

1. Call To Order

The special meeting of the Biggs City Council was called to order at 6:01 p.m. by Mayor Frith. Vice Mayor Crawford and Councilors Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr and City Clerk / Finance Director Deanna Carbajal.

2. SPECIAL MEETING COMMUNITY PARTICIPATION: None

3. BUDGET STUDY SESSION: City Administrator Pete Carr presented Draft 1A, Fiscal Year 2009-2010 Draft Budget and Options to council and gave updates from the last budget session.

Pete discussed the General Plan Update. He stated the Housing Element had to be updated every five years and the City of Biggs' was due in February 2010. He gave a presentation on the history of the general plan and presented three options for the project: stop the project, re-scope the project, or continue the project as planned.

Pete presented scenarios 2A, 2B and 2C.

In scenario 2A the current police department is kept, stop the General Plan Update project, and cut the design standard review. This scenario assumes the public works truck replacement would not take place. The engineer and the planner's budget would be cut in half. This budget assumes that one of the office staff is eliminated. Maintenance overtime would be replaced with comp time. Each budget provides for 1% wage increase. There would be emergency reserves in the general fund and a surplus in the electric fund. The cost of the Rio Bonito ball field lighting would be transferred. In order to make up the difference there would be a rate increase of 36%. This budget would restore the city reserves to where they were a year ago. However, it eliminates services. Pete did not recommend 2A.

Scenario 2B would accept the city is structurally set up for about a \$400,000 per year depletion of city reserves. It provides significant spending cuts, no rate increase and assumes the current police contract is kept. There would be electric fund stability and no staff cuts.

Scenario 2C assumes half way through the year the police costs would be switched to a different service that would cost about \$200,000. This budget does not include staff reductions, but does reduce consulting. It provides for a financial advisor. The city would make great progress toward correcting its fiscal structural problem. A portion of what has been lost is restored. It would enable the city to begin balancing the budget and rebuilding of reserves in fiscal year 2011. If council was willing to go with the changes in police services, this would be the recommended budget.

Councilor Bottorff asked if there would be legal costs to drop the police service. Pete stated he did not make an allowance for this. Councilor Bottorff asked if the cost of police service could be negotiated with Gridley and Pete said Gridley would not negotiate. Pete suggested Mayor Frith try to negotiate with Gridley's Mayor Fichter. Vice Mayor Crawford suggested speaking with Sutter County again about their sheriff service.

There was discussion about the service the Butte County Sheriff's Department provided in the past.

If the city chose another police service other than Gridley, Pete stated Gridley would still respond to 911 calls in Biggs.

Councilor Arnold suggested a variable rate for the rice mill and passing additional costs of power on to the mill. He also stated he did not feel it was worth laying-off an employee just to save \$25,000. He would be in favor of closing the window to the office one day a week and furloughing the employees every other week.

Councilor Arnold asked how much would be saved by not having the attorney attend the council meetings and Pete stated about \$500 a month, but the risk would be huge. Mayor Frith asked if it was required to have the attorney present at the meetings and Pete said "no". Councilor Thompson questioned if the engineer and planner needed to be at the meetings since they usually read their staff reports, which are included in the agenda. Pete said attendance at the meetings is included in the engineer and planner's contracts, but we could look for opportunities to reduce their meeting time.

Mayor Frith did not feel any of the scenarios would fix the structural issue that exists.

Councilor Bottorff felt Biggs should start the process of discontinuing services from the Gridley Police Department.

Vice Mayor Crawford reminded council we would need a legal opinion before we could start this process. He felt the two city mayors could have a one-on-one conversation about the police issue. He felt the city needed to be conservative and make significant changes. He did not want to put anyone out of work, but he would rather lose a staff member or two and cut the budget that way rather than wholesale all of the benefits and wage levels for the other employees. Councilor Bottorff agreed with Vice Mayor Crawford.

Cost Cut ala carte Menu (Interactive projected spreadsheet) presented by Pete.

A. & B. Mayor Frith asked council what their desire for the General Plan Update was and Councilors Bottorff, Arnold and Thompson felt it should be put on hold. Vice Mayor Crawford felt the Housing Element should be finished since there was a grant for it and the map portion of the plan should be completed; if there was no funding from landowners, then the General Plan Update should stop.

C. Council agreed to stop the design standards project.

D. Council agreed to continue with the Sixth Street Bridge replacement.

Vice Mayor Crawford felt the old corporation yard on Seventh Street should be placed on the market to sell and council agreed.

E. Council agreed to continue with the CDBG sewer line replacement project application.

F. The GO165 project was approved at 10% per year.

G. Vet Hall conversion - Pursue grant application.

H. Gridley Police and Animal Control - Previously discussed.

I & J. Council agreed the engineer and planner's contracts would be \$30,000 each.

K. Council agreed to leave the attorney's salary at \$48,000.

L. Council agreed to cut the appropriation for the financial advisor.

M. Mayor Frith asked council if the planning and code enforcement position should be cut. Vice Mayor Crawford felt a change should be made to this position. Councilor Arnold

did not want to cut the position and Councilor Thompson agreed.

N. Council agreed Public Works call outs and rounds would change from overtime pay to comp time.

O. Council did not want to cut a public works position.

P. Council agreed to keep the 1% budgeted employee wage increase.

Q. Deanna was seeking another proposal for health insurance benefits.

R. Council agreed to drop the chambers furniture and logo apparel purchases.

S. They agreed to defer the ESRI GIS software.

T. Council agreed to defer the public works truck replacement.

U. The Rio Bonito Park restroom upgrade was deferred.

V. Council agreed to a security camera at city hall if it could be purchased for not more than \$750.

W. It was agreed the ball fields and Rio Bonito Park lighting would not be covered by the city any longer.

X. Cut the teen center telephone and internet service.

Y. Sell the old Public Works Building for \$100,000. Vice Mayor Crawford reminded council this would be a one time savings.

Z. Council estimated what an average electric bill for residents if there was a rate increase. Vice Mayor Crawford discussed scheduling seasonal layoffs. Councilor Thompson suggested eliminating the janitorial service and have employees clean the offices.

Pete shared with council suggestions from staff: Cut back on consultant staff hours, consider an alternative to Gridley Biggs Electric, police service needed to be adjusted, the General Plan should be stopped, locks on park restroom doors, water meter for SunWest, no more projects that require city match, complete installation of water meters for the rest of the city, staff was split on furloughs and layoffs, start a street sweeping and storm drain utility.

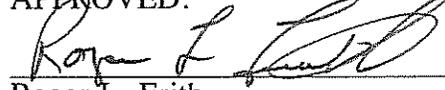
It was decided to meet Friday, June 19, 2009, 6 p.m. to adopt the budget as discussed.

4. ADJOURNMENT: Special meeting adjourned at 9:54 p.m.

ATTEST:


Deanna Carbajal
City Clerk

APPROVED:


Roger L. Frith
Mayor, City of Biggs

1. Call To Order

The special meeting of the Biggs City Council was called to order at 6:12 p.m. by Mayor Frith. Vice Mayor Crawford and Councilors Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr and Deanna Carbajal City Clerk / Finance Director.

2. SPECIAL MEETING COMMUNITY PARTICIPATION: None.

3. SPECIAL BUSINESS:

A. Pete reviewed the staff report with council.

B. Public comment. None

C. Council discussion. Councilor Thompson reminded Pete the city would discontinue the telephone and internet service for the teen center. She also suggested the teen center provide their own cleaning and paper products. Pete said public works could clean the restrooms. He would amend the budget to reflect this. Vice Mayor Crawford suggested adding the Financial Advisor for \$5400. It was decided to add the \$5400 as a placeholder in the budget for a potential expense.

1. Adopting the budget will approve inter-funds transfers for Fiscal Year 2008-09 and Fiscal Year 2009-2010.

2. *RESOLUTION NO. 2009-24* RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING THE PROPOSED BUDGET FOR THE CITY OF BIGGS ENTITLED "2009-2010 BUDGET, CITY OF BIGGS (WITH THE NOTED CHANGES) (Frith/Crawford, MCU).

3. *RESOLUTION NO. 2009-25* RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING THE "GANN" APPROPRIATION LIMIT FOR FISCAL YEAR 2009-2010 (Frith/Thompson, MCU).

4. ADJOURNMENT: Special meeting adjourned at 6:35 p.m.

ATTEST:

APPROVED:


Deanna Carbajal
City Clerk


Roger Frith
Mayor, City of Biggs

Call To Order

The regular council meeting was called to order at 6:02 p.m. by Mayor Frith. Vice Mayor Crawford and Councilors Arnold, Bottorff and Thompson were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Planner Scott Friend and City Clerk / Finance Director Deanna Carbajal.

1. COMMUNITY PARTICIPATION: None

2. DEPARTMENT REPORTS:

A. Engineering:

1. Project updates included in the agenda packet reviewed by City Administrator Pete Carr.
 - a. USDA Well Rehabilitation Project Update. Pete added the city struggled last week with low pressure. The pressure seems to be doing well now, but there are still problems with achieving consistent and strong pressure.
 - b. USDA Waterline Project Update – Water Service Puncturing of Sewer Main.
 - c. 6th Cycle Safe Routes to School / TEA / Proposition 1B Project Update. Pete added the paving over the railroad crossing on E Street needs to be corrected. How and who will pay for this is not yet known.
 - d. 6th Street Bridge Rehabilitation Update.
 - e. North Biggs Estates.
 - f. Waste Water Treatment Plant Project. Pete said the initial draft application is complete. The engineer is working on a rate study for this project.

B. Planning Department:

1. Informational:
City Planner Scott Friend reviewed the Planning Department Activity Report – June/ July 2009 included in the council agenda packet.
2. Discussion/Action: Staff reviewed the staff report “City of Biggs 2030 General Plan Update: Preferred Land Use Plan” and recommended City Council approve the map as the Preferred Land Use Alternative for the General Plan Update.

Vice Mayor Crawford and Councilor Arnold did not want the Planning Area Alternative line on the map. Vice Mayor Crawford said it did not follow property lines. Councilor Bottorff agreed.

Mayor Frith acknowledged consensus of council was to have the blue line removed from the map.

Councilor Arnold was concerned with the new roads on the map not staying with the grid system and he did not agree with Hastings Avenue going through to West Biggs Gridley Road.

Motion/Second to approve the map as is with the blue line removed.
(Thompson/Frith, MC; Noes: Arnold)

3. The June 2009 Code Enforcement Activity Report was presented to council in the agenda packet. Council discussed liability issue of swimming pools.
4. Discussion/Action: Pete asked if it was the will of the council to enhance the Code Enforcement Reporting.

Vice Mayor Crawford was asking for more detail such as average time to resolve issues, year to date efficiencies, and duration from initiation.

Mayor Frith asked why there would be a \$648 initial labor cost just to add additional columns to the spreadsheet and \$400 a year upkeep. Pete said it was based on additional time of the code enforcement officer at \$30 per hour.

Motion/Second to enhance the code enforcement report to make it more complete.
(Crawford/Frith, MC; Noes: Thompson and Arnold)

3. **UNFINISHED BUSINESS:** Pete asked council to consider Draft Farm Animal Ordinance.

Motion/Second to direct staff to bring back an ordinance ready for implementing the code changes. (Frith/Bottorff, MC; Noes: Arnold)

4. **CONSENT CALENDAR:** Vice Mayor Crawford pulled item A. and asked that the June 15, 2009 minutes, section 2.C.4, fourth paragraph include "Vice Mayor Crawford also suggested that the east side of the south end of Biggs be commercial.

Motion/Second to approve the consent calendar with the indicated changes.
(Frith/Thompson, MCU)

5. **DEPARTMENT REPORTS** – continued

- I. Finance Department. City Clerk / Finance Director Deanna Carbajal reviewed the June/ July 2009 Activity Report included in the council agenda packet.
- C. Public Safety. Mayor Frith said he and Pete attended a meeting with the mayor, the city administrator, and the police chief of Gridley trying to resolve issues of police costs.
- D. Public Works. There would be a Public Works Committee Meeting Thursday, 4 p.m. in Pete's office to discuss the wells and the E Street railroad crossing.

Mayor Frith expressed concern for the quality of asphalt work being completed.

- E. Electric. Mayor Frith said no additional purchases had been made.
- F. BCAG. Councilor Thompson said the subject for BCAG was the widening of the highway through Gridley.

Air Quality. Councilor Thompson had requested to be on the agenda for last month's Air Quality Meeting to find a way to declare a state of emergency for Butte County to show that air quality would be in danger if there was a fire season like last year. There would be a resolution this month. The objective was to allow the forest service to thin the forests to prevent major fires.

G. Solid Waste. Nothing to report.

H. Other commission reports. Councilor Bottorff reported on the Flood Control Meeting. One issue was to establish a form of funding, called a benefit assessment. Council discussed how to get the residents of Biggs interested in the flood map issue.

J. City Administrator:

1. Discussion/Action:

a. Pete reviewed the Budget for FY 2009-10, including LAFCo, fire & police.

Motion/Second to approve the additional \$3,400 LAFCo cost allocation.
(Frith/Arnold, MCU)

Motion/Second to approve \$13,000 be moved into fund 12 from the savings on the budget from the fire department. (Thompson/Crawford, MC, Noes: Frith)

It was discovered in looking at the Gridley budget that Biggs was being charged for 21% of the school resource officer in Gridley when the school district pays for this. Gridley is looking into this issue. This would decrease the police budget by \$20,000.

Pete stated the community services officer position has been developed to a point where there is a Biggs salary schedule for it, a Biggs classified job description, and a recruiting brochure.

Pete had met with the Sutter County Sheriff and he does not have an answer for Pete yet as to whether he could police Biggs. Council discussed different options such as Oroville Police or CSO's from Chico.

b. Library ADA Design Grant. Two architects have responded to the RFP price of \$35,000. It was decided to form a committee of Councilors Thompson and Arnold and Pete to review the proposals.

c. Former Veteran's Hall. The building is still in escrow.

2. Verbal updates. None

6. RESOLUTIONS:

RESOLUTION NO. 2009-26 "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS AUTHORIZING THE CITY ATTORNEY TO COOPERATE WITH THE LEAGUE OF CALIFORNIA CITIES, OTHER CITIES AND COUNTIES IN LITIGATION CHALLENGING THE CONSTITUTIONALITY OF ANY SEIZURE BY STATE GOVERNMENT OF THE CITY'S STREET MAINTENANCE FUNDS."

(Thompson/Crawford, MCU)

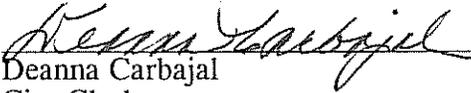
7. ORDINANCES:

SECOND READING AND ADOPTION: ORDINANCE NO. 381 "ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS LEVYING SPECIAL TAX WITHIN COMMUNITY FACILITIES DISTRICT, CITY OF BIGGS COMMUNITY FACILITIES DISTRICT NO. 2009-1 (MUNICIPAL SERVICES)". (Frith/Arnold, MC, Abstain: Crawford)

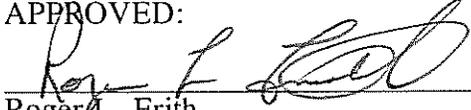
8. INFORMATIONAL: None

9. ADJOURNMENT: Meeting adjourned by mutual consent at 8:59 p.m.

ATTEST:


Deanna Carbajal
City Clerk

APPROVED:


Roger L. Frith
Mayor, City of Biggs