

# AGENDA

# CITY OF PLYMOUTH

## City Council

### REGULAR MEETING

**THURSDAY, MARCH 14, 2024**

Council Chambers  
9426 Main Street, Plymouth, California



**Marianne Akerland, Mayor**

**Michael McLaughlin, Vice Mayor**

**Doug Sim, Council Member**

**Peter Amoruso, Council Member**

**Keith White, Council Member**

**PLEASE NOTE:** The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on the agenda. **Members of the public who wish to speak may be subject to a three (3) minute maximum time limit when addressing the Council, and/or the City may require speaker identification sheets be submitted to the Deputy City Clerk prior to being called upon by the Mayor to provide public comment.**





**CITY OF PLYMOUTH CITY COUNCIL  
REGULAR MEETING AGENDA  
Thursday, March 14, 2024  
6:30 PM**

In-person participation by the public is permitted. Members of the public not attending in-person may submit written comments prior to the meeting by emailing your comment to the Deputy City Clerk at [vmchenry@cityofplymouth.org](mailto:vmchenry@cityofplymouth.org) before 3:30 PM on the day of the meeting. Emailed public comments will be distributed to the City Council and made part of the official record.

**Marianne Akerland, Mayor**

Michael McLaughlin, Vice Mayor  
Douglas Sim, Council Member

Peter Amoruso, Council Member  
Keith White, Council Member

**MISSION STATEMENT**

***The City of Plymouth preserves our small-town atmosphere and provides fiscally responsible services that fulfill public needs while protecting their quality of life.***

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This meeting will be recorded. Council Chambers are wheelchair accessible. Special accommodation may be requested by contacting the Deputy City Clerk 72 hours before the meeting. **Please silence all cell phones or similar devices.**

1. **CALL TO ORDER/ROLL CALL:**
  - Roll Call
  - Pledge of Allegiance
2. **APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA OF MARCH 14, 2024**
3. **PUBLIC COMMENT:**

Under provisions of the Government Code, citizens wishing to address the Council for any matter not on the agenda may do so at this time. Please submit a completed Speaker Submittal Form to the Deputy City Clerk. Comments are limited to three minutes or less and speakers are requested to state their name and community of residence. For public comments on agenda items, speakers will be called by the Mayor at the point on the agenda when the item will be heard. The City Council is prohibited from materially discussing or acting on any item not on the agenda unless it can be demonstrated to be of an emergency nature or an urgent need to take immediate action arose after the posting of the agenda.

4. **PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS: NONE**
5. **CONSENT CALENDAR ITEMS:**

All matters listed under the Consent Calendar are to be considered routine by the City Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council votes on the motion to adopt, members of the Council, staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action.

- 5.1 CORRESPONDENCE
- 5.2 APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 22, 2024
- 5.3 ACCEPT THE FEBRUARY WARRANT REGISTER
- 5.4 APPROVE THE JOB CLASSIFICATIONS AND PAY RATE FOR HEAD LIFEGUARD, LIFEGUARD, AND RECREATION AIDE

6. PUBLIC HEARINGS: NONE

7. REGULAR AGENDA ITEMS:

- 7.1 ADOPT RESOLUTION NO. 2024-02 AWARDED A CONSTRUCTION CONTRACT TO LGM CONSTRUCTION FOR THE PLYMOUTH FIRE STATION IMPROVEMENT PROJECT IN THE AMOUNT OF \$187,345.75

RECOMMENDATION: ADOPT THE RESOLUTION AS PRESENTED AWARDED THE CONTRACT AND DEEMING THE PROJECT CATEGORICALLY EXCLUDED UNDER NEPA (24 CFR 58.35(A)(3)(III)) AND EXEMPT UNDER CEQA AS CLASS 1 PROJECT (SECTION 15301)

- 7.2 AUTHORIZE AN ADDITIONAL \$49,706.30 IN CITIZENS OPTIONS FOR PUBLIC SAFETY (COPS) FUNDS, IN ADDITION TO THAT WHICH WAS PREVIOUSLY AUTHORIZED IN 2021, FOR THE PURCHASE OF TWO SHERIFF PATROL VEHICLES IN THE COMBINED AMOUNT OF \$206,139.46

RECOMMENDATION: APPROVE THE INVOICE OF \$206,139.46 AND THE OVERAGE OF \$49,706.30 FROM THE PREVIOUS AUTHORIZATION OF \$190,000 FOR TRAILERS AND VEHICLES TO BE PAID OUT OF COPS FUNDS

- 7.3 RECEIVE REPORT FROM CITY COUNCIL SHERIFF CONTRACT SUBCOMMITTEE

RECOMMENDATION: PROVIDE DIRECTION FOR NEXT STEPS, INCLUDING DEFINING BUDGET PARAMETERS FOR CONTRACT, FORMAL RFP OR RFQ PROCESS AND ANY OTHER IMPORTANT FACTORS

8. COUNCIL/STAFF COMMUNICATIONS – Brief reports on matters of general interest

8.1 CITY MANAGER'S REPORT

## **8.2 MAYOR & COUNCIL MEMBERS' REPORTS**

## **8.3 COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

## **9. CLOSED SESSION: NONE**

## **10. ADJOURNMENT**

### **ADDITIONAL INFORMATION**

Public documents related to an item on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the Deputy City Clerk's office located in Plymouth City Hall and at the time of the meeting. Persons interested in proposing an item for the City Council Agenda should contact a member of the City Council, or the City Manager.

#### **NOTICE:**

*As presiding officer for this meeting, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disruptive conduct, and to enforce the rules of the Council.*

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Deputy City Clerk's Office at (209) 245-6941 prior to the meeting.

### **CERTIFICATION OF POSTING OF AGENDA**

I, Victoria McHenry, Deputy City Clerk for the City of Plymouth, declare that the foregoing agenda for the March 14, 2024, Regular Meeting of the Plymouth City Council was posted and available for review on March 11, 2024, at the City Hall of the City of Plymouth, 9426 Main Street, Plymouth, California, 95669. The agenda is also available on the city website at [cityofplymouth.org](http://cityofplymouth.org).

Signed at Plymouth, California

//s//

Victoria McHenry  
Deputy City Clerk



# **5.1**

## **CORRESPONDENCE**

### **NONE**





# 5.2





**CITY OF PLYMOUTH CITY COUNCIL**  
**REGULAR MEETING MINUTES DRAFT**  
**Thursday, February 22, 2024**  
**6:30 PM**

In-person participation by the public is permitted. Members of the public not attending in-person may submit written comments prior to the meeting by emailing your comment to the Deputy City Clerk at [vmchenry@cityofplymouth.org](mailto:vmchenry@cityofplymouth.org) before 3:30 PM on the day of the meeting. Emailed public comments will be distributed to the City Council and made part of the official record.

**Marianne Akerland, Mayor**

Michael McLaughlin, Vice Mayor  
Douglas Sim, Council Member

Peter Amoruso, Council Member  
Keith White, Council Member

**MISSION STATEMENT**

***The City of Plymouth preserves our small-town atmosphere and provides fiscally responsible services that fulfill public needs while protecting their quality of life.***

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**1. CALL TO ORDER/ROLL CALL:**

**COUNCIL MEMBERS PRESENT:** Marianne Akerland, Mayor, Peter Amoruso, Keith White

**COUNCIL MEMBERS ABSENT:** Vice Mayor, Michael McLaughlin, Doug Sim

**STAFF/ADVISORY PRESENT:** Margaret S. Roberts, City Manager; Frank Splendorio, City Attorney, Victoria McHenry, Deputy City Clerk, Dana Knight, Zoom Technician, Erica Fraser, Senior Planner

**STAFF/ADVISORY ABSENT:** McLean Sonnenberg, City Clerk, Joyce Czerwinsky, City Treasurer

**Flag Salute Led By: Mayor Akerland**

**2. APPROVAL OF CITY COUNCIL REGULAR MEETING AGENDA OF FEBRUARY 22, 2024**

Mayor Akerland requested to have Item 7.3 tabled. Motion made by Council Member White, second by Council Member Amoruso to approve the meeting agenda with Item 7.3 tabled. Motion passed by a roll call vote 3-0-2 with Vice Mayor McLaughlin and Council Member Sim absent.

**3. PUBLIC COMMENT:**  
**February 22, 2024**

Erika Simmons from the Amador Childcare Council came to give us an overview of what they offer. She also gave notice of two surveys that will give them the data they need to update their needs assessment. The surveys will be linked to the City webpage. She will return this summer to let us know their plan.

Jamie Lubenko from Fiddletown complimented the Public Works Department on how nice the landscaping on the round-a-bout looks.

**4. PRESENTATIONS/PROCLAMATIONS/APPOINTMENTS: NONE**

**5. CONSENT CALENDAR ITEMS:**

**5.1 CORRESPONDENCE**

**5.2 APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 8, 2024**

Motion made by Council Member White, second by Council Member Amoruso to approve the consent calendar. Motion passed by a roll call vote 3-0-2 with Vice Mayor McLaughlin and Council Member Sim absent.

**6. PUBLIC HEARINGS: NONE**

**7. REGULAR AGENDA ITEMS:**

**7.1 REVIEW AND PROVIDE DIRECTION ON A POTENTIAL MEET AND CONFER WITH THE IONE BAND OF MIWOK INDIANS REGARDING THE TRIBAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION FOR THE CASINO PROJECT**

**RECOMMENDATION: REVIEW PRELIMINARY LIST OF ISSUES AND PROVIDE DIRECTION TO STAFF TO PROCEED WITH MEET AND CONFER PROCESS WITH TRIBE**

D.W. "Butch" Cranford from Plymouth appreciated the thorough staff report. He feels as if the tribe's document is flawed. Mr. Cranford would like the map to be corrected before the Council meets and confers. He stated the information in the report is outdated and strongly recommended the Council not enter into an agreement with the tribe.

Jon Colburn from Plymouth appreciated that the tribe wanted to meet and confer. He brought up several issues in the past that NCIP had with the tribe. Mr. Colburn feels that the tribe will build a bigger casino once they get established.

Jamie Lubenko from Fiddletown stated she owns land that is very close to the tribal land. She questioned if the City, County or State has the authority to change things once the casino had started could they enforce the contract agreements. Ms. Lubenko cited that the well data that the tribe provided was 20 years old. She questioned the impact of three 24-hour pumping wells and how that would affect the agricultural lands around the area. Ms. Lubenko also cited concerns regarding crime, fire, and gambling addiction issues.

Craig Baracco from Foothill Conservancy stated his team is reviewing the documents. He attended tonight to hear feedback from the public. Mr. Baracco urged the Council to meet and confer to try to cooperate with the tribe to come to an agreement.

Mike Lubenko from Fiddletown felt the tribe's report was out of date and incomplete. He wanted the Council to keep the future of Plymouth in mind when making their decision.

After Council discussion it was decided by consensus to move forward with ongoing analysis and research. The City staff along with the current Ad Hoc Committee to meet and confer with the tribe.

## **7.2 DISCUSS AND PROVIDE DIRECTION ON SUMMER 2024 POOL OPERATIONS**

**RECOMMENDATION: PROVIDE DIRECTION ON HOW TO PROCEED WITH SUMMER 2024 POOL OPERATIONS INCLUDING WHETHER CITY SHOULD TAKE OVER OPERATIONS**

After discussion the Council decided by consensus to move forward for the City to take over the pool operations.

## **7.3 RECEIVE AND DISCUSS MID-YEAR BUDGET REVIEW AND CONSIDER MID-YEAR ADJUSTMENTS**

**RECOMMENDATION: APPROVE MID-YEAR BUDGET ADJUSTMENTS**

This Item was tabled.

## **8. COUNCIL/STAFF COMMUNICATIONS**

### **8.1 CITY MANAGER'S REPORT**

City Manager Roberts noted that she would be out of town for the 3/14/2024 meeting. She stated that bid openings for the Fire Station Project would take place next Thursday, and the award of the bid would come to the Council at the 3/14/2024 meeting. Weber Ghio will be at that meeting to make the presentation. City Manager Roberts announced that the Amador County Fair has announced this year's theme of "Going for the Gold!". She stated that the City would be reaching out to the Ambassadors to see if they would like to volunteer to decorate our City window like last year. The City is planning a family event in the park on April 13<sup>th</sup>.

### **8.2 MAYOR & COUNCIL MEMBERS' REPORTS**

Council Member White noted that it is National Future Farmers of America Week. He stated that his Mother was the first female FFA Member in Amador County.

### **8.3 COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

Mayor Akerland would like to discuss having the positions of City Clerk and Treasurer to be appointed instead of elected. City Manager Roberts said that she is working on bringing this issue back to the Council soon. Mayor Akerland also asked to revisit and follow up on the discussion about the 49er Village and possible solutions to address the issue of stays vs. permanent residences.

## **9. CLOSED SESSION: NONE**

## **10. ADJOURNMENT: 7:46 pm**



**5.3**





03/04/24  
16:01:07

CITY OF PLYMOUTH  
Check Register for Wells Fargo Checking  
For the Accounting Period: 2/24

Page: 1 of 2  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
29022	S	370 4LEAF, INC.	10296.00	02/08/24	_____	CL 2169	10296.00
29023	S	26 AMADOR COUNTY FAIR	715.00	02/08/24	_____	CL 2151	715.00
29024	S	34 AMADOR WATER AGENCY	29801.55	02/08/24	_____	CL 2135	29801.55
29025	S	66 CALIFORNIA LABORATORY SERVICES	360.00	02/08/24	_____	CL 2165	360.00
29026	S	69 CARBON COPY INC.	66.61	02/08/24	_____	CL 2137	66.61
29027	S	261 CIRA	21.00	02/08/24	_____	CL 2166	21.00
29028	S	76 CLARK PEST CONTROL	313.00	02/08/24	_____	CL 2133	313.00
29029	S	78 COMCAST	141.44	02/08/24	_____	CL 2132	141.44
29030	S	94 DEPT OF TRANSPORTATION	776.82	02/08/24	_____	CL 2118	776.82
29031	S	106 FERGUSON ENTERPRISES INC	155.33	02/08/24	_____	CL 2170	155.33
29032	S	124 HINDERLITER DE LIAMAS & ASSOCIATES	300.00	02/08/24	_____	CL 2117	300.00
29033	S	147 LEDGER DISPATCH	288.40	02/08/24	_____	CL 2167	288.40
29034	S	89 MICHELE GERMAN-DAVIS	1300.00	02/08/24	_____	CL 2148	1300.00
29035	S	178 PACIFIC GAS & ELECTRIC	1826.62	02/08/24	_____	CL 2163	1826.62
29036	S	181 PAYCHEX INC.	1323.84	02/08/24	_____	CL 2147	1323.84
29037	S	253 PLYMOUTH ACE HARDWARE	1223.99	02/08/24	_____	CL 2158	1223.99
29038	S	360 Plymouth Foothills Rotary	161711.68	02/08/24	_____	CL 2164	161711.68
29039	S	193 QUALITY CODE PUBLISHING	1115.00	02/08/24	_____	CL 2161	1115.00
29040	S	201 SHENANDOAH STATION	1365.20	02/08/24	_____	CL 2127	1365.20
29041	S	251 TELPLEX COMMUNICATIONS	25.19	02/08/24	_____	CL 2143	25.19
29042	S	369 TOMMY'S GARAGE INC.	2380.08	02/08/24	_____	CL 2162	2380.08
29043	S	240 US POSTAL SERVICE	188.00	02/08/24	_____	CL 2168	188.00
29044	S	26 AMADOR COUNTY FAIR	189.00	02/22/24	_____	CL 2175	189.00
29045	S	35 AMADOR WATER AGENCY	14900.25	02/22/24	_____	CL 2134	14900.25

03/04/24  
16:01:07

CITY OF PLYMOUTH  
Check Register for Wells Fargo Checking  
For the Accounting Period: 2/24

Page: 2 of 2  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
29046	S	254 AT&T	429.69	02/22/24	_____	CL 2124	429.69
29047	S	256 AT&T	31.57	02/22/24	_____	CL 2125	31.57
29048	S	41 AT&T MOBILITY	358.78	02/22/24	_____	CL 2153	358.78
29049	S	45 BEST BEST & KRIEGER	10902.09	02/22/24	_____	CL 2129	10902.09
29050	S	66 CALIFORNIA LABORATORY SERVICES	1559.00	02/22/24	_____	CL 2176	1559.00
29051	S	69 CARBON COPY INC.	388.24	02/22/24	_____	CL 2172	388.24
29052	S	75 CITY OF PLYMOUTH	434.88	02/22/24	_____	CL 2119	434.88
29053	S	323 CSG CONSULTANTS, INC	4247.50	02/22/24	_____	CL 2174	4247.50
29054	S	334 FIRE RISK MANAGEMENT SERVICES	3095.77	02/22/24	_____	CL 2141	3095.77
29055	S	73 FIRST-CITIZENS BANK & TRUST CO	228.43	02/22/24	_____	CL 2128	228.43
29056	S	141 KAMPS PROPANE SERVICES GROUP INC.	934.08	02/22/24	_____	CL 2156	934.08
29057	S	147 LEDGER DISPATCH	322.92	02/22/24	_____	CL 2173	322.92
29058	S	164 NBS	3210.00	02/22/24	_____	CL 2146	1585.00
						CL 2154	1625.00
29059	S	176 PACE SUPPLY CORP	1225.93	02/22/24	_____	CL 2177	1225.93
29060	S	178 PACIFIC GAS & ELECTRIC	2885.01	02/22/24	_____	CL 2131	2885.01
29061	S	229 THATCHER COMPANY of CALIFORNIA, INC	5588.44	02/22/24	_____	CL 2178	5588.44
29062	S	239 UP COUNTRY POOL CENTER	443.80	02/22/24	_____	CL 2179	443.80
29063	S	338 VALLI INFORMATION SYSTEMS	106.61	02/22/24	_____	CL 2144	106.61
29064	S	290 WEBSOFT DEVELOPERS, INC	11800.00	02/22/24	_____	CL 2171	11800.00
29065	S	260 WELLS FARGO	1576.17	02/22/24	_____	CL 2142	1576.17
Total for Claim Checks			280552.91				
Count for Claim Checks			44				

\* denotes missing check number(s)

# of Checks: 44                      Total: 280552.91

**5.4**





## CITY COUNCIL AGENDA ITEM NO. 5.4

03/14/2024

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**SUBJECT:** Approve Head Lifeguard, Lifeguard and Recreation Aide job descriptions and set their pay rate.

**DEPARTMENT:** City Manager's Office

**STAFF:** Margaret S. Roberts, City Manager

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### TITLE

**APPROVE HEAD LIFEGUARD, LIFEGUARD AND RECREATION AIDE JOB DESCRIPTIONS AND SET THEIR PAY RATE.**

### BACKGROUND

The City Council at their last meeting gave direction to move forward with pool operations for the summer. In order to do that the first thing, we need to do is to hire staff. It has been determined that the City will need a Head Lifeguard, Lifeguards and a Recreation Aide. The pay rate will also need to be set at a rate that is competitive with the market in order to attract quality candidates.

The job descriptions are each attached and were originally taken from another jurisdiction and modified minimally to meet our needs. We are recommending the following pay rates:

Head Lifeguard	\$21.00
Lifeguard	\$18.00
Recreation Aide	\$15.00

These are competitive pay rates for the jobs they are doing since McDonalds has raised their pay rate to \$20.00 per hour. We plan to bring more on our program back at the next meeting.

### FISCAL IMPACT

There is no fiscal impact to this item. The fiscal impact will come when we begin the hiring process.



## **CITY COUNCIL AGENDA ITEM NO. 5.4**

**03/14/2024**

### **RECOMMENDATION**

Approve the job descriptions of Head Lifeguard, Lifeguard and Recreation Aide and the pay rates of \$22.00, \$18.00 and \$15.00 respectively.

### **ATTACHMENT(S)**

1. Job descriptions

# **CITY OF PLYMOUTH**

## **HEAD LIFEGUARD**

### **DEFINITION**

Performs a variety of skilled, semi-skilled, and unskilled activities and program needs, will perform various duties including guarding and protecting patrons during Open Swim and Swim Lessons, and teach basic to advanced swim lessons. Lifeguard will educate and enforce rules and regulations to patrons.

### **Distinguishing Characteristics**

The **Head Lifeguard** class is a journey level position.

### **Supervision Received**

Works under the general direction of the Head Lifeguard and any full Time City staff.

### **Essential Duties**

(These duties are a representative sample; position assignments may vary)

- Becomes familiar with pool rules and regulations and enforces them.
- Displays leadership, responsibility, and professionalism during and after work hours.
- Communicates strongly with patrons, students, other Lifeguard /Aquatic Instructors, and supervisors.
- Follows work procedures and schedules.
- Issues written and oral instructions to students and patrons.
- Works with a workforce of over 50 staff members.
- Prepares attendance and accident reports, and swim lesson report cards; maintain records and reports.
- Performs a variety of miscellaneous duties such as answering the phone, conducting classes, collecting fees, helping set up for classes, events, maintenance duties, etc.
- Responds to public inquiries about aquatics programs.
- Plan, implement, and evaluate of a variety of recreational programs and events at a pool,.
- Assist in the preparation of and lead outdoor activities; and special events; oversee the safety and welfare of participants.
- Follow rules, regulations, policies and procedures for the program(s) and learn to provide some instruction to participants.
- Assist in preparing facilities for programs and events.
- Perform duties as a Designated Disaster Service Worker per California State law during natural and manmade disasters, as needed.
- Perform related duties and responsibilities as assigned.

## **QUALIFICATIONS**

### **Experience/Education**

Sufficient experience and education to successfully perform the duties of a **Head Lifeguard** in the City of Plymouth. A typical way of obtaining the required qualifications is to possess a lifeguard certificate and CPR certificate and first aid certificate.

### **Knowledge of:**

- Aquatic facilities, operations and techniques used in a community aquatics program.
- Skill in First Aid, CPR, and Lifeguarding; rescue and resuscitate drowning persons; rescue and provide first aid to persons affected by life threatening injuries.

### **Skill to:**

- Provide excellent customer service.
- Communicate clearly and effectively.
- Take direction from a variety of upper-level staff.
- Work in a safe manner, following Town safety practices and procedures.
- Operate a computer and do report writing

### **Ability to:**

- Supervise Lifeguards and Recreation Aide to maintain order at the swimming pool
- Assist in creating the schedule for the pool workers
- Coordinate activities at the swimming pool
- Ability to establish and maintain effective working relationships with employees, supervisors, other agencies, participants, instructors, community leaders, and the general public.
- Ability to communicate effectively orally and in writing.
- Ability to effectively enforce safety rules and regulation in pool and surrounding area to ensure patron safety and prevent accidents.

### **Licensing Requirements:**

- Must be at least sixteen (16) years of age
- Lifesaving (Red Cross, YMCA or Ellis), and First Aid CPR/AED for Professional Rescuers, ability to obtain Title 22 First Aid Certifications are required and must be obtained before the start of the aquatics season.
- Satisfactory fingerprint clearance by the Department of Justice.
- Valid work permit if under 18 years of age

### **Working Conditions:**

#### **ENVIRONMENT:**

Indoor and outdoor work environment with ability to work a flexible work schedule, depending upon program needs, including working evenings, weekends, holidays and shifting



assignments as program needs change. The noise level in the work environment can vary, ranging from quiet to loud. Incumbents will work in warm to hot environments with sufficient water, breaks and shade provided.

**PHYSICAL DEMANDS:**

Stand, walk, sit, kneel, stoop, crouch and swim for prolonged periods; reach with hands and arms; talk and hear; use hands to finger, handle, feel or operate objects and tools and operate motorized equipment. Occasionally lift and/or move up to 40 pounds. Specific vision requirements of this job include close vision, distance vision, peripheral vision, and the ability to adjust focus. Incumbents are required to use vision and/ or hearing to identify and evaluate field emergencies, and to respond physically to these emergencies quickly and appropriately.

# CITY OF PLYMOUTH

## LIFEGUARD

### DEFINITION

Performs a variety of skilled, semi-skilled, and unskilled activities and program needs, will perform various duties including guarding and protecting patrons during Open Swim and Swim Lessons, and teach basic to advanced swim lessons. Lifeguard will educate and enforce rules and regulations to patrons.

### Distinguishing Characteristics

The **Lifeguard** class is an entry level to journey level position.

### Supervision Received

Works under the general direction of the Head Lifeguard and any full Time City staff.

### Essential Duties

(These duties are a representative sample; position assignments may vary)

- Becomes familiar with pool rules and regulations and enforces them.
- Displays leadership, responsibility, and professionalism during and after work hours.
- Communicates strongly with patrons, students, other Lifeguard /Aquatic Instructors, and supervisors.
- Follows work procedures and schedules.
- Issues written and oral instructions to students and patrons.
- Works with a workforce of over 50 staff members.
- Prepares attendance and accident reports, and swim lesson report cards; maintain records and reports.
- Performs a variety of miscellaneous duties such as answering the phone, conducting classes, collecting fees, helping set up for classes, events, maintenance duties, etc.
- Provide excellent customer service.
- Communicate clearly and effectively.
- Take direction from a variety of upper-level staff.
- Work in a safe manner, following Town safety practices and procedures.
- Responds to public inquiries about aquatics programs.

## **QUALIFICATIONS**

### **Experience/Education**

Sufficient experience and education to successfully perform the duties of a **Lifeguard** in the City of Plymouth. A typical way of obtaining the required qualifications is to possess a lifeguard certificate and CPR certificate and first aid certificate.

### **Knowledge of:**

- Aquatic facilities, operations and techniques used in a community aquatics program.
- Skill in First Aid, CPR, and Lifeguarding; rescue and resuscitate drowning persons; rescue and provide first aid to persons affected by life threatening injuries.

### **Skill to:**

- Provide excellent customer service.
- Communicate clearly and effectively.
- Take direction from a variety of upper-level staff.
- Work in a safe manner, following Town safety practices and procedures.

### **Ability to:**

- Ability to establish and maintain effective working relationships with employees, supervisors, other agencies, participants, instructors, community leaders, and the general public.
- Ability to communicate effectively orally and in writing.
- Ability to effectively enforce safety rules and regulation in pool and surrounding area to ensure patron safety and prevent accidents.

### **Licensing Requirements:**

- Must be at least sixteen (16) years of age
- Lifesaving (Red Cross, YMCA or Ellis), and First Aid CPR/AED for Professional Rescuers, ability to obtain Title 22 First Aid Certifications are required and must be obtained before the start of the aquatics season.
- Satisfactory fingerprint clearance by the Department of Justice.
- Valid work permit if under 18 years of age

### **Working Conditions:**

#### **ENVIRONMENT:**

Indoor and outdoor work environment with ability to work a flexible work schedule, depending upon program needs, including working evenings, weekends, holidays and shifting assignments as program needs change. The noise level in the work environment can vary, ranging from quiet to loud. Incumbents will work in warm to hot environments with sufficient water, breaks and shade provided.

#### PHYSICAL DEMANDS:

Stand, walk, sit, kneel, stoop, crouch and swim for prolonged periods; reach with hands and arms; talk and hear; use hands to finger, handle, feel or operate objects and tools and operate motorized equipment. Occasionally lift and/or move up to 40 pounds. Specific vision requirements of this job include close vision, distance vision, peripheral vision, and the ability to adjust focus. Incumbents are required to use vision and/ or hearing to identify and evaluate field emergencies, and to respond physically to these emergencies quickly and appropriately.

# CITY OF PLYMOUTH

## RECREATION AIDE

### DEFINITION

Performs a variety of activities.

### Distinguishing Characteristics

The **Recreation Aide** class is an entry level position.

### Supervision Received

General supervision is provided by the Head Lifeguard.

### Essential Duties

(These duties are a representative sample; position assignments may vary)

- Assist in the planning, implementation, and evaluation of a variety of recreational programs and events at a pool, park, community center and/or other recreational facility.
- Assist in the preparation of and lead outdoor activities; and special events; oversee the safety and welfare of participants.
- Follow rules, regulations, policies and procedures for the program(s) and learn to provide some instruction to participants under the guidance of the Head Lifeguard.
- Assist in preparing facilities for programs and events including setting up and cleaning up activities and equipment, stocking bathrooms, emptying trash cans, etc.
- Perform duties as a Designated Disaster Service Worker per California State law during natural and manmade disasters, as needed.
- Perform related duties and responsibilities as assigned.

### QUALIFICATIONS

#### Experience/Education

Sufficient experience and education to successfully perform the duties of a **Recreation Aide** in the City of Plymouth. A typical way of obtaining the required qualifications is to.

#### Knowledge of:

- Techniques, rules and equipment used in recreational activities and games.
- Youth supervision and interaction techniques.
- How to take in money and provide change back correctly.

#### Skill to:

- Provide excellent customer service.
- Communicate clearly and effectively.
- Take direction from a variety of upper-level staff.

- Work in a safe manner, following Town safety practices and procedures.

**Ability to:**

- Work collaboratively with diverse community members and City staff.
- Lift and carry at least twenty (20) pounds.
- Interpret and apply rules, regulations and health and safety standards.
- Respond to requests and inquiries from the participants, parents, other staff and general public.
- Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

**Maintain a flexible work schedule based on program requirements.**

**Licensing Requirements:**

- There are no licensing requirements for this position.

**Working Conditions:**

**ENVIRONMENT:**

Indoor and outdoor work environment with ability to work a flexible work schedule, depending upon program needs, including working evenings, weekends, holidays and shifting assignments as program needs change. The noise level in the work environment can vary, ranging from quiet to loud. Incumbents will work in warm to hot environments with sufficient water, breaks and shade provided.

**PHYSICAL DEMANDS:**

Stand, walk, sit, kneel, stoop, crouch and swim for prolonged periods; reach with hands and arms; talk and hear; use hands to finger, handle, feel or operate objects and tools and operate motorized equipment. Occasionally lift and/or move up to 40 pounds. Specific vision requirements of this job include close vision, distance vision, peripheral vision, and the ability to adjust focus. Incumbents are required to use vision and/ or hearing to identify and evaluate field emergencies, and to respond physically to these emergencies quickly and appropriately.

**7.1**







**CITY COUNCIL AGENDA ITEM NO. 7.1**

**03/14/2024**

**SUBJECT:** Plymouth Fire Station Improvement Project

**DEPARTMENT:** City Engineer

**STAFF:** Matt Ospital, City Engineer  
Larry White, City Building Inspector

**TITLE**

**ADOPT A RESOLUTION AWARDING THE CONTRACT FOR THE PLYMOUTH FIRE STATION IMPROVEMENT PROJECT TO LGM CONSTRUCTION IN THE AMOUNT OF \$187,345.75.**

**BACKGROUND**

The Plymouth Fire Station Improvement Project was advertised for bids on January 26, 2024. A pre-bid conference was held on February 8, 2024, and four bids were received on February 29, 2024, as follows:

CONTRACTOR	BASE BID AMOUNT	ADD ALT 1A	TOTAL
LGM Construction	\$ 147,094.00	\$ 40,251.75	\$ 187,345.75
T & S West	\$ 204,700.00	\$ 63,900.00	\$ 268,600.00
Pro-Ex Construction	\$ 211,500.00	\$ 76,000.00	\$ 287,500.00
Valley Construction Services	\$ 270,197.00	\$ 55,345.00	\$ 325,542.00

**ENVIRONMENTAL DETERMINATION**

This project is categorically excluded per 24 CFR 58.35(a)(3)(iii) because the improvements are for non-residential structures that would not change the size or capacity of the fire station by more than 20% and it does not involve a change in land use. Further, under CEQA, this project is exempt under Class 1 as the exemption applies to repair, maintenance, alteration of an existing public structure, facilities, and mechanical equipment, involving negligible or no expansion of existing or former use. (State CEQA Guidelines §15301.) The scope of work for the Fire Station Remodel is consistent with Class 1 in that it does not expand existing use as a fire station and the proposed work constitutes repairs, maintenance, minor alterations, and upgrades to mechanical equipment (e.g. replacement of damaged ceiling, wall repairs, water



## **CITY COUNCIL AGENDA ITEM NO. 7.1**

**03/14/2024**

heater replacement, floor repair, exterior and interior painting, backup generator installation, construction of ADA parking, roof repair and maintenance, etc.).

### **FISCAL IMPACT**

This item is funded by the CDBG CV grants. CDBG-CV-2-3 grant funds will fully fund the Base Bid and Alt 1A.

### **RECOMMENDATION**

Adopt the resolution awarding the Plymouth Fire Station Improvement Project contract, in a form approved by the City Attorney, to LGM Construction in the amount of \$187,345.75 which includes the Base Bid and Additive Alternate 1A – Composition Shingle Roofing Replacement and proceed with construction as soon as possible.

### **ATTACHMENT(S)**

1. Bid Summary
2. Resolution

**CITY OF PLYMOUTH  
FIRE STATION IMPROVEMENTS**

**BID SUMMARY**

**BID OPENING: FEBRUARY 29, 2024 at 10:00 A.M.**

**BASE BID:**

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		INTERMODAL MAINTENANCE, INC. DBA T&S WEST		PRO-EX CONSTRUCTION, INC.		VALLEY CONSTRUCTION SERVICES, INC.	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Task A – Apparatus Bay Ceiling in accordance with the exhibits and specifications	LS	1	\$14,000.00	\$14,000.00	\$6,790.00	\$6,790.00	\$19,450.00	\$19,450.00	\$14,000.00	\$14,000.00	\$24,329.00	\$24,329.00
2	Task B – Front Wall Repairs in accordance with the exhibits and specifications	LS	1	\$12,500.00	\$12,500.00	\$47,981.00	\$47,981.00	\$13,600.00	\$13,600.00	\$23,000.00	\$23,000.00	\$81,628.00	\$81,628.00
3	Task C – Remodel Laundry in accordance with the exhibits and specifications	LS	1	\$7,500.00	\$7,500.00	\$8,534.00	\$8,534.00	\$13,300.00	\$13,300.00	\$8,000.00	\$8,000.00	\$13,386.00	\$13,386.00
4	Task D – Flooring in accordance with the exhibits and specifications	LS	1	\$5,400.00	\$5,400.00	\$6,413.00	\$6,413.00	\$8,050.00	\$8,050.00	\$9,000.00	\$9,000.00	\$8,421.00	\$8,421.00
5	Task E – Exterior Painting in accordance with the exhibits and specifications	LS	1	\$20,000.00	\$20,000.00	\$17,407.00	\$17,407.00	\$20,700.00	\$20,700.00	\$25,000.00	\$25,000.00	\$9,812.00	\$9,812.00
6	Task F – Interior Painting in accordance with the exhibits and specifications	LS	1	\$30,000.00	\$30,000.00	\$12,444.00	\$12,444.00	\$14,000.00	\$14,000.00	\$7,500.00	\$7,500.00	\$10,054.00	\$10,054.00
7	Task G – Backup Generator in accordance with the exhibits and specifications	LS	1	\$15,000.00	\$15,000.00	\$19,426.00	\$19,426.00	\$24,500.00	\$24,500.00	\$23,000.00	\$23,000.00	\$28,094.00	\$28,094.00
8	Task H – Hose Drying Rack in accordance with the exhibits and specifications	LS	1	\$20,000.00	\$20,000.00	\$18,807.00	\$18,807.00	\$58,500.00	\$58,500.00	\$77,000.00	\$77,000.00	\$57,865.00	\$57,865.00
9	Task I – Reznor Heater Control in accordance with the exhibits and specifications	LS	1	\$900.00	\$900.00	\$779.00	\$779.00	\$4,600.00	\$4,600.00	\$6,000.00	\$6,000.00	\$694.00	\$694.00
10	Task J – ADA Parking - Path Of Travel - Signage in accordance with the exhibits and specifications	LS	1	\$24,000.00	\$24,000.00	\$8,513.00	\$8,513.00	\$28,000.00	\$28,000.00	\$19,000.00	\$19,000.00	\$35,914.00	\$35,914.00
<b>TOTALS</b>					<b>\$149,300.00</b>	<b>NOTE 1:</b>	<b>\$147,094.00</b>		<b>\$204,700.00</b>		<b>\$211,500.00</b>	<b>NOTE 2:</b>	<b>\$270,197.00</b>

**ADDITIVE ALTERNATE #1:**

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		INTERMODAL MAINTENANCE, INC. DBA T&S WEST		PRO-EX CONSTRUCTION, INC.		VALLEY CONSTRUCTION SERVICES, INC.	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Composition Shingle Roofing Replacement in accordance with the exhibits and specifications	LS	1	\$44,000.00	\$44,000.00	\$40,251.75	\$40,251.75	\$63,900.00	\$63,900.00	\$76,000.00	\$76,000.00	\$55,345.00	\$55,345.00
<b>ADDITIVE ALTERNATE #1 TOTALS:</b>					<b>\$44,000.00</b>		<b>\$40,251.75</b>		<b>\$63,900.00</b>		<b>\$76,000.00</b>		<b>\$55,345.00</b>

**ADDITIVE ALTERNATE #2:**

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		INTERMODAL MAINTENANCE, INC. DBA T&S WEST		PRO-EX CONSTRUCTION, INC.		VALLEY CONSTRUCTION SERVICES, INC.	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Composition Shingle Roof Overlay in accordance with the exhibits and specifications	LS	1	\$35,000.00	\$35,000.00	\$30,880.50	\$30,880.50	\$53,133.30	\$53,133.30	\$49,000.00	\$49,000.00	\$48,656.00	\$48,656.00
<b>ADDITIVE ALTERNATE #2 TOTALS:</b>					<b>\$35,000.00</b>		<b>\$30,880.50</b>		<b>\$53,133.30</b>		<b>\$49,000.00</b>		<b>\$48,656.00</b>

**ADDITIVE ALTERNATE #3:**

ITEM	DESCRIPTION	UNITS	QTY	ENGINEER'S ESTIMATE		LGM CONSTRUCTION		INTERMODAL MAINTENANCE, INC. DBA T&S WEST		PRO-EX CONSTRUCTION, INC.		VALLEY CONSTRUCTION SERVICES, INC.	
				\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL	\$/UNIT	TOTAL
1	Exhaust System in accordance with the exhibits and specifications	LS	1	\$75,000.00	\$75,000.00	\$40,125.86	\$40,125.86	\$12,900.00	\$12,900.00	\$17,000.00	\$17,000.00	\$110,266.00	\$110,266.00
<b>ADDITIVE ALTERNATE #3 TOTALS:</b>					<b>\$75,000.00</b>		<b>\$40,125.86</b>		<b>\$12,900.00</b>		<b>\$17,000.00</b>		<b>\$110,266.00</b>

**BASE AND ADDITIVE ALTERNATE TOTALS:      \$303,300.00                      \$258,352.11                      \$334,633.30                      \$353,500.00                      \$484,464.00**

NOTE 1: AS SHOWN ON BID SUMMARY: \$147,092.00 ACTUAL: \$147,094.00  
NOTE 2: AS SHOWN ON BID SUMMARY: \$270,199.00 ACTUAL: \$270,197.00

## **RESOLUTION NO. 2024-02**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLYMOUTH AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION AGREEMENT FOR THE PLYMOUTH FIRE STATION IMPROVEMENT PROJECT**

**WHEREAS**, the City of Plymouth has secured funding from the Community Development Block Grant CARES Act (CDBG-CV); and

**WHEREAS**, the City of Plymouth advertised for bids for the Plymouth Fire Station Improvement Project on January 26, 2024; and

**WHEREAS**, the City of Plymouth opened bids for the Plymouth Fire Station Improvement Project on February 29, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council, does hereby award the Construction Contract for the Plymouth Fire Station Improvement Project to Laguna Gold Mortgage, Inc. DBA LGM Construction, and the City Manager is hereby authorized to execute a Construction Agreement with LGM Construction in the amount of \$187,345.75, in a form approved the City Attorney; and

**BE IT FURTHER RESOLVED**, that the City Council, does hereby find the Improvement Project to be categorically excluded per 24 CFR 58.35(a)(3)(iii) because the improvements are for non-residential structures that would not change the size or capacity of the fire station by more than 20% and it does not involve a change in land use; and

**BE IT FURTHER RESOLVED**, that the City Council, does hereby find the Improvement Project to be exempt under Class 1 as the exemption applies to repair, maintenance, alteration of an existing public structure, facilities, and mechanical equipment, involving negligible or no expansion of existing or former use. (State CEQA Guidelines §15301) and authorizes the filing of a Notice of Exemption.

**THE FOREGOING RESOLUTION** was duly introduced and passed at a meeting of the City Council of the City of Plymouth held on the 14<sup>th</sup> day of March 2024 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Marianne Akerland, Mayor

ATTEST:

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Victoria McHenry, Deputy City Clerk



**7.2**







## CITY COUNCIL AGENDA ITEM NO. 7.2

03/14/2024

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**SUBJECT:** Approve payment to Amador County Sheriff's Office for patrol vehicles.

**DEPARTMENT:** City Manager's Office

**STAFF:** Margaret S. Roberts, City Manager

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### TITLE

**AUTHORIZE AN ADDITIONAL \$49,706.30 IN EXCESS CITIZENS OPTIONS FOR PUBLIC SAFETY (COPS) FUNDS, IN ADDITION TO THAT WHICH WAS PREVIOUSLY AUTHORIZED IN 2021, FOR THE PURCHASE OF TWO SHERIFF PATROL VEHICLES IN THE COMBINED AMOUNT OF \$206,139.46.**

### BACKGROUND

While the COPS grant funding to the City has been increasing, we have continued to pay the Amador County Sheriff's Office (ACSO) the same \$100,000 for police protection services, per the existing service contract. As a result, there has been a regular balance of unencumbered, excess COPS grant funds available. The funding from COPS is required to be spent on "front-line" law enforcement (which ACSO provides for the City). Thus, we do not have an internal use for these restricted funds.

In 2021, the City Council authorized a combined \$190,000 using such excess COPS funds, to purchase up to two radar trailers and up to two patrol vehicles. The City paid for the two radar trailers at a total cost of \$33,566.84. That left a remaining available amount of \$156,433.16 from the previously-authorized COPS funds.

The vehicles are finally equipped and the Amador County Sheriff's Office (ACSO) has forwarded us the final invoice. The total cost for the two vehicles, including outfitting, is \$206,139.46. Thus, the purchase of these vehicles would bring the new total cost (including the trailers) to \$239,706.30, which is \$49,706.30 over what was approved with the excess COPS funds in 2021. The previous estimate for the vehicles was based on the approximate cost of the vehicle alone and did not include the cost to build out the car with the technology and outfitting. There is available excess COPS funds to cover this overage.



## **CITY COUNCIL AGENDA ITEM NO. 7.2**

**03/14/2024**

At some point in the near future another agenda item will be brought to the Council to determine what to do with the balance of excess COPS funds.

### **FISCAL IMPACT**

Approval of this item has a fiscal impact of \$206,139.46, which will come out of the unencumbered and available COPS Program funding.

### **RECOMMENDATION**

Authorize an additional \$49,706.30 in excess Citizens Options for Public Safety (COPS) funds, in addition to that which was previously authorized in 2021, for the purchase of two Sheriff patrol vehicles in the combined amount of \$206,139.46.

### **ATTACHMENT(S)**

1. December 9, 2021 Staff Report and Excerpt of Minutes
2. Invoice from ACSO
3. Cost of Traffic Trailers



# City of Plymouth

## City Council Meeting

### Staff Report

#### Item 7.3

**Date:**

**December 9, 2021**

**Report by:**

Michael Colton, Finance Director

**Policy, Program, Project or Issue Title:**

Authorization To Use Excess Prior Year Citizens Option For Public Safety Funds For Front-Line Law Enforcement Requests for ACSO Equipment Purchases

**Issue Statement & Discussion:**

The City of Plymouth receives funding from the state annually called the Citizens Options for Public Safety (COPS). This funding has two basic requirements. First, the funds are required to be spent on “front-line” law enforcement, and second, the funds are required to be spent within 2 years.

This funding currently pays for the City’s contract with the Amador County Sheriff’s Office (ACSO). The current contract is an annual cost of \$100,000. When the COPS funding began, it was also for \$100,000 so this acted as a pass-through. However, the annual COPS funding has been increasing, and the contract with ACSO has remained the same. This has left the City with excess funds from prior years, and no legitimate internal uses for these funds.

Staff has inquired with the state and other jurisdictions to determine the best practices for use of these funds, and has determined that the City Council may allocate these funds at their discretion for items that can be requested by the ACSO.

ACSO was contacted to determine if they have any needs for additional funding, especially those that might affect services in the Plymouth area. We were told that they could use additional patrol cars (approximately \$50,000 each).

We also inquired about the possibility of radar trailers for use within Plymouth. The ACSO did not have additional trailers available, but would be willing to purchase two if the City provided the funding, and these could be made available to the City for use within City limits.

There are two options available to the council for the excess funds from the COPS grant moving forward-

Option A: Allocate excess funds to reimburse the ACSO for equipment requests (patrol vehicles and radar trailers) as they are the sole provider of “front-line” law enforcement within the Plymouth city limits.

Option B: Contact the state, and begin the process to return funds for use by other jurisdictions outside of Amador County. This process would need to be completed annually moving forward as long as there is excess monies.

**Fiscal Impact:**

The fiscal impact of the recommended purchases is estimated at \$190,000 to be paid for from the remaining excess in the COPS grant fund.

**Staff Recommendation:**

Staff recommends authorize the City Manager or designee to reimburse ACSO for its purchase of up to two patrol cars and to two radar trailers utilizing COPS grant funds from prior years, in an amount not to exceed \$190,000.



**CITY OF PLYMOUTH  
CITY COUNCIL  
REGULAR MEETING MINUTES  
THURSDAY December 9, 2021  
6:30 PM**

**Council Chambers 9426 Main Street Plymouth, California**

**COUNCIL MEETING IN PERSON AND VIA TELECONFERENCE**

**CORONAVIRUS (COVID-19) ADVISORY**

Pursuant to Assembly Bill (AB) 361, the meeting will be held in person and via teleconference/electronically. In-person participation by the public is permitted and remote/electronic public participation is also available in the following ways:

**City of Plymouth's City Council Zoom Meeting**

<https://us02web.zoom.us/j/89825278213?pwd=QzBPN3dwSUtQVTVLeENiYXoyTDVLZz09>

Dial In At: +1 669 900 9128 US (San Jose)

Meeting ID: 898 2527 8213

Passcode: 652583

One-tap mobile: +16699009128,, 89825278213#,,, \*652583#

Members of the public participating electronically via this link and wishing to speak may do so during Public Comment, by using the "raised hand" feature in the Zoom webinar.

When Dialing-In to Zoom, at the phone number listed above, on phone use \*9 to Raise and Lower your hand, and use \*6 to mute and unmute your phone.

You can Submit a written public comment prior to the meeting by emailing your comment to Deputy City Clerk at "[mdelatorre@cityofplymouth.org](mailto:mdelatorre@cityofplymouth.org)." before 5:00 PM on the day of the meeting. Emailed public comments will be distributed to City Council and made part of the official minutes.

On day of the Council meeting, you can fill out a "Comment Card" available in chambers, and provide it directly to the Deputy City Clerk prior to start of the Council Meeting.

**Keith White, Mayor**

**Marianne Akerland, Council Member**

**Peter Amoruso, Vice-Mayor**

**Valerie Klinefelter, Council Member**

**Douglas Sim, Council Member**

**MISSION STATEMENT**

***The City of Plymouth preserves our small-town atmosphere and provides fiscally responsible services that fulfill public needs while protecting their quality of life.***

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**1. ROLL CALL:**

COUNCIL MEMBERS PRESENT: Marianne Akerland, Peter Amoruso Vice Mayor,  
Valerie Klinefelter, Douglas Sim, Keith White Mayor

COUNCIL MEMBERS ABSENT: NONE

STAFF/ADVISORY PRESENT: Michael Colton Finance Director/Assistant City  
Manager, Maria De La Torre Deputy City Clerk,  
Frank Splendorio City Attorney, Dana Knight  
Administrative Assistant

COUNCIL MEMBERS VIA  
TELECONFERENCE/PHONE: Rex Osborn City Manager

STAFF/ADVISORY ABSENT: McLean Sonnenberg City Clerk

Council Member Akerland, second by Vice Mayor Amoruso. Motion passed with 5 Yes votes by Akerland, Amoruso, Klinefelter, Sim, and White; with 0 No votes. With 0 Absent or Abstain votes.

**SPOKE:** No Public Comment

**7.2 RESOLUTION 2021-17 AUTHORIZING APPLICATION TO THE STATE PROPOSITION 68 PER CAPITA GRANT PROGRAM IN THE AMOUNT OF \$177,952 WHICH REQUIRES AN ADDITIONAL LOCAL MATCH OF \$44,488 AND AUTHORIZING THE CITY MANAGER TO CONDUCT NEGOTIATIONS, EXECUTE, AND SUBMIT ALL DOCUMENTS NECESSARY FOR COMPLETION OF THE GRANT**

**RECOMMENDATION:** Approve Resolution as Presented

Resolution 2021-17 failed

Motion by Council Member Klinefelter to table this item until December 20th meeting or between now and then a Special Meeting, second by Council Member Sim. Motion passed with 4 Yes votes by Akerland, Klinefelter, Sim, and White; with 1 No vote by Vice Mayor Amoruso. With 0 Absent or Abstain vote.

**SPOKE:** Jon Colburn, co-chair on Veteran's Park committee, commented that description on Agenda is duplicate to what's been discussed for the project (walking trails, senior activities)

**SPOKE:** Mike Spinetta shared comment from daughter Amber, she prefers a Tennis Court. You can convert an existing tennis court into a pickle ball court, but not the reverse. A "dog park", is a good idea since there isn't an existing one, public gardens has worked

**SPOKE:** Jim Wise, chair on Veteran's Park committee, commented should give staff a "shout-out" for being able to leverage \$44,000 to secure \$177,000, kudos for the city trying to get funds for the City. Would've been helpful to know what was being planned for, suggests providing citizen input, need comprehensive approach for totality, open discussions – offers suggestion to have open discussion in open forum, to work on this together to figure out for need of all the citizens

**SPOKE:** Jim Wise spoke again to clarify that Veterans Park Committee isn't seeking to use these funds, they are grateful for the \$51,000 funds provided by the City for Veteran's Park project, Veterans Park Committee will raise more funds. What we ask for is process and more coordination between what's to be done at Veteran's Park for the Citizens and what else can be done somewhere else. Would be crazy not to go for the \$177,000, take advantage of leveraging funds

**7.3 AUTHORIZATION TO USE EXCESS PRIOR-YEAR CITIZENS OPTION FOR PUBLIC SAFETY (COPS) FUNDS IN AN AMOUNT NOT TO EXCEED \$190,000 FOR FRONT-LINE ENFORCEMENT REQUESTS FOR ACSO EQUIPMENT PURCHASES**

**RECOMMENDATION:** Review, discuss, and authorize the City to reimburse the Amador County Sheriff's Office in an amount not to exceed \$190,000 for its purchase of up to two patrol cars and up to two radar trailers

Motion by Council Member Sim to authorize use of Option for COPS not to exceed \$190,000 for frontline enforcement requests for ACSO equipment purchases, second by Vice Mayor Amoruso. Motion passed with 3 Yes votes by Amoruso, Sim, and White; with 2 No votes by Council Members Akerland, and Klinefelter. With 0 Absent or Abstain.

**SPOKE:** Sheriff Gary Redman commented that he's indicated that in near future there will be need for discussion regarding fees for services, currently City receives sheriff and dispatch services, City currently receive a deputy half time. Appreciates opportunity for reviewing department equipment needs, currently need a patrol car, is trying to increase force by 9 deputies

## **8. COUNCIL/STAFF COMMUNICATIONS – Brief reports on matters of general interest**

### **8.1 CITY MANAGER'S REPORT**

Assistant City Manager: Reported Meeting on December 20, at 6pm via Zoom required for AB 361, every 30 days; Next Meeting January,

- \*Will Start discussion on RFPs for two things, one discussion on prop 218 Water Rates, what do we want to do, and two, need to discuss a new Financial Auditor, can elect to go with someone past auditor recommends, or put out RFP to get someone by January/February to cover this Fiscal year.

- \*Funding available for businesses in town through CDBG to help, there will be a Contract for City Manager to sign, funding to help local businesses

- \*May need to look at individual funding from CDBG that's available for individuals and families, may need to get creative with funding, find different ways to get money to people who need it, productive phone calls with CDBG agency consultants

- \*Water bill changed, new company, changed accounting software over to new system, during last month there have been a few challenges with autopay or e-checks, overall improvement some reduction on staff time

- \*In January meeting, select Contractor for Shenandoah/Fiddletown waterline project, received money from State and Fairgrounds, received Bids from Contractors, will be selecting contractor to install the pipeline from Water Tanks towards fairgrounds

- \* ATP-Active Transportation Projects from CalTrans, upcoming meeting (John Gedney /ACTC), such as Safe Routes to School, they go in funding cycles every few years, will be meeting with ATP to determine what types of projects are possible to succeed in receiving funding awards for Plymouth projects:

  - \*Walking Trails / Bike Trails: Possible projects eligible; Portion of Arroyo Ditch in town, Hwy 49 from Zinfandel Ridge to downtown; land purchase for Hawksview is not eligible, but improvements made to the land may be possible; Preliminary meetings in February

- \*Due to LAFCO actions, staff have paid more attention to their actions; they've hired a consultant to determine what funding is available for fire departments in the county; spoke to the consultant for understanding and to ensure all the money Plymouth is collecting is Plymouth money (meeting coming up)

City Manager

- \*Thank you to Council Member Sim in Ambassador role, to Francine Ramos, Dana and City Staff for successful Christmas Market event on December 4

- \*January 13 Meeting, Mayor selection

- \*Council calendar upcoming required Ethics and Sexual Harassment training

- \*Upcoming – Annual Form 700 submission



## INTER-OFFICE MEMORANDUM

**TO:** JARRET BENOVA, UNDERSHERIFF  
**FROM:** JOSHUA CAZADD, LIEUTENANT  
**SUBJECT:** CITY OF PLYMOUTH PATROL VEHICLES  
**DATE:** JANUARY 31, 2024  
**CC:**

The Amador County Sheriff's Office purchased two patrol vehicles for patrol use in the City of Plymouth. Those two patrol vehicle numbers are Unit 16 and Unit 24.

Unit 16 came into service on January 1, 2024 and the costs are as follows:

\$54,933.11 – Purchase amount  
\$37,163.13 – Build up (Parts)  
\$12,963.50 – Build up (Labor)

*\$105,059.74 – Total Cost*

Unit 24 came into service on January 29, 2024 and the costs are as follows:

\$54,933.11 – Purchase amount  
\$33,720.03 – Build up (Parts)  
\$12,426.58 – Build up (Labor)

*\$101,079.72 – Total Cost*

PAYMENT AUTHORIZATION			
Date	Total Amount	Initial	
Fund	Account	Object	Amount
			206139.46
Vendor		Claim#	



DEAL

/ INVOICE 99746



Est. 1926

www.towneford.com

1A Bair Island Road

REDWOOD CITY, CA 94063-0670

650.366.5744

UNIT 24

## AUTOMOBILE SALE INVOICE

SALESPERSON LOYD A PRATT

DATE: 05/08/2023

TO:

AMADOR COUNTY  
12200 B AIRPORT RD  
JACKSON CA 95642

CUSTOMER # 97485

KEYS: K1284Y  
KL86184

STOCK NUMBER	VIN NUMBER 1FM5K8AB8PGA81924	TYPE & BODY	COLOR OXFORD WHI & TRIM
TRADE-IN DESCRIPTION:		2023 FORD TRUCK EXPLORER	\$ 49674.96
MAKE _____ YEAR _____			
BODY TYPE _____			
LICENSE # _____ YR. LIC'D _____			
MOTOR # _____			
RECEIVED: PINK <input type="checkbox"/> WHITE <input type="checkbox"/>			
LEGAL OWNER _____			
HOUSE # ASSIGNED _____			
TRADING ALLOWANCE . . . . .	N/A		
LESS PAYOFF TO LEGAL OWNER . . . . .	N/A	WARRANTY	1275.00
CUSTOMER'S EQUITY. . . . .	N/A		
CASH RECEIVED: RECEIPT # . . . . .	N/A		
ER RECEIPT # . . . . .	N/A		
ADDITIONAL PAY-OFF DUE	N/A	TOTAL SALE PRICE	\$ 50949.96
TOTAL PAID-IN CUSTOMER CREDITS . . . . .	N/A	DOCUMENTATION	85.00
UNPAID BALANCE TO BE SETTLED BY:		SALES TAXES	3856.40
CONDITIONAL SALE CONTRACT;		LICENSE - Transfer and Service	41.75
WITH NONE		INSURANCE PREMIUMS { per Application for Credit & Statement of Insurance	N/A
OTHER ARRANGEMENTS, _____		TOTAL	\$ 54933.11
		LESS TOTAL PAID-IN CUSTOMER CREDITS	N/A
		UNPAID BALANCE	\$ 54933.11

**Derotic LLC**

3941 Park Drive #20-193  
El Dorado Hills, CA 95762  
(844) 433-7684  
info@deroticllc.com  
deroticllc.com



# INVOICE

**BILL TO**

Amador County Sheriff Office  
ATTN: Accounts Payable  
700 Court Street  
Jackson, CA 95642

**SHIP TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642

**INVOICE #** NO-3454**DATE** 06/12/2023**DUE DATE** 07/12/2023**TERMS** Net 30**P.O. NUMBER**

Utility Patrol Build #24

**SALES REP**

Tony Davalos

DATE	ITEM	QTY	PRICE	TOTAL
	<b>Parts (North)</b> SOUNDOFF mpower® HD 4" Light, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Clear Lens, 12 LED, Dual Color - Blue/White PASSENGER TOP & SIDE	2	245.00	490.00T
	<b>Parts (North)</b> SOUNDOFF 100J Series Composite Speaker w/ Universal Bail Bracket - 100 watt	2	389.00	778.00T
	<b>Parts (North)</b> SOUNDOFF mpower® HD 4" Light, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Clear Lens, 12 LED, Dual Color - Red/White DRIVER TOP & SIDE	2	245.00	490.00T
	<b>Parts (North)</b> SB Series 175 AMP Power Pole Kit	1	49.99	49.99T
	<b>Parts (North)</b> Dust Cover for SB175	1	38.99	38.99T
	<b>Parts (North)</b> PIT Bar Elite Ford Utility 2020	1	569.49	569.49T
	<b>Parts (North)</b> Push Bumper Elite Ford Utility 2020	1	543.77	543.77T
	<b>Parts (North)</b> WESTIN ELITE 23.5" 2 LIGHT CHANNEL MPOWER HD	1	50.56	50.56T
				Subtotal: 3,010.80
	<b>Parts (North)</b> MPOWER LIGHBAR 55" FRONT R/W B/W REAR R/A B/A	1	5,767.00	5,767.00T
	<b>Parts (North)</b> Scanner Antenna Black	1	89.99	89.99T
	<b>Parts (North)</b> TESSCO 3/4" permanent hole BRASS mount. For	2	29.00	58.00T

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	use with Motorola style antennas.			
	<b>Parts (North)</b>	1	15.00	15.00T
	N Type Crimp Jack for RG58U			
				Subtotal: 5,929.99
	<b>Parts (North)</b>	2	21.00	42.00T
	Black 4x2 Bezel (includes gasket & hardware kit) for use with mpower® Fascia 4x2 Screw Mount Lights			
	<b>Parts (North)</b>	2	391.00	782.00T
	mpower® Fascia 4x2 Light w/ Screw Mount, 18" 5- wire w/ sync option & 1.5 Pigtail, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 36 LED, Tricolor - Red/Blue/White			
				Subtotal: 824.00
	<b>Parts (North)</b>	2	391.00	782.00T
	mpower® Fascia 4x2 Light w/ Screw Mount, 18" 5- wire w/ sync option & 1.5 Pigtail, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 36 LED, Tricolor - Red/Blue/White			
	<b>Parts (North)</b>	2	21.00	42.00T
	Black 4x2 Bezel (includes gasket & hardware kit) for use with mpower® Fascia 4x2 Screw Mount Lights			
				Subtotal: 824.00
	<b>Parts (North)</b>	1	64.00	64.00T
	TROY PRODUCTS 4" internal dual beverage holder. Remove top and use it as 4" open storage compartment			
	<b>Parts (North)</b>	1	1,649.00	1,649.00T
	SONDOFF 500 Series Remote Siren with Button Control, 10-16v - for two 100 watt speaker			
	<b>Parts (North)</b>	1	296.00	296.00T
	Uniden BearTracker Scanner with 9,000 Channels, TrunkTracker III Technology, Base/Mobile Design, Close Call RF Capture Technology with Location-Based Scanning, - Black Color			
	<b>Parts (North)</b>	1	353.00	353.00T
	TROY Dual weapon mount with adjustability and no access to weapon lock wires (Included) 1ea GM-B-OP-SC5-BKT 1ea GM-B-SC1-BKT			
	<b>Parts (North)</b>	1	1,430.28	1,430.28T
	HAVIS BRAND CF30/31 VEHICLE MOUNT Docking Station with Dual High Gain Antenna WITH lind adapter (with car charger) serial port			
	SPECIAL ORDER NON-RETURNABLE or CANCELLED			
	<b>Parts (North)</b>	1	84.00	84.00T
	TROY 2" face plate pre-punched w/ holes for (2) DC outlets & (1) dual-port USB module			

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DATE	ITEM	QTY	PRICE	TOTAL
	<b>Parts (North)</b> TROY / Dog-ear type microphone clip plate and clip assembly	2	19.00	38.00T
	<b>Parts (North)</b> TROY Console side ht. adj. mount w/swing arm for docking station	1	429.00	429.00T
	<b>Parts (North)</b> MAGENTIC MIC KIT	2	39.00	78.00T
	<b>Parts (North)</b> TROY 2020+ PI Utility 18" L-Shape Console, 7" Slope, 11" Level (no floor plate needed, mounts directly to floor) If needed, includes AC-UV20-HC harness cover (Included) 1ea FP-SO500-R 1ea FP-UBCD996T 1ea FP-MXPR5550 1ea FP-BLNK1 1ea FP-BLNK2	1	601.00	601.00T
	<b>Parts (North)</b> TROY Universal weapon lock	1	251.00	251.00T
	<b>Parts (North)</b> SOUNDOFF OBD2 PLUG FOR CENTRAL CONTROLLER UTILITY 2023	1	624.00	624.00T
	<b>Parts (North)</b> TROY Shotgun lock w/No. 2 key	1	167.00	167.00T
				Subtotal: 6,064.28
	<b>Parts (North)</b> TROY PRODUCTS 2020 UTILITY DRIVER/PASSENGER SIDE WINDOW GUARDS VERTICAL DESIGN	1	343.00	343.00T
	<b>Parts (North)</b> SOUNDOFF mpower® 4" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Single Color - White (DOME LIGHT LOCATION PRISNOER AREA)	2	229.00	458.00T
	<b>Parts (North)</b> TROY 2020+ PI Utility US Partition Kit (TP-E-SL6-US-SS, SAB-20-FDUV-BB, KP-UV20-DAP-SS)	1	1,289.00	1,289.00T
	<b>Parts (North)</b> TROY Plastic seat with OS belts, rearpartition (square-hole), with fire compartment and AED compartment with lock and lid	1	2,560.00	2,560.00T
				Subtotal: 4,650.00
	<b>Parts (North)</b> SOUNDOFF PI Utility (2020-21) 6 Mod Split Rear AMBER 3 PER SIDE	1	1,679.00	1,679.00T
	<b>Parts (North)</b> Soundoff Red/Blue hide away led REAR TAIL LIGHT	2	166.00	332.00T
				Subtotal: 2,011.00
	<b>Parts (North)</b>	1	1,571.00	1,571.00T

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DATE	ITEM	QTY	PRICE	TOTAL
	TROY Top level of gun box			
	<b>Parts (North)</b>	1	166.00	166.00T
	Soundoff Red/White hide away led ON SWITCH FOR LIFT GATE SCENE LIGHTING			
	<b>Parts (North)</b>	2	65.25	130.50T
	Blue Sea 150A Circuit Breaker			
	<b>Parts (North)</b>	1	149.99	149.99T
	BLUE SEAS SOLENOID TIMER 120A 12VDC ATD			
	<b>Parts (North)</b>	1	109.99	109.99T
	CBL, WIFI VHCL ANT MNT, NMO, 17'L			
	<b>Parts (North)</b>	1	396.88	396.88T
	CONFIGWIRLESKIT MTIK802.11AC,POE,5GHZANT			
	<b>Parts (North)</b>	1	8,613.00	8,613.00T
	4RE/VISTA WIFI BUNDLE, PANORAMIC (Included) 1ea WGP02225-600-KIT2 - BRKT 4RE DISP/BWCBASE/CAMERAMNTVISOR			
	<b>Parts (North)</b>	1	2,400.00	2,400.00T
	TROY Bottom level cargo box			
	<b>Parts (North)</b>	1	60.90	60.90T
	Blue Sea 5026 12 circuit Fuse Block W/ Cover and Negative Bus			
				Subtotal: 13,598.26
	<b>Parts (North)</b>	1	1,455.00	1,455.00T
	SIGNCENTER AMADOR CO GRAPHICS AS SPEC PER DEPT. UTILITY			
	<b>Fees</b>			440.00
	Transport fee			
				Subtotal: 1,895.00
				Subtotal: 0.00

Amador County Sheriff - Utility Patrol Build -05/23/23 Parts	SUBTOTAL	38,807.33
Only (Labor on W/O 3479)	DISCOUNT	-8,600.44
Year: 2023 Make: Ford Model: Explorer	TAX (8.75%)	2,613.14
VIN: 1FM5K8B8PGA81924	SHIPPING	900.00
License Plate: AP40U64	TOTAL	33,720.03
Service Writer: Tony Davalos	BALANCE DUE	<b>\$33,720.03</b>

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**Derotic LLC**  
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info@deroticllc.com  
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# INVOICE

**BILL TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642

**SHIP TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642

**INVOICE # NO-3479****DATE 01/12/2024****DUE DATE 02/11/2024****TERMS Net 30****P.O. NUMBER**

23 Ford Explorer Unit #24

**SALES REP**

Tanner Kissinger

DATE	ITEM	QTY	PRICE	TOTAL
	Labor (North) Option:	0.50	130.00	65.00
	Add - 12v Plug - Tow Truck Style			
	Labor (North) Standard Installation:	8	130.00	1,040.00
	1) Push Bumper			
	2) Speaker			
	3) Lights			
	Labor (North) Option:	1.50	130.00	195.00
	Add - Pit Bars			
				Subtotal: 1,300.00
	Labor (North) Standard Installation:	4	130.00	520.00
	1) Front & Rear Fender			
				Subtotal: 520.00
	Labor (North) Standard Installation:	18	130.00	2,340.00
	1) Partitions - Front and Rear			
	2) Windows			
	3) Rear Prisoner Seat			
	4) White Dome Light			
				Subtotal: 2,340.00
	Labor (North)	3	130.00	390.00

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	Option:			
	Add - Two (2) Radio Antenna(s)			
	Add- Scanner Antenna			
	Add - MDC Antenna (C/S)			
	Labor (North)	4	130.00	520.00
	Standard Installation:			
	1) Lightbar			
				Subtotal: 910.00
	Labor (North)	4	130.00	520.00
	Standard Installation:			
	1) Front & Rear Fender			
				Subtotal: 520.00
	Labor (North)	10	130.00	1,300.00
	Standard Installation:			
	1) Lift Tray			
	2) Mounting and Wiring of Equipment			
	3) Standard Programming			
	Labor (North)	4	130.00	520.00
	Standard Installation:			
	1) Two (2) Warning Lights - Switch located lift gate			
	2) Two (2) Dome Lights - Switch located on the lift gate			
	Labor (North)	8	130.00	1,040.00
	Option:			
	Add- WatchGuard			
				Subtotal: 2,860.00
	Labor (North)	8	130.00	1,040.00
	Standard Installation:			
	1) Rear Exterior Bar			
	2) Rear Tail Lights			
				Subtotal: 1,040.00
	Labor (North)	1	130.00	130.00
	Option:			
	Add - C/S Radio Head - One (1) hour each head.			
	Labor (North)	0.50	130.00	65.00
	Option:			
	Add - Mic Mounts - 15 minutes each mount.			
	Labor (North)	8	130.00	1,040.00

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	Standard Installation:			
	1) Center Console			
	2) Siren Controller			
	3) Tag Connectors			
	4) Run Wiring			
	5) Tag Wig Wag Wiring			
	Labor (North)	1	130.00	130.00
	Option:			
	Add - Dual Weapons Rack			
	Labor (North)	1	130.00	130.00
	Standard Installation:			
	Add - Computer Docking			
	Labor (North)	1	130.00	130.00
	Option:			
	Add - Scanner			
				Subtotal: 1,625.00
	Parts (North)	1	124.02	124.02T
	TEN-FOUR CABLE FOR REMOTE HEAD			
	Parts (North)	1	59.96	59.96T
	TEN FOUR MOTOROLA MOBILE PWR CABLE			
	20 FT, 10 AWG, 20A			
				Subtotal: 183.98
	Shop Supplies (North)			1,111.50
	Shop Supplies			

Amador Co 23 Utility Patrol Build - 05/23/23 - Approved  
 5/24/23 Labor Only Parts on W/O 3454  
 Year: 2023 Make: Ford Model: Explorer  
 VIN: 1FM5K8AB8PGA81924  
 License Plate: AP40U64  
 Unit #: 24  
 Service Writer: Tanner Kissinger

SUBTOTAL	12,410.48
TAX (8.75%)	16.10
TOTAL	12,426.58
BALANCE DUE	<b>\$12,426.58</b>



UNIT 16

DEAL  
/ INVOICE 99744



Est. 1926  
www.towneford.com  
1A Bair Island Road  
REDWOOD CITY, CA 94063-0670  
650.366.5744

# AUTOMOBILE SALE INVOICE

SALESPERSON LOYD A PRATT

DATE: 05/08/2023

TO: [ ]

AMADOR COUNTY  
12200 B AIRPORT RD  
JACKSON CA 95642

CUSTOMER # 97485

KEYS: K1284X

STOCK NUMBER	VIN NUMBER 1FM5K8AB3PGA80910	TYPE & BODY	COLOR OXFORD WHI & TRIM
TRADE-IN DESCRIPTION:		2023 FORD TRUCK EXPLORER	\$ 49674.96
MAKE _____ YEAR _____			
BODY TYPE _____			
LICENSE # _____ YR. LIC'D _____			
MOTOR # _____			
RECEIVED: PINK <input type="checkbox"/> WHITE <input type="checkbox"/>			
LEGAL OWNER _____			
HOUSE # ASSIGNED _____			
TRADING ALLOWANCE . . . . .	N/A		
LESS PAYOFF TO LEGAL OWNER . . . . .	N/A	WARRANTY	1275.00
CUSTOMER'S EQUITY. . . . .	N/A		
CASH RECEIVED: RECEIPT # . . . . .	N/A		
ER	N/A		
RECEIPT # . . . . .	N/A		
ADDITIONAL PAY-OFF DUE	N/A	TOTAL SALE PRICE	\$ 50949.96
TOTAL PAID-IN	N/A	DOCUMENTATION	85.00
CUSTOMER CREDITS . . . . .	N/A		
UNPAID BALANCE TO BE SETTLED BY:		SALES TAXES	3856.40
CONDITIONAL SALE CONTRACT;		LICENSE - Transfer and Service	41.75
NONE		INSURANCE PREMIUMS { per Application for Credit & Statement of Insurance	N/A
WITH _____			
OTHER ARRANGEMENTS, _____		TOTAL	\$ 54933.11
		LESS TOTAL PAID-IN CUSTOMER CREDITS	N/A
		UNPAID BALANCE	\$ 54933.11

**Derotic LLC**

3941 Park Drive #20-193  
El Dorado Hills, CA 95762  
(844) 433-7684  
info@deroticllc.com  
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# INVOICE

**BILL TO**

Amador County Sheriff Office  
ATTN: Accounts Payable  
700 Court Street  
Jackson, CA 95642

**SHIP TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642

**INVOICE #** NO-3408**DATE** 06/12/2023**DUE DATE** 07/12/2023**TERMS** Net 30**P.O. NUMBER**

Utility Patrol Build # 10

**SALES REP**

Tony Davalos

DATE	ITEM	QTY	PRICE	TOTAL
	<b>Parts (North)</b> Black 4x2 Bezel (includes gasket & hardware kit) for use with mpower® Fascia 4x2 Screw Mount Lights	2	21.00	42.00T
	<b>Parts (North)</b> mpower® Fascia 4x2 Light w/ Screw Mount, 18" 5- wire w/ sync option & 1.5 Pigtail, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 36 LED, Tricolor - Red/Blue/White	2	391.00	782.00T
			Subtotal: 824.00	
	<b>Parts (North)</b> SOUNDOFF PI Utility (2020-21) 6 Mod Split Rear AMBER 3 PER SIDE	1	1,679.00	1,679.00T
	<b>Parts (North)</b> Soundoff Red/Blue hide away led REAR TAIL LIGHT	2	166.00	332.00T
			Subtotal: 2,011.00	
	<b>Parts (North)</b> SIGNCENTER AMADOR CO GRAPHICS AS SPEC PER DEPT. UTILITY	1	1,455.00	1,455.00T
	<b>Fees</b> Transport fee			440.00
			Subtotal: 1,895.00	
	<b>Parts (North)</b> MPOWER LIGHBAR 55" FRONT R/W B/W REAR R/A B/A	1	5,767.00	5,767.00T
	<b>Parts (North)</b> Scanner Antenna Black	1	89.99	89.99T
	<b>Parts (North)</b> TESSCO 3/4" permanent hole BRASS mount. For use with Motorola style antennas.	2	29.00	58.00T

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	<b>Parts (North)</b> N Type Crimp Jack for RG58U	1	15.00	15.00T
				Subtotal: 5,929.99
	<b>Parts (North)</b> TROY Top level of gun box	1	1,571.00	1,571.00T
	<b>Parts (North)</b> Soundoff Red/White hide away led ON SWITCH FOR LIFT GATE SCENE LIGHTING	1	166.00	166.00T
	<b>Parts (North)</b> Blue Sea 150A Circuit Breaker	2	65.25	130.50T
	<b>Parts (North)</b> BLUE SEAS SOLENOID TIMER 120A 12VDC ATD	1	149.99	149.99T
	<b>Parts (North)</b> CBL, WIFI VHCL ANT MNT, NMO, 17'L	1	109.99	109.99T
	<b>Parts (North)</b> CONFIGWIRLESKIT MTIK802.11AC,POE,5GHZANT	1	396.88	396.88T
	<b>Parts (North)</b> 4RE/VISTA WIFI BUNDLE, PANORAMIC (Included) 1ea WGP02225-600-KIT2 - BRKT 4RE DISP/BWCBASE/CAMERAMNTVISOR	1	8,613.00	8,613.00T
	<b>Parts (North)</b> TROY Bottom level cargo box	1	2,400.00	2,400.00T
	<b>Parts (North)</b> Blue Sea 5026 12 circuit Fuse Block W/ Cover and Negative Bus	1	60.90	60.90T
	<b>Parts (North)</b> Stalker Radar DSR Dash-Mount Police Radar	1	3,166.67	3,166.67T
				Subtotal: 16,764.93
	<b>Parts (North)</b> TROY PRODUCTS 4" internal dual beverage holder. Remove top and use it as 4" open storage compartment	1	64.00	64.00T
	<b>Parts (North)</b> SONDOFF 500 Series Remote Siren with Button Control, 10-16v - for two 100 watt speaker	1	1,649.00	1,649.00T
	<b>Parts (North)</b> Uniden BearTracker Scanner with 9,000 Channels, TrunkTracker III Technology, Base/Mobile Design, Close Call RF Capture Technology with Location-Based Scanning, - Black Color	1	296.00	296.00T
	<b>Parts (North)</b> TROY Dual weapon mount with adjustability and no access to weapon lock wires (Included) 1ea GM-B-OP-SC5-BKT 1ea GM-B-SC1-BKT	1	353.00	353.00T

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	<b>Parts (North)</b> HAVIS BRAND CF30/31 VEHICLE MOUNT Docking Station with Dual High Gain Antenna WITH lind adapter (with car charger) serial port  SPECIAL ORDER NON-RETURNABLE or CANCELLED	1	1,430.28	1,430.28T
	<b>Parts (North)</b> TROY 2" face plate pre-punched w/ holes for (2) DC outlets & (1) dual-port USB module	1	84.00	84.00T
	<b>Parts (North)</b> TROY / Dog-ear type microphone clip plate and clip assembly	2	19.00	38.00T
	<b>Parts (North)</b> TROY Console side ht. adj. mount w/swing arm for docking station	1	429.00	429.00T
	<b>Parts (North)</b> MAGENTIC MIC KIT	2	39.00	78.00T
	<b>Parts (North)</b> TROY 2020+ PI Utility 18" L-Shape Console, 7" Slope, 11" Level (no floor plate needed, mounts directly to floor) If needed, includes AC-UV20-HC harness cover (Included) 1ea FP-SO500-R 1ea FP-UBCD996T 1ea FP-MXPR5550 1ea FP-BLNK1 1ea FP-BLNK2	1	601.00	601.00T
	<b>Parts (North)</b> TROY Universal weapon lock	1	251.00	251.00T
	<b>Parts (North)</b> SOUNDOFF OBD2 PLUG FOR CENTRAL CONTROLLER UTILITY 2023	1	624.00	624.00T
	<b>Parts (North)</b> TROY Shotgun lock w/No. 2 key	1	167.00	167.00T
				Subtotal: 6,064.28
	<b>Parts (North)</b> mpower® Fascia 4x2 Light w/ Screw Mount, 18" 5- wire w/ sync option & 1.5 Pigtail, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 36 LED, Tricolor - Red/Blue/White	2	391.00	782.00T
	<b>Parts (North)</b> Black 4x2 Bezel (includes gasket & hardware kit) for use with mpower® Fascia 4x2 Screw Mount Lights	2	21.00	42.00T
				Subtotal: 824.00
	<b>Parts (North)</b> TROY PRODUCTS 2020 UTILITY DRIVER/PASSENGER SIDE WINDOW GUARDS VERTICAL DESIGN	1	343.00	343.00T
	<b>Parts (North)</b> SOUNDOFF mpower® 4" Fascia Light w/ Stud	2	229.00	458.00T

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.



DATE	ITEM	QTY	PRICE	TOTAL
	Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Single Color - White (DOME LIGHT LOCATION PRISNOER AREA)			
	<b>Parts (North)</b>	1	1,289.00	1,289.00T
	TROY 2020+ PI Utility US Partition Kit (TP-E-SL6-US-SS, SAB-20-FDUV-BB, KP-UV20-DAP-SS)			
	<b>Parts (North)</b>	1	2,560.00	2,560.00T
	TROY Plastic seat with OS belts, rearpartition (square-hole), with fire compartment and AED compartment with lock and lid			
				Subtotal: 4,650.00
	<b>Parts (North)</b>	2	245.00	490.00T
	SOUNDOFF mpower® HD 4" Light, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Clear Lens, 12 LED, Dual Color - Blue/White PASSENGER TOP & SIDE			
	<b>Parts (North)</b>	2	389.00	778.00T
	SOUNDOFF 100J Series Composite Speaker w/ Universal Bail Bracket - 100 watt			
	<b>Parts (North)</b>	2	245.00	490.00T
	SOUNDOFF mpower® HD 4" Light, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Clear Lens, 12 LED, Dual Color - Red/White DRIVER TOP & SIDE			
	<b>Parts (North)</b>	1	49.99	49.99T
	SB Series 175 AMP Power Pole Kit			
	<b>Parts (North)</b>	1	38.99	38.99T
	Dust Cover for SB175			
	<b>Parts (North)</b>	1	569.49	569.49T
	PIT Bar Elite Ford Utility 2020			
	<b>Parts (North)</b>	1	543.77	543.77T
	Push Bumper Elite Ford Utility 2020			
	<b>Parts (North)</b>	1	50.56	50.56T
	WESTIN ELITE 23.5" 2 LIGHT CHANNEL MPOWER HD			
				Subtotal: 3,010.80
				Subtotal: 0.00

Amador County Sheriff - Utility Patrol Build -05/23/23	Parts	SUBTOTAL	41,974.00
Only (Labor on W/O 3477)		DISCOUNT	-8,600.44
Year: 2023 Make: Ford Model: Explorer		TAX (8.75%)	2,889.57
VIN: 1F5K8AB3PGA80910		SHIPPING	900.00
License Plate: CP40U67		TOTAL	37,163.13
Service Writer: Tony Davalos		BALANCE DUE	<b>\$37,163.13</b>

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

**Derotic LLC**

3941 Park Drive #20-193  
El Dorado Hills, CA 95762  
(844) 433-7684  
info@deroticllc.com  
deroticllc.com



# INVOICE

**BILL TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642  
Attention: Accounts Payable

**SHIP TO**

Amador County Sheriff Office  
700 Court Street  
Jackson, CA 95642

**INVOICE #** NO-3477**DATE** 12/01/2023**DUE DATE** 12/31/2023**TERMS** Net 30**P.O. NUMBER**

Unit 16 ✈

**SALES REP**

Tony Davalos

DATE	ITEM	QTY	PRICE	TOTAL
	<b>Labor (North)</b> Standard Installation:	4	130.00	520.00
	1) Front & Rear Fender			
				Subtotal: 520.00
	<b>Labor (North)</b> Standard Installation:	8	130.00	1,040.00
	1) Push Bumper			
	2) Speaker			
	3) Lights			
	<b>Labor (North)</b> Option:	1.50	130.00	195.00
	Add - Pit Bars			
	<b>Labor (North)</b> Option:	0.50	130.00	65.00
	Add - 12v Plug - Tow Truck Style			
	<b>Labor (North)</b>	1	150.00	150.00
				Subtotal: 1,450.00
	<b>Labor (North)</b> Option:	8	130.00	1,040.00
	Add- WatchGuard			
	<b>Labor (North)</b> Standard Installation:	4	130.00	520.00
	1) Two (2) Warning Lights - Switch located lift gate			
	2) Two (2) Dome Lights - Switch located on the lift			

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	gate			
	Labor (North)	4	130.00	520.00
	Option:			
	Add - Stalker Radar			
	Labor (North)	10	130.00	1,300.00
	Standard Installation:			
	1) Lift Tray			
	2) Mounting and Wiring of Equipment			
	3) Standard Programming			
				Subtotal: 3,380.00
	Labor (North)	4	130.00	520.00
	Standard Installation:			
	1) Front & Rear Fender			
				Subtotal: 520.00
	Labor (North)	3	130.00	390.00
	Option:			
	Add - Two (2) Radio Antenna(s)			
	Add- Scanner Antenna			
	Add - MDC Antenna (C/S)			
	Labor (North)	4	130.00	520.00
	Standard Installation:			
	1) Lightbar			
				Subtotal: 910.00
	Labor (North)	18	130.00	2,340.00
	Standard Installation:			
	1) Partitions - Front and Rear			
	2) Windows			
	3) Rear Prisoner Seat			
	4) White Dome Light			
				Subtotal: 2,340.00
	Labor (North)	8	130.00	1,040.00
	Standard Installation:			
	1) Rear Exterior Bar			
	2) Rear Tail Lights			
				Subtotal: 1,040.00
	Labor (North)	0.50	130.00	65.00
	Option:			

Accounts not paid within 30 days of the date of the invoice are subject to a 2.5% monthly finance charge.

DATE	ITEM	QTY	PRICE	TOTAL
	Add - Mic Mounts - 15 minutes each mount. <b>Labor (North)</b> Option:	1	130.00	130.00
	Add - Scanner <b>Labor (North)</b> Standard Installation:	1	130.00	130.00
	Add - Computer Docking <b>Labor (North)</b> Option:	1	130.00	130.00
	Add - C/S Radio Head - One (1) hour each head. <b>Labor (North)</b> Option:	1	130.00	130.00
	Add - Dual Weapons Rack <b>Labor (North)</b> Standard Installation:	8	130.00	1,040.00
	1) Center Console			
	2) Siren Controller			
	3) Tag Connectors			
	4) Run Wiring			
	5) Tag Wig Wag Wiring			
				Subtotal: 1,625.00
	<b>Shop Supplies (North)</b> Shop Supplies			1,178.50

Amador Co 23 Utility Patrol Build - 05/23/23 -  
Labor Only Parts on W/O 3408  
Year: 2023 Make: FORD Model: Explorer  
VIN: 1FM5K8AB3PGA80910  
License Plate: CP40U67  
Unit #: 16  
Service Writer: Tony Davalos

BALANCE DUE

**\$12,963.50**







**7.3**





## CITY COUNCIL AGENDA ITEM NO. 7.3

03/14/2024

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**SUBJECT:** Receive report from the City Council Sheriff Contract Ad Hoc Committee.

**DEPARTMENT:** City Manager's Office

**STAFF:** Margaret S. Roberts, City Manager

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### TITLE

**RECEIVE REPORT FROM CITY COUNCIL SHERIFF CONTRACT AD HOC COMMITTEE AND PROVIDE DIRECTION.**

### BACKGROUND

The Ad Hoc Committee is seeking direction on what the next steps should be including defining budget parameters. Does the City Council want to do a Request for Proposal Process (RFP or Request or Qualifications (RFQ) process). Are there any other important factors that the ad committee needs to keep in mind moving forward, and/or direction to be given.

### FISCAL IMPACT

There is no fiscal impact associated with this item.

### RECOMMENDATION

Provide direction for the next steps, including defining budget parameters for contract, formal RFP or RFQ process, if any, and any other important factors.

### ATTACHMENT(S)

None



