

City of Gridley

To: Mayor Johnson and City Councilmembers
From: Paul Eckert, City Administrator/Finance Director
Subject: City Services Bi-Weekly Update
Date: September 22, 2020

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

This Bi-Weekly Update is intended to provide useful and timely updates to the Mayor and Council, our Gridley Community, Visitors, and our City Coworkers. We regret if we've inadvertently omitted useful items from this report. As always, your input and guidance are appreciated. In compliance with "Open Meeting" laws, please send any response directly to staff and please do not "copy all."

City Administrator/Finance/City Council

- Employee Morale and Performance – Our City of Gridley employee morale and performance are at all-time highs. We greatly appreciate our Team Member's dedication and commitment to excellent customer service! Our new Leadership Team are working together exceptionally well. The positive engagement and support of the Mayor and City Council help ensure a healthy and confident workforce.
- Financial Transparency – City staff provide a detailed report to the community at the September 8th City Council meeting regarding the history and the current status of the City of Gridley Water, Sewer, and Electric Rates. City staff also provided a public overview of the City's website. Public participation was strongly encouraged by the City Council.
- Economic Development - The City Administrator is currently working with several prospects and the State Economic Development Office, congressional representatives, local economic development leaders, site selectors, and property owners, regarding several industrial and commercial properties.
- FEMA Community - FEMA reported that there are 121 households in the Gridley FEMA site, approximately half of the households from our peak. Households are gradually, but successfully finding permanent housing. We anticipate the Community remaining until July 2021. As a reminder, the FEMA community resulted in nearly \$50 million of new permanent infrastructure, including water, sewer, and electric, being added to the City's long undeveloped Industrial Park that was paid for by the Federal government. The infrastructure will likely result in much faster build out of the Industrial Park resulting in additional area jobs, taxes, and significant Water, Sewer, and Electric revenues.
- The Finance Department is active with: accounting software transitions; grant responsibilities; payroll and benefits improvements; worker's compensation cases; and organization of all work areas and file systems. Staff are already engaged with FY 19-20 Annual Audit preparation efforts.
- Audit - Eide Bailly is helping train and educate City Finance staff and is assisting staff with journal entries, bank reconciliations, and year end close. Our Finance Audit Team will again meet next week.
- Grants – CDBG & HOME draws requests and grant reporting will be submitted next week. Staff continues to evaluate grants management software similar to what other cities utilize.
- New Comprehensive Software Implementation – Staff has been meeting with Tyler Software staff for the last few weeks on a daily basis as we are configuring the software for the financials. The new "state of the art" Chart of Accounts has been updated and finalized and has been uploaded into the new software system. Staff will soon work on project management codes and adding

those to the system for more accurate new CIP project tracking. Barcode Scanners and Receipt Printers have been ordered. Letters notifying the public that they need to re-register auto payments into the new Tyler links will be sent out prior to going live. Finance staff will continue on daily zoom meetings with Tyler until going live 10-26-20.

We anticipate final utility data extractions in November (GO LIVE 11-2-20) and Financial extractions in October (before going live on October 26th, 2020). We have been having to track all changes in the system in order to have those reflect in Tyler financials. Barcode scanners and receipt printers & online access - have been ordered. Currently MOMS is uploading online payments. Letters notifying the public that they need to re-register into Tyler links will be sent out prior to going live. Utility forms have been reviewed and ready. Schedule – for the next few weeks we will continue on daily zoom meetings with Tyler until going live 10-26-20.

- Write Off & Lien Lists - Letters have been sent out to residents for closed accounts notifying them of possible lien. Staff is planning on bringing the Writ Off List to the City Council on December 7th.
- Billing/Cash posting – Billing has been on time and consistent. Staff has improved the Utility Bill Discrepancy Report process. Customer service staff have been very helpful with the public in providing information and historical usage data. As part of an effort to assist any customers who've shared utility bill concerns, we've conducted a very large number of re-reads and meter testing. Our Electric Lineman have made contact with customers as they tested or re-read the meters. To ensure quality customer service, Finance staff has followed up with all customer contacts to confirm if they needed any additional assistance. Next month's Utility Bill will include an insert informing our customers of the life support rate application process.
- City Transit Feather Flyer Ridership Data:

Month/Yr.	Passengers	Days of Service	Riders Per Day	Total Miles	Average of Daily Miles
July 2020	195	22	9	825	37.5
August 2020	235	21	11	917	44

Engineering/Planning/Building/Code Enforcement

- Engineering Update - City Engineer Dave Harden is coordinating our Team efforts for sewer, water, and road grant funding applications. Dave's also been active with several new residential and commercial development projects. Trin Campos is assisting us with Pedestrian and Trail plans and funding.
- New residential Building Activity continues at a brisk rate, with more than 25 new houses expected in 2020.

Fire

- Thanks to the initiative of Gridley Fire Leadership, Engines E-274, and E-376 are all leased out to support local firefighting efforts. E-376 is assigned to the North Complex West Zone and E-274 was rented out for county coverage until the morning of 9/17/20. E-74 was assigned to the North Complex West Zone for 10 days and is now back in quarters.
- Station 74 had all new apparatus bay doors installed by the county.
- Station 74 personnel are assigned throughout the state as overhead to help support firefighting efforts. We have personnel commanding bulldozers, supporting Incident Management Teams, and on front line pieces of equipment assigned to the fire lines.
- Utility 74 is currently being rented as Fire Captain Conaty is leading a Strike Team of Type 3 engines on the North Complex West Zone. Multiple employees are working throughout the State assisting with overhead assignments on a multitude of incidents.

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

Emergency Responses	City	County
Medical Aids	8	6
Traffic Collisions	1	1
Structure Fires	0	1
Vegetation Fires	0	1
Vehicle Fires	0	1
Public Assist	5	0

Police

- The Gridley Police Department continues to provide quality services in all aspects of public safety to the community members for the City of Gridley.
- Despite Covid-19 issues, the Gridley Police Department has taken a proactive approach and continues to have procedures in place to provide for the protections of the first responders as well as the community members.
- The Oroville Police Department continues to provide dispatch services for Gridley for the hours of 0001 thru 0600 each night of the week.
- The early release of prisoners from the California Department of Corrections and Rehabilitation (CDCR) continues. Currently, there is a notification system in place to notify local jurisdictions, albeit not ideal, but notifications are being given. The lead time is increasing, but there is still major room for improvement on this.
- Keeping the community well informed as to the status of released or soon to be released inmates that may pose a threat to our local citizens and quality way of life, we have here in Gridley is of the upmost concern. Currently, there are no active release that are impacting Gridley at this time.
- The Police Department continues to see an overall increase in calls all for service. The Police Department is continuing its proactive and aggressive approach to the deterring of narcotics and theft related activities.
- The Department is in receipt of the Body Worn Camera technology and the IT Department is in the process of integrating this technology for deployment. With this BWC update, it allows for the Police Department to provide in depth documentation of interactions of members of the community. As we all are well aware, these interactions are even more important in today's society. Transparency and Accountability continue to be a priority and of upmost importance. This technology provides for Transparency and Accountability for all community members. This technology will reduce overall liability as well as the amount of overall Citizen Complaints.
- The Department has completed its Conducted Energy Device, Taser Program training with the assistance of the Oroville Police Department. All Officers have received updated Taser training and equipment, as well as Instructor related training. Having in-house instructors will allow for future cost savings. These future cost saving can then be applied to additional POST required trainings that are needed for our department. Having properly trained officers who are in compliance with regulations reduces overall liability and provides for additional public safety.
- Detective Mike Mitchell attended California Peace Officer Standards and Training (POST) Perishable skills training in Arrest and Control Techniques with the Butte College Law Enforcement Training Center.

- All Department members attended required Firearms Range Training. Firearms Range Training is one of the most important trainings department members attend. Being proficient with the use of one's firearm is crucial. The Gridley Police Department is fortunate to have in house Firearms Instructors to accomplish these required proficiencies. This lessens our training costs as well as lessening potential civil liability.
- Officer Roberts, K9 Officer Cooley, and Detective Mitchell assisted the Butte County Sheriff's Office with evacuations and evacuations patrols for the Bear and Northern Complex Fires in the areas of Berry Creek and northern part of Yuba County. Upcoming trainings include required POST Management module for Lieutenant Quihuiz. required POST Executive Management module for Chief Harr and Axon Body Worn Camera module for all Police Department members.
- The Gridley Animal Control continues to provide proactive patrol and compassion for lost/stray animals. Animal Control personnel continue to encourage community canine owners to license their pets. The RIM's Animal Control Module is increasing daily with pets being registered as well as portraits being provided to assist for identification purposes when lost or strays are located. Animal Control Services continues to provide for monetary services for the spay/neutering of stray felines within the City limits of Gridley.
- The Community Service Officer continues to be very proactive in her efforts to clean up areas of concern in the City of Gridley. Calls for service for the CSO in August 2020 totaled 156. The CSO is currently assisting with ACO services due to staffing.
- The FEMA- Gridley CAMP Fire Community continues to have a low call volume for Public Safety calls for service. Upfront, the Gridley Police Department was proactive to deter the criminal element within this community. I attribute part of this success to the efforts of the Gridley Police Department to keep our community a safe place to live and experience the joys of living.

Patrol Statistical data August 1, 2020 – September 17, 2020

Total Incidents	1886
Calls for Service	1225
Officer Initiated Incidents	661
Traffic Stops	265
Other OIA Incidents	396
Total Officer Reports	215
Accident Case	5
Felony - Report	14
Information Only Report	57
Infraction - Arrest Report	0
Misdemeanor - Report	82
Out Side Agency Assist Report	2
Warrant Arrest	45
Unclassified Reports	10
Total Misdemeanor & Felony Arrests	124
Misdemeanor Arrests	112
Felony Arrests	12
Total Citations	153
BICYCLE	1
MISDEMEANOR	58
VEHICLE	69
WARRANT	17
Unclassified	8

9-1-1 Priority Category Response Times for the month are as follows:

Priority 1: 2:26 MIN

Priority 2: 3:46 MIN

Priority 3: 3:17 MIN

Public Works

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

- Public Works Crews have completed three grindings and pave back on street maintenance, a record total 16,937 lineal feet so far. We are currently preparing for the fourth grind and pave back. Selection of streets to repave was largely based upon the Paving Management Study last updated this year. Staff is committed to ensuring that the repaving efforts are spread equally throughout Gridley.
- Crews removed two fallen trees at the boat ramp area.
- Crews filled pot holes on streets throughout the City.
- Public Works Crews replaced an Aerator that had been worked on, back in the Aeration Pond at the Sewer Plant.
- Crews are trimming trees in streets and around street sign.
- Public Works Crews have been weed eating and cleaning the maintenance ditches.

Department Works Activity	
Water Leaks Repaired	1
Water Encoder Receiver Transmitter installed/Replaced (ERT's)	0
Sewer Plugs	0
Tree Removal/Trimmed	2
Water Related Service Calls	1
Sewer Related Service Calls	1
Under Ground Service Alerts (USA's)	1
Park Related Service Calls	0
Other Service Calls	0

Production Well	Volume Pumped	Calc. Chlor
Eagle Meadows	27.509 M.G.	.2841 mg/l
Spruce	00.000 M.G.	.0000 mg/l
Wilson	00.000 M.G.	.0000 mg/l
Little Ave.	28.333 M.G.	.2734 mg/l
Liberty	7.986 M.G.	.2863mg/l
Parkside	11.244 M.G.	.2614 mg/l

Monthly Water Production	75.072 M.G.
Average Chlorine residual in the system:	.19 mg/l

Waste Water Treatment Plant

Total flow to the Plant was 14.778 M.G.

Flow from Butte County Housing Authority was 898,300 gals.

Recreation

- Recreation services are severally limited due to State of California imposed restrictions. All Parks, Playgrounds, the Skate Park, and the City's Splash Pad remain open.
- Recreation remains very active on Facebook, despite the COVID19 limitations. Checkout Recreation's Facebook page at <https://www.facebook.com/groups/120025737091/>

City Council Formal Calendar

- The City Council's next City Council meeting will be Monday, November 2nd at 6:00 pm at City Hall.
- The Butte County Board of Supervisors Agenda for the 9:00 am meeting on Tuesday, September 29th in Oroville can be accessed at the following link:
<http://www.buttecounty.net/boardofsupervisors/BoardMeetings.aspx>

Respectfully,

Paul