

THIS AGENDA WAS POSTED ON THE BULLETIN BOARD OR WINDOW IN FRONT OF CITY HALL BY 5:00 PM ON THE 9th DAY OF MAY, 2014, 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**

**6:30 PM TUESDAY
MAY 13, 2014
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. 4th OF JULY:

Discussion/Direct Staff: Discussion of the administration of the 4th of July Event.

3. CONSENT CALENDAR:

- A. Approval of Council Minutes for Regular Meeting of April 8, 2014.
- B. Approval of warrants: #8494 – 8503, 8603 & 8604; Z001034 – Z01052, and 27794 – 27892 for the month of April 2014 in the amount of \$484,358.79.
- C. Acknowledge receipt of Biggs Police Report for March & April 2014.
- D. Acknowledge receipt of Biggs Animal Control Report for March & April 2014.
- E. Acknowledge receipt of Biggs Fire Department Report for March & April 2014.
- F. Acknowledge receipt of Accountant's Compilation Report for March 2014 and Monthly Cash and Investments Report for March 2014 and Recap of Discretionary Funds – Committed Vs. Uncommitted Funds and Cash Balance – Funds with Restricted Uses.
- G. Authorization to Write Off Old Utility Bills.
- H. Approve Resolution No. 2014-08, "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS CALLING A GENERAL MUNICIPAL ELECTION ON NOVEMBER 4, 2014 FOR THE PURPOSE OF ELECTING THREE MEMBERS TO THE CITY COUNCIL AND REQUESTING CONSOLIDATION OF THAT ELECTION WITH THE CONSOLIDATED GENERAL ELECTION TO BE HELD NOVEMBER 4, 2014."

- I. Approve 3CORE Economic Development District Contract for Services and Membership Cash Match of \$4,000 for Fiscal Year 2014-2015.

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

4. DEPARTMENT REPORTS:

A. Planning / Code Enforcement:

1. Department Activity Report – April / May 2014.
2. **Discussion/Action:** Code Enforcement – Biggs Downtown Area.

A request for Council discussion and direction in regard to the pursuit of Code Compliance / Code Enforcement actions in the Downtown area.

Recommendation: Direct Staff.

B. Engineering:

1. Department Activity Report – April / May 2014.
2. **Discussion/Action:** Task Order No. 22 to Contract with Bennett Engineering Services for Phase I Wastewater Improvement Project.

Bennett Engineering Contract is in need of an amendment for construction management services which includes four major tasks: Engineering Construction Assistance, Construction Inspection, State Revolving Fund Reimbursement and Compliance and SCADA System Integration.

Recommendation: Approve Task Order No. 22 in an amount not to exceed \$414,485.

3. **Discussion/Action:** Casey Parcel Map.

A Tentative Parcel Map was submitted to the City by Rufus Casey on May 13, 2013. A final map has been reviewed and found to be substantially in conformance with the City of Biggs Municipal Code and Subdivision Map Act.

Recommendation: Approve Resolution No 2014-09 by reading of title only, “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING THE FINAL PARCEL MAP FOR THE CASEY PARCEL MAP PROJECT.”

4. **Discussion/Action:** Sixth Street Bridge Project, Progress Pay Estimate Number One.

The contractor, Shasta Constructors, Inc., was issued a Notice to Proceed, replacement of the Sixth Street Bridge, and formally began work on the project on April 28, 2014.

Recommendation: Approve Progress Pay Estimate Number One in the amount of \$2,018.75 with Shasta Constructors, Inc.

- C. Public Safety – Verbal update. (R. Frith)
- D. Flood Control – Verbal update. (B. Sheppard)
- E. Public Works – Verbal update. (D. Arnold)

- F. Electric – Verbal update. (R. Frith)
- G. BCAG – Verbal update. (J. Busch)
- H. Air Quality – Verbal update. (A. Thompson)
- I. Solid Waste – Verbal update. (D. Arnold)
- J. Mosquito Abatement – Verbal update. (B. Sheppard)
- K. Other commission reports. (Council)
- L. City Administrator:

1. **Discussion/Action:** Water Conservation Program.

As the City prepares a drought relief grant application for water system improvements, it may be advantageous to formulate a water conservation program.

Recommendation: Consider the concept of a water conservation program.

2. **Discussion/Action:** Issuance of an RFP for Financial Auditing Services.

Independent outside auditor services are typically provided on a three-year contract basis and FY 2012-2013 audit was the third and final year in the contract with Donald Reynolds.

Recommendation: Authorize the City Administrator to issue an RFP for the annual city financial audit and appoint a committee to review auditor proposals.

3. **Discussion/Action:** Review of Municipal Code sections 10.30.050 and 10.30.060.

At a previous Council meeting, Council indicated the desire to review Municipal Code sections 10.30.050 and 10.30.060.

Recommendation: Review the City’s Utility Late Fee policy, including staff’s ability to waive late fees, and direct staff regarding any desired changes to the Municipal Code.

4. **Discussion/Action:** Appointment to the Butte County Water Advisory Committee.

Council is asked to consider appointing a representative to participate on the Butte County Water Advisory Committee.

Recommendation: Appoint a representative to participate on the Butte County Water Advisory Committee.

5. **Discussion/Action:** Purchase Authority Computer Workstations.

After recent replacement of failed computer work station, we find the City still has two workstations running Windows XP. The workstations are for the finance department and the Chief Plant Operator.

Recommendation: Authorize the replacement of two computer workstations not to exceed \$3200.

5. **INFORMATIONAL:**

6. **CLOSED SESSION:**

A. Closed session pursuant to Government Code §54957.6.

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: City Administrator, City Attorney and Vice Mayor Sheppard. Employee Organization: Laborers Local 185

B. Closed session pursuant to Government Code Section 54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Annual)

Title: City Administrator

7. **RESUME REGULAR SESSION:**

8. **ADJOURNMENT:**

Presented by: _____ May 9, 2014
Roben Dewsnup, City Clerk Date