

THIS AGENDA WAS POSTED ON THE BULLETIN BOARD OR WINDOW IN FRONT OF CITY HALL BY 5:00 PM ON THE 21ST DAY OF JANUARY, 2011, IN ACCORDANCE WITH GOVERNMENT CODE §54954.2. MATERIALS RELATED TO AN ITEM ON THIS AGENDA SUBMITTED TO THE CITY COUNCIL FOR THE CITY OF BIGGS AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION IN CITY OFFICES AT 465 C STREET, BIGGS, CA DURING NORMAL BUSINESS HOURS.

THIS MEETING WILL BE HELD IN COUNCIL CHAMBERS, 3016 SIXTH STREET, BIGGS, CA

AGENDA of the
CITY COUNCIL
CITY OF BIGGS

6:00 p.m. Monday
JANUARY 24, 2011
REGULAR MEETING

MEETING CALLED TO ORDER & PLEDGE OF ALLEGIANCE TO THE FLAG.

1. COMMUNITY PARTICIPATION FORUM-5 MINUTE LIMITATION.

At this time, any member of the public may address the City Council on matters which are not listed on this agenda. City Council may not discuss nor take action on any item not listed on the agenda. Please limit your comments to five minutes.

In accordance with State law, no action shall be taken on any item presented in public forum or unscheduled matters unless the council, by majority vote, determines that an EMERGENCY situation exists, or, unless the council by two-thirds vote, finds that the need to take action arose after this agenda was posted.

All visitors are requested to approach the lectern when recognized and state your name for the record. If you have a cell phone, please set it to silent.

Citizen's comments.

The Council will announce the opportunity for public comment at some point during the Council's consideration of each action item on the agenda. Please limit comments to five minutes per person per topic. Once the public comment period is closed, the public is asked to refrain from comment, allowing the Council the opportunity to continue its consideration of the item without interruption.

2. PUBLIC HEARING: *MODIFICATION OF BIGGS NUISANCE CODE*

Noticed public hearing to consider and provide first reading of revised Biggs Municipal Code 6.25. Staff will present draft proposed text changes for Biggs' neighborhood nuisance abatement code.

Public Hearing Procedures:

- a. Staff comments.
- b. Open the hearing to the public.
 1. Proponents.
 2. Opponents.
 3. Proponents rebuttal.
 4. Opponents rebuttal.
- c. Close hearing to the public.
- d. Council discussion.

Recommendation: Staff recommends that Council discuss and consider the draft code changes and favorably consider a motion establishing the action to be exempt from CEQA review pursuant to Public Resources Code Section 15061(b)(3) and approve first-reading of the text of the draft code amendment.

Move for **FIRST READING and INTRODUCTION** of ordinance by reading of title only.

ORDINANCE NO. 389 “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIGGS AMENDING TITLE 6 – PUBLIC HEALTH AND SAFETY, TO COMBINE AND AMEND BIGGS MUNICIPAL CODE SECTIONS 6.25 – HEALTH AND SAFETY NUISANCE ABATEMENT AND SECTION 6.27 – NEIGHBORHOOD NUISANCE ABATEMENT.”

3. UNFINISHED BUSINESS:

A. **Discussion/Action:** *Water Rate Advisory Committee Report.*

Council-appointed citizen’s committee to study and recommend revisions to the water rate structure will report on their activity and recommendations. Council may direct staff to initiate actions to adjust the water rate structure.

1. Staff report.
2. Public comment.
3. Council discussion.

Recommendation: The committee recommends to the city council that a rate structure be established that generates revenues sufficient to cover costs plus a modest reserve and provide for future capital expenses. The recommendation includes expanding implementation of water meters and adjusting water rate basic charges

B. **Discussion/Action:** *Code Change to Apply Utility Charges to All Property.*

City Administrator and city attorney are proposing a modification to the text of the city code to clearly provide that all properties share in the costs of maintaining utility systems, including vacant commercial buildings.

1. Staff report.
2. Public comment.
3. Council discussion.

Recommendation: Direct staff.

4. CONSENT CALENDAR:

- A. Approval of Council Minutes for Regular Meeting of November 15, 2010 and Special Meeting of December 13, 2010.
- B. Approval of warrants: #24930 - 24989; #7826 - #7845; Z00393 - Z00406 for month of December 2010 in the amount of \$324,794.39.
- C. Acknowledge receipt of Monthly Cash and Investments Report for November and December 2010 and Fund Transfers Report.
- D. Acknowledge receipt of Police Department Report for November and December 2010.
- E. Acknowledge receipt of Gridley-Biggs Animal Control Officer Report for November and December 2010.
- F. Acknowledge receipt of Biggs Fire Department Report for December 2010.
- G. Accept the architect’s report and plans and authorize the city administrator to close out the Library ADA Improvements Plan grant.
- H. Approve Fiscal Year 2009 & 2010 Energy Efficiency Program Evaluation.
- I. Approve City Investment Policy annual review.
- J. Authorize the city administrator to write off old, uncollectible utility account billing in the amount of \$3,849.24.

- K. Adopt *Resolution No. 2011-01* “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS EXPRESSING APPRECIATION AND RECOGNITION FOR SERVICE RENDERED BY WILLIAM THEBACH AS BUTTE COUNTY MOSQUITO AND VECTOR CONTROL BOARD REPRESENTATIVE FOR THE CITY OF BIGGS.”
- L. Adopt *Resolution No. 2011-02* “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPOINTING A MUNICIPAL EMPLOYEE RELATIONS OFFICER AND ALTERNATES FOR THE CITY OF BIGGS.”

- M. Adopt *Resolution No. 2011-03* “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPOINTING THE REPRESENTATIVE AND ALTERNATE TO THE BOARD OF DIRECTORS OF SCORE (Small Cities Organized Risk Effort).”

Action: It is recommended items “A” through “M” be acted on simultaneously unless separate actions are requested by a Councilmember or a member of the audience. MOTION to approve the consent calendar.

5. DEPARTMENT REPORTS: *Planning and Engineering*

A. Planning: (S. Friend)

1. Department Activity Report – December 2010 / January 2011.
2. **Discussion/Action:** 3069 Eighth Street – Code Enforcement Case#07-2010BLDCOND: Status Update.

Staff is seeking to update Council on the current disposition of the case and to get direction from Council on how to proceed at this time.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Direct staff.

3. **Discussion/Action:** Contract Code Enforcement Services.

City Administrator requests approval of contract services agreement for Pacific Municipal Consultants (PMC) to provide code enforcement service.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Approve the PMC code enforcement services proposal and authorize City Administrator to execute the agreement.

B. Engineering: (D. Swartz)

1. Activity Report and Project Update.
2. **Discussion/Action:** Waste Water Treatment Plant Upgrade.

Authorize up to \$84,720 to Psomas for conducting a MUN Use Attainability Analysis and authorize a revised USDA application be submitted.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Direct staff.

3. **Discussion/Action:** Family Park Hydro-Pneumatic Tank Project Closeout (Nor-Cal Pump and Well).

- a. Staff report. b. Public comment. c. Council discussion.

Recommendation: Approve Resolution No. 2011-04 by reading of title only and accept the construction project's completion to allow Staff to close out the project by recording a notice of completion.

Resolution No. 2011-04 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ACCEPTING COMPLETION OF THE FAMILY PARK HYDRO-PNEUMATIC TANK PROJECT."

4. **Discussion/Action:** Community Hall Update

Staff is working to complete the final financing and loan documents from USDA and will have had a meeting with USDA on January 20, 2011.

- a. Staff report. b. Public comment. c. Council discussion.

Recommendation: Continue with application.

- C. Public Safety – Verbal update. (R. Frith)
- D. Flood Control – Verbal update. (M. Bottorff)
- E. Public Works – Verbal update. (R. Frith and D. Arnold)
- F. Electric – Verbal update. (R. Frith)
- G. BCAG/Air Quality – Verbal update. (A. Thompson)
- H. Solid Waste – Verbal update. (D. Arnold)
- I. Other commission reports. (Council)
- J. City Administrator:
1. **Discussion/Action:** Employee Leave.

Planning Assistant/Code Enforcement

2. **Discussion/Action:** Mid-Year Budget Review.

City Administrator will discuss the status of the City budget as of the fiscal year six-month point, and recommend adjustments as needed.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Approve requested appropriations.

3. **Discussion/Action:** Update to Personnel Policies.

City Administrator seeks Council approval of revised City Personnel Manual.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Approve the revised personnel manual as drafted by adopting Resolution 2011-05 by reading of title only.

Resolution No. 2011-05 “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS REPEALING THAT CERTAIN CITY OF BIGGS PERSONNEL MANUAL DATED FEBRUARY 2006 AND ADOPTING A REVISED CITY OF BIGGS PERSONNEL MANUAL DATED JANUARY 2011.”

4. **Discussion/Action:** Staff Compensation Issue.

City Administrator seeks direction on compensation for recently modified city accounting analyst/technician positions.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Determine council preference as to remaining 5% position compensation designated in the spring as an issue to be considered on or about November 1.

5. **Discussion/Direction:** Verbal Report.

City Administrator seeks Council direction on HVAC for the city-owned house and public safety for NBE neighborhood.

6. **INFORMATIONAL:**

7. **ADJOURNMENT:**

Presented by: _____ January 21, 2011
Roben Dewsnup, City Clerk Date