible experiences while visiting our community parks.
- The Department has been focused on long-term inoperable and abandoned vehicles in both the City of Gridley and the City of Biggs. Some vehicles have been lawfully removed to ensure clean, safe streets for our communities.
- The Department continues in its goal to provide quality service in all aspects of public safety to the citizens we serve. The August 2017 statistics are provided below:

City of Gridley - Police Activity	August 2017	Year Total
Adult Arrests	71	480
Juvenile Arrests	1	13
Misdemeanor Arrests	63	419
Felony Arrests	9	67
Felony Crimes Reported	8	97
Misdemeanor Crimes	59	465

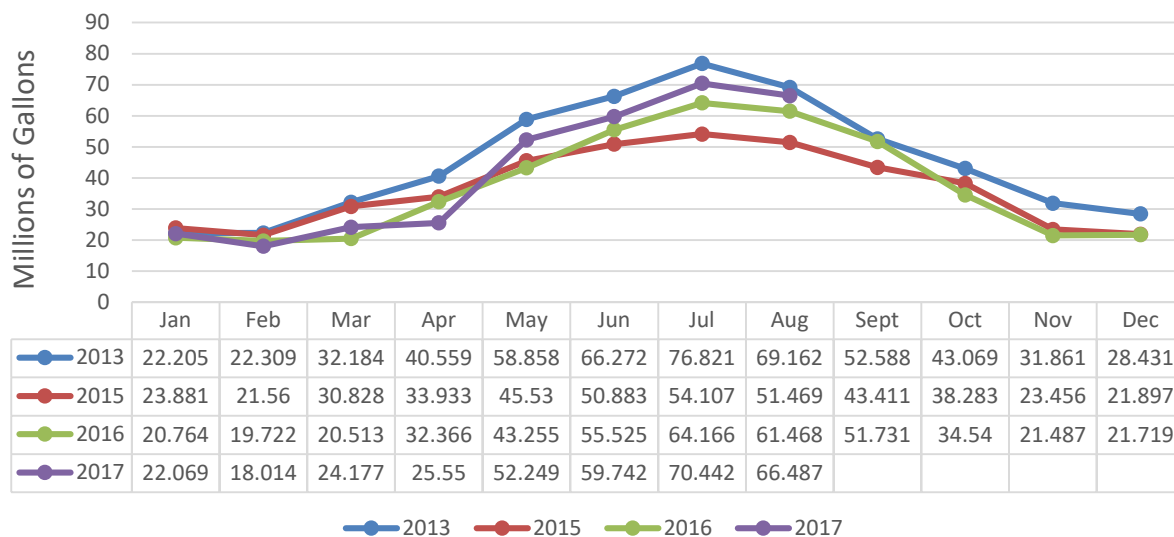
Total Police Incidents*	1,561	9,175
Battery	13	79
Burglary	7	51
Deceased Person	2	10
Vandalism	10	53
Stolen Vehicle	1	13
Robbery	0	2
Public Intoxication	6	40
Patrol Request	128	236
Medical Aid	15	260
Area Checks	248	1039
Pedestrian Checks	80	441
Disturbing the Peace	34	220
Total 911 Calls	303	2,274
Total Accidents	15	58
Name Exchanges	0	8
Total Traffic Citations	60	435
DUI Arrests	3	16
Traffic Stops	192	1,326
Extra Help Hours	227.50	2,063.25
RSVP Hours	20	144
<i>"Police Incidents" are those Police responses originating from telephone calls to the Dispatch Center, walk-ins at the Police lobby, Police Officer self-initiated activity and email or social media communications.</i>		

Public Works

The Public Works Department Leadership and Crewmembers are responsible for a broad array of important duties including: Water Distribution; Water Production; Sanitary Sewer Collection; the Wastewater Treatment Plant; Street and Sidewalk Maintenance; our Maintenance Districts; Parks Maintenance; City Building maintenance.

Production Well	Volume Pumped	Calc. Fl	Calc. Chlor
Eagle Meadows	25.041 M.G.	.72 mg/l	.2036 mg/l
Spruce	00.000 M.G.	.00 mg/l	.0000 mg/l
Wilson	00.000 M.G.	.00 mg/l	.0000 mg/l
Little Ave.	11.557 M.G.	.65 mg/l	.2169 mg/l
Liberty	18.277 M.G.	.68 mg/l	.2436 mg/l
Parkside	11.612 M.G.	.64 mg/l	.2635 mg/l
Monthly Water Production			
Total water pumped to system:			66.487 M.G.
Ave. chlorine residual in the system:			.18 mg/l
Ave. tested fluoride in the system:			.75 mg/l
Lab tested fluoride in the system:			.8 mg/l

Comparative Water Usages for 2013 - 2017



Past Month's Flow's at the Waste Water Treatment Plant

Total flow to the Plant was 40,020,000 gals.

Flow from Butte County Housing Authority was 877,800 gals.

Recreation

- Basketball registration will be open through November 3rd. The fee will be \$65. The Division has also begun working with parents in order to form a governing board with hopes that they will be able to take over the league by next season.
- Soccer is underway and going well. We have 26 teams playing this year. Eight in the 4/5 division, eight in the 6/7 division, six in the 8/9 division and four in the 10-12 division totaling approximately 230 kids. All coaches are volunteers. Participation has been enthusiastic! All games are played at Sycamore Middle School and will continue through October 28th.
- The Division will be providing clean up support to the Chamber of Commerce Holiday Light Parade. The Division has also begun its Breakfast with Santa Programs. Flyers have been completed and emailed to area schools and will be post on our City website as well as on our Gridley Recreation Facebook site and the Gridley Chamber of Commerce web/FB sites.
- Checkout Recreation's Facebook page at <https://www.facebook.com/groups/120025737091/>
- The Recreation Community Center meeting rooms are available for rent on evenings and weekends. The rental fee is \$100 per room, with an additional refundable \$50 cleaning deposit.

City Council Formal Calendar

- The City Council will hold its next Regular City Council meeting on Monday, October 2nd at 6:00 pm at City Hall.
- The Butte County Board of Supervisors Agenda for the 9:00 am meeting on Tuesday, October 10th in Oroville can be accessed at the following link:
<http://www.buttecounty.net/boardofsupervisors/BoardMeetings.aspx>

Thank you for your ongoing support and guidance.

Respectfully,

PAUL

Gridley City Council - DRAFT City Council Meeting Minutes

Monday, October 2, 2017; 6:00 pm
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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CALL TO ORDER

Mayor Hall called the meeting to order at 6:00 p.m.

ROLL CALL

Councilmembers

Present: Hall, Davidson, Johnson, Borges
Absent: Williams
Arriving post roll call: None

Staff present:

Paul Eckert, City Administrator
Tony Galyean, City Attorney
Trin Campos, City Engineer
Donna Decker, Planning Consultant
Dean Price, Police Chief
Daryl Dye, Electric/Public Works Superintendent
Chris Haile, CAL Fire Division Chief

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Hall

INVOCATION

The invocation was provided by Councilmember Davidson

PROCLAMATIONS

- Domestic Violence Awareness Month, October 2017

Mayor Hall read the proclamation and presented it to Marsha Cohen and Ruth Piper of Catalyst Domestic Violence Services. Marsha spoke briefly thanking Council for the proclamation and outlining some of the events/services provided by Catalyst. Police Chief Dean Price thanked Marsha for her work and that of Catalyst in our community.

- Ryan Carlson Commendation

Police Chief Dean Price gave a summary of the events that led to tonight’s commendation of City employee, Ryan Carlson. Ryan’s family and Mr. Cooper and his family were introduced to the

gathering. All expressed appreciation to Ryan for his actions and possibly saving Mr. Cooper's life.

COMMUNITY PARTICIPATION FORUM

Diane Benson of 1995 Northern Pintail Court voiced her concern over a neighbor parking his work trailer and additional vehicles on the street near her home, making it difficult to back out of her driveway.

CONSENT AGENDA

1. City Services Update
2. City Council minutes dated September 18, 2017

Motion to approve the consent agenda by Councilmember Davidson, seconded by Vice Mayor Johnson

Motion passed, all in favor

PUBLIC HEARING

3. Second Reading and Adoption of Ordinance No. 830-2017: An ordinance to rezone approximately 1.98 acres from General Commercial (C-2) and Multiple Family Residential (R-3) to High Density Residential (HDR R-4) located on the east side of Highway 99. (024-260-079)

There was no discussion, question or comments from Council.

Motion to approve the second reading and adopt Ordinance 830-2017 by Vice Mayor Johnson, seconded by Councilman Borges

ROLL CALL VOTE

Ayes: Borges, Johnson, Hall, Davidson

Motion passed, 4-0

OTHER ITEMS FOR COUNCIL CONSIDERATION

4. Update on Oroville Spillway Project, by Randy Fessler, P.E., Project Manager, DWR Emergency Management

Randy Fessler gave a power point presentation reviewing the work that has been done at the Oroville Spillway Project. He answered questions from Council regarding timelines, the type and quality of work being done and future plans.

5. Resolution Amending the Fiscal Year 2017-18 Budget to Incorporate SB-1 Project List

City Engineer Trin Campos addressed Council, reviewing the staff report. He reminded Council that this is not an amendment to the budget dollars, it's just adding a project list to a currently budgeted item.

Motion to approve budget amendment (by means of Resolution No. 2017-R-029) by Vice Mayor Johnson, seconded by Councilmember Davidson

ROLL CALL VOTE

Ayes: Johnson, Davidson, Hall, Borges

Motion passed, 4-0

6. Approval of Agreement with California Department of Forestry and Fire Protection

There were no questions or comments from Council.

Motion to approve the agreement by Vice Mayor Johnson, seconded by Councilmember Borges.

ROLL CALL VOTE

Ayes: Johnson, Davidson, Borges, Hall

Motion passed, 4-0

CITY STAFF AND COUNCIL COMMITTEE REPORTS

None

POTENTIAL FUTURE CITY COUNCIL ITEMS

Electric Rate Discussion	10/16/2017
General Fund fee study work session	10/16/2017
Sewer Pond Improvements and Policies	10/16/2017

CLOSED SESSION

7. Conference with legal counsel to discuss existing litigation, Government Code 54956.9: Nathan Sharrock vs. City of Gridley, et al, Butte County Superior Court Case No 17CV00783

Council came out of closed session with no reportable action.

ADJOURNMENT

With no further items for discussion, Council adjourned at 7:40 p.m. to the next regularly scheduled meeting of October 16.

Paul Eckert, City Clerk

City Council Agenda Item #3
Staff Report

Date: October 16, 2017

To: Mayor and City Council

From: Paul Eckert, City Administrator

Subject: Public Hearing to Allow Comment on 2017 Potential Community Development Block Grant Application

X	Regular
	Special
	Closed
	Emergency

Recommendation

Hold a public hearing to allow the public a forum to comment on potential Community Development Block Grant application that may be developed and submitted in 2017.

Background

The City of Gridley is considering applying for Community Development Block Grant (CDBG) funds through the 2017 CDBG Notice of Funding Availability (NOFA) that was issued on September 1, 2017 by the State Department of Housing and Community Development (HCD). Eligible cities and counties may submit applications for 2017 CDBG NOFA allowing for two activities at a maximum of \$5,000,000. Eligible activities consist of Homeownership Assistance and Housing Rehabilitation programs, Public Facility and Public Improvements projects (including public improvements in support of new housing construction), Public Service programs, Planning and Technical Assistance studies, Economic Development Business Assistance and Microenterprise activities (The Economic Development “Over-the-Counter” (OTC) allocation requires a separate application with a maximum limit of \$3,000,000 per year) and Native American and Colonia’s activities.

Every CDBG-funded activity must meet one of the following three National Objectives: benefit to low- and moderate-income persons; prevention or elimination of slums or blight; or meeting urgent community development need.

Discussion

HCD requires jurisdictions to adequately allow for public participation and comments regarding such programs. Holding a public hearing is part of the mandatory process.