

THIS AGENDA WAS POSTED ON THE BULLETIN BOARD OR WINDOW IN FRONT OF CITY HALL BY 5:00 PM ON THE 12th DAY OF AUGUST, 2011, 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

6:00 p.m. Monday
AUGUST 15, 2011
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. CONSENT CALENDAR:

- A. Approval of Council Minutes for Regular Meetings of June 20, 2011 and Special Meeting of June 20, 2011.
- B. Approval of warrants: #25374 - 25546; #7958-7998; Z00476 - Z00503 for months of June and July 2011 in the amount of \$597,379.78.
- C. Acknowledge receipt of Police Department Report for July 2011.
- D. Acknowledge receipt of Gridley-Biggs Animal Control Officer Report for July 2011.
- E. Acknowledge receipt of Biggs Fire Department Report for July 2011.
- F. Acknowledge receipt of Accountant's monthly cash and investment report for June and July 2011.
- G. Approve Engagement Letter for auditor Donald Reynolds CPA.
- H. Approval of *RESOLUTION NO. 2011-13* by reading of title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT (2CA0144) FOR SERVICES FROM JULY 1, 2011 TO JUNE 30, 2012."
- I. Approve Fire Engine Usage Agreement.
- J. Approval of *RESOLUTION NO. 2011-18* by reading of title only, "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING AN EXPENDITURE PLAN TO RECEIVE CITIZEN'S OPTIONS FOR PUBLIC SAFETY (COPS) GRANT FUNDS FOR FISCAL YEAR 2011/2012."

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

3. DEPARTMENT REPORTS:

- A. Planning: Department Activity Report – July 2011 / August 2011. (S. Friend)
- B. Engineering: Activity Report and Project Updates – August 2011. (S. Speights)
- C. Public Safety – Verbal update. (R. Frith)
- D. Flood Control – Verbal update. (M. Bottorff)
- E. Public Works – Verbal update. (R. Frith and D. Arnold)
- F. Electric – Verbal update. (R. Frith)
- G. BCAG/Air Quality – Verbal update. (A. Thompson)
- H. Solid Waste – Verbal update. (D. Arnold)
- I. Other commission reports. (Council)
- J. City Attorney: Reconveyance of Lien: Brooks

K. City Administrator:

1. **Discussion/Action:** Proposal for Grant Administration and Community Development Services.

Administrator will present a proposal for PMC to handle the city’s grant administration and assist in community development activities.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Accept PMC’s proposal and direct administrator to engage PMC’s services on an on-call as-needed basis, open-ended timeframe. Seek City Council approval for submission and acceptance of all grants.

2. **Discussion/Action:** Annual Salary Adjustment.

City Administrator requests clarification and approval of planned salary adjustment for City employees.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Approve application of 25¢/hr adjustment effective October 1, 2011 to all employees except the city administrator. Direct administrator to revise the salary schedule accordingly to reflect the adjustment for the positions as well as the employees in the positions, ensuring that no employee's base salary exceeds the scheduled maximum.

3. **Discussion/Action:** Designation of League of Cities Voting Delegates.

The Council is asked to designate a voting delegate and alternate for the annual business meeting of the League of California Cities scheduled for September 23.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Appoint a voting delegate if anyone will be attending the conference.

4. **Discussion/Action:** City Motto.

Council to discuss and consider the motto for the City of Biggs.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Determine preferred motto[s], or process for making the decision, advise staff.

5. **Discussion/Action:** City Facilities Janitorial Services.

Council is asked to approve a janitorial services contract for City Hall.

- a. Staff report.
- b. Public comment.
- c. Council discussion.

Recommendation: Accept bid from SJS Janitorial Services and authorize City Administrator to enter agreement for services at the stated bid rate.

4. **INFORMATIONAL:**

5. **CLOSED SESSION:**

Pursuant to Government Code §54957
Work Schedule
Title Code Enforcement

6. RESUME REGULAR MEETING:

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

7. ADJOURNMENT:

Presented by: _____ August 11, 2011
Roben Dewsnap, City Clerk Date