



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: May 12 6:30PM

TO: Honorable Mayor and Members of the City Council
FROM: Mark Sorensen, City Administrator
Subject: Consideration of an update to the Safety Recognition Program

Background:

Since the 2010 Laborers MOU, the MOU has contained the following item:

ARTICLE XIV – SAFETY

Section 1. Safe Working Environment

The Union and City will comply with all applicable state and federal laws regarding safety. City will discuss with employees and implement a safety recognition program to be in place by January 1, 2011. The program will be designed to recognize team-based safety performance with the objective of avoidance of lost-time injuries. City will budget for this expense annually.

Subsequent to the approval of the 2010 MOU, a safety recognition program was formulated and is described in the attached agenda report for the December 13, 2010 Council meeting. The minutes of the December 13, 2010 meeting indicate that the Safety Recognition Program was approved as a consent item.

At a minimum the program is in need of revisions so that it conforms with federal and state laws. Compensation should be processed with payroll and is taxable. California Constitution Article 16, section 6, prohibits public funds spent without a public purpose. In this context, this generally means that the program must have a stated public purpose and corresponding value to the public. Examples here include safety, wellness, attendance, savings in insurance costs and morale.

It is advisable that such programs have a defined ending date at which time the City should re-evaluate and fine tune the components of program or otherwise consider extending the Safety Recognition Program to be in compliance with the MOU and more importantly to further City goals.

Recommendation

Authorize the City Administrator to formulate with the City Attorney and Employee Relations Council member a new Safety recognition program and to immediately enact the program with the following changes:

- 1) Program ending with the 4th Quarter of 2015 (12-31-2015)
- 2) Replace the \$40 gift card with \$40 bonus as taxable income and paid via the payroll process.

- 3) Articulate a stated public purpose and corresponding value to the public within the definition of the program.
- 4) Additional requirement that all OSHA and Cal-OSHA reporting and logs must be complete and up to date to qualify for the bonus.
- 5) Additional requirement that all Public Works tail-gate safety meeting records must be complete and up to date to qualify for the bonus.

Mark Sorensen, City Administrator



City of Biggs

Agenda Item Staff Report for the Special City Council Meeting: December 13, 2010 6:00PM

DATE: December 4, 2010
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator
SUBJECT: Employee Safety Recognition (Information)

City Administrator is updating Council on status of development of an employee safety recognition program.

Background

The City and Laborers Local 185 agreed in October to jointly plan a new program to recognize employee safety achievement. Principles for the program include team-based achievement of objectives, recognition based on lost-time accidents (LTA), a maximum \$2000/year budget, and no discouragement of reporting actual accidents and injuries.

Progress/Status

Administrator assembled an employee team which planned the following program to commence January 1, 2011:

- o Results tracking and recognition will be quarterly.
- o If any employee experiences an LTA no employee earns recognition.
- o Reward, the first quarter, will be lunch together + \$40 gift card.
- o First lunch celebration is scheduled for Friday, April 1st.
- o Gift cards will be generic this first quarter, awarded at the lunch.
- o Committee will reconsider the program each quarter to we keep it fresh and interesting.

Recognition format can vary from quarter to quarter, within budget and in accordance with stated principles.

Recommendation

N/A

Fiscal Impact

\$2000 per year, \$1000 this fiscal year, approved by Council in October.

4. CONSENT CALENDAR:

- A. Approval of Minutes for Regular Meeting of October 18, 2010 and Special Meeting of November 1, 2010.
- B. Approval of warrants: #24867 - 24929; #7807 - #7825; Z00379 - Z00392 for month of November 2010 in the amount of \$336,440.24.
- C. Acknowledge receipt of Monthly Cash & Investments Report for October 2010.
- D. Acknowledge receipt of Unfunded Liability Analysis Report as of July 1, 2009.
- E. Acknowledge receipt of Police Department Report for November 2010.
- F. Acknowledge receipt of Gridley-Biggs-Animal-Control-Officer-Report for November.
- G. Acknowledge receipt of Biggs Fire Department Report for November 2010.
- H. Approval of Employee Safety Recognition Program.
- I. Approval of Credit Card Services Agreement (Vendor: Paymentus)

Motion/Second to approve the consent calendar as written. (Thompson/Arnold, MCU)

5. DEPARTMENT REPORTS: *Planning and Engineering*

A. Planning: (P. Carr)

Department Activity Report – November / December 2010.

Mr. Carr referred to items 7 in the report and informed council Community Housing Improvement Program (CHIP) asked if Biggs would like to partner with them to obtain a HOME grant to construct multi-family housing north of North Biggs Estates.

Council members indicated interest in receiving more information.

B. Engineering: (D. Swartz)

Mr. Carr asked council to authorize up to \$2000 to Psomas for the revisions necessary to implement phasing of the waste water treatment plant upgrade project and to produce a decision making report for the city council on how best to continue.

Council agreed to authorize up to \$2000 for Psomas to produce a phasing report.

C. Public Safety – Verbal update. Mr. Carr said this was a quiet month for police services.

D. Flood Control – Verbal update. Councilmember Bottorff stated Steve Lambert was a board executive who also represents Biggs. 75% of core drilling on levee has been completed.

E. Public Works – Verbal update. Councilmember Arnold and Mayor Frith attended a demonstration on the telemetry system. Mayor Frith felt Public Works needed to know how to operate this system.

F. Electric – Verbal update. Mayor Frith stated he and Mr. Carr were looking at other options to NCPA.

G. BCAG/Air Quality – Verbal update. Vice Mayor Thompson reported she had attended a presentation on unmet transit needs and a recap of the new bus schedules. Air Quality passed new mandates for burning and drying times.

H. Solid Waste – Verbal update. Mr. Carr stated the new solid waste contract would take effect January 1, 2011