

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

Monday, June 5<sup>th</sup>, 2017; 3:30 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.”*

1. **CALL TO ORDER** - Mayor Hall
2. **ROLL CALL** – Recording Secretary
3. **ITEMS FOR COUNCIL CONSIDERATION**
  - A. Budget and CIP overview – Matt
  - B. Sewer, Water, Electric, and Public Works – Daryl (PowerPoint)
  - C. Police – Dean (PowerPoint)
  - D. Fire – Chris (PowerPoint)
  - E. Recreation – Paul/Matt
  - F. Admin/Finance/Planning/Building, IT – Paul/Matt
4. **ADJOURNMENT**

**NOTE 1: POSTING OF AGENDA-** This agenda was posted on the public bulletin board at City Hall at or before 4:00 p.m., June 2<sup>nd</sup>, 2017, in accordance with Government Code Section 54954.2. This agenda along with all attachments is available for public viewing online at [www.gridley.ca.us](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 City Council Meeting Agenda**

Monday, June 5, 2017; 6:00 pm

Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

**CALL TO ORDER** - Mayor Hall

**ROLL CALL** - Recording Secretary

**PLEDGE OF ALLEGIANCE** – Vice Mayor Johnson

**INVOCATION** – John Manganiello, United Methodist Church

**PROCLAMATIONS** - None

**COMMUNITY PARTICIPATION FORUM** - *Members of the public may address the City Council on matters not listed on the agenda. The City Council may not discuss nor take action on any community participation item brought forward by a member of the community. Comments are requested to be limited to three (3) minutes.*

**CONSENT AGENDA** – *Items 1 thru 5 are part of the Consent Agenda and are considered routine and acted upon by one motion. Any Council member may request that an item be removed for separate consideration. The City Council may only make minor comments; otherwise the item should be removed from the Consent Agenda and placed as the first item(s) under “Items for Council Consideration”.*

1. City Services Update
2. City Council minutes dated May 1 and May 15, 2017
3. Gridley-Biggs Police Department Reorganization
4. Authority to Replace Feather Flyer
5. Butte County Association of Governments (BCAG) ten-year Extension

### **OTHER ITEMS FOR COUNCIL CONSIDERATION**

6. Swimming Pool Update
7. Update Regarding Potential Senior Housing Development
8. Resolution Authorizing City Administrator to Execute MOU between City of Gridley and Biggs West Gridley Water District and Butte Water District
9. Introduction and First Reading of Ordinance No. 827-2017: An ordinance rezoning approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Limited Industrial (M-1) and Heavy Industrial (M-2) to General Commercial Mixed Use (C-2/MUCZ). (021-110-031, 021-110-046, 021-110-047, 021-240-002,

021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044) Continued to June 19, 2017

10. Adoption of Resolution 2017-R-008: A Resolution for a General Plan amendment to change the General Plan land use designation of approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Industrial (I) to Commercial (C). (021-110-031, 021-110-046, 021-110-047, 021-240-002, 021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044) and adopt a Negative Declaration pursuant to CEQA finding there is no environmental impact from the land use re-designations for the General Plan and Zoning on approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 Continued to June 19, 2017

**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):

a. Regular Session - Budget/CIP Hearing #3 - Adoption	6/19/2017
b. Biggs Electric Maintenance Service and Police Updates	6/19/2017
c. New LED Street Lighting Plan	7/17/2017
d. Waste Management CPI Adjustment	7/17/2017
e. Sewer Pond Improvements and Policies	7/17/2017

## **CLOSED SESSION**

**None**

**ADJOURNMENT** – adjourning to the next regularly scheduled meeting on June 19<sup>th</sup>, 2017

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**NOTE 2: REGARDING UNSCHEDULED MATTERS** – In accordance with state law, it shall be the policy of this Council that no action shall be taken on any item presented during the public forum or on unscheduled matters unless the Council, by majority vote, determines that an emergency situation exists, or, unless the Council by a two-thirds vote finds that the need to take action arose subsequent to the posting of this agenda.

**City Council Agenda Item #1**  
**Staff Report**

**Date:** June 5, 2017  
**To:** Mayor and City Council  
**From:** Paul Eckert, City Administrator  
**Subject:** City Services Update

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

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**Recommendation**

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

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

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

**Financial Impact**

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

**Attachments:**

City Services Update



## City of Gridley

To: Mayor Hall and City Councilmembers  
From: Paul Eckert, City Administrator  
Subject: City Services Weekly Update  
Date: May 26, 2017

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

This Weekly Update is intended to provide useful and timely updates to the Mayor and City Council, Community Members, and City staff. This Update will soon be available online at <http://www.gridley.ca.us> We regret if we have inadvertently omitted useful items from this report. As always, your input and guidance are appreciated. Please send any response to me directly and do not "copy all."

### City Administrator/City Council/Information Technology

- City staff actively assisted the Gridley Chamber of Commerce with another very successful Annual Red Suspenders event on May 20<sup>th</sup>.
- Swimming Pool – It appears the Pool at the Fairgrounds funded by the Community Service Area (CSA) fees will be open this year. We plan to provide the Council and Public an update at the June 5<sup>th</sup> City Council meeting.
- Lodi Energy Center – Staff has worked hard to develop a plan of action to layoff Gridley's excess energy. We anticipate the solicitation of 3 MW of LEC surplus power to be completed in July. At this point we estimate a potential benefit of \$350,000.
- Cherry Street Pedestrian Crossing - Caltrans continues to work on the design of the pedestrian crossing at SR99 and Cherry Street. Caltrans is currently resolving right of way issues and is also considering a median island at the crossing. City Engineer Trin Campos is leading the conversations with Caltrans and is including Daryl and Dean.
- Proposed Budget and Capital Improvement Plan – Staff continues to develop the Proposed Budget. The condition of the City's General Fund is challenged due to increases in Public Safety costs and health care and retirement system costs. These challenges are compounded by Electric Fund shortfalls. The Electric Fund supports the General Fund.
- Weed Inspections – The Annual City Weed Abatement Program began on May 22<sup>nd</sup>. In an effort to avoid fire hazards all parcels will be inspected. Letters will be sent to all properties that are in violation. Time will be provided to remedy the violation. Failure to remedy the violations will result in the abatements costs being passed along to the property owners.





### Finance and City Bus Service

- The Finance Department is very busy with budget preparation; evaluation of the utility funds; various Federal and State reports; CDBG/HOME reports; energy reports; State Controller's Office Financial Transactions and Compensation Reports; and organization of all work areas and file systems.
- The new Feather Flyer vehicle has been ordered. The vehicle is funded by Federal/State Transit funds.



### Electric

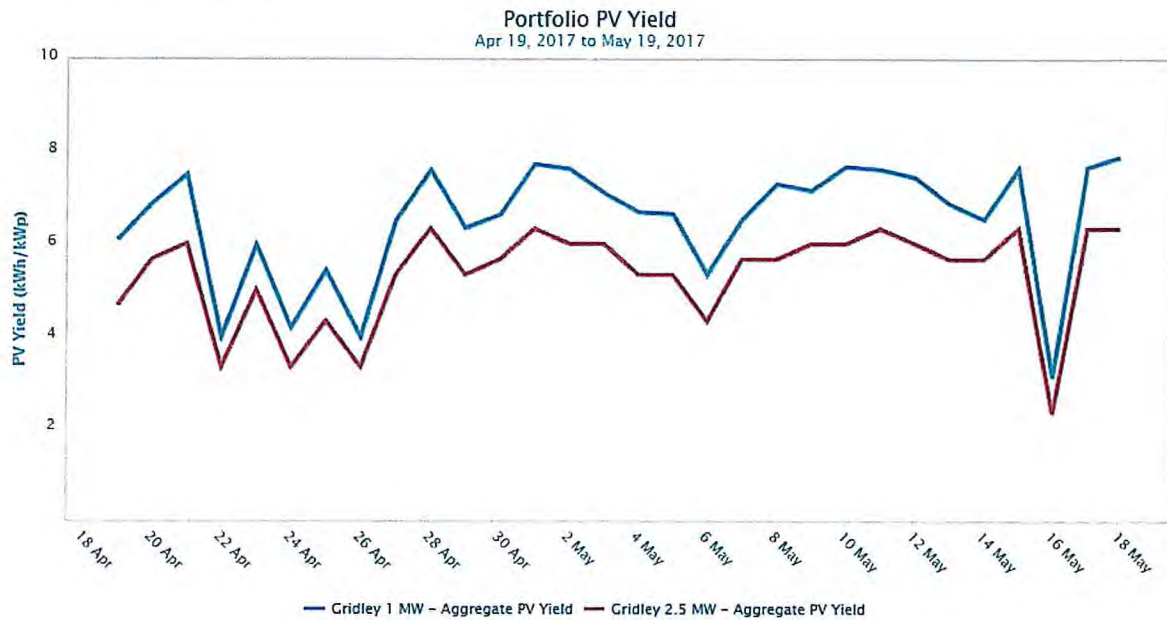
- Electrical Crews conducted Oil Sample Tests of all Substation equipment in preparation for Gridley's Annual Substation Testing/Maintenance program.
- Electrical Crews rebuilt Pole #6470 in the Alley on Laurel Street between Kentucky and Virginia Street as part of the City's 12 kV Maintenance Program.
- LED lights continue to be changed out at Gridley's Police Facility. The installation of a dimmer switch was added to control the new LED lighting.
- Eight new Electrical Services were installed in Eagle Meadows. A new service was also installed at 275 Haskell Street.
- Two faded meter displays were changed out for the City of Biggs.
- Eight EPCM tags were completed as part of Gridley 12kv Maintenance Program.
- Four Street Lights were repaired.
- Crews conducted weekly checks for Biggs and Gridley substations.
- Tree trimming was conducted including a tree removal at 367 Hazel Street.



Electrical Department Activity	Gridley	Biggs
Street Light Repairs	5	0
Nonpayment Shut-off/turn on	0	0
Underground Service Alerts (USA'S)	5	0
Sets & Outs	17	2
Service calls	9	
Trim/Remove tree	1	0
Discrepancy Report Items	0	0
After Hours Call out's	1	1
Solar Read	0	0



## Gridley Solar 1 &2 production



## Fire

- Gridley Fire trained on Master Streams and Portable Monitors.
- Department personnel continued training with our new Engineers in the Battalion.
- The Fire Department was actively involved with the annual Red Suspenders Day.
- Department Personnel were active participants with the Orchard Hospital Chili Cook Off and "Pie in the Face" activities in celebration of National Hospital Week.

Gridley Fire Station 74 - Weekly Emergency Responses	City	County
Medical Aids	10	9
Traffic Collisions	0	2
Structure Fires	0	1
Vegetation Fires	0	0
Vehicle Fires	0	0
Public Assist	1	0
Cover Assignments	0	2
Other (smoke checks, hazardous conditions, control burns, etc)	1	1
Technical Rescues	0	0



## Police

- Animal Control continues to provide proactive patrol and compassion for lost/stray animals.
- Police Patrol was active in both communities of Gridley and Biggs. The Department served several local arrest warrants during the week.
- The City Council was formerly introduced to new Public Safety Dispatchers Windy Carrillo and Kelsea Hunt along with Police Officer Michael Clark. Detective Johnson introduced his narcotics detection canine partner, Luna and provided a demonstration of her narcotics search abilities.
- Department Personnel participated with its County public service partners in Gridley's Annual Teddy Bear Clinic on May 18<sup>th</sup>. Gridley Elementary Students were in attendance and were provided personal safety education and information.
- Police Personnel and the Police Explorers joined other City employees in the Annual Red Suspenders Day Parade and Celebration.
- The Department continues in its goal to provide quality service in all aspects of public safety to the citizens we serve. The April 2017 statistics are provided below:



City of Gridley - Police Activity	April 2017	Year Total
Adult Arrests	53	237
Juvenile Arrests	2	7
Misdemeanor Arrests	51	207
Felony Arrests	0	33
Felony Crimes Reported	17	52
Misdemeanor Crimes	53	231
<b>Total Police Incidents*</b>	<b>931</b>	<b>4,201</b>
Battery	6	33
Burglary	4	28
Deceased Person	1	5
Vandalism	7	26
Stolen Vehicle	1	5
Robbery	1	1
Public Intoxication	8	17
Patrol Request	7	34
Medical Aid	24	131
Area Checks	99	463
Pedestrian Checks	32	199
Disturbing the Peace	32	85
Total 911 Calls	204	1,027
Total Accidents	3	22
Name Exchanges	2	7
Total Traffic Citations	63	209
DUI Arrests	0	6
Traffic Stops	159	703
Extra Help Hours	286.25	1,243.75
RSVP Hours	10	60
<i>"Police Incidents" are those Police responses originating from telephone calls to the Dispatch Center, walk-ins at the Police lobby, Police Officer self-initiated activity and email or social media communications.</i>		



### **Public Works**

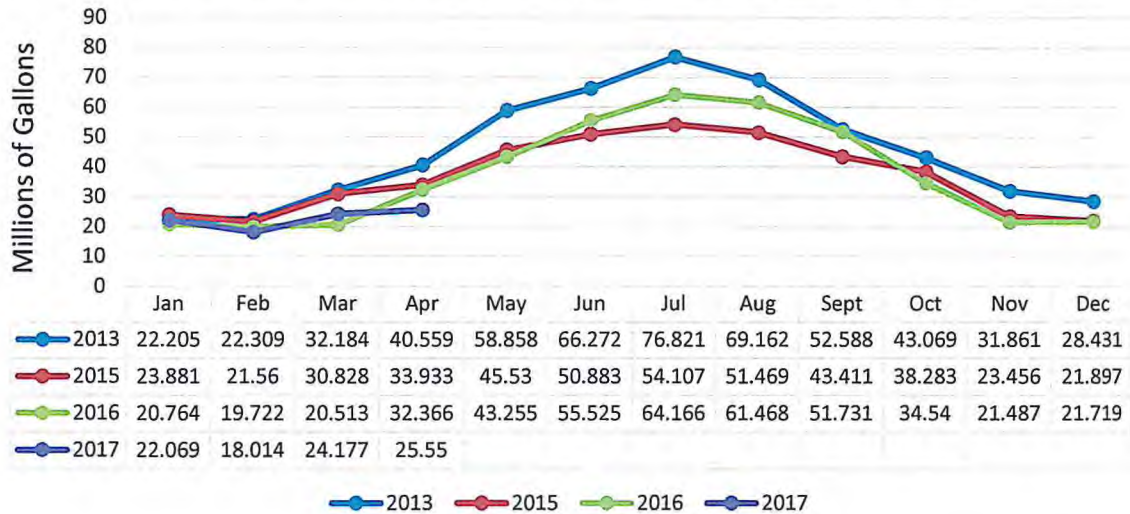
The Public Works Department Leadership and Crewmembers are responsible for a broad array of important duties including: Water Distribution; Water Production; Sanitary Sewer Collection; the Wastewater Treatment Plant; Street and Sidewalk Maintenance; our Maintenance Districts; Parks Maintenance; City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

- Public Works Crews completed the extensive Daddow landscaping Project.
- The Butte County Health Department completed inspections at the City's Splash Pad and cleared it for seasonal opening.
- Public Works Crews continue spraying weeds in Alleys and are spraying curbs and gutters throughout the city.
- Red Suspenders Work - Crews completed: street painting; pruning in the planter's Downtown; cleaned sidewalks, curb and gutters; ran the street sweeper downtown; and placed no parking barricades along the parade route and placed street closure barricades to block streets for the parade.
- Crews repaired a water leak at Railroad Park.
- Public Works Crews started pruning at the Eagle Meadows Subdivision entrance on Colusa Highway.
- Crews back filled and completed the sewer main in the Alley behind 1190 Ohio Street.
- Public Works Crews continue to repair pot holes throughout Gridley.
- Street sweeping was performed this week.
- Public Works Crews completed maintenance on the water coolers at the City Animal Shelter Facility in preparation of upcoming summer heat.
- Public Works Crews continue fence repair at the Heron Landing Subdivision maintenance ditch.

Department of Public Works Activity	Weekly Activity
Water Leaks Repaired	2
Water Encoder Receiver Transmitter installed/Replaced (ERT's)	0
Sewer Plugs	0
Tree Removal/Trimmed	5
Water Related Service Calls	2
Sewer Related Service Calls	1
Under Ground Service Alerts (USA's)	8
Park Related Service Calls	0
Other Service Calls	1

Production Well	Volume Pumped	Calc. FI	Calc. Chlor
Eagle Meadows	00.000 M.G.	.00 mg/l	.0000 mg/l
Spruce	00.000 M.G.	.00 mg/l	.0000 mg/l
Wilson	00.000 M.G.	.00 mg/l	.0000 mg/l
Little Ave.	4.100 M.G.	.64 mg/l	.2573 mg/l
Liberty	13.98 M.G.	.68 mg/l	.2816 mg/l
Parkside	7.470 M.G.	.85 mg/l	.2809 mg/l
<b>Monthly Water Production</b>			
Total water pumped to system:			25.55 M.G.
Ave. chlorine residual in the system:			.20 mg/l
Ave. tested fluoride in the system:			.78 mg/l
Lab tested fluoride in the system:			.7 mg/l

## Comparative Water Usages for 2013,2015,2016



### Past Month's Flows at the Waste Water Treatment Plant

Total flow to the Plant was 52,553,000 gals.

Flow from Butte County Housing Authority was 667,700 gals.

### City Council Formal Calendar

- The City Council will hold its next Regular City Council meeting on Monday, June 5<sup>th</sup> at 6:00 pm at City Hall. A Special City Council meeting to discuss the FY 2017-18 Preliminary Budget will be held prior to the Regular Meeting.
- The Butte County Board of Supervisors Agenda for the 9:00 am meeting on Tuesday, June 13<sup>th</sup> in Oroville can be accessed at the following link:  
<http://www.buttecounty.net/boardofsupervisors/BoardMeetings.aspx>

Thank you for your ongoing support and guidance.

Respectfully,

Paul

## **Gridley City Council – DRAFT Council Meeting Minutes**

Monday, May 1, 2017; 6:00 pm

Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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### **1. CALL TO ORDER**

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

### **2. ROLL CALL**

#### **Councilmembers**

Present:

Williams, Davidson, Hall, Borges, Johnson

Absent:

None

Arriving post roll call:

None

#### **Staff present:**

Paul Eckert, City Administrator

Tony Galyean, City Attorney

Matt Michaelis, Finance Director

Chris Haile, Division Chief

Dean Price, Police Chief

Daryl Dye, Utility Superintendent

### **3. PLEDGE OF ALLEGIANCE**

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

### **4. INVOCATION**

**The invocation was provided by Pastor David Henry, First Baptist Church**

### **5. PROCLAMATIONS**

**The Mental Health Awareness Month, May 2017 Proclamation was read and presented to Robin Noall by Mayor Frank Hall.**

### **6. COMMUNITY PARTICIPATION FORUM**

**Mayor Hall opened the forum and seeing no one present wishing to speak, the forum was closed.**

### **7. CONSENT AGENDA**

A. Council minutes dated February 16, and April 3, 2017

B. City Services Update

C. Revisions to Compensation for Mid-Management, Confidential and Unrepresented Employees



D. Authorize Mayor to sign Oroville Dam Coalition letter

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

**ROLL CALL VOTE**

**Ayes: Davidson, Hall, Williams, Borges, Johnson**

**Motion passed, 5-0**

**8. OTHER ITEMS FOR COUNCIL CONSIDERATION**

A. Planning Commission Interview

**Council appointed Zachary Torres to the Planning Commission**

B. Introduction and First Reading of Ordinance No. 827-2017: An ordinance rezoning approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Limited Industrial (M-1) and Heavy Industrial (M-2) to General Commercial Mixed Use (C-2/MUCZ). (021-110-031, 021-110-046, 021-110-047, 021-240-002, 021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044)

**See comments below.**

C. Adoption of Resolution 2017-R-008: A Resolution for a General Plan amendment to change the General Plan land use designation of approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Industrial (I) to Commercial (C). (021-110-031, 021-110-046, 021-110-047, 021-240-002, 021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044) and adopt a Negative Declaration pursuant to CEQA finding there is no environmental impact from the land use re-designations for the General Plan and Zoning on approximately 41 acres consisting of 14 parcels located on the west side of Highway 99

**Planning Consultant Donna Decker reviewed the proposed changes and the effect to the surrounding areas. Council heard comments and concerns from Ed Becker and Devin Waterbury.**

**After discussion, motion to continue items 8B and 8C until the June 5<sup>th</sup> meeting by Vice Mayor Johnson, seconded by Councilman Davidson**

**ROLL CALL VOTE**

**Ayes: Johnson, Davidson, Borges, Williams, Hall**

**Motion passed, 5-0**

D. Building Inspection Services

**Administrator Paul Eckert reviewed the staff report highlighting the options the City has investigated. A contract with the County for Building services is the most advantageous for the City and its residents.**

**Motion to approve a contract with Butte County for Building Services by Vice Mayor Johnson, seconded by Councilman Borges**

**ROLL CALL VOTE**

**Ayes: Williams, Johnson, Borges**

**Noes: Hall, Davidson**

**Motion passed, 3-2**

**9. CITY STAFF AND COUNCIL COMMITTEE REPORTS**

**There were no staff or committee reports**

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

<i>a. Swearing in of Police Department personnel</i>	<i>5/15/2017</i>
<i>b. Introduction of GBPD Canine "Luna"</i>	<i>5/15/2017</i>
<i>c. Swimming Pool Update</i>	<i>5/15/2017</i>
<i>d. Study Session – Swimming Pool Update</i>	<i>6/5/2017</i>
<i>e. Study Session - Budget/CIP Hearing #2- Expenditures and Utility Updates</i>	<i>6/5/2017</i>
<i>f. Regular Session - Budget/CIP Hearing #3 - Adoption</i>	<i>6/19/2017</i>
<i>g. Biggs Electric Maintenance Service and Police Updates</i>	<i>6/19/2017</i>
<i>h. New LED Street Lighting Plan</i>	<i>6/19/2017</i>
<i>i. Waste Management CPI Adjustment</i>	<i>6/19/2017</i>
<i>j. Sewer Pond Improvements and Policies</i>	<i>7/17/2017</i>

**11. CLOSED SESSION**

**A. Conference with Legal Counsel  
(Government Code 54956.9)**

Anticipated litigation pursuant to "Nathan Sharrock vs. City of Gridley"

**B. Anticipated Litigation  
(Government Code: 54956.9(c))**

Based upon existing facts, the City Council is deliberating and deciding on whether to initiate litigation with a customer of city services.

**C. Labor Negotiations – Gridley Police Officers Association  
(Government Code: 54957.6)**

Positions: Police Sergeant, Police Officer, Public Safety Dispatcher, Animal Control Officer

**Council came out of closed session with no reportable action.**

12. **ADJOURNMENT**

**With no further items for discussion, Council adjourned to the next regularly scheduled meeting on May 15.**

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Paul Eckert, City Clerk

DRAFT



## **Gridley City Council – DRAFT City Council Meeting Minutes**

Monday, May 15, 2017; 6:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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### **CALL TO ORDER**

**Mayor Hall called the meeting to order at 6:03 p.m.**

### **ROLL CALL**

#### **Councilmembers**

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

#### **Staff Present:**

Paul Eckert, City Administrator  
Tony Galyean, City Attorney  
Matt Michaelis, Finance Director  
Donna Decker, Planning Consultant  
Chris Haile, Division Chief  
Dean Price, Police Chief  
Daryl Dye, Utility Superintendent

### **PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by Councilmember Borges.**

### **INVOCATION**

**The invocation was provided by Bishop John Walton, Church of Jesus Christ, Latter Day Saints**

### **PROCLAMATIONS**

**There were no proclamations.**

### **COMMUNITY PARTICIPATION FORUM**

**The Mayor opened the forum and seeing no one present wishing to speak, the forum was closed.**

### **CONSENT AGENDA**

1. City Services Update

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

**Motion passed, all in favor**

## **OTHER ITEMS FOR COUNCIL CONSIDERATION**

2. Introduction and First Reading of Ordinance No. 827-2017: An ordinance rezoning approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Limited Industrial (M-1) and Heavy Industrial (M-2) to General Commercial Mixed Use (C-2/MUCZ). (021-110-031, 021-110-046, 021-110-047, 021-240-002, 021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044) Continued to June 5, 2017
3. Adoption of Resolution 2017-R-008: A Resolution for a General Plan amendment to change the General Plan land use designation of approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 from Industrial (I) to Commercial (C). (021-110-031, 021-110-046, 021-110-047, 021-240-002, 021-240-003, 021-240-014, 021-240-025, 021-270-014, 021-270-016, 021-270-017, 021-270-019, 021-270-043, 021-270-044) and adopt a Negative Declaration pursuant to CEQA finding there is no environmental impact from the land use re-designations for the General Plan and Zoning on approximately 41 acres consisting of 14 parcels located on the west side of Highway 99 Continued to June 5, 2017
4. Swearing in of Police Department personnel; Police Officer Michael Clarke, and Public Safety Dispatchers Windy Carrillo and Kelsea Hunt

**Chief Dean Price gave a summary of the accomplishments of new Officer, Michael Clarke and detailed the steps necessary to get to this point. Officer Clarke's family and friends were introduced before Clarke was sworn in and his wife pinned his badge.**

**Sergeant Smallwood introduced Dispatchers Windy Carrillo and Kelsea Hunt. They both come highly recommended and have done an excellent job thus far. Their families and friends in attendance were introduced.**

5. Introduction of Gridley Biggs Police Department Canine "Luna" by Detective Tyler Johnson

**Detective Tyler Johnson introduced Luna and gave a brief demonstration of her training and abilities.**

**There was a brief intermission with refreshments.**

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

**Vice Mayor Johnson reported on the Butte County Mosquito and Vector Control District meeting that he attended.**

**Mayor Hall reported on the meeting he attended at the Sutter Butte Flood Control Agency**

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

<i>a. Study Session – Swimming Pool Update</i>	<i>6/5/2017</i>
<i>b. Study Session - Budget/CIP Hearing #2- Expenditures and Utility Updates</i>	<i>6/5/2017</i>
<i>c. Regular Session - Budget/CIP Hearing #3 - Adoption</i>	<i>6/19/2017</i>
<i>d. Biggs Electric Maintenance Service and Police Updates</i>	<i>6/19/2017</i>
<i>e. New LED Street Lighting Plan</i>	<i>6/19/2017</i>
<i>f. Waste Management CPI Adjustment</i>	<i>6/19/2017</i>
<i>g. Sewer Pond Improvements and Policies</i>	<i>7/17/2017</i>

## **CLOSED SESSION**

6. **Labor Negotiations – Gridley Police Officers Association  
(Government Code: 54957.6)**  
Positions: Police Sergeant, Police Officer, Police Detective, Public Safety Dispatcher, Animal Control Officer, and proposed Police Corporal assignment.
7. **Labor Negotiations – Management, Mid-Management & Unrepresented  
(Government Code: 54957.6)**  
Position: Police Lieutenant

**Council came out of closed session with no reportable action.**

## **ADJOURNMENT**

**With no further items, Council adjourned to the next meeting scheduled for June 5, 2017.**

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**Paul Eckert, City Clerk**



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

**Date:** June 5, 2017  
**To:** Mayor and City Council  
**From:** Dean Price, Police Chief  
**Subject:** Gridley-Biggs Police Department Reorganization

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

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**Recommendation**

Staff respectfully requests the Mayor and City Council to accept and approve the proposed Gridley-Biggs Police Department (GBPD) Reorganization and approve the two attached resolutions.

**Background**

Since January 2014, the Police Department has been functioning with the Chief of Police as the sole administrator. Prior to 2014, the Department had utilized the Assistant Chief position to assist the Chief of Police in managing the administrative responsibilities of the Department. Due to the adverse downturn of the economy, the Department eliminated the Assistant Chief of Police position to decrease the overall fiscal year police budget.

The efficiency and effectiveness of the current organizational restructure of the Department and its current utilization of supervisory sworn personnel was evaluated and a supervisory reorganization was developed. The developed reorganization plan was intent on not adding any new or additional full-time employees to the current sworn officer personnel ranks, which is presently at fourteen members. The objective was to increase the supervisory and management efficiency and effectiveness to the entire Department with minimal fiscal impact and minimal impact on police service levels. Staff obtained this objective and the Department reorganization is provided within this staff report. Staff did meet and confer with the Gridley Police Officer's Association on the reorganization and the GPOA is in support of the reorganization after a compromise on the Corporal position assignment incentive pay percentage was reached.

The following is the proposed reorganization of the Gridley-Biggs Police Department:

1. Reclassify one (1) of the current three (3) Sergeant positions to the administrative position of Lieutenant. This results in a loss of one member to the GPOA membership and one additional member of the Management group. However, no change in the number of sworn positions in the Department.
2. The addition of two (2) Police Corporal positions in place of two (2) Patrol Police Officer positions. This has no effect on the GPOA membership size.
3. The Corporal position will be an assignment made by the Chief of Police.
4. The Corporal position will receive a 4.0% base pay increase to salary.

5. The GBPD police patrol labor force is currently comprised of eleven (11) sworn officers. The eleven positions include three (3) Sergeants and eight (8) patrol Police Officers. The reorganization would reduce the patrol labor force from ten (10) sworn officers. The labor force would then be comprised of two (2) Sergeants, two (2) Corporals and six (6) patrol Police Officers.

The job descriptions for the sworn officer positions of Police Lieutenant and Police Corporal are included with this staff report along with the Department's revised organization chart. The appropriate amendment to the GPOA's current Memorandum of Understanding and the revision to the "Management, Mid-management and Unrepresented" agreement is included.

#### **Financial Impact**

The fiscal impact of the reorganization of the Police Department may result in a maximum increase of \$10,000 for the 2017/2018 fiscal year.

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

This recommendation is consistent with our ongoing effort to be responsive and transparent regarding all business transactions and financial matters.

#### **Attachments:**

- GPOA Amendment #1 to the 2014-2019 GPOA MOU
- Police Corporal Job Description
- Management, Mid-management & Unrepresented Salary Schedule for Police Lieutenant
- Police Lieutenant Job Description
- Police Department Organization Chart

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY AMENDING THE 2014-2019  
MEMORANDUM OF UNDERSTANDING BETWEEN THE GRIDLEY POLICE OFFICERS' ASSOCIATION  
(GPOA) AND THE GRIDLEY CITY COUNCIL**

**WHEREAS**, negotiations between the City Council of the City of Gridley and representatives of the GPOA have been conducted regarding the reorganization of the Police Department's management and supervisory rank structure for the positions of Police Lieutenant and Police Corporal, which negotiations have culminated in the preparation of Amendment #1 to the 2014-2019 Memorandum of Understanding, a copy of which is attached hereto, marked Attachment "A" and incorporated herein;

**WHEREAS**, the GPOA has ratified Amendment #1 to the Memorandum of Understanding; and,

**WHEREAS**, the City Council desires to clarify and affirm the employee assignment of Police Corporal for the Police Department employees and the related Corporal job description.

**NOW, THEREFORE**, it is hereby resolved by the City Council of the City of Gridley as follows:

1. Amendment #1 of the 2014-2019 Memorandum of Understanding (Attachment "A") between the City of Gridley and the GPOA is hereby approved.
2. Police Officers assigned to the assigned position of Police Corporal will receive a 4% salary pay incentive while serving in the assignment effective July 1, 2017.

**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 5<sup>th</sup> day of June, 2017 by the following vote:

AYES: COUNCIL MEMBERS

\_\_\_\_\_

NOES: COUNCIL MEMBERS

\_\_\_\_\_

ABSENT: COUNCIL MEMBERS

\_\_\_\_\_

ABSTAIN: COUNCIL MEMBERS

\_\_\_\_\_

ATTEST:

APPROVE:

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

\_\_\_\_\_  
Frank Hall, Mayor



**ATTACHMENT "A"**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
CITY OF GRIDLEY  
AND THE  
GRIDLEY POLICE OFFICERS ASSOCIATION  
2014-2019**

**AMENDMENT #1**

**(Adopted June 5, 2017)**

# AMENDMENT #1

THIS AMENDMENT TO THE MOU (2014-2019), made and entered into this 5<sup>th</sup> day of June 2017, to be effective July 1, 2017 and remain in effect until the expiration of the 2014-2019 MOU, by and between the designated representatives of the CITY OF GRIDLEY (a public agency as defined in Section 3501 (c) of chapter 10 of Division 4 of Title 1 of the Government Code of the State of California), hereinafter referred to as the "CITY", and the designated representatives of the GRIDLEY POLICE OFFICERS' ASSOCIATION (a recognized employee organization as defined in Section 3501 (b) Chapter 10 of Division 4 of Title 1 of the Government Code of the State of California) hereinafter referred to as "ASSOCIATION" or "GPOA". In this document, the terms GRILDEY POLICE DEPARTMENT and GRIDLEY-BIGGS POLICE DEPARTMENT (during the term of the contract with the City of Biggs) shall hereinafter be referred to as "DEPARTMENT".

WHEREAS, the parties hereto desire to facilitate the peaceful adjustment of differences that may from time to time arise between them, to promote harmony and efficiency to the end that the CITY, ASSOCIATION and the general public may benefit there from, and to establish fair and equitable wages, hours and working conditions for certain hereinafter designated employees of the CITY.

NOW THEREFORE, the parties hereto do agree as follows:

## REORGANIZATION

- 1.1 Reclassify one (1) of the current three (3) sergeant positions to the administration position of Lieutenant. This results in a loss of one member to the GPOA membership and one member added to the Management group by way of inter-department promotion. However, there will be no change in the total number of sworn positions in the Department.
- 1.2 Create two (2) Corporal positions. This would replace and reclassify two regular patrol police officer positions. This reclassification has no effect on current GPOA membership size. The corporal position(s) will be an assignment made by the Chief of Police.
- 1.3 The GBPD police patrol labor force is currently comprised of eleven (11) sworn officers. The eleven positions include three (3) Sergeants and eight (8) patrol Police Officers. The reorganization would reduce the patrol labor force from eleven (11) to (10) sworn officers. The labor force would then be comprised of two (2) Sergeants, two (2) Corporals and six (6) patrol Police Officers.

## SPECIAL ASSIGNMENT PAY

### 2.1 Special Assignment Pay

- Corporal assignment pay will be 4% above the police officer pay rate.
- Department Detective and BINTF Detective will remain the same as before at 5% above the police officer pay rate.

## SCHEDULE

- 3.1 The standard workweek for employees in the classifications of Police Officer, Detective, Corporal and Police Sergeant shall be the 4/10 work schedule with the work period for a 4/10 shift being four (4) ten (10) hour work days during a work period.
- 3.2 Police Administration desires to have no impact on the current 4 work day work schedule. The ten-hour shift schedule would continue as it is presently. The 4-10's work schedule will be maintained with the reorganization as long as minimum staffing is kept.
- 3.3 The GBPD police patrol schedule would be reorganized by creating two groups for the quarterly patrol rotation schedule. One group would be a "Supervisor's Group"; comprised of two (2) Sergeants and two (2) Corporals. The second group would be a "Patrol Group"; comprised of six (6) patrol Police Officers. Each group would select their quarterly shift assignment by seniority as in the past practices of the GBPD. It is important that all GPOA members continue to have the opportunity to choose from several shift assignments of day, swing and graveyard shifts and weekends on or off. A balanced patrol schedule is important to the well-being and work environment of the GPOA membership.
- 3.4 There would be the loss of one patrol shift due to the addition of the Lieutenant position.
- 3.5 The Department Detective position would be a hybrid assignment of 50% department detective and 50% patrol officer.

## MEET AND CONFER

- 4.1 Six (6) months after the signing of the GPOA MOU Amendment or after January 1, 2018, the GPOA may request the City reopen the GPOA MOU Agreement for a review of the following items:
  - A review of the fiscal impacts or outcomes of the reorganization.
  - A review of the reorganization for adverse staffing and patrol schedule effects.
- 4.2 The GPOA must submit the MOU reopening request in writing to the City Administrator by March 31, 2018.

**AMENDMENT #1 to the MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF  
GRIDLEY AND THE GRIDLEY POLICE OFFICERS ASSOCIATION**

**IN WITNESS, WHEREOF**, the parties hereto have executed this Amendment #1 to the Memorandum  
of Understanding this 5<sup>th</sup> day of June 2017.

**GRIDLEY POLICE OFFICERS ASSOCIATION  
NEGOTIATING COMMITTEE MEMBERS**

1. \_\_\_\_\_  
Michael Mitchell, GPOA President

2. \_\_\_\_\_  
Todd Farr, GPOA Vice-President

**CITY OF GRIDLEY**

1. \_\_\_\_\_  
Paul Eckert, City Administrator

2. \_\_\_\_\_  
Frank Hall, Mayor



## **POLICE CORPORAL**

### **Job Description**

#### **DEFINITION**

Under general direction of the Police Chief, Lieutenant or a Police Sergeant, performs a variety of law enforcement duties for the prevention of crime, preserve public peace, protect life and property, and enforce laws and ordinances; participates in and conducts a variety of criminal investigations; may serve on a variety of task forces; serves in specialized departmental roles as assigned; may serve as a shift supervisor in the absence of an assigned Police Sergeant; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This is a sworn law enforcement classification under section 830.1 of the California Penal Code that meets and maintains all standards required by P.O.S.T. The Police Corporal has demonstrated the skills and abilities to take on additional responsibilities. The functions of a Police Corporal are similar to that of a Police Officer with additional duties to act as an assistant supervisor and to act as a Patrol or Investigations Supervisor in the absence of a Police Sergeant. While incumbents are normally assigned to patrol, all functional areas of the law enforcement field, including investigation, youth services, administration, and training maybe included. A significant degree of initiative, independent judgment, and discretion is required of incumbents to develop, maintain, and successfully perform in a community oriented, problem solving approach to policing. Corporals may be armed and may be assigned to work in uniform or plain clothes. Shift schedules and job assignments may be changed periodically to assure the maximum delivery of effective police service.

#### **ASSIGNMENT AS POLICE CORPORAL**

The position of Police Corporal is an assignment appointed by the Chief of Police. The Police Corporal will serve in the assignment for a period of two years at the discretion of the Chief of Police. An increase or reduction to the assignment period due to performance or the needs of the Department will be in the sole discretion of the Chief of Police. The Officer assigned to the Police Corporal position will be granted the appropriate rank insignias and privileges of Police Corporal only while in the assignment.

#### **SUPERVISION RECEIVED**

Employees in this classification receive general supervision from the Police Chief, Lieutenant or on-duty Police Sergeant within a framework of established policies and standard operating procedures.

#### **EXAMPLES OF ESSENTIAL FUNCTIONS AND DUTIES**

Essential functions and duties may include, but are not limited to, the following:

Assumes the duties of the shift supervisor in all matters except personnel investigations, in the absence of the assigned Police Sergeant.

Coordinates the efforts of team members at the scenes of major investigations.

Assists the supervisor in coordinating attendance and participation of department members at business and public education, recreation centers, and other community gatherings.

Responds to situations involving in-progress or recent criminal activity to restore or maintain order and to coordinate the gathering of information and evidence.

Conducts in-depth investigations of felony and prosecutable incidents, either independently or as part of a coordinated effort.

Resolves conflicts of a potentially violent nature involving a wide variety of participants, including family members, neighbors, landlords and tenants, merchants and customers, and rival youth groups.

Serves on a variety of routine and specialized task forces; may coordinate activities with countywide task forces.

Patrols an assigned area to provide for quick response to calls for service.

Attends business and civil meetings, recreation centers and other community gatherings on a regular basis, to represent the department and maintain awareness of citywide problems and concerns.

Observes, reports, and whenever feasible, follows up on conditions which pose potential threats to public safety and health.

Provides rescue and first aid services in accidents, disasters, and other emergency situations.

Prepares cases for criminal prosecution and possesses abilities in proper courtroom testimony and demeanor.

Maintains an awareness of current professional information, including but not limited to: search and seizure, rules of evidence, judicial edicts, and operational procedures.

Prevents and controls traffic-related problems, including but not limited to serious traffic accident investigations and enforcement of state and local traffic laws.

Understands and carries out safety policies; rules and regulations; properly uses safety equipment.

Attend training as directed.

Answers emergency calls regarding law enforcement matters, enforces City, County or State laws and ordinances or requests assistance as required.

Makes arrests and collects and preserves evidence at a crime scene.

Maintains accurate records and writes accurate and timely incident or crime reports.

Works with other investigative and legal personnel and presents evidence in court.

Answers citizen inquiries and attempts to resolve problems or refer citizens to other agencies or individuals who can provide desired assistance.

Serves warrants and subpoenas.

Utilizes computer equipment to access information and complete reports.

Performs related duties as assigned.

### **EMPLOYMENT STANDARDS**

#### **Knowledge of:**

Pertinent local and State laws and ordinances.

Modern police methods and procedures, including patrol, crime prevention, traffic control, scientific investigation and identification techniques, and the control of juvenile delinquency.

Laws affecting apprehension, arrest, and prosecution of persons committing misdemeanors and felonies.

Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence in criminal cases

Standard and accepted functions, procedures and practices of public safety operations including police, fire, rescue, and paramedic activities.

Pertinent laws, regulations and guidelines related to confidentiality issues and the release of information from law enforcement records.

City and departmental organizational structure, ordinances, policies, and procedures.

Location and configuration of the City's streets, landmarks, public areas, community facilities, and schools.

Standard and accepted police radio and telephone communication equipment and police radio codes.

Standard and accepted principles and practices of report writing.

Standard and accepted English usage, spelling, punctuation, and grammar,

Designated and specialized computer software programs and their applications.

#### **Ability to:**

Use the laws of arrest and pertinent local and State laws and ordinances.

Observe accurately and remember names, faces, numbers, incidents, and places. Think and act quickly in emergencies and judge situations and people accurately.

Understand and carry out oral and written directions.

Communicate effectively in writing, orally, and with others to assimilate, understand, and convey information, in a manner consistent with job functions.

Effectively deal with personal danger that may include exposure to armed/dangerous persons, dangerous animals, communicable diseases, hazards of emergency driving, hazards associated with traffic control, working in and near traffic, and natural and man-made disasters.

Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include effecting arrests, subduing resisting individuals, chasing fleeing subjects, running, jumping, walking, crouching or crawling during emergency operations, moving equipment and injured/deceased persons, climbing stairs/ladders, performing life-saving and rescue procedures, walking, standing or sitting for extended periods of time, and operating assigned equipment and vehicles.

Establish and maintain cooperative relationships with those contacted in the course of work.

Maintain mental faculties, to exercise sound judgment and rational thinking under routine and dangerous circumstances, evaluate various options and alternatives, and choose an appropriate and reasonable course of action.

Take a proactive approach to customer service issues.

Work in a safe manner, following City safety practices and procedures.

Maintain confidentiality regarding sensitive information.

Use and carrying of firearms.

Read and write English at a sufficient level for successful job performance.

Operate and utilize personal computer, telephone communication and radio equipment and codes in an effective and timely manner.

Type/word process accurately and at a speed sufficient for successful job performance.

Identify problems, gather pertinent data, analyze and evaluate alternatives, and recommend and/or initiate a solution.

### **LICENSES AND CERTIFICATES**

Possession of a valid Class C, California state driver license.

Possession of a safe driving record per the City's driving standard policy.

Possession of a POST basic certificate.



## **EDUCATION, TRAINING AND EXPERIENCE**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Requirements listed below are representative of the education, knowledge, skill, and/or ability required.

### **Education**

The successful completion of a high school (12<sup>th</sup> grade) education or a General Education Development (GED) Certificate to include the ability to read and write at a level required for successful job performance.

Possession of an Associate of Arts (AA) or Associate of Science (AS) degree with a major in police science, criminal justice, or a related field is highly desirable.

### **Training**

Successfully complete the P.O.S.T. Field Training Officer Course (40 hours).

### **Experience**

Must have successfully completed employment probation as a Police Officer at the Gridley-Biggs Police Department.

At least two (2) years of full-time law enforcement experience as a Police Officer, Detective or other equivalent within the law enforcement profession.

Hold the position of Field Training Officer.

## **TYPICAL PHYSICAL REQUIREMENTS**

While performing the essential functions of this job class, the employee is regularly required to use hands and fingers to operate a variety of objects, tools, equipment, vehicles and other specialized equipment; flexibility and endurance to stand, climb, stoop, kneel, crawl, bend, walk, reach and crouch; talk and hear clearly and concisely to communicate with citizens, general public, victims, suspects, witnesses, supervisors and fellow employees on a continued basis. Employee is regularly required to lift and/or carry and/or move objects weighing up to 25 to 35 pounds and occasionally lift and/or move individuals weighing more than 165 pounds. Vision requirements for the performance of required duties include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Good vision is defined as 20/100 in each eye correctable to 20/30. Night vision is also required. Employee is required to be able to detect a variety of odors such as drugs, alcohol, fumes and hazardous materials spills.

## **TYPICAL WORKING CONDITIONS**

Employee performs many assigned duties outdoors in a variety of climatic conditions including exposure to hot and cold temperatures. The employee may be required to drive a patrol car at times working in cramped spaces and in traffic. Employee works in a high stress environment and is exposed to hazardous, volatile and dangerous situations in the performance of required duties. On-going exposure to these types of environments and situations may create a high demand on an employee's physical, mental and emotional well-being. Continuous contact with other staff, citizens, other agencies and businesses as well as the general public.

**A RESOLUTION OF THE CITY COUNCIL REVISING THE CITY OF GRIDLEY COMPENSATION PLAN FOR MANAGEMENT, MID-MANAGEMENT, CONFIDENTIAL AND UNREPRESENTED EMPLOYEES**

**WHEREAS**, the City Council afforded the City Administrator and Chief of Police to reorganize the administrative and supervisory ranks of the Police Department to promote higher performance standards and manage the Department effectively in serving the citizens of the City of Gridley;

**WHEREAS**, the City Council has directed that the Police Lieutenant position be added to the Mid-Management Group with the respective job classification and salary compensation plan;

**NOW, THEREFORE**, it is hereby resolved by the City Council of the City of Gridley adopts the following Compensation Plan for Management, Mid-Management, Confidential, and Unrepresented Employees listed below as Exhibit A; and further authorizes the salary schedule for the position of Police Lieutenant to be effective July 1, 2017.

**I HEREBY CERTIFY** that the foregoing resolution was duly introduced, passed and adopted by the City Council of the City of Gridley at a regular meeting held on the 5<sup>th</sup> day of June 2017, by the following vote:

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

ATTEST:	APPROVE:
_____	_____
Paul Eckert, City Clerk	Frank Hall, Mayor

## EXHIBIT A

### Compensation Plan for Management, Mid-Management, Confidential and Unrepresented Employees

*Revised June 5, 2017*

<b>Job Classification</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
	<b>Monthly</b>	<b>Monthly</b>	<b>Monthly</b>	<b>Monthly</b>	<b>Monthly</b>
<b><u>Management:</u></b>					
City Administrator	By Contract				
Police Chief	9,481	9,956	10,455	10,977	11,526
Electric Utility/Public Works Director	9,481	9,956	10,455	10,977	11,526
Finance Director	8,068	8,472	8,895	9,340	9,807
<b><u>Mid-Management:</u></b>					
Police Lieutenant	7,500	7,725	7,957	8,196	8,441
Information Technology Manager	4,800	5,040	5,292	5,557	5,834
<b><u>Part-Time Unrepresented:</u></b>	<b><u>Hourly</u></b>	<b><u>Hourly</u></b>	<b><u>Hourly</u></b>	<b><u>Hourly</u></b>	<b><u>Hourly</u></b>
Recreation Coordinator	23.00	24.00	25.00	26.00	27.00
Relief Building Inspector	23.11				
Janitor	12.61				
Recreation Aid II	13.35				
Recreation Aid I	9.27				

## **POLICE LIEUTENANT**

### **Job Description**

#### **DEFINITION**

To plan, direct, organize and supervise the Police Department's operations to include law enforcement and crime prevention activities; to coordinate, supervise and participate in the more complex investigative activities; to act as a positive resource in the community to promote proactive crime prevention, enhance community relations and provide outreach and support to all citizens; to perform a variety of functions in support of the Police Department, the City and its citizens; may act in the Police Chief's absence as designated; and to function as a positive and cooperative team member.

#### **DISTINGUISHING CHARACTERISTICS**

This classification functions at a mid-management level of job performance with responsibility for in supervising and directing employees in the Police Department. Employees in this classification plan, direct and manage the work of staff through the direct supervision of first line supervisors. Employees in this classification are also responsible for significant administrative functions in support of the Police Department. This job class acts as a resource to all Department personnel and in this capacity, requires strong and in-depth professional and technical knowledge and skills in all facets of law enforcement and crime prevention activities within the community policing philosophy of service delivery.

#### **SUPERVISION RECEIVED AND EXERCISED**

Employees in this classification receive consistent direction from the Police Chief within a framework of established policies and standard operating procedures.

Employees in this classification exercise direct supervision over assigned sworn and non-sworn personnel.

#### **EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

Plans, directs, organizes and supervises all law enforcement and crime prevention operations for the City's Police Department consistent with the community policing philosophy; supervises and monitors Police Sergeants and Corporals in the day to day management of patrol operations; ensures that all pertinent laws, regulations and operating policies/procedures are followed.

Plans, monitors and participates in providing proactive crime prevention and community outreach; acts as a resource to City's citizens and the general public; provides training and education to community regarding police activities and crime prevention techniques; making presentations and serving on committees as assigned.

Oversees and reviews the preparation of criminal complaints, reviews shift reports and police logs and analyzes crime reports to ensure accuracy and completeness of documentation; follows-up on insufficient or inaccurate data; provides feedback and input to staff regarding modifications needed.

Directs, and monitors arrests and issuance of citations for violations of pertinent laws and ordinances within standard and accepted laws, policies and operational regulations; monitors the booking, transport and the appropriate care and safety of detained persons to ensure compliance with pertinent laws, regulations and guidelines.

Acts as a primary resource to Police Sergeants, Police Corporals, Police Officers and non-sworn staff regarding a variety of law enforcement, crime prevention and community policing operations, training and activities within the Police Department.

May conduct internal affairs and background investigations as assigned and on an as-needed basis.

Oversees and monitors staff appearances in court to present evidence and testimony as to circumstances, occurrences and the investigative process regarding designated cases; provides information, reports and documentation to the court and its representatives in support of case development.

Prepares a variety of reports, memoranda, correspondence and documentation; establishes and maintains files and records in a complete and confidential manner.

May act as Police Department Head in the absence of the Police Chief as assigned and as necessary.

Performs other related duties as required.

## **EMPLOYMENT STANDARDS**

### Knowledge of:

Standard and accepted law enforcement methodology and techniques to include patrol, crime prevention and traffic control.

Standard and accepted criminal investigative techniques and methodology to include crime scene investigation, interrogation, fingerprinting and arrests.

Pertinent federal, state and local laws, regulations and guidelines governing the apprehension, arrest and custody of persons accused or suspected of committing felonies and misdemeanors.

Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence.

Proper and safe use and care of firearms and other special equipment utilized by sworn police law enforcement personnel.

Standard and accepted law enforcement recordkeeping, documentation and reporting requirements, methods and procedures.

Community policing philosophy and methodology.

Automated safety dispatch and criminal records systems.



Standard and accepted principles and practices applicable to the supervision and management of a modern police department.

Standard and accepted principles and practices of employee supervision, evaluation and training.

City and departmental organizational structure, ordinances, policies and procedures.

Location and configuration of the City's streets, landmarks, public areas, community facilities and schools.

Ability to:

Understand, interpret and carry out a variety of both oral and written instructions in an independent manner.

Present information to and communicate with a variety of individuals and groups in a positive, persuasive and effective manner.

Plan, direct, supervise and evaluate the work of others in an effective, productive and positive manner.

Identify and analyze problem/situation in a timely and accurate manner; gather and research pertinent data/information; evaluate facts, evidence and alternatives; and initiate/recommend appropriate course of action.

Operate a variety of routine and special law enforcement equipment such as a car radio, handguns and other firearms, handcuffs, batons, tear gas, ammunition, chemical reagents, stroll-a-meter, and a variety of protective devices in a safe and effective manner.

Utilize a computer and designated software at a level sufficient for successful job performance.

Prioritize and schedule workload in a timely and effective manner for self and others.

Prepare a variety of documentation, forms and reports.

Provide courteous and positive community relations and neighborhood outreach.

Perform assigned duties to include heavy lifting and sporadic but strenuous physical endeavors in a safe and effective manner.

Establish and maintain effective working relationships with those contacted in the performance of required duties.

Use and carry a firearm.

### **LICENSES AND CERTIFICATES**

Possession of a valid and appropriate California state driver's license.

Possession of a safe driving record per the City's driving standard policy.

Completion of a P.O.S.T. certified Basic Police Academy Program.

Possession of P.O.S.T. Intermediate, Advanced and Supervisory Certifications.

Ability to successfully obtain the P.O.S.T. Management Certificate upon the completion of the first two (2) years of continuous employment in this job class.

### **EDUCATION, TRAINING AND EXPERIENCE**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Requirements listed below are representative of the education, knowledge, skill, and/or ability required.

#### Education

Possession of an Associate of Arts (AA) or Associate of Science (AS) degree with a major in police science, criminal justice, or a related field is required.

Possession of a Bachelor of Arts (BA) or a Bachelor of Science (BS) degree is highly desirable.

#### Training

Successfully completed the P.O.S.T. Supervisory Course (80 hours).

#### Experience

At least six (6) years of progressively responsible experience with a law enforcement agency as a Police Officer or Police Detective to include at least two (2) years performing at the level of Police Sergeant.

Must have successfully completed employment probation as a law enforcement officer at the Gridley-Biggs Police Department.

### **TYPICAL PHYSICAL REQUIREMENTS**

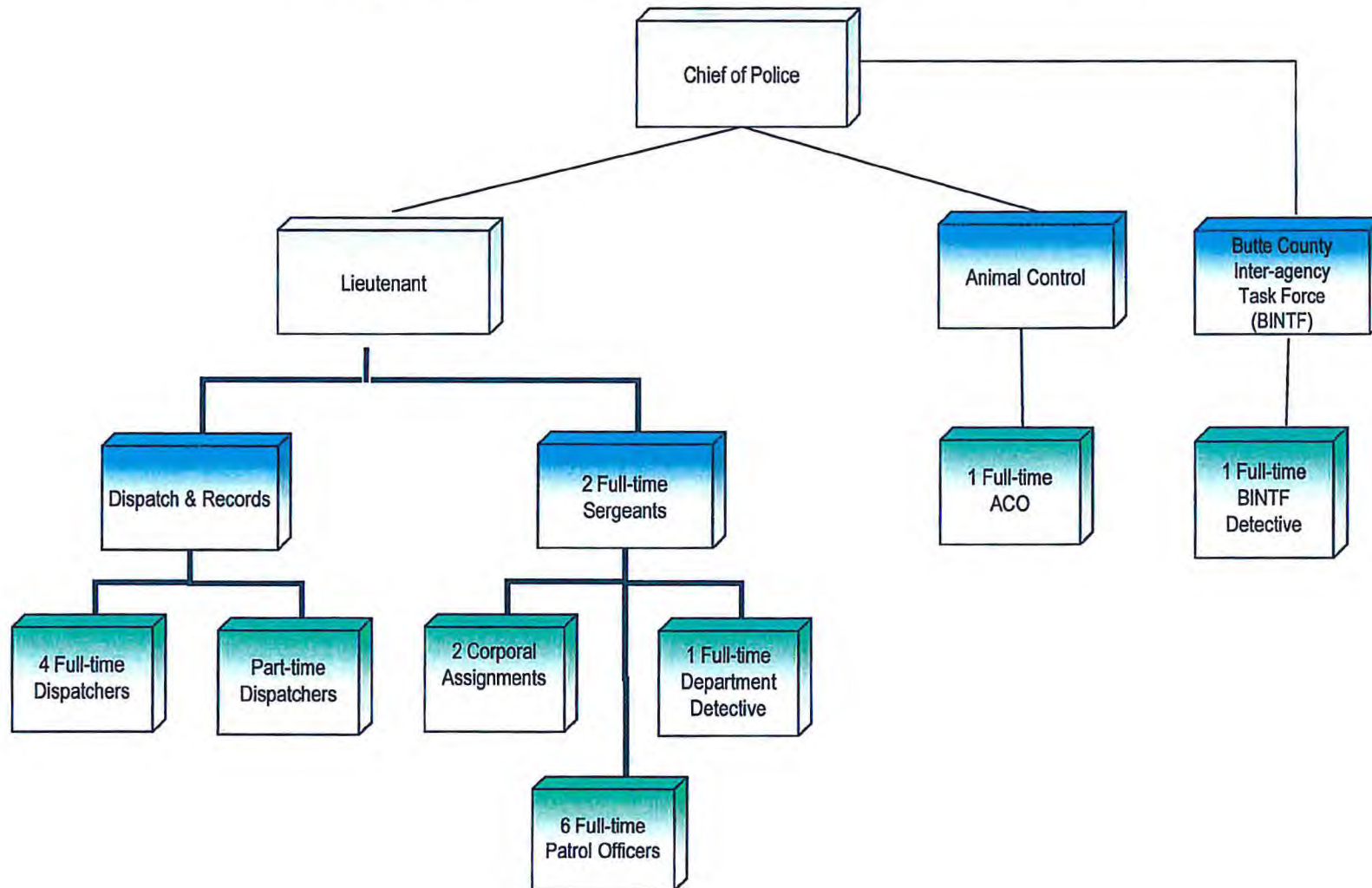
While performing the essential functions of this job class, the employee is regularly required to use hands and fingers to operate a variety of objects, tool, equipment, vehicles and other specialized equipment; flexibility and endurance to stand, climb, stoop, kneel, crawl, bend, walk, reach and crouch; talk and hear clearly and concisely to communicate with citizens, general public, victims, suspects, witnesses, supervisors and fellow employees on a continued basis. Employee is regularly required to lift and/or carry and/or move objects weighing up to 25 to 35 pounds and occasionally lift and/or move individuals weighing more than 165 pounds. Vision requirements for the performance of required duties include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Good vision is defined as 20/100 in each eye correctable to 20/30. Night vision is also required.

Employee is required to be able to detect a variety of odors such as drugs, alcohol, fumes and hazardous materials spills.

### **TYPICAL WORKING CONDITIONS**

Employee performs many assigned duties outdoors in a variety of climatic conditions including exposure to hot and cold temperatures. The employee may be required to drive a patrol car at times working in cramped spaces and in traffic. Employee works in a high stress environment and is exposed to hazardous, volatile and dangerous situations in the performance of required duties. On-going exposure to these types of environments and situations may create a high demand on an employee's physical, mental and emotional well-being. Continuous contact with other staff, citizens, other agencies and businesses as well as the general public.

# Gridley-Biggs Police Department Organization Chart – July 1, 2017



**City Council Agenda Item #4**  
**Staff Report: Authority to Replace Feather Flyer**

**Date:** June 5, 2017  
**To:** Mayor and City Council  
**From:** Matt Michaelis, Finance Director  
**Subject:** Authority to Replace Feather Flyer

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

---

**Recommendation**

Staff respectfully recommends that the Mayor and City Council approve the attached resolution authorizing the Finance Director to replace the Feather Flyer bus.

**Background**

The City's Feather Flyer transportation system is funded via the Butte County Association of Governments with SB 325 and Transportation Development Act funds. The City's existing nine-passenger bus was purchased in 2007 with obligated funds dedicated towards providing transportation opportunities for eligible senior and disabled residents in the City of Gridley.

The City Council approved the purchase of a new vehicle during last year's budget discussions. Our current bus is very unreliable and is at the end of its useful life. Maintenance costs are rapidly increasing and the bus should be replaced immediately. Staff has worked to purchase the new bus through the State of CA Department of General Services bus purchase contract (managed by the California Association of Coordinated Transportation). This method fulfills the stringent Federal and State-mandated bus purchase requirements.

**Financial Impact**

TDA audits in recent years have revealed gradually increasing balances in these funds; and have consistently raised the question of what the City's intended use for these balances are. As a result, in the FY 16-17 budget process, staff provided a recommendation to replace the existing bus at a total cost of not to exceed \$60,000. With a beginning fund balance of \$160,000 and an annual operating budget of \$140,000 (including an annual maintenance cost exceeding \$10,000), this is a valuable investment. There is no impact to the General Fund.

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

This presentation is consistent with our ongoing effort to be responsive and transparent regarding all financial matters, as well as be congruent with best financial practices.

**Attachments:**

Resolution 2017-R-011 authorizing the Finance Director to purchase a replacement bus.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRIDLEY  
AUTHORIZING THE FINANCE DIRECTOR TO PURCHASE A TRANSIT VAN THROUGH THE CALIFORNIA  
ASSOCIATION OF COORDINATED TRANSPORTATION**

**WHEREAS**, the City's Feather Flyer program is funded with SB 325 and TDA funds which are dedicated towards providing transportation opportunities for seniors and handicapped citizens; and

**WHEREAS**, the City has been gradually growing the fund balance of this operation with the intention of replacing the aging nine-passenger bus; and

**WHEREAS**, staff budgeted for the replacement of this bus in the FY 16-17 budget; and

**WHEREAS**, for maximum efficiency, and to comply with all procurement laws, staff will pursue procurement of this bus through the California Department of General Services transit vehicle purchasing pool, managed by the California Association of Coordinated Transportation; and

**WHEREAS**, by purchasing a transit van instead of a transit bus, the City will be able to provide this transportation service more efficiently.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the City Council of the City of Gridley does hereby adopt the following:

1. The Finance Director is authorized to purchase a replacement transit van through the California Association of Coordinated Transportation.
2. The Finance Director is authorized to proceed on behalf of the City with any other aspect of this matter.

**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 5<sup>th</sup> day of June, 2017, 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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Frank Hall, Mayor



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

**Date:** June 5, 2017

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

**Subject:** Butte County Association of Governments (BCAG) ten-year Extension

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

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**Recommendation**

It is respectfully requested that the Mayor and City Council adopt the attached Resolution authorizing an extension of the term of the Butte County Association of Governments (BCAG) Joint Powers Agreement (JPA) to July 30, 2027.

**Background**

BCAG was originally established in 1969 under a Joint Powers Agency (JPA) between the County of Butte and the Cities of Biggs, Chico, Gridley, Oroville and the Town of Paradise.

BCAG's primary role is to serve as the Regional Transportation Planning Agency (RTPA) as designated by state statute and the Metropolitan Planning Organization (MPO) as designated by federal statute. Under these designations, BCAG is responsible for the planning and programming of all federal and state transportation funds within the region in cooperation with BCAG's member agencies, and state and federal planning partners which include – The California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

As the MPO and RTPA for Butte County, BCAG has several required planning responsibilities that must be implemented ongoing to ensure continued federal and state funding to support transportation projects and programs within Butte County. These required planning responsibilities include preparation of the following plans and/or administration of the following programs:

- Regional Transportation Plan (RTP) & Sustainable Communities Strategy (SCS) – every four years;
- Federal Transportation Improvement Program (FTIP) – every two years;
- Air Quality Conformity Determinations – for the MTP and FTIP as necessary;
- Regional Transportation Improvement Program (RTIP) – every two years;
- Regional Housing Needs Allocation Plan – every eight years;
- Administration of the Transportation Development Act (TDA) Local Transportation Fund (LTF) & State Transit Assistance (STA) – annually.

As a regional planning agency, BCAG has also assumed other regional or local planning responsibilities over the years that directly support and benefit the Cities, Town and County. These activities include:

- Administration of Butte Regional Transit or the B-Line;
- US Census Affiliate Data Center;
- Administration & Maintenance for the Regional Geographic Information System (GIS) database;
- Administration & Maintenance of the Regional Transportation Model;
- Development of the Butte Regional Conservation Plan (BRCP);

BCAG's JPA has historically included a ten-year term. In 2015 when the term was last expiring, BCAG requested the member agencies approve a two-year extension until July 26, 2017 on the assumption that the Butte Regional Conservation Plan (BRCP) would be completed and approved, then incorporated into the current JPA.

As of April 2017, the completion and approval of the BRCP is uncertain do to funding constraints and uncertain local support. While BCAG will continue to work with the cities and county on development of the BRCP, adoption and approval of the Plan is unknown.

All member agencies are being requested to approve a ten-year term extending the BCAG Joint Powers Agreement (JPA) to July 31, 2027.

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

Collaborating with other Agencies to ensure that our residents benefit from effective long-term planning and receive quality cost effective services is a primary objective of the City Council.

#### **Financial Impact**

There are no fiscal impacts directly associated with this recommendation.

#### **Attachments"**

Resolution authorizing an extension of the term of the Butte County Association of Governments (BCAG) Joint Powers Agreement (JPA) to July 30, 2027.

**A RESOLUTION OF THE CITY OF GRIDLEY APPROVING AN EXTENSION OF THE TERM OF THE  
JOINT POWERS AGREEMENT ESTABLISHING  
THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS (BCAG)**

**WHEREAS**, the City of Gridley approved and authorized the execution of a Joint Powers Agreement to create a joint powers public entity known as the Butte County Association of Governments (BCAG), with the powers, duties and responsibilities of the BCAG set forth in the Joint Powers Agreement; and,

**WHEREAS**, that Joint Powers Agreement is effective July 26, 2005, with a term of ten (10) years from the date thereof; and,

**WHEREAS**, in 2015, the parties to the Joint Powers Agreement jointly and severally agreed that the term of the Joint Powers Agreement be extended for an additional two (2) years, thereby effective through July 25, 2017; and,

**WHEREAS**, the parties to the Joint Powers Agreement jointly and severally agree that the term of the Joint Powers Agreement be extended for an additional ten (10) years, thereby effective through July 31, 2027; and,

**WHEREAS**, Government Code sections 6500 et seq, generally, and section 6503.5, specifically, provide for this amendment of the Joint Powers Agreement.

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. The recitals herein contained are true and correct; and,
2. Paragraph 18(a) of the Joint Powers Agreement to be amended as follows:  
  
The term of this Joint Powers Agreement shall be for a period ending July 31, 2027.
3. The Mayor is further hereby authorized to execute any document that incorporates this amendment into and as part of the Joint Powers Agreement.

**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 5<sup>th</sup> day of June, 2017 by the following vote:

AYES: COUNCILMEMBERS

NOES: COUNCILMEMBERS

ABSENT: COUNCILMEMBERS

ABSTAIN: COUNCILMEMBERS

ATTEST:

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Paul Eckert, City Clerk

APPROVE:

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Frank Hall, Mayor

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

**Date:** June 5, 2017  
**To:** Mayor and City Council  
**From:** Paul Eckert, City Administrator  
**Subject:** Swimming Pool Update

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

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**Recommendation**

It is respectfully requested that the Mayor and City Council allow a brief update regarding the operations at the Fairgrounds Swimming Pool during the upcoming summer period.

**Background**

A local Ad Hoc Committee comprised of community Business Leaders and area Residents has worked with Butte County and other area groups for the past year in an effort to avoid a closure of the Community Swimming Pool located at the Butte County Fairgrounds. The pool is primarily funded by Community Service Area (CSA) fees. Local Real Estate Broker and CEO of Clean Flame, Kory Hamman, will provide an update to the City Council and community on behalf the Ad Hoc Committee.

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

Collaborating with others to ensure that our residents receive quality cost effective services is a primary objective of the City Council.

**Financial Impact**

There are no fiscal impacts associated with the Swimming Pool update.

**Attachments**

None

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

**Date:** June 5, 2017

**To:** Mayor and City Council

**From:** Paul Eckert, City Administrator

**Subject:** Update Regarding Potential Senior Housing Development

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

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**Recommendation**

It is respectfully requested that the Mayor and City Council allow an update regarding the potential new Senior Housing Development.

**Background**

During recent month staff has worked with State representatives, the Butte County Housing Authority, and potential developers to enhance housing opportunities for our elderly residents. Staff will provide an update of our collective efforts.

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

Partnering to develop new housing opportunities for our Senior residents is consistent with the City Council's primary objective of improving the quality of life for Gridley residents.

**Financial Impact**

There are no fiscal impacts associated with this update. Use of Federal Community Development Block Grant (CDBG) Funds will likely be recommended during future Council meetings

**Attachments**

None

**City Council Agenda Item #8**  
**Staff Report**

Date: June 5, 2017

To: Mayor and City Council

From: Donna Decker, Planning Department

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

**Subject:**       **Adopt Resolution Number 2017-R-013:** Resolution to authorize the City Administrator to act as signatory executing a memorandum of understanding between the City of Gridley and Biggs West Gridley Water District and Butte Water District related to the management of overlapping areas of groundwater sustainable agency districts.

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**Recommendation**

Staff respectfully requests the City Council:

1. Adopt resolution number 2017-R-013 to direct the City Administrator to execute a memorandum of understanding between the City of Gridley and the Biggs West Gridley Water District and between the City of Gridley and the Butte Water District related to the management of overlapping areas of the respective Groundwater Sustainable Agency boundaries.

**Discussion**

On December 7, 2015, the City Council elected to become a Groundwater Sustainable Agency and identified the boundaries to include its incorporated area and Sphere of Influence. As other agencies within Butte County adopted their boundaries, the State of California Department of Water Resources noted that many agencies had overlapping areas of management.

The State determined that in the best interest of all parties, where possible, agreements could be made for management responsibility of those overlapping areas. Where agreement could not be reached, the State would administrate such overlapping areas and determine which agency should have the responsibility. Furthermore, the determination must be made before June 17, 2017.

City staff has met with both water districts and finds that it is appropriate for the areas within the Sphere of Influence lying outside of the incorporated City boundary and within each respective water district should be managed by the water districts at this time. The Memorandum of Understanding states such responsibility and clarifies that when additional lands are annexed to the City of Gridley, then the City would include those annexed lands into its management responsibilities in accordance with the requirements of the Sustainable Groundwater Management Act, 2014. The agreements will not change the City of Gridley Groundwater Sustainability Agency boundary.



Attached to this staff report is a draft Memorandum of Understanding to be executed between the City and the water districts as noted above. An exhibit shall also be attached which delineates the areas of overlap that each party shall be responsible for.

The attached resolution directs the City Administrator to execute the agreements on behalf of the City Council.

**Financial Impact**

There are no direct costs associated with this effort.

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

This recommendation is consistent with the ongoing effort to be responsive and transparent regarding all matters.

**Attachments:**

- 1.) Resolution No. 2017-R-013
- 2.) Exhibit A: Memorandum of Understanding between the City of Gridley and Biggs West Gridley Water District
- 3.) Exhibit B: Memorandum of Understanding between the City of Gridley and Butte Water District
- 4.) Exhibit C: Plat of Overlapping Areas

**RESOLUTION TO AUTHORIZE THE CITY ADMINISTRATOR TO ACT AS SIGNATORY EXECUTING A  
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF GRIDLEY AND BIGGS WEST  
GRIDLEY WATER DISTRICT AND BUTTE WATER DISTRICT RELATED TO THE MANAGEMENT OF  
OVERLAPPING AREAS OF GROUNDWATER SUSTAINABLE AGENCY DISTRICTS.**

**WHEREAS**, the Sustainable Groundwater Management Act of 2014 went into effect on January 1, 2015; and,

**WHEREAS**, the Sustainable Groundwater Management Act of 2014 enables the State Water Resources Control Board to intervene in groundwater basins unless a local public agency or combination of local public agencies form a Groundwater Sustainability Agency or Agencies (GSAS) by June 30, 2017 (Water Code §10735); and,

**WHEREAS**, retaining local jurisdiction over water management and land use is essential to sustainably manage groundwater for the economy, community and its environment in the City of Gridley; and,

**WHEREAS**, the City of Gridley submitted a request to the State of California Department of Water Resources to establish the City as a Groundwater Sustainability Agency; and,

**WHEREAS**, the State of California posted the acceptance of the boundary the City of Gridley established as a Groundwater Sustainability Agency; and,

**WHEREAS**, it was found there are overlapping areas of the Groundwater Sustainable Agency boundaries between the City of Gridley and the Biggs West Gridley Water District (District) and between the City of Gridley and the Butte Water District (District); and,

**WHEREAS**, the State of California Department of Water Resources notified all agencies that there shall be no overlap of Groundwater Sustainability Agency boundaries, or that there shall be filed agreements for the management of those lands that are found to overlap between such agencies; and,

**WHEREAS**, the City of Gridley wishes to enter into agreements with the Biggs West Gridley Water District and the Butte Water District to memorialize the oversight and management of such overlapping areas; and,

**WHEREAS**, the City of Gridley City Council directs the City Administrator to act on the City Council's behalf and execute such agreements that identifies the management responsibilities of each agency; and,

**RESOLUTION NO.  
2017-R-013**

**WHEREAS**, adoption of this Resolution does not constitute a "Project" under the California Environmental Quality Act (CEQA) pursuant to Sections 15378(a) and (b) of Title 14 of the California Code of regulations because this Resolution does not result in a direct or indirect physical change in the environment.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The City Council of the City of Gridley hereby direct the City Administrator to execute such agreements between the City of Gridley and the Biggs West Gridley Water District and the Butte Water District defining the management responsibilities of areas that overlap within the City of Gridley incorporated areas, the City of Gridley Sphere of Influence area as shown on Exhibits A and B; and,
2. The area of such overlap that lies within the Sphere of Influence area for either water district as shown on Exhibit C, attached hereto, that lie within the identified District shall be managed by the water district; and,
3. The areas that overlap that are within the City of Gridley incorporated area shall be managed by the City of Gridley in conjunction with the entire incorporated area, acting as its Groundwater Sustainability Agency; and,
4. All areas being managed shall be done in accordance with the requirements of the State of California, all laws and regulations related to the Sustainable Groundwater Management Act of 2014 (SGMA).

**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 5<sup>th</sup> day of June, 2017 by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

ATTEST:

APPROVE:

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Paul Eckert, City Clerk

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Frank Hall, Mayor

**RESOLUTION NO.**  
**2017-R-013**

**Attachments:**

1. Exhibit A: Memorandum of Understanding between the City of Gridley and Biggs West Gridley Water District
2. Exhibit B: Memorandum of Understanding between the City of Gridley and Butte Water District
3. Exhibit C: Plat of Overlapping Areas

## **MEMORANDUM OF UNDERSTANDING**

### **COOPERATION AND COORDINATION AS GROUNDWATER SUSTAINABILITY AGENCIES FOR THE SHARED PORTION OF THE EAST BUTTE SUBBASIN WITHIN BIGGS WEST GRIDLEY WATER DISTRICT AND THE CITY OF GRIDLEY**

This Memorandum of Understanding for the Cooperation and Coordination as Shared Groundwater Sustainability Agencies for the East Butte Subbasin within the Biggs West Gridley Water District and City of Gridley (“MOU”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Biggs West Gridley Water District (“District”) and the City of Gridley (“City”). The District and City are each sometimes referred to herein as a “Party” and are collectively sometimes referred to as the “Parties.”

### **RECITALS**

**WHEREAS**, In September 2014, the California Legislature enacted the Sustainable Groundwater Management Act of 2014 (“SGMA”), which established a statewide framework for the sustainable management of groundwater resources. The framework focuses on granting new authorities and responsibility to local agencies while holding those agencies accountable.

**WHEREAS**, on September 16, 2015, the District elected to become a Groundwater Sustainability Agency (“GSA”) under SGMA for that portion of the East Butte Subbasin (“Basin”) within the District boundaries, and other portions of the Basin underlying adjacent areas where District water conveyance facilities and the Thermalito Afterbay are located. The District promptly notified Department of Water Resources (DWR) of its election and submitted a map of the District’s proposed GSA management area. DWR posted notice of such election on September 24, 2015.

**WHEREAS**, on December 7, 2015, the City of Gridley elected to become a GSA under Resolution number 2015-R-034 for that portion of the City of Gridley and its Sphere of Influence boundary that overlies the East Butte Basin which is coterminous with the city limits of the City and its sphere. The City promptly notified DWR on December 8, 2015 of its election and submitted a map of the City’s proposed GSA management area. DWR posted notice of such election on December 29, 2015.

**WHEREAS**, the election by the City resulted in the Parties having a portion of their respective SGMA management areas overlap with each other, namely the lands that are incorporated forming the City of Gridley boundary and all that land that lies within the City of Gridley Sphere of Influence area lying within the District’s service area. For purposes of this MOU, this area is known as the “Overlapping Area.”

**WHEREAS**, California Water Code section 10723.8(c) provides that where overlapping GSA elections exist, neither election shall take effect, and the local agencies shall attempt to reach agreement to allow prompt designation of a GSA for any overlapping area.

**WHEREAS**, the Parties wish to collaborate in an effort to ensure sustainable groundwater management for the portion of the Basin that is within the water service jurisdictional boundary of the District and the City incorporated boundary limits and Sphere of Influence of the City of Gridley.

## **UNDERSTANDINGS**

1. *Purpose of the MOU.* The purpose of the MOU is to establish the roles and responsibilities of the Parties for the Overlapping Area.
2. *Term.* This MOU shall remain in full force and effect until the earliest of the following events: (i) either Party decides not to be the GSA for the Overlapping Area; or (ii) the date upon which the District Board of Directors or the City Council votes to terminate this MOU.
3. *GSA Boundary and Overlapping Area.* The GSA boundary for the City of Gridley is depicted in the attached Exhibit A. Overlapping areas between the City of Gridley GSA and the Biggs West Gridley Water District GSA encompass portions of the City of Gridley incorporated area and its Sphere of Influence.
4. *Change in Overlapping Area.* If the City annexes land to the City Limits that lies within the District's service area, then the Overlapping Area will expand to the extent of the annexed land. If the City detaches land from the city limits that lies within the District's service area then the Overlapping Area will contract to the extent of the detached land.
5. *Control of Overlapping Area.* During the time that the Overlapping Area exists, the City and District agree that the City will have the sole right and responsibility to manage the Overlapping Area lying within its incorporated boundary and that lands that are in the City's Sphere of Influence and within the Biggs West Gridley Water District boundary shall be managed by the District until such time those lands are annexed into the City of Gridley incorporated area. The City and District agree that all lands shall be managed in the manner each deems necessary to comply with SGMA and ensure consistency with the City's Groundwater Sustainability Plan (GSP).
6. *Cooperation.* The Parties' designated staff (General Manager/City Administrator or designees) will meet on a schedule to be determined in order to coordinate implementation of their respective GSPs.
7. *City Decision to Withdraw from Managing Overlapping Area.* If the City decides to withdraw its GSA election or modify its GSA in a manner that excludes the Overlapping Area, for whatever reason, the District agrees to manage the Overlapping Area as necessary to comply with SGMA and to ensure consistency

with the District's GSP. To the extent practical, the City shall notify the District in advance of such decision to withdraw.

### **GENERAL PROVISIONS**

8. *Authority.* Each signatory of this MOU represents that s/he is authorized to execute this MOU on behalf of the Party for which s/he signs. Each Party represents that it has legal authority to enter into this MOU and to perform all obligations under this MOU.
9. *Amendment.* This MOU may be amended or modified only by a written instrument executed by each of the Parties to this MOU.
10. *Defense of MOU.* In the event that any judicial or electoral challenge to this MOU is brought by a third party ("Third Party Challenge"), the Parties shall meet and confer in good faith to agree upon a joint defense of such Third Party Challenge. The Parties shall each engage their own counsel and shall each pay for their own attorneys' fees in connection with such Third Party Challenge.
11. *Construction and Interpretation.* This MOU has been arrived at through negotiations and each Party has had a full and fair opportunity to revise the terms of this MOU. As a result, the normal rule of construction that any ambiguities are to be resolved against the drafting Party shall not apply in the construction or interpretation of this MOU.
12. *Partial Invalidity.* If, after the date of execution of this MOU, any provision of this MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of this MOU, such provision shall be fully severable. However, in lieu thereof, there shall be added a provision as similar in terms to such illegal, invalid or enforceable provision as may be possible and be legal, valid and enforceable.
13. *Assignment.* No Party may assign its interests in or obligations under this MOU.
14. *Necessary Actions.* Each Party agrees to execute and deliver additional documents and instruments and to take any additional actions as may be reasonably required to carry out the purposes of this MOU.
15. *Third Party Beneficiaries.* This MOU shall not create any right of interest in any non-Party or in any member of the public as a third party beneficiary.
16. *Counterparts.* This MOU may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.



17. *Notices.* All notices, requests, demands or other communications required or permitted under this MOU shall be in writing unless provided otherwise in this MOU, and shall be deemed to have been duly given and received on: (i) the date of service if served personally or served by electronic mail or facsimile transmission on the Party to whom notice is to be given at the address(es) provided below; (ii) on the first day after mailing, if mailed by Federal Express, U.S. Express Mail, or other similar overnight courier service, postage, prepaid, and addressed as provided below; or (iii) on the third day after mailing if mailed to the Party to whom notice is to be given by first class mail, registered certified, postage prepaid, address as follows:

TO:

General Manager  
Biggs West Gridley Water District  
1713 West Biggs Gridley Road  
Gridley, CA 95948

TO City:

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

**IN WITNESS WHEREOF**, the Parties hereto have created this MOU to be executed by their duly authorized representatives as of the date stated in the preamble.

BIGGS WEST GRIDLEY WATER DISTRICT

\_\_\_\_\_  
Eugene Massa

\_\_\_\_\_  
Date

CITY OF GRIDLEY

\_\_\_\_\_  
Paul Eckert, City Administrator

\_\_\_\_\_  
Date

## **MEMORANDUM OF UNDERSTANDING**

### **COOPERATION AND COORDINATION AS GROUNDWATER SUSTAINABILITY AGENCIES FOR THE SHARED PORTION OF THE EAST BUTTE SUBBASIN WITHIN BUTTE WATER DISTRICT AND THE CITY OF GRIDLEY**

This Memorandum of Understanding for the Cooperation and Coordination as Shared Groundwater Sustainability Agencies for the East Butte Subbasin within the Butte Water District and City of Gridley ("MOU") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Butte Water District ("District") and the City of Gridley ("City"). The District and City are each sometimes referred to herein as a "Party" and are collectively sometimes referred to as the "Parties."

#### **RECITALS**

**WHEREAS**, In September 2014, the California Legislature enacted the Sustainable Groundwater Management Act of 2014 ("SGMA"), which established a statewide framework for the sustainable management of groundwater resources. The framework focuses on granting new authorities and responsibility to local agencies while holding those agencies accountable.

**WHEREAS**, on September 28, 2015, the District elected to become a Groundwater Sustainability Agency ("GSA") under SGMA for that portion of the East Butte Subbasin ("Basin") within the District boundaries, and other portions of the Basin underlying adjacent areas where District water conveyance facilities and the Thermalito Afterbay are located. The District promptly notified Department of Water Resources (DWR) of its election and submitted a map of the District's proposed GSA management area. DWR posted notice of such election on October 1, 2015.

**WHEREAS**, on December 7, 2015, the City of Gridley elected to become a GSA under Resolution number 2015-R-034 for that portion of the City of Gridley and its Sphere of Influence boundary that overlies the East Butte Basin which is coterminous with the city limits of the City and its sphere. The City promptly notified DWR on December 8, 2015 of its election and submitted a map of the City's proposed GSA management area. DWR posted notice of such election on December 29, 2015.

**WHEREAS**, the election by the City resulted in the Parties having a portion of their respective SGMA management areas overlap with each other, namely the lands that are incorporated forming the City of Gridley boundary and all that land that lies within the City of Gridley Sphere of Influence area lying within the District's service area. For purposes of this MOU, this area is known as the "Overlapping Area."

**WHEREAS**, California Water Code section 10723.8(c) provides that where overlapping GSA elections exist, neither election shall take effect, and the local agencies shall attempt to reach agreement to allow prompt designation of a GSA for any overlapping area.

**WHEREAS**, the Parties wish to collaborate in an effort to ensure sustainable groundwater management for the portion of the Basin that is within the water service jurisdictional boundary of the District and the City incorporated boundary limits and Sphere of Influence of the City of Gridley.

## **UNDERSTANDINGS**

1. *Purpose of the MOU.* The purpose of the MOU is to establish the roles and responsibilities of the Parties for the Overlapping Area.
2. *Term.* This MOU shall remain in full force and effect until the earliest of the following events: (i) either Party decides not to be the GSA for the Overlapping Area; or (ii) the date upon which the District Board of Directors or the City Council votes to terminate this MOU.
3. *GSA Boundary and Overlapping Area.* The GSA boundary for the City of Gridley is depicted in the attached Exhibit A. Overlapping areas between the City of Gridley GSA and the Butte Water District GSA encompass portions of the City of Gridley incorporated area and its Sphere of Influence.
4. *Change in Overlapping Area.* If the City annexes land to the City Limits that lies within the District's service area, then the Overlapping Area will expand to the extent of the annexed land. If the City detaches land from the city limits that lies within the District's service area then the Overlapping Area will contract to the extent of the detached land.
5. *Control of Overlapping Area.* During the time that the Overlapping Area exists, the City and District agree that the City will have the sole right and responsibility to manage the Overlapping Area lying within its incorporated boundary and that lands that are in the City's Sphere of Influence and within the Butte Water District boundary shall be managed by the District until such time those lands are annexed into the City of Gridley incorporated area. The City and District agree that all lands shall be managed in the manner each deems necessary to comply with SGMA and ensure consistency with the City's Groundwater Sustainability Plan (GSP).
6. *Cooperation.* The Parties' designated staff (General Manager/City Administrator or designees) will meet on a schedule to be determined in order to coordinate implementation of their respective GSPs.
7. *City Decision to Withdraw from Managing Overlapping Area.* If the City decides to withdraw its GSA election or modify its GSA in a manner that excludes the Overlapping Area, for whatever reason, the District agrees to manage the Overlapping Area as necessary to comply with SGMA and to ensure consistency

with the District's GSP. To the extent practical, the City shall notify the District in advance of such decision to withdraw.

### **GENERAL PROVISIONS**

8. *Authority.* Each signatory of this MOU represents that s/he is authorized to execute this MOU on behalf of the Party for which s/he signs. Each Party represents that it has legal authority to enter into this MOU and to perform all obligations under this MOU.
9. *Amendment.* This MOU may be amended or modified only by a written instrument executed by each of the Parties to this MOU.
10. *Defense of MOU.* In the event that any judicial or electoral challenge to this MOU is brought by a third party ("Third Party Challenge"), the Parties shall meet and confer in good faith to agree upon a joint defense of such Third Party Challenge. The Parties shall each engage their own counsel and shall each pay for their own attorneys' fees in connection with such Third Party Challenge.
11. *Construction and Interpretation.* This MOU has been arrived at through negotiations and each Party has had a full and fair opportunity to revise the terms of this MOU. As a result, the normal rule of construction that any ambiguities are to be resolved against the drafting Party shall not apply in the construction or interpretation of this MOU.
12. *Partial Invalidity.* If, after the date of execution of this MOU, any provision of this MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of this MOU, such provision shall be fully severable. However, in lieu thereof, there shall be added a provision as similar in terms to such illegal, invalid or enforceable provision as may be possible and be legal, valid and enforceable.
13. *Assignment.* No Party may assign its interests in or obligations under this MOU.
14. *Necessary Actions.* Each Party agrees to execute and deliver additional documents and instruments and to take any additional actions as may be reasonably required to carry out the purposes of this MOU.
15. *Third Party Beneficiaries.* This MOU shall not create any right of interest in any non-Party or in any member of the public as a third party beneficiary.
16. *Counterparts.* This MOU may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

17. *Notices.* All notices, requests, demands or other communications required or permitted under this MOU shall be in writing unless provided otherwise in this MOU, and shall be deemed to have been duly given and received on: (i) the date of service if served personally or served by electronic mail or facsimile transmission on the Party to whom notice is to be given at the address(es) provided below; (ii) on the first day after mailing, if mailed by Federal Express, U.S. Express Mail, or other similar overnight courier service, postage, prepaid, and addressed as provided below; or (iii) on the third day after mailing if mailed to the Party to whom notice is to be given by first class mail, registered certified, postage prepaid, address as follows:

TO:

General Manager  
Butte Water District  
1713 West Biggs Gridley Road  
Gridley, CA 95948

TO City:

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

**IN WITNESS WHEREOF**, the Parties hereto have created this MOU to be executed by their duly authorized representatives as of the date stated in the preamble.

BUTTE WATER DISTRICT

\_\_\_\_\_  
Mark Orme

\_\_\_\_\_  
Date

CITY OF GRIDLEY

\_\_\_\_\_  
Paul Eckert, City Administrator

\_\_\_\_\_  
Date



# City of Gridley

## GENERAL PLAN


February, 2010

GSA BOUNDARY OVERLAP  
WITH BUTTE WATER DISTRICT  
LYING OVER THE EAST BUTTE SUBBASIN

GSA BOUNDARY OVERLAP  
WITH BIGGS WEST GRIDLEY WATER DISTRICT  
LYING OVER THE EAST BUTTE SUBBASIN


### Planned Growth Area Land Use Designations

-  Agricultural/Light Industrial
-  Neighborhood Center Mixed Use
-  Open Space
-  Park
-  Public/Quasi-Public
-  Residential, Very High Density
-  Residential, High Density
-  Residential, Medium Density
-  Residential, Low Density
-  School

 sphere of Influence

### Existing General Plan Land Use Designations

-  Commercial
-  Downtown Mixed Use
-  Industrial
-  Open Space
-  Park
-  Public
-  Residential, High Density
-  Residential, Medium Density
-  Residential, Low Density
-  Residential, Very Low Density

 City Boundary

1:24,000

0 500 1,000 2,000  
Feet

Map revised May 2011 by Chris Maplebeck  
Sphere of Influence, Jan. 2011  
City Limits Boundary, Dec. 2007  
General Plan, Feb. 2010  
Parcel Data from SCLAG, March 2011