

City of Gridley

To: Mayor Hall and City Councilmembers
From: Paul Eckert, City Administrator
Subject: City Services Weekly Update
Date: November 6, 2017

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.”

- Street Repairs – Daryl Dye, Electric/Public Works Director, initiated an “in-house” large street repair project on Spruce Street. Public Works Crews completed the grinding and paving of a large portion of heavily damaged areas on Spruce Street. For the first time, rather than hiring out the paving, a paving machine was rented and the paving was done by City Crews. The savings of renting the paving machine and doing the work ourselves allowed room in the budget for more areas to be paved.
- Budget Controls – Spending is being critically analyzed in preparation of the FY 2018-19 Annual Budget.
- County Inspections Services – We continue to meet with the County to review our partnership and their performance with their Building Inspections here in Gridley.



Economic Development

- The City Administrator in recent weeks has met with representatives of four new projects that are underway on Highway 99.
- The Administrator met with Butte County Economic Development staff and continues to meet weekly with local retailers and business leaders.
- City Industrial Park - The City recently contracted with Cory Hammond to market and all available properties in the City’s Industrial Park. We will keep the City Council informed of our progress.

Engineering/Planning/Building/Code Enforcement

- Engineering Update – City Engineer Trin Campos has been active with several new projects in Town and continues to focus on developing plans for street improvements.
- Building Activity – The County Inspections Department was busy in October with 25 building permits in Gridley. Historically, we’ve averaged about 14 permits monthly.



GRIDLEY - Permits Issued - Summary by Type

Butte County

Date Range Between 10/1/2017 and 10/31/2017

| PERMIT TYPE | NUMBER OF PERMITS ISSUED | VALUATION | FEES CHARGED |
|---|--------------------------|---------------------|-------------------|
| ETRAKIT | 10 | \$74,163.00 | \$2,345.80 |
| HVAC FRNC HT PMP HVAC CHNG OUT TO 100K BTU | 6 | \$60,414.00 | \$1,021.92 |
| REROOF COMMERCIAL | 1 | \$5,000.00 | \$237.64 |
| REROOF RESIDENTIAL | 2 | \$5,700.00 | \$1,017.92 |
| WATER HEATER | 1 | \$3,049.00 | \$68.32 |
| MECH ELECTRIC PLUMB | 1 | \$800.00 | \$101.98 |
| WATER HEATER C/O RES | 1 | \$800.00 | \$101.98 |
| MISCELLANEOUS | 13 | \$137,535.19 | \$6,499.08 |
| REMODEL | 2 | \$38,500.00 | \$2,107.88 |
| RE-ROOF RESIDENTIAL | 5 | \$32,200.00 | \$1,259.92 |
| SIDING/STUCCO | 1 | \$3,000.00 | \$576.28 |
| SOLAR ROOF-RES | 5 | \$63,835.19 | \$2,555.00 |
| SOLAR ONLINE | 1 | \$6,543.60 | \$481.42 |
| SOLAR ROOF-RES | 1 | \$6,543.60 | \$481.42 |
| Totals: | 25 | \$219,041.79 | \$9,428.28 |

Finance

- The City Administrator, Finance Department, Information Technology, and Electric and Public Works Leadership are currently working to improve our Utility Billing Processes.
- The Finance Department is very active with financial year end closing; preparation for the annual audit and onsite work; development of a wide array of grant responsibilities; payroll and benefits issues; worker's compensation cases; and organization of all work areas and file systems.
- 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
- The City's transit vehicle use is described below. This service is in addition to the Butte County Transit System that serves Gridley and the region.

| Month | Passengers | Days of Service | Riders Per Day | Total Miles | Average of Daily Miles |
|-----------|------------|-----------------|----------------|-------------|------------------------|
| January | 721 | 21 | 34 | 1152 | 55 |
| February | 519 | 20 | 26 | 906 | 45 |
| March | 764 | 23 | 33 | 703 | 31 |
| April | 595 | 20 | 30 | 1472 | 73 |
| May | 590 | 20 | 30 | 1322 | 66 |
| June | 790 | 22 | 36 | 1409 | 64 |
| July | 606 | 20 | 30 | 1154 | 58 |
| August | 584 | 23 | 25 | 1221 | 53 |
| September | 892 | 21 | 42 | 1149 | 46 |

Electric Utility

- Gridley 12KV Maintenance - Crews identified areas in the system that required attention before the winter months ahead. This included changing out an old set of Triple Link Cutouts. The Cutouts were in bad shape and would be difficult to access with the rain ahead. Crews change out 12 dead-end insulators in different areas of the system that were beginning to fail. Crews changed out two sets of Tangent Arms that were tracking and beginning to fail. Crews replaced a leaking Transformer which was located at Gridley Country Ford in the early morning hours not to interrupt Ford Dealership normal business hours.
- Gridley Contributions - Crews upgraded lights in the Police Dispatch Room. This included taking out the old fixtures and replacing with LED can lights and installing new ceiling tiles. The Crews also added two dimmer switches. Personal responded to Gridley PW to help assist with a possible power issue in the shop and found that the Plasma Cutter had an internal fault requiring repair. In preparation for Gridley Holiday Parade Crews prepared a City generator to help with the vendor display area.
- Safety Training - Personal attended the by-monthly ESSC meeting at the Northwest Lineman College. The meeting consisted of new and old business; near misses and accidents; and Mutual Aid in relation to the fires that affected PG@E facilities. The Northwest Lineman College also provided a tour of the facilities and training they provide to Pre-Apprentice Lineman, Apprentice Lineman, and refresher courses.
- Biggs 12 KV Maintenance - Crews completed 15 EPCM tags in the City of Biggs. The EPCM tags consist of High voltage signs, ground molding, and repairs that need to be made to the system.
- Substation and LR Inspections were completed for both the Gridley and Biggs Utilities.



| Electrical Department Activity | Gridley | Biggs |
|------------------------------------|---------|-------|
| Street Light Repairs | 3 | 0 |
| Nonpayment Shut-off/turn on | 0 | 0 |
| Underground Service Alerts (USA'S) | 10 | 2 |
| Sets & Outs | 19 | 0 |
| Service calls | 0 | 0 |
| Trim/Remove tree | 1 | 0 |
| Discrepancy Report Items | 0 | 0 |
| After Hours Call out's | 0 | 0 |
| Solar Read | 0 | 0 |

Fire

- Gridley Engine 376 attended the Freshman Gridley High school football game Thursday and Engine 376 and Truck 74 attended the Gridley high school football game on Friday
- Most of the Department all participated in the MDA fill the Boot event on Saturday, raising \$6,800 for the Muscular Dystrophy Association.
- Truck 74 is scheduled to assist hanging lights on the Christmas Tree at Orchard Hospital
- Emergency Responses for the week are adjacent.
- Employees continue safety and physical training and new employees are currently training to become Truck Operators.
- 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

| Weekly Emergency Responses | City | County |
|--|------|--------|
| Medical Aids | 10 | 3 |
| Traffic Collisions | 2 | 0 |
| Structure Fires | 0 | 0 |
| Vegetation Fires | 1 | 0 |
| Vehicle Fires | 0 | 0 |
| Public Assist | 2 | 0 |
| Cover Assignments | 0 | 0 |
| Other (smoke checks, hazardous conditions, control burns, etc) | 1 | 0 |
| Technical Rescues | 0 | 0 |

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.

Police

- Animal Control personnel are encouraging our community canine owners to license their dogs. This provides a great record for any pet owner if they should lose their dog and enables Animal Control staff to find and return their pet. 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.
- Police patrol personnel continue to provide foot patrol in Daddow Park and Vierra Park. The Police Department continues to encourage safe and responsible experiences while visiting our community parks.
- Police Administration attended the NCCSIF’s Police Risk Management Committee meeting in Rocklin. The committee meets quarterly to discuss the prevention, mitigation and trends in work related injury claims.
- The Police Department is conducting a background investigation for the top candidate for vacant police officer position.
- Our newest Public Safety Dispatcher, Jazzmine, began her training in dispatch last week. The Department is pleased to add Jazzmine to the Team and look forward to her successful completion of her training.
- The Department continues in its goal to provide quality service in all aspects of public safety to the citizens we serve. The October 2017 statistics are provided below:

| City of Gridley - Police Activity | October 2017 | Year Total |
|-----------------------------------|--------------|---------------|
| Adult Arrests | 41 | 577 |
| Juvenile Arrests | 2 | 19 |
| Misdemeanor Arrests | 37 | 508 |
| Felony Arrests | 6 | 80 |
| Felony Crimes Reported | 7 | 127 |
| Misdemeanor Crimes | 45 | 552 |
| Total Police Incidents* | 1,192 | 11,727 |
| Battery | 11 | 96 |
| Burglary | 8 | 65 |
| Deceased Person | 0 | 12 |
| Vandalism | 6 | 62 |
| Stolen Vehicle | 5 | 22 |
| Robbery | 1 | 3 |
| Public Intoxication | 7 | 50 |
| Patrol Request | 30 | 366 |
| Medical Aid | 13 | 277 |
| Area Checks | 168 | 1,389 |
| Pedestrian Checks | 56 | 554 |
| Disturbing the Peace | 40 | 291 |
| | | |
| Total 911 Calls | 325 | 2,864 |
| Total Accidents | 5 | 70 |

| | | |
|--|--------|----------|
| Name Exchanges | 2 | 12 |
| Total Traffic Citations | 43 | 540 |
| DUI Arrests | 0 | 16 |
| Traffic Stops | 141 | 1,677 |
| Extra Help Hours | 266.00 | 3,053.25 |
| RSVP Hours | 20 | 180 |
| <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 maintenance. Maintenance; City Building and Facility Maintenance.

- Public Works Crews, with assistance from the Electric Department, paved a large portion of heavily damaged areas on Spruce Street saving significant funds and allowing more areas to be paved throughout the City. For the first time, rather than hiring out the paving, a paving machine was rented and the paving was done by City crews. The savings of renting the paving machine allowed room in the budget for more areas to be paved.



- Public Works Crews continue pruning trees around sidewalks and street signs in various locations throughout the City.
- Crews filled pot holes in streets in various locations throughout the City.
- Street sweeping was performed this week. As leaves are starting to fall more heavily, street sweeping will be conducted weekly throughout the fall and winter months.
- Crews completed monthly drive-by meter readings for Electric and Water customer usage.
- Public Works contracted with the California Conservation Corps Fire Crew to work a day at Eagle Meadows clearing silt and debris from the drain ditch underpasses in preparation for upcoming seasonal storms.
- Our Public Works Crews started cleaning storm drains in preparation for this weekend's anticipated storm.

- Crews repaired a damaged pump at the Pheasant Run Sewer Lift Station. The slide rail, which helps place the pump in the proper location and holds the pump in place, was found to be severely deteriorated. Crews pumped sewage into a man hole to clear the lift station to allow personnel to safely enter the Lift Station to remove the rail. A new rail was fabricated by out talented Crewmembers and placed into service to allow replacement of the repaired pump.
- Public Works cleared and cleaned the Community Garden at the Recreation Facility



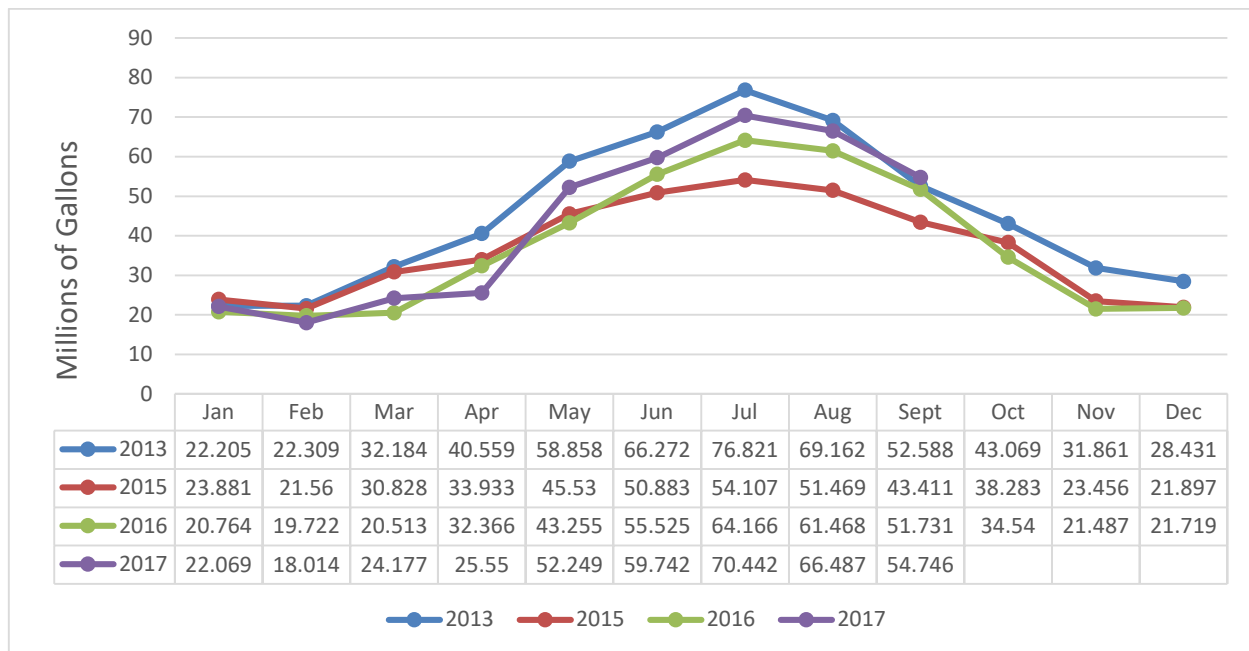
| Production Well | Volume Pumped | Calc. Fl | Calc. Chlor |
|-----------------|---------------|----------|-------------|
| Eagle Meadows | 25.041 M.G. | .72 mg/l | .2036 mg/l |
| Spruce | 00.000 M.G. | .00 mg/l | .0000 mg/l |
| Wilson | 00.000 M.G. | .00 mg/l | .0000 mg/l |
| Little Ave. | 11.557 M.G. | .65 mg/l | .2169 mg/l |
| Liberty | 18.277 M.G. | .68 mg/l | .2436 mg/l |
| Parkside | 11.612 M.G. | .64 mg/l | .2635 mg/l |

| Monthly Water Production | |
|---------------------------------------|-------------|
| Total water pumped to system: | 66.487 M.G. |
| Ave. chlorine residual in the system: | .18 mg/l |
| Ave. tested fluoride in the system: | .75 mg/l |
| Lab tested fluoride in the system: | .8 mg/l |

Past Month's Flow's at the Waste Water Treatment Plant

Total flow to the Plant was 40,020,000 gals.

Flow from Butte County Housing Authority was 877,800 gals.



Recreation

- The Division will be providing clean up support to the Chamber of Commerce Holiday Light Parade. The Division has also begun its Breakfast with Santa Programs. Flyers have been completed and emailed to area schools and will be post on our City website as well as on our Gridley Recreation Facebook site and the Gridley Chamber of Commerce web/FB sites.
- Checkout Recreation's Facebook page at <https://www.facebook.com/groups/120025737091/>
- 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, November 20th at 6:00 pm at City Hall.
- The Butte County Board of Supervisors Agenda for the 9:00 am meeting on Tuesday, November 14th 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