

Call To Order

The regular council meeting was called to order at 6:03 p.m. by Mayor Frith. Vice Mayor Crawford and Councilors Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Planner Scott Friend, Engineering Staff Mike Vasquez and Pauline Palmer, and City Clerk / Finance Director Deanna Carbajal.

**1. COMMUNITY PARTICIPATION:** None

**2. DEPARTMENT REPORTS:**

A. Engineering:

1. Project updates by Engineering Staff Mike Vasquez:

- a. USDA Well Rehabilitation Project Update. The contractor was scheduled to have the well operational by Friday.
- b. USDA Waterline Project Update. A letter was sent to Safeco giving a timeframe for the first week of May for an onsite meeting.
- c. 6<sup>th</sup> Cycle Safe Routes to School, TEA, Proposition 1B Project Update. The contractor was back on site. Project completion should be in June. An application for the 8<sup>th</sup> Cycle was submitted last week.
- d. 6<sup>th</sup> Street Bridge Rehabilitation Update. The project should start within the next 90 days if everything goes well.

B. Planning Department:

1. Informational:

City Planner Scott Friend reviewed the Planning Department Activity Report – March / April 2009 included in the council agenda packet.

2. The March 2009 Code Enforcement Activity Report was presented to council in the agenda packet.

**3. PUBLIC HEARING:** Business License Draft Ordinance

- A. Staff comments. Pete stated council was asked to consider draft text for a change to Biggs Municipal Code regarding business license policies, fees and enforcement as stated in the staff report.
- B. Open the hearing to the public:
  1. Proponents. None
  2. Opponents. None
- C. Close hearing to the public.
- D. Council discussion.

FIRST READING AND INTRODUCTION *ORDINANCE 380* “AN ORDINANCE OF THE CITY OF BIGGS AMENDING PORTIONS OF TITLE FOUR, CHAPTER 4.05, OF THE BIGGS MUNICIPAL CODE: BUSINESS LICENSES (CODIFIED)”.  
(Arnold/Crawford, MCU)

**4. NEW BUSINESS:** Pete stated council was asked to review and approve the Annual Fire Protection Services Agreement by resolution and reviewed the staff report.

Fire Chief Mike Brown answered a question asked by Pete. How can “Brownouts” staffing be justified? Mike stated the county’s revenue is so low next year and there is nothing left to

cut. Personnel will need to be reduced with "Rolling Brownouts". Mike stated if a station is closed, it will probably be gone for good; it is better to spread the net thin and try to patch it in as many ways as possible.

Mike spoke in length about how funds were spent and ways the city could save money. He said the city might be able to save money if Public Works were to maintain the fire hydrants. The cost of the fire engine could be changed to an enterprise fund, he stated, to free up money in the general fund.

Vice Mayor Crawford would like the ambulance to cover in town on "Brownout" days. Mike Brown said he could draft a letter on the city's behalf and ask for this coverage. Volunteer firefighters would also respond to medical emergencies on these days.

**RESOLUTION 2009-08 "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING COOPERATIVE FIRE PROGRAMS FIRE PROTECTION REIMBURSEMENT AGREEMENT BETWEEN CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION - (CAL FIRE) AND CITY OF BIGGS 2008-2009 FISCAL YEAR". (Crawford/Bottorff, MCU)**

5. **CONSENT CALENDAR**: Councilor Arnold asked to remove Item G (2008 City of Biggs General Plan Annual Report) from the consent calendar.

Motion/Second to approve the consent calendar with Item G being removed.  
(Crawford/Thompson, MCU)

Councilor Arnold was expecting more from the report. After questions of the Home Occupation Permit and the cinder block fence permits were answered, Councilor Arnold agreed to approve Item G, but asked for more information from Scott on building codes for fences.

Motion/Second to approve Item G of the consent calendar. (Arnold/Thompson, MCU)

6. **DEPARTMENT REPORTS** – continued

J. City Administrator:

1. Discussion/Action: Keeping of Fowl in the City. Pete reviewed the staff report with council. He said Animal Control Officer Amy Egan suggested Biggs follow the same code as Gridley. She said chickens were not allowed in R1 zoning in Gridley, only in RS (Residential Suburban) zoning with no roosters at all. It was mentioned that Biggs does not have RS zoning.

Mayor Frith said the ordinance needed to be revamped for all farm animals. This was a residential area, not a farm; however, he did not want to inhibit 4-H projects. He stated the high school was in the city limits and animals were kept there.

Resident Mary Frith said the 4-H leader told her there were places to house animals in the county.

Vice Mayor Crawford said a decision should be made whether fowl should be allowed in the city or not. Mayor Frith felt fowl should be prohibited in residential zoning. Councilor Bottorff was not bothered by the chickens. Vice Mayor Crawford felt some protections could be built in to the ordinance if fowl were allowed.

Mary said there should be no exceptions, it is either allowed or not allowed.

Mayor Frith asked for Pete to move forward with the intent that no fowl be allowed in the city and then listen to public input. Then the rules can be defined.

Councilor Thompson felt prohibiting fowl would be limiting people's rights.

- C. Public Safety. Mayor Frith mentioned the power outage over the weekend due to a downed line which lasted for about 4 hours. Biggs-Gridley Electric had not been properly notified of the power outage because of a miscommunication with dispatch.
- D. Public Works. Mayor Frith said a Public Works Committee meeting was held discussing the Sixth Street Bridge. There was discussion of a realignment of the road at Dakota to make an easier turn.
- E. Electric. Pete stated electric purchases were on hold for now. Pete stated Dr. Balachandra was still very optimistic about his project.
- F. BCAG/Air Quality. Councilor Thompson stated at the last Air Quality meeting there was discussion of potential amendments to non-ag burning requirements including residential open burning standards. They said Biggs and Gridley currently did not have rules on burning in yards. Air Quality would like to take the same rules that apply to ag burning, and apply those rules to residential burning by establishing burn hours, drying times, prohibit burning of certain vegetation which produce excessive smoke, and require adequate attendance. Councilor Arnold stated Biggs already requires burn permits in the city.
- G. Solid Waste. Nothing to report.
- H. Other commission reports. Councilor Thompson reminded council of the Town Hall meeting in Gridley on Thursday night discussing flood control maps for our area. Council agreed to contact residents via phone message about the meeting.
- I. Finance Department. Deanna stated audit reports had not been received yet.
- J. City Administrator:
  - 2. Update: Council Supplemental Health Insurance Benefit. Pete stated no resolution was necessary for council to receive supplemental employee health insurance benefits and he had notified the Aflac representative that council may be interested in this benefit.
  - 3. Verbal reports: Biggs Spring Cleaning Day. Two pastors in town along with Georgianne Meeker from the school district were looking for volunteers to help with cleanup. The cleanup day was being funded by the solid waste fund.
  - 4. Update: Recycling, Oil and Sharps Collection. Pete stated every year the city receives a \$5000 recycling grant. He suggested purchasing receptacles for the park to recycle bottles and cans. Someone would need to be responsible for emptying the receptacles when they were full. It was suggested giving different organizations a certain period of time to be responsible for emptying the receptacles and receiving the proceeds. Pete would need to know by June how council would like the grant money to be used. Mayor Frith suggested council email Pete with suggestions for the grant money.

Pete said the county was working with Paul Pratt to design an area at public works with a video camera for an oil recycling container. Vice Mayor Crawford was

concerned about containment of oil spills. Councilor Arnold said the county would be responsible for emptying the container.

Pete said Biggs-Gridley Hospital was willing to be the medical sharps drop-off site.

5. Discussion/Action: Additional Appropriations and Inter-fund Transfer Request. Pete said he was asking for asking for an additional \$4000 for council payroll. Council agreed.

Pete stated public works had been clearing brush which had accumulated for some time. \$5000 was needed to finish clearing the brush and one-half would be charged to the electric fund. Vice Mayor Crawford felt it might be good to use part of the recycle money to offset the cost. Council agreed.

Pete said the water project requires an inter-fund transfer of \$438,000 to the water project fund: \$49,000 from the water fund, \$250,000 from the water improvement fund, \$41,000 from the electric fund, and \$98,000 from the solid waste fund.

Motion/second to approve the additional appropriations as indicated for \$438,000 of inter-fund transfers. (Frith/Crawford, MCU)

6. Discussion: Customer Service Issues and Opportunities. Pete asked council if they would like to comment on general areas of customer service for the city.

Mayor Frith wanted to be sure the interest of the city and employees were protected as well as the citizens. There are several situations in the general operation that lend to being open to subjective criticism. He stated there was an unsafe situation with an employee that was in a remote location by herself. This could be a hazardous situation. He felt the layout of the office is not conducive for Pete to have a real feel for what goes on in the office with the employees as they interact with the citizens and he felt this should be corrected by Pete relocating. Mayor Frith felt there should be some means to document what goes on in the office for protection of the employees and citizens. He felt everyone should be consolidated into a common area or the same building for the protection of the employees and the city. Pete should be able to see what is happening in the office.

Vice Mayor Crawford felt planning should be moved to the main office to insure two deep in the office as well as witnesses and backup.

Councilor Bottorff asked if the city has protocol for customer service. Pete stated we did not. It was suggested a documented policy be implemented.

Mayor Frith suggested Pete come back with basis changes of protocol, training for staff, or consolidation of staff.

Councilor Arnold stated there was not a councilor on call and said it was not council's job.

Mary Frith said there is a class called "Handling Difficult People". Mary has heard comments from the public about the office staff. Staff should realize they are in a confidential position when they sit at the front desk and they should watch what they say to other citizens. She felt all the employees needed as much training as possible.

7. Discussion/Action: Service Club Membership – City Administrator. Pete stated he voluntarily joined the Gridley Area Rotary Club with membership fees of \$605. Pete said this would help build bridges between Biggs and Gridley.

Council agreed to pay the \$605 and up to \$100 in fines for membership. Anything above that cost is up to Pete.

8. Update – City Priority Project List. Council could send questions and comments to Pete.

**7. RESOLUTIONS:**

A. RESOLUTION No. 2009-09 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AUTHORIZING BY RESOLUTION INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND”. (Frith/Thompson, MCU)

A. RESOLUTION NO. 2009-10 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AFFIRMING CITY OF BIGGS SUPPORT OF AND PARTNERSHIP WITH THE 2010 CENSUS”. (Arnold/Crawford, MCU)

B. RESOLUTION NO. 2009-11 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AUTHORIZING THE CITY ADMINISTRATOR AS THE CITY’S AUTHORIZING OFFICIAL TO CERTIFY THAT THE POSITIONS LISTED ON THE SIGNATURE CARD ARE AUTHORIZED TO SIGN DICUMENTATION PERTAINING TO CDBG GRANTS: 08-PTAE-5403 AND 08-PTAG-5343”. (Thompson/Frith, MCU)

8. **INFORMATIONAL:** Vice Mayor Crawford heard citizen’s complaints about the limited gallons per minute on the water meters. He asked if it was possible to adjust the allowed amount. Pete said he would have the city engineer contact Vice Mayor Crawford.

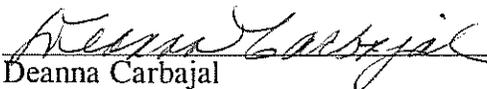
Councilor Arnold asked about a conference in Loomis. Pete stated it was the League of California Cities Sacramento Valley Division Meeting. Pete and Doug would attend.

9. **EXECUTIVE SESSION:** Adjourned to Executive Session at 10:35 p.m.

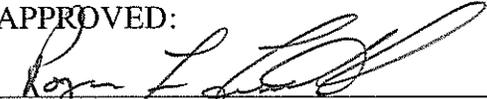
10. **RESUME REGULAR SESSION:** Resumed regular session at 11:13 p.m. No announcement.

11. **ADJOURNMENT:** Meeting adjourned by mutual consent at 11:18 p.m.

ATTEST:

  
Deanna Carbajal  
City Clerk

APPROVED:

  
Roger L. Frith  
Mayor, City of Biggs