

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

May 12, 2026

The regular council meeting was called to order at 6:00 p.m. by Vice Mayor Arnold. Staff present: City Administrator Nicolas Gauthier, City Attorney Greg Einhorn, City Engineer Dave Harden, Public Works Superintendent Paul Pratt. City Clerk Roben Benish arrived at 6:30 p.m.

1. MEETING CALLED TO ORDER: By Vice Mayor Arnold

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL:

Present: Brown, Squires, Wilks, and Arnold

Absent: Sheppard

4. PUBLIC COMMENT:

Resident Mandy Mattos stated she had addressed the Council a few months ago regarding individuals riding scooters and bikes on sidewalks and on the roads. She still sees kids riding scooters and bikes on sidewalks and in the road and not wearing helmets. She felt that nothing was being done. She was asking for action to be taken before there was a tragedy.

Representatives from Waste Management introduced themselves to Council.

5. CONSENT CALENDAR:

- A. Approve April 2026 warrants 40015 – 40085, 21920263, 3903754 – 3903768, 9303735 – 9303753 in the amount of \$498,309.13.
- B. Approve minutes for the Regular City Council Meeting of April 28, 2026.
- C. Approve Resolution No. 2026-08, “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS CALLING A GENERAL MUNICIPAL ELECTION ON NOVEMBER 3, 2026, FOR THE PURPOSE OF ELECTING FOUR MEMBERS TO THE CITY COUNCIL AND REQUESTING CONSOLIDATION OF THAT ELECTION WITH THE CONSOLIDATED GENERAL ELECTION TO BE HELD NOVEMBER 3, 2026.”
- D. Acknowledge receipt of the April 2026 Animal Control Reports.

Motion/Second to approve the consent calendar. (Wilks/Brown, MCU; Absent: Sheppard)

6. ITEMS FOR CONSIDERATION:

- A. City Administrator Nic Gauthier asked Council to consider issuing a flat rebate to electric customers from the GHG (Green House Gas) Fund to be applied to customer June billing cycle.

Motion/Second to authorize the City Administrator to issue electric customers a flat rebate from the GHG Fund to be applied to customer June billing cycle for \$300 per account. (Wilks/Squires, MCU; Absent: Sheppard)

- B. Mr. Gauthier asked Council to consider authorizing the purchase of a Utility District Vehicle.

Mr. Gauthier stated the City of Biggs Electric Department receives Green House Gas related funds under California's Cap-and-Invest framework, which are intended to benefit ratepayers and support projects that reduce emissions or advance state climate objectives.

Motion/Second to authorize the City Administrator to purchase a Toyota Camry vehicle using GHG Fund not to exceed \$36,900 and proceed to collect informal bids for the Camry vehicle. (Wilks/Brown, MCU; Absent: Sheppard)

- C. Mr. Gauthier asked Council to consider adopting a City Mission, Vision, and Values Statement.

The Council provided feedback to Mr. Gauthier.

Motion/Second to authorize the City Administrator to adopt the agreed upon draft Mission, Vision, and Values to apply to City budget and bring the final language forward by resolution. (Wilks/Squires, MCU; Absent: Sheppard)

- D. Mr. Gauthier asked Council to consider authorization to Submit Request for Proposals 2026-001 for Advanced Metering Infrastructure (AMI) Systems.

Upgrading the City's water and electric meters to AMI would replace manual and radio meter reading with a network of smart meters that provide frequent, highly accurate usage data and two-way communication.

Motion/Second to authorize the City Administrator to submit an RFP for Advanced Metering Infrastructure (AMI) Systems for the City's water and electrical meters. (Brown/Squires, MCU; Absent: Sheppard)

- E. Mr. Gauthier asked Council to consider authorization to adopt City Travel Reimbursement Policy.

City travel reimbursement policies are intended to define which travel expenses are authorized, reasonable, and reimbursable, and to ensure those costs are documented and treated consistently across officials and employees.

Motion/Second to adopt the new Travel Reimbursement Policy and replace the previous policy from February 13, 2024, implementing the new policy effective May 17, 2026. (Wilks/Brown, MCU; Absent: Sheppard)

7. DEPARTMENT UPDATE REPORTS

- A. Engineering

1. SB1 Project List to State CTC for FY 2026-07

City Engineer Dave Harden asked Council to consider adopting an annual resolution authorizing City staff to submit the SB1 Project List to California Transportation Commission and authorizing the City Administrator to include in Fiscal Year 2026-2027 CIP Budget, the projects to be funded with SB1 – Road Maintenance and Rehabilitation Account Revenues.

Motion/Second to adopt Resolution No. 2026-09, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2026-27 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.” (Wilks/Brown, MCU; Absent: Sheppard)

2. Approach to Traffic Calming in Critical Areas

Mr. Harden stated staff had received concerns regarding vehicle speeds on several local streets, including residential areas, and corridors with pedestrian activity. Staff identified several locations for further evaluation including West Biggs Gridley Road, Trent Street near the neighborhood park, and B Street approaching the elementary school.

Council discussed placing a temporary speed display sign and rumble strips on West Biggs Gridley Road. Staff suggested placing a speed bump on Trent Street and rumble strips on B Street approaching the elementary school.

Using Council’s feedback, Mr. Harden would bring back this item for further discussion.

3. USDOT Safe Streets and Roads for All (SS4A) Grant Program

Mr. Harden asked Council to adopt a resolution authorizing the City Administrator to sign and submit an application to the United States Department of Transportation (USDOT) Safe Street and Roads for All (SS4A) Grant Program and to execute all required documents related to the application, and if awarded, the grant agreement.

Motion/Second to adopt Resolution No. 2026-10, “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING THE PURSUIT OF THE U.S. DEPARTMENT OF TRANSPORTATION SAFE STREETS AND ROADS FOR ALL FUNDING FOR ROADWAY IMPROVEMENT PROJECT.” (Brown/Squires, MCU; Absent: Sheppard)

4. Sidewalk Gap Closure on Fifth Street Project – Design Task Order

Mr. Harden stated with BCAG concurrence, and Council direction, staff proposed to use the remaining REAP 2.0 grant funds from the Second Street Bicycle and Pedestrian Project to help construct a sidewalk gap closure along Fifth Street.

Motion/Second to authorize the City Administrator to execute Task Order #40 (BENEN Project number 16-604-304) with Bennett Engineering Services (BENEN) to provide project management, survey, design, and preparation of bid documents for the Biggs Fifth Street Sidewalk Gap Closure Project in the amount of \$32,557. (Squires/Arnold, MCU; Absent: Sheppard)

- B. Public Works Superintendent Paul Pratt, Police Lt. Garringer, and Fire Chief Mike Conaty provided activity reports to Council.

8. COUNCIL COMMITTEE REPORTS

- A. Councilmember Wilks attended the High School Senior Scholarship Awards.
- B. Sustainable Groundwater Management Act Meeting would be held in the Biggs Council Chambers on May 14th at 1 p.m.

9. CITY ADMINISTRATOR REPORTS

Mr. Gauthier reported on meetings he had attended since the last council meeting and items he is currently working on.

10. ADJOURNMENT: Council adjourned the Regular Meeting at 7:58 p.m.

ATTEST:

APPROVED:

Roben Benish, CITY CLERK

James T. Sheppard, MAYOR