

MINUTES OF THE CITY OF BIGGS
REGULAR COUNCIL MEETING
COUNTY OF BUTTE, STATE OF CALIFORNIA

December 10, 2013

Call To Order

The regular council meeting was called to order at 5:00 p.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Arnold and Busch were present. Council Member Thompson arrived at 5:15 p.m. Staff present: City Administrator Mark Sorensen, City Planner Scott Friend, City Engineer Brian Martin and City Clerk Roben Dewsnup. City Attorney Greg Einhorn arrived at 6:30 p.m.

1. **COMMUNITY PARTICIPATION:** Resident Steve Thompson stated he works for Assemblyman Logue and wanted to inform council about a future water bond.

6. M. 2. Purchase Authorization for Services from a Bond Council.

City Administrator Mark Sorensen asked council for purchase authority for bond council.

Motion/Second to authorize the city administrator to contract with and purchase services of a bond council necessary to satisfy the State Water Resources Control Board and USDA, not to exceed \$5,000. (Sheppard/Arnold, MCU; Absent: Thompson)

2. **PRESENTATION:** Fifth Cycle Housing Element Update Project 2014 – 2022. Mike Martin of PMC conducted a public workshop to initiate the City's 5th Cycle Housing Element update process; provide information about the Regional Housing Needs Assessment numbers provided to the City by the California Housing and Development Department; provide an overview of the various components of the update process and the resulting Housing Element document and to solicit input from the Council and the public in regard to how the City is doing in meeting its statutory obligations related to housing. Public comment regarding the City of Biggs General Plan EIR was also welcomed.
3. **CLOSED SESSION:** Council adjourned to closed session at 5:45 p.m. for a conference with real property negotiators.
4. **RESUMED REGULAR SESSION:** Council resumed the regular session at 6:10 p.m. with no announcement.
6. M. 1. Letter regarding CARB diesel engine regulations.

Mayor Frith stated a letter writing committee of three was created to draft a letter in regard to CARB diesel engine regulations and Alliance for California Business.

RECESS: 6:25 p.m.

RESUMED REGULAR SESSION: 6:30 p.m.

1. **COMMUNITY PARTICIPATION:**

Resident John McVey asked for more police patrol on Third and Trent Street because individuals are driving fast and not stopping at the stop sign. He also noted the stoplight on Highway 99 was not working properly.

5. **CONSENT CALENDAR:**

- A. Approval of Council Minutes for Regular Meeting of November 12, 2013.
- B. Approval of warrants: #8437– 8449; Z00941 – Z00957, and 27505 – 27555 for the month of November 2013 in the amount of \$322,414.63.

- C. Acknowledge receipt of Gridley-Biggs Police Department Report for the month of October 2013.
- D. Acknowledge receipt of Biggs Fire Department Report for the months of October and November 2013.
- E. Acknowledge receipt of Accountant's Compilation Report for the months of August and September 2013, Recap of Discretionary Funds Committed Vs. Uncommitted Funds as of September 30, 2013, and Funds with Restricted Uses as of September 30, 2013.

Mayor Frith pointed out that item 4.J. of the November 12, 2013 minutes should read "Vice Mayor Sheppard" rather than "Vice Mayor Frith."

Motion/Second to approve Consent Calendar with the correction to the minutes.
(Frith/Thompson, MCU)

6. DEPARTMENT REPORTS:

A. Planning / Code Enforcement:

- 1. Mr. Friend reviewed the Activity Report for November / December 2013.

- 2. Accessory Structures

Mr. Friend stated staff had prepared information which is intended to start a discussion about the adequacy and appropriateness of the City's existing standards for accessory structures. Staff has reviewed the municipal codes of the communities around Biggs on how they deal with accessory structures.

Mayor Frith suggested allowing one structure with specified height and square footage. Council Member Thompson didn't feel the City should place restrictions on property owners if the structure is pleasing.

Mr. Friend advised council a permit is not required if the structure is 120 square feet or under and meets height and setback requirements. If the lot abuts an alley, no rear yard setback is required.

Council Member Arnold stated his concerns with decreased property value due to neighboring accessory structures. He would like to see more restrictions on lots that abut an alley.

Council Member Thompson suggested deleting structures above 12 feet.

Council Member Busch and Thompson did not support larger setbacks.

Mr. Friend would bring back an amendment according to Council's suggestions.

- 3. Implementation of the 2009-2014 Housing Element Programs.

Mr. Friend referred to the five programs which require amendments to the City's Zoning Ordinance in order to comply with State Law. These code amendments would come back next month as a public hearing.

- B. Engineering: City Engineer Brian Martin reviewed the monthly activity report which included the Sixth Street Bridge, Wastewater Treatment Plant and MUN evaluation.
- C. Public Safety – Assistant Chief Dean Price reported there had been an increase in burglaries. He advised residents report incidents either by calling or emailing.

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- D. Sutter Butte Flood Control Agency (SBFCA). Verbal report by Vice Mayor Sheppard.
- E. Pubic Works. No report.
- F. Electric. No report.
- G. BCAG. No report.
- H. Air Quality. No report.
- I. Solid Waste. No report.
- J. Mosquito Abatement. Verbal report by Vice Mayor Sheppard.
- K. Other commission reports. No reports.
- L. City Attorney. Duties of Employee Relations Councilor and Access to Information.

City Attorney Greg Einhorn felt it might be helpful for Council to review an independent analysis of the duties of the employee relations councilor. He provided an article from Western City magazine "A City Council Member's Role with Respect to Individual City Employees" which encapsulates the laws and practical aspects of Council's role. He stated the city administrator is responsible for employee monitoring and can brief council generally on complaints during a closed session.

Council felt this article reinforced their wishes to ensure the city administrator was completing employee evaluations.

This policy would be brought back for final review.

- M. City Administrator.


3. Vehicle Use Policy.

Mr. Sorensen stated Council was being asked to consider establishing a vehicle use policy. It is common for public and private organization to establish policies related to the proper use of vehicles owned by the agency, and to address IRS taxable benefit issues.

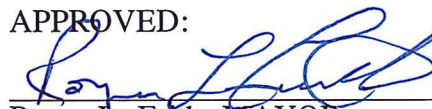
Mayor Frith suggested a one mile limitation for breaks and lunch, and take home vehicles should be limited to employees living within the city limits, unless on call.

- 7. **INFORMATIONAL:** Council Member Arnold asked that Council Member Thompson report on meetings she attends as a member of the hospital JPA. He suggested council discuss a possible response to the hospital name change at the next council meeting.
- 8. **ADJOURNMENT:** The regular meeting was adjourned at 8:55 p.m.

ATTEST:


Roben Dewsnup, CITY CLERK

APPROVED:


Roger L. Frith, MAYOR