

THIS AGENDA WAS POSTED ON THE BULLETIN BOARD OR WINDOW IN FRONT OF CITY HALL BY 5:00 PM ON THE 6<sup>th</sup> DAY OF MAY, 2016, 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

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**AGENDA OF THE  
CITY COUNCIL  
CITY OF BIGGS**

**6:30 PM TUESDAY  
MAY 10, 2016  
REGULAR MEETING**

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## **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.**

**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.**

Citizen's comments.

### **2. Annual Audit of Fiscal Year ending June 30, 2015.**

Independent CPA Donald R. Reynolds will present his summarized audit report to Council.

**Recommendation:** Accept report.

### **3. CONSENT CALENDAR:**

- A. Approval of warrants: 30963 – 31034, Z01488– Z01506, for the month of April, 2016 in the amount of \$446,912.77.
- B. Approve minutes for Regular Council Meeting of April 12, 2016.
- C. Acknowledge receipt of Accountant's Reports as if March 31, 2016.

**Action:** It is recommended items "A" through "C" 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:

1. Department Activity Report – April / May 2016.

2. **Discussion/Action:** Professional Staffing Support for a Lot Split at 3069 Eighth Street.

A request for supplemental funding in the amount of \$1,985 to cover planning staff time necessary to prepare and process an application for a Lot Split and Variance on an existing City owned parcel located at 3069 Eighth Street.

**Recommendation:** Approve a budget supplement/task order in the amount of \$1,985 to cover estimated staff time to prepare and process Parcel Map and Variance applications at 3069 Eighth Street to split the existing lot and authorize the City Administrator to sign agreement for services.

3. **Discussion/Action:** Targeted Zoning Code Update.

A request for approval of a contract with Michael Baker International, in an amount not to exceed \$52,930, or in an alternate amount to be determined based upon the desired task and product.

**Recommendation:** Authorize the Mayor to sign a contract with Michael Baker International in a not to exceed amount of \$52,930 approving a scope of work and fee proposal to undertake work on a targeted zoning code update project that would revise Title 14, Zoning of the Biggs Municipal Code to assist the City of Biggs with the implementation of the policies and goals outlined in the General Plan and to undertake other code update efforts as approved by the City Council (subdivision code update and zoning map analysis).

B. Engineering: Department Activity Report – April / May 2016.

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. SCORE – Verbal update – Verbal update. (J. Busch)

L. LAFCo – Verbal update – Verbal update. (J. Busch)

M. Other commission reports. (Council)

N. City Administrator:

1. **Discussion/Action:** Request to Utilize Library Basement by Biggs Lions Club and Biggs Women’s Club.

Biggs Lions Club and Biggs Women’s Club have each requested to utilize the basement of the Biggs Library for small meetings.

**Recommendation:** Review the agreement, authorize the City Administrator to execute the agreements to Utilize Library Basement by Biggs Lions Club and Biggs Women’s Club.

2. **Discussion/Action:** Consideration of Injury & Illness Prevention Program, Transite and LOTO (lock out tag out) Policies.

A recent effort with SCORE safety contractor produced the IIPP (injury & illness prevention program) transite and LOTO policies.

**Recommendation:** Review the policies and direct staff.

3. **Discussion/Action:** Authorization to Purchase Water Well Services.

The C Street well had an operational issue caused by a significant blockage of the inlet screens in the well casing from accumulated scale buildup which required a very aggressive cleaning procedure. It is recommended that the City reinstall the submersible pump to its previous depth, and restore the well to stand-by service.

**Recommendation:** Authorize the City Administrator to purchase water well professional services in an amount not to exceed \$3,500 with proceeds from Water Improvement Fund 110.

4. **Discussion/Action:** Update of Policy Regarding the Date Range of Performance Evaluations.

Council is asked to consider approving a modification for Personnel Policy in response to previous Council direction to move to a calendar year period for evaluations.

**Recommendation:** Review policy and direct staff.

5. **Discussion/Action:** Authorization to Apply for CalRecycle Grants.

CalRecycle requires an authorizing Council resolution to participate in CalRecycle grants.

**Recommendation:** Approve Resolution No. 2016-04, by reading of title only,  
“RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT  
PROGRAMS AND RELATED AUTHORIZATIONS.”

**5. INFORMATIONAL:**

**6. CLOSED SESSION:**

- A. WWTP Phase 2 Property Purchase Current Litigation: Conference with Counsel  
Existing Litigation: Pursuant to Government Code §54956.9 (d)(1)  
City of Biggs v. Mesa Asset Management, Butte County Superior Court Case No. 164070
- B. Conference with Labor Negotiators: Pursuant to Government Code §54957.6  
Agency designated representatives: City Administrator, City Attorney and Vice Mayor  
Sheppard. Employee Organization: Laborers Local 185.

**7. RESUME REGULAR MEETING:**

ANNOUNCEMENT OF ACTION(S) TAKEN IN EXECUTIVE SESSION, pursuant  
to Government Code §54957.1. (Must report the vote or abstention of every member  
present on any action.)

**8. ADJOURNMENT:**

Presented by: \_\_\_\_\_ May 6, 2016  
Roben Dewsnap, City Clerk Date