

1. SPECIAL MEETING CALLED TO ORDER:

The Special Meeting of the Biggs City Council was called to order at 11:00 a.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Busch and Thompson were present. Council Member Arnold was absent. Staff present: City Administrator Mark Sorensen and City Clerk Roben Dewsnup.

2. NCPA Non-disclosure Agreement.

City Administrator Mark Sorensen stated that in order to address a variety of legal concerns, to manage certain exposures to legal risks, and to protect proprietary information of its members and of the NCPA (Northern California Power Association), the NCPA drafted a non-disclosure agreement which restricts the dissemination of certain specified information.

Motion/Second to authorize the Mayor and the City Administrator to sign the NCPA non-disclosure agreement and Exhibit A thereof, and authorize the City Attorney to sign the NCPA non-disclosure agreement Exhibit B. (Sheppard/Thompson, MCU; Absent: Arnold)

3. 2013-2014-Budget Study Session.

Mr. Sorensen stated there were a variety of changes to the format, layout and content of the information.

The draft 2013-2014 fund summary includes the Projected Fund Balance at the beginning of the next fiscal year.

The condensed fund activity listings contain condensed fund activity listing for the General Fund and main enterprise funds. This information came directly from the MOM Accounting System.

The list of proposed transfer amounts, sources and destinations was included.

Mr. Sorensen reviewed the MOM Accounting System Budget Reports which contained the 11 month current year actual.

Fund 214, the General Plan Update has incurred \$12,000 in expenses this year versus the expected \$91,000. The remaining budget of \$80,000 is anticipated to be billed in FY 2013-2014. Once the General Plan has been updated, it would be prudent to update the zoning code at approximately \$20,000, update the Housing Element at approximately \$28,000, and update the Municipal Services Review at approximately \$14,000. The recommended \$90,000 transfer into fund 214 would be expected to cover these amounts plus the remaining General Plan Update expense.

Fund 11 covers Building and Equipment Reserve. Mr. Sorensen recommended a budget expense of \$40,000 to replace one full size pickup and acquire paving equipment in Public Works. Mayor Frith suggested that approving the budget doesn't automatically approve the vehicle replacement.

The Sewer Operating Fund, 030, reflects a large revenue increase due to the sewer rate increase which is set to take effect on July 1, 2013.

Funds 107 and 108 include all anticipated revenues and expenses as if the project would be complete in the fiscal year.

Council Member Thompson asked if the public works employee would be replaced and Mr. Sorensen stated the position was included in the budget.

Council discussed employee benefits and city vehicle use. The Public Works MOU would be renegotiated this year and Mayor Frith suggested whatever is applied, should be applied to all equally.

Mayor Frith suggested budgeting for an upgrade for the MOM Accounting System or replacement. He suggested budgeting for a minor remodel to the council chambers to accommodate more people. He suggested looking into outsourcing park maintenance to help lower costs.

Vice Mayor Sheppard suggested revamping the public works department to save money.

Council discussed other ways to reduce expense as well as ways to increase revenue.

Council agreed to approve the budget at the July 9th meeting with the suggested changes.

4. ADJOURNMENT: Special Meeting adjourned at 1:23 p.m.

ATTEST:



Roben Dewsnup
CITY CLERK

APPROVED:



Roger L. Frith
MAYOR