

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 Busch were present. Council Member Thompson arrived at 6:45 p.m. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Planner Scott Friend, City Engineer Brian Martin and City Clerk Roben Dewsnup.

1. COMMUNITY PARTICIPATION:

Resident Steve Thompson asked Council consider presenting a proclamation to Council Member Thompson for her service to the City as the Hometown Celebration Committee Chairman.

2. PRESENTATION:

Butte County Mosquito and Vector Control District Manager Matthew Ball stated all Butte County registered property owners would receive a ballot in the mail to vote in favor of or in opposition to an assessment.

4. CONSENT CALENDAR:

- A. Approval of Council Minutes for Regular Meeting of March 11, 2014.
- B. Approval of warrants: #8483 – 8493; Z01015 – Z01033, and 27737 – 27793 for the month of March 2014 in the amount of \$287,089.31.
- C. Acknowledge receipt of Gridley-Biggs Police Department Report for the month of February 2014.
- D. Acknowledge receipt of Gridley-Biggs Animal Control Report for the month of February 2014.
- E. Acknowledge receipt of Accountant's Compilation Report and Monthly Cash and Investments Report as of February 2014.

Motion/Second to accept the consent calendar as written. (Arnold/Busch, MCU; Absent: Thompson)

Fire Chief Todd Tindill informed Council the local Lion's Club would be holding a fundraiser dinner on May 3rd and would donate a portion of the proceeds to the Biggs Fire Department.

3. PUBLIC HEARINGS:

General Plan Amendment GPA#2014-01.

City Planner Scott Friend advised Council that following significant community outreach; public review, debate and discussion; substantial study; and review by Council, the City of Biggs 2030 General Plan is being forwarded to Council for adoption. He was asking Council to certify the Final Environmental Impact Report and to adopt the 2030 Biggs General Plan.

Council accepted the report from Mr. Friend.

Mayor Frith opened the hearing to the public.

Proponents. None

Opponents. Donna Decker, City of Gridley City Planner, stated the planning boundaries from South Avenue to the Southerly boundary of the planning area is encroaching into the City of Gridley's sphere of influence and therefore, the ag designation shown on the plan is in direct conflict of the land use areas and land uses that are planned for the City of Gridley. The urban reserve boundaries are also within the City of Gridley's land use plan. The plan also allows one dwelling unit per ten acres which doesn't seem to be supportive of agricultural uses. Until a code amendment is adopted that provides a zoning designation for agricultural, 2500 acres of ag land will be able to be converted to single family/residential at a rate minimum of two units per acre and up to six units per acre. She requested the City of Biggs pull back the Southerly boundary of the sphere of influence adopted by LAFCO for the City of Gridley which would reduce conflict and ambiguity. She also stated concerns with buffers between agricultural uses and urban landscape.

Proponent rebuttal. None

Mayor Frith closed the hearing to the public.

Council Member Thompson asked about the property up to South Avenue and Mr. Friend stated LAFCO does provide for overlapping.

Motion/Second to adopt Resolution No. 2014-06 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS CERTIFYING THE FINAL ENVIRONMENTAL IMPACT REPORT, AND ADOPTING THE FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS PREPARED FOR THE CITY OF BIGGS GENERAL PLAN UPDATE." (Frith/Thompson, MCU)

Motion/Second to adopt Resolution No. 2014-07 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING GENERAL PLAN AMENDMENT #2014-01, ADOPTING THE 2030 CITY OF BIGGS GENERAL PLAN." (Frith/Thompson, MCU)

5. DEPARTMENT REPORTS:

A. Planning:

1. Planning / Code Enforcement: Mr. Friend reviewed the Activity Report for March 2014 / April 2014.
2. Participation in the PG&E Greenhouse Gas Emissions Inventory and Energy/Climate Planning Program – the Sierra Nevada Partnership. Mr. Friend stated the City of Biggs was offered the opportunity to participate in a program that is paid for by PG&E but is run through the Sierra Business Council. The program would involve the preparation of a Greenhouse Gas Emissions Inventory looking at the emissions profile of the operations of the City of Biggs. There would be an indirect cost of staff time.

Motion/Second to direct the city administrator to sign the participation agreement on behalf of the city. (Frith/Thompson, MCU)

3. City of Biggs 2013 General Plan and Housing Element Annual Report. Mr. Friend stated this report is prepared annually as required by Government Code Section 65400 and provides a summary of the activities that occurred in 2013 and that relate to the implementation of the City's adopted General Plan and Housing Element.

Motion/Second to accept the Annual Report and direct staff to forward the report to the Office of Planning and Research pursuant to Government Code Section 65400(a)(2). (Arnold/Frith, MCU)

- B. Engineering: City Engineer Brian Martin reviewed the Department Activity Report – March 2014 / April 2014 which included the WWTP Project, Sixth Street Bridge Project, Regional Board Issues, Casey Parcel Map and funding opportunities.
- C. Public Safety: Nothing to report.
- D. Sutter Butte Flood Control Agency (SBFCA). Vice Mayor Sheppard gave a report on the meeting he attended.
- E. Public Works. Nothing to report.
- F. Electric. Mayor Frith will attend the legislative meeting in Washington D.C. this month.
- G. BCAG. Council Member Busch reported there are no unmet transportation needs in Butte County.
- H. Air Quality. Council Member Busch attended the meeting for Council Member Thompson.
- I. Solid Waste. Nothing to report.
- J. Mosquito Abatement. Nothing to report.
- K. Other commission reports. None.
- L. City Attorney. Mr. Einhorn advised Council of a recent ruling which states texts and emails on personal devices are not public record. He felt this decision would likely be appealed and he advised all public officials to assume that all City of Biggs related correspondence on a personal device may be deemed a public record.
- M. City Administrator.
 - 1. Approval of the Power Management and Administrative Services Agreement, Amended and Restated Facilities Agreement, Amended and Restated Scheduling Coordination Program Agreement, and Second Amended and Restated Pooling Agreement.

Mr. Sorensen informed Council that NCPA staff, in coordination with City staff, had developed an updated suite of agreements under which NCPA will provide Power Management and Administrative services to the City.

Motion/Second to adopt and approve the Power Management and Administrative Services Agreement, Amended and Restated Facilities Agreement, Amended and Restated Scheduling Coordination Program Agreement, and Second Amended and Restated Pooling Agreement and authorize the Mayor of City to execute the Power Management and Administrative Services Agreement, Amended and Restated Facilities Agreement, Amended and Restated Scheduling Coordination Program Agreement, and Second Amended and Restated Pooling Agreement, on behalf of the City. (Frith/Busch, MCU)

Motion/Second to approve Resolution No. 2014-05, "RESOLUTION OF THE CITY OF BIGGS APPROVAL OF THE POWER MANAGEMENT AND ADMINISTRATIVE SERVICES AGREEMENT, AMENDED AND RESTATED FACILITIES AGREEMENT, AMENDED AND RESTATED SCHEDULING COORDINATION PROGRAM AGREEMENT, AND SECOND AMENDED AND RESTATED POOLING AGREEMENT." (Frith/Busch, MCU)

2. Purchase and Disposal Authority – Replacement of Itron Readers.

Mr. Sorensen stated the manufacturer Itron is phasing out support of the City's current readers in mid 2014. New ERT's (Electronic Reader Transmitters) are not compatible with the current readers. New readers are backward compatible with the City's existing water meter and electric meter ERT's and will read the existing meters.

Motion/ Second to authorize the purchase of (2) Itron FC300 readers at a cost not to exceed \$6,500 and authorize a budget modification to Electric Supplies, increasing the budget expense by \$6,500 and authorizing the trade-in of the City's (2) Itron FC200 readers and authorize the city administrator to execute this action. (Thompson/Arnold, MCU)

3. Water Meter Installation Policy.

Mr. Sorensen asked Council to consider an update to its water meter installation policies to allow proactive conversion of water customers from flat rate to metered service.

Motion/Second to approve the City policy to proactively convert water customers from flat rate to metered service. (Thompson/Frith, MCU)

4. Policy and Procedure Review.

Mr. Sorensen asked Council to consider reviewing and editing city policies and procedures. Council agreed to hold a workshop to review the policies and procedures.

6. INFORMATIONAL: Council Member Busch discussed a biomass to energy project.

7. ADJOURNMENT: The regular meeting was adjourned at 8:37 p.m.

ATTEST:

APPROVED:

Roben Dewsnup, CITY CLERK

Roger L. Frith, MAYOR

Warrant Num	P#	Date	Payroll Number	Period Begin	End	*** Employee or Vendor Nbr	Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
8494	00	04/01/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	B40401			1119.57
8494	01	04/01/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	1B40401			1875.80
8494	02	04/01/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	2B40401			438.72
									TOTAL FOR VENDOR BOA01:			3434.09
8495	00	04/01/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	B40401			368.22
8495	01	04/01/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	1B40401			151.28
									TOTAL FOR VENDOR EDD01:			519.50
8496	00	04/01/14	VENDOR PAYMENT	-----	PUB01	PERS-Retirement Syst	04-14	INVOICE NO.:	B40401			2515.83
									TOTAL FOR VENDOR PUB01:			2515.83
8497	00	04/16/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	B40416			1136.88
8497	01	04/16/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	1B40416			1860.80
8497	02	04/16/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	2B40416			435.20
									TOTAL FOR VENDOR BOA01:			3432.88
8498	00	04/16/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	B40416			380.13
8498	01	04/16/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	1B40416			150.08
									TOTAL FOR VENDOR EDD01:			530.21
8499	00	04/16/14	VENDOR PAYMENT	-----	LAB02	Laborers Local 185	04-14	INVOICE NO.:	B40416			96.00
									TOTAL FOR VENDOR LAB02:			96.00
8500	00	04/16/14	VENDOR PAYMENT	-----	PUB01	PERS-Retirement Syst	04-14	INVOICE NO.:	B40416			2514.00
8501	00	04/28/14	4of12 04/01/14	04/30/14			04-14	300.00	25.95		.00	274.05
8502	00	04/28/14	4of12 04/01/14	04/30/14			04-14	300.00	25.95		.00	274.05
									TOTAL FOR VENDOR PUB01:			2514.00
8603	00	04/28/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	B40428			.00
8603	01	04/28/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	1B40428			186.00
8603	02	04/28/14	VENDOR PAYMENT	-----	BOA01	BANK OF AMERICA, NT&	04-14	INVOICE NO.:	2B40428			43.50
									TOTAL FOR VENDOR BOA01:			229.50
8604	00	04/28/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	B40428			.00
8604	01	04/28/14	VENDOR PAYMENT	-----	EDD01	Employment Developme	04-14	INVOICE NO.:	1B40428			15.00
01034	00	04/04/14	7of24 03/16/14	03/31/14			04-14	1907.13	599.13	1308.00		.00
01035	00	04/04/14	7of24 03/16/14	03/31/14			04-14	283.80	24.56	259.24		.00
01036	00	04/04/14	7of24 03/16/14	03/31/14			04-14	1895.55	453.95	1441.60		.00
01037	00	04/04/14	7of24 03/16/14	03/31/14			04-14	1608.53	502.45	1106.08		.00
01038	00	04/04/14	7of24 03/16/14	03/31/14			04-14	2651.21	794.43	1856.78		.00
01039	00	04/04/14	7of24 03/16/14	03/31/14			04-14	2060.34	616.32	1444.02		.00
01040	00	04/04/14	7of24 03/16/14	03/31/14			04-14	3291.67	880.05	2411.62		.00
01041	00	04/04/14	7of24 03/16/14	03/31/14			04-14	2583.80	862.75	1721.05		.00
01042	00	04/18/14	8of24 04/01/14	04/15/14			04-14	1907.13	599.12	1308.01		.00
01043	00	04/18/14	8of24 04/01/14	04/15/14			04-14	309.60	26.79	282.81		.00
01044	00	04/18/14	8of24 04/01/14	04/15/14			04-14	1832.13	440.72	1391.41		.00
01045	00	04/18/14	8of24 04/01/14	04/15/14			04-14	1367.25	451.85	915.40		.00
01046	00	04/18/14	8of24 04/01/14	04/15/14			04-14	2651.21	794.42	1856.79		.00
01047	00	04/18/14	8of24 04/01/14	04/15/14			04-14	1975.78	590.15	1385.63		.00
01048	00	04/18/14	8of24 04/01/14	04/15/14			04-14	3291.67	880.05	2411.62		.00
01049	00	04/18/14	8of24 04/01/14	04/15/14			04-14	2826.43	968.52	1857.91		.00
01050	00	04/28/14	4of12 04/01/14	04/30/14			04-14	300.00	25.95	274.05		.00
01051	00	04/28/14	4of12 04/01/14	04/30/14			04-14	300.00	25.95	274.05		.00
01052	00	04/28/14	4of12 04/01/14	04/30/14			04-14	300.00	25.95	274.05		.00
									33943.23	9615.01	23780.12	13835.11

23,153.54

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-14	8603	04/28/14	BOA01 (BANK OF AMERICA, NT&SA)		(229.50)	.00	(229.50)	Ck# 008603 Reversed
	8604	04/28/14	EDD01 (Employment Development Depar		(15.00)	.00	(15.00)	Ck# 008604 Reversed
	008503	04/28/14	VOID (Voided Check)		.00	.00	.00	Automatic Generated Check
	008504	04/28/14	VOID (Voided Check)		.00	.00	.00	Automatic Generated Check
	008505	04/28/14	BOA01 (BANK OF AMERICA, NT&SA)		229.50	.00	229.50	Automatic Generated Check
	008506	04/28/14	EDD01 (Employment Development Depar		15.00	.00	15.00	Automatic Generated Check
	027794	04/04/14	NCPA (Northern CA Power Agency)		117,175.00	.00	117,175.00	Automatic Generated Check
	027795	04/04/14	ATT02 (AT&T)		326.12	.00	326.12	Automatic Generated Check
	027796	04/04/14	AYA05 (Amy & Daniel Ayala)		33.69	.00	33.69	Automatic Generated Check
	027797	04/04/14	BAR10 (Jesus & Maricela Barajas)		303.88	.00	303.88	Automatic Generated Check
	027798	04/04/14	BUS01 (John Busch)		143.19	.00	143.19	Automatic Generated Check
	027799	04/04/14	BUT03 (Butte Auto Parts)		11.58	.00	11.58	Automatic Generated Check
	027800	04/04/14	BUT04 (Butte County Clerk Recorder)		3,029.75	.00	3,029.75	Automatic Generated Check
	027801	04/04/14	CHIO0 (C H I P)		497.26	.00	497.26	Automatic Generated Check
	027802	04/04/14	COM04 (Comcast)		122.43	.00	122.43	Automatic Generated Check
	027803	04/04/14	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	027804	04/04/14	CUR01 (L. N. CURTIS & SONS)		6,955.36	.00	6,955.36	Automatic Generated Check
	027805	04/04/14	DEL01 (Preferred Benefit)		516.88	.00	516.88	Automatic Generated Check
	027806	04/04/14	EDD01 (Employment Development Depar		875.82	.00	875.82	Automatic Generated Check
	027807	04/04/14	GECO1 (GE Capital)		129.00	.00	129.00	Automatic Generated Check
	027808	04/04/14	GON24 (Rosalba Gonzalez-Tafoya)		230.65	.00	230.65	Automatic Generated Check
	027809	04/04/14	GRI08 (Gridley Country Ford)		1,464.60	.00	1,464.60	Automatic Generated Check
	027810	04/04/14	GRIHE (Gridley Herald)		704.00	.00	704.00	Automatic Generated Check
	027811	04/04/14	GUY01 (Rental Guys Chico)		817.09	.00	817.09	Automatic Generated Check
	027812	04/04/14	HAR05 (Harshbarger Ace Hardware)		454.79	.00	454.79	Automatic Generated Check
	027813	04/04/14	HAR06 (Harris Tree Service)		2,600.00	.00	2,600.00	Automatic Generated Check
	027814	04/04/14	HEL03 (HELENA CHEMICAL COMPANY)		1,136.07	.00	1,136.07	Automatic Generated Check
	027815	04/04/14	MAT00 (Marlee Mattos)		143.20	.00	143.20	Automatic Generated Check
	027816	04/04/14	PAC02 (PacifiCom)		750.00	.00	750.00	Automatic Generated Check
	027817	04/04/14	PBM01 (PBM Supply & Mfg., Inc.)		8.79	.00	8.79	Automatic Generated Check
	027818	04/04/14	PIT01 (PITNEY BOWES, INC.)		145.13	.00	145.13	Automatic Generated Check
	027819	04/04/14	PRI02 (PLIC - SBD Grand Island)		114.85	.00	114.85	Automatic Generated Check
	027820	04/04/14	PUB02 (Calif Public Employees')		9,261.92	.00	9,261.92	Automatic Generated Check
	027821	04/04/14	QUI01 (Quill Corporation)		167.06	.00	167.06	Automatic Generated Check
	027822	04/04/14	REE02 (Tom Reese Trucking)		475.00	.00	475.00	Automatic Generated Check
	027823	04/04/14	RES01 (Reserve Account)		800.00	.00	800.00	Automatic Generated Check
	027824	04/04/14	REY01 (Donald R. Reynolds, CPA)		4,150.00	.00	4,150.00	Automatic Generated Check
	027825	04/04/14	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated Check
	027826	04/04/14	SEI01 (Roy R. Seiler, CPA)		506.40	.00	506.40	Automatic Generated Check
	027827	04/04/14	SOR02 (Mark Sorensen)		471.74	.00	471.74	Automatic Generated Check
	027828	04/04/14	TEA01 (Teague's Auto Repair)		39.75	.00	39.75	Automatic Generated Check
	027829	04/04/14	TOP02 (Omar Topete)		220.00	.00	220.00	Automatic Generated Check
	027830	04/04/14	VER00 (Verizon Wireless)		160.10	.00	160.10	Automatic Generated Check
	027831	04/04/14	VSP01 (Vision Service Plan-(CA))		84.90	.00	84.90	Automatic Generated Check
	027832	04/04/14	WAS04 (Waste Management)		11,175.11	.00	11,175.11	Automatic Generated Check
	027833	04/04/14	BUT04 (Butte County Clerk Recorder)		50.00	.00	50.00	Automatic Generated Check
	027834	04/17/14	IIMC (IIMC)		145.00	.00	145.00	Automatic Generated Check
	027835	04/17/14	ADV02 (Advanced Document Concepts)		16.47	.00	16.47	Automatic Generated Check
	027836	04/17/14	AFL01 (Aflac)		352.08	.00	352.08	Automatic Generated Check
	027837	04/17/14	AME00 (American Express)		25.25	.00	25.25	Automatic Generated Check
	027838	04/17/14	AME06 (American Fidelity Assurance)		178.50	.00	178.50	Automatic Generated Check
	027839	04/17/14	ARA01 (Aramark Uniform Services)		3,166.80	.00	3,166.80	Automatic Generated Check
	027840	04/17/14	BAS01 (Basic Laboratory Inc)		795.00	.00	795.00	Automatic Generated Check
	027841	04/17/14	BUT04 (Butte County Clerk Recorder)		13.00	.00	13.00	Automatic Generated Check
	027842	04/17/14	BUT25 (372 BUTTES/CENTER STATE P&S)		68.16	.00	68.16	Automatic Generated Check
	027843	04/17/14	DIV01 (Division of the State Archit		15.00	.00	15.00	Automatic Generated Check
	027844	04/17/14	EIN01 (Gregory P. Einhorn)		4,000.00	.00	4,000.00	Automatic Generated Check
	027845	04/17/14	ENT01 (Enterprise-Record, Mercury-R		61.28	.00	61.28	Automatic Generated Check
	027846	04/17/14	ESC01 (Escudero Web Services)		150.00	.00	150.00	Automatic Generated Check
	027847	04/17/14	GCS02 (GCS Environmental Equipment		463.08	.00	463.08	Automatic Generated Check
	027848	04/17/14	GRI04 (City of Gridley)		64,871.55	.00	64,871.55	Automatic Generated Check
	027849	04/17/14	HOM01 (Home Depot Credit Service)		491.28	.00	491.28	Automatic Generated Check
	027850	04/17/14	LAK02 (Lakeview Petroleum)		1,523.18	.00	1,523.18	Automatic Generated Check
	027851	04/17/14	LOP20 (Erika Lopez)		236.25	.00	236.25	Automatic Generated Check
	027852	04/17/14	PGE01 (PACIFIC GAS & ELECTRIC CO)		127.97	.00	127.97	Automatic Generated Check
	027853	04/17/14	PMC01 (PMC, Inc.)		19,923.28	.00	19,923.28	Automatic Generated Check
	027854	04/17/14	PUR02 (Purchase Power)		420.99	.00	420.99	Automatic Generated Check
	027855	04/17/14	REY07 (Venus Reyna)		211.40	.00	211.40	Automatic Generated Check
	027856	04/17/14	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated Check
	027857	04/17/14	SEL02 (Select Janitorial Services,		206.00	.00	206.00	Automatic Generated Check
	027858	04/17/14	SOR02 (Mark Sorensen)		654.23	.00	654.23	Automatic Generated Check
	027859	04/17/14	STA06 (State Board of Equalization)		1,070.79	.00	1,070.79	Automatic Generated Check
	027860	04/17/14	STA20 (David Stanley)		170.00	.00	170.00	Automatic Generated Check
	027861	04/17/14	UNI04 (Univar USA Inc)		906.77	.00	906.77	Automatic Generated Check
	027862	04/17/14	WES02 (Western Renewable Energy Gen		1,501.44	.00	1,501.44	Automatic Generated Check
	027863	04/17/14	YUB01 (City of Yuba City)		3,585.90	.00	3,585.90	Automatic Generated Check
	027864	04/30/14	NCPA (Northern CA Power Agency)		122,838.00	.00	122,838.00	Automatic Generated Check
	027865	04/30/14	ATT02 (AT&T)		323.17	.00	323.17	Automatic Generated Check
	027866	04/30/14	BEN02 (Bennett Engineering Services		30,181.74	.00	30,181.74	Automatic Generated Check
	027867	04/30/14	BUT03 (Butte Auto Parts)		105.92	.00	105.92	Automatic Generated Check
	027868	04/30/14	BUT11 (Butte County Air Quality)		20.75	.00	20.75	Automatic Generated Check
	027869	04/30/14	BUT26 (BUTTE REGIONAL TRANSIT)		447.60	.00	447.60	Automatic Generated Check
	027870	04/30/14	CLE02 (Cleanrite, Inc.)		453.75	.00	453.75	Automatic Generated Check
	027871	04/30/14	COM04 (Comcast)		122.43	.00	122.43	Automatic Generated Check
	027872	04/30/14	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	027873	04/30/14	FER01 (Ferguson Enterprises Inc. #1		197.85	.00	197.85	Automatic Generated Check
	027874	04/30/14	FLE00 (Fletcher's Plumbing &)		325.00	.00	325.00	Automatic Generated Check
	027875	04/30/14	GRIHE (Gridley Herald)		55.00	.00	55.00	Automatic Generated Check
	027876	04/30/14	HAR05 (Harshbarger Ace Hardware)		558.91	.00	558.91	Automatic Generated Check
	027877	04/30/14	HAR06 (Harris Tree Service)		1,000.00	.00	1,000.00	Automatic Generated Check
	027878	04/30/14	IND03 (Industrial Power Products)		71.79	.00	71.79	Automatic Generated Check
	027879	04/30/14	JCN00 (J C Nelson Supply Co)		250.09	.00	250.09	Automatic Generated Check
	027880	04/30/14	LAK02 (Lakeview Petroleum)		2,143.55	.00	2,143.55	Automatic Generated Check
	027881	04/30/14	MAX01 (Maximum Security Systems)		209.37	.00	209.37	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-14	027882	04/30/14	NAT01 (National Notary Association)		33.00	.00	33.00	Automatic Generated Check
	027883	04/30/14	NOR05 (NORMAC)		509.06	.00	509.06	Automatic Generated Check
	027884	04/30/14	PER02 (Personnel Concepts)		70.34	.00	70.34	Automatic Generated Check
	027885	04/30/14	PET01 (Petty Cashier)		85.95	.00	85.95	Automatic Generated Check
	027886	04/30/14	PRI02 (PLIC - SBD Grand Island)		114.85	.00	114.85	Automatic Generated Check
	027887	04/30/14	PUB02 (Calif Public Employees')		9,261.92	.00	9,261.92	Automatic Generated Check
	027888	04/30/14	QUI01 (Quill Corporation)		24.85	.00	24.85	Automatic Generated Check
	027889	04/30/14	SIM03 (SimplexGrinnell)		889.68	.00	889.68	Automatic Generated Check
	027890	04/30/14	SOR02 (Mark Sorensen)		316.78	.00	316.78	Automatic Generated Check
	027891	04/30/14	UNI04 (Univar USA Inc)		4,176.23	.00	4,176.23	Automatic Generated Check
	027892	04/30/14	VSP01 (Vision Service Plan-(CA))		84.90	.00	84.90	Automatic Generated Check
Total for Bank Account 1010 ----->					447,370.14	.00	447,370.14	
Grand Total of all Bank Accounts ----->					447,370.14	.00	447,370.14	



Monthly Council Report



City of Biggs

Dean A. Price
Chief of Police

Arrest and Incident Summary Activity for March:

	Monthly	Year Total
• Adult Arrests	17	36
• Juvenile Arrests	5	7
• Misdemeanor Arrests	17	35
• Felony Arrests	4	7
• Felony Crimes Reported	4	10
• Misdemeanor Crimes	11	24
• Total Incidents	138	429
• Battery	1	5
• Burglary	3	4
• Deceased Person	0	0
• Vandalism	5	5
• Stolen Vehicle	1	3
• Robbery	0	0
• Public Intoxication	0	0
• Patrol Request	0	3
• Medical Aid	0	0
• Area Checks	10	41
• Total 911 Calls	251	713
• Total Accidents	2	2
• Name Exchanges	0	0
• Total Traffic Citations	9	22
• DUI Arrests	0	0
• Traffic Stops	35	126
• Extra Help Hours	571.5	1500.5
• RSVP Hours	6	39

Personnel Trainings and Meetings for March:

- 03/03/14 Chief Price attended Gridley Council Meeting.
- 03/05/14 Police Department held personnel training at City Hall.
- 03/06/14 Chief Price attended Strategic Planning study session meeting.
- 03/07/14 Chief Price met with BCSO Canine staff to discuss redevelopment of canine program for Police Department.
- 03/10-03/21/14
Officer Smith attended Defensive Tactics Instructor course in Soquel.
- 03/10/14 Police Department Staff sponsored Police Department open house to meet the new Police Chief.
- 03/11/14 Chief Price attended the Biggs Council Meeting.
- 03/12-03/15/14
Dispatcher Samantha Stopplemore attended Child Passenger Safety Seat training in Yuba City.
- 03/17/14 Chief Price attended the Gridley City Council Meeting.
- 03/19/14 Officer Mitchell attended the Law Enforcement Training Manager's meeting in Redding.
- 03/20/14 Chief Price attended the City of Gridley Safety Committee meeting.
- 03/20/14 Chief Price attended BINTF meeting in Chico.
- 03/20/14 Sergeant Smallwood attended the North Valley Gang Information Meeting in Oroville.
- 03/21/14 Chief Price attended the Central Sierra Police Chiefs Association meeting at FBI regional office in Sacramento.
- 03/25/14 Chief Price met with other Butte County Municipal Chiefs to discuss dispatch regionalization
- 03/26/14 Chief Price attended Lexipol Police Policy Manual training in Red Bluff

03/27/14 Officer Roberts attended Motorcycle Skills course in Alameda

03/27/14 Chief Price met with Orchard Hospital personnel regarding services.

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-Events that do not involve injury, threat of life, property loss or damage.

Priority Times:

Priority 1- 3 Minutes

Priority 2- 4 Minutes

Priority 3- 5 Minutes



Monthly Council Report



City of Biggs

Dean A. Price
Chief of Police

Arrest and Incident Summary Activity for April:

	Monthly	Year Total
• Adult Arrests	9	45
• Juvenile Arrests	2	9
• Misdemeanor Arrests	10	45
• Felony Arrests	1	8
• Felony Crimes Reported	3	13
• Misdemeanor Crimes	8	32
• Total Incidents	149	578
• Battery	1	6
• Burglary	1	5
• Deceased Person	0	0
• Vandalism	1	6
• Stolen Vehicle	0	3
• Robbery	0	0
• Public Intoxication	0	0
• Patrol Request	0	3
• Medical Aid	1	1
• Area Checks	20	61
• Pedestrian Checks	2	27
• Disturbing the Peace	7	15
• Total 911 Calls	282	995
• Total Accidents	1	3
• Name Exchanges	0	0
• Total Traffic Citations	10	32
• DUI Arrests	0	0
• Traffic Stops	32	158
• Extra Help Hours	622	2,122.5
• RSVP Hours	2.5	41.5

Personnel Training and Meetings for April:

- 04/01/14 - Chief Price participated in the NCCSIF Risk Management Study Group Meeting
- 04/01-04/03/14 – Officers Roberts and Farr attended Instructors Firearm Simulations Training in Yuba City
- 04/02/14 - Chief Price attended the City of Gridley Safety Committee Meeting
- 04/07/14 - Chief Price attended the City of Gridley Council Meeting
- 04/08/14 - Officers attended Emergency Vehicle Operations Course at Butte College
- 04/08/14- Dispatchers Stopplemore and Rekers attended CLETS Users Group meeting in Fairfield.
- 04/10/14 - Chief Price meet with Butte County Fair Personnel regarding the 2014 Fair Planning
- 04/11/14 - Officers attended Emergency Vehicle Operations Course at Butte College
- 04/11/14 - Chief Price participated in the NCCSIF Risk Management Study Group Meeting
- 04/14-04/25/14 - Officer Roberts attended Motorcycle Training Course in Alameda
- 04/14-04/18/14 - Evidence Technician Ruth Hennessey attended Property & Evidence Training in Long Beach
- 04/17/14 - Chief Price attended the BINTF and Law Enforcement Administrator's Meetings in Oroville
- 04/17/14 - Chief Price, Sgt. Smallwood and Dispatcher Silvas attended the North Valley Gang Info. Meeting in Oroville
- 04/21/14 - Chief Price attended the City of Gridley Council Meeting
- 04/28/14 - Officers Bassett, Johnson, Khan and Smith attended Gang Training in Colusa
- 04/28-04/30/14 - Sergeant Smallwood attended Field Training Officer Coordinator's Course in Los Angeles

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- Events that do not involve injury, threat of life, property loss or damage.

Priority Times:

Priority 1- 4 Minutes

Priority 2- 4 Minutes

Priority 3- 7 Minutes

MONTHLY REPORT OF LOCAL RABIES CONTROL ACTIVITIES

For Biggs March, 2014

City of Biggs Animal Control

Total calls for service: 10

			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	
	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		114	0
CANINE AND FELINE RABIES CONTROL	F. Dogs and cats on hand in the shelter March 1, 2014 (carried over from February 28, 2014)		0	0
	G. Dogs and cats entering the shelter, TOTAL: (Total should equal sum of 1 to 5 below)		4	3
	1. Dogs and cats captured by Animal Control Officers		4	3
	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	0	0
	4. Dogs and cats impounded for animal bite quarantines	ARE	0	0
	5. Dogs and cats transferred from another shelter	MUTUALLY EXCLUSIVE	0	0
	H. Disposition of dogs and cats entering shelter, TOTAL: (Total should equal sum of F. plus 1 to 6 below)			
	1. Dogs and cats reclaimed by owner		0	0
	2. Dogs and cats adopted by new owners	H1 THROUGH H6	0	0
	3. Dogs and cats euthanized	ARE	0	3
	4. Dogs and cats died of other causes	MUTUALLY EXCLUSIVE	0	0
	5. Dogs and cats stolen, escaped, etc.		0	0
6. Dogs and cats transferred to another shelter		2	0	
I. Dead dogs and cats collected (excluding F, G, and H above)		0	0	
J. Dogs and cats on hand in the shelter March 31, 2014 (to be carried over to April 1, 2014)		2	0	
ANIMAL BITE REPORTING	K. Animal bites reported, TOTAL: (Total should be the sum of 1 and 2 below)		0	
	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:

		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 March, 2014

		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: Amy Burgess
 Date: 4/11/14

Amy Burgess
 Gridley-Biggs Animal Control Officer
 685 Kentucky Street
 Gridley, CA 95948
 530-846-4825

MONTHLY REPORT OF LOCAL RABIES CONTROL ACTIVITIES

For Biggs April, 2014

City of Biggs Animal Control

Total calls for service: 10

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	114	0
CANINE AND FELINE RABIES CONTROL	F. Dogs and cats on hand in the shelter April 1, 2014 (carried over from March 31, 2014)	2	0
	G. Dogs and cats entering the shelter, TOTAL: (Total should equal sum of 1 to 5 below)	1	2
	1. Dogs and cats captured by Animal Control Officers	0	2
	2. Dogs and cats surrendered by owners (not including those surrendered for quarantine)	1	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	2
	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	0
	J. Dogs and cats on hand in the shelter April 30, 2014 (to be carried over to May 1, 2014)	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:

		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 April, 2014

		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: Amy Burgess
 Date: 5/5/14

Amy Burgess
 Gridley-Biggs Animal Control Officer
 685 Kentucky Street
 Gridley, CA 95948
 530-846-4825

Biggs Fire Department

Report on Conditions

March 2014

Biggs area incidents	County	City
Medical emergency	4	7
False Alarm	0	0
Traffic collision	2	0
Public assist	0	1
Structure fire	1	0
Vehicle fire	0	0
Vegetation fire	0	0
Hazardous material	0	0
Check control burn	0	0
Hazardous condition	0	0
Refuse fire	0	0
Total	7	8
Local area total	15	

Engine 73 also responded to Gridley for five Structure fires (5) and one Traffic Collisions (1) to Richvale for one Commercial structure fire (1) and two Traffic Collisions (2) and Durham for one Structure fire (1). Our engine also responded to Gridley one time (1) and Durham once (1) to cover those vacated stations. The total of local and regional emergency responses was twenty seven (27) incidents during March.

VFA Grant items (fire nozzles) received.

Fire Pals performed this month at the Biggs Elementary School. Fire pals tour all of Butte County delivering safety messages to schools.

Firefighter Nolan Hale recently promoted to Fire Apparatus Engineer in the Tehama / Glenn unit. Congratulations to Nolan and thanks for your service to our community.

Biggs Fire Department

Report on Conditions

April 2014

Biggs area incidents	County	City
Medical emergency	2	12
False Alarm	0	0
Traffic collision	1	1
Public assist	0	1
Structure fire	1	0
Vehicle fire	0	0
Vegetation fire	2	0
Hazardous material	0	0
Check control burn	1	0
Hazardous condition	0	1
Refuse fire	0	0
Total	7	15
Local area total	22	

Engine 73 also responded to Gridley for three Structure fires (3), one Traffic Collisions (1), one medical aid, (1) one Smoke check (1) and to Richvale for two Traffic Collisions (2). Our engine also responded to Gridley one time (1) to cover a vacated station. The total of local and regional emergency responses was thirty one (31) incidents during April.

Staffing levels continue to increase in preparation for this Fire Season. Firefighters are spending many hours training preparing themselves for the upcoming Fire Season.

Weed Abatement inspections will be conducted starting the second week of May.

The Biggs Fire Department participated in this years annual Egg Drop at the Biggs Elementary School.

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 March, 2014. 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

April 17, 2014
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
March, 2014

Pooled Cash and Investments:

Bank of America:

General Checking Accounts	\$ 1,775,949.65
---------------------------	-----------------

Local Agency Investment Fund:

Fund Account Balance	\$ 1,598,385.23
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Total Pooled Cash and Short Term Investments	\$ 3,374,334.88
--	-----------------

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Other Investments:

Northern California Power Authority (NCPA)

Reflects Latest Available Balance

General Operating Reserve (GOR):			
Committed Reserve	\$	133,202.00	
Available Reserve	\$	516,828.00	
Total Reserve			\$ 650,030.00

Reflects Latest Available Balance

California Independent System Operators (CAISO):			
Scheduling Coordination Program Agreement, Balancing Account, Current Balance			\$ 77,277.00

Total Other Investments	\$ 727,307.00
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See Accountant's Compilation Report

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 recaps of discretionary funds and funds with restricted uses (cash balances), for the City of Biggs, as of March 31, 2014. 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

May 7, 2014
Roy R. Seiler, CPA

City of Biggs
Recap of Discretionary Funds
CASH BALANCE
Committed Vs. Uncommitted Funds
(Unaudited)

<u>Fund No.</u>	<u>Fund Name</u>	<u>Unaudited CASH Balance as of March 31, 2014</u>	<u>Net Available</u>
<u>Cash Balances of Funds Available for Commitment:</u>			
010	General Fund	235,500	
	Less 40% of Budgeted Revenues, 492,695 Minimum Reserve	<u>(197,078)</u>	38,422
011	Building and Equipment Reserve		126,491
012	Fire Engine Replacement Reserve		98,938
013	Bridge Replacement Reserve		48,333
016	Street Maintenance Reserve		158,693
145	1939 Fire Engine Restoration Reserve		3,009
165	CDBG Miscellaneous Program Income		67,169
214	General Plan Update		9,229
050	Electric Fund	<u>1,600,079</u>	
052	Electric Fund NCPA GOR, Uncommitted Reserve	<u>516,828</u>	
	Subtotal	2,116,907	
	Less 40% of Budgeted Revenues, 2,513,300 Minimum Reserve	<u>(1,005,320)</u>	<u>1,111,587</u>
Subtotal			1,661,871
<u>Cash Balances of "Restricted Funds with Negative Balances:</u>			
030	Sewer Fund		(40,451)
105	Sewer Improvement		(96,447)
107	WWTP-Phase One		(286,699)
108	WWTP-Phase Two		(111,283)
131	Sixth Street Bridge		(48,259)
200	CFD N. Biggs Estate		(1,813)
217	E McCain		(110)
Subtotal			<u>(585,062)</u>
Net Computed Uncommitted Cash Reserves			1,076,809

Note there are several on going projects, some of which have negative fund balances
This may be due to timing, underfunding or other issues.

City of Biggs
CASH BALANCE
Funds with Restricted Uses
(Unaudited)

Unaudited
CASH
Balance
as of
March 31, 2014

014	Regional Detention Basin Reserve	16,431
017	Public Works Facility Reserve	17,588
022	Gas Tax	109,127
030	Sewer Fund	(40,451)
031	Drainage Fund Impact Fee	48,182
032	Road Dev. Impact Fee	37,618
033	Parks and Recreation Impact Fee	64,779
034	Gen Gov. Impact Fee	11,229
035	Police Dev. Impact Fee	1,286
036	Fire Dev. Impact Fee	4,784
040	Water Fund	41,855
051	Electric Fund, Public Benefits	115,772
054	GHG Credits	77,720
060	Solid Waste	7,325
080	TDA/LTF Street Funds	58,865
090	TDA/STA SB 620 Funds	4,944
092	RSTP/STIP Exchange	55,606
100	Electric Improvement	253,314
101	Electric Dev. Impact Fee	27,569
104	Water Dev. Impact Fee	138,187
105	Sewer Improvement	(96,447)
106	Sewer Bond Reserve	52,220
107	WWTP-Phase One	(286,699)
108	WWTP-Phase Two	(111,283)
110	Water Improvement	106,744
111	Sewer Dev. Impact Fee	72,390
112	Water Reserve	138,085
125	HOME	47,763
131	Sixth Street Bridge	(48,258)
150	CDBG , 1982	49
170	CDBG, Program Income III	60,995
196	01 STBG	7,731
Trust Funds		
200	CFD N. Biggs Estates	(1,813)
202	Fourth Street Apts	5,982
207	SunWest	4,688
210	Betzler/Summit	8,642
217	E McCain	(110)
230	HomeTown Cele	430
245	Sunwest Expansion	11,026
Total, For Reference Only		1,023,865

City of Biggs

MEMORANDUM

TO: Honorable City Council Members (Meeting May 13, 2014)

FROM: Marlee Mattos, Accounting Tech.

DATE: 4/24/14

SUBJECT: Authorization to Write Off Old Utility Bills

Requested Action:

Council authorizes the City Administrator to write off old, uncollectible utility accounts.

Recommendations:

Authorize action

Alternatives:

None

Financial Impacts:

\$3,152.89, mostly allocated to utility funds

Background:

Periodically the City of Biggs reviews utility billing for collection, tax lien collection, and write off. There are old accounts in the billing system that warrant being written off. The delinquent balances have been vigorously pursued, but have now passed the statute of limitations for collection.

These accounts continually show up on the past due account listing and billings and must periodically be removed manually.

Account listing is attached.

Acct.	Water	Electric	Electric Surchg	Sewer	Refuse	Penalties & Interest	Water Improve.	Sewer Improve.	Shut-offs	Public Benefits	Last chg.	Balance	W/O Reason
ADA0022	164.96	0.26	31.37	226.13	4.70	5/26/2006	427.42	Statute of Limitations					
CAL0030				60.06	10/11/2006	60.06	Statute of Limitations						
GAR0012	251.10	0.24	14.01		8.82	7/18/2007	274.17	Statute of Limitations					
GOU0001	620.38	0.46	327.19		20.10	9/22/2006	968.13	Statute of Limitations					
MIL0029	201.60	0.28	39.01		9.52	6/28/2007	250.41	Statute of Limitations					
NUC0010	60.58	0.09	62.50	200.00	2.42	6/28/2006	325.59	Statute of Limitations					
OWE0006	152.23	0.11	72.24	50.00	5.17	11/27/2007	335.34	Statute of Limitations					
PAR0007	150.64	0.05	43.42		5.83	9/3/2005	199.94	Statute of Limitations					
POT0002	58.30		2.96		2.18	9/21/2007	63.44	Statute of Limitations					
PRU0024	33.94		14.45	200.00		10/31/2006	248.39	Statute of Limitations					
WHE0003	152.56	0.13	6.14		4.86	9/6/2007	177.24	Statute of Limitations					
WIN0002	270.86	0.25	16.07		10.92	6/4/2007	298.10	Statute of Limitations					
YOC0001	226.75	0.31	45.50	200.00	10.77	8/28/2006	483.33	Statute of Limitations					
	2343.90	2.18	72.24	658.21	736.19	85.29	Total	3152.89					

RESOLUTION NO. 2014-08

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS CALLING A GENERAL MUNICIPAL ELECTION ON NOVEMBER 4, 2014 FOR THE PURPOSE OF ELECTING THREE MEMBERS TO THE CITY COUNCIL AND REQUESTING CONSOLIDATION OF THAT ELECTION WITH THE CONSOLIDATED GENERAL ELECTION TO BE HELD NOVEMBER 4, 2014

WHEREAS, the City Council of the City of Biggs called a General Municipal Election to be held on November 4, 2014, for the purpose of the election of three (3) members to the City Council to serve a four-year term ending 2018.

WHEREAS, it is desirable that the General Municipal Election be consolidated with the statewide Consolidated General Election to be held on the same date and that within the city precincts, polling places and election officers of the two elections be the same, and that the county elections official of the County of Butte canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election;

NOW THEREFORE, the City Council of the City of Biggs does resolve, declare, and determine and order as follows;

1. This Council hereby calls a general municipal election to be held on November 4, 2014, for the purpose of electing three members to the City Council to serve a four-year term ending 2018.
2. Pursuant to Elections Code §10403, the Board of Supervisors of the County of Butte is requested to order consolidation of the general municipal election with the statewide general election to be held on November 4, 2014, in all precincts of the County of Butte within the incorporated territory of the City of Biggs, and to authorize the County Clerk to cause all necessary ballots to be printed, appoint all necessary election officials, make arrangements for precinct polls, procure and furnish to election officials all necessary supplies and equipment, and perform all other acts required to conduct this election on behalf of the City of Biggs.

3. Pursuant to Elections Code §10411, the Board of Supervisors of the County of Butte is further requested and authorized to canvass the returns of this general municipal election.
4. Candidate's Statements will be limited to 200 words and the costs associated with the publication of said statements in appropriate required languages will be collected from the submitting candidate.
5. Pursuant to Elections Code §10002, the City of Biggs shall reimburse the County of Butte in full for the services performed upon presentation of a bill to the City of Biggs.
6. In the event two or more candidates receive an equal number of votes, the resolution of a tie vote will be by lot, pursuant to Section 15651 of the Elections Code.
7. The City Clerk is directed to transmit a certified copy of this resolution to the Board of Supervisors and the County Clerk of the County of Butte.
8. This resolution shall become effective immediately upon its passage and adoption.

I HEREBY CERTIFY that the foregoing **RESOLUTION** was duly introduced, passed and adopted at a regular meeting of the City Council of the City of Biggs, held on the 13th day of May, 2014 by the following vote:

AYES: Council Members: _____

NOES: Council Members: _____

ABSENT: Council Members: _____

ABSTAIN: Council Members: _____

ATTEST:

Roben Dewsnap, CITY CLERK

Roger Frith, MAYOR



City of Biggs

Agenda Item Staff Report For the Regular City Council Meeting: May 13, 2014

TO: Honorable Mayor and Members of the City Council

FROM: City Administrator

SUBJECT: **3CORE Economic Development District Membership Contract for Services and Cash Match for Fiscal Year 2014-2015**

Council is asked to consider approval of the 3CORE Economic Development District Contract for Services and Membership cash match for Fiscal Year 2014-2015

Background

The attached document outlines the various Economic Services provided by 3CORE and asks for a cash match of \$4,000 in fiscal year 2014-2015 which is the same as the current fiscal year.

Fiscal Impact

\$4,000

Recommendation

Authorize the City Administrator to sign the contract for services between 3CORE, Inc and the City of Biggs for Economic Planning and Coordination Activities, and expend funds in the amount of \$4000.00.

Mark Sorensen, City Administrator



April 10, 2014

Mark Sorensen
City of Biggs
P.O. Box 307
Biggs, CA 95917

RE: 3CORE Economic Development District – Membership Cash Match 2014-15

Dear Mark,

Thank you for taking the time to meet with us recently to discuss the upcoming year and your involvement in the EDA District. As a member of the District, 3CORE strives to identify resources for your area through grants, collaboration and partnerships to further economic development in our communities and continue to improve the lives of our residents.

As required by the Economic Development Administration, the 3CORE Board of Directors and staff have established the final figures for the fiscal year 2014-2015 District member cash match contributions. Last year the City paid \$4,000. **This year, the adjusted cash match for Fiscal Year 2014-2015 for the City of Biggs will remain at \$4,000.**

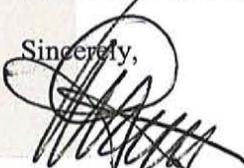
As we approach 2015, 3CORE will lead the District in updating our Community Economic Development Strategies (CEDS) for the next five years. 3CORE will convene all District members around October 2014. Our goal will be to identify priority projects for your geographic area as well as on a regional level. Identifying regional needs and opportunities increases our competitiveness when seeking grant funding.

Enclosed is a copy of the 2014-2015 cash match invoice and agreement for your review and signature. The agreement outlines the variety of services available to members of the 3CORE Economic Development District as well as those available on a fee-for-service basis. Additionally, this year's agreement has been modified to include thirty (30) hours of grant development work to be provided to you over the course of the year.

Please return one signed copy of the cash match agreement along with the cash match payment to 3CORE.

If you have any questions, please contact me at (530) 893-8732 ext. 204. Thank you for your continued support and we look forward to our continued partnership.

Sincerely,



Marc Nemanic
Executive Director



INVOICE

Date: April 9, 2014

To: Mark Sorensen
City of Biggs
P.O. Box 307
Biggs, CA 95917

From: 3CORE, Inc.

Amount Due: \$4,000

For: Cash Match for fiscal year 2014-2015
for the annual EDA planning grant.

If you have any questions regarding this statement, please contact Marc Nemanic at (530) 893-8732 ext. 204 or at mnemanic@3coreedc.org. Thank you.

**CONTRACT FOR SERVICES BETWEEN 3CORE, Inc.
AND THE CITY OF BIGGS FOR ECONOMIC PLANNING AND COORDINATION
ACTIVITIES**

In consideration of the provisions of the Economic Development Administration Planning Grant Program, the City of Biggs hereby agrees to provide \$4,000 as consideration to the 3CORE, Inc. for the City of Biggs annual District Membership, and to match any planning grant funds received by 3CORE from the Economic Development Administration.

As a District Member, the City of Biggs shall have access to and may receive services through their district membership and cash match as described in Attachment A. The City of Biggs shall also have access to and may receive additional services as those described in Attachment B on a Fee-for-Service basis.

Members may leave the District subject to the conditions in Attachment C.

IN WITNESS WHEREOF, the parties hereto have executed this instrument or caused this Agreement to be executed by their duly authorized agent(s) this ____ day of _____, 2014.

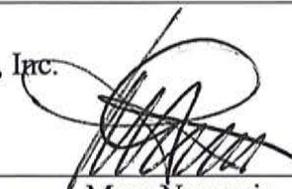
The City of Biggs

Name: _____
Mark Sorensen

Date: _____

Title: _____

3CORE, Inc.

Name: _____

Marc Nemanic

Date: 4/11/14

Title: Executive Director

AGREEMENT TO PROVIDE ECONOMIC DEVELOPMENT AND PLANNING SERVICES

ATTACHMENT A – SERVICES PROVIDED TO JURISDICTIONS WITH ANNUAL SUSTAINING DISTRICT MEMBERSHIP AND CASH MATCH

3CORE is to help implement activities necessary or appropriate for the City of Biggs.

- ◆ Development and annual update of the Comprehensive Economic Development Strategy (CEDS) for the District and related priority projects.
- ◆ Participation in the CEDS Advisory Board.
- ◆ Planning and execution of at least one (1) meeting held with your jurisdiction annually to update priorities and provide status reports of pending activities within the District.
- ◆ Assistance with the identification of funding sources for various public sector projects identified as priorities within the CEDS.
- ◆ Assistance with the identification of funding sources for various private sector projects requested by the member jurisdiction and related to identified priorities within the CEDS.
- ◆ Up to thirty hours (30 hours) of grant development work annually for funding under the Economic Development Administration, the Community Development Block Grant Program, U.S. Department of Agriculture, or other agency or organization for specific projects identified as priorities within the CEDS. Any time in excess of 30 hours will be covered under the fee-for-service option noted in Attachment B.
- ◆ Staff hours spent managing the Economic Development Administration Planning District as required by EDA.
- ◆ Maintaining key memberships in national, state, and regional organization representing the tri-county region.

AGREEMENT TO PROVIDE ECONOMIC DEVELOPMENT AND PLANNING SERVICES

ATTACHMENT B – SERVICES PROVIDED TO JURISDICTIONS ON A FEE-FOR-SERVICE BASIS

Fee-for-Service Contracts – Jurisdictions who decide to execute Fee-for-Service contracts are typically required to go through a competitive procurement process.

The Fee-For-Service rate is Eighty Dollars an hour (\$80.00).

3CORE may provide the City of Biggs with services on a **Fee-for-Service** basis that may include but not be limited to the following:

- ◆ Assistance with identification of funding sources for various public sector projects that exceed the application allowed under Attachment A specifically identified as priorities within the Comprehensive Economic Development Strategy (CEDS).
- ◆ Planning, organization, writing, and submittal of State Community Development Block Grant (CDBG) Over-the-Counter (OTC) grants, General/Native American Allocation grants, or Enterprise Grants.
- ◆ Development of grant applications to various State and Federal Agencies **not** identified as priorities within the CEDS.
- ◆ Contract economic development staff.
- ◆ Grant/Project Management and/or Administration. Tasks could include such items as: overseeing subcontractors, tracking project budget, ensuring that project timelines are adhered to, preparation and submittal of various reporting documents, acting as a conduit between local jurisdiction and project consultants or project subcontractors, other project management related items.
- ◆ Grant/Project Implementation. Implementation of various grants including those related to community visioning, business needs assessments, general plan revisions, economic development plan preparation/implementation, various feasibility studies, and community development.
- ◆ Business Retention/Expansion Program planning, implementation, and management.
- ◆ Loan portfolio management including, but not limited to the following:
 - Loan payment billings and collections,
 - On-going portfolio management and periodic review of loan portfolio,
 - Remittance of all loan payments to the city or county,
 - Managing delinquencies, workouts and modifications,
 - Sending appropriate late notices to the borrower according to 3CORE guidelines,
 - Collecting financial statements and tax returns,
 - Verification that the borrower maintains the appropriate insurance covering the collateral property throughout the life of the loan,

- Notifying the city or county of any delinquencies beyond 45 days,
 - Foreclosure and liquidation activities,
 - Utilizing the 3CORE Loan Administration Board as an advisory body for action to be taken on any delinquencies and notifying the city or county as to the Board's recommended action,
 - Job creation/retention monitoring.
- ◆ Loan pre-qualification and underwriting including, but not limited to the following:
- Eligibility review includes preliminary eligibility for available loan programs, credit worthiness, background checks, and appropriate financing structure to maximize public benefit and repayment.
 - Loan pre-qualification services include document gathering, review, and recommendation of specific financing through available public and private funding sources.
 - Loan Underwriting includes all phases of financial due diligence including loan structuring, cash flow analysis, collateral review and valuation, credit worthiness, guarantor validation, and debt service assessment. Loan closing and documentation includes all necessary loan documents and security-related actions needed to properly close and secure a loan made by a requesting jurisdiction. Cost is determined on a case-by-case basis based on the quality of underwriting documentation.
 - Loan monitoring includes covenant compliance reviews, quarterly financial assessment to determine financial trends, and long-term repayment ability of loans.

AGREEMENT TO PROVIDE ECONOMIC DEVELOPMENT AND PLANNING SERVICES

ATTACHMENT C—MEMBERSHIP OPT-OUT POLICY

The 3CORE Board of Directors has approved a membership opt-out policy for cities or counties who may consider leaving the District.

Any member may leave the District. If a member leaves the District, then no services will be provided to the departing city or county as outlined in this agreement nor will the city or county priority projects be included in the current or any subsequent CEDS.

A city or county may re-enter the District if:

- ◆ The city or county pays back what cash match obligations they would have paid during the opt-out period up to two (2) years;
- ◆ Pay a 50% re-entry fee based on the unpaid cash match obligation in #1 above; and,
- ◆ Pay the current year cash match obligation.

The 3CORE Board of Directors, in their sole discretion, may modify the terms of re-entry for any member to encourage full participation by all eligible members, and to maintain reasonable and proportional member cost sharing based on objective standards established by the Board from time-to-time.

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AND THE CITY OF BIGGS FOR ECONOMIC PLANNING AND COORDINATION
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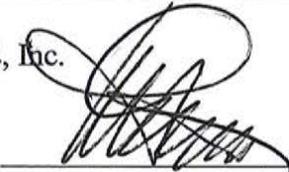
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IN WITNESS WHEREOF, the parties hereto have executed this instrument or caused this Agreement to be executed by their duly authorized agent(s) this ____ day of _____, 2014.

The City of Biggs

Name: _____ Date: _____
Mark Sorensen

Title: _____

3CORE, Inc. 
Name: _____
Marc Nemanic

Date: 4/11/14

Title: Executive Director

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