

CITY OF WEED
P. O. Box 470, Weed, CA 96094

ADMINISTRATIVE OFFICES
June 27, 2014

NOTICE IS HEREBY GIVEN that a Special Meeting of the Council of the City of Weed will be held on Wednesday, July 2, 2014 commencing at 4:30 p.m. in the Council Chambers at City Hall, 550 Main Street, Weed, California.

Said Special Meeting shall be for the purpose of considering the following:

- A. Grant Application: Council will adoption of Resolution No.13-2014 to Support Submission Of Grant Application To The United States Department Of Agriculture Rural Development For The Equipment To Add A Heat And Air Conditioning System And Authorizing The Execution Of A Grant Agreement And Any Amendments Thereto With The United States Department Of Agriculture Rural Development For The Purposes Of This Grant And Authorizing The City Administrator To Act On Behalf Of The City To Execute All Documents Relating Thereto

Subject to Government Code §54954.3, at special meetings, members of the public have the right to address the legislative body on any item that is to be addressed by the body at the meeting.


Deborah Salvestrin
City Clerk

**CITY OF WEED
CITY COUNCIL
SPECIAL MEETING AGENDA**

Date of Meeting: Wednesday, July 2, 2014
Time of Meeting: 4:30 p.m.
Place of Meeting: Council Chambers, Weed City Hall, 550 Main Street, Weed, CA

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL:

Council Members: Stacey Green, Ken Palfini, Dave Pearce and Chuck Sutton
Mayor: Bob Hall

3. PUBLIC BUSINESS FROM THE FLOOR

Subject to Government Code §54954.3, at special meetings, members of the public have the right to address the legislative body on any item that is to be addressed by the body at this meeting. This is the time set aside for such comments. Please keep comments concise and observe time limits. Individual speakers will be limited to 3 minutes each with a 20-minute maximum for public comment.

4. AGENDA

- A. Grant Application: Council will adoption of Resolution No.13-2014 to Support Submission Of Grant Application To The United States Department Of Agriculture Rural Development For The Equipment To Add A Heat And Air Conditioning System And Authorizing The Execution Of A Grant Agreement And Any Amendments Thereto With The United States Department Of Agriculture Rural Development For The Purposes Of This Grant And Authorizing The City Administrator To Act On Behalf Of The City To Execute All Documents Relating Thereto

5. STAFF REPORTS

6. ADJOURNMENT

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 550 Main Street during normal business hours.



CITY COUNCIL AGENDA MEMORANDUM

Meeting Date: June 26, 2014
From: Martin Nicholas, Chief of Police 
Subject: USDA Grant Application

Staff Recommendation:

Staff requests Council approve and allow the Weed Police Department to submit a grant application to the United States Department of Agriculture requesting funds to be used to purchase and install ductless heating and air conditioning equipment. The project should not exceed an estimated amount of \$30,000.00. The grant that is being sought would require a 25% City funds match if awarded.

Analysis:

Staff has been in contact with a Community Programs Specialist from the United States Department of Agriculture. There is currently a Community Facilities Grant Program which would provide funding to the Weed Police Department for the purchase and installation of new ductless heating and air conditioning equipment.

The Weed Police Department would like to purchase and install a ductless heating and air conditioning system. This ductless systems only requires a refrigeration line be run to each space/room (usually referred to as zones) within the department. This ductless system allows each room/zone to have a thermostat in which the heating or cooling can be adjusted according to the occupants liking and in the cases where the room/zone is unoccupied; the unit can be turned off conserving energy. The Weed Police Department intends on purchasing new equipment, likely a system produced by Mitsubishi, and all associated installation supplies would be new at the time of installation. The proposed system would be installed in such a way that it would remain separate from any other heating or cooling systems utilized by the City of Weed for City Hall employees. This would allow the City Halls system to be shut down in case of a chemical or biological attack while the police department's system could continue operating. This separate system would also allow the system within the police department to be ran during emergency operations with the use of a generator. This is essential as the Weed Police Department would likely be the location of the Emergency Operations Center (EOC) during a public emergency.

The Weed Police Department facility currently has limited air conditioning/cooling equipment installed. The only ability that most of the Weed Police Department has to cool the facility is either opening windows to allow outside air exchange or the use of circulating air fans. The Weed Police Department has primarily 1960 era baseboard heaters or recessed wall heaters to heat the facility. Some areas including the Police Officer's squad room and the Emergency Communications Dispatch center have very little heating capacity therefore; inefficient plug-in portable heaters are often relied upon to provide heat in the winter months.

There are two main needs for the purchase and installation of a system of this type. First and foremost, we have minimal and inefficient equipment for cooling the facility. The only heating equipment the department has is 1960 era baseboard heaters and wall mounted electric heaters, along with some plug-in heaters. All of this equipment is inefficient. The lows in the winter months average in the low 20's with record lows near 0. The highs temperatures during the summer months are usually in the mid 80's, and often exceed 100 degrees. This makes the working conditions within the department less than desirable and very uncomfortable. The second reason the department needs this equipment is the cost savings from lower electrical bills since the new system would be energy efficient.

Staff believes having energy efficient heating and cooling system will equate to great cost savings on utility bills for the City Hall building. Staff as well as a Pacific Power employee has estimated the kilowatt hour usage amount by the Weed Police Department could be reduced by up to 35 percent.

The Weed Police Department's planned contribution will be provided by the State of California 911 emergency communications dispatch upgrade funds. These funds can be used to upgrade and remodel emergency communication dispatch centers which will be equipped with a dedicated heating/cooling unit. The planned contribution to the project using State 911 funds will be determined by final bid estimates.

We have requested several bids for the project and are still awaiting the receipt of most of them. However, according to the local Rural Development office, the application and authorization needs to be submitted by July 2, 2014 because of their pre-determined deadlines and staffing issues. They have also asked to utilize the City Administrator as the signing authority to ease the burden of the process and allow for easier access for additional signatures.

Options:

1. Approve the Proposal and authorize Staff to proceed with the application.
2. Delay action.
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

If the grant is awarded, the cost to the Weed Police Department would be approximately 25% of the total cost of the project which would not exceed \$7,500.00.

Attachments:

1. None.

Submission Date and Time: 6/26/14 11:35 AM

Department: <u>Police</u>	Reviewed by: Dept. Head <u>Nicholas</u>	Advertised: <u>Not Required</u> <input checked="" type="checkbox"/>
Prepared by: <u>Steve Shannon</u>	Finance Dr. _____	Dates: _____
Attachments:	Budget Mgr. _____	Newspapers: _____
Yes <input checked="" type="checkbox"/> No _____	Submitted by: City Adm. _____	_____

RESOLUTION NO. 13-2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
SUPPORTING SUBMISSION OF GRANT APPLICATION TO
THE UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT
FOR THE EQUIPMENT TO ADD A HEAT AND AIR CONDITIONING SYSTEM
AND AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT
AND ANY AMENDMENTS THERETO WITH THE
UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT
FOR THE PURPOSES OF THIS GRANT
AND AUTHORIZING THE CITY ADMINISTRATOR TO ACT ON BEHALF
OF THE CITY TO EXECUTE ALL DOCUMENTS RELATING THERETO

WHEREAS, the City of Weed desires to obtain financial grant assistance from the United States Department of Agriculture Rural Development for the purpose of providing funds to purchase and install the equipment needed for a heating and air conditioning system; and

WHEREAS, the City of Weed held a public meeting on July 2, 2014 to determine the need for, advantages and disadvantages of applying for grant assistance funding; and

WHEREAS, the city council determined that a need exists for grant assistance for the project and has reviewed and approved a proposed application in the amount to be determined;

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Weed supports the submission of an application; and

FURTHER, BE IT RESOLVED that:

1. the community facilities grant application be submitted for funding; and
2. that the city administrator be authorized to act on behalf of the city to execute the application and all other present and future documentation relating to the grant application and funding award.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a special meeting of the City Council of the City of Weed held the 2d day of July, 2014, by the following vote to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk