

Gridley City Council – Regular Meeting Minutes

Monday, November 3, 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

Mayor Farr called the meeting to order.

ROLL CALL

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

Staff Present:	Elisa Arteaga, City Administrator
	Todd Farr, Police Chief
	Landon Little, Deputy City Attorney
	Martin Pineda, Finance Director
	Chip Fowler, Fire Chief
	Christopher Smith, Principal Planner
	Jerry Cox, Public Works Director
	Carmen Santana, Deputy City Clerk

PLEDGE OF ALLEGIANCE

Vice Mayor Johnson led the Pledge of Allegiance.

PROCLAMATION

Mayor Farr read the Homeless Youth Awareness Month proclamation and presented the signed document to the Voices United Group.

INTRODUCTION OF NEW OR PROMOTED EMPLOYEES - None

COMMUNITY PARTICIPATION FORUM

The community forum was opened, and seeing as no one was present to speak, was closed.

CONSENT AGENDA

1. City Council Minutes

City Council review and approval of City Council meeting minutes.

Recommended Action(s):

- a. Approve regular Council meeting minutes dated: October 6th, and October 20th, 2025
- b. Approve special Council meeting minutes dated: October 20th, 2025

2. Ord Ranch Transfer Station

City Council to review the Property Transfer Agreement

Recommended Action(s):

- a. Approve the Property Transfer agreement and;
- b. Authorize the City Administrator to execute any necessary documents

ROLL CALL

Motion: Roberts

Second: Calderon

Action: approve consent agenda as presented

Ayes: Roberts, Farr, Johnson, Sanchez, Calderon

Noes: None

Absent: None

Abstain: None

Motion passed, 5-0

ITEMS FOR CONSIDERATION

3. Comprehensive Cost Allocation, Master Fee Study, and Nexus Study Request for Proposal

City Council to consider approval of the Request for Proposal (RFP) for professional consulting services to prepare a Comprehensive Cost Allocation Plan, Master Fee Study, and Nexus Study.

Recommended Action(s):

- a. Authorize staff to issue a Request for Proposals (RFP) for professional consulting services to prepare a Comprehensive Cost Allocation Plan, Master Fee Study, and Nexus Study; and
- b. Authorize the City Administrator and/or Finance Director, or designee, to make minor modifications to the RFP as necessary and to execute all related documents to facilitate the solicitation process.

Finance Director Martin Pineda requested authorization to issue a Request for Proposals (RFP) for professional consulting services to prepare a Comprehensive Cost Allocation Plan, a Master Fee Study, and a Nexus Study. He also requested authorization for the City Administrator and/or Finance Director, or their designee, to make minor modifications to the RFP as needed and to execute all documents necessary to facilitate the solicitation process.

He explained that the City has not had a comprehensive review of its user fees, cost-recovery levels, or cost-allocation methodologies. Conducting these studies will help determine whether the City is charging appropriate fees and identify potential opportunities for additional revenue. He further noted that the Nexus Study will evaluate the City's development impact fees to ensure they are aligned with the projects and purposes they are intended to support.

Vice Mayor Johnson emphasized the importance of ensuring that the studies reflect Gridley's unique demographics rather than relying solely on comparisons with other cities.

City Administrator Arteaga added that this project is included in the Capital Improvement Program.

Finance Director Pineda also noted that the RFP requests consultants to explain the formulas used to calculate fees so that City staff can apply them in the future to adjust fees as needed.

ROLL CALL

Motion: Sanchez

Second: Johnson

Action: to authorize staff to issue a Request for Proposals (RFP) for professional consulting services to prepare a Comprehensive Cost Allocation Plan, Master Fee Study, and Nexus Study. The action also authorizes the City Administrator and/or Finance Director, or their designee, to make minor modifications to the RFP as needed and to execute all related documents necessary to facilitate the solicitation process.

Ayes: Roberts, Farr, Johnson, Sanchez, Calderon

Noes: None

Absent: None

Abstain: None

Motion passed, 5-0

4. Housing Tools Services Agreement

City Council to consider authorizing the Housing Tools Services Agreement to Prepare and Submit for the 2025 Community Development Block Grant (CDBG) Notice of Funding Availability (NOFA)

Recommended Action(s):

- a. Approve the services agreement with Housing Tools

- b. Authorize the City Administrator to execute the contract with Housing Tools in an amount not to exceed \$20,000, contingent upon confirmation from HCD that the City qualifies as a candidate for the proposed grant.

City Administrator Elisa Arteaga requested Council approval of a professional services agreement with Housing Tools to prepare and submit the application for the 2025 CDBG NOFA, and to authorize the City Administrator to execute a contract with Housing Tools in an amount not to exceed \$20,000.

She explained that, if the City is awarded the grant, the funding would support infrastructure improvements related to a planned road extension that will provide access to the new Community Housing Improvement Program (CHIP) subdivision near Laurel and Randolph Streets. Depending on the amount awarded, the funds could also support additional future access to the Sports Complex area or any other eligible public improvement consistent with grant guidelines.

ROLL CALL

Motion: Roberts

Second: Calderon

Action: approval of a professional services agreement with Housing Tools to prepare and submit the application for the 2025 CDBG NOFA, and to authorize the City Administrator to execute a contract with Housing Tools

Ayes: Roberts, Farr, Johnson, Sanchez, Calderon

Noes: None

Absent: None

Abstain: None

Motion passed, 5-0

COUNCIL COMMITTEE REPORTS

Councilmember Calderon thanked our Fire and Police department for their recent help with the Day of the Dead celebration.

Mayor Farr reported that there will be a Veteran's Day Celebration on November 11th at Gridley Veterans Memorial Hall.

Councilmember Roberts stated there is a Veteran's Memorial fundraiser put on by the Gridley Museum on Saturday, November 8th at the Moose Lodge.

CITY ADMINISTRATOR REPORTS

City Administrator Elisa Arteaga stated that her and staff have been working on recruitment and ongoing training processes as well as finishing up the labor negotiations.

DEPARTMENT UPDATE REPORTS

Fire Chief Chip Fowler provided a report on the Fire Department's activities for the month of October.

Public Works Director Jerry Cox thanked all departments for their assistance with the annual Free Dump Day.

Finance Director Martin Pineda reported that audit preparations are underway and currently ahead of schedule. He also noted that the Finance Department is working on transferring funds into the investment portfolio. Additionally, he reported on behalf of the Recreation Department that the soccer season has concluded, and that *Breakfast with Santa* is tentatively scheduled for December 6th

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

Travel Policy	11/17/2025
Energy Efficiency Contract Review	11/17/2025
Records Retention RFP	11/17/2025
Randolph Lot Use Agreement – GUSD	11/17/2025

CLOSED SESSION –

5. Pursuant to Government Code 54957.6: Conference with Labor Negotiator, Elisa Arteaga, City Administrator, for discussion of progress of collective bargaining discussions with City Employee represented classes – IBEW, MMU, and GPOA

No reportable action.

ADJOURNMENT

With no further items left to discuss, Mayor Farr adjourned to the next regular meeting on November 17th, 2025.

Approve: 
Elisa Arteaga, City Clerk

