

## City of Biggs

### Agenda Item Staff Report for the Regular City Council Meeting: February 10, 2015 6:30PM

DATE: February 10, 2015  
TO: Honorable Mayor and Members of the City Council  
FROM: Mark Sorensen, City Administrator  
SUBJECT: Safety Recognition Program

Council is asked to consider the safety recognition program that has been in operation since 2010.

#### **Background**

The Laborers MOU of 2010 contains the following item:

#### **ARTICLE XIV – SAFETY**

##### Section 1. Safe Working Environment

The Union and City will comply with all applicable state and federal laws regarding safety. City will discuss with employees and implement a safety recognition program to be in place by January 1, 2011. The program will be designed to recognize team-based safety performance with the objective of avoidance of lost-time injuries. City will budget for this expense annually.

An agenda report labeled as being for the Council meeting of December 13, 2010 is attached which details the safety recognition program that appears to have been in place since Jan 2011. However, neither the agenda nor minutes for the meeting of December 13, 2010 contain any reference to the item. A subsequent agenda report for the February 28, 2011 meeting (attached) also makes reference to the January 2011 establishment of the safety program. The agenda and minutes for that date do indicate that a discussion of the topic did occur.

#### **Recommendation:**

Consider the safety recognition program and direct staff.



## City of Biggs

### Agenda Item Staff Report for the Special City Council Meeting: November 1, 2010 4:30PM

DATE: October 29, 2010

TO: Honorable Mayor and Members of the City Council

FROM: Pete Carr, City Administrator

SUBJECT: Memorandum of Understanding with Laborers Local 185  
(Discussion/Action)

City Administrator is seeking Council approval by resolution of a draft MOU for extending and amending the current labor agreement covering bargaining unit (non-management public works) employees.

#### **Background**

Modifications to the existing MOU have been a subject of deliberate consideration and negotiations for several months. The resulting product is completely consistent with most recent council-directed guidance to the negotiating team. Bargaining unit has indicated acceptance.

Features of the new MOU include:

1. Shortened response time requirements for Public Works crew when on standby duty (a customer service concept).
2. Compensation increase of \$1.50 spread over the next three years, elimination of CPI (consumer price index) as a COLA (cost of living adjustment) factor. Establishment of a performance-based pay system.
3. Recognition for certain skill certificates and licenses where these are not already recognized by job and wage rate.
4. Continued employee contribution of 10% of health insurance premium cost, increasing to 15% in 2012, 20% in 2013; agreement to explore together alternative carriers and plans for potential cost savings to city and employees.
5. Addition of basic life insurance as a benefit.
6. Continued minimal PERS pension formula (2% @ 60) with employees continuing to pay their full pension premium contribution.
7. No change to vacation or other leave benefits.
8. Grievance process modified to eliminate public hearings before Council.
9. Establishment of an employee safety recognition program.
10. Three year agreement.

Attachments:

- A. Draft MOU between Biggs and Laborers Local 185 2010-2013 (full text)
- B. Resolution 2010-27

**Recommendation**

Approve agreement by resolution as presented and authorize Mayor to execute both documents.

**Fiscal Impact**

Some cost increases to this year's personnel budget, some new cost controls for budgets for future years. Budget impacts have been considered and will be further quantified and considered at November regular meeting.



## City of Biggs

### Agenda Item Staff Report for the Special City Council Meeting: December 13, 2010 6:00PM

DATE: December 4, 2010  
TO: Honorable Mayor and Members of the City Council  
FROM: Pete Carr, City Administrator  
SUBJECT: Employee Safety Recognition (Information)

City Administrator is updating Council on status of development of an employee safety recognition program.

#### **Background**

The City and Laborers Local 185 agreed in October to jointly plan a new program to recognize employee safety achievement. Principles for the program include team-based achievement of objectives, recognition based on lost-time accidents (LTA), a maximum \$2000/year budget, and no discouragement of reporting actual accidents and injuries.

#### **Progress/Status**

Administrator assembled an employee team which planned the following program to commence January 1, 2011:

- o Results tracking and recognition will be quarterly.
- o If any employee experiences an LTA no employee earns recognition.
- o Reward, the first quarter, will be lunch together + \$40 gift card.
- o First lunch celebration is scheduled for Friday, April 1st.
- o Gift cards will be generic this first quarter, awarded at the lunch.
- o Committee will reconsider the program each quarter to we keep it fresh and interesting.

Recognition format can vary from quarter to quarter, within budget and in accordance with stated principles.

#### **Recommendation**

N/A

#### **Fiscal Impact**

\$2000 per year, \$1000 this fiscal year, approved by Council in October.

**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 Thompson, Councilors Arnold, Bottorff and Sheppard were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Engineer Dave Swartz and City Clerk Roben Dewsnap.

**2. SPECIAL BUSINESS: *Declare Election Results and Seat New Council Members.***

**A. Adopt Resolution by reading of title only.**

*RESOLUTION NO. 2010-32* "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS RECITING THE FACT OF THE CONSOLIDATED GENERAL ELECTION HELD ON NOVEMBER 2<sup>ND</sup>, 2010, DELARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW." (Frith/Thompson, MCU)

The elected councilmembers were Doug Arnold, Bo Sheppard and Angela Thompson.

**B. City Clerk Roben Dewsnap administered the oath of office to Angela Thompson, Douglas Arnold and Bo Sheppard.**

Vice Mayor Crawford stepped down and Bo Sheppard was seated as the newly appointed councilmember.

**C. City Clerk opened the nominations for mayor. Councilmembers Bottorff and Thompson nominated Roger Frith for mayor. Nominations were closed. Council voted unanimously in favor of Roger Frith for mayor.**

Mayor Frith opened the nominations for vice mayor. Councilmember Bottorff nominated Angela Thompson as vice mayor. Nominations were closed. Council voted unanimously in favor of Angela Thompson for vice mayor.

**D. Commissions and Committee Assignments.**

Mayor appointed assignments:

Police and Fire: Roger Frith – Primary, Angela Thompson – Alternate and Pete Carr – Additional Alternate.

Electric/NCPA: Roger Frith – Primary, Doug Arnold, Mike Bottorff, Angela Thompson, Bo Sheppard – Alternates and Pete Carr – Additional Alternate.

Public Works: Roger Frith and Doug Arnold – Primary.

Solid Waste: Doug Arnold – Primary, Mike Bottorff – Alternate and Pete Carr – Additional Alternate.

Teen Center: Angela Thompson – Primary, Doug Arnold – Alternate and Pete Carr – Additional Alternate.

Employee Relations: Bo Sheppard – Primary and Angela Thompson – Alternate.

Council appointed assignments:

Emergency Services: Roger Frith – Primary, Angela Thompson – Alternate and Pete Carr Additional Alternate.

Sutter Butte Flood Control JPA: Mike Bottorff – Primary and Bo Sheppard – Alternate.

Lodi Energy Center Participant Committee: Roger Frith – Primary and Pete Carr – Alternate.

BCAG/Air Quality: Angela Thompson – Primary, Bo Sheppard – Alternate and Pete Carr – Additional Alternate.

Butte Basin Water Users Association: Roger Frith – Primary and Pete Carr Alternate.

School Liaison: Angela Thompson – Primary, Mike Bottorff – Alternate and Pete Carr – Additional Alternate.

Parks: Bo Sheppard – Primary, Angela Thompson – Alternate and Pete Carr – Additional Alternate.

Economic Development: Roger Frith – Primary and Doug Arnold, Mike Bottorff, Angela Thompson, Bo Sheppard – Alternates.

League of California Cities: Doug Arnold – Primary, Mike Bottorff – Alternate and Pete Carr – Additional Alternate.

SCORE: Mike Bottorff – Primary and Pete Carr – Alternate.

Abandoned Vehicle Abatement: leave vacant

Biggs-Gridley Memorial Hospital Board: Angela Thompson and Carol Arnold.

Mosquito Vector Control: Bo Sheppard – Primary and Pete Carr – Alternate.

HOME Loan Committee: vacant

Motion/Second to adopt the commission positions as posted. (Thompson/Arnold, MCU)

3. **PRESENTATION:** Mayor Frith presented a resolution to Jon Crawford expressing appreciation for his service as a councilmember.

*Resolution No. 2010-33* “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS EXPRESSING APPRECIATION AND RECOGNITION FOR SERVICE RENDERED BY JON CRAWFORD AS COUNCILMEMBER FOR THE CITY OF BIGGS. (Frith/Arnold, MCU)

Jon Crawford thanked council for the opportunity to serve.

4. **CONSENT CALENDAR:**

- A. Approval of Minutes for Regular Meeting of October 18, 2010 and Special Meeting of November 1, 2010.
- B. Approval of warrants: #24867 - 24929; #7807 - #7825; Z00379 - Z00392 for month of November 2010 in the amount of \$336,440.24.
- C. Acknowledge receipt of Monthly Cash & Investments Report for October 2010.
- D. Acknowledge receipt of Unfunded Liability Analysis Report as of July 1, 2009.
- E. ~~Acknowledge receipt of Police Department Report for November 2010.~~
- F. ~~Acknowledge receipt of Gridley Biggs Animal Control Officer Report for November.~~
- G. Acknowledge receipt of Biggs Fire Department Report for November 2010.
- H. Approval of Employee Safety Recognition Program.
- I. Approval of Credit Card Services Agreement (Vendor: Paymentus)

Motion/Second to approve the consent calendar as written. (Thompson/Arnold, MCU)

5. **DEPARTMENT REPORTS: *Planning and Engineering***

A. Planning: (P. Carr)

Department Activity Report – November / December 2010.

Mr. Carr referred to items 7 in the report and informed council Community Housing Improvement Program (CHIP) asked if Biggs would like to partner with them to obtain a HOME grant to construct multi-family housing north of North Biggs Estates.

Council members indicated interest in receiving more information.

B. Engineering: (D. Swartz)

Mr. Carr asked council to authorize up to \$2000 to Psomas for the revisions necessary to implement phasing of the waste water treatment plant upgrade project and to produce a decision making report for the city council on how best to continue.

Council agreed to authorize up to \$2000 for Psomas to produce a phasing report.

C. Public Safety – Verbal update. Mr. Carr said this was a quiet month for police services.

D. Flood Control – Verbal update. Councilmember Bottorff stated Steve Lambert was a board executive who also represents Biggs. 75% of core drilling on levee has been completed.

E. Public Works – Verbal update. Councilmember Arnold and Mayor Frith attended a demonstration on the telemetry system. Mayor Frith felt Public Works needed to know how to operate this system.

F. Electric – Verbal update. Mayor Frith stated he and Mr. Carr were looking at other options to NCPA.

G. BCAG/Air Quality – Verbal update. Vice Mayor Thompson reported she had attended a presentation on unmet transit needs and a recap of the new bus schedules. Air Quality passed new mandates for burning and drying times.

H. Solid Waste – Verbal update. Mr. Carr stated the new solid waste contract would take effect January 1, 2011

MINUTES OF THE CITY OF BIGGS  
SPECIAL COUNCIL MEETING

December 13, 2010

I. Other commission reports. None

J. City Administrator:

1. Mr. Carr informed council the code enforcement officer was on an extended leave of absence.

Mr. Carr said the Biggs Community Action Volunteers (BCAV) asked if the city would be interested in having a more condensed slogan. There could be a slogan contest.

2. Mr. Carr reviewed 2010 city project priorities with council.

For 2011 priorities, Mr. Carr suggested a Golden Rose Award to recognize citizens who do an outstanding job with property improvement. Mayor Frith suggested RFQ's for attorney and planning services for 2011. Vice Mayor Thompson suggested getting the teen center up and running. A plan for the Trent Street playground was also included.

K. City Attorney:

Mr. Einhorn distributed an ethics outline and reviewed ethics in local government with council.

6. INFORMATIONAL:

Mr. Carr stated Butte County would be celebrating their General Plan Update.

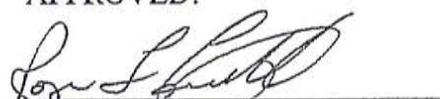
Councilmember Bottorff reminded council that Biggs still needed a representative for the flood control committee.

7. ADJOURNMENT: Meeting was adjourned at 8:35 p.m.

ATTEST:

  
Roben Dewsnup  
CITY CLERK

APPROVED:

  
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Roger L. Frith  
MAYOR, CITY OF BIGGS



## City of Biggs

### Agenda Item Staff Report for the Regular City Council Meeting: February 28, 2011 6:00PM

DATE: February 18, 2011  
TO: Honorable Mayor and Members of the City Council  
FROM: Pete Carr, City Administrator  
SUBJECT: Employee Safety Program Update (Informational)

City administrator is informing council of updated status of the city employee safety program, as well as engagement in a new training program.

#### **Background:**

The city established a new employee safety recognition program in December, effective January 1, 2011, based on agreements with Laborers Local 158 and direction provided in 2010 from council. The staff report from this action is attached.

Halfway into the first quarter, the city has experienced no job-related accidents or injuries that would affect the recognition program. An employee off work for a non-work related injury was required to obtain documented clearance from the physician prior to return to full-duty (no restrictions) work.

There has not yet been a committee established to include a city council member. It is anticipated that when the end-of-quarter review is due (March 31) Councilor Bottorff as SCORE/risk management commissioner, or Councilor Sheppard as employee relations commissioner, will participate on the review committee.

The city is beginning to register employees and assign course modules in the Target Safety program, a new no-cost resource offered to the city by membership in SCORE. Target Safety and its associated PreventionLink system provide a wide variety of course topics, streamlined administration, online learning at flexible times and places, and consistency with other SCORE agencies. City council members can be included in this training opportunity.

For more information: [www.TargetSafety.com](http://www.TargetSafety.com)

Attachment: December 2010 staff report on employee safety recognition program

**Recommendation:**

None.

**Fiscal Impact:**

Cost reductions in training due to less off-site travel for certain courses.

Call To Order

The regular council meeting was called to order at 6:00 p.m. by Mayor Frith. Vice Mayor Thompson and Councilors Arnold, Bottorff and Sheppard were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Planner Scott Friend, City Engineer Dave Swartz and City Clerk Roben Dewsnup.

**1. COMMUNITY PARTICIPATION:** None

**2. PUBLIC HEARING: *ORDINANCE TO IMPLEMENT APPLICATION OF UTILITY CHARGES TO ALL PROPERTY.***

- A. Staff Comments. City Administrator Pete Carr explained city practice has been to excuse owners of unoccupied commercial properties from incurring utility charges where utilities are not being actively utilized. The city council and a citizen's committee have both recommended the city correct this discrepancy and close the gap. The affected property owners have been notified and there was one verbal and one written negative response.
- B. Open the hearing to the public.
  - 1. Proponents. None
  - 2. Opponents. None
- C. Close hearing to the public.
- D. Council discussion. Council agreed utility charges should be applied to all property owners. Mr. Carr stated the adoption date in the draft ordinance should read 21<sup>st</sup> day of March, 2011 instead of 15<sup>th</sup> day of March, 2011.

*Move for First Reading and Introduction by reading of title only with the stated change in date. ORDINANCE NO. 390 "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS AMENDING CHAPTER 10.30 OF THE BIGGS MUNICIPAL CODE." (Frith/Thompson, MCU)*

**3. BUSINESS:**

- A. Chief Mike Brown and Battalion Chief David Hawks discussed fire dispatch services with council. Chief Brown stated the city paid \$3700 for fire dispatch service for three years with the first contract for fire service in 1998 with CDF. When the first agreement lapsed, the city no longer paid for dispatch service. can no longer continue to provide dispatch service at no cost.

Battalion Chief Hawks stated the city could pay \$50 per call. The long term plan includes a county wide fire dispatch provided by the ECC through a Joint Power Agreement (JPA) whereby the local governments would pay a proportional share of the cost of dispatch services on top of what funds.

Mayor Frith asked what the cost would be for the JPA. Battalion Chief Hawks stated this was still in the planning process. Cost could be proportional to a population base or a call volume base. No action was requested.

- B. Mr. Carr stated at the January meeting, council heard a report from the customer water rate advisory committee and directed staff to proceed with the committee's recommended adjustments. The council also suggested increasing the metered allotment to 7000 cubic feet.

Mr. Carr said this evening's proposed action represents the committee's and the city's effort to ensure operational costs and capital improvement debt service obligations of the city water utilities are covered, while establishing a more equitable share of the utility's

costs among customers. Mr. Carr stated tonight's action would not change the rates but would begin the Proposition 218 process which could result in a rate change. On page 14 of the packet was the proposed rate schedule, not the existing rate schedule. The three major components of this rate schedule would: 1. Increase the minimum service charge for metered customers and increase the allotment. 2. Change the flat rate for residential multi-family non-metered customers. 3. Increase capital improvement account charge for all customers from \$4.25 to \$13.15 per month.

Mr. Carr stated the recommendation from staff was to implement the rate increase as follows: 1. Direct staff to initiate the process. 2. Mail notices at least 45 days before public hearing. Those who wish to protest this action are invited to submit a written protest. 3. Hold public hearing. 4. First reading of ordinance. 5. Second reading and rate adjustment.

Mr. Carr reviewed the proposed rate schedule provided in the agenda packet. It was suggested to change the allotment for the 1.5" and 2" pipe size metered rates to 7000 cubic feet.

Resident Jim Holmes felt the 7000 cubic foot allotment was too high.

Resident Terry Lattemore felt this would unfairly burden the individual homeowners not using as much water and benefit those using far more water.

Mayor Frith stated the primary purpose of the water project was to improve the fire system service and one requirement was to install meters. Everyone benefits from this service.

Mr. Lattemore was concerned for those individual living on a fixed budget and was afraid a rate increase might push them over the edge.

Councilmember Arnold questioned the \$13.15 rate for the water improvement fund. He would like to see the water improvement collection increase at smaller increments.

Vice Mayor Thompson stated the \$13.15 plus the \$41.85 would equal the \$55 per month the water committee agreed on.

Councilmember Arnold questioned what percentage of negative responses would be needed to stop the increase and City Attorney Greg Einhorn said the amount was 50% plus one of the total water customers.

Motion/Second to direct staff to implement the rate increase process as suggested.  
(Frith/Thompson, MC; Noes: Arnold)

#### 4. CONSENT CALENDAR:

Mr. Carr stated item A should be removed due to three typographical errors where MCU should have been MC.

- A. Approval of Council Minutes for Regular Meeting of January 24, 2011 and Special Meeting of January 31, 2011.
- B. Approval of warrants: #24990 - 25079; #7846 - #7870; Z00406 - Z00414 for month of January 2011 in the amount of \$375,042.63.
- C. Acknowledge receipt of Monthly Cash and Investments Report for January 2011.
- D. Acknowledge receipt of Police Department Report for January 2011.

- E. Acknowledge receipt of Gridley-Biggs Animal Control Officer Report for January 2011.
- F. Acknowledge receipt of Biggs Fire Department Report for January 2011.
- G. *Second Reading and Adoption of Ordinance No. 389* by reading of title only "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS AMENDING TITLE 6 – PUBLIC HEALTH AND SAFETY, TO COMBINE AND AMEND BIGGS MUNICIPAL CODE SECTIONS 6.25 – HEALTH AND SAFETY NUISANCE ABATEMENT AND SECTION 6.27 – NEIGHBORHOOD NUISANCE ABATEMENT."
- H. Adopt *Resolution No. 2011-06* "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS TO ERECT AND MAINTAIN TEMPORARY STREET BARRICADES AT SECOND AND FOURTH STREETS IN BIGGS."
- I. Approval of draft 2011 city project priorities.

Motion/Second to approve the consent calendar minus item A. (Thompson/Frith, MCU)

Motion/Second to approve item A with said typographical errors corrected.  
(Thompson/Bottorff, MCU)

**5. DEPARTMENT REPORTS:**

A. Planning:

- 1. Informational: City Planner Scott Friend reviewed the Department Activity Report – January 2011 / February 2011 included in the agenda packet.

Mr. Friend suggested scheduling General Plan Update meetings prior to the next two regular council meetings on March 21<sup>st</sup> and April 18<sup>th</sup>.

- 2. Mr. Friend stated the requirements of Assembly Bill 1881 and the State of California's Water Conservation in Landscaping Act (AB325) obligates the City of Biggs to adopt a water efficient landscape ordinance consistent with State law or to utilize the State's approved Model Ordinance.

Resident Steve Thompson asked the city to force the state to force this legislation on us. Try to give the act of protest. He felt this was infringing on property rights.

Mr. Lattemore asked how this would impact school districts. Mr. Friend stated there are exemptions for sport areas versus non-sports areas. This item would be discussed at a later meeting.

- 3. Vice Mayor Thompson asked to consider placement and location of fences. She stated this had nothing to do with reconsidering an earlier discussion of a fence located at the corner of Second and B Streets.

Mr. Einhorn stated there is a difference of opinion as to whether this is a reconsideration of a prior issue or not. He felt this was a reconsideration of the prior issue and suggested voting whether to hear this again. If four members of the council agree, then the discussion will move forward.

Vice Mayor Thompson stated again this was not reconsideration, rather asking for a change in the municipal code.

Vice Mayor Thompson made a motion to discuss the code as it pertains to aesthetic and picket-like fences in front and side yards in the city right-of-way.

Due to lack of second, motion died. Mayor Frith asked staff to identify all properties that are affected by segmental juts. City Engineer Mr. Swartz would provide a map noting these properties.

4. Mr. Carr showed a map indentifying truck routes and suggested deleting Ninth from B to Bannock and Eighth south of Bannock.

Councilmember Bottorff felt that Second Street between B and E was narrow and recommended changing this to a non-bus route due to safety. Council agreed.

Mr. Friend stated a truck can leave the truck route to make a delivery.

Mr. Carr would bring this item back next month with the changes suggested.

#### B. Engineering:

1. City Engineer Dave Swartz reviewed the Activity Report included in the agenda packet.
2. Mr. Swartz provided a detail memo on piping of valley gutters. He stated it would cost twice as much to pipe the gutters and more construction issues relating to ADA ramps would arise because they would need to be reconfigured, and there would also be the issue of pipe with an open end to deal with. He felt this would create more work for Public Works.

Mr. Carr stated the public works committee agreed to widen the existing gutter valleys. This would be the most cost effective and best final result.

3. Mr. Swartz provided an update on the WWTP – MUN Designation. He stated he received a phone call from Greg Cash of the Regional Water Control Board that the City of Live Oak was underway processing their permit, and that the Board during their February 4<sup>th</sup> meeting requested that board staff remove the MUN designation from the permit for the RD 777 Agricultural Drain discharge. The City of Biggs could receive the same consideration without having to spend the additional \$84,000 to provide the technical report and basin plan amendment.

After a conference call with Psomas, City Staff and the regional board staff to verify this information, Mr. Swartz asked Psomas to postpone their work on this matter.

Motion/Second to suspend the prior action to authorize the expenditure of \$84,000.  
(Frith/ Bottorff, MCU)

Mr. Carr asked to hear item J. 1. before Mr. Swartz left since it affects his position. Mayor Frith agreed.

#### J. City Administrator.

1. Mr. Carr stated the city would be considering an RFQ for the city engineer. A sample RFQ was included in the agenda packet. Mr. Carr said the city had been served by California Engineering Company (CEC) for 16 years and suggested CEC be considered for this position without submitting a formal proposal.

Mr. Swartz stated he was disappointed the city was going to an RFQ for engineering services. He had dedicated much of his time to the city. He had put over \$15 million into the city in various projects. He did not know of any other jurisdictions removed from the FEMA Flood Plain Map. Mr. Swartz stated he took this issue personal and won and this caused a savings of \$1500 a year per resident. He has enjoyed working with the City of Biggs and wanted to continue this working relationship.

Mayor Frith stated the city had an obligation to the citizens to go out for an RFQ.

Mr. Swartz stated this was not the law and Mr. Einhorn confirmed there was no law in the government code but this was a policy issue.

Motion/Second to direct staff to move forward with the RFQ to be submitted and suggest it be sent out within a week with the returns as stated with a 30 day lead time. (Frith/Sheppard, MC; Noes: Bottorff)

- C. Public Safety. Fire dispatch service was discussed earlier in the meeting. Assistant Chief Price would return March 20<sup>th</sup>.
- D. Flood Control. Councilmember Sheppard stated studies were being done for the environmental impact report before any work can be complete. Engineers have done an inspection of the levees.
- E. Public Works. Councilmember Arnold stated water pressure and gutter valleys were discussed earlier in the meeting.
- F. Electric. Mayor Frith stated the commission voted to meet the terms for Turlock's withdrawal from NCPA JPA.
- G. BCAG/Air Quality. Vice Mayor Thompson said BCAG would be holding a public hearing regarding the bus routes and changes that have been made. Dial-a-ride was discussed.
- H. Solid Waste. Nothing to report.
- I. Other commission reports. Councilmember Sheppard attended the Butte County Mosquito Abatement Control Meeting and gave a brief report. He also attended the Butte County Disaster Council Meeting.  
  
Vice Mayor Thompson will attend the school board meeting to discuss possible road closure near the school.
- J. City Administrator.
  - 2. Mr. Carr reviewed six options for the city's membership in NCPA for council to consider: Stay in NCPA at current level of service and cost, stay in NCPA at a modified level of service and cost, become a Western Area Power Administration direct customer, become a Plumas-Sierra Rural Electric Cooperative member, become a direct PG&E wholesale customer or become a Power and Water Resources Pooling Authority member. No action was requested.
  - 3. Mr. Carr requested authority to allow recreation programs on a limited and trial basis, utilizing city facilities. Mayor Frith stated the policy the city had was for the community hall and there were exemptions for certain groups. Council discussed the

liability and use of city resources to publicize recreational program events. Vice Mayor Thompson and Mr. Carr would continue discussions on this issue.

4. Mr. Carr stated he and public works had signed up for an online employee safety program. Mayor Frith felt it was important to have council involvement in the employee safety recognition program.
5. Mr. Carr introduced discussion points for a draft policy for use of social media to avoid violating the Brown Act.

Mr. Einhorn suggested rules and regulations so it is clear where the boundary of work life and social life are. Mayor Frith stated a policy needs to be determined for the City of Biggs. Mr. Carr suggested finding a model ordinance to use. Council recommended incorporating this policy into the city's internet policy.

6. Mr. Carr introduced a draft policy for use of volunteers for council consideration. Mayor Frith asked council to consider what they felt was appropriate use of volunteers in the city and give this information to Mr. Carr.
6. **INFORMATIONAL:** Mr. Carr stated he was in discussions with his counterpart in Gridley about the police contract.

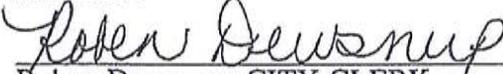
The city has a budget for replacing trees in the city. Mr. Carr stated the school was interested in allowing children to help plant the trees. Council agreed to involve the school in the tree replanting as part of Arbor Day/Week observance.

7. **EXECUTIVE SESSION:** Council adjourned to executive session at 10:50 p.m.

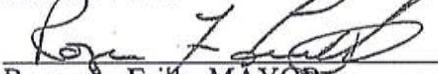
Discussion: Employee Leave Update.

8. **RESUME REGULAR MEETING:** Council resumed the regular council meeting at 10:55 p.m. Nothing to report.
9. **ADJOURNMENT:** Meeting was adjourned at 10:55 p.m.

ATTEST:

  
Roben Dewsnap, CITY CLERK

APPROVED:

  
Roger L. Frith, MAYOR