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

August 13, 2013

Call To Order
The regular council meeting was called to order at 6:30 p.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Arnold, Busch and Thompson were present. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Planner Scott Friend and City Clerk Roben Dewsnup.

1. COMMUNITY PARTICIPATION:

Raymundo Solorio stated he received a 48 hour notice to clear up a nuisance abatement issue. He thought he had cleared up the problem correctly but later discovered he had not and was now being fined. Mayor Frith suggested he contact the City for help.

2. PRESENTATIONS:

A. Department of Fish & Wildlife Regional Biologist, Henry Lomeli and Lieutenant Sam Castillo discussed what can be done to address the Night Heron/Bird Infestation issue. Mr. Lomeli stated if the City follows a prescribed action plan, there would be success. After September 1st, the trees where the birds are nesting should be trimmed, cleaned and the nests removed. When the birds return to the trees to nest, the idea is to discourage them from nesting so they will establish their rookery elsewhere.

B. Dave Myers of Bird Abatement Services uses falconry as a non-lethal method to displace wild birds that cause agricultural and property damage. He stated he could help displace adult Herons attempting to relocate in the City.

3. PUBLIC HEARINGS:

A. Adoption of the CDBG Program Income Reuse Plan and Adoption of the Single Family House Owner-Occupied Rehabilitation Program Guidelines.

City Planner Scott Friend stated this action will allow the City to reuse program income money.

Mayor Frith opened the hearing to the public.
Proponent – None.
Opponent – None.
Mayor Frith closed the hearing to the public.

Motion/Second that the City Council find the proposed action to be exempt from CEQA pursuant to State of California Code Section 15063(b)(3); and move to adopt the CDBG Program Income Reuse Plan. (Busch/Sheppard, MCU)

Motion/Second that the City Council find the proposed action to be exempt from CEQA Pursuant to State of California Code Section 15061(b)(3); and move to adopt the Single Family Housing Rehabilitation Program Guidelines. (Frith/Thompson, MCU)

B. Tentative Parcel Map: TPM #2013-01 (Casey) 568 B Street.

Mr. Friend informed Council that Mr. Rufus Casey wished to re-subdivide portions of three lots into two lots. The utilities would be separated and re-directed to each individual home.

Mayor Frith opened the hearing to the public.
Proponent – None.
Opponent – None.
Mayor Frith closed the hearing to the public.

Motion/Second that the project is Categorically Exempt from review under the California Environmental Quality Act (CEQA) section 15315, Minor Land Divisions and move to approve Resolution 2013-27 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING TENTATIVE PARCEL MAP 2013-01 (CASEY) ON ASSESSOR PARCEL NUMBER 001-181-004, LOCATED NORTH OF B STREET, WEST OF TENTH STREET, AND, EAST OF ELEVENTH STREET, SUBJECT TO FINDINGS AND CONDITIONS OF APPROVAL." (Conditions also include payment of City utility debts.) (Thompson/Sheppard, MCU)

C. Municipal Code Amendment ZCA2013-02 – Temporary Occupancy of Manufactured Homes and Recreational Vehicles. THIS ITEM WAS CONTINUED TO THE SEPTEMBER COUNCIL MEETING.

4. CONSENT CALENDAR:

A. Approval of Council Minutes for Regular Meeting of July 9, 2013.
B. Approval of warrants: #8374– 8399; Z00854 – Z00887, and 27197 – 27322 for the months of June and July 2013 in the amount of $615,834.59.
C. Acknowledge receipt of Gridley-Biggs Police Department Report for June and July 2013.
D. Acknowledge receipt of Biggs Fire Department Report for July 2013.
E. Adopt Ordinance No. 398 by reading of title only, "AN ORDINANCE OF THE BIGGS CITY COUNCIL AMENDING THE BIGGS MUNICIPAL CODE TO MODIFY REGULATIONS IN SECTION 14.60.080 FENCES AND LANDSCAPING – GENERAL HEIGHT LIMITATIONS RELATING TO THE REQUREMENT FOR FENCE PERMITS AND FENCE AND LANDSCAPING STANDARDS IN THE CITY OF BIGGS."

Councilmember Arnold asked to remove item A from the consent calendar. He referred to item 4.L.3 of the July 9, 2013 Council Minutes and requested that the reason why he asked for the legal description to be re-written be included.

Motion/Second to approve the council minutes (item A) as corrected. (Thompson/Arnold, MCU)

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

5. DEPARTMENT REPORTS:

A. Planning.

City Planner Scott Friend gave a brief review of the Planning Activity Report included in the agenda packet. He also reported on City code enforcement issues.

B. Engineering.

City Administrator Mark Sorensen reviewed the City Engineer's Department Activity Report which included the Sixth Street Bridge Project, the Wastewater Treatment Plant Phase 1 Design and Funding and Wastewater Treatment Plant Phase 2 Funding.

C. Public Safety. Assistant Chief Dean Price gave a verbal police report.

D. Sutter Butte Flood Control Agency (SBFCA). Vice Mayor Sheppard reported on the SBFCA Meeting he attended.

E. Pubic Works. Public works items were discussed earlier in the meeting.

F. Electric. Mayor Frith stated the City was working on RPS compliance.

G. BCAG. Council Member Busch reported the BCAG meeting had been canceled.

H. Air Quality. Council Member Thompson reported the Air Quality meeting had been canceled.

I. Solid Waste. City wide fall clean up will be October 12th. Resident Mary Frith asked if the expiration date on the voucher for the dump could be eliminated. Marlee Mattos said this might be something that could be negotiated with Waste Management.

J. Mosquito Abatement. Vice Mayor Sheppard stated the West Nile Virus was increasing in Butte County with one human case reported.

K. Other commission reports. No report.

L. City Attorney. City Attorney Greg Einhorn stated Vice Mayor Sheppard had requested a description be written for the Employee Relations Officer. Mr. Einhorn recommended providing the scope of duties, legal authorization of what can be done and can't be done and provide this information at the next council meeting for discussion.

Vice Mayor Sheppard asked that the duties include what has historically been done by the Employee Relations Officer.

K. City Administrator.

1. Responses to the 2012-2013 Grand Jury Report.

   Mr. Sorensen stated a letter had been drafted to address the recommendations and findings of the Grand Jury.

   Motion/Second to send the attached letter to the Grand Jury. (Sheppard/Arnold, MCU)

2. Energy Storage Systems.

   Mr. Sorensen stated council is being asked to consider suitable local energy storage systems in accordance with AB 2514.

   Motion/Second to adopt the recommended plan. (Sheppard/Busch, MCU)

3. Encroachment Ordinance.

   Mr. Sorensen asked council to consider the creation of an Encroachment Ordinance.

Mayor Frith felt this was a good draft and asked that it be written in more simple English.

6. INFORMATIONAL: Mary Frith reported on National Night Out.

7. ADJOURNMENT: The meeting was adjourned at 9:02 p.m.

ATTEST:

Roben Dewsnup, CITY CLERK

APPROVED:

Roger L. Frith, MAYOR

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

September 10, 2013

Call To Order
The regular council meeting was called to order at 6:30 p.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Arnold and Thompson were present. Council Member Busch was absent. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Planner Scott Friend and City Clerk Roben Dewsnup.

1. **COMMUNITY PARTICIPATION:** None

2. **PUBLIC HEARING:**

Municipal Code Amendment ZCA2013-02 – Temporary Occupancy of Manufactured Homes and Recreational Vehicles.

City Planner Scott Friend presented a draft zoning code amendment based on the direction provided by Council.

Mayor Frith opened the hearing to the public.

No public comment.

Mayor Frith closed the hearing to the public.

Motion/Second that the City Council find the proposed action to be exempt from CEQA pursuant to State of California Code Section 15305: and move to approve the first reading of Ordinance No. 399 by reading of title on, "AN ORDINANCE OF THE BIGGS CITY COUNCIL AMENDING THE BIGGS MUNICIPAL CODE TO MODIFY REGULATIONS IN SECTION 14.70 RELATING TO TEMPORARY OCCUPANCY OF MANUFACTURED HOMES AND RECREATIONAL VEHICLES IN THE CITY OF BIGGS." (Thompson/Frith, MCU; Absent: Busch)

3. **CONSENT CALENDAR:**
   A. Approval of warrants: 8400 – 8312; Z00888 – Z00904, and 27323 – 27377 for the month of August 2013 in the amount of $228,422.33.
   B. Acknowledge receipt of Accountant's Compilation Reports for May, June and July 2013 and Recap of Discretionary Funds and Funds with Restricted Uses as of June 30, 2013.

Motion/Second to approve the consent calendar as presented. (Thompson/Sheppard, MCU; Absent: Busch)

4. **DEPARTMENT REPORTS:**

A. Planning.

1. City Planner Scott Friend gave a brief review of the Planning Activity Report included in the agenda packet and reported on City code enforcement issues.

2. City of Biggs 2014-2022 Housing Element Update. Mr. Friend stated he was seeking council approval of a contract in the amount of $28,400 for PMC to prepare the Housing Element Update as required by the State of California.

Motion/Second to direct the City Administrator to enter into an agreement with PMC for $28,400 to prepare the required update to the City's Housing Element pursuant to the proposal provided to the City by PMC dated August 20, 2013 and authorize the Mayor to sign the agreement on behalf of the City, including task # 2. (Arnold/Sheppard, MCU; Absent: Busch)

B. Engineering.

City Administrator Mark Sorensen reviewed the City Engineer's Department Activity Report which included the Sixth Street Bridge Project, the Wastewater Treatment Plant Phase 1 Design and Funding, Wastewater Treatment Plant Phase 2 Funding and Sewer Treatment Plant Aerators. He stated nothing physical would begin on the Sixth Street Bridge project until May 1, 2014.

C. Public Safety. Assistant Police Chief Dean Price informed council that Sergeant Duncan and Officer Becky Reinhardt were retiring and Scott Smallwood had been promoted to Sergeant.

D. Sutter Butte Flood Control Agency (SBFCA). Vice Mayor Sheppard reported on the SBFCA Meeting he attended.

E. Pubic Works. No report.

F. Electric. No report.

G. BCAG. No report.

H. Air Quality. No report.

I. Solid Waste. No report.

J. Mosquito Abatement. Vice Mayor Sheppard stated nine human cases of the West Nile Virus had been reported in Butte County this year.

K. Other commission reports. Mayor Frith suggested moving forward with Night Heron bird nest removal.

L. City Administrator.

1. Vendor Agreement Review Schedule. Mr. Sorensen reviewed the vendor agreement schedule and discussed vendors that had been updated. Council discussed a proposed cycle for rebidding vendor agreements. Mayor Frith asked Council when they would like the process to start and how often it should take place. They also discussed conducting an annual review of vendors. Vice Mayor Sheppard asked if a date could be set for the city planner and the city attorney RFP. Council decided an RFP should be conducted every four years for vendors. Mr. Sorensen would bring back a revised rebid schedule to the next council meeting.

2. Funding for MUN Study and EIR. Mr. Sorensen stated at the meeting of June 28, 2013, Council heard this item and approved funding of $15,000 for the MUN study by way of a $7,500 payment in the current fiscal year and a $7,500 payment in the next fiscal year. Staff has since learned that the entire $15,000 is due in the current fiscal year.

Motion/Second to approve $15,000 for the MUN study and EIR in the current fiscal year and authorize payments to the Central Valley Salinity Coalition and eliminate $7,500 for the following fiscal year. (Sheppard/Frith, MCU; Absent: Busch)

3. Consideration of an Ordinance amending the Biggs Municipal Code regarding Encroachments. Mr. Sorensen asked Council for feedback and direction on the proposed draft ordinance. Mayor Frith suggested the encroachment for homeowners be different from a contractor encroachment. He also suggested if a fence permit is approved it should also approve an encroachment permit. Council would review draft ordinance and send comments to Mr. Sorensen.

4. Purchase Authority for Renewable Energy Certificates. Mr. Sorensen asked Council to consider and approve the purchase of Renewable Energy Certificates to enable the City of Biggs to attain its state mandated Renewable Portfolio Standard goals in calendar years 2013 and 2014.

   Motion/Second to authorize the City Administrator to purchase up to $30,000 of Renewable Energy Credits for calendar year 2013, to purchase up to $45,000 of Renewable Energy Credits for calendar year 2014, and to execute any related purchase agreements. The funding source shall be Fund 054 Freely Allocated Greenhouse Gas Credits. And, to modify and increase the expense budget of Fund 054 by $75,000. (Thompson/Arnold, MCU; Absent: Busch)

5. Authority to modify or amend waste water debt documents. Mr. Sorensen stated it is necessary to complete a modification of USDA loan document to allow additional levels of parity debt. A resolution would authorize the City Administrator to execute the documents without delay.

   Motion/Second to adopt Resolution No. 2013-28 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AUTHORIZING THE CITY ADMINISTRATOR TO REVISE, MODIFY AND/OR AMEND ONE OR MORE OF THE CITY'S UNDERLYING DEBT AGREEMENTS IN ORDER FOR THE CITY'S CURRENT WWTP PROJECT AND FINANCING TO PROCEED." (Frith/Thompson, MCU; Absent: Busch)

5. **INFORMATIONAL:** Mary Frith announced BCAV would be having a 14 mile yard sale on October 5th and the City cleanup day would be October 12th. Resident Chris Swanson thank Mr. Sorensen for helping procure a roll-up door for the old City municipal building.

6. **CLOSED SESSION:** Council adjourned to closed session at 9:00 p.m.

7. **RESUME REGULAR MEETING:** Council resumed the regular meeting at 10:10 p.m. No announcement.

8. **ADJOURNMENT:** The meeting was adjourned at 10:10 p.m.

ATTEST:

Roben Dewsnup, CITY CLERK

APPROVED:

Roger L. Frith, MAYOR

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

August 29, 2013

1. SPECIAL MEETING CALLED TO ORDER:

The Special Meeting of the Biggs City Council was called to order at 6:00 p.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Arnold, Busch and Thompson were present. Staff present: City Administrator Mark Sorensen, Engineering Staff Dan Clark and City Clerk Roben Dewsnup.

2. Sixth Street Bridge Project, Construction Contact Award.

Dan Clark of Bennett Engineering stated the requested action of Council was to award the construction contract for the Sixth Street Bridge Project to Shasta Constructors and authorize the City Administrator to execute the contract.

He stated that construction bids were solicited by notice in the Chico Enterprise Record, the Gridley Herald and at Builders Exchanges in the region. Four bids were received Thursday, August 22, 2013 at 2 p.m. at City Hall. The low bid was submitted by Shasta Constructors, Inc of Redding, CA, and it has been determined this contractor is responsive and responsible. If the contract is awarded, the contractor has 10 days to deliver the signed contract, performance bond and payment bond to the City.

Motion/Second to award the construction contract for the Sixth Street Bridge project to Shasta Constructors in the amount of $597,976, and authorize the city administrator to sign the contract on behalf of the City. (Arnold/Thompson, MCU)

3. ADJOURNMENT: Special Meeting adjourned at 6:15 p.m.

ATTEST:

Roben Dewsnup
CITY CLERK

APPROVED:

Roger L. Frith
MAYOR

Warrant Num	P#	Date	Payroll Number	Period Begin	Period End	*** Employee or Vendor *** Nbr	Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
8413	00	09/05/13	17of24	08/16/13	08/31/13			09-13	283.80	24.56	.00	259.24
8414	00	09/03/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	B30903		1151.80
8414	01	09/03/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	1B30903		1864.46
8414	02	09/03/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	2B30903		436.06
										TOTAL FOR VENDOR BOA01:		3452.32
8415	00	09/03/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	B30903		384.19
8415	01	09/03/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	1B30903		150.35
										TOTAL FOR VENDOR EDD01:		534.54
8416	00	09/03/13	VENDOR PAYMENT	--------		PUB01	PERS-Retirement Syst	09-13	INVOICE NO.:	B30903		2504.32
8417	00	09/20/13	18of24	09/01/13	09/15/13			09-13	299.93	25.95	.00	273.98
										TOTAL FOR VENDOR PUB01:		2504.32
8418	00	09/17/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	B30917		1216.72
8418	01	09/17/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	1B30917		1894.50
8418	02	09/17/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	2B30917		443.08
										TOTAL FOR VENDOR BOA01:		3554.30
8419	00	09/17/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	B30917		413.48
8419	01	09/17/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	1B30917		152.78
										TOTAL FOR VENDOR EDD01:		566.26
8420	00	09/17/13	VENDOR PAYMENT	--------		LAB02	Laborers Local 185	09-13	INVOICE NO.:	B30917		96.00
										TOTAL FOR VENDOR LAB02:		96.00
8421	00	09/17/13	VENDOR PAYMENT	--------		PUB01	PERS-Retirement Syst	09-13	INVOICE NO.:	B30917		2504.32
8422	00	09/25/13	9of12	09/01/13	09/30/13			09-13	300.00	25.95	.00	274.05
8423	00	09/25/13	9of12	09/01/13	09/30/13			09-13	300.00	25.95	.00	274.05
										TOTAL FOR VENDOR PUB01:		2504.32
8424	00	09/25/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	B30925		.00
8424	01	09/25/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	1B30925		186.00
8424	02	09/25/13	VENDOR PAYMENT	--------		BOA01	BANK OF AMERICA, NT&	09-13	INVOICE NO.:	2B30925		43.50
										TOTAL FOR VENDOR BOA01:		229.50
8425	00	09/25/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	B30925		.00
8425	01	09/25/13	VENDOR PAYMENT	--------		EDD01	Employment Developme	09-13	INVOICE NO.:	1B30925		15.00
00905	00	09/05/13	17of24	08/16/13	08/31/13			09-13	1930.91	609.00	1321.91	.00
00906	00	09/05/13	17of24	08/16/13	08/31/13			09-13	1832.13	442.78	1389.35	.00
00907	00	09/05/13	17of24	08/16/13	08/31/13			09-13	1553.63	504.24	1049.39	.00
00908	00	09/05/13	17of24	08/16/13	08/31/13			09-13	2651.21	807.04	1844.17	.00
00909	00	09/05/13	17of24	08/16/13	08/31/13			09-13	1879.70	572.94	1306.76	.00
00910	00	09/05/13	17of24	08/16/13	08/31/13			09-13	3291.67	884.72	2406.95	.00
00911	00	09/05/13	17of24	08/16/13	08/31/13			09-13	2826.43	983.01	1843.42	.00
00912	00	09/20/13	18of24	09/01/13	09/15/13			09-13	1976.89	621.88	1355.01	.00
00913	00	09/20/13	18of24	09/01/13	09/15/13			09-13	1863.84	449.39	1414.45	.00
00914	00	09/20/13	18of24	09/01/13	09/15/13			09-13	1351.61	453.32	898.29	.00
00915	00	09/20/13	18of24	09/01/13	09/15/13			09-13	2651.21	807.03	1844.18	.00
00916	00	09/20/13	18of24	09/01/13	09/15/13			09-13	1989.50	606.15	1383.35	.00
00917	00	09/20/13	18of24	09/01/13	09/15/13			09-13	3291.67	884.72	2406.95	.00
00918	00	09/20/13	18of24	09/01/13	09/15/13			09-13	3056.29	1083.88	1972.41	.00
00919	00	09/25/13	9of12	09/01/13	09/30/13			09-13	300.00	25.95	274.05	.00
00920	00	09/25/13	9of12	09/01/13	09/30/13			09-13	300.00	25.95	274.05	.00
00921	00	09/25/13	9of12	09/01/13	09/30/13			09-13	300.00	25.95	274.05	.00
									34230.42	9890.36	23258.74	14537.88

21,810.01

City of Biggs
Month End Cash Disbursements Report
Report for 09-13 BANK ACCOUNT 1010

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-13	027378	09/04/13	NCPA (Northern CA Power Agency)		90,539.00	.00	90,539.00	Automatic Generated Check
	027379	09/04/13	ALC01 (Yesenia Alcantar)		220.00	.00	220.00	Automatic Generated Check
	027380	09/04/13	APP03 (Applied Industrial Technolog		52.49	.00	52.49	Automatic Generated Check
	027381	09/04/13	ARA01 (Aramark Uniform Services)		291.28	.00	291.28	Automatic Generated Check
	027382	09/04/13	ATT02 (AT&T)		332.06	.00	332.06	Automatic Generated Check
	027383	09/04/13	BEN02 (Bennett Engineering Services		49,058.11	.00	49,058.11	Automatic Generated Check
	027384	09/04/13	BUS01 (John Busch)		28.86	.00	28.86	Automatic Generated Check
	027385	09/04/13	BUT04 (Butte County Clerk Recorder)		13.00	.00	13.00	Automatic Generated Check
	027386	09/04/13	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	027387	09/04/13	DEL01 (Preferred Benefit)		440.50	.00	440.50	Automatic Generated Check
	027388	09/04/13	DON00 (Don's Shoes)		250.00	.00	250.00	Automatic Generated Check
	027389	09/04/13	FER01 (Ferguson Enterprises Inc. #1		514.78	.00	514.78	Automatic Generated Check
	027390	09/04/13	GEC01 (GE Capital)		129.00	.00	129.00	Automatic Generated Check
	027391	09/04/13	GRI01 (Gridley Honda, Inc.)		91.60	.00	91.60	Automatic Generated Check
	027392	09/04/13	GRIHE (Gridley Herald)		1,057.00	.00	1,057.00	Automatic Generated Check
	027393	09/04/13	HAR05 (Harshbarger Ace Hardware)		402.36	.00	402.36	Automatic Generated Check
	027394	09/04/13	HEL03 (HELENA CHEMICAL COMPANY)		852.05	.00	852.05	Automatic Generated Check
	027395	09/04/13	JCN00 (J C Nelson Supply Co)		41.39	.00	41.39	Automatic Generated Check
	027396	09/04/13	KIM01 (KIMBALL MIDWEST)		210.33	.00	210.33	Automatic Generated Check
	027397	09/04/13	LAD08 (Volker & Eileen Ladendorf)		43.57	.00	43.57	Automatic Generated Check
	027398	09/04/13	MED02 (Kevin Medeiros)		45.00	.00	45.00	Automatic Generated Check
	027399	09/04/13	OFF01 (Office Depot)		120.84	.00	120.84	Automatic Generated Check
	027400	09/04/13	QUI01 (Quill Corporation)		363.58	.00	363.58	Automatic Generated Check
	027401	09/04/13	R&B01 (R & B Company)		726.33	.00	726.33	Automatic Generated Check
	027402	09/04/13	SEI01 (Roy R. Seiler, CPA)		1,812.76	.00	1,812.76	Automatic Generated Check
	027403	09/04/13	UNI04 (Univar USA Inc)		3,477.59	.00	3,477.59	Automatic Generated Check
	027404	09/04/13	VER00 (Verizon Wireless)		162.66	.00	162.66	Automatic Generated Check
	027405	09/04/13	VSP01 (Vision Service Plan-(CA))		83.22	.00	83.22	Automatic Generated Check
	027406	09/04/13	WAS04 (Waste Management)		11,175.11	.00	11,175.11	Automatic Generated Check
	027407	09/04/13	YOU01 (Daniel Youra & Kayla Hightow		247.22	.00	247.22	Automatic Generated Check
	027408	09/04/13	YUB01 (City of Yuba City)		2,103.30	.00	2,103.30	Automatic Generated Check
	027409	09/06/13	GAR26 (Jose Manuel Garcia & Stephan		193.37	.00	193.37	Automatic Generated Check
	027410	09/10/13	AME00 (American Express)		575.00	.00	575.00	Automatic Generated Check
	027411	09/10/13	BEN02 (Bennett Engineering Services		30,899.63	.00	30,899.63	Automatic Generated Check
	027412	09/10/13	EIN01 (Gregory P. Einhorn)		4,000.00	.00	4,000.00	Automatic Generated Check
	027413	09/10/13	GRI04 (City of Gridley)		40,520.67	.00	40,520.67	Automatic Generated Check
	027414	09/10/13	LAK02 (Lakeview Petroleum)		1,758.32	.00	1,758.32	Automatic Generated Check
	027415	09/16/13	BUT04 (Butte County Clerk Recorder)		50.00	.00	50.00	Automatic Generated Check
	027416	09/19/13	NCPA (Northern CA Power Agency)		400.00	.00	400.00	Automatic Generated Check
	027417	09/30/13	ADV02 (Advanced Document Concepts)		52.14	.00	52.14	Automatic Generated Check
	027418	09/30/13	AFL01 (Aflac)		352.08	.00	352.08	Automatic Generated Check
	027419	09/30/13	AME06 (American Fidelity Assurance)		178.50	.00	178.50	Automatic Generated Check
	027420	09/30/13	BEN02 (Bennett Engineering Services		19,477.08	.00	19,477.08	Automatic Generated Check
	027421	09/30/13	BUT02 (Butte County Treasurer)		206.00	.00	206.00	Automatic Generated Check
	027422	09/30/13	CAL08 (California Diesel & Power)		4,199.37	.00	4,199.37	Automatic Generated Check
	027423	09/30/13	COM04 (Comcast)		122.43	.00	122.43	Automatic Generated Check
	027424	09/30/13	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	027425	09/30/13	ENT01 (Enterprise-Record, Mercury-R		177.41	.00	177.41	Automatic Generated Check
	027426	09/30/13	FRE03 (Jerry M. Frederick)		23.52	.00	23.52	Automatic Generated Check
	027427	09/30/13	GRI04 (City of Gridley)		23,843.31	.00	23,843.31	Automatic Generated Check
	027428	09/30/13	GRO01 (Groeniger #1423)		90.30	.00	90.30	Automatic Generated Check
	027429	09/30/13	MAX01 (Maximum Security Systems)		78.75	.00	78.75	Automatic Generated Check
	027430	09/30/13	MEY01 (Meyers Nave)		450.00	.00	450.00	Automatic Generated Check
	027431	09/30/13	OFF01 (Office Depot)		109.70	.00	109.70	Automatic Generated Check
	027432	09/30/13	PGE01 (PACIFIC GAS & ELECTRIC CO)		61.04	.00	61.04	Automatic Generated Check
	027433	09/30/13	PMC01 (PMC, Inc.)		32,678.17	.00	32,678.17	Automatic Generated Check
	027434	09/30/13	PRI02 (PLIC - SBD Grand Island)		110.16	.00	110.16	Automatic Generated Check
	027435	09/30/13	PUB02 (Calif Public Employees')		9,765.52	.00	9,765.52	Automatic Generated Check
	027436	09/30/13	QUI01 (Quill Corporation)		70.10	.00	70.10	Automatic Generated Check
	027437	09/30/13	RES01 (Reserve Account)		800.00	.00	800.00	Automatic Generated Check
	027438	09/30/13	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated Check
	027439	09/30/13	RUS02 (Keiko Russell)		112.87	.00	112.87	Automatic Generated Check
	027440	09/30/13	SEI01 (Roy R. Seiler, CPA)		2,719.14	.00	2,719.14	Automatic Generated Check
	027441	09/30/13	SEL02 (Select Janitorial Services,		206.00	.00	206.00	Automatic Generated Check
	027442	09/30/13	SOR02 (Mark Sorensen)		239.85	.00	239.85	Automatic Generated Check
	027443	09/30/13	UNI04 (Univar USA Inc)		2,411.61	.00	2,411.61	Automatic Generated Check
	027444	09/30/13	VSP01 (Vision Service Plan-(CA))		83.22	.00	83.22	Automatic Generated Check
	027445	09/30/13	ZEE01 (Zee Medical Co)		75.90	.00	75.90	Automatic Generated Check
	027446	09/30/13	DEL01 (Preferred Benefit)		516.88	.00	516.88	Automatic Generated Check
			Total for Bank Account 1010 ----->		343,269.93	.00	343,269.93	
			Grand Total of all Bank Accounts ----->		343,269.93	.00	343,269.93	

Biggs Fire Department

Report on Conditions

August 2013

Biggs area incidents	County	City
Medical emergency	5	8
False alarm	0	1
Hazardous condition	1	0
Traffic collision	1	0
Public assist	2	0
Vegetation fire	1	0
Total	**10**	**9**
Local area total	**19**	

Engine 73 also responded to Gridley for; two medical aids (2), one vegetation fire (1), two structure fires (2) and one traffic collision(1). Our engine also responded to Oroville for; one structure fire (1) one vegetation fire (1), and one Hazmat (1). In total Engine 73 responded to 28 emergency incidents regionally.

Firefighters attended the Biggs Night Out event in downtown Biggs. Firefighters also gave an impromptu tour to a visiting retired CAL FIRE Captain and his four year old grandson.

The new Butte County fire engine serving the City and surrounding Butte County area had considerable equipment mounted during August. One item now among the engine inventory is a custom metal storage unit that was designed to fit the many reference binders, map sets and pre-emergency plans necessary to serve the community. The new engine is now known as "Engine 73" and the existing Biggs fire engine serving the community is now called, "Engine 273".

Engine 73 (County owned) is the primary / frontline fire engine serving the Biggs area, County and City. Engine 73 is staffed 24/7/365 with a minimum of two CAL FIRE personnel, one an Officer in charge and other a firefighter. Engine 273 (City owned) is now utilized as both a Volunteer staffed and Reserve fire engine serving the Biggs community. Engine 273 was rented briefly during August due to a high activity level.

Our recently retired Fire Engineer, Jerry Long, made a good showing in the Butte County Fair Destruction Derby. Jerry was cheered on by many.

ROY R. SEILER
CERTIFIED PUBLIC ACCOUNTANT
201 C. North Tehama
Willows, CA 95988
Phone: 530-934-8841
Fax: 530-934-8849

ACCOUNTANT'S COMPILATION REPORT

City of Biggs,
Biggs, California

I have compiled the accompanying monthly cash and investment report, for the City of Biggs, as of August 31, 2013. I have not audited or reviewed the accompanying statement and, accordingly, do not express an opinion or provide any assurance about whether the statement is in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

I am not independent with respect to the City of Biggs

September 25, 2013
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
August, 2013

Pooled Cash and Investments:

Bank of America:		
General Checking Accounts		$ 111,972.68
Local Agency Investment Fund:		
Fund Account Balance		$ 1,596,323.44
Total Pooled Cash and Short Term Investments		$ 1,708,296.12

Other Investments:

Northern California Power Authority (NCPA)		
Reflects Latest Available Balance		
General Operating Reserve (GOR):		
Committed Reserve	$ 131,348.00	
Available Reserve	$ 493,937.00	
Total Reserve		$ 625,285.00
Reflects Latest Available Balance		
California Independent System Operators (CAISO):		
Scheduling Coordination Program Agreement, Balancing Account, Current Balance		$ 77,113.00
Total Other Investments		$ 702,398.00

See Accountant's Compilation Report

CITY OF BIGGS
ORDINANCE NO. 399

AN ORDINANCE OF THE BIGGS CITY COUNCIL AMENDING THE BIGGS MUNICIPAL CODE TO MODIFY REGULATIONS IN SECTION 14.70 RELATING TO TEMPORARY OCCUPANCY OF MANUFACTURED HOMES AND RECREATIONAL VEHICLES IN THE CITY OF BIGGS

The City Council of the City of Biggs does hereby ordain as follows:

Chapter 14.70 of the City of Biggs Zoning Code shall be amended to read as follows (deletions are ~~overstruck~~, additions are underlined):

Chapter 14.70
TEMPORARY OCCUPANCY OF ~~MANUFACTURED HOMES~~ MOBILE TRAILERS AND RECREATIONAL VEHICLES

Sections:
14.70.010 Intent.
14.70.020 Provisions.
14.70.025 Definitions
14.70.030 Temporary occupancy in residential zoning districts.
14.70.040 Residential zone occupancy permit – Annual review, expiration, and revocation.
14.70.050 Temporary occupancy in nonresidential zoning districts.
14.70.060 Nonresidential zone occupancy permit – Application, issuance, and expiration.
14.70.070 Temporary occupancy of a manufactured home which is permitted in any zoning district.

14.70.010 Intent.

The intent of this chapter is to provide for and regulate occupancy of a mobile structure which is not secured to a permanent foundation in residential zones for cases of hardship or in nonresidential zones for temporary business activities. [Ord. 320 § 1, 1999]

14.70.020 Provisions.

(1) Notwithstanding any provisions to the contrary in this title, a manufactured home or recreational vehicle as defined in Chapter 14.10 BMC (Definitions) may be occupied in all zoning districts, even though not secured to a permanent foundation, subject to the provisions of this chapter and Chapter 14.35 BMC (Conditional Use Permits).

(2) Temporary occupancy of a mobile trailer or recreational vehicle within the city of Biggs shall be allowed only subject to the provisions of this chapter and Chapter 14.35 BMC (Conditional Use Permits). [Ord. 320 § 1, 1999]

14.070.025 Definitions

Mobile Trailer: A mobile trailer is a considered to be any temporary mobile structure to include mobile homes or office structures used as temporary sales offices for a business which has been damaged to the point of non-use of the normal business sales office, a temporary construction trailer, temporary construction storage trailers, or other such mobile structures which 1) are capable of being moved and relocated; and, 2) are considered to be used only for temporary uses. Mobile trailers as defined above do not include vehicles defined as Recreational Vehicles by the California Vehicle Code.
Recreational Vehicle: Recreational vehicles include the Class A-, B-, and C-type recreational vehicles, travel trailers, fifth wheel trailers, toy haulers, popup trailers, and slide-in campers.

14.70.030 Temporary occupancy in residential zoning districts.

Temporary occupancy of a mobile trailer may be allowed in the residential zoning districts subject to the requirements in Section 14.70.070.

Temporary occupancy of a a recreational vehicle may only be allowed under the following conditions:

(1) A recreational vehicle may be occupied on any residential lot for a total of up to 14 days within any calendar year by right and shall not be subject to the provisions of this chapter.

(2) A permit for such use in excess of 14 days per calendar year is obtained in the manner described in this section.

> (a) An administrative use permit authorizing occupancy of one (1) recreational vehicle per legal residential lot for a period of up to 30 days per calendar year may be issued by the city planner.
>
> (b) A Use Permit may be approved by the City Council in accordance with the procedures set forth in Chapter 14.35 of the Biggs Municipal Code authorizing the occupancy of a recreational vehicle for a period of more than 30 days within any single calendar year.
>
> (c) The maximum duration or time period for continuous occupation of a recreational vehicle in all residential zoning districts is 45 days.

(3) No rent is charged to the occupant of the recreational vehicle.

(4) The temporary placement of a recreational vehicle shall not be subject to additional site requirements of Chapter 14.60 BMC (Development Standards – General). Five-foot setbacks from all property lines should be provided when possible. Conditions of approval for administrative permits and use permits may be required to mitigate potential adverse impacts upon neighboring residences and may include requirements for additional setbacks.

(5) No more than one (1) recreational vehicle shall be allowed on each legal lot at any time.

(6) A minimum of five (5) feet of fire access shall be maintained in the side yards of all properties containing recreational vehicles unless other equal or greater access around the structure is provided.

(7) Approval of a permit for temporary occupancy of a recreational vehicle may be provided in cases of hardship, such as illness of a family member, reconstruction and repair of a damaged dwelling unit and other cases as determined appropriate by the city council.

(8) Temporary occupancy of a recreational vehicle shall conform to all requirements of the State of California Vehicle and Street and Highways Codes relative to parking and use of the public right-of-way.
[Ord. 320 § 1, 1999]

14.70.040 Residential zone occupancy permit – Annual review, expiration, and revocation.

(1) The approved use permit to allow a temporary manufactured home shall be reviewed upon expiration of the use permit (if applicable) or annually in the month of September by the planning commission. City staff shall render a report of the status of each permit to the planning commission and shall place such items on a consent agenda. Approved use permits for temporary manufactured homes which were granted less than six months prior to the September review will be reviewed the succeeding year.

(2) The use permit shall expire immediately if the person(s) residing in the manufactured home or the primary residence for any reason move(s) to another location or is (are) deceased. In such instances, the temporary manufactured home shall be removed within 90 days. In the event the manufactured home or recreational vehicle is not removed within the 90-day period, the city may remove the manufactured home and store it at the owner's expense.

(3) The applicant shall consent to placement of lien on both the manufactured home and real property in the event that the manufactured home is not removed upon city demand as provided in this chapter.

(4) The use permit may be revoked if any of the terms and conditions of such permit are violated or if any acts or omissions of the permittee in connection with the use authorized by the permittee constitute a public nuisance. [Ord. 320 § 1, 1999]

14.70.050 Temporary occupancy in nonresidential zoning districts.

Subject to the provisions of BMC 14.70.060, a mobile trailer or recreational vehicle may be temporarily located and occupied in a nonresidential zoning district for the purposes described in this section:

(1) For purposes of temporarily conducting business on a lot zoned for such use and upon which a permanent structure is constructed; provided, that the permanent structure has been significantly and unintentionally damaged and cannot be reoccupied until repairs and/or reconstruction are complete.

(2) As a temporary residence for security purposes on a lot zoned for commercial or industrial uses.

(3) Collection of rent or other monetary consideration for the temporary occupation of a mobile trailer or recreational is allowed.

(4) For temporary occupancy under provisions (a) through (g) described below:

(a) For Mobile Trailers:

(1) approval of a use permit for a maximum of 120-days of occupancy per calendar year in accordance with the procedures set forth in Chapter 14.35 BMC shall be required.

(b) For Recreational Vehicles:

(1) A recreational vehicle may be occupied on any nonresidential lot for a total of up to 14 days within any calendar year by right and shall not be subject to the provisions of this chapter.

(2) A permit for such use in excess of 14 days per calendar year is obtained in the manner described in this section.

(a) An administrative permit authorizing occupancy of up to four (4) recreational vehicles per legal lot for a period of up to 30-days per calendar year may be issued by the city planner.

(b) Approval of a use permit for up to 120-days of occupancy per calendar year in accordance with the procedures set forth in Chapter 14.35 BMC shall be required for occupancy of up to four (4) recreational vehicle for more than 30 days within any calendar year.

(c) The maximum duration or time period for continuous occupation of a recreational vehicle in all nonresidential zoning districts is 120-days.

(c) The following conditions are required for mobile trailers or recreational vehicles in areas where nonresidential uses or zone districts are adjacent to residential uses or zone districts:

(1)Five (5) foot setbacks from all property lines shall be provided when abutting residential uses, and where possible when abutting nonresidential uses.

(2) The mobile trailer or recreational vehicle shall be parked on an improved surface.

(3) Any and all exterior lighting shall be shielded and downward-directed.

(4) Noise shall not exceed what is allowed within the existing zoning district and the City's Noise Ordinance.

(5) Screening, such as obscure fencing, bushes or other aesthetically pleasing barrier, approximately 6 feet in height, between residential uses and nonresidential uses shall be provided in order to limit the visibility of the mobile trailer or recreational vehicle from the adjacent residential lot. Existing screening, such as obscure fencing and bushes, is acceptable if the screening is between the residential use and the mobile trailer or recreational vehicle.

(d) The temporary placement of a mobile trailer or recreational vehicle shall not be subject to additional site requirements of Chapter 14.60 BMC (Development Standards – General).

(e) Each mobile trailer or recreational vehicle, which is occupied greater than 30 days of continuous use per year, shall be connected to city potable water, sanitary sewer and other utilities as a condition of approval. Power shall at a minimum be provided by appropriately-sized, outdoor-rated, grounded extension cords. All connections shall be approved by the City of Biggs Public Works Department.

(f) A maximum of one (1) mobile trailer or four (1) recreational vehicles may be allowed on each legal lot through a use permit approved by the City Council.

(g) A minimum of five (5) feet of fire access shall be maintained in side yards of all properties in which mobile trailers and recreational vehicles are located unless other equal or greater access around the structure is available and/or provided. [Ord. 320 § 1, 1999]

14.70.060 Nonresidential zone occupancy permit – Application, issuance, and expiration.

(1) An administrative permit authorizing occupancy of the mobile trailer in a nonresidential zoning district shall be obtained prior to a mobile trailer being moved onto a lot which will be occupied without being attached to a permanent foundation. Recreational vehicle occupation is subject to the permitting requirements identified in Section 14.70.050.4b.

(2) The administrative permit may be issued by the city planner, with appeal to the planning commission. An application for a permit shall be accompanied by a written statement supporting the need for the requested occupancy.

(3) The administrative permit required for mobile trailers shall be valid for a period of 120-days. Additional renewals shall require approval of the planning commission, and shall be based upon evidence of a good faith effort to eliminate the need for occupying mobile structures which are not attached to a permanent foundation. [Ord. 320 § 1, 1999]

4.70.070 Temporary occupancy of a ~~manufactured home~~ mobile trailer which is permitted in any zoning district.

(1) One mobile trailer may be temporarily located on a lot where a permanent dwelling is under construction, provided the applicant for the mobile trailer obtains an administrative permit approved by the city planner which shall be valid for up to one year from the date of issue or until the end of the construction period, whichever is less. Occupancy of the mobile trailer shall be limited to those persons who intend to reside in the dwelling under construction. The location of the mobile trailer must conform to all site requirements and meets all city zoning and health and safety codes applicable to the zone in which the manufactured home is located, except for conditions exempted herein.

(2) A temporary sales trailer or temporary contractor's office may be located in any zone district on the property to which it is directly appurtenant. A use permit for such a use may be granted which shall be limited to a maximum duration of 120-days. Additional renewals shall require approval of the City Council, and shall be based upon evidence of a good faith effort to eliminate the need for occupying the mobile structure. All temporary sales trailers or temporary offices shall be removed at the owners expense within 30 days of the expiration of said permit, and the site shall be cleaned and re-vegetated.

(3) In all cases involving occupancy of a mobile trailer not installed on a permanent foundation for more than 30 days, the temporary dwelling shall be connected to city electrical, domestic water and wastewater collection services unless otherwise authorized by the City Council through the Use Permit process. Connection to services shall be approved by the public works department and appropriate fees shall be collected by the city.

I HEREBY CERTIFY that the above and foregoing Ordinance was introduced on the 10th day of September, 2013 and DULY AND REGULARLY ADOPTED this 8th day of October, 2013 by the following vote:

AYES: COUNCILMEMBER _____

NOES: COUNCILMEMBER _____

ABSENT: COUNCILMEMBER _____

ABSTAIN: COUNCILMEMBER _____

ATTEST:

_____
Roben Dewsnup
CITY CLERK

APPROVED:

_____
Roger L. Frith
MAYOR