

Tuesday, December 7, 2010, 7:00 p.m.

City Council Chambers, 333 Civic Center Plaza

Web Site: www.ci.tracy.ca.us

Americans with Disabilities Act - The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in Council meetings. Persons requiring assistance or auxiliary aids should call City Hall (209/831-6000) 24 hours prior to the meeting.

Addressing the Council on Items on the Agenda - The Brown Act provides that every regular Council meeting shall provide an opportunity for the public to address the Council on any item within its jurisdiction before or during the Council's consideration of the item, provided no action shall be taken on any item not on the agenda. Each citizen will be allowed a maximum of five minutes for input or testimony. At the Mayor's discretion, additional time may be granted. The City Clerk shall be the timekeeper.

Consent Calendar - All items listed on the Consent Calendar are considered routine and/or consistent with previous Council direction. A motion and roll call vote may enact the entire Consent Calendar. No separate discussion of Consent Calendar items will occur unless members of the City Council, City staff or the public request discussion on a specific item at the beginning of the meeting.

Addressing the Council on Items not on the Agenda – The Brown Act prohibits discussion or action on items not on the posted agenda. Individuals addressing the Council should state their names and addresses for the record, and for contact information. "Items from the Audience" following the Consent Calendar will be limited to 15 minutes. "Items from the Audience" listed near the end of the agenda will not have a maximum time limit. The five minute maximum time limit for each speaker applies to all "Items from the Audience." Any item not on the agenda, brought up by the public shall automatically be referred to staff. In accordance with Council policy, if staff is not able to resolve the matter satisfactorily, the member of the public may request a Council Member to sponsor the item for discussion at a future meeting. When citizens address the Council, speakers should be as specific as possible about their concerns. If several speakers comment on the same issue, an effort should be made to avoid repetition of views already expressed.

Presentations to Council - Persons who wish to make presentations which may exceed the time limits are encouraged to submit comments in writing at the earliest possible time to ensure distribution to Council and other interested parties. Requests for letters to be read into the record will be granted only upon approval of the majority of the Council. Power Point (or similar) presentations need to be provided to the City Clerk's office at least 24 hours prior to the meeting. All presentations must comply with the applicable time limits. Prior to the presentation, a hard copy of the Power Point (or similar) presentation will be provided to the City Clerk's office for inclusion in the record of the meeting and copies shall be provided to the Council. Failure to comply will result in the presentation being rejected. Any materials distributed to a majority of the Council regarding an item on the agenda shall be made available for public inspection at the City Clerk's office (address above) during regular business hours.

Notice - A 90 day limit is set by law for filing challenges in the Superior Court to certain City administrative decisions and orders when those decisions or orders require: (1) a hearing by law, (2) the receipt of evidence, and (3) the exercise of discretion. The 90 day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge a City Council action in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised during the public hearing, or raised in written correspondence delivered to the City Council prior to or at the public hearing.

Full copies of the agenda are available at City Hall, 333 Civic Center Plaza, the Tracy Public Library, 20 East Eaton Avenue, and on the City's website www.ci.tracy.ca.us

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ADMINISTRATION OF OATH OF OFFICE
INVOCATION
ROLL CALL
ELECTION OF MAYOR PRO TEM
PRESENTATIONS – Employee of the Month
– Gene Birk, Brighter Christmas

1. CONSENT CALENDAR

- A. Acceptance of the Tracy Airport Main Entrance Improvements Project - CIP 77032, Completed by Garrett Thompson Construction of Modesto, California, and Authorization for the City Clerk to File the Notice of Completion
- B. Authorization to Establish a "No Parking Anytime" Zone on Both Sides of Acacia Street from Franklin Avenue and the East End of Acacia Street
- C. Award a Construction Contract to GSE Construction Co., Inc., of Livermore, California for the Tracy Wastewater Treatment Plant Solids Handling Facilities Improvement Project – CIP Nos. 74072, 74079 And 74087, in the Amount of \$3,867,000, Authorize Task Order No. CH01-12 to the Master Professional Services Agreement with CH2MHill for Design Support Services During Construction and Services for Air Permit for New Boiler, Authorize the Transfer of Funds in the Amount of \$600,000 from CIP 74004, and \$220,000 from CIP 74085 to CIP 74072, Authorize a Supplemental Appropriation in the Amount of \$1,284,951 from Wastewater Capital Fund 523 to CIP 74072 and Authorize the Mayor to Execute the Agreement and the Contract
- D. Acceptance of the Eleventh Street Median Revitalization Project Phase 2 (Between Alden Glen Drive and Tracy Boulevard) - CIP 73096, Completed by Silicon Valley Paving, Inc., of San Jose, California, and Authorization for the City Clerk to File the Notice of Completion
- E. Approve Change Order No. 1 to the Construction Contract with A. Teichert & Sons, Inc., dba Teichert Construction, for the Emergency Storage Pond and Drying Beds Improvement Project - CIP 74004, 74080, and 74077, in the Amount of \$123,697.10 for Additional Paving of Drying Beds
- F. Authorize Amendment of the City's Classification and Compensation Plans and Position Control Roster by Approving the Re-Titling and Revision of a Classification Specification and Salary Range for Supervising Communications Operator to Communications Unit Supervisor; and Reclassification of the Incumbent to Communications Unit Supervisor

2. ITEMS FROM THE AUDIENCE

3. AUTHORIZATION TO AWARD THE PURCHASE OF SECURITY CAMERA SYSTEMS FOR THIRTEEN BUSES AND TWO MINIVANS FOR TRACER BUS SERVICE IN AN AMOUNT NOT TO EXCEED \$80,000 TO APOLLO VIDEO TECHNOLOGY UNDER THE KING COUNTY DIGITAL VIDEO RECORDER CONTRACT
4. APPROVE EXPANSION OF THE SAN JOAQUIN COUNTY ENTERPRISE ZONE BOUNDARIES
5. SECOND READING AND ADOPTION OF ORDINANCE 1155 AN ORDINANCE OF THE CITY OF TRACY, AMENDING SECTION 3.08.580, OF CHAPTER 3.08 (TRAFFIC REGULATIONS) OF TITLE 3 (PUBLIC SAFETY) OF THE TRACY MUNICIPAL CODE
6. ITEMS FROM THE AUDIENCE
7. COUNCIL ITEMS
8. ADJOURNMENT

AGENDA ITEM 1.A

REQUEST

ACCEPTANCE OF THE TRACY AIRPORT MAIN ENTRANCE IMPROVEMENTS PROJECT - CIP 77032, COMPLETED BY GARRETT THOMPSON CONSTRUCTION OF MODESTO, CALIFORNIA, AND AUTHORIZATION FOR THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

EXECUTIVE SUMMARY

The contractor has completed the construction contract (CIP 77032) to renovate the main entrance driveway to the Tracy Airport including installation of new gates and landscaping improvements in accordance with plans, specifications, and contract documents. Project costs are within the available budget. Staff recommends Council accept the project to enable the City to release the contractor's bonds and retention.

DISCUSSION

On January 19, 2010, the City Council awarded a construction contract to Garrett Thompson Construction of Modesto, CA, in the amount of \$174,525.

The scope of work for this project included replacement of the existing old main entrance gate to the airport from Tracy Boulevard, replacing the existing fence around the internal access road and two gates along this fence to separate the runways from the parking lot, minor landscaping on site at the main entrance of the airport, new asphalt paving on the access road and slurry seal of the parking lot area. The project improvement plans and specifications were prepared in-house by Engineering staff.

Three change orders were issued in the amount of \$28,422.49 for this project which consisted of paving the entire parking lot in lieu of slurry sealing to stabilize the existing pavement surface and also to correct drainage problems.

Status of budget and project costs is as follows:

A. Construction Contract Amount	\$174,525.00
B. Approved Change orders	\$ 28,422.49
C. Design, construction management, inspection, Testing, & miscellaneous expenses	\$ 36,602.14
D. Project Management Charges	\$ 37,780.14
Total Project Costs	\$277,329.77
Budgeted Amount	\$281,000.00

The project has been completed within the available budget, on schedule, per plans, specifications, and City of Tracy standards.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's seven strategic plans.

FISCAL IMPACT

CIP 77032 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund.

RECOMMENDATION

That City Council, by resolution, accept the Tracy Airport Main Entrance Improvement Project - CIP 77032, completed by Garrett Thompson Construction of Modesto, CA, and authorize the City Clerk to record the Notice of Completion with the San Joaquin County Recorder. The City Engineer, in accordance with the terms of the construction contract, will release the bonds and retention payment.

Prepared by: Paul Verma, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, City Engineer

Approved by: Andrew Malik, Development and Engineering Services Director
Leon Churchill, Jr., City Manager

RESOLUTION _____

ACCEPTING THE TRACY AIRPORT MAIN ENTRANCE IMPROVEMENTS PROJECT - CIP 77032, COMPLETED BY GARRETT THOMPSON CONSTRUCTION OF MODESTO, CALIFORNIA, AND AUTHORIZING FOR THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

WHEREAS, On January 19, 2010, the City Council awarded a construction contract to Garrett Thompson Construction of Modesto, CA, in the amount of \$174,525, and

WHEREAS, Three change orders were issued in the amount of \$28,422.49, and

WHEREAS, Status of budget and project costs is as follows:

Construction Contract Amount	\$174,525.00
Approved Change orders	\$ 28,422.49
Design, construction management, inspection, Testing, & miscellaneous expenses	\$ 36,602.14
Project Management Charges	<u>\$ 37,780.14</u>
Total Project Costs	\$277,329.77

WHEREAS, The project has been completed within the available budget, on schedule, per plans, specifications, and City of Tracy standards, and

WHEREAS, CIP 77032 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund;

NOW, THEREFORE, BE IT RESOLVED, That City Council accepts the Tracy Airport Main Entrance Improvement Project - CIP 77032, completed by Garrett Thompson Construction of Modesto, CA, and authorizes the City Clerk to record the Notice of Completion with the San Joaquin County Recorder. The City Engineer, in accordance with the terms of the construction contract, will release the bonds and retention payment.

Resolution _____

Page 2

The foregoing Resolution 2010-____ was passed and adopted by the City of Tracy City Council on the 7th day of December, 2010 by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.B

REQUEST

AUTHORIZATION TO ESTABLISH A “NO PARKING ANYTIME” ZONE ON BOTH SIDES OF ACACIA STREET FROM FRANKLIN AVENUE AND THE EAST END OF ACACIA STREET

EXECUTIVE SUMMARY

Residents on Acacia Street have requested that the City eliminate the existing parking on Acacia Street between Franklin Avenue and the east end of the street. Residents are concerned about the use of this parking on a dead end portion of Acacia Street by people from outside the neighborhood who indulge in noise, loitering and suspicious activity. Staff evaluated the neighborhood concerns and recommends establishing a no parking zone on this segment of Acacia Street.

DISCUSSION

The City has received complaints from area residents regarding parking nuisances on Acacia Street between Franklin Avenue and the east end of the street. This portion of the street does not have any driveways and dead ends at the Union Pacific Railroad (UPRR) tracks. During late hours, out of area vehicles park and individuals loiter in the area and indulge in suspicious activities.

Acacia Street is a two lane minor residential collector that dead ends approximately 120 feet east of Franklin Avenue. There is guard rail at the end of the street that prevents access to the UPRR tracks. This section of Acacia Street provides emergency fire access to the industrial property on the north side of Acacia Street, and rear access to the industrial area along MacArthur Drive (see Attachment A).

No parking on both sides of the street is recommended to improve fire access and to eliminate noise, loitering, and other concerns. Staff has coordinated the proposed recommendations with the neighboring property owners and they support staff's recommendations.

The Police Department has also reviewed the proposal and concurs with the recommendation.

STRATEGIC PLAN

This agenda item is a routine operational item and does not directly relate to the Council's seven strategic plans.

FISCAL IMPACT

There is no impact to the General Fund. Signing and striping are budgeted items within the Street Operating Budget of the Public Works Department.

RECOMMENDATION

That City Council, by resolution, authorize establishment of a "No Parking Any Time" zone on both sides of Acacia Street between Franklin Avenue and the east end of the street.

Prepared by: Ripon Bhatia, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, City Engineer

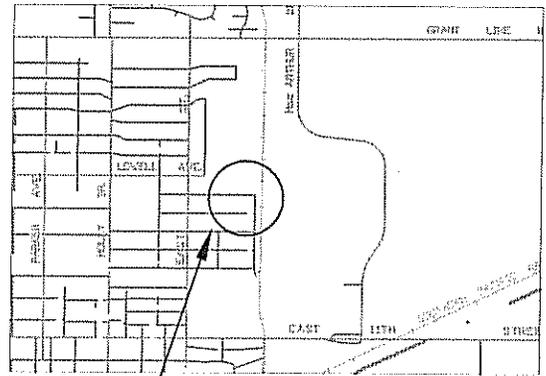
Approved by: Andrew Malik, Development and Engineering Services Director
Leon Churchill, Jr., City Manager

Attachments

ATTACHMENT "A"



NOT TO SCALE

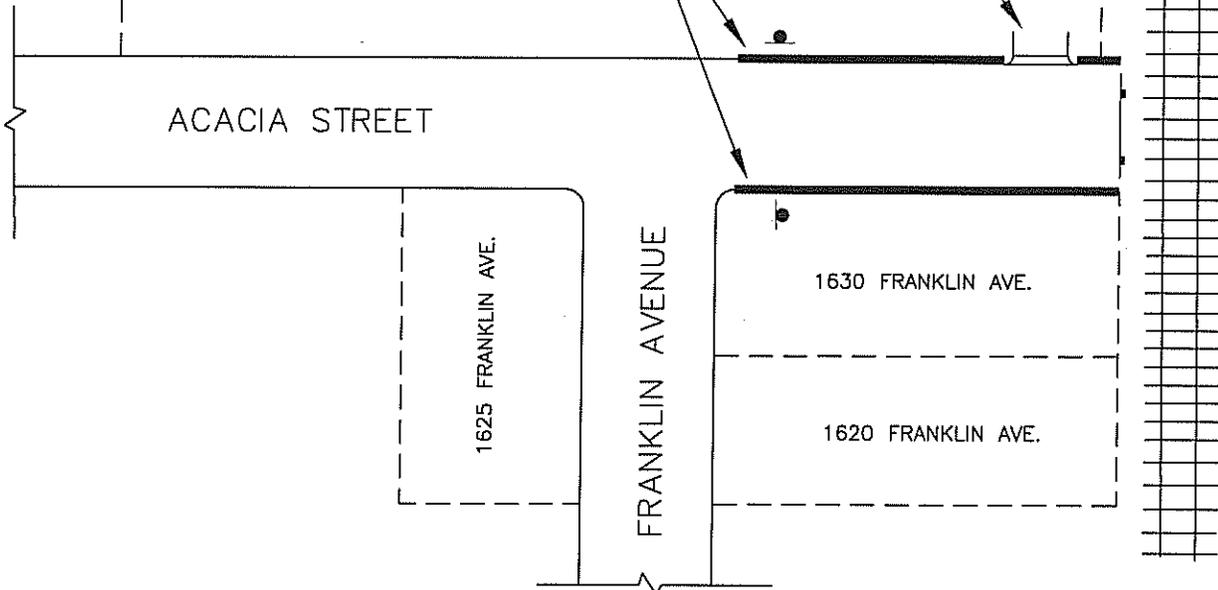


CALSTONE
426 E. GRANT LINE ROAD
INDUSTRIAL AREA

PROJECT LOCATION

PROPOSED NO PARKING ZONES

EMERGENCY ACCESS



NOTES

INSTALL R28(CA) SIGNS ON BOTH SIDES OF ACACIA STREET EAST OF FRANKLIN AVENUE.

PROPOSED NO PARKING ZONES

NO PARKING
ACACIA STREET

DESIGNED BY	REVISIONS		
	DATE	DESCRIPTION	APPROVED
DM			
DRAWN BY			
DM			
CHECKED BY			
RB			
SCALE			
N.T.S.			

SHEET 1
OF 1 SHEETS

CITY OF TRACY

APPROVED FOR CONSTRUCTION SUBJECT TO THE DATA SHOWN
CITY OF TRACY AND THE UNDERSIGNED ARE NOT RESPONSIBLE FOR
ERRORS AND/OR OMISSIONS THAT MAY BE PRESENT ON THESE PLANS.
KALINDY SHARMA CITY ENGINEER DATE

RESOLUTION _____

AUTHORIZING ESTABLISHMENT OF A "NO PARKING ANYTIME" ZONE ON BOTH SIDES OF ACACIA STREET FROM FRANKLIN AVENUE AND THE EAST END OF ACACIA STREET

WHEREAS, The City has received complaints from area residents regarding parking nuisances on Acacia Street between Franklin Avenue and the east end of the street, and

WHEREAS, During late hours, out of area vehicles park and individuals loiter in the area and indulge in suspicious activities, and

WHEREAS, Acacia Street is a two lane minor residential collector that dead ends approximately 120 feet east of Franklin Avenue, and

WHEREAS, No parking on both sides of the street is recommended to improve fire access and to eliminate noise, loitering, and other concerns, and

WHEREAS, The Police Department has also reviewed the proposal and concurs with the recommendation, and

WHEREAS, There is no impact to the General Fund. Signing and striping are budgeted items within the Street Operating Budget of the Public Works Department;

NOW, THEREFORE, BE IT RESOLVED, That City Council authorizes establishment of a "No Parking Any Time" zone on both sides of Acacia Street between Franklin Avenue and the east end of the street.

* * * * *

The foregoing Resolution 2010-___ was passed and adopted by the City of Tracy City Council on the 7th day of December, 2010 by the following vote:

- AYES: COUNCIL MEMBERS
- NOES: COUNCIL MEMBERS
- ABSENT: COUNCIL MEMBERS
- ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.C

REQUEST

AWARD A CONSTRUCTION CONTRACT TO GSE CONSTRUCTION CO., INC., OF LIVERMORE, CALIFORNIA FOR THE TRACY WASTEWATER TREATMENT PLANT SOLIDS HANDLING FACILITIES IMPROVEMENT PROJECT – CIP NOS. 74072, 74079 AND 74087, IN THE AMOUNT OF \$3,867,000, AUTHORIZE TASK ORDER NO. CH01-12 TO THE MASTER PROFESSIONAL SERVICES AGREEMENT WITH CH2MHILL FOR DESIGN SUPPORT SERVICES DURING CONSTRUCTION AND SERVICES FOR AIR PERMIT FOR NEW BOILER, AUTHORIZE THE TRANSFER OF FUNDS IN THE AMOUNT OF \$600,000 FROM CIP 74004, AND \$220,000 FROM CIP 74085 TO CIP 74072, AUTHORIZE A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$1,284,951 FROM WASTEWATER CAPITAL FUND 523 TO CIP 74072 AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT AND THE CONTRACT

EXECUTIVE SUMMARY

Award of this construction contract and associated actions will facilitate demolition and replacement of the existing solids treatment facilities at the Wastewater Treatment Plant that were built 25 years ago. The project will also complete modifications and improvements to the existing treatment facilities to meet the current air quality regulations.

DISCUSSION

The project involves demolition and replacement of existing Dissolved Air Flotation Thickeners (DAFTs), demolition and replacement of thickened waste activated sludge pumps, demolition and replacement of polymer blending units, upgrade of an existing boiler and installation of a new boiler, installation of a new digester cover and related piping and general upgrade of the City of Tracy Wastewater Treatment Plant Solids Handling Facility and other related incidentals.

Project design, improvement plans, specifications, and contract documents were prepared by CH2MHill. The project was advertised for competitive bids on August 24, and August 31, 2010. The City received 14 bids on September 30, 2010, as follows:

Bidder	Total Bid
GSE Construction	\$3,867,000
Auburn Constructors	\$3,997,300
Mountain Cascade	\$4,099,000
TTS Construction	\$4,230,983
Manito Construction	\$4,294,700
Gateway Pacific Contractors	\$4,385,885
J.R. Filanc Construction	\$4,437,000
C. Overaa & Co.	\$4,447,000
Monterey Mechanical	\$4,530,000
Pacific Mechanical Corp	\$4,562,000

Syblon Reid	\$4,669,500
Pacific Infrastructure Corp	\$4,740,000
Diablo Contractors	\$4,773,000
Kinetics Mechanical Service	\$5,724,360

Staff has reviewed the bids and completed the bid analysis. The bid submitted by GSE Construction Co., Inc., of Livermore, CA, is the lowest monetary bid. The lowest bid is responsive and the bidder is responsible. GSE Construction has good references and has completed similar projects for other public agencies.

Staff recommends that the construction contract for this project be awarded to the lowest bidder, GSE Construction CO., Inc., of Livermore, CA, in the total amount of \$3,867,000.

Consultant Design Support Services

To ensure continued operation of the Wastewater Treatment Plant during construction and on going coordination with the contractor, technical services from the project design consultant CH2MHill are needed during construction of the Solids Handling Facilities Improvements. These services include review and approval of shop drawings during construction, review and responses to Request for Information (RFI), providing specialized inspection on an as needed basis, attending on-site meetings and providing technical assistance. Construction management for this project will be provided by the Engineering Division.

Due to changes in air quality regulations by the San Joaquin Valley Air Pollution Control District (SJVPCD), engineering assistance is also needed to prepare and analyze best practicable treatment and control (BPTC) documentation for digester gas boilers. SJVPCD provides air permits in two steps; permit to construct and permit to operate. These permits require extensive technical analysis and processing. CH2MHill completed a similar service in 2004 for the existing boiler and has the necessary technical expertise.

CH2MHill submitted a proposal to provide Design Support Services and specialized inspection on an as needed basis at an hourly rate for these services for a not to exceed amount of \$365,000 for a period of 18 months. This cost also includes \$60,190 to provide engineering documents for air permit costs related to the new boiler. Staff has reviewed the costs and considers this request reasonable and equitable.

Project Budget

The total construction cost for this project if awarded to GSE Construction of Livermore, CA, is as follows:

Construction

o Construction contract bid	\$3,867,000
o Construction Management and Inspections	\$ 100,000
o Contingency (10%)	\$ 386,700
o Design Support during Construction	\$ 304,810
o Air Permit Cost for new Boiler	\$ 60,190

o Project Management Charges \$ 150,000

Total Project Cost \$4,868,700

Total Available Budget including fund transfers is as follows:

- CIP 74072 \$1,708,109
- CIP 74079 \$ 255,640
- CIP 74087 \$ 800,000
- Transfer from CIP 74085 \$ 220,000
- Transfer from CIP 74004 \$ 600,000
- Supplement Appropriation from Fund 523 \$1,284,951

Total Funding \$4,868,700

Due to the increased scope during the initial design and investigation process, it was clear that additional funding will be required to complete this project via fund transfers. However, the actual amount of transfer was deferred until opening of the construction bids and award of the construction contract. It is also noted that while the construction cost of traditional roadways, buildings and pipeline projects has lowered due to the economic slow down, the construction cost of specialized projects involving equipment like this project has not seen any significant reductions.

The City has completed construction of Phase 1 of the paving of the drying beds (CIP 74004) with \$1.3 million remaining for use in Phase 2 of the drying beds budget. Since available funding is more than the Phase 2 estimated costs, staff is recommending a transfer of funds in the amount of \$600,000 from CIP 74004 to CIP 74072. Also, unused funds of \$220,000 for the Wastewater Treatment Plant Equipment Replacement – CIP74085 allocated for FY 2010-11 can also be used and transferred to complete this project. In addition, a supplemental appropriation in the amount of \$1,284,951 from Wastewater Capital Fund 523 to CIP 74072 is needed to pay for the project.

The project, if awarded, will be completed within eighteen months from execution of the contract and will create 50 blue collar jobs and 4 white collar jobs for the duration of this project.

STRATEGIC PLAN

This is a routine agenda item for construction projects and it does not relate to Council's approved strategic plans.

FISCAL IMPACT

These projects are approved Capital Improvement Projects (CIP 74072, 74079, and 74087) and there will be no impact to the General Fund. However a transfer of funds in the amount of \$600,000 from CIP 74004, and \$220,000 from CIP 74085 to CIP 74072 and supplemental appropriation in the amount of \$1,284,951 from Wastewater Capital Fund 523, to CIP 74072, will be required.

RECOMMENDATION

That City Council by resolution, award a construction contract to GSE Construction Co., Inc., of Livermore, California, for the Tracy Wastewater Treatment Plant Solids Handling Facilities Improvement Project - CIPs 74072, 74079, and 74087, in the amount of \$3,867,000, authorize Task Order No. CH01-12 to the Master Professional Services Agreement with CH2MHill for design support services during construction, authorize the transfer of funds in the amount of \$600,000 from CIP 74004, and \$220,000 from CIP 74085 to CIP 74072 and a supplemental appropriation in the amount of \$1,284,951 from Wastewater Capital Fund 523 to CIP 74072, and authorize the Mayor to execute the agreement and the contract.

Prepared by: Paul Verma, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, City Engineer
Steve Bayley, Deputy Director Public Works

Approved by: Andrew Malik, Development & Engineering Services Director
Kevin Tobeck, Public Works Director
Leon Churchill, Jr., City Manager

RESOLUTION _____

AWARDING A CONSTRUCTION CONTRACT TO GSE CONSTRUCTION CO., INC., OF LIVERMORE, CALIFORNIA FOR THE TRACY WASTEWATER TREATMENT PLANT SOLIDS HANDLING FACILITIES IMPROVEMENT PROJECT – CIP NOS. 74072, 74079 AND 74087, IN THE AMOUNT OF \$3,867,000, AUTHORIZING TASK ORDER NO. CH01-12 TO THE MASTER PROFESSIONAL SERVICES AGREEMENT WITH CH2MHILL FOR DESIGN SUPPORT SERVICES DURING CONSTRUCTION AND SERVICES FOR AIR PERMIT FOR NEW BOILER, AUTHORIZING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$600,000 FROM CIP 74004, AND \$220,000 FROM CIP 74085 TO CIP 74072, AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$1,284,951 FROM WASTEWATER CAPITAL FUND 523 TO CIP 74072 AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND THE CONTRACT

WHEREAS, The project involves demolition and replacement of existing Dissolved Air Flotation Thickeners (DAFTs), demolition and replacement of thickened waste activated sludge pumps, demolition and replacement of polymer blending units, upgrade of an existing boiler and installation of a new boiler, installation of a new digester cover and related piping and general upgrade of the City of Tracy Wastewater Treatment Plant Solids Handling Facility and other related incidentals, and

WHEREAS, The project was advertised for competitive bids on August 24, and August 31, 2010, and 14 bids were received on September 30, 2010, and

WHEREAS, The bid submitted by GSE Construction Co., Inc., of Livermore, CA, is the lowest monetary bid, their bid is responsive and the bidder is responsible, and

WHEREAS, To ensure continued operation of the Wastewater Treatment Plant during construction and on going coordination with the contractor, technical services from the project design consultant CH2MHill are needed during construction of the Solids Handling Facilities Improvements, and

WHEREAS, Due to changes in air quality regulations by the San Joaquin Valley Air Pollution Control District (SJVPCD), engineering assistance is also needed to prepare and analyze best practicable treatment and control documentation for digester gas boilers, and

WHEREAS, CH2MHill submitted a proposal to provide Design Support Services and specialized inspection on an as needed basis at an hourly rate for these services for a not to exceed amount of \$365,000 for a period of 18 months, and

WHEREAS, The total construction cost for this project if awarded to GSE Construction of Livermore, CA, is as follows:

Construction

o Construction contract bid	\$3,867,000
o Construction Management and Inspections	\$ 100,000
o Contingency (10%)	\$ 386,700
o Design Support during Construction	\$ 304,810
o Air Permit Cost for new Boiler	\$ 60,190
o Project Management Charges	\$ 150,000

Total Project Cost

\$4,868,700

Total Available Budget including fund transfers is as follows:

- CIP 74072 \$1,708,109
- CIP 74079 \$ 255,640
- CIP 74087 \$ 800,000
- Transfer from CIP 74085 \$ 220,000
- Transfer from CIP 74004 \$ 600,000
- Supplemental Appropriation from Fund 523 \$1,284,951

Total Funding

\$4,868,700

WHEREAS, These projects are approved Capital Improvement Projects (CIP 74072, 74079, and 74087) and there will be no impact to the General Fund. However a transfer of funds in the amount of \$600,000 from CIP 74004, and \$220,000 from CIP 74085 to CIP 74072 and supplemental appropriation in the amount of \$1,284,951 from Wastewater Capital Fund 523, to CIP 74072, will be required;

NOW, THEREFORE, BE IT RESOLVED, That City Council awards a construction contract to GSE Construction Co., Inc., of Livermore, California, for the Tracy Wastewater Treatment Plant Solids Handling Facilities Improvement Project - CIPs 74072, 74079, and 74087, in the amount of \$3,867,000, authorizes Task Order No. CH01-12 to the Master Professional Services Agreement with CH2MHill for services during construction, authorizes the transfer of funds in the amount of \$600,000 from CIP 74004, and \$220,000 from CIP 74085 to CIP 74072 and a supplemental appropriation in the amount of \$1,284,951 from Wastewater Capital Fund 523 to CIP 74072, and authorizes the Mayor to execute the agreement and the contract.

The foregoing Resolution 2010-____ was passed and adopted by the City of Tracy City Council on the 7th day of December, 2010 by the following vote:

- AYES: COUNCIL MEMBERS
- NOES: COUNCIL MEMBERS
- ABSENT: COUNCIL MEMBERS
- ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.D

REQUEST

ACCEPTANCE OF THE ELEVENTH STREET MEDIAN REVITALIZATION PROJECT PHASE 2 (BETWEEN ALDEN GLEN DRIVE AND TRACY BOULEVARD) - CIP 73096, COMPLETED BY SILICON VALLEY PAVING, INC., OF SAN JOSE, CALIFORNIA, AND AUTHORIZATION FOR THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

EXECUTIVE SUMMARY

The contractor has completed the construction contract (Eleventh Street Median Revitalization Project Phase 2 - CIP 73096, in accordance with plans, specifications, and contract documents. Project costs are within the available budget. Staff recommends City Council accept the project to enable the City to release the contractor's bonds and retention.

DISCUSSION

On March 16, 2010, the City Council awarded a construction contract to Silicon Valley Paving, Inc., of San Jose, CA, for the Eleventh Street Median Revitalization Project Phase 2 (between Alden Glen Drive and Tracy Boulevard) - CIP 73096, in the amount of \$156,407.80.

This project involved the rehabilitation of the Eleventh Street medians between Alden Glen Drive and Tracy Boulevard. The scope of work for this project included landscaping and installation of cobblestone and broom-brushed concrete improvements in the medians. The scope of work also included installation of new trees and drought-resistant landscaping. The project improvement plans and specifications were prepared in house by Engineering staff.

One change order was issued in the amount of \$6,639.48 for this project which consisted of paving and installing additional sleeves in the island noses at Alden Glen and Eleventh Street.

Status of budget and project costs is as follows:

A. Construction Contract Amount	\$156,407.80
B. Approved Change order	\$ 6,639.48
C. Design, construction management, inspection, Testing, & miscellaneous expenses	\$ 21,456.00
D. Project Management Charges	\$ 22,102.00
Total Project Costs	\$ 206,605.28
Budgeted Amount	\$212,000.00

The project has been completed within the available budget for the project, on schedule, per plans, specifications, and City of Tracy standards.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's seven strategic plans.

FISCAL IMPACT

CIP 73096 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund.

RECOMMENDATION

That City Council, by resolution, accept the Eleventh Street Median Revitalization Project Phase 2 (between Alden Glen Drive and Tracy Boulevard) - CIP 73096, completed by Silicon Valley Paving, Inc., of San Jose, CA, and authorize the City Clerk to record the Notice of Completion with the San Joaquin County Recorder. The City Engineer, in accordance with the terms of the construction contract, will release the bonds and retention payment.

Prepared by: Paul Verma, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, City Engineer

Approved by: Andrew Malik, Development and Engineering Services Director
Leon Churchill, Jr., City Manager

RESOLUTION _____

ACCEPTING THE ELEVENTH STREET MEDIAN REVITALIZATION PROJECT PHASE 2 (BETWEEN ALDEN GLEN DRIVE AND TRACY BOULEVARD) - CIP 73096, COMPLETED BY SILICON VALLEY PAVING, INC., OF SAN JOSE, CALIFORNIA, AND AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

WHEREAS, On March 16, 2010, the City Council awarded a construction contract to Silicon Valley Paving, Inc., of San Jose, CA, for the Eleventh Street Median Revitalization Project Phase 2 (between Alden Glen Drive and Tracy Boulevard) - CIP 73096, in the amount of \$156,407.80, and

WHEREAS, One change order was issued in the amount of \$6,639.48 for this project, and

WHEREAS, Status of budget and project costs is as follows:

A. Construction Contract Amount	\$156,407.80
B. Approved Change order	\$ 6,639.48
C. Design, construction management, inspection, Testing, & miscellaneous expenses	\$ 21,456.00
D. Project Management Charges	<u>\$ 22,102.00</u>
Total Project Costs	\$ 206,605.28

WHEREAS, The project has been completed within the available budget for the project, on schedule, per plans, specifications, and City of Tracy standards, and

WHEREAS, CIP 73096 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund;

NOW, THEREFORE, BE IT RESOLVED, That City Council accepts the Eleventh Street Median Revitalization Project Phase 2 (between Alden Glen Drive and Tracy Boulevard) - CIP 73096, completed by Silicon Valley Paving, Inc., of San Jose, CA, and authorizes the City Clerk to record the Notice of Completion with the San Joaquin County Recorder. The City Engineer, in accordance with the terms of the construction contract, will release the bonds and retention payment.

Resolution _____

Page 2

The foregoing Resolution 2010-____ was passed and adopted by the City of Tracy City Council on the 7th day of December, 2010 by the following vote:

AYES: COUNCIL MEMBERS
NOES: COUNCIL MEMBERS
ABSENT: COUNCIL MEMBERS
ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.E

REQUEST

APPROVE CHANGE ORDER NO. 1 TO THE CONSTRUCTION CONTRACT WITH A. TEICHERT & SONS, INC., DBA TEICHERT CONSTRUCTION, FOR THE EMERGENCY STORAGE POND AND DRYING BEDS IMPROVEMENT PROJECT - CIPs 74004, 74080, AND 74077, IN THE AMOUNT OF \$123,697.10 FOR ADDITIONAL PAVING OF DRYING BEDS

EXECUTIVE SUMMARY

The actual area for paving of the drying beds measured on site at the Wastewater Treatment Plant is greater than as shown on the project plans. Based upon City inspection records, additional paving in the amount of \$123,697.10 is required. City Council approval of Change Order No. 1 will facilitate payment of the additional work.

DISCUSSION

On May 18, 2010, the City Council awarded a construction contract to Teichert Construction of Stockton, California, for the Emergency Storage Pond and Drying Beds Improvements Project - CIPs 74004, 74080 and 74077.

The scope of the project included pavement of existing sludge drying beds, re-grading of the existing Emergency Storage Pond by separation of the Emergency Storage Pond into two cells, one of which will be continued for use as an emergency storage pond and the other will be used for temporary storage of dried bio-solids, and other related incidentals.

During construction of the project, the actual area measure for paving of the drying beds was found to be greater than as shown on the project plans. To avoid construction delays, demobilization and remobilization, the contractor was authorized to pave the additional area in accordance with project bid unit costs as allowed per the provision of the project specifications and contract documents. The City inspector has received and verified all the asphalt concrete weight tags as per inspector record and field measurements, the increase of contract asphalt concrete quantities are in the amount of \$123,697.10.

With approval of this Change Order, the project contingency amount will be increased to approximately 30% of the construction costs. The project has sufficient funding to cover this cost and the remaining unused funds in the amount of \$1.25 million dollars from this project will be transferred to other wastewater treatment plant projects in need of funding.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's seven strategic plans.

FISCAL IMPACT

CIP 74004 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund.

RECOMMENDATION

That City Council, by resolution approve Change Order No. 1 to the construction contract with Teichert Construction of Stockton, California, for the Emergency Storage Pond and Drying Beds Improvement Project - CIPs 74004, 74080 and 74077, in the amount of \$123,697.10 for additional paving of the drying beds.

Prepared by: Paul Verma, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, City Engineer
Kevin Tobeck, Public Works Director

Approved by: Andrew Malik, Development and Engineering Services Director
Leon Churchill, Jr., City Manager

RESOLUTION _____

APPROVING CHANGE ORDER NO. 1 TO THE CONSTRUCTION CONTRACT WITH A. TEICHERT & SONS, INC., DBA TEICHERT CONSTRUCTION, FOR THE EMERGENCY STORAGE POND AND DRYING BEDS IMPROVEMENT PROJECT - CIPs 74004, 74080, AND 74077, IN THE AMOUNT OF \$123,697.10 FOR ADDITIONAL PAVING OF DRYING BEDS

WHEREAS, On May 18, 2010, the City Council awarded a construction contract to Teichert Construction of Stockton, California, for the Emergency Storage Pond and Drying Beds Improvements Project - CIPs 74004, 74080 and 74077, and

WHEREAS, During construction of the project, the actual area measured for paving of the drying beds was found to be greater than as shown on the project plans, and

WHEREAS, The City inspector has received and verified all the asphalt concrete weight tags as per inspector record and field measurements, the increase of contract asphalt concrete quantities are in the amount of \$123,697.10, and

WHEREAS, The project contingency amount will be increased to approximately 30% of the construction costs, and

WHEREAS, CIP 74004 is an approved Capital Improvement Project with sufficient funding and there will be no fiscal impact to the General Fund;

NOW, THEREFORE, BE IT RESOLVED, That City Council approves Change Order No. 1 to the construction contract with Teichert Construction of Stockton, California, for the Emergency Storage Pond and Drying Beds Improvement Project - CIPs 74004, 74080 and 74077, in the amount of \$123,697.10 for additional paving of the drying beds.

The foregoing Resolution 2010-___ was passed and adopted by the City of Tracy City Council on the 7th day of December, 2010 by the following vote:

- AYES: COUNCIL MEMBERS
- NOES: COUNCIL MEMBERS
- ABSENT: COUNCIL MEMBERS
- ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.F

REQUEST

AUTHORIZE AMENDMENT OF THE CITY'S CLASSIFICATION AND COMPENSATION PLANS AND POSITION CONTROL ROSTER BY APPROVING THE RE-TITLING AND REVISION OF A CLASSIFICATION SPECIFICATION AND SALARY RANGE FOR SUPERVISING COMMUNICATIONS OPERATOR TO COMMUNICATIONS UNIT SUPERVISOR; AND RECLASSIFICATION OF THE INCUMBENT TO COMMUNICATIONS UNIT SUPERVISOR

EXECUTIVE SUMMARY

This report recommends re-titling and revising the Police Department's Supervising Communications Operator classification and salary range to Communications Unit Supervisor and reclassifying the incumbent to the revised classification.

DISCUSSION

Periodically, the Human Resources Department receives requests for classification studies and conducts classification reviews as necessary, to allow for changes that have occurred in areas such as job responsibilities, organizational structure, and/or service needs.

As part of the City's Right-Sizing efforts, the Police Department recently compressed two supervisory levels in the Communications Section to one level, resulting in a reduction from three supervisory positions to one supervisor. Before the change, a Police Sergeant oversaw the Communications Section and supervised two shift supervisors. The Right-Sizing model eliminates both the Sergeant's position and one shift supervisor position, and restructures the duties of the remaining supervisor.

As a result of the reorganization, both the Police Department and the incumbent in the remaining supervisory position requested a classification review to determine whether the current classification, Supervising Communications Operator was still appropriate. The Human Resources Department recommends approval of a revised and re-titled classification specification for the remaining supervisory position based on findings of a significant shift from the original classification concept.

In light of the extensive changes taking place City-wide with regard to right-sizing efforts and effects on employee duties, it should be noted that eliminating positions and assigning additional duties to remaining positions does not necessarily or automatically result in classification revisions or salary changes. Each situation is different and should be taken on a case-by-case basis after evaluating level defining characteristics such as scope, difficulty, and impact of decision-making as described under classification findings in this report.

Classification Study Findings

Original Class Concept

The existing Supervising Communications Operator classification was established on May 15, 2007 as a "Working Shift Supervisor" with an "operations" focus including overseeing

and/or performing daily dispatch operations, resolving day-to-day work issues, and supervising Communications Operators including providing job-related training and conducting performance reviews and evaluations.

The title itself, Supervising Communications Operator, is reflective of a position where the incumbent performs Communications Operator duties while also supervising.

Prior Organization Structure

The Sergeant's position responsible for supervising the two Supervising Communications Operators focused more on administrative duties such as:

- ◆ Liaison with key personnel in the communications field including representatives from local vendors, public agency personnel and state representatives
- ◆ Serving on committees outside the City related to communications issues and operations
- ◆ Management of projects to acquire new or additional technology and equipment related to communications operations
- ◆ Ensuring compliance with radio agreements, licensing requirements and FCC regulations

Analysis of Existing Classification and Changes in Duties

A classification review was conducted that included a job questionnaire, interviews with the incumbent, the former Communications Sergeant and the Lieutenant responsible for oversight of the Communications Section, as well as a review of other related documents.

In making determinations regarding whether or not an existing classification is appropriate for a particular set of duties, allocation factors related to the level of difficulty and complexity must be considered. These include factors such as nature and type of knowledge required; scope of responsibility in terms of nature and variety of assignments; judgment and initiative involved in achieving work objectives; types of problems solved; impact of decision making; and types and nature of interpersonal contacts.

In job classification terms, consideration of the change from supervising one shift, to responsibility for all shifts does not constitute a major factor in determining whether or not the existing classification is still appropriate because "doing more of the same" (i.e. workload) does not by itself constitute a major change in level as described in the above paragraph.

However, the types of duties and responsibilities previously performed by the Sergeant and listed as bullet points above under "Prior Organization Structure", when added to the Study position, changed the focus of the position from 80% operations and 20% administrative, to 80% administrative and 20% operations.

The new administrative duties broadened the scope of the position from an internal focus of day-to-day dispatch operations in the communications center, to responsibilities such as making recommendations and leading the implementation of new technology and equipment, which may require new types of interpersonal contacts with vendors, businesses, state and federal agencies.

In addition, the wider variety of assignments, types of problems to be solved, and level of decision making needed has broadened the position's focus from day to day dispatching operations to an array of administrative duties with a greater impact on the Department and City's police communications operations.

Based on review and analysis of the existing Supervising Communications Operator classification in comparison with the new structure and duties assigned to the position, the existing classification is no longer appropriate or adequate for the different duties and level of knowledge, skill and ability necessary to perform the duties now required.

A revised and re-titled classification, Communications Unit Supervisor, describing the new classification concept, duties and additional knowledge skills and abilities is recommended.

Reclassification of Incumbent

This incumbent meets the requirements for reclassification to the revised and re-titled classification in accordance with the City of Tracy Personnel Rules Sections 3.4 (Classification Review) and 8.10 (Reclassification of an Employee's Position). Therefore, it is appropriate for this incumbent to be reclassified.

Classification Study Recommendations

Based on the results of the classification study, the Human Resources Department recommends that the City's Classification and Compensation Plans and the Position Control Roster be amended to incorporate the following adjustments.

Re-title and Revise Classification Specification and Salary Range from Supervising Communications Operator to Communications Unit Supervisor; and reclassify incumbent to Communications Unit Supervisor-Police Department

As part of the review process, the current salary range for the existing Supervising Communications Operator classification was found to be 15% above the salary range for Communications Operator II, the highest classification supervised by the position. There were no true comparable classifications among Tracy's "survey cities" due to widely differing supervisory and benefit structures among the other cities in the police communications area. Taking into consideration internal compaction issues as well as overall compensation and benefits for this classification, staff recommends a monthly salary range of \$5,510.45 - \$6,765.39 per month for the Communications Unit Supervisor. This range represents a two percent increase over the existing salary range and results in a budget increase of approximately \$1,600 annually.

The proposed salary range is appropriate based on sound classification practices and for the scope of duties performed.

Additionally, due to the change in job focus from primarily operations to primarily administration, the Fair Labor Standards Act (FLSA) designation of this classification will change from overtime eligible to overtime exempt. The classification will be entitled to all appropriate management benefits specified in the Tracy Mid Managers' Bargaining Unit.

STRATEGIC PLAN

This agenda item supports both the Public Safety Strategic Plan and Organizational Effectiveness Strategic Plan and specifically implements the following goals and objectives:

Public Safety Strategic Plan

Goal 1: Assure Fiscal Health: Implemented Right-sizing plans

Organizational Effectiveness Plan

Goal 3: Ensure systems are in place to meet the City's service delivery strategies

Objective 3c: Evaluate organization structure and operational efficiencies

FISCAL IMPACT

The minor additional expense associate with this reclassification can be absorbed in the FY 10-11 budget.

RECOMMENDATION

That the City Council, by resolution, authorize the Human Resources Director to amend the City's Classification and Compensation Plans and the Budget Officer to amend the Position Control Roster by approving the re-titling and revision of the classification specification and salary range from Supervising Communications Operator to Communications Unit Supervisor; and reclassification of the incumbent to Communications Unit Supervisor.

Prepared by: Midori Dearborn, Human Resources Analyst
Wade Harper, Police Lieutenant

Reviewed by: Maria Olvera, Human Resources Director
Janet Thiessen, Chief of Police

Approved by: Leon Churchill, Jr.

Attachment: Exhibit A: Communications Operations Supervisor job description

COMMUNICATIONS UNIT SUPERVISOR

Class Title: Communications Unit Supervisor
Department: Police
EEO Code: 76
FLSA Status: Exempt

Class Code: 31623
Bargaining Unit: TMMBU
Effective Date: May 15, 2007
Revised/Title Change: Nov 2010

DESCRIPTION

Under Direction of the Support Services Commander, performs operational and administrative duties in overseeing all facets of daily operations of the Emergency Dispatch Communications Center; supervises Communications Operators and other staff and/or duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is a single position non-sworn supervisory classification assigned to the Police Department's Support Division, Communications Section. The Communications Unit Supervisor performs such duties as employee supervision, training, performance evaluation, and disciplinary action when appropriate; serves on committees and as liaison with local, county, state and federal agencies on communications related issues; keeps abreast of changes in laws, regulations and technology; monitors use of equipment, coordinates repairs and maintenance as required; and coordinates the purchase and installation of new technology systems and equipment. The Communications Unit Supervisor is not a working supervisor but must fully understand the essential functions of Public Safety Dispatching and be capable of performing basic dispatch duties if necessary to provide emergency coverage if needed. The incumbent is often available via phone and pager for off-hours assistance to staff.

The Communications Unit Supervisor receives supervision from the Support Division Commander or other command staff, and provides supervision to Communications Operators I & II and other staff as assigned.

This classification is distinguished from the Communications Operator classification in that the latter performs emergency dispatch duties as its primary function and does not perform supervisory or administrative duties. The Communications Unit Supervisor is distinguished from the Support Division Commander in that the latter is a sworn law enforcement position overseeing several sections in the Support Division, in addition to the Communications Section.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Duties may include, but are not limited to, the following:

Assigns, directs, and reviews the work of Communications Operators; provides guidance to staff, resolves questions and problems related to the on-going operations of the Communications Section; helps to develop and assists with implementing policies and procedures

Evaluates work performance, prepares and signs employee performance reviews; works with employees to correct deficiencies; recommends and implements disciplinary procedures and actions; makes recommendations for merit increases and training.

Provides communications related staff training, in both the unit and the Department, either by preparing and conducting training or assigning qualified personnel to train new employees;

ensures compliance of staff with Department of Justice requirements as well as updates from CLETS, NCIC and DMV; completes all required training related documentation

Serves as Department liaison with local, county, state and federal agencies related to communications operations; serves on committees such as Geographic Information Systems (GIS) Committee and Narrow Banding committee

Researches and recommends the acquisition of new or additional technology and equipment; works with vendors, service providers and others necessary in researching, recommending, purchasing, installing and maintaining phone systems, radio equipment, and other technology and equipment related to communication operations

Monitors requirements and deadlines to ensure compliance with radio agreements, licensing requirements and FCC regulations

Prepares and monitors Communications Section budget; forecasts funds needed for overtime, equipment, supplies; administers approved budget

Makes independent decisions and authorizes actions in accordance with established Departmental procedures regarding dispatching; conveys emergency information, procedures, and policies to subordinates and the public

Prepares and maintains a variety of reports, records, and other written correspondence related to communications section and dispatch functions, operations and administration

Investigates, resolves, or recommends action regarding service or personnel problems or complaints relating to public safety dispatching; interacts with a variety of people including employees, the public, vendors, and outside agency personnel

Maintains current knowledge of communications, computers, and related dispatch center equipment and systems, laws and regulations

Recommends and develops goals and objectives for the Communications Section

Ensures compliance with City and Departmental rules, regulations, policies, and procedures

Performs related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

Modern public safety related communication and emergency dispatch supervision processes, requirements, techniques, practices and equipment

Principles and practices of employee supervision, training, performance evaluations, disciplinary procedures and relevant MOU provisions

Principles, practices, and procedures of public safety dispatch; the general functions of a law enforcement agency; FCC Rules and Regulations applying to Public Safety Radio Operators responsibilities; Applicable federal and state laws and regulations dealing with police communications

Principles and practices of municipal administration including budgeting and record keeping

Public Safety related computer and automated law enforcement systems, equipment and software

Ability to:

Supervise the operations and employees of the 911 emergency dispatch system to assure that all requirements and expected standards are met

Supervise staff including evaluate performance and provide effective training and performance improvement programs; recommend and administer discipline if needed; apply provisions of MOU and other relevant personnel policies and procedures

Determine the training needs of staff; train, or oversee the training of both new and experienced personnel in new techniques, policies, and procedures

Demonstrate positive and effective interpersonal skills with staff, the public, vendors, businesses, and others encountered during the course of performing duties

Research and recommend new or additional technology and equipment as needed

Interpret and explain pertinent statutes, court decisions, and City and Department policies

Develop and/or update and train various communications related policies and procedures for the Communications Section; aids and assists with preparing and monitoring the Communications Section budget

Communicate clearly and concisely, both orally and in writing; prepare staff reports as requested or assigned

Investigate complaints received involving staff and recommend corrective action as necessary to resolve the situations

Ensure compliance with City and Departmental rules, regulations, policies, and procedures

EDUCATION AND EXPERIENCE

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of police communications experience with the City of Tracy or five years of law enforcement communications experience

Two years of lead or supervisory experience

Education:

Equivalent to the completion of the twelfth grade, supplemented by college level course work in criminal justice, business administration, or a related field

LICENSES AND CERTIFICATES

Possession of, or ability to obtain, an appropriate, valid California Class C driver license

Possession of and ability to maintain the California P. O. S. T. Basic Public Safety Dispatching Certificate and the California Law Enforcement Telecommunications System (CLETS) Certificate

TOOLS AND EQUIPMENT USED

Communications equipment including a computer-aided dispatching system, radio, and telephone consoles; personal computer including word processing software; copy machine; fax machine; radio; and telephone logging equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, talk, and/or hear. The employee is frequently required to use hands to finger, handle, feel, or operate objects, tools, or controls, and reach with hands and arms.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals.

The noise level in the work environment is usually quiet while in the office.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

This job description does not constitute an employment agreement between the City of Tracy and the employee and is subject to change by the City as the needs of the City and/or the requirements of the job change

RESOLUTION _____

AUTHORIZE AMENDMENT OF THE CITY'S CLASSIFICATION AND COMPENSATION PLANS AND POSITION CONTROL ROSTER BY APPROVING THE RE-TITLING AND REVISION OF A CLASSIFICATION SPECIFICATION AND SALARY RANGE FOR SUPERVISING COMMUNICATIONS OPERATOR TO COMMUNICATIONS UNIT SUPERVISOR; AND RECLASSIFICATION OF THE INCUMBENT TO COMMUNICATIONS UNIT SUPERVISOR

WHEREAS, The City has Classification and Compensation Plans and a Position Control Roster, and

WHEREAS, The City has completed classification reviews to establish classification specifications.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The City Council authorizes the Human Resources Director to amend the City's Classification and Compensation Plans and the Budget Officer to amend the Position Control Roster as follows:

- 1. Re-title and Revise Classification: Supervising Communications Operator to Communications Unit Supervisor as described in Exhibit A
Salary Range: \$5,510.45 to \$6,765.39 monthly
- 2. Reclassify Incumbent to Communications Unit Supervisor

The foregoing Resolution _____ was adopted by the Tracy City Council on the 7th day of December, 2010, by the following votes:

AYES: COUNCIL MEMBERS:
 NOES: COUNCIL MEMBERS:
 ABSENT: COUNCIL MEMBERS:
 ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk

AGENDA ITEM 3

REQUEST**AUTHORIZATION TO AWARD THE PURCHASE OF SECURITY CAMERA SYSTEMS FOR THIRTEEN BUSES AND TWO MINIVANS FOR TRACER BUS SERVICE IN AN AMOUNT NOT TO EXCEED \$80,000 TO APOLLO VIDEO TECHNOLOGY UNDER THE KING COUNTY DIGITAL VIDEO RECORDER CONTRACT**EXECUTIVE SUMMARY

On June 17, 2008, the City Council previously authorized application of Proposition 1B funds through the Governor's Office of Homeland Security (Resolution 2008-103) for the purchase of bus security cameras. Additionally, on August 19, 2008, the City Council previously authorized application of Federal Transportation Administration (FTA) 49 U.S.C. Section 5307 Grant Funding (Resolution 2008-163) for the purchase of bus security cameras. FTA 5307 Grant funding requires certain assurances from the City that funds will be used in a manner which complies with all federal statutes, regulations, executive orders and administrative procedures applicable to the grant.

DISCUSSION

On June 17, 2008, the City Council previously authorized application of Proposition 1B funds through the Governor's Office of Homeland Security (Resolution 2008-103) for the purchase of bus security cameras. Additionally, on August 19, 2008, the City Council previously authorized application of Federal Transportation Administration (FTA) 49 U.S.C. Section 5307 Grant Funding (Resolution 2008-163) for the purchase of bus security cameras. FTA 5307 Grant funding requires certain assurances from the City that funds will be used in a manner which complies with all federal statutes, regulations, executive orders and administrative procedures applicable to the grant.

The Tracy Municipal Code (TMC) Chapter 2.20, Contracts and Purchasing, allows the City to participate in cooperative purchasing agreements with other public agencies instead of using the formal request for proposal process. King County, Washington, has entered into a contract with Apollo Video Technology for the purchase of bus security cameras and section 1.14 of said contract allows for other federal, state, county and local entities to contract under the terms and conditions. This form of procurement is a "joint procurement" as defined in the Federal Transit Administration's (FTA) Circular 4220.1F Chapter V, Part 3. This style of procurement allows two or more purchasers to enter into a single contract with a vendor for the delivery of property or services. The FTA encourages recipients to procure goods and services jointly with other recipients to obtain better pricing through larger purchases.

Each bus will be outfitted with four cameras with the ability to record both video and audio in addition to a Digital Video Recorder (DVR) with a one TeraByte Hard Drive. This will allow approximately 50 days of recording per bus. Each minivan will have two cameras with the ability to record both video and audio in addition to a DVR with a 250 GigaByte Hard Drive which will allow approximately 25 days of recording per minivan. All systems will include a Global Positioning System (GPS) receiver and Interactive Speed and Mapping (ISM) interface which will allow the user to see details such as location and speed of the vehicle when playing back video. The total cost for the security camera system for thirteen buses will be \$64,948.76. The total cost for the security camera system for two minivans will be \$5,015.55. Staff also proposes purchasing an extended five-year warranty on all the equipment (cameras, DVRs, hard drives) for \$8,139.94. The

total cost will be \$78,104.25. The additional \$1,895.75 will be used as a contingency for additional parts or equipment that may be required during installation. Policies will be developed and put into place prior to the installation and utilization of the cameras.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's seven strategic plans.

FISCAL IMPACT

There is no fiscal impact to the General Fund. A total not to exceed \$80,000 will be awarded to Apollo Video Technology for the purchase of security camera systems for thirteen buses and two minivans. There is funding available, in the approved Fiscal Year 2010/2011 budget (Transit Fund), and by previous City Council Resolutions 2008-103 (Proposition 1B Funding) and 2008-163 (FTA 5307 grant approval). The security camera system will be purchased using existing CIP 77533.

RECOMMENDATION

That the City Council, by Resolution, authorize the award of an amount not to exceed \$80,000 to Apollo Video Technology for the purchase of security camera systems for thirteen buses and two minivans for TRACER Public Transit Service under the King County Digital Video Recorder Contract.

Prepared by: Ed Lovell, Management Analyst II

Reviewed by: Rod Buchanan, Director of Parks and Community Services
Allan Borwick, Budget Officer

Approved by: R. Leon Churchill, Jr., City Manager

RESOLUTION _____

AUTHORIZING THE AWARD OF THE PURCHASE OF SECURITY CAMERA SYSTEMS FOR THIRTEEN BUSES AND TWO MINIVANS FOR TRACER BUS SERVICE IN AN AMOUNT NOT TO EXCEED \$80,000 TO APOLLO VIDEO TECHNOLOGY UNDER THE KING COUNTY DIGITAL VIDEO RECORDER CONTRACT

WHEREAS, The City Council previously authorized application for Proposition 1B funds through the Governor’s Office of Homeland Security (Resolution 2008-103) for the purchase of bus security cameras and application for Federal Transportation Administration (FTA) 49 U.S.C. Section 5307 Grant Funding (Resolution 2008-163) for the purchase of bus security cameras for the TRACER Public Transit Service; and

WHEREAS, Tracy Municipal Code Section 2.20.220 allows the City to voluntarily participate in cooperative purchasing agreements with other public agencies instead of using the formal request for proposal process, and the King County, Washington, contract with Apollo Video Technology allows for joint procurement with other federal, state, county, and local entities for the purchase of bus security cameras.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy authorizes the award of an amount not to exceed \$80,000 to Apollo Video Technology for the purchase of security camera systems for thirteen buses and two minivans under the King County Digital Video Recorder Contract.

The foregoing Resolution _____ was adopted by the Tracy City Council on the _____ day of _____ 2010, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk

AGENDA ITEM 4

REQUEST

APPROVE EXPANSION OF THE SAN JOAQUIN COUNTY ENTERPRISE ZONE BOUNDARIES

EXECUTIVE SUMMARY

An expansion of the San Joaquin County Enterprise Zone (the "SJCEZ") boundaries is being pursued by San Joaquin County. All municipal partners in the SJCEZ must approve the expansion area before the request is submitted to the State of California (the "State") for final approval.

DISCUSSION

On June 22, 2008, the State announced the final designation of the San Joaquin County Enterprise Zone. The California Enterprise Zone Program targets economically distressed areas using special state and local incentives to promote business investment and job creation. By encouraging entrepreneurship and employer growth, the program strives to create and sustain economic expansion in California communities. Each zone designation is in effect for 15 years.

The attached map (Exhibit B) depicts the existing boundaries of the SJCEZ. The current SJCEZ is approximately 656 square miles and includes properties within the cities of Tracy, Stockton, Lodi, Manteca and Lathrop, as well as unincorporated areas of the County. On occasion, business and property owners, as well as local government representatives request that additional areas within the County be added to the SJCEZ. These inclusion requests are reviewed by City and County officials for eligibility before being considered for the expansion process. To be eligible a property must be zoned for industrial or commercial use and have basic infrastructure available. The State allows enterprise zones to expand up to 15% during the life of the zone.

The first expansion of the SJCEZ boundaries is being pursued by San Joaquin County. The expansion will add approximately 5.5 square miles (a 0.85% increase) and encompasses areas of Escalon and Ripon along with additional areas in other county cities as further illustrated in Exhibit A, attached. The Tracy properties to be added into the SJCEZ include the Tracy Gateway project area, the I-205 Specific Plan area and property owned by GWF Energy where the Tracy Peaker Plant is currently located.

All municipal partners in the SJCEZ must approve the expansion area before it is submitted to the State for final approval.

STRATEGIC PLAN

This agenda item supports the Economic Development strategic plan. This agenda item specifically implements the following goals and objectives:

Goal 1: Increase the employment opportunities and sales tax base in Tracy.

While this agenda doesn't fit into a particular objective under the plan it furthers the goal of increasing employment opportunities by having incentives available for businesses located in Tracy.

FISCAL IMPACT

In Fiscal Year 2010-2011 the City's share of the annual SJCEZ operating cost was \$33,869. The City's share is expected to increase to \$46,929 as a result of the expansion.

RECOMMENDATION

Staff recommends that Council approve the Expansion of the San Joaquin County Enterprise Zone Boundaries.

Prepared by: Amie Parker, Economic Development Analyst

Reviewed by: Ursula Luna-Reynosa, Economic Development Director

Approved by: Leon Churchill Jr., City Manager

Attachments – Resolution

Exhibit A – Proposed San Joaquin County Enterprise Zone Expansion Areas
Exhibit B – Current San Joaquin County Enterprise Zone Map

RESOLUTION _____

APPROVING THE EXPANSION OF THE SAN JOAQUIN COUNTY ENTERPRISE ZONE
BOUNDARIES

WHEREAS, The City of Tracy is part of the San Joaquin County Enterprise Zone (SJCEZ) which was established on June 22, 2008; and

WHEREAS, The City of Tracy wishes to expand the boundaries of the SJCEZ to include the geographic area set forth in the boundary map attached as Exhibit A, and incorporated herein by this reference; and

WHEREAS, Land included with the proposed expansion area is zoned for industrial or commercial use; and

WHEREAS, Basic infrastructure is available to the area that would be included in the proposed area; and

WHEREAS, San Joaquin County will submit a written request as required to the California Department of Housing and Community Development to have the SJCEZ boundaries expanded.

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby support and approve the San Joaquin County Enterprise Zone expansion into the areas as described above.

The foregoing Resolution _____ was passed and adopted by the Tracy City Council on the 7th day of December, 2010, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

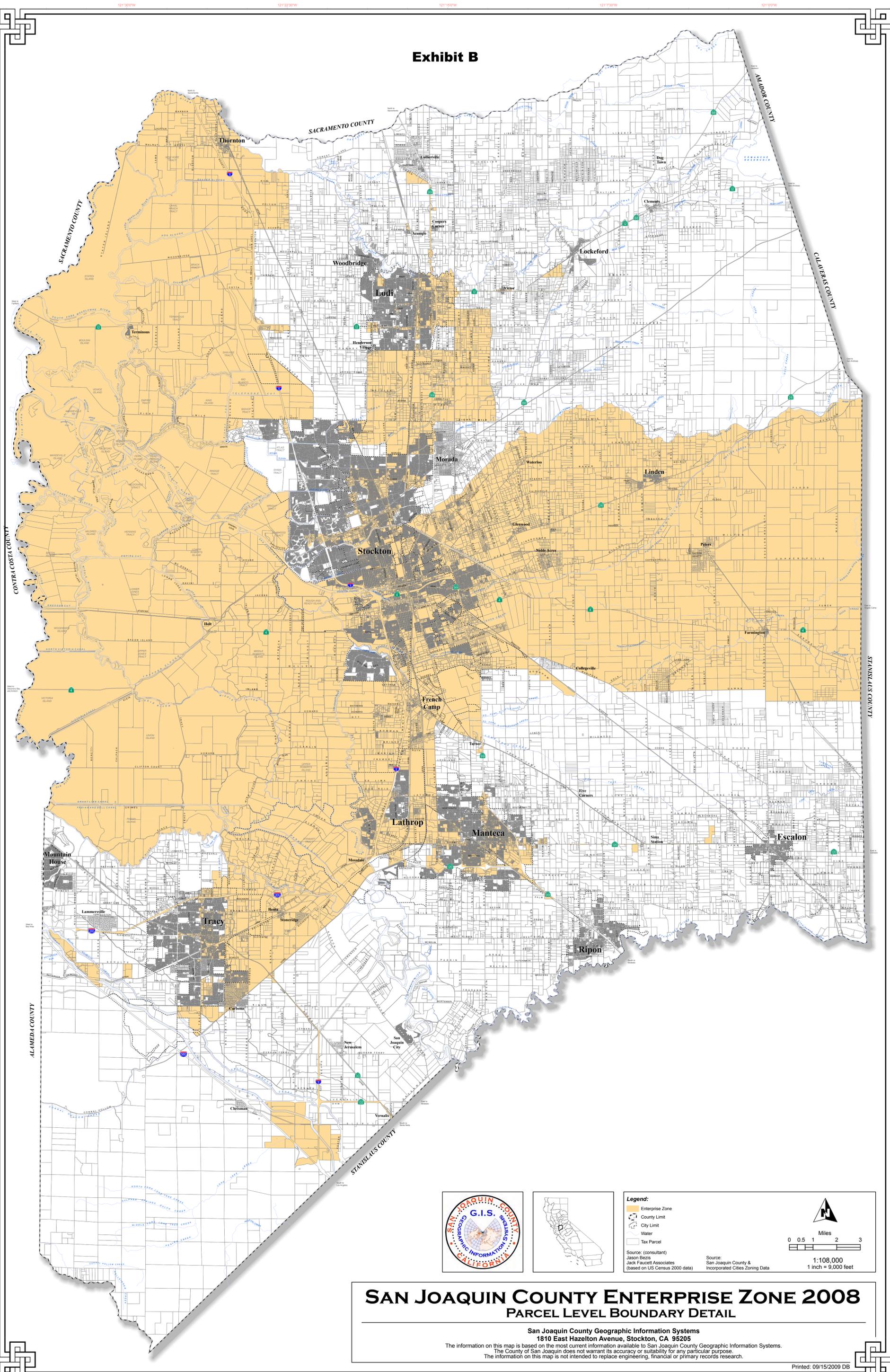
ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk

Exhibit B



Legend:

- Enterprise Zone
- County Limit
- City Limit
- Water
- Tax Parcel

Source: (consultant)
Jason Bozic
Jack Faucett Associates
(based on US Census 2000 data)

Source:
San Joaquin County &
Incorporated Cities Zoning Data

1:108,000
1 inch = 9,000 feet

SAN JOAQUIN COUNTY ENTERPRISE ZONE 2008 PARCEL LEVEL BOUNDARY DETAIL

San Joaquin County Geographic Information Systems
1810 East Hazelton Avenue, Stockton, CA 95205

The information on this map is based on the most current information available to San Joaquin County Geographic Information Systems.
The County of San Joaquin does not warrant its accuracy or suitability for any particular purpose.
The information on this map is not intended to replace engineering, financial or primary records research.

AGENDA ITEM 5

REQUEST

SECOND READING AND ADOPTION OF ORDINANCE 1155 AN ORDINANCE OF THE CITY OF TRACY, AMENDING SECTION 3.08.580, OF CHAPTER 3.08 (TRAFFIC REGULATIONS) OF TITLE 3 (PUBLIC SAFETY) OF THE TRACY MUNICIPAL CODE

EXECUTIVE SUMMARY

Ordinance 1155 was introduced at the Council meeting held on November 16, 2010. Ordinance 1155 is before Council for a second reading and adoption

DISCUSSION

Ordinance 1155 was introduced at the Council meeting held on November 16, 2010, to amend Section 3.08.580 of Chapter 3.08 of Title 3 of the Tracy Municipal Code. The California Vehicle Code section 40803 requires that in order to legally use radar equipment for speed enforcement, an engineering and traffic survey must be completed every five years to establish posted speeds. In October 2010, the Engineering Division completed an engineering and traffic survey on 46 segments of arterial and collector streets. The amendment to Section 3.08.580 of Chapter 3.08 of Title 3 will change some previously established Declared Prima Facie Speed Limits (Miles per Hour) and add new Prima Facie Speed Limits, to certain streets.

Ordinance 1155 is before Council for a second reading and adoption

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's seven strategic plans directly.

FISCAL IMPACT

None.

RECOMMENDATION

That Council adopts Ordinance 1155 following its second reading.

Attachment

Prepared by: Adrienne Richardson, Deputy City Clerk
Reviewed by: Carole Fleischmann, Assistant City Clerk
Approved by: Leon Churchill, Jr., City Manager

ORDINANCE 1155

AN ORDINANCE OF THE CITY OF TRACY, AMENDING SECTION
3.08.580, OF CHAPTER 3.08 (TRAFFIC REGULATIONS) OF
TITLE 3 (PUBLIC SAFETY) OF THE TRACY MUNICIPAL CODE

WHEREAS, The use of radar equipment is one of the most effective tools for enforcing speed limits and traffic safety on City streets, and

WHEREAS, Subsection (c) of California Vehicle Code section 40803 provides that evidence of conducting a speed zone survey within the last five years to establish the prima facie speed for a local street or road shall constitute a prima facie case that such local street or road is not a speed trap for the purposes of radar enforcement, and

WHEREAS, City staff completed an Engineering & Traffic survey in October of 2010, and

WHEREAS, The survey shows that the declared prima facie speed limits are still accurate for the majority of the City's streets and roads, and

WHEREAS, The survey shows that certain street portions require a change in the declared prima facie speed limits as set forth below, and

WHEREAS, The survey shows prima facie speed limits for certain new street portions as set forth below, and

NOW THEREFORE, The City Council of the City of Tracy, does ordain as follows:

SECTION 1: Amended Section. Section 3.08.580 of Chapter 3.08 of Title 3 of the Tracy Municipal Code is hereby amended to change the previously established Declared Prima Facie Speed Limit (Miles per Hour) or segment description for the below described Portions of Streets:

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (Miles per Hour)
- Dominique Drive Eastlake Circle to Elissagary Drive	30
- Balboa Drive Portola Way to Clover Road	25
- Lammers Road Eleventh Street to City Limits south of Jaguar Run	40
- Lammers Road Redbridge Drive to Schulte Road (City Limits).	45
- Portola Way Holly Drive to Entrada Way	25
- Tenth Street Tracy Boulevard to East Street	25

- Tenth Street
Civic Center Drive to Mac Arthur Drive 25

SECTION 2: Amended Section. Section 3.08.580 of Chapter 3.08 of Title 3 of the Tracy Municipal Code is hereby amended to add a Declared Prima Facie Speed Limit (Miles per Hour) for the below described street portions:

<u>Name of Street or Portion Affected</u>	<u>Declared Prima Facie Speed Limit (Miles per Hour)</u>
- Corral Hollow Road 1100' south of Linne Road to I-580 I-580 to South City Limits	50 55
- Henley Parkway Bridle Creek Drive to Lowell Avenue	35

SECTION 3: Remaining sections. Except as herein amended, the remaining sections of the Tracy Municipal Code, including the Declared Prima Facie Speed Limit (Miles per Hour) for the Portions of Streets not set forth above, shall remain in full force and effect.

SECTION 4: Title, chapter, and section headings. Title, chapter, and section headings contained herein shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning or intent of the provisions of any title, chapter, or section hereof.

SECTION 5: Constitutionality. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6: Effective date. This Ordinance shall take effect thirty (30) days after its final passage and adoption.

SECTION 7: Publication. This Ordinance shall be published once in the Tri Valley Herald, a newspaper of general circulation, within fifteen (15) days from and after its final passage and adoption.

* * * * *

The foregoing Ordinance 1155 was introduced at a regular meeting of the Tracy City Council on the 16th day of November, 2010, and finally adopted on the _____ day of _____, 2010, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk