

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
03-18	032791	03/08/18	NCPA (Northern CA Power Agency)		103,012.00	.00	103,012.00	Automatic Generated Check
	032792	03/08/18	AFL01 (Aflac )		592.78	.00	592.78	Automatic Generated Check
	032793	03/08/18	AME06 (American Fidelity Assurance)		153.92	.00	153.92	Automatic Generated Check
	032794	03/08/18	ATTO2 (AT&T )		369.52	.00	369.52	Automatic Generated Check
	032795	03/08/18	ATTO3 (AT&T )		109.83	.00	109.83	Automatic Generated Check
	032796	03/08/18	BAK01 (Michael Baker International,		4,475.64	.00	4,475.64	Automatic Generated Check
	032797	03/08/18	BAS01 (Basic Laboratory Inc)		2,890.00	.00	2,890.00	Automatic Generated Check
	032798	03/08/18	BEC01 (Tanya Becci)		125.00	.00	125.00	Automatic Generated Check
	032799	03/08/18	BEN02 (Bennett Engineering Services		25,859.51	.00	25,859.51	Automatic Generated Check
	032800	03/08/18	COD01 (Code Publishing Co., Inc.)		4,270.35	.00	4,270.35	Automatic Generated Check
	032801	03/08/18	COM04 (Comcast)		135.93	.00	135.93	Automatic Generated Check
	032802	03/08/18	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	032803	03/08/18	COS01 (Cost U Less Plumbing & Roote		700.00	.00	700.00	Automatic Generated Check
	032804	03/08/18	DEL01 (Attn: Accounts Receivable)		561.80	.00	561.80	Automatic Generated Check
	032805	03/08/18	DOO01 (The Door Company)		184.00	.00	184.00	Automatic Generated Check
	032806	03/08/18	EIN01 (Gregory P. Einhorn)		4,000.00	.00	4,000.00	Automatic Generated Check
	032807	03/08/18	FRI02 (Roger L. Frith)		82.42	.00	82.42	Automatic Generated Check
	032808	03/08/18	GRI06 (Gridley Septic Tank Serv)		295.00	.00	295.00	Automatic Generated Check
	032809	03/08/18	GRI09 (Gridley Medical Center)		346.00	.00	346.00	Automatic Generated Check
	032810	03/08/18	HAR05 (Harshbarger Ace Hardware)		198.78	.00	198.78	Automatic Generated Check
	032811	03/08/18	HAR06 (Harris Tree Service)		2,000.00	.00	2,000.00	Automatic Generated Check
	032812	03/08/18	HEU01 (RJ Heuton Construction, Inc.		26,550.90	.00	26,550.90	Automatic Generated Check
	032813	03/08/18	HIN01 (Hinderliter, deLlamas & Asso		300.05	.00	300.05	Automatic Generated Check
	032814	03/08/18	MAT00 (Marlee Mattos)		71.60	.00	71.60	Automatic Generated Check
	032815	03/08/18	MAX01 (Maximum Security Systems)		80.75	.00	80.75	Automatic Generated Check
	032816	03/08/18	NOR15 (Northern CA Joint Pole Assoc		10.83	.00	10.83	Automatic Generated Check
	032817	03/08/18	PRA01 (Paul Pratt)		76.00	.00	76.00	Automatic Generated Check
	032818	03/08/18	PRI02 (PLIC - SBD Grand Island)		134.06	.00	134.06	Automatic Generated Check
	032819	03/08/18	PUB02 (Calif Public Employees')		10,803.59	.00	10,803.59	Automatic Generated Check
	032820	03/08/18	PUB03 (CalPERS - Financial Reportin		3,294.00	.00	3,294.00	Automatic Generated Check
	032821	03/08/18	R&B01 (R & B Company)		153.94	.00	153.94	Automatic Generated Check
	032822	03/08/18	REN01 (Rental Guys)		1,551.36	.00	1,551.36	Automatic Generated Check
	032823	03/08/18	RIG01 (Right Way Pest Control)		100.00	.00	100.00	Automatic Generated Check
	032824	03/08/18	SCH04 (Tiffany Blevins)		23.86	.00	23.86	Automatic Generated Check
	032825	03/08/18	SEI01 (Roy R. Seiler, CPA)		906.70	.00	906.70	Automatic Generated Check
	032826	03/08/18	STE01 (Landscapes by Stentzel)		2,360.00	.00	2,360.00	Automatic Generated Check
	032827	03/08/18	STR01 (Stratti)		740.25	.00	740.25	Automatic Generated Check
	032828	03/08/18	SUN03 (Sunrise Environmental Scient		1,478.54	.00	1,478.54	Automatic Generated Check
	032829	03/08/18	UNI04 (Univar USA Inc)		5,512.15	.00	5,512.15	Automatic Generated Check
	032830	03/08/18	USB02 (U.S. Bank Corporate Payment		817.65	.00	817.65	Automatic Generated Check
	032831	03/08/18	VER00 (Verizon Wireless)		220.67	.00	220.67	Automatic Generated Check
	032832	03/08/18	VSP01 (Vision Service Plan-(CA))		83.40	.00	83.40	Automatic Generated Check
	032833	03/08/18	WAS04 (Waste Management)		13,839.66	.00	13,839.66	Automatic Generated Check
	032834	03/09/18	COS01 (Cost U Less Plumbing & Roote		4,950.00	.00	4,950.00	Automatic Generated Check
	032839	03/23/18	ADV02 (Advanced Document Concepts)		41.35	.00	41.35	Automatic Generated Check
	032840	03/23/18	AME06 (American Fidelity Assurance)		153.92	.00	153.92	Automatic Generated Check
	032841	03/23/18	BAK01 (Michael Baker International,		7,379.64	.00	7,379.64	Automatic Generated Check
	032842	03/23/18	BAS01 (Basic Laboratory Inc)		559.00	.00	559.00	Automatic Generated Check
	032843	03/23/18	BEN02 (Bennett Engineering Services		22,416.70	.00	22,416.70	Automatic Generated Check
	032844	03/23/18	BUT04 (Butte County Clerk-Recorder)		13.00	.00	13.00	Automatic Generated Check
	032845	03/23/18	CAL03 (California Central Valley Fl		60.00	.00	60.00	Automatic Generated Check
	032846	03/23/18	CDP01 (Depart of Forestry & Fire Pr		48,933.24	.00	48,933.24	Automatic Generated Check
	032847	03/23/18	COM04 (Comcast)		135.93	.00	135.93	Automatic Generated Check
	032848	03/23/18	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated Check
	032849	03/23/18	DOW01 (Downey Brand Attorneys LLP)		1,260.58	.00	1,260.58	Automatic Generated Check
	032850	03/23/18	EVE02 (EVERBANK COMMERCIAL FINANCE,		158.73	.00	158.73	Automatic Generated Check
	032851	03/23/18	VOID (Reversed Check)		.00	.00	.00	Ck# 032851 Reversed
	032852	03/23/18	GRI04 (City of Gridley)		70,801.34	.00	70,801.34	Automatic Generated Check
	032853	03/23/18	HAR06 (Harris Tree Service)		4,750.00	.00	4,750.00	Automatic Generated Check
	032854	03/23/18	HER03 (Angelica Hernandez)		220.00	.00	220.00	Automatic Generated Check
	032855	03/23/18	LAK02 (Lakeview Petroleum)		609.59	.00	609.59	Automatic Generated Check
	032856	03/23/18	MAX01 (Maximum Security Systems)		80.75	.00	80.75	Automatic Generated Check
	032857	03/23/18	PBM01 (PBM Supply & Mfg., Inc.)		12.58	.00	12.58	Automatic Generated Check
	032858	03/23/18	PGE01 (PACIFIC GAS & ELECTRIC CO)		338.61	.00	338.61	Automatic Generated Check
	032859	03/23/18	PRI02 (PLIC - SBD Grand Island)		134.06	.00	134.06	Automatic Generated Check
	032860	03/23/18	PUB02 (Calif Public Employees')		10,803.59	.00	10,803.59	Automatic Generated Check
	032861	03/23/18	PUR02 (Purchase Power)		620.99	.00	620.99	Automatic Generated Check
	032862	03/23/18	RES01 (Reserve Account)		1,000.00	.00	1,000.00	Automatic Generated Check
	032863	03/23/18	RIG01 (Right Way Pest Control)		100.00	.00	100.00	Automatic Generated Check
	032864	03/23/18	SCH04 (Tiffany Blevins)		26.64	.00	26.64	Automatic Generated Check
	032865	03/23/18	SEL02 (Select Janitorial Services,		245.00	.00	245.00	Automatic Generated Check
	032866	03/23/18	SUN03 (Sunrise Environmental Scient		1,719.28	.00	1,719.28	Automatic Generated Check
	032867	03/23/18	UNI06 (Union Pacific Railroad Compa		1,340.57	.00	1,340.57	Automatic Generated Check
	032868	03/23/18	USA02 (USABlueBook)		1,179.57	.00	1,179.57	Automatic Generated Check
	032869	03/23/18	WRI01 (Wright One Electric)		760.00	.00	760.00	Automatic Generated Check
Total for Bank Account 1010 ----->					400,935.00	.00	400,935.00	
Grand Total of all Bank Accounts ----->					400,935.00	.00	400,935.00	

Report.: 04/02/18  
 Run On.: 04/02/18  
 Time...: 13:32  
 Run By.: Roben Dewsnup

Month End Warrant Register

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

Warrant Num	P#	Date	Payroll Number	Period Begin	Period End	*** Employee or Vendor *** Nbr	Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
32788	00	03/05/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	03-18	INVOICE NO.:	B80305		416.67
32788	01	03/05/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	03-18	INVOICE NO.:	1B80305		163.47
										TOTAL FOR VENDOR EDD01:		580.14
32789	00	03/05/18	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	03-18	INVOICE NO.:	B80305		2272.08
										TOTAL FOR VENDOR PUB01:		2272.08
32790	00	03/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	B80305		1115.52
32790	01	03/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	1B80305		2027.16
32790	02	03/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	2B80305		474.08
										TOTAL FOR VENDOR USB01:		3616.76
32835	00	03/16/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	03-18	INVOICE NO.:	B80316		388.57
32835	01	03/16/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	03-18	INVOICE NO.:	1B80316		164.69
										TOTAL FOR VENDOR EDD01:		553.26
32836	00	03/16/18	VENDOR	PAYMENT	-----	LAB02	Laborers Local 185	03-18	INVOICE NO.:	B80316		105.00
										TOTAL FOR VENDOR LAB02:		105.00
32837	00	03/16/18	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	03-18	INVOICE NO.:	B80316		2295.09
										TOTAL FOR VENDOR PUB01:		2295.09
32838	00	03/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	B80316		1076.44
32838	01	03/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	1B80316		2042.16
32838	02	03/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	2B80316		477.58
32870	00	03/30/18	3of12	03/01/18	03/31/18			03-18	300.00	22.95	.00	277.05
32871	00	03/30/18	3of12	03/01/18	03/31/18			03-18	300.00	22.95	.00	277.05
32872	00	03/30/18	3of12	03/01/18	03/31/18			03-18	300.00	22.95	.00	277.05
32873	00	03/26/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	B80326		.00
32873	01	03/26/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	1B80326		186.00
32873	02	03/26/18	VENDOR	PAYMENT	-----	USB01	US Bank	03-18	INVOICE NO.:	2B80326		43.50
Z01919	00	03/01/18	5of24	02/16/18	02/28/18			03-18	2032.81	623.95	1408.86	.00
Z01920	00	03/01/18	5of24	02/16/18	02/28/18			03-18	1352.87	446.80	906.07	.00
Z01921	00	03/01/18	5of24	02/16/18	02/28/18			03-18	1967.98	457.66	1510.32	.00
Z01922	00	03/01/18	5of24	02/16/18	02/28/18			03-18	2776.81	813.21	1963.60	.00
Z01923	00	03/01/18	5of24	02/16/18	02/28/18			03-18	1867.67	569.12	1298.55	.00
Z01924	00	03/01/18	5of24	02/16/18	02/28/18			03-18	461.96	68.83	393.13	.00
Z01925	00	03/01/18	5of24	02/16/18	02/28/18			03-18	3708.33	969.46	2738.87	.00
Z01926	00	03/01/18	5of24	02/16/18	02/28/18			03-18	3499.71	1191.15	2308.56	.00
Z01927	00	03/20/18	6of24	03/01/18	03/15/18			03-18	2032.81	623.95	1408.86	.00
Z01928	00	03/20/18	6of24	03/01/18	03/15/18			03-18	1583.12	494.82	1088.30	.00
Z01929	00	03/20/18	6of24	03/01/18	03/15/18			03-18	1957.81	455.54	1502.27	.00
Z01930	00	03/20/18	6of24	03/01/18	03/15/18			03-18	2776.81	813.21	1963.60	.00
Z01931	00	03/20/18	6of24	03/01/18	03/15/18			03-18	1966.42	595.21	1371.21	.00
Z01932	00	03/20/18	6of24	03/01/18	03/15/18			03-18	641.95	105.83	536.12	.00
Z01933	00	03/20/18	6of24	03/01/18	03/15/18			03-18	3708.33	969.46	2738.87	.00
Z01934	00	03/20/18	6of24	03/01/18	03/15/18			03-18	3121.85	1036.68	2085.17	.00
Z01935	00	03/30/18	3of12	03/01/18	03/31/18			03-18	300.00	22.95	277.05	.00
Z01936	00	03/30/18	3of12	03/01/18	03/31/18			03-18	300.00	22.95	277.05	.00
									36957.24	10349.63	25776.46	14079.16

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

February 13, 2018

Call To Order

The regular council meeting was called to order at 6:30 p.m. by Mayor Thompson. Councilmembers Frith, Sheppard and Wilkinson were present. Vice mayor Arnold was absent. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Engineer Trin Campos, City Planner David Young and City Clerk Roben Benish.

1. **COMMUNITY PARTICIPATION:** None
2. **POLICE DEPARTMENT STAFFING AND ASSIGNMENTS.**

Police Chief Dean Price introduced Gridley-Biggs police officers with new assignments.

3. **PUBLIC HEARINGS:**

- A. Conditional Use Permit – 487 C Street.

1. City Planner David Young stated applicant Katrina Champeau requested to establish and operate the Little People Play School, a large day care facility, at 487 C Street in the City of Biggs. Mr. Young recommended that Council approve the Conditional Use Permit as proposed and find that the project is exempt from CEQA and adopt the associated resolution based on the required findings and subject to the conditions contained in the staff report.
2. Mayor Thompson opened the hearing to the public.
3. With no public comment, Mayor Thompson closed the hearing to the public.
4. Motion/Second to adopt Resolution 2018-02 “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS, APPROVAL OF AN APPLICATION FOR A CONDITIONAL USE PERMIT FOR 487 C STREET (APN: 001-061-031) APPLICATION: CONDITIONAL USE PERMIT #2017-02” add to conditions that applicant must maintain a current valid state license. (Wilkinson/Sheppard, MCU; Absent: Arnold)

- B. Refuse Collection Service Rate Adjustment.

1. Mr. Sorensen asked Council to consider the proposed adjustments to refuse collections service rates. The last adjusted was in 2012.
2. Mayor Thompson opened the hearing to the public. No public comment.
3. Mayor Thompson closed the hearing to the public. City Clerk Roben Benish noted for the record there was one written protest to the rate increase.

4. Motion Second to approve the first reading of Ordinance No. 413 by reading of title only, "AN ORDINANCE INCREASING REFUSE COLLECTION SERVICE RATES." (Thompson/Wilkinson, MCU; Absent: Arnold)

**4. CONSENT CALENDAR:**

- A. Approval of warrants: 32637 – 32727; Z01883 – Z01900 for the month of January 2018 in the amount of \$553,430.37.
- B. Approve minutes for meeting of January 9, 2018.
- C. Acknowledge receipt of Biggs – Permits Applied – Summary by Type, 1/2018; and Biggs – Permits Issued – Summary by Type, 1/2018.  
Motion/Second to approve the consent calendar. (Wilkinson/Sheppard, MCU; Absent: Arnold)

**5. DEPARTMENT REPORTS:**

- A. Planning: Department Activity Report. City Planner David Young updated Council on current City projects.

Shannon Decker Emerson asked Council to allow message therapy in the downtown district.

Council directed planning staff to bring back code changes for downtown district uses.

**B. Engineering:**

1. City Engineers Trin Campos and Stacy Bennett reviewed the activity report with Council.
2. Biggs Park Improvements Project – Design-Build Contract Award.

Mr. Campos stated two proposals were received and R.J. Heuton Construction, Inc. was the top ranked firm.

Motion/Second to authorize the City Administrator to negotiate a final agreement and execute a contract for Design-Build Services with R.J. Heuton Construction, Inc. in the amount not to exceed \$450,000. (Frith/Wilkinson, MCU; Absent: Arnold)

3. Task Order No. 10 to Engineering Services Agreement Dated September 1, 2016 – ATP Cycle 2 – Safe Routes to School Project – Additional Work.

Mr. Campos stated the additional work would cover electrical design for street lights at the Sixth & B Street intersection, electrical design for lights along downtown B Street, additional work for UPRR coordination and agreements for sidewalk

crossings, and additional design work for gas station and Eleventh to Tenth Street sidewalk. The source of funds for this task order will be City funds.

Motion/Second to authorize the City Administrator to execute Task Order No. 10 for ATP Cycle 2 – Safe Routes to School Project – Additional Work in the amount of \$22,120. (Wilkinson/Thompson, MCU; Absent: Arnold)

4. Task Order No. 11 to Engineering Services Agreement dated September 1, 2016 – Water Meter Design and SRF Funding.

This task order is for the design and funding application submittal for the installation of the remaining water meters for services in the City.

Motion/Second to authorize the City Administrator to execute Task Order No. 11 for Water Meter Design and SRF Funding Assistance in the amount of \$47,025. (Frith/Sheppard, MCU; Absent: Arnold)

- C. Public Safety. Verbal report by Chief Dean Price.
- D. Sutter Butte Flood Control Agency (SBFCA). No report.
- E. Public Works. No report.
- F. Electric. Verbal report by Councilmember Frith.
- G. BCAG. Verbal report by Mayor Thompson.
- H. Air Quality. Verbal report by Mayor Thompson.
- I. Solid Waste. No report.
- J. Mosquito Abatement. Verbal report by Councilmember Sheppard.
- K. SCORE. Verbal report by Councilmember Frith.
- L. Biggs Unified School District. No report.
- M. Other commission reports. No reports
- N. City Administrator.

1. Resolution Supporting the Reducing Crime and Keeping California Safe Act of 2018.

Motion/Second to adopt Resolution No. 2018-03 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS SUPPORTING THE REDUCING CRIME AND KEEPING CALIFORNIA SAFE ACT OF 2018.” (Wilkinson/Thompson, MCU; Absent: Arnold)

2. Fireworks Regulations with the Biggs Municipal Code.

Mr. Sorensen asked Council to review the current regulations of fireworks within the Biggs Municipal Code and consider if any changes are desired and direct staff accordingly.

Fire Chief Jamie Norton stated fireworks are dangerous and are a fire risk and the fire department was opposed to changing the code.

Aaron Crawford representing the fireworks industry was available to answer questions.

Council agreed to take no action on this matter.

3. Wastewater Project Funding Pledge of Revenues.

Mr. Sorensen stated there was a typo in the project number in the original resolution.

Motion/Second to adopt Resolution No. 2018-04, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS DEDICATING PLEDGED REVENUES AND FUND FOR THE CLEAN WATER STATE REVOLVING FUND FINANCING OF THE WASTEWATER TREATMENT PLANT UPGRADE – PHASE 2.” (Frith/Wilkinson, MCU; Absent: Arnold)

4. F Street Water Line Replacement.

Mr. Sorensen stated staff had identified an approximately 508’ section of water main in need of replacement.

Motion/Second to authorize the City Administrator to contract for replacement of the F Street water main, not to exceed \$65,000. And to modify the FY 2017-2018 budget by increasing line item “Water Fund Contract Work” and “Total Expenses” by \$65,000 (contingent on staff researching the prevailing wage questions and defining the project more clearly). (Wilkinson/Frith, MCU; Absent: Arnold)

5. Mr. Sorensen requested adding an item to the agenda to consider a request to waive rental fees for Biggs Community Hall.

Motion/Second to add this item to the agenda. (Thompson/Sheppard, MCU; Absent: Arnold)

The family of Richard Benish requested the City waive the rental fee for the use of the Biggs Community Hall for his memorial service.

Council denied the request to waive the rental fee but agreed to reimburse the family for the event insurance cost.

6. **INFORMATIONAL:** None.
7. **CLOSED SESSION:** Council adjourned to closed session at 9:00 p.m.
8. **RESUME REGULAR SESSION:** Council resumed regular session at 9:35 p.m. with no announcements.
9. **ADJOURNMENT:** Council adjourned the regular meeting at

ATTEST:

APPROVED:

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Roben Benish, CITY CLERK

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Angela M. Thompson, MAYOR

ROY R. SEILER

***CERTIFIED PUBLIC ACCOUNTANT***

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201 C. North Tehama  
Willows, CA 95988

Phone: 530-934-8841

Fax: 530-934-8849

E-Mail: Roy.Seiler@yahoo.com

**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 February 28, 2018. 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

March 21, 2018

***Roy R. Seiler, CPA***



**City of Biggs**  
**Monthly Cash and Investments Report**  
**February, 2018**

**Pooled Cash and Investments:**

US Bank:

General Checking Account, Reconciled Balance	\$ 3,053,816.46
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Local Agency Investment Fund:

Fund Account Balance	\$ 1,123,313.73
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Total Pooled Cash and Short Term Investments	\$ 4,177,130.19
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**Other Investments:**

Northern California Power Authority (NCPA)

**Reflects Latest Available Balance**

General Operating Reserve (GOR):

Committed Reserve	\$ 52,024.00
Available Reserve	\$ 624,466.00
Total Reserve	\$ 676,490.00

**Reflects Latest Available Balance**

California Independent System Operators (CAISO):

Scheduling Coordination Program Agreement, Balancing Account, Current Balance	\$ 84,463.00
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Total Other Investments	\$ 760,953.00
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See Accountant's Compilation Report