

# Gridley City Council – Regular Meeting Agenda

Monday, March 20, 2023; 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 March 20<sup>th</sup>, 2023, 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/89178302857?pwd=NTdFUGkwbVBRRUo1TWY4K0lHMUI0QT09>

Passcode: 709761

Webinar ID: 891 7830 2857

**CALL TO ORDER** - Mayor Farr

**ROLL CALL**

**PLEDGE OF ALLEGIANCE** – Councilmember Sanchez

**INVOCATION** – None

**PROCLAMATION** – None

**INTRODUCTION OF NEW OR PROMOTED EMPLOYEES** - 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**

1. City Council Minutes Dated March 6th, 2023
2. Ordinance 844-2023 Second Reading and Adoption by Title Only: An Ordinance to Pre-Zone Approximately 736-Acres Reflecting the Approved General Plan Land Uses within the Sphere of Influence Adopted by the 2030 General Plan Located in the Unincorporated Area of Butte County, Contiguous to the City Boundary

3. Ordinance 845-2023 Second Reading and adoption by Title Only: A Zoning Code Amendment to Title 17, Chapter 17.22, "R-1 Single-Family Residential District" of the Gridley Municipal Code (Citywide)
4. Resolution No. 2023-R-009: Approval of the Kiwi Vineyard Estates Final Map and Authorization Granted to the City Clerk to Accept Offers of Dedication on Behalf of the City of Gridley

**ITEMS FOR CONSIDERATION**

5. Award of Contract for 57 East Gridley Road Fencing
6. Re-Investing of Four CDs Reaching Maturity into Another Federally Insured CDs
7. Consideration of Proposed Professional Services Agreement from Utility Financial Services (UFS) for development of an Update Electrical Services Maintenance Agreement between Gridley and Biggs

**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 30-90 days):*

SBFCA Development Fee	4/3/2023
Request for Proposal for Audit Services	4/17/2023
Finance Policies	4/17/2023
Broadband Feasibility Study Proposal	4/17/2023
General Plan, Sphere of Influence Amendment Contract Award	5/15/2023
Industrial Park Final Map	5/15/2023

**CLOSED SESSION** - None

**ADJOURNMENT** – adjourning to a Regular meeting on April 3<sup>rd</sup>, 2023.

**NOTE 1: POSTING OF AGENDA**- This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m., March 17<sup>th</sup>, 2023. 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, March 6, 2023; 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**

### **Councilmembers**

Present: Farr, Johnson, Calderon, Roberts, Sanchez

Absent: None

Arriving after roll call: None

Staff Present: Cliff Wagner, City Administrator  
Rodney Harr, Chief of Police  
Tony Galyean, City Attorney  
Donna Decker, City Planner  
Ross Pippitt, Public Works Director  
Elisa Arteaga, Finance Director  
Dave Harden, City Engineer

## **PLEDGE OF ALLEGIANCE**

**Vice Mayor Johnson led the Pledge of Allegiance.**

## **INVOCATION**

**Bishop Bob Bowling of the Church of Jesus Christ of Latter-day Saints provided the invocation.**

**PROCLAMATION – None**

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

**Finance Director, Elisa Arteaga, introduced the new recreation coordinator, Ashley Ayala, and the new business services supervisor, Pati Taverner. Arteaga expressed gratitude for both employees who were originally hired in the finance department.**

## **COMMUNITY PARTICIPATION FORUM**

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

## CONSENT AGENDA

1. City Council Minutes Dated February 21<sup>st</sup>, 2023

**Motion to approve consent agenda was made by Vice Mayor Johnson, seconded by Councilmember Roberts.**

### ROLL CALL VOTE

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

**Motion passed, 5-0**

## ITEMS FOR CONSIDERATION

2. Water Shortage Contingency Plan Draft

**City Engineer, Dave Harden, requested approval of the Task Order 16-607-102 for Bennett Engineering Services to draft a water shortage contingency plan for the City's water system to fulfill the requirements of SB 552.**

**Motion to approve the task order was made by Vice Mayor Johnson, seconded by Councilmember Sanchez.**

### ROLL CALL VOTE

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

**Motion passed, 5-0**

3. Ordinance 844-2023 First Reading by Title Only: An Ordinance to Pre-Zone Approximately 736-Acres Reflecting the Approved General Plan Land Uses within the Sphere of Influence Adopted by the 2030 General Plan Located in the Unincorporated Area of Butte County, Contiguous to the City Boundary

**City Planner, Donna Decker presented Ordinance 844-2023 to pre-zone land use designations of lands outside the City boundary to memorialize the previously adopted 2030 General Plan.**

**Motion to accept the first reading by title only was made by Vice Mayor Johnson, seconded by Councilmember Roberts.**

### ROLL CALL VOTE

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

**Motion passed, 5-0**

4. Ordinance 845-2023 First Reading by Title Only: A Zoning Code Amendment to Title 17, Chapter 17.22, "R-1 Single-Family Residential District" of the Gridley Municipal Code (Citywide)

**Decker presented Ordinance 845-2023 by first reading by title only amending the code related to density in the R-1 zoning district.**

**Motion to accept the first reading was made by Councilmember Sanchez, seconded by Vice Mayor Johnson.**

**ROLL CALL VOTE**

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

**Motion passed, 5-0**

5. Consideration of Councilmember Calderon's Request for Letter of Support for Northern Valley Catholic Social Services in Their Attempt to Renew Community Services in Gridley

**Councilmember Calderon presented the staff report outlining numerous of programs provided to City residents by the NVCSS. He requested that Council provide a letter of support to the NVCSS in hopes to renew their community services within the City.**

**Motion to approve the letter of support was made by Councilmember Calderon, seconded by Vice Mayor Johnson.**

**ROLL CALL VOTE**

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

**Motion passed, 5-0**

6. Consideration of Councilmember Sanchez's Request to Continue Remote Participation in Regular City Council Meetings, Study Sessions, and Planning Commission Meetings

**Councilmember Sanchez requested the continuation of remote participation via Zoom in Council and Planning Commission meetings after the requirement to provide this service has been lifted by the State.**

**After brief Council discussion, motion to approve was made by Councilmember Sanchez, seconded by Councilmember Calderon.**

**ROLL CALL VOTE**

**Ayes: Sanchez, Calderon**

**Noes: Farr, Johnson, Roberts**

**Motion failed, 2-3**

7. Amendment to Agreement Between City of Gridley and Habitat for Humanity for Consulting Services for Housing Rehabilitation and Homeownership Assistance

**Finance Director, Elisa Arteaga addressed Council requesting approval of the amended agreement with Habitat for Humanity extending the contract to April 2024.**

**Motion to approve amendment was made by Councilmember Roberts seconded by Councilmember Calderon.**

**ROLL CALL VOTE**

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

**Motion passed, 5-0**

8. Appointment of City Representative to County Library Ad Hoc Committee

**City Administrator Wagner informed Council that the Butte County Board of Supervisors requested the City appoint a representative to the Butte County Library Ad Hoc Committee to explore funding and structure options for the countywide library system.**

Councilmember Calderon volunteered to be appointed to the committee.

#### CITY STAFF AND COUNCIL COMMITTEE

Councilmember Calderon reported on his attendance at the Butte County Air Quality Management District meeting. He also informed Council that NVCSS will be sponsoring “All Children’s Day” on April 30<sup>th</sup> at Manuel Viera Park.

Vice Mayor Johnson reported on his attendance at LAFCO.

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

#### CITY ADMINISTRATOR REPORTS

City Administrator Wagner informed Council that the City of Biggs appointed Josh Cook as their new city administrator.

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

General Plan, Sphere of Influence Amendment Contract Award	3/20/2023
Industrial Park Final Map	3/20/2023
SBFCA Development Fee	4/3/2023
Request for Proposal for Audit Services	4/17/2023
Finance Policies	4/17/2023
Broadband Feasibility Study Proposal	4/17/2023

#### CLOSED SESSION

9. Closed session conference with legal counsel pursuant to Government Code 54956.95 – Liability Claim of Mr. Juan Gonzalez

Council went into closed session at 7:26 pm and came out at 7:34 pm with no reportable action.

#### ADJOURNMENT

With no further items left to discuss, Mayor Farr adjourned to the next regular meeting on March 20<sup>th</sup>, 2023.

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Cliff Wagner, City Administrator

**City Council Item #2**  
Staff Report

**Date:** March 20, 2023  
**To:** Mayor and Councilmembers  
**From:** Donna Decker, Planning Department

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

**Subject:** Second Reading and Adoption of Reading by Title Only of Ordinance 844-2023: An Ordinance to Pre-Zone Approximately 736-Acres Reflecting the Approved General Plan Land Uses Within the Sphere of Influence Adopted by the 2030 General Plan Located In the Unincorporated Area of Butte County, Contiguous to the City Boundary

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**Recommendation**

Staff respectfully recommends the City Council:

1. Adopt Ordinance 844-2023, by reading of title only.

**Summary**

On February 6, 2023, the City Council passed Resolution No. 2023-R-005 amending the General Plan revising the various residential land use designations to simply “Residential ” to ensure consistency and compliance between the General Plan land uses and the zoning districts. On February 22, 2023, the Planning Commission reviewed and considered the proposed pre-zone recommending approval of Ordinance 844-2023 memorializing the General Plan land uses.

**Discussion**

In 2010, the City Council adopted its 2030 General Plan approving land uses in the new growth area. In order to maintain the intent of the adopted General Plan land uses, the Planning Commission supports the City Council adopt an ordinance to prezone the approximately 736-acres in the new growth area. This area is located within the City of Gridley Sphere of Influence, outside its incorporated boundary. LAFCo was consulted and expressed support for the city’s effort to pre-zone the new growth area. Having the area pre-zoned will help streamline future annexation and development applications.

On March 6, 2023, the City Council introduced Ordinance 844-2023 by reading of title only. This ordinance returns to the City Council for the second reading and adoption, becoming effective 30 days thereafter, on April 20, 2023.

**Environmental Review**

This ordinance is not a project under Section 15062 (B)(3) in that the land uses already approved in the 2030 General Plan utilizing the 2010 EIR analyzed the land uses accordingly. The proposed pre-zone memorializes the previously adopted land uses.

**Public Notice**

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

**Attachments**

Ordinance 844-2023





**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRIDLEY TO PRE-REZONE AN APPROXIMATELY 736-ACRES REFLECTING THE APPROVED GENERAL PLAN LAND USES WITHIN THE SPHERE OF INFLUENCE ADOPTED BY THE 2030 GENERAL PLAN LOCATED IN THE UNINCORPORATED AREA OF BUTTE COUNTY, CONTIGUOUS TO THE CITY BOUNDARY**

**WHEREAS,** the Planning Commission held a publicly noticed hearing on February 22, 2023 regarding the proposal to pre-rezone approximately 736-acres reflecting the 2030 General Plan land uses; and,

**WHEREAS,** at the close of the February 22, 2023 public hearing the Planning Commission recommended the City Council approve pre-rezoning the property; and,

**WHEREAS,** the City Council reviewed the recommendation of the Planning Commission at its March 6, 2023 public hearing; and,

**WHEREAS,** the City Council duly introduced Ordinance 844-2023 by reading of title only at a regular meeting of the City Council held on March 6, 2023; and,

**WHEREAS,** the City Council of the City of Gridley ordains as follows:

**SECTION 1:** The City Council finds that the pre-rezone of approximately 736-acres is consistent with the 2030 General Plan intended land uses.

**SECTION 2:** The City Council of the City of Gridley approves the pre-rezone of Assessor Parcel Numbers 009-032-023, 022-204-027, 022-210-028, 022-210-051, 022-210-062, 022-210-074, 022-210-079, 022-210-080, 022-210-083, 022-210-087, and 022-210-095 as shown on Exhibit A attached hereto, reflecting the 2030 General Plan land uses.

**SECTION 3:** The Zoning Map of the City of Gridley on file with the City Clerk, designating and dividing the City into zoning districts, is hereby amended, with the lands being pre-zoned and added to the Zoning Map as shown on Exhibit A.

**SECTION 4:** This ordinance shall be effective thirty (30) days from the date of the second reading of the ordinance.

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**I HEREBY CERTIFY** that the ordinance for the pre-zone of the properties noted in Section 2 above and as reflected in the attached Exhibit A, and additionally noted in Sections 1, 3, and 4, was duly introduced on March 6, 2023 by reading of title only at the regular City Council meeting of the City of Gridley and adopted by the City Council at the regular held meeting on the 20<sup>th</sup> day of March 2023, and by the following vote:

AYES: COUNCIL MEMBERS \_\_\_\_\_

NOES: COUNCIL MEMBERS \_\_\_\_\_

ABSTAIN: COUNCIL MEMBERS \_\_\_\_\_

ABSENT: COUNCIL MEMBERS \_\_\_\_\_

ATTEST:

APPROVE:

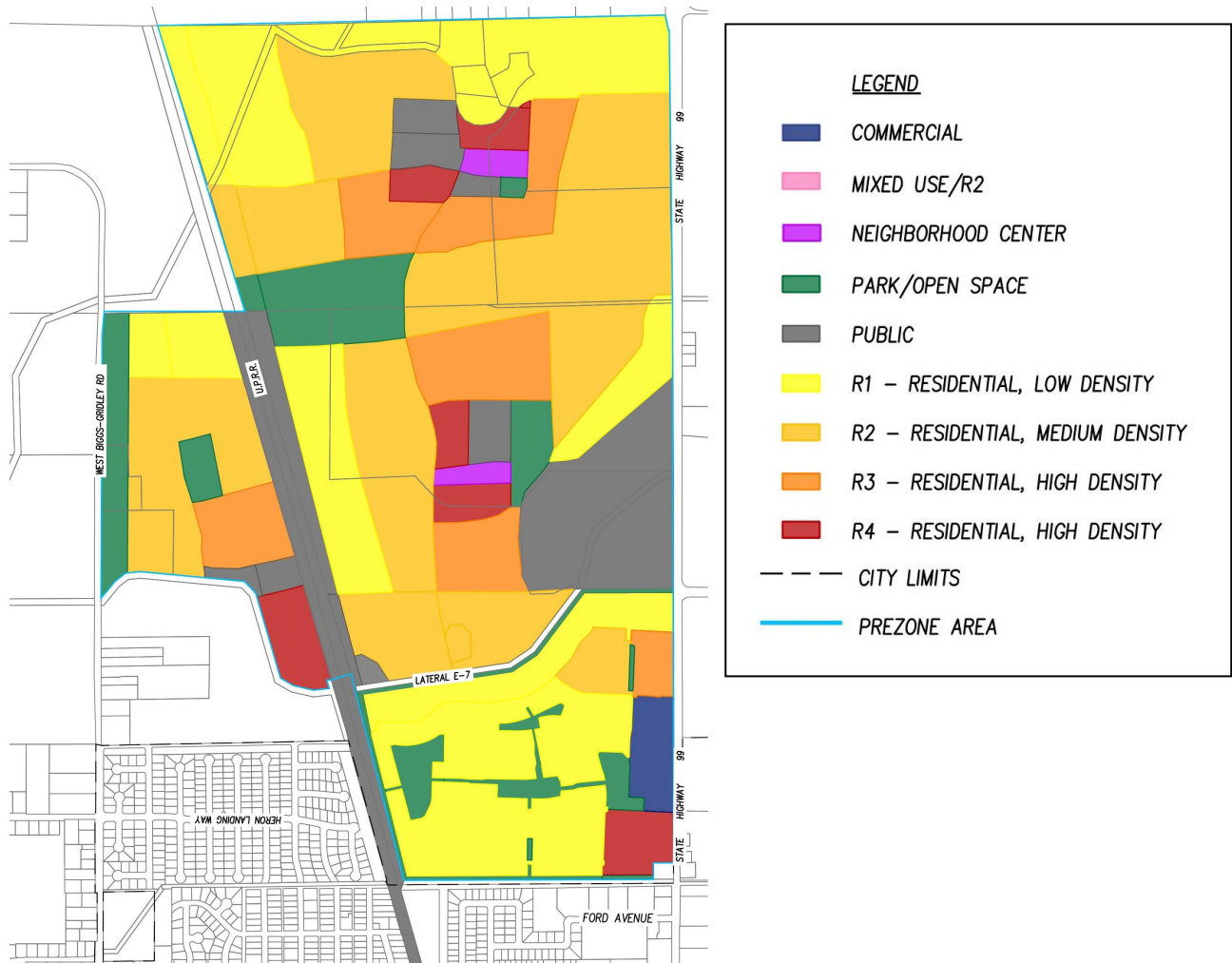
\_\_\_\_\_  
Cliff Wagner, City Clerk

\_\_\_\_\_  
Michael Farr, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony Galyean, City Attorney

EXHIBIT A



(Prepared by Bennett Engineering)

**Figure 1:** Pre-zone area

Assessor Parcel Numbers 009-032-023, 022-204-027, 022-210-028, 022-210-051, 022-210-062, 022-210-074, 022-210-079, 022-210-080, 022-210-083, 022-210-087, and 022-210-095



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

**Date:** March 20, 2023  
**To:** Mayor and Councilmembers  
**From:** Donna Decker, Planning Director

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

**Subject:** Second Reading and Adoption by Reading of Title Only of Ordinance 845-2023: A Zoning Code Amendment to Title 17, Chapter 17.22, "R-1 Single-Family Residential District" of the Gridley Municipal code. (Citywide)

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**Recommendation**

Staff respectfully recommends the City Council:

1. Adopt Ordinance 845-2023 by reading of title only.

**Discussion**

The amendment to Chapter 17.22, R-1 Single Family Residential District was revised to include smaller lot configurations in order to legalize all lot sizes within the city of Gridley. The creation of these subzones of R-1A, R-1B, and R-1C also supported the General Plan by creating a tool to have mixed-lot sizes within new subdivisions creating neighborhoods supporting all lifestyle/family needs.

The ordinance amends the language in Chapter 17.22 of Title 17 related to density thus consistent with the single-family residential subzone lot sizes in the City of Gridley. The State has also adopted several bills that impact local governments zoning density. This amendment clarifies and removes any conflict within the code and meet state legislation.

On February 22, 2023 the Planning Commission considered and recommended the City Council adopt Ordinance No. 845-2023. The City Council introduced Ordinance 845-2023 at its March 6, 2023 regular meeting by reading of title only.

Ordinance No. 845-2023 returns to the City Council for its second reading, becoming effective 30 days thereafter, April 20, 2023.

**Public Notice**

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

**Environmental Review**

The proposed project is exempt per the California Environmental Quality Act, Section 15061 (b)(3), review for Exemption, General Rule

**Attachment**

Ordinance 845-2023



**ORDINANCE AMENDING CHAPTER 17.22, R-1 SINGLE FAMILY RESIDENTIAL DISTRICT,  
TITLE 17, ZONING, OF THE GRIDLEY MUNICIPAL CODE (Citywide)**

**WHEREAS,** the City of Gridley received a California Sustainable Communities Planning Grant from the State of California, Department of Conservation, Division of Land Resource Protection to help the City bring its Municipal Code into compliance with the 2030 General Plan; and,

**WHEREAS,** the 2030 General Plan emphasizes opportunity to support the community's vision for a safe, clean, healthy and well-maintained community; and,

**WHEREAS,** the City Council adopted Ordinance No. 823-2016 amending Title 17 to include various subzones in the R-1 Single Family Residential District to legalize all lots within the city; and,

**WHEREAS,** additional amendments to Chapter 17.22, Title 17, Zoning, is necessary to address density when using the various subzones of the R-1 Single Family Residential District zoning designation; and,

**WHEREAS,** the City Council of the City of Gridley introduced the ordinance on March 6, 2023 by reading of title only, and further ordains as follows:

**SECTION 1:** Rescind and replace with Chapter 17.22 "R-1 Single-Family Residential District" with the following:

**Chapter 17.22 R-1 SINGLE FAMILY RESIDENTIAL DISTRICT**

- 17.22.010 Intent.
- 17.22.020 Permitted uses.
- 17.22.025 Accessory uses.
- 17.22.030 Conditional uses.
- 17.22.040 Minimum lot area.
- 17.22.050 Maximum building height.
- 17.22.060 Minimum lot width.
- 17.22.070 Maximum lot coverage.
- 17.22.080 Minimum yard requirements.
- 17.22.090 Parking requirements.
- 17.22.100 Fence and hedge requirements.
- 17.22.110 Sign requirements.

**17.22.010 Intent.**

The purpose of the R-1 Single-Family Residential District is to accommodate residential uses composed of a single, detached, residence per lot with the exception of a second residential unit or accessory dwelling unit characterized by a density range varying with the utilization and combination of the single-family subzones per gross acre with lots fronting a public street. The following single-family subzones are hereby established:

- A. R-1A: The purpose of the R-1A subzone is to accommodate and preserve the single-family residential uses composed of a single detached residence per lot with the exception of a second residential unit if it can meet the lot coverage requirements.
- B. R-1B: The purpose of the R-1B subzone is to accommodate and preserve the single-family residential uses composed of a single detached residence per lot with the exception of a second residential unit if it can meet the lot coverage requirements.
- C. R-1C: The purpose of the R-1C subzone is to accommodate and preserve the single-family residential uses composed of a single detached residence per lot with the exception of a second residential unit if it can meet the lot coverage requirements.

**17.22.020 Permitted uses.**

Permitted principal uses in any R-1, R-1A, R-1B, and R-1C district shall be as follows:

- A. One single-family dwelling unit per lot provided it meets all of the following criteria:
  - 1. The structure is a conventional framed, prefabricated, kit, modular or manufactured home.
  - 2. It is placed on a foundation system pursuant to Section 18551 of the Health and Safety Code.
- B. Small family child care home, as defined by 17.04.077
- C. Family care facility, as defined by 17.04.0765
- D. Household pets the number and types in accordance with Title 6, "Animals"
- E. Live-work units

**17.22.025 Accessory uses.**

The following accessory uses shall be allowed in any R-1, R-1A, and R-1B district subsequent to an application being made to the City with a fee on its prescribed form for review and approval in order to evaluate any impacts related to the use due to noise, parking, concentration or other issues that may need to be mitigated:

- A. Home occupations pursuant to Chapter 17.84
- B. At-home commercial services pursuant to Chapter 17.85
- C. Other structures and uses customarily appurtenant to permitted uses
- D. Large family child care home requiring an administrative use permit
- E. Cottage food operation pursuant to Chapter 17.85



- F. Second dwelling units/accessory dwelling units pursuant to Chapter 17.82

**17.22.030 Conditional uses.**

Conditional uses in any R-1 district shall be as follows:

- A. Public and quasi-public uses
- B. Churches
- C. Residential care facility
- D. Temporary sales tract offices
- E. Mobile home parks
- F. Small scale professional offices

Conditional uses in A-F above are not allowed in the R-1A and R-1B subzone districts.

**17.22.040 Minimum lot area.**

A minimum lot area in an R-1 district shall be as follows:

- A. Each lot shall have a standard minimum area of seven thousand five hundred (7,500) square feet or more, except as described herein.
- B. A minimum lot area in the R-1A district shall be as follows:
  - 1. Each lot with a lot area from one thousand three hundred (1,300) square feet to three thousand five hundred (3,500) square feet.
  - 2. No further reduction of lot size shall be allowed within this R-1 subzone.
  - 3. Lots that conform to the lot area as noted for R-1A are considered legal conforming lots and do not need to be rezoned when located in an R-1 zoning district.
- C. A minimum lot area in the R-1B district shall be as follows:
  - 1. Each lot with a lot area from three thousand five hundred and one (3,501) square feet to five thousand nine hundred ninety-nine (5,999) square feet.
  - 2. A lot may be subdivided into two parcels if a minimum of two thousand five hundred (2,500) net square feet is achieved within this R-1 subzone.
  - 3. Lots that conform to the lot area as noted for R-1B are considered legal conforming lots and do not need to be rezoned when located in an R-1 zoning district.
- D. A minimum lot area in the R-1C district shall be as follows:
  - 1. Each lot with a lot area from six thousand (6,000) square feet to seven thousand four hundred ninety-nine (7,499) square feet.
  - 2. A lot may be subdivided into two parcels if a minimum of three-thousand-five hundred (3,500) net square feet is achieved within this R-1 subzone.
  - 3. Lots that conform to the lot area as noted for R-1C are considered legal conforming lots and do not need to be rezoned when located in an R-1 zoning

district.

**17.22.050 Maximum building height.**

Maximum building height in any R-1, R-1A, and R-1B district shall be as follows:

- A. No building in the R-1 district shall exceed a height of thirty (30) feet.
- B. No accessory structure shall exceed a height of fifteen (15) feet.

**17.22.060 Minimum lot width.**

Minimum required lot width shall be as follows:

- A. R-1:
  - 1. Each lot fronting a residential street shall have a minimum lot width of sixty (60) feet.
  - 2. Each corner lot abutting an arterial or collector road shall have a minimum width of eighty-five (85) feet.
- B. R-1A, R-1B:
  - 1. Each lot fronting a residential street shall have a minimum lot width of twenty-five (25) feet.
  - 2. Each corner lot abutting an arterial or collector road shall have a minimum width of fifty (50) feet
- C. R-1C:
  - 1. Each lot fronting a residential street shall have a minimum lot width of sixty (60) feet
  - 2. Each corner lot abutting an arterial or collector road shall have a minimum width of seventy-five (75) feet.
- D. The minimum width of a flag lot abutting a street shall be twenty-five (25) feet.

**17.22.70 Maximum lot coverage.**

- A. In an R-1 district and R-1C subzone, lot coverage shall not exceed the following percentage of the lot area:
  - 1. Forty (40) percent combined square footage for all residential, accessory, and paved areas.
- B. In the R-1A and R-1B subzone, lot coverage shall not exceed the following percentage of the lot area:
  - 1. Sixty (60) percent combined square footage for all residential, accessory, and paved areas.

**17.22.080 Minimum yard requirements.**

In an R-1, R-1A, R-1B, and R-1C district, the provisions of Chapter 17.78 shall apply.

**17.22.090 Parking requirements.**

In an R-1, R-1A, R-1B, R-1C district, the general provisions of Chapter 17.76 shall apply.

**17.22.100 Fence and hedge requirements.**

In an R-1, R-1A, R-1B, and R-1C district, the general provisions of Chapter 17.72 shall apply.

**17.22.110 Sign requirements.**

Sign requirements in any R-1, R-1A, R-1B, and R-1C district shall be as follows:

- A. One temporary detached sign pertaining to the sale, lease or rental of the property, not to exceed four square feet in size.
- B. Signs may be erected in conjunction with a home occupation and shall not exceed three square feet in area and shall not be illuminated.

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**I HEREBY CERTIFY** that the ordinance for the amendment to Chapter 17.22, Title 17 of the Gridley Municipal Code, as noted in Section 1 above was duly introduced on March 6, 2023 by reading of title only at the regular City Council meeting of the City of Gridley and adopted by the City Council at the regular held meeting on the 20<sup>th</sup> day of March 2023, by the following vote:

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

ATTEST:

APPROVE:

\_\_\_\_\_  
Cliff Wagner, City Clerk

\_\_\_\_\_  
Michael Farr, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony Galyean, City Attorney



**City Council Item #4**  
Staff Report

**Date:** March 20, 2023

**To:** Mayor and Councilmembers

**From:** Donna Decker, Planning Department

**Subject:** Resolution No. 2023-R-009: Approval of the Kiwi Vineyard Estates Final Map and Authorization granted to the City Clerk to accept offers of dedication on behalf of the City of Gridley

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

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**Recommendation**

Staff respectfully requests Council adopt Resolution No. 2023-R-009

**Discussion**

The Stenzel Family Trust submitted a Tentative Subdivision Map (TSM-1-20) to the city to subdivide their property into 56 single family lots. Of those lots, three represent existing homes that the map will create to separate existing holdings from the rest of the subdivision. This is considered Phase 1 of the subdivision by creating this map to separate existing homes.

The Subdivision Map Act states:

*66440 **Statement of Approval and Acceptance Required of Legislative Body** The final map shall contain a certificate or statement for execution by the clerk of each approving legislative body stating that the body approved the map and accepted, accepted subject to improvement, or rejected, on behalf of the public, any real property offered for dedication for public use in conformity with the terms of the offer of dedication.*

The adoption of the resolution will allow the City Clerk to accept the offers of dedication on behalf of the City Council.

**Environmental Review**

No additional environmental review is required for the acceptance of a Final Subdivision Map.

**Public Notice**

A notice was posted in advance of the City Council meeting, posted at City Hall, made available at the Administration public counter, and placed on the City website for review.

**Attachments**

Resolution No. 2023-R-009



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY ACCEPTING THE  
FINAL MAP PREPARED FOR KIWI VINEYARD ESTATES SUBDIVISION AND TO AUTHORIZE  
ACCEPTANCE OF OFFIERS OF DEDICATION**

**WHEREAS,** on September 8, 2021, the City Council of the City of Gridley approved the Tentative Subdivision Map 1-20; and,

**WHEREAS,** the applicant has submitted a Final Map for recordation separating three existing parcels from the subdivision now considered as Phase 1 Final Map for the Kiwi Vineyard Estates Subdivision; and,

**WHEREAS,** the City Council of the City of Gridley hereby accepts the Phase 1 Final Map and acknowledges the map, offers of dedication and certificates as prepared.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRIDLEY RESOLVES AS FOLLOWS:**

SECTION 1. The City Council accepts and approves Phase 1, Final Map of the Kiwi Vineyard Estates subdivision, separating the existing single-family homes as shown on said Phase 1 Final Map.

SECTION 2. The City Council accepts the offers of dedication as noted on the Phase 1, Final Map of the Kiwi Vineyard Estates subdivision.

SECTION 3. The City Council authorizes the City Administrator, acting in the capacity of Clerk of the City of Gridley, to execute the City Clerk’s Certificate and accept said offers of dedication on behalf of the public and the City Council.

**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 20<sup>th</sup> day of March, 2023 by the following vote:

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

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

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

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

ATTEST:

APPROVE:

\_\_\_\_\_  
Cliff Wagner, City Clerk

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

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

**Date:** March 20, 2023  
**To:** Mayor and City Council  
**From:** Electric Utility Director, Jake Carter  
**Subject:** Award of Contract for 57 East Gridley Road Fencing

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

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**Recommendation**

Staff respectfully requests that the Mayor and City Council review and approve the Bill's Quality Fencing bid for 57 East Gridley Road, for the sum of \$40,920 to include fencing and electronic gate opener.

**Background**

In 2022, the City purchased the property at 57 East Gridley Road to be used for multiple purposes including: expansion and storage for the Electric Department, Police/EMS entry for Butte County Fair Events, Cal Fire meeting/training room and equipment storage, and an EV charging station. The 2022/2023 CIP Budget included funds to fence the property for better security of all facilities and better entrance for the Police and EMS for Fair events. Staff contacted 4 contractors for bids and received 3 responses. Attached are the bids from Bill's Quality Fencing, Willard Fencing Company, and Moore Fencing Incorporated.

**Fiscal Impact**

The property fencing project was included in the 2022/2023 CIP annual budget. The cost to the City of Gridley will be \$32,200 and \$8,700 to the Butte County Fairgrounds as a split cost to the common fence line portion.

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

The City Council and City staff are committed to provide the best possible financial practices and the highest possible transparency regarding all financial transactions.

**Attachments**

Proposals (3), Summary



## **Prevailing Wage Fence Bids for 57 East Gridley Rd.**

The lowest responsible bidder was Bill's Quality Fencing out of Oroville with a total bid of \$40,920 including the electronic gate opener and \$34,420 without the electronic gate opener. Willard Fencing Company and Moore Fencing Inc. didn't include the electronic gate opener in their bids.

The total bids as follows without gate opener:

- 1) Bill's Quality Fencing - \$34,420
- 2) Willard Fencing Co. - \$45,878
- 3) Moore Fencing Inc. - \$64,210

It's been indicated that the Butte County Fairgrounds will partner 50% on the fence line that separates the fair and the new city property which is around 400' with a 12' access gate for EMS services during the fair, this part of the bid was separated out. Bill's Quality Fencing bid that at \$16,000 for fencing and \$1400 for the gate totaling \$17,400 with each party paying \$8,700.

The BCF property line bids as follows 100%, 50%:

- 1) Bill's Quality Fencing - \$17,400, \$8,700
- 2) Willard Fencing Co. - \$21,989, \$10,995
- 3) Moore Fencing Inc. - \$30,330, \$15,165

The fence bid split financial obligations as follows:

- 1) City of Gridley - \$32,220
- 2) BC Fairgrounds - \$8,700

# MOORE

## FENCING, INC.

### ESTIMATE

Lic. # 88900

Phone (530) 894-0100

2954 Highway 32, Suite 2000 • Chico, CA 95927

Fax (530) 894-0108 • moorefencing@comcast.net

Customer:

CITY OF GRIDLEY

Date: 3/13/23

Estimator: BRYAN HUGHES

(RYAN CARLSON)

Job Site:

444 FAIRVIEW DR.  
GRIDLEY, CA

530-591-1170

Estimate good

for 30 days.

From 3/13/23

(530) - 680-4678

e-mail JCARTER@GRIDLEY.CA.US

- Commercial
- Residential
- Home Improv.
- Steel Fence
- Wood Fence
- Vinyl Fence

#### Specifications

Fence Height 6 ft.

Wire Height 6 ft.

Wire Mesh 9 GA in. Yes  No

Wire Gauge 9 GA

Line Post 1 7/8"

Corner Post 2 3/8"

End Post 2 3/8"

Set in 24 In. Conc.

Drive Gate Post 3 1/2"

Walk Gate Post 2 3/8"

Rail 1-5/8"

Barb Wire 3-STRANDS

Ext. Arms

Barbs Up  Down

Ground

Level  Uneven

Gates, D.D. 14' D/D

12' D/D

Gates, Walk 5' W/G

2- 4' W/G

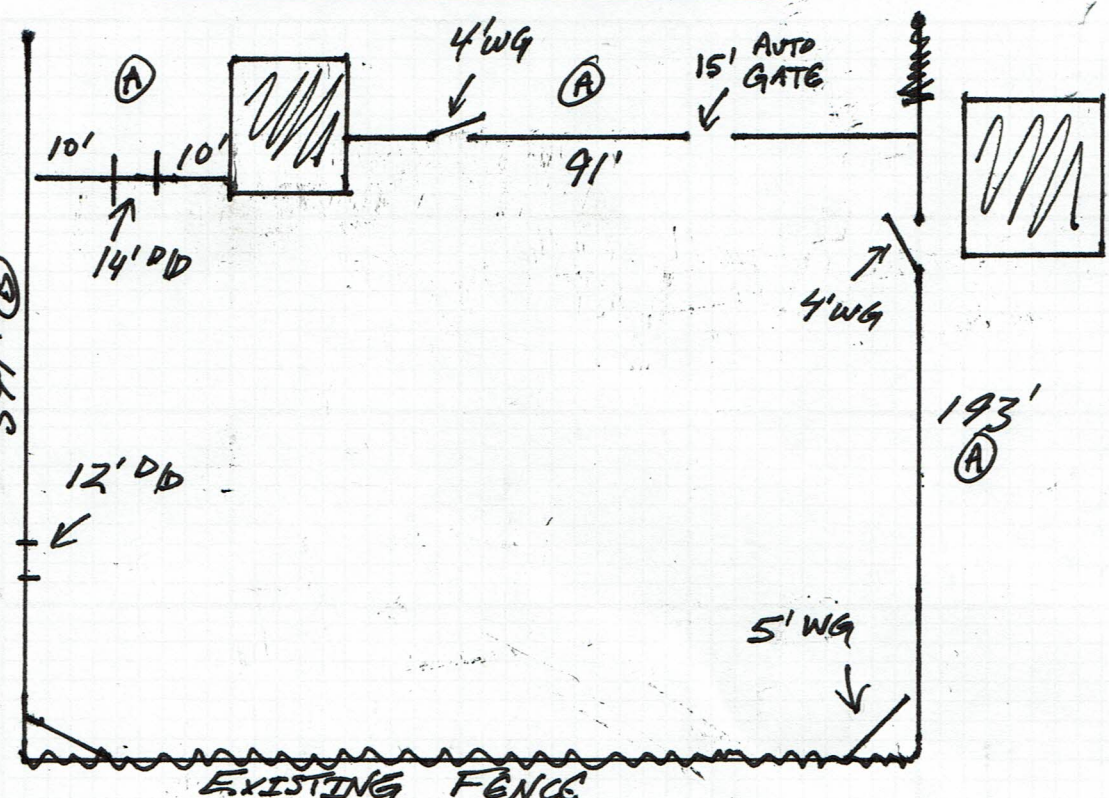
Tension Wire Y  N

Board Face In  Out

**(A) = INSTALL APPROX. 327' OF 6' HIGH 9 GA 1/2 FENCE INCLUDING ONE 14' D/D GATE, ONE 5' W/G, AND 2- 4' W/G'S AND 15' GATE (AUTO) USING SCHEDULE 40 1 5/8" TOP-RAIL, 9 GA 1/2 FABRIC, AND SCH 40 POSTS SET IN 24" OF CONCRETE WITH 3 STRANDS OF BARBED-WIRE. = # 30, 33**

**(B) = INSTALL APPROX. 395' OF SAME STYLE FENCE AS ABOVE INCLUDING ONE 12' D/D GATE. = # 33, 88**

\* WE DO NOT INSTALL AUTO GATES \* TOTAL



Core Drill Y  N  LB Y  N  Bobcat Y  N

Materials Ordered

Building Fences Since 1981  
**BILL'S QUALITY FENCING**

Contractor's License Number 789467  
 93 Lost Horizon Dr. • Oroville, CA 95966  
**(530) 403-3304**

Date 3.6.23

M Gridley Electric Phone \_\_\_\_\_

Address 444 FAIRVIEW DR.  
Gridley, CA 95948

JOB LOCATION	NATURE OF SERVICE REQUEST
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
400'	6 chainlink w/barbed wire (NEXT TO FAIR)	40	16,000 -
12'	Double Gate		1400 -
93'	6 chainlink w/barbed wire building TO FIRE STATION	40	3720 -
16'	main <del>Double</del> Gate Sink		2500 -
	LIFT MASTER 24VOLT AND CONCRETE + TRUNK	40	6800 -
23'	Building TO FAIR FENCE		1,000 -
14'	Double Gate		1800 -
188'	Fence NEXT TO FIRE	40	7520 -

LABOR PERFORMED	WALK GATE	TOTAL MATERIALS	800 -
		TAX	
	DRIVING WAGE	TOTAL LABOR	
		TOTAL AMOUNT	40,920. -

DATE WANTED	DEPOSIT	RECEIVED BY
1/1	\$ 16,000. -	

JOB AUTHORIZED TO BE DONE BY \_\_\_\_\_

**TERMS - NET CASH**                      **ESTIMATE GOOD FOR 30 DAYS ONLY**  
 White: Original      Yellow: Estimate      Pink: Invoice

# WILLARD FENCE CO.

**(530) 894-2449**

159 TONEA WAY, #1  
CHICO, CA 95973  
willard4fence@gmail.com

License # 1095092

PROPOSAL SUBMITTED TO <b>City of Gridley Electric Dept.</b>		JOB LOCATION	
STREET <b>444 Fairview Dr.</b>			
CITY, STATE AND ZIP CODE <b>Gridley, CA. 95948</b>		BILLING	
PHONE <b>(503)396-6988 JAKE</b>	DATE <b>3/2/23</b>	JCarter@gridley.ca.us	JOB PHONE

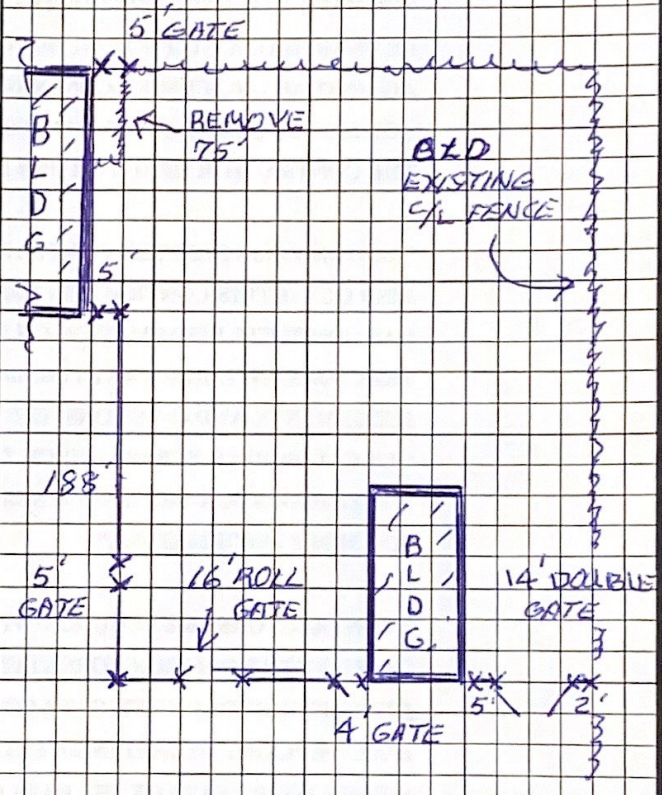
**JOB DESCRIPTION AND SPECIFICATIONS:**

Install 309' of 6' + 3 barbed wire high chain link fence. Install (1) 16' roll gate, (1) 14' double drive gate and (3) walk gates. All material to be heavy duty. All post set in concrete.

MATERIAL

- 2 7/8" Schedule 40 Terminal Post
- 1 7/8" Schedule 40 Line Post
- 1 5/8" Structural Top Rail
- 7 ga. Tension Wire
- 9 ga. Fabric
- 1 5/8" Structural Welded Frame Gates

**NOTE: WILLARD FENCE CO. TO REMOVE AND DISPOSE OF 75' OF 8' HIGH CHAIN LINK FENCE.**



**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of Twenty-three thousand eight hundred eighty-nine and 00/100 23,889.00 dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

**MATERIAL DEPOSIT OF \$9,855 IS DUE PRIOR TO JOB START. \$7,017 IS DUE UPON COMPLETION**

**OF POSTS BEING SET. REMAINING BALANCE IS DUE IN FULL ON DAY OF JOB COMPLETION**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized Signature Kirk Willard (BW)

**Note:** This proposal may be withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

# WILLARD FENCE CO.

159 TONEA WAY, #1  
CHICO, CA 95973  
willard4fence@gmail.com

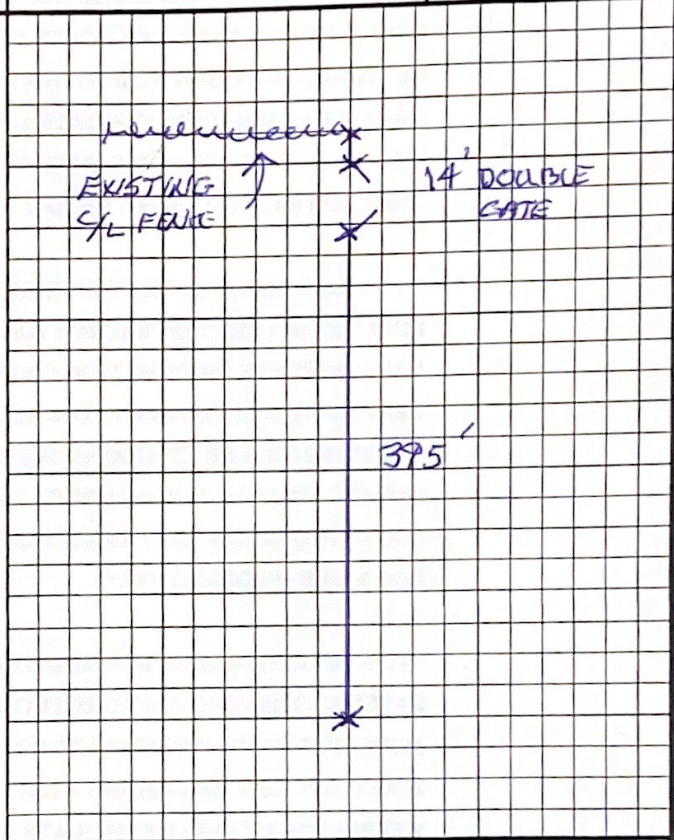
**(530) 894-2449**

License # 1095092

PROPOSAL SUBMITTED TO <b>City of Gridley Electric Dept.</b>		JOB LOCATION <b>FAIRGROUNDS</b>	
STREET <b>444 Fairview Dr.</b>			
CITY, STATE AND ZIP CODE <b>Gridley, CA. 95948</b>		BILLING	
PHONE <b>(503)396-6988 JAKE</b>	DATE <b>3/2/23</b>	JOB PHONE <b>JCarter@gridley.ca.us</b>	

**JOB DESCRIPTION AND SPECIFICATIONS:**

Install 395' of 6' + 3 barbed wire high chain link fence including, (1) double drive gate. All material to be heavy duty. All posts set in concrete. Remove and dispose of existing fence.



MATERIAL

- 2 7/8" Schedule 40 Terminal Post
- 1 7/8" Schedule 40 Line Post
- 1 5/8" Structural Top Rail
- 7 ga. Tension Wire
- 9 ga. Fabric
- 1 5/8" Structural Welded Frame Gates

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of Twenty-one thousand nine hundred eighty-nine and 00/100 dollars (\$ 21,989.00 ).

Payment to be made as follows:

**MATERIAL DEPOSIT OF \$7,711 IS DUE PRIOR TO JOB START. \$7,139 IS DUE UPON COMPLETION**

**OF POSTS BEING SET. REMAINING BALANCE IS DUE IN FULL ON DAY OF JOB COMPLETION**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized Signature Kirk Willard (BW)

Note: This proposal may be withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

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

**Date:** March 20, 2023  
**To:** Mayor and City Council  
**From:** Elisa Arteaga, Finance Director  
**Subject:** Reinvestment of City Funds

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

**Recommendation**

Staff respectfully requests the City Council approve staff re-investing the four CDs reaching maturity into another federally insured CDs at the best rate available that exceeds LAIF at the time of reinvestment.

**Background**

In 2016 TVI assisted with the set-up of the securities custody account with US Bank and placed the one million into four different CDs to ensure all funds remained fully FDIC insured. Since that time, the city has been reviewing reinvesting as each CDs mature. At no additional costs to the City except for banking fees, the firm Time Value Investments, Inc. has been historically assisting the City of Gridley with those investments of City funds to increase earnings.

Staff has received approval to continue the practice of reinvesting one million dollars in federally insured CDs as they reach maturity. Staff is requesting Council approval and direct Staff to reinvest all future CDs that will reach maturity.

Below are the current CDs in the City's portfolio. There is one CD that is reaching maturity March 31, 2023.

The City's four CDs are as follows:

1. BMW BK north Amer Salt Lake	\$247,000 (1.45)	Expiring	03/31/2023
2. Sallie Mae Bank Salt Lake UT	\$249,000 (.70)	Expiring	12/15/2023
3. Capital One NA CTF DEP	\$249,000 (3.45)	Expiring	09/16/2024
4. Texas Exchange Bank SSB CTF DE	\$249,000 (.45)	Expiring	04/30/2025

**AVAILABLE REINVESTMENT RATES:**

The City has a CD maturing 3/31/2023:

- \$247,000 Ally Bank Rate 1.45 Maturity 3/14/2023

Below are the best available CD options for reinvestment consideration in 1-5 years.

**1 YEAR:**

CUSIP Asset	Mdy/S&P Underlying	Issue Description	Coupon	Maturity Next Call
653344BU4 <a href="#">CD Px Hist</a>	FedFIS 1.785	<a href="#">Nexbank Ssb</a> <i>Death Put    NEXBNK   Interest at Maturity   Restricted States: TX</i>	5.000%	03/13/2024
59740JN96 <a href="#">CD Px Hist</a>	FedFIS 1.36	<a href="#">Midfirst Bk Okla City Ok</a> <i>Death Put    MIDFIR   Interest at Maturity   Restricted States: OK, TX</i>	4.850%	03/21/2024

**2 YEARS:**

CUSIP Asset	Mdy/S&P Underlying	Issue Description	Coupon	Maturity Next Call
82707AAH4 <a href="#">CD Px Hist</a>	FedFIS 1.795	<a href="#">Silicon Vy Bk Santa Clara Ca</a> <i>Death Put    SIVB   Semi-Annual Pay</i>	5.100%	03/17/2025
2546732Q8 <a href="#">CD Px Hist</a>	FedFIS 2.265	<a href="#">Discover Bk</a> <i>Death Put    DFS   Semi-Annual Pay</i>	5.050%	03/14/2025

**3 YEARS:**

CUSIP Asset	Mdy/S&P Underlying	Issue Description	Coupon	Maturity Next Call
05580AW91 <a href="#">CD Px Hist</a>	FedFIS 1.48	<a href="#">Bmw Bk North Amer Utah</a> <i>Death Put    BMW   Semi-Annual Pay   Restricted States: OH</i>	4.950%	03/17/2026
552249CH5 <a href="#">CD Px Hist</a>	FedFIS 1.87	<a href="#">Lyons Natl Bk N Y</a> <i>Death Put    LYNB   Semi-Annual Pay</i>	4.850%	03/16/2026

**4 YEARS:**

CUSIP Asset	Mdy/S&P Underlying	Issue Description	Coupon	Maturity Next Call
05580AX41 <a href="#">CD Px Hist</a>	FedFIS 1.48	<a href="#">Bmw Bk North Amer Utah</a> <i>Death Put    BMW   Semi-Annual Pay   Restricted States: OH</i>	4.850%	03/17/2027
2546732M7 <a href="#">CD Px Hist</a>	FedFIS 2.265	<a href="#">Discover Bk</a> <i>Death Put    DFS   Semi-Annual Pay</i>	4.700%	03/16/2027

**5 YEARS:**

CUSIP Asset	Mdy/S&P Underlying	Issue Description	Coupon	Maturity Next Call
61768EQQ9 <a href="#">CD Px Hist</a>	FedFIS 1.6	<a href="#">Morgan Stanley Private Bk Natl</a> <i>Death Put    MS   Semi-Annual Pay</i>	4.800%	03/16/2028
12547CAT5 <a href="#">CD Px Hist</a>	FedFIS 2.165	<a href="#">Cibc Bk Usa</a> <i>Death Put    CM   Semi-Annual Pay</i>	4.750%	03/24/2028

Due to the California Local Agency Investment Fund (LAIF) at 2.8% lower than rates provided for reinvestment. TVI has provided the following options above and recommends reinvesting the recently matured CD for higher year to ensure the stable rates. As each CD matures Staff will review options and reinvest with the best option available exceeding LAIF.

**Financial Impact**

Financial reporting requirements being met by approval, there are no direct costs associated with approval of the report only reinvestment of current funds historically earmarked for investment activity which results in higher return of city funds.

**Attachment**

None





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

**Date:** March 20, 2023  
**To:** Mayor and City Council  
**From:** Cliff Wagner, City Administrator

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

**Subject:** Consideration of Proposed Professional Services Agreement from Utility Financial Services (UFS) for development of an Update Electrical Services Maintenance Agreement between Gridley and Biggs

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**Recommendation**

City staff respectfully requests Council review and approval of the Proposed Professional Services Agreement from Utility Financial Services (UFS) for development of an Update Electrical Services Maintenance Agreement between the City of Gridley and the City of Biggs.

**Background**

Since 1994 the City of Gridley Electric Utility has provided contracted Operations and Maintenance (O&M) services to the City of Biggs under an electrical services maintenance agreement. The current agreement is scheduled to expire September 2023.

The City of Gridley and the City of Biggs have expressed an interest in renewing the electrical services agreement with updated contract provisions that more accurately reflect and align with the results of our current comprehensive cost of services study that is currently being conducted by Utility Financial Solutions for both communities.

Discussions regarding the contract renewal process have resulted in the proposal to engage Utility Financial Solutions, as an independent 3<sup>rd</sup> party, to facilitate the renewed electrical services maintenance agreement. The costs of which would be split evenly between Gridley and Biggs. The share of cost to the City of Gridley would be \$11, 685.00, which if approved would be added to the Capitol Improvement Program (CIP) in next year's budget.

**Fiscal Impact**

There is no budget impact to FY 22/23 budget. The costs associated with the engagement will be reflected in the upcoming FY 23/24 CIP budget.

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

This proposal is consistent with the City Council's strategic goals to provide or facilitate cost effective, responsive government services to the residents of Gridley.

**Attachment**

1. UFS Proposed Professional Services Agreement



March 10, 2023

Josh Cook, City Administrator  
City of Biggs  
465 C Street  
Biggs, CA 95917

Cliff Wagner, City Administrator  
City of Gridley  
685 Kentucky Street  
Gridley, CA 95948

Utility Financial Solutions, LLC (UFS) is pleased to submit a proposal to provide electrical services maintenance agreement negotiation services for the City of Biggs and the City of Gridley. Our proposal is based on years of experience navigating complex financial challenges for municipal utilities around the United States.

**We approach challenges strategically**, partnering with your team to understand your goals before using innovative processes and in-depth research to determine the best solution to suit your needs. We stay on top of industry trends and anticipate challenges to help you solve existing problems and prepare your utility for long-term success. Our methodology and educational components have earned us a reputation as the preferred provider of rate studies in the United States.

**Our project team members** are experts in their respective fields and instruct for leading utility groups including the American Public Power Association, Southern Gas Association, and the National Association of Regulatory Utility Commissioners. Our specialized team of accountants, engineers, and economists have years of industry-specific experience to help ensure that you reach your goals. Your team lead will be Mark Beauchamp with assistance from subject matter expert, Russ Hissom.

**For your project**, UFS will assist in the negotiation of the Electrical Services Maintenance Agreement Between the City of Gridley and the City of Biggs (Agreement). The goal of these efforts is to assist the City of Biggs and the City of Gridley in developing an Agreement that details services and pricing that meets the needs of each City.

We appreciate the opportunity to submit this proposal and look forward to discussing it with you. If you have questions or need additional information, please contact me at (616) 403-5450.

Sincerely,

A handwritten signature in black ink that reads "Mark Beauchamp". The signature is written in a cursive style and is positioned above a horizontal line.

Mark Beauchamp, CPA, MBA, CMA  
President, Utility Financial Solutions, LLC



**Detailed Breakout of Scope of Services**

***Contract Review and Input***

We understand that the Agreement has been in place since 1994 and that Biggs and Gridley management and councils desire that clarifications be made in the contract and that the contract provisions be updated for the 2023 contract renewal. The clarifications will enhance the understanding and listing of pricing and services included in the Agreement.

We have worked with clients on contract language and find that working together from the beginning of the process leads to contract terms and pricing that are agreeable to contract parties. We propose that a working group of representatives from Biggs and Gridley operations management and a council representative mold agreeable contract terms for approval by the respective City Councils. We propose to do that with the following scope of services.

***Scope of services***

<b>Task</b>	<b>Description</b>
1	Review the contract terms and note initial points on the overall contract and potential changes.
2	Discuss Biggs and Gridley management’s goals for the contract and related services.
3	Discuss current process for contract management, documentation, and billing.
4	Discuss current areas of the contract that are causing issues with Biggs and Gridley management. Request that Biggs and Gridley representative provide contract markups on areas that should be addressed or changed.
5	Discuss Biggs service needs and service delivery requests.
6	Discuss service delivery ability with current Gridley resources.
7	Arrive at a mutually agreeable listing of fixed services to be provided by Gridley to Biggs.
8	Work with Gridley management to develop proposed monthly fixed cost of providing services.
9	Discuss Biggs service requests in addition to proposed fixed monthly services.
10	Discuss Gridley service delivery ability for additional service needs.
11	Work with Gridley management to develop proposed costing method for additional services.
12	Arrive at a mutually agreeable listing of additional services and pricing method.
13	Discuss contract documentation of work done by Gridley requirements, reach agreement on documentation..
14	Develop mutually agreeable contract language on billing and payment terms
15	Work with City attorney(s) to insert contract operational language in overall contract.
16	Work with City attorney(s) to ensure contract language meets all legal requirements.
17	Present draft contract of operation requirements to Biggs and Gridley management.
18	Participate in contract edits.
19	Present final contract operational components to Biggs and Gridley city councils

The task list can be adjusted as we discuss the approach with management.



### Proposed Professional Services Agreement

We propose to hold an initial on-site one day workshop with Biggs and Gridley representatives to discuss the contract scope, services, language, and negotiate the items in the Scope of Services. The workshop will be followed by three virtual meetings to discuss initial contract items further, to arrive at mutually agreeable contract language, and to arrive at a draft contract for approval. We anticipate there will be other ad hoc calls regarding the contract language.

We will also present the contract in-person to the City Councils of Biggs and Gridley.

Prices, terms, and conditions are good for a period of 90 days from this proposal date of March 10, 2023. Payment will be made through submission of invoice which itemizes the work performed.

### Fees for Services Provided

Staff	Position	Hours	Rate	Fees
Mark Beauchamp	President, UFS	11	\$350	\$ 3,850
Russ Hissom	Subject Matter Expert	64	\$250	16,000
Travel expense, cost				3,520
Total Fees for Services				<u>\$23,370</u>

Should the scope expand beyond the above tasks, we will discuss changes with you and provide a revised hour estimate and change in fees before proceeding with the work.

Sharing of the fees is assumed to be split evenly between Biggs and Gridley.

We look forward to exceeding your expectations. Please sign, date, and return to [clund@ufsweb.com](mailto:clund@ufsweb.com) at your earliest convenience.

Sincerely,

Mark Beauchamp, CPA, MBA, CMA  
President, Utility Financial Solutions, LLC

Mark Beauchamp, CPA, MBA, CMA  
President, Utility Financial Solutions, LLC

Date: 3-13-23

Accepted By:   
City of Biggs

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

Accepted By: \_\_\_\_\_  
City of Gridley