

City of Gridley

To: Mayor Hall and City Councilmembers
From: Paul Eckert, City Administrator
Subject: City Services Weekly Update
Date: May 1, 2018

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

This Weekly Update is intended to provide useful and timely updates to the Gridley Community, Visitors, our Elected Officials, and our City Coworkers. 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

- Residential Construction Increases – The Eagle Meadows Housing Development continues to construct new homes at the fastest pace since the boom years. They are currently completing 8 homes and are now processing building permits for an additional 10 homes. The remaining 17 lots in the Heron Landing community were recently acquired and new home designs are underway. There are also three in-fill residential construction projects currently underway.
- New ARCO AMPM and Car Wash – Building permits are currently being issued with site development work expected to begin in June.
- Economic Development - The City Administrator is currently working with the State Economic Development Office, congressional representatives, local economic development leaders, site selectors, and property owners, regarding the marketing of the Cannery area properties.
- Preliminary Operating Budget – The FY 18-19 Citywide Operating budget will be developed and shared with the City Council and public over the next 6 weeks. Finance Director Juan Solis recently provided the City Council a Mid-Year Financial Update for the City Council and public.
- Community Clean-up and Dump Day – A community clean-up and dump day is set for June 2nd. The drop off location will be at the Cannery. Limited pick-up services by City staff will be provided to the elderly and disabled. The event is limited to Gridley residents only.
- Highway 99 and Cherry Street – The pedestrian crossing improvement project is expected to be completed in Fall.
- Annual Red Suspenders Event – City staff continues to actively work with the Gridley Chamber of Commerce Red Suspenders Day Committee. The Committee is planning for the May 19th annual Red Suspenders Day event.

Engineering/Planning/Building/Code Enforcement

- Engineering Update - City Engineer Trin Campos is coordinating our Team efforts for sewer, water, and road grant funding applications. Trin's also been active with several new projects and continues to focus on developing plans for street improvements.

Finance

- The Finance Department is active with the development of a wide array of budget development activities; grant responsibilities; payroll and benefits improvements; worker's compensation cases; and organization of all work areas and file systems. Emphasis will be placed on complying with the City's records retention policy.

- The Finance Department, Information Technology, City Administrator, and Electric and Public Works Leadership are currently working to improve our utility billing processes.
- The Feather Flyer Transit Services monthly update follows:

Month	Year	Passengers	Days of Service	Riders Per Day	Total Miles	Average of Daily Miles
July	2017	606	20	30	1154	58
August	2017	584	23	25	1221	53
September	2017	892	21	42	1149	46
October	2017	693	22	32	1363	62
November	2017	624	18	35	1225	68
December	2017	641	19	34	1266	67
January	2018	735	21	35	1486	71
February	2018	705	19	34	1382	72
March	2018	805	22	37	1545	70

- The Fiscal Year 2017/18 Operating Budget and Capital Improvements Plans can be found online at http://gridley.ca.us/public/uploads/pdfs/17-18_ADOPTED_BUDGET_DOCUMENT.pdf

PROJECT PHASE	STARTING	ENDING
DETERMINE 18-19 FIXED COSTS (PERSONNEL, ETC.)	3.12.2018	4.01.2018
PROJECT 17-18 EXPENDITURES	4.02.2018	4.08.2018
PROJECT 17-18 REVENUES	4.09.2018	4.15.2018
DETERMINE GENERAL FUND TARGETS	4.16.2018	4.22.2018
DEPARTMENTS DEVELOP BUDGETS BASED ON TARGETS	4.23.2018	5.13.2018
CITY ADMINISTRATOR/FINANCE DIRECTOR/DEPARTMENT HEAD MEETINGS	5.14.2018	5.27.2018
COUNCIL BUDGET MEETINGS	5.28.2018	6.08.2018
DEVELOP PROPOSED BUDGET	6.09.2018	6.17.2018
ADOPT PROPOSED BUDGET	6.18.2018	6.22.2018
DEVELOP ADOPTED BUDGET	6.23.2018	6.30.2018

March							April							May							June																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S														
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7
4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4
11	12	13	14	15	16	17	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11
18	19	20	21	22	23	24	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
25	26	27	28	29	30	31	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
							29	30																																	

Electric Utility

- Gridley 12kV maintenance – Crew members completed an afterhours project to the 1103 north circuit that had experienced issues during a high wind event last winter. The project included removal of a section of neutral conductor no longer used in the distribution system, and relocating the remaining conductors to allow clearance during high wind events, upgrades to line materials and the replacement of distribution pole # 685 that was rotten below ground level. The project will ensure system dependability during high wind events in the future. See images below:

Electrical Department Activity	Gridley	Biggs
Street Light Repairs	5	0
Nonpayment Shut-off/turn on	0	0
USA's	10	2
Sets & Outs	16	0
Service calls	0	1
Trim/Remove tree	0	1
Discrepancy Reports	0	0
After Hours Call out's	3	0
Solar Read	0	0



- Service Calls – Crews responded to an after-hours substation alarm due to equipment failure at the solar facilities located on Hwy 99. The substation was inspected and the alarm was reset. The NCPA was notified of the incident and repairs were made. All systems worked as designed. Crews were called to the Catholic Church located on Hazel Street for a half power complaint. Crews found a neutral conductor had failed. Crews responded to an after-hours callout to the Little League fields due to lights not working. Crews found all equipment working as designed. Little League President Joe Dewsnup was contacted and informed lights were in working order.
- Contributions - Crews temporarily removed the service conductors to the lights at the Dick Jones ball field to allow the Public Works department to install the mounting brackets for the new shade structure. Crews re-configured little league lights at Kawasaki field. The old configuration was overloading the circuit. At this time all lights are working properly.
- Utility Reads - The Customer Service Technician has generated a repair list of 70 water meters that are not working properly. The repair or replacement of the affected meters will be repaired as time and funding permits.
- Street Lights - Crews installed a new decorative light on Kentucky St.
- Substation and Line recloser Inspections - Weekly Substation Inspections of the Gridley and Biggs Substations were completed. Weekly inspections were completed on the Line reclosers in Gridley.



- Biggs 12 KV Maintenance- Crews replaced Pole # 940 located in the rear easement on Aleut that was found to be bad. Crews relocated Pole #1460 located at Second and E Streets. Crews also replaced Poles #1470 and 1450 located at Second and E streets found to be in poor condition.
- Biggs Service Calls - Crews responded to a request made by Biggs Public Works to disconnect a service on C Street to allow the replacement of a service breaker.

Fire

- T-74 was dropped off in West Sacramento for its annual preventive maintenance. The maintenance includes tests, measurements, adjustments, parts replacement, and cleaning, performed specifically to prevent faults from occurring.
- Emergency responses for the past week are adjacent.
- Fire Volunteers Wanted – If you know of anyone who may want to get involved and make a difference by helping neighbors and friends, please encourage them to become a Gridley Volunteer Firefighter! The City of Gridley is a combination Fire Department with full-time CAL FIRE Firefighters and Gridley area resident Volunteer Firefighters. Our Volunteers meet regularly for training. Training is conducted cooperatively with Butte County Fire and includes all basic firefighting skills: first aid, ladders, breathing apparatus use, hose streams, vehicle extrication, etc. This ongoing training is in addition to the initial basic operations training course. For more information about becoming a Gridley Volunteer Firefighter, go to www.joinbcfd.org and submit a Volunteer Firefighter Interest Form.

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

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 finished large area Street Repairs on Washington Street. Crews started street repair on Vermont St. between Laurel and Cedar Streets.
- Crews repaired a water leak in the alley near Spruce Street.
- Public Works Crews burned the brush near Richards Avenue.
- Crews continue spraying weeds at various locations throughout the City and at the Sewer Plant.
- The New Holland Tractor was returned to the Sewer Plant after being repaired. The John Deere Tractor was returned to City operations from the Sewer Plant.
- Crews fabricated and installed brackets for the shade structure at Vierra Park Baseball Field.
- Crews sprayed weeds Downtown in preparation for Red Suspenders Day.
- Public Works Crews have started disking the settling ponds at the Sewer Plant.
- Crews have finished setting fence posts for the first section of fence to be replaced at the Sewer Plant.

Public Works Activity	
Water Leaks Repaired	3
Water Encoder Receiver Transmitter installed/Replaced (ERT's)	0
Sewer Plugs	0
Tree Removal/Trimmed	0
Water Related Service Calls	2
Sewer Related Service Calls	0
Under Ground Service Alerts (USA's)	8
Park Related Service Calls	0
Other Service Calls	0

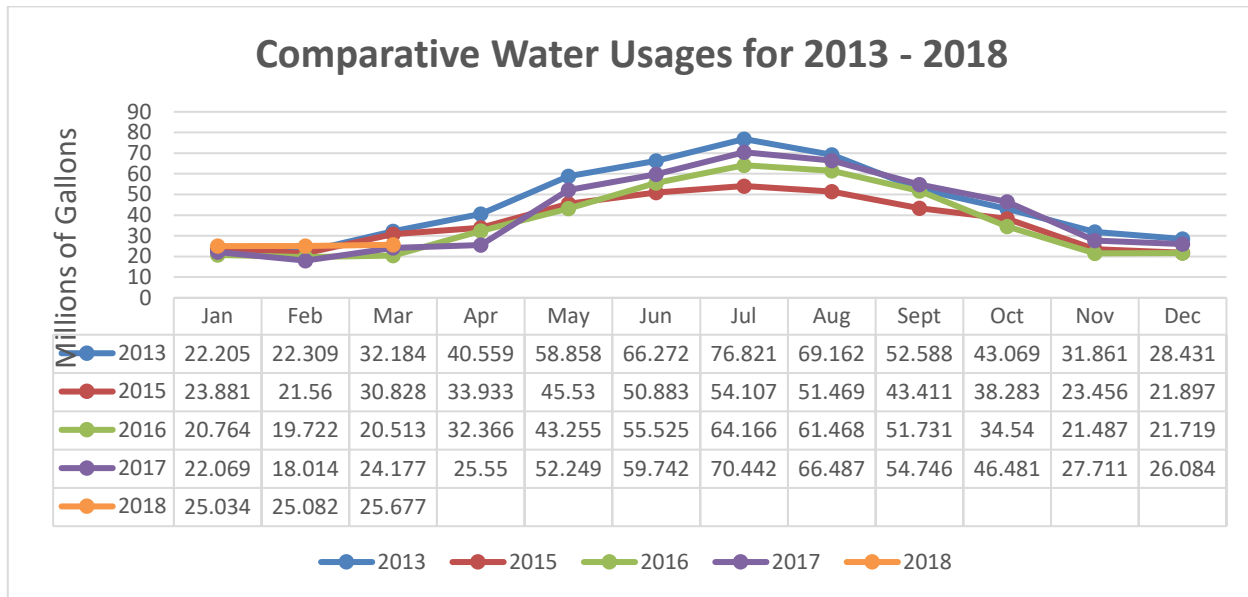
Production Well	Volume Pumped	Calc. Fl	Calc. Chlor
Eagle Meadows	16.208 M.G.	.71 mg/l	.2089 mg/l
Spruce	00.000 M.G.	.00 mg/l	.0000 mg/l
Wilson	00.000 M.G.	.00 mg/l	.0000 mg/l
Little Ave.	00.000 M.G.	.00 mg/l	.0000 mg/l
Liberty	9.469 M.G.	.70 mg/l	.2365mg/l
Parkside	00.000 M.G.	.00 mg/l	.0000 mg/l

Monthly Water Production	
Total water pumped to system:	25.677 M.G.
Ave. chlorine residual in the system:	.23 mg/l
Ave. tested fluoride in the system:	.70 mg/l
Lab tested fluoride in the system:	.7 mg/l

Past Month's Flows at the Waste Water Treatment Plant

Total flow to the Plant was 43.121 M.G.

Flow from Butte County Housing Authority was 626,200 gals.



Recreation

- Recreation is currently working to enhance the appearance of the Recreation Center.
- Soccer registration is open April 3rd to June 30th. The fee will be \$50 per child. Additional information available <http://gridley.ca.us/government-and-departments/departments/recreation-services/>
- Checkout Recreation's Facebook page at <https://www.facebook.com/groups/120025737091/>
- The Annual Fishing Derby will be held on May 12th from 7am to 12pm. The event is free to children 15 and under. The Lions will be serving lunch. Visit our Facebook page for more information.
- The Division has begun preparations for the Annual Pinewood Derby to be held during Red Suspenders Day.
- The Division will be assisting with Red Suspenders Day in the capacity of clean up.

- The Recreation Community Center meeting rooms are available for rent on evenings and weekends. The rental fee is \$100 per room, with an additional refundable \$50 cleaning deposit.

City Council Formal Calendar

- The City Council will hold its next Regular City Council meeting on Monday, May 7 at 6:00 pm at City Hall.
- The Butte County Board of Supervisors Agenda for the 9:00 am meeting on Tuesday, May 8th 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