

Call To Order

The regular council meeting was called to order at 6:00 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 City Clerk Roben Dewsnup.

1. COMMUNITY PARTICIPATION: None

2. SWEARING-IN CEREMONY:

City Clerk Roben Dewsnup administered the oath of office to Councilmember Mike Bottorff for his reappointment as a councilmember.

Council agreed to hear item 4 at this time.

4. PRESENTATION: *Feather River Recreation & Park District Trail System (FRRPD).*

A representative from Feather River Recreation & Park District Trail System stated the district was looking to expand its sphere of influence up to the Feather River. The proposal presented was an overlay of the district's boundary over County Service Areas 31 and 34. The goal was to develop a trail system along the Feather River that would facilitate and improve access to the river and create a linkage between multiple communities. FRRPD were asking for permission to extend the districts sphere.

Council stated their concerns with the proposal. City Planner Scott Friend said the only way a reduction in the tax base for the CSA could occur was if the district purchased privately owned property and removed it from the tax roll.

Kari Wheeler, representing the Biggs school board, expressed their concern about potentially losing the sphere of influence within the Thermalito District.

The FRRPD stated this proposal would not change any school district boundaries.

Mr. Friend stated an executive officer at LAFCO could write a letter explaining and clarifying this situation and clarifying the tax base would not be altered.

3. SPECIAL BUSINESS: *Proposed Budget Fiscal Year 2010-2011.*

City Administrator Pete Carr asked council to adopt the annual budget.

Resolution No. 2010-17 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING THE PROPOSED BUDGET FOR THE CITY OF BIGGS ENTITLED "2010-2011 BUDGET, CITY OF BIGGS. (Crawford/Thompson, MCU)

Resolution No. 2010-18 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING THE "GANN" APPROPRIATION LIMIT FOR FISCAL YEAR 2010-2011. (Arnold/Bottorff, MCU)

5. CONSENT CALENDAR: Motion/Second to adopt the consent calendar. (Frith/Thompson, MCU)

A. Approval of Council Minutes for Regular Meeting of May 17, 2010, and Special Meetings of May 24, 2010 and June 7, 2010.

- B. Approval of warrants: #24450 - 24512; #7669 - #7696; Z00295 - Z00307 for month of May 2010 in the amount of \$317,677.45.
- C. Acknowledge receipt of Cash Proof – Bank of America, General for April 2010.
- D. Acknowledge receipt of Month in Review and Monthly Council Report for May 2010 and Traffic Summary for May 2010 from Police Chief Gary D. Keeler.
- E. Acknowledge receipt from Gridley-Biggs Animal Control Officer, Amy Egan, of Monthly Report for May 2010.
- F. Acknowledge receipt of Report on Conditions for April and May 2010 from the Biggs Fire Department.
- G. Second Reading and Adoption of Ordinance No. 387 by reading of title only “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS AMENDING THE BIGGS MUNICIPAL CODE TO MODIFY REGULATIONS IN SECTION 14.60.080 RELATING TO THE PLACEMENT OF A FENCE IN A FRONT OR STREET SIDE-YARD SETBACK AREA.”
- H. Adopt Resolution No. 2010-19 by reading of title only “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ESTABLISHING AUTHORITY FOR THE CITY ADMINISTRATOR TO SCHEDULE CERTAIN PREVIOUSLY FULL-TIME CITY STAFF WORK ON AN AS-NEEDED BASIS.
- I. Adopt Resolution No. 2010-20 by reading of title only “A RESOLUTION OF THE CITY OF BIGGS REQUESTING CONSIDERATION OF SUSPENSION OF IMPLEMENTATION OR REVISION OF THE CALIFORNIA GLOBAL WARMING SOLUTION ACT (AB 32 OR 2006).”
- J. Authorization to proceed with GO165 Project and approve proposed services to meet requirements of a newly required utility pole inspection and maintenance program.

6. DEPARTMENT REPORTS:

A. Planning:

- 1. Informational: City Planner Scott Friend reviewed the Department Activity Report – May 2010 / June 2010 included in the agenda packet.
- 2. The Code Enforcement Activity Report for May 2010 - Report was presented to council in the agenda packet.

B. Engineering:

- 1. Engineering Staff Mike Vasquez presented the activity report to council and was available for questions.

Vice Mayor Crawford stated his concerns about the poor quality of workmanship on the road repairs, particularly West Biggs Gridley Road.

Mr. Vasquez stated the north side would be repaired with a wedge cut and grind. He did not have a suitable fix yet for the south side in the southbound lane.

Councilor Arnold asked about the repair to Second Street. Mr. Vasquez said the contractor would give him a price for additional work to be completed and would fix the portion that was in the trench limits at no charge.

- 2. Engineering Staff Mike Vasquez presented the project updates to council and was available for questions.
 - a. USDA Sewer Line Repair Project.
 - b. City of Biggs Roadway Rehabilitation Project

- c. Hydro-Pneumatic Tank Project
 - d. 6th Street Bridge Rehabilitation
 - e. Crosswalk Project – Phase 1
 - f. Biggs Community Hall Funding Application
 - g. WWTP Funding Application
3. Mr. Vasquez reviewed the 2010 Community Development Block Grant (CDBG) Funding Application staff report and noted the grand total should be \$870,000 rather than the \$874,000 on the report.

Vice Mayor Crawford asked what type of curbs would be used in this project; he would prefer vertical curbs.

Mayor Frith stated the type of curb did not need to be determined at this time in order to approve the application.

Resolution No. 2010-21 “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING A 2010/2011 APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE GENERAL/NATIVE AMERICAN ALLOCATION OF THE STATE CDBG PROGRAM.” (Thompson/Crawford, MCU)

- C. Public Safety. Mayor Frith addressed speeding citizens. Officer Dean Price gave a verbal update on police issues in Biggs.
- D. Flood Control. Councilor Bottorff attended the flood control meeting on June 16, 2010 and said the board voted to continue with the current administration until the levee improvement votes are cast.
- E. Public Works. Councilor Arnold said the Public Works Committee looked at curbs that could be eliminated around ADA ramps in town. Mr. Carr showed a picture of concrete work recently completed by the public works crew.
- F. Electric. Mayor Frith would be attending the ground breaking ceremony for the Lodi power plant on July 12th.
- G. BCAG/Air Quality. Councilor Thompson stated the recommendation to support suspension of AB32 at the Air Quality Meeting was rejected by the board.
- H. Solid Waste. Nothing to report.
- I. Other commission reports. None
- J. City Administrator.
 - 1. Mr. Carr noted the Biggs Unified School District was unable to continue funding the School Resource Officer (SRO). He asked council if they would want to consider offering some form of financial support to the school.

Council asked Mr. Carr to come back with additional information. Councilor Thompson would ask the local Parent Teacher Association if it would consider funding the K-9 team.

2. Mr. Carr stated the YMCA of Northern California was interested in partnering with the City of Biggs to provide recreation services in Biggs at the Biggs Community Hall. Flyers could be sent out in utility bills to residents asking what types of activities they would be interested in. Council agreed this would be a good idea for Biggs.
3. Mr. Carr reported Keenan & Associates recently approached the City to offer a medical prescription discount card free of charge to Biggs residents. Council agreed this was not in alignment with the city's mission and the city should pass on the offer.
6. **INFORMATIONAL:** Mr. Carr discussed a potential voc-ed school showing interest in using the old hotel.
7. **EXECUTIVE SESSION:** Council adjourned to executive session at 8:45 p.m.
8. **RESUME SPECIAL SESSION:** Resumed special session at 9:30 p.m. No announcement.
9. **ADJOURNMENT:** Meeting adjourned by mutual consent at 9:31 p.m.

ATTEST:

APPROVED:

Roben Dewsnup
CITY CLERK

Roger L. Frith
MAYOR

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, Councilors Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn and City Clerk Roben Dewsnp.

2. SPECIAL MEETING COMMUNITY PARTICIPATION: None.

3. PUBLIC (OPEN) SESSION: FY11 budget modifications.

City Administrator Pete Carr informed council \$200,000 from the city's local bank account had been transferred to the LAIF (Local Agency Investment Fund). This was the first transfer in more than a year.

Mr. Carr reviewed the staff report in the agenda packet and advised council an error was discovered in the amount entered for General Fund, police department contract expense for both FY10 and FY11 budgets. This would change the ending balance for FY11. He asked council if they wanted to make any other changes to the budget at this time.

Councilor Arnold asked Mr. Carr how this type of error could be avoided again. Mr. Carr said staff plans to use the budget modular in MOM software for preparing next year's budget.

Council directed Mr. Carr to transfer \$50,000 instead of \$100,000 from Fund 010 to Fund 016 to start this new reserve.

4. EXECUTIVE SESSION: Council adjourned to executive session at 6:25 p.m.

5. RESUME SPECIAL SESSION: Resumed special session at 7:50 p.m. No announcement and no action taken.

6. ADJOURNMENT: Special meeting adjourned at 7:51 p.m.

ATTEST:

APPROVED:

Roben Dewsnp
CITY CLERK

Roger L. Frith
MAYOR, CITY OF BIGGS

REPORT.: Aug 02 10 Monday
 RUN...: Aug 02 10 Time: 11:20
 Run By.: Roben Dewsnap

City of Biggs
 Month End Cash Disbursements Report
 Report for 07-10 BANK ACCOUNT 1010

PAGE: 001
 ID #: PY-CD
 CIL.: BIG

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
07-10	024560	07/01/10	ATT02 (AT&T)		225.61	.00	225.61	Automatic Generated Check
	024561	07/01/10	BAU02 (Sandi Baumen)		150.00	.00	150.00	Automatic Generated Check
	024562	07/01/10	BCS01 (Basic Chemical Solutions)		3,961.93	.00	3,961.93	Automatic Generated Check
	024563	07/01/10	BEER02 (Diane Beers)		102.92	.00	102.92	Automatic Generated Check
	024564	07/01/10	BIG09 (Biggs Middle School)		117.50	.00	117.50	Automatic Generated Check
	024565	07/01/10	BOT02 (Reimbursement Mike Botorff)		317.70	.00	317.70	Automatic Generated Check
	024566	07/01/10	BRE01 (Ace Hardware)		721.14	.00	721.14	Automatic Generated Check
	024567	07/01/10	BUT03 (Butte Auto Parts)		314.76	.00	314.76	Automatic Generated Check
	024568	07/01/10	CAL03 (California Engineering)		22,824.32	.00	22,824.32	Automatic Generated Check
	024569	07/01/10	COO06 (Norman & Marge Cook)		315.01	.00	315.01	Automatic Generated Check
	024570	07/01/10	CRE01 (Cresco Equipment Rentals)		38.75	.00	38.75	Automatic Generated Check
	024571	07/01/10	DHS02 (DHS-DCP:Drinking Water Technical Progra		110.00	.00	110.00	Automatic Generated Check
	024572	07/01/10	DON00 (Don's Shoes)		234.89	.00	234.89	Automatic Generated Check
	024573	07/01/10	FAI00 (Fairhill Construction)		120.00	.00	120.00	Automatic Generated Check
	024574	07/01/10	FRI02 (Reimburse Roger L. Frith)		478.68	.00	478.68	Automatic Generated Check
	024575	07/01/10	GON02 (Bernardo Gonzalez)		159.50	.00	159.50	Automatic Generated Check
	024576	07/01/10	GRID03 (Gridley Country Ford)		211.83	.00	211.83	Automatic Generated Check
	024577	07/01/10	GLY01 (Rental Guys Chico)		342.76	.00	342.76	Automatic Generated Check
	024578	07/01/10	NEX01 (Nextel Communications)		181.40	.00	181.40	Automatic Generated Check
	024579	07/01/10	QUIL01 (Quill Corporation)		87.39	.00	87.39	Automatic Generated Check
	024580	07/01/10	R&K01 (R & K Stump Grinding)		125.00	.00	125.00	Automatic Generated Check
	024581	07/01/10	SEI01 (Roy R. Seiler, CPA)		3,684.30	.00	3,684.30	Automatic Generated Check
	024582	07/01/10	SOL01 (Solomon Corporation)		296.60	.00	296.60	Automatic Generated Check
	024583	07/01/10	STA07 (STATE WATER RESOURCES BRD)		80.00	.00	80.00	Automatic Generated Check
	024584	07/01/10	THOM03 (Thomson and Hendricks, Inc.)		1,540.50	.00	1,540.50	Automatic Generated Check
	024585	07/01/10	VER00 (Verizon Wireless)		102.24	.00	102.24	Automatic Generated Check
	024586	07/01/10	3CO01 (3CORE)		1,500.00	.00	1,500.00	Automatic Generated Check
	024587	07/01/10	ALL02 (Alliant Insurance Services)		950.00	.00	950.00	Automatic Generated Check
	024588	07/01/10	BUT26 (BUTTE REGIONAL TRANSIT)		230.37	.00	230.37	Automatic Generated Check
	024589	07/01/10	COR01 (CORDON WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	024590	07/01/10	GRID04 (City of Gridley)		1,413.00	.00	1,413.00	Automatic Generated Check
	024591	07/01/10	MAX01 (Maximum Security Systems)		100.75	.00	100.75	Automatic Generated Check
	024592	07/01/10	PUB02 (Calif Public Employees')		10,280.83	.00	10,280.83	Automatic Generated Check
	024593	07/01/10	VSP01 (Vision Service Plan-(CA))		92.16	.00	92.16	Automatic Generated Check
	024594	07/02/10	RES01 (Reserve Account)		800.00	.00	800.00	Automatic Generated Check
	024595	07/12/10	DUR01 (Misty DuRuesnay)		62.20	.00	62.20	Automatic Generated Check
	024596	07/21/10	ADV02 (Advanced Document Concepts)		133.29	.00	133.29	Automatic Generated Check
	024597	07/21/10	ALL01 (All Metals Supply, Inc.)		24.84	.00	24.84	Automatic Generated Check
	024598	07/21/10	APP03 (Applied Industrial Technologies)		30.20	.00	30.20	Automatic Generated Check
	024599	07/21/10	ARA01 (Aramark Uniform Services)		464.98	.00	464.98	Automatic Generated Check
	024600	07/21/10	ATT02 (AT&T)		96.27	.00	96.27	Automatic Generated Check
	024601	07/21/10	CDF01 (Depart of Forestry & Fire Protection)		1,790.92	.00	1,790.92	Automatic Generated Check
	024602	07/21/10	EIN01 (Gregory P. Einhorn)		4,680.00	.00	4,680.00	Automatic Generated Check
	024603	07/21/10	GRHE (Gridley Herald)		303.50	.00	303.50	Automatic Generated Check

REPORT.: Aug 02 10 Monday
 RUN....: Aug 02 10 Time: 11:20
 Run By.: Roben Dewsnap

City of Biggs
 Month End Cash Disbursements Report
 Report for 07-10 BANK ACCOUNT 1010

PAGE: 1
 ID #: PY
 CTL.: 1

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
07-10	024604	07/21/10	HOM01 (Home Depot Credit Service)		446.00	.00	446.00	Automatic Generated Ch
	024605	07/21/10	LAK02 (Lakeview Petroleum)		1,731.10	.00	1,731.10	Automatic Generated Ch
	024606	07/21/10	MAC01 (Mac's Hardware & Rental)		754.39	.00	754.39	Automatic Generated Ch
	024607	07/21/10	PMC01 (PMC, Inc.)		7,188.95	.00	7,188.95	Automatic Generated Ch
	024608	07/21/10	STA06 (State Board of Equalizatr)		835.65	.00	835.65	Automatic Generated Ch
	024609	07/21/10	YUB01 (City of Yuba City)		2,038.90	.00	2,038.90	Automatic Generated Ch
	024610	07/21/10	NCPA (Northern CA Power Agency)		39,062.00	.00	39,062.00	Automatic Generated Ch
	024611	07/21/10	ADV02 (Advanced Document Concepts)		70.69	.00	70.69	Automatic Generated Ch
	024612	07/21/10	AFL01 (Aflac)		306.48	.00	306.48	Automatic Generated Ch
	024613	07/21/10	DCS01 (Basic Chemical Solutions)		2,663.83	.00	2,663.83	Automatic Generated Ch
	024614	07/21/10	BIG02 (Biggs-West Gridley Water)		20.60	.00	20.60	Automatic Generated Ch
	024615	07/21/10	BUT02 (Butte County Treasurer)		9,865.74	.00	9,865.74	Automatic Generated Ch
	024616	07/21/10	BUT04 (Butte County Clerk Recorder)		12.00	.00	12.00	Automatic Generated Ch
	024617	07/21/10	DEL01 (Preferred Benefit)		718.97	.00	718.97	Automatic Generated Ch
	024618	07/21/10	GRID4 (City of Gridley)		50,908.12	.00	50,908.12	Automatic Generated Ch
	024619	07/21/10	JAC03 (Jackson's Glass Co)		122.96	.00	122.96	Automatic Generated Ch
	024620	07/21/10	KYD01 (Kyocera Mita America Inc)		130.24	.00	130.24	Automatic Generated Ch
	024621	07/21/10	MAX01 (Maxima Security Systems)		100.75	.00	100.75	Automatic Generated Ch
	024622	07/21/10	MOO02 (Sandy Moore)		149.00	.00	149.00	Automatic Generated Ch
	024623	07/21/10	PEG01 (PACIFIC GAS & ELECTRIC CO)		36.90	.00	36.90	Automatic Generated Ch
	024624	07/21/10	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated Ch
	024625	07/21/10	SCORE (Small Cities Organized)		44,762.00	.00	44,762.00	Automatic Generated Ch
	024626	07/21/10	SIC01 (Vona L. Brown DBA)		246.03	.00	246.03	Automatic Generated Ch
	024627	07/21/10	TRI03 (Tri-City Powered Equipment)		39.62	.00	39.62	Automatic Generated Ch
	024628	07/21/10	USA02 (USAOnlineBook)		56.62	.00	56.62	Automatic Generated Ch
	024629	07/21/10	VIS00 (VistaNet Inc)		385.50	.00	385.50	Automatic Generated Ch
	024630	07/21/10	WAS04 (Waste Management)		9,606.00	.00	9,606.00	Automatic Generated Ch
	024631	07/09/10	VOID (Voided Check)		.00	.00	.00	Automatic Generated Ch
	024632	07/09/10	VOID (Voided Check)		.00	.00	.00	Automatic Generated Ch
	024633	07/09/10	VOID (Voided Check)		.00	.00	.00	Automatic Generated Ch
	024634	07/09/10	VOID (Voided Check)		.00	.00	.00	Automatic Generated Ch
	024635	07/09/10	SCORE (SCORE)		1,689.28	.00	1,689.28	Automatic Generated Ch
	024636	07/09/10	BARN01 (Barnhart Heating & Air)		4,924.00	.00	4,924.00	Automatic Generated Ch
	024637	07/09/10	GOM01 (Roberto Gomez)		170.00	.00	170.00	Automatic Generated Ch
	024638	07/09/10	PET01 (Petty Cashier)		47.39	.00	47.39	Automatic Generated Ch
Total for Bank Account 1010 -----)					239,439.78	.00	239,439.78	
Grand Total of all Bank Accounts -----)					239,439.78	.00	239,439.78	

Report.: 08/02/10
 Run On.: 08/02/10
 Time...: 11:08
 Run By.: Roben Dewsnup

Month End Warrant Register

Page.: 0000
 Id...: SPME
 Ctl...: BIG
 Prog.: SP02

Warrant Num	P#	Date	Payroll Number	Period Begin	End	*** Employee or Vendor Nbr	Name	Ca) Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount	
7724	00	07/20/10	14of24	07/01/10	07/15/10			07-10	1177.00	393.13	43.05	750.82	
7725	00	07/20/10	14of24	07/01/10	07/15/10			07-10	1489.39	494.12	31.00	964.27	
7726	00	07/20/10	14of24	07/01/10	07/15/10			07-10	2600.36	1036.99	43.05	1520.32	
7727	00	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	800716		1517.71	
7727	01	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	1800716		2266.76	
7727	02	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	2800716		530.14	
										TOTAL FOR VENDOR BOA01:		4314.61	
7728	00	07/20/10	VENDOR PAYMENT	-----		EDD01	Employment Developme	07-10	INVOICE NO.:	800716		550.99	
7728	01	07/20/10	VENDOR PAYMENT	-----		EDD01	Employment Developme	07-10	INVOICE NO.:	1800716		201.06	
										TOTAL FOR VENDOR EDD01:		760.05	
7729	00	07/20/10	VENDOR PAYMENT	-----		LAB02	Laborers Local 135	07-10	INVOICE NO.:	300716		124.00	
										TOTAL FOR VENDOR LAB02:		124.00	
7730	00	07/20/10	VENDOR PAYMENT	-----		PUB01	PERS-Retirement Syst	07-10	INVOICE NO.:	800716		2582.97	
										TOTAL FOR VENDOR PUB01:		2582.97	
7731	00	07/20/10	VENDOR PAYMENT	-----		STA14	STATE STREET BANK &	07-10	INVOICE NO.:	800716		147.36	
7732	00	07/20/10	7of12	07/01/10	07/31/10			07-10	300.00	26.25	.00	273.75	
7733	00	07/20/10	7of12	07/01/10	07/31/10			07-10	300.00	26.25	.00	273.75	
7734	00	07/20/10	7of12	07/01/10	07/31/10			07-10	300.00	26.25	.00	273.75	
7735	00	07/20/10	7of12	07/01/10	07/31/10			07-10	300.00	26.25	.00	273.75	
7736	00	07/20/10	7of12	07/01/10	07/31/10			07-10	300.00	26.25	.00	273.75	
										TOTAL FOR VENDOR STA14:		147.36	
7737	00	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	800728		.00	
7737	01	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	1800728		186.00	
7737	02	07/20/10	VENDOR PAYMENT	-----		BOA01	BANK OF AMERICA, NT&	07-10	INVOICE NO.:	2800728		43.50	
										TOTAL FOR VENDOR BOA01:		229.50	
7738	00	07/20/10	VENDOR PAYMENT	-----		EDD01	Employment Developme	07-10	INVOICE NO.:	800728		.00	
7738	01	07/20/10	VENDOR PAYMENT	-----		EDD01	Employment Developme	07-10	INVOICE NO.:	1800728		16.50	
Z00326	00	07/20/10	14of24	07/01/10	07/15/10			07-10	2003.78	643.63	1360.15	.00	
Z00327	00	07/20/10	14of24	07/01/10	07/15/10			07-10	3684.00	1196.02	2487.98	.00	
Z00328	00	07/20/10	14of24	07/01/10	07/15/10			07-10	1674.97	535.49	1139.48	.00	
Z00329	00	07/20/10	14of24	07/01/10	07/15/10			07-10	1470.00	426.24	1043.76	.00	
Z00330	00	07/20/10	14of24	07/01/10	07/15/10			07-10	1801.71	414.85	1386.86	.00	
Z00331	00	07/20/10	14of24	07/01/10	07/15/10			07-10	2521.14	770.61	1750.53	.00	
										19922.35	6032.33	9285.86	12779.15

8,88362

ROY R. SEILER
CERTIFIED PUBLIC ACCOUNTANT

201 C. North Tehama
Willows, CA 95988

Phone: 530-934-8841

Fax: 530-934-8849

City of Biggs,
Biggs, California

I have compiled the accompanying monthly cash report, for the City of Biggs, as of June 30, 2010. This statement was compiled in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants

A compilation is limited to presenting in the form of financial statements, information that is the representation of management. I have not audited or reviewed the accompanying financial statement and, accordingly, do not express an opinion or any other form of assurance on it.

Management has elected to omit virtually all notes and disclosures ordinarily included in financial statements prepared in accordance with generally accepted accounting principles. If the omitted notes and disclosures were included with the financial statement, they might influence the user's conclusions about the City's cash and investment assets. Accordingly, this statement is not designed for those who are not informed about such matters.

July 28, 2010

Roy R. Seiler, CPA

**City of Biggs
Monthly Cash Report
June 30, 2010**

Pooled Cash and Investments:

<u>Bank of America:</u>	
General Checking Accounts	\$ 694,647.24
 <u>Local Agency Investment Fund:</u>	
Fund Account Balance	\$ 879,571.87
 Total Pooled Cash and Short Term Investments	<u>\$ 1,574,219.11</u> =====
=====	

Other Investments:

Northern California Power Authority (NCPA)

General Operating Reserve (GOR):	
Committed Reserve	\$ 199,889.00
Available Reserve	\$ 349,983.00
Total Reserve	\$ 549,872.00
 California Independent System Operators (CAISO):	
Scheduling Coordination Program Agreement, Balancing Account, Current Balance	\$ 57,410.00
 Total Other Investments	<u>\$ 607,282.00</u> =====

See Accountant's Compilation Report

Gridley - Biggs Police Department

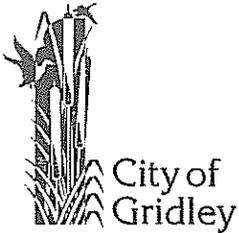
Traffic Summary for the City of Biggs

Month of July, 2010

	<i>Current Month</i>	<i>Year to Date 2010</i>
<i>Accidents Fatal</i>	0	0
<i>Accidents Personal Injury</i>	1	1
<i>Accidents Pedestrians</i>	0	0
<i>Accidents Property Damage</i>	0	1
<i>Hit and Run PDO</i>	0	1
<i>Hit and Run Injury</i>	0	0
<i>Accidents Total</i>	1	3
<i>Moving Violation Citations</i>	3	25
<i>Non-Moving Violations</i>	4	17
<i>Speeding Citations</i>	0	8
<i>Traffic Citations-Total</i>	7	50
<i>D.U.I. Arrests</i>	1	1

Comments:

--



City of Gridley Gridley-Biggs Police Department



GARY D. KEELER
Chief of Police



GRIDLEY BIGGS POLICE DEPARTMENT			
CITY OF BIGGS MONTH IN REVIEW			
JULY, 2010			
CALLS FOR SERVICE		ARREST CRIME REPORT	
911	10	ADULTS	
ALARM	15		
ANIMAL	12	DRIVING WHILE INTOXICATED	1
AREA CHECK	8	OFFICER RODRIGUEZ	
ATTEMPT TO CONTACT	1	RECKLESS DRIVING	1
BE ON THE LOOK OUT	3	PUBLIC INTOXICATION	2
BURGLARY	2	VANDALISM	1
CHILD CUSTODY PROBLEM	2	WARRANT	3
CITIZEN ASSIST	4		
CIVIL STAND BY	3		
DISABLED VEHICLE	1	JUVENILES	0
DISTURBANCE	5		
DRIVING WHILE INTOXICATED	1		
DRIVING WHILE SUSPENDED	1		
DRUG RELATED COMPLAINT	3		
EXTRA PATROL	5		
FIELD INVESTIGATION	3		
FIRE	1		
FIREWORKS COMPLAINT	1		
FOUND PROPERTY	1		
GRAND THEFT	1		
ID THEFT	1		
INFORMATION	4		
INJURY ACCIDENT	1		
LOUD MUSIC COMPLAINT	1		
MISSING PERSON	1		
OUTSIDE ASSIST	7		
PARKING COMPLAINT	3		
PEDESTRIAN CHECK	7		
PETTY THEFT	1		
PROBATION SEARCH	7		
PUBLIC INTOXICATION	2		
PUBLIC WORKS CALL OUT	1		
RECKLESS DRIVER	3		
REPOSSESSED VEHICLE	1		
RUNAWAY JUVENILE	1		
STOLEN VEHICLE	1		
SUSPICIOUS CIRCUMSTANCES	8		
SUSPICIOUS VEHICLE	4		
TRAFFIC STOPS	28		
UNSTABLE PERSON	1		
VANDALISM	6		
WARRANT	3		

**GRIDLEY-BIGGS POLICE DEPARTMENT
MONTHLY COUNCIL REPORT
CITY OF BIGGS**

JULY. 2010

TYPE	THIS MONTH	YEAR TO DATE	2009
		2010	YEAR TO DATE
# OF ARREST			
ADULTS	8	37	38
JUVENILE	0	6	8
# OF CITATIONS			
TRAFFIC/CRIMINAL	7	62	51
MISC CALLS FOR SERVICE			
	175	1,013	1,155
# OF CRIMES REPORTED			
FELONY	4	25	28
MISDEMEANOR	10	63	71
# OF WARRANT ARREST			
ADULT	3	10	8
JUVENILE	0	0	0
# OF 911 CALLS			
	10	77	119

**GRIDLEY BIGGS POLICE DEPARTMENT
CITY OF BIGGS MONTH IN REVIEW
JULY. 2010**

PERSONNEL

No personnel changes for the month of July.

TRAINING

07-21-7-23 Officer Farr and Officer Reusser attended Gang Awareness training in Sacramento

NOTES

7/4/2010 Reserve Officers, Haury, Hensley, Baxter and Knuthson assisted with the Biggs Fourth of July Celebration.

7/5/2010 Department members conducted a DUI Saturation in the Gridley & Biggs area with the assistance of CHP and Paradise Police Dept.

7/14/2010 Asst. Chief Price attended a Safety Committee Meeting.

7/15/2010 Committee member Chief Keeler attended a meeting to discuss possible funding with the Butte County Schools for Anti-Drug Education.

7/15/2010 Department members assisted Butte County Probation with a Probation compliance check in the Gridley & Biggs Area.

07-16- 07-17 Asst. Chief Price , Reserve Officers, Baxter, Hensley, Knuthson and Villalobos assisted Marysville Police Dept. with the Peach Festival.

7/22/2010 Asst. Chief Price attended the North Valley Gang Meeting in Chico

Response times for this month are as follows:

Priority 1 Events that involve injury, are life threatening or in progress

Priority 2 Events that involve property loss or damage

Priority 3 Other events that do not involve injury, threat of life, property loss or damage.

Priority 1 3 minutes

Priority 2 6 minutes

Priority 3 8 minutes

MONTHLY REPORT OF LOCAL RABIES CONTROL ACTIVITIES

For Biggs July, 2010

City of Biggs Animal Control

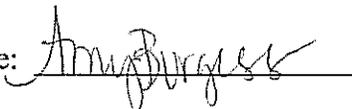
Total calls for service: 11

			Dogs	Cats	
RABIES VACCINATION AND LICENSING	A. Number of "Actual Cost" rabies public vaccination clinics held	0			
	B. Number of animal control citations issued for rabies vaccination and licensing violations	0			
			Dogs	Cats	
	C. Dogs and cats vaccinated in "Actual Cost" public vaccination clinics	0	0		
	D. Dogs and cats licensed in "Actual Cost" public vaccination clinics	0	0		
	E. Total number of dogs and cats LICENSED in jurisdiction	130	0		
CANINE AND FELINE RABIES CONTROL	F. Dogs and cats on hand in the shelter July 1, 2010 (carried over from June 30, 2010)	1	0		
	G. Dogs and cats entering the shelter, TOTAL: (Total should equal sum of 1 to 5 below)	1	4		
	1. Dogs and cats captured by Animal Control Officers	1	4		
	2. Dogs and cats surrendered by owners (not including those surrendered for quarantine)	0	0		
	3. Dogs and cats surrendered by the public	G1 THROUGH G5			
	4. Dogs and cats impounded for animal bite quarantines	ARE			
	5. Dogs and cats transferred from another shelter	MUTUALLY EXCLUSIVE			
	H. Disposition of dogs and cats entering shelter, TOTAL: (Total should equal sum of F. plus 1 to 6 below)	1	1		
	1. Dogs and cats reclaimed by owner	0	0		
	2. Dogs and cats adopted by new owners	H1 THROUGH H6			
	3. Dogs and cats euthanized	ARE			
	4. Dogs and cats died of other causes	MUTUALLY EXCLUSIVE			
	5. Dogs and cats stolen, escaped, etc.	0	0		
6. Dogs and cats transferred to another shelter	1	0			
	I. Dead dogs and cats collected (excluding F, G, and H above)	0	3		
	J. Dogs and cats on hand in the shelter July 31, 2010 (to be carried over to August 1, 2010)	0	0		
ANIMAL BITE REPORTING	K. Animal bites reported, TOTAL: (Total should be the sum of 1 and 2 below)	0			
			Dogs	Cats	
	1. DOG and CAT bites reported, TOTAL: (Total should be the sum of a, b, c, and d below)	0	0		
	a. Licensed	0	0		
	b. Vaccinated only	0	0		
	c. Neither licensed or vaccinated (but owned)	0	0		
	d. Strays	0	0		
	2. OTHER ANIMAL bites reported, TOTAL: (Total should be the sum of a and b below)	0			
a. Other domestics (excluding cats)	0				
b. Wild	0				

Other Animals Picked up: 1 Snowy Egret

		Dogs	Cats
ANIMAL QUARANTINES	L. Number of 30 day quarantines for vaccinated dogs and cats exposed to potentially rabid animals.	0	0
	M. Number of 6 month quarantines for unvaccinated dogs and cats exposed to potentially rabid animals.	0	0
	N. Number of 6 month quarantines for domestic livestock (horses, cattle, etc.) exposed to potentially rabid animals.	0	
	O. Number of 30 day or 6 month quarantines not completed because the animals were euthanized.	0	
AGENCY ADMIN.	P. Number of animal control officers employed in jurisdiction	1	
	Q. Gridley-Biggs Animal Control 685 Kentucky Street, Gridley, CA 95948 530-846-4825		

Completed by:

Signature: 

Name: Amy Burgess

Title: Animal Control Officer

Agency: Gridley-Biggs Animal Control

Telephone: 530-846-4825

Endorsement by local Health Officer or
Authorized representative:

Signature: _____

Name (print): _____

Title: _____

Agency: _____

Telephone: _____

AFTER ENDORSEMENT
PLEASE FORWARD COMPLETED FORM TO:

Veterinary Public Health Section
California Department of Health Services
MS 7308
P.O. Box 997413
Sacramento, CA 95899-7413

PHONE: (916) 552-9740

FAX: (916) 552-9725

Biggs Monthly Animal Bite Activity

Agency: Gridley-Biggs Animal Control Monthly July, 2010

		Dogs	Cats
Animal Bite Reporting	A. Animal Bites Reported. TOTAL should be the sum of 1 and 2 below.	0	0
	1. DOG and CAT bites reported. Should equal sum of a, b, c, and d.	0	0
	a. Licensed	0	0
	b. Vaccinated only.	0	0
	c. Neither Licensed or Vaccinated	0	0
	d. Strays	0	0
	2. OTHER ANIMAL bites reported. Should equal sum of a and b.	0	0
	a. Other domestic (excluding cats.)	0	0
	b. Wild	0	0
Animal Quarantines	L. Number of 30 day quarantines for Vaccinated dogs and cats exposed to potentially rabid animals.	0	0
	M. Number of 6 month quarantines for Unvaccinated dogs and cats exposed to potentially rabid animals.	0	0
	N. Number of 6 month quarantines for Domestic livestock (horses, cattle, etc.) exposed to potentially rabid animals.	0	0
	O. Number of 30 day or 6 month Quarantines not completed because animals were euthanized.	0	0
Agency Administration	P. Number of animal Control Officers Employed in the jurisdiction.	1	

Prepared by: A. Burgess

A. Burgess Gridley-Biggs Animal Control
Officer

Date: 8/4/10

685 Kentucky Street
Gridley, CA 95948
530-846-4825

Biggs Fire Department

Report on Conditions July 2010

During July the fire department responded fifteen (15) calls for service locally. There were eleven (11) calls within the City limits. Four (4) calls were in the County area where our fire engine arrives first.

	Biggs	County
Medical aid	9	2
Traffic collision	1	0
Public assist	1	1
Vegetation fire	0	1
Structure fire	0	0
False alarm	0	0
Hazardous condition	0	0
Hazardous material	0	0

During July it was necessary to serve two of three "Brownout" dates scheduled for our Biggs fire engine.

The Butte County Board of Supervisors has provided some one time additional funding for fiscal year 2010/11. A plan to maximize the Board of Supervisors additional funding will be implemented on August 23, 2010 reducing / eliminating the rotational brown out of fire engines. This could change as Budget decisions are made at the state level, which could affect the County's fiscal outlook later this year.

July 4th was another safe and successful event. However, there is a problem with the use of illegal fireworks in the area every July 4th.

RESOLUTION NO. 2010-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AUTHORIZING,
CONFIRMING AND ACCEPTING PURCHASE AND SALE OF REAL PROPERTY
AND IMPROVEMENTS THEREON**

WHEREAS, the City of Biggs (City) has owned the real property and all structures and fixtures thereon located at 2984 Seventh Street, Biggs, California (APN 001-081-030) (Property); and,

WHEREAS, the City has deemed it to be in the best interests of the City to sell such property as it is no longer necessary for the City's operations; and,

WHEREAS, a Real Property Purchase and Sale Agreement has been prepared and has been approved by the City as seller and by Chris and Traci Swanson as buyer, the terms and conditions of which are incorporated herein.

NOW, THEREFORE, the City Council of the City of Biggs does hereby resolve as follows:

1. That the above-described purchase and sale of the Property is hereby confirmed and authorized, and the proceeds therefrom are hereby accepted by the City.
2. That the City does hereby authorize the Mayor to execute any documents necessary for this transaction, including the execution of the Grant Deed for the Property, and that the City Clerk is hereby authorized to permit and/or cause the recording of said Grant Deed.
3. That the City does hereby abandon all rights, claims, responsibilities and liabilities as former owner of the Property.

The foregoing resolution was adopted by the City Council of the City of Biggs at its meeting held on Monday, August 16, 2010 by the following vote:

AYES: Council Members: _____

NOES: Council Members: _____

ABSENT: Council Members: _____

ABSTAIN: Council Members: _____

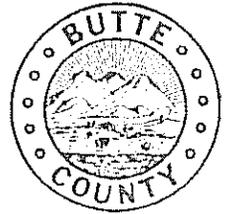
ATTEST:

Roben Dewsnap, CITY CLERK

Roger L. Frith, MAYOR



BUTTE COUNTY PROBATION DEPARTMENT



JOHN M. WARDELL
Chief Probation Officer
E-Mail:
jwardell@buttecounty.net

42 County Center Drive
Oroville, California 95965-3377
(530) 538-7661/7395
Fax: (530) 538-6826

KEN MORGAN
Asst. Chief Probation Officer
E-Mail:
kwmorgan@buttecounty.net

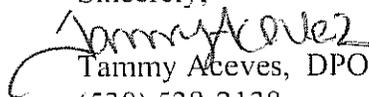
Date: July 22, 2010

Peter Carr
Biggs City Administrator
PO Box 307
Biggs, CA 95917

Dear Mr. Carr;

Enclosed you will find an apology letter from one of the minor that vandalized one of your city buildings. This minor was unable to do community service in the city of Biggs, as he is in foster care, and his foster parents were unable to transport him to Biggs to complete the hours. Per our earlier conversation we agreed that the minor should write an apology letter and do 40 community service hours. He has done both. Your patience and assistance with this matter is greatly appreciated. Please call me if you have any further questions.

Sincerely,


Tammy Aceves, DPO II
(530) 538-2138

May 8, 2010

TO: Town of BIGGS

My name is Joey Adams. I Am one of The people that caused damage to the historic home. I am truly sorry for my part and wish I had the choice to make again. I am in foster care. I have no money and live to far away to help fix the damage. It seemed Like a nice house and again, I'm Sorry for my participation. I am working as a volenteer with the Boy's & Girl's club to pay back the community. I had never been in BIGGS Before and feel bad that I caused problems. I know that's not much help. I wont do this type of thing again. Please Accept My Apology.

Joey Adams

**AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES**

This AGREEMENT is entered into July 1, 2010, between PMC ("CONSULTANT") and the City of Biggs ("CITY"), a municipal corporation.

RECITALS

This AGREEMENT is predicated on the following facts:

1. CITY requires current planning services in conjunction with the current planning activities as well as with the administration of the City's Contract Staff Planning Services.
2. CONSULTANT is qualified to provide these services and is willing to provide them according to the terms of this AGREEMENT.

NOW, THEREFORE, the parties agree as follows:

I. DUTIES OF CONSULTANT

A. CONSULTANT shall designate an individual who will provide on-site planning services and will be primarily responsible for providing the services outlined in Exhibit A with the assistance as needed from staff of PMC.

2. DUTIES OF CITY

A. CITY agrees to make available to CONSULTANT relevant public records including copies of reports, maps, and other file materials as may be needed for the CONSULTANT to perform his duties and to cooperate in the collection of information which CONSULTANT may request.

B. CITY shall promptly:

- (1) notify CONSULTANT of any defect in CONSULTANT's performance; and
- (2) review any documents submitted by CONSULTANT for CITY's comment.

C. CITY acknowledges and agrees that CONSULTANT has invested considerable time and money that would be difficult to quantify in the training and development of its employees. Therefore, without receiving the CONSULTANT'S written permission, CITY agrees to not hire, retain or contract with, any employee of CONSULTANT who performs services for CITY under this Agreement for a period of one year from the date this Agreement is terminated.

3. CONSULTANT'S STATUS

CONSULTANT is an independent contractor and is solely responsible for its acts or omissions. CONSULTANT (including its agents and employees) is not CITY's agent, employee or representative for any purpose, except as specifically designated herein. Consultant will meet with City representatives at least once per year, scheduled at the City's discretion, to discuss performance of services per this Agreement. Meeting may be executive (closed to public) session.

If either party brings an action to enforce this AGREEMENT, the prevailing party is entitled to reasonable attorneys' fees and costs.

10. ASSIGNMENT; SUBCONTRACTS

CONSULTANT's services are considered unique and personal. CONSULTANT will not assign or transfer its interest or obligation under this AGREEMENT without CITY's written consent. CONSULTANT shall not subcontract its duties under this AGREEMENT without CITY's written consent.

11. INSURANCE

Without in any way limiting CONSULTANT's liability pursuant to the indemnification described below, CONSULTANT shall maintain, during the term of this contract, the following insurance:

Coverage	Minimum Limits
<i>General Liability</i> Comprehensive General Liability, including: Premises and Operations Contractual Liability Personal Injury Liability Independent Contractor Liability (if applicable)	\$1,000,000 Combined Single Limit Per Occurrence, and Aggregate
<i>Automobile Liability</i> Comprehensive Automobile Liability, including: Non-Owned Hired Autos	\$1,000,000 Combined Single Limit Per Occurrence No Aggregate
<i>Workers' Compensation and Employer's Liability</i> Workers' Compensation Insurance Employer's Liability	Statutory \$1,000,000
<i>Professional Liability</i> Professional Liability Insurance	\$1,000,000 Per Claim and Annual Aggregate

CONSULTANT shall provide CITY with Certificate of Insurance evidencing each of the above coverages. Each such Certificate (excepting that for Workers' Compensation and Employer's Liability Coverage) shall indicate that City is an additional insured, that the coverage afforded is primary to any other coverages which may be available to CITY in the event of loss and that CITY will be provided with thirty (30) days' prior notice of cancellation in coverage, unless cancelled for nonpayment of premium by CONSULTANT, then ten (10) days prior notice will be given to CITY.

12. INDEMNIFICATION

CONSULTANT shall defend, indemnify, and hold CITY harmless from damages, costs or expenses that may arise from damage to property or injury to persons to the extent caused by CONSULTANT's negligent act, error, or omission.

EXHIBIT A

PMC (Consultant) will provide contract staff planning services to the City of Biggs (City) on an on-going basis as requested by the City and as approved for the 2010-2011 budget year. Consultant will provide these services in an amount not to exceed 15 hours per month, and/or in an amount not to exceed \$30,000 dollars for the 2010-2011 budget year, unless otherwise authorized by the City or its authorized representative. City shall compensate Consultant on a time and materials basis at the hourly rates below, or as applicable, in accordance with the City-approved budget for specific projects assigned to Consultant.

Hourly Rates

Senior Planner \$80/ph

Associate/Assistant Planner \$70/ph

***Additional staff and hourly rates for specific projects may be used as authorized by the City*

Both parties understand and agree that certain services/projects will be requested by City that will not be paid for by City funds, but by outside parties ("pass through funds"). The approved budgets for such projects shall not subtract from the not-to-exceed amount set for the 2010-2011 fiscal year and shall not be subject to the monthly hours maximum established in this contract and shall be shown on monthly invoices in a separate category from billings for City-funded services.



July 22, 2010

Mr. Peter Carr
City Administrator
CITY OF BIGGS
465 C Street
Biggs, CA 95917

RE: AMENDMENT I TO THE AGREEMENT FOR THE GENERAL PLAN UPDATE AND ENVIRONMENTAL DOCUMENTATION PROJECT

Dear Mr. Carr:

Per Section 18 of the Agreement between the City of Biggs and PMC dated July 22, 2008, this letter will serve as a formal amendment on the update of the City's General Plan and Environmental document preparation. On June 17, 2009, The City of Biggs City Council voted to indefinitely suspend the project. Subsequently the City decided to continue with certain tasks of the work and approved a proposal submitted by PMC dated May 13, 2010 for certain revised tasks, attached hereto as Exhibit A. Therefore, with this amendment, PMC is authorized to restart work on the specific tasks named in Exhibit A, attached hereto, in the manner, and for the revised amounts outlined therein. All other general contract terms of the agreement dated July 22, 2008 remain in place as originally agreed.

Please sign below to indicate acceptance of this amendment and return one copy to our Rancho Cordova office. Do not hesitate to contact either Scott Friend or myself if you have any questions regarding this matter. Thank you for the opportunity to continue providing services to the City of Biggs on this important project.

Sincerely,

Philip O. Carter
President

Approved by:

Peter Carr
City Administrator



MEMO

To: Pete R. Carr, City Administrator

From: Scott Friend, AICP, Project Manager

Cc: Mark Teague, AICP, Project Director

Date: May 13, 2010

Re: City of Biggs General Plan - the "Plan-for-the-Plan"

Pete,

Pursuant to your request, I've put together a short "plan-of-attack" outlining how we can assist the City in moving forward with the General Plan Update effort in FY2010-11 and what we can accomplish recognizing the budget limitations that you suggested in our conversation. To this end, please find below a summary of what tasks would be able to complete in the coming months based upon an available budget of \$70,000.

Revised Task 1 / Original Scope of Work Task 4:

Completion of Public Draft General Plan Policy Document Update

PMC's original Scope of Work to the City of Biggs proposed a schedule of approximately 12 months for the completion of the Public Draft General Plan (original Scope of Work Task 4). This time schedule included initial time for public outreach, two stakeholder meetings and the identification of key policy issues and culminated in approximately 120-days of City review, final edits and publication of a public draft document. The original budget for this task was approximately \$86,200 (including project sub-consultant costs). Based upon a review of this Task, the work effort completed to date and the input provided by the City, I believe that PMC could complete the previously scoped Task 4 in a form substantially consistent with the originally contemplated Scope of Work in approximately 6-7 months and at a cost of \$66,000. Cost reductions in this area could be realized due to a streamlining of project personnel assigned to this task, elimination of one public meeting, a reduction in scope of changes envisioned for the Community Enhancement Element and the reduction of project hours for outside consultant efforts (Lando & Associates and Ambient Consulting). Primary tasks assigned to outside sub-consultants would be handled internally by PMC as part of this effort.



- CITY OF BIGGS -
PLANNING DEPARTMENT STAFF REPORT

465 C Street /
P.O. Box 1134
Biggs, CA 95917

PHONE: (530) 868-5493
FAX: (530) 868-5239

DATE: August 16, 2010
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP, Contract City Planner
SUBJECT: Department Activity Report – July/August 2010

DEPARTMENT ACTIVITY SUMMARY – July / August 2010

Contract Staff Days:

- Monday, July 19, 2010 – Regular City Council Meeting
- Monday, August 9, 2010 – Special City Council Meeting (Downtown Phase II Plan)
- Monday, August 16, 2010 – Regular City Council Meeting
- Correspondences/Communications – on-going

Major Projects Activity Report:

1. *General Plan Maintenance Fee:*
As discussed with the Council during the July 19, 2010 City Council meeting, PMC is working with the Building Department of the County of Butte to obtain building permit valuation information to utilize in calculating a fee for the purposes of the General Plan Maintenance Fee study. At this time, staff has been unable to obtain the necessary data from the County to allow staff to prepare information for the August City Council meeting. Staff is continuing to work with County staff to acquire the necessary information for this effort and hopes to provide initial fee calculation information to the Council in September.
2. *General Plan Update:*
The General Plan Update effort has been reinitiated and the City's consultant, PMC, is working on the policy section of the document. The current work efforts include the identification of a revised document format, identification by element of new legislative requirements, filtering of existing policy language and data acquisition for document mapping.

Monthly Department Activity Report:

1. *Butte County Building Services Contract:*
City staff is continuing to work on this issue with the County and will bring forward a copy of the draft services contract once the various staff questions and issues have been addressed.

2. *Site Plan Reviews / Planning Services Activities:*

Planning staff have engaged in the following current planning activities during this reporting period:

- *Site Plan Reviews:* – No new applications
- *Planning Code Violations:* (2) – Carport/Accessory structure location violations. Staff has provided second notices to two property owners related to over-height fencing and a carport. Both cases will be turned over to the City Attorney in late August if not resolved.
- *Citizen Contacts/Questions:* (4) – Fences, Accessory Structures, Home Additions, patio cover.

3. *Butte County Building Permit Issuance Co-ordination:*

Planning staff has been working with staff from the Butte County Building Department to establish a process whereby the City of Biggs is notified upon the issuance of a building permit issues by the County within the City limits. At this time, County staff has indicated that the County building permit software is able to generate an automatic notification to the City upon the issuance of a building permit. County staff is working on setting this feature up and City staff will continue to update the Council as this information becomes available.

4. *Alternative Power Generation Project:*

Planning staff has been working with Mr. Carr, the project proponents and Butte County to address questions related to the Williamson Act and annexation of property into the City for this effort. Planning staff has been directed to prepare a request to the County, on behalf of the City, supporting the landowners request to have the proposed project site removed from the Williamson Act. Staff will continue to assist with this effort as directed.

5. *Biggs Municipal Code Amendments:*

The City Code Enforcement Officer is working on an amendment to the Biggs Municipal Code to address concerns expressed by Council about the City's ability to effectively address code violations. Planning staff is working with the Code Enforcement Officer on this task.

Attachments:

- None

TO: Honorable Mayor and City Council Members
FROM: Erin Dougherty, Code Enforcement Officer
DATE: August 9, 2010
SUBJECT: Code Enforcement Activity Report- August 2010- Present

Requested Action

Information item only, no action necessary.

Recommendations

None

The following information is provided to the Council related to the Code Enforcement activities of the Planning Department for the period of time from the July City Council Meeting to present.

Miscellaneous Activities:

1. Assisted various citizens regarding Fence Permit Applications.
2. Helped several citizens with Right-of-way questions.
3. Covered/helped at front desk for approximately 7 hours during this time period.
4. Assisted customer with Home Occupation Permit and Business License questions.
5. Helped City Administrator with posting of Special Meeting Agenda
6. Completed Monthly Staff Report
7. Helped James Bone with new inspection form for lift station.
8. Gathered photographs of various types and stages of mow strips for Council presentation.
9. Attended two staff meetings
10. Memo to City Administrator regarding Streets and Highways Code Sections 5600-5618
11. Started modification to Monthly Code Enforcement Report.
12. Spoke with several property owners with issues that in the end are civil issues.
13. Met with City Planner regarding Council meeting.
14. Made flyer regarding sidewalk maintenance for use as door notices.
15. Met with City Planner and Engineer regarding Site Plan and mailed out comment letter to the applicant.
16. Spoke with several property owners regarding fences, permits and other issues in the neighborhood.
17. Met with Public Works Superintendent regarding demolition permits.
18. Spoke with property owner regarding uses of their land.

19. 300' Public Notice list for old Corporation Yard on Seventh.
20. Sent Public Notice to Publisher
21. 40 letters for Public Notice
22. File consolidation and organization
23. Spoke with property owner regarding Hazardous Building letter, explained no extensions. Possibly bringing to Council.
24. Audit of over the counter applications/permits. (Home Occupation, Site Plan Reviews, Fence Permits).
25. Revised Emergency Plan
26. Updated FFC Radio license, added new contact person.
27. Finished revisions to Code Enforcement Procedures
28. Draft 48-hour Notice to Abate Marijuana
29. Denied application for fence permit as submitted. Front yard was to be place in city right-of-way.
30. Completed AVA 4th Quarter and Annual Reports and filed them with Butte County Development Services.
31. Worked on Code Enforcement Text changes.
32. Assisted with the WWTP Monthly Report.
33. Helped City of Gridley Finance Department with question regarding the number of new homes built within the City of Biggs during the last fiscal year. This information is needed for the annual update for the Biggs-Gridley Hospital Assessment).
34. Assisted citizens with questions regarding electrical hook-ups. (Mayor Frith also helped)
35. Helped City Clerk with research
36. Spoke with representative of a property owner in which we sent a letter regarding a carport in the front yard set back.
37. Transferred files for CD's for Special Council Meeting.
38. Code Enforcement Inspections 14 hours
39. Spoke to citizen regarding code enforcement questions and myths.
40. Responded to citizens' questions about water shut. It was to install a water meter at their location. Landlord forgot to notify.

Applications:

Approved:

1. Fence Permit to replace an existing fence at 425 Trent Street.
2. Fence Permit to relocate existing fences at 3031 Eleventh Street.

Note: All were approved the same day as applied for.

Parking Issues turned into Gridley Biggs Police Department:

1. Vehicle parked across sidewalk.
2. Boat trailer parker partially on sidewalk (Different from last month).

Follow up on Previous Items:

- A letter has been sent to the last of the rental property owners requiring payment of the outstanding fine of \$350. They have been given 30-days to pay or make arrangements to pay. Should this not happen, staff will turn the file over to the city attorney for civil action.

Annual Weed Abatement:

As stated last month, that on July 6th staff placed the first fine of \$100 on one property at this time they have abated the violation and have stated they will be coming to council to discuss the issue of paying the fine.

Miscellaneous:

Nothing at this time.

Zoning Code Violations:

1. Sent 3 letters in regards to Dilapidated Buildings. Given 30 days to abate or contact. No contact or abatement, files will be turned over to city attorney.
2. 3 Letters regarding lack of Fence Permit
3. Letter regarding unpermitted structure