

CITY OF YUBA CITY  
STAFF REPORT

**Date:** November 1, 2022  
**To:** Honorable Mayor & Members of the City Council;  
**From:** Administration Department  
**Presentation By:** Ciara Wakefield, City Clerk Administrator

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**Summary**

**Subject:** Minutes from the October 18, 2022 meeting  
**Recommendation:** Approve the minutes from the October 18, 2022 meeting  
**Fiscal Impact:** None

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**Attachments:**

1. 10-18-2022 - Regular Meeting Minutes (DRAFT)

**Prepared By:**  
Ciara Wakefield  
City Clerk Administrator

**Submitted By:**  
Diana Langley  
City Manager

# ATTACHMENT 1

**MINUTES (DRAFT)**

**REGULAR MEETING  
CITY COUNCIL - CITY OF YUBA CITY  
OCTOBER 18, 2022  
6:00 P.M. REGULAR MEETING  
COUNCIL CHAMBERS/VIRTUAL**

**Regular Meeting**

The Regular Meeting of the City Council was called to order by Mayor Shaw at 6:01 PM

**Roll Call:**

Present: Mayor Shaw, Councilmembers Boomgaarden, Harris, Espindola, and Kirchner

Absent: None

**Invocation/Inspiration**

George Barlow, Management Analyst

**Pledge of Allegiance to the Flag**

Councilmember Grace Espindola

**City Attorney's Report on Closed Session**

No Closed Session

**Agenda Modifications/Approval of Agenda**

No changes were made

**Ceremonial Presentations**

**1. Sikh Awareness and Appreciation Month Proclamation**

Mayor Shaw presented a proclamation to Sikh Temple President Sarb Thiara, and Temple Directors.

**Public Communication**

**2. Appearance of Interested Citizens**

Piara Johl spoke  
Heather Esemann spoke  
Francis Coats spoke

**Consent Calendar**

No public comments were received for Consent Calendar items 3-6.

Francis Coats spoke on Item 7

Vice-Mayor Kirchner moved and Councilmember Harris seconded the motion to:

**3. Minutes from the October 4, 2022 meeting**

Approve the October 4, 2022 minutes

**4. Bargaining Unit Modifications and Salary Schedule Changes in the Police Department**

Adopt **Resolution 22-149** approving:

- A. Modifications to the Police Sworn Mid-Managers unit to receive the Administrative Manager unit from the Mid-Manager unit, and approval of a side letter with both affected units
- B. Modifications to the Police Sergeants unit to receive the Communications Center Coordinator and Records Supervisor from the First Level Managers unit, and approval of a side letter with both affected units
- C. The retitling of the Communications Center Coordinator position to the title of Communications Center Supervisor
- D. The amendment of the salary schedule to establish and set the salary for the Records Supervisor and acknowledge the new Communications Center Supervisor title
- E. Acknowledge name changes of (1) the Police Sworn Mid-Managers unit to the Police Mid-Managers unit, and (2) the Police Sergeants unit to the Police First Level Managers unit; and recognizing these newly-named units for purposes of bargaining and representation
- F. Authorize the Finance Director to make the appropriate budget adjustments from unallocated general funds

**5. Utilities Chemical Budget Adjustments**

Adopt **Resolution 22-150**:

- A. Authorizing the Finance Director to make supplemental appropriations and related transfers in the amount of \$110,000 from Account No. 971224-65501 (WTP Electrical & Instrumentation Improvements) to 7120 Water Treatment Plant chemical operating budget accounts as listed in the Resolution and in the amount of \$772,391 from Account No. 981229-65501 (WWTF Capitalization Fund) to 8120 Wastewater Treatment Facility chemical operating budget accounts as listed in the Resolution; and
- B. Authorizing the City Manager to amend the approved Standard Agreements with the Fiscal Year 22/23 chemical vendors to adjust the per unit prices as necessary, subject to approval as to legal form by the City Attorney, with the finding that it is in the best interest of the City

**6. Water Treatment Plant West Flow Meter (Plans & Specifications)**

Adopt **Resolution 22-151** adopting a CEQA Class 1 Categorical Exemption, approving the plans and specifications for the Water Treatment Plant West Flow Meter Project (22-13) and authorizing advertisement for bids on the project

**7. Adopt Technical Refinements to the Camping and Storage of Personal Property Ordinance**

Adopt **Ordinance 011-22** of the City Council of the City of Yuba City, California, Renumbering/Re-Lettering Yuba City Municipal Code Section 5.23.050 by title only, and waive the second reading

The motion was passed with a unanimous vote

**Business Items**

**8. Enterprise Resource Planning (ERP) Procurement & Implementation Support**

Heather Esemann spoke

Councilmember Espindola moved and Vice-Mayor Kirchner seconded the motion to:

Adopt **Resolution 22-152** awarding a Professional Services Agreement to SDI Presence LLC of Los Angeles, CA for development of a Request for Proposals (RFP) for the procurement and implementation of an Enterprise Resource Planning (ERP) and Human Resource/Payroll software platform in the amount of \$83,990 plus \$10,000 contingency for procurement services and an option for implementation support not to exceed \$384,800, with the finding that it is in the best interest of the City

The motion was passed with a unanimous vote

**9. 2021 Staffing for Adequate Fire and Emergency Response Grant**

Heather Esemann spoke

Councilmember Boomgaarden moved and Councilmember Espindola seconded the motion to:

- A. Accept the 2021 Staffing for Adequate Fire and Emergency Response (SAFER) Grant for \$1,199,700.00 to hire three Firefighter II positions as the 4<sup>th</sup> person on Aerial Ladder Truck
- B. Adopt **Resolution 22-153** authorizing receipt, allocation, and expenditure of the 2021 SAFER Grant with the stipulation to hire three (3) Firefighters as permanent employees
- C. Authorize the Finance Director to make a supplemental appropriation for the revenues and expenditures associated with the 2021 SAFER Grant and add three (3) Firefighter II positions to the FY 22/23 Budget

The motion was passed with a unanimous vote

**Future Agenda Items**

**10. Future Agenda Items**

No suggestions

## **Reports and Communications**

### **11. City Manager's Report**

### **12. City Council Reports**

- Councilmember Espindola
- Councilmember Harris
- Councilmember Boomgaarden
- Vice-Mayor Kirchner
- Mayor Shaw

## **Adjournment**

Mayor Shaw adjourned the Regular Meeting of the City Council in memory of Eric Pomeroy at 7:02 PM

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Dave Shaw, Mayor

ATTEST:

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Ciara Wakefield, Deputy City Clerk