

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
32874	00	04/05/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	04-18	INVOICE NO.:	B80402		397.40
32874	01	04/05/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	04-18	INVOICE NO.:	1B80402		164.43
											TOTAL FOR VENDOR EDD01:	561.83
32875	00	04/05/18	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	04-18	INVOICE NO.:	B80402		2299.24
											TOTAL FOR VENDOR PUB01:	2299.24
32876	00	04/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	B80402		1118.63
32876	01	04/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	1B80402		2039.00
32876	02	04/05/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	2B80402		476.86
											TOTAL FOR VENDOR USB01:	3634.49
32924	00	04/16/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	04-18	INVOICE NO.:	B80416		377.49
32924	01	04/16/18	VENDOR	PAYMENT	-----	EDD01	Employment Developme	04-18	INVOICE NO.:	1B80416		162.68
											TOTAL FOR VENDOR EDD01:	540.17
32925	00	04/16/18	VENDOR	PAYMENT	-----	LAB02	Laborers Local 185	04-18	INVOICE NO.:	B80416		105.00
											TOTAL FOR VENDOR LAB02:	105.00
32926	00	04/16/18	VENDOR	PAYMENT	-----	PUB01	PERS-Retirement Syst	04-18	INVOICE NO.:	B80416		2293.12
											TOTAL FOR VENDOR PUB01:	2293.12
32927	00	04/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	B80416		1055.29
32927	01	04/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	1B80416		2017.26
32927	02	04/16/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	2B80416		471.78
32928	00	04/30/18	4of12	04/01/18	04/30/18			04-18	300.00	22.95	.00	277.05
32929	00	04/30/18	4of12	04/01/18	04/30/18			04-18	300.00	22.95	.00	277.05
32930	00	04/30/18	4of12	04/01/18	04/30/18	--		04-18	300.00	22.95	.00	277.05
32931	00	04/30/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	B80416		.00
32931	01	04/30/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	1B80416		186.00
32931	02	04/30/18	VENDOR	PAYMENT	-----	USB01	US Bank	04-18	INVOICE NO.:	2B80416		43.50
Z01937	00	04/05/18	7of24	03/16/18	03/31/18			04-18	2032.81	623.95	1408.86	.00
Z01938	00	04/05/18	7of24	03/16/18	03/31/18			04-18	1540.19	510.86	1029.33	.00
Z01939	00	04/05/18	7of24	03/16/18	03/31/18			04-18	1957.81	455.54	1502.27	.00
Z01940	00	04/05/18	7of24	03/16/18	03/31/18			04-18	2776.81	813.21	1963.60	.00
Z01941	00	04/05/18	7of24	03/16/18	03/31/18			04-18	1749.17	539.42	1209.75	.00
Z01942	00	04/05/18	7of24	03/16/18	03/31/18			04-18	674.39	113.70	560.69	.00
Z01943	00	04/05/18	7of24	03/16/18	03/31/18			04-18	3708.33	969.46	2738.87	.00
Z01944	00	04/05/18	7of24	03/16/18	03/31/18			04-18	3324.28	1119.43	2204.85	.00
Z01945	00	04/20/18	8of24	04/01/18	04/15/18			04-18	2032.81	623.95	1408.86	.00
Z01946	00	04/20/18	8of24	04/01/18	04/15/18			04-18	1384.09	478.33	905.76	.00
Z01947	00	04/20/18	8of24	04/01/18	04/15/18			04-18	1957.81	455.54	1502.27	.00
Z01948	00	04/20/18	8of24	04/01/18	04/15/18			04-18	2776.81	813.21	1963.60	.00
Z01949	00	04/20/18	8of24	04/01/18	04/15/18			04-18	2279.35	682.00	1597.35	.00
Z01950	00	04/20/18	8of24	04/01/18	04/15/18			04-18	597.14	94.95	502.19	.00
Z01951	00	04/20/18	8of24	04/01/18	04/15/18			04-18	3708.33	969.46	2738.87	.00
Z01952	00	04/20/18	8of24	04/01/18	04/15/18			04-18	2851.95	926.72	1925.23	.00
Z01953	00	04/30/18	4of12	04/01/18	04/30/18			04-18	300.00	22.95	277.05	.00
Z01954	00	04/30/18	4of12	04/01/18	04/30/18			04-18	300.00	22.95	277.05	.00
									36852.08	10304.48	25716.45	14038.83

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-18	032877	04/10/18	IIMC (IIMC)		160.00	.00	160.00	Automatic Generated Check
	032878	04/10/18	NCPA (Northern CA Power Agency)		108,631.00	.00	108,631.00	Automatic Generated Check
	032879	04/10/18	ATT02 (AT&T)		370.95	.00	370.95	Automatic Generated Check
	032880	04/10/18	BAK01 (Michael Baker International,		3,212.00	.00	3,212.00	Automatic Generated Check
	032881	04/10/18	BAS01 (Basic Laboratory Inc)		1,087.50	.00	1,087.50	Automatic Generated Check
	032882	04/10/18	BUT26 (BUTTE REGIONAL TRANSIT)		1,016.75	.00	1,016.75	Automatic Generated Check
	032883	04/10/18	CALL7 (CalRecycle, Accounting)		5,000.00	.00	5,000.00	Automatic Generated Check
	032884	04/10/18	CHIO3 (Chico Environmental)		1,800.00	.00	1,800.00	Automatic Generated Check
	032885	04/10/18	DEL01 (Attn: Accounts Receivable)		561.80	.00	561.80	Automatic Generated Check
	032886	04/10/18	DIV01 (Division of the State Archit		10.00	.00	10.00	Automatic Generated Check
	032887	04/10/18	DUS01 (Patrick Dustin)		59.96	.00	59.96	Automatic Generated Check
	032888	04/10/18	EIN01 (Gregory P. Einhorn)		4,000.00	.00	4,000.00	Automatic Generated Check
	032889	04/10/18	ESCO1 (Escudero Web Services)		187.50	.00	187.50	Automatic Generated Check
	032890	04/10/18	FEA03 (Feather River Electric Motor		208.00	.00	208.00	Automatic Generated Check
	032891	04/10/18	FRI02 (Roger L. Frith)		75.35	.00	75.35	Automatic Generated Check
	032892	04/10/18	GRI04 (City of Gridley)		70,801.34	.00	70,801.34	Automatic Generated Check
	032893	04/10/18	GRIHE (Gridley Herald)		657.50	.00	657.50	Automatic Generated Check
	032894	04/10/18	HAR05 (Harshbarger Ace Hardware)		134.09	.00	134.09	Automatic Generated Check
	032895	04/10/18	HAR06 (Harris Tree Service)		2,025.00	.00	2,025.00	Automatic Generated Check
	032896	04/10/18	IND03 (Industrial Power Products)		434.67	.00	434.67	Automatic Generated Check
	032897	04/10/18	JCN00 (J C Nelson Supply Co)		132.80	.00	132.80	Automatic Generated Check
	032898	04/10/18	JIM04 (Cassandra Jimenez & Geoffrey		209.98	.00	209.98	Automatic Generated Check
	032899	04/10/18	LAK02 (Lakeview Petroleum)		372.78	.00	372.78	Automatic Generated Check
	032900	04/10/18	NAT06 (National Meter & Automation,		3,447.78	.00	3,447.78	Automatic Generated Check
	032901	04/10/18	NOR10 (Northern California Gloves)		191.98	.00	191.98	Automatic Generated Check
	032902	04/10/18	OFF01 (Office Depot)		118.15	.00	118.15	Automatic Generated Check
	032903	04/10/18	PIT01 (PITNEY BOWES, INC.)		262.62	.00	262.62	Automatic Generated Check
	032904	04/10/18	PUB03 (CalPERS - Financial Reportin		3,294.00	.00	3,294.00	Automatic Generated Check
	032905	04/10/18	QUI01 (Quill Corporation)		40.72	.00	40.72	Automatic Generated Check
	032906	04/10/18	SCH04 (Tiffany Blevins)		18.87	.00	18.87	Automatic Generated Check
	032907	04/10/18	SCORE (Small Cities Organized Risk		9,551.70	.00	9,551.70	Automatic Generated Check
	032908	04/10/18	SEI01 (Roy R. Seiler, CPA)		711.50	.00	711.50	Automatic Generated Check
	032909	04/10/18	SHE03 (James Sheppard)		197.82	.00	197.82	Automatic Generated Check
	032910	04/10/18	STA06 (California Dept. of Tax & Fe		909.93	.00	909.93	Automatic Generated Check
	032911	04/10/18	STE01 (Landscapes by Stentzel)		2,360.00	.00	2,360.00	Automatic Generated Check
	032912	04/10/18	STR01 (Stratti)		675.00	.00	675.00	Automatic Generated Check
	032913	04/10/18	UNI04 (Univar USA Inc)		788.29	.00	788.29	Automatic Generated Check
	032914	04/10/18	USB02 (U.S. Bank Corporate Payment		2,733.95	.00	2,733.95	Automatic Generated Check
	032915	04/10/18	VER00 (Verizon Wireless)		156.17	.00	156.17	Automatic Generated Check
	032916	04/10/18	VSP01 (Vision Service Plan-(CA))		83.40	.00	83.40	Automatic Generated Check
	032917	04/10/18	WAS04 (Waste Management)		13,839.66	.00	13,839.66	Automatic Generated Check
	032918	04/10/18	WES02 (WREGIS)		143.87	.00	143.87	Automatic Generated Check
	032919	04/10/18	EVE02 (EVERBANK COMMERCIAL FINANCE,		158.73	.00	158.73	Automatic Generated Check
	032920	04/10/18	BUT04 (Butte County Clerk-Recorder)		12.00	.00	12.00	Automatic Generated Check
	032921	04/16/18	BIG15 (The 06-007 Biggs Business Tr		48,865.28	.00	48,865.28	Automatic Generated Check
	032922	04/16/18	DES01 (Desmond, Nolan, Livaich & Cu		3,886.83	.00	3,886.83	Automatic Generated Check
	032923	04/16/18	PHI02 (Andrew B. Phillips, Trustee)		86.00	.00	86.00	Automatic Generated Check
	032932	04/19/18	ADV02 (Advanced Document Concepts)		26.51	.00	26.51	Automatic Generated Check
	032933	04/19/18	AGU01 (Agustina Aguilera)		220.00	.00	220.00	Automatic Generated Check
	032934	04/19/18	AME06 (American Fidelity Assurance)		153.92	.00	153.92	Automatic Generated Check
	032935	04/19/18	BAS01 (Basic Laboratory Inc)		1,626.50	.00	1,626.50	Automatic Generated Check
	032936	04/19/18	BEN02 (Bennett Engineering Services		24,745.99	.00	24,745.99	Automatic Generated Check
	032937	04/19/18	COS01 (Cost U Less Plumbing & Roote		700.00	.00	700.00	Automatic Generated Check
	032938	04/19/18	FGL01 (FGL Environmental)		7,920.00	.00	7,920.00	Automatic Generated Check
	032939	04/19/18	GRIHE (Gridley Herald)		57.00	.00	57.00	Automatic Generated Check
	032940	04/19/18	HEU01 (RJ Heuton Construction, Inc.		19,896.62	.00	19,896.62	Automatic Generated Check
	032941	04/19/18	LAK02 (Lakeview Petroleum)		834.53	.00	834.53	Automatic Generated Check
	032942	04/19/18	MAX01 (Maximum Security Systems)		80.75	.00	80.75	Automatic Generated Check
	032943	04/19/18	NOR11 (Norcal Investors Inc.)		38.60	.00	38.60	Automatic Generated Check
	032944	04/19/18	PGE01 (PACIFIC GAS & ELECTRIC CO)		251.28	.00	251.28	Automatic Generated Check
	032945	04/19/18	PUB02 (Calif Public Employees')		10,803.59	.00	10,803.59	Automatic Generated Check
	032946	04/19/18	RIG01 (Right Way Pest Control)		100.00	.00	100.00	Automatic Generated Check
	032947	04/19/18	SCH04 (Tiffany Blevins)		23.86	.00	23.86	Automatic Generated Check
	032948	04/19/18	SEL02 (Select Janitorial Services,		245.00	.00	245.00	Automatic Generated Check
	032949	04/19/18	SUN03 (Sunrise Environmental Scient		1,723.94	.00	1,723.94	Automatic Generated Check
	032950	04/19/18	UNI04 (Univar USA Inc)		4,558.82	.00	4,558.82	Automatic Generated Check
	032951	04/19/18	UNI06 (Union Pacific Railroad Compa		1,228.03	.00	1,228.03	Automatic Generated Check
Total for Bank Account 1010 ----->					368,918.16	.00	368,918.16	
Grand Total of all Bank Accounts ----->					368,918.16	.00	368,918.16	



City of Biggs

Agenda Item Staff Report For the Regular City Council Meeting: May 8, 2018

TO: Honorable Mayor and Members of the City Council
FROM: City Administrator
SUBJECT: Records Destruction

Background

City staff has identified the attached listed records as being beyond the applicable retention periods and proposes to destroy the records listed.

Recommendation:

Approve the proposed records for destruction.

Mark Sorensen, City Administrator



City of Biggs
 465 C Street
 P.O. Box 307
 Biggs, California 95917
 Telephone (530) 868-5493
 www.biggs-ca.gov

RECORDS DESTRUCTION RECORD

Box #	Records Year	Description of Records	OK by City Attorney	OK by City Admin
	2002-2003	12/10/02 - 12/11/03 Council mtg. Audio Cassette Tapes	GE	
	2008	July - December Payroll Audit Registers		
	2011	Payroll Month End Reports, Timesheets, Warrant Copies, Tax Payments		
	2011	Payroll Audit Registers		
	2010	Jan. - Dec. Payroll Timesheets and Warrant Copies		
	2003-2005	Payroll Timesheets and Warrant Copies		
	2004-2009	Payroll Timesheets, Warrant Copies, 7/20/06-12/20/08 Tax Payments		
	2008-2013	W-2, W-3, 1098, 1099		
	2005-2013	DE6/DE7, DE9, 941		
	2012	Jan. - Oct. Payroll Audit Registers, Month End Reports		
	2011	October 2011 City Crew I Employment Applications		
	2011	Personnel Files - Darren Benson 7/24/06 - 6/16/11		
	2012	Personnel File - Michele Cummings 3/1/12 - 3/28/12		
	2011	Personnel Files - Erin Dougherty 8/13/98 - 9/30/11		

Date of Records Destruction: _____

Name, Signature: _____



City of Biggs

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RECORDS DESTRUCTION RECORD

Box #	Records Year	Description of Records	OK by City Attorney	OK by City Admin
	1998-2002	Billing Month End Balancing		
	2008-2009	Financial Records, Bank Rec's		
	2007-2008	Financial Records, Bank Rec's		
	2006-2007	Financial Records, Bank Rec's		
	2003-2006	Financial Records JEs		
	2008-2010	Financial Records, JEs		
	2009-2010	Receivable audit Trails July 2009 - Dec 2010	GE	
	2008	Jan-June Billing Audit		
	2005	Accounts Receivable - Daily Receipts		
	2006	Accounts Receivable - Daily Receipts		
	2009-2011	Accounts Payable - Invoice and Check Copies		
	2007-2010	FPPE - Form 700's		
	1989-2007	FPPE Correspondence		
	2003-2010	Business License Records		

Date of Records Destruction: _____

Name, Signature: _____



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RECORDS DESTRUCTION RECORD

Box #	Records Year	Description of Records	OK by City Attorney	OK by City Admin
	2001-2010	Copies of Budget		
	2007-2008	SCORE Actual Review of Liability Program		
	2009-2011	Aug. 2009 - April 2011 Billing/Receivables Journal & Update		
	2008-2009	Jan. 2008 - Sept. 2009 Bank Statements		
		Server (Old) data backup Tapes, PRE 2012	GE	
	2006-07	7/06 - 6/07 AP Check Copies & Voided Checks		

Date of Records Destruction: _____

Name, Signature: _____



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RECORDS DESTRUCTION RECORD

Box #	Records Year	Description of Records	OK by City Attorney	OK by City Admin
	2009	Personnel Files - Deanna Carbajal 12/14/92 - 12/30/09	Cite	[Signature]
	2012	Personnel Files - Peter Carr 3/6/07 - 5/23/12		
	2012	Personnel Files - James Holmes 2/14/08 - 11/21/12		
	2011	Personnel File - Samuel Padilla 7/7/11 - 10/31/11		
	2010	Personnel File - Beth Penner 10/21/09 - 4/27/10		
	2011	April 2011 Employment Applications - Part Time Account Clerk		
	2008	March 2008 Employment Applications - Maintenance Crew I		
	2010 & 2012	Michael Bottonoff and Jon Crawford - I-9s and W-4's		
	2006	W-4's - Cameron Fitzgerald, David Kent, Randy Cagle		
	2011-2012	7/11-12/12 Payroll Records - Direct Deposit, Medical, PERs, Aflac, Dental, Medical, Vision, Laborers		
	2012	Payroll Employee Timesheets, Warrant Copies, Payroll Tax Payments		
	2008	July - December 2008 Billing Audits		
	2001-2010	Receipt Books		
	2006-2010	Financial Records		

Date of Records Destruction: _____

Name, Signature: _____

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

Management is responsible for the accompanying recaps of discretionary funds and funds with restricted uses (cash balances), for the City of Biggs, as of March 31, 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

May 3, 2018

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, 2018</u>	<u>Net</u>
<u>Cash Balances of Funds Available for Commitment:</u>			
010	General Fund	507,582	
	Less 40% of Budgeted Revenues, 590,125 Minimum Reserve	<u>(236,050)</u>	271,532
011	Building and Equipment Reserve		151,335
012	Fire Engine Replacement Reserve		217,862
013	Bridge Replacement Reserve		(2,282)
016	Street Maintenance Reserve		231,482
145	1939 Fire Engine Restoration Reserve		3,029
165	CDBG Miscellaneous Program Income		15,458
214	General Plan Update		(10,142)
050	Electric Fund	676,853	
052	Electric Fund NCPA GOR, Uncommitted Reserve	<u>624,466</u>	
	Subtotal	1,301,319	
	Less 40% of Budgeted Revenues, 2,520,300 Minimum Reserve	<u>(1,008,120)</u>	293,199
Subtotal			1,171,473
<u>Cash Balances of "Restricted Funds with Negative Balances:</u>			
060	Solid Waste		(8,523)
071	Parks Grant		(98,255)
079	2014 SRTS Project		(13,092)
081	SRTS, Series 2017		(105,418)
090	STA/TDA/SB620		(13,033)
108	WWTP-Phase Two		(1,257,495)
113	Water Tank		(25,496)
131	Sixth Street Bridge		(90,956)
200	CFD N. Biggs Estates		(1,655)
Subtotal			<u>(1,613,923)</u>
Net Computed Uncommitted Cash Reserves			<u>(442,450)</u>

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

ROY R. SEILER
CERTIFIED PUBLIC ACCOUNTANT

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 March 31, 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

May 3, 2018
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
March, 2018

Pooled Cash and Investments:

US Bank:

General Checking Account, Reconciled Balance \$ 2,968,312.88

Local Agency Investment Fund:

Fund Account Balance \$ 1,123,313.73

Total Pooled Cash and Short Term Investments \$ 4,091,626.61

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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

Total Other Investments \$ 760,953.00

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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

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 April 30, 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

May 3, 2018

Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
April, 2018

Pooled Cash and Investments:

US Bank:

General Checking Account, Reconciled Balance \$ 2,959,512.22

Local Agency Investment Fund:

Fund Account Balance \$ 1,127,493.14

Total Pooled Cash and Short Term Investments \$ 4,087,005.36

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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

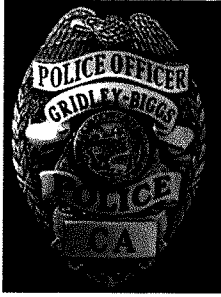
California Independent System Operators (CAISO):

Scheduling Coordination Program Agreement,
Balancing Account, Current Balance \$ 84,463.00

Total Other Investments \$ 760,953.00

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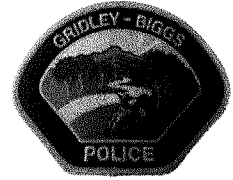
See Accountant's Compilation Report



Monthly Council Report

City of Biggs

Dean A. Price
Chief of Police



Gridley-Biggs Police Department – March 2018

Community Events:

- The Police Department held its inaugural “Coffee with a Cop” at the Railhouse Pub in Gridley. This event allows citizens to enjoy a cup of coffee and informally meet with police officers to discuss community law enforcement issues and concerns. The department is very appreciative of the local support from citizens and their insight on increasing public safety in the community.
- Police personnel along with City staff attended the Gridley Chamber of Commerce Red Suspenders Day planning committee meeting. The Committee is planning for the May 19th annual Red Suspenders Day event.
- Police personnel attended the annual Orchard Hospital Easter Egg hunt festivity at the Orchard Hovlid Community Care Center. Community youth participating in the event enjoyed many sweet treats and interacting with the care center residents.

Meetings:

- On March 5th, Police Administration attended the Gridley Regular Council meeting.
- On March 13th, Police Administration attended the Biggs Regular Council meeting.
- Police Administration met with Butte County Homeless Continuum of Care Coordinator Jennifer Griggs regarding the GBPD’s role in dealing with homelessness in the communities it serves. Personnel shared the Department’s current efforts in developing a “point in time” survey for the homeless/transient/displaced populations for Gridley and Biggs. The Department will be conducting the point in time audit in the month of May.
- Police Administration attended the monthly Butte Narcotics Interagency Task Force meeting and the Law Enforcement Administrators meeting in Oroville.
- Police personnel attended the monthly North Valley Gang Information Network meeting in Oroville. The attendees discuss gang trends and enforcement efforts in Butte County.

Police Personnel:

- Newly hired employee, Kyle Schukei has begun his training as a Police Officer with the Department.
- Interviews for the position of GBPD Animal Control Officer were held in March. The selection will be announced in April.

Police Incidents:

- Police patrol officers conducted a traffic enforcement and safety detail in the City of Biggs. Officers were able to contact drivers and provide driver safety education and share safe driving practices with motorists. There were over 20 traffic stops resulting in two citations, one arrest and one vehicle towed.
- Police personnel have been focusing enforcement on community property theft crimes. The goal is to deter local property theft activity.
- Police patrol was active in both communities of Gridley and Biggs. The Department served several local arrest warrants during the month.

Department Training:

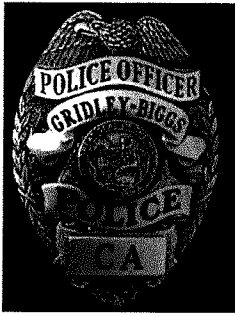
- Police Personnel received the following training:
 - Lt. Col. Dave Grossman's "Bulletproof Mind: Mental Preparation for Duty" training. This course helps officers to better prepare their mindset for the rigors and risks of the law enforcement responsibilities.
 - Police Officer Drug Recognition Re-Certification Training
 - Law Enforcement Supervision Development Training
 - Annual California Police Chiefs Association Training Symposium
 - Police Lieutenant Smallwood attended the Law Enforcement Manager's course as required by California Police Officer Training and Training Standards (POST).
 - Police personnel partnered with the Oroville Police Department for patrol rifle qualification and training in Gridley. The course is designed to instruct patrol officers in the safe handling, use and decision making in the use of the patrol rifle.

Other Mentionable:

- GBPD personnel selected Alberto Rodriguez as the Officer of the Year and Kelsea Hunt for Dispatcher of the year. This award is bestowed on each recipient from their Department peers for exemplary service to the communities we serve during the 2017 calendar year. Alberto and Kelsea's dedication to service, exemplary work product, and their positive attitudes add value to all they serve in the course of their daily responsibilities. Congratulations!
- GBPD Personnel assisted the Central California Intelligence Center personnel with a school site vulnerability assessment at Biggs Unified School District. This assessment is part of an on-going collaboration with local public safety partners and the school district to improve school site safety and readiness. There are plans for a vulnerability assessment for the Gridley Unified School District in the near future.
- The GBPD Policy Manual was updated for 2018. Department policy revisions and updates were made to stay current with changing legislature, best business practices and compliance to safety standards.
- Dispatch and Supervisory personnel assisted staff from the California Department of Justice during their on-site California Law Enforcement Telecommunication System (CLETS) audit. The audit is a review of Gridley-Biggs Police Department's technology hardware systems, security systems and business practices over the use and dissemination of law enforcement and criminal justice information data. The Department anticipates a favorable audit report when made available in April.
- The Police Department continues in its goal to provide quality service in all aspects of public safety to the citizens we serve.

Animal Control:

- Animal Control personnel are encouraging our community canine owners to license their dogs. This provides a great record for any pet owner if they should lose their dog and enables Animal Control staff to find and return their pet.
- Animal Control continues to provide proactive patrol and compassion for lost/stray animals.



Monthly Council Report

City of Biggs

Dean A. Price
Chief of Police



Arrest and Incident Summary Activity for March 2018:

	2018 Monthly	2018 YTD	2017 Year Totals
• Adult Arrests	11	23	109
• Juvenile Arrests	0	0	1
• Misdemeanor Arrests	8	17	99
• Felony Arrests	3	6	11
• Felony Crimes Reported	5	10	30
• Misdemeanor Crimes	12	30	111
• Total Incidents	246	653	2,519
• Battery	3	7	25
• Burglary	3	5	12
• Deceased Person Reports	0	0	0
• Vandalism	3	6	16
• Stolen Vehicle	3	4	14
• Robbery	0	0	0
• Public Intoxication	0	0	3
• Patrol Request	4	9	18
• Medical Aid	1	2	39
• Area Checks	23	62	343
• Pedestrian Checks	4	15	77
• Disturbing the Peace	8	21	68
•			
• Total 911 Calls (Biggs & Gridley)	282	790	3,400
• Total Traffic Collisions	2	3	9
• Name Exchanges - Collisions	0	0	0
• Total Traffic Citations	12	35	140
• DUI Arrests	0	3	4
• Traffic Stops	43	136	383
• Extra Help Hours	447.00	1,187.00	3,961.75
• RSVP Hours	10	54	220

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: 4:00 MIN

Priority 2: 5:05 MIN

Priority 3: 6:01 MIN

MONTHLY REPORT OF LOCAL RABIES CONTROL ACTIVITIES

For Biggs March 2018

City Gridley -Biggs Animal Control

TOTAL CALLS FOR SERVICE: 21

			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		
				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	
5	E. Total number of dogs and cats current LICENSED in jurisdiction		115	0	
	F. Dogs and cats on hand in the shelter March, 2018 (carried over from Feb 28, 2018)		0	0	
CANINE AND FELINE RABIES CONTROL	G. Dogs and cats entering the shelter, TOTAL: (Total should equal sum of 1 to 5 below)		7	1	
	1. Dogs and cats captured by Animal Control Officers		5	0	
	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	1	1	
	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 in shelter, TOTAL: (Total should equal sum of 1 to 6 below)		7	1	
	1. Dogs and cats reclaimed by owner		5	0	
	2. Dogs and cats adopted by new owners	H1 THROUGH H6	1	0	
	3. Dogs and cats euthanized	ARE	0	1	
	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		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 March 31, 2018 (to be carried over to April 1, 2018)		0	0	
ANIMAL BITE REPORTING	K. Animal bites reported, TOTAL: (Total should be the sum of 1 and 2 below)		1		
			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) Bat contact with human, no bite		0		
	a. Other domestics (excluding cats)		0		
	b. Wild		0		

Other Animals Picked Up: 0

**GRIDLEY - BIGGS POLICE DEPARTMENT**

Page 1

Incident Search Results

City is biggs, Date Between 3/1/2018 and 3/31/2018, Type is animal

04/10/2018

Date	Inc #	Type	Time	Location	Dispositio
03/01/2018	1803010026	ANIMAL	09:51:49	FIFTH ST/G ST	Unable To Locate
03/05/2018	1803050022	ANIMAL	09:55:59	3057 SIXTH ST	Unable To Make Contact
03/06/2018	1803060020	ANIMAL	10:53:51	3015 FOURTH ST	Counseled
03/07/2018	1803070020	ANIMAL	10:02:57	439 F ST	Animal Pickup
03/15/2018	1803150015	ANIMAL	10:12:10	496 D ST	Contact Made
03/15/2018	1803150016	ANIMAL	10:23:22	419 E ST	Contact Made
03/15/2018	1803150018	ANIMAL	10:35:10	380 F ST	Contact Made
03/15/2018	1803150019	ANIMAL	10:45:27	3019 NINTH ST	Contact Made
03/16/2018	1803160020	ANIMAL	10:36:55	507 BANNOCK ST	Animal Pickup
03/19/2018	1803190032	ANIMAL	09:09:30	496 D ST	Animal Pickup
03/19/2018	1803190043	ANIMAL	13:56:05	3129 FIFTH ST	Log Note Only
03/20/2018	1803200020	ANIMAL	09:32:23	B ST/TENTH ST	Animal Pickup
03/22/2018	1803220009	ANIMAL	09:01:55	D ST/TENTH ST	Checks Ok
03/22/2018	1803220011	ANIMAL	09:25:12	385 TRENT ST	Unable To Make Contact
03/22/2018	1803220013	ANIMAL	09:35:12	419 TRENT ST	Verbal Warning
03/22/2018	1803220014	ANIMAL	09:48:47	381 TRENT ST	Written Warning
03/22/2018	1803220026	ANIMAL	12:09:27	B ST/FIFTH ST	Contact Made
03/22/2018	1803220030	ANIMAL	12:47:28	SECOND ST/BANNOCK ST	Advised
03/25/2018	1803250005	ANIMAL	00:44:56	2088 SIXTH ST	Animal Pickup
03/29/2018	1803290028	ANIMAL	12:59:06	E ST/SIXTH ST	Animal Pickup

**GRIDLEY - BIGGS POLICE DEPARTMENT**

Page 2

Incident Search Results

City is gridley, Date Between 3/1/2018 and 3/31/2018, Type is animal

04/10/2018

Date	Inc #	Type	Time	Location	Dispositio
03/22/2018	1803220045	ANIMAL	18:26:49	1125 SYCAMORE ST	Animal Pickup
03/23/2018	1803230036	ANIMAL	13:32:49	348 SPRUCE ST	Unable To Locate
03/24/2018	1803240004	ANIMAL	09:57:53	1849 SYCAMORE ST	Log Note Only
03/24/2018	1803240026	ANIMAL	19:20:55	730 INDIANA ST	Report Taken
03/24/2018	1803240039	ANIMAL	21:51:30	1875 SYCAMORE ST	Animal Pickup
03/26/2018	1803260028	ANIMAL	11:15:14	895 SYCAMORE ST	Animal Owner Contacted
03/26/2018	1803260032	ANIMAL	13:14:29	1491 VERMONT ST	Animal Pickup
03/26/2018	1803260055	ANIMAL	21:00:45	145 S OHIO ST	Contact Made
03/27/2018	1803270004	ANIMAL	03:20:04	403 PARADOX DR	Contact Made
03/27/2018	1803270007	ANIMAL	08:17:32	1125 SYCAMORE ST	Animal Pickup
03/27/2018	1803270016	ANIMAL	11:19:39	895 SYCAMORE ST	Log Note Only
03/27/2018	1803270021	ANIMAL	12:40:09	390 NORMAN ST	Counseled
03/27/2018	1803270023	ANIMAL	13:07:27	MAGNOLIA ST/HASKELL ST	Unable To Locate
03/28/2018	1803280022	ANIMAL	14:41:31	240 SPRUCE ST	Report Taken
03/29/2018	1803290019	ANIMAL	10:42:23	390 NORMAN ST	Contact Made
03/30/2018	1803300013	ANIMAL	08:01:45	390 NORMAN ST	Contact Made
03/30/2018	1803300015	ANIMAL	09:37:45	685 KENTUCKY ST	Information To A Citizen
03/30/2018	1803300027	ANIMAL	14:17:56	INDIANA ST/SPRUCE ST	Unable To Locate

ORDINANCE NO. 414

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS AMENDING TITLE 14
ZONING OF THE MUNICIPAL CODE - CHAPTER 14.260
R-1 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT AND CHAPTER 14.270
R-2 MEDIUM DENSITY RESIDENTIAL ZONING DISTRICT**

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

Section 1: Purpose and Authority

The purpose of this Ordinance is to amend Title 14 Zoning of the Biggs Municipal Code. Title 14, Chapter 14.260 R-1 Single Family Residential Zoning District, Section 14.260.040 and Chapter 14.270 Medium Residential Zoning District, Section 14.270.040 of the City of Biggs Municipal Code is hereby amended and adopted pursuant to Section 65850 of the Government Code.

Section 2: Findings

WHEREAS, the City of Biggs Zoning Ordinance was adopted by the Biggs City Council in 1999; and

WHEREAS, the City conducts periodic updates of the provisions of the Municipal Code to ensure compliance with current laws, changes in local policy, consistency with adopted plans and programs, clarify ambiguities, address changing market conditions, reflect best practices, and to address issues or concerns with current regulations; and

WHEREAS, certain amendments to the Title 14 Zoning are necessary to establish land use regulations consistent with state law; and

WHEREAS, the Biggs General Plan was adopted by the Biggs City Council in January 1998 and amended by Resolution 2014-07 on April 8, 2014; and

WHEREAS, the Amendments to Title 14 Zoning, Chapter 14.260 and Chapter 14.270 are consistent with the General Plan, as required by Government Code Section 65454, because it advances General Plan Policies and Goals and provides consistency between the General Plan and Zoning in the City; and

WHEREAS, the Biggs General Plan Final Environmental Impact Report (EIR) was certified in April 2014 by the Biggs City Council City Council Resolution 2014-07. The General

Plan EIR is a Program EIR (CEQA Guidelines section 15168). The amendments to the City-wide Zoning Code are activities within the scope of the General Plan Program EIR and no further environmental review is required. Further environmental review is not required because the proposed amendments do not meet the criteria for preparing a subsequent EIR under State CEQA Guidelines Section 15162; and

WHEREAS, the amendments to Title 14 Zoning, Chapter 14.260 and Chapter 14.270 are exempt from CEQA pursuant to CEQA Guidelines Section Pursuant to the General Rule (15061(b)(3)), as the proposed amendments do not require further environmental documentation. It can be seen with certainty that no environmental effects will result from updating and amending the Chapter 14.260 and 14.270 of existing Municipal Code; and

WHEREAS, on April 10th, 2018, the City Council held a properly noticed public hearing for this Ordinance and considered all oral and written testimony.

Section 3: Action

The City Council hereby amends Title 14 Chapter 14.260 and Chapter 14.270 of the City of Biggs Municipal Code.

Section 4: No Mandatory Duty of Care

This Ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the City or any officer or employee thereof a mandatory duty of care towards persons and property within or without the City, so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

Section 5: Severability

If any provision of this Ordinance or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 6: Effective Date and Publication

This Ordinance shall take effect thirty (30) days after its adoption. In lieu of publication of the full text of the ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the City Council and a certified copy shall be posted in the office of the City Clerk.

I HEREBY CERTIFY that the above and foregoing Ordinance was duly and regularly introduced and read at a regular meeting held on the Tenth day of April, 2018 and **DULY AND REGULARLY ADOPTED** the Eighth day of May, 2018 by the following vote, to wit:

AYES: COUNCIL MEMBERS _____

NOES: COUNCIL MEMBERS _____

ABSTAIN: COUNCIL MEMBERS _____

ABSENT: COUNCIL MEMBERS _____

ATTEST:

APPROVED:

Roben Benish
CITY CLERK

Angela M. Thompson
MAYOR