

MINUTES OF THE CITY OF BIGGS
SPECIAL COUNCIL MEETING
COUNTY OF BUTTE, STATE OF CALIFORNIA

August 24, 2009

1. Call To Order

The special meeting of the Biggs City Council was called to order at 6:00 p.m. by Mayor Frith. Vice Mayor Crawford and Councilor's Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn and Deanna Carbajal City Clerk / Finance Director

2. SPECIAL MEETING COMMUNITY PARTICIPATION: None.

3. CONSENT CALENDAR: Approve Biggs' participation with Live Oak and Gridley in a regional yard sale/sidewalk sale event.

Motion/Second to accept the consent calendar. (Bottorff/Thompson, MCU)

4. SPECIAL BUSINESS:

A. Discussion/Action: Consider and approve a recommendation for staffing organization changes including recruitment of a finance director.

Pete spoke with Vice Mayor Crawford and office staff members to consider options for the finance director replacement. Pete and Vice Mayor Crawford recommended advertising for a finance director. The job of city clerk would be separated from the finance director position.

Pete said city hall could be reorganized by distributing some of the responsibilities around to staff. A cashier clerk could be hired with the higher skills being distributed to existing office staff. Before considering this re-organization, he felt it would be in the best interest of the city to advertise for the finance director position for a short time and see what kind of response they received.

Pete showed council a draft advertisement for the finance director position and a revised job description.

Mayor Frith asked if the city clerk position legally should be advertised and City Attorney Greg Einhorn said it did not require a public announcement. Usually it is in the best interest of an entity to announce a position. Council agreed to advertise for the finance director position.

B. Consider Police Contract Parameters.

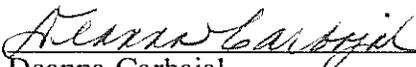
Council discussion: See attachment.

Councilor Arnold exited meeting at 6:52 p.m.

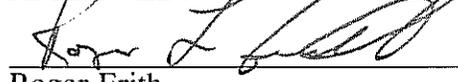
Council agreed to have a town hall meeting on September 21, 2009 to discuss the police issue and a Special Council Meeting on September 24, 2009 to take care of regular meeting items.

5. ADJOURNMENT: Special meeting adjourned at 8:28 p.m.

ATTEST:


Deanna Carbajal
City Clerk

APPROVED:


Roger Frith
Mayor, City of Biggs

BIGGS PARAMETERS FOR POLICE SERVICE

For discussion purposes, Council supports the following as principles and objectives for delivery of law enforcement services in Biggs:

- A. The current contract is too expensive. A new service arrangement must be identified and an affirmative action plan in place not later than October 1, 2009.
- B. Reestablishing our own completely independent police department is not considered a viable option at this time, both economically and in terms of professional police service.
- C. Most preferred service provider is Gridley. Next would be Oroville, then the Highway Patrol, the Butte County Sheriff and Chico. Sutter County Sheriff is not an option.
- D. Biggs looks to the Butte County Sheriff as the ultimate law enforcement authority in the county, both for unincorporated and incorporated areas, and sees the county sheriff as having accountability to the residents of Biggs – who vote in county elections and pay taxes into the general fund.
- E. Biggs prefers to have Community Services Officers (CSO's) for most patrol, non-emergency response and follow-up, code enforcement, non-injury accident, SRO and animal control roles. CSO's could also be auxiliary firefighters. Biggs would want to maximize the use of CSO's for community-oriented policing without placing them in harm's way.
- F. Biggs expects to provide its own:
 - Code enforcement.
 - Animal control by contract.
 - Abandoned vehicle enforcement.
 - Patrol, parking enforcement, and non-emergency response via CSO.
 - Substation for police or sheriff – visible, convenient, equipped.
- G. Biggs seeks one or more contract service providers for:
 - o A POST-certified sworn officer designated as Chief of Police; could be part-time, could be the Sheriff or his designee.
 - o 9-1-1 and other emergency call dispatch;
 - o Immediate response by sworn officers to emergency calls, minimum 6 minute average response time;
 - o Participation in mutual aid agreements;
 - o Inclusion in regional gang task force and anti-drug operations;
 - o Occasional (every 3-4 hours) but not constant patrol during non-CSO hours;
 - o Professional enforcement of state law and local ordinance;
 - o Reasonable response time and follow-up to non-emergency calls that cannot be handled by CSO;

Attachment
Minutes for Special Council Meeting
August 24, 2009

- One agency to follow up on incidents with investigation and booking, as needed;
 - Traffic safety enforcement, traffic accident investigations beyond what CSO can handle;
 - Coordination and communication with City administration and Council to include monthly one-hour staff meeting, visit to monthly council meeting, and brief monthly report summarizing stats and activity.
 - Extra presence for special events like Hometown Celebration or a town hall meeting.
- H. Biggs can be flexible and creative to achieve E, F and G above in various ways including:
- Set aside fund to cover cost of unusual contingencies such as a homicide investigation.
 - Allowance of contract service provider to retain fines and booking fees.
 - Use of all sworn vs sworn + CSO if affordable.
 - Direct hire of CSO or hiring by contract service agency on a pass-thru basis.
 - Sharing of CSO with jurisdiction[s] surrounding Biggs city limits.
 - Integration of CSO with fire dept.
 - Splitting of service with more than one contract agency (i.e, CHP for traffic safety and sheriff for other emergency services.
 - Long-term (i.e., 3 yr) or automatically renewable annual contract.
- I. Given Biggs' resources of approximately \$438,000 in General Fund Revenue and an Electric Fund that should not and cannot be expected to substantially provide public safety services, and given that contract police services in Northern California average \$200 per person, the City should not have a net cost for police services that exceeds \$357,000.
- If this is not possible, then Electric Fund may have to be considered for some modest offset.
 - After fire contract cost of approximately \$150,000 the available General Fund resources for police and animal control are close to \$288,000.
 - Two CSO's on 10-hr shifts may cost \$158,000, leaving \$130,000 for emergency back-up service contract.
- J. Biggs would expect to provide any patrol vehicles and uniforms that are to be identified as dedicated to Biggs.