

Call To Order

The regular council meeting was called to order at 6:30 p.m. by Mayor Frith. Vice Mayor Sheppard and Councilmembers Arnold, Busch and Thompson were present. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Engineer Trin Campos, City Planner Scott Friend and City Clerk Roben Dewsnup.

1. COMMUNITY PARTICIPATION: Battalion Chief Tony Brownell introduced himself to Council.

2. PRESENTATIONS:

A. Proclamation for Child Abuse Prevention Month.

Margie Rugger, Executive Director of the Child Abuse Prevention Council of Butte County, expressed her appreciation to the City of Biggs for presenting a proclamation for child abuse prevention. Families in the County can receive resource information by calling 211.

Mayor Frith presented a proclamation to Ms. Rugger, "Proclaiming April 2016 as Child Abuse Prevention Month."

B. Sutter Butte Flood Control Agency.

Michael Bessette, Director of Engineering at the Sutter Butte Flood Control Agency, provided Council with an update on the levee construction project.

3. CONSENT CALENDAR:

- A. Approval of warrants: 30893 – 30958, Z01469 – Z01487, for the month of March 2016 in the amount of \$327,013.83.
- B. Approve minutes for Regular Council Meetings of February 9, 2016 and March 8, 2016 and Special Meetings of February 23, 2016 and March 22, 2016.
- C. Acknowledge receipt of Police Reports for March 2016.
- D. Acknowledge receipt of Animal Control Report for March 2016.
- E. Acknowledge receipt of Accountant's Reports for February 2016.

Motion/Second to accept the consent calendar. (Thompson/Busch, MCU)

4. DEPARTMENT REPORTS:

A. Planning:

- 1. Department Activity Report – March 2016 / April 2016. City Planner Scott Friend reviewed the planning/code enforcement activity report. He also demonstrated the new City GIS Parcel Viewer which will be linked to the city's website.
- 2. Butte LAFCo Service Invoice: Biggs Wastewater Land Disposal Site Annexation Project.

Mr. Friend requested Council authorize the city administrator to pay the balance of funds due to the Butte LAFCo for services rendered by LAFCo staff in course of processing the City's request to annex the Wastewater Land Disposal Site into the City of Biggs.

Motion/Second to pay the invoice to LAFCo in the amount of \$2,934.25.
(Busch/Sheppard, MCU)

3. Targeted Zoning Code Update. Mr. Friend asked for guidance from Council on how they would like to proceed with updating the City of Biggs Municipal Code, Title 14, Zoning.

Mr. Friend would bring back a proposal to Council.

4. Supplemental Funding for Fiscal Year 2015/2016 Planning and Environmental Services.

Mr. Friend asked Council to approve supplemental funding in the amount of \$6,400 to cover anticipated staffing costs to allow for the continuation of professional planning and environmental services through the end of Fiscal Year 2015/2016.

Motion/Second to authorize the City Administrator to sign an amendment to the existing on-call professional services contract with Michael Baker International in the amount of \$6,400 for the continuation of professional planning and environmental services for the balance of fiscal year 2015/2016. (Thompson/Arnold, MCU)

B. Engineering:

1. Department Activity Report – March 2016 / April 2016. City Engineer Trin Campos reviewed the activity report included in the agenda packet.
2. Award of Construction Contract – Biggs Safe Routes to School Project (ATP Cycle 1), City Project No. 16-100.

Mr. Campos stated the City opened the construction bids for the Biggs Safe Routes to School Project on March 29, 2016. The Engineer's cost estimate was \$573,000 and two base bids were received. The low bid was \$567,507.50 from All-American Construction Inc. The advertised contract also included an additive alternative bid item list with an engineer's cost estimate of \$26,000. This bid from All-American Construction Inc. was in the amount of \$33,985.00. The total bid amount is \$601,492.50.

Motion/Second to authorize award of the construction contract for the Biggs Safe Routes to School Project, City Project No. 16-100, to All-American Construction Inc. in the amount of \$601,492.50 and authorize the City Administrator to execute the Contract Agreement. (Arnold/Busch, MCU)

3. Task Order No. 38 to the Engineering Services Agreement dated June 11, 2011.

Mr. Campos stated Cycle 3 for Safe Routes to Schools Project and the grant funding applications are due on June 15, 2016. BCAG is also requesting grant applications for the next cycle of the Congestion Mitigation Air Quality (CMAQ) Program and the applications are due in May 2016.

Motion/Second to authorize submission of applications for ATP Cycle 3 SRTS Program and the CMAQ Program and authorize the City Administrator to execute Task Order No. 38 in the amount of \$14,000. (Sheppard/Thompson, MCU)

4. Review Professional Services Agreement for City Engineering Services.

Mr. Sorensen stated the professional services agreement for City Engineer Services was entered into on June 21, 2011. Council has a policy to review such agreements on a regular basis, and per CalTrans policy, to retain eligibility for CalTrans funding and assistance, CalTrans requires the arrangement be reviewed and explicitly acted upon every 5-years (or less). To maintain maximum eligibility for CalTrans funding and assistance, the City will need to review the arrangement and engage in a successor agreement for City Engineer Services on or before June 21, 2016.

Motion/Second to authorize staff to release an RFQ for City Engineer Services.
(Sheppard/Arnold, MCU)

- C. Public Safety. Verbal report by Mayor Frith.
- D. Sutter Butte Flood Control Agency (SBFCA). Discussed earlier by Mr. Bessette.
- E. Public Works. Discussed earlier by Engineer.
- F. Electric. Verbal report by Mayor Frith.
- G. BCAG. No report.
- H. Air Quality. Verbal report by Councilmember Thompson.
- I. Solid Waste. No report.
- J. Mosquito Abatement. Verbal report by Vice Mayor Sheppard.
- K. SCORE. Verbal report by Councilmember Busch.
- L. LAFCo. Verbal report by Councilmember Busch.
- M. Other commission reports. Mayor Frith attended the Butte County Disaster Council Meeting, the City Selection Committee Meeting and a local leader's breakfast in Chico.
- N. City Administrator.

1. Update of Policy Regarding the Date Range of Performance Evaluations.

Mr. Sorensen suggested changing the annual evaluations to each calendar year rather than the employee's anniversary date.

Council agreed to table this item to the next meeting.

2. Resolution in Support of Live Oak Highway 99 Improvement Grant Application.

Mr. Sorensen asked Council to consider approving a resolution in support of the City of Live Oak's grant application to fund improvements to Highway 99.

Motion/Second to approve Resolution No. 2016-03, "RESOLUTION SUPPORTING THE CITY OF LIVE OAK TIGER FUNDING APPLICATION FOR THE LIVE OAK STREETScape PROJECT." (Arnold/Sheppard, MCU)

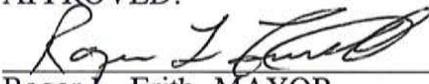
5. **INFORMATIONAL:** None
6. **CLOSED SESSION:** Council adjourned to Closed Session at 10:06 p.m.
7. **RESUME REGULAR MEETING:** Council resumed the Regular Session at 10:45 p.m. No actions to report.
8. **ADJOURNMENT:** Council adjourned the regular meeting at 10:45 p.m.

ATTEST:



Roben Dewsnup, CITY CLERK

APPROVED:



Roger L. Frith, MAYOR