

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
10-16	031456	10/05/16	NCPA (Northern CA Power Agency)		97,212.00	.00	97,212.00	Automatic Generated Check
	031457	10/05/16	AME00 (American Express)		1,905.56	.00	1,905.56	Automatic Generated Check
	031458	10/05/16	ATTO2 (AT&T)		369.43	.00	369.43	Automatic Generated Check
	031459	10/05/16	ATTO3 (AT&T)		103.09	.00	103.09	Automatic Generated Check
	031460	10/05/16	BCA01 (BCAV)		80.00	.00	80.00	Automatic Generated Check
	031461	10/05/16	BUT21 (County of Butte, Trust Fund)		300.00	.00	300.00	Automatic Generated Check
	031462	10/05/16	BUT26 (BUTTE REGIONAL TRANSIT)		1,942.50	.00	1,942.50	Automatic Generated Check
	031463	10/05/16	DEL01 (Preferred Benefit)		557.20	.00	557.20	Automatic Generated Check
	031464	10/05/16	ESCO1 (Escudero Web Services)		318.75	.00	318.75	Automatic Generated Check
	031465	10/05/16	FRI02 (Roger L. Frith)		147.17	.00	147.17	Automatic Generated Check
	031466	10/05/16	GEN00 (General Pacific, Inc.)		1,446.95	.00	1,446.95	Automatic Generated Check
	031467	10/05/16	GRIHE (Gridley Herald)		692.50	.00	692.50	Automatic Generated Check
	031468	10/05/16	HAR05 (Harshbarger Ace Hardware)		919.99	.00	919.99	Automatic Generated Check
	031469	10/05/16	HEL03 (HELENA CHEMICAL COMPANY)		1,864.49	.00	1,864.49	Automatic Generated Check
	031470	10/05/16	LAV02 (Lavy Brothers)		221.67	.00	221.67	Automatic Generated Check
	031471	10/05/16	NOR05 (NORMAC)		374.08	.00	374.08	Automatic Generated Check
	031472	10/05/16	OFF00 (OFFICE DEPOT)		160.99	.00	160.99	Automatic Generated Check
	031473	10/05/16	PIT01 (PITNEY BOWES, INC.)		145.13	.00	145.13	Automatic Generated Check
	031474	10/05/16	PRIO2 (PLIC - SBD Grand Island)		114.85	.00	114.85	Automatic Generated Check
	031475	10/05/16	SEIO1 (Roy R. Seiler, CPA)		878.30	.00	878.30	Automatic Generated Check
	031476	10/05/16	STE01 (Landscapes by Stentzel)		2,010.00	.00	2,010.00	Automatic Generated Check
	031477	10/05/16	STR01 (Stratti)		617.00	.00	617.00	Automatic Generated Check
	031478	10/05/16	UNI04 (Univar USA Inc)		4,591.23	.00	4,591.23	Automatic Generated Check
	031479	10/05/16	USB02 (U.S. Bank Corporate Payment)		594.51	.00	594.51	Automatic Generated Check
	031480	10/05/16	VER00 (Verizon Wireless)		136.45	.00	136.45	Automatic Generated Check
	031481	10/05/16	VSP01 (Vision Service Plan-(CA))		84.90	.00	84.90	Automatic Generated Check
	031482	10/05/16	WAS04 (Waste Management)		12,805.74	.00	12,805.74	Automatic Generated Check
	031483	10/05/16	WEL02 (Wells Fargo Vendor Fin Serv)		158.87	.00	158.87	Automatic Generated Check
	031484	10/05/16	WRI01 (Wright One Electric)		1,120.00	.00	1,120.00	Automatic Generated Check
	031489	10/19/16	ADV02 (Advanced Document Concepts)		19.38	.00	19.38	Automatic Generated Check
	031490	10/19/16	AFL01 (Aflac)		365.74	.00	365.74	Automatic Generated Check
	031491	10/19/16	ALV02 (Ana Mari & Guillermo Alvarad)		166.00	.00	166.00	Automatic Generated Check
	031492	10/19/16	AME06 (American Fidelity Assurance)		78.12	.00	78.12	Automatic Generated Check
	031493	10/19/16	BAK01 (Michael Baker International,		11,468.82	.00	11,468.82	Automatic Generated Check
	031494	10/19/16	DIV01 (Division of the State Archit		4.20	.00	4.20	Automatic Generated Check
	031495	10/19/16	DON00 (Don's Shoes)		247.24	.00	247.24	Automatic Generated Check
	031496	10/19/16	EIN01 (Gregory P. Einhorn)		9,430.00	.00	9,430.00	Automatic Generated Check
	031497	10/19/16	FEA03 (Feather River Electric Motor		1,629.40	.00	1,629.40	Automatic Generated Check
	031498	10/19/16	FLE02 (Flex Account Administration)		212.50	.00	212.50	Automatic Generated Check
	031499	10/19/16	FRI04 (Mary Frith)		220.00	.00	220.00	Automatic Generated Check
	031500	10/19/16	MAX01 (Maximum Security Systems)		103.75	.00	103.75	Automatic Generated Check
	031501	10/19/16	MON07 (Imelda I. Montero)		220.00	.00	220.00	Automatic Generated Check
	031502	10/19/16	PGE01 (PACIFIC GAS & ELECTRIC CO)		36.64	.00	36.64	Automatic Generated Check
	031503	10/19/16	QUI01 (Quill Corporation)		24.70	.00	24.70	Automatic Generated Check
	031504	10/19/16	RIG01 (Right Way Pest Control)		123.00	.00	123.00	Automatic Generated Check
	031505	10/19/16	SEL02 (Select Janitorial Services,		245.00	.00	245.00	Automatic Generated Check
	031506	10/19/16	STA06 (State Board of Equalization)		1,178.65	.00	1,178.65	Automatic Generated Check
	031507	10/19/16	STR01 (Stratti)		54.00	.00	54.00	Automatic Generated Check
	031508	10/19/16	WAS02 (Hayden Wasser)		246.93	.00	246.93	Automatic Generated Check
	031509	10/19/16	WES02 (WREGIS)		19.62	.00	19.62	Automatic Generated Check
	031510	10/25/16	ALL07 (All-American Construction, I		111,959.12	.00	111,959.12	Automatic Generated Check
	031515	10/31/16	NCPA (Northern CA Power Agency)		162,377.00	.00	162,377.00	Automatic Generated Check
	031516	10/31/16	AKI01 (Maria Akin)		220.00	.00	220.00	Automatic Generated Check
	031517	10/31/16	ARE04 (Lourdes Arellano)		220.00	.00	220.00	Automatic Generated Check
	031518	10/31/16	ATTO2 (AT&T)		366.62	.00	366.62	Automatic Generated Check
	031519	10/31/16	BEN02 (Bennett Engineering Services		21,413.38	.00	21,413.38	Automatic Generated Check
	031520	10/31/16	CDF01 (Depart of Forestry & Fire Pr		35,049.22	.00	35,049.22	Automatic Generated Check
	031521	10/31/16	COM04 (Comcast)		127.43	.00	127.43	Automatic Generated Check
	031522	10/31/16	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	031523	10/31/16	COT01 (Margaret Cottman)		219.07	.00	219.07	Automatic Generated Check
	031524	10/31/16	CTC01 (CT Construction)		2,451.50	.00	2,451.50	Automatic Generated Check
	031525	10/31/16	CWS01 (CWSRF Accounting Office)		90,672.01	.00	90,672.01	Automatic Generated Check
	031526	10/31/16	DEL01 (Preferred Benefit)		557.20	.00	557.20	Automatic Generated Check
	031527	10/31/16	FRI02 (Roger L. Frith)		70.60	.00	70.60	Automatic Generated Check
	031528	10/31/16	IBA07 (Linda Ibarra)		331.78	.00	331.78	Automatic Generated Check
	031529	10/31/16	ICM01 (ICMA)		712.00	.00	712.00	Automatic Generated Check
	031530	10/31/16	LAK02 (Lakeview Petroleum)		1,014.07	.00	1,014.07	Automatic Generated Check
	031531	10/31/16	LUM02 (Brain Lumsden)		52.00	.00	52.00	Automatic Generated Check
	031532	10/31/16	NOR10 (Northern California Gloves)		268.41	.00	268.41	Automatic Generated Check
	031533	10/31/16	PRIO2 (PLIC - SBD Grand Island)		134.06	.00	134.06	Automatic Generated Check
	031534	10/31/16	PUB02 (Calif Public Employees')		10,357.13	.00	10,357.13	Automatic Generated Check
	031535	10/31/16	USB02 (U.S. Bank Corporate Payment)		564.54	.00	564.54	Automatic Generated Check
	031536	10/31/16	VER00 (Verizon Wireless)		140.43	.00	140.43	Automatic Generated Check
	031537	10/31/16	VSP01 (Vision Service Plan-(CA))		84.90	.00	84.90	Automatic Generated Check
	031538	10/31/16	WAS04 (Waste Management)		13,125.12	.00	13,125.12	Automatic Generated Check
Total for Bank Account 1010 ----->					610,783.58	.00	610,783.58	
Grand Total of all Bank Accounts ----->					610,783.58	.00	610,783.58	

Report.: 11/01/16
 Run On.: 11/01/16
 Time...: 08:33
 Run By.: Roben Dewsnap

Month End Warrant Register

Page.: 00001
 Id...: SPMEM
 Ctl...: BIG
 Prog.: SP0260

Warrant Num	P#	Date	Payroll Number	Period Begin	End	*** Employee or Vendor Nbr	Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
31453	00	10/03/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	B61003		415.80
31453	01	10/03/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	1B61003		139.79
										TOTAL FOR VENDOR EDD01:		555.59
31454	00	10/03/16	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	10-16	INVOICE NO.:	B61003		2199.93
										TOTAL FOR VENDOR PUB01:		2199.93
31455	00	10/03/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	B61003		1293.21
31455	01	10/03/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	1B61003		1958.40
31455	02	10/03/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	2B61003		458.00
										TOTAL FOR VENDOR USB01:		3709.61
31485	00	10/18/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	B61018		416.93
31485	01	10/18/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	1B61018		140.85
										TOTAL FOR VENDOR EDD01:		557.78
31486	00	10/18/16	VENDOR	PAYMENT	-----	LAB02	Laborers Local 185	10-16	INVOICE NO.:	B61018		66.00
										TOTAL FOR VENDOR LAB02:		66.00
31487	00	10/18/16	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	10-16	INVOICE NO.:	B61018		2161.86
										TOTAL FOR VENDOR PUB01:		2161.86
31488	00	10/18/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	B61018		1286.72
31488	01	10/18/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	1B61018		1940.64
31488	02	10/18/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	2B61018		453.86
31511	00	10/26/16	10oF12	10/01/16	10/31/16			10-16	300.00	25.65	.00	274.35
31512	00	10/26/16	10oF12	10/01/16	10/31/16			10-16	300.00	25.65	.00	274.35
										TOTAL FOR VENDOR USB01:		3681.22
31513	00	10/26/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	B61026		.00
31513	01	10/26/16	VENDOR	PAYMENT	-----	EDD01	Employment Developme	10-16	INVOICE NO.:	1B61026		13.50
										TOTAL FOR VENDOR EDD01:		13.50
31514	00	10/26/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	B61026		.00
31514	01	10/26/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	1B61026		186.00
31514	02	10/26/16	VENDOR	PAYMENT	-----	USB01	US Bank	10-16	INVOICE NO.:	2B61026		43.50
Z01600	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	310.25	44.49	265.76	.00
Z01601	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	86.43	11.42	75.01	.00
Z01602	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	1947.13	571.51	1375.62	.00
Z01603	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	1296.67	455.20	841.47	.00
Z01604	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	1884.81	431.93	1452.88	.00
Z01605	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	2691.21	827.05	1864.16	.00
Z01606	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	1832.92	571.54	1261.38	.00
Z01607	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	3708.33	1047.81	2660.52	.00
Z01608	00	10/05/16	19oF24	09/16/16	09/30/16			10-16	3356.34	1210.65	2145.69	.00
Z01609	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	325.73	48.21	277.52	.00
Z01610	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	1907.13	559.06	1348.07	.00
Z01611	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	1267.55	449.52	818.03	.00
Z01612	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	1838.47	420.23	1418.24	.00
Z01613	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	2651.21	813.98	1837.23	.00
Z01614	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	1936.55	599.38	1337.17	.00
Z01615	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	3708.33	1047.81	2660.52	.00
Z01616	00	10/20/16	20oF24	10/01/16	10/15/16			10-16	3336.13	1200.33	2135.80	.00
Z01617	00	10/26/16	10oF12	10/01/16	10/31/16			10-16	300.00	25.65	274.35	.00
Z01618	00	10/26/16	10oF12	10/01/16	10/31/16			10-16	300.00	25.65	274.35	.00
Z01619	00	10/26/16	10oF12	10/01/16	10/31/16			10-16	300.00	25.65	274.35	.00
									35585.19	10438.37	24598.12	13723.69

23,875.76

Call To Order

The regular council meeting was called to order at 6:31 p.m. by Mayor Frith. Vice Mayor Sheppard and Councilmembers Arnold, Busch and Thompson were present. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Engineer Trin Campos, City Planner Scott Friend and City Clerk Roben Dewsnap.

1. COMMUNITY PARTICIPATION:

None.

2. CONSENT CALENDAR:

- A. Approval of warrants: 31370-31452, Z01581-Z01599, for the month of September, 2016 in the amount of \$602,689.86.
- B. Approval of minutes for Council Meetings of September 13, 2016 and September 27, 2016.
- C. Acknowledge receipt of Police Report for August 2016.
- D. Acknowledge receipt of Animal Control Report for August 2016 and September 2016.
- E. Acknowledge receipt of Accountant's Report for August 2016.

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

3. DEPARTMENT REPORTS:

A. Planning:

1. City Planner Scott Friend reviewed the Department Activity Report – September 2016 / October 2016 included in the agenda packet.
2. Resident Request: Mr. Friend informed Council that Katrina Champeau would like to open a daycare in her home. A small family daycare, by state law, is allowed by right, where a large family daycare requires a conditional use permit.

Resident Katrina Champeau informed Council she would like to open a large family daycare in her home which would hold up to 14 children. Mayor Frith stated Council was in the process of updating the zoning ordinance so it was a good time to review this issue.

- B. Engineering: City Engineer Trin Campos reviewed the Department Activity Report – September 2016 / October 2016 included in the agenda packet.
- C. Public Safety. Verbal report by Mayor Frith.
- D. Sutter Butte Flood Control Agency (SBFCA). Verbal report by Vice Mayor Sheppard.
- E. Public Works. No report.
- F. Electric. Verbal report by Mayor Frith.
- G. BCAG. No report.
- H. Air Quality. Verbal report by Councilmember Thompson.

- I. Solid Waste. No report.
- J. Mosquito Abatement. Verbal report by Vice Mayor Sheppard.
- K. SCORE. Verbal report by Councilmember Busch.
- L. LAFCo. Verbal report by Councilmember Busch.
- M. Other commission reports.
- N. City Administrator:

Council agreed to moved item 3 forward.

3. Consideration of Disposition of Restitution Payments.

Mr. Sorensen stated the City Christmas display was vandalized in 2015. The City recently received \$80 in restitution for this matter. Mr. Sorensen asked Council for guidance on the disposition of the restitution payment.

Motion/Second to authorize the City Administrator to pass the current restitution funds to the BCAV Christmas Committee and any future restitution payments regarding this matter also be moved forward in the same manner. (Frith/Thompson, MCU)

1. Purchase Authorization for Services from a Bond Council.

Mr. Sorensen stated the application for funding of the Phase 2 Waste Water Treatment Plant requires that a state recognized bond council review the current and future revenues, expenses and debts of the waste water system.

Motion/Second to authorize the City Administrator to contract with and purchase services of a bond council necessary to satisfy the State Water Resources Control Board, not to exceed \$6,000. (Thompson/Frith, MCU)

2. Consideration of Street Light Retrofit Project.

Mr. Sorensen stated as part of the State cap and trade program, the City currently receives revenue from the sale of Green House Gas credits. Fund 054 was established to track revenues and expenses and currently contains a balance of approximately \$152,000 and eligible expenses are limited to activities which further the goals of State Green House Gas policies. Common uses of the revenues among NCPA members has been to improve energy efficiency of street lighting.

The City currently has approximately 162 street lights, most of which are High Pressure Sodium street lights. Replacing the street lighting with LED fixtures would produce over 50% in savings.

Motion/Second to authorize the city Administrator to issue an RFP for LED street lights, mounting arms and photo control modules, authorize the purchase of materials not to exceed \$35,000 charged to Fund 054, and approve a budget modification to increase the authorized expenditures of Fund 054 by \$35,000 to cover the costs of the LED street light retrofit project. (Frith/Thompson, MCU)

4. INFORMATIONAL:

5. CLOSED SESSION: Council adjourned to Closed Session at 8:20 p.m.

6. RESUME REGULAR MEETING: Council resumed the Regular Session at 8:50 p.m. No actions to report.

7. ADJOURNMENT: Council adjourned the regular meeting at 8:50 p.m.

ATTEST:

APPROVED:

Roben Dewsnup, CITY CLERK

Roger L. Frith, MAYOR

1. SPECIAL MEETING CALLED TO ORDER:

The Special Meeting of the Biggs City Council was called to order at 6:30 p.m. by Mayor Frith. Vice Mayor Sheppard, Councilmembers Arnold, Busch and Thompson were present. Staff present: City Administrator Mark Sorensen, City Planner Scott Friend and City Clerk Roben Dewsnap. City Attorney Greg Einhorn arrived at 7:10 p.m.

2. STUDY SESSION/WORK SESSION:

City Planner Scott Friend reviewed the proposed changes to Title 14, Zoning, of the City of Biggs Municipal Code. Proposed changes include the addition of new zoning districts to support the implementation of the City's General Plan, changes to the Use Tables to address uses not currently listed and uses that are proposed to be moved to a differing permitting type, and proposed changes to the City's General Development Standards.

Council would discuss this further at the next special meeting.

3. RESOLUTION:

Motion/Second to approve Resolution 2016-20 "A RESOLUTION OF THE CITY OF BIGGS ESTABLISHING THE SALARIES AND EMPLOYEE BENEFITS FOR UNREPRESENTED EMPLOYEES." (Thompson/Arnold, MCU)

4. REVIEW OF CITY OF BIGGS POLICIES AND PROCEDURES:

Mr. Sorensen reviewed polices and proposed changes relating to destruction of City records, environmentally preferable purchases, City Council – rules of procedure, and facilities rental.

5. CLOSED SESSION: Council adjourned to closed session at 8:25 p.m.

6. RESUME SPECIAL MEETING: Council resumed the special session at 9:20 p.m. with no action taken.

7. ADJOURNMENT: Council adjourned the special meeting at 9:20 p.m.

ATTEST:

APPROVED:

Roben Dewsnap
City Clerk

Roger L. Frith
Mayor, City of Biggs

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

Management is responsible for the accompanying monthly cash and investment report, for the City of Biggs, as of July 31, 2016. I have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. I did not audit or review the financial information nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on this financial information.

I am not independent with respect to the City of Biggs

September 13, 2016
Roy R. Seiler, CPA

City of Biggs
 Monthly Cash and Investments Report
 July, 2016

Pooled Cash and Investments:

<u>US Bank:</u>		
	General Checking Account, Reconciled Balance	\$ 2,344,541.97
<u>Local Agency Investment Fund:</u>		
	Fund Account Balance	\$ 1,108,621.15
		\$ 3,453,163.12
	Total Pooled Cash and Short Term Investments	\$ 3,453,163.12

Other Investments:

<u>Northern California Power Authority (NCPA)</u>			
Reflects Latest Available Balance			
	General Operating Reserve (GOR):		
	Committed Reserve	\$ 92,617.00	
	Available Reserve	\$ 543,473.00	
	Total Reserve		\$ 636,090.00
Reflects Latest Available Balance			
	California Independent System Operators (CAISO):		
	Scheduling Coordination Program Agreement, Balancing Account, Current Balance		\$ 89,145.00
			\$ 725,235.00
	Total Other Investments		\$ 725,235.00

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

ACCOUNTANT'S COMPILATION REPORT

City of Biggs,
Biggs, California

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I am not independent with respect to the City of Biggs

September 13, 2016
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
August, 2016

Pooled Cash and Investments:

<u>US Bank:</u>		
General Checking Account, Reconciled Balance	\$	2,149,002.09
<u>Local Agency Investment Fund:</u>		
Fund Account Balance	\$	1,108,621.15
Total Pooled Cash and Short Term Investments	\$	3,257,623.24

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Other Investments:

<u>Northern California Power Authority (NCPA)</u>			
Reflects Latest Available Balance			
General Operating Reserve (GOR):			
Committed Reserve	\$	92,617.00	
Available Reserve	\$	543,473.00	
Total Reserve			\$ 636,090.00
 Reflects Latest Available Balance			
California Independent System Operators (CAISO):			
Scheduling Coordination Program Agreement, Balancing Account, Current Balance			\$ 89,145.00
Total Other Investments			\$ 725,235.00

See Accountant's Compilation Report