

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

Monday, June 17<sup>th</sup>, 2019; 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 Johnson

**ROLL CALL** - Recording Secretary

**PLEDGE OF ALLEGIANCE** – Councilmember Borges

**INVOCATION** – Pastor Brad Roberts, Calvary Chapel of Gridley

**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 on the Consent Agenda 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 Council minutes dated June 3, 2019
2. Approval of Resolution No. 2019-R-014: A Resolution of The City Council of The City of Gridley Adopting Obligations to Reimburse the State Water Board for Project Funds Provided for The Gridley Waterline Replacement Project

**PUBLIC HEARING** – None

## **ITEMS FOR COUNCIL CONSIDERATION**

3. Purchase and Installation of new Vierra Park Playground Equipment
4. Approve Resolution No. 2019-R-015: A Resolution of The City Council of The City of Gridley Establishing The 2019-2020 Appropriations Limit for The City of Gridley and Resolution 2019-R-016: A Resolution of The City Council of The City of Gridley Adopting A Budget for Fiscal Year 2019-2020
5. Council Appointment of Partial Term Councilmember

**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):

Interview Planning Commissioners (Special Meeting)	7/15/2019
Seating of New Councilmember	7/15/2019
Hilbers Residential Development	8/5/2019
Appointment of Planning Commissioners	8/5/2019
Potential Cessation of Net Metering Program	8/19/2019

**CLOSED SESSION**

6. Conference with Legal Counsel concerning existing litigation pursuant to Government Code 54956.9 – Blackshire vs. City of Gridley, et al, Butte County Superior Court Case No. 19CV01639

**ADJOURNMENT** – adjourning to the next regularly scheduled meeting on Monday, July 1, 2019

**NOTE 1: POSTING OF AGENDA-** This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m., June 14, 2019, 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](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 – DRAFT City Council Meeting Minutes**

Monday, June 3<sup>rd</sup>, 2019; 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 Johnson called the meeting to order at 6:00 p.m.**

## **ROLL CALL**

### **Council members**

Present: Johnson, Borges, Torres, Williams  
Absent: None  
Arriving after roll call: None

### **Staff present:**

Paul Eckert, City Clerk  
Tony Galyean, City Attorney  
Trin Campos, City Engineer  
Al Byers, Police Chief  
Daryl Dye, Utilities Director  
Dave Harden, City Engineer  
Trina Leishman, Recreation Coordinator

## **PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by Councilmember Torres**

## **INVOCATION**

**The invocation was provided by Bishop Pono Nako of the Church of Jesus Christ, Latter-Day Saints.**

## **PROCLAMATIONS – None**

## **COMMUNITY PARTICIPATION FORUM**

**Tina Delfino, 775 Vermont Street, requested a review of the ADA standards for accessible parking in the street at the next meeting.**

## **CONSENT AGENDA**

1. City Council minutes dated May 20, 2019
2. Approval of Utilities Director Employment Agreement

3. Approval of 1) Resolution No. 2019-R-010: A Resolution of The City Council of The City of Gridley Pledging Revenues and Funds at Levels Sufficient to Meet Obligations to The State Water Board for The Gridley Waterline Replacement Project and 2) Resolution No. 2019-R-011: A Resolution of The City Council of The City of Gridley Adopting Obligations to Reimburse the State Water Board for Project Funds Provided for The Gridley Waterline Replacement Project
4. Review and Approval of Resolution No. 2019-R-012: A Resolution of The City Council of The City of Gridley Authorizing the City Administrator to sign the Federal Aid Master Agreement No. 03-5140F15 and Program Supplement No. F004 for Project CML-5140(006) on the City's Behalf

**Motion to approve the consent agenda by Councilmember Borges, seconded by Vice Mayor Williams**

**ROLL CALL VOTE**

**Ayes: Johnson, Borges, Torres, Williams**

**Motion passed, 4-0**

**PUBLIC HEARING – None**

**ITEMS FOR COUNCIL CONSIDERATION**

5. City Council acceptance of Resolution No. 2019-R-013: A Resolution of The Gridley City Council Approving A Change in Street Names From "Industrial Park Drive" To "Hall Drive" And "Elaine Court" To "Paradise Way" Located in The City of Gridley Industrial Park

**Administrator Eckert stated that this item is to formally change two street names inside the Industrial Park to recognize the late Mayor Hall as well as the Camp Fire survivors.**

6. FY 2019-20 Annual Budget Public Presentation #2

**Administrator Eckert, Recreation Coordinator Trina Leishman, Police Chief Al Byers and City Engineer Trin Campos gave a review of their proposed budgets for FY 2019/20. The Engineer's comments focused on the Pavement Management Program, item #7**

7. Council Acceptance of the Pavement Management Program (PMP) Report

**During presentation of Item #6, City Engineer Trin Campos addressed Council reviewing the accomplishments of the program and the benefits to the City of having the PMP in place.**

**Motion to accept the Pavement Management Program Report by Councilmember Borges, seconded by Vice Mayor Williams**

**ROLL CALL VOTE**

**Ayes: Borges, Torres, Williams, Johnson**

**Motion passed, 4-0**

## **CITY STAFF AND COUNCIL COMMITTEE REPORTS**

**Councilmember Borges reported on the meeting he attended at the Butte County Association of Governments.**

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

Adoption of Budget	6/17/2019
Approval of New Playground Equipment for Vierra Park	6/17/2019
Appointment of New Partial Term Councilmember	6/17/2019
Potential Cancellation of July 1 Council Meeting	6/17/2019
Appointment of Planning Commissioners	7/15/2019
Potential Cessation of Net Metering Program	7/15/2019

**CLOSED SESSION - None**

## **ADJOURNMENT**

**With no items for further discussion, Council adjourned at 8:14 pm to the next regularly scheduled meeting on Monday, June 17<sup>th</sup>, 2019.**

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**Paul Eckert, City Clerk**



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

**Date:** June 17, 2019

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

**Subject:** Approval of Resolution No. 2019-R-014: A Resolution of The City Council of The City of Gridley Adopting Obligations to Reimburse the State Water Board for Project Funds Provided for The Gridley Waterline Replacement Project

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

**Recommendation**

City staff respectfully recommends that the Mayor and City Council approve and adopt the amended Reimbursement Resolution for the Gridley Waterline Replacement Project funding Application submittal.

**Background**

On June 3, 2019, Council approved and adopted Resolution No. 2019-R-011 for the Waterline Replacement Project funding application. There was an error in the dollar amount listed as the reasonably expected maximum principle amount for the Project Funds. The corrected amount is \$12,824,400. This is the expected cost of the project with projection for future increases in materials and construction costs.

For more detailed background on the project, the initial staff report and resolutions adopted by Council on June 3, 2019 are included here as attachments.

**Financial Impact**

The City is pursuing an SRF and USDA grants to fund the project.

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

The Gridley Waterline Replacement Project is part of the City's Capital Improvement Plan to provide and maintain reliable water service.

**Attachments**

1. Resolution No. 2019-R-014
2. Staff report and resolutions approved/dated June 3, 2019

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY ADOPTING OBLIGATIONS TO  
REIMBURSE THE STATE WATER BOARD FOR PROJECT FUNDS PROVIDED FOR THE GRIDLEY WATERLINE  
REPLACEMENT PROJECT**

**WHEREAS**, the City of Gridley ("the Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

**WHEREAS**, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

**WHEREAS**, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

**WHEREAS**, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

**WHEREAS**, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

**WHEREAS**, the City Council has made the following findings with respect to the Project:

1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.
2. The reasonably expected maximum principal amount of the Project Funds is \$12,824,400.
3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.
4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.
5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.
6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.
7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.



**NOW THEREFORE, BE IT RESOLVED** that the City Council does hereby adopt obligations to reimburse the State Water Board for project funds provided for the Gridley Waterline Replacement Project.

**I HEREBY CERTIFY** that the foregoing resolution was duly passed and adopted by the City Council of the City of Gridley at a regular meeting thereof, held on the 17<sup>th</sup> day of June, 2019 by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ATTEST:

APPROVE:

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Paul Eckert, City Clerk

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Bruce Johnson, Mayor



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

**Date:** June 3, 2019

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

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

**Subject:** Approval of 1) Resolution No. 2019-R-010: A Resolution of The City Council of The City of Gridley Pledging Revenues and Funds at Levels Sufficient to Meet Obligations to The State Water Board for The Gridley Waterline Replacement Project and 2) Resolution No. 2019-R-011: A Resolution of The City Council of The City of Gridley Adopting Obligations to Reimburse the State Water Board for Project Funds Provided for The Gridley Waterline Replacement Project

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**Recommendation**

City staff respectfully recommends that the Mayor and City Council approve and adopt the Pledged Revenues and Funds Resolution and the Reimbursement Resolution for the Gridley Waterline Replacement Project funding Application submittal.

**Background**

As you may recall, the City Council on June 18, 2018 authorized Council Resolution No. 2018-R-013 approving the funding application for approximately 45,000 feet of 2-inch and 4-inch water main lines in need of replacement. The pipes are very old metal pipes, which do not provide adequate fire flows to hydrants, contribute to excessive water losses in the system, expose customers to substandard water quality, and contribute to lower pressures for customers. The City of Gridley qualifies for and is pursuing funding assistance through the State of California Water Quality Control Board (Water Board) Drinking Water State Revolving Fund (DWSRF) for design and construction of the Gridley Waterline Replacement Project. As part of the application process, the aforementioned resolutions are to be submitted to the Water Board to be eligible for funding assistance.

**Financial Impact**

The City is pursuing an SRF grant to fund the project

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

The Gridley Waterline Replacement Project is part of the City's Capital Improvement Plan to provide and maintain reliable water service.

**Attachments**

Resolution No. 2019-R-010

Resolution No. 2019-R-011

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY PLEDGING REVENUES AND FUNDS AT  
LEVELS SUFFICIENT TO MEET OBLIGATIONS TO THE STATE WATER BOARD FOR THE GRIDLEY  
WATERLINE REPLACEMENT PROJECT**

**WHEREAS**, The City of Gridley (the "Entity") proposes to pledge revenues and funds from the City's Water Fund to meet obligations to the State Water Board for the Gridley Waterline Replacement Project (the "Project"); and

**WHEREAS**, the Entity proposes a commitment to collect such revenues and maintain such funds throughout the term of financing and until the Entity has satisfied its repayment obligation thereunder unless modification or change is approved in writing by the State Water Resources Control Board; and

**WHEREAS**, the Entity proposes that the Entity's pledge hereunder shall constitute a lien in favor of the State Water Resources Control Board on the foregoing funds and revenues without any further action necessary; and

**WHEREAS**, the Entity proposes to maintain the funds and revenues at levels sufficient to meet its obligations under the financing agreement, so long as the financing agreement is outstanding.

**WHEREAS**, the City Council has made the following findings with respect to the Project:

1. The City of Gridley hereby dedicates and pledges revenues and funds from the Water Funds to payment of any and all Clean Water State Revolving Fund and/or Water Recycling Funding Program financing for the Project. The Entity commits to collecting such revenues and maintaining such funds throughout the term of such financing and until the Entity has satisfied its repayment obligation thereunder unless modification or change is approved in writing by the State Water Resources Control Board. So long as the financing agreements are outstanding, the Entity's pledge hereunder shall constitute a lien in favor of the State Water Resources Control Board on the foregoing funds and revenues without any further action necessary. So long as the financing agreements are outstanding, the Entity commits to maintaining the fund(s) and revenues at levels sufficient to meet its obligations under the financing agreements.

**NOW THEREFORE, BE IT RESOLVED** that the City Council does hereby pledge revenues and funds at levels sufficient to meet obligations to the State Water Board for project funds provided for the Gridley Waterline Replacement Project.

The foregoing Resolution was adopted by the City Council of the City of Gridley on the 3<sup>rd</sup> day of June 2019, by the following vote:

AYES: COUNCILMEMBERS

NOES: COUNCILMEMBERS

ABSENT: COUNCILMEMBERS

ABSTAIN: COUNCILMEMBERS

ATTEST:

APPROVED:

\_\_\_\_\_  
Paul Eckert, City Clerk

\_\_\_\_\_  
Bruce Johnson, Mayor

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY ADOPTING OBLIGATIONS TO REIMBURSE THE STATE WATER BOARD FOR PROJECT FUNDS PROVIDED FOR THE GRIDLEY WATERLINE REPLACEMENT PROJECT**

**WHEREAS**, the City of Gridley ("the Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

**WHEREAS**, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

**WHEREAS**, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

**WHEREAS**, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

**WHEREAS**, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

**WHEREAS**, the City Council has made the following findings with respect to the Project:

1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.
2. The reasonably expected maximum principal amount of the Project Funds is \$11,217,400.
3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.
4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.
5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.
7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

**NOW THEREFORE, BE IT RESOLVED** that the City Council does hereby adopt obligations to reimburse the State Water Board for project funds provided for the Gridley Waterline Replacement Project.

The foregoing Resolution was adopted by the City Council of the City of Gridley on the 3<sup>rd</sup> day of June 2019, by the following vote:

AYES: COUNCILMEMBER

NOES: COUNCILMEMBER

ABSENT: COUNCILMEMBER

ABSTAIN: COUNCILMEMBER

ATTEST:

APPROVED:

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Paul Eckert, City Clerk

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Bruce Johnson, Mayor

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

**Date:** June 17, 2019  
**To:** Mayor and City Council  
**From:** Recreation Manager Trina Leishman and City Administrator Paul Eckert

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

**Subject:** Purchase and Installation of new Vierra Park Playground Equipment

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**Recommendation**

City staff respectfully recommends that the City Council authorize the purchase and installation of new, advanced Playground Equipment for Vierra Park using Grant Revenues, Park Impact Fee Revenue, and General Fund Lease Revenues from the Gridley FEMA Group Site and authorize the City Administrator to sign the purchase agreement with Miracle Play Systems.

**Background**

Recreation Manager Trina Leishman has worked for the past year to significantly upgrade Recreation Programming and Parks and Recreation facilities, including new state-of-the-art playground equipment for our flagship park, Vierra Park. A top priority has been to install equipment that appeals to a wider array of age groups and that attracts visitors from both Gridley and adjoining communities. The Recreation Manager has worked closely with potential bidders, grant funding agencies, and other City staff including the Finance Director, Utilities Director, and City Administrator. Public Works has committed to helping with the concrete and dirt work to reduce the project costs.

After preliminarily selecting the design, ideal equipment, and equipment provider, the Recreation Manager applied for and received a \$25,000 grant from the North Valley Community Foundation. The grant award was provided in recognition of our community's support of the Gridley FEMA Group Site at the nearby City Industrial Park. City staff recommends the remaining project costs of \$156,000 be funded equally from Park General Fund Impact Fee Funds and General Fund revenues received from the FEMA lease.

City staff is currently working to get additional bids with the hope of having them before the Council meeting. Additionally, staff is additionally developing a plan to request contributions from local services clubs, businesses, and individuals. Additional grant funding is also being pursued.

**Financial Impact**

The proposed new Vierra Park Playground Equipment will be funded by Grant Funds, Park Impact Fees, and FEMA Lease Revenues.

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

The City Council and City staff are committed to providing the highest possible quality of life to our residents as well as effective leadership while providing quality cost effective local government services.

**Attachments** – Agreement and Design



DATE 3/6/19

To: Camp Fire Service Providers

BOARD OF DIRECTORS

Farshad Azad  
*CHAIR*

Earl Jessee  
*VICE CHAIR*

Deborah Rossi  
*TREASURER*

Vanessa Sundin  
*SECRETARY*

Sherry Holbrook

Manoah Mohanraj

Diane Ruby

Janet Weitbrock

Joe Wilson

STAFF

Alexa Benson-Valavanis  
*PRESIDENT & CEO*

Chris Hayashida-Knight  
*CHIEF FINANCIAL OFFICER*

Bill Hubbard  
*DIRECTOR OF GIFT PLANNING*

Courtney Brown  
*DIRECTOR OF FINANCE*

Logan Todd  
*DIRECTOR OF GRANTS*

Carolyn Engstrom  
*OPERATIONS MANAGER*

Tatiana Briggs  
*EXECUTIVE ASSISTANT*

Our sincere thanks to you, your staff, and volunteers assisting those in need as a result of the horrific Camp Fire disaster. We have been fortunate to receive hundreds of donations dedicated to assisting organizations such as yours.

We are pleased to enclose a check for \$25,000.00 to support your efforts. We trust that these funds will be directed toward helping provide basic needs for those affected by the Camp Fire.

We would very much appreciate receiving a brief summary of what the funds were used for, as this would help us document charitable distributions under Internal Revenue Service rules. There is no need for an immediate response, but it would be helpful if your brief reply included the name and signature of the individual responsible for financial matters at your organization.

Thank you again for your outstanding efforts.

Sincerely,

A handwritten signature in blue ink, appearing to read "Logan Todd", written over a horizontal line.

Logan Todd  
*Director of grants*  
[ltodd@nvcf.org](mailto:ltodd@nvcf.org)



April 8, 2019

PO BOX 263  
ALAMO, CA 94507  
**Phone** (800) 879-7730  
**Fax** (510) 893-2163  
**Email** info@miracleplaygroup.com



Job: P19_0122_ Vierra Park	End User To: City of Gridley	Bill To: City of Gridley	Sub Total \$165,313.50
Name: P19_0122_ Vierra Park	Gridley, CA		Freight \$8,476.71
Number: 00004429			Tax \$7,164.35
Type:	Delivery Contact:		Total \$180,954.56
CSL# 981433	Delivery Phone:		
PO:	Delivery Address:		
Terms: Net 30	Gridley CA		

Item	Type	Qty	Rate	Total
Elephant Play Large Spinner: ER1300D	Equipment	1	\$25,120.00	\$25,120.00
Elephant Play Large Dome Climber: AN1303	Equipment	1	\$44,926.00	\$44,926.00
Miracle Equipment per 19_0122_VierraPark_002_BOM	Equipment	1	\$20,407.00	\$20,407.00
Installation of weed fabric	Install	1	\$1,430.00	\$1,430.00
Equipment installation per plan (Excluded: Scope of work to be defined)	Install	1	\$61,490.00	\$61,490.00
Installation of 325 cy of wood fiber	Install	325	\$11.00	\$3,575.00
Wood Fiber Material Only	Install	325	\$25.74	\$8,365.50

**Sub Total** \$165,313.50  
**Total Freight** \$8,476.71  
**Total Tax** \$7,164.35  
**Grand Total** \$180,954.56

Company: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

## INDEMNITY

Client/Owner shall defend, indemnify and hold harmless Miracle Playsystems, Inc., its officers, directors, board of trustees, agents, or employees and each of them, from any and all claims, demands, causes of action in law or in equity, damages, penalties, costs, expenses, reasonable attorneys' fees, reasonable experts' fees, reasonable consultants' fees, judgments, losses or liabilities, of every kind and nature whatsoever arising out of or in any way connected with or incidental to, the performance of the services under this Agreement or any of the obligations contained in this Agreement ("Claims"). Without limitation, "damages" include personal injury, including, but not limited to bodily injury, emotional injury, sickness or disease, or death to persons, including, but not limited to, any employees or agents of Miracle Playsystems, Inc., or any other person; or other damages of any kind to anyone including, without limitation, economic loss, property damage and loss of use thereof. It is expressly acknowledged and agreed that each of the foregoing indemnities is independent, that each shall be given effect, and that each shall apply despite any acts or omissions, misconduct or negligent conduct, whether active or passive, on the part of, or other contractor(s); provided, however, Miracle Playsystems, Inc. duty to indemnify shall be limited to the percentage or the degree Miracle Playsystems, Inc. comparative negligence caused any damages.

## STANDARD NOTES

- Price quotation is good for 90 days. Accurate color selections must be made in writing prior to equipment going into production. Colors to be confirmed with your local sales representative.
- PLEASE MAKE PURCHASE ORDER AND CHECK TO MIRACLE PLAYSYSTEMS, INC at PO Box 263 Alamo, CA 94507
- Please email/fax quotation with your signature to accept this quote and place order. Fax 510-893-2163 or email Info@MiraclePlayGroup.com
- Unless otherwise specified, Miracle Playsystems, Inc **DOES NOT** include the following in this proposal:
  - Engineered drawings
  - Installation of equipment or other site amenities
  - Specialty trades, equipment, power supply required to install equipment
- Any insurance requiring in excess of \$1M/\$2M per occurrence, special insurance coverage or wording, Prevailing/Certified wage rates, local permitting, bid/performance bonds, temp fencing, geo tech surveys, playground safety inspection, equipment offload, and testing services.

## TERMS & CONDITIONS

- Purchase contract terms & conditions of sale: The client/customer's acceptance and understanding of these terms & conditions and all other supporting documentation provided as part of this package is evidenced by signing of this estimate/quote.
- Payment terms: Standard terms (on approved credit), unless otherwise noted are 50% with order and balance to ship equipment (no retention). Should any changes be required to the products after order is placed, modifications or changes will be at client/customers expense. Miracle Playsystems, Inc maintains a no return policy and asks all clients to determine feature, layout and color selection prior to ordering. Should any order be cancelled after production has started a 30% restocking fee will be charged to client. Credit card convenience fee is 3.5% which will be added to all credit card charges • Lead times: Estimated lead times for the time the order is released into production until it is delivered will vary and are as follows:
- 8-12 weeks for standard (non-custom) play features for US based manufacturers;
- 12-20 weeks standard play features (non-custom) from European & Canadian manufacturers. Expedited Air Freight is available for additional cost (calculated on case by case basis).
- Custom play feature lead times are determined on a case by case basis.

## CONSTRUCTION SERVICES (if applicable)

Unless otherwise noted, we exclude responsibility for material delivery & offloading equipment, removal & disposal of packaging accumulated by equipment packaging, project security, landscape & hardscape repair based on access route to site, delays or returns due to layout conflicts or delay of other trades, removal of spoils from job site, locating underground: utilities, pipes, obstructions in work area, conditions unforeseen and/or not disclosed at time of estimate, permits, engineering, material testing, soil samples, CPSI. Conditions: Grades; stable, compacted & workable with 95% compaction and less than 1% grade, adequate access to site for labor, materials, tools and equipment. Estimate good for 90 days from quote or Dec. 31 of current calendar year, whichever comes first. Terms: Upon completion.

## GENERAL TERMS

- THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN: Miracle Playsystems, Inc. objects to any other terms proposed by client, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Client authorizes Miracle Playsystems, Inc. to ship equipment and agrees to pay the total specified. Shipping terms are FOB the place of shipment via common carrier.
- Client and owner/operator agree to indemnify and hold Miracle Playsystems, Inc. harmless from and against all liabilities, losses, penalties, damages and expenses, including costs and attorney fees, resulting from any and all claims, liens, damages, actions, suits, judgments or settlements, injuries arising or alleged to arise out of their failure, or failure of architect, contractors, subcontractors, installers, employees, agents and assigns to assemble, install, inspect and/or maintain the play equipment and impact absorbing surfacing in full compliance with each manufacturers installation instructions and safety requirements and their misuse and/or alteration of the play equipment.

Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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





MIRACLE  
**play**systems  
DESIGNING PLAY

ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR TO SALE AND INSTALLATION

LINEAR FEET:	312'-5" LF	SITE AREA:	5,300 SF
CRITICAL FALL HEIGHT:	12'-6" CFH	SCALE:	1/16" = 1'-0"
19_0122_Vierra_002		DRAWN BY:	LDV
		DATE:	02-06-2019

Manuel Vierra Park
Gridley, CA





Manuel Vierra Park  
Gridley, CA.  
02-07-2019

19\_0122\_Vierra\_002



CREATING FUN  
PLAY ENVIRONMENTS  
TO ENRICH COMMUNITIES



Colors Used In Rendering:



Blue



Plum



Red



Tropical  
Yellow



Chartreuse

Manuel Vierra Park

Gridley, CA.

02-07-2019

19\_0122\_Vierra\_002



CREATING FUN  
PLAY ENVIRONMENTS  
TO ENRICH COMMUNITIES





Manuel Vierra Park  
Gridley, CA.  
02-07-2019

19\_0122\_Vierra\_002



CREATING FUN  
PLAY ENVIRONMENTS  
TO ENRICH COMMUNITIES

## City Council Agenda Item #4

### Staff Report

**Date:** June 17, 2019

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

**Subject:** Approve Resolution No. 2019-R-015: A Resolution Establishing the 2019-2020 Appropriations Limit for the City of Gridley and Resolution 2019-R-016: A Resolution Adopting a Budget for Fiscal Year 2019-2020

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

### Recommendation

Approve Resolution No. 2019-R-015: A Resolution Establishing the 2019-2020 Appropriations Limit for the City of Gridley and Resolution 2019-R-016: A Resolution Adopting a Budget for FY 2019-2020.

### Background

The budget schedule below highlights the nearly four-month process required to develop the Annual Operating Budget and Capital Improvement Plan (CIP). The schedule included three public hearings during a one-month period. All processes have been completed with the exception of the Council's final approval and the corresponding staff development of the budget and the input of the budget contents into our City's financial software. Ideally, the remaining processes will be completed by Friday, June 28, 2019, the last working day before the new fiscal year begins.

Project Phase	Starting	Ending
Determine 19/20 Fixed Costs (Personnel, etc.)	3/4/2019	4/8/2019
Project 19/20 Expenditures	4/8/2019	4/22/2019
Project 19/20 Revenues	4/22/2019	5/27/2019
Determine General Fund Targets	5/6/2019	5/13/2019
Department Develop Budgets Based on Targets	5/6/2019	6/3/2019
City Administrator/Finance Director/Department Head Meetings	5/13/2019	5/24/2019
Council Budget Meetings	5/20/2019	6/17/2019
Develop Proposed Budget	5/20/2019	6/12/2019
Adopt Proposed Budget	6/17/2019	6/17/2019
Staff Develop Adopted Budget	6/18/2019	6/28/2019
Upload Budget into Software	6/28/2019	6/28/2019

As described in the adjacent table, the City Council received details regarding the General Fund, Enterprise Funds, Special Revenue Funds and the Capital Improvement Plan during the May 20<sup>th</sup> and June 3<sup>rd</sup> Public City Council meetings. The City Council also received Departmental presentations from the Electric and Public Works (including parks, water, sewer, and streets) Departments, Fire Department, Recreation, Police, Engineering, and the Finance and Administration Budgets.

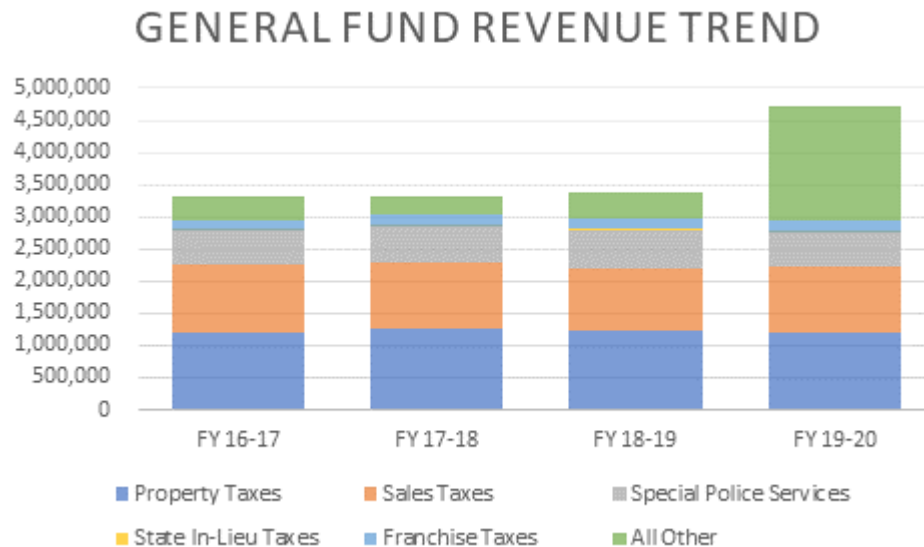
### IMPORTANT COUNCIL MEETING DATES:

Budget Introduction Electric, Public Works, and Fire Presentations	5.20.2019
Revenues & Expenditures and Capital Plan Recreation, Police, Engineering, and Administration Presentations	6.3.2019
Budget Adoption	6.17.2019
Additional Dates if Required	6.24.2019

Staff presented an overview of the critical issues facing Citywide fiscal solvency including the inadequate fund balances of the Water and Sewer Enterprise Funds. Staff also presented an overview of the budget process and the proposed changes, additions, and deletions discussed at various budget study sessions and special meetings.

### **General Fund**

The General Fund has maintained a positive fund balance for the past four budget cycles, following a series of deficit years. The majority of General Fund costs are comprised of personnel costs. Staff has undertaken significant measures in recent years to mitigate the fund challenges; including furloughs, layoffs, reduction of operating costs, deferment of projects, an implementation of an early retirement program, and an overall effort to relieve the burden on the City's General Fund.

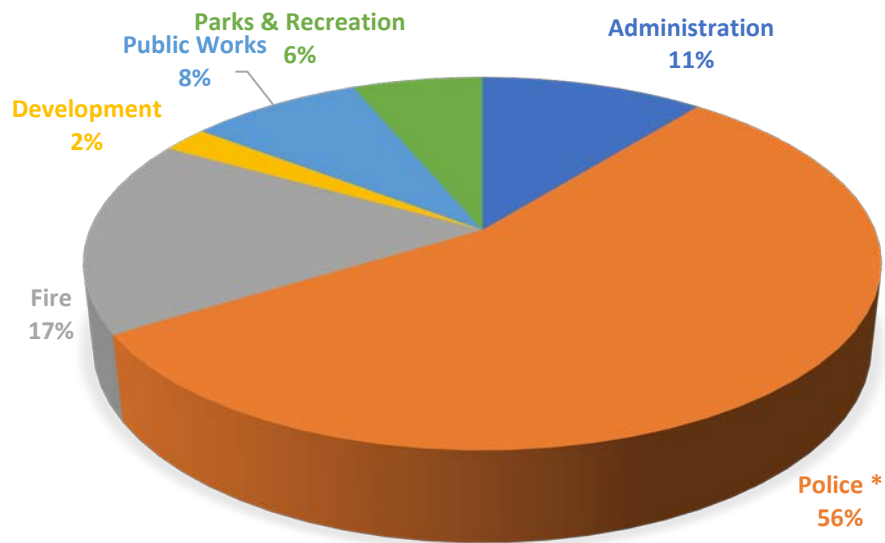
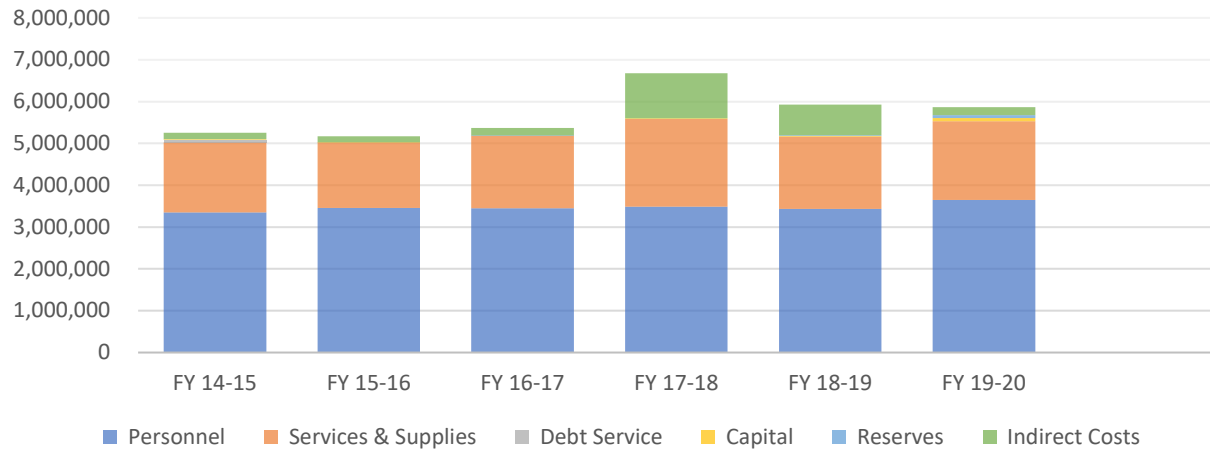


Revenue is expected to be at an all-time high due to the short-term lease revenues from the Gridley Camp Fire FEMA Community. In typical years, Property and Sales Tax contribute over 60% percent of revenue in the General Fund. It's essential to keep in mind that the FEMA revenues are for a period not to exceed two years.

Expenses in the General Fund are primarily flat. Increases are due to the Council approved addition of two Community Service Officers and the addition of one Firefighter. Additionally, the budget proposes increases to the Recreation Division budget, including employee benefits for the Recreation Coordinator. Overall personnel expenses are projected to increase primarily due to rises in Health Premiums and PERS Retirement. CalPERS estimates that local government costs could rise from 5 percent of payroll to 9 percent of payroll over the next five years. This is in addition to cost increases experienced thus far. Police and Fire (excluding the Biggs revenues) represent 72% of the General Fund budget.



## GENERAL FUND EXPENDITURES TREND



**GENERAL FUND EXPENDITURES 2019-20**  
\*(EXCLUDING BIGGS)

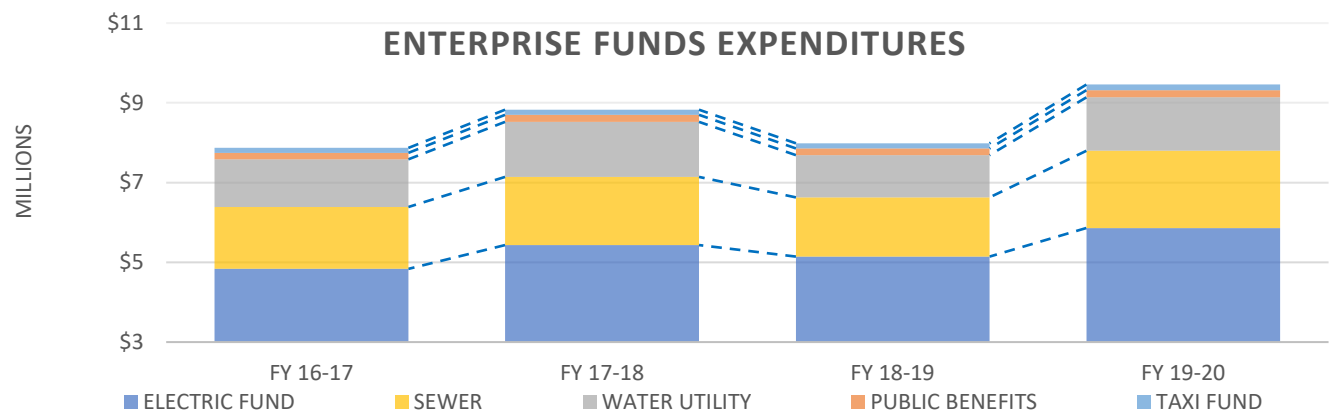
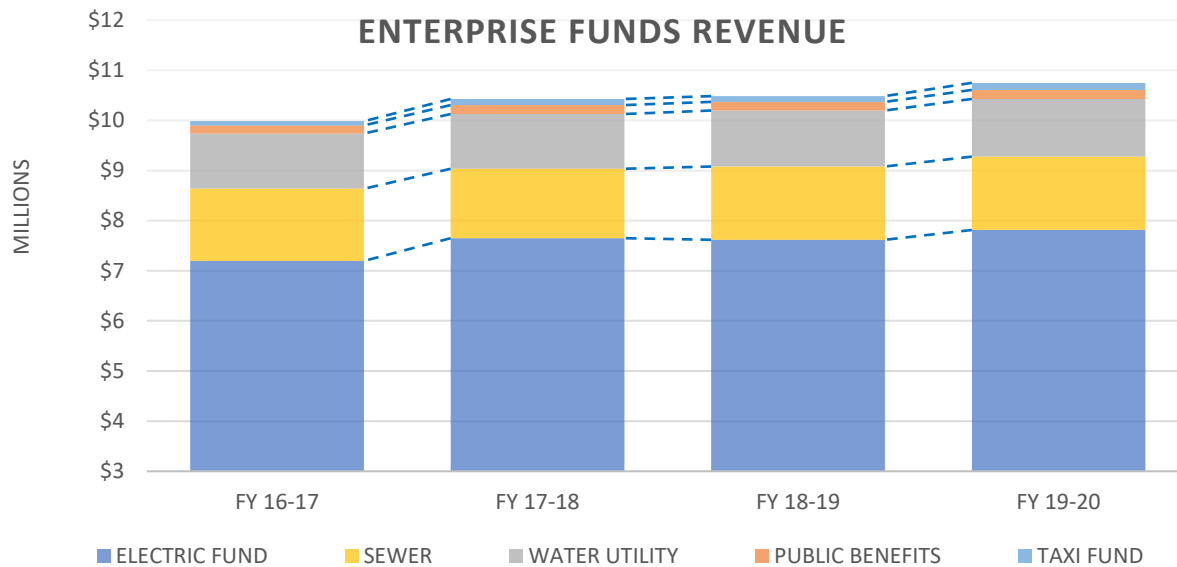
Overall, the proposed FY 2019-2020 budget improves the General Fund balance to \$1,232,105. After factoring in the required reserve balance level of 15%, the net General Fund balance is \$915,397.

### ***Special Revenue Funds***

The Special Revenue Funds are expected to fully utilize revenue for their designated purposes. The majority of the increase in anticipated revenue is due to an expected increase in the amount of Successor Agency funds for repayment of redevelopment expenditures. Both Revenue and Expenses reflect such increase in funds.

### ***Enterprise Funds***

Enterprise Funds Revenue is expected to increase by approximately 10% primarily due to the additional population of users due to the Gridley Camp Fire FEMA Community. Additionally, the Electric Fund revenues are generally improving due to the 2018 rate adjustment.



Enterprise Fund Expenditures are expected to increase, primarily driven by increases in Electric and Sewer Capital Improvements and increased costs of power purchases. In keeping with the Council commitments, the Electric Fund transfer to the General Fund decreased to \$1,200,000 from \$1,400,000 the prior year.

### ***Significant Concerns***

As discussed in the prior year budget sessions, the Water Fund and Sewer Fund are reaching alarmingly low fund levels. The proposed budget has already made reductions and postponements of much needed projects due to the low fund balances and unavailable funds. Operating expenses have remained relatively flat with increases coming primarily from personnel expenses in recent years; the declining deficit has been primarily due to the fact that the rate schedule has not been updated in many years. The fund balances are barely above deficit level, but it is dangerously close. While a water rate study was started in the prior fiscal year, it is crucial to complete the study and assess the accuracy of our water rates for long term viability. A sewer rate study is also now required.

### ***Capital Improvement Program***

Following a practice reinstated in the prior year budget, the Capital Improvements Program (CIP) was updated. For the CIP master plan, departments forecasted every vehicle, equipment, project, and improvement that meets internal capital criteria and planned the expenditures over 10 years in a methodical financial viability infrastructure plan. Throughout the budget process, staff vetted the importance of all requested CIP items against the available reserves and City priorities.

### ***Conclusion***

In conclusion, following the remarkable improvement in financial position in the last four years, the proposed budget adds discipline in expenditure reduction in all funds. This will be particularly important in the General Fund as we strive to meet reserve fund policy criteria and overall long-term viability. While the overall state of the Enterprise Funds is improving with the proposed budget, it's imperative that we address the critically low balance of the Water Fund and Sewer Fund of which the need for a rate study and assessment should be a top priority. Additionally, staff recommends review and implementation of adequate reserve fund policies to ensure the safety of City operations across all funds. From a budgetary perspective, determining sustainable solutions to these threats will be the number one priority of staff in FY 2019-20.

#### **Fiscal Impact**

The Proposed FY 2019-20 Operating Budget is staff's comprehensive effort to present a policy document which preserves fiscal stability and at the same time enables staff to accomplish crucial projects and services. Adopting a proposed budget which enables a City to sustainably and efficiently provide services is one of the most important duties a City Council can participate in.

#### **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**

1. Resolution No. 2019-R-015: A Resolution of The City Council of The City of Gridley Establishing The 2019-2020 Appropriations Limit for The City of Gridley
2. Resolution 2019-R-016: A Resolution of The City Council of The City of Gridley Adopting A Budget for Fiscal Year 2019-2020

***The Proposed FY 2019/20 Operating Budget and CIP has been provided separately to the City Council. A public copy is available for review at the Administration Customer Service Counter at City Hall.***

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY  
ESTABLISHING THE 2019-2020 APPROPRIATIONS LIMIT FOR THE CITY OF GRIDLEY**

**WHEREAS**, SB 1352 was enacted by the California State Legislature during the 1980 Session which specifically adds Division 9, Chapter 1205 (commencing with Section 79000) to Title 1 of Government Code; and

**WHEREAS**, SB 1352 was enacted to provide for the implementation of voter approved Proposition 4, also known as the "Gann Initiative" whose purpose was to limit governmental appropriations; and

**WHEREAS**, the voters of California did approve Proposition 111 in June 1990, which, among other provisions, allows for new adjustment formulas for calculating the City's annual appropriations limit; and

**WHEREAS**, the appropriations limit has been calculated for the City of Gridley by the City Finance Department in accordance with the Uniform Guidelines for Implementation of the Gann Initiative and Proposition 111, as promulgated by the League of California Cities.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Gridley as follows:

- 1.) For fiscal year 2019-20, the City Council approved the selection and usage of the "California Per Capita Income" percentage change and the population growth percentage increase for the City of Gridley when calculating that year's appropriations limit. The 2019-20 appropriations limit may be amended at some future date due to a change in the factor used in this calculation. The choice of factors to be used for the 2018-19 calculation was limited to use of the California Per Capita Income change due to the unavailability of the "percentage change in the local assessment roll from the preceding year due to the addition of local nonresidential construction in the City". (The County of Butte, Assessor's Office reports this factor has not been determined.) Therefore, when the factor depicting the percentage change in the local assessment roll from the preceding year due to the addition of local non-residential construction in the City is available, should it be greater than the California Per capita Income factor, the 2019-20 Appropriations Limit could be recalculated to reflect the higher factor.
- 2.) The Appropriations Limit is hereby established for the City in the amount of \$22,799,839 for fiscal year 2019-2020 in conformance with the attached Exhibit A and Article XIII B of the Constitution as amended.

**I HEREBY CERTIFY** that the foregoing resolution was duly introduced and passed at a regular meeting of the City Council of the City of Gridley held on the 17<sup>th</sup> day of June 2019, by the following vote:

AYES: COUNCILMEMBERS  
NOES: COUNCILMEMBERS  
ABSTAIN: COUNCILMEMBERS  
ABSENT: COUNCILMEMBERS  
ATTEST:

APPROVED:

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Paul Eckert, City Clerk

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Bruce Johnson, Mayor

**EXHIBIT A - Gann Initiative - Appropriation Limit Calculation**  
For the Fiscal Year ended June 30, 2020

**2019-2020 Appropriation Limit Calculation**

Price factor information:

Prior year amount	3.67
Current year amount	3.85

Population information:

Prior year population	6,937
Current year population	7,224

Per Capita Change: 3.85

Population Change: 4.14

Per Capita converted to a ratio:  $\frac{3.67 + 100}{100} = 1.038500$

Population converted to a ratio:  $\frac{4.14 + 100}{100} = 1.041372$

Calculation of factor for FY 2019-2020:  $1.038500 \times 1.041372 = 1.081465$

**2019-2020 Appropriation Limit:**

2018-2019 Appropriation Limit \$21,082,361

Multiplied by Factor 1.081465

2019-2020 Appropriation Limit **\$22,799,839**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY  
ADOPTING A BUDGET FOR FISCAL YEAR 2019-2020**

**WHEREAS**, a Proposed Annual Operating Budget for Fiscal Year 2019-20 was presented to the City Council of the City of Gridley on May 20, 2019, June 3, 2019, and June 20, 2019; and

**WHEREAS**, the Council desires to incorporate the proposed changes, additions, and deletions discussed at the various public budget meetings into the Proposed 2019-20 Operating Budget as detailed in the minutes of the pertinent meetings; and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the City Council of the City of Gridley does hereby adopt the Annual Operating Budget for the City for 2019-20, as described above and shown below:

**SUMMARY OF 19-20 BUDGET**

<b>FUND</b>	<b>FY 19-20 EXPEND.</b>	<b>TRANS. OUT</b>	<b>TOTAL FY 19-20 APPROPRIATION AUTHORITY</b>
<b>GENERAL FUND</b>			
<b>ADMINISTRATION</b>			
CITY COUNCIL	86,919		86,919
CODE ENFORCEMENT	31,224		31,224
CLERK/ADMINISTRATION	237,024		237,024
CITY ATTORNEY	17,827		17,827
CITY HALL MAINTENANCE	38,503		38,503
FINANCE	222,282		222,282
<b>PUBLIC SAFETY</b>			
POLICE DEPARTMENT	3,154,190		3,154,190
BINTF	12,500		12,500
PD MAINTENANCE	10,529		10,529
ANIMAL CONTROL	134,885		134,885
FIRE DEPARTMENT	999,957		999,957
<b>DEVELOPMENT</b>			
ENGINEERING	25,000		25,000
BUILDING INSPECTION	10,000		10,000
PLANNING	95,572		95,572
<b>PUBLIC WORKS</b>			
STREET MAINTENANCE	275,972		275,972
CORP YARD	213,835		213,835
<b>PARKS &amp; RECREATION</b>			
PARKS	216,439		216,439
RECREATION	153,020		153,020
<b>TOTAL GENERAL FUND</b>	<u>5,935,678</u>		<u>5,935,678</u>

<b>FUND</b>	<b>FY 19-20 EXPEND.</b>	<b>TRANS. OUT</b>	<b>TOTAL FY 19-20 APPROPRIATION AUTHORITY</b>
<b>SPECIAL REVENUE FUNDS</b>			
2008 SERIES A- FUND 204	206,596		206,596
2008 SERIES B- FUND 206	88,250		88,250
SUCCESSOR AGENCY - FUND 215	9,398		9,398
GAS TAX 2105 - FUND 390	324,804		324,804
GAS TAX 2103 - FUND 395	48,860		48,860
GAS TAX 2106 - FUND 400	74,649		74,649
GAS TAX 2107 - FUND 410	47,909		47,909
GAS TAX 2107.5 - FUND 420	7,611		7,611
SB 325 & SB1 - FUND 425 & 430	121,670		121,670
TRAFFIC SAFETY - FUND 440	25,500		25,500
BOAT RAMP -FUND 480	4,127		4,127
HOUSING REHAB RLF - FUND 513	18,140		18,140
FLOOD MAINT. # 1 (RICHINS) - FUND 580	29,444		29,444
FLOOD MAINT. # 2 (EAGLE MEADOWS) - FUND 581	63,337		63,337
FLOOD MAINT. # 3 (HERON LANDING) - FUND 582	63,009		63,009
FLOOD MAINT. # 6 (SCROGGINS) - FUND 583	27,266		27,266
COPS GRANTS FUND - FUND 672	65,000	35,000	100,000
HOSPITAL JPA - FUND 682	0		0
GRIDLEY SPRINGS FUND - FUND 814	0		0
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,225,571</b>	<b>35,000</b>	<b>1,260,571</b>
<b>ENTERPRISE FUNDS</b>			
<b>ELECTRIC FUND - FUND 600</b>			
ELECTRIC - PROGRAM 4600	5,896,447	1,200,000	7,096,447
STREET TREE MAINT. - PROGRAM 4601	10,000		10,000
CAPITAL IMPROVEMENTS - PROGRAM 4608	55,000		55,000
<b>PUBLIC BENEFITS - FUND 610</b>	<b>219,257</b>		<b>219,257</b>
<b>WATER UTILITY FUND - FUND 630</b>			
WATER - PROGRAM 4630	1,030,987		1,030,987
<b>SEWER UTILITY FUND - FUND 650</b>			
SEWER OPERATING - PROGRAM 4650	536,522		536,522
SEWER PLANT - PROGRAM 4651	603,617		603,617
SEWER TOWN - PROGRAM 4652	436,321		436,321
SEWER BCHA - PROGRAM 4653	24,387		24,387
SEPTAGE HAULERS - PROGRAM 4658	0		0
<b>SB 325 TAXI FUND - FUND 700</b>	<b>140,903</b>		<b>140,903</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>8,953,441</b>	<b>1,200,000</b>	<b>10,153,441</b>
<b>TOTAL RESERVE FUNDS</b>			
GENERAL FUND RESERVE - FUND 011	100,000		100,000
GENERAL FUND IMPACT - FUND 020	75,000		75,000
CITY HALL RESERVE -FUND 050	188,000		188,000
EQUIPMENT RESERVE - FUND 060	211,000		211,000
ELECTRIC CAPITAL FUND - FUND 620	90,000		90,000
ELECTRIC CONST FUND - FUND 621	175,000		175,000
WATER CAPITAL FUND - FUND 640	203,000		203,000
SEWER CAPITAL FUND - FUND 660			0
<b>TOTAL RESERVE FUNDS</b>	<b>1,042,000</b>	<b>0</b>	<b>1,042,000</b>
<b>TOTAL</b>	<b>17,156,690</b>	<b>1,235,000</b>	<b>18,391,690</b>

**I HEREBY CERTIFY** that the foregoing resolution was duly introduced and passed at a special meeting of the City Council of the City of Gridley held on the 17<sup>th</sup> day of June 2019, by the following vote:

AYES: COUNCILMEMBERS

NOES: COUNCILMEMBERS

ABSENT: COUNCILMEMBERS

ABSTAIN: COUNCILMEMBERS

ATTEST:

APPROVE:

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Paul Eckert, City Clerk

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Bruce Johnson, Mayor



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

**Date:** June 17, 2019

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

**Subject:** Council Appointment of Partial Term Councilmember

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

**Recommendation**

City staff respectfully recommends that the City Council appoint a partial term Councilmember to fill the Council seat expiring in November 2020, vacated by the passing of Frank Hall in accordance with the process the City Council directed at the March 4, 2019, Council Meeting.

**Background**

Frank Hall's passing on April 12, 2019, created a vacancy on the City Council. (Gov. Code, § 1770, subd. (a).) Government Code provides that if a vacancy occurs on the City Council the City Council shall either fill the vacancy by appointment or call a Special Election to fill the vacancy.

City Council has previously voted to utilize a letter of interest and application process to solicit interest in City Council vacancies. On May 6, 2019, City Council directed staff to advertise the current vacancy and utilize this same process. The Council opening was well advertised including social media, letters and emails to service clubs, and the posting on the Highway 99 marquee. The public was well informed of the vacancy and application process. Applications were due May 17<sup>th</sup>.

Applications received were provided to Council for their review and at the May 20<sup>th</sup> Council meeting, staff received direction to arrange for a Special City Council meeting on June 3 to interview the applicants. The Council will follow the Roberts Rules of Order process to decide who will be appointed. Under Roberts Rules, more than one person may be nominated until one person receives a majority of votes. The City Council will therefore vote on the first person nominated, and, if that person does not receive majority votes, the City Council will vote on the second name and so forth until one person receives a majority vote. If appointed, the new partial term Councilmember's term is expected to begin in July. Similar to the process utilized for recent new Councilmembers, staff will coordinate a comprehensive Council orientation process for the new Councilmember immediately after appointment.

**Financial Impact**

Appointment of a Councilmember does not have any direct financial impact.

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

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

**Attachments – None**