

THIS AGENDA WAS POSTED ON THE BULLETIN BOARD OR WINDOW IN FRONT OF CITY HALL BY 5:00 PM ON THE 18<sup>th</sup> DAY OF NOVEMBER, 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  
NOVEMBER 21, 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. CONSENT CALENDAR:**

- A. Approval of Council Minutes for Regular Meeting of October 17, 2011 and Special Meetings of October 17, 2011 and October 24, 2011.
- B. Approval of warrants: #25672 - 25748; #8050 - 8076; Z00532 - Z00545 for month of October 2011 in the amount of \$243,288.71.
- C. Acknowledge receipt of Police Department Report for October 2011.
- D. Acknowledge receipt of Gridley-Biggs Animal Control Officer Report for October 2011.
- E. Acknowledge receipt of Biggs Fire Department Report for October 2011.
- F. Meter Maintenance Program Agreement and Metering Equipment Transfer Letter of Agreement and Bill of Sale.

Adopt Resolution No. 2011-22 by reading of title only.

*RESOLUTION NO. 2011-22* "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS, APPROVAL OF THE METER MAINTENANCE PROGRAM AGREEMENT AND METERING EQUIPMENT TRANSFER LETTER OF AGREEMENT AND BILL OF SALE."

- G. Approve Updated Salary Schedule reflecting adjustment approved in October.
- H. Approve establishment of Health Reimbursement Account (HRA), direct Mayor to execute plan agreement documents, City Administrator to implement and administer the HRA and prepare a warrant for \$24,000 for Mayor signature to provide initial investment into the trust account, and further direct Administrator to report at least quarterly to Council on account and plan status. Adopt Resolution No. 2011-23 by reading of title only.

**RESOLUTION NO. 2011-23 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ESTABLISHING A HEALTH REIMBURSEMENT ARRANGEMENT WITH ITS PLAN AGREEMENT AND INITIAL FUNDING.”**

- I. Approve Section 125 plan documents and adoption agreement as presented, authorize Mayor to execute agreement.
- J. Ratify Addendum to Labor MOU: Health Insurance.
- K. Approve proposed job descriptions for Public Works Crew I, II, III and IV/Wastewater Treatment Plant Operator by resolution.  
Adopt Resolution No. 2011-24 by reading of title only:  
**RESOLUTION NO. 2011-24 “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS REVISING JOB DESCRIPTIONS FOR PUBLIC WORKS FIELD POSITIONS AND REPLACING THOSE PREVIOUSLY APPROVED MARCH 2006.”**  
**Action:** It is recommended items “A” through “K” be acted on simultaneously unless separate actions are requested by a Councilmember or a member of the audience. MOTION to approve the consent calendar.

**3. DEPARTMENT REPORTS:**

A. Engineering: Activity Report and Project Updates – November 2011. (P. Carr)

B. Planning:

- 1. Department Activity Report – October 2011 / November 2011. (S. Friend)
- 2. **Discussion/Action:** Code Enforcement – 2011 Marijuana Abatement Effort.

The Planning and Code Enforcement Department will provide an overview and summary of abatement of the outdoor cultivation of marijuana during the 2011 growing season.

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

**Recommendation:** Staff is requesting Council acknowledge the receipt of the report and provide any direction or comments to staff relative to the enforcement actions taken during the active 2011 outdoor marijuana cultivation season and provide input to staff relative to the refinement of the enforcement program moving forward.

- 3. **Discussion/Action:** Zoning Code Provisions – Fences

The intent of this report is to provide information to the Council on the City’s existing regulatory structure relative to fences and to provide a forum for the discussion of this topic by the Council.

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

**Recommendation:** Direct staff.

**4. NEW BUSINESS:**

A. **Discussion/Action:** Code Enforcement Staffing. (P. Carr)

Council is asked to provide direction on how to staff the currently vacant code enforcement position.

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

**Recommendation:** Appoint a part-time code enforcement officer, with the understanding that this position also backfills customer service as required, and is scheduled for 15-19 hours per week of total time. PMC to provide training and minimal off-site functional guidance.

**B. Discussion/Action:** Budget Adjustment for Police School Resource Officer. (P. Carr)

Council will consider reducing or eliminating funding for School Resource Officer (SRO) Services.

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

**Recommendation:** Direct Staff.

**3. DEPARTMENT REPORTS CONTINUED:**

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:



**6. CLOSED SESSION:**

Pursuant to Section 54957.6: Conference with Labor Negotiators  
Agency Designated Representatives: Bo Sheppard; Greg Einhorn  
Unrepresented Employee: City Administrator  
Meet and Confer: Contract Term

**7 RESUME REGULAR MEETING:**

**8. ADJOURNMENT:**

Presented by: \_\_\_\_\_ November 18, 2011  
Roben Dewsnap, City Clerk Date