CITY OF NEWARK
CITY COUNCIL

City Administration Building, City Council Chambers

37101 Newark Boulevard, Newark, CA 94560 | (510) 578-4266 | E-mail: city.clerk@newark.org

AGENDA

Thursday, May 23, 2024
7:00 P.M.

A. ROLL CALL

B. PRESENTATIONS

C. PUBLIC COMMENT

The public is invited to address the City Council on any item not listed on the agenda. Public Comments are generally limited to 5 minutes per speaker. Please note that State law prohibits the Council from acting on non-agenda items.

D. CONSENT CALENDAR

Consent Calendar items are considered to be routine and may be approved by one motion. There will be no separate discussion on these items unless there is a request by a Council Member, a staff member, or a member of the public to remove an item for separate discussion and action.

1. Approval of Audited Demands

2. Approval of May 9, 2024, minutes

3. Adopt a resolution approving a Consultant Services Agreement with Community Planning Collaborative for Housing Program Management Consulting Services

4. Adopt a resolution approving the First Amendment to the Software as a Service Agreement with Axero Holdings, LLC and amending the 2022-2024 Biennial Budget and Capital Improvement Plan for FY2024

5. Adopt a resolution authorizing the City Manager to execute a Cooperative Agreement with the Alameda County Water District for water main design and construction associated with the Old Town Streetscape Improvements, Project 1258

6. Adopt a resolution to (1) amend the Employee Classification Plan to delete and add multiple class specifications; (2) amend the Compensation and Benefit Plan for the Management, Supervisory, and Professional Employees Group to add multiple class specifications, and to add salary steps/ranges for each new classification; and (3) amend the City's Salary Schedule in conformance with California Code of Regulations, Title 2, Section 570.5

E. PUBLIC HEARINGS

1. Hearing to consider property owners' objections to the 2024 Weed Abatement Program and instruction to the Superintendent of Streets to abate the public nuisances

F. OTHER BUSINESS

1. Presentation by Godbe Research on the results of the community survey conducted to identify community priorities and to update the Hotel Tax

2. Adopt resolutions approving the 2024-2026 Capital Improvement Plan project lists with funding recommendations; and provide feedback on the draft 2024-2026 Capital Improvement Plan budget document

3. Presentation of the draft 2024-2026 Biennial Budget

G. CITY COUNCIL MATTERS

City Council Members report on attendance at intergovernmental agency meetings, conferences, and seminars since the last meeting. City Council Members may also announce upcoming events and coordinate attendance; report on local events attended since the last meeting; and make brief comments on issues of concern.

H. CITY MANAGER UPDATES

I. CLOSED SESSION

J. ADJOURNMENT

MEETING INFORMATION

Members of the public may attend the meeting in person, watch online, or watch on Cable Channel 26. The ability to observe online or Cable Channel 26 is predicated on those technologies being available and functioning without technical difficulties. Should those platforms not be available, or become non-functioning, or should the City Council otherwise encounter technical difficulties that make those platforms unavailable, the City Council will proceed with business in person unless otherwise prohibited by law.

How to view the meeting remotely:
Livestream online at YouTube: https://www.youtube.com/@cityofnewark3077/streams
Copy/paste the YouTube URL into your browser if the link does not automatically open.

Cable Channel 26 - if the meeting does not broadcast live, please contact your service provider and request the City of Newark channel lineup.

Zoom will no longer be available for public participation unless required by Assembly Bill 2449. Should a Council Member or the Mayor attend the meeting via Zoom pursuant to Assembly Bill 2249, then the Webinar 818 3722 5340 will be activated. The Mayor will make an announcement at the beginning of the meeting that the City will be allowing public comment via Zoom. Raise your virtual hand to notify the City Clerk that you would like to speak during the item that you wish to speak on.

How to submit written Public Comment:
Send an email to City Clerk by 3:00 p.m. the day of the meeting. Please identify the agenda item number in the subject line of your email. Emails will be compiled into one file and will be distributed to the City Council before the meeting.

No question shall be asked of a council member, city staff, or an audience member except through the Mayor. No person shall interrupt the meeting. Any person who refuses to carry out instructions given by the Mayor for the purpose of maintaining order may be guilty of an infraction and may result in removal from the meeting.

Council Meeting Access/Materials:
The agenda packet is available for review at Agendas and Minutes. The packet is typically posted to the City website the Friday before the meeting, but no later than 72 hours before the meeting.

Pursuant to Government Code 54957.5, supplemental materials distributed less than 72 hours before this meeting, to a majority of the City Council, will be made available for public inspection at this meeting and will be posted at https://www.newark.org/departments/city-manager-s-office/agendas-minutes and will concurrently be made available for public inspection during regular business hours at the David W. Smith City Hall, 37101 Newark Boulevard, Newark CA. Materials prepared by City staff and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection. For those persons who require special accommodations, please contact the City Clerk at least two days prior to the meeting at City Clerk or 510-578-4266.

STAFF REPORT

Item D. 1.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Krysten Lee, Finance Director
SUBJECT	Approval of Audited Demands

Attachments

Audited Demands 04.25.24
Audited Demands 05.02.24

LIVE Newark CA LIVE

Payment Batch Register

Bank Account: AP - ZBA ACCOUNTS PAYABLE

Batch Date: 04/25/2024

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - ZBA ACCOUNTS PAYABLE						
Check	04/25/2024	11033	Accounts Payable	ACCESS		100.00
	Invoice		Date	Description	Check Sort Code	Amount
	10841246		03/31/2024	SHREDDING SVCS MARCH 2024		100.00
Check	04/25/2024	11034	Accounts Payable	HEALTH AND HUMAN RESOURCE CENTER, INC		247.86
	Invoice		Date	Description	Check Sort Code	Amount
	E0316471		04/03/2024	EMPLOYEE ASSISTANT PROGRAM (EAP)-MAY 2024		247.86
Check	04/25/2024	11035	Accounts Payable	AIRGAS USA, LLC		110.71
	Invoice		Date	Description	Check Sort Code	Amount
	5507177091		03/31/2024	CYL ACETYLENE RENTAL 03/31/24		110.71
Check	04/25/2024	11036	Accounts Payable	ALL CITY MANAGEMENT SERVICES, INC.		7,301.88
	Invoice		Date	Description	Check Sort Code	Amount
	92414		04/03/2024	SCHOOL CROSSING GUARD SVCS 03/17-03/30/24		7,301.88
Check	04/25/2024	11037	Accounts Payable	ALPINE AWARDS INC		9,618.49
	Invoice		Date	Description	Check Sort Code	Amount
	6106772		03/31/2024	AQUATICS UNIFORMS		4,182.19
	6106773		03/31/2024	LIFEGUARD UNIFORMS		5,436.30
Check	04/25/2024	11038	Accounts Payable	ALTA LANGUAGE SERVICES, INC.		66.00
	Invoice		Date	Description	Check Sort Code	Amount
	IS692161		12/31/2023	LISTENING & SPEAKING TEST - 12/23		66.00
Check	04/25/2024	11039	Accounts Payable	GUSTAVO ARROYO		730.91
	Invoice		Date	Description	Check Sort Code	Amount
	0312-031324EXP		04/15/2024	CONCEALED WEAPONS CONF. REIMBURSEMENT 03/12-03/13/24		730.91
Check	04/25/2024	11040	Accounts Payable	BAVCO		2,846.28
	Invoice		Date	Description	Check Sort Code	Amount
	260859		03/05/2024	BACKFLOW SUPPLIES		2,846.28
Check	04/25/2024	11041	Accounts Payable	BAILEY FENCE COMPANY INC		2,331.00
	Invoice		Date	Description	Check Sort Code	Amount
	86155		04/02/2024	BIRCH GROVE FENCE REPAIR 4/2/24		2,331.00

Check	04/25/2024	11042	Accounts Payable	BAIRD + DRISKELL COMMUNITY PLANNING	130,718.75

Invoice	Date	Description	Check Sort Code	Amount
1619	02/05/2024	HOUSING ELEMENT UPDATE PREPARATION - SVCS 8/18/23-1/31/24		114,191.95
1620	02/05/2024	ON-CALL PLANNING SERVICES 9/5/23-1/31/24		6,830.00
1646	04/05/2024	ON-CALL PLANNING SERVICES 2/1/24-3/29/24		9,696.80

Check	04/25/2024	11043	Accounts Payable	JEREMY BECK	1,403.97

Invoice	Date	Description	Check Sort Code	Amount
0312-0313EXP	04/15/2024	CCW CONFERENCE REIMBURSEMENT 3/12-3/13/24		301.22
0319-032124EXP	04/15/2024	MILEAGE REIMBURSEMENT 03/19-03/21/24		12.46
0326-032924EXP	04/15/2024	CAPE SEMINAR 03/26-03/29/24		1,090.29

Check	04/25/2024	11044	Accounts Payable	BLAISDELL'S BUSINESS PRODUCTS	417.68

Invoice	Date	Description	Check Sort Code	Amount
MAR'24	04/01/2024	OFFICE SUPPLIES 03/04-03/22/24		417.68

Check	04/25/2024	11045	Accounts Payable	STATE DISBURSEMENT UNIT	1.38

Invoice	Date	Description	Check Sort Code	Amount
PPE 4.13.24	04/17/2024	GARNISH - CASE 200000002128365 - 3/31/24-4/13/24		1.38

Check	04/25/2024	11046	Accounts Payable	BEACON VETERINARY SPECIALISTS	465.00

Invoice	Date	Description	Check Sort Code	Amount
150342	02/12/2024	VET SVCS 02/11/24		150.00
150517	02/17/2024	VET SVCS 02/17/24		165.00
150538	02/19/2024	VET SVCS 02/19/24		150.00

Check	04/25/2024	11047	Accounts Payable	CENTRAL VALLEY TOXICOLOGY, INC.	417.00

Invoice	Date	Description	Check Sort Code	Amount
331872	11/29/2023	LAB TESTS 01/29/23		103.00
331873	11/29/2023	LAB TESTS 11/29/23		158.00
331631	11/16/2023	LAB TESTS 11/16/23		78.00
331632	11/16/2023	LAB TESTS 11/16/23		78.00

Check	04/25/2024	11048	Accounts Payable	ELSA CERVANTES	105.06

Invoice	Date	Description	Check Sort Code	Amount
0318-031924EXP	04/15/2024	MILEAGE REIMBURSEMENT 03/18-03/19/24		105.06

Check	04/25/2024	11049	Accounts Payable	APRO LLC	40.00

Invoice	Date	Description	Check Sort Code	Amount
020124-022924	03/31/2024	CAR WASH 02/01-02/29/24		40.00

Check	04/25/2024	11050	Accounts Payable	FIX FITNESS LLC	1,615.98

Invoice	Date	Description	Check Sort Code	Amount
1505	03/29/2024	GYM EQUIPMENT MAINTENANCE 03/29/24		1,615.98

Check	04/25/2024	11051	Accounts Payable	CIVICA LAW GROUP, APC	230.40

Invoice	Date	Description	Check Sort Code	Amount
12581	04/02/2024	PROFESSIONAL SERVICES RENDERED THROUGH MARCH 31, 2024		76.80
12582	04/02/2024	PROFESSIONAL SERVICES RENDERED THROUGH MARCH 31, 2024		153.60

Check	04/25/2024	11052	Accounts Payable	LAURA DASILVA	1,207.73

	Invoice	Date	Description	Check Sort Code	Amount
	0325-0329EXP	04/15/2024	CA ASSOCIATION OF PROPERTY AND EVIDENCE 03/25-03/29/24		1,207.73
Check	04/25/2024	11053 Accounts Payable	FEDEX		97.37
	Invoice	Date	Description	Check Sort Code	Amount
	8-418-35872	02/23/2024	PACKAGE DELIVERY 2/15/24		55.60
	8-453-08993	03/29/2024	PACKAGE DELIVERY 3/29/24		22.65
	8-446-27235	03/22/2024	PACKAGE DELIVERY 3/13/24		19.12
Check	04/25/2024	11054 Accounts Payable	FEHR & PEERS		11,269.14
	Invoice	Date	Description	Check Sort Code	Amount
	174668	04/16/2024	TASK ORDER #10 - ACTIVE TRANSPORTATION PLAN 02/24-03/29/24		11,269.14
Check	04/25/2024	11055 Accounts Payable	FOLGERGRAPHICS, INC		2,380.02
	Invoice	Date	Description	Check Sort Code	Amount
	139295	03/31/2024	PRINT SPRING ISSUE OF CITY NEWSLETTER		2,380.02
Check	04/25/2024	11056 Accounts Payable	FRANK BONETTI PLUMBING INC		2,166.41
	Invoice	Date	Description	Check Sort Code	Amount
	48597	04/04/2024	RUSCHIN FIRE LAUNDRY SINK CLOG 2/13/24		2,166.41
Check	04/25/2024	11057 Accounts Payable	FREMONT FORD		1,065.00
	Invoice	Date	Description	Check Sort Code	Amount
	433173	04/02/2024	FLEET SERVICE-INSTALL BRAKE HYDRO BOOSTER 4/1/24		1,065.00
Check	04/25/2024	11058 Accounts Payable	G BORTOLOTTO & CO INC		79,093.20
	Invoice	Date	Description	Check Sort Code	Amount
	5129	04/09/2024	FY22-23 AC OVERLAY PGRM, PRJ 1300 12/17-01/31/24		79,093.20
Check	04/25/2024	11059 Accounts Payable	GACHINA LANDSCAPE MANAGEMENT, INC.		23,597.81
	Invoice	Date	Description	Check Sort Code	Amount
	E 217207B	04/01/2024	MAINTENANCE CONTRACT-CH, PD, LIB APRIL 2024		3,689.00
	E 217207A	04/01/2024	MAINTENANCE CONTRACT APRIL 2024		19,908.81
Check	04/25/2024	11060 Accounts Payable	HILLYARD		2,920.28
	Invoice	Date	Description	Check Sort Code	Amount
	605442023	04/04/2024	SILLIMAN CLEANING SUPPLIES		2,920.28
Check	04/25/2024	11061 Accounts Payable	INDUSTRIAL PLUMBING SUPPLY, LLC.		612.87
	Invoice	Date	Description	Check Sort Code	Amount
	114473	04/04/2024	SILLIMAN PLUMBING SUPPLIES		612.87
Check	04/25/2024	11062 Accounts Payable	SPECTRUM CANINE		900.00
	Invoice	Date	Description	Check Sort Code	Amount
	0006119	04/04/2024	K9 TRAINING MARCH 2024		900.00
Check	04/25/2024	11063 Accounts Payable	KBA DOCUMENT SOLUTIONS		4,750.41
	Invoice	Date	Description	Check Sort Code	Amount
	170372	03/25/2024	LEASE PAYMENT 1900869002 - 03/15/24 - 04/14/24		4,342.60
	170375	03/25/2024	LEASE PAYMENT 1900869004 - 03/15/24 - 04/14/24		203.01
	177664	04/15/2024	LEASE PAYMENT 1900869003 - 04/05 - 05/04/24		204.80

Check	04/25/2024	11064	Accounts Payable	LSL CPAs		504.00
	Invoice		Date	Description	Check Sort Code	Amount
	62392		03/31/2024	AUDITING SERVICES - 2023 SINGLE AUDIT FINAL BILL		504.00
Check	04/25/2024	11065	Accounts Payable	LELAND CONSULTING GROUP, INC.		20,483.50
	Invoice		Date	Description	Check Sort Code	Amount
	6470.1.4		04/03/2024	NEWARK HOTEL STUDY - 1/24 - 2/24		20,483.50
Check	04/25/2024	11066	Accounts Payable	LEXISNEXIS RISK SOLUTIONS FL INC		50.00
	Invoice		Date	Description	Check Sort Code	Amount
	1845802-20240331		03/31/2024	INVESTIGATIVE INFORMATION RESEARCH - 3/31/24		50.00
Check	04/25/2024	11067	Accounts Payable	LPC SERVICES, INC.		1,355.00
	Invoice		Date	Description	Check Sort Code	Amount
	73967		04/04/2024	PEST SERVICES - SILLIMAN #102710 4/4/24		1,020.00
	73964		04/04/2024	PEST SERVICES - FIRE STATION #3 102701 4/4/24		240.00
	74004		04/04/2024	PEST SERVICES - COMMUNITY CENTER #102700 4/4/24		95.00
Check	04/25/2024	11068	Accounts Payable	JEFF MAPES		1,910.22
	Invoice		Date	Description	Check Sort Code	Amount
	04042024EXP		04/15/2024	COMMAND OF MULTIJURISDICTIONAL 04/04/24		410.22
	071023-022824EXP		04/13/2024	EDUCATIONAL REIMBURSEMENT- JIU JITSU TRAINING		1,500.00
Check	04/25/2024	11069	Accounts Payable	MARK GOTHARD		13,658.80
	Invoice		Date	Description	Check Sort Code	Amount
	201202402152024		03/06/2024	SENIOR CHAIR FITNESS 2/1-2/15/24		800.00
	11124032824		04/11/2024	KARATE & CHESS CLASSES 1/11/24-3/28/24		12,858.80
Check	04/25/2024	11070	Accounts Payable	MEYERS NAVE		13,207.33
	Invoice		Date	Description	Check Sort Code	Amount
	216600		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		443.83
	216603		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		4,054.80
	216604		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		425.10
	216605		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		2,498.30
	216606		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		2,646.10
	216610		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		130.80
	216611		04/10/2024	LEGAL SERVICES THROUGH MARCH 31, 2024		3,008.40
Check	04/25/2024	11071	Accounts Payable	MNS ENGINEERS INC		4,269.39
	Invoice		Date	Description	Check Sort Code	Amount
	85921-R1		04/10/2024	ON-CALL PUBLIC WORKS CONSTRUCTION INSPECTION SERVICES 02/24		4,269.39
Check	04/25/2024	11072	Accounts Payable	AVENU INSIGHTS & ANALYTICS		3,750.00
	Invoice		Date	Description	Check Sort Code	Amount
	INV06-018437		04/05/2024	UUT AUDIT & ANALYSIS - FIXED FEE JAN - MAR '24		3,750.00
Check	04/25/2024	11073	Accounts Payable	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		184.00
	Invoice		Date	Description	Check Sort Code	Amount
	82830406		04/17/2024	PRE-EMPLOYMENT/ DOT PHYSICALS - 04/13-04/16/24		184.00
Check	04/25/2024	11074	Accounts Payable	OWEN EQUIPMENT SALES		686.08

	Invoice		Date	Description	Check Sort Code	Amount
	00062462		01/30/2024	FRONT BUMPER DAMAGE SERVICE 1/26/24		686.08
Check	04/25/2024	11075	Accounts Payable	PACIFIC GAS & ELECTRIC		76,509.64
	Invoice		Date	Description	Check Sort Code	Amount
	7578-041024		04/10/2024	CITYWIDE ELECTRICAL 4/10/24		76,509.64
Check	04/25/2024	11076	Accounts Payable	PAKPOUR CONSULTING GROUP, INC.		41,121.94
	Invoice		Date	Description	Check Sort Code	Amount
	4420		04/09/2024	PRJ MANAGEMENT SVCS - CENTRAL AVE OVERPASS PRJ 03/01-03/31/24		26,786.81
	4394		03/05/2024	ON-CALL CIVIL ENGINEERING PLAN REVIEW SERVICES 02/01-02/29/24		10,045.88
	4423		04/10/2024	ON-CALL CIVIL ENGINEERING PLAN REVIEW SERVICES 03/01-03/31/24		4,289.25
Check	04/25/2024	11077	Accounts Payable	REDFLEX TRAFFIC SYSTEMS, INC.		17,400.00
	Invoice		Date	Description	Check Sort Code	Amount
	INV0073687		03/31/2024	REDLIGHT CAMERA MONITORING MARCH 2024		17,400.00
Check	04/25/2024	11078	Accounts Payable	RESOLUTEGUARD, LLC		6,139.00
	Invoice		Date	Description	Check Sort Code	Amount
	5710		01/18/2024	PENETRATION TESTING - 01/12/24 - 01/11/25		6,139.00
Check	04/25/2024	11079	Accounts Payable	SCHOOL SPORT, INC.		2,250.00
	Invoice		Date	Description	Check Sort Code	Amount
	22516		04/05/2024	SILLIMAN BASKETBALL BACKSTOP INSPECTION AND MAINT 3/28/24		2,250.00
Check	04/25/2024	11080	Accounts Payable	YORK RISK SERVICE GROUP, INC. A SEDGWICK COMPANY		3,669.08
	Invoice		Date	Description	Check Sort Code	Amount
	400000182120		04/01/2024	WORKERS COMPENSATION CLAIMS - 04/01/24-04/30/24		3,669.08
Check	04/25/2024	11081	Accounts Payable	S.B.R.P.S.T.C.		3,975.00
	Invoice		Date	Description	Check Sort Code	Amount
	224422		02/29/2024	BASIC POLICE ACADEMY #177-V. BERLANGA 1/8-6/27/24		3,740.00
	224481		03/20/2024	DRIVING PSP COURSE-B.SLAVAZZA 1/30/24		235.00
Check	04/25/2024	11082	Accounts Payable	CENTERVILLE LOCKSMITH		6.48
	Invoice		Date	Description	Check Sort Code	Amount
	338161		04/09/2024	SILLIMAN MASTER PADLOCK		6.48
Check	04/25/2024	11083	Accounts Payable	STANDARD INSURANCE COMPANY		1,800.15
	Invoice		Date	Description	Check Sort Code	Amount
	MAY 2024 PREMIUM		04/23/2024	STANDARD - MAY 2024 PREMIUMS		1,800.15
Check	04/25/2024	11084	Accounts Payable	STAPLES		203.46
	Invoice		Date	Description	Check Sort Code	Amount
	7000258306		03/31/2024	OFFICE SUPPLIES 3/19-3/28/24		203.46
Check	04/25/2024	11085	Accounts Payable	LEHR		125.00
	Invoice		Date	Description	Check Sort Code	Amount
	SI101478		04/04/2024	TROUBLESHOOT NON-OP SIREN		125.00
Check	04/25/2024	11086	Accounts Payable	STRATEGIC ECONOMICS INC		2,197.50

	Invoice	Date	Description	Check Sort Code	Amount
	2401.03	03/31/2024	ASSESS CONDITIONS IN INDUSTRIAL AREAS & PREP ZONING RECOMM 03/24		2,197.50
Check	04/25/2024	11087 Accounts Payable	TEMPERATURE TECHNOLOGY INC.		11,745.72
	Invoice	Date	Description	Check Sort Code	Amount
	I2910	01/02/2024	PD HVAC REPAIR 12/21/23		1,590.28
	I3040	02/27/2024	CITY HALL HVAC SERVICE 2/6/24		664.00
	I3052	03/12/2024	CITY HALL HVAC SERVICE 3/6-3/8/24		5,220.88
	I2977	02/09/2024	COMMUNITY CENTER HVAC SERVICE 1/4/24		2,458.06
	I2939	01/15/2024	FIRE STATION #2 HVAC SERVICE 1/12/24		950.00
	I2556	07/11/2023	SR CTR HVAC SERVICE 7/13/23		862.50
Check	04/25/2024	11088 Accounts Payable	JENNIFER TRAN		44.62
	Invoice	Date	Description	Check Sort Code	Amount
	0304-032824EXP	03/31/2024	MILEAGE REIMBURSEMENT 03/04-03/28/24		44.62
Check	04/25/2024	11089 Accounts Payable	FREMONT ALARM		2,580.00
	Invoice	Date	Description	Check Sort Code	Amount
	62-511	01/10/2024	CITYWIDE FIRE ALARM MONITORING 01/01/24-06/30/24		2,580.00
Check	04/25/2024	11090 Accounts Payable	TURBO DATA SYSTEMS, INC		700.00
	Invoice	Date	Description	Check Sort Code	Amount
	42566	03/31/2024	E-CITATION HARDWARE AND TRAFFIC PROCESSING SERVICES MAR '24		700.00
Check	04/25/2024	11091 Accounts Payable	U.S. BANK CORPORATE PAYMENT SYSTEMS		46,379.49
	Invoice	Date	Description	Check Sort Code	Amount
	042224STMT	04/22/2024	CC PAYMENT 04/22/24		46,379.49
Check	04/25/2024	11092 Accounts Payable	VERDE DESIGN INC		22,126.25
	Invoice	Date	Description	Check Sort Code	Amount
	6-2319400	04/03/2024	CITYWIDE PARK SIGNAGE & DOCUMENTATION 02/26-03/25/24		7,998.75
	3-2313800	02/07/2024	LAKESHORE PARK - FEASIBILITY STUDY 12/26-01/25/24		1,495.00
	4-2313800	04/07/2024	LAKESHORE PARK - FEASIBILITY STUDY 01/26-02/25/24		4,632.50
	5-2313800	04/03/2024	LAKESHORE PARK - FEASIBILITY STUDY 02/26-03/25/24		8,000.00
Check	04/25/2024	11093 Accounts Payable	WASHINGTON HOSPITAL		125.00
	Invoice	Date	Description	Check Sort Code	Amount
	0324-NPD-LB	04/01/2024	LAB TESTS MARCH 2024		125.00
Check	04/25/2024	11094 Accounts Payable	WFG NATIONAL TITLE COMPANY		600.00
	Invoice	Date	Description	Check Sort Code	Amount
	966315	03/21/2024	CONDITION OF TITLE GUARANTEE - SANCTUARY WEST		600.00
Check	04/25/2024	11095 Accounts Payable	ZI-TECH PROFESSIONAL SERVICES		1,375.00
	Invoice	Date	Description	Check Sort Code	Amount
	202428	02/29/2024	INDIVIDUAL COACHING AND ORGANIZATIONAL DEVELOPMENT - 02/24		1,375.00
Check	04/25/2024	11096 Accounts Payable	ARREDONDO , FREDERICK		1.79
	Invoice	Date	Description	Check Sort Code	Amount
	041824UUT	04/18/2024	UTILITY USERS TAX REFUND 03/09-05/08/24		1.79

Check	04/25/2024	11097	Accounts Payable	FRANK BONETTI PLUMBING INC		1,710.00

Invoice	Date	Description	Check Sort Code	Amount
2023-0252	04/16/2024	ENCP2022-0257 RFND		1,710.00

EFT	04/25/2024	993	Accounts Payable	PET BENEFIT SOLUTION	021000021 / 238821802	53.75

Invoice	Date	Description	Check Sort Code	Amount
159231	04/17/2024	TOTAL PET PLAN - APRIL 2024 PREMIUMS		53.75

AP ZBA ACCOUNTS PAYABLE Totals:		Transactions: 66	$591,725.78

Checks:	65	$591,672.03
EFTs:	1	$53.75

LIVE Newark CA LIVE

Payment Batch Register

Bank Account: AP - ZBA ACCOUNTS PAYABLE

Batch Date: 05/02/2024

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - ZBA ACCOUNTS PAYABLE						
Check	05/02/2024	11098	Accounts Payable	ABACUS PRODUCTS INC		1,568.11
	Invoice		Date	Description	Check Sort Code	Amount
	B75392		03/20/2024	PARKING CITATION NOTICES		1,162.01
	B75380		03/19/2024	NPD010 REQUEST FOR COOPERATION		406.10
Check	05/02/2024	11099	Accounts Payable	ALL CITY MANAGEMENT SERVICES, INC.		7,209.79
	Invoice		Date	Description	Check Sort Code	Amount
	92168		03/20/2024	SCHOOL CROSSING GUARD SVCS 03/03-03/16/24		7,209.79
Check	05/02/2024	11100	Accounts Payable	ALPINE AWARDS INC		447.98
	Invoice		Date	Description	Check Sort Code	Amount
	6106829		04/09/2024	STAFF NAME TAGS		447.98
Check	05/02/2024	11101	Accounts Payable	BELKORP AG, LLC		2,214.94
	Invoice		Date	Description	Check Sort Code	Amount
	949412		02/14/2024	JOHN DEERE SERVICE 02/14/24		2,214.94
Check	05/02/2024	11102	Accounts Payable	BENJAMIN MANUKIA		131.79
	Invoice		Date	Description	Check Sort Code	Amount
	042124EXP		04/22/2024	2ND BOOT/UNIFORM REIMBURSEMENT 04/21/24		131.79
Check	05/02/2024	11103	Accounts Payable	BOUND TREE MEDICAL, LLC		363.54
	Invoice		Date	Description	Check Sort Code	Amount
	85279093		03/13/2024	BLANKETS AND GLOVES - SUPPLIES		114.32
	85280423		03/14/2024	GLOVES		249.22
Check	05/02/2024	11104	Accounts Payable	KIMBERLEE CATON		90.00
	Invoice		Date	Description	Check Sort Code	Amount
	042124EXP		04/25/2024	EXPENSE REIMBURSEMENT FOR AIRPORT PARKING 04/21/24		90.00
Check	05/02/2024	11105	Accounts Payable	CENTRALSQUARE TECHNOLOGIES, LLC		171.00
	Invoice		Date	Description	Check Sort Code	Amount
	406912		03/27/2024	TRAKIT DEVELOPMENT SERVICES (TIME AND MATERIALS) 02/24		171.00
Check	05/02/2024	11106	Accounts Payable	CODE 1 SUPPLY		463.88
	Invoice		Date	Description	Check Sort Code	Amount
	C120210615		04/10/2024	ZOLL CPR-D PADZ		463.88
Check	05/02/2024	11107	Accounts Payable	CSG CONSULTANTS, INC.		1,080.00

	Invoice	Date	Description	Check Sort Code	Amount
	B240524	04/01/2024	BI FIELD INSPECTION & RELATED PROFESSIONAL SVCS 03/01-03/31/24		1,080.00
Check	05/02/2024	11108 Accounts Payable	ALHAMBRA		426.95
	Invoice	Date	Description	Check Sort Code	Amount
	15734365041324	04/13/2024	WATER SERVICE 03/13 - 04/10/24		426.95
Check	05/02/2024	11109 Accounts Payable	EWING IRRIGATION PRODUCTS INC.		95.22
	Invoice	Date	Description	Check Sort Code	Amount
	21947466	04/09/2024	IRRIGATION SUPPLIES-POINT OF SALE		95.22
Check	05/02/2024	11110 Accounts Payable	FRONTIER BUILDING PRODUCTS PACIFIC, INC		404.00
	Invoice	Date	Description	Check Sort Code	Amount
	4-10-986463	04/10/2024	FIRE STATION 27 REVERSING EDGE AND CORD TROUBLE 4/10/24		404.00
Check	05/02/2024	11111 Accounts Payable	GHD INC.		858.25
	Invoice	Date	Description	Check Sort Code	Amount
	380-0049633	04/23/2024	TASK ORDER NO. 5 - MOWRY AVE AT CHERRY STREET (THROUGH 04/20/24)		858.25
Check	05/02/2024	11112 Accounts Payable	GRAINGER		753.23
	Invoice	Date	Description	Check Sort Code	Amount
	9062149472	03/22/2024	CITYWIDE VACUUM BREAKER REPAIR KIT		700.76
	9064828867	03/25/2024	EQUIPMENT SHOP THREE PRONG ELECTRODE		52.47
Check	05/02/2024	11113 Accounts Payable	HOME DEPOT CREDIT SERVICES		1,009.45
	Invoice	Date	Description	Check Sort Code	Amount
	APR '24	04/12/2024	HOME DEPOT CC PURCHASE 03/19/24-04/12/24		1,009.45
Check	05/02/2024	11114 Accounts Payable	INDUSTRIAL PLUMBING SUPPLY, LLC.		173.79
	Invoice	Date	Description	Check Sort Code	Amount
	114623	04/11/2024	BLDG PLUMBING SUPPLIES		173.79
Check	05/02/2024	11115 Accounts Payable	WENANTA KALUKIEWICZ		1,600.20
	Invoice	Date	Description	Check Sort Code	Amount
	0111-041824	04/18/2024	BARRE CLASSES FOR 01/11-04/18/24		1,600.20
Check	05/02/2024	11116 Accounts Payable	KNORR SYSTEMS INTERNATIONAL		4,332.71
	Invoice	Date	Description	Check Sort Code	Amount
	230243	03/26/2024	SILLIMAN POOL CHEMICALS		998.52
	230245	03/26/2024	SILLIMAN POOL CHEMICALS		1,053.90
	230247	03/26/2024	SILLIMAN POOL CHEMICALS		915.46
	230248	03/26/2024	SILLIMAN POOL CHEMICALS		921.00
	230388	03/26/2024	SILLIMAN POOL CHEMICALS		443.83
Check	05/02/2024	11117 Accounts Payable	MEYERS NAVE		387.00
	Invoice	Date	Description	Check Sort Code	Amount
	215474	03/14/2024	LEGAL SERVICES THROUGH FEBRUARY 29, 2024		387.00
Check	05/02/2024	11118 Accounts Payable	MNS ENGINEERS INC		893.75
	Invoice	Date	Description	Check Sort Code	Amount

	85777	03/16/2024	CONSTRUCTION MANAGEMENT SERVICES 02/24			893.75
Check	05/02/2024	11119 Accounts Payable	KSB SKATEBOARD CO			1,350.00
	Invoice	Date	Description		Check Sort Code	Amount
	0108-042224	04/22/2024	KSB SKATEBOARD LESSONS SESSION DATES 01/08-04/22/24			1,350.00
Check	05/02/2024	11120 Accounts Payable	NAVIA BENEFIT SOLUTIONS CLIENT PAY			200.00
	Invoice	Date	Description		Check Sort Code	Amount
	10850857	04/29/2024	FY 23/24 COBRA ADMINISTRATION FEES - 04/01/24 TO 04/30/24			200.00
Check	05/02/2024	11121 Accounts Payable	OGAWA-MUNE INC			308.70
	Invoice	Date	Description		Check Sort Code	Amount
	337641	04/22/2024	TREES			308.70
Check	05/02/2024	11122 Accounts Payable	PACIFIC GAS & ELECTRIC			3,476.07
	Invoice	Date	Description		Check Sort Code	Amount
	7460-041624	04/16/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 02/27-03/26/24			3,476.07
Check	05/02/2024	11123 Accounts Payable	PHOENIX GROUP INFORMATION SYSTEMS			247.50
	Invoice	Date	Description		Check Sort Code	Amount
	022024101	03/21/2024	PARKING CITATION PROGRAM FEBRUARY 2024			247.50
Check	05/02/2024	11124 Accounts Payable	TRAKSTAR			24,000.00
	Invoice	Date	Description		Check Sort Code	Amount
	INV-012045	11/01/2023	MULTI-PRODUCT HR SOFTWARE 12/2023-12/2024			24,000.00
Check	05/02/2024	11125 Accounts Payable	REDWOOD PUBLIC LAW, LLP			15,128.00
	Invoice	Date	Description		Check Sort Code	Amount
	10052	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			817.50
	10053	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			1,399.50
	10054	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			7,751.00
	10056	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			2,119.10
	10058	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			2,583.30
	10059	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			261.60
	10256	03/31/2024	LEGAL SERVICES THROUGH MARCH 31, 2024			196.00
Check	05/02/2024	11126 Accounts Payable	REYES COCA-COLA BOTTLING LLC.			1,430.80
	Invoice	Date	Description		Check Sort Code	Amount
	40818224026	04/12/2024	CAFE FOOD AND BEVERAGE SUPPLIES			1,430.80
Check	05/02/2024	11127 Accounts Payable	SFPUC			3,885.81
	Invoice	Date	Description		Check Sort Code	Amount
	64917	04/22/2024	SFPUC RENT WATER AC#3642 04/22/24			970.17
	64948	04/22/2024	SFPUC RENT WATER AC#2866 04/22/24			2,915.64
Check	05/02/2024	11128 Accounts Payable	SIRCHIE ACQUISITION COMPANY, LLC			304.96
	Invoice	Date	Description		Check Sort Code	Amount
	0638654-IN	04/02/2024	PREFILTER-EVIDENCE			304.96
Check	05/02/2024	11129 Accounts Payable	TEMPERATURE TECHNOLOGY INC.			1,319.26
	Invoice	Date	Description		Check Sort Code	Amount

	I3145		04/12/2024	SILLIMAN HVAC REPAIR AND MAINTENANCE 4/12/24			1,319.26
Check	05/02/2024	11130	Accounts Payable	TIREHUB, LLC			836.16
	Invoice		Date	Description		Check Sort Code	Amount
	39892910		01/29/2024	TIRES-GY EAGLE ENFORCER			836.16
Check	05/02/2024	11131	Accounts Payable	TRUE NORTH COMPLIANCE SERVICES, INC.			13,200.00
	Invoice		Date	Description		Check Sort Code	Amount
	24-03-01-032		04/01/2024	BI FIELD INSPECTION AND RELATED PROFESSIONAL SERVICES 03/24			13,200.00
Check	05/02/2024	11132	Accounts Payable	UNIVERSAL BUILDING SERVICES & SUPPLY CO.			2,560.00
	Invoice		Date	Description		Check Sort Code	Amount
	523437		02/29/2024	LIBRARY CARPET CLEANING 2/1-2/2/24			2,262.00
	522484		01/31/2024	PD CARPET CLEANING 1/5/24			298.00
Check	05/02/2024	11133	Accounts Payable	BOSCO OIL INC DBA VALLEY OIL			30,542.10
	Invoice		Date	Description		Check Sort Code	Amount
	190976		04/23/2024	GASOLINE 04/23/24			24,412.02
	190977		04/23/2024	DIESEL FUEL 04/23/24			6,130.08
Check	05/02/2024	11134	Accounts Payable	VERDE DESIGN INC			657.50
	Invoice		Date	Description		Check Sort Code	Amount
	5-2320900		04/03/2024	NEWARK MEL NUNES PARK - ADDITIONAL FIELD NETTING 02/26-03/25/24			657.50
Check	05/02/2024	11135	Accounts Payable	WEST COAST ARBORISTS INC			29,256.90
	Invoice		Date	Description		Check Sort Code	Amount
	213741		03/22/2024	BIRCH GROVE PARK TREES 03/19/24-03/22/24			9,084.45
	213455		03/19/2024	LAKESHORE PARK TREES 03/13/24-03/19/24			19,634.10
	213453		03/19/2024	KIOTE MEDIAN PLANTING 03/19/24-03/19/24			538.35
Check	05/02/2024	11136	Accounts Payable	WHITEWATER WEST INDUSTRIES LTD			10,627.91
	Invoice		Date	Description		Check Sort Code	Amount
	SOINV-004614		03/08/2024	SILLIMAN PROPRIETARY SLIDE PARTS			10,627.91
Check	05/02/2024	11137	Accounts Payable	ORION SECURITY			1,425.95
	Invoice		Date	Description		Check Sort Code	Amount
	126177		04/20/2024	UNARMED, UNIFORMED SECURITY GUARD 4/15/24 - 4/19/24			1,425.95
Check	05/02/2024	11138	Accounts Payable	ZI-TECH PROFESSIONAL SERVICES			687.50
	Invoice		Date	Description		Check Sort Code	Amount
	202435		04/30/2024	INDIVIDUAL COACHING FOR HR DIRECTOR - 04/24			687.50
EFT	05/02/2024	1000	Accounts Payable	SPECTRUM SMALL BUSINESS SERVICES, LLC	325084426 / 5348560846		3,500.00
	Invoice		Date	Description		Check Sort Code	Amount
	04262024-GENERAL		04/26/2024	SM BUS SUPPORT - NEWARK SMALL BUSINESS TOOLKIT 4/24			3,500.00
EFT	05/02/2024	1001	Accounts Payable	GHA TECHNOLOGIES INC (ACH)	122100024 / 836623900		12,971.80
	Invoice		Date	Description		Check Sort Code	Amount
	11375328		03/21/2024	NUTANIX SUPPORT RENEWAL 03/26/24 - 01/31/25			12,971.80

AP ZBA ACCOUNTS PAYABLE Totals:	Transactions: 43	$182,592.50
Checks:	41	$166,120.70
EFTs:	2	$16,471.80

STAFF REPORT

Item D. 2.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Sheila Harrington, City Clerk
SUBJECT	Approval of May 9, 2024, minutes

Attachments

Minutes

CITY OF NEWARK
CITY COUNCIL
City Administration Building, City Council Chambers
37101 Newark Boulevard, Newark, CA 94560 | (510) 578-4266 | E-mail: city.clerk@newark.org

Minutes

Thursday, May 9, 2024

A. ROLL CALL

Mayor Hannon called the meeting to order at 7:00 p.m. Vice Mayor Freitas, Council Members Bucci, Collazo, and Jorgens were present.

B. PRESENTATIONS

1. Proclamation designating May 19-25, as Public Works Week

   Mayor Hannon presented the proclamation to Public Works Employees: Public Works Director Fajeau, Acting City Engineer Cangco, Facilities Supervisor Perez, Chief Building Official Farrell, and Environmental Services Manager Scanlin.

2. Proclamation designating May 19 - 25, 2024, as Emergency Medical Services Week

   Mayor Hannon presented the proclamation to Alameda County Fire Department Division Chief Luepke and members of Fire Station 29 Engine Company.

3. Proclamation designating May 12-18, 2024, as Police Week

   Mayor Hannon presented the proclamation to Police Chief Arguello and members of the Police Department.

4. Proclamation designating May as Affordable Housing Month

Mayor Hannon announced that due to a scheduling conflict, this proclamation would be presented at the Timber Senior Housing Groundbreaking instead of the City Council meeting.

5. Union Sanitary District Presentation

Paul Eldredge, General Manager for the Union Sanitary District gave a presentation on their services, major projects, and public outreach. Presentation on file with the City Clerk.

C. PUBLIC COMMENT

Shareen Ram, provided an AC Transit Realign planning process update.

Vinod Kumar asked if there were opportunities for the City's newer populations to help the City. He wanted the community to be united and protected from discrimination.

Taranjit Singh asked if the City was considering an ordinance to address train noise and asked about safety protocols for trains carrying hazardous materials. He suggested a railroad presentation at a future meeting. He complimented the Police Department Faith in Blue meeting.

Public Works Director Fajeau stated that a quiet zone study was completed that determined the at grade crossings were eligible for quiet zones. The project is expected to cost $6.5 million and will be in the Capital Improvement Plan.

Angela Silvera requested a comprehensive tobacco retail ordinance. She stated that she raised the issue at the Newark Unified School District Board meeting and requested that they adopt a resolution in support.

Community Development Director Turner stated that the Community Preservation Division is working on this matter and anticipated that the draft ordinance would be presented to the City Council in the Fall.

D. CONSENT CALENDAR

Assistant City Manager Hovorka requested the removal of item D.5 to allow for City Council Member recusals.

Council Member Collazo moved, Vice Mayor Freitas seconded, to approve Consent Calendar items D.1 to D.4, that the resolutions be numbered consecutively, and that reading of the titles suffice for adoption. The motion passed, 5 AYES.

1. Approval of Audited Demands

2. Approval of April 25, 2024, minutes

3. Adopt a resolution authorizing the City Manager to enter into an agreement with Axon Enterprise, Inc. for the purchase of Axon's Officer Safety Plan 10 Premium hardware, software, and training packages, and amend the 2022-2024 Biennial Budget and Capital Improvement Plan
Resolution No. 11635
Contract No. 24037

4. Adopt a resolution authorizing the City Manager to execute the Third Amendment to the Contractual Services Agreement with Stantec Consulting Inc. to provide additional Professional Environmental Services for Mowry Village Project
Resolution No. 11636
Contract No. 21025

NONCONSENT

5. Adopt a resolution authorizing the acceptance of the State of California grants for the Old Town PDA Road Diet and Complete Street Improvement Project in the amount of $1,000,000 and for the Newark Resource Center Improvement Project in the amount of $1,000,000 and amend the 2022-2024 Biennial Budget and Capital Improvement Plan
Resolution No. 11637

Vice Mayor Freitas announced that he would recuse from this item due to a Conflict of Interest for rental property. He exited the City Council Chambers.

Council Member Collazo announced that she would recuse from this item due

to a property ownership Conflict of Interest. She exited the City Council Chambers.

No one from the public requested to speak.

Council Member Jorgens moved, Council Member Bucci seconded to adopt the resolution. The motion passed, 3 AYES, 2 RECUSED.

Vice Mayor Freitas and Council Member Collazo returned to the City Council Chambers.

E. PUBLIC HEARINGS

F. OTHER BUSINESS

1. Adopt a resolution authorizing the City Manager to execute a contractual services agreement with Arup US, Inc. to develop a Sea Level Rise Vulnerability Assessment and Adaptation Strategy and amending the 2022-2024 Biennial Budget and Capital Improvement Plan
Resolution No.11638
Contract No. 24038

Environmental Services Manager Scanlin gave the presentation recommending approval. Presentation on file with City Clerk.

Taranjit Singh asked about the types of data that would be collected and if it would be publicly available.

Jack Hogan, consultant stated the data would be publicly available at the end of the project.

Jana Sokale expressed her support for the development of the Strategy and made suggestions on what the study should consider.

Council Member Bucci moved, Council Member Jorgens seconded to adopt the resolution. The motion passed, 5 AYES.

2. Pension Update and Cost Management Strategies Presentation and, by

Motion, provide direction regarding establishment and funding of a New Pension Section 115 Trust
Motion approved

Finance Director Lee and Craig Hill NHA Advisors gave the presentation recommending the New Pension Section 115 Trust establishment and funding. Presentation on file with City Clerk.

Mr. Hill presented the background on CalPERS Costs, historical and projected CalPERS Costs, and Potential Cost Management Strategies.

No one from the public requested to speak.

Council Member Bucci stated that he would like to compare the fee schedules from the potential trust providers.

Vice Mayor Freitas moved, Council Member Collazo seconded to establish and fun the New Pension Section 115 Trust. The motion passed, 5 AYES

G. CITY COUNCIL MATTERS

Council Member Collazo thanked staff for the well wishes. She congratulated everyone associated with State of the City. She complimented Emergency Medical Services Week and shared her need for medical assistance recently. Shop Newark.

Council Member Bucci wished a Happy Mother's Day to his mom and his wife.

Vice Mayor Freitas stated that he read an article about Newark's population declining and found it difficult to believe with all the new housing built. He congratulated the Mayor's State of the City Address and to staff who worked on it.

Mayor Hannon thanked Avanzando for their scholarship program. He thanked Newark Rotary who will be awarding $40,000 to nonprofits from their annual Crab Feed fundraiser. He thanked City staff for the State of the City address work. He wished his wife and everyone a Happy Mother's Day.

H. CITY MANAGER UPDATES

I. CLOSED SESSION

J. ADJOURNMENT

Mayor Hannon adjourned the meeting at 9:17 p.m.

STAFF REPORT

Item D. 3.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Steven Turner, Community Development Director
SUBJECT	Adopt a resolution approving a Consultant Services Agreement with Community Planning Collaborative for Housing Program Management Consulting Services

SUMMARY AND RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into an agreement with Community Planning Collaborative for housing program professional services. The agreement would have a not-to exceed amount of $200,000.00. The agreement would allow staff to use professional consultant services to implement 2023-2031 Housing Element programs, previously identified housing efforts identified in the 2021-2023 work plan, and other housing-related efforts.

BACKGROUND

The City has successfully utilized professional consultants in the past to provide services and experience that City staff cannot provide and to augment staff capacity during busy periods or when resources are low. In November 2020, the City Council authorized the city manager to enter into an agreement with Baird + Driskel Community Planning (now known as “Community Planning Collaborative”, the Consultant) for on-call affordable housing program services. In December, the city executed a Contractual Service Agreement with the Consultant for a not-to-exceed amount of $150,000.00. This agreement led to the successful implementation of programs based on the City Council’s direction, demonstrating the effectiveness of such arrangements. Work performed under the CSA included:

- Preparation of the 2021-2023 Affordable Housing Work Plan- which provided direction to city staff regarding the City Council’s housing program priorities leading up to the adoption of the 2023-2031 Housing Element.
- Creation and implementation of an Affordable Housing Notice of Funding Availability (NOFA) program. As a result of the NOFA program, the City Council awarded $12 million to Satellite Affordable Housing Associates (SAHA) for a 100% affordable rental community on Thorton Avenue. The SAHA project is currently undergoing technical review by staff.
- Preparation and review of technical studies prepared by other consultants to support a local live/work affordable housing preference ordinance. Staff and consultants will prepare an ordinance for City Council review in 2024.

- Initial work to support the preparation of the 2023-2031 General Plan Housing Element (Housing Element). The Consultant, under a separate CSA, was the lead consultant for the Housing Element, which was adopted by the City Council in October 2023.
- From October 2023 to the present, the initial tasks associated with the Housing Element program implementation.

That CSA has now expired. The Consultant's work between early 2022 and the end of 2023 was primarily focused on preparing the Housing Element. Implementing the new Housing Element programs, including those priorities identified in the 2021-2023 Work Plan, will be a substantial focus of Community Development Department (CDD) staff in 2024 and 2025.

DISCUSSION/ANALYSIS

City staff and the Consultant desire to implement the new Housing Element programs, including priorities in the 2021-2023 Work Plan through a new CSA with a not to exceed amount of $200,000.00. Specific work identified in the CSA includes:

- Inclusionary Housing Feasibility Study & Ordinance. Housing Element Program H54.2 reiterates the City's commitment to its existing and future affordable housing development programs, including an update to the City's inclusionary policies to prioritize the production of affordable units. Currently, developers pay fees to satisfy the affordable housing demand generated by commercial and residential development. The new ordinance is expected to require the production of units to satisfy demand.
- Renter Protection Program Development. Housing Element Program 4.6 includes creating programs that support residential tenants' ability to stay in their homes and the community. The Housing Element identifies programs such as minimum lease terms and relocation assistance as two possible programs, but other programs may also be helpful for renters.
- Support for other housing programs, including previously identified priorities for local live/work preferences for affordable housing, future programs for distribution of affordable housing impact fees, community engagement, City Council, Planning Commission, and other stakeholder engagement, identifying grant opportunities, housing project review technical assistance, and other related tasks as assigned.

The Consultant will work closely with city staff on these efforts. The Consultant is expected to be a collaborative resource for the Housing Policies and Programs Manager.

FISCAL IMPACT

The proposed 2024-2026 Biennial Budget and Capital Improvement Plan (CIP) allocates $450,000 of Community Development Maintenance funds for Housing Element Implementation – Housing Programs. The CSA costs of $200,000 are identified in the FY 2025 Capital Improvement Plan (CIP) and substantial work described in the CSA will occur in FY 2025. The Consultant will initiate CSA work in FY 2024 under the existing CSA (executed in FY 2020) using the remaining not to exceed budgeted funds in that agreement. No other budget amendment is necessary at this time.

REVIEW AND APPROVAL

Prepared by - Steven Turner, Community Development Director
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

CPC Resolution

Agreement

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACTUAL SERVICES AGREEMENT WITH COMMUNITY PLANNING COLLABORATIVE TO PROVIDE PROFESSIONAL HOUSING PROGRAM MANAGEMENT SERVICES

WHEREAS, the City of Newark (the "City") has a need for professional planning services to support the City's affordable housing program efforts; and

WHEREAS, the City has previously worked with Community Planning Collaborative (the "Consultant") to provide services related to housing program efforts; and

WHEREAS, the City desires to enter into an Agreement with the Consultant to provide the desired services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Newark that the City Manager is hereby authorized to execute the Contractual Services Agreement with Community Planning Collaborative, in a form approved by the City Attorney, to provide housing program management services consistent with minimum qualifications provided by the City for a total not to exceed the amount of $200,000.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to take all other actions necessary to effectuate the intent of this Resolution.

CONTRACTUAL SERVICES AGREEMENT

CONSULTANTS

This Service Agreement (hereinafter "Agreement") is made and entered into this day of , 2024 by and between the **CITY OF NEWARK**, a municipal corporation ("City"), and COMMUNITY PLANNING COLLABORATIVE, a California corporation ("Consultant"), collectively the "Parties".

W I T N E S S E T H:

WHEREAS, City requested a proposal to perform the services generally including housing program management services, project management services for the development of specific housing programs, technical support services related to engagement with local and regional stakeholders and project developers, community engagement on housing-related matters, identifying and preparing grants and grant application, and other related tasks and program assistance. The requested proposals included specific tasks related to the development of an inclusionary housing program and renter protection program.

WHEREAS, in response to City's request, Consultant submitted a proposal and, after negotiations, Consultant agreed to perform the Services more particularly described in Exhibit "A" ("Services"), in return for the compensation described in this Agreement and Exhibit "B".

WHEREAS, in reliance upon Consultant's documentation of its qualifications, as set forth in Exhibit "C", City finds that Consultant has demonstrated the requisite qualifications, experience, training, and expertise to perform the requested Services.

NOW, THEREFORE, the Parties hereto agree as follows:

1. CONSULTANT'S SERVICES. Consultant shall perform Services described, and in the time, place, and manner specified in Exhibit "A" in accordance with the terms and conditions of this Agreement. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit "A", the Agreement shall control.

2. TIME FOR PERFORMANCE. Time is of the essence in the performance of Services under this Agreement and Consultant shall generally adhere to the schedule set forth in Exhibit "A"; provided, that City shall grant reasonable extensions of time for the performance of such Services occasioned by governmental reviews of Consultant's work product or other unavoidable delays occasioned by circumstances, provided, further, that such unavoidable delays shall not include strikes, lockouts, work stoppages, or other labor disturbances conducted by, or on behalf of, Consultant's officers or employees. Any Services for which times for performance are not specified in this Agreement shall be commenced and completed by Consultant in a reasonably prompt and timely manner based upon the circumstances and direction communicated to Consultant.

Consultant acknowledges the importance to City of City's performance schedule and agrees to put forth its best professional efforts to perform its Services under this Agreement in a

manner consistent with that schedule. City understands, however, that Consultant's performance must be governed by sound professional practices.

3. COMPENSATION.

A. "Not to Exceed" Compensation. City shall compensate Consultant for all Services performed by Consultant hereunder in an amount based upon Consultant's hourly or other rates set forth in Exhibit "B". The payments specified in Exhibit "B" shall be the only payments to be made to Consultant for Services rendered pursuant to this Agreement.

Notwithstanding the foregoing, the combined total of compensation and costs payable hereunder shall not exceed the sum of Two Hundred Thousand and No/100 Dollars ($200,000.00) unless the performance of services and/or reimbursement of costs and expenses in excess of said amounts have been approved in advance of performing such services or incurring such costs and expenses by City, evidenced in writing authorizing such additional amount.

B. Method of Billing. To request payment, Consultant shall submit monthly invoices to City identifying Services performed and the charges therefore (including an identification of personnel who performed Services, hours worked, hourly rates, and reimbursable expenses), based upon Consultant's billing rates (set forth on Exhibit "B" hereto).

Consultant shall submit all billings for said Services to City in the manner specified in Exhibit "B"; or, if no manner is specified in Exhibit "B", then according to the usual and customary procedures and practices which Consultant uses for billing clients similar to City.

Invoices shall be sent to:

City of Newark
Attn: Finance Department
37101 Newark Blvd.
Newark, CA 94560

Upon completion of Services, City shall sign off and acknowledge that all terms and conditions have been satisfactorily met; upon which, unless waived by City in writing, Consultant shall prepare an itemized statement, briefly describing by task and/or labor category the items billed.

C. Payment. Upon receipt of an invoice, City shall make payments to Consultant on a monthly basis, or at such other times as may be specified in Exhibit "B", for Services, which are performed in accordance with this Agreement to the satisfaction of City.

D. Consultant's Failure to Perform. In the event that Consultant performs Services that do not comply with the requirements of this Agreement, Consultant shall, upon receipt of written notice from City, re-perform the services (without additional compensation to Consultant). If Consultant's failure to perform in accordance with this Agreement causes damages to City, Consultant shall reimburse City for the damages incurred (which may be charged as an offset to Consultant's payment).

4. ADDITIONAL SERVICES. In the event City desires the performance of additional services not otherwise included within Services, such services shall be authorized by written task order approved in advance of the performance thereof. Such task order shall include a description of the services to be performed thereunder, the maximum compensation and reimbursement of costs and expenses payable therefore, the time of performance thereof, and such other matters as the Parties deem appropriate for the accomplishment of such services. Except to the extent modified by a task order, all other terms and conditions of this Agreement shall be deemed incorporated in each such task order.

5. INDEPENDENT CONSULTANT. At all times during the term of this Agreement, Consultant shall be, and is an independent consultant and shall not be an employee or agent of City. Consultant shall not be entitled to any benefit, right, or compensation other than that provided in this Agreement. City shall have the right to control Consultant only insofar as the results of Consultant's Services; however, City shall not have the right to control the means by which Consultant accomplishes Services rendered pursuant to this Agreement.

Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

6. PERSONNEL. Consultant understands that, in entering into this Agreement, City has relied upon Consultant's ability to perform in accordance with its representations regarding the qualifications of Consultant, including the qualifications of its Authorized Representative, its designated personnel, and its Subconsultants, if any, identified in Exhibit "C". Therefore, Consultant shall not replace its Authorized Representative, or any of the designated personnel or Subconsultants identified in Exhibit "C", without the prior written consent of City. All Services shall be performed by, or under, the direct supervision of Consultant's Authorized Representative.

Consultant agrees to include with all Subconsultants in their subcontract the same requirements and provisions of this Agreement including the indemnity and Insurance requirements to the extent they apply to the scope of the Subconsultant's work. Subconsultants hired by Consultant agree to be bound to Consultant and City in the same manner and to the same extent as Consultant is bound to City under this Agreement. Subconsultant further agrees to include these same provisions with any Sub-subconsultant. A copy of this Agreement's Indemnity and Insurance provisions will be furnished to the Subconsultant upon request. The Consultant shall require all Sub-subconsultants to provide a valid certificate of insurance and the required endorsements included in this Agreement prior to commencement of any Services and will provide proof of compliance to the City.

In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any of Consultant's designated personnel or Subconsultants, Consultant shall, immediately upon receiving notice from City of such desire of City, cause the removal of such person or persons.

7. FACILITIES AND EQUIPMENT. Consultant shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing Services.

8. INFORMATION AND DOCUMENTATION.

A. Information from City. City has made an effort to provide Consultant with all information necessary for Consultant's performance of Services. If Consultant believes additional information is required, Consultant shall promptly notify City and City will provide to Consultant all relevant non-privileged information in City's possession.

B. Consultant's Accounting Records. Consultant shall maintain all accounting records related to this Agreement in accordance with generally accepted accounting principles and state law requirements, and in no event for less than four (4) years. Consultant's accounting records shall include, at a minimum, all documents which support Consultant's costs and expenses related to this Agreement, including personnel, subconsultants' invoices and payments, and reimbursable expenses. Consultant's accounting records shall be made available to City within a reasonable time after City's request, during normal business hours.

C. Ownership of Work Product. All original documents prepared by Consultant (including its employees and subconsultants) for this Agreement ("Work Product"), whether complete or in progress, are the property of City and shall be given to City at the completion of Consultant's Services, or upon demand of City. Consultant shall have a right to make and keep copies of the Work Product except for any confidential information. Consultant shall not reveal the Work Product or the confidential information contained in the Work Product, or make it available, to any third party without the prior written consent of City.

9. CONFLICTS OF INTEREST PROHIBITED. Consultant (including its employees, agents, and subconsultants) shall not maintain or acquire any direct or indirect interest that conflicts with the performance of this Agreement. Consultant shall comply with all requirements of the Political Reform Act (California Government Code Section 81000, *et seq.*) and other laws relating to conflicts of interest, including: (a) Consultant shall not make or participate in a decision made by City if it is reasonably foreseeable that the decision may have a material effect on Consultant's economic interest, and (b) if required by law, Consultant shall file financial disclosure forms with the City Clerk. If Consultant maintains or acquires a conflicting interest, any contract with City (including this Agreement) involving Consultant's conflicting interest may be terminated by City.

10. NONDISCRIMINATION. Consultant shall comply with all applicable federal, state, and local laws regarding nondiscriminatory employment practices, whether or not said laws are expressly stated in this Agreement. Consultant shall not discriminate against any employee or applicant because of race, color, religious creed, national origin, physical disability, mental disability, medical condition, marital status, sexual orientation, sex, age, or any other basis, as defined in California Civil Code Section 51.

11. COMPLIANCE WITH LAW AND STANDARD OF CARE. Consultant shall comply with all applicable legal requirements including all federal, state, and local laws (including ordinances and resolutions), whether or not said laws are expressly stated in this Agreement. Consultant shall perform Services using a standard of care equal to, or greater than, the degree of skill and diligence ordinarily used by reputable professionals, with a level of experience and training similar to Consultant, performing under circumstances similar to those required by this Agreement.

12. RESERVED.

13. RESERVED.

14. INSURANCE. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, subconsultants, or employees.

A. Verification of Coverage.

Consultant shall furnish City with original certificates of insurance and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by City before work commences.

Proof of Insurance shall be mailed to the following address or any subsequent address as may be directed in writing by the City Risk Manager:

CITY OF NEWARK
Attn: Risk Manager
37101 Newark Boulevard
Newark, CA 94560

City reserves the right to require and obtain complete, certified copies of all required insurance policies and endorsements at any time. Failure to exercise this right at any time shall not constitute a waiver of right to exercise later. Consultant shall immediately furnish City with certificates of renewal for each policy that is renewed during the term of this Agreement.

B. Minimum Scope of Insurance.

Coverage shall be at least as broad as:

1. Insurance Services Office Form Number CG 00 01covering Commercial General Liability on an occurrence basis, including products and completed operations, property damage, bodily injury, and personal and advertising injury; and

2. Insurance Services Office Form Number CA 00 01 covering Code 1, (any auto), or Code 8 (hired) and Code 9 (non-owned) if consultant has no owned autos; and

3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance; and

4. Errors and Omissions Liability insurance appropriate to the Consultant's profession. Architects' and Engineers' coverage is to be endorsed to include contractual liability.

C. Minimum Limits of Insurance.

It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements and/or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of and Insurance policy or proceeds available to the named Insured; whichever is greater.

Consultant shall maintain limits no less than:

1. General Liability: (including products and completed operations, property damage, bodily injury, and personal and advertising injury)	**$2,000,000** per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability:	**$1,000,000** per accident for bodily injury and property damage.
3. Employer's Liability:	**$1,000,000** per accident for bodily injury or disease.
4. Errors and Omissions Liability:	**$1,000,000** per occurrence or claim; $2,000,000 aggregate.

D. Deductibles and Self-Insured Retentions.

Any deductibles or self-insured retentions must be declared to and approved by the City Risk Manager. At the option of City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to City, its officers, officials, directors, employees, contractors, agents, and volunteers, or (2) Consultant shall provide a financial guarantee satisfactory to City guaranteeing payment of losses and related investigations, claim administration, and defense expenses in an amount specified by the City Risk Manager or designee.

E. Claims Made Policies.

For all "claims made" coverage, in the event that Consultant changes insurance carriers Consultant shall purchase "tail" coverage or otherwise provide for continuous

coverage covering the Term of this Agreement and not less than five (5) years thereafter. Proof of such "tail" or other continuous coverage shall be required at any time that the Consultant changes to a new carrier.

F. Wasting Policies.

No policy required by this paragraph 14 shall include a "wasting" policy limit (ie. limit that is eroded by the cost of defense).

G. Remedies.

In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

2. Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or

3. Terminate this Agreement.

H. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City Risk Manager. All insurance companies providing coverage to Consultant shall be insurance organizations authorized by the Insurance Commissioner of the State of California to transact the business of insurance in the State of California.

I. Other Insurance Provisions.

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. Additional Insureds. City, its officers, officials, directors, employees and volunteers ("Additional Insureds") are to be covered as insureds with respect to liability arising out of work or operations performed by or on behalf of Consultant; including materials, parts or equipment furnished in connection with such work or operations.

2. Primary Coverage. For any claims related to Services, Consultant's insurance coverage shall be primary insurance as respects City, its officers, officials, directors, employees, and volunteers. Any insurance or self-insurance maintained by City, its officers, officials, directors, employees, or volunteers shall be excess of Consultant's insurance and shall

not be contribute with it. Consultant's policy will not seek contribution from the City's insurance or self-insurance.

3. Notice of Cancellation. Each insurance policy required above shall provide that coverage shall not be canceled during the term of this Agreement without notice to City.

4. Civil Code § 2782. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the California Civil Code.

5. Deductibles and Self-Insured Retentions (SIR). All deductibles and self-insured retentions must be disclosed to the City Risk Manager for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named Insured or the City.

6. Subconsultants. Consultant shall include all subconsultants as insureds under its policies or shall require and verify separate certificates and endorsements have been obtained for each subconsultant. All coverages for subconsultants shall be subject to all of the requirements stated herein.

7. Waiver of Subrogation. With respect to Workers' Compensation and Employer's Liability Coverage, the insurer shall agree to waive all rights of subrogation against City, its officers, officials, directors, employees, and volunteers for losses arising from work performed by Consultant for City.

8. Coverage is Material Element. Maintenance of proper insurance coverage in conformity with the provision of this paragraph 14 is a material element of this Agreement and failure to maintain or renew coverage or to provide evidence of coverage or renewal may be treated by City as a material breach of this Agreement.

9. Variation. The City Risk Manager may approve a variation in these insurance requirements upon a determination that the coverage, scope, limits, and form of such insurance are either not commercially available or that City's interests are otherwise fully protected. Any variation granted shall be done in writing and shall be made a part of this Agreement as Appendix "A".

15. REPORTING DAMAGES. If any damage (including but not limited to death, personal injury or property damage) occurs in connection with the performance of this Agreement, Consultant shall immediately notify the City Risk Manager's office by telephone at 510-578-4428, and Consultant shall promptly submit to the City's Risk Manager and the City's Administrator (see paragraph 19, herein below) a written report (in a form acceptable to City) with the following information: (a) name(s) and address(es) of the injured or deceased person(s), (b) name(s) and address(es) of witnesses, (c) name(s) and address(es) of Consultant's insurance company(ies), and (d) a detailed description of the damage(s) and whether any City property was involved.

16. INDEMNIFICATION/SAVE HARMLESS. To the fullest extent permitted by law, the Consultant shall: (1) immediately defend, and (2) indemnify City, its, officers, officials, directors, employees, and volunteers from and against all liabilities regardless of nature or type arising out of or resulting from Consultant's performance of Services, or any negligent or wrongful act or omission of Consultant or Consultant's officers, employees, agents, or subconsultants. Liabilities subject to the duties to defend and indemnify include, without limitation all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution. Consultant's obligation to indemnify applies unless it is adjudicated that its liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

In the event that Consultant or any employee, agent, or subconsultant of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

The duty to defend is a separate and distinct obligation from Consultant's duty to indemnify. Consultant shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by City immediately upon tender to Consultant of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination of comparative active negligence or willful misconduct by an indemnified party does not relieve the Consultant from its separate and distinct obligation to defend City. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Consultant asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the sole active negligence or sole willful misconduct of an indemnified party, Consultant may submit a claim to City for reimbursement of reasonable attorneys' fees and defense costs.

The review, acceptance or approval of Consultant's work or work product by any indemnified party shall not affect, relieve or reduce Consultant's indemnification or defense obligations. This paragraph survives completion of Services or the termination of this contract. The provisions of this paragraph are not limited by and do not affect the provisions of this contract relating to insurance.

Consultant/Subconsultant's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnification obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

17. LICENSES, PERMITS, ETC. Consultant represents and warrants to City that it has all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for Consultant to practice its profession. In addition to the foregoing, Consultant shall obtain and maintain during the term hereof a valid City of Newark Business License.

18. TERM/TERMINATION.

A. The term of this Agreement shall commence upon the date first hereinabove written and shall expire upon completion of performance of Services hereunder by Consultant.

B. Notwithstanding the provisions of paragraph 18 Section A above, City may terminate this Agreement at any time and without cause upon written notification to Consultant. Consultant may cancel this Agreement upon thirty (30) days' written notice to City and shall include in such notice the reasons for cancellation. In the event of such termination, City shall compensate Consultant for Services rendered and reimburse Consultant for costs and expenses incurred, to the date of termination, calculated in accordance with the provisions of paragraph 3. In ascertaining the Services actually rendered to the date of termination, consideration shall be given both to completed work and work in process of completion. Nothing herein contained shall be deemed a limitation upon the right of City to terminate this Agreement for cause, or otherwise to exercise such rights or pursue such remedies as may accrue to City hereunder.

19. CONTRACT ADMINISTRATION. This Agreement shall be administered by of the City of Newark ("Administrator"). All correspondence shall be directed to or through the Administrator or his/her designee.

20. NOTICES. Written notices required or convenient hereunder shall be delivered personally or by depositing the same with the United States Postal Service, first class (or equivalent) postage prepaid and addressed, in the case of Consultant, to:

		CITY OF NEWARK
	JOSHUA ABRAMS **Consultant** **Administrator**	STEVEN TURNER
Address:	Community Planning Collaborative2639 Benvenue Av Berkeley, CA 94704	City of Newark 37101 Newark Boulevard Newark, CA 94560

21. PARAGRAPH HEADINGS. Paragraph headings used herein are for convenience only and shall not be deemed to be a part of such paragraphs and shall not be construed to change the meaning thereof.

22. EXHIBITS. All exhibits referred to herein are attached hereto and are by this reference incorporated herein.

23. SEVERABILITY. If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the Parties' intent under this Agreement.

24. GOVERNING LAW, JURISDICTION, AND VENUE. The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Alameda.

25. ATTORNEY'S FEES. In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.

26. ASSIGNABILITY. Neither Consultant nor City shall subconsult, assign, sell, mortgage, hypothecate, or otherwise transfer their respective interests or obligations in this Agreement without the express prior written consent of the non-transferring party.

27. MODIFICATIONS. This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both Parties.

28. WAIVERS. Waiver of breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision of this Agreement.

29. ENTIRE AGREEMENT. This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the Parties concerning the Services. This Agreement supersedes all prior negotiations, agreements, and understandings regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.

30. SIGNATURES. The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of Consultant and City. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns.

31. COVENANT AGAINST CONTINGENT FEES. Consultant hereby warrants that Consultant has not employed or retained any company or person, other than a *bona fide* employee working for Consultant, to solicit or secure this Agreement, and Consultant has not paid or agreed to pay any company or person, other than a *bona fide* employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, at City's discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first hereinabove written.

CITY OF NEWARK,
a municipal corporation

By _____
City of Newark

Date _____

By _____
Community Planning Collaborative (Consultant)

Date _____

JOSHUA ABRAMS
Printed Name

Attest:

_____
City Clerk

Date _____

Approved as to form:

_____
City Attorney

Date _____

EXHIBIT A

SCOPE OF SERVICES

Housing Program Management Services

Consultant will provide Housing Program Management Services to the City based on assignments provided by the Community Development Director or designee. Consultant will be free from the control and direction of the City as it relates to the performance of the work. Consultant will assign Kristy Wang, Principal, Joshua Abrams, Principal, and David Driskell, Principal, and subconsultants approved by the Community Development Director or designee, to provide the services including, but not limited, to the following:

- Provide project management and technical assistance to Community Development staff to implement policies and programs identified in or related to the 2023-2031 Housing Element;
- Work with Community Development staff to distribute Affordable Housing Impact Fees for the creation of deed-restricted affordable housing;
- Assess possible renter assistance policies and programs that could be established in Newark;
- Provide technical assistance related to engagement with Alameda County local government stakeholders and regional partners to assess opportunities for collaboration;
- Provide assistance related to community engagement with Newark residents and stakeholders, including but not limited to outreach, communications and meeting facilitation;
- Identify opportunities for grant funding; prepare grant applications and manage awards;
- Assess affordable housing development projects for consistency with the City's goals, policies, and actions;
- Provide technical assistance with negotiating affordable housing funding agreements on behalf of the City;
- Provide technical assistance with representing City staff within the community and at Planning Commission and City Council meetings related to affordable housing;
- Provide technical assistance with representing the City at local and regional meetings; identify action items and coordinate activities and responses as necessary, and
- Other related affordable housing tasks and programs as requested by the Community Development Director or designee.

TASK: INCLUSIONARY HOUSING FEASIBILITY & ORDINANCE

The adopted and certified 2023-2031 Housing Element (Housing Element) contains goals, policies, and programs to increase access to affordable housing. Specifically, Program H5.2 reiterates the City's commitment to its existing affordable housing development programs, including an update to the City's inclusionary policies (currently structured as an affordable housing impact fee) to prioritize production of affordable units. The following scope of work outlines the required tasks for an inclusionary housing feasibility study and ordinance.

For Newark's Inclusionary Housing Program, the following scope prioritizes collaborative development and remains flexible and responsive to shifting local context. The scope may be adjusted based on refinements made during Project Kick-Off, and changing political and community context as the project progresses.

TASK 1 KICK OFF & PROJECT ADMINISTRATION
Task 1.1 Hold Project Kick-Off, Refine Workplan & Timeline

We will start with a kick-off meeting with Newark staff to discuss project expectations regarding coordination, reporting, deliverables, and all relevant project information, including the number of prototypes to be analyzed. Next we will finalize a work plan and project schedule, accounting for public outreach, anticipated Planning Commission and City Council study sessions and hearings, and material preparation and review, and refine the budget in connection with finalizing the scope and workplan.

Task 1.2 Ongoing Coordination & Project Management

We anticipate both regular email communications and bi-weekly check-ins to ensure project coordination and troubleshoot issues as they arise. Successful project completion requires regular and ongoing management, and coordination between team members, community partners, and stakeholders. The project budget assumes time and effort devoted to this work.

TASK 1 DELIVERABLES

- Hold kick-off meeting
- Finalize scope and workplan
- Refine schedule based on finalized scope, including meetings and milestones
- Create agendas and hold bi-weekly check-ins with the Newark team
- Facilitate on-going project coordination

TASK 2 INTRODUCTION TO INCLUSIONARY
Task 2.1 Introductory Memo for Planning Commission and City Council

We will draft a staff memo for the City Council and the Planning Commission to provide general education on inclusionary housing policy. The memo will provide context, identify issues and options and a schedule.

TASK 2 DELIVERABLES

- Draft memo for Planning Commission and City Council introducing the policy

TASK 3 DATA GATHERING

Task 3.1 Interviews & Review of Existing Work

We will review reports, plans and other material identified by the city team to understand ongoing initiatives and the policy context of Newark. This should include any relevant existing ordinances, policies, programs, and practices that might inform the outreach process and program structure. The team will also review recently completed development projects, the planned development pipeline, and impact and permit fee schedules, etc. We will also select the applicable City real estate submarkets for the feasibility study. Interviews with city staff and stakeholders identified by city staff will supplement document review, grounding our analysis in the reality of existing city systems.

Task 3.2 Best Practices & Regional Trends

We will review a selection of published resources and programs in neighboring and similar jurisdictions, identifying key trends that inform the local policy and market context of Newark. This will help us communicate that value of implementing best practices for the city, stakeholders, and the community at large by contextualizing program strategies within regional trends.

Task 3.3 Market Data Research

Century | Urban will lead market data research. Based on decision points identified by the project team, they will evaluate local residential market trends and report on critical metrics to consider in program development.

TASK 3 DELIVERABLES

- Conduct interviews and review existing work
- Identify regional trends and applicable best practices
- Gather data on market trends and feasibility

TASK 4 STAKEHOLDER & COMMUNITY ENGAGEMENT

Task 4.1 Developer Meeting

For Newark, we propose convening a Developer Advisory Group to engage key community and industry partners. This should include development industry leaders and local market experts and others identified by city staff. We anticipate the group size to be less than 20 people to ensure inclusionary recommendations and strategies are well grounded in market realities and community needs. We assume close partnership with the city team in identifying Advisory Group members and issuing invitations.

We will coordinate and facilitate one stakeholder meeting designed to provide critical insight into the market realities, local industry norms, and the development process, along with existing housing needs.

This proposed scope and budget assumes stakeholder meetings will be held virtually, but these may be shifted to in-person as needed, with additional budget allocated to allow for effective in-person material development and activity facilitation. For each meeting, we will develop the agenda, run of show, and presentations as needed, along with facilitation and notetaking. We assume city staff will coordinate event logistics, outreach to attendees, and any necessary printing and registration.

TASK 4 DELIVERABLES

- Facilitate one virtual developer meeting

TASK 5 DEVELOP INSIGHTS/SUMMARIZE RESULTS

Task 5.1 Run Inclusionary Housing Calculator for Residential Feasibility Report

We will synthesize data collected in Tasks 3 and 4 and develop an analysis of potential program structures using the Inclusionary Housing Calculator. This simulation tool is designed to explore the relationship between local mechanisms and housing development, outlining the impact that different requirements and incentives may have on unit count and affordability. We will work closely with Newark staff and Century | Urban to identify key assumptions and test metrics. This reporting methodology will allow us to check for feasibility and make real time adjustments to affordability percentage, AMI levels, financing options, and incentive strategies. We will meet with city staff and explore the results together.

The Inclusionary Housing Calculator gets us through the most challenging parts of feasibility analysis at half the cost, easing the way for decision making. A results summary will present scenario options in easy-to-understand tables and graphics that can be shared with elected officials and stakeholders.

Task 5.2 Summarize Strategy Options

Using data gathered through Task 2 and the feasibility report created in Task 3.1, we will establish a summary of the most effective program options for Newark's housing market. This will include information on programs in neighboring communities for comparison and context, an overview of anticipated administration costs, additional considerations for the city's unique context, and a summary of program and policy recommendations.

TASK 5 DELIVERABLES

- Develop residential feasibility summary using Inclusionary Housing Calculator
- Draft a summary of program and policy strategy options

TASK 6 STAKEHOLDER & COMMUNITY ENGAGEMENT

Task 6.1 Developer Meeting

The Developer Advisory Group will review feasibility data and provide feedback on inclusionary programs and recommendations in one virtual meeting. This meeting will outline how stakeholder input and market data gathered so far have shaped recommendations and identify key decision points for a final ordinance and implementation structure.

For this stakeholder meeting we will manage activity design and facilitation planning, with the assumption that city staff will coordinate event logistics and outreach to attendees.

Task 6.2 Community Workshop

We will coordinate and facilitate one in-person community workshop, with the goal of introducing inclusionary housing program strategies, ensuring community voices are heard, and ground-truthing data. We will work to ensure we reach a diverse intersection of

groups, including marginalized and underrepresented communities and community groups at risk of displacement.

The community workshop, facilitated by CPC and city staff, will be designed to serve a broad and diverse audience, covering the basics and encouraging feedback from the larger Newark community. Workshop activities will be structured to welcome conversation and help participants identify the priorities that make the biggest difference for housing in their communities. We will also support city staff with their coordination of event logistics, outreach to attendees and any necessary printing and registration.

The structure of this engagement may be refined based on feedback from the Stakeholder Advisory Group, City Council, and city staff, but at this stage we envision one community workshop.

Our proposed budget assumes this workshop will be held virtually as a Core Task, but at the discretion of the project team we may hold this workshop in-person, with additional budget noted as an Optional Task.

Task 6.3 Engagement Summary

A final summary will provide a brief overview of the stakeholder and community engagement activities and resulting findings. We will provide metrics on participation, major themes, key issue areas, and overall public opinion. These findings will be used to finalize recommendations for community-centered benefits, to be integrated into the inclusionary program structure and guidelines.

TASK 6 DELIVERABLES

- Facilitate one virtual developer meeting
- Facilitate one virtual community workshop (can be shifted to in-person with additional budget)
- Summary of engagement for inclusion in staff report

TASK 7 ORDINANCE & PRESENTATION

Task 7.1 Draft Results to Planning Commission and City Council

We will draft the staff memo and slides for public hearings and will attend two sessions, one with the City Council and one with the Planning Commission, to present draft findings and recommendations on inclusionary housing strategies for Newark. Presentations will outline how strategies are influenced by community needs and market feasibility and will identify key design points for Councilmembers and Commissioners.

Task 7.2 Review of Draft Ordinance

This proposal assumes Redwood Public Law will draft the inclusionary ordinance based on the assumptions, data, and other information collected and compiled by Community Planning Collaborative, Century | Urban, and direction given by the City. We expect to provide at least one round of revisions based on review of the draft ordinance.

Task 7.3 Final Review & Adoption with City Council & Planning Commission

We will update the staff memo and slides and attend two sessions, one with the City Council and one with the Planning Commission, to help present the ordinance for

adoption. At the discretion of city staff we may directly work with decision makers to address any final refinements and ensure easy adoption of the program.

TASK 7 DELIVERABLES

- Draft staff memo and slides for Planning Commission and City Council
- Participate in two sessions (draft and final) with Planning Commission
- Participate in two sessions (draft and final) with City Council
- Provision of assumptions, data and other information to Redwood Public Law for drafting or the ordinance
- Review of draft ordinance

OPTIONAL TASK

Task 7.4 Draft Guidelines

Community Planning Collaborative can craft implementation guidelines that address both common pitfalls and challenges specific to Newark's market and community needs, easing the way for city staff to carry out the new inclusionary program.

We would expect to revise these guidelines through an iterative process with city staff, identifying implementing departments, addressing structural questions, and ensuring enforcement provisions. Ultimately these guidelines will make inclusionary program implementation easier for both city staff and development partners alike and will ensure new funding opportunities and dignified housing options for Newark's community.

TASK: RENTER PROTECTION PROGRAM DEVELOPMENT

The adopted and certified 2023-2031 Housing Element (Housing Element) contains goals, policies, and programs to help Newark residents stay in their homes and communities. Specifically, Program H4.6 is intended to support tenant stability through minimum lease terms and relocation assistance. The following scope of work outlines the required tasks for the development of renter protection programs described in the Housing Element.

TASK 1 KICK OFF & PROJECT ADMINISTRATION

Task 1.1 Hold Project Kick-Off, Refine Workplan & Timeline

We will start with a kick-off meeting with Newark staff to discuss project expectations regarding coordination, reporting, deliverables, and all relevant project information. Next, we will finalize a work plan and project schedule, accounting for public outreach, anticipated Planning Commission and City Council study sessions and hearings, and material preparation and review.

Task 1.2 Background Research

We will devote some time to reviewing renter protection best practices for minimum lease terms ordinances, including ordinances adopted by other Bay Area cities (including Redwood City) and researching best practices in relocation assistance that go beyond state law. Other renter protection programs may be reviewed and considered, but the expected focus would be on minimum lease terms and relocation assistance.

Task 1.3 Ongoing Coordination & Project Management

We anticipate both regular email communications and bi-weekly check-ins to ensure project coordination and troubleshoot issues as they arise. Successful project completion requires regular and ongoing management, and coordination between team members, community partners, and stakeholders. The project budget assumes time and effort devoted to this work.

TASK 1 DELIVERABLES

- Hold kick-off meeting
- Finalize scope and workplan
- Refine schedule based on finalized scope, including meetings and milestones
- Create agendas and hold bi-weekly check-ins with the Newark team
- Facilitate on-going project coordination

TASK 2 STAKEHOLDER & COMMUNITY ENGAGEMENT

Task 2.1 Stakeholder & Community Engagement Plan

In partnership with Newark staff, we will develop an engagement plan that identifies the target audience and areas for input. We will develop materials for outreach and create activities and facilitation tools to help us identify the issues most important to stakeholders, as well as major themes that will impact the development of the inclusionary ordinance and implementation program.

Based on input from the City team, recommendations from stakeholders, and our collective experience and expertise, we will develop a community outreach plan that facilitates

participation from priority community groups. Community engagement will focus on defining and understanding the housing need in Newark.

We will work to ensure that a diverse intersection of groups are represented in stakeholder and community engagement efforts, including marginalized and underrepresented communities and community groups at low risk of displacement, capturing valuable perspectives on public opinion and building connections between local groups and city programs.

By establishing engagement across geographies, ethnicities, languages, and socioeconomic status we can contribute to a collective and shared understanding of local housing needs and strategies for more holistic affordability. The outcome should be a collective community guidance that shapes the development of the inclusionary housing program.

Task 2.2 Stakeholder Meetings

To engage key community and industry partners, we propose convening two in-person stakeholder meetings with tenants, service providers and advocates, and two virtual stakeholder meetings with landlords, property owners and housing providers and others identified by city staff. We anticipate the groups' sizes to be fewer than 20 people.

For each meeting, we will develop the agenda, run of show, and presentations as needed, along with facilitation and notetaking. We assume city staff will coordinate event logistics, outreach to attendees, printing and registration. For the meeting with tenants, we assume we will coordinate Spanish interpretation and translation of meeting materials into Spanish.

Task 2.3 Stakeholder Interviews

We propose to allocate some time for coordinating and holding 1:1 conversations (phone/Zoom) with stakeholders with a range of perspectives. We will develop the agenda and take notes for these meetings.

Task 2.4 Community Meetings

We will coordinate and facilitate one in-person community workshop to collect priorities and needs and concerns, and one virtual community workshop to share recommendations with the community.

In close collaboration with Newark staff we will develop materials for facilitation, designing activities and resources that can be duplicated for subsequent engagement. We will also support city staff with their coordination of event logistics, outreach to attendees, printing and registration.

We assume Spanish interpretation and translation of materials for both meetings.

Task 2.5 Meeting Summaries

A final meeting summary will provide a brief overview of the outreach and engagement process and resulting findings. We will provide metrics on participation, major themes, key issue areas, and overall public opinion. Summary notes from each meeting and findings from the interviews will be included.

TASK 2 DELIVERABLES

- Develop stakeholder engagement and community outreach plan and materials
- Facilitate two in-person stakeholder meetings (tenant) and two virtual stakeholder meetings (property owner/landlord community)
- Facilitate one in-person community meeting and one virtual community meeting
- Summary of engagement for inclusion in staff report

TASK 3 DEVELOP ORDINANCE

Task 3.1 Develop Ordinance Recommendations

This proposal assumes Redwood Public Law will draft the ordinance based on the background research and community engagement completed by Community Planning Collaborative and direction given by the City. We will develop a set of key recommendations and terms for minimum lease terms and relocation assistance and provide to Redwood Public Law.

Task 3.2 Review Draft Ordinance

We expect to provide at least one round of revisions based on our review of Redwood Public Law's draft ordinance.

Task 3.3 Final Review & Adoption with City Council & Planning Commission

Community Planning Collaborative will be available to meet with city staff and attend two public hearings (Planning Commission and City Council) to present findings and recommendations for adoption of the ordinance. Presentations will outline how strategies are influenced by community and stakeholder needs.

At the discretion of city staff we may attend public meetings or directly work with decision makers to address any final refinements and ensure easy adoption of the program.

TASK 3 DELIVERABLES

- Provision of key recommendations to Redwood Public Law
- Review of draft ordinance
- Final review and adoption public hearing process, including preparation of staff memo and slide presentation to City Council and Planning Commission

OPTIONAL TASKS

Task 3.4 Introduction to Tenant Protections with City Council and Planning Commission

Community Planning Collaborative will be available to meet with city staff and attend two public hearings (Planning Commission and City Council) to introduce tenant protection possibilities and present initial findings for feedback.

ADDITIONAL TASK 3 DELIVERABLE

- Public hearings with City Council and Planning Commission to introduce tenant protections best practices and initial findings, including preparation of staff memo and slide presentation.

	TASK: NEWARK INCLUSIONARY HOUSING FEASIBILITY/ORDINANCE	Community Planning Collaborative					Century Urban		Direct		
		Principal	Creative Director	Associates	Hours	Subtotal	Hours	Subtotal		Hours	Task Total
	Hourly Rate	*$230*	*$165*	*$140*			*$307*				
Task 1	**Kick Off & Project Administration**										
1.1	Project Kick-Off, Workplan & Timeline	6		4	10	*$1,940*	6	*$1,841*		*16*	*$3,781*
1.2	Ongoing Coordination	12		6	18	*$3,600*	0	*$0*		*18*	*$3,600*
	Subtotal - Core Tasks:	*18*	*0*	*10*	*28*	*$5,540*	*6*	*$1,841*	*$0*	*34*	*$7,381*
Task 2	**Introduction to Inclusionary**										
2.1	Draft staff memo introducing scope of work	15		10	25	*$4,850*	0	*$0*		25	*$4,850*
	Subtotal - Core Tasks:	*15*	*0*	*10*	*25*	*$4,850*	*0*	*$0*	*$0*	25	*$4,850*
Task 3	**Data Gathering**										
3.1	Interviews & Review of Existing Work	2		2	4	*$740*	6	*$1,841*		*10*	*$2,581*
3.2	Best Practices & Regional Trends	4		4	8	*$1,480*	6	*$1,841*		*14*	*$3,321*
3.3	Feasibility Data Gathering	4		2	6	*$1,200*	8	*$2,455*		*14*	*$3,655*
	Subtotal - Core Tasks:	*10*	*0*	*8*	*18*	*$3,420*	*20*	*$6,138*	*$0*	*38*	*$9,558*
Task 4	**Stakeholder & Community Engagement**										
4.1	Developer Advisory Group (virtual)	12		12	24	*$4,440*	10	*$3,069*		*34*	*$7,509*
	Subtotal - Core Tasks:	*12*	*0*	*12*	*24*	*4440*	*10*	*$3,069*	*0*	*34*	*$7,509*
Task 5	**Develop Insights/Summarize Results**										
5.1	Residential Feasibility	20		6	26	*$5,440*	10	*$3,069*		*36*	*$8,509*
5.2	Summarize Strategy Options	12		8	20	*$3,880*	6	$1,841		*26*	*$5,721*
	Subtotal - Core Tasks:	*32*	*0*	*14*	*46*	*$9,320*	*16*	*$4,910*	*$0*	*62*	*$14,230*
Task 6	**Stakeholder & Community Engagement (Continued)**										
6.1	Developer Advisory Group (virtual)	12		12	24	*$4,440*	6	*$1,841*		*30*	$6,281
6.2	Community Workshop (virtual)	12		15	27	*$4,860*	6	*$1,841*		*33*	$6,701
6.3	Engagement Summary (short version)	2		8	10	*$1,580*	2	*$614*		*12*	$2,194
	Subtotal - Core Tasks:	*26*	*0*	*35*	*61*	*$10,880*	*14*	*$4,297*	*$0*	*75*	*$15,177*
Task 7	**Ordinance & Presentation**										
7.1	Draft Results to Planning Commission and City Council	27		6	33	*$7,050*	10	*$3,069*	$400	*43*	$10,519
7.2	Review of Draft Ordinance	12		2	14	*$3,040*	2	*$0*		*16*	$3,040
7.3	Final Review & Adoption (PC, CC)	25		2	27	*$6,030*	10	*$3,069*	$400	*37*	$9,499
	Subtotal - Core Tasks:	*64*	*0*	*10*	*74*	*$16,120*	*22*	*$6,138*	*$800*	*96*	*$23,058*
	Contingency								*10%*		$8,176
	Total Core Tasks	*177*	*0*	*99*	*276*	*$54,570*	*88*	*$26,393*	*800*	*364*	*$89,940*
OPTIONAL											
7.4	Draft Guidelines (DEFERRED)	40		20	60	*$12,000*		*$0*		*60*	$12,000
	Additional cost to convert virtual meeting (Task 6.2) to in-person	8		8	12	*$2,220*	4	*$1,228*	*$300*	*16*	$3,748
	Additional cost for Spanish interpretation and materials translation for Task 6.2)										*$1,078*
	Direct Costs (+10% CPC markup)										
	Interpretation	$120	per hour	$480	per 1 hr mtg. assumes 2 hr minimum, 2 interpret						
	Translation	0.33	per word	$500	assumed per item						

	TASK: NEWARK RENTER PROTECTIONS PROGRAM DEVT	Community Planning Collaborative					Direct Costs	TOTAL
		Principal	Creative Director	Associates	Total Hours	Subtotal Costs		
	Hourly Rate	*$230*	*$165*	*$140*				
Task 1	**Kick Off & Project Administration**							
1.1	Project Kick-Off, Workplan & Timeline	2		2	4	$740		*$740*
1.2	Background Research	3		4	7	$1,250		*$1,250*
1.3	Ongoing Coordination	4		4	8	$1,480		*$1,480*
	Subtotal - Core Tasks:	***9***	***0***	***10***	***19***	***$3,470***	***$0***	***$3,470***
Task 2	**Stakeholder & Community Engagement**							
2.1	Stakeholder & Community Engagement Plan (short version)	3		3	6	$1,110		*$1,110*
2.2	Stakeholder Meetings (2 tenant in-person, 2 landlord virtual)	40		46	86	$15,640	$4,356	*$19,996*
2.3	Stakeholder Interviews (including coordination)	8		12	20	$3,520	$528	*$4,048*
2.4	Community Meetings (1 in-person, 1 virtual)	20		23	43	$7,820	$2,156	*$9,976*
2.5	Meeting Summaries (short version)	4		18	22	$3,440	$550	*$3,990*
	Subtotal - Core Tasks:	***75***	***0***	***102***	***177***	***$31,530***	***$7,590***	***$39,120***
Task 3	**Develop Ordinance**							
3.1	Develop Ordinance Recommendations	15		4	19	$4,010		*$4,010*
3.2	Review of Draft Ordinance	12		2	14	$3,040		*$3,040*
3.3	Presentations to Planning Commission and City Council (Final)	27		10	37	$7,610		*$7,610*
	Subtotal - Core Tasks:	***54***	***0***	***16***	***70***	***$14,660***	***$0***	***$14,660***
	Contingency						10%	*$5,725*
	Total Core Tasks	***138***	***0***	***128***	***266***			***$62,975***
Optional Task 3								
3.4	Presentations to Planning Commission and City Council (Intro)	27		10	37	$7,610		*$7,610*
	Direct Costs (+10% CPC markup)							
	Intepretation	$120	per hour	$480	per 1 hr mtg, assumes 2 hr minimum, 2 interpreters			
	Translation	0.33	per word	$500	assumed per item			

EXHIBIT B

PAYMENT

Consultant will charge for services according to the specific budget established for each defined task provided in Exhibit A. For Scope of Services not specifically defined with a budget, the Consultant will charge the following hourly rates, subject to change as agreed upon with the City on an annual basis:

FEE SCHEDULE

STAFF	ROLE	2024 RATE
Josh Abrams	Principal	$240
David Driskell	Principal	$240
Kristy Wang	Principal	$220
Brandi Campbell Wood	Principal	$210
Bowen Close	Creative Director	$150 (graphic design rate)
Josh Ellsworth	Consulting Senior Associate	$145 GIS rate: $160
Associate		$140
Bookkeeper		$135
Interns		$120

For subconsultant scope management and expense reimbursement, Consultant will apply a 10% mark-up.

EXHIBIT C

QUALIFICATIONS

COMMUNITY PLANNING COLLABORATIVE (CPC)

For over 25 years, Community Planning Collaborative (formerly Baird + Driskell Community Planning) has been a local and national leader in developing and implementing housing policy through participatory processes. We believe that the communities affected by a decision should help inform and shape it, and we work closely with our clients - as an extension of their staff team - to design strategies, policies, and programs that are supported by the community and implementable by staff. We are proud of our decades of proven experience designing, facilitating, and delivering on community-driven planning strategies, with a strong focus on affordable housing, equitable development, and community sustainability. Our collaborative approach leverages strategic partnerships to build stronger, more vibrant communities.

We are nationally known for our work developing inclusionary programs and nexus fee studies. Our staff have contributed to inclusionary housing policies across the country in New York, Minneapolis, St. Paul, Denver, Detroit, and Seattle, and more locally in jurisdictions as diverse as Salinas, South San Francisco, and San Mateo County. We pioneered a multi-jurisdiction, collaborative approach to inclusionary housing studies in the Bay Area, and we led the creation of game changing staff tools like an Inclusionary Program Best Practice Checklist and an Inclusionary Housing Calculator.

We are also proud to offer a highly effective approach to community engagement and education, translating technical information into understandable and accessible formats, and developing creative tools that facilitate community dialogue. We have facilitated hundreds of meetings, large and small - from educational workshops that present complex information cleanly and clearly, to dispute resolution meetings that unite stakeholders and build consensus. We have a large and growing toolkit of proven engagement methods, including real-time graphic recording, virtual webinars, online mapping and feedback tools, interactive open houses, and input tools available 24/7 in multiple languages.

CPC team members are seasoned experts in collaboration with city staff and community leaders. We undertake needs and program assessments, nexus and feasibility studies, housing strategy and program development, and collaborative multi-sector responses to shared challenges. We have written scores of housing plans focused on housing affordability, and we work extensively across the region supporting the implementation of Housing Element policies and programs that nurture inclusive communities.

Through our work in California and elsewhere, we are deeply familiar with communicating the realities and challenges of housing affordability and displacement – from regional analyses and policy discussions to the lived experiences of displaced households and communities at-risk. We know that responding to these challenges requires creative solutions for keeping people in their neighborhoods, alongside proven strategies that preserve and enhance the cultural resources and community assets that help people thrive.

Experience Providing Similar Services

CPC is known for our housing expertise. From our ongoing housing policy andprogram work with Bay Area jurisdictions through the 21 Elements Collaborative, to specific engagements for individual cities and counties across California, we have deep experience across all of the types of potential policies and programs listed in the RFQ, including:

Regional Housing Technical Assistance | ABAG/MTC | 2020 – 2024

When the Association of Bay Area Governments (ABAG) received $23 million in technical assistance funding from the State of California, they engaged Community Planning Collaborative to help strategize how best to apply it for maximum impact. From formulation of the regional strategy to designing and delivering key aspects of the program, Community Planning Collaborative has worked hand-in-hand with ABAG staff to provide an unprecedented level of regional technical support and facilitate collaboration among the 109 jurisdictions in the nine-county region.

Building on the successful model of 21 Elements, we worked with ABAG staff to fund and facilitate creation of county-level planning collaboratives across the region to deliver tailored technical assistance and provide a platform for sub-regional learning, collaboration and action. The funding also delivered nearly $11 million in local grants, and has supported the development of a rich array of tools, templates and work groups—many of which have been developed and delivered by the Community Planning Collaborative team and our partners.

Examples of our work include design and delivery of multi-jurisdiction work groups focused on Missing Middle Housing, Wildlife Mitigation and "Leading with Equity" as well as ongoing work sessions between planning and housing staff from "The Big Three" (San Francisco, Oakland and San Jose). We have also created tools such as a Housing Element RFP template; powerpoint templates and fact sheets to support local staff in explaining new state requirements to their councils and communities; and sample ordinances and legal guidance for implementation of recent state laws. All of the resources we created are found on the program website and technical assistance resource library.

21 Elements Collaborative & Let's Talk Housing Community Engagement | San Mateo County Jurisdictions | 2008 - Ongoing

Since 2008, we have facilitated the 21 Elements collaborative – a cooperative project between all 21 city and county governments in San Mateo county. Effective and inclusive community engagement is central to good planning, and we make it a priority across shared 21 Elements initiatives. CPC staff are highly effective outreach facilitators, connecting stakeholders, service providers, and residents with planning staff to shape the decisions that impact their lives.

As part of our broad-spectrum support for jurisdictions' Housing Element work we launched Let's Talk Housing as a multi-year community engagement effort in March 2021. The goal was to clearly explain to as many residents as possible what a Housing Element is, why it matters, and how to get involved.

The hallmark of Let's Talk Housing is the comprehensive website, with user-friendly explanations of Housing Elements, affordable housing and why it matters, and details for individual communities. The site is available in Arabic, Chinese, English, Spanish, and Tagalog, with up-to-date accessibility features. In the first nine months we saw more than 17,000 visits. We also launched social media platforms to help people stay informed, and developed two informational videos: What is a Housing Element and Why Housing Elements Matter.

Let's Talk Housing also included a series of events to inform the public about the Housing Element process and to hear what matters to the community – including webinars, virtual meetings, and listening sessions for specific stakeholders (fair housing organizations, housing advocates, builders/developers, and service providers). Each of the events featured dedicated time and space for people to ask questions and give feedback, and opportunities were provided in multiple languages. Altogether, thousands of participants contributed input that heavily influenced updates to these communities' Housing Elements.

It was fundamentally important that community organizations be involved in Let's Talk Housing, so we formed an Equity Advisory Group with 15 organizations focused on advancing equity and affordable housing. These groups worked together to advise on the Housing Element Update, gather community stories and input, and amplify messaging to their communities. Community stories and quotes were also compiled into Our Stories: Housing in San Mateo County, with content for jurisdictions to use in their individual outreach efforts and Housing Elements.

Comprehensive Inclusionary Zoning Assessment Tool | 18 San Mateo County Jurisdictions

Cities work too hard to create affordable housing to have it lost due to preventable circumstances. For example, one city in the central part of the country was not following best practices and consequently had a foreclosure rate on their inclusionary homes above 14 percent. A community land trust in the same city followed best practices and had a foreclosure rate of zero. In other cases, cities have been sued or faced media criticism because they failed to integrate best practice approaches into program structures. Understanding these pitfalls as the ordinance and guidelines are written can avoid the problems.

In response to this ongoing challenge, Community Planning Collaborative has helped develop, pilot, and refine a comprehensive affordable housing assessment tool. In collaboration with Cornerstone Partnership and the Ford Foundation, we led a comprehensive review of literature, conducted original research, and relied on over a decade of experience in the field to identify the top hundred most effective best practices for inclusionary zoning programs. We organized these into an assessment tool, helping program staff identify what's working well and where there are opportunities for improvement. The

results are presented in a report designed to help inclusionary zoning programs identify high priority changes.

In addition, we now employ an extensive resource library of model policies and programs from across the country to help jurisdictions address issues identified with the assessment tool. Gaps in policy and process can be filled with templatized resources, reducing the strain on local staff, building public support, and protecting affordable housing programs for future generations.

Grand Nexus & Feasibility Study | San Mateo County Jurisdictions | Completed 2014

Facing a growing need for affordable housing and a dire lack of funding, local jurisdictions in San Mateo County needed to explore a new impact fee program. Coordinated by Community Planning Collaborative, city staff undertook a groundbreaking, cooperative approach to studying new development and housing demand. By combining efforts local jurisdictions saved time and staff resources, drastically reducing the budget necessary for the results they needed.

Affordable housing impact fees often compliment inclusionary housing policies, and by collaboratively studying both residential and commercial development across jurisdictions we were able to build a feasibility analysis that met the needs of local communities while accounting for regional trends. This effort, called the Grand Nexus Study, addressed development feasibility and the nexus analysis legally required for implementation, while focusing on how much housing was necessary to welcome new lower income workers and prevent displacement of existing households.

The first step was helping each jurisdiction identify what type of development to study. Residential prototypes included single-family detached homes, condos, townhomes, and apartments. Commercial studies included offices, retail, restaurants, and hotels. The study was customized for each jurisdiction to provide granular information on market data, demographics, policy issues, and feasibility. Each city received two separate studies, one for residential development and a second for commercial development.

The end result was clear, and almost all cities adopted new impact fee programs, generating millions of dollars and supporting thousands of new homes. This project won the 2014 APA California Northern Section Award of Excellence, Best Practices.

Redwood City Inclusionary Housing Study | City of Redwood City | 2018

Community Planning Collaborative partnered with Century | Urban to advise the City of Redwood City on the feasibility, scope and structure of planned inclusionary housing requirements for development projects. Century | Urban created multiple building model templates, researched local construction costs and fees, developed a financial model reflecting potential revenues and costs associated with project income, and estimated required returns on development. CPC and Century | Urban then evaluated the impact of potential inclusionary housing requirements on development feasibility while balancing inclusionary housing objectives.

San José Anti-Displacement Working Group/Community Opportunity to Purchase Act | City of San José | Completed December 2021

In September 2020, the San José City Council approved an Anti-Displacement Strategy and directed the Housing Department to focus on key priorities. One priority was to develop a Community Opportunity to Purchase program that would give notice and a right of first refusal to qualified nonprofit buyers.

In addition, the City Council approved the creation of an Anti-Displacement Working Group, comprised of two subgroups. The first was a broad Advisory Group made of diverse stakeholders, including members of the public and people experts in housing policy and real estate. The second part was a smaller Technical Advisory Committee, which dove deeply into the details of program design, then reported back to the Advisory Group. A central principle was that organizations and people most impacted should be at the table throughout to shape a successful program.

In early 2021, San Jose invited Community Planning Collaborative to help organize and facilitate the two-part working group, and to ensure that the design of the Community Opportunity to Purchase program works for all relevant stakeholders. The Working Group was comprised of community members and leaders from all council districts across the city and included voices of those who will be directly impacted by the policy: apartment owners, tenants, housing providers, developers, realtors, and housing advocates. This was a multilingual engagement process, with regular community meetings occurring in English, Spanish, and Vietnamese. We cannot say everyone always agreed, that was not in the cards, but everyone was heard, the meetings were productive, and the process was effective.

The effort concluded in December 2021, having engaged 167 community members from all council districts and resulting in a draft program framework for City Council consideration.

Joshua Abrams | Principal
Josh has more than 15 years of professional planning experience working on a range of strategic planning issues. He has managed numerous projects in the areas of organizational development, housing, land use planning, long-range comprehensive planning, community design and transportation. In all of these projects, particular emphasis has been given to ensuring effective and meaningful participation of key stakeholders as well as the general public in the planning and background.

He is a seasoned meeting facilitator, writer, and editor with expertise in packaging technical information in a way that is accessible to a wide audience. He is also a certified mediator and has helped participants solve disputes in dozens of cases. He has served on the board of directors of the Northern California Land Trust for almost a decade and wrote an article for the Journal of the American Planning Association entitled "The Zoning Dispute Whisperer: Adding mediation to the planner's toolkit."

Josh is passionate about affordable housing, environmental justice and sustainability and has written affordable housing plans, inclusionary zoning ordinances and coordinated nexus studies. A frequent speaker on the topic, he is a national Accessory Dwelling Unit expert and has pioneered a suite of tools for homeowners and jurisdictions that has been shown to increase housing production. Notable recent projects include 21 Elements Grand Nexus Study, San Mateo County ADU Workbook and Toolkit, Napa and Sonoma County ADU Workbook and Toolkit, and Marin Countywide Housing Workbook.

Education
Master of City and Regional Planning, Cornell University
Bachelor of Arts, Biology and Environmental Studies, Carleton College

Professional Experience
Planner, Moore Iacofano Goltsman, Inc., Berkeley, CA
Principal, Community Planning Collaborative, Ithaca, NY

Professional Memberships
American Planning Association

David Driskell | Principal

For nearly 30 years, David has been devoted to ensuring that those affected by decisions help inform and shape them. In addition to his work at Baird + Driskell Community Planning (which became Community Planning Collaborative in 2023), he served for eight years as Boulder, Colorado's Executive Director of Planning, Housing and Sustainability, overseeing energy, climate and zero waste initiatives as well as long-range planning, affordable housing, development review and redevelopment. He subsequently served as Seattle's Deputy Director of Planning and Community Development, helping build a new department focused on equitable development and integrated cross-department planning and action.

As part of his long-standing commitment to engagement, David has had a particular focus on young people's participation. From 2005 to 2009 he served as UNESCO Chair for Growing Up in Cities at Cornell University, leading an international action-research program while teaching and working directly with community organizations in New York and Nairobi. He also authored Creating Better Cities with Children and Youth as well as book chapters and journal articles on youth engagement, and led training programs across North America, Europe, the Middle East, South Asia and East Africa.

David has taught classes on participatory planning and action research at Cornell, Stanford, and UC Berkeley; serves on the national board for ICLEI-USA; was a founding member of the Carbon Neutral Cities Alliance; and is a lead author for the Urban Climate Change Research Network's Third Assessment Report on Climate Change and Cities.

Education
Master of City Planning, Massachusetts Institute of Technology
Public Affairs Fellowship, Coro Foundation (San Francisco)
Bachelor of Arts, Urban Studies, Stanford University

Professional Experience
Deputy Director, Planning and Community Development, City of Seattle
Executive Director, Planning, Housing and Sustainability, City of Boulder
UNESCO Chair for Growing Up in Cities, Cornell University
Founder and Managing Editor, MIG Communications
Project Manager, Moore Iacofano Goltsman, Inc.

Professional Memberships
ICLEI-USA (Local Governments for Sustainability), Board member
American Planning Association

Kristy Wang | Principal

Kristy Wang has nearly 20 years of experience in housing policy and planning, land use, community planning and affordable housing development. At CPC, her portfolio spans a range of projects — from supporting local governments on housing policy, affordable housing, and community engagement to research and writing for nonprofits and foundations. Kristy brings deep knowledge of housing and planning policy in the San Francisco Bay Area as well as project management skills and people convening/facilitation expertise. Kristy also values her work as a teacher, mentor, and advisor.

As SPUR's community planning policy director for seven years, she led the organization's work in community planning and housing through policy research, development, and advocacy, and she co-authored several housing reports as part of SPUR's Regional Strategy, including SPUR's anti-displacement agenda. She also served on the board of Tenderloin Neighborhood Development Corporation (TNDC) for six years. Prior to SPUR, Kristy worked for BRIDGE Housing Corporation, developing more than 1,000 new and rehabilitated affordable housing units and 100,000 square feet of mixed-use space.

Kristy has developed and taught courses in planning, urban development and affordable housing at Stanford University and San Francisco State University and has been a guest lecturer at several other universities. Kristy was awarded SF State's 2020 Urban Studies & Planning Excellence in Community Service Award for her involvement with the program and focus on engaging and mentoring women and people of color.

Education
Master of City Planning, Massachusetts Institute of Technology
Master of Science in Real Estate Development, Massachusetts Institute of Technology
Bachelor of Arts, Architecture (concentration in Urban Studies), Yale University

Professional Experience
Community Planning Policy Director, SPUR
Project Manager, BRIDGE Housing Corporation

Professional Memberships
Greenbelt Alliance, Board Member
Non-Profit Housing Association of Northern California

Brandi Campbell Wood | Principal and ADU Programs Director

Brandi has more than 14 years of professional planning and project management experience across the private, public, and non-profit sectors. She currently oversees all ADU work and product development, and has managed or contributed to numerous projects including Napa and Sonoma ADU, Marin ADU, Mother Lode ADU, 21 Elements, Let's Talk Housing and the Equity Advisory Group, and the ABAG/MTC Housing Planning Technical Assistance Program. Similar to her colleagues, she values meaningful public and stakeholder participation. Brandi has a diversity of skills across disciplines with a background that includes environmental and community-based work. Her path to planning grew out of a passion to help others improve their access and outcomes, largely inspired by the experiences of her family. Her grandparents were migrant farm workers in the San Joaquín Valley, where much of her family still lives today. She enjoys all facets of a project, from working closely with clients and managing complex teams to graphic design and communicating technical information so that it is accessible to everyone.

Prior to joining the firm, Brandi worked as the Chief of Staff for the Office of Mayor Arreguín in Berkeley, where she led all housing and sustainability efforts including the Mayor's Housing Task Force, Housing Action Plan, Small Sites Program, Tenant Opportunity to Purchase legislation and Vision 2050, a long-range green infrastructure implementation plan informed by the Climate Action Plan. She also worked as the Program and Development Manager for Roots of Success, an environmental literacy and work-readiness curriculum for the hardest to employ.

Education
Master of Urban & Regional Planning, Portland State University
Bachelor of Science in Environmental Studies, San Francisco State Univ.

Professional Experience
Senior Planner, Baird + Driskell Community Planning
Chief of Staff, Office of Mayor Arreguín, City of Berkeley, Berkeley, CA
Associate Planner, Baird + Driskell Community Planning
Program and Development Manager, Roots of Success, Berkeley, CA
Coordinator, SoMa EcoDistrict, Portland, OR
Researcher, Green Connections Program, City of San Francisco

Professional Memberships
American Planning Association
Non-Profit Housing Association of Northern California

STAFF REPORT

Item D. 4.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Roya Gonzalez, Senior Management Analyst
SUBJECT	Adopt a resolution approving the First Amendment to the Software as a Service Agreement with Axero Holdings, LLC and amending the 2022-2024 Biennial Budget and Capital Improvement Plan for FY2024

SUMMARY AND RECOMMENDATION

Axero Holdings provides intranet software as a service for the City. The existing three-year agreement includes licenses for 175 users, and the City is currently exceeding capacity. Staff recommends that the City Council, by resolution, approve the First Amendment to the Software as a Service Agreement with Axero Holdings to increase the user licenses from 175 to 195 and amend the 2022-2024 Biennial Budget and Capital Improvement Plan to appropriate an additional $2,441.55 for FY2024 services.

BACKGROUND

In November 2022, City Council approved a three-year Software as Service Agreement (SaaS) with Axero Holdings in an amount not to exceed $73,400.77 to provide annual cloud hosting, security, backup, upgrades and maintenance support services for an intranet. An intranet is a private network that is used to securely share internal information and employee resources. The intranet is currently being used as the primary source for employee communication, file storage, and an employee recognition platform. The City is currently in year two of the three-year agreement, which is valid through November 27, 2025.

DISCUSSION/ANALYSIS

At the time the agreement was executed, the intent was for the intranet to be used by regular full-time and regular part-time staff only and, therefore, 175 user licenses were included in the SaaS. Due to the desire to make the intranet available to certain temporary positions, an additional twenty user licenses are needed. The increase in user licenses will allow the City to be more inclusive of staff that support operations while it continues to emphasize communication and employee recognition. The cost to increase the user licenses from 175 to 195 equates to an additional $5,034.23 over the remainder of the three-year agreement. The total annual cost for year two (2) will increase from $21,356.25 to $23,797.80. In year three (3) the

cost will increase from $22,691.02 to $25,283.70. The remaining terms of the agreement will remain the same and Axero will continue to provide annual cloud hosting, security, backup, upgrades and support and maintenance services for the City's intranet.

FISCAL IMPACT

The total not-to-exceed amount for the First Amendment to the SaaS would be increased by $5,034.23 for a total not-to-exceed amount of $78,435. Staff requests authorization to amend the 2022-2024 Biennial Budget and Capital Improvement Plan for FY2024 to appropriate $2,441.55 for the additional cost of year two of the agreement. The additional funds required for FY2025 will be included in the 2024-2026 Biennial Budget requiring City Council approval.

REVIEW AND APPROVAL

Prepared by - Roya Gonzalez, Senior Management Analyst
Reviewed by - Lenka Hovorka, Assistant City Manager
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Resolution - Axero

First Amendment - Axero

Agreement - Axero

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE SOFTWARE AS A SERVICE AGREEMENT WITH AXERO HOLDINGS LLC AND AUTHORIZING AN AMENDMENT OF THE 2022-2024 BIENNIAL BUDGET AND CAPITAL IMPROVEMENT PLAN

WHEREAS, on November 28, 2022 the City executed a Software as a Service Agreement (No.C22066) with Axero Holdings, LLC to provide intranet services; and

WHEREAS, the City finds the need to increase the user licenses from 175 to 195 for the remainder of the three-year agreement; and

WHEREAS, the additional licenses are needed to allow City staff to use the intranet as the primary source of internal communication, file storage and as an employee recognition platform; and

WHEREAS, the additional user licenses will result in an additional $5,034.23 during the remaining term of the agreement.

NOW THEREFORE, BE IT RESOLVED that the City Council herby authorizes the City Manager to execute an amendment to the Software as a Service Agreement with Axero Holdings LLC to increase the user license count from 175 to 195 and increase the not-to-exceed amount by $5,034.23 for a total not-to-exceed amount of $78,434.23 (over the three-year agreement).

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby authorizes an amendment to the 2022-2024 Biennial Budget and Capital Improvement Plan by appropriating $2,441.55 for FY2024 for year two of the contract as follows:

FROM:

Description	Account	Amount
General Fund Balance	110-3000	$2,441.55

TO:

Description	Account	Amount
IT Software/Licenses	110.21.021.200.6150	$2,441.55

FIRST AMENDMENT TO THE SOFTWARE AS A SERVICE AGREEMENT BETWEEN THE CITY OF NEWARK AND AXERO HOLDINGS LLC

This First Amendment to Software as a Service Agreement C22066 between the City of Newark, a municipal corporation, ("City") and Axero Holdings LLC, ("Consultant") (referred to as "Parties") dated November 28, 2022 (the "Agreement"), is entered into as of May _____, 2024.

RECITALS

WHEREAS, the Parties executed the Agreement for intranet software as a service; and

WHEREAS, Section 28, Modifications, of the Agreement allows the Parties to amend the Agreement provided that the amendment is in writing signed by the Parties; and

WHEREAS, the Parties desire to amend Exhibit B to increase the user licenses from 175 to 195; and

WHEREAS, the Parties desire to amend the Agreement, Section 5.B to increase the "Not to Exceed" Compensation amount by $5,034.23; and

WHEREAS, City staff is authorized to execute this Amendment in a form approved by the City Attorney.

NOW, THEREFORE, the Parties hereby agree as follows:

1. Section 5.B. "Not to Exceed" Compensation, of the Agreement, is amended to increase the not to exceed compensation by $5,034.23, for a total not to exceed amount of $78,435 (from a previous not to exceed amount of $73,400.77).

2. With the exception of the foregoing, all other terms and conditions in the Agreement, as amended, remain in force and effect.

City of Newark

Consultant

_____

David J. Benoun
City Manager

_____

Adam IIowite
Axero Holdings, LLC.

Dated: _____

Dated: _____

Attest:

_____

Sheila Harrington
City Clerk

Approved as to Form:

_____

Kristopher J. Kokotaylo
City Attorney

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C22066
R11432

SOFTWARE AS A SERVICE AGREEMENT

Axero Intranet Software as a Service

This Software as a Service Agreement (hereinafter "Agreement") is made and entered into by and between the CITY OF NEWARK, a municipal corporation (hereinafter "City" or "Customer"), and Axero Holdings LLC, a Delaware LLC, (hereinafter "Consultant" or "Axero"). City and Consultant may be collectively referred to herein as the "parties."

RECITALS

A. City requested a proposal from Consultant to perform the services generally including: intranet software as a service.

B. In response to the City's request, Consultant submitted a proposal, and, after negotiations, Consultant agreed to perform the services more particularly described on Exhibit "A," in return for the compensation described in this Agreement and Exhibit "B."

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. DEFINITIONS.

"Authorized User" means the City's employees, consultants, contractors, and agents (i) who are authorized by City to access and use the Software and Cloud-Hosted Service under the rights granted to the City pursuant to this Agreement and (ii) for whom access to the Software and Cloud-Hosted Service has been purchased hereunder.

"Documentation" means technical manuals, training manuals, user guides, and workbooks, as updated and amended from time to time, provided by Consultant to assist Customer with the use of Software.

"City Content" means any information or data related to City, whether supplied by City, Authorized User, or a constituent of the City, that is input into the Cloud-Hosted Service by City or a constituent of the City, in connection with the use of the Cloud-Hosted Service.

"Cloud-Hosted Service" or "Hosted Service" means the solution is designed from the ground up for cloud and is a multi-tenant cloud environment. In addition, Consultant owns, provides and oversees infrastructure, software and administrative tasks and makes its service available to City over the Internet using a standard web browser. The Cloud-Hosted Service includes the software and Consultant's network capacity as well as the equipment used by Consultant to support operations including storage, hardware, servers and networking components. The infrastructure in the cloud-hosted environment is properly secured through multiple physical, procedural, and technical safeguards to segregate and protect City's data.

"Software" means all or any portion of the global version of the binary computer software programs and updates and enhancements thereto, (including corresponding source code, unless specifically excluded herein) and Documentation delivered by Consultant to Customer. Software includes the third-party software delivered by Consultant as specified in the Schedule, and modifications made to the Software. Software does not include source code to third party software. Unless specifically

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stated otherwise, all Software is delivered to City only if and when generally commercially available.

"Third-Party Software" means any third-party products or software provided with or incorporated into the Software, Documentation, or Cloud-Hosted Service.

2. **SCOPE OF SERVICES.** Consultant shall perform the services described in Exhibit "A," attached hereto and incorporated herein by reference, in accordance with the terms and conditions contained in this Agreement.

3. **TIME FOR PERFORMANCE.** Time is of the essence in the performance of services under this Agreement and the timing requirements set forth herein shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. Consultant shall commence performance, and shall complete all required services no later than the dates set forth in Exhibit "A." Any services for which times for performance are not specified in this Agreement shall be commenced and completed by Consultant in a reasonably prompt and timely manner based upon the circumstances and direction communicated to the Consultant. Consultant shall submit all requests for extensions of time to the City in writing no later than ten days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due.

4. **CLOUD-HOSTED SERVICE.**

4(A). Right to Use the Cloud-Hosted Service, Software and Documentation. In consideration of all obligations of City hereunder, including, without limitation, the payment by City of the Fees, Consultant hereby grants to City, during the term of this Agreement, a non-exclusive, non-transferable (except as otherwise provided for herein), right and license to access and use the Software and Cloud-Hosted Service, and to make a reasonable number of copies of and use the Documentation in connection with such use of the Cloud-Hosted Service, solely for use in accordance with the terms and conditions herein.

4(B). Use Restrictions. City shall not use the Software or Cloud-Hosted Service for any purposes beyond the scope of the access granted in this Agreement and shall not at any time, directly or indirectly, nor permit any Authorized User to: (i) access and/or use the Software or Hosted Service in order to design, create or build a service or product that is competitive with the Software or Cloud-Hosted Service, or which uses ideas, features or functions that are similar to the Software or Cloud-Hosted Service; (ii) rent, lease, license, sublicense, sell, resell, transfer, assign, publish, distribute or otherwise commercially exploit or make available to any third party the Software, Documentation, or Cloud-Hosted Service, except as expressly permitted herein; (iii) copy, modify or make derivative works based upon the Software, Documentation, or Cloud-Hosted Service or any part thereof; (iv) directly or indirectly disassemble, decompile, decode, adapt, derive or gain access to, or otherwise reverse engineer the Software or Cloud-Hosted Service or any portion thereof; (v) remove any proprietary notices from the Software, Documentation, or Cloud-Hosted Service; or (vi) use the Software, Documentation, or Cloud-Hosted Service in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right of any person, or that violates any applicable law..

4(C). Proprietary Rights. The Software, Documentation, and Cloud-Hosted Service, including

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all intellectual property rights therein and thereto, and any modification thereof, and any and all intellectual property provided to the City or any Authorized User in connection with the foregoing (collectively, "Consultant IP") are and shall remain the exclusive property of Consultant and its licensors. City shall not take any action that jeopardizes the proprietary rights of Consultant or its licensors or acquire any right in the Consultant IP except the limited rights expressly granted in this Agreement. Nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to the City or any third party any intellectual property rights or other right, title, or interest in or to the Consultant IP.

4(D). Internet and Telecommunication Connections. City shall be responsible for obtaining any and all Internet and/or telecommunication connections used by City to access the Cloud-Hosted Service. Consultant shall have no responsibility or liability for any interruption or delay in accessing or using the Cloud-Hosted Service arising out of such Internet or telecommunications connections.

4(E). City Content.

i. City shall provide City Content for inclusion in the Software or the Cloud-Hosted Service. City is responsible for the quality of the City Content provided. Consultant is responsible for the quality of the display or use of the City Content provided for inclusion in the City database.
ii. Consultant acknowledges that all data created by City will remain the sole property of the City. Consultant agrees that it shall not at any time sell, assign, transfer, or otherwise knowingly make available City Content to any third party unless agreed to or contemplated herein or otherwise agreed to in writing by the City.
iii. City shall exclusively own the City Content collected by Consultant in connection with the Cloud-Hosted Service; provided, however, that City hereby grants to Consultant a non-exclusive limited right and license, without the right to grant or authorize sublicenses, during the term of this Agreement to use and reproduce City Content, solely for the purpose of facilitating the performance of Consultant's obligations under this Agreement, and the right to use data aggregated from the City Content (which data does not identify the city, or any individual or entity) during and after the term of the Agreement. As between the City and Consultant, all right, title, and interest in the aggregated data, and all intellectual property rights therein, belong to and are retained solely by Consultant. The City further agrees that Consultant may make such aggregated data publicly available in compliance with applicable law, use such aggregated data to the extent and in the manner permitted under applicable law.
iv. Consultant acknowledges that City is entitled to copy, export, or otherwise duplicate any available City Content at any time during the term of this Agreement.
v. Consultant shall, at City's request and the City's sole cost and expense, make available City Content within five business days. The database instance must be in a condition and format that allows easy transfer to a similar system.
vi. In the event this Agreement expires or is terminated, Consultant shall reasonably provide City with all City Content within thirty calendar days of such termination or expiration without charge in a manner and format in Consultant's sole discretion. After providing City Content to the City, Consultant may delete the City Content. City Content shall be in dedicated data files suitable for import into commercially available database software

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(e.g., Microsoft SQL). The dedicated data files will be comprised of City Content contained in the Cloud-Hosted Service. The structure of the relational database will be specific to City Content and will not be representative of the proprietary Consultant's database.

4(F). Suspension. Notwithstanding anything to the contrary in this Agreement, Consultant may temporarily suspend the City's and any Authorized User's access to any portion or all of the Software and Cloud-Hosted Service if: (i) Consultant reasonably determines that (A) there is a threat or attack on any of the Consultant IP; (B) the City's or any Authorized User's use of the Consultant IP disrupts or poses a security risk to the Consultant IP or to any other the City or vendor of Consultant; (C) the City, or any Authorized User, is using the Consultant IP for fraudulent or illegal activities; (D) subject to applicable law, the City has ceased to continue its business in the ordinary course, made an assignment for the benefit of creditors or similar disposition of its assets, or become the subject of any bankruptcy, reorganization, liquidation, dissolution, or similar proceeding; or (E) Consultant's provision of the Software and Cloud-Hosted Service to the City or any Authorized User is prohibited by applicable law; (ii) any vendor of Consultant has suspended or terminated Consultant's access to or use of any third-party Software and Cloud-Hosted Service or products required to enable the City to access the Software and Cloud-Hosted Service; or (iii) in accordance with Section 5(A) (any such suspension described in subclause (i), (ii), or (iii), a "Service Suspension"). Consultant shall use reasonable efforts to provide written notice of any Service Suspension to the City and to provide updates regarding resumption of access to the Software and Cloud-Hosted Service following any Service Suspension. Consultant shall use commercially reasonable efforts to resume providing access to the Software and Cloud-Hosted Service as soon as reasonably possible after the event giving rise to the Service Suspension is cured. Consultant will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that the City or any Authorized User may incur as a result of a Service Suspension.

5. PAYMENT.

5(A). Billing. Subject to the provisions of this Agreement, the City shall pay to Consultant the fees in United States Dollars "USD" in the amount and manner prescribed in Exhibit B without offset or deduction, attached hereto and incorporated herein by this reference (the "Fees"). The City will pay Consultant the invoiced amount within 30days from receipt of invoice, unless otherwise agreed to by both parties on an invoice by invoice basis. The Fees do not include taxes, duties or charges of any kind. If Consultant is required to pay or collect any local, value added, goods and services taxes or any other similar taxes or duties arising out of or related to this Agreement (not including taxes based on Consultant's income), then such taxes and/or duties shall be billed to and paid by the City. If the City fails to make any payment when due, without limiting Consultant's other rights and remedies: (i) Consultant may charge interest on the past due amount at the rate of 1.5% per month calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable law; (ii) the City shall reimburse Consultant for all reasonable costs incurred by Consultant in collecting any late payments or interest, including attorneys' fees, court costs, and collection agency fees; and (iii) if such failure continues for ten (10) days or more, Consultant may suspend the City's and its Authorized Users' access to any portion or all of the Software and Cloud-Hosted Service until such amounts are paid in full.

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5(B). "Not to Exceed" Compensation. The compensation payable to Consultant for the services identified in Exhibit "A" shall not exceed $73,400.77Consultant shall not perform any services beyond the services identified in Exhibit "A" without prior written authorization from the City's Authorized Representative.

5(C). Consultant's Failure to Perform. In the event that Consultant performs services which do not reasonably comply with the requirements of this Agreement, Consultant shall, upon receipt of written notice from the City, re-perform the services (without additional compensation to the Consultant). The City acknowledges and agrees that re-performance of the services shall be the City's sole and exclusive remedy for any non-compliance.

6. AUTHORIZED REPRESENTATIVES.

6(A). Consultant's Authorized Representative. Consultant understands that, in entering into this Agreement, the City has relied upon Consultant's ability to perform in accordance with its representations regarding the qualifications of the Consultant (including the qualifications of its Authorized Representative, its personnel, and its subconsultants, if any) identified in Exhibit "C," attached hereto and incorporated herein by reference. Therefore, Consultant shall not replace its Authorized Representative, or any of the personnel or subconsultants identified in Exhibit "C," without the prior written consent of the City, not to be unreasonably withheld. All services under this Agreement shall be performed by, or under the direct supervision of, Consultant's Authorized Representative, as identified in Exhibit "C."

6(B). City's Authorized Representative. For the performance of services under this Agreement, the Consultant shall take reasonable direction from the City's Authorized Representative: Roya Gonzalez unless otherwise designated in writing by the City's Authorized Representative or the City Manager.

7. INFORMATION AND DOCUMENTATION.

7(A). Information from City. City has made an effort to provide Consultant with all information necessary for Consultant's performance of services under this Agreement. If Consultant believes additional information is required, Consultant shall promptly notify the City, and the City will provide to Consultant all relevant non-privileged information in City's possession.

7(B). Consultant's Accounting Records. Consultant shall maintain all accounting records related to this Agreement in accordance with generally accepted accounting principles and state law requirements, and in no event for less than four years. Consultant's accounting records shall include, at a minimum, all documents which support Consultant's costs and expenses related to this Agreement, including personnel, subconsultant invoices and payments, and reimbursable expenses. Consultant's accounting records shall be made available to City within a reasonable time after City's request, during normal business hours.

7(C). Ownership of Work Product. Except for any Consultant IP, all original documents prepared by Consultant (including its employees and sub-consultants) for this Agreement ("work product"), whether complete or in progress, are the property of the City and shall be given to the City at the completion of Consultant's services, or upon demand by the City. In the event any

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work product includes Consultant IP, Consultant hereby grants the City a non-revocable, assignable, transferable, worldwide, royalty-free, perpetual license to use such Consultant IP solely in connection with the work product.

7(C). Intellectual Property Rights Ownership. The Consultant IP, Software, Cloud-Hosted Services, (including upgrades and custom software), source code, and Documentation are and will remain the exclusive property of Consultant. City has no right, title, or interest to or in the Software (including Upgrades and Custom Software), source code, or Documentation, except as expressly granted in this Agreement. City Content that is converted by Consultant and data that City develops using the Software (collectively, "*City Content*") are and will remain the exclusive property of City. Consultant has no right, title, or interest to or in City Content except as otherwise set forth herein. All materials, ideas, concepts, know-how or techniques developed or performed by Consultant during the course of performance of this Agreement will be and are the exclusive property of Consultant. If the City, Authorized Users, or any of its employees or contractors sends or transmits any communications or materials to Consultant by mail, email, telephone, or otherwise, suggesting or recommending changes to the Consultant IP, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("Feedback"), Consultant is free to use such Feedback irrespective of any other obligation or limitation between the Parties governing such Feedback. The City hereby assigns to Consultant on The City's behalf, and on behalf of its Authorized Users, employees, contractors and/or agents, all right, title, and interest in, and Consultant is free to use, without any attribution or compensation to any party, any ideas, know-how, concepts, techniques, or other intellectual property rights contained in the Feedback, for any purpose whatsoever, although Consultant is not required to use any Feedback.

8. **RELATIONSHIP BETWEEN THE PARTIES.** Consultant is, and at all times shall remain, an independent contractor solely responsible for all acts of its employees, agents, or subconsultants, including any negligent acts or omissions. Consultant is not City's agent, and shall have no authority to act on behalf of the City, or to bind the City to any obligation whatsoever, unless the City provides prior written authorization to Consultant. Consultant is not an officer or employee of City, and Consultant shall not be entitled to any benefit, right, or compensation other than that provided in this Agreement.

9. **CONFLICTS OF INTEREST PROHIBITED.** Consultant (including its employees, agents, and subconsultants) shall not knowingly maintain or acquire any direct or indirect interest that conflicts with the performance of this Agreement.

10. **NONDISCRIMINATION.** Consultant shall comply with all applicable federal, state, and local laws regarding nondiscriminatory employment practices, whether or not said laws are expressly stated in this Agreement. Consultant shall not discriminate against any employee or applicant because of race, color, religious creed, national origin, physical disability, mental disability, medical condition, marital status, sexual orientation, or gender.

11. **COMPLIANCE WITH LAW AND STANDARD OF CARE.** Consultant shall comply with all applicable legal requirements including all federal, state, and local laws (including ordinances and resolutions), whether or not said laws are expressly stated in this Agreement. Consultant shall perform services under this Agreement using a standard of care equal to, or greater than,

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the degree of skill and diligence ordinarily used by reputable professionals, with a level of experience and training similar to Consultant, performing under circumstances similar to those required by this Agreement.

12. RESERVED

13. CUSTOMER RESPONSIBILITIES.

12(A). General. The City is responsible and liable for all uses of the services, Software, Documentation, and Cloud-Hosted Service resulting from access provided by the City, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, the City is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by the City will be deemed a breach of this Agreement by the City. The City shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the services, Software, Documentation, and Cloud-Hosted Service and shall cause Authorized Users to comply with such provisions.

12(B). Third-Party Products. The City acknowledges and agrees that the Software and Cloud-Hosted Service may contain Third-Party Software including open source software that is governed by additional terms and conditions. A list of Third-Party Software included in the Software or Cloud-Hosted Service is available in the Documentation. The City agrees that Consultant shall not be responsible for any liability arising out of or relating to Third-Party Software.

12(C). Necessary Rights. The City has all rights, licenses, and consents to provide any and all information to Consultant under this Agreement including, without limitation, any and all City Content and personally identifiable information included in the same and the City shall indemnify, defend, and hold harmless Consultant from and against any breach of the foregoing.

14. INSURANCE. Consultant shall, throughout the duration of this Agreement, maintain insurance to cover Consultant (including its agents, representatives, sub-consultants, and employees) in connection with the performance of services under this Agreement of the types and in the coverage amounts set forth in Exhibit D entitled "Insurance Requirements". This Agreement identifies the minimum insurance levels with which Consultant shall comply; however, the minimum insurance levels shall not relieve Consultant of any other performance responsibilities under this Agreement (including the indemnity requirements), and Consultant may carry, at its own expense, any additional insurance it deems necessary or prudent. Concurrently with the execution of this Agreement by the Consultant, and prior to the commencement of any services, the Consultant shall furnish written proof of insurance (certificates and endorsements), in a form acceptable to the City. Consultant shall provide substitute written proof of insurance no later than thirty days prior to the expiration date of any insurance policy required by this Agreement.

14. CONFIDENTIAL INFORMATION.

14(A). The term "Confidential Information" shall mean any and all information which is

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disclosed by either party ("Owner") to the other ("Recipient") verbally, electronically, visually, or in a written or other tangible form which is either identified or should be reasonably understood to be confidential or proprietary. Confidential Information includes, but is not limited to, trade secrets, computer programs, software, documentation, formulas, data, inventions, techniques, marketing plans, strategies, forecasts, customer lists, employee information, financial information, confidential information concerning Owner's business, as Owner has conducted it or as it may conduct itself in the future, confidential information concerning any of Owner's past, current, or possible future products or manufacturing or operational methods, including information about Owner's research, development, engineering, purchasing, manufacturing, accounting, marketing, selling or leasing, and any software (including third party software) provided by Owner. Owner's Confidential Information shall be treated as strictly confidential by Recipient and shall not be disclosed by Recipient except to those third parties with a need to know and that are operating under a confidentiality agreement with non-disclosure provisions no less restrictive than those set forth herein. This Agreement imposes no obligation upon the parties with respect to Confidential Information which either party can establish by legally sufficient evidence: (a) was in the possession of, or was rightfully known by the Recipient without an obligation to maintain its confidentiality prior to receipt from Owner; (b) is or becomes generally known to the public without violation of this Agreement; (c) is obtained by Recipient in good faith from a third party having the right to disclose it without an obligation on confidentiality; (d) is independently developed by Recipient without the participation of individuals who have had access to the Confidential Information or (e) is required to be disclosed by court order or applicable law, provided prior notice is given to the Owner. The Recipient shall not obtain, by virtue of this Agreement, any rights title or interest in any Confidential Information of the Owner. Within fifteen days after termination of this Agreement, each party shall certify in writing to Owner that all copies of Owner's Confidential Information in any form, including partial copies, have been destroyed or returned to Owner provided, however, that Recipient shall have the right to retain one copy of such Confidential Information for archival purposes and such copy shall remain subject to the obligations of non-disclosure hereunder.

Consultant acknowledges that the City is a governmental agency and may be required to release certain information under requests made according to provisions of the California Public Records Act (Cal. Gov. Code Sections 6250, et seq.).

14(B). Recipient shall protect the deliverables resulting from services with at least the same degree of care and confidentiality, but not less than a reasonable standard of care, which Recipient utilizes for Recipient's Confidential Information.

14(C). The terms of this Section 14 shall survive termination of this Agreement.

15. **SECURITY OBLIGATION OF CONSULTANT.** Consultant must comply with all security obligations contained in this Agreement and attached exhibits. The City reserves the right to request any additional audits (self and/or independent), and supportive evidence that demonstrates Consultant's compliance with the security specifications listed in this Agreement, in addition to the security obligations in this Agreement and attached exhibits. Consultant shall:

15(A). Comply with all applicable legal requirements including all federal, state, and local laws, whether or not said laws are expressly stated in this Agreement.

15(B). Implement and document appropriate technical, physical, and administrative safeguards

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to protect the confidentiality, integrity, and availability of the data and systems receive, maintain, or transmits for or on behalf of the City.

15(C). Apply security patches, perform regular vulnerability assessments and use encryption for all electronic transmission of sensitive and/or protected data.

15(D). Report to the City any use or disclosure of sensitive and/or protected data that is not permitted under this Agreement as soon as reasonably practicable upon discovery but not later than five calendar days from discovery, and mitigate, to the extent practicable and in cooperation with the City, any harmful effects known to it in connection with a use or disclosure made in violation of this Agreement.

15(E). Unless prohibited by applicable law, report to the City of any security incident and/or breach upon discovery within seventy-two hours of knowledge the City Content was affected as a result of such incident and/or breach. A security incident and/or breach shall include, but is not limited to, unwanted disruption or denial of service or unauthorized use of a system for processing or City data. Reports shall include successful security incidents.

15(F). Ensure that any subcontractors, vendors, and agents to whom it provides City data or who created, received, use, disclose, maintain, transmit, or have access to the City data agree to restrictions, conditions, and requirements at least as restrictive as those that apply to Consultant under this Agreement, including but not limited to implementing reasonable and appropriate safeguards to protect City data and systems. Consultant shall obtain satisfactory written assurance of this from the subcontractor and make this assurance available to the City upon request.

15(G). Ensure that disclosure of City data, including, but not limited to a designated record set, be approved in advance by the City and then disclosed only to individuals expressly authorized to review such information under applicable Federal and State laws. If Consultant discloses or attempts to disclose City data without the requisite prior approval, the City may take any available remedy to prevent or mitigate any further disclosure. Consultant shall provide written notice to the City of any use or disclosure of City data not provided for under this Agreement of which Consultant becomes aware within five calendar days of its discovery.

15(H). Maintain a business continuity, disaster recovery, and incident response plans to support the continuous availability of the solution being offered to the City under the Agreement. The plans shall be maintained and updated by Consultant throughout the term of this Agreement and shall be available for review by City and audit officials on request.

15(I). Data and systems managed by Consultant on behalf of the City shall never leave the continental United States. If any Consultant or subcontractor(s) work in the United States is moved to another country, outside the continental United States without the consent of the City, such action may be deemed a breach of this Agreement.

16. **REPORTING DAMAGES.** If any damage (including death, personal injury or property damage) occurs in connection with the performance of this Agreement, Consultant shall immediately notify the City Risk Manager's office by telephone at 510-578-4267, and Consultant shall promptly submit to the City's Risk Manager and the City's Authorized Representative, a written report (in a form acceptable to the City) with the following information: (a) name and address of the injured or deceased person(s), (b) name and address of witnesses, (c) name and

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address of Consultant's insurance company, and (d) a detailed description of the damage and whether any City property was involved.

17. INDEMNIFICATION AND LIMITATION OF LIABILITY.

17(A). Consultant shall indemnify, hold harmless, and defend the City (including its elected officials, officers, agents and employees) from and against any and all claims (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorney's fees) resulting or arising out of Consultant's breach of any representation or warranty herein, or any negligent act or omission of Consultant, any Subconsultant, or any employee or person under the control of Consultant, except for Claims arising out of the City's sole negligence or willful misconduct.

17(B). Copyright and Patent Indemnification. Claims which trigger Consultant's responsibility under Section 17 shall include any claims that the software resulting from the provision of services pursuant to the attached Exhibit A Scope of Services infringe any U.S. patent, copyright, or accidental or intentional violation of a trade secret or other intellectual property of a third party not included in this Agreement provided that the City promptly notifies Consultant in writing of any such claim, cooperates with Consultant, and allows Consultant sole authority to control the defense and settlement of such a claim. Consultant shall, in its reasonable judgment and at its option and expense: (i) obtain for the City the right to continue using the Software; or (ii) replace or modify the Software so that it becomes non-infringing while giving equivalent performance. If Consultant determines that neither alternative is reasonably available, Consultant may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to the City. The defense and indemnity obligations of Consultant under this Section 17 will not apply to the extent that the alleged infringement arises from: (i) use of the Software, Documentation, or Cloud-Hosted Service in combination with data, software, hardware, equipment, or technology not provided by Consultant or authorized by Consultant in writing; (ii) information or specifications furnished by the City or Authorized Users; (iii) modifications to the Software, Documentation, or Cloud-Hosted Service not made by Consultant; (iv) City Content; or (v) Third-Party Software.

17(C). The City Indemnification. The City shall indemnify, hold harmless, and, at Consultant's option, defend Consultant from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) resulting from any third-party claim, suit, action, or proceeding ("Third-Party Claim") that the City Content, or any use of the City Content in accordance with this Agreement, infringes or misappropriates such third party's intellectual property rights and any Third-Party Claims based on the City's or any Authorized Users' (i) negligence or willful misconduct; (ii) use of the Software, Documentation, or Cloud-Hosted Service in a manner not authorized by this Agreement; (iii) use of the Software, Documentation, or Cloud-Hosted Service in combination with data, software, hardware, equipment, or technology not provided by Consultant or authorized by Consultant in writing; (iv) modifications to the Software, Documentation, or Cloud-Hosted Service not made by Consultant; or (v) information or specifications furnished by the City or Authorized Users, provided that the City may not settle any Third-Party Claim against Consultant unless Consultant consents to such settlement, and further provided that Consultant will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

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17(D) Sole Remedy. THIS SECTION 17 SETS FORTH THE CITY'S SOLE REMEDIES AND CONSULTANT'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SOFTWARE, DOCUMENTATION, OR CLOUD-HOSTED SERVICE INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

17(E) Limitations of Liability. IN NO EVENT WILL CONSULTANT BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (a) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (b) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (c) LOSS OF GOODWILL OR REPUTATION; (d) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY, OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (e) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER CONSULTANT WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL CONSULTANT'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED FIVE TIMES THE TOTAL AMOUNTS PAID AND AMOUNTS ACCRUED BUT NOT YET PAID TO CONSULTANT UNDER THIS AGREEMENT IN THE 12 MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

18. LIMITED WARRANTY.

18(A). Consultant warrants that, to its knowledge, it has title to the Software and/or the authority to grant licenses to use the Software.

18(B). Consultant warrants that the Software will perform substantially in accordance with the Documentation for a period of one year from the date of initial installation and that the Software media is free from material defects. Consultant does not warrant that the Software is error-free.

18(C). Consultant's sole obligation with respect to its limited warranty is limited to repair or replacement of the defective Software, provided City notifies Consultant of the deficiency within the one year period and provided Licensee has installed all Software updates provided pursuant to Consultant's Support Services.

18(D). Consultant warrants that to the best of its knowledge, information, and belief, the Software does not contain any known viruses, back-doors or time bombs, (or similar malicious code), or undocumented security codes that could prevent Licensee' s perpetual use of the Software.

18(E). EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN SECTION 18(A), (B),

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AND (C), CONSULTANT IP IS PROVIDED "AS IS" AND CONSULTANT HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. CONSULTANT SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN SECTION 18(A), (B), AND (C), CONSULTANT MAKES NO WARRANTY OF ANY KIND THAT THE CONSULTANT IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET THE CITY'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

18(F). THE WARRANTIES IN THIS SECTION 18 DOES NOT APPLY, AND CONSULTANT STRICTLY DISCLAIMS ALL WARRANTIES, WITH RESPECT TO THIRD-PARTY SOFTWARE.

19. TERM OF THE AGREEMENT. The License term, as hereinafter defined, shall commence on the Effective Date and shall continue for three years ("Initial License Term").

20. TERMINATION.

20(A). Termination for Non-Payment. Axero will provide Customer with notice of non-payment of any amount due. Unless the full amount has been paid within ten (10) days after such notice, Axero may suspend Customer access to any or all of the Software and Cloud-Hosted Service. Axero may immediately terminate this Agreement and the provision of all services to Customer upon the inability or failure of Customer to make any and all payments within thirty (30) days of such payment due date. Axero will not suspend the Software or Cloud-Hosted Service while you are disputing the applicable charges reasonably and in good faith and are cooperating diligently to resolve the dispute.

20(B). Termination for Breach. Either Party may, at its option, terminate this Agreement upon the material breach by the other Party of any provision of this Agreement, which breach is not cured by the breaching Party within thirty (30) days after receipt of written notice thereof from the other Party.

20(C). Termination for Bankruptcy. Either party shall have the right to terminate this Agreement immediately if the other party becomes insolvent, or is unable to pay its debts as due, or enters into or files (or has filed or commenced against it) a petition, arrangement, action or other proceeding seeking relief or protection under the bankruptcy or similar laws of the United States.

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20(D). Termination for Infringement. In the event of a claim of intellectual property infringement by any third party relating to the Software, Axero shall have the right, at its option, to (i) immediately terminate this Agreement and the rights granted hereunder, (ii) obtain such rights as are sufficient to make the Software non-infringing or (iii) substitute the Software with adequate other non-infringing software.

20(E). Obligations on Termination. Upon any termination of this Agreement, (i) the License shall terminate, which may include Axero remotely disabling the Software, and (ii) Customer shall (a) immediately discontinue Use of the Software and relinquish any and all rights with respect to the Software; and (b) each Party shall promptly return to the other Party the original and return, or certify to the destruction of, all copies of the other Party's Confidential Information or (in the case of the Customer) any other information relating to any of the Software furnished by Axero or otherwise in the possession of the Customer, and any reproductions, notes, summaries, translations or similar documents relating to the other Party's Confidential Information or (in the case of the Customer) relating to any Software. Customer will be granted access to data stored in the solution for 30 days after expiration or termination of this Agreement for the sole purpose of copying such data off the solution. If Customer terminates this Agreement for cause, Axero will promptly refund any prepaid but unused fees covering use of the Software after termination. If Axero terminates this Agreement for cause, Customer will promptly pay all unpaid fees due through the end of the License Term. Agreement Price is otherwise non-refundable.

20(F). Continuing Obligations. The agreements, representations, warranties, covenants, duties and obligations as set forth in this Agreement, which by their terms or to the extent consistent with the intent and purpose of this Agreement extend beyond the term of this Agreement, shall survive termination or expiration of the term of this Agreement including, but not limited to, the City defense and indemnity obligations.

21. **DEFAULT.** If either party ("demanding party") has a good faith belief that the other party ("defaulting party") is not complying with the terms of this Agreement, the demanding party shall give written notice of the default (with reasonable specificity) to the defaulting party, and demand the default to be cured within ten days of the notice. If: (a) the defaulting party fails to cure the default within ten days of the notice, or (b) if more than ten days are reasonably required to cure the default and the defaulting party fails to give adequate written assurance of due performance within ten days of the notice, then (c) the demanding party may terminate this Agreement upon written notice to the defaulting party.

22. **NOTICES.** All notices required or contemplated by this Agreement shall be in writing and shall be delivered to the respective party as set forth in this section. Communications shall be deemed to be effective upon the first to occur of: (a) actual receipt by a party's Authorized Representative, or (b) actual receipt at the address designated below, or (c) three working days following deposit in the United States Mail of registered or certified mail sent to the address designated below. The

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Authorized Representative of either party may modify their respective contact information identified in this section by providing notice to the other party.

To: City	**To: Consultant**
Attn: Roya Gonzalez City of Newark 37101 Newark Boulevard Newark, CA 94560 510-578-4284 roya.gonzalez@newark.org	Attn: Adam Ilowite, CEO Axero Holdings LLC 401 Park Avenue South, 10th Floor New York, NY 10016 855-293-7655 accounts@axerosolutions.com

23. **HEADINGS.** The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling, enlarging, or restricting the interpretation of the Agreement.

24. **SEVERABILITY.** If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the parties' intent under this Agreement.

25. **GOVERNING LAW, JURISDICTION, AND VENUE.** The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Alameda.

26. **FORCE MAJEURE.** In no event shall Consultant be liable to the City, or be deemed to have breached this Agreement, for any failure or delay in performing its obligations under this Agreement, if and to the extent such failure or delay is caused by any circumstances beyond Consultant's reasonable control, including but not limited to acts of God, flood, fire, earthquake, pandemics, epidemics, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

27. **ASSIGNMENT AND DELEGATION.** This Agreement, and any portion thereof, shall not be assigned or transferred, nor shall any of the Consultant's duties be delegated, without the written consent of the City. Notwithstanding the foregoing, Consultant may assign this Agreement without the consent of the City to any purchaser of all or substantially all of Consultant's assets or to any successor by way of merger, consolidation, or similar transaction. Any attempt to assign or delegate this Agreement without the written consent of the City shall be void and of no force or effect. A consent by the City to one assignment shall not be deemed to be a consent to any subsequent assignment.

28. **MODIFICATIONS.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.

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29. **WAIVERS.** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.

30. **CONFLICTS.** If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.

31. **ENTIRE AGREEMENT.** This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the services described herein. This Agreement supersedes all prior negotiations, agreements, and understandings regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.

32. **COUNTERPARTS.** This Agreement may be signed in counterparts, each of which shall be deemed to be an original. The Parties agree that the digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Any digital signature shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record keeping system to the fullest extent permitted by applicable law.

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33. SIGNATURES. The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the Consultant and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the City and Consultant do hereby agree to the full performance of the terms set forth herein.

CITY OF NEWARK, a municipal corporation

DocuSigned by:
075767B2C2304C4...

By: David J. Benoun
Title: City Manager
Date: 11/28/2022

CONSULTANT

DocuSigned by:
Adam Howite
5FFA4808BC954C2...

By: Adam Howite
Title: CEO
Date: 11/28/2022

ATTEST:

DocuSigned by:
Sheila Harrington
AD90989DBABE45E...

By: Sheila Harrington
Title: City Clerk
Date: 11/28/2022

APPROVED AS TO FORM:

DocuSigned by:
Kristopher J. Kokotaylo
ABFC8AEEC07414E4...

By: Kristopher Kokotaylo
Title: City Attorney

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EXHIBIT A

SCOPE OF SERVICES

This Scope of Services, Exhibit "A," is hereby incorporated by reference into the Agreement, under Agreement Paragraph 2.

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Implementation Overview

When you join the Axero client community, you get an exceptional team ready to ensure your implementation and launch are a success. Your project team will work with our Client Success team to execute an implementation plan that gets your organization ready for your new communications platform.

The Axero team has helped hundreds of diverse clients across the globe launch the Axero platform. Our implementation experience includes a customized implementation plan and training plan to match your unique business needs. Your team will be led through implementation by the dedicated implementation manager, who will partner with you on your milestones and goals. This person will work with you from project planning through training so your administrators, community managers, and broader project team feel confident to launch the new platform. Your implementation manager will include additional Axero team members tailored to your specific needs if needed. You will have access to one of our technical experts to work with your IT resource(s) on the setup of your custom domain, SSL, Single Sign-On (SSO), and integrations.

Axero implementations are often completed in 4 to 6 weeks for teams who come prepared and remain focused. This process can extend to between 8 to 12 weeks for some clients. The Axero team will support your timeline to launch and work with your project team to pre-schedule set touchpoints and meetings leading up to launch. You will have the ability to schedule additional sessions as needed during this time.

Ultimately, your timeline depends on your specific project milestones, site goals, the number of Spaces, and the number of integrations desired for launch, all in consideration of your resources and other internal project priorities.

We recommend you build a team of enthusiastic moderators representing every user group in your company. These team members are passionate communicators eager to launch your new communications platform. They will take ownership of your new initiatives and be leaders in driving engagement across your company.

Here's what to expect during our implementation process (*screenshots attached in email*):

PLAN STAGE

- **Setup:** The technical setup for your new platform typically takes 1-2 business days. The Axero technical team will assist your IT team by setting up the custom domain and SSO. We require a few deliverables, such as a site domain name and the SSL certificate. Once clients have provided their domain name and SSL certificate, they follow our

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Domain Configuration Guide and open a support case in our Support Community to show readiness.
    - *Your resources: At least one representative from your IT team.*
- **Planning & Kickoff:** Kickoff your implementation project by meeting the Axero team and defining who's who from your project team. Reviewing your deliverables. Sharing your project goals to allow our team to provide best practices, review the project timeline and schedule touchpoints, review the shared project folder, online resources, and take part in a group planning exercise where you will identify additional project milestones.
    - *Your resources: All project stakeholders, including all key players, who will eventually serve as admins or managers of your intranet.*

	PLAN		
Step	**1** **Set-up**	**2** **Project Planning**	**3** **Kickoff**
Tasks for Client - Update the Implementation Plan status for each item to keep this project plan up to date.	1. Register for the Axero Online Community (*Use the Online Support Community User Guide*) 2. Choose a domain 💻 3. Purchase domain name 💻 4. Provide Axero SSL Certificate 💻 5. Complete Intranet Features Survey 6. Review the *Site Security Checklist* 7. Scheduled Planning Call	1. Assemble your project team and assign roles and responsibilities 2. Provide site access 3. Determine Space architecture 4. Introduction to Roles and Governance 5. General Settings - Review and Configure settings (site, email, localization) 💻 6. Inventory your existing content 7. Complete and review Intranet Features Survey 8. SSO and integration setup 💻	1. Additional project team members register for the Axero Online Community 2. Buy-in for definition of success
Touchpoint Meetings	💻 = *IT involvement*	📅 Planning Meeting	📅 Kickoff Meeting

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BUILD STAGE

- **Content Creation, Design, and People:** This process typically takes between 2-6 weeks. The Axero team will train your community admins on how to populate your intranet with various content types, use the page builder to design your homepage, and add your people and groups. We also discuss security, permissions, and other features in your Axero intranet.
    - *Your resources: We recommend at least one representative from your internal communications, human resources, marketing, and IT teams. This group can comprise your key players that will eventually serve as admins or managers of your intranet.*

	BUILD		
Step	**4** **Content Creation**	**5** **Customize & Design**	**6** **People & Governance**
Tasks for Client - Update the Implementation Plan status for each item to keep this project plan up to date.	1. Migrate your existing content 2. Create Spaces 3. Add content to Spaces	1. Learn about Templates and Page Builder 2. Learn about designing your site 3. Homepage and Top Level Community 4. Review Mobile Page Builder and app functionality	1. Review User Profile page 2. Custom profile fields 3. Review People Directory 4. Review Top Level Roles 5. User Space assignment rules 6. Add/Import people
Touchpoint Meetings	Content Creation Meeting	Design Meeting	People & Gov. Meeting

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THRIVE STAGE

- **Pre-Launch and Post-launch review:** The Axero team will review your site with your project team and answer questions.
    - *Your resources: At least one representative from your internal communications, human resources, marketing, and IT teams, plus any additional internal project stakeholders and executive sponsors.*

	THRIVE	
Step	**7** **Pre-Launch**	**8** **Post-Launch**
Tasks for Client - Update the Implementation Plan status for each item to keep this project plan up to date.	1. Determine soft launch/launch timeline and plan 2. Schedule user site review and training 3. Review & Confirm Settings (site, email, security) 4. Gather feedback and make final changes	1. Site review & recommendations 2. Project close out with your Implementation Manager
Touchpoint Meetings	Pre-Launch Meeting	Post-Launch Meeting

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Support Overview

Please review the Support Policy for complete details.

Axero's Standard Support & Maintenance Plan, included with the software license, is 24/7 and is regarded as exceptional. You will have access to our forums, where our support team and community members respond to questions and inquiries to help you get the most out of the Axero platform. Our documentation and video guides are always available. We offer SLAs with additional case management guarantees and prioritization as well as 1:1 consultation hours, available post-launch for additional investment.

All clients receive responsive, friendly support as well as upgrades and service releases included at no additional cost with your license. Personalized help from experts who help keep your platform running. Every client gets support, software upgrades, and access to our thriving and engaging support community.

You get unlimited access to our vibrant support community, where you can interact with Axero experts from the Client Support & Client Success teams and with other Axero clients. You will have access to product information like how-to videos, guides, and in-depth documentation. Post in our client discussion forums to get answers to your questions, or submit a private support ticket directly to our team members. Support Tickets are routed according to severity and complexity to our Level 1 Support Team, Level 2 DevOps team, or Level 3 Development team to be resolved.

Our team of experts works with you to deliver technology solutions which may include guidance and setup for integrations, SSO, roles and permissions, developer guidance, custom widgets, custom embeds, and language translations.

As part of the Axero Maintenance plan, all patches, upgrades, and performance improvements are offered at no additional cost to current clients. Axero targets to release one major upgrade and several minor updates annually. We are constantly working on adding new features, integrations, and improvements to our platform's overall look and feel. Updates and enhancements are communicated to clients on our website and through monthly review emails.

About 75% of our product development is driven by our clients' voices to continue driving our platform's innovation. We have an agile development cycle, so updates and features are consistently being released and prioritized based on client feedback.

Every aspect of our platform has been designed with the input of our clients over the last 14 years we have been in business. We constantly collect suggestions and feedback in our support community and release new enhancements monthly.

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EXHIBIT B

COMPENSATION

This compensation schedule, Exhibit "B," is hereby incorporated by reference into the Agreement, under Agreement Paragraph 5.

For all services identified in Exhibit "A", Scope of Services, the City agrees to pay, and Consultant agrees to accept as total compensation the following:

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EXHIBIT B

Order Form

Axero Software as a Service (SaaS)	
• Up to 175 users, 250 GB storage • Annual cloud hosting, security, backup, upgrades, enhancements, built-in integrations, and Axero-branded apps • Support and maintenance plan, support community, admin and user guides, discussion forums, how-to videos and private support cases	
Three-year term (excluding implementation)	**Annual investment**
Year 1	$20,100.00
Year 2	$21,356.25
Year 3	$22,691.02
Axero Implementation Experience (One-time investment)	
• Your personalized implementation experience including guidance on administration, content, design, engagement and SSO setup. You will receive tailored support from your Axero implementation specialist.	$9,253.50

This Order Form is subject to and governed by Axero's Subscription Terms and Conditions available at https://axerosolutions.com/legal/terms (the "T&Cs"), which are hereby incorporated in their entirety into this Order Form. By executing this Order Form, the parties agree to be bound by the terms of this Order Form and the T&Cs. The Effective Date will be the date of the Customer's signature below. Payment will be due within 15 days from receipt of invoice.

AGREED TO AND EXECUTED BY AUTHORIZED REPRESENTATIVES OF THE PARTIES:

Axero:

SIGNATURE
Adam Ilowite

Company: Axero Holdings LLC

Name: Adam Ilowite

Title: CEO

Date: Not yet accepted

Customer:

SIGNATURE
Roya Gonzalez

Company: City of Newark, CA

Name: Roya Gonzalez

Title: Administrative Analyst

Date: Not yet accepted

Bill to address:

Bill to email:

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axero

Many of the world's top brands trust Axero to accelerate their company's growth.



Axero stands with you.
Thank you for placing your trust in us.

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EXHIBIT C

QUALIFICATIONS

These Consultant Qualifications, Exhibit "C," are incorporated by reference into the Agreement, under Agreement Paragraph 6.

Axero was founded in 2008 and has been profitable and growing for over 13 years. Axero is headquartered in New York, NY, USA. Our team is made up of about 40 employees from all over the world. Axero is a fast-growing company, privately owned, and new customers sign up every day.

Axero is the leading provider of intranet software for organizations of all sizes and is trusted by over 200 of the world's most innovative, productive, and employee-centric organizations. You may have even heard of some of our customers, like Toyota, Johns Hopkins, Credit Agricole, Benjamin Moore, and USA State and local governments. We take security and compliance seriously, and are integrating with more and more enterprise applications every year.

We owe everything to our customers. We've been around for 13 years and expect to be around many more. We provide white glove service and a talented and dedicated team of people to support you. You even get direct access to the President and CEO of the company, Michael Upex and Adam Ilowite.

We work hard to make you happy. Our customers tell us our support separates us from every other intranet vendor they considered. Everyone at Axero is part of our customer support team and considers pleasing customers as the most integral part of their job description. Even if a resolution requires a response from senior management, we'll answer quickly, honestly, and creatively to get the issue solved. Our success is tied directly to your success, so it's our job to meet your expectations.

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EXHIBIT D

INSURANCE REQUIREMENTS
Technology

Consultant's performance of the services under this agreement shall not commence until Consultant shall have obtained all insurance required under this Exhibit and such insurance shall have been reviewed and approved by the Risk Manager. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier.

Consultant shall procure and maintain for the duration of the Agreement all necessary insurance against claims now and in the future for alleged injuries to persons or damages to property which may arise from or in connection with the performance of the services by the Consultant, the Consultant's agents, representatives, employees and subcontractors. Required professional liability insurance shall be maintained at the level specified herein for the duration of this agreement and any extension thereof and for twelve additional months following the agreement termination or expiration.

INSURANCE COVERAGE AND LIMITS RESTRICTIONS

1. It shall be a requirement under this agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.

2. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage:
    a. Blanket contractual liability
    b. Broad form property coverage
    c. Personal injury
2. Insurance Services Office form covering Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.
4. Professional Liability insurance
5. Cyber Liability insurance:
    a. Third Party Liability coverage:
        i. Privacy liability covering loss in the event of Consultant's failure to protect

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City's data.

ii. Network security liability in the event of any failure of network security including unauthorized access or unauthorized use of the City's data.

iii. Internet media liability covering infringement of copyright or trademark, invasion of privacy, libel, slander, plagiarism or negligence.

b. First Party Liability coverage:

i. Cyber extortion monies and associated expenses arising out of a criminal threat to release City's data.

ii. Digital asset loss for costs incurred to replace, restore or recollect data that has been corrupted or destroyed as a result of a network security failure.

iii. Business interruption to cover loss of income and extra expense arising out of an interruption of network service due to an attack on Consultant's network.

iv. Notification and crisis management covering expenses in the event of a data breach including a third party computer forensics team, notifying users whose personal information was breached, credit monitoring, and third party identity restoration services.

6. Such other insurance coverages and limits as may be required by the City.

B. MINIMUM LIMITS OF INSURANCE

Consultant shall maintain limits no less than:

1. General Liability: $1,000,000 per occurrence for bodily injury, personal injury and property damage and a $2,000,000 aggregate. If Commercial General Liability insurance or other form with a general aggregate liability is used, either the general aggregate limit shall apply separately to this agreement or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

3. Employer's Liability: Bodily Injury by Accident - $1,000,000 each accident.
Bodily Injury by Disease - $1,000,000 policy limit.
Bodily Injury by Disease - $1,000,000 each employee.

4. Professional Liability insurance: $2,000,000

5. Cyber Liability insurance: $2,000,000

6. Such other insurance coverages and limits as may be required by the City of Newark.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

1. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.

2. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.

3. The City reserves the right to obtain a full certified copy of any insurance policy and endorsement. Failure to exercise this right shall not constitute a waiver of right to exercise later.

E. ACCEPTABILITY OF INSURERS

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Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII.

G. CROSS-LIABILITY

The Liability policy shall include a cross-liability or severability of interest endorsement.

H. FAILURE TO MAINTAIN INSURANCE COVERAGE

If Consultant, for any reason, fails to maintain insurance coverage, which is required pursuant to this agreement, the same shall be deemed a material breach of contract. The City, at its sole option, may terminate this agreement and obtain damages from the Consultant resulting from said breach.

I. PRIMARY AND NON-CONTRIBUTORY

For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City of, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

The additional insured coverage under the Consultant's policy shall be "primary and non-contributory" and will not seek contribution from the City of Newark's insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

J. SUBCONTRACTORS

Consultant shall require all subconsultants to maintain the same levels of insurance and provide the same indemnity that the Consultant is required to provide under this Agreement. A subconsultant is anyone who is under contract with the Consultant or any of its subconsultants to perform work contemplated by this Agreement. The Consultant shall require all subconsultants to provide evidence of valid insurance and the required endorsements prior to the commencement of any work.

K. SUBROGATION WAIVER

Consultant agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all Consultants, subcontractors or others involved in any way with the services to do likewise.

L. VERIFICATION OF COVERAGE

Consultant shall furnish the City with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the City before the services commence.

5207317.1

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Certificate Of Completion

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Subject: Complete with DocuSign: C22066 Axero Intranet services.pdf
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Document Pages: 29
Signatures: 4
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Sheila Harrington
37101 Newark Boulevard
Newark, CA 94560
sheila.harrington@newark.org
IP Address: 73.158.135.105

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sheila.harrington@newark.org
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Signer Events	Signature	Timestamp
Adam Ilowite adam@axerosolutions.com CEO WEst Fourth Partners LLC Security Level: Email, Account Authentication (None)	DocuSigned by: Adam Ilowite 5FFA4806BC954C2... Signature Adoption: Pre-selected Style Using IP Address: 146.70.93.187	Sent: 11/28/2022 1:32:07 PM Viewed: 11/28/2022 1:32:40 PM Signed: 11/28/2022 1:33:54 PM
Electronic Record and Signature Disclosure: Accepted: 11/28/2022 1:32:40 PM ID: 9bb9f4ab-64ec-464e-8ad0-77aecb3789ff		
Kristopher J. Kokotaylo kkokotaylo@meyersnave.com Security Level: Email, Account Authentication (None)	DocuSigned by: kristopher J. kokotaylo ABFC8AFEC9714E4... Signature Adoption: Pre-selected Style Using IP Address: 206.169.145.130	Sent: 11/28/2022 1:33:56 PM Viewed: 11/28/2022 2:59:15 PM Signed: 11/28/2022 2:59:52 PM
Electronic Record and Signature Disclosure: Accepted: 11/28/2022 2:59:15 PM ID: 7fe0440f-701b-4a1f-bd21-3bf30d0acb55		
David J. Benoun david.benoun@newark.org City Manager Security Level: Email, Account Authentication (None)	DocuSigned by: 075767B2C2304C4... Signature Adoption: Drawn on Device Using IP Address: 67.170.251.108	Sent: 11/28/2022 2:59:55 PM Viewed: 11/28/2022 3:04:25 PM Signed: 11/28/2022 3:04:40 PM
Electronic Record and Signature Disclosure: Accepted: 11/28/2022 3:04:25 PM ID: 95b0bdcf-963e-4c6f-ae7c-254ead78eac5		
Sheila Harrington sheila.harrington@newark.org City Clerk City of Newark Security Level: Email, Account Authentication (None)	DocuSigned by: Sheila Harrington AD90989DBABE45E... Signature Adoption: Pre-selected Style Using IP Address: 73.158.135.105	Sent: 11/28/2022 3:04:43 PM Viewed: 11/28/2022 3:06:23 PM Signed: 11/28/2022 3:06:32 PM
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In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Roya Gonzalez roya.gonzalez@newark.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 11/28/2022 3:06:34 PM
Kathy Slafter kathy.slafter@newark.org Executive Assistant/Deputy City Clerk City of Newark Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 11/28/2022 3:06:35 PM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/28/2022 1:32:07 PM
Certified Delivered	Security Checked	11/28/2022 3:06:23 PM
Signing Complete	Security Checked	11/28/2022 3:06:32 PM
Completed	Security Checked	11/28/2022 3:06:35 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Newark (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Newark:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: sheila.harrington@newark.org

To advise City of Newark of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sheila.harrington@newark.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Newark

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sheila.harrington@newark.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Newark

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to sheila.harrington@newark.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Newark as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Newark during the course of your relationship with City of Newark.

STAFF REPORT
Item D. 5.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Diana Cangco, Acting City Engineer
SUBJECT	Adopt a resolution authorizing the City Manager to execute a Cooperative Agreement with the Alameda County Water District for water main design and construction associated with the Old Town Streetscape Improvements, Project 1258

SUMMARY AND RECOMMENDATION

The Old Town Streetscape Improvements, Project 1258, is a key component of the Old Town Specific Plan and aims to serve as a catalyst for private investment within the Old Town neighborhood by improving access, safety and connections for pedestrians, bicyclist and transit users along Thornton Avenue between Olive Street and Ash Street. As part of their Small Diameter Water Main Renewal Program, the Alameda County Water District (ACWD) plans to replace the existing water system within this segment of Thornton Avenue.

To allow for a much more efficient and economical design and construction effort, as well as minimize disruption to property owners of the Old Town neighborhood during construction, staff and ACWD desire to combine their respective improvements into a single project (the Joint Project). The Joint Project will include professional engineering design services, construction, inspection, testing acceptance, and warranties related to City and ACWD improvements within the Old Town Streetscape Improvements street areas.

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute a Cooperative Agreement with ACWD, in a form approved by the City Attorney, for water main design and construction associated with the Old Town Streetscape Improvements, Project 1258.

BACKGROUND

In 2021, the Old Town Specific Plan was approved, bringing together 30 years of planning and analysis to identify a grand vision to revitalize the Historic Newark Old Town area as a vibrant mixed-use neighborhood, with a strong sense of place, thriving retail and commercial businesses, a range of housing choices for existing and future residents, a streetscape that prioritizes bicycles and pedestrians, and public spaces that allow community members to gather with their neighbors.

In September 2023, the City entered into a Contractual Services Agreement with CSW Stuber-Stroeh Engineering Group for Professional Design Services for the Old Town Streetscape Improvements. As part of their Small Diameter Main Renewal Program, ACWD plans to replace approximately 1,750 feet of water main within the alignment of Thornton Avenue within the Old Town Streetscape Improvements project area. The work would include replacement and relocation of an existing 8-inch and 12-inch water mains, fire hydrants, water service laterals, and related appurtenances.

DISCUSSION/ANALYSIS

In order to allow for a much more efficient and economical design and construction effort, as well as minimize disruption to property owners of the Old Town neighborhood during construction, staff and ACWD desire to combine their respective improvements into a Joint Project. The Joint Project would allow the City's consultant team, CSW Stuber-Stroeh Engineering Group, to design both the City and ACWD improvements as a single project. Similarly, the construction of the Joint Project would be bid as a single project, with one contractor selected to construct all improvements concurrently. In all, the Joint Project would include professional engineering design services, construction, inspection, testing, acceptance, and warranties related to City and ACWD improvements within the Old Town Streetscape Improvements project area.

A Cooperative Agreement has been prepared to facilitate this joint effort between the City and ACWD. The agreement addresses roles, responsibilities, and cost-sharing for the City and ACWD to complete the design and construction of the Joint Project improvements. The City would serve as the lead agency and administer the contracts for both professional engineering design services and the construction of the Joint Project improvements. ACWD participated in the evaluation of proposals received for professional engineering design services in support of the Joint Project. Construction bid items associated with ACWD's water system improvements would be identified separately as Alternate Bid Items in the construction contract. Upon review of all construction bids received, ACWD would reserve the option to remove their water system items from the construction contract should the cost or other terms be unacceptable.

FISCAL IMPACT

Partnering with ACWD and entering into the Cooperative Agreement would not cause additional project costs for the City. Instead, both City and ACWD staff anticipate that combining our two projects will result in a more efficient and economic design and construction process.

Per the terms of the Cooperative Agreement, ACWD will be responsible for 100% of the cost of professional engineering services, materials, and equipment attributed specifically to the design and construction of their water system improvements. A 5% administrative fee would also be added to all ACWD construction costs to reimburse the City for administration and construction management of the Joint Project contracts.

REVIEW AND APPROVAL

Prepared by - Diana Cangco, Acting City Engineer
Reviewed by - Soren Fajeau, Public Works Director
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Resolution

Cooperative Agreement

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AUTHORIZING THE CITY MANAGER TO EXECUTE A COOPERATIVE AGREEMENT WITH THE ALAMEDA COUNTY WATER DISTRICT IN A FORM APPROVED BY THE CITY ATTORNEY FOR THE WATER MAIN DESIGN AND CONSTRUCTION ASSOCIATED WITH THE OLD TOWN STREETSCAPE IMPROVEMENTS, PROJECT 1258.

WHEREAS, on September 23, 2021, the City Council adopted the Old Town Specific Plan, brining together over 30 years of planning and analysis for Newark's Old Town neighborhood; and

WHEREAS, Old Town Streetscape Improvements, Project 1258 is a key component of the Old Town Specific Plan and aims to serve as a catalyst for private investment within the Old Town neighborhood by improving access, safety and connections for pedestrian, bicyclist, bicyclist and transit users; and

WHEREAS, the Alameda County Water District (ACWD), as part of their Small Diameter Main Renewal Program, plans to replace existing water mains in the same street sections associated with Project 1258; and

WHEREAS, to ensure an efficient and economical design and construction effort and to minimize the disruption to property owners of these areas during construction, a combined single project is desirable and would include professional design services, construction, inspection, testing, acceptance and warranties related to the City and ACWD improvements in these areas; and

WHEREAS, a Cooperative Agreement has been prepared to facilitate this joint effort between the City and ACWD, with the City serving as the lead agency. This agreement provides for the roles, responsibilities, and cost-sharing for the City and ACWD to complete the design and construction of the collective improvements.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Newark does hereby authorize the City Manager to execute a Cooperative Agreement with the Alameda County Water District in a form approved by the City Attorney for the water main design and construction associated with the Old Town Streetscape Improvements, Project 1258.

COOPERATIVE AGREEMENT

BETWEEN CITY OF NEWARK AND THE ALAMEDA COUNTY WATER DISTRICT FOR COST SHARING FOR WATER MAIN INSTALLATION WORK FOR THE NEWARK OLD TOWN STREETSCAPE AND MAIN RENEWAL PROJECT (City Project P1258, ACWD Job XXXXX)

This "Cooperative Agreement for the Newark Old Town Streetscape and Main Renewal Project (City Project P1258, ACWD Job XXXX)" ("Agreement") is made and entered into by and between the City of Newark, a municipal corporation ("City"), and the Alameda County Water District ("ACWD"), a county water district duly organized and existing under the County Water District Law (being Division 12 of the Water Code of the State of California). City and ACWD may be collectively referred to herein as the "Parties."

RECITALS

A. As part of its Small Diameter Main Renewal Program, ACWD is planning and intends to construct or cause the construction of improvements to its water system within the City right-of-way, including approximately 1,750-feet of water main within the alignment of Thornton Avenue between Ash Street and Cherry Street, Dairy Street between Thornton Avenue and Sycamore Street, Sycamore Street between Dairy Avenue and Thornton Avenue, Magnolia Street between Thornton Avenue and Rich Avenue, and connections at cross streets along this alignment. The work will include replacement and relocation of existing 8-inch and 12-inch water mains with 12-inch water mains, fire hydrants, water service laterals, and related appurtenances (ACWD Job XXXX, the "ACWD Waterline Work").

B. The City is planning and intends to construct the Newark Old Town Streetscape Project (City Project P1258, the "City Project"), in accordance with the City's Old Town Specific Plan, which encompasses a 76-acre area, to revitalize Old Town Newark as a vibrant mixed-use neighborhood; the City Project includes reconstructing the streets with new curb and gutter, sidewalk, pavement section, improved and/or new storm water drainage systems, and landscaping in and around Thornton Avenue from Ash Street to Olive Street and include the existing public plaza areas on the north side of Magnolia Street & Thornton Avenue and the Carter Station Plaza at the south side of Sycamore Street and Thornton Avenue.

C. The ACWD Waterline Work and City Project both involve major improvements to utilities and other infrastructure within the public right-of-way and within the same general geographic area as shown in Exhibit A, attached hereto.

D. In order to provide for the most efficient and cost-effective implementation of the two projects, to minimize disruption to the infrastructure improvements in the City Project area and impacts to Newark residents due to traffic and water service outages, the Parties desire to combine the work into a single project to the extent possible. To this end, the Parties intend to include the

ACWD Waterline Work into the City Project, the combined project being referred to herein as the "Joint Project."

E. It is the intent of the City to administer the Joint Project. It is the intent of ACWD to support City's implementation of the Joint Project and to reimburse the City's reasonable costs of the ACWD Waterline Work.

F. The inclusion of the ACWD Waterline Work into the Joint Project will require coordination between the City and ACWD regarding the acquisition of permits, design and design review, construction, inspection, testing, acceptance, and warranties for the Joint Project.

G. Beginning in June 2023, the City and ACWD coordinated on the preparation of the City's Request for Proposals (RFP) for providing professional design services for the design of the Joint Project. ACWD reviewed the RFP and provided comments and edits on the scope of the ACWD Waterline Work to be included in the City Project as optional design tasks. Accordingly, the City has included optional scope items to cover design services for the ACWD Waterline Work in the City Project RFP.

H. The Parties desire to work cooperatively and to document a reasonable and responsible basis for the cooperative design and construction of the Joint Project for the mutual benefit of their agencies and their public constituents.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. ADVERTISING AND AWARD OF DESIGN AND ENGINEERING SERVICES IN SUPPORT OF THE JOINT PROJECT.

1.1. The City and ACWD previously coordinated on the development of the RFP for the design and engineering services in support of the Joint Project ("Joint Design") RFP. The City advertised the Joint Design RFP, including the design and engineering services related to the ACWD Waterline Work, in accordance with the City's practices and applicable law. Design and engineering services associated with the ACWD Waterline Work were included separately in the RFP as "optional" work.

1.2. Upon receipt of proposals for the work, the City share the proposals received, including costs for the ACWD Waterline Work, with ACWD. ACWD reviewed and provided input on the evaluation and ranking methodology; however, the City retained the sole discretion to select the method with which proposals were evaluated and ranked. ACWD participated in the evaluation of the proposals and the City and ACWD conferred regarding the proposals;

however, the City retained the sole discretion to select the proposer based on the proposal in accordance with its proposal evaluation criteria.

1.2.1. Should ACWD conclude that the City's selected proposal does not meet ACWD's needs, then the "optional" ACWD Waterline Work will not be awarded by the City, and ACWD shall be responsible for completing the design of the ACWD Waterline Work. In this event, the City and ACWD shall confer as to their collective approach to implementation of their individual projects, and this Agreement may be terminated in writing by either Party.

1.2.2. Should ACWD be satisfied that the City's selected proposal meets ACWD's needs, ACWD will provide written confirmation of its agreement with the City's selection. The City will then award the Joint Design work, including design and engineering services in support of the ACWD Waterline Work, to the selected proposer ("Design Consultant") in accordance with its practices and applicable law.

2. COORDINATED DESIGN AND ENGINEERING WORK.

2.1. City's hired Design Consultant shall prepare the design and construction contract documents for the ACWD Waterline Work ("Waterline Work Product") to be incorporated into Joint Project, and other requirements pursuant to Sections 3 through 5.

2.2. ACWD agrees to pay one hundred percent (100%) of the costs for design services scope items for ACWD Water Pipeline as shown in Exhibit B, attached hereto.

2.3. All Waterline Work Product shall be and are the property of ACWD who shall be entitled to access and to copy the Waterline Work Product during the progress of the work. If requested by ACWD, the City shall deliver one copy of the Waterline Work Product remaining in the hands of the City, or in the hands of the Design Consultant, or any subcontractor, upon completion or termination of the work or Agreement to ACWD. The City assigns to ACWD all right, title, and interest in and to the Waterline Work Product, including ownership of copyright in the Waterline Work Product. ACWD may utilize any material prepared or work performed by the City's hired Design Consultant pursuant to this Agreement, in any manner which ACWD deems proper without additional compensation to the City. The City shall not disclose project related data or information without the prior written consent of ACWD.

2.4. The Joint Project construction contract documents shall include a schedule of "bid items" for which each bidder shall identify a "bid item amount." The bid items for the ACWD Waterline Work ("ACWD Bid Items") shall be incorporated in the Joint Project bid and construction documents, along with the estimated quantity for each bid item.

2.5. All City bid items will be contained in the Base Bid. The ACWD Bid Items shall be included on a separate bid item schedule (e.g. “Waterline Work”) and shall be characterized as “Alternate Bid Items” in the construction contract that may be awarded with the Base Bid items, later by change order, or excluded from the award. For the purposes of bid comparison and determination of the lowest responsive and responsible low bid, the Waterline Work bid schedule shall be added to the City bid items.

2.6. ACWD shall review the portion of the design, construction plans, and specifications related to ACWD Waterline Work at ACWD's sole cost and expense.

2.7. City shall provide ACWD 50%, 90%, and 100% design submittals, to include the design drawings and specifications, for any ACWD Waterline Work incorporated into the Joint Project for review. ACWD shall promptly and diligently review each design submittal, and provide comments, if any, to City within twenty-one (21) calendar days of ACWD's receipt of the respective design submittal.

2.8. At least thirty-five (35) calendar days prior to the advertisement of bids, City shall provide ACWD with a complete copy of the 90% design submittal for review, including but not limited to, the 90% drawing set, General Conditions, Special Conditions, Technical Specifications, and payment item schedule, including the ACWD Bid Items. ACWD shall promptly and diligently review the 90% Design Submittal for Joint Project, and provide comments, if any, to City within fourteen (14) calendar days of ACWD's receipt of the 90% design submittal. City shall reasonably consider ACWD proposed modifications of the 90% design submittal. City shall supply within seven (7) calendar days written explanation, including reasons why and justification for, any ACWD modifications not included. If ACWD believes that its modifications should be included in the Construction Contract plans and specifications for Joint Project after reasonably considering City's written explanation, ACWD and City shall meet and confer in good faith to reach a mutually acceptable solution.

2.9. If re-design of ACWD’s work is required due to unforeseen conditions, the City’s design consultant is responsible for the re-design. ACWD shall review the revised design and shall provide the City a written notice of approval of the re-design with in seventy-two (72) hours after ACWD receives the re-design.

3. ENVIRONMENTAL REVIEW AND PERMITTING.

3.1. City will serve as the lead agency for California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) for the joint project in accordance with the Federal and State grant requirements. ACWD will be a responsible agency with discretionary approval authority

over the project. The City will pay for the environmental review costs associated with the filing of the NEPA and CEQA for the Joint Project.

3.2. City will acquire all environmental, right-of-way and construction related permits for the Joint Project that includes ACWD Waterline Work in accordance with the Federal and State grant requirements. No City of Newark encroachment permit fee will be paid by ACWD.

4. BIDDING AND AWARD OF CONSTRUCTION CONTRACT.

4.1. The City shall issue the plans and specifications, including minimum experience requirements for the ACWD Waterline Work, for the Joint Project for public competitive bids and award the contract for the Joint Project in accordance with the requirements of the California Public Contract Code, the Newark Municipal Code, and any other applicable laws and regulations.

4.2. Concurrently with advertising for bids, City shall provide ACWD with a complete copy of the advertised contract documents ("Construction Contract") for the Joint Project used to invite such bids. City shall include ACWD when issuing any addenda during the bidding period.

4.3. Within seven (7) working days following a bid opening, City shall provide copies of the final bid documents for the three (3) apparent lowest responsible bidders to ACWD for the Joint Project.

4.4. ACWD shall, within Five (5) working days of its receipt of the final bid documents and the City's selected bid, indicate whether it supports the City proceeding with the award of the ACWD Waterline Work along with the City's award of the Joint Project Construction Contract.

4.4.1. Should ACWD conclude that the City's selected bid does not meet ACWD's needs, then the "alternate" ACWD Waterline Work will not be awarded by the City, and ACWD shall be responsible for completing construction of the ACWD Waterline Work. In this event, the City and ACWD shall confer as to their collective approach to implementation of their individual projects, and this Agreement may be terminated in writing by either Party.

4.4.2. Should ACWD be satisfied that the City's selected bid meets ACWD's needs, ACWD will provide written confirmation of its agreement with the City's selection. The City will then award the Joint Project construction work, including construction of the ACWD Waterline Work, to the selected bidder ("Contractor") in accordance with its practices and applicable law, and the District will proceed to authorize budgeted funds for construction of the ACWD Waterline Work.

5. CONSTRUCTION, INSPECTION, CONSTRUCTION MANAGEMENT AND CONSTRUCTION ADMINISTRATION.

5.1. The City shall administer the Construction Contract for the Joint Project including the ACWD Waterline Work. ACWD shall support the City's administration of the construction work.

5.2. ACWD will provide specialty waterline construction inspection, assist with construction management for all components of any ACWD Waterline Work during construction, and shall promptly communicate to City pursuant to each rejection or acceptance of the quality of materials and construction work relating to the ACWD Waterline Work. ACWD shall retain the right to review any RFI related to Waterline Work concurrent with City's design review, and shall be afforded the opportunity to provide input prior to the City's response to the Contractor. ACWD's inspection responsibilities shall include, but not be limited to, inspections of: (a) installation of the permanent waterline and all associated appurtenances, (b) waterline connections, (c) pressure and bacterial testing, (d) backfill of the trench up to one foot over the top of pipe, and (e) final acceptance of ACWD Waterline Work as complete. City shall, in turn, communicate each acceptance or rejection of the quality of materials and construction work to Contractor. City shall require Contractor to cooperate with ACWD, and ACWD's agents, in inspection of all ACWD Waterline Work, provided that: (a) ACWD shall coordinate all inspections with City; (b) all communication with Contractor shall be through City's Resident Engineer (except in an emergency situation to the extent necessary for the protection of persons or property); and (c) when conducting any inspections, ACWD shall not take any actions that unreasonably interfere with Contractor's performance, direct Contractor's performance in the field, or authorize any additional work. ACWD shall have an inspector available to be on-site as needed during Contractor's approved working hours, upon forty-eight (48) hours' notice from Contractor. Inspection requested by Contractor for work on Saturdays, Sundays, or ACWD Holidays, or nights shall be requested fourteen (14) calendar days in advance of the scheduled work.

5.3. No modifications or connections to the District's existing sterile water system shall be performed without the presence and direction of authorized District staff.

5.4. To the extent ACWD inspections at any stage reveal a failure by Contractor to meet the requirements of the Construction Contract and the ACWD Plans, ACWD shall provide a written explanation of the basis for the failure. City shall forward all comments provided by ACWD to Contractor, instruct Contractor to take all appropriate actions to correct its work, and shall not accept these components of the ACWD Waterline Work until ACWD approves them.

5.5. Both City and ACWD shall maintain all documents related to any ACWD Waterline Work, including all daily logs, inspector notes, testing, and correspondence and each party shall provide copies of all such documents to the other party upon request.

5.6. During the course of construction of any ACWD Waterline Work, City shall cause its Contractor to allow ACWD to regularly inspect, after reasonable notice, record ("redline") drawings of any ACWD Waterline Work. City shall supply redline drawings of any ACWD Waterline Work to ACWD upon City's acceptance of the City Project as complete. The redline drawings shall show the location and details of any changes made during construction to any ACWD Waterline Work.

The City shall be responsible for the day-to-day inspection and approval for all components of the Joint Project, except that ACWD shall be responsible for inspecting the ACWD Waterline Work provided that the City shall provide ACWD with at least twenty-four (24) hours prior notice of the date that the work is available for inspection. ACWD, in its sole discretion, may have an ACWD inspector present on-site when the ACWD Waterline Work is being performed. If after inspecting the ACWD Waterline Work, ACWD determines that any of the work does not comply with the drawings and specifications for the ACWD Waterline Work as set forth in the Joint Project contract, ACWD shall provide the City with written notice specifying its basis for such determination within seventy two (72) hours after ACWD inspects the ACWD Waterline Work. ACWD's failure to timely notify the City of its determination of noncompliance of any matter shall be deemed ACWD's acceptance of such matter. The City shall, in turn, forward all comments to the Contractor, instruct the Contractor to take appropriate actions to correct its work, and shall not accept the ACWD Waterline Work until ACWD approves in writing, which approval shall not be unreasonably withheld. The City shall require the Contractor to cooperate with ACWD in inspection of the ACWD Waterline Work. The time impact analysis will be used to determine the time impacts associated with changes caused by the ACWD work. The cost split associated with concurrent delays caused by both parties work, the cost split shall be proportional to each party’s contribution to the delay, based on a time impact analysis.

6. CONSTRUCTION COSTS AND OWNERSHIP ASSOCIATED WITH ACWD WATERLINE WORK AND ADMINISTRATIVE FEE.

6.1. The as-bid construction cost for the ACWD Bid Items shall be as identified separately on the bid schedule to be included in the Construction Contract ("ACWD As Bid Construction Cost"). The as-bid construction cost, including labor, material, permit fees, equipment and warranties for the ACWD Bid Items shall be determined before the Construction Contract is awarded by the City. As full consideration for the satisfactory performance by the Contractor, ACWD agrees to pay one hundred percent (100%) of "ACWD As Bid Construction Cost" to the City per executed Construction Contract payment requirements. The City assigns to ACWD all right, title, and interest in and to the ACWD Waterline Work, including beneficial use of work in progress.

6.2. ACWD agrees to pay one hundred percent (100%) of engineering services during construction provided by the Design Consultant to support construction of the ACWD Waterline Work.

6.3. ACWD agrees to pay an Administrative Fee to the City to reimburse the City for administration and construction management of the ACWD Waterline Work. The Parties agree that the

appropriate amount of the Administrative Fee is equal to 5% of the total cost of all ACWD Waterline Work payment items as included in the successful Contractor's bid.

6.4. ACWD shall pay the City the Administrative Fee as part of the monthly billing as a percentage of construction costs attributable to ACWD Waterline Work.

7. ACWD WATERLINE WORK ACTUAL COST, ADDITIONAL ADMINISTRATIVE FEE AND PAYMENT.

7.1. Pursuant to the contract awarded by the City, the Contractor shall be obligated to the City to perform all work required by the Joint Project Contract (including the ACWD Bid Items) and the City shall be obligated to administer the Contract and pay the Contractor for all work performed in accordance with the Joint Project Contract. ACWD agrees to pay to the City the actual cost of the ACWD Waterline Work ("ACWD Waterline Work Actual Cost") plus, an additional amount to reimburse the City for its costs in administering any change orders or claims relating specifically to the ACWD Waterline Work and the City's incremental cost associated with construction management tasks associated with the ACWD Waterline Work, including those tasks performed by a third-party construction manager under contract to the City, ("Additional Administrative Fee") as further described in this Section.

7.2. The "ACWD Waterline Work Actual Cost" shall equal the dollar amount that the City actually pays the Contractor in accordance with the terms of the City Project Contract for ACWD Bid Items plus the actual construction cost of any and all construction change orders and claims to the extent that they increased the cost of the ACWD Waterline Work. Thus, the ACWD Waterline Work Actual Cost will include the product of the actual quantities and the Contractor's bid amount for each ACWD Bid Item plus payments for contract change orders and claims related to the ACWD Waterline Work as further discussed in this Section.

7.3. The "Additional Administrative Fee" shall be an amount equal to 5% of the actual cost of any and all change order work and claims actually paid to the Contractor in accordance with Section 7.1 and Section 7.2.

7.4. For the Joint Project construction contract, ACWD agrees to pay for the full cost of work for which the District is responsible based on the unit prices and final approved quantities of the applicable pay items. Within thirty (30) days after the award of the Contract, ACWD agrees to deposit with the City ten percent (10%) of the ACWD As Bid Construction Cost, which the City will initially use to deduct the monthly ACWD Waterline Work Actual Costs. On a monthly basis, City will furnish to ACWD a statement ("Invoice") of the ACWD Waterline Work Actual Cost which shall include a detailed statement of itemized construction costs for the completed and verified ACWD Bid Items plus the ACWD-related portion of any and all construction change orders and claims to the extent that they increased the cost of the ACWD Waterline Work. The

Invoice shall also itemize any Additional Administrative Fee amounts due as determined in accordance with this Section. If requested by ACWD, the City will provide ACWD with copies of the Contractor's invoices for the ACWD Waterline Work. Within fourteen (14) calendar days after the receipt of an Invoice from the City, ACWD shall pay the City the monthly ACWD Waterline Work Actual Costs. The City will use the payment from ACWD to replenish the ACWD deposit initially used to pay the invoice. The City shall return to ACWD all unspent funds deposited by ACWD in accordance with this Agreement at the conclusion of the work.

7.5. For the Consultant Design Services, ACWD shall pay to the City the total of the ACWD Waterline Work Design Services Costs. If ACWD disputes any portion or item of any Invoice, ACWD shall provide written notice of the dispute, with an explanation of the basis for the dispute no later than 14 calendar days after ACWD's receipt of the Invoice. ACWD's failure to provide timely written notice to the City disputing any portion or item of an Invoice received by the District shall be deemed an approval by ACWD of all undisputed portions or items of ACWD Actual Cost. ACWD shall pay the portion of the Invoice that is not in dispute in accordance with this section.

7.6. If ACWD provides the City with a written notice of dispute, the City and ACWD shall negotiate in good faith to informally resolve any such dispute. If no agreement is reached within 45 calendar days after the date City receives ACWD's notice of dispute and either party indicates that progress is not being made to resolve the dispute, the parties shall submit the matter to dispute resolution as described in Section 9 of this Agreement.

8. MODIFICATIONS TO ACWD WATERLINE WORK DURING CONSTRUCTION.

8.1. To the extent that the Contractor is entitled to additional compensation under the terms of the City Project Contract for work related to the ACWD Bid Items, the additional compensation shall be considered ACWD Actual Cost pursuant to Section 7 of this Agreement.

8.2. All major construction change orders or claims affecting or increasing the cost of the ACWD Waterline Work shall be submitted to ACWD staff for prior review and approval, except in emergency circumstances. A "major" construction change order or claim is one which could reasonably be deemed to result in a ten percent (10%) cumulative increase in cost of the ACWD Waterline Work, or one which would increase the cost of the ACWD Waterline Work by $50,000 or more. Written responses of ACWD staff shall be provided to the City within 7 calendar days after receipt, unless authorized City and ACWD staff agree in writing that a specific longer period of review time is necessary for more complex change order proposals or claims. If ACWD disagrees with the proposed change order or a proposed claim approval, ACWD shall include the reasons for its disagreement in its written responses. If the City project manager does not receive comments from ACWD within the specified time, he or she shall be deemed to be authorized to use his or her best judgment with regard to acting upon the proposed change

order or claim. If ACWD submits written responses in accordance with the schedule indicated in this section, the City shall in good faith consider such responses in acting upon the proposed change order or claim.

8.3. The City may act upon construction change orders and claims which are not "major" without consultation with ACWD. “Non-major” change orders are those not considered “major” as defined in Section 8.2. However, after the aggregate total of change orders or claims exceeds 10% of the cost of the ACWD Waterline Work as set forth in the Contractor's bid, City shall submit to ACWD staff for prior review and approval all subsequent non-major change orders or claims. This prior review and ACWD response shall be pursuant to Section 8.2 except that responses of ACWD staff shall be provided within five (5) working days for non-major change orders.

9. **RESOLUTION OF DISPUTES.** In the event the Parties should disagree regarding implementation of this Agreement, the Parties agree to use the following dispute resolution procedure.

9.1. At least one individual in a senior management position from each party will meet, in person, and attempt to resolve the dispute informally.

9.2. If the initial meeting does not resolve the dispute, the City Manager for the City, and the General Manager for ACWD will meet, in person, and attempt to resolve the dispute informally.

9.3. If the meeting with the City Manager and General Manager does not resolve the dispute, the matter shall be referred to a mediation with a JAMS representative with JAMS' fees to be split equally between the City and ACWD.

9.4. If neither the staff meetings nor the meditation results in resolution of the dispute, the Parties shall have the right to exercise any of its remedies available under law.

10. GENERAL PROVISIONS.

10.1. **RELATIONSHIP BETWEEN THE PARTIES.** This Agreement does not create any partnership or agency between the parties.

10.1.1. ACWD is, and at all times shall remain, solely responsible for all acts of its officials, employees, agents, and contractors, including any negligent acts or omissions. ACWD is not the City's agent and shall have no authority to act on behalf of the City, or to bind the City to any obligation whatsoever.

10.1.2. The City is, and at all times shall remain, solely responsible for all acts of its officials, employees, agents, and contractors, including any negligent acts or omissions. The City is not the ACWD's agent and shall have no authority to act on behalf of ACWD, or to bind ACWD to any obligation whatsoever.

10.2. AUTHORIZED REPRESENTATIVES.

10.2.1. All ACWD services under this Agreement shall be performed by, or under the direct supervision of, **ACWD's Authorized Representative, Rekha Ippagunta, Project Engineering Manager**, unless otherwise designated in writing by ACWD's Authorized Representative or the General Manager.

10.2.2. All City services under this Agreement shall be performed by, or under the direct supervision of, **the City's Authorized Representative, Diana Cangco, Acting City Engineer,** unless otherwise designated in writing by the City's Authorized Representative or the City Manager.

10.3. INDEMNIFICATION.

Pursuant to Government Code section 895.4, City shall indemnify, hold harmless, and defend ACWD (including its elected officials, officers, agents, and employees) from and against any and all claim (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorney's fees) resulting or arising from the City's negligent acts or omissions in the performance of contract administration under this Agreement.

In addition, City will require its design and engineering consultant(s) and construction Contractor to indemnify, hold harmless, and defend ACWD and its officials, officers, agents, and employees and to include ACWD and its officials, officers, agents, and employees as additional insureds to the same extent that the City requires its design and engineering consultants and construction Contractor to indemnify, hold harmless, and defend the City and to include the City as an additional insured.

10.3.1. Pursuant to Government Code section 895.4, ACWD shall indemnify, hold harmless, and defend the City (including its elected officials, officers, agents and employees) from and against any and all claims (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorney's fees) resulting or arising from the standard specifications provided by ACWD for the ACWD Waterline Work or ACWD's negligent performance or failure to perform, under this Agreement.

10.4. **TERM OF THE AGREEMENT.** The term of this Agreement shall commence on the date last signed by the parties, below, and shall continue until completion of all the obligations of the parties under this Agreement.

10.5. **ACCOUNTING RECORDS.** The parties shall maintain all accounting records related to this Agreement in accordance with generally accepted accounting principles and state law requirements, and in no event for less than four years. The parties' accounting records shall include, at a minimum, all documents which support the costs and expenses related to the ACWD Waterline Work for this Agreement, including personnel, contractors, invoices and payments, and reimbursable expenses. Each party's accounting records shall be made available to the other party within a reasonable time after request, during normal business hours.

10.6. **NOTICES.** All notices required or contemplated by this Agreement shall be in writing and shall be delivered to the respective party as set forth in this section. Communications shall be deemed to be effective upon the first to occur of: (a) actual receipt by a party's Authorized Representative, or (b) actual receipt at the address designated below, or (c) three working days following deposit in the United States Mail of registered or certified mail sent to the address designated below. The Authorized Representative of either party may modify their respective contact information identified in this section by providing notice to the other party.

To: City
Attn: Public Works Director
City of Newark
37101 Newark Boulevard
Newark, CA 94560

To: ACWD
Attn: Director of Engineering and Technology
Alameda County Water District
P.O. Box 5110
Fremont, CA 94537-5110

10.7. **HEADINGS.** The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling, enlarging, or restricting the interpretation of the Agreement.

10.8. **SEVERABILITY.** If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the parties' intent under this Agreement.

10.9. **GOVERNING LAW, JURISDICTION, AND VENUE.** The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this

Agreement shall be filed and heard in a court of competent jurisdiction in the County of Alameda.

10.10. **ASSIGNMENT AND DELEGATION.** This Agreement, nor any portion thereof, shall not be assigned or transferred, nor shall any of a Party's duties be delegated, without the written consent of the other Party. Any attempt to assign or delegate this Agreement without the written consent of the other Party shall be void and of no force or effect. A consent by a party to one assignment shall not be deemed to be a consent to any subsequent assignment.

10.11. **MODIFICATIONS.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.

10.12. **WAIVERS.** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.

10.13. **ENTIRE AGREEMENT.** This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the matters described herein. This Agreement supersedes all prior negotiations, Agreements, and understandings regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.

10.14. **EACH PARTY'S ROLE IN DRAFTING THE AGREEMENT.** Each party to this Agreement has had an opportunity to review the Agreement, confer with legal counsel regarding the meaning of the Agreement, and negotiate revisions to the Agreement. Accordingly, neither party shall rely upon Civil Code section 1654 in order to interpret any uncertainty in the meaning of the Agreement.

10.15. **COUNTERPART SIGNATURES.** The parties hereto recognize and agree that separate counterpart signature pages may be used but that all such pages constitute one and the same Agreement.

10.16. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the ACWD and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the City and ACWD do hereby agree to the full performance of the terms set forth herein.

City of Newark

By: _____
David Benoun
Title: City Manager

Date: _____

Alameda County Water District

By: _____
Ed Stevenson
Title: General Manager

Date: _____

EXHIBIT A

Old Town Streetscape Project Site Area

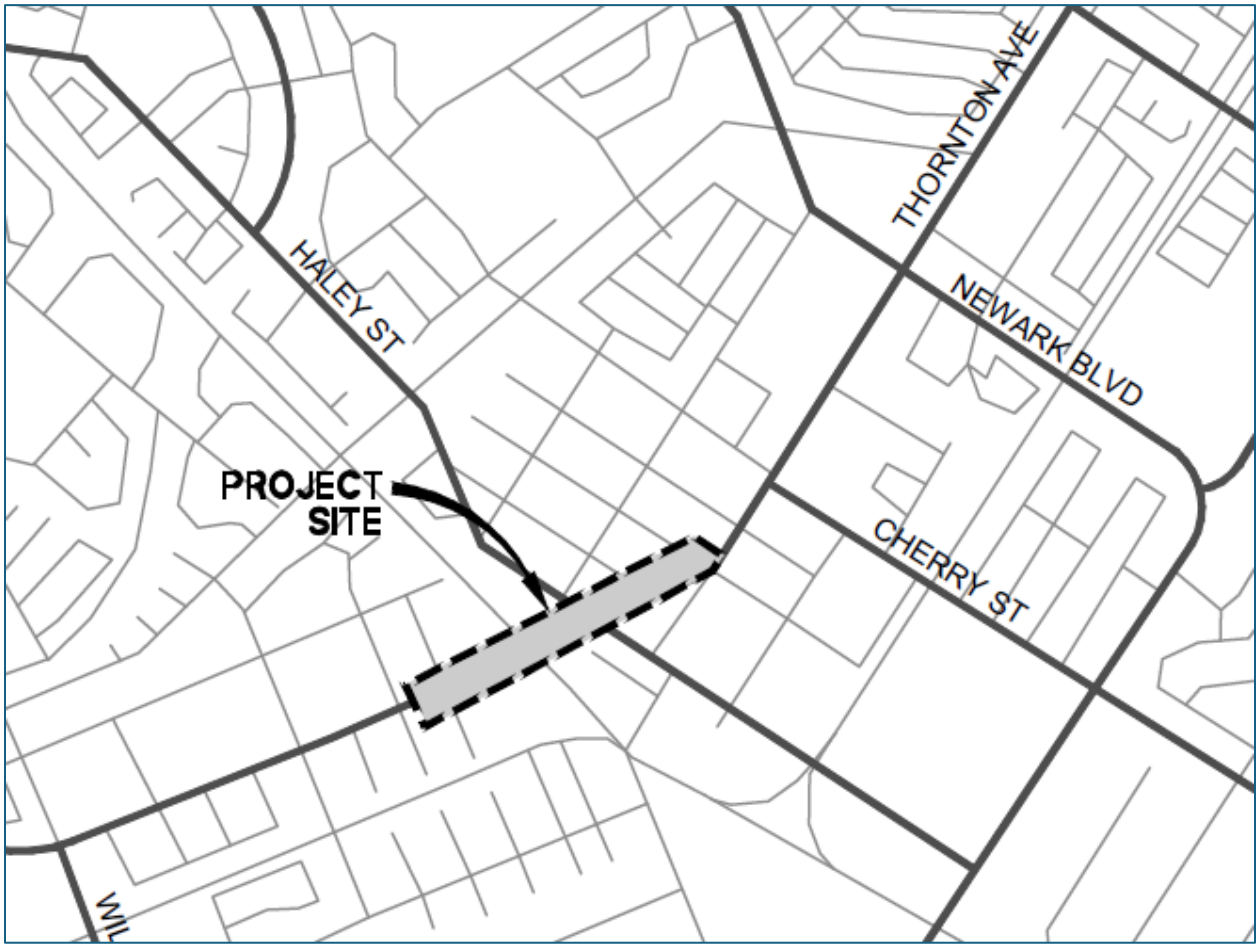


EXHIBIT B

ACWD Design Scope Costs

DocuSign Envelope ID: 0CEC176C-A20B-4D96-A52C-5172AF901241

Old Town Streetscape Improvements

FEE PROPOSAL

Schaaf & Wheeler
CONSULTING CIVIL ENGINEERS

Submittal Date: 08.07.23

		Schaaf and Wheeler Water Pipeline				
		Glen Anderson Principal-in-Charge	Brett Crews **Project Engineer**	**Varies** Engineer	**Total Hours**	**Total Fee Proposal**
	Billable Rate ($/ hour)	275.00	210.00	195.00		
Task 1	**Preliminary Engineering**					
1.1	**Project Kickoff**					
	Outreach Plan and Setup	4	4	4	12	$2,720
	Project Construction Budget				0	$0
	QA/QC Plan	8	4		12	$3,040
1.2	**Data Collection and Field Review**		8	4	12	$2,460
1.3	**Existing Conditions Mapping**				0	$0
1.4	**Subsurface Conditions Assessment**				0	$0
1.5	**General Order 88B**				0	$0
1.6	**Preliminary Design**					
	35% Streetscape				0	$0
	30% Waterline	16	20	20	56	$12,500
1.7	**Public Utilities**					
	Preliminary Notice				0	$0
	65 and 95% Coordination				0	$0
	New Utility Services				0	$0
1.8	**Outreach**				0	$0
	Electronic Updates				0	$0
	Community Meeting 1				0	$0
	Community Meeting 2				0	$0
	Public Arts				0	$0
	City Council				0	$0
1.9	**Contract Management**					
	Project Management	8			8	$2,200
	Quality Control	8	4		12	$3,040
	Meetings	4	4		8	$1,940
	Task 1 Preliminary Engineering Subtotal:	**48**	**44**	**28**	**120**	**$27,900**
Task 2	**Construction Documents**					
2.1	**Streetscape Plans, Specifications and Estimate**					
	50% PS&E				0	$0
	90% PS&E				0	$0
	100% PS&E				0	$0
2.2	**ACWD Plans, Specifications and Estimate**					
	50% PS&E	20	30	20	70	$15,700
	90% PS&E	20	20	20	60	$13,600
	100% PS&E	12	20	20	52	$11,400
2.3	**Grant Funding**	no cost			0	$0
2.4	**Local Assistance Support**				0	$0
2.5	**Outreach**				0	$0
	Electronic Updates				0	$0
	Public Arts				0	$0
	City Council				0	$0
2.6	**Final Plans**				0	$0
2.7	**Contract Management**					
	Project Management	8			8	$2,200
	Quality Control	16	8		24	$6,080
	Meetings	8	8		16	$3,880
	Task 2 Construction Documents Subtotal:	**84**	**86**	**60**	**230**	**$52,860**
Task 3	**Bidding and Construction**					
3.1	**Bidding Support**		8		8	$1,680
3.2	**Contract Management**				0	$0
	Task 3 Bidding and Construction Subtotal:	**0**	**8**	**0**	**8**	**$1,680**
	Total Labor Expenses:	**132**	**138**	**88**	**358**	**$82,440**
Reimbursable Expenses						
General Expenses						
	Total Reimbursable Expenses:					**$0**
	Total Subconsultant Fee:					**$82,440**

STAFF REPORT

Item D. 6.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Cathreene Ingham-Watters, Human Resources Director
SUBJECT	Adopt a resolution to (1) amend the Employee Classification Plan to delete and add multiple class specifications; (2) amend the Compensation and Benefit Plan for the Management, Supervisory, and Professional Employees Group to add multiple class specifications, and to add salary steps/ranges for each new classification; and (3) amend the City's Salary Schedule in conformance with California Code of Regulations, Title 2, Section 570.5

SUMMARY AND RECOMMENDATION

City staff analyzed the current staffing configuration and operational needs of the Community Development Department's Planning Division. Identified improvements include adding a Housing Policies and Programs Manager to support the City's numerous housing policies and programs, as well as additional levels of planning positions to provide a better customer service experience and retain talented staff.

Staff recommends that the City Council adopt a resolution to (1) amend the Employee Classification Plan to delete the class specifications of Assistant Planner and Associate Planner and to add the new classifications of Assistant/Associate Planner, Principal Planner, and Housing Policies and Programs Manager; (2) amend the Compensation and Benefit Plan for the Management, Supervisory, and Professional Employees Group to add the classifications of Assistant Planner, Principal Planner, and Housing Policies and Programs Manager, and to add the salary steps/ranges for each new classification; and (3) amend the City's Salary Schedule to include the salary steps/ranges for the Assistant Planner, Principal Planner, and Housing Policies and Programs Manager in conformance with California Code of Regulations, Title 2, Section 570.5.

Funding for two new full-time positions, one Housing Policies and Programs Manager and one Assistant/Associate Planner is included in the draft 2024-2026 Biennial Budget and Capital Improvement Plan on tonight's City Council agenda. If the resolution to amend the Employee Classification Plan, Compensation and Benefit Plan for the Management, Supervisory, and Professional Employees Group, and City's Salary Schedule is not approved, the positions and funding allocation will be removed from

the final 2024-2026 Biennial Budget and Capital Improvement Plan that will be presented to City Council in June.

BACKGROUND

The Community Development Department includes the Planning, Community Preservation, and Economic Development Divisions. Currently, there is no singular position dedicated to housing needs, limiting the City's ability to develop housing programs or address housing-related concerns. Additionally, the Planning Division currently includes one Associate Planner, one Senior Planner, and a Deputy Community Development Director, under the leadership of the Community Development Director. Since 2021, the Department has utilized contractors to support the Planning Division, including the current part-time contractor that provides entry-level planning support. Contractors are important partners for Community Development during busy periods, when full-time employee resources are low, and for their specialized experience and skills that are unavailable in the Department. After over two years of contract services, it is clear a long-term need for entry-level planning assistance exists. Also, as current staff gain experience, opportunities for completing more complex work without the need for contract assistance can be realized.

DISCUSSION/ANALYSIS

Before City Council is presented with the draft 2024-2026 Biennial Budget and Capital Improvement Plan (CIP) later on this City Council agenda, staff requests the following class specifications be created and salary steps/ranges assigned. Two additional full-time equivalent positions, one Housing Policies and Programs Manager and one Assistant/Associate Planner to the Community Development Department Planning Division is included in the draft 2024-2026 Biennial Budget and CIP for funding consideration. These positions will be removed from the final 2024-2026 Biennial Budget and Capital Improvement Plan that will be presented to City Council in June, if creation of the classifications and salary steps/ranges are not approved.

HOUSING POLICIES AND PROGRAMS MANAGER

The creation of a Housing Policies and Programs Manager classification would increase staff capacity to implement and support the city’s numerous housing policies and programs identified in the recently certified General Plan Housing Element, as well as affordable housing requirements in the Municipal Code. This position would work closely with City planners on land use matters related to housing, the development of ordinances and policies, and preparation and implementation of special studies and plans. This position would be responsible for identification and administration of housing grants; oversight, monitoring, and compliance of new and existing affordable housing agreements; and leading community education efforts regarding housing.

A consultant assisted with creation of the class specification and a labor market study to determine appropriate compensation for the Housing Policies and Programs Manager position. Staff recommends placement at Salary Range 16 to align with the labor market average. Because the position is at the manager level and outside of the Police Department, staff determined the appropriate employee group for the Housing Policies and Programs Manager classification is the Management, Supervisory, and

Professionals employee group. No City recognized bargaining unit contested this determination.

ASSISTANT/ASSOCIATE PLANNER

In the recent classification and compensation study, certain entry- and journey-level classifications were recommended to be combined into one classification to allow for flexible staffing and the opportunity for advancement from the entry-level position to the journey-level position. For the Planning Division, the revised classification of Assistant/Associate Planner was recommended. This will support recruitment efforts to attract candidates with varied experience. In particular, staff hired at the Assistant Planner level would be expected to perform entry-level tasks such as customer service, administrative functions, processing basic entitlement applications, and supporting staff throughout the department on special planning studies and policy development efforts. Positions at the Associate Planner level would normally be filled by advancement from the Assistant Planner level after gaining the knowledge, skill, and experience that meet the qualifications for and after demonstrating the ability to perform the work at a higher level.

Assistant Planner has been an inactive classification for several years, requiring a current salary to be established. Based upon a labor market survey and internal compensation relationships, staff recommends setting the salary for the Assistant Planner position to five (5) salary steps consisting of Step 1- $48.20, Step 2- $50.61, Step 3- $53.14, Step 4- $55.80, and Step 5- $58.59, effective July 1, 2024. These salary steps include the three percent general salary increase that will be applied to other City classifications on July 1, 2024. No changes are recommended to the current Associate Planner salary steps.

When it was active, the Assistant Planner classification was included in the Management, Supervisory, and Professionals Group Compensation and Benefit Plan. Staff determined it is still appropriate to include Assistant Planner in the Management, Supervisory, and Professionals employee group. No City recognized bargaining unit contested this determination.

PRINCIPAL PLANNER

In analyzing the Planning Division job class family, staff identified a need to establish a classification between the Senior Planner and Deputy Community Development Director classifications. The classification and compensation study included an analysis of job functions, supervisory responsibilities, and complexity of planning duties. While the Senior Planner classification is considered an advanced journey-level in the professional classification series, the Principal Planner classification is a supervisory-level classification and would include supervising programs, projects, and staff within the Planning Division and require an overall higher responsibility in executing complex planning duties. Adding a Principal Planner to the Planning job class family provides potential growth opportunities and is an attractive recruitment and retention tool. Funding for Principal Planner is not requested at this time; staff will seek City Council funding approval when a position is needed in the future.

A labor market study was conducted to identify appropriate compensation as well as ensure compaction rates between each classification in the Planning Division. As such, staff recommends the classification of Principal Planner be assigned Salary Range 16. Because the position is at the senior supervisor level and outside of the Police Department, staff determined the appropriate employee group for the Principal Planner classification is the Management, Supervisory, and Professionals employee group. No City recognized bargaining unit contested this determination.

FISCAL IMPACT

There is no fiscal impact associated with this action. The addition of one full-time Housing Policies and Programs Manager and one full-time Assistant/Associate Planner to the Community Development Department Planning Division is proposed as part of the draft 2024-2026 Biennial Budget and Capital Improvement Plan for City Council consideration this evening. The total compensation cost of the staffing proposal is approximately $924,000 over the two-year budget period and the draft 2024-2026 Biennial Budget and Capital Improvement Plan funds these two positions from a variety of sources, including Housing Impact Fees, Community Development Maintenance Fees, offsets from reduced contractual services, and the general fund.

REVIEW AND APPROVAL

Prepared by - Steven Turner, Community Development Director and Cathreene Ingham-Watters, Human Resources Director
Reviewed by - Lenka Hovorka, Assistant City Manager
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Resolution CDD Positions

Housing Policies and Programs Manager class specification

Assistant/Associate Planner class specification

Principal Planner class specification

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AUTHORIZING AN AMENDMENT TO THE EMPLOYEE CLASSIFICATION PLAN DELETING AND ADDING MULTIPLE CLASS SPECIFICATIONS; AUTHORIZING AN AMENDMENT TO THE COMPENSATION AND BENEFIT PLAN FOR THE MANAGEMENT, SUPERVISORY, AND PROFESSIONAL EMPLOYEES GROUP; AND APPROVING AN AMENDMENT TO THE CITY'S SALARY SCHEDULE IN CONFORMANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

WHEREAS, the Employee Classification Plan was adopted by City Council via Resolution No. 2,505; and

WHEREAS, the City must adjust job specifications to satisfy the changing and anticipated needs of the workforce and to acknowledge advanced skills and job complexity, providing advancement opportunities for talent retention; and

WHEREAS, the City determined, based on the current and anticipated needs of the department and results of the recent Classification and Compensation Study, the need to add and revise job titles, job descriptions, and salaries within the Planning Division in the Community Development Department; and

WHEREAS, the City seeks to amend the Classification Plan to delete the class specifications of Assistant Planner and Associate Planner; and to add the class specifications of Assistant/Associate Planner, Housing Policies and Programs Manager, and Principal Planner; and

WHEREAS, the City seeks to amend the Compensation and Benefit Plan for the Management, Supervisory, and Professional Employee Group to add the classifications of Assistant Planner, Housing Policies and Programs Manager, and Principal Planner, along with the associated salary steps or ranges; and

WHEREAS, the City seeks to amend the City's Salary Schedule to add the classifications of Assistant Planner, Housing Policies and Programs Manager, and Principal Planner at the salary ranges listed below.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Newark that the Employee Classification Plan adopted by Resolution No. 2,505, and subsequently amended by resolutions, is hereby amended to delete the class specifications of Assistant Planner and Associate Planner and to add the class classifications of Assistant/Associate Planner, Housing Policies and Programs Manager, and Principal Planner.

BE IT FURTHER RESOLVED by the City Council of the City of Newark that the Compensation and Benefit Plan for the Management, Supervisory, and Professional Employee Group be amended to add the classifications and salaries of Assistant Planner, Housing Policies and Programs Manager, and Principal Planner, effective July 1, 2024, as reflected in the City's Salary Schedule.

BE IT FURTHER RESOLVED that the City Council hereby approves an amendment to the City's Salary Schedule to reflect the classifications of Assistant Planner, Housing Policies and Programs Manager, and Principal Planner effective July 1, 2024 as follows:

Classification		Step 1	Step 2	Step 3	Step 4	Step 5
Assistant Planner	Hourly	$48.20	$50.61	$53.14	$55.80	$58.59
	Biweekly	$3,856.00	$4,048.80	$4,251.20	$4,464.00	$4,687.20
	Annual	$100,256.00	$105,268.80	$110,531.20	$116,064.00	$121,867.20
Housing Policies and Programs Manager	Hourly	$74.91	Range 16			$89.89
	Biweekly	$5,992.80				$7,191.20
	Annual	$155,812.80				$186,971.20
Principal Planner	Hourly	$74.91	Range 16			$89.89
	Biweekly	$5,992.80				$7,191.20
	Annual	$155,812.80				$186,971.20

Housing Policies and Programs Manager

Class Specification
Established: 4/24
Class ID: 240
Unit: MGMT
Probation: 12 Months
FLSA: Exempt

DEFINITION
Under general direction, manages and administers specified housing programs and other related activities; leads in the development and implementation of affordable housing programs, participates in the review of affordable housing development projects, and leads long-range activities based on the City's General Plan, Housing Element, Specific Plans, and regional initiatives; performs a variety of studies and prepares and presents staff reports; serves on review committees; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED
Receives general direction from the Community Development Director or designee. May exercise supervision of assigned administrative, technical, professional, and contract staff.

DISTINGUISHING CHARACTERISTICS
This is a single-position, management level classification responsible for managing and administering housing activities, policies, and programs. The incumbent also provides technical expertise and assistance to City staff, the City Council, the Planning Commission, developers, advocates, and the general public. Performance of the work requires an extensive professional background as well as skills in coordinating assignments with other City departments and public agencies. The incumbent is expected to carry out duties with a high degree of administrative discretion and independence within the context of City policies, codes, and standards.

EXAMPLES OF JOB FUNCTIONS (Illustrative Only)
Develop and implement policies and programs pertaining to housing supply and affordable housing in the City, including the Housing Element, the General Plan, and other planning reports.

Facilitate the development of housing projects, including new construction and acquisition/preservation projects, developing timelines, managing consultants, negotiating with developers, directing and performing research, and coordinating with City staff.

Monitor current regulations, code changes, and legislation; analyze potential impacts to City policy or programs.

Research and secure new sources of Federal, State, regional, philanthropic, and private funding and grants for the City's affordable housing programs and other housing or neighborhood projects.

Oversee administration of the City's planned inclusionary housing program, including marketing new units, collecting in-lieu fees, and managing contracts; interpret Below Market Rate (BMR) ordinances and guidelines; work with staff to develop and implement procedures; and provide oversight of any external BMR administrators hired to administer the program.

Educate and engage with the public, community stakeholders, and elected and appointed city officials on housing programs and policies.

Represent the City in the Alameda County HOME Investment Partnerships Program (HOME) and Community Development Block Grant Program (CDBG) for federal funding allocations.

Prepare and manage Notices of Funding Availability (NOFAs), Request for Proposals, and/or Request for Qualifications.

Process loan and grant applications for City funds including conducting due-diligence evaluations of proposals and proformas from affordable housing developers or other parties; negotiating and preparing loan documents with assistance from the City attorney and/or other appropriate parties; and completing the loan closing process.

Oversee funded projects through final construction completion to ensure that City loan or grant funds are accurately disbursed and utilized; oversee contract management and payment disbursement; assist in ongoing loan and grant compliance monitoring.

Prepare a variety of reports on housing production and preservation, neighborhood improvement, and other related City activities; gather and analyze data; recommend appropriate action.

Prepare staff reports and make presentations for Council, subcommittees, ad hoc committees, other boards and commissions, community groups, and stakeholders.

Participate in the development and administration of assigned program budget; forecast funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; recommend adjustments as necessary.

Negotiate and manage contracts and agreements.

May exercise direct supervision and training over assigned administrative, technical, and professional and personnel including providing timely, accurate and thorough performance evaluations.

Represent the City in meetings with representatives of other agencies, departments, organizations and community groups; participate in outside community and professional groups and committees.

Monitor current and new regulations, code changes, and legislation, trends and innovations, and assess impact and potential improvements to City policies, programs, and projects.

Build and maintain positive working relationships with co-workers, other City employees, and the public using principles of good customer service.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of housing programs and development and public policy, including best practices, statistical analysis, and information technology applications.
- Procedures, regulations, and practices in housing and redevelopment, financing, land acquisition, construction, rehabilitation, and historic preservation.
- Applicable Federal, State, and local funding programs related to housing, including HOME Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG).
- Procedures for planning, implementing, and maintaining a variety of housing activities and programs through community participation.

- Principles of building, zoning, and applicable local codes.
- Grant preparation and contract administration principles and techniques.
- Principles and practices of supervision, training, and performance evaluations to include leadership, motivation, team building and conflict resolution techniques.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, regulatory, and legislative organization
- Basic budgeting and loan accounting principles and practices.
- Basic methods for publicizing and disseminating information regarding housing development projects.
- Current computer applications as well as applications used in land use planning and housing development.

Skill or Ability to:

- Analyze, interpret, apply, and explain laws, rules, codes, and regulations related to housing production, preservation and maintenance, neighborhood improvement, redevelopment, and economic development.
- Interpret and explain pertinent housing and department policies and procedures.
- Analyze, interpret, explain, and implement various Federal, State, and third-party regulations, rules and procedures, and department policies and procedures.
- Research proposals, evaluate alternatives, and make sound recommendations within established policy guidelines.
- Plan, organize and implement housing programs, including a proactive outreach and communication program.
- Develop and monitor an assigned program budget.
- Negotiate, review, and prepare written agreements.
- Supervise, train, and evaluate personnel.
- Independently organize work, set priorities, meet critical deadlines, and follow up on assignments.
- Effectively represent the department and the City in meetings with governmental agencies, community groups, various business, professional, and regulatory organizations.
- Effectively use computer systems, software applications, and current business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing; effectively conduct meetings and make presentations to various groups.
- Respectfully and effectively collaborate with a variety of people of varying backgrounds and roles. Demonstrate tact, professionalism, and diplomacy.

Education and Experience:

Any combination of education and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Possession of a Bachelor's degree from an accredited college or university in city, urban or environmental planning, architecture urban planning or a related field and five (5) years of increasingly responsible experience in housing development and rehabilitation, planning, or related field including two (2) years of administrative, lead, or supervisory responsibilities related to planning, organizing, and coordinating housing programs.

License and Certificate:

Possession of a California driver license and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect City sites, including traversing uneven terrain, climbing ladders,

stairs, and other access points, to operate a motor vehicle, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds or more with appropriate equipment or staff assistance. Assigned duties and responsibilities will require attendance at meetings outside of normal business hours including evenings and weekends.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. Employees must be available to attend day, evening, and weekend meetings, at various sites within and outside the City.

Assistant/Associate Planner

Class Specification
Revised 3/24
Class ID: 220
Unit: MGMT
Probation: 12 Months
FLSA: Exempt

DEFINITION
Under general supervision, performs a variety of professional planning activities including technical reviews of development and land use applications, and zoning matters; provides professional advice and information to others on planning, community development, zoning and environmental review; prepares staff reports for plan review and site development; assists with preparing and reviewing City Ordinances and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED
Receives general supervision and direction from a Senior Planner, Principal Planner, or Deputy Community Development Director or designee. Exercises no direct supervision over staff. May provide technical and functional direction to lower-level staff.

DISTINGUISHING CHARACTERISTICS
Assistant Planner - This is the first level class of the professional planning series. Initially, under supervision, incumbents with basic planning experience perform professional and technical planning work in current, advance, and/or environmental planning activities. Incumbents are expected to become familiar with and competent in a range of routine planning functions. As incumbents gain experience, assignments become more varied and are performed with greater independence. Positions at this level usually perform most of the duties at the Associate level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment related to work procedures and methods.

Associate Planner - This is the journey-level class in the professional planning series and incumbents may be assigned the full range of planning functions. Incumbents have project management responsibilities in addition to performing the full range of professional planning duties. Positions at the level are distinguished from the Assistant level by performing the full range of duties as assigned, working independently, exercising judgment and initiative, and receiving only occasional instruction or assistance as new or unusual situation arise.

Positions in the Planner class series are flexibly staffed and positions at the Associate Planner level are normally filled by advancement from the Assistant Planner level after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF JOB FUNCTIONS (Illustrative Only)
Perform technical review, monitor, and process land use and development applications, including various permits, plan checks and listings fees.

Review development projects, permit applications and building plans for completeness and compliance with current City codes and regulations; provide interpretations of the California Environmental Quality Act (CEQA), Subdivision Map Act, and local environmental guidelines; identify corrective actions to be taken by owners; recommend improvement and rehabilitation programs; conduct follow-up and re-check and approve or deny submittals; review and sign off on plans submitted for Building Plan Check and permits.

Prepare or assist in preparing and reviewing environmental impact reports; prepare written initial studies, negative declarations, and staff reports related to development projects or City projects.

Refer to and apply numerous documents including the General Plan, Zoning Ordinance, California Environmental Quality Act, Subdivision Map Act, State Planning laws, Municipal Code, County tax assessor's maps and records, building and architecture plans, and other relevant documents.

Assist in conducting and preparing statistical and research projects, and compile zoning and planning related data as required; prepare a variety of correspondence; prepare routine written project analysis including researching, analyzing findings and making recommendations.

Serve as project manager on entitlement projects, including analyzing and evaluating site and architectural plans, performing technical review and making recommendations, ensuring plans and applications receive appropriate signatures, coordinating in-house review with contractors, administering contracts and approving payment on projects.

Manage consultant contracts, determine scope of work and budgets, track budgets and approve contract payments.

Provide technical advice to other departments, contractors, developers, and the public including explaining City ordinances, regulations, resolutions and planning and zoning policies; may be assigned to direct and review the work and provide training in work procedures to support staff.

Confer with and provide information to property owners, contractors, developers, engineers, architects and public regarding conformance to standards, plans specifications and codes; explain codes, requirements and procedures.

Conduct project site inspections, including compliance with laws, regulations, and ordinances, make recommendations on changes.

Assist in preparing general plan updates; review and draft City ordinances; prepare zoning code and general plan amendment studies; research, analyze, compile and interpret social, economic, population and land use data and trends; prepare written reports on various planning matters, special reports and elements of the General Plan.

Prepare and present staff reports for the City Council, Planning Commission, and various other committees and advisory boards as directed on routine development matters; prepare research, reports, maps, and conduct briefings and meetings.

Maintain department records and files in the computerized permit tracking system; prepare graphic and mapped data using computer-based mapping and other applications.

Establish positive working relationships with representatives of community organizations, state/local agencies and associations, City management, staff, and the public.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices and procedures related to current City and regional planning, zoning administration, environmental review, and the development process, including applicable laws and regulations.

- Site planning and architectural design principles.
- General concepts of architecture, landscaping, grading, drainage, and traffic and transportation engineering related to the process of urban planning.
- Practices of researching planning and land use issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Research and report methods, techniques, and procedures.
- Recent developments, current literature, and sources of information related to planning, zoning, and environmental review.
- Computer applications related to the work, including basic GIS concepts and applications.
- Current equipment and communication tools used for business functions and program, project, and task coordination.
- Project management and contract administration principles and techniques.
- Techniques for effectively representing the City with governmental agencies, community groups, businesses, professional and regulatory bodies and with property owners, developers, contractor and the general public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Skill or Ability to:

- Understand, interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.
- Assess, monitor, and report environmental impact on and of various City programs and services.
- Analyze site design, terrain constraints, land use compatibility, utilities, and other urban services.
- Conduct routine research projects including zoning and planning studies, evaluate alternatives, and make sound recommendations.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, and other written materials.
- Read and understand building plans, site plans, technical drawings and specifications.
- Communicate and coordinate activities effectively with co-workers, supervisors, other City departments, the general public, representatives of organizations and other sufficient to exchange or convey information and to receive work direction.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Effectively use computer systems, software applications, and current business equipment to perform a variety of work tasks.
- Respectfully and effectively collaborate with a variety of people of varying backgrounds and roles. Demonstrate tact, professionalism, and diplomacy.

Education and Experience:

Any combination of education and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Assistant Planner: Possession of a Bachelor's degree from an accredited college or university with major coursework in city, urban or environmental planning, architecture, or related field to

area of assignment, and one (1) year of full-time professional planning experience or related experience.

Associate Planner: Possession of a Bachelor's degree from an accredited college or university with major coursework in city, urban or environmental planning, architecture, or related field to area of assignment, and three (3) years of professional experience in planning, zoning, and related community development activities.

Possession of a Master's degree in planning may substitute for one year of professional experience.

License and Certificate:
Possession of a valid driver license and a satisfactory driving record throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to operate a motor vehicle to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification frequently sit for prolonged periods of time, bend, stoop, kneel, and reach to perform assigned duties, as well as push and pull drawers open and closed to retrieve and file information. Standing in and walking between work areas is frequently required. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds with the use of proper equipment.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. Employees must be available to attend day and evening meetings, at various sites within and outside the City.

Principal Planner

Class Specification
Established:
Class ID:
Unit: MGMT
Probation: 12 Months
FLSA: Exempt

DEFINITION
Under general direction, administers specified Community Development activities including current planning, zoning, and subdivision ordinance, long-range planning and the General Plan; supervises the daily operations of the Planning Division and staff; assists with complex, advanced and technical professional planning activities including managing complex development and land use applications and other planning projects; provides professional and technical assistance to the Director and Deputy Director, the Planning Commission, the City Council, developers, contractors and general public; performs a variety of studies and prepares and presents staff reports; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED
Receives general direction from the Deputy Community Development Director. Exercises direct supervision of assigned administrative, technical, professional, and contract staff.

DISTINGUISHING CHARACTERISTICS
This class is a supervisory-level class in the Planner classification series. Incumbents are responsible for supervising programs, projects, and staff within the Planning Division, and are also expected to independently perform the full range of complex planning duties. Responsibilities include performing diverse, specialized, and complex work involving initiative, independence, and decision-making within established guidelines. Successful performance of the work requires an extensive background in planning, as well as skill in coordinating work with other City departments and external agencies. This class is distinguished from the Deputy Community Development Director in that the latter has oversight and responsibility for all current and long-range planning programs, projects, functions, and activities.

EXAMPLES OF JOB FUNCTIONS (Illustrative Only)
Plan, organize, assign, supervise, and review the work of staff assigned to the Planning Division including current and long-range planning, environmental compliance, and interagency coordination; train staff in work procedures; evaluate employee performance, counsel employees, and effectively recommend initial disciplinary action; assist in selection and promotion.

Monitors daily activities of the Planning Division; recommend improvements and modifications and prepare various reports on activities, programs, and projects; recommend and assist in the implementation of goals and objectives; implement policies and procedures.

Provide technical analysis of the application of planning and zoning laws, municipal code, general plan, and other technical documents.

Participate in the development, monitoring, implementation, and update of the City's General Plan, Zoning Ordinance, specific plans, and other land use studies; advise staff on interpretations of the Zoning Ordinance, General Plan, Municipal Code, State Planning Law, California Environmental Quality Act, and other regulatory standards.

Oversee and participate in the review and analysis of development proposals, and processing of

proposed development projects to ensure applications are complete and compliant with City policies and regulations and local, state, and federal requirements; coordinate the technical processing of development proposals.

Supervise and participate in the preparation of documents to ensure compliance with California Environmental Quality Act (CEQA) and federal environmental requirements.

Coordinate Division programs, projects, and activities with other City departments, local jurisdictions and agencies, and regional, state, and federal agencies during the development review process of projects.

Serve as project manager for complex planning projects, including analyzing and evaluating site and architectural plans, performing technical review for project plans and applications, and making recommendations, managing consultant contracts, and determining scope of work and budgets, tracking budgets and approving contract payments.

Assist in budget preparation and administration, analyze financial data, prepare detailed cost estimates with appropriate justifications, as required.

Serve as staff liaison for review boards, ad-hoc committees, and elected officials, including providing technical advice and interpret planning policies and regulations; manage internal staff groups or committees; prepare, review, and present staff reports, management and information updates, and report on projects to the City Council, boards, committees, and commissions, and at public meetings.

Conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to programs, policies, and procedures, as appropriate.

Prepare or direct the preparation of grant and permit applications, pursue federal and state grant funds, and permits, and ensure project compliance with grant or permit regulations.

Attend and participate in professional group meetings; stay current of new trends and innovations in planning; research and monitor changes in regulations and technology that may affect operations; implement policy and procedural changes after approval.

Confer with and provide information to property owners, contractors, developers, engineers, architects, and the public regarding conformance to standards, plans specifications and codes; explain codes, requirements and procedures and evaluate alternatives; receive, investigate, and respond to concerns and issues in a professional manner; identify and report findings and take necessary corrective action.

Conduct site inspections, including project compliance with laws, regulations, and ordinances, make recommendations on changes.

Assist the Deputy Community Development Director with special projects, as needed.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Current principles, practices and procedures related to City and regional planning and zoning administration, environmental review, and the development process including applicable laws and regulations.
- Site planning and architectural design principles.
- General concepts of architecture, landscaping, grading, drainage, and traffic and transportation engineering as they relate to the process of urban planning.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility. Current principles, practices and procedures of environmental regulations including the California Environmental Quality Act (CEQA).
- Computer applications related to the work.
- Supervisory techniques.
- Principles and practices of researching planning issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Project management contract administration principles and techniques.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, regulatory, and legislative organization

Skill or Ability to:

- Complete and administer complex current and long-range planning and zoning conformance activities in an independent and effective manner.
- Conduct complex planning research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Assess, monitor, and report environmental impact on and of various City programs and services.
- Analyze site design, terrain constraints, land use compatibility, utilities, and other urban services.
- Understand, interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.
- Supervise, direct, and review the work of support staff on a project or day-to-day basis and train staff in work procedures.
- Effectively represent the department and the City in meetings with governmental agencies, community groups and various business, professional and regulatory organizations, and in meetings with individuals.
- Conduct zoning studies and interpret City zoning laws, regulations, and codes.
- Read and understand building plans, site plans, and technical drawings and specifications. Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, and other written materials.
- Prepare and monitor budgets; manage contractors and contract service budgets.
- Communicate and coordinate activities effectively with officials, co-workers, subordinates, other City departments, the general public, representatives of organizations and others sufficient to exchange or convey information and receive work direction.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Respectfully and effectively collaborate with a variety of people of varying backgrounds and roles. Demonstrate tact, professionalism, and diplomacy.

Education and Experience:

Any combination of education and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Possession of a Bachelor's degree from an accredited college or university in city, urban or environmental planning, architecture, or related degree, and five (5) years of planning related experience, including two (2) years of project management or lead experience. Master's degree is desirable.

License and Certificate:

- Possession of a California driver license and a satisfactory driving record.
- American Institute of Certified Planners (AICP) certification is desirable.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect City sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds or more with appropriate equipment or staff assistance.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. Employees must be available to attend day, evening, and weekend meetings, at various sites within and outside the City.

STAFF REPORT
Item E. 1.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Tonya Connolly, Maintenance Superintendent
SUBJECT	Hearing to consider property owners' objections to the 2024 Weed Abatement Program and instruction to the Superintendent of Streets to abate the public nuisances

SUMMARY AND RECOMMENDATION

The City of Newark conducts an annual weed abatement program as a fire prevention measure. This program is a coordinated effort between the City's Maintenance Division and Alameda County Fire Department Fire Prevention staff. Vacant properties with the potential for extensive weed growth are typically included in the program. Property owners of these properties have the option to either complete weed abatement work themselves or have the work completed by a City contractor through this program. The City's contractor is scheduled to complete any necessary abatement work in June.

At the April 25, 2024, City Council meeting, the City Council initiated the 2024 Weed Abatement Program and set May 23, 2024, as the date for a public hearing to hear any objections from property owners. This year's program includes inspection and potential abatement of approximately 121 properties. Notices were sent giving property owners to advise the City by May 22, 2024, if they intend to abate the weeds themselves. Most property owners typically perform the work themselves and as of May 15, 2024, no written objections have been received. If objections are received prior to or during the public hearing, the City Council should consider the objections, and then allow or overrule the objections by motion.

Staff recommends that the City Council, by motion, act upon any objections by property owners to the 2024 Weed Abatement Program, and instruct the Superintendent of Streets to abate the public nuisances.

BACKGROUND

The City of Newark conducts an annual weed abatement program to abate weeds on vacant properties that are not properly maintained by property owners to the satisfaction of Alameda County Fire Department (ACFD) Fire Prevention staff. The program is authorized by, and conducted pursuant to, Government Code Sections 39560, et seq. The abatement work typically consists of tractor mowing, supplemented

with manual labor to clear weeds abutting fences and to remove debris to facilitate tractor work. Property owners have the option to make their own arrangements for weed and debris removal. All properties on which the City performs the abatement work would be assessed the full cost of that work, including administrative costs. Administrative coste are 20% of the cost of the weed abatement services pursuant to the adopted Fiscal Year 2024 Master Fee Schedule.

DISCUSSION/ANALYSIS

There are approximately 121 industrial, residential, and commercial parcels that have large areas of vacant ground with regular seasonal weed growth that could develop into a fire hazard if not properly maintained. These parcels are located throughout the City and are listed on Schedule "A". Property owners choosing to complete weed and debris removal themselves must complete the work prior to the schedule set for the City's contractor. The City's landscape maintenance contractor is scheduled to perform the weed abatement work in June. Property owners were sent pre-paid postcards following City Council's initiation of the 2024 Weed Abatement Program and were asked to return those postcards by May 22, 2024, to advise the City if they would abate the weeds themselves. At the time of this writing, no written objections have been received. If the weeds on these parcels are not abated in a timely manner, the City's contractor will perform the work in June. This provides property owners ample time to complete the abatement work. If objections are received prior to or during the public hearing, the City Council should consider the objections; and then, by motion, allow or overrule the objections. The City Council may then instruct the Superintendent of Streets to abate the public nuisance on the parcels remaining in the program.

FISCAL IMPACT

The 2022-2024 Biennial Budget and Capital Improvement Plan for Fiscal Year 2024 is projected to provide sufficient funding for the 2024 Weed Abatement Program. Should the anticipated scope of work to be performed by the City increase significantly, a future budget amendment may be necessary.

REVIEW AND APPROVAL

Prepared by - Tonya Connolly, Maintenance Superintendent
Reviewed by - Soren Fajeau, Public Works Director
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Schedule A

MAP	APN	OWNER	LOCATION
1	92A 072000510	PRESBYTERY OF SAN FRANCISCO	35450 NEWARK BOULEVARD
3	092 013100109	FILBERT STREET DEVELOPMENT LLC	FILBERT STREET AT SNOW
3.1	092 013100204	FILBERT STREET DEVELOPMENT LLC	37243 FILBERT STREET
3.2	092 013100300	FILBERT STREET DEVELOPMENT LLC	37257 FILBERT STREET
5	092 002401000	SINGH SARJEET	SYCAMORE STREET NEAR 7303 DAIRY
6	092 002902200	RAO RAJESH & DESHPANDE VIDYASAGAR V ETAL	36952 MULBERRY STREET
7	092 004501100	ANITRA PRASAD	MAGNOLIA STREET NEAR RICH
8	092 003001403	LEPAKSHI HOMES LLC / POLAKALA KISHORE	6717 THORNTON AVENUE
8	092 003001502	LEPAKSHI HOMES LLC	6733 THORNTON AVENUE
8	092 003001602	LEPAKSHI HOMES LLC	6749 THORNTON AVENUE
8	092 003001804	LEPAKSHI HOMES LLC	6781 THORNTON AVENUE
8	092 003001702	LEPAKSHI HOMES LLC	6765 THORNTON AVENUE
10	092 003200300	DANG ALAN & VO HUONG T	DAIRY AVENUE BETWEEN 36805 & 36926
11	092 004100803	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.1	092 002401700	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.1	537 052100801	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.11	537 052100802	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.12	537-0521-009-02	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.13	092-0054-003-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.14	092-0200-015-01	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.15	092-0253-001-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.16	92A-2165-006-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.17	92A-2300-007-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.18	92A-2300-006-14	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.19	92A-2500-005-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.2	092-0021-016-01	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W

11.2	92A-2500-004-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.21	537-0850-021-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.22	537-0850-020-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.23	537-0850-019-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.24	537-0850-018-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.25	537-0850-017-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.26	092-0054-002-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.27	092-0068-003-02	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.28	092-0069-002-02	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.29	092-0069-003-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.3	092-0021-016-02	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.3	092-0067-012-05	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.31	092-0067-014-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.32	092-0067-019-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.33	092-0067-020-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.34	092-0065-002-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.35	092-0064-010-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.36	92A-1095-129-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.37	92A-1100-058-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.38	92A-1105-014-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.39	92A-2000-004-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.4	092-0015-004-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.4	92A-2010-002-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.41	092 012702100	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.42	092 012702000	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.43	092-0067-012-05	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.5	92A-0506-107-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W

11.6	92A-0506-106-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.7	92A-0501-030-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.8	92A-0502-090-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
11.9	92A-0620-061-00	UNION PACIFIC - REAL ESTATE	SP RAILROAD R-O-W
13	092 025501100	CHANG INCOME PROPERTY PARTNERSHIP LP	37200 SYCAMORE ST
14	537 085000200	PICK-N-PULL SAN JOSE AUTO DISMANTLERS	7400 MOWRY AVENUE
15	537 046000725	ADROIT GLOBAL LLC & BEDI SHISHU	6953 JARVIS AVENUE
16	092 003101900	AHMAD ABRAR & NARGIS	6991 THORNTON AVE (primary address undetermined)
18	901 011100900	A & P CHILDREN INVESTMENTS LLC	CEDAR BOULEVARD (near Eucalyptus Grove)
19	092A216500904	PABCO BUILDING PRODUCTS LLC	REDEKER PLACE AT CHERRY
20	537 900900100	SF BAY NATIONAL WILDLIFE REFUGE c/o J. Bradley	CEDAR BOULEVARD
23	537 046001400	FULL BLOOM BAKING CO BUILDING FUND LLC	6500 OVERLAKE PL
23.1	537 046001300	PS NORTHERN CA NEWARK INC	6800 OVERLAKE PL
24	092 007500402	SSVGGP VENTURES LLC & SKZR GROUP LLC	CHERRY STREET
24.1	092 007500502	SSVGGP VENTURES LLC & SKZR GROUP LLC	CHERRY STREET
26	537 046000728	FRANCISCAN GLASS COMPANY	35255 FIRCREST STREET
26.1	537 046002101	FRANCISCAN GLASS COMPANY	FIRCREST STREET
27	092 008300900	RAFANAN MARJORIO	36915 LOCUST STREET
28	092A230000612	SKW MBT OPERATIONS INC	38403 CHERRY STREET
29	092A075000800	HOLY REDEEMER LUTHERAN CHURCH	35660 CEDAR BOULEVARD
33	901 018800600	LION NEWARK SHOPPING CENTER	39055 CEDAR BOULEVARD
34	092 012601900	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W LOCUST & ELM
34.1	092 012501700	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W WALNUT & LOCUST
34.2	092 012402200	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W SPRUCE & WALNUT
34.3	092 011909900	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W SPRUCE
34.4	092 010000802	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W WILLOW
34.5	092 010000801	SAN MATEO COUNTY TRANSIT DIST.	SMCTD RAILROAD R-O-W WEST OF WILLOW

35	537 085200102	FMC CORPORATION	8787 ENTERPRISE DR
36	092 011501100	SHH PROJECT OWNER LLC	37445 WILLOW STREET
36.1	092 010000402	HONEYWELL INTERNATIONAL INC	WILLOW STREET NORTH OF ENTERPRISE
38	092A072002600	LADRECH MAURICE A TR ETAL	35178 NEWARK BOULEVARD
44	092 012401400	MANWANI GIRISH & MADHU	RAILROAD AVENUE SPRUCE & WALNUT
45	092 012501000	CHERRY STANLEY R TR	7843 RAILROAD AVE BETWEEN LOCUST & WALNUT
47	092A103602902	JAIN ASHIT & MONISAH TRS	6214 THORNTON AVENUE
48	092 013400200	LOUIEHELM JENNY & LOUIE WAYLAND H & JEN L TRS	RAILROAD AVE BETWEEN LOCUST & ELM
49	092 013502300	SEAMONKEY LLC	WALNUT STREET CORNER LOT
53	092A103603102	ELIZARREY SHIRLEY A TR SURVIVOR'S TRUST & ELI ETAL	6152 THORNTON AVENUE
54	092A103604100	AU JOSEPH & LILY C TRS	NEWARK BOULEVARD AND CIVIC TERR
55	092 025200200	NORDSTROM INC	37599 FILBERT STREET
58	092 004100201	TANIOS SIMON	36964 ASH STREET
61	092A258607600	WANG YUJEH L TR	BIRCH STREET ON CEDAR
62	092 010000705	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	092 014000302	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	92A-2357-031-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	92A-2416-015-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	92A-2416-013-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	92A-2585-002-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.1	92A-2585-027-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.2	92A-2588-002-01	CITY & CO SF WATER DEPT	WILLOW STREET
62.2	092-0116-004-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.3	092-0145-010-01	CITY & CO SF WATER DEPT	WILLOW STREET
62.4	092-0146-023-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.5	092-0068-001-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.6	092-0074-002-00	CITY & CO SF WATER DEPT	WILLOW STREET

62.7	092-0074-002-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.8	092-0075-007-00	CITY & CO SF WATER DEPT	WILLOW STREET
62.9	92A-2141-002-00	CITY & CO SF WATER DEPT	WILLOW STREET
63	092A062304300	CHIKKU PRADEEP	36589 NEWARK BLVD
65	092 012701300	PKA PHARMACEUTICAL INC & YANG YANHUA	37079 ASH ST
68	092 014000500	GLASS BAY HOMEOWNERS ASSOCIATION	8333 ENTERPRISE DR.
70	092A258800704	COUNTY OF ALAMEDA	TIMBER ST AT CEDAR CT
71	092 010001103	UNITED STATES OF AMERICA FISH & WILDLIFE SERV	THORNTON AVE
73	901 011100300	SPRINGHILL SUITES	SURROUNDING AREAS & INNER PORTION OF PARKING LOT
74	901 020001700	LANDSEA	CHERRY STREET AND SEA TURTLE DR
74.1	901 020001600	LANDSEA	CHERRY STREET AND SEA TURTLE DR
74.2	901 020001800	LANDSEA	CHERRY STREET AND SEA TURTLE DR
72	092 005200400	SAMUDRALA RAMAPRASAD & BALAKRISHNAN SANGEETA ETAL	THORNTON AVE

STAFF REPORT
Item F. 1.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	David Benoun, City Manager
SUBJECT	Presentation by Godbe Research on the results of the community survey conducted to identify community priorities and to update the Hotel Tax

SUMMARY AND RECOMMENDATION

On February 22, 2024, the Newark City Council directed staff to commission a community survey conducted by an independent third party to identify community priorities and City service needs as part of this year's budget process. Furthermore, the survey assessed reactions for a potential locally controlled funding measure that would update the Transient Occupancy Tax (commonly known as the "Hotel Tax") to fund maintaining the services in which our community relies. The City retained the services of Godbe Research to perform the community survey, and Bryan Godbe will provide an overview of the findings at the City Council meeting. After the presentation, the Council should provide staff with direction on whether the City should continue exploring a ballot measure for voter consideration of a Hotel Tax update.

BACKGROUND

The City Council received presentations at the February 22, 2024, City Council meeting regarding the following: (1) a summary of findings identified in the City's first Facilities Master Plan; (2) an update on the status of Newark's hotels; and (3) a request from staff to conduct a community survey to gauge Newark voter support of a potential ballot measure that would increase the Hotel Tax by 4% to fund the community's current and future needs.

Facilities Master Plan

The consultant who engaged the community to develop the City's first Facilities Master Plan presented the Council with a summary of their findings. In summary, the City will need to spend tens of millions of dollars to address community needs and critical infrastructure, including a new community center to serve our residents and the replacement of two fire stations to ensure critical public safety needs are addressed.

Hotel Update

During the same meeting, the City's hotel consultants, the Embarcadero Group, reported to the Council on the status of hotels in Newark and also provided an analysis of the City's existing Hotel Tax. Their report reveals that the City's Hotel Tax at the rate of ten percent (10%), is currently much lower than the rates of surrounding and comparable cities that have a Hotel Tax, often at rate of fourteen percent (14%). They recommended that the City consider updating the Hotel Tax as justified by the surrounding market and analysis provided.

Direction to Proceed with Community Survey

The Council also received a report that evening that requested direction from the Council on whether staff should engage with an independent third party to conduct a community survey to determine whether a Hotel Tax update could be considered by Newark voters and that would serve as a local funding source to fund critical infrastructure and public safety needs of our Newark community, including projects identified in various master plans.

DISCUSSION/ANALYSIS

The City retained the services of Godbe Research, a recognized leader in revenue measure feasibility public opinion research and a previous consultant of the City, to conduct research to gauge the community's interest in a ballot measure approving a Hotel Tax update and priorities for local funding.

Godbe Research conducted the community survey and collected data via landline, cell phone, and with text messages and emails containing links to online interviews. The data was collected in late March.

At the City Council meeting, Bryan Godbe of Godbe Research will present an overview of the results from the community survey. In general, the community survey conducted by Godbe Research shows that our residents prioritize the following City services:

- Repairing potholes and city streets
- Maintaining neighborhood police patrols/fire protection and 911/emergency medical response
- Upgrading fire stations to ensure rapid response times/accommodate modern firefighting and life-saving emergency equipment
- Improving emergency dispatch for rapid response during an earthquake or major disaster
- Enhancing parks/recreation programs and maintain sports fields and children's play structures

As the community clearly prioritized 911 medical and fire response, it is important to note that if the City does not address fire station maintenance needs now, then they will only become much more expensive to maintain and operate in the future.

After receiving the report, the Council should consider directing staff to prepare a future City Council agenda item that would allow the Council to consider placing a local funding measure on the November General Election ballot.

The current and future needs of the City are vast and critical. They include replacement of fire stations, tens of millions of dollars in maintenance needs, and various plans that need to be implemented for the safety and benefit of the City and our community. Locally controlled funding sources are needed to address these essential needs.

FISCAL IMPACT

There is no fiscal impact associated with this action.

REVIEW AND APPROVAL

Prepared by - David Benoun, City Manager
Lenka Hovorka, Assistant City Manager
Krysten Lee, Finance Director
Roya Gonzalez, Senior Management Analyst
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Facilities Report
Facilities Presentation
Hotel Status Report
Hotel Status Presentation
Community Survey Direction Report
Community Survey Direction Presentation

STAFF REPORT

Item F. 3.

DATE	02/22/2024
TO	Honorable Mayor and City Council Members
FROM	Roya Gonzalez, Senior Management Analyst
SUBJECT	Presentation of findings from the Facilities Master Plan assessments and community outreach process

SUMMARY AND RECOMMENDATION

Staff recommends that the City Council receive a presentation on the findings from the Facilities Master Plan (Plan) assessments and community outreach process, and receive feedback to be incorporated into the draft Plan.

BACKGROUND

The City owns and maintains 24 structures ranging from a 300 square foot boat house to a 32,000 square foot aquatic center. These structures are maintained within the City's allocated resources and according to preventative maintenance plans specific to each structure. Staff identified the need for a comprehensive long-term plan to strategically prepare for future growth and proper maintenance of City facilities as well as anticipated future community needs. In July 2022, proposals were requested from qualified consultants to develop a Citywide Facilities Master Plan. In November 2022, the City Council approved a contract with Group 4 Architecture & Planning to develop the Plan.

DISCUSSION/ANALYSIS

Since December 2022, Group 4 Architecture & Planning and their consultants have been conducting a comprehensive process to develop the City's first Facilities Master Plan. The process included four main tasks. These tasks have informed the options and recommended prioritizations presented to City Council at the Council meeting. The presentation is attached to this staff report.

Task 1: Existing Conditions Evaluation

To determine the condition and maintenance needs of existing buildings, a Facility Condition Assessment (FCA) was completed for each of the City buildings. These assessments document current deficiencies and future maintenance needs. They include the physical condition of building elements including site, exterior envelope, structure, interior elements, visual ADA compliance and mechanical, electrical, and plumbing (MEP) systems. This information has been compiled into an online database

that will assist the City in developing a long-term maintenance plan and forecasting building maintenance costs. Each facility's FCA will be included in the draft Plan that will be presented to City Council in March.

Task 2: Future Needs Assessment

To develop a comprehensive understanding of the operational needs of the City, the consultant began with department head interviews and staff surveys. Once the surveys were completed, the consultant toured each facility with staff knowledgeable about the current services provided. Several projects were identified to improve operational efficiency and meet the anticipated growth of staff and services. It is important to note that a public safety sub-consultant was retained to evaluate the police department and fire stations. Based on numerous operational deficiencies, extensive maintenance needs and overall building condition, the consultant recommends replacing Fire Stations No. 27 and 29. This recommendation, along with other potential future projects, will be included in the final Plan.

The needs assessment also included a thorough community engagement process to ensure the Plan addresses the most pressing needs of the community.

During the first phase of community engagement, the community was asked to identify the types of spaces they wanted to see in Newark. This information was collected via an online survey and through pop-up events at two of the City's most popular community events, Family Day at the Park and Groovin' at the Grove. The survey results are included in the attached presentation, and will be incorporated into the draft Plan. In general, the community prioritized several arts and community spaces such as an arts/craft studio and a performance theater. The consultant reviewed industry standards, trends, and best practices in community facilities to make recommendations to meet Newark's specific needs.

Task 3: Facility Options

To meet the arts and community space needs identified by participants in phase one of community engagement, the consultant introduced the idea of a Cultural Arts Community Center with three proposed size options at two potential locations. The size options are listed below:

Option A = 18,000 sf Cultural Arts Center
Option B = 25,000 sf Cultural Arts Center
Option C = 32,000 sf Cultural Arts Center

Each proposed size option includes the spaces identified by the community in phase one community engagement, by priority level. Each of the three proposed size options were evaluated at two sites: Newark Community Park and Civic Center Park. These options along with a set of evaluation criteria were presented to the community during phase two of community engagement. Engagement efforts included pop-up events at Newark Days' Community Resource Fair and the City's annual Tree Lighting Ceremony; a community meeting and open house; and an online survey. While there

are many different opinions, the majority of the community have identified the Community Park as the preferred location and preferred the largest of the three proposed size options.

Task 4: Implementation Plan

The projects identified in the Facilities Master Plan are broken into three categories:

- Preventative Maintenance – These costs will fluctuate year to year and are estimated to be approximately $73 million over twenty years.
- Renovations/CIP – These projects have been identified based on community or operational needs. The projects will be recommended and reviewed during the Capital Improvement Program process. The majority of them are future projects.
- New or Replacements – These new buildings are being recommended for the short term to meet the needs of the community and fire operations.

The Facilities Master Plan provides a guide for the next 20 years. A general overview of the facility recommendations for each facility over the first five years is shown below.

2024-2029 City Facility Recommendations Summary				
Facility	Maintain	Renovations/CIP	Replace	Sell/Repurpose/Demo
Ash Street Park Buildings	X			
Birch Grove Park Restroom		X		
Boathouse at Lakeshore Park	X			
Community Center Annex			X	
Community Center			X	
Community Center Park Restroom Building		X		
Fire Station 27			X	
Fire Station 28	X	X		
Fire Station 29			X	
Old Fire Station				X
Old Library				X
Clark W. Redeker Senior Center	X			

Second Chance Shelter	X			
Service Center	X	X		
George M. Silliman Community Activity Center	X			
Mel Nunes Sportsfield Park Restroom Building		X		
Watkins Hall				X
David W. Smith City Hall	X			
Alan L. Nagy Library	X			
Police Department	X			

The presentation from Group 4 Architecture & Planning will provide an overview of the process, including community engagement, and present significant findings. Following the presentation, the consultant will solicit feedback from City Council.

FISCAL IMPACT

There is no fiscal impact associated with this item.

REVIEW AND APPROVAL

Prepared by - Roya Gonzalez, Senior Management Analyst
Reviewed by - Lenka Hovorka, Assistant City Manager
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Presentation



CITY OF NEWARK FACILITIES MASTER PLAN

CITY COUNCIL UPDATE

February 22, 2024

GROUP 4 ARCHITECTURE

NEWARK California

AGENDA

1. Project Goals and Schedule
2. Facility Conditions Assessment
3. Space Needs
   - Community, Recreation & Aquatics
   - Admin, Public Safety & Service
4. Facility Options
5. Implementation Plan



PROJECT GOALS

1. **ASSESS** | Assess facility **needs & conditions**

2. **DETERMINE GROWTH** | Determine growth and **future needs**

3. **ENGAGE** | Engage the Newark community about **community program** and space needs

4. **DEVELOP** | Develop **recommendations and options** with supporting cost estimates

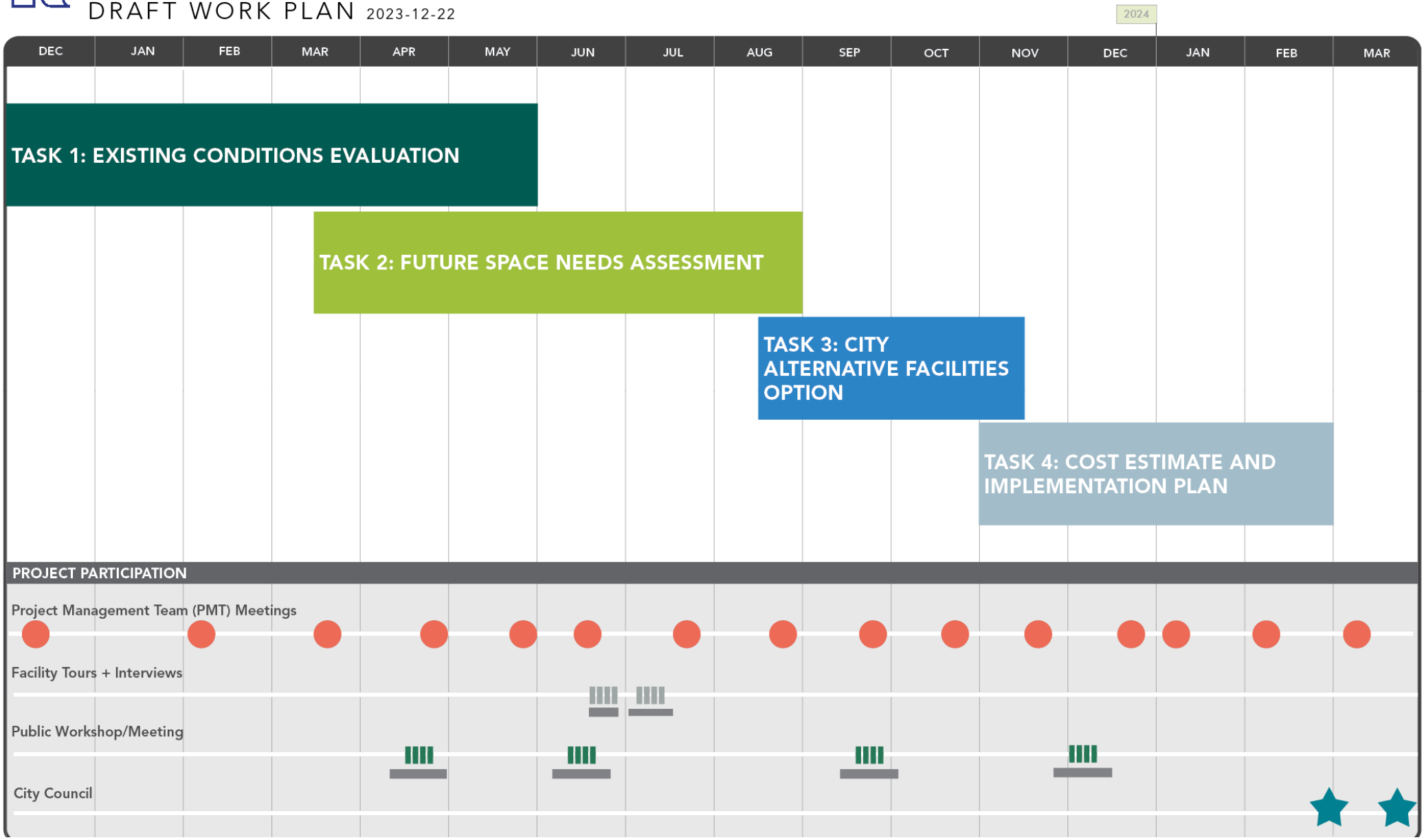
5. **PLAN** | Create an action plan to guide and **improve future decision-making** about programs, services, workflow, and facilities

CITY OF NEWARK

CITYWIDE FACILITIES MASTER PLAN

DRAFT WORK PLAN 2023-12-22

GROUP 4 ARCHITECTURE

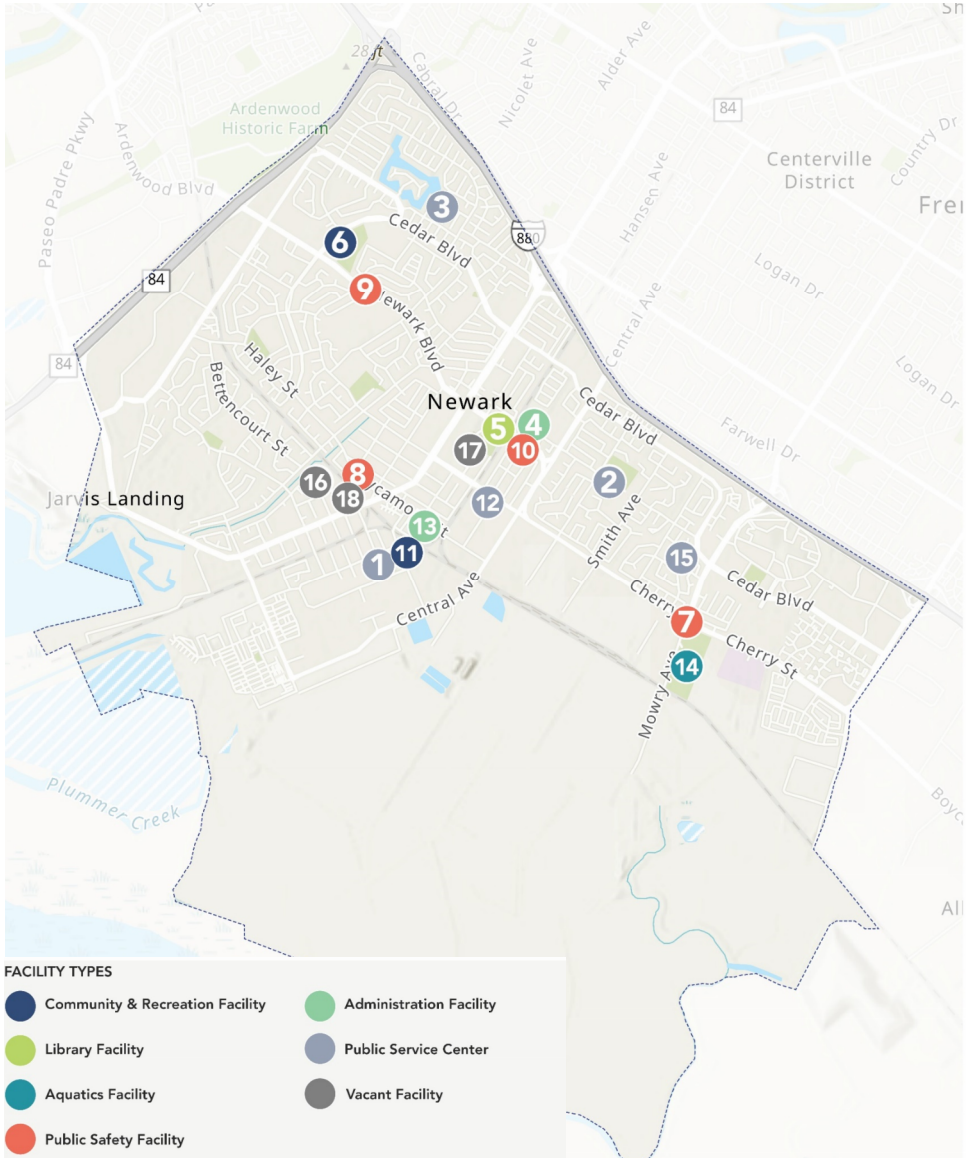


AGENDA

1. Project Goals and Schedule
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   - Community, Recreation & Aquatics
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NEWARK FACILITIES MAP



1 ASH STREET CENTER, RESTROOM, AND VIOLA BLYTHE COMMUNITY SERVICE CENTER



37365 Ash Street
- Ash Street Center: 1,968 SF
- Restroom: 1,100 SF
- Viola Blythe: 960 SF

2 BIRCH RESTROOM @ BIRCH GROVE PARK



38080 Birch Street
- 900 SF

3 BOATHOUSE@ LAKESHORE PARK



Chelsea Drive
- 300 SF

4 DAVID W. SMITH CITY HALL



37101 Newark Blvd.
- 25,638 SF

5 ALAN L. NAGY LIBRARY



37055 Newark Blvd.
- 25,580 SF

6 NEWARK COMMUNITY CENTER, ANNEX AND RESTROOM



35501 Cedar Blvd.
- Community Center: 15,000 SF
- Community Annex: 3,000 SF
- Community Center Restroom: 500 SF

7 FIRE STATION 27



39039 Cherry Drive
- 7,005 SF

8 FIRE STATION 28



7550 Thornton Avenue
- 18,000 SF

9 FIRE STATION 29



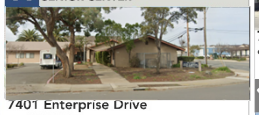
35775 Ruschin Drive
- 5,450 SF

10 POLICE STATION



37077 Newark Blvd.
- 23,987 SF

11 CLARK W. REDEKER NEWARK SENIOR CENTER



7401 Enterprise Drive
- 7,300 SF

12 SECOND CHANCE SHELTER



6516 Central Avenue
- 3,116 SF

13 SERVICE CENTER (NEWARK PUBLIC WORKS MAINTENANCE)



37440 Filbert Street
- 24,700 SF

14 GEORGE M. SILLIMAN COMMUNITY ACTIVITY CENTER AND SPORTSFIELD SCOREKEEPER HUT



6800 Mowry Avenue
- Phase I: 36,410 SF
- Phase II: 32,320 SF
- Sportsfield Scorekeeper Hut: 680 SF

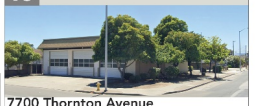
15 SPORTSFIELD RESTROOM



3911 Cherry Street
- 680 SF

VACANT FACILITIES

16 OLD FIRE STATION LOCATION



7700 Thornton Avenue
- 4,852 SF

17 OLD NEWARK LIBRARY LOCATION



6300 Civic Terrace
- 15,000 SF

18 WATKINS HALL



37013 Ash Street
- 8,640 SF

FACILITY CONDITION ASSESSMENTS

01

PRE-SURVEY

- PRE-SURVEY QUESTIONNAIRE
- REVIEW EXISTING DATA

02

PILOT

- CONDUCT SITE ASSESSMENT(S)
- SAMPLE REPORT
- DRAFT APPROVAL

03

ASSESSMENT

- BUILDING SYSTEM INSPECTIONS
- Site and Infrastructure
- Exterior and Building Envelope
- Roof and Rooftop Systems
- Interiors & Accessibility
- MEP & Life Safety Systems
- INDENTIFICATION OF DEFICIENCIES
- INVENTORY OF ASSETS
- REPAIR / REPLACE RECOMMENDATIONS
- COST ESTIMATING / MAINTENANCE PLAN

04

DELIVERABLE

- FACILITY ASSESSMENTS
- CAPITAL PLANNING REPORTS
- PORTFOLIO PRIORITIZATION
- FACILITY CONDITION INDEX (FCI)

FACILITY MAINTENANCE COSTS

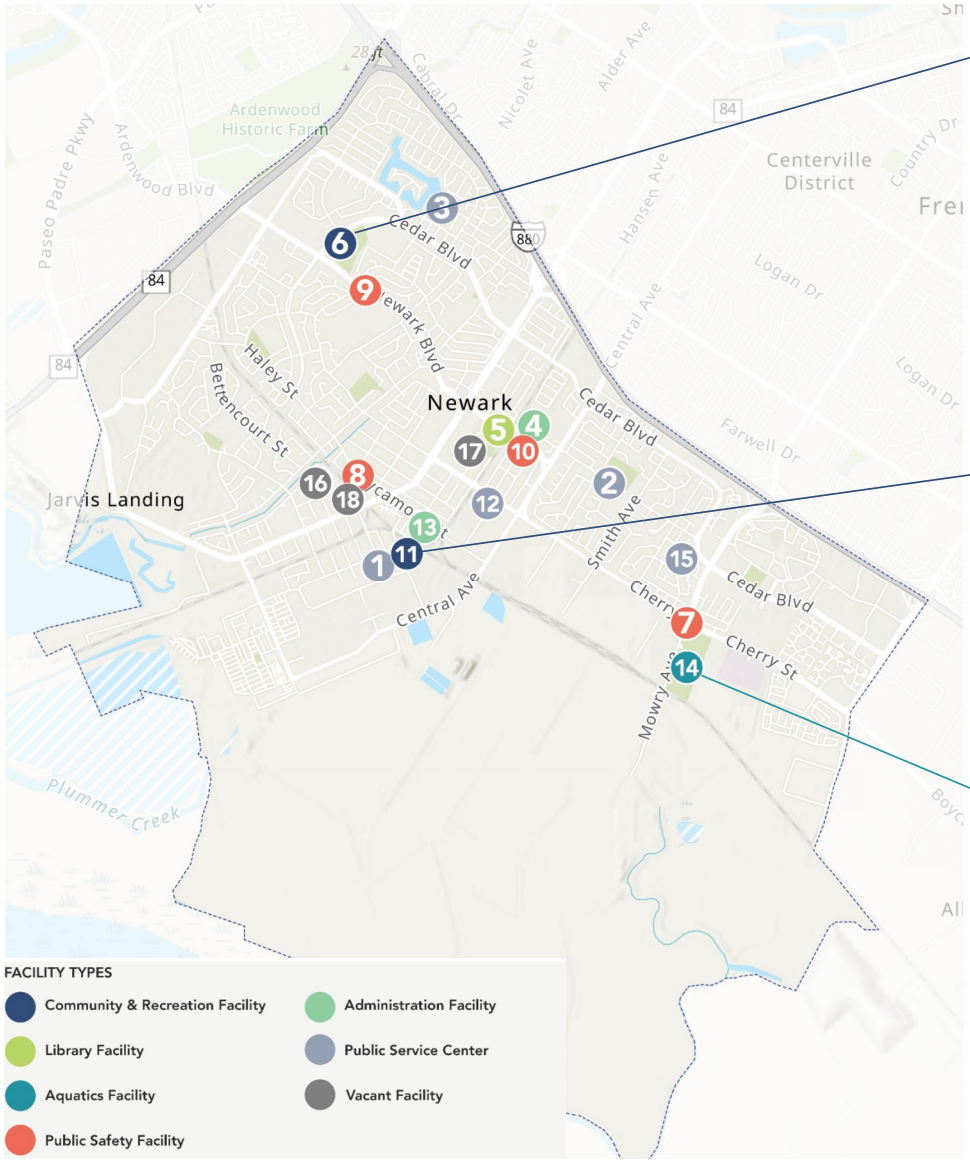
	Immediate	Short Term (1-2 yrs.)	Near Term (3-5 yrs.)	Mid Term (6-10 yrs.)	Long Term (11-20 yrs.)	TOTAL
Total expenditures for ALL facilities	$8.15M	$4.08M	$9.93M	$20.41M	$57.53M	$100.1M
Total expenditures for ALL facilities for Safety Plan Type costs	$500K					
Total expenditures for facilities *EXCLUDING Community Center-Annex-Restroom, Fire Station 27 and 29, Watkins Hall, Old Fire Station and Old Library*	$1.72M	$2.74M	$7.38M	$15.63M	$44.99M	$72.46M
Total expenditures for facilities for Safety Plan Type costs *EXCLUDING Community Center-Annex-Restroom, Fire Station 27 and 29, Watkins Hall, Old Fire Station and Old Library*	$52K					

AGENDA

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NEWARK COMMUNITY, RECREATION & AQUATIC FACILITIES



6 NEWARK COMMUNITY CENTER, ANNEX AND RESTROOM



35501 Cedar Blvd.

- Community Center: 15,000 SF
- Community Annex: 3,000 SF
- Community Center Restroom: 500 SF

11 CLARK W. REDEKER NEWARK SENIOR CENTER



7401 Enterprise Drive

- 7,300 SF

14 GEORGE M. SILLIMAN COMMUNITY ACTIVITY CENTER AND SPORTSFIELD SCOREKEEPER HUT

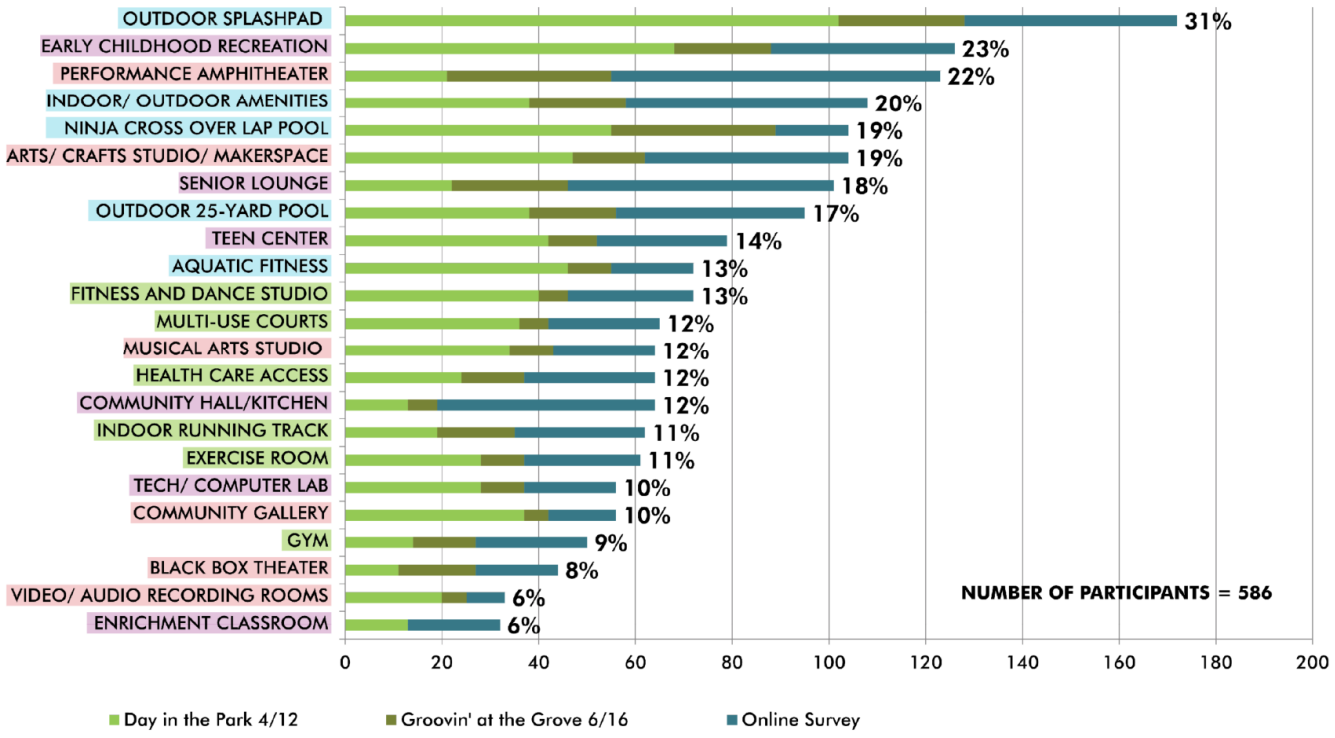


6800 Mowry Avenue

- Phase I: 36,410 SF
- Phase II: 32,320 SF
- Sportsfield Scorekeeper Hut: 680 SF

ROUND 1 COMMUNITY NEEDS ENGAGEMENT RESULTS

Nearly **600 residents** and friends of the Newark community were engaged during round 1. Engagement efforts and pop-ups happened at Newark's Day in the Park on 4/12, Groovin' at the Grove concert series, and through an online survey.



AQUATICS

The residents of Newark prioritize access to aquatic centers. Many were in agreement that the availability of **outdoor splashpads** is important as well as **indoor/ outdoor aquatics** experiences, **aquatic recreation** such as Ninja Crossovers for pools, and **aquatic fitness**.

THE ARTS

The Newark community values the arts and sees the importance of public space for opportunities to hold **theater performances**, somewhere to **practice and play music**, **arts/ makerspaces,** a community **gallery,** and **video/ audio recording rooms**.

COMMUNITY

Designated space for specific age groups is a priority as well; the Newark community's priorities include **early childhood recreation,** a **senior lounge**, a teen **dedicated teen center**, **community hall/ kitchen**, computer lab, and enrichment classrooms.

RECREATION

Newark community members value spaces which allow them **access to fitness and dance**, a variety of sports with **multi-use courts, health care**, and personal fitness through **gyms and exercise rooms**.

AQUATIC NEEDS

SILLIMAN CENTER

Outdoor Needs

(may not be at the Silliman Center)









Splashpad
$$$
To be evaluated in the Parks Master Plan

25-Yard Pool
$$$$$
For competitive use. To be evaluated in the Parks Master Plan

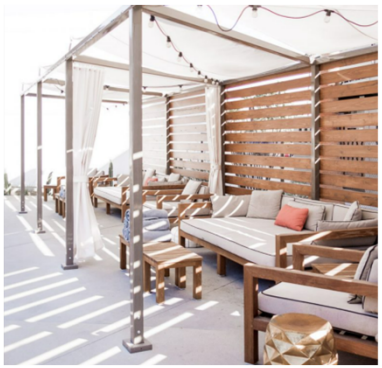
Indoor Needs

(improvements to the Silliman Center)

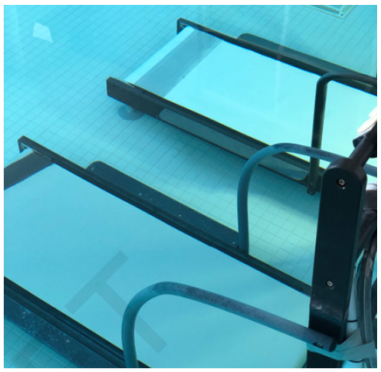












POOL AMENITIES
$-$$
Improved food service and seating such as picnic tables and cabanas for both general use and rentals.

NINJA CROSS
$$
Located over the lap pool. Requires coordination with existing structural system.

AQUATIC FITNESS
$
Located within the lazy river pool side catch area. Require storage when not in use.

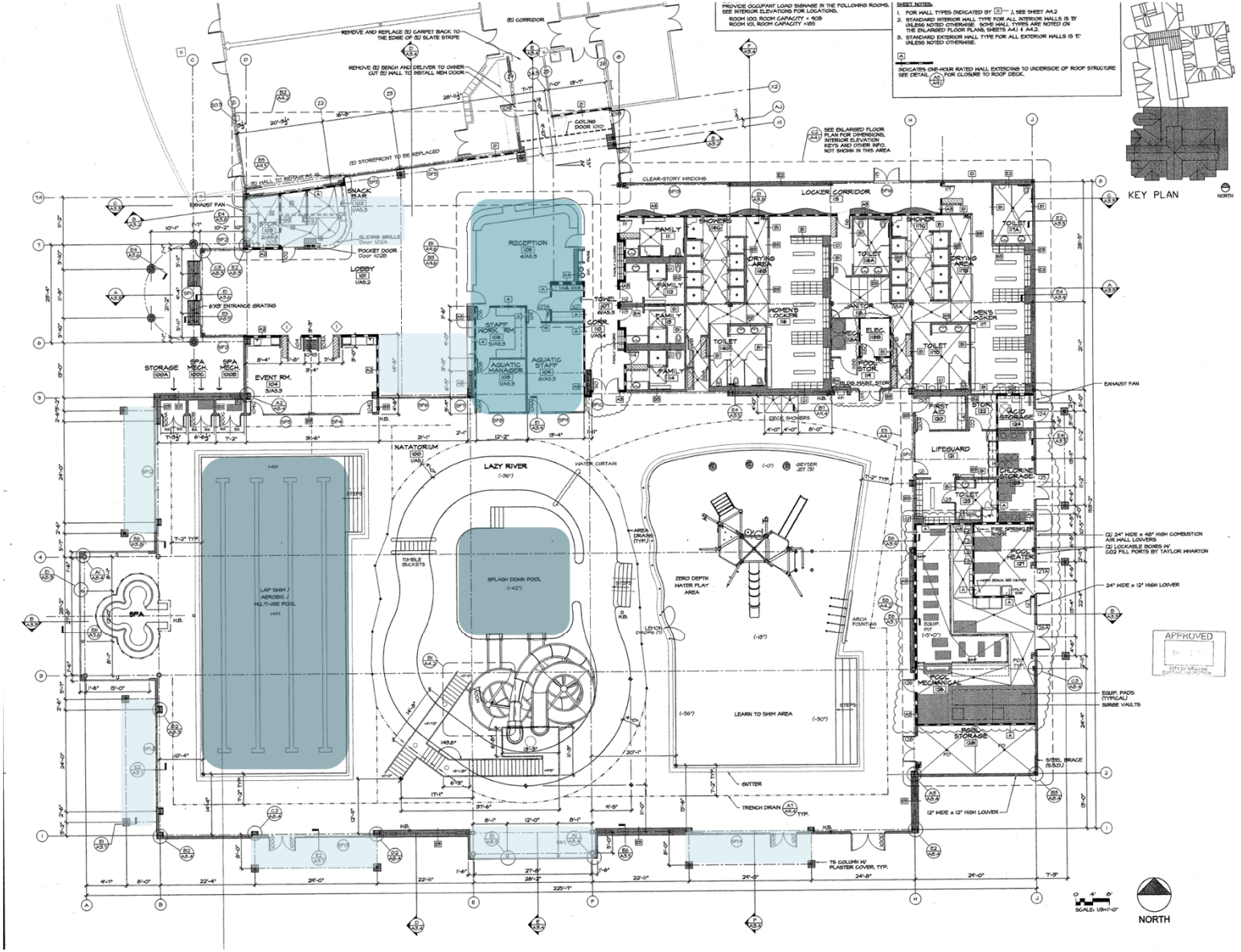
AQUATIC NEEDS

SILLIMAN CENTER

POOL AMENITIES
Food service
Seating: picnic tables & cabanas

IMPROVE CHECK IN AND STAFF WORKSPACES

NINJA CROSS and AQUATIC FITNESS



PLANNING STANDARDS

~0.75-2 SF/RESIDENT
for Indoor Community Facilities



	Newark	Pacific Southwest		Nationwide Agencies	
		Population per Facility	*Facilities - Prevalence*	*Population per Facility*	*Facilities - Prevalence*
Recreation Center (Including Gyms)	✓	**49,903**	**74%**	31,329	64%
Community Centers	✓	**46,000**	**67%**	29,036	59%
Senior Center	✓	**117,335**	**54%**	59,603	41%
Performance Amphitheaters		**123,850**	**37%**	68,181	36%
Aquatics Center	✓	**91,706**	**31%**	53,025	25%
Nature Center		**268,689**	**29%**	114,696	31%
Teen Center		**98,206**	**26%**	57,109	14%
Stadium		**160,731**	**13%**	75,026	17%
Arenas		**91,411**	**10%**	65,466	7%
Indoor Ice Rink		**141,864**	**7%**	50,863	12%

NRPA's 2022 Agency Performance Review – Indoor Park Facilities

PLANNING STANDARDS

CITY	2020 Population	2040 Population	Indoor Facilities - SF/ Resident	Indoor Facilities - Total SF	Community Center (SF)	Recreation Center (SF)	Aquatic Center (SF)	Senior Center (SF)	Youth Center (SF)	Early Childhood Recreation (SF)	*Rental Only Space (excluded in indoor facilities total)*
Fremont	231,670	**275,440**	0.57	131,600	21,000 2,000 6,000 6,000	34,000	8,100	20,000 14,000	20,500		
South San Francisco	66,190	**86,390**	1.51	130,900	56,700[1] 6,400	15,900	14,700	22,400	3,200	8,600 3,000	
Union City	68,700	**79,850**	1.52	105,000	21,000	40,000	10,000	20,000	14,000		
Dublin	71,050	**79,726**	1.07	85,000	19,700 13,000		31,900	16,900			*1,200* *2,300*
San Bruno	44,410	**57,990**	1.09	63,100		39,500[4]	10,000	12,700		900	
Foster City	32,390	**35,420**	1.47	52,200	3,600	39,000[3]			9,600		
San Carlos	29,450	**34,290**	1.04	35,800	17,000 3,800				15,000		
Newark	48,900	**57,600**	**1.37**	**79,030**		24,410	32,320	7,300	4,000	3,000 8,000	*15,000[6]*

PLANNING STANDARDS

NEWARK	2020 Population	2040 Population
	48,000	57,600

Indoor Community Facilities - SF/ Resident	Indoor Community Facilities - Total (SF)	New Facility / Addition (SF)	Existing Facilities (SF)
.75	43,200	**0**	79,030
1.00	57,600	**0**	79,030
1.25	72,000	**0**	79,030
1.5	86,400	**+ 7,370**	79,030
1.75	100,800	**+ 21,770**	79,030
2.00	115,200	**+ 36,170**	79,030

COMMUNITY PROGRAM OPTIONS

Program Options	Renovate or Replace Community Center	Renovate or Replace Community Center Annex	Relocate/ Replace Senior Center	Expand Community Center complex	Total SF	SF/ Resident
A (Base)	+ 15,000	3,000	0	0	18,000	1.63
B (A+B)	+ 15,000	3,000	7,000	0	25,000	1.63
C (A+B+C)	+ 15,000	3,000	7,000	+ 7,000	32,000	1.75

FACILITY CONDITION ASSESSMENTS

FACILITY CONDITION ASSESSMENTS

The City of Newark and their consultant hired for this master planning project worked to complete facility condition assessments of all of their city-owned buildings. These assessments resulted in a final report that outlines the health of the physical building. This is shown through an FCI (Facility Condition Index) score which calculates what percent of the building needs to be replaced or renovated 3, 5, or 10 years into the future. *These assessments do not focus on programming or whether the building is meeting community needs.*

COMMUNITY CENTER



3-YEAR FCI: **5.6%**

10-YEAR FCI: **11.8%**

- **CONSTRAINTS:** mold detected in non-occupiable areas. water damage for ongoing leaks and potential structural issues
- **COMMUNITY BENEFITS:** large rooms for community events with adjacent outdoor courtyard for indoor/ outdoor rental use

CC ANNEX



3-YEAR FCI: **7.5%**

10-YEAR FCI: **19.5%**

- **CONSTRAINTS:** mold detected in non-occupiable areas. lack of proper staff and storage space
- **COMMUNITY BENEFITS:** provides much needed early childcare with proximity to park and playground

SENIOR CENTER



3-YEAR FCI: **2.7%**

10-YEAR FCI: **22.9%**

- **CONSTRAINTS:** current program rooms are undersized to meet senior needs. staff spaces are dispersed and reaching capacity
- **COMMUNITY BENEFITS:** space for senior activities and the opportunity for residents to meet and interact

OLD LIBRARY



3-YEAR FCI: **17.1%**

10-YEAR FCI: **22.7%**

- **CONSTRAINTS:** facility is currently unoccupied and in need of repair. limited visibility from street
- **COMMUNITY BENEFITS:** proximity to City Hall, Newark Library, and Civic Park

COMMUNITY PROGRAM OPTIONS

BASE - A

SQUARE FEET
~18,000 SF, 1-Story

1ST FLOOR FOOTPRINT
~18,000 SF

CAPITAL COST
$$$ – $$$$

PARKING
~60 – 130 spaces

LOBBY/ RECEPTION
16-20 PEOPLE



COMMUNITY GALLERY



2 PRESCHOOL CLASSROOMS
30-36 PEOPLE



ART/ MAKER CLASSROOM
34-48 PEOPLE



+ STAFF SUPPORT SPACES
CUSTOMER SERVICE
6-8 PEOPLE



CHAMBER OF COMMERCE



COMMUNITY ROOM
Divisible into 2; 500 people assembly, 300 banquet

A

B

SQUARE FEET
~25,000 SF, 2-Story

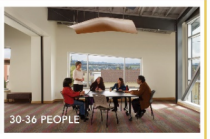
1ST FLOOR FOOTPRINT
~18,000 SF

CAPITAL COST
$$$$ – $$$$$

PARKING
~80 – 150 spaces

BASE +

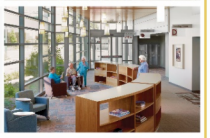
2 MEETING ROOMS
30-36 PEOPLE



CONFERENCE ROOM
16-20 PEOPLE



SENIOR LOUNGE



CONSULTATION ROOM



CAFE & VENDING



B

C

SQUARE FEET
~32,000 SF, 2-Story

1ST FLOOR FOOTPRINT
~20,000 SF

CAPITAL COST
$$$$$ – $$$$$$

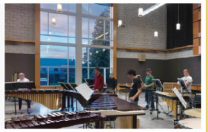
PARKING
~105 – 175 spaces

BASE + B +

DANCE STUDIO



MUSIC ROOM



ARTS/ CERAMICS STUDIO



C

COMMUNITY PARK OPTIONS

OPTION A



OPTION B1 (one-story)



OPTION B2 (two-story)



OPTION C



CIVIC CENTER PARK OPTIONS

OPTION A



OPTION B1 (one-story)



OPTION B2 (two-story)



OPTION C



EVALUATION CRITERIA

FUNCTIONALITY



SUSTAINABILITY



VISIBILITY



OPERATIONAL EFFICIENCY



SYNERGY/ CONNECTIVITY



BLDG/ PARK RELATIONSHIP



ACCESSIBILITY



ENVIRONMENT



COMMUNITY NEEDS



COST



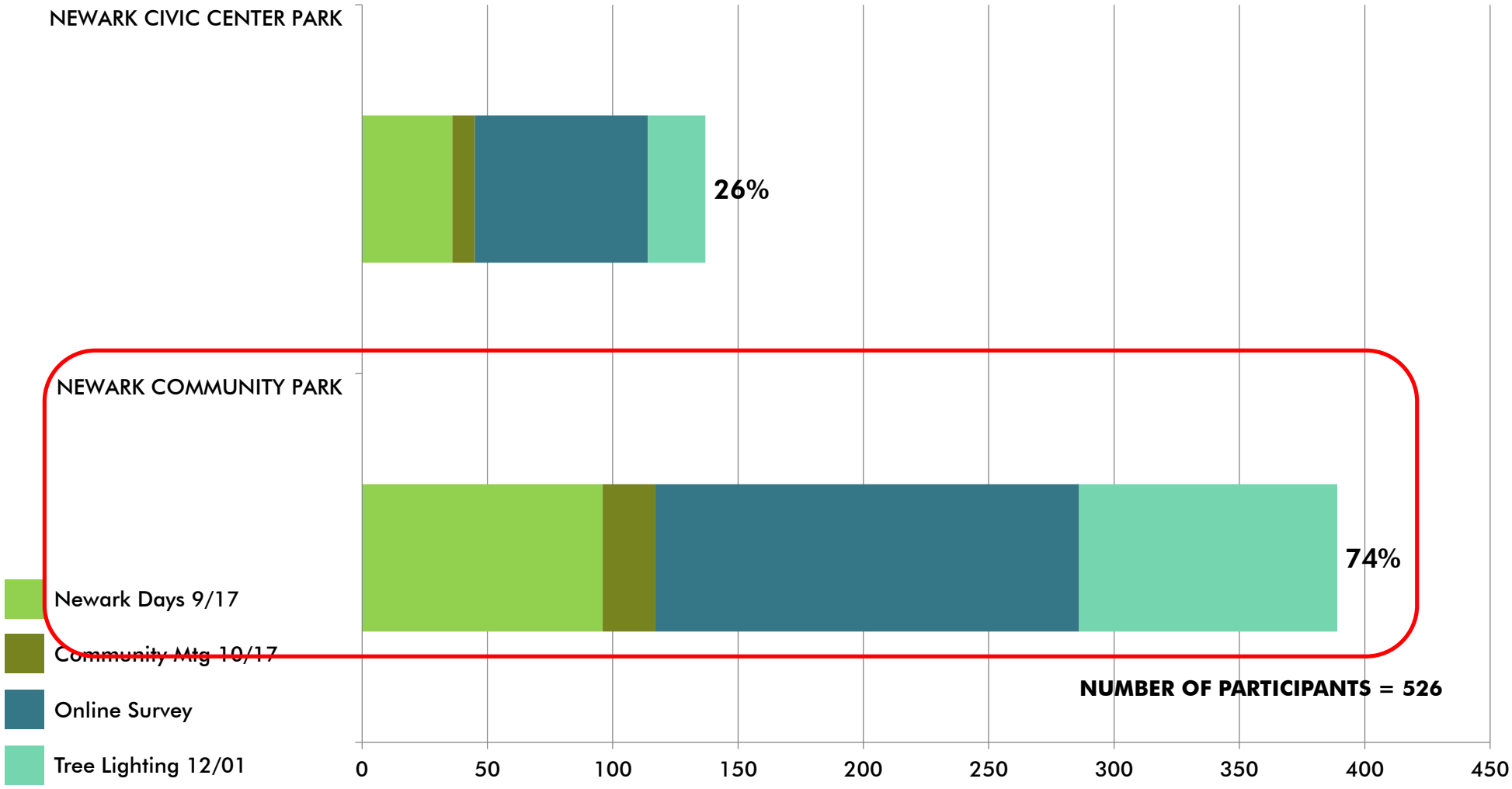
EVALUATION CRITERIA

POOR FAIR EXCELLENT

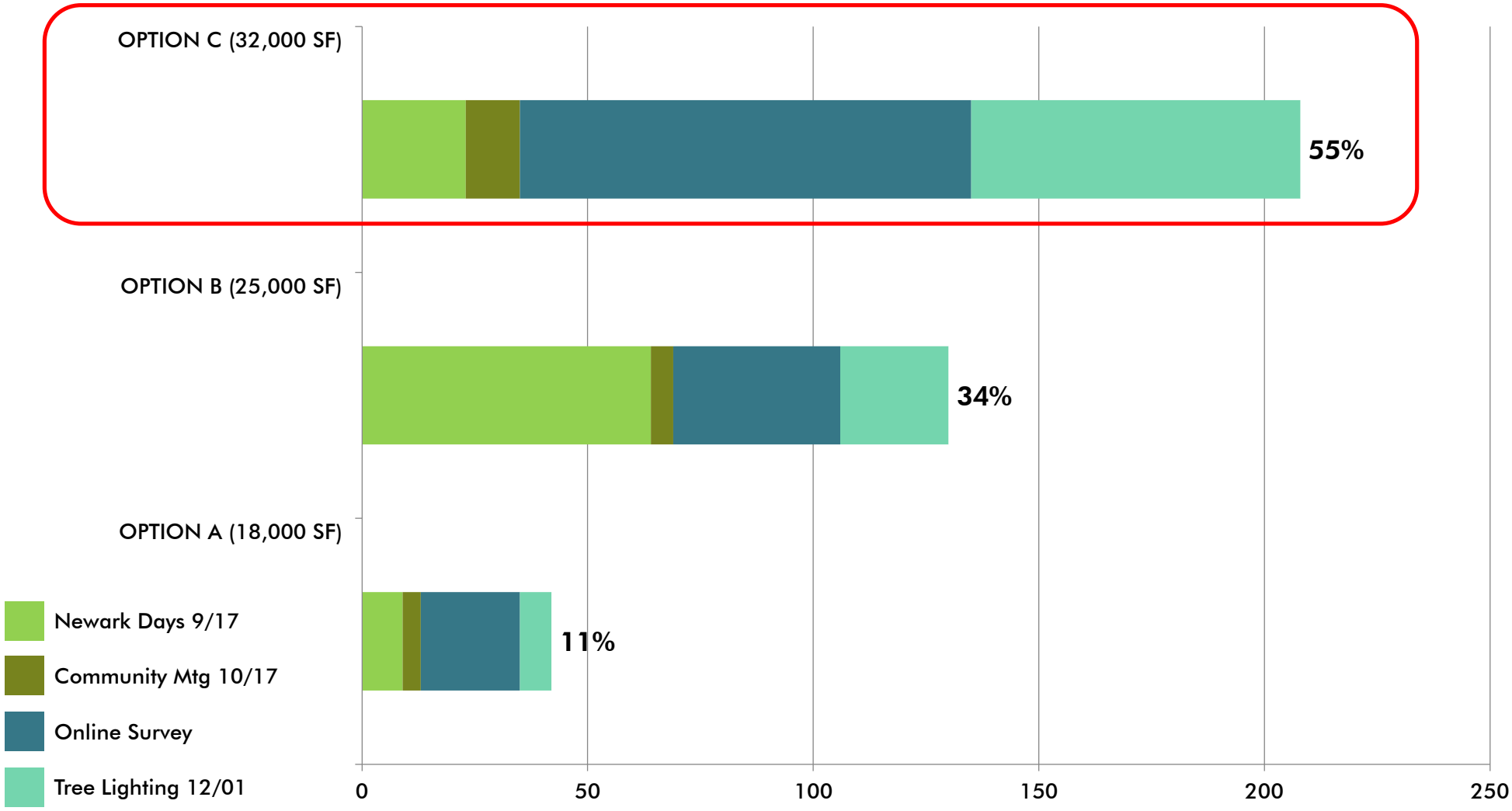
TOP CRITERIA

	COMMUNITY CENTER & ANNEX AT NEWARK COMMUNITY PARK				OLD LIBRARY AT NEWARK CIVIC CENTER PARK			
	Base- A (18k SF)		Base+B (25k SF)	Base+B+C (32k SF)	Base- A (18k SF)		Base+B (25k SF)	Base+B+C (32k SF)
	Renovate Community Center & Annex	Replace Community Center & Annex	Consolidate: Relocate/ replace Senior Center	Expand Community Center	Renovate Old Library	Replace Old Library	Consolidate: Relocate/ replace Senior Center	Expand Community Center
OPERATIONAL EFFICIENCY	🔴	🟢	🟢	🟢	🔴	🟢	🟢	🟢
COMMUNITY NEEDS	🔴	🟢	🟢	🟢	🔴	🟢	🟢	🟢
COSTS	🟢	🟡	🔴	🔴	🟢	🟡	🔴	🔴
VISIBILITY	🟡	🟢	🟢	🟢	🟡	🟡	🟡	🟡
SYNERGY/ CONNECTIVITY	🟡	🟡	🟢	🟢	🟡	🟡	🟢	🟢
BLDG/ PARK RELATIONSHIP	🟡	🟢	🟢	🟢	🔴	🔴	🔴	🔴
ACCESSIBILITY	🟡	🟢	🟢	🟢	🟡	🟢	🟢	🟢
ENVIRONMENT	🟡	🟢	🟢	🟢	🟡	🟢	🟢	🟢

ROUND 2 COMMUNITY NEEDS ENGAGEMENT RESULTS



ROUND 2 COMMUNITY NEEDS ENGAGEMENT RESULTS



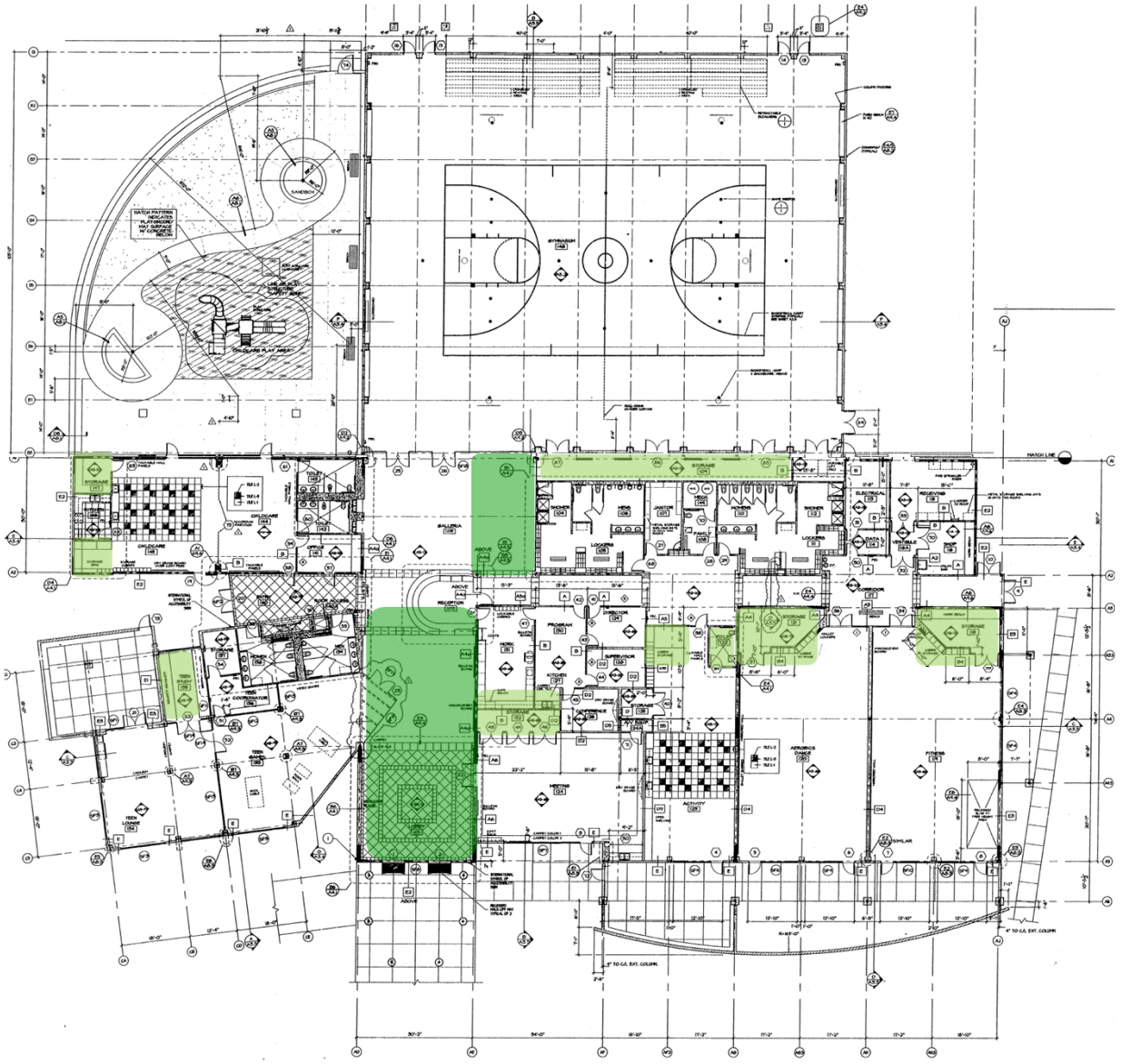
RECREATION NEEDS

SILLIMAN CENTER

GENERAL
Improved storage for all program spaces

GENERAL
Look at underutilized space for additional program opportunities

FUTURE NEEDS
Multi use gym and courts with indoor walk/run track



NEWARK ADMINISTRATION, PUBLIC SAFETY & SERVICE FACILITIES

7 FIRE STATION 27



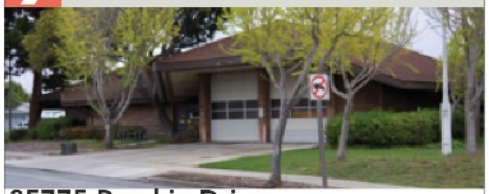
39039 Cherry Drive
- 7,005 SF

8 FIRE STATION 28

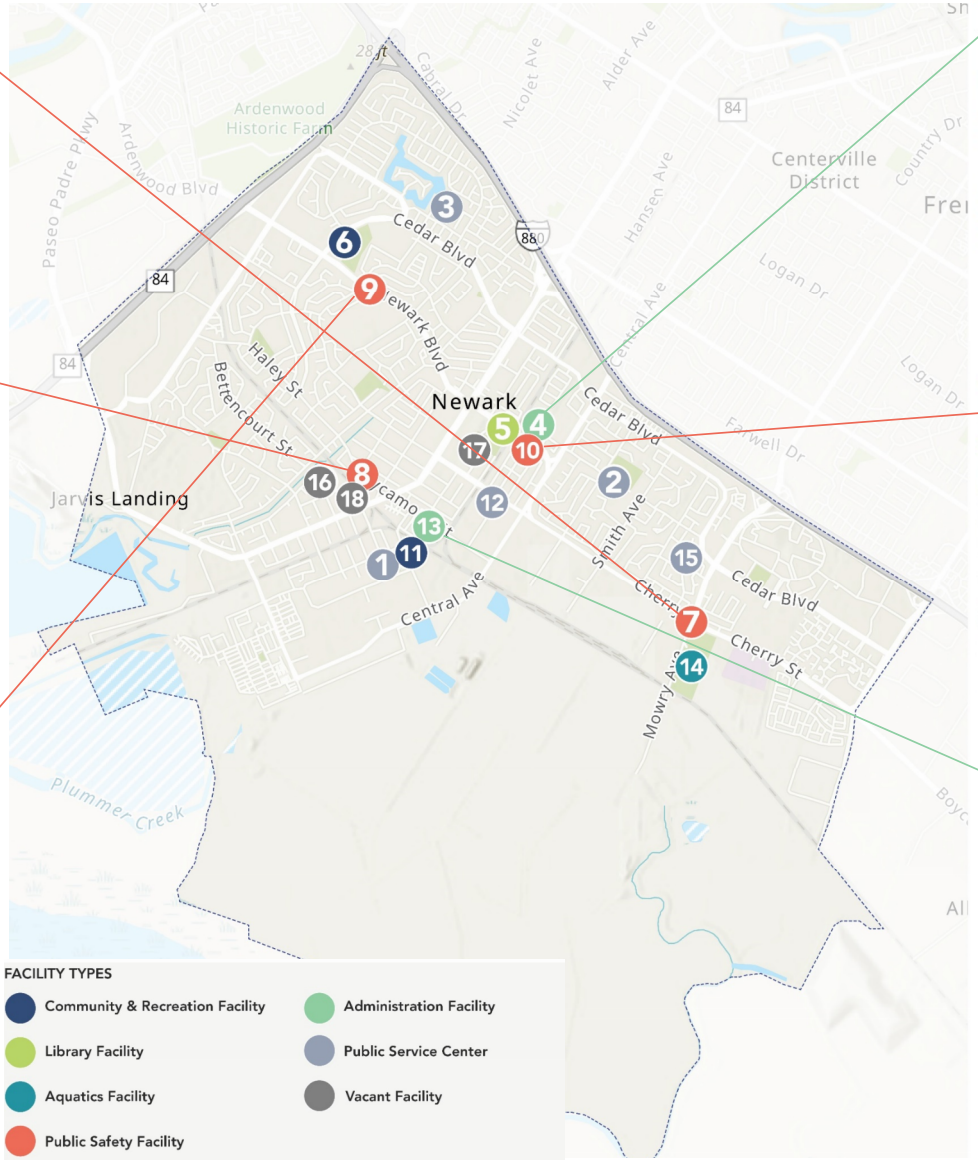


7550 Thornton Avenue
- 18,000 SF

9 FIRE STATION 29



35775 Ruschin Drive
- 5,450 SF



4 DAVID W. SMITH CITY HALL



37101 Newark Blvd.
- 25,638 SF

10 POLICE STATION



37077 Newark Blvd.
- 23,987 SF

13 SERVICE CENTER (NEWARK PUBLIC WORKS MAINTENANCE)



37440 Filbert Street
- 24,700 SF

ADMINISTRATION NEEDS

CITY HALL

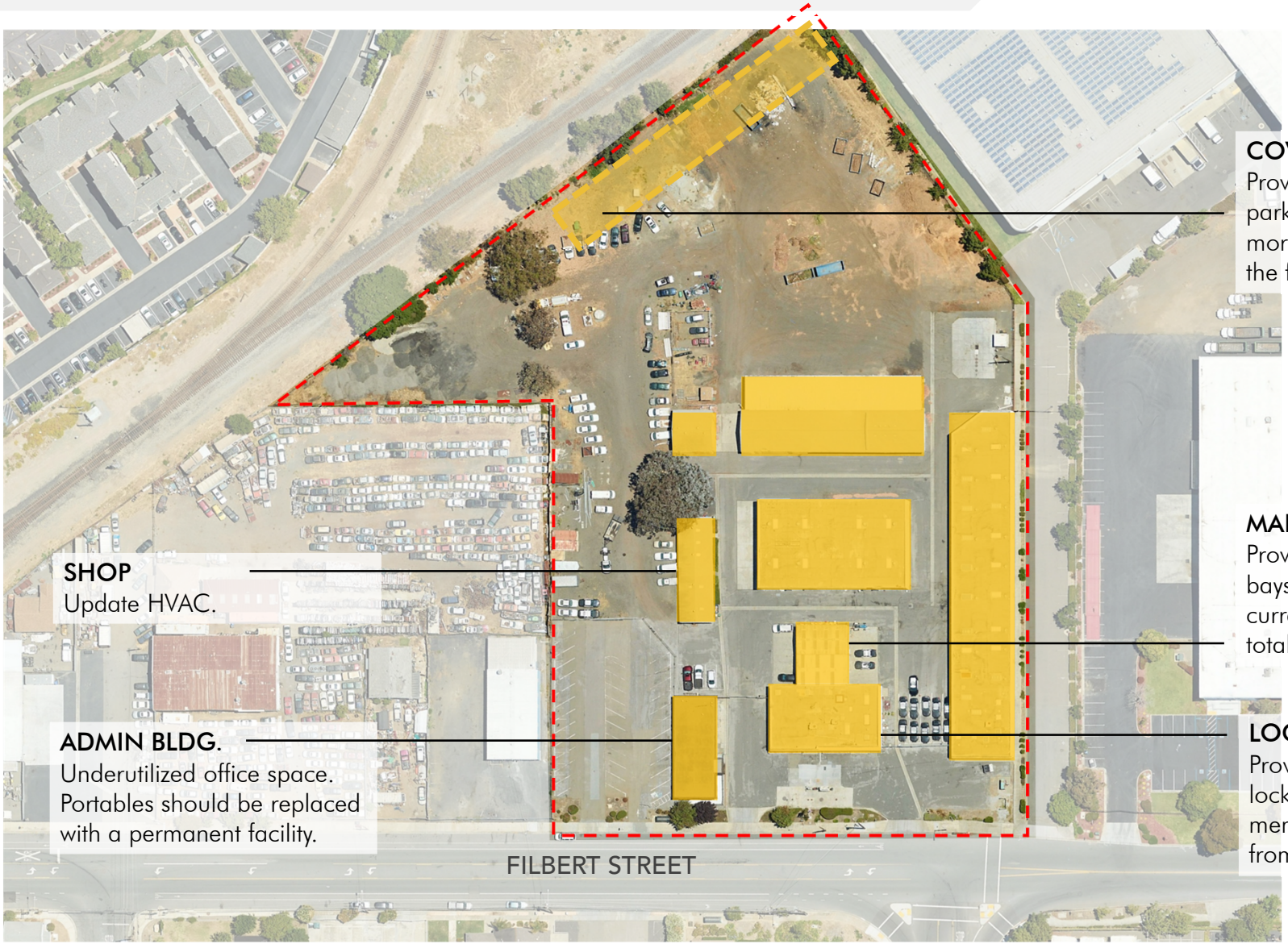
WORKSPACE
Limited vacant workstations and offices for future staff growth.

MEETING ROOMS
Meetings rooms have been reduced to accommodate for current office needs.
Need for small focus/zoom rooms

PUBLIC SPACES
Public counters and lobbies are underutilized.
Security concerns regarding current public counters.



PUBLIC SERVICE CENTER NEEDS



SHOP
Update HVAC.

ADMIN BLDG.
Underutilized office space. Portables should be replaced with a permanent facility.

COVERED PARKING
Provide additional covered parking that can double as a more secure perimeter for the facility.

MAINTENANCE BAYS
Provide new maintenance bays that accommodate the current fleet sizes. Provide a total of 4 bays.

LOCKERS/BREAK ROOM
Provide adequate locker/changing room for men and women, separate from break room.

PUBLIC SAFETY NEEDS

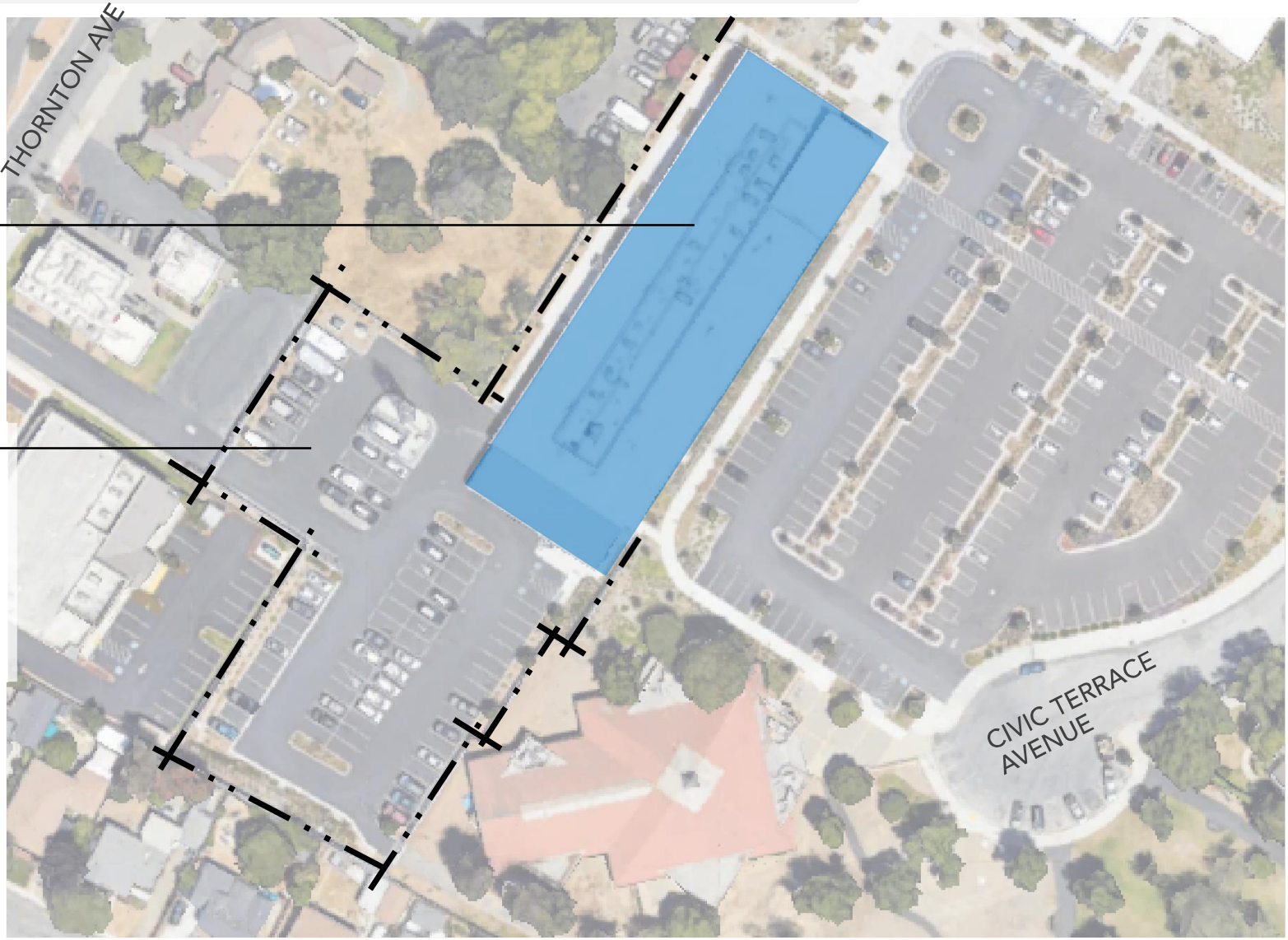
POLICE STATION

INTERIOR

Minor interior improvements to improve operations and security.

EXTERIOR

- Improvements to site security, vehicle charging capacity and operations.
- Improve roof and storm drainage and waterproofing issues.



FIRE STATION NEEDS

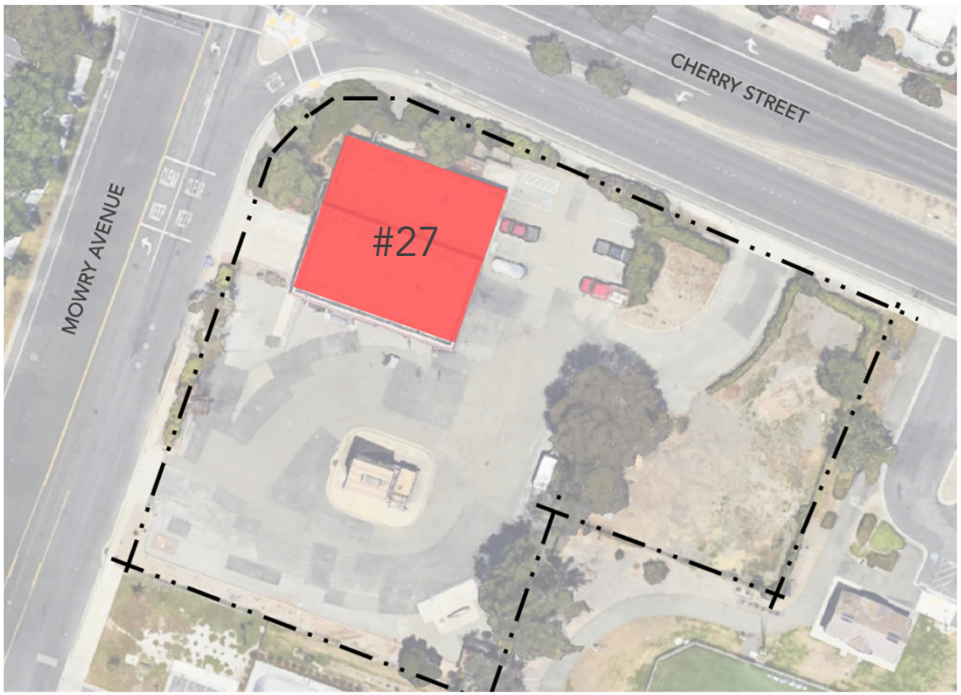
FIRE STATION 27 & 29

ESSENTIAL SERVICE ACT COMPLIANCE ISSUES
Both facilities need seismic strengthening and emergency back-up power.

CODE COMPLIANCE ISSUES
Current facilities do not meet current ADA as well as other compliance issues with egress and ventilation.

LIFE SAFETY ISSUES
Current facilities need fire alarm systems.

OPERATIONS
Improvements to bring facilities up to current best practices for fire operations and security.





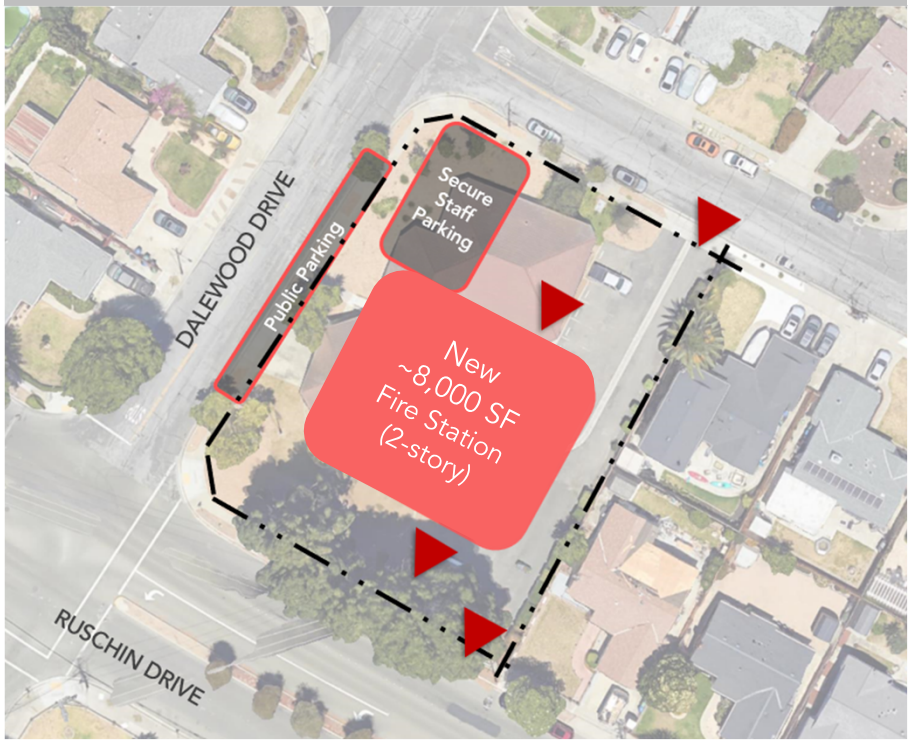
FIRE STATION OPTIONS

FIRE STATION 27 & 29

FIRE STATION #27



FIRE STATION #29



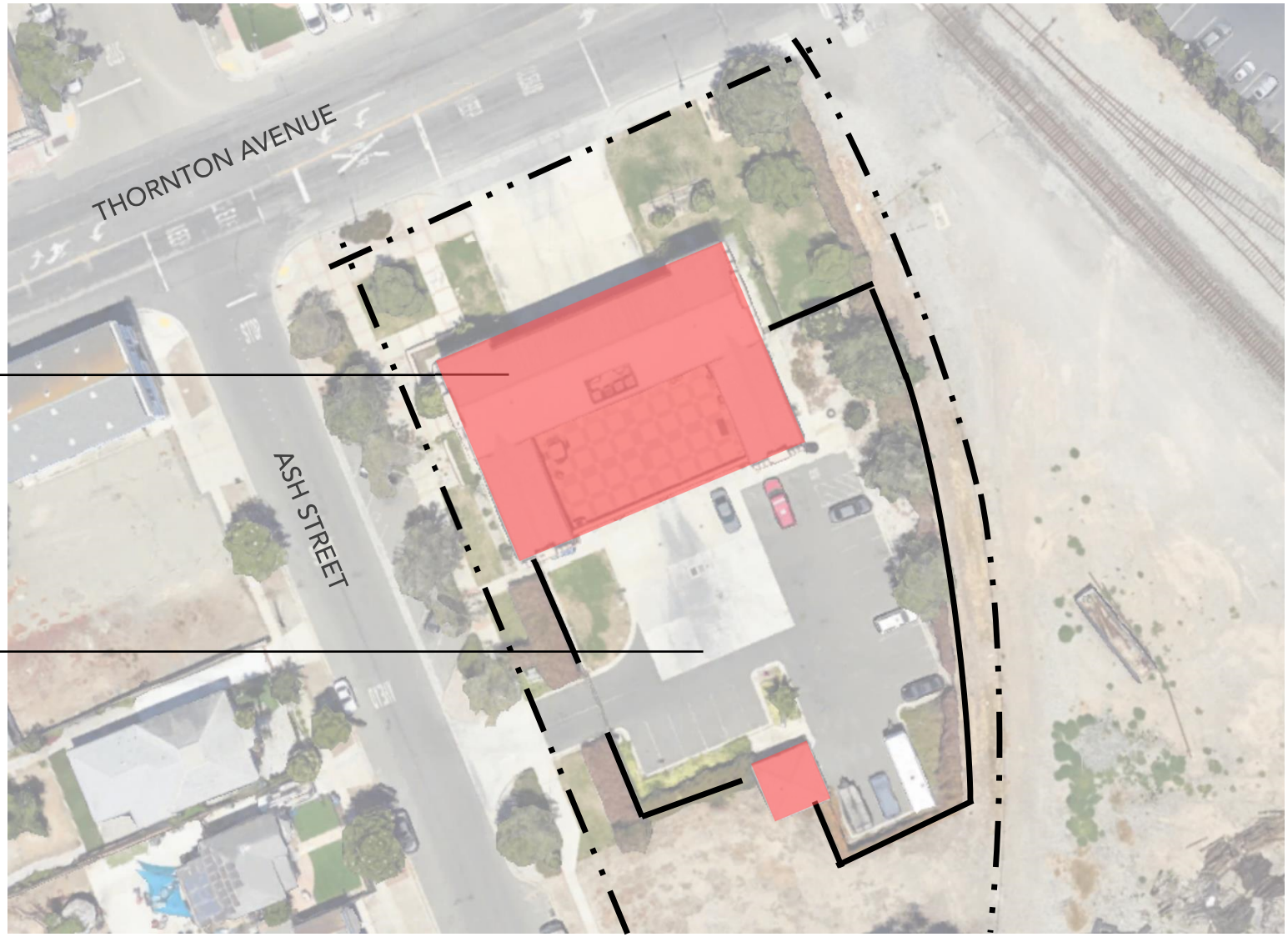
FIRE STATION NEEDS

FIRE STATION 28

ESSENTIAL SERVICE ACT COMPLIANCE
Increase emergency power capacity for the entire facility and systems.

INTERIOR
Minor interior improvements to improve life safety, code compliance, operations and security issues.

EXTERIOR
Improvements to site security and operations.



AGENDA

1. Project Goals and Schedule
2. Facility Conditions Assessment
3. Space Needs
   - Community, Recreation & Aquatics
   - Admin, Public Safety & Service
4. Facility Options
5. Implementation Plan



FACILITY IMPROVEMENT PROJECTS

		Project Costs	Immediate & Short Term	Near Term (3-5 yrs.)	Mid Term (6-10 yrs.)	Long Term (11-20 yrs.)
AQUATICS	Improvement to Silliman Center • Updated pool amenities • Improve Check-in and Staff Workspaces • Ninja Cross and Aquatic Fitness	*$7-9M* *($5-6M)* *($1-1.5M)* *($1-1.5M)*			✓	
COMMUNITY & ARTS	New 18-32k SF Community & Arts Center @ Community Park	*$31-56M*	✓			
RECREATION	Improvement to Silliman Center • Improved Storage • Evaluate underutilized space for additional program opportunities • Evaluate additional gym and courts w/indoor walk/run track	*$3-4M* *$23-28M*				✓ ✓
CITY HALL	Minor improvements to City Hall	*$1.5-2M*				✓
SERVICE CENTER	Improvements to Service Center • New Admin Building • New maintenance bays (4) • Update locker/changing rooms and break room • Update HVAC in Shop Bldg. • Additional covered parking	*$18.5-23M* *($3-4M)* *($7-8M)* *($2-3M)* *($.5-1M)* *($6-7M)*		✓		
FIRE	New ~8k Fire Station 27 New ~8k Fire Station 29 Upgrades to Fire Station 28	*$15-19M* *$15-19M* *$1.5-2M*	✓ ✓	✓		
POLICE	Minor improvement to Police	*$2-2.5M*			✓	
SAFETY ISSUES			$52-500K			
MAINTENANCE			$4.5-12.3M	$7.4-10M	$15.7-20.5M	$45-57.6M


THANK YOU!
GROUP 4
ARCHITECTURE

STAFF REPORT

Item F. 4.

DATE	02/22/2024
TO	Honorable Mayor and City Council Members
FROM	Steven Turner, Community Development Director
SUBJECT	Presentation regarding Newark's Transient Occupancy Tax (TOT) and the Newark hotel market

SUMMARY AND RECOMMENDATION

Staff recommends that the City Council receive an informational presentation on Newark's Transient Occupancy Tax (TOT) and the Newark hotel market.

BACKGROUND

In November 2022, the Council received an informational presentation on Newark's Transient Occupancy Tax (TOT) and the Newark hotel market. The attached presentation for February 22, 2024, summarizes and updates that information. The 2022 and the 2024 reports are collaborations between the Departments of Finance, Community Development, and the City Manager's Office with input from the Embarcadero Hotel Group consultants, Sondra Storm and Mark Keller. The consultants maintain a diverse practice in hotel market analysis, hotel development, and hotel operations for both private and public clients.

Both the November 2022 and the February 2024 presentations review: (1) the financial impact of the TOT to the City and the legal basis in State law to collect it; (2) the market factors that contribute to successful hotels and strong TOT revenue with a focus on business recovery following the COVID-19 pandemic; and, (3) TOT rates in cities across the Bay Area including Newark.

Today, the hotel industry is recovering from the COVID-19 pandemic. That recovery remains a critical factor for Newark hotels because of an unprecedented drop in hotel revenue and associated city TOT revenue. The revenue losses started dramatically in March 2020 and are not restored today, almost four years later. City TOT revenue dropped from almost $7 million per year in pre-COVID fiscal year 2019 to slightly under $3 million per year in fiscal year 2021. The presentation will relate this history to present performance and explain the reasons for the recovery and the financial risk for hotels when the recovery is not yet complete.

DISCUSSION/ANALYSIS

As a hotel market, Newark is distinctive because it has an unusually large number of competitive, business-serving hotels for a city of its size. Therefore, TOT revenue is also an unusually large contribution for Newark's size and is critical to the city's budget. TOT revenue is partly a function of the market: the number of hotels and hotel rooms, the room rate, and the number of rooms occupied. TOT revenue is also a function of the voter-approved TOT rate: the percentage of the room rate that is added to the customer's bill and paid to the City as TOT.

The presentation will compare the TOT rates approved by voters in Bay Area cities, including Newark. The data indicates that Newark is 'undercharging' with its 10% TOT rate, while most Bay Area cities have 14% rates. The consultant will explain how hotel guests perceive TOT in the marketplace, why there is typically widespread voter support for TOT rate increases in the Bay Area, and the revenue Newark would receive at the regionally prevailing 14%.

The report and presentation for the following item on the agenda for this City Council meeting acknowledges that there are several current and future needs of the City - including most significantly the need for capital improvements as identified in the Facilities Master Plan that is currently being developed - and recommends that the Council provide direction to City staff to conduct polling to gauge whether there is community support to increase the TOT rate in order to pay for these needs and improvements.

FISCAL IMPACT

There is no fiscal impact as this is an informational item.

REVIEW AND APPROVAL

Prepared by - Anne Stedler, Deputy Economic Development Director
Reviewed by - Steven Turner, Community Development Director
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Presentation



NEWARK
california

TRANSIENT OCCUPANCY TAX (TOT) RECOMMENDATIONS TO CITY COUNCIL



FEBRUARY 22, 2024

AGENDA

1. TOT ORDINANCE OVERVIEW
2. TOT REVENUE UPDATE
3. HOTEL DEVELOPMENT UPDATE
4. NEWARK HOTEL MARKET ANALYSIS
5. NEXT STEPS

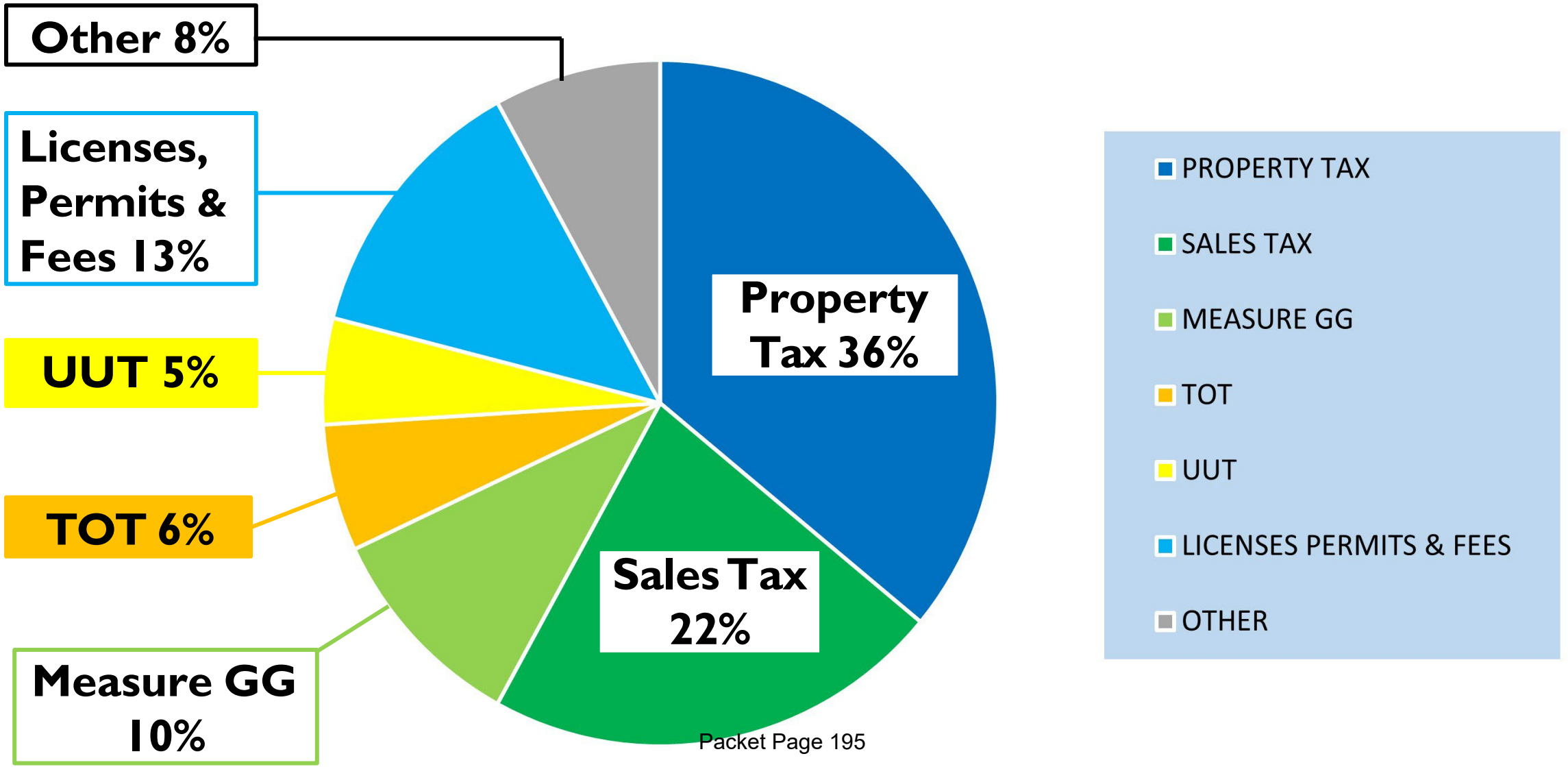
TRANSIENT OCCUPANCY TAX (TOT)

- A tax imposed on occupants for the privilege of occupying rooms in hotels and any structure intended for transient occupancy.
  - Who pays TOT?
    - The guest, for each overnight stay
    - Less than 30 days = transient occupancy
  - Hotel operators collect and remit to the city
    - Monthly and Quarterly

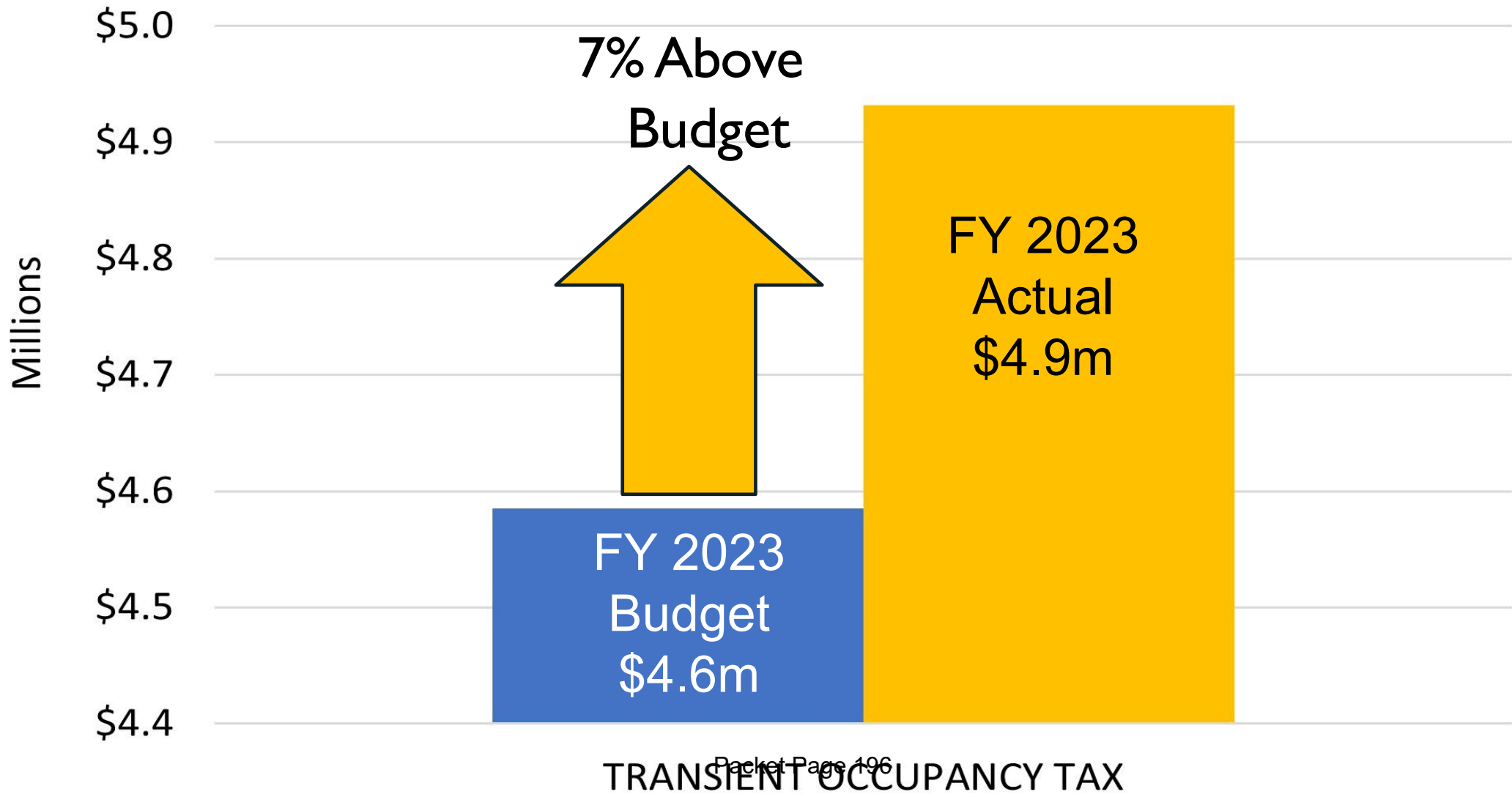
ORDINANCE OVERVIEW

- California Revenue and Taxation Code 7280-7281
  - Authorizes general law city to impose a transient occupancy tax
  - Tax Imposed
    - Increase, expansion or extension requires voter approval
    - General Tax requires a majority vote
    - Newark's current rate = 10%

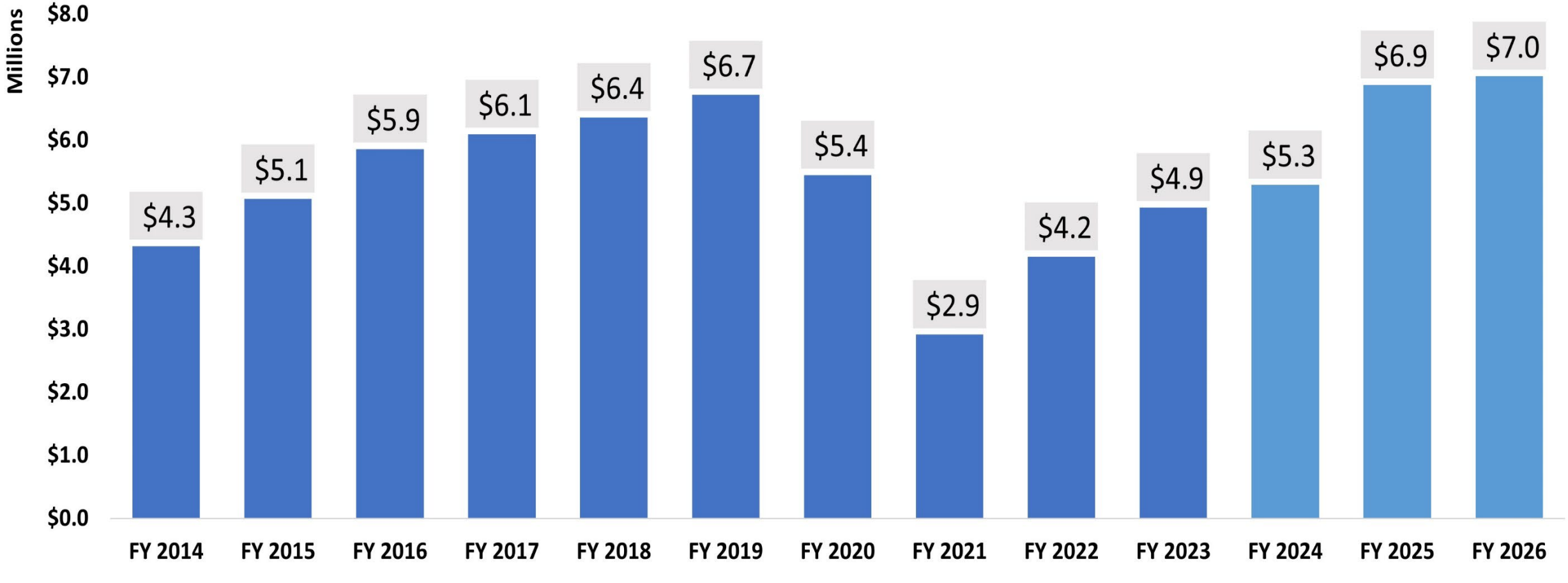
REVENUE UPDATE – FY 2023 RESULTS



REVENUE UPDATE – FY 2023 RESULTS



10-YEAR HISTORICAL & 3-YEAR FORECAST



HOTEL DEVELOPMENT UPDATE

HYATT PLACE HOTEL – OPENED JUNE 2023









NEWARK'S HOTEL MARKET – RESILIENCY, RECOVERY







THE NEWARK HOTEL MARKET UPDATE – February 2024

01

Pre Covid and Today

02

Compared to nearby markets

03

TOT rates compared to nearby markets

04

Next Steps

NEWARK HOTEL MARKET – 10-YEAR TRENDS

- Companies locating and growing in Newark and Fremont, including Tesla, Lucida, med-tech and more.
- Tech Giants: Meta (Facebook), Alphabet (Google), Apple, and other tech growing in the greater region.
- Convenient location to Bay Area cities and its 3 major airports, and proximity to Menlo Park and Palo Alto via Dumbarton bridge.
- Proximity to San Francisco and the San Jose Convention Center.

BAY AREA HOTEL MARKET 2023 UPDATE.

POST COVID AND THE FUTURE

- In 2023, the regional hotel market still lags significantly behind the national market recovery.
- Silicon Valley is outperforming San Francisco.
- Bay Area tech companies are ramping up pressure on employees who have been working remotely to return to company offices
- Changes in the percentage use of office space are the greatest drivers of increased hotel demand in the Bay Area.
- Convention visitation, and destination travel to San Francisco both still lag well behind pre-covid levels

NEWARK BUSINESS CLASS HOTELS COMPARED

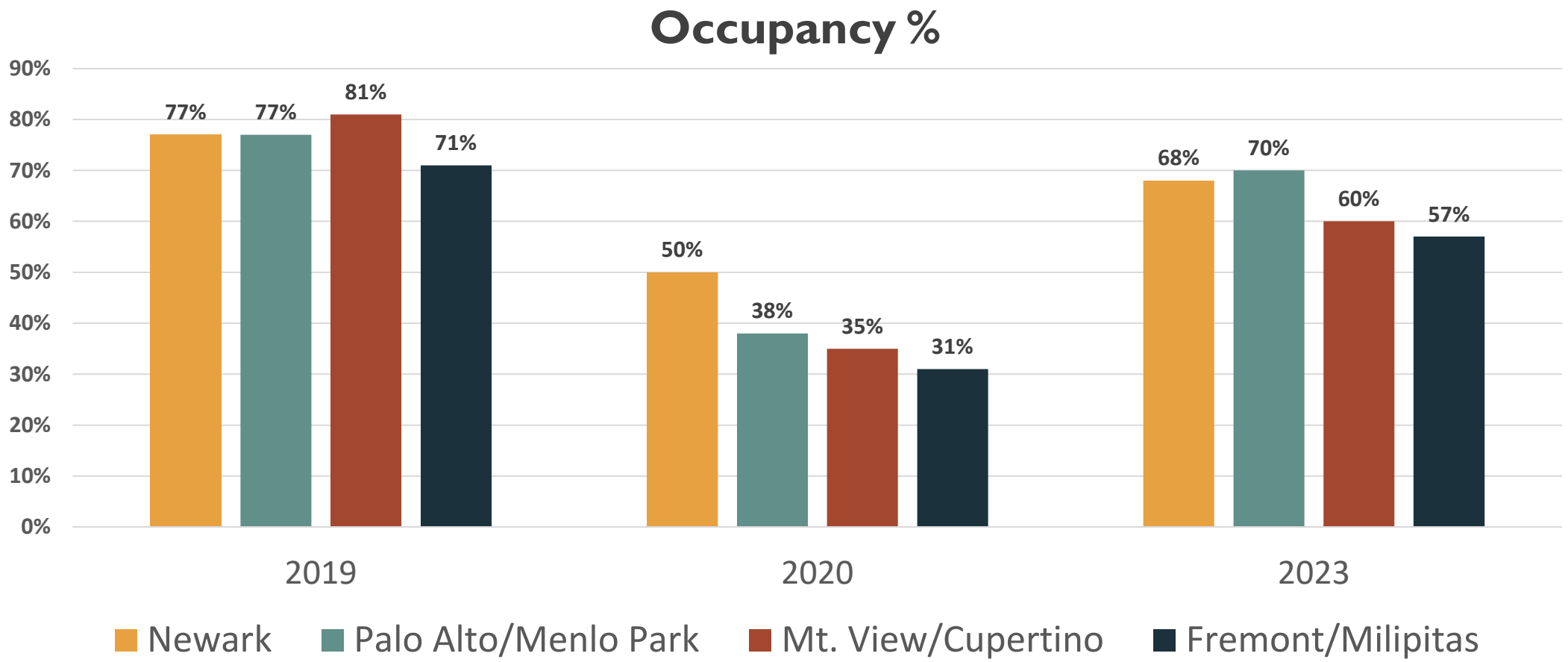
To selected nearby markets:

- Fremont/Milpitas
- Mountain View/Cupertino
- Palo Alto/Menlo Park

Performance Measures:

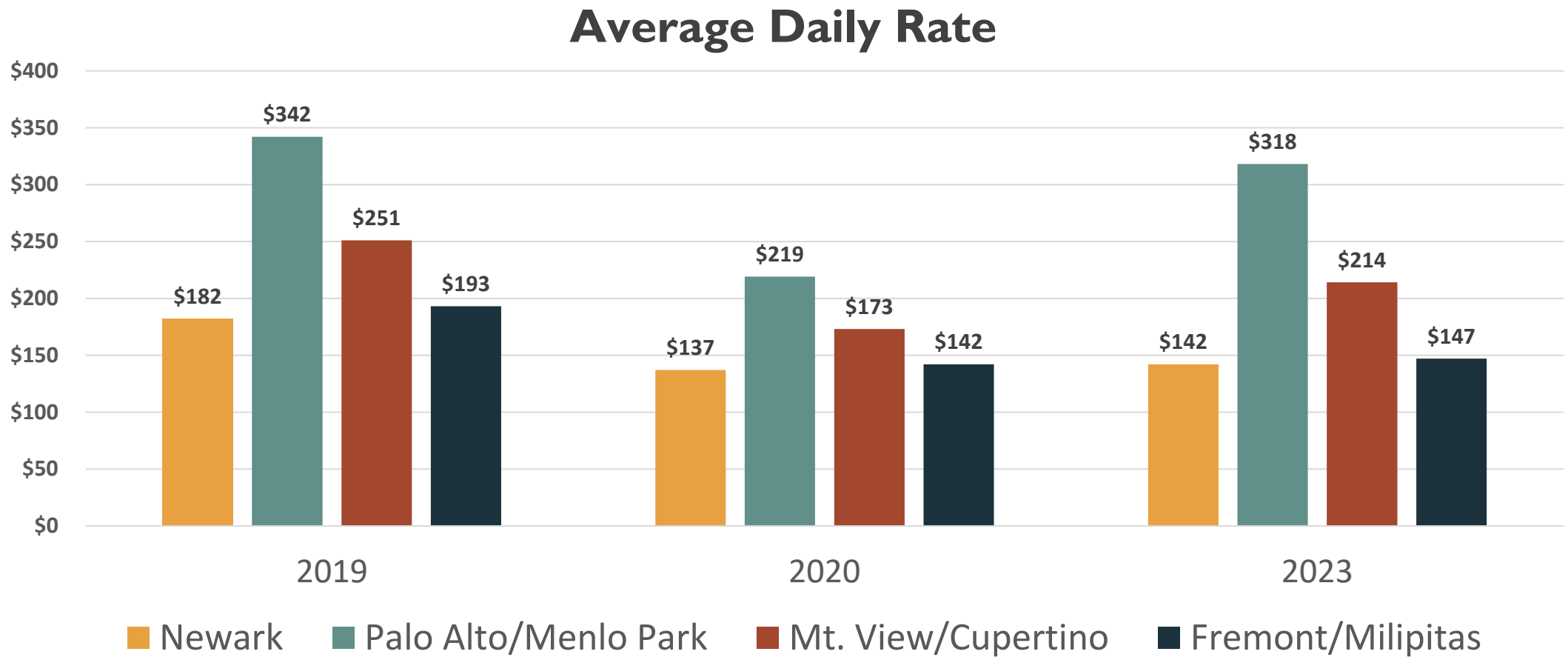
- Occupancy
- Average Daily Rate (ADR)
- Revenue Per Available Room (RevPAR)

OCCUPANCY
2019 – 2023



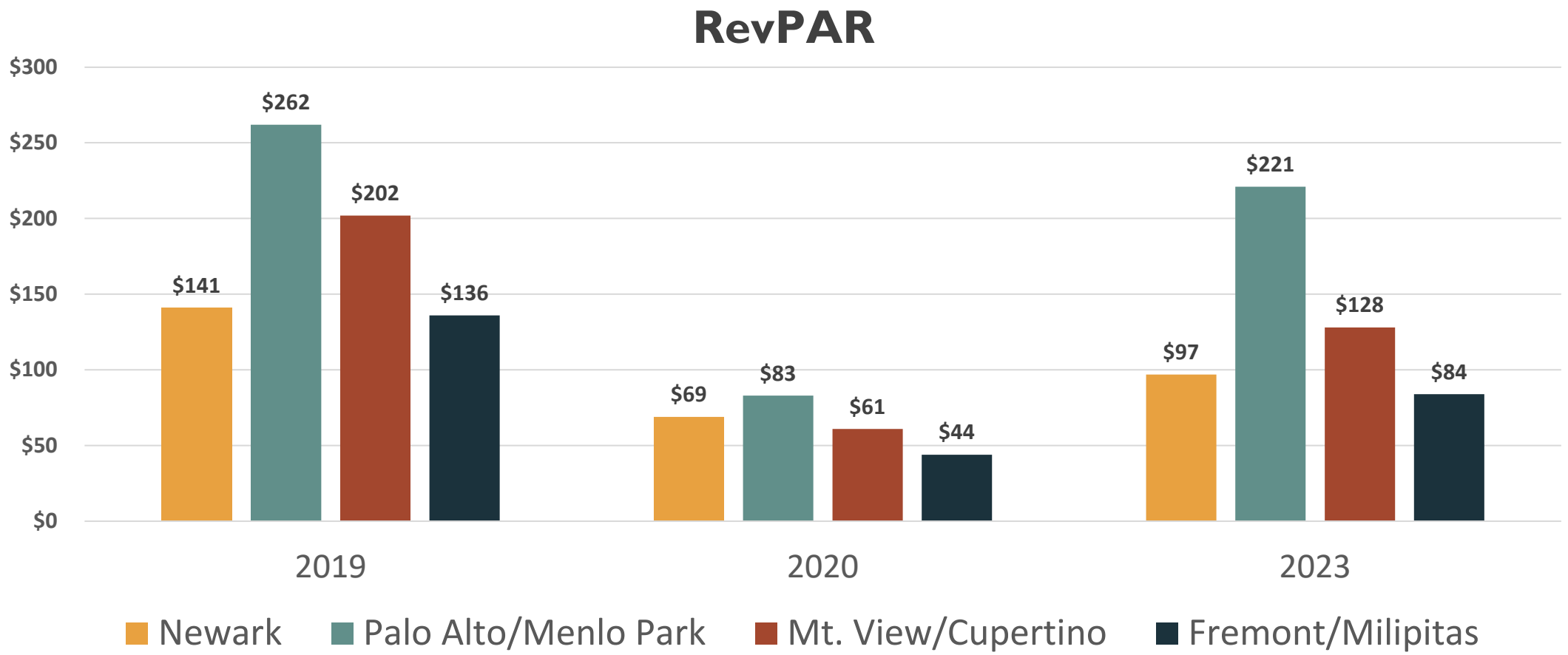
*Sources CoStar/STR, Embarcadero Hospitality Group

AVERAGE DAILY RATE
2019 – 2023



*Sources CoStar/STR, Embarcadero Hospitality Group

REVENUE PER AVAILABLE ROOM (REVPAR) 2019 – 2023



*Sources CoStar/STR, Embarcadero Hospitality Group

NEWARK POST-COVID HOTEL PERFORMANCE COMPARED TO OTHER SELECT BAY AREA MARKETS

Percentage of 2019 (pre-Covid) revenue:

	Newark	Fremont/ Milpitas	Mt.View/ Cupertino	Palo Alto/ Menlo Park
2020	49%	32%	30%	32%
2021	48%	35%	28%	38%
2022	66%	60%	62%	78%
2023*	69%	62%	63%	85%

*2023 includes projection for December

- In 2019 - 2023, Newark added many new hotel rooms as a percentage, but still outperformed Fremont, Milpitas and many Bay Area hotel markets, due to:
  - Convenient location.
  - New and expanded businesses near Newark.
  - Newark's hotels cost less.
  - More of Newark's hotels have extended-stay features.
  - Newark is perceived as a nicer, safer place to stay than other Bay Area options at similar price-points.

NEWARK – POST COVID RECOVERY STRENGTHS



- Recent expansion in biotech and EV industries will generate overnight stays:
  - Allogene, Atum, Cepheid, Gissing, FreeWire, Lucid Motors, Meta and Vector Laboratories
  - Almost 1.8 million sq ft industrial building area
- Attractive, new hotels

NEWARK – POST COVID RECOVERY OPPORTUNITIES

- Potential to add more industry.
- Potential to attract more leisure travelers with restaurants, strong location, event spaces, shopping, and proximity to bike trails and Don Edwards Wildlife Refuge.



NEWARK – HOTEL MARKET RECOVERY CHALLENGES

- A surge of New hotel rooms in Newark, Fremont and Milpitas -- based on pre-covid demand -- dilute revenue per hotel.
- Several Newark Hotels have been unable to keep up on renovation and update schedules due to loss of revenues per room since 2020
- Meta has faced a number of challenges.
- Delay of the Dumbarton Railway bridge project.
- Dependent on business travel.
- Fewer and smaller tech conventions in the Bay Area



TRANSIENT OCCUPANCY TAXES

BENEFITS OF STRONG HOTEL PERFORMANCE TO NEWARK

NEWARK SUPPLY INVENTORY – 10 HOTELS (1,605 ROOMS)

Property	Rooms	Parent Brand	Class
Doubletree by Hilton	315	Hilton	1984
Homewood Suites	192	Hilton	1999
Courtyard	181	Marriott	2002
Aloft	172	Marriott	2000
Residence Inn	168	Marriott	2002
EZ8 Motel	141	Independent	1985
Chase Suites	140	Independent	1986
SpringHill Suites	119	Marriott	2019
Staybridge Suites	104	IHG	2019
Wyndam Garden (formerly Comfort Inn)	101	Wyndam	1986
Hyatt Place	112	Hyatt	2023

*Note the conversion of the TownPlace Suites to residential in 2022 removed 125 rooms from the market.

City	Current Hotel Taxes Rates Selected Bay Area Cities
Newark	**10%**
Menlo Park	**14%**
Milpitas	**14%**
Fremont	**10%**
Oakland	**14%**
Palo Alto	**15.50%**
Redwood City	**12%**
San Carlos	**14%**
Santa Clara	**11.5% and 13.5% (**2% CFD near Levi's Stadium)
San Francisco	**16.25%** (14% city + convention & additional location fees)
San Jose	**14%** (10% city + 4% convention center)
San Leandro	**14%**
Sunnyvale	**12%**
Union City	**13.54%** (As of July 1, 2022)

TRANSIENT OCCUPANCY TAX RATES

TRANSIENT OCCUPANCY TAXES

Three nearby cities adopted TOT increases through via public approval of ordinances in November 2022 elections:

- Alameda 14% (from 10%)
- Belmont 14% (from 12%)
- Millbrae 14% (from 12%)

Current and Potential Newark Transient Occupancy Taxes @ 10% to 14%

FY 2019 (pre Covid)	Existing 10% Rate	If 12%	If 14%
Collected	$6,700,000	$8,040,000	$9,380,000
Difference		+ $1,340,000	+ $2,680,000

FY 2023	Existing 10% Rate	If 12%	If 14%
Collected	$4,950,000	$5,940,000	$6,930,000
Difference		+ $990,000	+ $1,980,000

ECONOMIC ACTIVITY AND CITY BENEFITS OF HOTELS

- Hotels generate TOTs and other economic benefits:
  - Hotel guests in the U.S. spend an additional $1.22 in the community for every $1 they spend on their hotel bill*.
  - Great hotels help Newark attract businesses.
  - Hotels generate construction and ongoing hotel jobs.
  - Sports tournament and other marketing initiatives possible with increased TOT taxes, incorporating hotel feedback

* 2019 Oxford Economics

BENEFITS OF STRONG HOTEL PERFORMANCE
TOT REVENUES @ 10% FOR ONE 100-ROOM HOTEL

Performance	Weaker	Stronger
Occupancy	60%	80%
Average Rate	$120	$180
Annual Revenue	$2,680,000	$5,256,000
TOT at 10%	**$268,000**	**$525,600**

$257,600 difference:
Strong hotel performance benefits owners and community

NEXT STEPS

- Monitor hotel statistics.
- Continued communication with hotels to understand challenges, strengths and opportunities.
- Consider submitting to voters a potential increase of the TOT rate to contribute to Newark's General Fund and update ordinance.






SUITES

QUESTIONS?


Residence
Inn
Marriott
COURTYARD
Marriott


HOMEWOOD
SUITES
Hilton
39270

STAFF REPORT

Item F. 5.

DATE	02/22/2024
TO	Honorable Mayor and City Council Members
FROM	Lenka Hovorka, Assistant City Manager
SUBJECT	Motion to direct staff to proceed with a community survey to gauge support for a potential Transient Occupancy Tax ("TOT" and commonly known as the "Hotel Tax") ballot measure

SUMMARY AND RECOMMENDATION

Staff recommends that the City Council proceed with a community survey to gauge Newark voters' support for a potential ballot measure that would increase the Transient Occupancy Tax ("TOT" and commonly known as the "Hotel Tax") rate. The results of the survey would then be presented at a future City Council meeting and further discussion and action would be needed should City Council desire to place an item on the ballot this November for voter consideration.

BACKGROUND

During tonight's City Council meeting, under Item F.3, City staff and a consultant will provide a presentation to City Council that provides an update on the development of the City's first Facilities Master Plan. The presentation will summarize information obtained from recent community engagement and present the findings of building experts who assessed and evaluated the City's existing buildings for future maintenance needs. The information is summarized as follows:

(1) The City will need to spend approximately $73 million over the next 20 years to maintain and preserve existing City-owned facilities. (This amount assumes replacement of the Community Center buildings and Fire Station Numbers 27 and 29, and no maintenance of the City's vacant buildings - Watkins Hall, Fire Station 1 and the previous library. If the Community Center buildings and Fire Stations are not replaced, then long-term maintenance costs increase to $87 million.)

(2) Over the next five (5) years, the City can anticipate spending approximately $20 to $25 million on improvements to existing facilities to address the current and future needs of both the City and our community.

(3) Fire Station Numbers 27 and 29 have reached their useful life span and should be replaced in the next one to three (1-3) years. The cost of a replacement fire station is estimated to be between $15 and $19 million per station (between $30 and $38 million in total).

(4) Our community has identified needs for future building spaces for recreational amenities. This includes, in part, an arts & crafts studio, senior lounge, and community room. When our Facilities Master Plan consultant presented our community with two location options for these amenities, the current site of the Newark Community Center was the most favored location. The consultant estimates that construction costs for a replacement facility would be between $32 and $56 million, depending upon the scope and magnitude of the project.

These costs are substantial, and a significant funding source(s) is needed to maintain and preserve our existing infrastructure and to address the current and future needs of our community.

DISCUSSION/ANALYSIS

There are several options to fund the maintenance and capital improvements identified in the findings related to the Facilities Master Plan; however, the costs needed are so high that they cannot realistically be absorbed by the City's operating budget, nor can they be funded solely by securing grants or paid through any current Capital Improvement Plan funding source.

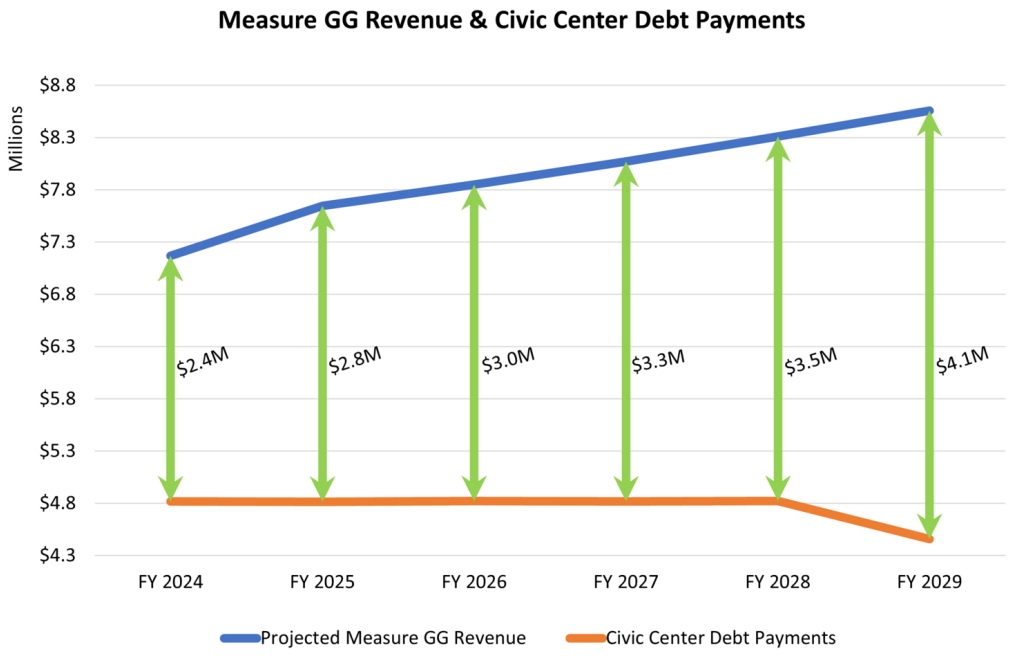
Viable funding sources include: (1) use of current and future Measure GG revenue (offset by bond debts payments); and (2) a potential future revenue measure that would have to be considered and approved by Newark voters.

Measure GG Revenue
In November 2016, Newark voters approved Measure GG, a 25-year one-half cent Transactions and Use Tax (similar to a Sales and Use Tax). While this is a general tax that can be used for any legitimate government purpose, the Council intended these funds would primarily be used to pay for the construction of the new Newark Civic Center.

In July 2019, the City Council authorized the sale of bonds to pay for the Civic Center and further directed City staff to use revenue from Measure GG to make the bond repayment obligations. In analyzing the financial capacity of the City to pay for the approximate $90 million project (the City's largest Capital Improvement Project in our history), conservative sales tax projections were utilized and a reasonable interest rate for bond payment was assumed. However, sales tax is growing more aggressively than projected and the City obtained incredibly favorable interest rates at the time of bond issuance (bonds were issued at a net interest cost of 2.54%).

The difference between revenue from Measure GG and the bond repayments is currently at around $2.4 million per year. That difference, as shown in Graph 1 below, is expected to grow over time because: (1) revenue will increase as sales tax, while inherently volatile, will grow over time; and (2) expenditures will decrease because the cost of the annual payments declines over time (the bond repayments are scheduled and thus known). That difference is anticipated to grow to over $4 million by fiscal year 2029.

Graph 1:



The estimated year-end balance as of June 30, 2024, is approximately fifteen million dollars ($15M). As you can see in the above graph, Measure GG fund is expected to grow by approximately three to four million dollars ($3-4M) per year.

Possible Measure for Newark Voters
Use of current and future Measure GG funds in of itself would be insufficient to address all of the future maintenance needs of the City's current buildings and the needs of our community, as identified in the Facilities Master Plan presentation (item F.3 on the agenda).

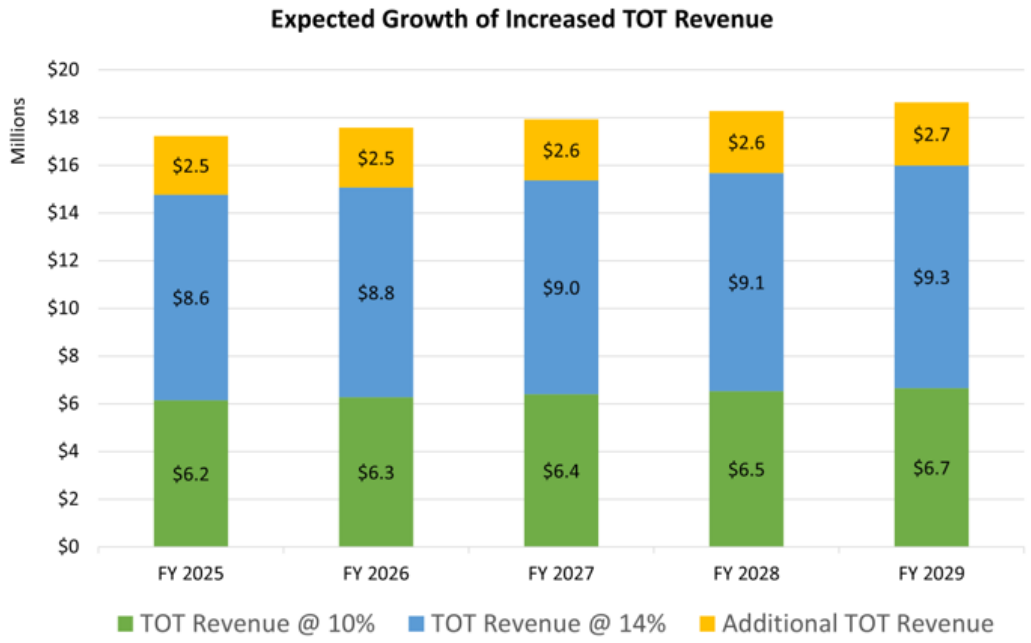
An additional funding source is needed to address increased maintenance costs over the next twenty (20) years and to fund desired costly capital improvements.

Under item F.4 on tonight's agenda, the Council will receive a presentation from The Embarcadero Group, the City's Hotel consultants who will report on the status of hotels in Newark and also provide an analysis of the City's existing Transient Occupancy Tax ("TOT" and commonly known as the "Hotel Tax"). Their report notes that the City's TOT is currently at the rate of ten percent (10%), yet surrounding and comparable cities have a TOT Ordinance that contains a much higher rate, often at fourteen percent (14%). Their recommendation is to consider an increase of the TOT as justified by the surrounding market and information provided.

Increasing the TOT rate from ten percent (10%) to fourteen percent (14%) would yield an estimated two and one-half million dollars ($2.5M) per year in General Fund revenue that could be used for any legitimate government purpose, including implementing portions of the Facilities Master Plan.

Graph 2, below, illustrates the expected growth of increased TOT revenue (additional TOT revenue as a result of modifying the ordinance from a 10% TOT rate to a 14% TOT rate) over time should Newark voters approve the measure.

Graph 2:



Use of Measure GG and Increased TOT Revenue

City staff preliminarily conferred with NHA Advisors, the City's retained financial consultants. The City would be able to spend approximately $120 million dollars in implementing the City's Facilities Master Plan, taking into account the following:

- Contribution of fifteen million dollars ($15M) from Measure GG Fund, which is the estimated FY 2024 year-end balance.
- Use of future estimated Measure GG revenue to pay new debt obligations. (Staff tentatively proposes a 17-year repayment obligation, which would make it coterminous with the sunset of Measure GG in 2042).
- Use of an estimated two and one-half million dollars ($2.5M) per year in increased TOT (assuming the rate is increased from 10% to 14% by Newark voters) that could be used to pay for the new debt obligations.

There are many ways to expend these funds if the above scenario were to occur.

Under one potential option, staff estimates that the City would have sufficient funds to replace two fire stations at the cost of $38 million and replace the Community Center with a new amenity at the cost of approximately $44 million. This would leave a balance of $38 million that would need to be incorporated into the City's operating budget over the next twenty years to address future maintenance needs. These contributions from the City's

operating budget could be offset from savings resulting from LED streetlight conversion and implementing solar projects at City facilities, both of which would lower the City's utility costs.

Another option would be to replace the two fire stations and spend $56 million for a larger amenity to replace the Community Center. This would leave a balance of approximately $26 million to spend on maintenance costs.

Staff will continue to explore and refine funding options and carefully review the estimated maintenance costs later this year.

Additional Needs of the City

As indicated earlier, a TOT increase would be a General Fund revenue source that could be used to pay for any legitimate governmental purpose. The City has several needs as identified in the various City master plans that are in various stages of development. As plans are completed, they will be presented to City Council and followed by funding requests as needed.

Below is a table that illustrates the various needs of the City along with a notation showing eligible funding sources for each need. This table does not reflect actual available funding.

Eligible Funding Sources for City Needs

#	Study/Plan identifying needs	Grants	Development Impact Fees				Gas Tax	County Measures	Other Agency Funds	General Fund
			Art	Parks	Traffic	Comm Dev				
1	Public Art Master Plan	X	X							X
2	Facilities Master Plan	X	X			X			X	X
3	Broadband Master Plan	X							X	X
4	Technology Master Plan	X								X
5	Personnel Study	X						X		X
6	Capital Improvement Plan	X	X	X	X	X	X	X	X	X
7	Parks Master Plan	X	X	X				X		X
8	Active Transportation Plan	X					X			X
9	Local Hazard Mitigation Plan	X							X	X
10	Sea Level Rise Resiliency Plan	X								X
11	Climate Action Plan	X							X	X
12	Comprehensive Emergency Management Plan	X							X	X
13	Urban Forest Plan	X		X						X
14	Homelessness Plan	X					X	X		X

Any increased TOT revenue could also be applied to any of the projects listed in the above table that could be in addition to the corresponding funding sources.

It would be a policy decision for the City Council to decide whether the funds should be used to implement any of the items under the Facilities Master Plan or for any of the projects identified in the above plans. In addition, any excess funds (similar to the existing excess funds in the Measure GG fund) could be used to implement any projects in the above plans as well.

FISCAL IMPACT

The approximate cost of a community survey consultant contract is $35,000, within the City Manager's signing authority. Should City Council direct staff to begin surveying, then an appropriate funding amount would be included in the mid-year budget update which is expected to be provided to City Council next month.

REVIEW AND APPROVAL

Prepared by - David Benoun, City Manager; Lenka Hovorka, Assistant City Manager; Krysten Lee, Finance Director; Roya Gonzalez, Senior Management Analyst
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

Presentation

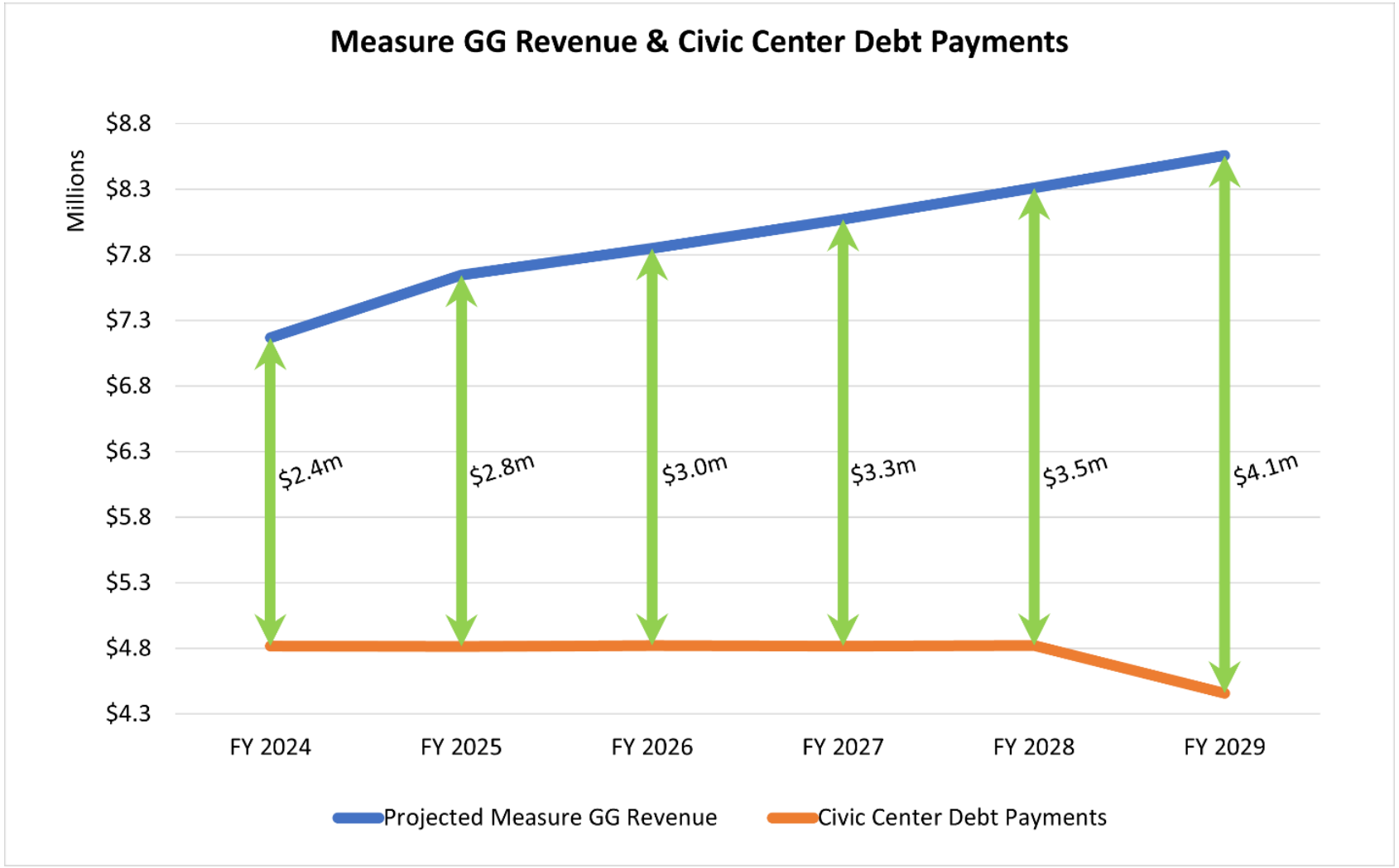


Considerations for a Community Survey
February 22, 2024

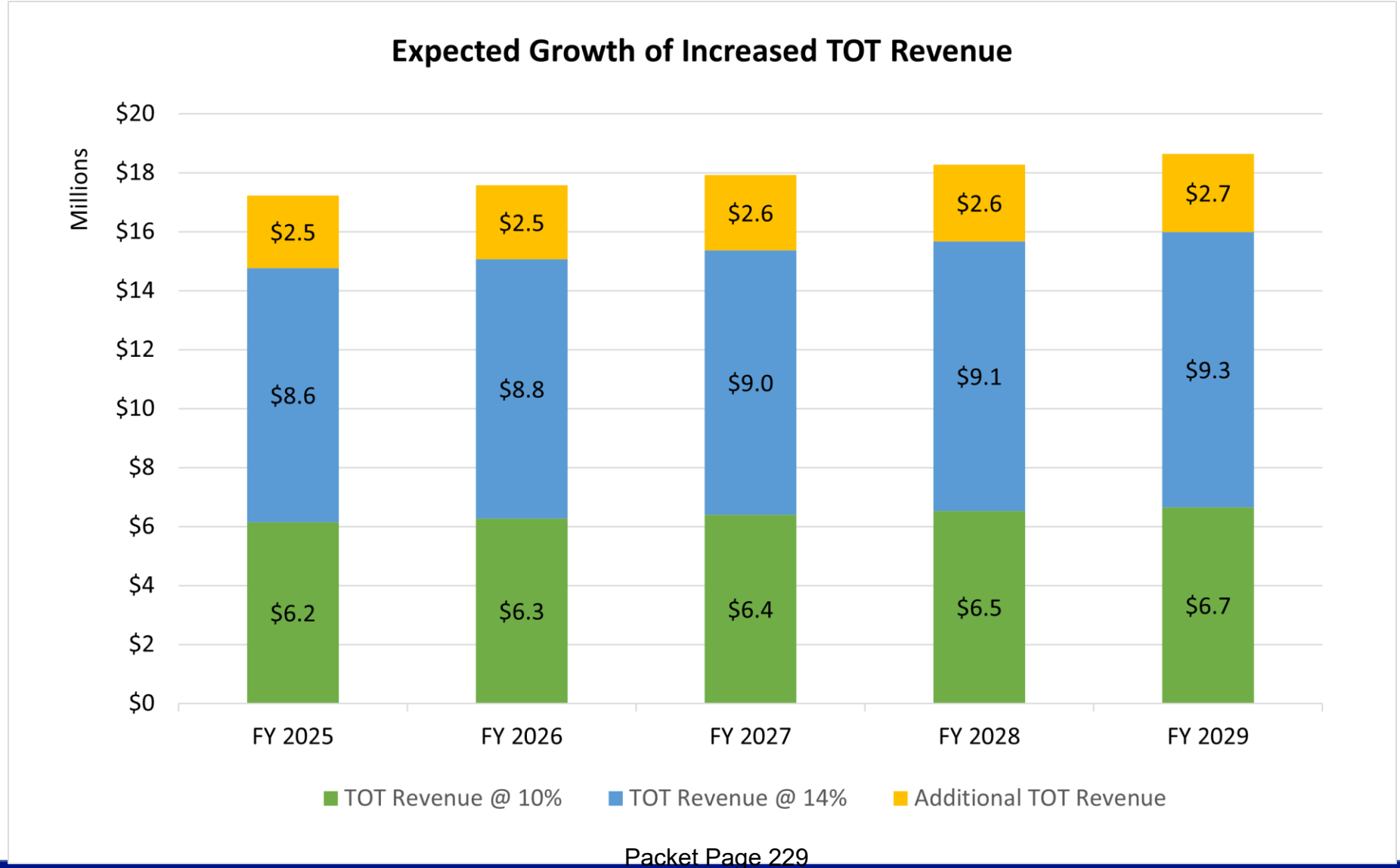
Estimated Facilities Costs Overview

- Citywide Facility Maintenance
  - $73 million over 20 years
- Citywide Facility Improvements
  - $25 million over 5 years
- Fire Station 27 and 29 Replacements
  - $34 million
- Community Center Replacement
  - $44 million (Option B) or $56 million (Option C)

Measure GG Fund



Potential Increased TOT Revenue



Replacement Facilities Funding examples

Example 1: Est. Funding through 2042

- Community Center Option B $44m
- Fire Stations 27 and 29 $38m
- Existing Facilities Maintenance* $38m

Example 2: Est. Funding through 2042

- Community Center Option C $56m
- Fire Stations 27 and 29 $38m
- Existing Facilities Maintenance* $26m

*Excluding buildings currently not in use

Staff Recommendation

Staff recommends that the City Council provide direction to staff to proceed with a community survey to gauge support for a potential Transient Occupancy Tax ("TOT" and commonly known as the Hotel Tax") ballot measure.

STAFF REPORT

Item F. 2.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Soren Fajeau, Public Works Director
SUBJECT	Adopt resolutions approving the 2024-2026 Capital Improvement Plan project lists with funding recommendations; and provide feedback on the draft 2024-2026 Capital Improvement Plan budget document

SUMMARY AND RECOMMENDATION

Since the Capital Improvement Plan (CIP) Overview was presented to the City Council in January 2024, staff has completed an evaluation and ranking of all projects submitted for consideration and available fund balance estimates have been revised based on updated revenue projections. Staff will present to the City Council its 2024-2026 CIP project funding recommendations and a draft of the 2024-2026 Capital Improvement Plan budget document that includes an overview of the project selection process, summary of financing sources and funded projects, revenue estimates, future funding needs and project descriptions.

Staff recommends that the City Council adopt resolutions approving the 2024-2026 Capital Improvement Plan project funding recommendations. There is a need for multiple approvals to account for City Council real property interests (see attached Resolutions 1 - 7, Exhibit 7A). These decisions would be final. The entirety of the final 2024-2026 Capital Improvement Plan budget document will be developed based on City Council and public feedback on tonight's Draft 2024-2026 Capital Improvement Plan budget document (see attached) and brought forth for final adoption with the Biennial Budget in June.

BACKGROUND

As part of the 2024-2026 Biennial Budget and Capital Improvement Plan (CIP) preparation, the Public Works Department is coordinating the development of the CIP budget component. The general purpose of the CIP component of each biennial budget is to identify and prioritize capital improvement projects for potential funding. Projects can include street, park, and building construction as well as specific maintenance projects for existing infrastructure. Feasibility studies and master plans to help identify and quantify future projects are also typically included in the CIP, along with new equipment purchases greater than $10,000.

The CIP development process commenced in November 2023 with a call for projects to all City departments and members of the City Council. An overview of the CIP process, a summary of the majority of the projects submitted for consideration, prioritization criteria for project selection, and available funding sources were presented to the City Council as an informational item in January 2024. Since then, staff has completed a detailed evaluation and ranking of all projects submitted for the City Council's consideration. The following describes the overall process for selecting project funding recommendations.

Critical Issues.
Projects submitted for consideration must satisfy at least one of the following five critical issues identified in the City's Strategic Plan:

Public Safety Services - Provide a level of public safety services that will protect our community members, property, and community assets.

Education - Support, encourage and offer opportunities and programs that facilitate quality community education.

Quality of Life - Provide programs, services, and facilities that make Newark a desirable and healthy place to live.

Community Development – Make development decisions that maintain a vibrant, balanced, quality community.

City Government Operations – Operate a City government that enables the organization to meet the service demands of the community.

Priority Levels.
Projects were then categorized into three priority levels:

Priority Level 1 (Mandatory): Projects that meet a federal, state, or local legal or regulatory requirement, satisfy a critical risk management issue to ensure public safety, or serve to preserve and protect the City's existing assets and public infrastructure.

Priority Level 2 (Necessary): Projects that are considered necessary but not mandatory as they would not clearly address a critical legal, safety, or asset-protection need. Projects at this level could be funded by a consensus priority opinion of the City Council for the benefit of the community. This can also include projects that would provide a local match for outside funding sources, provide a definitive service level increase, or would complete the final phase of a multi-phased project. Feasibility studies and master plans are also typically categorized as Priority Level 2.

Priority Level 3 (Desirable): All other projects that do not satisfy Level 1 or Level 2 criteria.

Immediate Need.
In addition to these primary Priority Levels, projects were also evaluated based on the

extent of the immediate need to help finalize recommendations for funding. For example, there could be projects that are needed to preserve an existing asset and are listed as Priority Level 1, but the need may be three to five years into the future rather than immediate. Within the context of the identified Priority Levels, projects were evaluated for immediate need based on the following criteria:

- Repair or replacement of assets that have reached the end of their useful life and either compromise public safety or experience a high level of public use
- Repair or replacement of assets that would otherwise prevent more expensive repair or replacement in the future
- Projects for which the design has been previously funded and will be ready for construction during the upcoming biennial budget cycle
- Projects which are partially funded by outside grant funds and will be ready for construction during the upcoming biennial budget cycle

Maintenance Impact.

Staffing constraints and maintenance impacts are also an important consideration in the selection of projects. Regardless of funding availability, there is a limit to the number of projects which can be designed and/or constructed in a single year due to staffing constraints in the Engineering and Maintenance Divisions of the Public Works Department. Projects must be evaluated based on the resulting long-term maintenance needs following completion.

Project Funding.

The availability of funding is the final major factor in establishing project funding recommendations. The City has the following major sources of funding for capital improvement projects:

Gas Taxes. Gas Taxes is a broad category of funding that primarily consists of ongoing direct local distribution of funds through the State of California Highway Users Tax Account, the State Road Maintenance Rehabilitation Account, Measure BB Transportation Sales Tax, and Vehicle Registration funds through the Alameda County Transportation Commission. The City typically utilizes these funds for ongoing street maintenance programs that include pavement resurfacing; curb, gutter and sidewalk replacement; street tree maintenance; traffic calming measures; and other street maintenance needs. The City currently receives approximately $4.3 million per year through these sources.

Capital Funds. Capital Funds can be utilized for any type of project and are typically generated through budget surpluses and transfers from the General Fund or other major fund sources.

Community Development Maintenance Fund. This fund is a resource for conducting feasibility studies, master plans, or other projects that directly support the City's General Plan.

Park Impact Fees. Park Impact Fees can be utilized to acquire new park land and to complete improvement projects at existing parks.

Development Impact Fees. This category of funding includes Public Safety Impact Fees, Community Service Impact Fees, and Traffic Impact Fees. These funds can be utilized when a project-specific nexus has been identified for the respective impact fee category.

Outside Transportation and Other Grant Funding. Staff is regularly pursuing opportunities for discretionary funding from various federal, state and regional resources for transportation, parks and other types of projects. Outside grant funding for larger projects is essential for preserving local funds in each of the categories above.

Master Plans In Progress.
The City currently has several master plan studies underway, which, upon completion, will each include extensive recommendations for future project funding needs. These master plans include the following:

- Active Transportation Plan (an update to the Pedestrian and Bicycle Master Plan)
- Broadband Master Plan
- Citywide Parks Master Plan update
- Climate Action Plan update
- Comprehensive Emergency Management Plan update
- Facilities Master Plan
- Local Hazard Mitigation Plan
- Public Art Master Plan update
- Sea Level Rise Assessment and Adaptation Plan
- Technology Master Plan
- Urban Forest Master Plan

All of these plans are either planned or currently in progress and many are scheduled for completion later this calendar year. As these plans are finalized, the Capital Improvement Plan should be revisited to assess funding priorities.

Current Backlog of Projects.
There is a significant backlog of funded projects that are not yet completed. While most of these projects are underway and being actively worked on by staff, many projects are still in the planning stage. There is a need for additional project management support for building maintenance projects and parks projects as well as design services. Staff is currently working to obtain additional contractual support services in these areas to deliver these projects and staff will provide funding recommendations for these services during the meeting.

DISCUSSION/ANALYSIS
Staff will provide an overview of its CIP project funding recommendations based on updated fund balance projections. CIP projects have been separated into different categories based on the nature of the projects and recommended funding source. However, this does not preclude other revenue sources from potentially being used to fund projects included in the CIP.

Gas Tax funded projects. Based on updated revenue projections, the anticipated Gas

Tax revenue for the 2024-2026 Biennial Budget cycle is approximately $8.75 million, which reflects a decrease of 6% from the $9.3 million projected during the CIP General Overview presentation to the City Council in January 2024. However, after the reconciliation of completed projects and identifying projects previously approved in the CIP that are no longer required, staff has identified approximately $4.65 million of additional available Gas Tax funds, bringing the available Gas Tax fund balance to approximately $13.4 million for the next two-year period.

In addition, the Alameda County Transportation Commission (ACTC) recently informed staff that the Metropolitan Transportation Commission (MTC) will recommend awarding $15 million of Regional Measure 3 (RM3) funds to the City of Newark for use towards the construction of projects within the Dumbarton corridor, which includes several of the projects that are currently included in the CIP as unfunded projects or were submitted for funding consideration with the 2024-2026 CIP. This formal action is anticipated to take place in June 2024. The projects anticipated to receive this funding are listed in the table below for Transportation and Other Grant Funds projects.

This table also lists the federal funding for several projects, including One Bay Area Grant Program Cycle 3 (OBAG-3) funds in the amount of $5.14 million for the Old Town PDA Streetscape Improvements, the Federal Lands Access Program (FLAP) grant in the amount of $8.9 million for the Thornton Avenue Complete Streets project, and $3.0 million in Community Project Funding as earmarked by Congressman Ro Khanna and Senator Alex Padilla for the Thornton Avenue Pavement Rehabilitation projects, Phases 1 and 2. State earmark funding provided through State Assemblymember Alex Lee is also shown in the amount of $3.0 million total for the Old Town PDA Streetscape Improvements and Quiet Zones Implementation.

Descriptions for the projects listed in the Transportation and Other Grant Funds table below can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed.

Transportation and Other Grant Funds	Page No.	Federal	State	RM3
Old Town PDA Streetscape Improvements	251	$5.14M	$1.0M	$5.9M
Quiet Zones Implementation	258		$2.0M	$2.0M
Thornton Avenue Complete Streets (Hickory Street to Gateway Boulevard)	275	$8.9M		$5.1M
Thornton Avenue Pavement Rehabilitation, Phase 1 (I-880 to Olive Street)	276	$2.0M		$1.5M
Thornton Avenue Pavement Rehabilitation, Phase 2 (Ash Street to Spruce Street)	276	$1.0M		$0.5M
	Totals	**$17.04M**	**$3.0M**	**$15.0M**

This additional regional funding would allow the City to minimize the use of Gas Tax funds as matching requirements for larger projects and therefore create more opportunities for the completion of pavement maintenance on local streets and other local standalone projects.

Staff is recommending $9.8 million for the City's street pavement maintenance,

concrete repair, street tree maintenance, and other ongoing citywide street maintenance programs that are funded with outside gas tax resources. This includes a recommended increase in the City's annual pavement maintenance program from approximately $2.5 million per year to $4.0 million per year. The remaining $900,000 is for ongoing citywide work as needed for:

- Curb, Gutter and Sidewalk Replacement
- Street Tree Maintenance
- Traffic Calming Measures
- Citywide Accessible Pedestrian Ramps
- Thermoplastic Street Striping

Newark's current overall Pavement Condition Index (PCI) is 72 on a scale of 0-100. This reflects a one-point drop from a PCI of 73 in 2022. The latest Citywide Pavement Management Report estimates that at the current annual funding level of $2.5 million per year, the City's overall PCI will drop to 69 in five years. The Report further estimates that an estimated annual pavement maintenance budget of $4.0 million will be required over the next 5 years to maintain the City's overall PCI at its current level of 72 and approximately $5.5 million per year over the next five years to return the City's overall PCI to a desired level of 75.

With the Old Town PDA Streetscape Improvements and Thornton Avenue Pavement Rehabilitation (Phases 1 and 2) projects taking place over the next few years, Newark can expect an additional overall increase to the Citywide PCI of approximately two points. Again, these projects are being funded with outside federal, state and regional grants which allow for increased expenditures of Gas Tax revenue on local streets.

In addition to annual street maintenance projects, staff is recommending $1.2 million to fund the construction of standalone street improvement projects which were previously funded through the initial design phase only. These projects include additional funding for the Cherry Street and Mowry Avenue Median Modifications, and the Pedestrian Hybrid Beacon Installations on Newark Boulevard (at Brittany Avenue/Ruschin Drive) and on Cedar Boulevard (at Milani Avenue).

Descriptions for the projects listed in the Gas Tax Funds table below can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed. The total list of projects recommended for Gas Tax funding is as follows:

Projects Recommended for Gas Tax Funds	Page No.	Priority Level	FY 2025	FY 2026
Annual Street Asphalt Concrete Overlay Program	221	1	$4,000,000	$4,000,000
Annual Curb, Gutter and Sidewalk Replacement	214	1	$400,000	$400,000
Annual Street Tree Maintenance	215	1	$300,000	$300,000
Annual Traffic Calming Measures	215	3	$100,000	$100,000
Annual Citywide Accessible Pedestrian Ramps	213	1	$75,000	$75,000
Annual Thermoplastic Street Striping	215	1	$25,000	$25,000
Annual Street Maintenance Project Totals ($9,800,000)			**$4,900,000**	**$4,900,000**
Cherry Street & Mowry Avenue Median Modifications (Construction)	224	3	$400,000	$0
Pedestrian Hybrid Beacon Installation – Newark Blvd. at Brittany Ave. and Cedar Blvd. at Milani Ave. (Construction)	259	1	$800,000	$0
Standalone Street Improvement Project Totals ($1,200,000)			**$1,200,000**	**$0**
Totals by FY			**$6,100,000**	**$4,900,000**
TOTAL			**$11,000,000**	

Anticipated Gas Tax Fund Balance	**$13,450,000**

The recommended list of gas tax-funded projects totals $11,000,000. With the total Gas Tax Fund Balance of $13,450,000, this would leave a Gas Tax fund balance of $2,450,000 at the end of the 2024-2026 budget cycle. Staff recommends reserving this remaining fund balance for unanticipated expenses, matching funds for additional outside funding resources, or for other potentially important Gas Tax projects that may emerge.

Descriptions for Gas Tax projects not recommended for funding listed in the Gas Tax Funds table below can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed. The following gas tax-funded projects submitted for consideration are not recommended for additional or full funding at this time:

Projects Not Recommended for Gas Tax Funding	Page No.	Priority Level	Estimated Cost
Central Ave Median & Sidewalk Improvements (Design)	223	3	$250,000
Central Ave Median & Sidewalk Improvements (Construction)	222	3	$1,200,000
Quiet Zones Implementation	258	3	*$4,000,000
Traffic Signal Interconnect Implementation	278	3	$7,500,000

*Shortfall amount only. Further discussion on Quiet Zones Implementation is below along with explanation of other possible funding sources to address the shortfall amount.

Staff recommends deferring design development and construction of sidewalk and median landscape improvements on Central Avenue until the construction of the Central Avenue Railroad Overpass project is well underway. This area will be congested with detoured traffic during the construction phase of the overpass project and additional projects under construction simultaneously should be limited. In addition, funding for the implementation of the complete Traffic Signal Interconnect project should be deferred until a full assessment of the equipment needs and adaptive traffic control systems scope has been identified along with sufficient coordination with the

Broadband Master Plan findings and infrastructure recommendations.

A Railroad Quiet Zones Study was previously completed and confirmed that implementation of Quiet Zones at all City at-grade railroad crossings is feasible. Staff is continuing to pursue additional sources of funding to fully fund a Quiet Zones Implementation project while the complete design for all crossings is underway. It is possible that the Quiet Zones Implementation project could be completed in phases if only partial funding is available. The total cost of the project is currently estimated at $8.0 million. With the pending RM3 funding, $4.0 million is anticipated to be secured, leaving a $4.0 million shortfall. Upon completion of the detailed design, the cost estimate may be able to be reduced. The project could be separated into two implementation phases depending on available funding at the time the design has been completed.

The Lindsay Tract Street and Storm Drainage Improvements project is currently on hold and remains in the Capital Improvement Plan as a partially funded project in the amount of $2.7 million. Staff recommends retaining the project at this amount until a future re-evaluation of the scope and cost associated with the related Area Improvement District (AID) can be completed and further analyzing what improvements can potentially be completed without reinitiating the AID.

Capital Fund projects. After final reconciliation of the Newark Civic Center project and the identification of projects previously approved in the CIP that are now completed or are no longer required, the estimated available Capital Fund balance for the 2024-2026 Biennial Budget is $5.25 million. Staff recommends funding projects totaling approximately $4.4 million, which would leave a remaining unallocated fund balance of approximately $850,000. Staff recommends that this balance be maintained for contractual services for project management support to deliver the backlog of building maintenance and landscape projects. The new project submissions recommended for funding utilizing Capital Funds are as follows (project descriptions for individual projects can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed):

Capital Fund Projects Recommended for Funding	Page No.	Priority Level	Estimated Cost
Building/Facility Maintenance			
Senior Center Repainting	263	1	$100,000
Silliman Center Door Closers Replacement	267	1	$100,000
Silliman Center Gym & Dance Floor Refinishing	267	1	$130,000
Silliman Center Locker Room Flooring Replacement	268	1	$150,000
Silliman Center Partial Roof and Skylight Replacement	269	1	$250,000
Silliman Center Shower Tile Replacement	269	1	$100,000
Silliman Center Water Slide Replacement	272	1	$350,000
Softball Fields Retrofit – Scoreboards and Bleachers	273	3	$150,000
New Vehicles and Equipment			
Community Preservation Vehicle	231	3	$50,000
Information Technology Vehicle	239	3	$80,000
Police Department Patrol Vehicles (2)	253	2	$200,000
Police Department Unmarked Vehicles (2)	254	2	$135,000
Public Works Department Street Sweeper	257	2	$500,000
Public Works Maintenance Supervisor Vehicles (2)	258	2	$160,000
Operations			
Emergency Breaching Tools and Training	233	2	$46,000
Firearms Training System	234	3	$20,000
Fire Station Nos. 27 and 29 Fencing	236	3	$500,000
Mel Nunes Sportsfield Park Storage Unit	245	3	$60,000
Senior Center Driveway Relocation (Design)	262	3	$60,000
Service Center Vacuum Truck Shelter	266	1	$100,000
Vehicle Pursuit Intervention Devices	282	3	$45,000
Virtual Reality Police Tactics Training System	283	3	$100,000
		TOTAL	**$3,386,000**

In addition, staff recommends funding the following previously unfunded Capital Fund projects that departments resubmitted for consideration (project descriptions for individual projects can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed):

Previously Unfunded Capital Fund Projects Now Recommended for Funding	Page No.	Priority Level	Estimated Cost
Public Works Maintenance Water Tank Spray Truck	258	2	$250,000
Second Chance Shelter Repairs	261	3	$100,000
Silliman Aquatic Center Pool Sanitation System Retrofit	271	3	$260,000
Storage Facility at Service Center	274	3	$400,000
		TOTAL	**$1,010,000**

The recommended Capital Fund project total is $4,396,000 in estimated costs for the two-year cycle.

The following new submitted projects and projects previously unfunded and re-submitted for consideration during this two-year cycle are not recommended for funding at this time (project descriptions for individual projects can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed):

Proposed Capital Fund Projects Not Recommended for Funding	Page No.	Priority Level	Estimated Cost
Arterial Landscape Median Upgrades	216	3	$300,000
Articulated Aerial Lift Truck	216	3	$600,000
Birch Grove Park Tennis Court Area Re-Landscaping	219	3	$200,000
Citywide Bus Shelters	226	3	$2,400,000
Citywide Information Kiosks – Phase 1 Old Town	228	3	$75,000
Public Works Maintenance Mini Excavator	256	2	$120,000
Public Works Maintenance Robotic Mower	256	2	$25,000
Second Chance Roof Replacement	261	3	$120,000
Senior Center HVAC Replacement	262	3	$50,000
Simulated Impaired Driving Experience	272	3	$50,000
Silliman Center Energy Conservation Measures	267	2	$200,000
Silliman Center Pool Deck Replacement	271	3	$300,000
		TOTAL	**$4,440,000**

Community Development Maintenance Fund projects. Community Development Maintenance Funds may be used to pay for feasibility studies or master plans. The estimated fund balance for Community Development Maintenance Funds beginning July 1, 2024 is approximately $3.7 million.

The following studies are recommended for funding with Community Development Maintenance Funds (project descriptions for individual projects can be found in the attached Draft 2024-2026 Capital Improvement Plan budget document on the page numbers listed):

Community Development Maintenance Fund Projects	Page No.	Priority Level	Estimated Cost
ADA Transition Plan Update	213	1	$250,000
Four Corners Area Plan	237	2	$350,000
Housing Programs – Implementation of Adopted Housing Element	239	2	$450,000
NewPark Place Specific Plan Enhancement and Expansion	250	2	$300,000
Rental Housing Inspection Program Assessment	259	2	$150,000
Title 17 (Zoning) Housing-related Assessment and Update	277	2	$400,000
Urban Forest Master Plan	281	2	$300,000
		TOTAL	**$2,200,000**

The proposed projects totaling $2.2 million would leave $1.5 million remaining in the Community Development Maintenance Fee Fund.

Park Impact Fee projects. The current unappropriated fund balance is approximately $5.8 million. There are no additional park projects recommended for funding at this time. Staff recommends that the City Council receive and consider the findings associated with the Citywide Parks Master Plan Update prior to making any decisions on funding future projects. This study is anticipated to be completed in the fall of 2024.

Segmentation.
As a number of Councilmembers have real property interests within proximity of various CIP projects for consideration, those particular projects will be segmented and considered first without participation by the Councilmembers that have the real property interest with a final decision made by the remaining Councilmembers. Staff has randomly selected the order in which those projects will be considered first. Once

consideration and final approval of those items has concluded, the full City Council will consider the balance of the CIP projects and will not reopen discussion of the previously approved items.

After approval of all project lists, staff will solicit feedback on the Draft 2024-2026 Capital Improvement Plan that includes an overview of the project selection process, summary of financing sources and funded projects, revenue estimates, future funding needs and project descriptions. A final 2024-2026 Capital Improvement Plan will be developed and included in the 2024-2026 Biennial Budget for City Council approval in June.

FISCAL IMPACT

There is no direct fiscal impact related to approving the CIP project funding recommendations lists, which show allocations of funds already received or funds the City anticipates to receive. All approved projects and funding allocations will be incorporated into the final 2024-2026 Capital Improvement Plan for City Council consideration with approval of the 2024-2026 Biennial Budget in June.

REVIEW AND APPROVAL

Prepared by - Soren Fajeau, Public Works Director
Reviewed by - Krysten Lee, Finance Director
Reviewed by - Kristopher J. Kokotaylo, City Attorney
Approved by - David J. Benoun, City Manager

Attachments

2024-2026 Capital Improvement Plan presentation
Resolution 1 - CIP Project List A
Resolution 2 - CIP Project List B
Resolution 3 - CIP Project List C
Resolution 4 - CIP Project List D
Resolution 5 - CIP Project List E
Resolution 6 - CIP Project List F
Resolution 7 - Remaining CIP Projects
Resolution 7 Exhibit A - Remaining CIP Projects lists
Draft 2024-2026 Capital Improvement Plan budget document



NEWARK
california

2024-2026
Capital Improvement Plan
Project Funding Recommendations

City Council: May 23, 2024

2024-2026 Capital Improvement Plan

NEWARK california

Agenda

1. CIP Schedule for Adoption
2. CIP Funding Summary
3. CIP Projects Recommended for Funding
4. Next Steps

Capital Improvement Plan

PROCESS OVERVIEW

NEWARK california

CIP Schedule for Approval and Adoption

1. Call for Projects
2. Staff Evaluation of Projects Submitted
3. City Council Overview of Submitted Projects (January)
4. Staff Review/Ranking of Projects (March)
5. ***City Council Review of Draft CIP and Approval of CIP Project Lists***
6. CIP Review with Planning Commission (May 28th)
7. Recommended City Council Adoption of CIP with the Biennial Budget (expected June 13th)

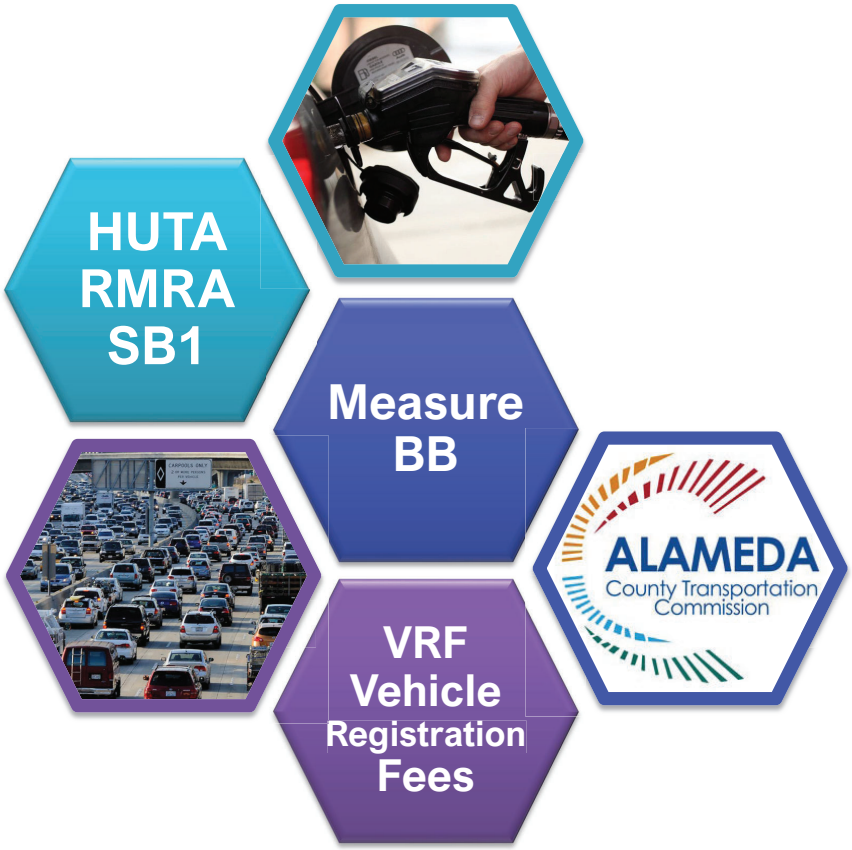
CIP Project Funding

FUNDING SOURCES FOR THE 2024-2026 CIP

Gas Tax Funds	Capital Funds	Community Development Maintenance Fund	Impact Fees	Outside Funding
$8.75M for two-year period	$5.25M Projected Balance	$3.7M Current Balance	Park Impact Fees $5.8M Other Development Impact Fees $15.3M	Transportation and Other Grant Funds $35M

Gas Tax

Major Funding Sources for the Capital Improvement Plan



- Highway Users Tax Account (HUTA)
- Road Maintenance Rehabilitation Account/ Senate Bill 1 (RMRA/SB1)
  - ➢ $2.6M per year
- Measure BB Direct Distributions
  - ➢ $1.5M per year
- Vehicle Registration Fee (VRF) Direct Distributions
  - ➢ $220,000 per year

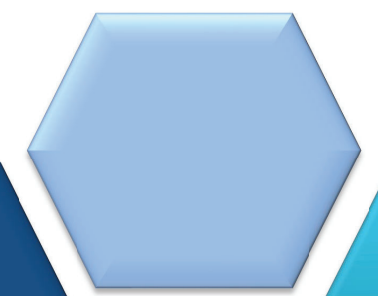
Total $4.3M per year

Capital Funds

Major Funding Sources for the Capital Improvement Plan

$5.25M Available Balance





Potential Use of Unallocated Funds

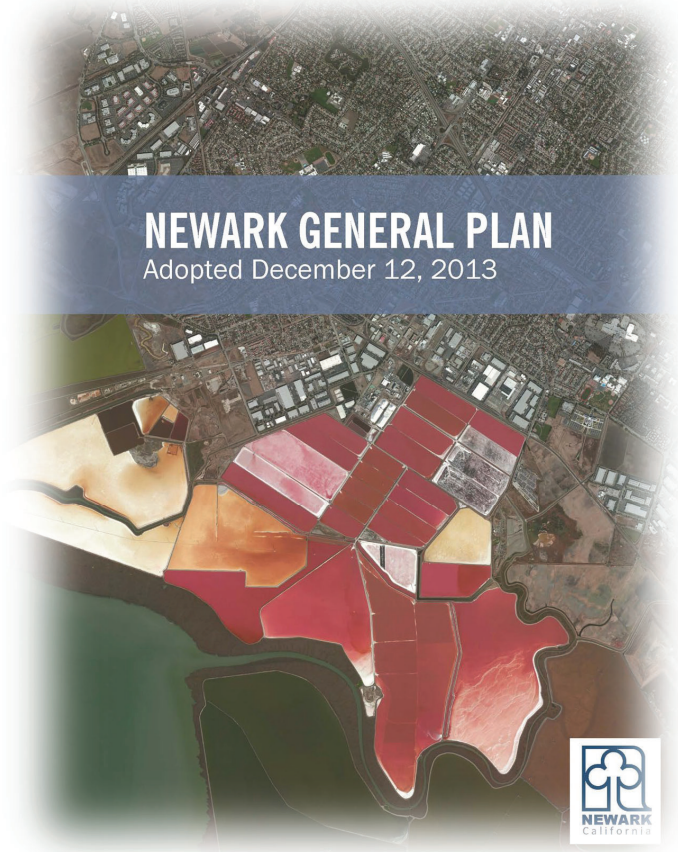




Budget Surpluses From Completed Projects

Community Development Maintenance Fund

Major Funding Sources for the Capital Improvement Plan



Community Development Maintenance Funds

- Feasibility Studies or Master Plans
- Maintaining or Updating General Plan

$3.7M Available Balance

Park Impact Fees; Development Impact Fees



Park Impact Fees (Currently $5.8M)

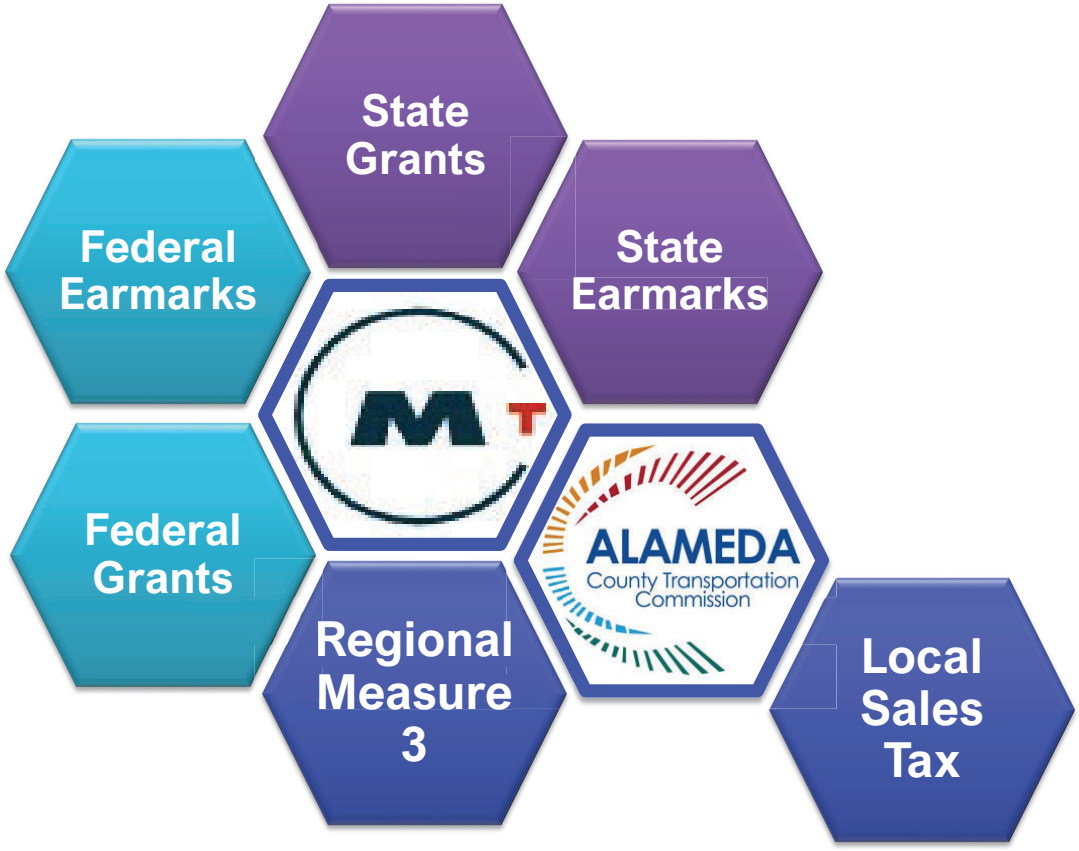
- Fund new parks projects
- Citywide Parks Master Plan Recommendations

Development Impact Fees (Currently $15.3M)

- Traffic Impact Fees
- Public Safety Impact Fees
- Community Service Impact Fees
- Facilities Master Plan Recommendations

Oustide Funding

Major Transportation and Other Grant Projects



- Federal Earmarks, Congressman Khanna and Senator Padilla; $3.0M
- Federal Grants, FLAP $8.9M; OBAG3 $5.14M; ARPA $250,000;
- State Earmarks, Assemblymember Alex Lee; $5.8M
- State Grants, $173,000
- Regional Measure 3; $15M
- Local Transportation Sales Tax Discretionary Grants

2024-2026 Capital Improvement Plan

Project Lists



2024-2026
Capital Improvement Plan

Project List ‘A’

- Lindsay Tract Street & Storm Drainage Improvements
- Citywide Information Kiosks, Phase 1 – Old Town

Lindsay Tract Street & Drainage Improvements

Lindsay Tract Street & Drainage Improvements

- Partially funded: $2.7M
- Currently on hold

Citywide Information Kiosks, Phase 1 Historic Newark

Citywide Information Kiosks, Phase 1

Old Town

- $75,000 Estimated Cost
- Priority Level 3
- CIP Unfunded List

2024-2026 Capital Improvement Plan
Project List 'A' Recommendations

Lindsay Tract Street & Drainage Improvements

- Remain in CIP as a partially funded project
- No additional funding at this time while on hold

Citywide Information Kiosks, Phase 1 Old Town

- Include in CIP as an unfunded project
- $75,000 estimated cost

2024-2026
Capital Improvement Plan

Project List ‘B’

- Cedar Boulevard Linear Park Areas 1, 3 and 4
- Cedar Boulevard Linear Park Area 2

Cedar Boulevard Linear Park

Cedar Blvd Linear Park – Areas 1, 3 and 4

- Priority Level 3
- $3,200,000 estimated cost, unfunded

Cedar Blvd Linear Park – Area 2

- Priority Level 3
- Currently funded for $850,000 estimated cost
- Cost may increase with full design and community outreach

$5.8 M Current Park Impact Fee Balance

2024-2026 Capital Improvement Plan
Project List 'B' Recommendations

Cedar Boulevard Linear Park Area 2

- Maintain in CIP as funded project
- Cost estimate $850,000
- Cost may increase with final design

Cedar Boulevard Linear Park Areas 1, 3 and 4

- Maintain in CIP as unfunded project

2024-2026
Capital Improvement Plan

Project List ‘C’

- Old Town PDA Streetscape Improvements (Construction)
- Old Town PDA Streetscape Improvements (Design)

Old Town PDA Streetscape Improvements

Design Phase

- Final design underway
- Funded for $1.0M

Construction Phase

- Construction start in 2025
- $12.0M estimated cost
- $5.14M OBAG 3 (Federal funds)
- $1.0M State Earmark (Assemblymember Lee)
- $5.9M Regional Measure 3 (pending)

2024-2026 Capital Improvement Plan
Project List 'C' Recommendations

Old Town PDA Streetscape Improvements (Design)

- Maintain in CIP as funded project, $1.0M

Old Town PDA Streetscape Improvements (Construction)

- Add to CIP as a partially funded project, $12.0M in cost
- Pending final action on Regional Measure 3 by MTC

2024-2026
Capital Improvement Plan

Project List ‘D’

- Thornton Avenue Pavement Rehabilitation, Phase 1

  I-880 or Olive Street

Thornton Avenue Pavement Rehabilitation, Phase 1 - I-880 to Olive Street

Design Phase

- Final design underway

Construction Phase

- Construction start in 2026
- $3.5M estimated cost
- $2.0M Federal funds

  (Rep. Khanna; Sen. Padilla)
- $1.5M Regional Measure 3 (pending)

2024-2026 Capital Improvement Plan
Project List 'D' Recommendations

Thornton Avenue Pavement Rehabilitation, Phase 1 - I-880 to Olive Street

- Add to CIP as a partially funded project for $3.5M
- Pending final action on Regional Measure 3 by MTC

2024-2026
Capital Improvement Plan

Project List ‘E’

- Quiet Zones Implementation
- Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street
- Thornton Avenue Streetscape Improvements (Elm Street to Willow Street)

Quiet Zones Implementation

Quiet Zones Implementation

- Railroad Quiet Zones Study completed
- Design currently underway; Up to $8.0M
- Partially funded with $2.0M State Earmark (Assemblymember Lee)
- Regional Measure 3 pending, $2.0M

Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash St. to Spruce St.

Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street

- Recently partially funded - $1.0M in Federal funding (Rep. Khanna and Sen. Padilla)
- Regional Measure 3 pending, $500,000

Thornton Avenue Streetscape (Elm St to Willow St)

Thornton Ave Streetscape (Elm St to Willow St)

- Unfunded List; Priority Level 3
- Median placement and landscaping
- $1,200,000 Estimated Cost

2024-2026 Capital Improvement Plan
Project List 'E' Recommendations

Quiet Zones Implementation

- Add to CIP as partially funded project, estimated at $8.0M

Thornton Avenue Pavement Rehabilitation – Phase 2

- Add to CIP as partially funded project, estimated at $1.5M

Thornton Ave Streetscape Improvements (Elm St to Willow St)

- Maintain in CIP as unfunded project

2024-2026
Capital Improvement Plan

Project List ‘F’

- Traffic Signal Interconnect (Preliminary Design)
- Traffic Signal Interconnect (Implementation)

Traffic Signal Interconnect

Traffic Signal Interconnect

- Includes three corridors:
  - Cherry Street (Thornton Ave. to Stevenson Blvd.)
  - Newark Boulevard (SR-84 to Civic Terrace Ave.)
  - Thornton Avenue (Cedar Blvd. to Sycamore Ave.)
- Preliminary design funded and underway
- Implementation phase estimate: $7.5M
- Implementation phase on hold pending full scope analysis with preliminary design, available funding, and coordination with Broadband Master Plan effort

2024-2026 Capital Improvement Plan
Project List 'F' Recommendations

Traffic Signal Interconnect (Preliminary Design)

- Maintain in CIP as a funded project for $475,000

Traffic Signal Interconnect (Implementation)

- Add to CIP as an unfunded project estimated at $7.5M



2024-2026 Capital Improvement Plan

Project Lists By Funding Source

Gas Tax Projects RECOMMENDED FOR FUNDING

Projected **$8.75 M** of Gas Tax Revenue

10 Projects Recommended for Funding

- 6 - Annual Street Maintenance Projects
- 2 - Standalone Street Improvement Projects
- **$11.0 M** Total Estimated Costs
- Focus on Pavement Condition Index

3 Projects Not Recommended for Funding

Project Funding Recommendations
Gas Tax

Annual Street Maintenance Projects	Priority Level	FY 2024-25	FY 2025-26
Street Asphalt Concrete Overlay Program	1	$ 4,000,000	$ 4,000,000
Curb, Gutter and Sidewalk Replacement	1	$ 400,000	$ 400,000
Street Tree Maintenance	1	$ 300,000	$ 300,000
Traffic Calming Measures	3	$ 100,000	$ 100,000
Citywide Accessible Pedestrian Ramps	1	$ 75,000	$ 75,000
Thermoplastic Street Striping	1	$ 25,000	$ 25,000
TOTALS		**$4,900,000**	**$ 4,900,000**

Project Funding Recommendations
Gas Tax

Standalone Street Improvement Projects	Priority Level	FY 2024-25	FY 2025-26
Cherry Street and Mowry Avenue Median Turn Pocket Modifications (Construction)	3	$ 400,000	$ 0
Pedestrian Hybrid Beacon Installation – Newark Blvd. and Cedar Blvd.	1	$ 800,000	$ 0
TOTALS		**$1,200,000**	**$ 0**

Projects Not Recommended for Funding Gas Tax

Projects Not Recommended for Funding	Priority Level	Estimated Cost
Central Ave Median and Sidewalk Improvements (Design)	3	$ 250,000
Central Ave Median and Sidewalk Improvements (Construction)	3	$ 1,200,000
Other Projects		$ 11,500,000
TOTAL		**$ 12,950,000**

Gas Tax

PROJECTS RECOMMENDED FOR FUNDING

Summary	FY 2024-25	FY 2025-26
Street Maintenance Projects	$ 4,900,000	$ 4,900,000
Street Improvement Projects	$ 1,200,000	$ 0
FY Subtotals	**$ 6,100,000**	**$ 4,900,000**
TOTAL	**$11,000,000**	

Total Projected Gas Tax Funds

$ 13,400,000

Capital Fund Projects RECOMMENDED FOR FUNDING

Anticipated **$5.25 M** Capital Fund Balance

26 Projects Recommended for Funding

- 8 - Maintenance Projects
- 6 – New Vehicle Purchases
- 8 – Operations Projects
- 4 – Previously Unfunded Projects
- **$4.40 M** Total Estimated Costs

12 Total Submitted Projects Not Recommended for Funding

Recommended Capital Fund Projects

MAINTENANCE PROJECTS

	Priority Level	Estimated Cost
Senior Center Repainting	1	$ 100,000
Silliman Center Door Closers - Replacement	1	$ 100,000
Silliman Center Gym & Dance Floor Refinishing	1	$ 130,000
Silliman Center Locker Room Flooring Replacement	1	$ 150,000
Silliman Center Partial Roof and Skylight Replacement	1	$ 250,000
Silliman Center Shower Tile Replacement	1	$ 100,000
Silliman Center Water Slide Replacement	1	$ 350,000
Softball Fields Retrofit – Scoreboard and Bleachers at Mel Nunes Sportsfield Park and Birch Grove Park	3	$ 150,000
TOTAL		**$ 1,330,000**

Recommended Capital Fund Projects

NEW VEHICLES AND EQUIPMENT

	Priority Level	Estimated Cost
Community Preservation Vehicle	3	$ 50,000
Information Technology Vehicle	3	$ 80,000
Police Department Patrol Vehicles (2)	2	$ 200,000
Police Department Unmarked Vehicles (2)	2	$ 135,000
Public Works Maintenance Street Sweeper	2	$ 500,000
Public Works Maintenance Supervisor Vehicles (2)	2	$ 160,000
TOTAL		**$ 1,125,000**

Recommended Capital Fund Projects

OPERATIONS

	Priority Level	Estimated Cost
Emergency Breaching Tools and Training	2	$ 46,000
Firearms Training System	3	$ 20,000
Fire Station Nos. 27 and 29 Fencing	3	$ 500,000
Mel Nunes Sportsfield Park Storage Unit	3	$ 60,000
Senior Center Driveway Relocation	3	$ 60,000
Service Center Vacuum Truck Shelter	1	$ 100,000
Vehicle Pursuit Intervention Devices	3	$ 45,000
Virtual Reality Police Tactics Training System	3	$ 100,000
TOTAL		**$ 931,000**

Recommended Capital Fund Projects

Previously Requested Unfunded Projects	Priority Level	Estimated Cost
Public Works Maintenance Water Tank Spray Truck	2	$ 250,000
Second Chance Shelter Repairs	3	$ 100,000
Silliman Center Pool Sanitation System Retrofit	3	$ 260,000
Storage Facility at Service Center	3	$ 400,000
TOTAL		**$ 1,010,000**

Capital Fund Projects
Not Recommended for Funding

New Projects Not Recommended for Funding	Priority Level	Estimated Cost
Public Works Maintenance Mini Excavator	2	$ 120,000
Public Works Maintenance Robotic Mower	2	$ 25,000
Second Chance Roof - Replacement	3	$ 120,000
Simulated Impaired Driving Experience	3	$ 50,000
Other Projects	3	$ 75,000
TOTAL		**$ 390,000**

Capital Fund Projects
Not Recommended for Funding

Previously Unfunded Projects Still Not Recommended for Funding	Priority Level	Estimated Cost
Articulated Aerial Lift Truck	3	$ 300,000
Arterial Landscape Median Upgrades	3	$ 600,000
Citywide Bus Shelters	3	$ 2,400,000
Birch Grove Park Tennis Court Area Re-landscaping	3	$ 200,000
Senior Center HVAC Replacement	3	$ 50,000
Silliman Center Energy Conservation Measures	2	$ 200,000
Silliman Center Pool Deck Replacement	3	$ 300,000
TOTAL		**$ 4,050,000**

Capital Fund

PROJECTS RECOMMENDED FOR FUNDING

Summary	Estimated Cost
Maintenance	$ 1,330,000
New Vehicles	$ 1,125,000
Operations	$ 931,000
Previously Unfunded	$ 1,010,000
TOTAL	**$ 4,396,000**

Projected Capital Fund Balance

$ 5,250,000

Community Development Maintenance Fund

PROJECTS RECOMMENDED FOR FUNDING

May be used for Feasibility Studies or Master Plans related to maintaining or updating General Plan or Zoning Ordinance

$3.7 M Current Balance

6 Projects Recommended for Funding

- **$2,200,000** Total Estimated Costs

Community Development Maintenance Fund

Projects Recommended for Funding	Priority Level	Estimated Cost
ADA Transition Plan Update	1	$ 250,000
Four Corners Area Plan	2	$ 350,000
Housing Programs – Implementation of Adopted Housing Element	2	$ 450,000
NewPark Place Specific Plan Enhancement and Expansion	2	$ 300,000
Rental Housing Inspection Program Assessment	2	$ 150,000
Title 17 (Zoning) Housing-related Assessment and Update	1	$ 400,000
Urban Forest Master Plan	2	$ 300,000
TOTAL		**$ 2,200,000**

Park Impact Fee Projects

$5.8 M Current Park Impact Fee Balance

No additional projects recommended for funding at this time, pending final results of the Citywide Parks Master Plan update

Capital Improvement Plan

NEXT STEPS

Review of Capital Improvement Plan with the Planning Commission for General Plan Conformity (May 28th)

Recommended City Council Adoption with Biennial Budget (June 13th)

2024-2026 Capital Improvement Plan
Recommendation

1) Approve the remaining 2024-2026 Capital Improvement Plan Project Lists in Resolution 7, Exhibit A, including:

- **New and Previously Unfunded Projects Recommended for Funding**
- **Unfunded Projects**
- **Funded But Not Yet Completed Projects**

2) Provide feedback on the DRAFT 2024-2026 Capital Improvement Plan budget document

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'A' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'A,' as presented below; and

Project List 'A'

Lindsay Tract Street and Storm Drainage Improvements
Citywide Information Kiosks, Phase 1 – Old Town

WHEREAS, the Lindsay Tract Street and Storm Drain Improvements project is currently included in the Capital Improvement Plan with an approved funded amount of $2,700,000; and

WHEREAS, the City Council has determined that the Lindsay Tract Street and Storm Drain Improvements project should remain in the Capital Improvement Plan as a partially funded project; and

WHEREAS, the City Council desires to include Citywide Information Kiosks, Phase 1 – Old Town in the Capital Improvement Plan as an unfunded project; and

WHEREAS, the City Council desires to make a final decision to include the Lindsay Tract Street and Storm Drain Improvements in the Capital Improvement Plan as a partially funded project that has not been completed for final adoption with the Biennial Budget; and

WHEREAS, the City Council desires to make a final decision to include Citywide Information Kiosks, Phase 1 – Old Town in the Capital Improvement Plan as an unfunded project for final adoption with the Biennial Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of the Lindsay Tract Street and Storm Drain Improvements in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a partially funded project that had been previously funded but has not yet been completed.

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Citywide Information Kiosks, Phase 1 – Old Town in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as an unfunded project.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'B' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'B,' as presented below; and

Project List 'B'

Cedar Boulevard Linear Park Areas 1, 3 and 4
Cedar Boulevard Linear Park Area 2

WHEREAS, the City Council has determined that Cedar Boulevard Linear Park Areas 1, 3 and 4 should remain in the Capital Improvement Plan as an unfunded project; and

WHEREAS, the City Council has determined that the Cedar Boulevard Linear Park Area 2 project should remain in the Capital Improvement Plan as a project that had been previously funded but has not yet been completed; and

WHEREAS, the City Council desires to make a final decision to include Cedar Boulevard Linear Park Areas 1, 3 and 4 in the Capital Improvement Plan as an unfunded project for final adoption with the Biennial Budget.

WHEREAS, the City Council desires to make a final decision to include Cedar Boulevard Linear Park Area 2 in the Capital Improvement Plan as a project that had been previously funded but has not been completed for final adoption with the Biennial Budget; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Cedar Boulevard Linear Park Areas 1, 3 and 4 in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as an unfunded project.

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Cedar Boulevard Linear Park Area 2 in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a project that had been previously funded but has not yet been completed.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'C' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'C,' as presented below; and

Project List 'C'

Old Town PDA Streetscape Improvements (Construction)
Old Town PDA Streetscape Improvements (Design)

WHEREAS, the City Council desires to include the Old Town PDA Streetscape Improvements (Construction) in the Capital Improvement Plan as a partially funded project; and

WHEREAS, the City Council has determined that Old Town PDA Streetscape Improvements (Design) should remain in the Capital Improvement Plan as a project that had been previously funded but has not yet been completed; and

WHEREAS, the City Council desires to make a final decision to include Old Town PDA Streetscape Improvements (Construction) in the Capital Improvement Plan as a partially funded project for final adoption with the Biennial Budget; and

WHEREAS, the City Council desires to make a final decision to include Old Town PDA Streetscape Improvements (Design) in the Capital Improvement Plan as a project that had been previously funded but has not yet been completed for final adoption with the Biennial Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Old Town PDA Streetscape Improvements (Construction) in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a partially funded project.

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Old Town PDA Streetscape Improvements (Design) in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a project that had been previously funded but has not yet been completed.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'D' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'D,' as presented below; and

Project List 'D'

Thornton Avenue Pavement Rehabilitation, Phase 1 – Interstate 880 to Olive Street

WHEREAS, the City Council desires to include Thornton Avenue Pavement Rehabilitation, Phase 1 – Interstate 880 to Olive Street in the Capital Improvement Plan as a partially funded project; and

WHEREAS, the City Council desires to make a final decision to include Thornton Avenue Pavement Rehabilitation, Phase1 – Interstate 880 to Olive Street in the Capital Improvement Plan as a partially funded project for final adoption with the Biennial Budget; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Thornton Avenue Pavement Rehabilitation, Phase 1 – Interstate 880 to Olive Street in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a partially funded project.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'E' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'E,' as presented below; and

Project List 'E'

Quiet Zones Implementation
Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street
Thornton Avenue Streetscape Improvements (Elm Street to Willow Street)

WHEREAS, the City Council desires to include Quiet Zones Implementation in the Capital Improvement Plan as a partially funded project; and

WHEREAS, the City Council desires to include Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street in the Capital Improvement Plan as a partially funded project; and

WHEREAS, the City Council has determined that Thornton Avenue Streetscape Improvements (Elm Street to Willow Street) should remain in the Capital Improvement Plan as an unfunded project; and

WHEREAS, the City Council desires to make a final decision to include Quiet Zones Implementation in the Capital Improvement Plan as a partially funded project for final adoption with the Biennial Budget; and

WHEREAS, the City Council desires to make a final decision to include Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street in the Capital Improvement Plan as a partially funded project for final adoption with the Biennial Budget; and

WHEREAS, the City Council desires to make a final decision to include Thornton Avenue Streetscape Improvements (Elm Street to Willow Street) in the Capital Improvement Plan as an unfunded project for final adoption with the Biennial Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Quiet Zones Implementation in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a partially funded project.

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Thornton Avenue Pavement Rehabilitation, Phase 2 – Ash Street to Spruce Street in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as a partially funded project.

BE IT FURTHER RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Thornton Avenue Streetscape Improvements (Elm Street to Willow Street) in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as an unfunded project.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING PROJECT LIST 'F' IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Project List 'F,' as presented below; and

Project List 'F

Traffic Signal Interconnect (Implementation)

WHEREAS, the City Council desires to include Traffic Singal Interconnect (Implementation) in the Capital Improvement Plan as an unfunded project; and

WHEREAS, the City Council desires to make a final decision to include Traffic Signal Interconnect (Implementation) in the Capital Improvement Plan as an unfunded project for final adoption with the Biennial Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Traffic Signal Interconnect (Implementation) in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 as an unfunded project.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK APPROVING INCLUSION OF PROJECTS IN THE CAPITAL IMPROVEMENT PLAN FOR THE CITY OF NEWARK FOR FISCAL YEARS 2025 AND 2026 FOR FINAL ADOPTION WITH THE BIENNIAL BUDGET

WHEREAS, the City Council of the City of Newark desires to establish a Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026 (the "Capital Improvement Plan"); and

WHEREAS, the City Council has reviewed and considered the proposed Projects attached hereto as Exhibit "A", which includes (1) the list of New and Previously Unfunded Projects Now Recommended for Funding, (2) the list of Unfunded Projects with revised cost estimates, and (3) the list of Funded But Not Yet Completed Projects with remaining budgeted funding amounts; and

WHEREAS, the City Council desires to include Projects in the Capital Improvement Plan; and

WHEREAS, the City Council desires to make a final decision to include Projects in the Capital Improvement Plan for final adoption with the Biennial Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby approves the inclusion of Projects, as identified in Exhibit "A", attached hereto and incorporated herein by reference, in the Capital Improvement Plan of the City of Newark for Fiscal Years 2025 and 2026.

EXHIBIT A

2024-2026 Capital Improvement Plan

List of New and Previously Unfunded Projects Recommended for Funding

Project Description	Priority Level	Estimated Cost
ADA Transition Plan	1	$250,000
Annual Citywide Accessible Pedestrian Ramps (FY25, FY26)	1	$150,000
Annual Curb, Gutter & Sidewalk Program (FY25, FY26)	1	$800,000
Annual Thermoplastic Street Striping (FY25, FY26)	1	$50,000
Annual Street Asphalt Concrete Overlay Program (FY25,FY26)	1	$8,000,000
Annual Street Tree Maintenance Program (FY25, FY26)	1	$600,000
Annual Traffic Calming Program (FY25, FY26)	3	$200,000
Cherry Street Median Modifications	3	$400,000
Community Preservation Vehicle	3	$50,000
Emergency Breaching Tools and Training	2	$46,000
Firearms Training System	3	$20,000
Fire Stations Nos. 27 and 29 Fencing	3	$500,000
Four Corners Area Plan	2	$350,000
Housing Programs - Implementation of Adopted Housing Element	2	$450,000
Information Technology Vehicle	3	$80,000
Mel Nunes Sportsfield Park Storage Unit	3	$60,000
Public Works Maintenance Water Tank Spray Truck	2	$250,000
NewPark Place Specific Plan Enhancement and Expansion	2	$300,000
Pedestrian Hybrid Beacon Installaions	1	$800,000
Police Department Patrol Vehicles (2)	2	$200,000
Police Department Unmarked Vehicles (2)	2	$135,000
Public Works Maintenance Street Sweeper	2	$500,000
Public Works Maintenance Supervisor Vehicles (2)	2	$160,000
Rental Housing Inspection Program Assessment	2	$150,000
Second Chance Shelter Repairs	3	$100,000
Senior Center Driveway Relocation	3	$60,000
Senior Center Repainting	1	$100,000
Service Center Vacuum Truck Shelter	1	$100,000
Silliman Aquatic Center Pool Sanitation System Retrofit	3	$260,000
Silliman Center Door Closers Replacement	1	$100,000
Silliman Center Gym and Dance Floor Refinishing	1	$130,000
Silliman Center Locker Room Flooring Replacement	1	$150,000
Silliman Center Partial Roof and Skylight Replacement	1	$250,000
Silliman Center Shower Tile Replacement	1	$100,000
Silliman Center Water Slide Replacement	1	$350,000
Softball Fields Retrofit Scoreboards and Bleachers	3	$150,000
Storage Facility at Service Center	3	$400,000
Title 17 (Zoning) Housing-related Assessment and Update	1	$400,000
Urban Forest Master Plan	2	$300,000
Vehicle Pursuit Intervention Devices	3	$45,000
Virtual Reality Pollice Tactics Training System	3	$100,000
	Total	**$17,596,000**

2024-2026 Capital Improvement Plan
List of All Unfunded Projects (Exhibit A continued)
(Both New and Previously Listed

Project Description	Priority Level	Estimated Cost	Funding Source
Arterial Landscape Median Upgrades	3	$600,000	Gas Taxes
Articulated Aerial Lift Truck (35')	3	$300,000	Capital Funds
Aquatic Center NinjaCross Obstacle Course System	3	$500,000	Capital Funds
Bayside TOD Transit Station and Overcrossing (Construction)	3	$11,500,000	Impact Fees
Bayside TOD Transit Station and Overcrossing (Design)	3	$700,000	Capital Funds
Birch Grove Park Completion	3	$3,380,000	Park Impact Fees
Birch Grove Park Softball Field Night Lighting	3	$300,000	Capital Funds
Birch Grove Park Tennis Court Area Re-Landscaping	3	$200,000	Park Impact Fees
Byington Park Completion	3	$950,000	Park Impact Fees
Cedar Boulevard Complete Streets	3	$2,800,000	Gas Taxes
Cedar Boulevard Linear Parks 1, 3, 4	3	$2,870,000	Park Impact Fees
Central Avenue Median and Sidewalk Improvements (Construction)	3	$1,200,000	Gas Taxes
Central Avenue Median and Sidewalk Improvements (Design)	3	$250,000	Gas Taxes
Citywide Bus Shelters	3	$2,400,000	Capital Funds
Citywide Document Scanning Services	3	$150,000	Capital Funds
Citywide Information Kiosks – Phase 1 Old Town	3	$75,000	Capital Funds
Civic Center Park Completion and Updates	3	$1,160,000	Park Impact Fees
Cultural Arts Center	3	$40,000,000	Capital Funds
Fire Station No. 27 Energy Efficient Windows	3	$30,000	Capital Funds
Fire Station No. 27 Training Tower - New Construction	3	$2,000,000	Capital Funds
History Museum - Phase 2b (Restoration and Construction)	3	$3,000,000	Capital Funds
History Museum - Phase 3 (Exhibits)	3	$750,000	Capital Funds
Jerry Raber Ash Street Park Completion	3	$915,000	Park Impact Fees
Lakeshore Park Completion	3	$1,750,000	Park Impact Fees
Lakeshore Park Restroom	3	$350,000	Park Impact Fees
Mayhews Landing Park Completion	3	$1,090,000	Park Impact Fees
Mel Nunes Sportsfield Park Splash Pad	3	$550,000	Park Impact Fees
Mirabeau Park Completion	3	$680,000	Park Impact Fees
Mowry Avenue Backup Wall and Landscape Improvements	3	$900,000	Gas Taxes
Musick Park Completion	3	$720,000	Park Impact Fees
Newark Boulevard Complete Streets and Undergrounding	3	$6,800,000	Gas Taxes
Newark Community Park Completion	3	$3,860,000	Park Impact Fees
Public Works Maintenance Mini Excavator	2	$120,000	Capital Funds
Public Works Maintenance Robotic Mower	2	$25,000	Capital Funds
Second Chance Roof Replacement	3	$120,000	Capital Funds
Senior Center - New Construction	3	$8,000,000	Capital Funds
Senior Center HVAC Replacement	3	$50,000	Potential CDBG Project
SIDNE (Simulated Impaired Driving Experience)	3	$50,000	Capital Funds
Silliman Activity Center Energy Conservation Measures	3	$200,000	Capital Funds
Silliman Aquatic Center - Hot Tub Replacement	3	$300,000	Capital Funds
Silliman Aquatic Center - Pool Deck Replacement	3	$300,000	Capital Funds
St. Isabel Avenue Street Improvements Completion	3	$285,000	Gas Taxes
Stevenson Gateway Feature Renovation	3	$90,000	Capital Funds
Susan Johnson Bridgepointe Park Completion	3	$920,000	Park Impact Fees
Thornton Avenue Streetscape Improvements (Elm St. to Willow St.)	3	$1,200,000	Gas Taxes

2024-2026 Capital Improvement Plan
List of All Unfunded Projects (Exhibit A continued)
(Both New and Previously Listed

Project Description	Priority Level	Estimated Cost	Funding Source
Traffic Signal at Cherry Street and Robertson Avenue	3	$400,000	Gas Taxes
Traffic Signal at Jarvis Avenue and Haley Street	3	$350,000	Gas Taxes
Traffic Signal at Jarvis Avenue and Spruce Street	3	$350,000	Gas Taxes
Traffic Signal Interconnect (Implementation)	3	$7,500,000	Gas Taxes/Outside Funds
Traffic Signal Preemption - Phase 2	3	$300,000	Capital Funds
	Total	**$113,290,000**	

2024-2026 Capital Improvement Plan
List of Projects Funded But Not Yet Completed
(Exhibit A continued)

Project Description	Remaining Funding	Funding Source
Active Transportation Plan	$195,000	Comm Dev Maint
BMX Park Location Study and Conceptual Design	$150,000	Comm Dev Maint
Cast Iron Storm Water Inlet Grate Replacement Program	$15,000	Gas Taxes
Central Avenue Railroad Overpass Project Development - Phase I	$860,595	Gas Taxes
City Hall Security Upgrades	$120,000	Capital Funds
Citywide Building Painting	$77,600	Capital Funds
Citywide Building Roof Repairs	$121,100	Capital Funds
Citywide Building Upgrades	$11,100	Capital Funds
Citywide Crosswalk Evaluation and Modification - Phase 2	$150,000	Gas Taxes
Citywide Facilities Master Plan	$100,000	Comm Dev Maint
Citywide GIS Phase 2	$150,000	Capital Funds
Citywide Parks Irrigation Systems Upgrade/Modification	$170,000	Capital Funds
Citywide Parks Signage	$80,000	Park Impact Fees
Citywide Rail Station Alternative Study	$80,000	Comm Dev Maint
Citywide Trash Capture Devices (Phase 3)	$160,000	Capital Funds
Clean-Up of CalTrans ROW and Landscaping (Thornton Ave/I-880)	$200,000	Capital Funds
Climate Action Plan Update	$197,000	Com Dev Maint
Document Conversion	$75,006	Capital Funds
ERP Program Updates	$100,000	Capital Funds
Finance System Replacement (Part 2)	$685,305	Capital Funds
Fire Station No. 27 - Fencing	$8,000	Capital Funds
Fire Station No. 27 Painting	$32,000	Capital Funds
Fire Station No. 27 Roofing	$55,000	Capital Funds
Fire Station No. 29 - Fencing	$20,000	Capital Funds
Fire Station No. 29 Painting	$23,000	Capital Funds
Fuel Management System Replacement	$75,000	Capital Funds
Inflatable Outdoor Movie Screen	$8,000	Capital Funds
Irrigation Main Line Partial Replacement at Community Park	$198,100	Capital Funds
Jerry Raber Ash Street Park Sports Facilities	$95,600	Park Impact Fees
Lakeshore Park Lake Water Quality Analysis	$25,000	Capital Funds
Lakeshore Park Landscape Restoration	$300,564	Capital Funds
MacGregor Fields Cricket Pitch	$100,000	Park Impact Fees
Mel Nunes Sportsfield Park Completion	$1,483,000	Park Impact Fees
Mel Nunes Sportsfield Park Synthetic Turf Fields Additional Netting	$50,000	Park Impact Fees
Mowry Avenue Median Landscaping	$260,000	Gas Taxes
Newark Civic Center Technology	$37,355	Capital Funds
Newark Community Park Restroom Restoration	$60,000	Capital Funds
Newark Community Park Well and Pump Replacement	$165,000	Capital Funds
Newark Resource Center	$1,800,000	Outside Grants
PD Barn Car Patrol Vehicle	$84,000	Capital Funds
PD Patrol Vehicle	$84,000	Capital Funds
PD Replacement Scheduling and Workforce Management Software	$78,867	Capital Funds
PD Utility Vehicle	$12,500	Capital Funds
PD Volunteer Radios	$20,000	Capital Funds
Portable Outdoor Stage	$20,000	Capital Funds
Public Works Maintenance Dump Truck	$80,000	Capital Funds
Public Works Maintenance Mini Sweeper	$260,000	Capital Funds
Public Works Maintenance Vehicle	$60,000	Capital Funds
Public Works Maintenance Vehicle	$60,000	Capital Funds
Recreation & Community Services Mobile Recreation Van	$70,000	Capital Funds
Revisions to City Truck Routes	$73,370	Com Dev Maint
Sanctuary Park Conceptual Design	$150,000	Com Dev Maint
Sea Level Rise Vulnerability Assessment and Adaptation Strategy	$275,000	Com Dev Maint
Security Cameras and Building Access Management Project	$1,352,000	Capital Funds
Senior Center Room Divider	$50,000	Capital Funds
Service Center Brick Wall	$120,000	Capital Funds
Service Center Buildings, Painting	$80,000	Capital Funds
Service Center Clean Water Requirements	$95,000	Capital Funds
Service Center Fuel Island Replacement	$1,000,000	Capital Funds
Service Center Fuel Pump Island Drainage System	$80,000	Capital Funds

2024-2026 Capital Improvement Plan
List of Projects Funded But Not Yet Completed
(Exhibit A continued)

Project Description	Remaining Funding	Funding Source
Service Center Fuel Tank Canopy	$140,000	Capital Funds
Service Center Rear Garage Repairs	$75,000	Capital Funds
Service Center Skylights	$100,000	Capital Funds
Service Center Waste Disposal Upgrades	$275,000	Capital Funds
Silliman Activity Center Air Handler #2 Replacement	$350,000	Capital Funds
Silliman Activity Center Carpet Replacement	$15,842	Capital Funds
Silliman Activity Center Light Control Board	$50,000	Capital Funds
Silliman Activity Center Partial Roof Replacement	$325,000	Capital Funds
Silliman Activity Center Preschool Playground Renovation	$300,000	Capital Funds
Silliman Actvity Center Water Heater/Tanks Replacement	$100,000	Capital Funds
Mel Nunes Sportsfield Park Outfield Net Replacement	$30,000	Park Impact Fees
Surplus Property Disposal - Old FS No. 1	$16,800	Capital Funds
Thornton Avenue Complete Streets - Design	$700,000	Gas Taxes
Transition to Paperless Documents	$8,100	Capital Funds
Vehicle Miles Traveled Policy	$15,270	Com Dev Maint
Virtual History Museum	$60,000	Capital Funds
Web Site Upgrade	$77,660	Capital Funds
Work Area and Cubical Upgrades	$70,000	Capital Funds
Total	**$ 15,306,734**	

CAPITAL IMPROVEMENT PLAN

OVERVIEW

The City of Newark's two-year budget is comprised of the Biennial Budget, the Capital Improvement Plan (CIP), and the Five-Year Forecast. In preparing the CIP, the Five-Year Forecast provides significant guidance by establishing priorities for the City, identifying special needs, and establishing the future direction of the City.

The purpose of the Biennial Capital Improvement Plan is to identify and prioritize capital improvement projects for funding. Capital improvement projects include street and park construction and rehabilitation projects, construction and/or repairs to City facilities, acquisitions of new equipment that are not part of a department's operating budget, feasibility studies to identify and quantify future projects, and major equipment purchases. By their nature, capital improvement projects generally tend to be special, one-time "events" designed to address a significant community need. Major capital projects can often take several years to complete, with both funding and construction planned in several specific phases.

Some CIP projects result in additional operating and maintenance costs after completion of the project, while others may result in reduced maintenance costs. For example, a street improvement project can reduce future street maintenance costs for a period of time after completion of the project. On the other hand, construction of a new recreational facility will likely result in additional maintenance and operating costs; however, some of those costs may be offset by new revenues from the facility. All these factors must be carefully considered when prioritizing projects for funding.

CIP PROJECTS

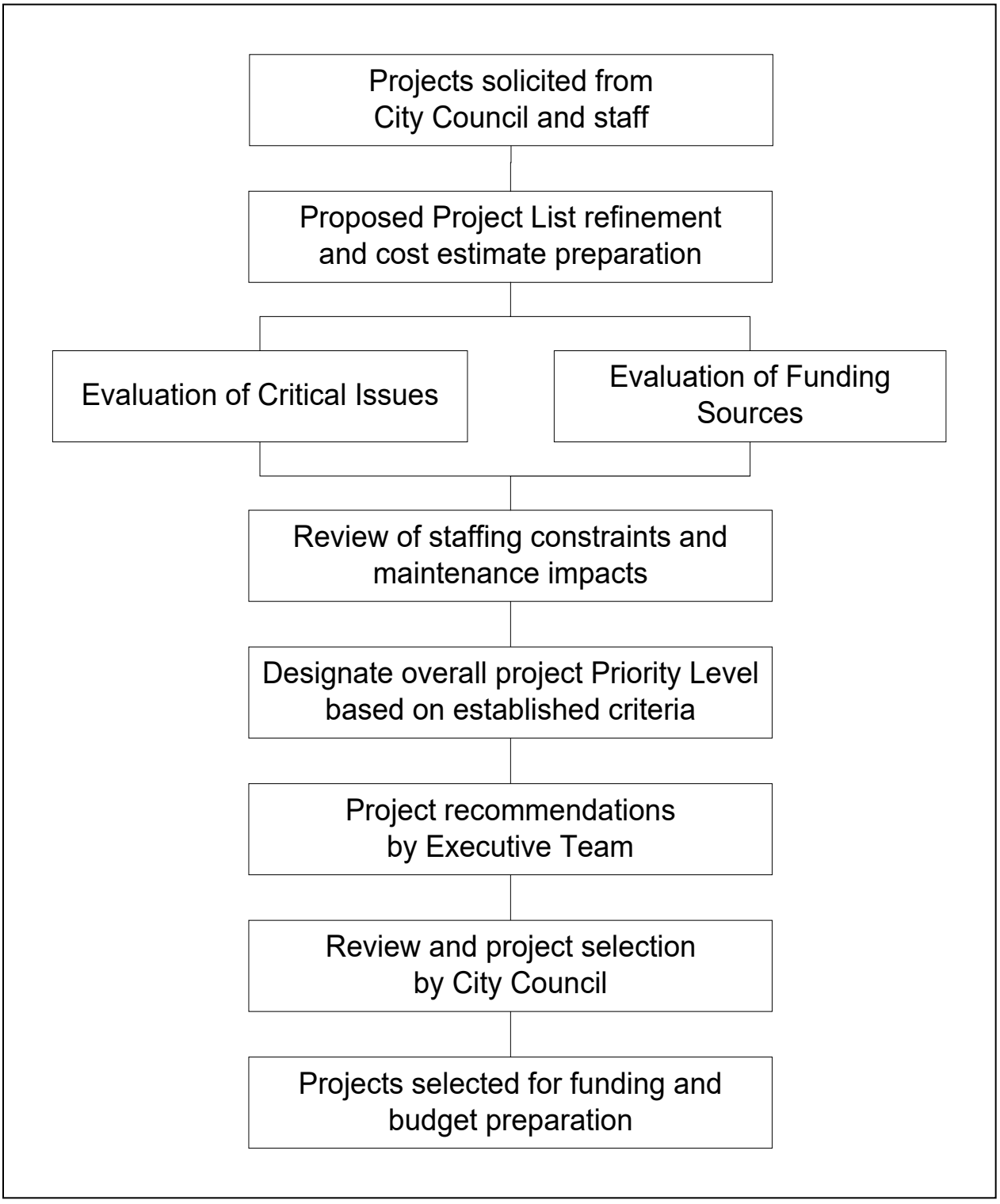
Generally, all projects which involve expenditures of $10,000 or more, are included in the CIP. There are some special types of projects or purchases costing more than $10,000 that are not included in the CIP. Such projects include equipment normally replaced through the Equipment Replacement fund, such as the routine vehicle replacement program, and leasing of property or vehicles.

THE CIP PROCESS

As part of the 2024-2026 Biennial Budget and Capital Improvement Plan preparation, the Public Works Department coordinates the development of the CIP budget component. The process of developing the CIP begins with the preparation of a list of potential projects. These projects are generally submitted by the City Council and staff in response to a call for projects request. In some instances, residents have also made requests for desired projects.

After an initial review by the Executive Team, detailed descriptions and cost estimates are prepared for each project chosen for further consideration. Possible funding sources are also identified. This information is then synthesized into an initial comprehensive listing of all projects – new proposed projects, previously approved and funded projects, and unfunded projects. After this information has been quantified, all projects are reviewed and prioritized by staff and then provided as recommendations to the City Council.

PROJECT SELECTION PROCESS



Several major factors were considered while selecting projects for the 2024-2025 and 2025-2026 budget years: (1) evaluation of Critical Issues; (2) available funding sources and the need for maintaining sufficient unallocated reserves; (3) staffing constraints and maintenance impacts; (4) project priority level criteria; and (5) immediacy of project need.

(1) Evaluation of Critical Issues previously identified by the Executive Team
Critical Issues are used to help guide the selection of projects - Public Safety Services, Education, Quality of Life, Community Development and City Government Operations. These Critical Issues are summarized below:

Critical Issues

Public Safety Services - Provide a level of public safety services that will protect our community members, property, and community assets.

Education - Support, encourage, and offer opportunities and programs that facilitate quality community education.

Quality of Life - Provide programs, services, and facilities that make Newark a desirable and healthy place to live.

Community Development - Make development decisions that maintain a vibrant, balanced, quality community.

City Government Operations - Operate a City government that enables the organization to meet service demands of the community.

(2) Available funding sources and the need for maintaining sufficient unallocated reserves
All potential projects were evaluated based on the availability of funding sources. Gas tax revenues are the primary source of funds for street maintenance and improvement projects. The major source for most other capital projects is the Capital Improvement Fund. Development Impact Fees, which are assessed to new private developments, are a component of Capital Funds but can only be used on specific projects where a nexus is established between development and the individual project. The majority of the funds for capital projects are derived from unallocated General Funds. These are discretionary funds that may be used on any project. A complete list of funding sources is provided on the following pages and a revenue estimate summary is provided on page 211.

(3) Staffing constraints and maintenance impacts
Regardless of funding availability, there is a limit to the number of projects which can be designed and/or constructed in a single year due to staffing constraints. Projects also must be evaluated based on the resulting long-term maintenance needs following completion. A project should not be built (or equipment purchased) if there are inadequate resources for operations and maintenance.

(4) Priority Level Criteria
Three priority levels are defined to assist with project prioritization and include Level One, Level Two, and Level Three.

Priority Level One projects are of the highest priority and are considered mandatory. Level One projects are those being driven by a legal or regulatory requirement, are needed to meet a safety obligation or minimize a liability risk, or serve to preserve the City's existing assets and infrastructure.

Priority Level Two projects are considered necessary projects, but do not satisfy Level One criteria. A project could be ranked at Level Two if there is a consensus by the City Council that it should be funded. Other Level Two criteria includes: projects that demand local funding in order to obtain an outside funding source; projects that provide a needed service level increase; projects for completion of a feasibility study or master plan that would assist with defining and prioritizing one or more projects or other community needs; and projects that are needed to complete a final phase of a multi-phased project.

Priority Level Three projects are those that are considered desirable, but do not fully satisfy Level One or Level Two criteria at the time of evaluation.

(5) Immediacy of Project Needs
In addition to these primary Priority Levels, projects were also evaluated based on the extent of the immediate need to help finalize recommendations for funding. For example, there could be projects that are needed to preserve an existing asset and are listed as Priority Level One, but the need may be three to five years into the future rather than immediate.

PLANNING COMMISSION REVIEW
State law requires that the Planning Commission review the CIP projects for conformance with the General Plan. This review is completed prior to formal City Council adoption of the CIP.

MULTI-YEAR PROJECT FUNDING
Unlike some communities, Newark does not normally budget funds over multiple years toward the future construction of specific projects. Instead, unbudgeted Capital Funds are held in reserve and applied toward a project upon accumulation of sufficient funds to complete a project or phase. Still, there are projects which are phased over a number of years to accommodate design and construction requirements and other factors.

FINANCING SOURCES AND ALTERNATIVES
Capital funds, Gas Tax funds, and Park Impact funds all represent "pay-as-you-go" financing. Generally, this type of financing is used to minimize interest and financing costs. However, for some projects, long-term financing is either necessary or preferred.

SUMMARY OF FINANCING SOURCES

ACCUMULATED FEES	Accumulated Fees can only be used for the specific purpose provided for in the Fee Schedule.
CAPITAL FUNDS	Capital funds can be used to fund any capital project. However, since Capital funds are derived from the General Fund, their use is discouraged if other fund sources are available.
DEVELOPMENT IMPACT FEES	Development Impact Fees can only be used for specific capital projects. There is a maximum allocation per project based on the type of capital project.
GAS TAX FUNDS	Gas Tax funds can only be used for expenses related to street construction, maintenance, or design. This funding category includes state gas tax subventions, Measure B and Measure BB revenues, Traffic Congestion Relief Funds (Proposition 42), Alameda County Vehicle Registration Fee funds, and Road Maintenance and Rehabilitation Account (RMRA/SB1) Funds.
GRANTS	
CDBG*	Community Development Block Grants (CDBG) funds can only be used for projects within the designated CDBG Target Area. They can be used for street construction, community centers, etc.
Federal Transportation Act*	Funding from the Federal Transportation Act reauthorization (previously the Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users, "SAFETEA-LU," and the Transportation Efficiency Act for the 21st Century, "TEA 21") can only be used for construction projects on eligible streets.
HSIP*	The Federally funded Highway Safety Improvement Program (HSIP) is for specific traffic safety projects.
HWY-RR Grade Separation Program*	State Highway-Railroad Grade Separation Program funds can be used for grade separation projects.
SRTS/SR2S*	State (SRTS) and Federal (SR2S) Safe Routes to School funds can be used to correct identified safety hazards on school routes to promote walking/biking to schools.
Stimulus Programs*	Federal economic stimulus funds have uses and constraints specific to each individual program. Transportation-related stimulus funding typically has constraints similar to the current Federal Transportation Act.
STIP*	State Transportation Improvement Program (STIP) funds can be used for capital projects that improve transportation. Funding is split 75%/25% between the Interregional Transportation Improvement Program (ITIP) and Regional Transportation Improvement Program (RTIP).
TDA*	Transportation Development Act (TDA), Article 3 funds can only be used to construct bike and pedestrian projects.

SUMMARY OF FINANCING SOURCES (continued)

PARK IMPROVEMENTS	
Park Impact Fees	Park Impact Fees are collected with each new residential single- or multi-family development. Local Park Impact Fee funds can be used for park construction projects for a neighborhood park within the area where the development responsible for the funds is located or for community parks.
Regional Open Space, Wildlife, Shoreline, and Parks Bond Extension*	Funding through the Regional Open Space, Wildlife, Shoreline, and Parks Bond Extension (Measure WW) must be used on park construction projects.

**Allocated to agencies on a competitive process or on the basis of population.*

ORGANIZATION OF INFORMATION

An alphabetical arrangement by project title has been used as the organizational basis for project lists and descriptions in the CIP. Project descriptions include important data, including:

Critical Issue – Each CIP project has been evaluated against the Critical Issues previously identified by the Executive Team. The Critical Issue addressed by a project is listed.

Funding Source – This entry indicates the general funding source which can or will be used to fund this particular project.

Estimated Cost – This figure is the estimated cost for completing the project or this phase of the project, including contingencies. In some cases, design costs are included in this figure if outside consultants will be used for preparing plans and specifications. This estimate does not include ongoing maintenance and/or operating expenses. Cost estimates are adjusted over time to reflect inflation when required. If the project scope changes after adoption of the CIP, the project budget may also need to be adjusted.

Operating Impact – Certain projects can result in an operational savings over time, while other projects may result in additional operating costs, such as additional staffing and/or maintenance. This section provides a general indication of the range of additional anticipated operating costs. Possible entries for this field include: *Cost Savings; No Significant Impact; Minor Impact; Moderate Impact; Significant Permanent Impact;* and *To be Determined*.

A "Moderate Impact" may involve additional maintenance or operational costs, while a "Significant Permanent Impact" normally involves additional staffing, together with increased maintenance/operational costs.

Priority Level – This entry indicates Level One (Mandatory), Level Two (Necessary), or Level Three (Desirable) priority level as defined previously.

Implementing Department – This entry indicates the department responsible for implementing the project once funded.

Contact – This entry lists the individual responsible for implementing the project once funded.

Year First Proposed – This entry will indicate the year each project first appeared in the CIP.

Year Funded – This entry will indicate which year, if any, funding was approved.

PROJECT LISTS FOR 2024-2025 AND 2025-2026

As noted in the Estimate of Future Funding Needs beginning on Page 205, there are 50 unfunded projects with a combined estimate cost of $113,290,000. It should be noted that the estimated costs of some unfunded projects have not yet been determined due to undefined project constraints.

Based on the major factors and constraints listed above, 47 projects were selected for funding this biennial budget cycle at a total estimated cost of $17,596,000.

2024-2025 SUMMARY OF FUNDED PROJECTS

PROJECT TITLE	FUNDING SOURCE	PROJECT COST
Annual Street Asphalt Concrete Overlay Program	Gas Tax	$4,000,000
Annual Curb, Gutter and Sidewalk Replacement	Gas Tax	$400,000
Annual Street Tree Maintenance	Gas Tax	$300,000
Annual Traffic Calming Measures	Gas Tax	$100,000
Annual Citywide Accessible Pedestrian Ramps	Gas Tax	$75,000
Annual Thermoplastic Street Striping	Gas Tax	$25,000
Cherry Street & Mowry Avenue Median Modifications (Construction)	Gas Tax	$400,000
Pedestrian Hybrid Beacon Installation – Newark Blvd. and Cedar Blvd (Construction)	Gas Tax	$800,000
Senior Center Repainting	Capital Funds	$100,000
Silliman Center Door Closers Replacement	Capital Funds	$100,000
Silliman Center Gym & Dance Floor Refinishing	Capital Funds	$130,000
Silliman Center Locker Room Flooring Replacement	Capital Funds	$150,000
Silliman Center Partial Roof and Skylight Replacement	Capital Funds	$250,000
Silliman Center Shower Tile Replacement	Capital Funds	$100,000
Silliman Center Water Slide Replacement	Capital Funds	$350,000
Softball Fields Retrofit Scoreboards and Bleachers	Capital Funds	$150,000
Community Preservation Vehicle	Capital Funds	$50,000
Information Technology Vehicle	Capital Funds	$80,000
Police Department Patrol Vehicles (2)	Capital Funds	$200,000
Police Department Unmarked Vehicles (2)	Capital Funds	$135,000
Public Works Maintenance Street Sweeper	Capital Funds	$500,000
Public Works Maintenance Vehicles (2)	Capital Funds	$160,000
Emergency Breaching Tools and Training	Capital Funds	$46,000
Fire Station Nos. 27 and 29 – Additional Fencing	Capital Funds	$500,000
Firearms Training System	Capital Funds	$20,000
Mel Nunes Sportsfield Park Storage Unit	Capital Funds	$60,000
Senior Center Driveway Relocation	Capital Funds	$60,000
Public Works Maintenance Water Tank Spray Truck	Capital Funds	$250,000
Service Center Vacuum Truck Shelter	Capital Funds	$100,000
Vehicle Pursuit Intervention Devices	Capital Funds	$45,000
Virtual Reality Police Tactics Training System	Capital Funds	$100,000

PROJECT TITLE	FUNDING SOURCE	PROJECT COST
Second Chance Shelter Repairs	Capital Funds	$100,000
Silliman Aquatic Center Pool Sanitation System Retrofit	Capital Funds	$260,000
Storage Facility at Service Center	Capital Funds	$400,000
ADA Transition Plan Update	Community Development Maintenance Fund	$250,000
Four Corners Area Plan	Community Development Maintenance Fund	$350,000
Housing Programs – Implementation of Adopted Housing Element	Community Development Maintenance Fund	$450,000
NewPark Place Specific Plan Enhancement and Expansion	Community Development Maintenance Fund	$300,000
Rental Housing Inspection Program Assessment	Community Development Maintenance Fund	$150,000
Title 17 (Zoning) Housing-related Assessment and Update	Community Development Maintenance Fund	$400,000
Urban Forest Master Plan	Community Development Maintenance Fund	$300,000
2024-2025 TOTAL		**$12,696,000**

2025-2026 SUMMARY OF FUNDED PROJECTS

PROJECT TITLE	FUNDING SOURCE	PROJECT COST
Annual Street Asphalt Concrete Overlay Program	Gas Tax	$4,000,000
Annual Curb, Gutter and Sidewalk Replacement	Gas Tax	$400,000
Annual Street Tree Maintenance	Gas Tax	$300,000
Annual Traffic Calming Measures	Gas Tax	$100,000
Annual Citywide Accessible Pedestrian Ramps	Gas Tax	$75,000
Annual Thermoplastic Street Striping	Gas Tax	$25,000
2025-2026 TOTAL		**$4,900,000**

A LOOK FORWARD

Forecasting future funding availability and needs is an inexact science at best. The conservative approach to forecasting future funding availability assumes modest growth to projected gas tax revenues and no significant changes to projected Capital Fund revenue and other sources. Staff is continuously monitoring evolving projections for State and local gas tax revenues. These projections are reflected in the table entitled *Revenue Estimate Summary* on the following page.

Although future funding needs can be predicted by roughly prioritizing unfunded projects already in the CIP, such forecasting is often later upset by changing priorities and unexpected needs. The cost of certain identified projects is often unknown prior to the completion of a needs study or preliminary design. Even so, it is still important to develop a general plan for implementing major capital projects.

In order to continue to prioritize future funding of the City's project needs, the following prioritization factors should be considered:

Need Driven – The target date for some projects is driven by an identified need. For example, the replacement of the City Administration Building was driven by the need to replace an aging facility to accommodate employees and related City activities. A specific target date might be set based on anticipated future space needs or elimination of increasing and excessive building maintenance costs.

Regulation/Law Driven – Some projects, such as wheelchair ramp modifications, are required as a result of changes in standards or regulations or as the result of new Federal or State laws.

Opportunity Driven – The target date for the construction of some projects is driven by an associated opportunity. The availability of a State park grant might allow completion of desired park improvements.

Funding Driven – The target date for construction of other projects may be governed by available funding or funding factors. For example, the target date for construction of a particular project might be tied to accumulation of the capital costs or the ability to fund future operating costs.

Funding Source Driven – The construction of specific projects which are eligible for grant funds will be dictated by the availability of those grant funds. For example, Community Development Block Grant (CDBG) funds can be used for capital projects in the Target Area. The timing for their use will be governed by the availability of those funds.

Relationship Driven – There are certain types of projects which are dependent on the timing of other related projects. For example, the construction of a new community center could allow for the Senior Center to be moved into that amenity, freeing use of the Senior Center for other purposes.

Community Driven – Certain projects are desired to improve the quality of life of Newark residents and are not necessarily tied to external factors. An example is the Newark Skate Park. The target for construction of such projects is thus driven by a desire to improve the quality of life of our residents and the City Council's priorities rather than outside influences.

Phasing Opportunities – Certain projects, such as street maintenance projects, can sometimes be completed in phases.

REVENUE ESTIMATE SUMMARY						
Funding Source	*Dollars*					
	2025	2026	2027	2028	2029	Total
Capital Funds (1)	0	0	TBD	TBD	TBD	TBD
Gas Tax Funds	4,300,000	4,300,000	4,400,000	4,500,000	4,600,000	16,120,000
CDBG (2)	117,000	117,000	117,000	117,000	117,000	585,000
TDA	40,000	40,000	40,000	40,000	40,000	200,000
Federal Grants	As Avail.	As Avail.	As Avail.	As Avail.	As Avail.	As Avail.
Park Impact (3)	4,700,000	3,500,000	450,000	TBD	TBD	8,650,000

Notes:

1. This entry indicates allocations in surplus General Funds towards Capital projects each year. Future year allocations are To Be Determined.
2. This entry assumes that the Federal government does not cut or reduce funding for this program.
3. Park Impact Fee funds are dependent on the level of residential development which takes place.

ESTIMATE OF FUTURE FUNDING NEEDS
(Unfunded projects)

UNFUNDED PROJECTS (Projects in bold are new for 2024-2026)	**ESTIMATE**
Arterial Landscape Median Upgrades	460,000
Articulated Aerial Lift Truck (35')	140,000
Aquatic Center NinjaCross Obstacle Course System	500,000
Bayside TOD Transit Station and Overcrossing (Construction)	11,500,000
Bayside TOD Transit Station and Overcrossing (Design)	700,000
Birch Grove Park Completion	3,380,000
Birch Grove Park Softball Field Night Lighting	300,000
Birch Grove Park Tennis Court Area Re-landscaping	125,000
Byington Park Completion	950,000
Cedar Boulevard Complete Streets	**2,800,000**
Cedar Boulevard Linear Parks 1, 3, 4	2,870,000
Central Avenue Median & Sidewalk Improvements (Design)	**250,000**
Central Avenue Median & Sidewalk Improvements (Construction)	**1,200,000**
Citywide Bus Shelters	2,400,000
Citywide Document Scanning Services	150,000
Citywide Information Kiosks – Phase 1 Historic Newark	75,000
Civic Center Park Completion	1,160,000
Cultural Arts Center	40,000,000
Fire Station No. 27 Energy Efficient Windows	30,000
Fire Station No. 27 Training Tower – New	2,000,000
History Museum – Phase 2B (Restoration and Construction)	3,000,000
History Museum – Phase 3 (Exhibits)	750,000
Jerry Raber Ash Street Park Completion	915,000
Lakeshore Park Completion	1,750,000
Lakeshore Park Restroom	350,000
Mayhews Landing Park Completion	1,090,000
Mel Nunes Sportsfield Park Splash Pad	550,000
Mirabeau Park Completion	680,000
Mowry Avenue Backup Wall and Landscape Improvements	900,000
Musick Park Completion	720,000
Newark Boulevard Complete Streets and Undergrounding	**6,800,000**
Newark Community Park Completion	3,860,000
Public Works Maintenance – Mini Excavator	**120,000**
Public Works Maintenance – Robotic Mower	**25,000**
Second Chance Roof Replacement	120,000
Senior Center HVAC Replacement	50,000
Senior Center – New Construction	8,000,000
SIDNE (Simulated Impaired Driving Experience)	**50,000**
Silliman Activity Center Energy Conservation Measures	200,000
Silliman Aquatic Center – Hot Tub Replacement	**300,000**
Silliman Aquatic Center – Pool Deck Replacement	300,000
St. Isabel Avenue Street Improvements Completion	285,000
Stevenson Gateway Feature Renovation	90,000

ESTIMATE OF FUTURE FUNDING NEEDS *continued*

UNFUNDED PROJECTS (projects in **bold** are new for 2024-2026)	**ESTIMATE**
Susan Johnson Bridgepoint Park Completion	920,000
Thornton Avenue Streetscape Improvements (Elm Street to Willow Street)	1,200,000
Traffic Signal at Cherry Street and Robertson Avenue	400,000
Traffic Signal at Jarvis Avenue and Haley Street	350,000
Traffic Signal at Jarvis Avenue and Spruce Street	350,000
Traffic Signal Interconnect (Implementation)	7,500,000
Traffic Signal Preemption – Phase 2	300,000
TOTAL	**$ 113,290,000**



CAPITAL IMPROVEMENT PLAN

PROJECT DESCRIPTIONS

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ADA Transition Plan — NEW

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Funds
Estimated Cost	$250,000
Operating Impact	Moderate Impact
Priority Level	Level One – Legal/Regulatory Requirement; Safety Obligation
Implementing Department	Public Works
Contact	Farrell
Year First Proposed	2024
Year Funded	2025

This project will provide the City with a comprehensive update of the Americans with Disabilities Act (ADA) Transition Plan. This document provides a complete inventory of accessibility needs for City buildings, properties and right-of-way areas. Information acquired through the Facilities Master Plan will help inform this document.

Active Transportation Plan

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Funds
Estimated Cost	$195,000
Operating Impact	Significant Permanent Impact
Priority Level	Level One – Legal/Regulatory Requirement
Implementing Department	Public Works – Engineering
Contact	Jung
Year First Proposed	2021
Year Funded	2023

This project will develop an Active Transportation Plan for the City, an update to the current Pedestrian and Bicycle Master Plan. The updated study will evaluate and recommend updates to active transportation policies, prioritized projects, project funding sources and other key plan elements to improve walking and biking conditions for all community members.

Annual Citywide Accessible Pedestrian Ramps (Ongoing)

Critical Issue	Quality of Life
Funding Source	Gas Tax / TDA Grant Funds
Estimated Cost	$75,000/year
Operating Impact	No Significant Impact
Priority Level	Level One – Legal/Regulatory Requirement; Safety Obligation
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	Annual
Year Funded	2024 and 2025

These projects will be part of an ongoing effort to retrofit existing handicap ramps at street intersections with detectable warning surfaces for conformance with current ADA requirements.

Annual Curb, Gutter, and Sidewalk Replacement (Ongoing)

Critical Issue	Public Safety Services
Funding Source	Gas Tax
Estimated Cost	$400,000 (2024); $400,000 (2025)
Operating Impact	No Significant Impact
Priority Level	Level One – Preservations of Existing Assets/Safety Obligations
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	Annual
Year Funded	2024 and 2025

These projects provide for Citywide curb, gutter, and sidewalk replacement, as well as needed sidewalk grinding. Sites are prioritized and selected based on safety issues and functionality.

Annual Gas Tax Project Administration (Ongoing)

Critical Issue	City Government Operations
Funding Source	Gas Tax
Estimated Cost	$24,000/year
Operating Impact	No Significant Impact
Priority Level	Level One – Preserve Existing Assets
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	Annual
Year Funded	2025 and 2026

This project provides funding for fees and costs associated with administering street and transportation related projects funded by gas taxes.

Annual Street Asphalt Concrete Overlay Program (Ongoing)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$4,000,000/year
Operating Impact	No significant impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Engineering
Contact	Carmen
Year First Proposed	Annual
Year Funded	2024 and 2025

These projects provide for annual patch paving, slurry seal applications, and asphalt concrete overlays for City streets. The current overall Pavement Condition Index (PCI) for Newark is 72. This current level of investment is targeted to maintain that PCI level over the next 5 years.

Annual Street Tree Maintenance (Ongoing)

Critical Issue	Public Safety Services
Funding Source	Gas Tax
Estimated Cost	$300,000/year
Operating Impact	No Significant Impact
Priority Level	Level One – Safety Obligations
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Cianciarulo
Year First Proposed	Annual
Year Funded	2024 and 2025

This project provides for ongoing street tree pruning, removal, and replacement. T

Annual Thermoplastic Street Striping (Ongoing)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$25,000/year
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets/Safety Obligations
Implementing Department	Public Works – Engineering
Contact	Carmen
Year First Proposed	Annual
Year Funded	2024 and 2025

This project would continue the installation of thermoplastic striping and other paving markings at various locations as needed.

Annual Traffic Calming Measures (Ongoing)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$100,000/year
Operating Impact	No Significant Impact
Implementing Department	Public Works – Engineering
Contact	Carmen
Year First Proposed	Annual
Year Funded	2025 and 2026

This project provides funding for traffic investigations, traffic counts and design and construction of possible traffic calming measures in residential neighborhoods. While specific locations are not identified, this funding allows City staff to address traffic calming requests as they arise.

Arterial Landscape Median Upgrades

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$460,000
Operating Impact	Moderate Impact
Implementing Department	Public Works – Engineering
Priority Level	Level Three
Contact	Cangco
Year First Proposed	2022
Year Funded	Not Funded

This project would install new median landscaping along Newark's various arterials in accordance with previously adopted median landscaping standards and Bay Friendly Landscaping practices. This project replaces the following previously unfunded projects – Cherry Street Median Landscape Upgrade, between Thornton Avenue and the railroad crossing; Mowry Avenue Median Landscaping, between I-880 and Cherry Street; and Cedar Boulevard Median Renovation – Phase 3, between Dupont Avenue and the Home Depot driveway.

Articulated Aerial Lift Truck (35')

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$140,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Icasiano
Year First Proposed	1997
Year Funded	Not Funded

The City is responsible for the maintenance of approximately 18,000 trees, including approximately 13,000 street trees. The majority of street trees (9,600) are nearing maturity and are over 15 feet tall. This proposed capital purchase includes a truck equipped with utility boxes and a hydraulically-actuated aerial lift. This equipment will enable the City to respond to residents in a more timely manner and save money by removing unsafe hanging branches within one working day, removing unsafe trees, pruning street trees to facilitate street maintenance activities such as street sweeping and respond to other pruning requests such as street light, traffic signal and/or sign clearances. Other uses for this equipment could include low-level park lighting maintenance, installation of Christmas lights and, if appropriate, emergency traffic signal maintenance. Currently, the City is spending in excess of $20,000 for emergency contract services. The life expectancy for this equipment is 15-20 years.

Bayside TOD Transit Station and Overcrossing – Design

Critical Issue	Community Development
Funding Source	Impact Fees
Estimated Cost	$700,000
Operating Impact	No Significant Impact
Implementing Department	Public Works – Engineering
Priority Level	Level Three
Contact	Cangco
Year First Proposed	Prior to 1995
Year Funded	Not funded

The Dumbarton (now known as "Bayside") Transit Oriented Development (TOD) Specific Plan identified the location for a transit station. This project would be the eventual Train Station for Dumbarton Rail; until the rail line is operational it would serve as a hub for bus transit, including Dumbarton Express, AC Transit, and private employer shuttles. The Transit Station, under its present preliminary scope, would include 500 parking spaces, shelters, bus bays and a train platform including a grade separated Pedestrian overcrossing of the train tracks. The ultimate design, however, will be significantly influenced by the needs of the Dumbarton Rail Corridor as defined by the studies under way by Cross Bay Transit Partners (SAMTrans and Facebook) as part of the current public-private partnership exploration. This project will fund the design portion of the transit station and overcrossing.

Bayside TOD Transit Station and Overcrossing – Construction

Critical Issue	Community Development
Funding Source	Measure BB Discretionary Funds/Other Transportation Grant Funds
Estimated Cost	$11,500,000
Operating Impact	Significant Permanent Impact
Implementing Department	Public Works – Engineering
Priority Level	Level Three
Contact	Cangco
Year First Proposed	Prior to 1995
Year Funded	Not Funded

The Dumbarton (now known as "Bayside") Transit Oriented Development (TOD) Specific Plan identified the location for a transit station. This project would be the eventual Train Station for Dumbarton Rail; until the rail line is operational it would serve as a hub for bus transit, including Dumbarton Express, AC Transit, and private employer shuttles. The Transit Station would include 500 parking spaces, shelters, bus bays and a train platform including a grade separated Pedestrian overcrossing of the train tracks. The ultimate design, however, will be significantly influenced by the needs of the Dumbarton Rail Corridor as defined by the studies under way by Cross Bay Transit Partners (SAMTrans and Facebook) as part of the current public-private partnership exploration. This project would fund the construction phase of the transit station and overcrossing.

Birch Grove Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$3,380,000
Operating Impact	Significant Permanent Impact
Implementing Department	Public Works – Engineering
Priority Level	Level Three
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Birch Grove Park is a community park in eastern Newark with a variety of existing amenities including grass fields, pedestrian pathways, playgrounds, restroom, group picnic areas, half-court basketball, softball field, and tennis courts. The *Newark Citywide Parks Master Plan* envisions Birch Grove Park to remain a community recreation facility while enhancing the site's capacity to meet the identified recreational needs of the Newark community. The *Master Plan* proposes Birch Grove Park to have a community dog park, dedicated bike skills park, and two turf multi-sport fields as major community-serving projects. Additionally, the *Master Plan* proposes the creation of a reservable group picnic area and associated amenities such as volleyball and bocce ball courts. The site's existing playgrounds and water play feature should additionally be updated to best meet the City's recreation standards.

Birch Grove Park Softball Field Night Lighting

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$300,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2002
Year Funded	Not Funded

The softball field at Birch Grove Park is currently night-lighted via relatively short floodlights. This project would replace those lights with new, taller and more efficient lighting standards.

Birch Grove Park Tennis Court Area Re-landscaping

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$125,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2004
Year Funded	Not Funded

The planned greenbelt area includes the non-turf planting areas adjacent to the tennis courts, and the tennis courts' parking lot's adjacent planters and median. This project would identify and correct soil and irrigation deficiencies, and install new landscape plantings that will enhance the aesthetic appearance of the southern edge of the park.

BMX Park Location Study and Conceptual Design

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Fund
Estimated Cost	$150,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2022
Year Funded	2023

The Citywide Parks Master Plan identifies a future Bike Skills Park at Birch Grove Park but also clarifies that "a [final] location for a bicycle/BMX park would need to be determined through future study." This project will further develop a conceptual plan for a future BMX bike park and perform a location study to determine a preferred location for the facility.

Byington Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$950,000
Operating Impact	Significant Permanent Impact
Priority Level	Public Works – Engineering
Implementing Department	Level Three
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Byington Park is a designated neighborhood park that was planned as a component of the adjacent housing development. The site contains existing park amenities including a group picnic area, grass field, half-court basketball, school-age play area, and splash pad. To enhance the site as a component of Newark's park system, the *Newark Citywide Parks Master Plan* proposes the update of Byington Park's existing playground and adjacent water play area. An additional project was previously identified to add minimum energy efficient security lighting at the park.

Cast Iron Stormwater Inlet Grate Replacement Program Phase I

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$15,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Streets Maintenance
Contact	Icasiano
Year First Proposed	1998
Year Funded	2009

The current standard for storm water inlets (or catch basins) includes a fabricated steel grate design to allow as much water as possible into the inlet and yet prevent bike tires from dropping through. Older inlets in the City typically have a cast iron grate, which have smaller openings and tend to clog. Also, removal of these heavy cast iron grates for both routine and emergency cleaning generally requires at least two maintenance workers. The City has a total of 91 cast iron inlet grates.

This project is part of the phased program to replace the cast iron grates with the steel grates. This first phase will replace approximately 15-25 catch basins.

Cedar Boulevard Complete Streets Project

Critical Issue	Quality of Life
Funding Source	Outside Funding/Gas Tax
Estimated Cost	$2,800,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2024
Year Funded	Not Funded

This project would provide for pavement resurfacing, buffered bicycle lanes, and upgraded pedestrian and transit user facilities on Cedar Boulevard between Central Avenue and Stevenson Boulevard. The project would fill pavement resurfacing gaps through this segment following other improvements to be completed by upcoming development projects. This project is a candidate for Federal funding opportunities.

Cedar Boulevard Linear Park – Areas 1, 3, 4

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$2,870,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

The *Citywide Parks Master Plan* identifies a total of 4 linear parks to be developed on the unimproved portion of Cedar Boulevard between Haley Street and Willow Street. A phased approach to development of the complete area is one possible approach.

The *Newark Citywide Parks Master Plan* sees the development of the Cedar Boulevard Linear Park as an opportunity to provide additional park facilities to the City. The *Master Plan* envisions Cedar Boulevard Linear Park to be a neighborhood-serving community park, divided into four segments of recreational open space connected through continuous pedestrian circulation. Amid the four segments of the linear park, the *Master Plan* proposes that Cedar Boulevard Linear Park include
a community garden, dedicated bicycle and pedestrian pathways, and outdoor fitness areas as major community-serving features. Additionally, the *Master Plan* proposes three play areas to serve adjacent neighborhoods, and two decorative gardens for unique and local planting opportunities. A bike and pedestrian bridge over the Union Pacific Railroad will be necessary to complete the extension between Willow Street and Haley Street.

Cedar Boulevard Linear Park – Area 2

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$850,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	2023

The *Citywide Parks Master Plan* identifies a total of 4 linear parks to be developed on the unimproved portion of Cedar Boulevard between Haley Street and Willow Street. A phased approach to development of the complete area is one possible approach. Linear Park 2 is the section of Cedar Boulevard between Bettencourt Street and Spruce Street. Improvements in this segment as identified in the *Master Plan* could include pedestrian and bicycle paths, a tot-age play area, a decorative garden and outdoor fitness equipment.

Central Avenue Median and Sidewalk Improvements (Construction)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$250,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	2022
Year Funded	Not Funded

This project would fund the construction phase of the installation of median landscape improvements and completion of sidewalk improvements on Thornton Avenue between the western terminus of the Central Avenue Overcrossing Project and Willow Street. The project would also seek to install landscape improvements and edge treatment along the fence line in the area adjacent to the Alameda County Flood Control Channel near Filbert Street.

Central Avenue Median and Sidewalk Improvements (Design)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$1,200,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	2022
Year Funded	Not Funded

This project would fund the design phase of the installation of median landscape improvements and completion of sidewalk improvements on Thornton Avenue between the western terminus of the Central Avenue Overcrossing Project and Willow Street. The project would also seek to install landscape improvements and edge treatment along the fence line in the area adjacent to the Alameda County Flood Control Channel near Filbert Street.

Central Avenue Overpass Phase 1 - Project Development

Critical Issue	Quality of Life/Public Safety Services
Funding Source	2000 Measure B Funds
Estimated Cost	$2,765,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	1999
Year Funded	2013

This project will fund the project development phases of a four-lane grade separation structure (bridge overpass) at the railroad crossing on Central Avenue, between Sycamore Street and Filbert Street. Completion of the design will allow the City to compete for funding for subsequent phases. The overpass will result in relief of traffic congestion at the tracks, providing enhanced vehicular, bicycle and pedestrian safety, and improved emergency response times.

Central Avenue Overpass Phase 2 – R/W and Construction

Critical Issue	Quality of Life/Public Safety Services
Funding Source	2000 Measure B/Discretionary Measure BB Funds/Impact Fees
Estimated Cost	$35,000,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	1999
Year Funded	TBD

This project will fund the right of way and construction of a four lane grade separation structure (bridge overpass) at the railroad crossing on Central Avenue, between Sycamore Street and Filbert Street. The overpass will result in relief of traffic congestion at the tracks, providing enhanced vehicular, bicycle and pedestrian safety, improved emergency response times, and elimination of the potential for at-grade accidents. The project will involve significant utility relocations.

This project is a listed Transportation project in the Impact Fee nexus analysis (19.3% maximum funding).

Cherry Street Median Modifications NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$400,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Cangco
Year First Proposed	2024
Year Funded	2025

This project would result in an extension of the southbound left turn lane pocket on Cherry Street approaching the Mowry Avenue intersection in order to provide improved traffic flow at this busy intersection. Following a request from the public, an initial traffic engineering analysis confirmed that the proposed modification would provide a benefit. Significant median modifications including irrigation and landscaping alterations, street paving and traffic signal detection loop modifications are required.

City Hall Security Upgrades

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$120,000
Operating Impact	Moderate Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works Maintenance
Contact	Oeverndiek
Year First Proposed	2023
Year Funded	2024

This project would complete the installation of additional safety features in the City Hall public lobby areas as a follow-up to the security camera and building access management project. The scope of work includes the addition of full height glass at the first floor lobby counter, modification of doors for improved security and other physical modifications for increased employee and customer safety in public areas. Original funding from the Newark Civic Center project was retained for these improvements.

Citywide Building Painting

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$77,600
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	Annual
Year Funded	2017 and 2018

These projects provide for routine building painting as part of normal building maintenance. These projects have been phased out of the CIP budget and added to operating budget, but some project funding remains.

Citywide Building Roof Repairs

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$121,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	Annual
Year Funded	2017 and 2018

These projects will provide for the routine repair of building roofing as part of normal maintenance work. These projects have been phased out of the CIP budget and added to operating budget, but some project funding remains.

Citywide Building Upgrades

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$11,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	Annual
Year Funded	2017 and 2018

These projects will provide for routine repair or replacement of miscellaneous building items as part of normal maintenance work. These projects have been phased out of the CIP budget and added to operating budget, but some project funding remains.

Citywide Bus Shelters

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$2,400,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Community Development/Public Works
Contact	Turner/Cangco
Year First Proposed	2018
Year Funded	Not Funded

This project would install additional bus shelters within the public right-of-way along AC Transit bus routes. Identification of priority locations and potential outside funding sources needs to be coordinated with AC Transit. There are currently only 13 bus shelters in the City that were installed with a prior advertising contract through AC Transit. There are approximately an additional 100 bus stops without shelters or benches in the City. A phased installation program is a potential option. However, given the uncertainty of current and future AC Transit services, this project is unfunded.

Citywide Crosswalk Evaluation and Modifications

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Funds
Estimated Cost	$150,000 (2022)
Operating Impact	Moderate Impact
Priority Level	Level Two – Assessment Study
Implementing Department	Public Works
Contact	Jung
Year First Proposed	2020
Year Funded	2021 and 2022

This project will evaluate specific crosswalk locations in the City for potential safety enhancements and install recommended modifications. These locations would be those with a known or elevated pedestrian incident history. Modifications could include bulb-outs, enhanced crosswalk striping, signing or rapid-fire flashing beacons.

Citywide Document Scanning Services

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$150,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	City Manager's Office
Contact	Hovorka
Year First Proposed	2020
Year Funded	Not Funded

This project would provide funding to scan and assign meta-tag data to paper documents into a searchable, electronic database. This service need is an important task in preparation for relocating city functions to the new civic center.

Citywide Geographic Information System (GIS) – Phase 2

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$150,000
Operating Impact	Cost Savings
Priority Level	Level Two – Service Level Increase
Implementing Department	Information Technology
Contact	Miranda
Year First Proposed	2002
Year Funded	2023

A GIS system is a computerized graphical mapping system which allows geographic information to be tied to a digital map and retrieved via specialized software. This geographic information can include site addresses, ownership information, City-owned utilities, zoning boundaries, aerial photography, etc. This project would provide for necessary hardware and software upgrades, specialized training for employees, expanded software licensing, and other data additions to the GIS to meet current needs.

Citywide Information Kiosks – Phase 1 Old Town

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$75,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Community Development
Contact	Turner
Year First Proposed	2024
Year Funded	Not Funded

This project includes design/planning and installation of kiosks in high-traffic areas such as shopping areas, civic areas, and parks to improve economic viability and communication with residents and business owners. The design of the kiosks can also contribute to building Newark's identity as a city. Maps, public projects, surveys, guides, events, classes, and other announcements could be posted on the kiosks. Phase 1 in Old Town would install kiosks in all three plaza areas.

Citywide Park Signage Program – Phase 1

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$80,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works - Engineering
Contact	Reyes
Year First Proposed	2020
Year Funded	2021

Phase 1 of the program would develop a new standard design for all park identification signs throughout the City. The project could also potentially fund the installation of a first phase of new signs at parks with an identified need.

Citywide Parks Irrigation Systems Upgrade/Modification

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$170,000
Operating Impact	Cost Savings
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Connolly
Year First Proposed	Annual
Year Funded	2017 and 2018

The irrigation systems and components in nine of the City parks are over 30 years old and three others were built in the 1980s. This project will take advantage of new technologies that will enable the City to better manage labor, parts, and material costs by renovating the existing irrigation systems and its components. These projects have been phased out of the CIP budget and incorporated as part of the operating budget, but some project funding remains.

Citywide Rail Station Alternatives Study

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Funds
Estimated Cost	$80,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Alternatives Study
Implementing Department	Public Works - Engineering
Contact	Cangco
Year First Proposed	2020
Year Funded	2021

This study will evaluate the desire and need for potential passenger rail transfer stations within the City. Although the General Plan is silent on potential for rail stations within the City, several passenger rail lines pass through Newark, including Capital Corridor, Amtrak, ACE and the potential Dumbarton Rail line. The study will analyze alternatives for potential locations and configurations of passenger rail transfer stations and will be performed in conjunction with Alameda County Transportation Commission's Southern Alameda County Rail Study and the Dumbarton Rail Corridor Study by the San Mateo County Transit District and Cross Bay Transit Partners.

Citywide Trash Capture Devices – Phase 3

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$230,000
Operating Impact	Moderate Impact
Priority Level	Level One – Legal/Regulatory Requirement
Implementing Department	Public Works – Engineering
Contact	Scanlin
Year First Proposed	2018
Year Funded	2019

This project involves the installation of additional full trash capture devices in storm drain inlets for the purpose of reducing trash in the municipal separate storm sewer system. Regulatory: Installation of these devices will contribute to meeting trash reduction requirements under the Municipal Regional Storm Water Permit issued to the City by the Regional Water Quality Control Board.

Civic Center Building Modifications

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$870,000
Operating Impact	Moderate Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works Maintenance
Contact	Connolly
Year First Proposed	2023
Year Funded	2024

This here are several smaller projects located at the new Civic Center buildings that were not part of the original project and are needed to enhance service levels. Projects include exterior and interior door modifications, window tinting, equipment additions, floor modifications, exterior building modifications, glass modifications and other improvements. Funds were reserved from the original project to complete these remaining items.

Civic Center Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$1,160,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Civic Center Park is a 5-acre neighborhood park in central Newark, adjacent to the City's administration building and public library. The park currently has grass lawn, a perimeter path, two group picnic areas, a full court basketball, and a playground. The Newark *Citywide Parks Master Plan* envisions Civic Center Park to remain neighborhood oriented while improving the site as a civic destination through the addition of additional public gathering space. The *Master Plan* proposes Civic Center Park to include a small turf multi-sport field and a sheltered group picnic area as major community-serving projects. As amenities associated with the group picnic area, the *Master Plan* also proposes the addition of a volleyball court and an updated school-age play area. If the Newark Library is to be moved per future planning, Civic Center Park may also have a restroom added.

Clean-Up of CalTrans ROW and Landscaping (Thornton Ave/I-880)

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$200,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2022
Year Funded	2023

This project would perform maintenance and install landscape improvements at areas within State right-of-way adjacent to the Interstate 880 interchange at Thornton Avenue within Newark city limits.

Climate Action Plan Update

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Fund
Estimated Cost	$197,000
Operating Impact	Moderate Impact
Priority Level	Level Two – Plan Update
Implementing Department	Public Works – Environmental Services
Contact	Scanlin
Year First Proposed	2023
Year Funded	2024

This project will utilize the services of an experienced consultant to develop an update to the City's existing Climate Action Plan Framework. The resulting document will be provide an analysis of future greenhouse gas reduction targets and recommend detailed polices and actions necessary to satisfy those future targets. The project will include significant community engagement.

Community Preservation Vehicle NEW

Critical Issue	Government Operations
Funding Source	Capital Funds
Estimated Cost	$50,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Community Development
Priority Level	Level Three
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

The Community Preservation Manager oversees the Division, and part of those duties include work in the field, such as inspections or site assessments. The Community Preservation Manager does not currently have an assigned vehicle.

Cultural Arts Center

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$40,000,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	Prior to 1995
Year Funded	Not Funded

This project would provide for land acquisition and construction of a 25,000 square-foot cultural arts center with seating for 600. The overall concept is based on the cultural arts center in Rohnert Park. Elements to be included are a main stage, supplemental stage, box office, control booth, dressing room, lobby/lounge, scenery workshop, office space and storage. There is no location currently identified for this future facility. This project is a listed Community Service and Facilities project in the Impact Fee nexus analysis (17.7% maximum funding). This project will be deferred until the Facilities Master Plan study has been completed.

Document Conversion

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$45,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	City Manager's Office
Contact	Harrington
Year First Proposed	2014
Year Funded	Not Funded

This project would continue the ongoing effort to convert paper documents into electronic format.

Emergency Breaching Tools and Training — NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$46,000
Operating Impact	Minor Impact
Implementing Department	Police
Priority Level	Level Two
Contact	Arguello
Year First Proposed	2024
Year Funded	2025

The Police Department has not conducted formalized training in the area of deployment of forcible entry – breaching tools for officers that have not worked as part of the Department's SWAT team during recent years.

Department staff believes that in order to improve response times for needed use of forcible entry - breaching tools, such as door rams, Halligan tools and bolt cutters at rapidly evolving emergency scenes (such as active shooters and other emergency rescue situations that may not be safe for other first responders) it would be beneficial for the Department to acquire and deploy additional breaching tools in the field at a fleet-wide level.

Although the use of such breaching tools may seem intuitive, further ensuring formalized training of officers who have not formally experienced the breaching training received by SWAT officers would ensure all officers are familiar with the appropriate deployment of breaching tools. Hence improving overall safety during resolution of incidents and reducing the incidence of injury.

In order to best accomplish the formalized training for both tenured and incoming personnel, staff also recommends the acquisition of a breaching - forcible entry training door.

Facilities Master Plan

Critical Issue	City Government Operations
Funding Source	Community Development Maintenance Funds
Estimated Cost	$248,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Assessment Study
Implementing Department	Public Works
Contact	Hovorka/Gonzalez
Year First Proposed	2020
Year Funded	2021

The purpose of this assessment study would be to identify the long term needs of the community regarding programs and the facilities needed to house those program; assess the feasibility and capacity of all existing City buildings to serve those functions long term; and evaluate what could potentially be the best use for each of the City's existing buildings. The project will also focus on long-term maintenance needs.

Finance (ERP) System Program Upgrades

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Cost Savings – Increased Efficiency
Implementing Department	Finance
Contact	Lee
Year First Proposed	2022
Year Funded	2023

This project will provide additional modules (such as payment receipts, parks and recreation class registrations, etc.) for our current ERP system which would allow for direct interfacing to the core financial system.

Finance System Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$1,250,000
Operating Impact	Cost Savings – Increased Efficiency
Implementing Department	Finance
Contact	Lee
Year First Proposed	2004
Year Funded	2015 ($200,000) and 2016 ($1,050,000)

This project provides for the purchase of hardware, software and professional services to replace the City's existing financial system and companion modules.

Firearms Training System NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$20,000
Operating Impact	Minor Impact
Implementing Department	Police
Priority Level	Level Three
Contact	Arguello
Year First Proposed	2024
Year Funded	2025

This Firearms Training System is a robotic moving target that is a tool for delivering range training programs with realistic use of force and de-escalation scenarios

Fire Station No. 27 Cherry Street - Energy Efficient Windows

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$30,000
Operating Impact	Cost Savings
Priority Level	Level Three
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2004
Year Funded	Not Funded

This project provides for the replacement of single pane and low-performing dual pane windows at Fire Station No. 27. This would improve energy efficiency and also reduce traffic noise in the building from trucks on Cherry Street.

Fire Station No. 27 Cherry Street – Painting

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$32,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2018
Year Funded	2020

Fire Station No. 27 has not been painted in over 15 years and is in need of new paint (pricing includes tower).

Fire Station No. 27 Cherry Street – Roofing

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$55,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2018
Year Funded	2019-20

Fire Station No. 27's roof replacement (spray foam) has several leaks over the living quarters and equipment bay. The two roofs currently have different applications of roofing (spray foam and shingle). This project proposes spraying over all roofing for consistency. Pricing includes permanent ladders (one from ground to roof and one from roof 1 to roof 2).

Fire Station No. 27 Cherry St. Training Tower – New Construction

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$2,000,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works - Engineering
Contact	Cangco
Year First Proposed	2008
Year Funded	Not Funded

While a training tower currently exists at Fire Station No. 27, this tower is not usable for live fire training. This long-term project would provide the improvements necessary to allow live fire training.

Fire Station No. 29 Ruschin Drive – Painting

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$23,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2018
Year Funded	2019-20

Fire Station No. 29 has not been painted in over 15 years and is in need of new paint.

Fire Station Nos. 27 and 29 Additional Fencing NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$500,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2024
Year Funded	2025

Following a detailed evaluation of the need for fencing at Fire Station No. 27 and at Fire Station No. 29, an increase in scope is needed in order to provide the desired security at these locations. Fencing is needed to deter both vehicular and pedestrian access through each property. Wrought iron fencing with gate access points are recommended to ensure both security and visibility The project will need to be evaluated in terms of timing with other potential Fire Station improvement projects. An architectural design is needed.

Four Corners Area Plan NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$350,000
Operating Impact	No Impact
Implementing Department	Community Development
Priority Level	Level Two
Contact	Turner
Year First Proposed	2024
Year Funded	2025

The City adopted a Four Corners Area Plan in 1990. The 2023-2031 Housing Element Program H2.3 describes the creation of a community-driven land use plan to bring housing and retail to the For Corners area. The land use plan would be represented through an update to the Four Corners Area Plan (Plan). The Plan would consist of community engagement, with the objective of developing community-led decision-making around housing, commercial space and public infrastructure improvements. As a key element of the community-guided Four Corners Area Plan, the city will incorporate the Transit Oriented Communities (TOC) development policies and requirements as a portion of the Four Corners area is within a transit priority area.

Fuel Management System Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$75,000
Operating Impact	Cost Savings
Priority Level	Level Two
Implementing Department	Public Works – Equipment Maintenance
Contact	Connolly
Year First Proposed	2014
Year Funded	2023

The fuel management system is used to control access and track usage of fuel supplied by the Service Center pump station for City vehicles. The current system is over 15 years old and no longer supported by the manufacturer.

History Museum – Phase 2B (Restoration and Construction)

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$3,000,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2000
Year Funded	Not Funded

This project includes the restoration of Watkins Hall, construction of a support structure and site improvements. Development of displays for the museum would be a separate phase of this project. This does not include the ongoing operation and maintenance of the facility.

This project is a listed Community Service and Facility project in the Impact Fee nexus analysis (17.7% maximum funding). This project should be deferred until the Facilities Master Plan study has been completed.

History Museum – Phase 3 (Exhibits)

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$750,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2000
Year Funded	Not Funded

This project would develop the exhibits and displays for the museum. This project includes displays in the main exhibit hall, entry area and second floor. The work includes preparing an acquisition policy, research, interpretation, cataloging the collection and developing a database of the acquisitions, building the exhibit cases and preparing the artifacts for exhibition. This does not include the ongoing operation and maintenance of the exhibits.

This project is a listed Community Service and Facility project in the Impact Fee nexus analysis (17.7% maximum funding). This project should be deferred until the Facilities Master Plan study has been completed.

Housing Programs – Implementation of Adopted Housing Element NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$450,000
Operating Impact	No Impact
Implementing Department	Community Development
Priority Level	Level Two
Contact	Turner
Year First Proposed	2024
Year Funded	2025

This project implements other Housing Element programs that are not necessarily related to Title 17 amendments and special land use studies. Examples of programs include renter protection, accessible and developmentally disabled housing programs, housing rehabilitation and repair, universal design ordinance, anti-displacement, just-cause evictions, marketing and community outreach (particularly in multiple languages), shared housing, regional housing assistance, amendments to the building code, training programs, and housing monitoring programs.

Information Technology Vehicle NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Information Technology
Priority Level	Level Three
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

The Information Technology Department is in need of a new vehicle for staff use in servicing multiple City sites. The vehicle needs to have sufficient cargo area to transport computer equipment on a regular basis. This vehicle can be used as a pool car by other departments.

Irrigation Mainline Partial Replacement at Community Park

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$200,000
Operating Impact	Cost Savings
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Cangco
Year First Proposed	2008
Year Funded	2015

The main irrigation line at Community Park is over 40 years old and is made of Asbestos Composite Pipe. Repairs are limited to attaching a coupling to seal leaks due to stringent Hazardous Material Safety Guidelines. This project would replace the segment of mainline that runs along the section of the park nearest the tennis courts with a new alignment.

Jerry Raber Ash Street Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$1,010,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Jerry Raber Ash Street Park is a community-serving neighborhood park in western Newark. The park is a well-used and active recreation facility with existing amenities including sheltered group picnic areas, playgrounds, full court basketball, grass lawn, pedestrian paths, two softball fields, and a restroom. The site additionally includes the privately operated Viola Blythe Community Service Center of Newark, a Head Start preschool facility, and a segment of the Hetch Hetchy right-of-way under the jurisdiction of the San Francisco Public Utilities Commission.

The *Newark Citywide Parks Master Plan* envisions Jerry Raber Ash Street Park to remain a neighborhood park while enhancing the site's recreational capacity to meet the active needs of the park's existing users and the community of Newark. The *Newark Parks Master Plan* proposes several projects to strengthen the site's capacity as a recreational facility. These projects include the creation of a natural turf multi-sport field, an additional group picnic site, a volleyball court, and updated playgrounds. Additionally, a decorative garden and several bocce ball courts are proposed.

Jerry Raber Ash Street Park Sports Facilities

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$95,600
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2022
Year Funded	2023

The *Newark Citywide Parks Master Plan* proposes several improvements at Jerry Raber Ash Street Park to strengthen the site's recreational capacity to meet the active needs of the park's existing users and the community of Newark. This project would install a volleyball court, bocce ball court and a natural turf multi-sport field.

Lakeshore Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$1,750,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Lakeshore Park is a neighborhood park located in northwest Newark. The park is comprised of a man made body of water surrounded by a perimeter network of pedestrian pathways and grass lawn. The *Newark Citywide Parks Master Plan* envisions the activation of Lakeshore Park through an updated par course fitness trail and improved recreation amenities for community gathering. The *Master Plan* recommends the creation of a new school-age play area, and associated seating, as well as four new outdoor fitness areas to create an active pedestrian and fitness circuit along the perimeter of the park. Additionally, an update to the site's existing boathouse is recommended to better serve user needs.

Lakeshore Park Lake Water Quality Analysis

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$25,000
Operating Impact	No Significant Impact
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	2008
Year Funded	2010

The summer months bring an algae bloom to the Lake due to the rise in water temperature. The depth of the water has decreased from sediment deposits which allow the water to more easily heat. The Lake deposits consist mainly of street storm drain runoff sediment, decomposed plant material and waterfowl feces deposits. An updated water quality study of the lake waterbody needs to be completed to develop long-terms strategies for improved water quality conditions.

Lakeshore Park Landscape Restoration

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$326,000
Operating Impact	Moderate Impact
Priority Level	Level Two – Final Project Phase
Implementing Department	Public Works
Contact	Tat
Year First Proposed	2016
Year Funded	2017

This project provides for the restoration of targeted areas impacted by the Lakeshore Park Seawall Installation project, pending the resolution of current drought conditions. The project would conform to requirements under the California Model Water Efficient Landscape Ordinance and Bay Friendly Landscape Guidelines and was combined with the previously funded Geese Deterrent Landscaping project.

Lakeshore Park Restrooms

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$350,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2020
Year Funded	Not Funded

The installation of a restroom at Lakeshore Park is included in the *Citywide Parks Master Plan*; however, it was assigned a "Priority Level" of 6, with "Priority Level 1" projects identified as those with the highest priority in the master plan document. Due to concerns regarding vandalism and crime prevention, use of prefabricated single-occupancy restroom units in lieu of more traditional restroom facilities will be evaluated by staff.

Lakeshore Park Tree Project

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$50,000
Operating Impact	Minor Impact
Priority Level	Level One - Safety
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Cianciarulo
Year First Proposed	2018
Year Funded	2019

This project will include the removal of several very large Eucalyptus trees, Willow trees, Myoporum trees and Pine trees and installation of at least 15 new trees throughout the park.

Lindsay Tract Street and Storm Drainage Improvements

Critical Issue	Quality of Life
Funding Source	Gas Tax/Area Improvement District
Estimated Cost	$5,000,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Consensus Priority
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2004
Year Funded	2019-20 ($3,500,000), 2022-23 ($500,000), 2023-24 ($1,000,000)

The Lindsay Tract includes streets in the area of George Avenue and Magnolia Street. These streets have sidewalks and full street paving, but do not have vertical curbs and gutters. Due to the lack of adequate slopes on the streets, water ponds along the gutters during the rainy season. This has resulted in significant and ongoing deterioration of the rolled asphalt gutters, driveways and the street paving. A complete reconstruction of the roadway is necessary. Given the extent of front yard encroachments, the effective street width is limited to 42 feet. The project would include the replacement of existing sidewalks with reinforced concrete, replacement of rolled asphalt concrete curbs with rolled concrete curbs slot drains. This project should also include street construction on the segment of Birch Street between Thornton Avenue and Baine Avenue where there is no existing curb, gutter, and sidewalk. An Area Improvement District would be proposed for a portion of the project funding.

MacGregor Fields Cricket Pitch

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$100,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2022
Year Funded	2023

MacGregor Community Playfields is located adjacent to Newark Community Park on land leased from the Newark Unified School District. The project would install a permanent cricket pitch within a portion of the existing playfields.

Mayhews Landing Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$1,090,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Mayhews Landing Park is a designated neighborhood park near central Newark with existing recreational amenities that include grass lawn, a perimeter path, playgrounds, an un-sheltered group picnic site, and full court basketball. To enhance the site as a part of Newark's park system, the *Newark Citywide Parks Master Plan* proposes the update of the Park's existing playgrounds and the addition of a volleyball court as an amenity associated with the existing group picnic area.

Mel Nunes Sportsfield Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$1,483,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works
Contact	Cangco
Year First Proposed	2017
Year Funded	2023

The *Newark Citywide Parks Master Plan* envisions Mel Nunes Sportsfield Park as a destination sport and recreation facility for the City of Newark. In addition to the recently completed all-weather artificial turf fields and community skate park, the *Master Plan* proposes that the park provide several updated natural turf fields as a major community-serving project. Additional proposed facilities include group picnic areas, a playground, and concession stand with restroom.

Mel Nunes Sportsfield Park Softball Outfield Net Replacement

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$30,000
Operating Impact	Minor Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Parks Maintenance
Contact	Perez
Year First Proposed	2020
Year Funded	2021

This project will replace the safety netting that runs along the softball field outfield fence that protects the Silliman Center parking lot from potential home run balls.

Mel Nunes Sportsfield Park Splash Pad

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$550,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

The *Newark Citywide Parks Master Plan* proposes the installation of a splash pad and water play features at Mel Nunes Sportsfield Park. These improvements were subsequently removed from the scope and estimated cost of the *'Mel Nunes Sportsfield Park Completion'* project prior to the funding of that project in Fiscal Year 2023.

Mel Nunes Sportsfield Park Storage Unit NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$60,000
Operating Impact	Minor Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2024
Year Funded	2025

The Maintenance Division is in need of a Connex (storage) unit at Mel Nunes Sportsfield Park to store items that utilized in the ongoing maintenance of the all-weather turf fields. Storage of this equipment on-site will improve efficiency of these operations for the Division.

Mel Nunes Sportsfield Park Synthetic Turf Fields - Additional Netting

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$50,000
Operating Impact	Minor Impact
Priority Level	Level Two
Implementing Department	Public Works – Parks Maintenance
Contact	Reyes
Year First Proposed	2022
Year Funded	2023

This project will install additional netting behind the soccer goal areas to help prevent errant balls from entering the neighboring private parcels.

Mirabeau Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$680,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Mirabeau Park is designated a neighborhood park located in northwest Newark. The site's existing recreation amenities include grass lawn, pedestrian paths, and a playground. To enhance the site as a component of Newark's park system, the *Newark Citywide Parks Master Plan* proposes the update of the existing playground and the addition of a volleyball court and half-court basketball to activate the site for enhanced recreational use. A prior identified need was energy-efficient park security lighting for $40,000. This is included in the total estimated cost.

Mowry Avenue Backup Wall and Landscape Improvements

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$900,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2004
Year Funded	Not Funded

This project would include installation of a precast concrete backup wall along westbound Mowry Avenue and improve both median and backup landscaping on Mowry Avenue between I-880 and Cherry Street. This would be a future phase of the City's Arterial Beautification Program and could be broken down into two or three smaller projects.

Musick Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$720,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Musick Park is a 1-acre neighborhood park located in northeast Newark. The park's existing amenities include grass lawn, a playground, and a pedestrian path utilized for passive recreation. The *Newark Citywide Parks Master Plan* recommends the update of the existing playground and the addition of seating as well as a perimeter fence. Fencing is recommended due to the high traffic volume on Cedar Boulevard. These features will improve user comfort and safety and enhance the site as a component of the City's larger park network.

Newark Boulevard Backup Wall and Landscape Improvements

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$1,200,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2004
Year Funded	Not Funded

This project would include installation of a precast concrete backup wall where needed and improve both median and backup landscaping on Newark Boulevard between Civic Terrace Avenue and Ruschin Drive. This project is identified as phase five of the City's Arterial Beautification Program.

Newark Boulevard Complete Streets and Undergrounding Project

Critical Issue	Quality of Life
Funding Source	Outside Funds/Gas Tax
Estimated Cost	$6,800,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2024
Year Funded	Not Funded

This project would provide for the undergrounding of existing overhead utility lines, median width reduction, placement of buffered bicycle lanes, pedestrian transit user infrastructure upgrades, landscaping improvements, and pavement resurfacing. The project segment is Cedar Boulevard to Thornton Avenue. Newark Boulevard is on the National Highway System and is a good candidate for Federal funding opportunities.

Newark Civic Center Technology

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$37,000
Operating Impact	Moderate Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Information Technology
Contact	Miranda
Year First Proposed	2021
Year Funded	2021

This project provides funding for general technology upgrades needed concurrent with the New Civic Center buildings.

Newark Community Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fee
Estimated Cost	$3,860,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Newark Community Park is one of the City's largest and most active community parks. Located in northern Newark, the park contains grass lawn, pedestrian pathways, playgrounds, picnic areas, full court basketball, wall ball, tennis courts, and a restroom. The park is adjacent to the City's Community Center.

The *Newark Citywide Parks Master Plan* envisions Newark Community Park to be a community open space with destination recreation features that will increase the site's capacity to meet the City's identified recreational needs. The *Master Plan* proposes the park to have a community dog park (see separate "Dog Park at Newark Community Park" project), accessible multi-age playgrounds, and reservable picnic sites. It is also recommended that the proposed picnic sites provide associated recreation features including volleyball courts, basketball, and an updated (replacement) restroom. The addition of the proposed updates and recreation projects will enhance the park's ability to meet the community's current and future recreational needs.

Newark Community Park Restroom Restoration

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$60,000
Operating Impact	Significant Permanent Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Engineering
Contact	Connolly
Year First Proposed	2017
Year Funded	2019

The Newark Community Park Completion plan includes a component for complete replacement of the existing restroom. A complete replacement is currently unfunded. As an interim measure, the existing restroom can be restored with new fixtures, painting, and other interior and exterior improvements to extend the life of the facility and provide a more pleasant environment for park users.

Newark Community Park Well and Pump Replacement

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$165,000
Operating Impact	Minor Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Parks Maintenance
Contact	Tat
Year First Proposed	2022
Year Funded	2023

Replacement of well pipe, submersible pump, pump motor, electrical components, and various other equipment required to rehabilitate the well system at Newark Community Park.

NewPark Place Specific Plan Enhancement and Expansion NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$300,000
Operating Impact	No Impact
Implementing Department	Community Development
Priority Level	Level Two
Contact	Turner
Year First Proposed	2024
Year Funded	2025

This project would advance the work done to update the NewPark Place Specific Plan in 2021, which focused mainly on the Mixed Use I area that re-envisioned the NewPark Mall. This new effort would focus on the Mixed-Use II area in terms of refining the streetscape, refinement of uses and focus on massing of buildings for dense projects. In addition, staff would look for opportunities to expand the boundaries of the Specific Plan and ensure that those areas are internally consistent with the rest of the project but also identify future development opportunities for retail, office, hotel, and housing.

Newark Resource Center

Critical Issue	Quality of Life
Funding Source	Outside Grant Funds
Estimated Cost	$1,800,000
Operating Impact	Significant Permanent Impact
Implementing Department	Public Works/City Manager's Office
Priority Level	Level Two – Service Level Increase
Contact	Oeverndiek/Gonzalez
Year First Proposed	2021
Year Funded	2024

This project will convert the existing Head Start Building at Jerry Raber Ash Street Park to the Newark Resource Center, a location for community members to seek assistance related a variety of social program opportunities in the local area.

Old Town PDA Streetscape Improvements (Design)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$1,000,000
Operating Impact	No Significant Impact
Priority Level	Level One
Implementing Department	Public Works - Engineering
Contact	Tat
Year First Proposed	2016
Year Funded	2021

This project would fund the design phase of the streetscape improvements within the Old Town Priority Development Area (PDA) as identified in the Old Town PDA Specific Plan. Improvements would include street lights and pedestrian scale lighting, benches, trash receptacles, public art, gateway features and could include sidewalk widening, pedestrian blub-outs, traffic calming, pavement resurfacing, bike lanes and street parking reconfiguration.

Old Town PDA Streetscape Improvements (Construction)

Critical Issue	Quality of Life
Funding Source	Outside Grants – Federal, State and Regional
Estimated Cost	$12,000,000
Operating Impact	Moderate Impact
Priority Level	Level One
Implementing Department	Community Development/Public Works - Engineering
Contact	Tat
Year First Proposed	2016
Year Funded	2025

This project funds the construction phase of the streetscape improvements within the Old Town Priority Development Area as identified in the Old Town PDA Specific Plan. Improvements would include street lights and pedestrian scale lighting, benches, trash receptacles, public art, gateway features and could include sidewalk widening, pedestrian blub-outs, traffic calming, pavement resurfacing, bike lanes and street parking reconfiguration.

Park Grid Tree Work Project

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$250,000
Operating Impact	Moderate Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Landscape Parks Maintenance
Contact	Cianciarulo
Year First Proposed	2020
Year Funded	2023 ($125,000), 2024 ($125,000)

This project would help standardize the level of tree maintenance across all City parks. All City park trees would be placed on a schedule for pruning every four years; hazardous trees and tree species would be identified and removed; and new trees would be planted on an annual basis.

Pedestrian Hybrid Beacon Installations NEW

Critical Issue	Quality of Life
Funding Source	Gas Tax Funds
Estimated Cost	$800,000
Operating Impact	Significant Impact
Implementing Department	Public Works - Engineering
Priority Level	Level One
Contact	Jung
Year First Proposed	2024
Year Funded	2025

As a result of the Citywide Crosswalk Evaluation studies, some intersections have been identified for improvements. The existing crosswalks located on Newark Boulevard at Brittany Drive/Ruschin Drive and on Cedar Boulevard at Milani Avenue have been identified as appropriate locations for the installation of pedestrian hybrid beacons to improve pedestrian traffic safety.

Police Department Barn Car Patrol Vehicle

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2020
Year Funded	2021

The City had one "barn" (reserve) patrol car that was deployed for the replacement of another patrol unit; upon deployment, another patrol unit was taken out of service. This project would purchase of a second fully equipped barn car to ensure no shortage of patrol units.

Police Department Crime and Collision Scene Investigation Scanner

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$84,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Police
Contact	Arguello
Year First Proposed	2022
Year Funded	2023

Purchase of a laser scanner to document the scene and evidence in crime scene and collision investigations. The technology takes a 3D laser scan of the entire crime scene area as well as photographs.

Police Department Patrol Vehicle

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2020
Year Funded	2021

This project funds the addition to fleet of one new patrol vehicle build due to overlapping in shifts, during which there is a need for additional units. The addition of one Dodge Charger is proposed to ensure there are sufficient vehicles during those overlap periods.

Police Department Patrol Vehicles (2) NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$200,000
Operating Impact	Moderate Impact
Implementing Department	Public Works/Police
Priority Level	Level Two
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

The Police Department has identified the need for two (2) additional patrol vehicles to add to the existing fleet. The additional vehicles are necessary to align with current staffing levels in the department.

Police Department Replacement Scheduling and Workforce Management Software

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$75,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Police
Contact	Arguello
Year First Proposed	2020
Year Funded	2021

This project provides for the purchase of software and professional services to replace the Police Department's existing scheduling and workforce management system. The project requires coordination with the Finance Department and the Human Resources Department.

Police Department Unmarked Vehicles (2) NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$135,000
Operating Impact	Moderate Impact
Implementing Department	Public Works/Police
Priority Level	Level Two
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

The Police Department has identified the need for two (2) unmarked vehicles to supplement the existing fleet. Unmarked vehicles serve a variety of essential operational needs for the department.

Police Department Utility Vehicle

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$12,500
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Police
Contact	Arguello
Year First Proposed	2022
Year Funded	2023

Purchase of an all-terrain light weight utility vehicle designed for emergency response versatility. This piece of equipment can provide a quick and efficient method of response for patrol personnel to multiple situations.

Police Department Volunteer Radios

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$20,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Police
Contact	Arguello
Year First Proposed	2022
Year Funded	2023

Purchase of four handheld radios for police volunteers. Handheld radios provide the ability to communicate immediately during an emergency and at other times when the speed of communication is paramount. Realtime communication is quick and efficient, and the use of handheld radios keep all staff connected in case of an emergency so resources can respond quickly and efficiently to mitigate the situation.

Portable Outdoor Stage

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$20,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Recreation and Community Services
Contact	Cuevas
Year First Proposed	2022
Year Funded	2023

Purchase of a portable outdoor stage for City events. Purchase would also include accessible ramp attachment and equipment needed for storage and installation of the equipment.

Public Works Maintenance Dump Truck

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2022
Year Funded	2023

The Service Center currently possesses a 10-yard dump truck; however, it is currently out-of-service for day-to-day operations due to California Air Resources Board (CARB) non-compliance. This project will purchase a replacement 3.5-ton dump truck to service the City.

Public Works Maintenance Mini Excavator

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$120,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2024
Year Funded	Not Funded

A mini excavator would be beneficial to Maintenance Division operations to assist at job sites where significant excavation is required but the work area is too small or partially inaccessible to the full-size backhoe. Significant hand digging is required at such locations which ultimately reduces efficiency.

Public Works Maintenance Mini Sweeper

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$260,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2022
Year Funded	2023

Purchase of a small-scale street sweeper to clean between curb and gutter and bollards associated with the Class IV separated bike lanes planned throughout the City as recommended in the City's *Pedestrian and Bicycle Master Plan*. The distance between curb and bollards will be between 6-8 feet, thus necessitating the need for a much smaller and more agile street sweeper capable of providing street sweeping services for long distances, along major traffic routes, safely and efficiently.

Public Works Maintenance Robotic Mower

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$25,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2024
Year Funded	Not Funded

A future purchase of a robotic mower would increase operational efficiency in areas with steep slopes where the use of standard mowers is not viable. This unit would be particularly beneficial at the future Grand Park in the Bayside Newark area once maintenance obligations shift from the developer to the City.

Public Works Maintenance Street Sweeper NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$500,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Two
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

An additional street sweeping unit is needed to improve overall street sweeping operations for the City. With recent staffing additions to the Street Maintenance Section of the Maintenance Division, there is now increased capacity to provide a higher level of service with multiple sweepers running concurrently. The additional unit would be equipped with options to provide more flexibility for sweeping operations.

Public Works Maintenance Supervisor Vehicles (2) NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$160,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Two
Contact	Icasiano
Year First Proposed	2024
Year Funded	2025

An The City recently add two supervisory positions in the Maintenance Division of the Public Works Department. These supervisors represent an increase in personnel for the division and there is a need for two additional vehicles for maintenance operations.

Public Works Maintenance Vehicles (2)

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$60,000 (2021); $60,000 (2022)
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Icasiano
Year First Proposed	2020
Year Funded	2021 and 2022

Maintenance staff have historically doubled-up in work vehicles due to a shortage of available maintenance vehicles. This have been impactful during peak work periods. This project provides for the purchase and outfitting of two new Ford F-250s maintenance personnel.

Public Works Maintenance Water Tank Spray Truck NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$250,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Icasiano
Year First Proposed	2024
Year Funded	2024

A new water tank spray truck is needed for the Maintenance Division to help ensure that new trees located on streets and medians with no irrigation systems can be watered on a regular basis. This investment will help the City with anticipated objectives in the upcoming Climate Action Plan Update and Urban Forest Master Plan

Quiet Zones Implementation

Critical Issue	Quality of Life
Funding Source	Other Grants – State and Regional
Estimated Cost	$8,000,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2021
Year Funded	Not Fully Funded

For safety, Federal and State laws currently require trains sound their whistles in a certain pattern and loudness as the trains approach crossings with roadways. The law does make provisions for the establishment of Quiet Zones under certain circumstances to either eliminate or modify the hours when train horns will be sounded at these crossings. A study has been completed indicating that all active at-grade crossings in Newark would qualify for the implantation of quiet zones. Designs are currently underway for all crossings and additional outside funding sources are being pursued. State funding through Assemblymember Alex Lee in the amount of $2 million has been received and another $2 million is anticipated through Regional Measure 3 in 2024.

Recreation and Community Services Mobile Recreation Van

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$70,000
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Recreation and Community Services
Contact	Cuevas/Icasiano
Year First Proposed	2022
Year Funded	2023

Purchase a van to allow expanded access to pop-up style recreation opportunities in the Newark Community. Funds would also include the outfitting of the truck and supplies.

Rental Housing Inspection Program Assessment NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$150,000
Operating Impact	Moderate Impact
Implementing Department	Community Development
Priority Level	Level Two
Contact	Turner
Year First Proposed	2024
Year Funded	2024

A feasibility study assessing rental housing stock in the City of Newark and determining the need for a Rental Inspection program. This study will also prescribe funding sources and implementation of the program, which is expected to be a cost-recovery model funded by licensing or permitting costs paid by property owners who are part of the program, assess if current staffing levels will support such a program, and determine the cadence of proactive inspections. The cadence of the inspections may be determined by items such as the age of the building, number of units, permit history, and a history of complaints.

Owners of rental properties are responsible for maintaining their buildings in compliance with minimum housing standards. Newark currently depends on complaints from tenants to investigate allegations of substandard housing. Often, these investigations result in finding violations that impact not only the initial tenant but also the health and safety of all the occupants. Tenants are often hesitant to report substandard housing conditions for fear of retaliation, up to and including eviction.

A proactive inspection program would allow Newark to inspect rental stock to ensure they meet minimum housing standards and that all building maintenance and repairs are done in accordance with current building codes. A proactive inspection program ensures our residents are afforded a clean, safe, and healthy place to live.

Revisions to City Truck Routes

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Fund
Estimated Cost	$73,370
Operating Impact	Minor Impact
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works - Engineering
Contact	Jung
Year First Proposed	2023
Year Funded	2023

The City has a relatively high number of designated truck routes. A project is underway with a traffic engineering consultant to evaluate all truck routes in an effort to reduce impacts in areas that have recently transitioned to more residential uses. Such modifications can result in fewer impacts on non-arterial streets, thereby reducing pavement maintenance costs. Public Works Engineering is coordinated this effort with the Police Department and the Community Development Department.

Sanctuary Park Conceptual Design

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Fund
Estimated Cost	$150,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Master Plan Study
Implementing Department	Public Works – Engineering/Recreation and Community Services
Contact	Cangco
Year First Proposed	2022
Year Funded	2023

Sanctuary Park, located within the Sanctuary Village residential subdivision, was not included in the *Citywide Parks Master Plan*. Therefore, development of a conceptual park improvement plan or ranking of those improvements against other projects in the *Parks Master Plan* never occurred. The project will amend the *Citywide Parks Master Plan* to add Sanctuary Park, develop a conceptual park improvement plan, and perform a prioritization analysis based on recommendations and input from residents and the surrounding communities.

Sea Level Rise Vulnerability Assessment and Adaptation Strategies

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Fund
Estimated Cost	$275,000
Operating Impact	No Significant Impact
Priority Level	Level Two – Master Plan Study
Implementing Department	Public Works Environmental Services
Contact	Scanlin
Year First Proposed	2023
Year Funded	2024

This project will utilize a consultant with expertise in the field of sea level rise assessment and mitigation to develop a comprehensive planning document. The study will include an assessment and modeling of the local area to assess public and private vulnerabilities for varying scenarios of sea level rise and multiple time horizons. Adaptation strategies will be developed to address long-term needs for the protection of local property and infrastructure. The adaptation component requires coordination with other local and regional efforts. The project will include significant outreach with the local community and regional stakeholders.

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Second Chance Shelter Repairs NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2020
Year Funded	2024

This project would provide much needed repairs to various areas in the Second Chance Homeless Shelter, including retrofit of the foundation and partial replacement and/or repairs to the sewer system. Other repairs include replacement of the flooring in the hallway, kitchen, and pantry.

Security Cameras and Building Access Management

Critical Issue	Quality of Life/Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$1,352,000
Operating Impact	Moderate Impact
Priority Level	Level Two
Implementing Department	Information Technology
Contact	Miranda
Year First Proposed	2006
Year Funded	2024

This project will install exterior and interior security camera systems and update building access management infrastructure at multiple City facilities.

Senior Center Driveway Relocation — NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$60,000
Operating Impact	Minor Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Cangco
Year First Proposed	2024
Year Funded	2024

This initiative aims to evaluate the primary driveway entrance at the Clark W. Redeker Newark Senior Center with a focus on enhancing the safety of guests entering and exiting the facility. Presently, there exists a blind spot for those leaving the center due to oncoming traffic. This project will provide for a full evaluation and some potential interim solutions. A major relocation of the driveway would result in additional costs.

Senior Center HVAC Replacement

Critical Issue	Quality of Life
Funding Source	Potential CDBG Project
Estimated Cost	$50,000
Operating Impact	Cost Savings
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2012
Year Funded	Not Funded

This project would replace the HVAC units that service Phase II of the Senior Center building. These units are 21 years old and no longer function well. The newer system will increase energy efficiency and lower utility costs.

Senior Center – New Construction

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$8,000,000
Operating Impact	Significant Permanent Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2006
Year Funded	Not Funded

Although the Senior Center building on Enterprise Drive was expanded in 2007, a new Senior Center building will eventually need to be built in order to meet future anticipated needs. This project is a listed Community Service and Facility project in the Impact Fee nexus analysis (13.7% maximum funding). This project will be deferred until the Facilities Master Plan has been completed.

Senior Center Repainting NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Public Works
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

This project would provide for a repainting of the entire exterior of the Senior Center building utilizing the existing color scheme. The building has not been painted since 2007.

Senior Center Room Divider

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$60,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Recreation and Community Services
Contact	Cuevas
Year First Proposed	2006
Year Funded	2023

The current room divider in the Senior Center building dining room is not designed to reduce acoustical noise. This is a significant problem during concurrent use times. A divider with acoustic properties would reduce noise when the room is separated, thereby increasing the programmability of each room.

Service Center Perimeter Wall

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$120,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Building Maintenance
Contact	Connolly
Year First Proposed	2022
Year Funded	2023

The rear of the Service Center borders the railroad tracks. The project will install an 8-10' high block wall along the 550' span to minimize entry points and thefts.

Service Center Buildings – Painting

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2018
Year Funded	2019

Facilities have not been painted for over 15 years, are sun damaged, and are in need of new paint.

Service Center Clean Water Requirements

Critical Issue	Not Applicable
Funding Source	Capital Funds
Estimated Cost	$95,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2008
Year Funded	2014

Trash, asphalt, and other waste should be placed on impermeable surfaces. Maintenance operations transport trash and other waste products from parks and the right-of-way in pick-up trucks. The pick-ups are emptied onto the ground and then a loader scoops up the debris and places it in dumpsters to be hauled to the disposal site. The Service Center needs impermeable surfaces installed in the dump areas to ensure liquids from the waste products do not leach into the ground. Street crews use the vac-on unit to remove debris from storm drain inlets. The contents in the vac-on should be placed into a settlement pond where the debris removed from the inlets can settle to the bottom and the water can be drained into a sewer connection. This project is driven by the Clean Water Act.

Service Center Fuel Island Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$1,000,000
Operating Impact	No Significant Impact
Priority Level	Level One – Regulatory Obligation
Implementing Department	Public Works – Building Maintenance
Contact	Connolly
Year First Proposed	2022
Year Funded	2023

To comply with State Water Resource Control Board regulations, underground single-lined fuel tanks must be replaced or abandoned by December 2025.

Service Center Fuel Pump Island Drainage System

Critical Issue	Not Applicable
Funding Source	Capital Funds
Estimated Cost	$80,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2008
Year Funded	2023

This project would install a drainage system that allows any spilled hydrocarbons to be diverted into the existing oil separation tank. The Clean Water Act prohibits any type of hydrocarbons from being introduced into the storm drain system.

Service Center Fuel Tank Canopy

Critical Issue	Not Applicable
Funding Source	Capital Funds
Estimated Cost	$140,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2000
Year Funded	2023

This project would construct a canopy over the existing fuel pumps at the Service Center. The primary purpose of the installation is to prevent rain water from washing spilled fuel into the storm drain system. This project is a listed Community Service and Facilities project in the Impact Fee nexus analysis (17.7% maximum funding).

Service Center Rear Garage Overhang Repairs

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$75,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2018
Year Funded	2019

The roofing plywood underneath the shingles around the perimeter was incorrectly installed and is rotting along with the fascia; the side wall is deteriorated and needs total replacement. The overall cost estimate includes painting.

Service Center Skylights

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Building Maintenance
Contact	Perez
Year First Proposed	2022
Year Funded	2023

Multiple skylights at the Service Center are cracked or broken, resulting in several large leaks in the garages. The project would replace all damaged skylights to minimize leaks.

Service Center Vacuum Truck Shelter NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Public Works
Priority Level	Level One
Contact	Connolly
Year First Proposed	2024
Year Funded	2024

The City acquired a new vacuum street and requires a separate shelter due to its overall height. A secured modular structure located at the Service Center is needed.

Service Center Waste Disposal Upgrades

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$275,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Maintenance
Contact	Connolly
Year First Proposed	2012
Year Funded	2023

This project includes the construction of truck ramps and placement of containers for dumping of solid and green waste at the Service Center, with connection to the existing sanitary sewer line.

Silliman Activity Center - Door Closers Replacement NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

The door closers at the Silliman Activity Center (Phase 1 portion) are original equipment and replacement parts are difficult to obtain. This project would provide replacement of the original closers at the Childcare area, Pool Room including alarms (3), Gym (2) and the exterior doors (outside of the Childcare area).

Silliman Activity Center - Energy Conservation Measures

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$200,000
Operating Impact	Cost Savings
Priority Level	Level Two – Service Level Increase
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2016
Year Funded	Not Funded

The Silliman Activity and Family Aquatic Center continues to account for a large portion of the City's energy costs and greenhouse gas emissions. As such, the center is also a source of potential financial savings through energy conservation measures such as lighting retrofits and lighting sensors and controls. Staff will coordinate with Pacific Gas & Electric Company regarding available incentive programs.

Silliman Activity Center - Gym and Dance Floor Refinishing NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$130,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

The Gymnasium and Dance Room floors at the Silliman Activity Center are in need of a complete refinishing, including restriping. This service should be performed every 10 to 15 years depending on the level of use.

Silliman Activity Center - Light Control Board Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$50,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2016
Year Funded	2017

The light board, which controls interior and exterior lights at Silliman, is approximately 15 years of age. The unit controls are faded (cannot be seen to easily program the unit) and there is limited control to program the unit for special events or daylight savings time. Replacement of the unit and a link to the controls (Alerton) program is necessary to maximize programming capability and minimize our electrical consumption.

Silliman Activity Center Locker Room Flooring Replacement NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$150,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

The tile flooring in the locker rooms has slowly been deteriorating over time and continues to break down due ongoing chloramine contact. This project would remove the tile and provide a more durable brushed concrete finish in the locker rooms.

Silliman Activity Center - Partial Roof Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$325,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2020
Year Funded	2022

The original translucent panel roofing system installed in Phase I at Silliman is currently leaking on the sun facing side of the facility. Given the construction of the roofing with the slate system, several vendors have surmised that it cannot be repaired. This project will install a more robust roofing system with a warranty that will last more than 15 years.

Silliman Activity Center - Partial Roof and Skylight Replacement NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$250,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

The slate roof near the pre-school playground is in need of replacement with composite roofing to ensure durability and safety. In addition, the skylights in the vicinity of the Silliman Center Phase I to Phase II conform area are failing and require replacement.

Silliman Activity Center – Preschool Playground Renovation

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$300,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2022
Year Funded	2023

The project will renovate the existing playground structure area at the Silliman Preschool Center. The renovation project would allow for replacing the current play structure, rubberized playground surfacing, and seating areas.

Silliman Activity Center - Shower Tile Replacement NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Perez
Year First Proposed	2024
Year Funded	2024

The tiles in the Silliman Center showers are original to the facility and currently in need of replacement of all grout which is a labor intensive effort due to the extremely small size of the tile. This project would provide removal and replacement of the existing shower tiles with a larger tile design equipped with marine-based grout. This would provide a significant functional and aesthetic improvement to the showers.

Silliman Aquatic Center – Air Handler #2 Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$350,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2020
Year Funded	2022

Air Handler #2, originally installed in 2004, is showing signs of wear and increased metal fatigue. The nature of repairs and increased maintenance costs indicate that it is nearing the end of its useful life. Based on the replacement of Air Handler #1 in December 2019 it is anticipated that Air Handler 2 will need to be replaced in about a year.

Silliman Aquatic Center – Hot Tub Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$300,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2020
Year Funded	Not Funded

Repairs have been made to the hot tub to effectively eliminate water losses. This project would replace the hot tub utilizing the existing plumbing infrastructure between the mechanical room and the spa, and install all new mechanical equipment. The timing of the replacement work is recommended to be concurrent with the Aquatic Center deck replacement at some point in the future.

Silliman Aquatic Center – NinjaCross Obstacle Course System

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$500,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works/Recreation and Community Services
Contact	Cuevas/Cangco
Year First Proposed	2022
Year Funded	Not Funded

This project would evaluate and, if determined to be feasible, install a NinjaCross-type obstacle course system in the Silliman Aquatic Center natatorium over the existing lap pool. Newark competes with similar local aquatic facilities based on their new amenities. Installation of such an obstacle course system would bring a new element to the aquatic center to boost attendance and new class offerings.

Silliman Aquatic Center – Pool Deck Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$300,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works
Contact	Connolly
Year First Proposed	2016
Year Funded	Not Funded

Due to surface irregularities and deterioration in some areas, replacement of the original pool deck from tile to brushed concrete is desirable at some time in the future. Replacement of the hot tub should be considered concurrently with the deck replacement.

Silliman Aquatic Center - Pool Sanitation System Retrofit NEW

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$260,000
Operating Impact	Permanent Significant Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2024
Year Funded	2024

Upgrading the Lap, Activity, Lazy River, and Spa Pulsar chlorination systems involves integrating UV sanitation for enhanced water disinfection. The existing Pulsar systems have surpassed their anticipated lifespan, leading to higher maintenance expenses and difficulty in obtaining parts due to their status as first-generation products. By incorporating UV sanitation, powerful lamps within the light chambers emit germicidal UV-C light, effectively disinfecting pool and spa water. Implementing these systems reduces chemical consumption, enhancing the efficacy of sanitizers. Specifically, installing a UV system in the Aquatic Center would offer superior control over the elevated chloramine levels found in the natatorium.

Silliman Aquatic Center - Water Slide Replacement NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$350,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level One
Contact	Connolly
Year First Proposed	2024
Year Funded	2024

The purple tube water slide in the lazy river pool in is need of replacement due to age and deterioration. The other slide was replaced approximately five years ago. The new replacement tube slide would utilize the same configuration for ease of installation and to minimize cost.

Silliman Aquatic Center – Water Tanks/Heater Replacement

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	No Significant Impact
Priority Level	Level One – Preservation of Existing Assets
Implementing Department	Public Works
Contact	Perez
Year First Proposed	2020
Year Funded	2021

This project will replace water heater and water tanks in Phase I and Phase II of the Silliman Center. One of the two A.O. Smith tanks in Phase II failed in 2018 and due to the positioning and age of the functional tank, it is prudent to replace both tanks simultaneously. Plumbing components will be replaced and bought up to current code requirements. Phase I has dual A.O. Smith tanks and one is currently not functioning and in need of replacement to ensure consistent water temperature.

Simulated Impaired Driving Experience NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$50,000
Operating Impact	Minor Impact
Implementing Department	Police
Priority Level	Level Three
Contact	Lee
Year First Proposed	2024
Year Funded	Not Funded

A Simulated Impaired Driving Experience is a versatile teaching tool that delivers an impaired and distracted driving experience guaranteed to help with engagement of teen drivers. Police officials can confidently address the impact of alcohol, marijuana/THC (Tetrahydrocannabinol), drowsiness, and distraction on a person‘s driving abilities with this system.

Softball Fields Retrofit – Scoreboards and Bleachers NEW

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$150,000
Operating Impact	Minor Impact
Implementing Department	Public Works/Recreation and Community Services
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2024
Year Funded	2024

This project will install two new electronic scoreboards to replace the non-functional ones for efficient scorekeeping and replace four worn-out bleachers to ensure adequate and safe seating arrangements at both City softball fields at Birch Grove Park and Mel Nunes Sportsfield Park .

St. Isabel Avenue Street Improvements Completion

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$285,000
Operating Impact	Cost Savings
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	Prior to 1995
Year Funded	Not Funded

Over the past several years, Community Preservation staff has been working actively with property owners of the multifamily apartments backing onto St. Isabel Avenue to correct zoning infractions and clean up these properties. During discussions, these property owners have asked that the City improve St. Isabel Avenue with curb and gutter on the south side of the street (which will require that the existing paving be replaced due to grades), and also install a fence along the south side of St. Isabel Avenue to help control the dumping of trash and other problems associated with open access to the railroad right-of-way.

Stevenson Boulevard Gateway Feature Renovation

Critical Issue	Quality of Life
Funding Source	Capital Funds/Art in Public Places
Estimated Cost	$90,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Community Development
Contact	Turner
Year First Proposed	2014
Year Funded	Not Funded

This project would redesign and/or renovate the existing gateway feature at Stevenson Boulevard and Balentine Drive.

Storage Facility at Service Center NEW

Critical Issue	Government Operations
Funding Source	Capital Funds
Estimated Cost	$400,000
Operating Impact	Moderate Impact
Implementing Department	Public Works
Priority Level	Level Three
Contact	Connolly
Year First Proposed	2024
Year Funded	2024

This project would provide basic new structures to securely store police evidence vehicles in order to maintain a chain of custody and provide a location for police evidence inspection.

Surplus Property Disposal – Old Fire Station No. 1

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$20,000
Operating Impact	Cost Savings
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2006
Year Funded	2007

The old Fire Station No. 1 building on Elm Street requires substantial improvements and modifications to be used. The current identified needs of the City do not include use of a building or site of this size (the building is 4,852 sf and the site is 14,220 sf). This project would include appraisals and professional right of way services in order to dispose of the property, as well as a Phase 1 environmental study. Revenue generated from the sale would offset costs of the project and other Citywide needs.

Susan Johnson Bridgepointe Park Completion

Critical Issue	Quality of Life
Funding Source	Park Impact Fees
Estimated Cost	$920,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2017
Year Funded	Not Funded

Susan Johnson Bridgepointe Park is a neighborhood park located along the northwest edge of Newark. Currently the park has grass lawn, a playground, and two group picnic areas. To activate the site, while better meeting the identified recreation need in the City, the *Newark Citywide Parks Master Plan* proposes the creation of half-court basketball and a volleyball court as well as an update to the existing playground.

Thornton Avenue Complete Streets Improvements (Design)

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$700,000
Operating Impact	No Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2020
Year Funded	2022

This project would complete the design phase of the installation of bicycle and sidewalk improvements on Thornton Avenue between Gateway Boulevard and Hickory Street, improving bicycle and pedestrian access to the Don Edwards Wildlife Refuge, the Bay Trail and the Dumbarton Bridge. This project has replaced the Thornton Avenue Widening (Environmental and Design) Project previously listed in the CIP.

Thornton Avenue Complete Streets Improvements (Construction)

Critical Issue	Quality of Life
Funding Source	Outside Grants – Federal and Regional
Estimated Cost	$14,000,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2020
Year Funded	Not Funded

This project would complete the construction phase of the installation of bicycle and sidewalk improvements on Thornton Avenue between Gateway Boulevard and Hickory Street, improving bicycle and pedestrian access to the Don Edwards Wildlife Refuge, the Bay Trail and the Dumbarton Bridge. This project has replaced the Thornton Avenue Widening (R/W and Construction) Project previously listed in the CIP, but unfunded.

Thornton Avenue Pavement Overlay, Phase 1 (I-880 to Olive Street)

Critical Issue	Quality of Life
Funding Source	Other Grants – Federal and Regional
Estimated Cost	$3,500,000
Operating Impact	Minor Impact
Priority Level	Level One- Preservation of Existing Assets
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	2018
Year Funded	2024

The pavement on Thornton Avenue is in need of repair, with an average Pavement Condition Index (PCI) of 40 on a scale of 1-100. This segment of the Thornton Avenue Overlay Project would include grinding and repaving of the existing roadway surface, localized patch paving, upgrading or installation of new curb ramps, curb and gutter repair and installation of new bike lanes between Interstate 880 and Olive Street. This project has Federal and Regional discretionary funding.

Thornton Avenue Pavement Overlay, Phase 2 (Ash Street to Spruce Street)

Critical Issue	Quality of Life
Funding Source	Other Grants – Federal and Regional
Estimated Cost	$1,500,000
Operating Impact	Minor Impact
Priority Level	Level One- Preservation of Existing Assets
Implementing Department	Public Works – Engineering
Contact	Tat
Year First Proposed	2021
Year Funded	2024

The pavement on Thornton Avenue is in need of repair, with an average Pavement Condition Index (PCI) of 40 on a scale of 1-100. This segment of the Thornton Avenue Overlay Project would include grinding and repaving of the existing roadway surface, localized patch paving, upgrading or installation of new curb ramps, curb and gutter repair and installation of new bike lanes between Ash Street and Spruce Street. This project has Federal and Regional discretionary funding.

Thornton Avenue Streetscape Improvements (Elm Street to Willow Street)

Critical Issue	Quality of Life
Funding Source	Capital Funds/Gas Tax
Estimated Cost	$1,200,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2008
Year Funded	Not Funded

This project would provide streetscape improvements and a landscaped median installation on Thornton Avenue between Elm Street and Willow Street. This roadway was once the state highway and remains a stark environment. The surrounding residential area is impacted by the wide, unattractive roadway that gives a commercial feel to this primarily residential area. The streetscape improvements will enhance safety by slowing traffic and improve neighborhood quality. The scope for this project would include pavement resurfacing between Elm Street and Spruce Street up to the westerly limit of the Old Town PDA Streetscape Improvements project.

This project is a listed Transportation project in the Impact Fee nexus analysis (19.3% maximum funding).

Title 17 (Zoning) Housing-related Assessment and Update NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$400,000
Operating Impact	No Impact
Implementing Department	Community Development
Priority Level	Level One
Contact	Turner
Year First Proposed	2024
Year Funded	2024

2023-2031 Housing Element Programs H2.1 (Increased housing options near services), H2.2 (Accessory Dwelling Units), H2.4(Universal design Ordinance), H2.8 (Zoning for Missing Middle Housing Types), H2.10 (Single Room Occupancy Housing), H3.2 (Objective Design Standards), H3.2 (Mixed Uses in Commercial Zones), H3.5 (Parking Standards), H4.10 (Special Needs Housing), H5.3 (Public Lands for Housing), and H5.4 (Affordable Housing Overlay Zones), among other programs, require amendments to the Title 17 and other titles of the Newark Municipal Code to address housing production constraints and to promote fair and equitable housing for the community. This project would fund various studies and analyses to support staff-recommended changes to the municipal code and the creation of new policies and programs.

Traffic Signal at Cherry Street and Robertson Avenue

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$200,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2006
Year Funded	Not Funded

This project is a listed Transportation project in the Impact Fee nexus analysis. The intersection currently does not meet traffic signal warrants.

Traffic Signal at Jarvis Avenue and Haley Street

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$180,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2006
Year Funded	Not Funded

This project is a listed Transportation project in the Impact Fee nexus analysis. The intersection currently does not meet traffic signal warrants.

Traffic Signal at Jarvis Avenue and Spruce Street

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$180,000
Operating Impact	Moderate Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2006
Year Funded	Not Funded

This project is a listed Transportation project in the Impact Fee nexus analysis. The intersection currently does not meet traffic signal warrants.

Traffic Signal Interconnect Design

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$475,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Jung
Year First Proposed	2006
Year Funded	2024

Three major corridors have been identified previously for the use of traffic signal interconnect system to improve traffic flow. This includes Newark Boulevard from I-880 to Central Avenue, Thornton Avenue from I-880 to Sycamore Street and Cherry Street from Central Avenue to Stevenson Boulevard. This project will identify the scope of improvements and potential equipment needs for varying degrees of an adaptive traffic control system.

Traffic Signal Interconnect Implementation

Critical Issue	Quality of Life
Funding Source	Gas Tax
Estimated Cost	$7,500,000
Operating Impact	Permanent Significant Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Jung
Year First Proposed	2006
Year Funded	Not Funded

This project would implement the improvements identified as part of the Traffic Signal Interconnect Design phase to improve traffic movement on the Newark Boulevard, Cherry Street, and Thornton Avenue corridors. The project should be coordinated with the Broadband Master Plan. This project is a listed Transportation project in the Impact Fee nexus analysis.

Traffic Signal Preemption – Phase 2

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$200,000
Operating Impact	Minor Impact
Priority Level	Level Three
Implementing Department	Public Works – Engineering
Contact	Cangco
Year First Proposed	2004
Year Funded	Not Funded

This project would complete the installation of signal preemption devices at remaining intersections Citywide to improve emergency response. The use of newer technology on a Citywide basis, including the replacement of existing preemption infrastructure also needs to be evaluated. This project is a listed Public Safety project in the Impact Fees nexus analysis (17.7% maximum funding).

Transition to Paperless Documents

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$13,000
Operating Impact	Minor Impact
Implementing Department	City Manager's Office
Contact	Hovorka
Year First Proposed	2014
Year Funded	2015

Tablets for City Council, City Manager, City Clerk, City Attorney and possibly, Assistant City Manager. Council has indicated the desire to increase efficiency by transitioning to paperless documentation for the Council Agenda Packets. This item would purchase the tablets and other accessories necessary to provide agenda packets to Council Members electronically.

Urban Forest Master Plan — NEW

Critical Issue	Quality of Life
Funding Source	Community Development Maintenance Funds
Estimated Cost	$300,000
Operating Impact	No Impact
Implementing Department	Public Works – Environmental Services
Priority Level	Level Two
Contact	Scanlin
Year First Proposed	2024
Year Funded	2024

An Urban Forest Master Plan is a guiding document that would provide the City with a long-term vision for the continued development and maintenance of its urban forest. No such plan currently exists. Elements of the plan would likely include an update of the exiting Citywide tree inventory, assessment and potential update of City policies, documents and ordinances related to tree care, assessment of tree planting and maintenance programs, assessment of the overall tree canopy (public and private tree resources). This process would involve significant community engagement and coordination among multiple departments and divisions.

Vehicle Miles Traveled Policy — NEW

Critical Issue	Community Development
Funding Source	Community Development Maintenance Funds
Estimated Cost	$15,720
Operating Impact	No Impact
Implementing Department	Community Development/Public Works
Priority Level	Level Two
Contact	Interiano/Jung
Year First Proposed	2023
Year Funded	2023

An This project will address the need for the City to develop its own Vehicle Miles Traveled (VMT) policy to evaluate new development projects for traffic impacts in accordance with California Environmental Law Act (CEQA) requirements.

Vehicle Pursuit Intervention Devices — NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$45,000
Operating Impact	Minor Impact
Implementing Department	Police
Priority Level	Level Three
Contact	Arguello
Year First Proposed	2024
Year Funded	2024

Vehicle pursuit intervention devices can help in tracking individuals in vehicles who choose to evade law enforcement. The desired system is a pursuit management technology that contains a miniature GPS tag and a launcher mounted on a police vehicle. A compressed-air launcher, mounted behind the grille of a patrol vehicle, uses a laser system to target the fleeing vehicle. There is also an option for handheld launchers. Both platforms deploy a GPS tag onto a suspect vehicle which allows for real time monitoring. The technology would be installed onto four patrol vehicles and would thus be deployed throughout the City of Newark.

Once the GPS Tag is launched, dispatchers and personnel can view the location and movements of the wanted vehicle in real-time on a secure, web-based mapping portal. In addition to accurate mapping, critical information including travel direction, speed, and traffic activity is transmitted every three to five seconds allowing for knowledge of suspect vehicle movements. The purpose of vehicle pursuit intervention devices is to track and ultimately capture a suspect vehicle (and suspect occupant) when a vehicle fails to yield to police officers.

Virtual History Museum

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$60,000
Operating Impact	No significant impact
Implementing Department	City Manager's Office
Contact	Gebhard
Year First Proposed	2018
Year Funded	2019

This project would provide for the development of a virtual history museum dedicated to providing access to Newark's rich history through a web-based platform.

Virtual Reality Police Tactics Training System NEW

Critical Issue	Public Safety Services
Funding Source	Capital Funds
Estimated Cost	$100,000
Operating Impact	Minor Impact
Implementing Department	Police
Priority Level	Level Three
Contact	Arguello
Year First Proposed	2024
Year Funded	2025

This system provides Law Enforcement agencies with a unique and integrated Virtual Reality capability that is ultra-portable, easy to use, secure, and delivers highly immersive and interactive scenario-based situations, while using actual in-service weapons and field items.

Website Upgrade

Critical Issue	Quality of Life
Funding Source	Capital Funds
Estimated Cost	$77,600
Operating Impact	No significant impact
Implementing Department	City Manager's Office/Information Technology
Contact	Gebhard
Year First Proposed	2018
Year Funded	2019

This project will provide for ongoing updates to the City's website.

Work Area and Cubicle Upgrades

Critical Issue	City Government Operations
Funding Source	Capital Funds
Estimated Cost	$70,000
Operating Impact	No significant impact
Implementing Department	Public Works/Community Development
Contact	Oeverndiek/Turner
Year First Proposed	2023
Year Funded	2024

Funding was retained from the Newark Civic Center project to complete various work areas on the first floor of City Hall. This project will address the need for the placement of additional furniture in various cubicles, potential modifications of cubicles and finalization of the first floor work area work table needs.



STAFF REPORT

Item F. 3.

DATE	05/23/2024
TO	Honorable Mayor and City Council Members
FROM	Krysten Lee, Finance Director
SUBJECT	Presentation of the draft 2024-2026 Biennial Budget

The City is currently in the process of developing the 2024-2026 Biennial Budget and Capital Improvement Plan. To date, the Council has held two previous work sessions, including one to discuss the general operating budget (held on March 14, 2024) and one to discuss the Capital Improvement Plan (held on January 25, 2024).

At the work session held on March 14, the Council received a report from staff that provided an overview of the City's budget process, a summary of issues that generally affect the City's budget, reviewed various revenue trends and projections, and discussed draft policy objectives and goals.

Since then, staff has had the opportunity to prepare a draft 2024-2026 Biennial Budget, which is attached to this staff report. The purpose of this review is to solicit feedback from the Council on the prepared draft budget.

More specifically, at the meeting scheduled for May 23, staff will provide the Council with updated projections for general fund revenue and expenditures, provide an overview of the 5 year forecast, solicit from the Council direction on whether any potential pay increases for the Mayor and Council should be incorporated into the final budget (any pay increases would take effect after the next regular municipal election), and consider staff's recommendations for budget line-item additions. Finally, staff will lead a section-by-section walkthrough of the attached draft budget.

After the Council has had the opportunity to ask questions and provide direction, staff will then finalize the 2024-2026 Biennial Budget and present it to the Council for formal adoption in June.

It should be noted that the draft budget book that is attached to this staff report does not contain the draft Capital Improvement Plan ("CIP") for the 2024-2026 Biennial Budget. There is a separate agenda item for this City Council meeting in which staff will present the draft CIP and solicit feedback and further direction from the Council on the CIP.

Prepared by:

Krysten Lee, Finance Director
Lenka Hovorka, Assistant City Manager
David J. Benoun, City Manager

Attachments

DRAFT 2024-2026 Biennial Budget (excluding draft Capital Improvement Plan)

Attachments

Draft Budget

2024-2026



City of Newark, California

Biennial Budget

& Capital Improvement Plan

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TRANSMITTAL

Dear Honorable Mayor and City Councilmembers,

We are proud to submit the 2024-2026 Biennial Budget and Capital Improvement Plan (CIP) for your consideration. The 2024-2026 Biennial Budget and CIP provides for a full range of municipal services to our community. These include public safety; construction and maintenance of streets, parks, storm drains, and other infrastructure; recreational activities and human services; environmental protection; planning, zoning, and other community, and economic development activities; emergency preparedness; code enforcement; and administrative services such as human resources, information technology, and finance.

The City has largely recovered from the economic impacts of the pandemic. Property Tax, Sales Tax, Transaction Use Tax (Measure GG), and Utility Users Tax have surpassed or are close to matching pre-pandemic revenue levels. Of the City's main tax revenues, Transient Occupancy Tax (TOT) and Franchise Fees have yet to return to pre-pandemic levels. Other revenue sources, such as recreation program fees and licenses, permits and fees, and investment income are also trending favorably now four years since the start of the pandemic. Investment earnings are also much more favorable compared to the past two years, reflecting higher interest rates on the City's investments (current rate is 4.27% for the Local Agency Investment Fund, compared to 0.52% in April 2022 and the current rate for the California Asset Management Program is 5.44% compared to .50% in April 2022). In addition, proceeds of $11.8 million from the American Recovery Plan Act provided much needed funding to restore operating budget and positions which were frozen at the onset of the pandemic.

The operating budgets for Fiscal Year (FY) 2025 and FY 2026 reflect cautious optimism as geopolitical and economic factors impact both revenue growth and expenditure growth. While the City's fiscal condition is stable and has reflected growth in recent fiscal years, inflationary pressures are increasing the City's costs of providing services. Costs for utilities, contractual work, consultant fees, and public liability insurance have seen steeper increases in costs compared to previous years. Newark must be able to maintain control over local funds - allowing our City to be self-reliant in requiring that our tax dollars be spent for Newark residents.

This budget includes funding the following City priorities as elaborated in the Goals and Strategies section:

- Enhancing Public Safety – Provide a level of public safety services that will protect our community members, property, and community assets.

- Cultivating Quality of Life – Provide programs, services, facilities, parks, and open spaces that make the City of Newark a desirable and healthy place to live.
- Furthering Community Development – Implement programs and make development decisions that maintain a vibrant and balanced community.
- Improving Government Operations – Operate a City government that enables the organization to meet service demands of the community.
- Supporting Educational Efforts – Support, encourage, and offer opportunities and programs that facilitate quality community education.

Specifically, the City has focused on long-term strategic planning efforts, developing or updating strategic plans related to our facilities, parks, public art, transportation, broadband, hazard mitigation, unhoused community, and emergency planning. These plans take inventory of current assets and programs, include results of community-wide outreach efforts, and apply subject-matter expertise and proven best practices to recommend immediate, short- and long-term actions to meet community needs.

The top City service priorities, as determined by a recent community survey, include repairing potholes and the City's 105 miles of street, maintaining neighborhood police patrols, maintaining fire protection and 911 emergency medical response, upgrading fire stations to ensure rapid response times, upgrading life-saving emergency equipment, improving emergency dispatch for rapid response during an earthquake or major disaster, enhancing parks and recreation programs, and maintaining sports fields and children's play structures.

In FY 2025, the Capital Improvement Plan will fund 41 total new projects estimated at $12.7 million. Funding through Capital Funds and the Community Development Maintenance Fund will provide for $6.6 million for 33 of these projects that include critical maintenance projects for existing facilities, new vehicle and equipment purchases, operational improvements, and various planning documents that relate to the City's General Plan. New Gas Tax funding in the amount of $6.1 million in FY 2025, in addition to the ongoing annual street maintenance programs, will support the design and installation of Pedestrian Hybrid Beacon Installations at two key intersections as well as median modifications at the Cherry Street and Mowry Avenue intersection.

In FY 2026, Gas Tax funding is provided in the amount of $4.9 million for six additional ongoing street maintenance projects. For both fiscal years, the Annual Street Asphalt Concrete Overlay Program has been increased from $2 million to $4 million per year. This increase, combined with several larger projects on Thornton Avenue with Federal, State and Regional grant funds, should stabilize and ultimately increase the City's overall Pavement Condition Index.

Many previously funded projects have been completed or otherwise closed out. However, a backlog of projects remains, especially related to building maintenance and park maintenance/improvement projects. Additional supervisory staffing has been added to the Maintenance Division of Public Works and staff is further recommending that $0.8 million in capital funds be utilized to provide additional contractual project management support to complete these projects.

FY 2025 Proposed Budget Highlights

The Proposed FY 2025 General Fund Operating Budget of $84.5 million is lower than the FY 2024 Amended Budget, which includes a $12 million payment for creating the Pension Section 115 Trust. In FY 2025, through the branding effort the City will engage the community in developing an identity for Newark. Staffing levels have been increased in FY 2025 compared to FY 2024 to add a Housing Policies and Programs Manager and Assistant Planner to support various Community Development project priorities such as implementation of the Affordable Housing Work Plan and the 2023-2301 Housing Element, economic development program development and implementation, particularly in the Old Town neighborhood, and review and updating of land use plans including NewPark Place Specific Plan and the Four Corners Area Plan. These positions will be filled through a variety of sources, including Housing Impact Fees, Community Development Maintenance Fees, offsets of reduced contractual services, and the general fund. A Recreation Supervisor has also been added to the FY 2025 budget, funded in part by developer-paid Public Art fees to implement the City's Public Art Master Plan. This new position will also expand the City's human services with the anticipated opening of the City's first community resource center in 2025, and address issues related to homelessness and other quality of life concerns.

FY 2026 Proposed Budget Highlights

The Proposed FY 2026 General Fund Operating Budget of $86.9 million reflects an increase of 2.9% over the FY 2025 Adopted Budget, which is largely driven by a projected inflationary increase. Agreements with the City's three employee bargaining groups expire in FY 2025. Negotiated increases to salaries or benefits could contribute to additional increases. Staffing levels remain flat compared to FY 2025 and may be updated based on additional needs or City Council priorities.

In Closing

While there are continued unknowns and uncertainties ahead, as a result of geopolitical tensions and inflationary pressures, the 2024-2026 Biennial Budget and CIP offers the City Council, City staff and the community a sense of optimism as we look forward to FY 2025 and FY 2026. This biennial budget reflects the City's commitment to balancing Council priorities, emerging community needs and organizational resilience while remaining focused on providing exceptional service to the Newark community through balanced conservative fiscal strategies.

Acknowledgments

The preparation of the 2024-2026 Biennial Budget and Capital Improvement Plan is the result of a team effort by City staff. Finance Department staff led an extraordinary effort that began months in advance of producing this final document. Each department is responsible for reviewing service level needs, establishing priorities, and developing a budget plan that aligns with the City's available resources.

We also want to acknowledge the efforts of the City's Executive Team for their important role in balancing the needs and interests of our community with conservative budget practices.

Finally, we remain grateful for the insight and direction provided by the City Council during the development of this budget, and we value the spirit of cooperation that exists between the City Council, City staff, and the public whom we all serve.

David J. Benoun	Lenka Hovorka	Krysten Lee
City Manager	Assistant City Manager	Finance Director

Public Officials & Leadership

City of Newark City Council



Michael K. Hannon
Mayor



Luis L. Freitas
Vice Mayor



Maria “Sucy” Collazo
Council Member



Matthew Jorgens
Council Member



Mike Bucci
Council Member

Executive Leadership Team

David Benoun, City Manager

Lenka Hovorka, Assistant City Manager

Kristopher Kokotaylo, City Attorney

Krysten Lee, Finance Director

Jonathan Arguello, Police Chief

Steven Turner, Community Development Director

Cathreene Ingham-Watters, Human Resources Director

Ed Miranda, Information Technology Director

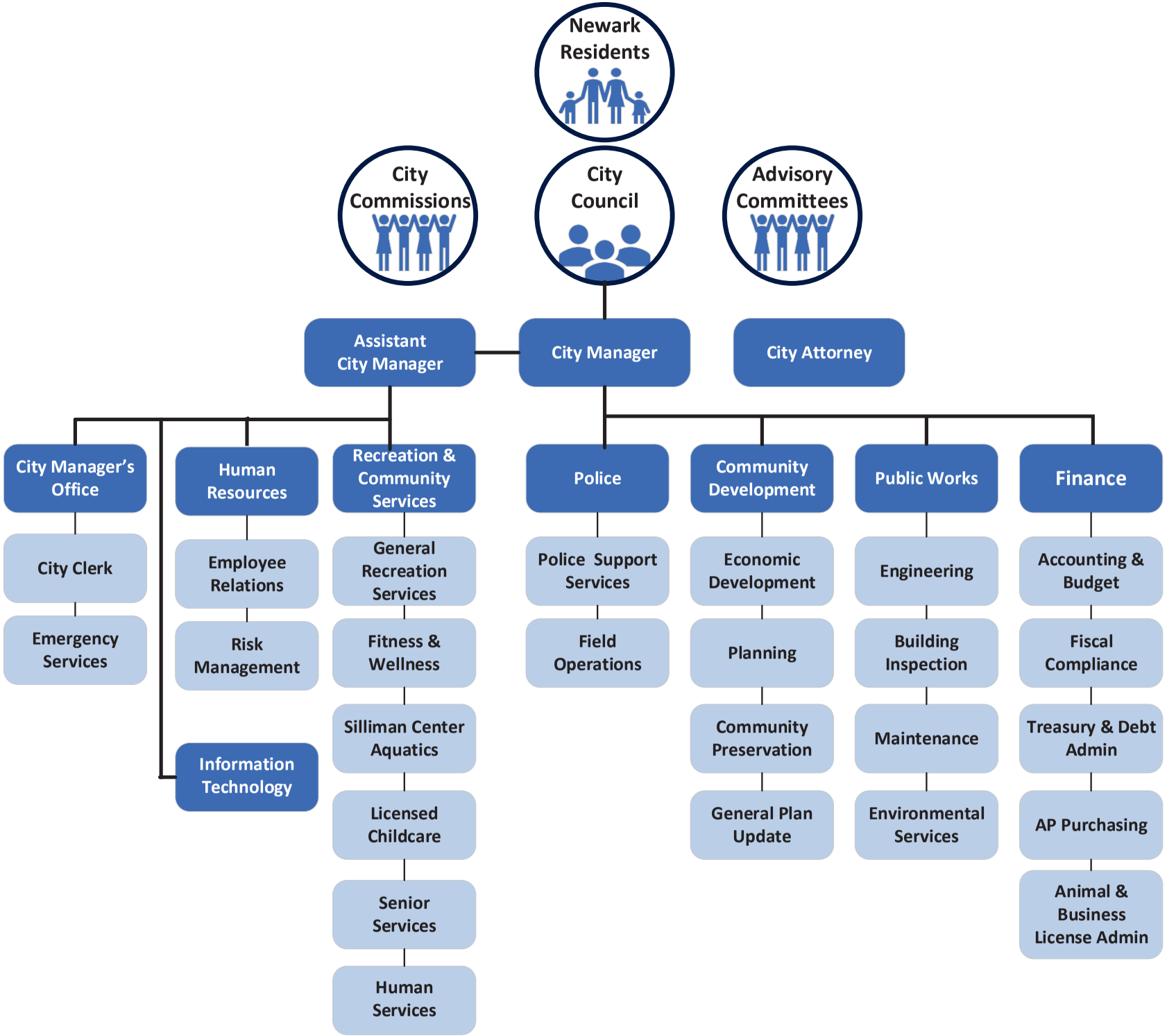
Nicholas Cuevas, Recreation & Community Services Director

Soren Fajeau, Public Works Director

William McDonald, Fire Chief (Alameda County Fire Department)

Budget Preparation Team

Krysten Lee, Finance Director
Gloria del Rosario, Deputy Finance Director
Michelle Villanueva, Senior Accountant
Ivan Quon, Accountant
Roberto Garcia-Acosta, Accountant
Executive Team and Department Contributors

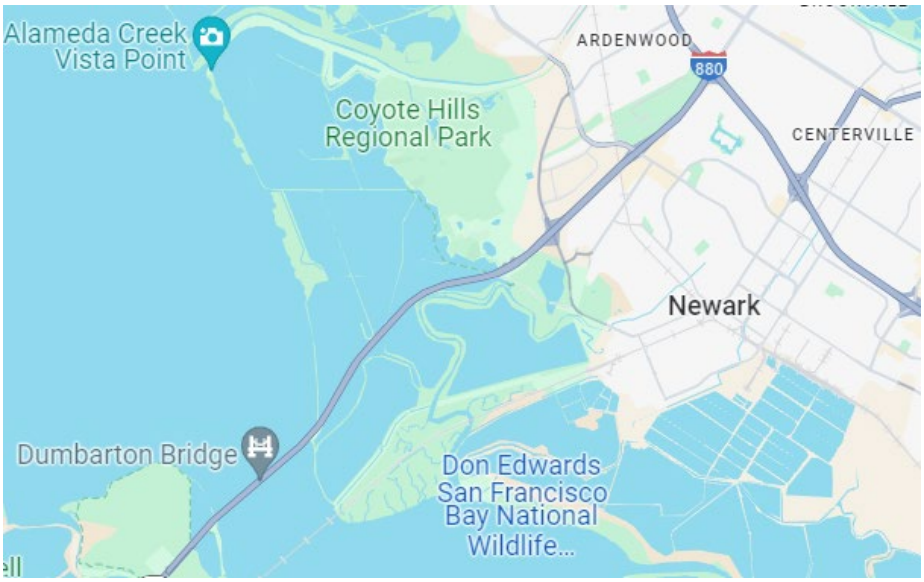

Newark Residents
City Commissions
City Council
Advisory Committees
Assistant City Manager
City Manager
City Attorney
City Manager's Office
City Clerk
Emergency Services
Human Resources
Employee Relations
Risk Management
Information Technology
Recreation & Community Services
General Recreation Services
Fitness & Wellness
Silliman Center Aquatics
Licensed Childcare
Senior Services
Human Services
Police
Police Support Services
Field Operations
Community Development
Economic Development
Planning
Community Preservation
General Plan Update
Public Works
Engineering
Building Inspection
Maintenance
Environmental Services
Finance
Accounting & Budget
Fiscal Compliance
Treasury & Debt Admin
AP Purchasing
Animal & Business License Admin



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City of Newark History and Community Profile

The City of Newark, California is a family-oriented community nestled along the southeast end of San Francisco Bay. It is located 35 miles south of San Francisco, 25 miles south of Oakland, and 20 miles north of San Jose. With a growing population of over 47,470 residents, the City of Newark offers a small town feel while sitting in the heart of bustling Silicon Valley. The City occupies an area of approximately fourteen square miles.

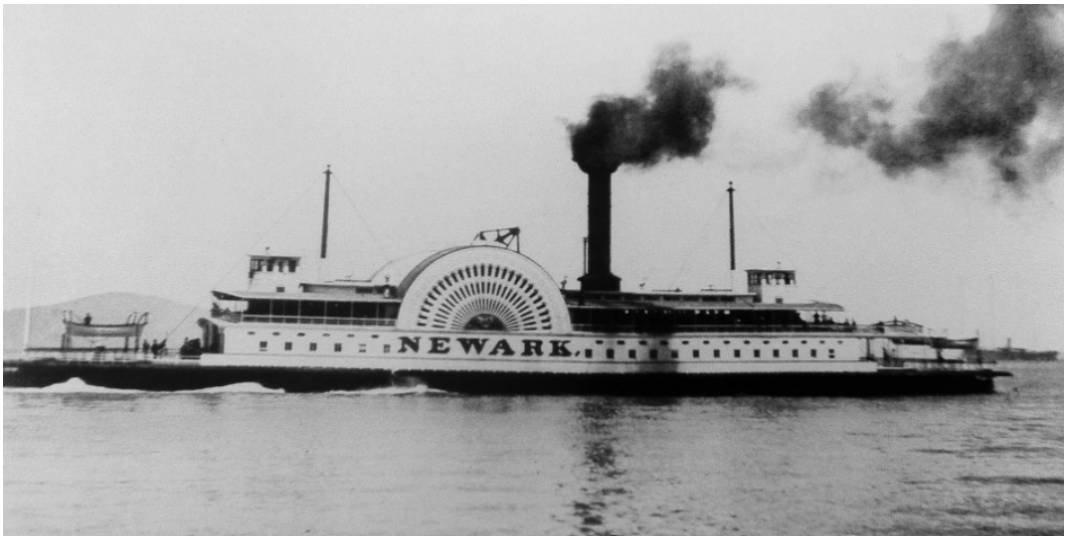


Past

The City's roots are 150 years old. By California's statehood in 1850, landings along the Bay in the vicinity of today's City of Newark had already began to appear. In 1853, Mayhew's Landing included warehouses for wheat, hay, and coal. This activity triggered interest in the surrounding area and by 1856 the Mayhew Ranch included 1,500 acres of farmland extending inland to present-day I-880. In the 1870s, a swamp reclamation project was started and an English capitalist bought an interest in the property. The land was eventually bought out by a Scotsman who named the City 'Newark', after the castle 'Newark' in Port Glasgow, Scotland.

Work started on a railroad through the townsite in 1875. The South Pacific Coast Railroad was not only completed from Dumbarton Point south all the way to Santa Cruz, but the town site was also moved to coincide with the curve on the railroad where the tracks turned south toward San Jose.

Eventually, the railroad was extended north from Newark to Alameda, providing direct ferry service to San Francisco.



The completion of the railroad precipitated additional development in Newark. Hotels and stores were soon erected, along with some of the first manufacturing industries. These enterprises joined the production of salt, which had been underway in the Newark area since the 1850's. Acquisitions and mergers of salt production companies throughout the Bay Area ultimately resulted in the formation of today's Cargill Salt.

Through the years, residents in Newark have retained a strong sense of independence and community. In 1953, a group representing the chambers of commerce of Centerville, Irvington, Mission San Jose, Niles, Warm Springs, and Newark commissioned a study to incorporate all six communities into one City. However, the Newark Chamber of Commerce began its own movement toward incorporation of just Newark. In September 1955, this effort paid off with the incorporation of Newark as the first new city in Alameda County in 47 years and defeating the effort to incorporate Newark as part of the Fremont metropolis.

Present

Newark has evolved throughout the years from its days enriched in agriculture, manufacturing, and railroad to today's expansion of high-tech, bio-tech, advanced manufacturing, and the health sciences. Newark represents a diverse, bustling economy at the gateway to some of the world's affluent markets. Small town values remain, but lower housing and development costs, close proximity to skilled workforce and universities, and a regionally strategic location make Newark a prime site for growth.

The City is a general law city and operates under the Council-Manager form of government. Under this form of government, policy-making and legislative authority are vested in a five-member elected City Council consisting of the Mayor and four Council Members. The Mayor and City Council have responsibility for passing ordinances, adopting and amending the operating and capital budgets, appointing various committee members, and hiring both the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances established by the City Council, for overseeing the day-to-day operations of the City, and for appointing the various department heads.

The City provides a full range of municipal services to its community. These include public safety; construction and maintenance of streets, parks, storm drains, and other infrastructure; recreational activities and human services; environmental protection; planning, zoning, and other community, and economic development activities; emergency preparedness; code enforcement; and administrative services such as human resources, information technology, and finance. Fire protection services are contracted from the Alameda County Fire Department.



Population Overview

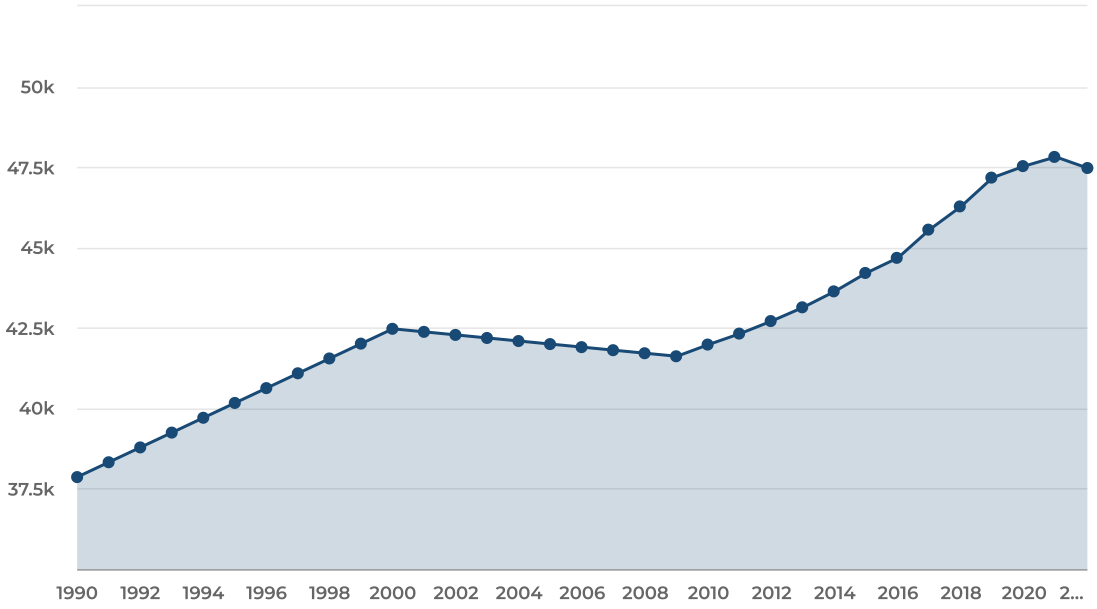
TOTAL POPULATION

47,470

▼ .7%
vs. 2021

GROWTH RANK

321 out of **497**
Municipalities in California



** Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses*

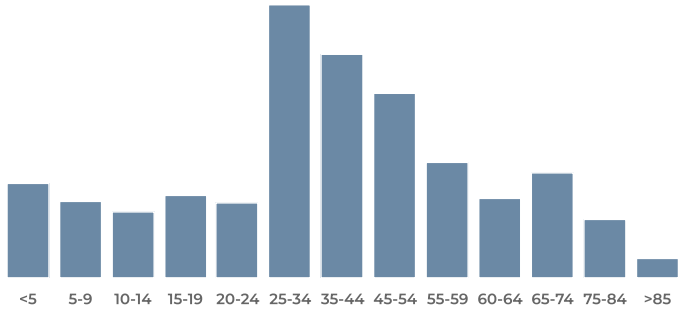
DAYTIME POPULATION

45,871

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

** Data Source: American Community Survey 5-year estimates*

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

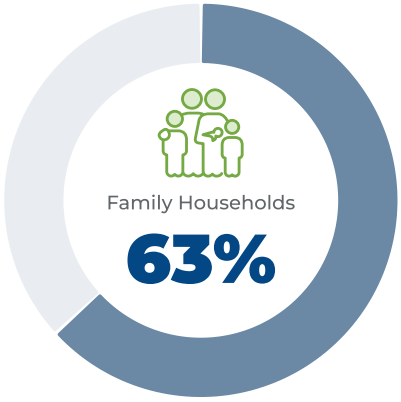
** Data Source: American Community Survey 5-year estimates*

Household Analysis

TOTAL HOUSEHOLDS

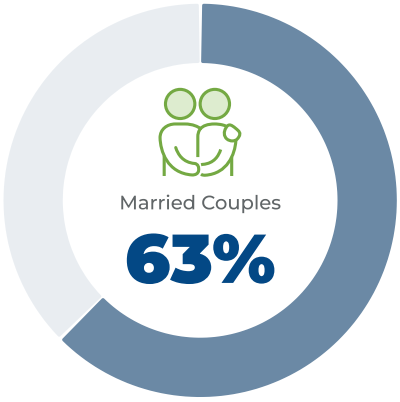
14,805

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



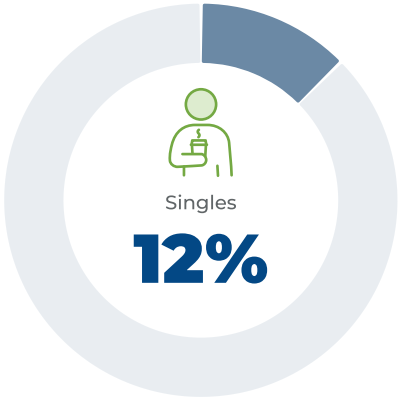
▲ 29%

higher than state average



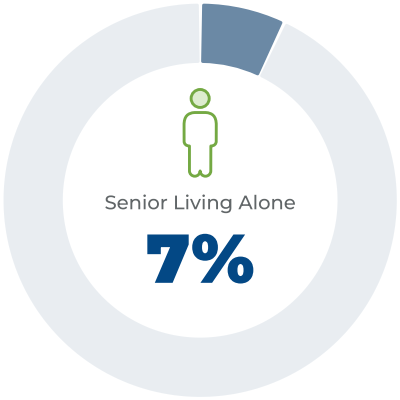
▲ 26%

higher than state average



▼ 49%

lower than state average



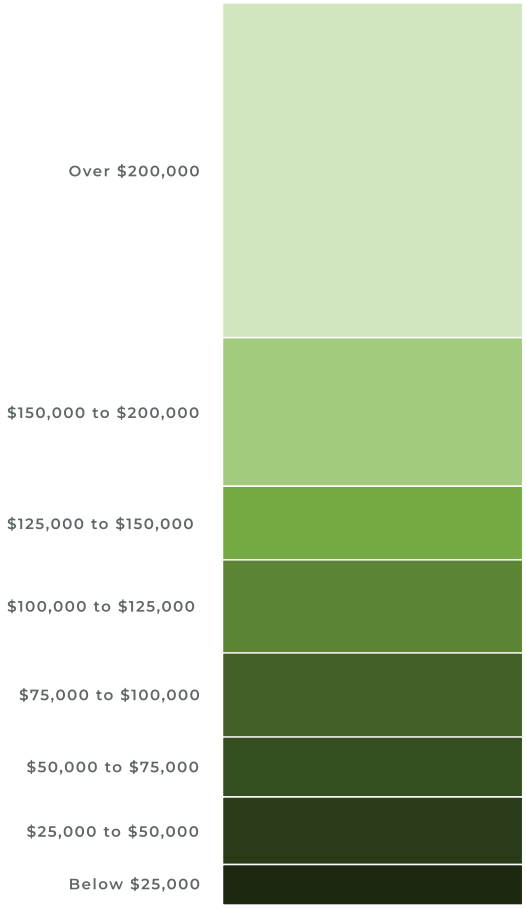
▼ 49%

lower than state average

** Data Source: American Community Survey 5-year estimates*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



HOUSEHOLD INCOME

Above $200,000

37%

▲ 107%
higher than state average

Median Income

159,465

▲ 74%
higher than state average

Below $25,000

5%

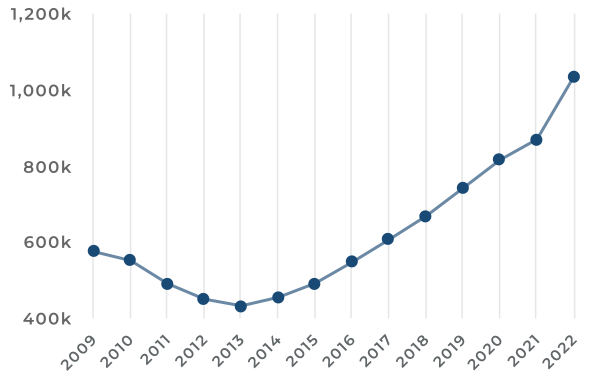
▼ 66%
lower than state average

** Data Source: American Community Survey 5-year estimates*

Housing Overview

2022 MEDIAN HOME VALUE

$1,034,900



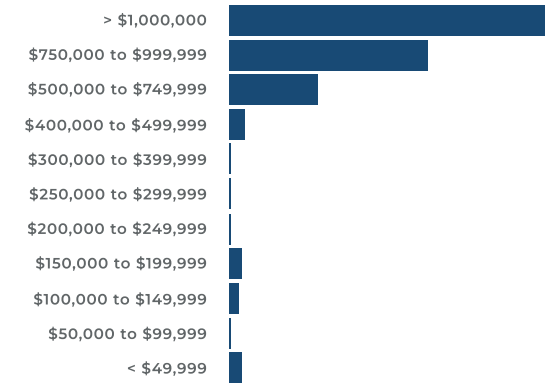
** Data Source: 2022 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME OWNERS VS RENTERS



** Data Source: 2022 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME VALUE DISTRIBUTION



** Data Source: 2022 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*



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Mission Statement & Core Values

It is our mission to serve and partner with our community to continually enhance the quality of life of everyone in Newark.

Vision

We see a place where it is safe to live, to play, and to raise children.

We see a place where diverse and energetic people strive to live in harmony.

We see a place that cherishes small town values and also enjoys being progressive.

We see a place where educational programs are available and first-rate.

We see a place where cultural and recreational opportunities are plentiful and spiritually enriching.

We see a place with residents filled with civic pride, social concerns, and community involvement.

We see a place with tree-lined streets and open green parks.

We see a place where the economy is strong and vital and provides jobs.

We see a place where government is stable, accessible, and responsive.

We see a place that is well-planned, well-managed, and well-maintained.

Mission

It is our mission to provide the quality of services that meets the highest expectations of all those whom we serve in Newark.

Culture

Newark is a community-driven, customer-focused organization which values fiscal independence, fosters a competitive spirit, and works together as a team to achieve community goals. These comprise our organizational culture.

Community Driven and Customer-Focused

- We are more than a service organization. We strive to provide excellent services by involving the community.
- Our residents are the owners of our corporation. They are our customers and our stakeholders. They are the reason we exist.
- We strive to assure that our efforts are guided by long-term goals rather than by short-term objectives.

Fiscal Independence

- We assure that we have the necessary resources to meet community needs.
- We develop resources through aggressive economic development that attracts and retains businesses; this is the lifeline of our community.
- We invest and allocate resources wisely to maximize our ability to provide community services.

Competitive Spirit

- We are committed to achieving the vision, mission, and goals of our City.
- We set our own standards and expectations that we assertively and creatively are determined to achieve.
- We see our goals as personal and professional challenges towards which we focus our energies.

Team Approach

- We enhance the potential for achievement of City goals by working together as a team, drawing upon the talents and abilities of all members of the organization, the City Council, Commissioners, Committee Members, staff and volunteers.
- We develop strength and commitment within the organization by building trust, mutual respect, and appreciation for all members of the City family.
- We develop partnerships in the community with the Newark Unified School District, the Chamber of Commerce, homeowners groups, neighborhoods, nonprofit organizations, and others to build alliances and common understanding.

Values

We, the employees of the City of Newark, take PRIDE in our service to our community. In the daily course of our work, we value:

P **Personal Service.** Our success and relationships are built upon a foundation of trust and transparency. We conduct ourselves with the highest degree of ethics, integrity, accountability, and professionalism, to ensure we are championing exemplary service to each other and to the community we serve.

R **Resourcefulness.** We actively manage our resources in the most efficient and responsible way possible. We take initiative and build dynamic teams. We train, adapt, and persist to overcome challenges and optimize value and benefit for our community.

I **Innovation.** We are committed to evolving for the future. We generate and execute new ideas to maximize progress for our community and organization. We leverage and invest in technology and other tools to cultivate an environment that inspires imagination, creative problem-solving and forward – thinking.

D **Diversity.** Diversity is vital to our success. We ensure accessibility and a welcoming environment for everyone. We foster equity, inclusion and belonging by honoring our differences, nurturing sensitivity, and creating opportunities so everyone can contribute in meaningful ways.

E **Engagement.** We promote a culture of wellbeing, empowerment, appreciation, and recognition. We practice impactful communication and collaborate to foster teamwork that nurtures lasting connections within our organization and community.

We are Newark and
We are proud of who we are.

Fund Structure & Descriptions

Fund Structure & Descriptions

The basic accounting and reporting entity for the City of Newark is a fund. A fund is a separate accounting entity with a self-balancing set of accounts that comprise of assets, liabilities, fund equity, revenues, and expenditures. Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The City of Newark will annually review its fund structure, to consider whether the goals of general-purpose financial reporting could be achieved by combining similar funds into a single fund for financial reporting purposes. The funds shown below have not been combined.

Funds used in government are classified into three broad categories: Governmental, Proprietary, and Fiduciary.

GOVERNMENTAL FUNDS

Governmental funds include activities usually associated with a typical state or local government's operations (public safety and general government activities).

General Fund

The General Fund is the general operating fund of the City. The major revenue sources for this Fund are property taxes, sales taxes, or other receipts not allocated by law or some other contractual agreement to other funds accounted for in the General Fund. Expenditures of this fund include the general operating expenses traditionally associated with governments such as City Council, City Administration, Police, Fire, Recreation and Economic Development.

Special Revenue Funds

Each of these funds account for revenues that are restricted as to use. Each Fund Summary in the Fund Summary section of the budget outlines in detail what the Fund's revenues and expenditures include.

Capital Project Funds

Capital Project Funds are used for the acquisition, construction, and improvements to major capital facilities and new fleet and technology. These include improvements to land, buildings and infrastructure. These funds account for financial resources that are restricted or assigned to expenditures for capital outlays. Landscape and Lighting District (L&L) funds are not included as

part of the budget and are processed separately through a budget amendment resulting in resolutions for the City Council's approval.

Debt Service Funds

Debt Service Funds are used to account for the payment of long-term debt on City obligations.

PROPRIETARY FUNDS

Proprietary funds are used in governments to account for activities that involve business-like services often found in the private sector to impose fees or charges upon those who use their services. Proprietary funds are also used to charge the internal departments of the City for costs of shared expenditures.

Internal Service Funds

These funds include services provided to internal users and function as cost-reimbursement. Internal Service Funds account for operational support activities, such as building maintenance, for the purpose of recovering the cost from the user, and for the user to identify its full cost of operations. The ISF activities include Office Support, Self-Insurance (Worker's Compensation and Public Liability), Maintenance (Equipment and Building), and Technology, Equipment and Fleet Replacement.

FIDUCIARY FUNDS

Fiduciary funds are used to account for assets held by the City acting in a fiduciary capacity as a trustee or agent for individuals, private organizations, or other governmental units. Such funds are operated to carry out the specific actions of trust agreements, ordinances, and other governing regulations. Area Improvement District (AID) funds are not included as part of the budget and are processed separately through a budget amendment resulting in resolutions for the City Council's approval.

Major Funds

- General Fund (110) - The General Fund is the general operating fund of the City. The major revenue sources for this Fund are property taxes, sales taxes, or other receipts not allocated by law or some other contractual agreement to other funds are accounted for in the General Fund. Expenditures of this fund include the general operating expenses traditionally associated with governments such as City Council, City Administration, Police, Fire, Library and Economic Development.

General Fund Cost Centers: The concept of a Cost Center is to account for those activities for which a fee is charged to external users of the goods or services. The cost of providing services for an activity should be recovered through fees or charges. In practice, Cost Centers are used to account for activities whose costs are only partially funded by fees and charges. A contribution from the General Fund to the Cost Center covers the balance where fees and charges are not sufficient. In other cases, some of the activities in the fund are deemed by the City Council to be of public benefit, and therefore, receives a carefully considered contribution.

- Development Cost Center (120) – The Development Cost Center consists of Planning, Engineering, Building Regulation and Inspection, and Community Development. These are services provided for developmental activities in the community and are supported primarily by development fees.
- Recreation Cost Center (130) – The Recreation Cost Center provides for the City's recreation programs and activities. These services are paid for by user fees that are partially cost covering. The City updates its Master Fee Schedule annually and takes into consideration market comparisons and the cost of providing the services. Some General Fund contribution is required due to market constraints in pricing services. The specific activities in this fund include General Recreation Services, Youth/Adult Sports, Fitness and Wellness, George M. Silliman Community Activity Center – Family Aquatic Center, General Community and Human Services, Youth and Teens, Licensed Childcare, and Seniors Activity.
- Maintenance Cost Center (140) – The Maintenance Cost Center provides for the maintenance of the City's infrastructure assets. The preservation of the City's infrastructure is a high priority which requires a contribution from the General Fund. Services provided in this fund include Street Repairs, Weed Abatement, Park and Landscape Maintenance, Street Lighting, and Environmental Services.

Other General Fund Operating Sub-funds are reported below:

- Paramedic Tax Fund (111) – Funds are used to support the Fire Department Paramedic Program. This voter-approved property tax is used to pay for training, supplies and certain personnel costs associated with the program.
- Transaction and Use Tax Fund (TUT 112) – Measure GG funds which are used to account for the City's one-half percent add-on transaction and use tax.
- Utility Users' Tax (UUT 115) – Fund is used to account for the City's revenues and expenditures incurred according to the Utility Users' Tax Ordinance of the City of Newark.

General Fund Reserves

- General Fund Emergency Reserve (101) – Funds used for unexpected expenses such as legal liability or costs associated with an unexpected disaster.

- Economic Uncertainty Reserve (102) – Funds used to reduce the organizational impact of a short-term revenue loss.
- Pension/Other Post Employment Benefit (OPEB) Reserve (103) – Funds used to pay down the pension liability or OPEB costs.
- Equipment Replacement Reserve (104) – Funds used for the replacement of vehicles, large equipment, IT, and other department items.

- Special Revenue
  - American Rescue Plan Act (382) – The American Rescue Plan Act Fund reports Federal funds received in response to the COVID-19 pandemic.
  - Public Safety Impact Fees (620) – The Public Safety Impact Fees Fund accounts for fees which provide funding for additional or improved police and fire facilities whose need is generated by new development within the City.
  - Community Service Impact Fees (621) – The Community Service Impact Fees Fund accounts for fees which provide funding for additional or improved governmental, social, and cultural facilities and are generated by new development within the City.
  - Traffic Impact Fees (622) – The Traffic Impact Fees Fund accounts for fees which provide funding for additional traffic signals or improved traffic operations.
  - Housing Impact Fees (623) – The Housing Impact Fees Fund is comprised of fees adopted by the City Council that are used solely to increase and preserve the supply of housing affordable to households of very low, low, and moderate incomes.
  - Development Maintenance Fees (625) – The Development Maintenance Fee Fund accounts for fees which provide funding to update and implement the Newark General Plan and zoning ordinance.
  - Park Impact Fees (624) – The Park Impact Fees Fund accounts for fees which provide funding for park land and new improvements.
  - Measure B – 1986 ACTIA (280) – The Measure B-1986 ACTIA Special Revenue Fund accounts for funds previously received by the Alameda County Transportation Authority as part of a 1986 sales tax measure passed by the voters of Alameda County to finance various transportation improvements. However, the measure expired in 2002, and the City no longer receives sales tax revenues related to the measure.

- Capital Projects
  - Art in Public Places (626) – Accounts for funds collected from developers to be used for the procurement and enhancement of public art.

- Capital Project Fund (610) – Capital Project Funds are used for the acquisition, construction, and improvements to major capital facilities. These include improvements to land, buildings and infrastructure.

- Debt Service
  - Civic Center COP 2019 (503) – Accounts for funds reserved for the debt financing of the City's new Civic Center.

Non-Major Funds

- Special Revenue
  - Paramedic Tax (111)
  - Gas Tax (201)
  - RMRA SB1 (202)
  - State Construction Maintenance Funds (210, 211, 212, 213)
  - Community Development Act – HCD (214)
  - Measure D Recycling (215)
  - Waste Management Augmentation (216)
  - Hazardous Materials Program (217)
  - Recycle AB 939 (218)
  - Police Grants (230, 231, 232, 233, 235, 236)
  - Auto Break-in Prevention - AB74 (234)
  - Alameda County Fire Fees (240)
  - State Senate Bills Fund (260, 261, 262)
  - Measure B – 1986 ACTIA (280)
  - Measure B – ACTC (281, 282, 283)
  - Measure BB – ACTC(284, 285, 286)
  - Measure F (VRF) – ACTC (287)
  - ACTC Discretionary Fund (288)
  - State Construction Maintenance Funds (210, 211, 212, 213)

- Capital Projects
  - Landscape and Lighting Districts (401, 402, 404, 405, 406, 407, 408, 409, 411, 413, 415, 416, 417, 418, 419)
  - Miscellaneous State Grants (492)
  - PEG Fees (611)
- Internal Service Funds
  - Equipment & Fleet Replacement (701)
  - Technology Equipment Replacement (702)
  - Equipment Maintenance (703)
  - Building Maintenance (704)

- Office Support (705)
- Public Liability Self Insurance (706)
- Workers' Compensation (707)

Budget Structure

The City maintains a chart of accounts and uses this structure to maintain accountability over the assets and resources for which it has control. The following is the budget structure for the City of Newark: Funds – Organizational Units – Programs – Account Classifications

Funds
An accounting-related entity which exists to control and account for funds from various sources. All expenditures and revenues are classified into one of three types of funds.



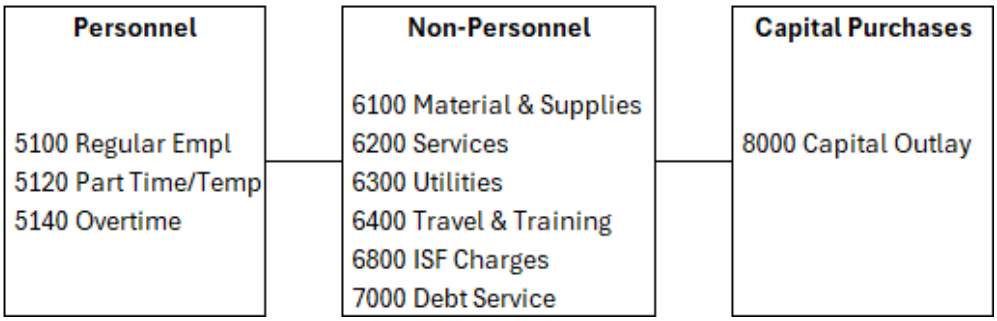
Organizational Units
Departments and Divisions together is the organization unit responsible for a particular service. All funds have organizational units. These are some sample organizational units in the General Fund.



Programs
A category of services or administrative function provided by the organizational units. All organizational units have programs/activities. These are some sample programs/activities within the organizational unit.



Account Classifications
A category of cost designed to provide detail on the types of commodities, materials, supplies, or services purchased by the local government and the provision of services. All activities have account codes, also known as line items. These are the three categories of account codes common to all organizational units.



Account Code Descriptions

The following Account Code descriptions are commonly referred to as expenditure codes.

5100 Regular Employees represent the personnel cost for services provided by full-time and regular part-time employees. Full-time employees have a weekly average regular work schedule of 40 hours. Regular part-time employees have a weekly average regular work schedule of 20-35 hours.

5120 Personnel costs of services provided by temporary employees.

5140 Overtime represents the cost for services provided by employees for hours worked in excess of regularly scheduled hours (for FT over 40 hours) to meet service level needs.

6100 Materials and Supplies represent the cost for tangible goods and commodities which are consumed or materially altered when used.

6200 Services (professional and contractual) represent the cost for general or special City services performed by either private agencies or outside governmental agencies. An example of a private agency contract is a contract for weed abatement services. An example of an outside governmental agency contract is the contract with the City of Fremont for animal shelter services.

6400 Membership, Travel, and Training represent the cost for membership in professional and trade associations, traveling to and participation in workshops, seminars, and conferences provided by these associations, and in-house training programs. Examples of some activities under this category include disaster preparedness training and exercises, advanced training in computer software use, and technical workshops that introduce new legislative reporting requirements.

6800 Internal Service Charges represent allocation of costs incurred by the Internal Service Fund (ISF) activities to provide services to other City departments. The ISF activities include Office Support, Self-Insurance (Workers' Compensation and Public Liability), Maintenance (Equipment, Building), and Technology, Equipment, and Fleet Replacement.

7000 Debt Service represents principal and interest payments on long-term debt for the Civic Center. This also includes capital lease payments for the acquisition of a fire pumper, street sweeper, and radio communications system.

8000 Capital Outlay represents the cost of major and significant acquisitions of equipment, land, buildings, and building improvements. An example is a purchase of a new vehicle that is added to the City's fleet. Another example is the cost for a major building renovation that extends the building's economic life and expands its functional use.

Basis of Budgeting

The City's Budget is prepared in conformity with generally accepted accounting principles (GAAP), with the exception of the Landscaping and Lighting Districts (L&Ls) funds. The budget for these funds is not included in the proposed budget and is processed separately through a budget amendment resulting in resolutions for the City Council's approval.

Budget Purpose

The City has made a strong commitment to closely tie specific short- and long-term goals directly to the budget and views the budget planning process as the primary tool used in identifying the most important things to accomplish. Accordingly, the budget process includes early City Council involvement in setting major policy goals and priorities as articulated in this document.

Many of the City's Strategies and Action Items do not fit into one-year increments. A multi-year approach is conducive to setting meaningful objectives with realistic timeframes for completing them, allows departments to plan for the funding of worthwhile activities or projects and ensures that the funding is available for multi-year objectives and operating activities. A multi-year approach also encourages a more thorough and forward-thinking planning process. Planning must be done not just for one year, but also for the foreseeable future and involves developing and implementing solutions to meet longer-term needs.

Basis of Budgeting and Accounting

The Operating Budget and Capital Improvement Plan (CIP) is organized and operated on a fund basis. The operating budget represents services and functions provided by the City in alignment with the resources allocated during the fiscal year. The Capital Improvement Plan is funded and defined by its approved projects, with the remaining unexpended budget for ongoing or incomplete capital projects carried forward into the following fiscal year consistent with City Council approval by resolution.

Governmental Funds consisting of the General Fund, Special Revenue Funds, Debt Service Fund, and Capital Funds, are budgeted using the modified accrual basis of accounting, consistent with the City's financial statements, which recognizes revenues when received, unless subject to accrual. Revenues are accrued when they are measurable and available to finance City operations. For example, property taxes collected within 60 days after the close of the fiscal year (June 30) are classified as revenues for the current fiscal year. Revenues from grants and donations are recognized in the fiscal year in which all eligibility requirements have been

satisfied. Expenditures, other than general long-term debt, are recorded when the liability is incurred. For example, when the City receives a delivery of office supplies, a liability to pay is created. General long-term debt is recorded in the year when due; e.g., payment of principal and interest on a long-term lease.

Proprietary Funds include the Internal Service Funds and are budgeted using the full accrual basis of accounting, consistent with the City's audited financial statements, whereby revenue budget projections are developed recognizing revenues expected to be earned during the period and expenditures for expenses anticipated to be incurred in the fiscal year.

The City's Operating Budget uses a line-item budget format within the funds. Revenues are categorized by sources and expenditures are presented by programs and by activities within the funds. Within the activities are detail categories that include personnel, supplies, contractual services, and capital outlay.

Budget Timeline

The City of Newark adopts a biennial Operating and Capital Improvement Plan (CIP) Budget, including a Five-Year Forecast. The budgets are adopted in the even fiscal years (FY 2024, FY2026, etc.). The City's budget is developed in the context of a comprehensive five-year financial plan and is built upon the City Council's priorities providing a framework to deliver high quality programs and services to the Newark community.

Two-Year Budget Cycle: The City starts the budget development process early, in October and November preceding the start of a new fiscal cycle. Initial analysis of budget numbers includes meetings with key subject matter experts including sales and property tax consultants. In January, a dialogue starts with the various departments, followed by proposed baseline budgets to the Finance Department. In March, a public work session is held on the budget, with input solicited and questions answered. A proposed budget document is then presented to the City Council in May. The budget must be approved by the City Council by July 1



A general overview of the Capital Improvement Plan was presented to the City Council on January 25, 2024, and a budget work session focusing on the operating budget was held on March 14, 2024. The related Capital Improvement Plan and second budget work meeting was held on May 23, 2024. The City Council adopted the 2024-2026 Biennial Budget on June 13, 2024. The work sessions and council meetings provided the opportunity for City Council to discuss the budget as well as receive public comment.

BUDGET PROCESS

The budget process consists of activities encompassing the development, implementation, and evaluation of a plan to provide services and capital assets.

Several essential features characterize a good budget process:

- Incorporates a long-term perspective,
- Establishes linkages to broad organizational goals,
- Focuses budget decisions on results and outcomes,
- Involves and promotes effective communication with stakeholders, and
- Provides incentives to government management and employees.

The mission of the budget process is to help decision-makers make informed choices about the provision of services and capital assets and promote stakeholder participation in the process. The term “stakeholder” refers to anyone affected by or who has a stake in government. The budget process consists of several broad principles that stem from the definition and mission described above. These principles encompass many functions that cut across a governmental organization. They reflect the fact that the development of a budget is a political and managerial process that also has financial and technical dimensions.

Principles of the Budget Process

1. Establish Broad Goals to Guide Government Decision Making
   - A government should have broad goals that provide overall direction for the government and serve as a basis for decision-making.

2. Develop Approaches to Achieve Goals
   - A government should have specific policies, plans, programs, and management strategies to define how it will achieve its long-term goals.

3. Develop a Budget Consistent with Approaches to Achieve Goals
    - A financial plan and budget that moves toward the achievement of goals within the constraints of available resources should be prepared and adopted.

4. Evaluate Performance and Make Adjustments
    - Program and financial performance should be continually evaluated, and adjustments made to encourage progress toward achieving goals.

The City of Newark operates on a fiscal year basis, starting July 1 and ending June 30, and budgets are on a biennial (two-year) basis. The budget is prepared by the Finance Department in collaboration with all the departments under the supervision of the City Manager.

The City follows these procedures in establishing the budgetary data:

- The City Manager submits to the City Council a proposed Biennial Budget and Capital Improvement Plan for the two fiscal years commencing the following July 1, which includes proposed expenditures and the means of financing them.

- The budget is adopted by City Council resolution prior to July 1 of even-numbered years.

- The City Council must approve all budget adjustments and transfers between funds by resolution during the fiscal year.

- The City Manager is authorized to transfer any unencumbered appropriations within a department within the same funds.

- Formal budgetary integration, including recording encumbrances, is for management control purposes during the fiscal year in all budgeted funds. Under encumbrance accounting, purchase orders, contracts, and other commitments for the expenditure of monies are recorded to reserve that portion of the applicable appropriations.

- Budgets are adopted for all funds except for Area Improvement District Funds (AID) and Landscape and Lighting District (LLD) Funds. The budget for these funds is processed separately through a budget adjustment and approved by resolution with City Council approval.

- Budgets are prepared in conformity with generally accepted accounting principles (GAAP) with the exception of the Area Improvement District Funds (AID) and the Landscape and Lighting District (LLD) Funds.

PREPARATION AND REVIEW

The Finance Department is responsible for preparing revenue and expenditure estimates used to determine funding levels for new and existing services and programs. The preliminary estimates are prepared and reviewed with the City Manager and Department Directors in November/December. Finance staff will continue to use the most recent position list as a starting point for personnel expenditures in the new budget cycle. All vacant positions are budgeted at top-range/top-step, cafeteria plan contribution for employee plus 1 dependent, and PEPRA pension rates.

Any personnel increases or additions must be approved through the budget adjustment process as described later in this document. Current year estimates and long-range revenue and expenditure forecasts are incorporated into the Five-Year Forecast section of the budget document.

The non-personnel cost estimates for the current year are developed by using the budget adjustments submitted. Departments are responsible for completing non-personnel cost projections for the upcoming budget cycle. Where applicable, department staff will also prepare current year revenue estimates and projected revenue estimates for the biennial budget. Budget item descriptions justifying need should be entered for all line items.

BUDGET AMENDMENTS

During the fiscal year, amendments to the Budget are presented to the City Council for approval. Budget amendments occur when unanticipated events result in an increased appropriation for a given service; for example, an increase in utility costs. An amendment request may be proposed for additional appropriation from reserves or an appropriation transfer from one fund to another.

Financial Policies

Budgeting Policies

The FY 2025 and FY 2026 budget will be the thirteenth biennial budget for the City. This budget will be based on key principles that support the City's strategy of fiscal sustainability.

- The budget will be fiscally conservative and balanced, meaning that expected revenues and transfers are sufficient to cover planned spending.

- The City will continue providing services at least at current levels and with adequate funding.

- General Fund and Capital Fund balances will be maintained at levels that will support the City during future economic and other financial uncertainties.

- Expenditures and revenues will be estimated at conservative, but realistic levels.

- The budget will support the Critical Issues and Strategies and related Action Items that are identified in the Strategic Plan.

- All operating budget appropriations not spent in the current fiscal year will lapse on June 30th, unless encumbered to meet specific obligations such as contracts and agreements, services, and other procurements incurred during the fiscal year. These will be reappropriated in the new fiscal year.

- A modest Capital Improvement Program should continue to be implemented due to the limited capital reserves.

Five-Year Forecast

The Five-Year Forecast is used by the City Council and City staff as an important planning tool for making short and long-term budgetary decisions. The Forecast provides development activity information, including significant economic development trends and planned citywide development projects. Economic and financial information is also outlined, including national, state, and local economic forecasts, as well as specific revenue and expenditure projections for

the City of Newark. These financial forecasts are five-year projections based on specific assumptions about future conditions such as inflation, job growth, population, and other factors that impact the local economy. These assumptions and financial projections are updated and revised at least biennially, but more often if economic conditions dictate. Finally, the City's strategic and budget plans are outlined. These include specific information regarding the City's approach to budgeting and the status of the Strategic Action Plan.

Reserve Policies

- Emergency and Fiscal Uncertainty Reserves - The City will strive to maintain a minimum reserve target of 30% of final General Fund operating and debt service expenditures (excluding transfers) for fiscal stability, cash flow needs, contingencies, and strategic opportunities for the Emergency and Fiscal Uncertainty Reserves. These reserves are intended to help the City mitigate risks and respond to financial challenges during economic downturns, emergencies, or cyclical deficits when annual expenditures exceed revenues.

- Pension and Other Post Employment Benefits (OPEB) Reserve - The General Fund Pension and OPEB Reserve fund is maintained with surpluses from salary expenditures to provide for sufficient funding of pension and OPEB obligations. This reserve can only be used to pay pension or OPEB costs.

- Equipment Replacement Reserve – This reserve was established for the replacement of vehicles, maintenance equipment, and other department items and is funded through availability from the General Fund unallocated fund balance.

- Capital Projects Reserve – This reserve was established to fund the Capital Improvement Plan and is funded through availability from the General Fund unallocated fund balance and unused allocation of projects.

Gann Appropriation Limit

California voters approved Proposition 4, commonly known as the “Gann Limits” on November 6, 1979, establishing Article XIIIB of the State Constitution. This proposition mandates an appropriations (spending) limit on the amount of tax revenue that the State and most local government jurisdictions may appropriate within a fiscal year. The fundamental purpose of the Gann Limit is to keep real (inflation adjusted) per person government spending under 1978-79 levels.

The State election on June 5, 1990 resulted in the passage of Proposition 111, amending Article XIIIB of the California Constitution, the governing legislation for calculating the appropriations limit. The measure requires that a complex series of calculations be performed each year to compare appropriations to the limit. Under the amended legislation, the appropriations limit may increase annually by a factor comprised of the change in population (city or county), combined with either the change in California per capita personal income or the change in the local assessment roll due to local nonresidential construction.

The City used the change of City population along with the change in per capita personal income options to calculate the FY 2024 appropriation limit of $511.8 million. The City’s current fiscal year 2024 Annual Budget includes appropriations subject to the limit of $64.8 million. This is well below the City’s appropriation limit. Staff has no concerns regarding our ability to stay within the limit.



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Goals and Strategies

The City of Newark's City Council reviews goals and strategies as part of the biennial budget process, to address current and long-term objectives. These goals are outlined below, along with action plans that City staff will be undertaking to accomplish them. These overarching goals are supported by the Department priorities which have been established for the current biennial budget cycle.

The Department priorities are in addition to the Key Objectives that departments focus on to provide services and support to the community, which can be found in the Department Summaries.

I. ENHANCING PUBLIC SAFETY - Provide a level of public safety services that will protect community members, property, and community assets based on community-oriented policing philosophy.

Action Plans:

- Utilize community engagement strategies to leverage our social media footprint to enhance community relations.
- Evaluate the technological needs of public safety services; utilize new and optimize existing technologies and data analysis to increase efficiency.
- Explore opportunities to regionalize resources and participate in collaborative efforts with other agencies.
- Identify and evaluate resources to assist with the procurement of grant funding for public safety services.
- Proactively respond to evolving demands caused by changes in legal requirements or our diverse community.

II. CULTIVATING QUALITY OF LIFE – Provide programs, services, facilities, parks, and open spaces that make Newark a desirable, healthy, and environment-focused place to live.

Action Plans:

- Provide facilities and activities that allow all community members an opportunity to engage in cultural, recreational, wellness, and informative programs and services.

- Work closely with local agencies and organizations to improve the delivery of recreation and community program services, ensuring a more impactful and effective outreach to our community.
- Promote climate protection strategies, water use efficiency, storm water protection, energy conservation, and innovative solid waste management practices.
- Monitor transportation conditions, including traffic congestion, bicycle and pedestrian mobility, and transit level of service.
- Provide clean, safe, inviting, and well-maintained streets and landscaped areas, facilities, parks, and open spaces for community use.
- Promote and implement city beautification measures as resources allow.

III. FURTHERING COMMUNITY DEVELOPMENT – Implement programs and make development decisions that maintain a vibrant and balanced community.

Action Plans:

- Ensure that the community has a coherent and long-term vision for the future through it General Plan, Specific Plans, and Master Plans.
- Improve housing diversity, add community amenities, and enhance long-term revenue through new development consistent with Specific Plans and the General Plan.
- Represent and advocate for our community through partnerships with regional agencies, neighboring communities, and directly with property owners, businesses, and the Newark Chamber of Commerce.
- Support and develop the local business community to service business ecosystem opportunities.
- Promote investment and ensure the quality of life in existing residential and commercial neighborhoods.
- Strengthen community identity and City revenue by promoting a strong hotel identity and a varied and vibrant retail mix with attractive retail areas.
- Promote the development of transportation options such as Dumbarton Transit alternatives, first and last-mile transit services, and bicycle and pedestrian improvements.
- Identify and evaluate resources to assist with the procurement and administration of grant funding.

IV. IMPROVING CITY GOVERNMENT OPERATIONS – Operate a City government that enables the organization to meet service demands of the community.

Action Plans:

- Provide and maintain public facilities within our resources.
- Take actions that promote and enhance long-term fiscal stability and independence.
- Evaluate technological and security needs of the organization for operational efficiency and safeguarding of City assets.
- Identify short and long-term space needs, and ensure facility needs for City departments are provided.
- Participate in regional and sub-regional collaborative efforts and foster inter-agency partnerships to meet the needs of the community.
- Provide a safe and effective work environment that engages each employee to perform at an optimum level of service.
- Forster a workplace culture that prioritizes diversity, equity, inclusion, and belonging, and promotes an environment where every individual feels valued, respected, and empowered to contribute their unique perspectives and talents.

V. SUPPORTING EDUCATION – Support, encourage, and offer opportunities and programs that facilitate quality community education.

Action Plans:

- Work with the Newark Unified School District and private schools and support other collaborative efforts that strive toward the development of a “world class” school system.
- Offer meaningful educational, intergeneration, all-abilities and cultural programs.
- Encourage continued business community involvement in supporting education.
- Collaborate with Ohlone College on future improvements of the Newark campus and explore opportunities for partnerships with the Community College District.

Department Priorities

In addition to the goals and action plans, City Departments updated their priorities, which were presented to City Council in March 2024 to cover FY 2025 and FY 2026.

City Manager's Office (City Manager, City Clerk, City Attorney, and Emergency Management):

- Update the citywide Comprehensive Emergency Management Plan and increase CERT participation.
- Administer the 11/5/2024 municipal election and coordinate with Alameda County Registrar of Voters.
- Initiate a Citywide branding and marketing effort.
- Develop communication priorities and increase community satisfaction with citywide communication.

Police Department:

- Increase focus on training of new officers.
- Deploy resources based on developing crime and traffic trends.
- Be responsive to quality-of-life concerns such as inoperable vehicles and blight.
- Implement the State grant to address auto and catalytic converter thefts.
- Enhance community engagement through renewed partnerships, community events, and volunteers.
- Prioritize professional development and succession planning including mentorship and opportunities for future leaders.
- Ensure current practices are consistent with department through policies through compliance audits.

Alameda County Fire Services:

- Meet obligations in delivery of emergency response services.
- Collaborate with the City's Emergency Services Coordinator to provide community training programs.
- Review and support the City's Comprehensive Emergency Management Plan.

Public Works - Engineering:

- Support residential and commercial construction projects.
- Oversee construction of Central Avenue Railroad Overpass Project.

- Complete Old Town Streetscape Improvement Project and Thornton Avenue Complete Street Projects.
- Implement traffic improvement and roadway safety projects.
- Continue to pursue outside funding for transportation projects.

Public Works – Building Inspection:

- Support construction activity within the community.
- Educate community on Building Code updates.
- Implement software, programs, and processes to streamline development permitting and increase customer access and satisfaction with processes.

Public Works – Maintenance:

- Improve maintenance of parks, landscaping, streets, buildings, vehicles and equipment.
- Increase the City's Urban Forest and develop an Urban Master Plan.
- Complete priority maintenance needs for buildings as identified in the Facilities Master Plan and Capital Improvement Plan.
- Increase project management support to complete landscape and building projects.

Public Works – Environmental Services:

- Complete a local Sea Level Rise Resiliency Assessment and Adaptation Plan in coordination with local and regional partners.
- Update the City's Climate Action Plan with revised emission reduction targets and updated goals, policies, and strategies.
- Implement continued diversion of solid waste from landfills.
- Implement the City's Stormwater Program in accordance with permit requirements.
- Monitor changes in State law and adapt.

Community Development - Planning:

- Implement goals, policies, and programs of specific plans for Old Town and Bayside Newark.
- Update the NewPark Place Specific Plan Mixed Use II area and Four Corners Area Plan.
- Implement an Affordable Housing Work Plan and Housing Element Programs.

Community Development – Economic Development:

- Support the Chamber of Commerce and small businesses.
- Attract new retail, biotech, and advanced manufacturing businesses.
- Market the City of Newark to businesses and real estate brokers.

- Develop a hotel marketing plan.

Community Development – Community Preservation:

- Partner with the community to maintain property standards.
- Achieve compliance through outreach, education, and enforcement.
- Promote health and safety by enforcing minimum housing and property maintenance standards.

Financial Services:

- Monitor revenues, expenditures, economic trends, and fiscal policies.
- Develop the biennial budget and capital improvement plan and five-year forecast.
- Provide leadership and support in grant compliance and financial reporting.
- Establish maintenance reserves to address needs in the Facilities Master Plan.

Recreation and Community Services:

- Open the City's first Resource Center.
- Establish partnerships to promote social services.
- Provide for community special events and recreation opportunities.
- Offer scholarships to low-income residents to improve access to recreational and fitness activities.

Human Resources Department:

- Attract a talented workforce with innovative recruitment and onboarding programs.
- Retain our talented employees with engaging professional and organizational development.
- Promote the City's PRIDE values to build a thriving employee culture.
- Champion employee safety and wellness and utilize risk management strategies to protect the City's resources.

Information Technology Department:

- Implement the Technology Master Plan and Broadband Master Plan.
- Support Departmental Initiatives by integrating technology solutions.
- Encourage innovation and foster continuous improvement through emerging technologies and best practices.
- Enhance cybersecurity and implement proactive measures to safeguard City data against cyber threats.

Budgetary Challenges

There are several challenges that have been factored in the next two fiscal years' budgets. These challenges, highlighted below, are carefully balanced with fiscal sustainability and economic conditions. Concerns from the last budget cycle, which continue into this budget cycle, include housing shortages (which in turn that affects the labor market), labor shortages, pension costs, and geopolitical tensions. While the financial effects of the COVID19 pandemic have improved significantly over the last year, new challenges arise such as sustained inflation potentially affecting sales tax, increasing costs to provide services to the community, aging infrastructure, and cybersecurity.

Fiscal Challenges:

1. Inflation – In January 2024, the consumer price index was up 3.1% year-over-year, still higher than the Federal Reserve's preferred rate of 2%. Over the last 18 months, predictions regarding the future of the U.S. economy have varied, but many experts believe inflation will continue and that the Federal Reserve won't cut interest rates until closer to the end of the calendar year. Interest rate sensitive sectors include construction, real estate, and manufacturing.

   Increased costs impact the City's ability to provide services to the community. Costs for utilities, contractual work, consultant fees, and public liability insurance have seen steeper increases in costs compared to previous years. While the City has factored in a CPI increase of 3% for the upcoming FY 2025 and FY 2026 cycles, some line items are expected to increase well above this percent.

2. Infrastructure Maintenance and Capital Investment – The preservation of the City's infrastructure continues to be a high priority and is funded through multiple resources. In addition to the Maintenance Cost Center, which is included in the General Fund, the Equipment and Building Maintenance Internal Service Funds support the upkeep costs of various assets and capital infrastructures. To support the City's priority in maintaining its aging infrastructure and assets, staff will be recommending the establishment of a Maintenance Reserve Fund.

   A Facilities Master Plan is currently being prepared to assess and project the maintenance and replacement needs of current and future assets. This plan will be used in updating the Five-Year Forecast to ensure budgetary spending is set aside to address facility needs.

3. Pension Liabilities - Like most California Cities, the cost of retirement benefits continues to be significant for the City. The unfunded liability from the latest California Public Employees' Retirement System (CalPERS) valuation report, was estimated to be $109,719,460, a 61% increase from FY 2015.

   To address the growing liability, the City has taken several actions which included cost-sharing with employees, selecting a fresh-start option provided by CalPERS to shorten the unfunded accrued liability (UAL), establishing the Pension and Other Post Employment Benefits (OPEB) reserve fund in FY 2017, prepaying the UAL to recognize a discount, and making two additional discretionary payments (ADP) of $10 million for the Safety Plan and $5 million for the Miscellaneous Plan in FY 2021 and FY 2023, respectively.

   In FY 2021, the CalPERS 21.3% investment return triggered the CalPERS funding risk mitigation policy which reduced the discount rate from 7.0% to 6.8%. Lowering the discount rate essentially increased the present value of future pension liability. By lowering the discount rate, CalPERS aims to reflect a more conservative estimate of future investment returns, which in turn helps to better align pension assets with liability. Investment returns fluctuate, and the CalPERS investment rate for FY 2022 was a negative 7.5%, followed by a positive 5.8% return in FY 2023. During the March 2024 CalPERS Board of Administration mid-cycle review, it was decided that there will be no actuarial assumption changes and no changes to the discount rate.

   At the close of FY 2023, the Pension and OPEB Reserve Fund had a balance of $12.4 million. Transfers from general fund salary savings and unallocated fund balance continue to fund this reserve. Staff has also presented to City Council to utilize $12 million of the balance to fund a Section 115 trust and/or another ADP to further paydown the UAL.

   Shortly after the California Public Employee's Pension Reform Act (PEPRA) took effect in January 2013, there were only a handful of employees under PEPRA compared to the number of PERS Classic employees. Eleven years later, the City's workforce has tipped to being over 50% comprised of PEPRA employees. Because PEPRA's new benefits formulas apply only to employees hired after January 2013, there won't be material short-term savings, but there will be savings in the long run as new employees are hired and ultimately retire.

4. Cybersecurity (Technology Master Plan) - As many cities have been plagued with cybersecurity breeches, the City has taken action to prevent cybersecurity threats with increased training and monitoring. To date, these actions have proven effective but will need to continue as cybersecurity threats evolve and become more sophisticated and prevalent. A new Technology Replacement Internal Service Fund was created in FY 2025

to capture ongoing costs not just for asset replacement and software needs, but to also include cybersecurity costs to safeguard the City.

5. Workforce Hiring Challenges – Like many other cities, recruitment for vacant positions presents a challenge in today's environment. An aging workforce and the pandemic fall-out has resulted in many employees heading towards retirement in greater numbers. Labor challenges and competition for talent creates vacancies which often can go unfilled for several months. These vacancies can negatively impact the City's ability to carry out core services to the community and hinder projects from being completed timely. To address this issue, an adequate budget was added for recruitment efforts.

Economic and Financial Forecast

Introduction

As Newark navigates through an ever-evolving economic landscape, understanding key economic indicators is essential for informed decision-making and strategic planning. Amidst this backdrop, it is imperative to examine fundamental economic indicators not only within Newark but also across the surrounding San Francisco-Oakland-Hayward area. By delving into metrics such as the Consumer Price Index (CPI), household income, housing prices and unemployment rates, this report seeks to provide a holistic view of the economic environment, laying the groundwork for the City's financial projections and initiatives.

Summary

The City of Newark, with its notable housing costs, median income figures, and low unemployment rate, remains resilient. Recent U.S. Census data underscores Newark's economic prowess, with median household incomes surpassing state and national averages. Despite facing challenges such as housing affordability concerns, Newark remains an attractive destination within the competitive Bay Area real estate landscape.

Moreover, Newark exhibits commendable economic resilience, consistently maintaining lower unemployment rates compared to broader regional and state counterparts. This trend, observed over the past few years, highlights Newark's stable local economy and labor market, positioning it favorably amidst economic fluctuations.

Looking ahead, the Economic and Financial Forecast presents an optimistic outlook for Newark's financial trajectory, with revenue and expenditure estimates developed using trend analysis forecasting and insights into known development growth and economic trends. Significant revenue sources, such as Property Tax and Sales Tax, are projected to exhibit steady growth, ensuring continued funding for essential services and infrastructure development within the City.

Furthermore, initiatives like Measure GG, a one-half percent sales tax increase, provide additional revenue streams, supporting the City's capital improvement endeavors, including the construction of a new Civic Center in 2021. Despite initial setbacks due to the pandemic, Measure GG revenue forecasts indicate a gradual increase over the next several years, contributing to the City's financial stability.

In conclusion, Newark's economic outlook remains optimistic, sustained by steadily increasing revenue projections, low unemployment rates, and a stable housing stock. While challenges persist, proactive measures and strategic planning are poised to navigate the City towards continued resilience in the face of evolving economic landscapes.

Economic Indicators

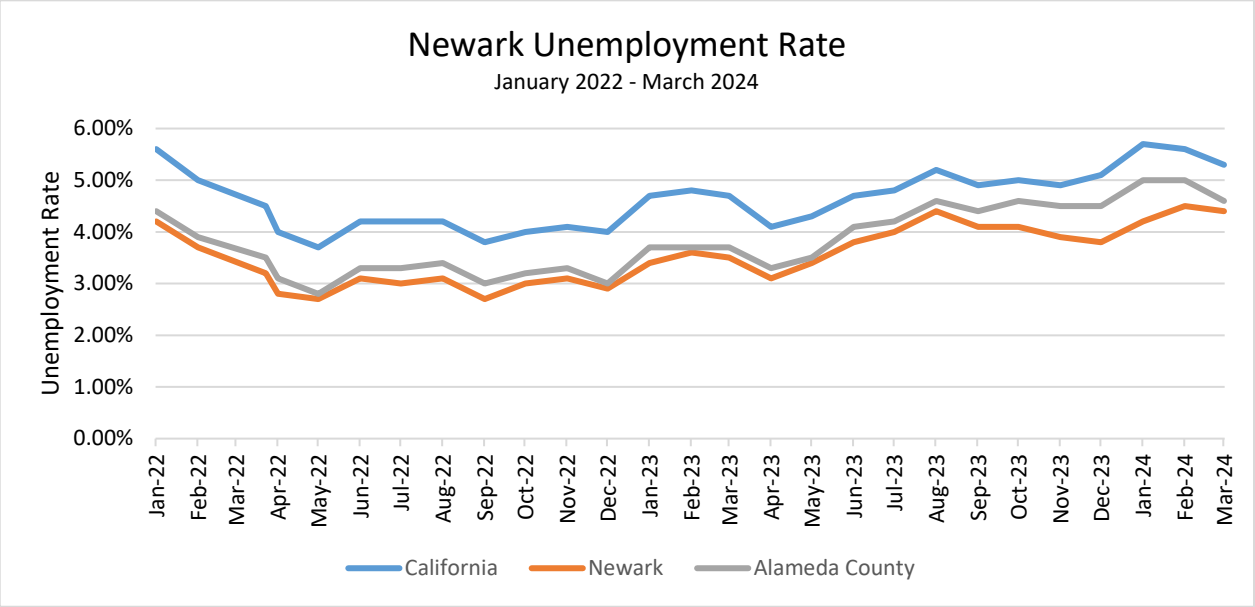
In February 2024, the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward area showed a 1.5% increase over the preceding two months and a 2.4% increase from the previous year. This rise in prices was primarily driven by higher costs for shelter. Over the 12-month period, food prices increased by 2.4%, while energy prices surged by 4.7%, mainly due to a rise in electricity prices. Excluding food and energy, the index for all items advanced by 2.2% over the year. These figures, provided by the U.S. Bureau of Labor Statistics, indicate an upward trend in consumer prices within the San Francisco-Oakland-Hayward area, which may impact various aspects of the local economy, including household budgets and purchasing power.

Looking ahead, forecasts for the next three to five years suggest a continued upward trend in the CPI for the San Francisco-Oakland-Hayward area. Economic indicators anticipate ongoing pressures on housing affordability, coupled with persistent demand for goods and services as the region continues to recover from the effects of the pandemic. Additionally, factors such as wage growth, employment trends, and monetary policy decisions will likely influence CPI movements in the coming years. Amidst these dynamics, policymakers and stakeholders will need to navigate strategies to manage inflationary pressures and promote economic stability within the region.

The City of Newark presents a compelling economic landscape characterized by robust household incomes and substantial homeownership rates, as evidenced by recent U.S. Census data (Census). With a population estimated at 47,528 as of July 2023, Newark's high median household income of $159,465 compared to Alameda County of $122,488, surpassing both state and national averages. This healthy income level is further underscored by a per capita income of $62,417 over the past 12 months. Despite a relatively low poverty rate of 4%, housing affordability remains a pertinent issue, reflective of the region's desirability.

Owner-occupied housing units constitute a significant portion of Newark's housing market, with a rate of 69.5%. However, the median value of owner-occupied housing units stands at a substantial $1,034,900, compared to Alameda County at $999,200 reflecting the City's position within the competitive Bay Area real estate market.

Over the past couple of years, Newark has consistently maintained a lower unemployment rate compared to both Alameda County and the State of California as a whole. In January 2024, while California's unemployment rate stood at 5.3% and Alameda County's rate was at 5%, Newark reported a notably lower rate of 4.2%. This trend continued through February and March 2024, with Newark's unemployment rate consistently below both the county and state averages. This pattern persisted throughout the year, highlighting Newark's relative economic resilience compared to its broader regional and State counterparts. Despite fluctuations in the unemployment rate over time, Newark consistently maintained a favorable position, suggesting a relatively stable local economy and labor market.



Source: Bureau of Labor Statistics

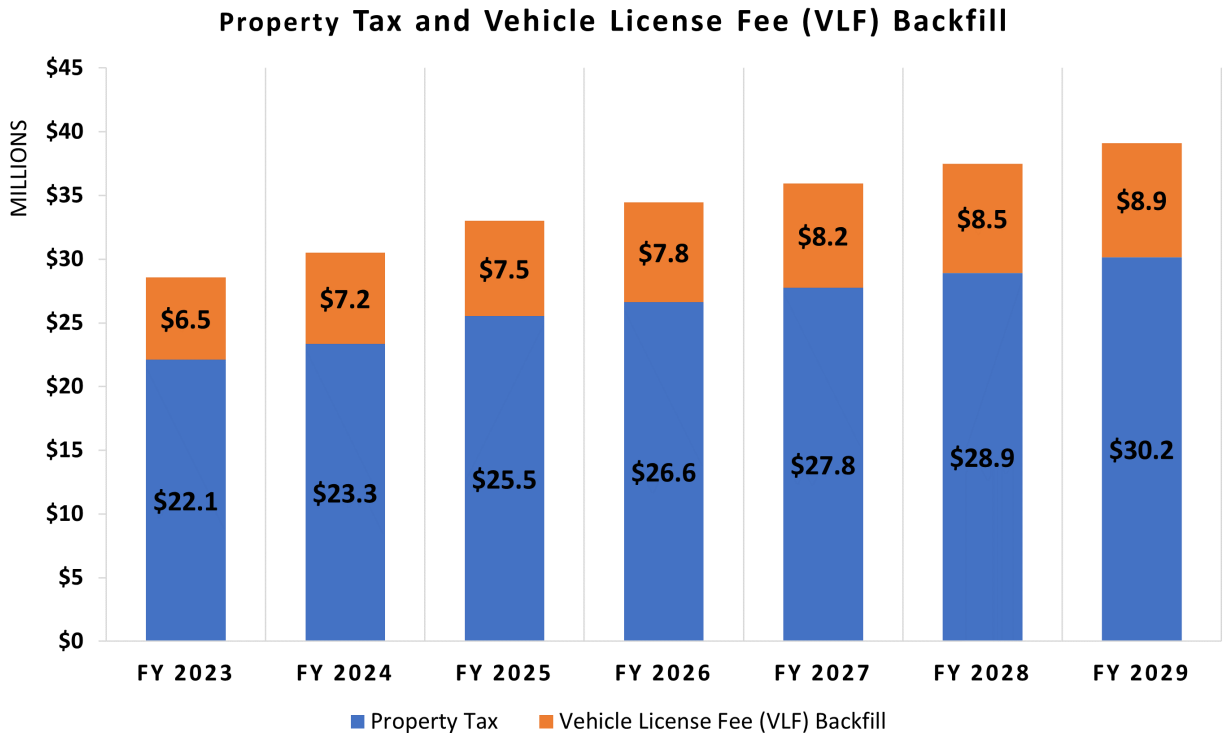
The remainder of the Economic and Financial Forecast details the assumptions used in developing revenue and expenditure estimates for the City over the next five years. These estimates are used by City staff in planning the current and future year operating and capital project budgets. The projections were developed using trend analysis forecasting combined with information regarding known development growth and economic trends in Newark.

Policy decisions made at both the State and Federal levels can significantly impact local revenues and expenditures and are also taken into consideration when developing these projections. Below are explanations of significant revenue sources for the City.

Property Tax and Property Tax in Lieu of Vehicle License Fee (VLF)

In 2023, Newark's property tax revenue surged to $22.1 million, marking a notable 10.6% increase from the previous year's total of $20 million. Looking forward, revenue estimates for the next several years indicate a consistent upward trajectory. By 2024, property tax revenue is projected to further rise to $23.3 million, representing a 5.6% increase from the preceding year. Subsequent years continue this growth trend, with estimated revenues reaching $25.5 million in 2025, $26.6 million in 2026, $27.8 million in 2027, $28.9 million in 2028, and $30.2 million in 2029. These projections underscore a steady and robust increase in property tax revenue, affirming Newark's financial stability. Such growth ensures sustained funding for essential services and ongoing infrastructure development initiatives within the City.

In 2023, Newark's Vehicle License Fee (VLF) revenue amounted to $6.5 million, indicating a steady 10.4% increase from the previous year's total of $5.9 million. Projections for the subsequent years highlight a continued upward trend in VLF revenue. By 2024, revenue from VLF is forecast to reach $7.2 million, reflecting a 10.7% increase from the preceding year. This growth trajectory persists with estimated revenues of $7.5 million in 2025, $7.8 million in 2026, $8.2 million in 2027, $8.5 million in 2028 and $8.9 in 2029. The upward trajectory in VLF revenue underscores Newark's financial resilience and ability to adapt to changing economic conditions. These increasing revenues contribute to the City's capacity to maintain vital services and invest in critical infrastructure projects, ensuring sustained progress and prosperity for its residents.

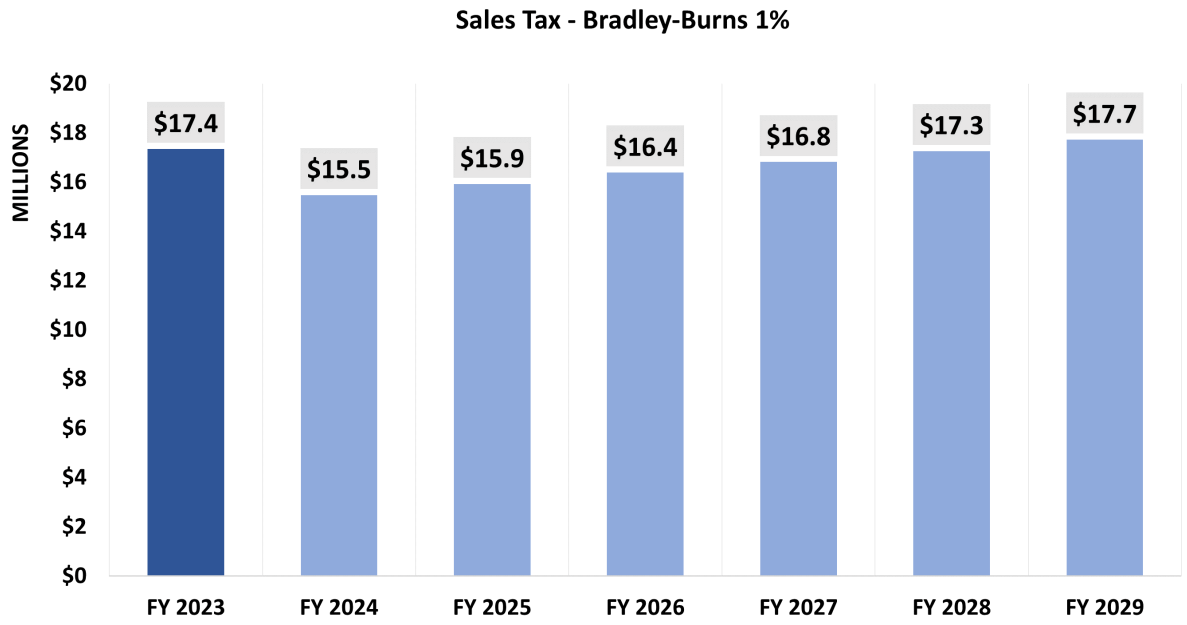


Sales Tax (Bradley Burns)

"Retail spending in the U.S. rose 0.7% in March, marking the second consecutive month of growth and reflecting the strength of the consumer driven by a robust job market. Despite a slower pace compared to February, the increase surpassed economists' projections, with online sales and specialty stores experiencing solid growth, indicating continued strong consumer spending, which has remained resilient despite inflation and elevated interest rates." Source: HdL April 2024

Sales Tax Forecast

HdL Companies, the City of Newark's Sales Tax Consultant, completed a sales tax trends and economic drivers forecast for the State of California, examining sales tax for seven major industry groups, including: Business and Industry; Autos and Transportation; Building and Construction; Restaurants and Hotels; General Consumer Goods; Fuel Service and Stations; and Food and Drugs. The following details statewide as well as local trends within the aforementioned industry categories.



Newark's Sales Tax forecast reflects a mix of factors influencing revenue. Sales Tax accounts for approximately 11% of the total operating revenue, making it the second largest revenue source after property tax revenues.

Actuals for FY 2023 totaled $17.4 million, a result of misallocations within the business sector and one-time increases from large equipment purchases. However, the corrections of the misallocations is expected to decline in the coming years, with projections of $15.5 million for FY 2024, $15.9 million for FY 2025, $16.4 million for FY 2026, $16.8 for FY 2027, $17.3 million for FY 2028, and $17.7 million for FY 2029.

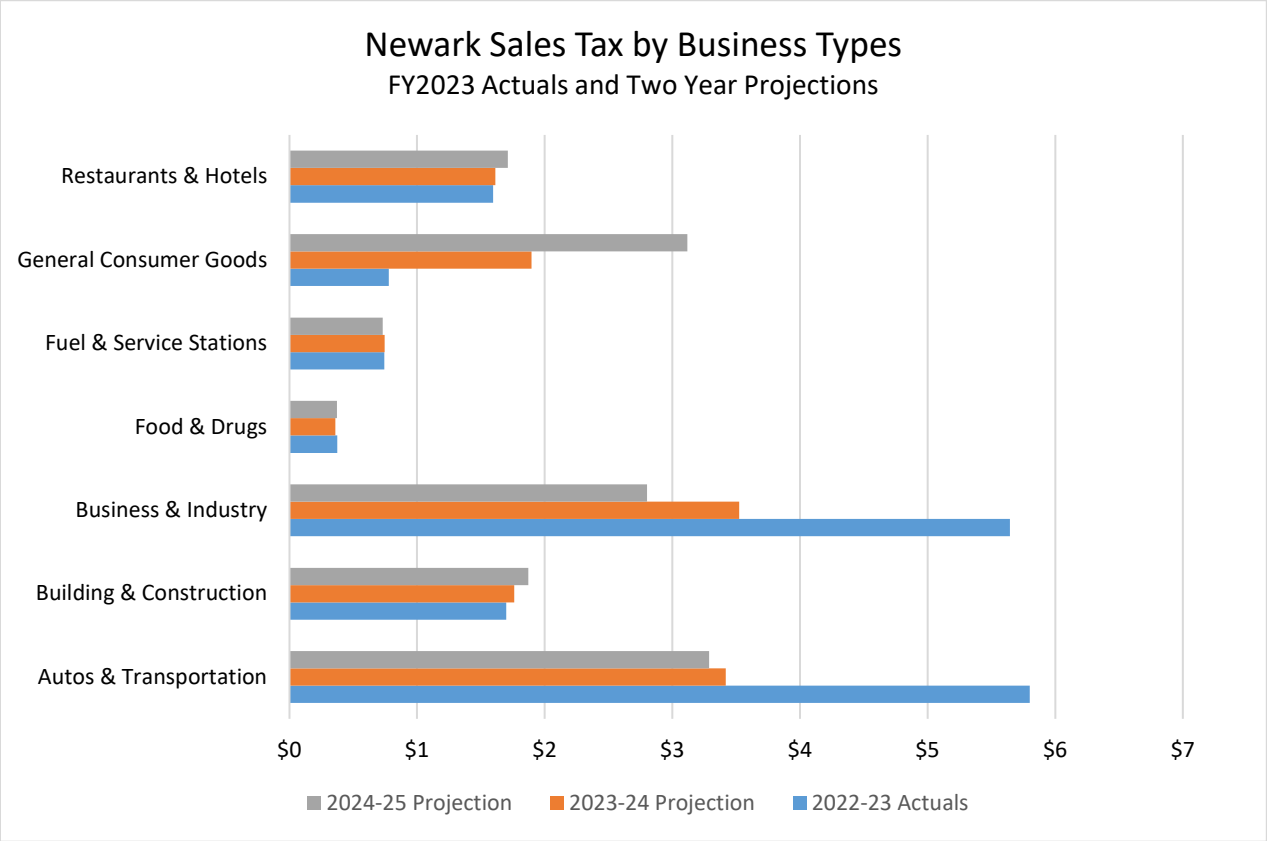
Autos & Transportation, which is estimated to decline 41.1% in FY 2024, is expected to stabilize and then gradually increase in the following years, indicating a positive trajectory for this industry segment. Similarly, Building & Construction is projected to see consistent growth, with incremental increases forecasted through FY 2029.

Business & Industry, despite a significant decline of 37.6% in FY 2024, is anticipated to rebound and show modest growth over the forecast period. The Food & Drugs sector is expected to

experience minor fluctuations but overall maintain a positive trajectory with slight increases in revenue.

Fuel & Service Stations, General Consumer Goods, Restaurants & Hotels, and State & County Pools are all projected to demonstrate steady growth over the forecast period, albeit with varying rates of increase. However, it's essential to note that these projections are subject to economic conditions, consumer behavior, and other external factors that may influence sales tax revenue.

Overall, while the City faced challenges in FY 2023, the forecasted growth across multiple sectors indicates a promising outlook for Newark's sales tax revenue in the coming years, suggesting a gradual recovery and stabilization of economic activity.



The following provides highlights of activity within the major industry groups.

Business and Industry

In the state, after several years of growth, this sector experienced a 2.2% decline. Among the sector's 21 segments, only six saw positive growth. Fulfillment centers, which contribute 31% of total revenues, remained relatively stable as e-commerce continued to fulfill orders from warehouses in California. The most significant increase was observed in the energy/utilities

segment, driven by regional energy and solar projects. However, the medical/biotech sector contracted due to decreased demand for equipment and supplies. Both heavy and light industries faced challenges related to inventory, pricing, and demand, while sales in business-to-business and office equipment-IT slowed down. Considering the factors affecting these sectors, HdL forecasts limited growth for the current year, followed by gradual expansion in subsequent years.

In Newark, the Business & Industry sales tax category for FY 2023 experienced a significant spike, reaching $5.65 million marking a notable increase from the previous year. This surge can be attributed to a few one-time large expenditures, such as equipment purchases and capital investment, and misallocations from businesses. The future projections reflect an adjustment in both business purchases and reallocations of funds over the next five years.

Looking ahead to the forecast for the years 2024 through 2029, steady growth is anticipated, albeit at a more moderate pace compared to the sharp increase observed in FY 2023. The forecast predicts a gradual but consistent rise in sales tax revenue within the Business & Industry category. This growth trajectory reflects the ongoing stabilization of economic conditions and the continued adaptation of businesses to changing market dynamics. While the rate of growth may taper slightly in the later years of the forecast period, overall stability and positive momentum are expected to characterize the Business & Industry sector's contribution to tax revenues in the City.

Autos and Transportation

Throughout the state the pricing of new vehicles, especially in the electric and luxury sectors, is changing due to inflation. As dealership inventories stabilize, manufacturers are offering more incentives, leading to lower prices and affecting tax revenues. Dealerships face more competition and high lending rates, making buyers cautious. Credit conditions are tightening, slowing down market activity. While sales dropped by 3.6% in FY 2024, they're expected to rise by 2.0% in FY 2025, indicating a potential recovery. Projections suggest a gradual return to market stability, with a modest recovery expected later in 2024 due to lower financing rates.

The notable surge in sales tax within the Autos & Transportation sector during FY 2023, with actuals reaching $5.8 million, was primarily attributed to a misallocation of sales tax from certain auto-related businesses. However, this misallocation has been identified and corrected, leading to adjustments in the future projections for this sector. The adjusted forecast for FY 2024 is $3.42 million, and for FY 2025, it is $3.29 million. While the current projections reflect these corrections, it's important to note that further adjustments may be necessary as the City continues to refine their understanding of the sector's dynamics and tax allocation processes.

Building and Construction

The Building and Construction sector experienced mixed trends throughout the State, with a notable increase in demand for storm-damaged roofing repairs driving growth. Material suppliers

and roofing contractors reported heightened business activity, leading to longer waitlists. Optimism among contractors is fueled by new project bids for infrastructure work, supported by the Infrastructure Investment and Jobs Act (IIJA) which aims to address a wide range of infrastructure needs across the country with a historical investment of approximately $1.2 trillion by the United States Congress. However, home improvement centers and lumber retailers saw declines due to factors like high mortgage rates not yet at levels to stimulate new construction. Locally, Newark's revenue in this category is projected to increase by approximately 4.1% to $1.76 million for FY 2024, reflecting modest growth prospects despite national fluctuations.

Restaurants and Hotels

In California, the Restaurants and Hotels sector is facing challenges amid rising menu prices, leading to reduced dining-out frequency among consumers. The minimum wage hike for fast-food restaurants, effective April 1, 2024, exacerbated the situation. To offset operational cost increases, restaurateurs are implementing strategic price adjustments, aiming to balance affordability and profitability. However, some establishments have resorted to noticeable menu price surges, attracting national attention. Despite consumers' continued desire for dining out and travel, they are making more budget-conscious choices, contributing to slower sector growth. Locally, Newark received $1.5 million in revenue for FY 2023, with projected increases of approximately 6.67% to $1.6 million for FY 2024, reflecting modest yet steady growth expectations for FY 2025.

General Consumer Goods

The General Consumer Goods sector experienced a decline in local tax allocations across various business types during the 2023 holiday quarter, reflecting softer-than-expected performance in core retail categories. This downturn signals a tightening of family budgets, aligning with recent CPI readings indicating flat prices for core goods. Consequently, near-term outcomes are anticipated to be more influenced by shifts in consumption patterns rather than pricing dynamics. While borrowing costs remain high and access to affordable credit has diminished, the forecast has adjusted downward for the current fiscal year. The opening of Costco in November 2023 has projected revenue increases for Newark, with $778,787 received for FY 2023, and projections of $1.89 million for FY 2024. The sooner the Federal government implements rate cuts, the sooner consumers may experience relief, potentially leading to a return to non-essential purchases. The outlook anticipates mild growth for FY 2025.

Fuel and Service Stations

The Fuel and Service Stations sector saw a decrease in the fourth quarter of 2023, largely attributed to the fluctuating prices of regular and diesel fuel. Despite the initial surge followed by a decline in oil barrel costs, which helped offset the overall reduction in sales tax, the sector

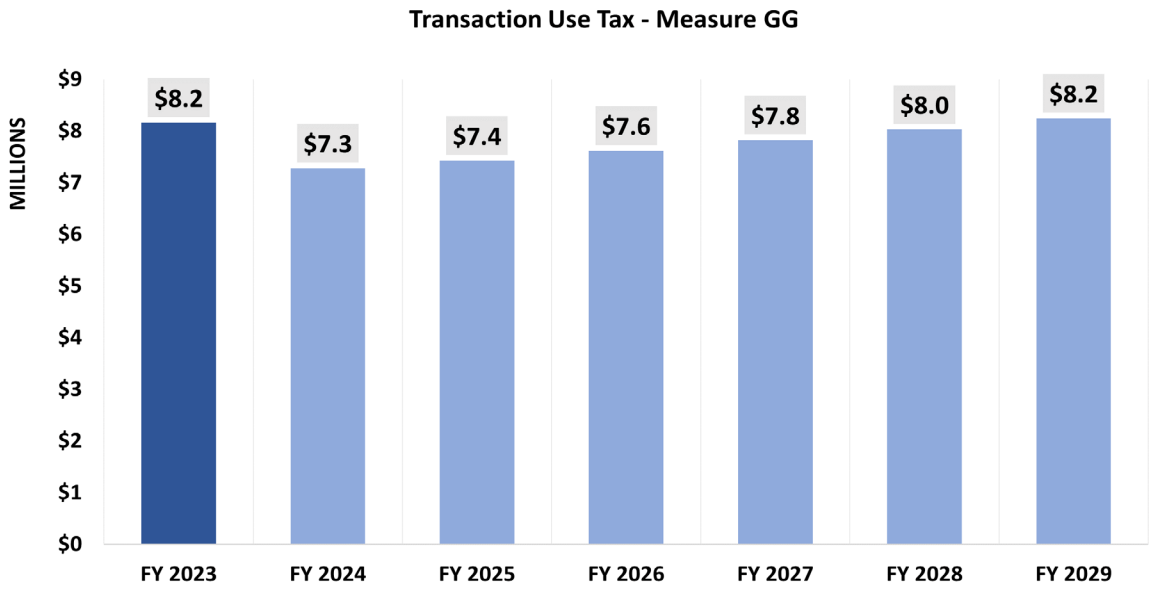
experienced a downturn. A typical seasonal pattern of pump prices is expected throughout 2024 and 2025, with an anticipated boost in the spring and summer months followed by a decrease in late fall and early winter. Projections suggest a slight increase in FY 2025 before stabilizing at 2% growth in subsequent years.

Food and Drugs

Despite plateauing inflation, consumer spending at grocery stores experienced a notable 5% decline in the fourth quarter of 2023. With expectations of stagnant sales, shoppers exercised restraint in their spending habits. Convenience-liquor stores faced shrinking profits, partly due to the shift towards caffeinated non-alcoholic beverages among younger adults. Additionally, the closure of several locations by a major drug store chain prompted consumers to seek alternatives, including ecommerce platforms. As this sector undergoes restructuring through closures, mergers, and efforts to rebuild consumer trust, it is expected that tax revenues will decrease in the current fiscal year before gradually rebounding in the upcoming fiscal year.

Measure GG (One-Half Cent Sales Tax)

In November 2016, voters approved Measure GG, a one-half percent transaction and use (sales) tax increase, beginning April 1, 2017. This sales tax aimed to boost general fund revenues, enabling the City to construct a new Civic Center, comprised of a Police Station, Library, and City Hall. The tax is slated to end 25 years after its collection commences, unless extended by voters. Since its implementation, the actual revenues were $8.2 million in FY 2023 and estimates include a 10.8% decrease to $7.3 million in FY 2024. Further projections indicate a further slight decrease to $7.4 million in FY 2025, followed by gradual increases in subsequent years: $7.6 million in FY 2026, $7.8 million in FY 2027, $8 million in FY 2028, and $8.2 million in FY 2029.

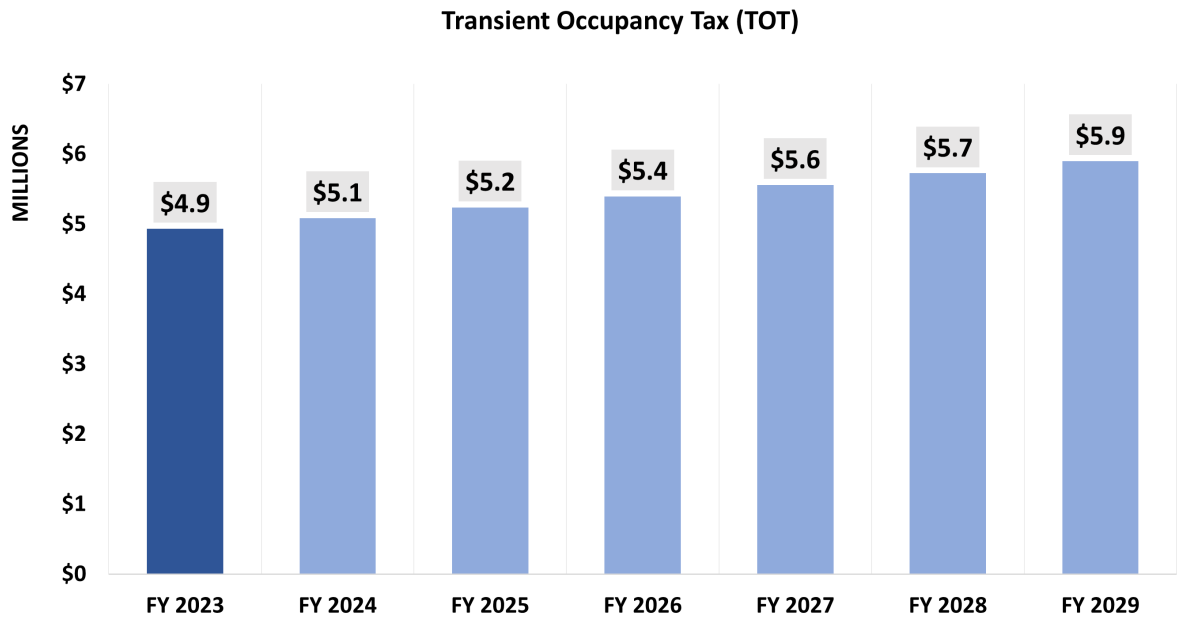


Transient Occupancy Tax

Transit Occupancy Tax (TOT) is a crucial source of revenue for the City of Newark, levied at a rate of 10% on hotel room charges. With a diverse range of accommodations, including well-known brands like Doubletree by Hilton, Homewood Suites, and Courtyard by Marriott, the City boasts a total of 11 hotels. These establishments collectively offer a substantial number of rooms, contributing to the overall tourism and hospitality sector of Newark. As a significant revenue generator, TOT plays a vital role in supporting local infrastructure, services, and community initiatives within the City.

Hotels in Newark as of May 2024	Rooms
Doubletree by Hilton	315
Homewood Suites	192
Courtyard by Marriott	181
Aloft by Marriott	172
Residence Inn (Marriott)	168
EZ8 Motel	141
Chase Suites	10
SpringHill Suites (Marriott)	119
Staybridge Suites (IHG)	104
Wyndham Garden (formerly Comfort Inn)	101
Hyatt Place	112

Transient Occupancy Tax (TOT) in Newark has demonstrated a robust recovery, indicating a healthy return to economic stability. While business and leisure travel continue to improve post-pandemic, the projected 2024 TOT revenue of $5.1 million is still under pre-pandemic levels, which was $6.7 million in FY 2019. The trajectory shows the hotel industry rebounding with a $5.9 million estimate by FY 2029. This upward trend signifies a positive outlook for the City's financial health and sustainability over the long term. The consistent growth in TOT revenue reflects renewed confidence in Newark's tourism and hospitality sector, suggesting increased visitor activity and spending within the City. As TOT revenues continue to climb, Newark can anticipate enhanced funding for local infrastructure, services, and community initiatives, further reinforcing its position as a vibrant and thriving destination.


Transient Occupancy Tax (TOT)
MILLIONS
$7
$6
$5
$4
$3
$2
$1
$0
$4.9
$5.1
$5.2
$5.4
$5.6
$5.7
$5.9
FY 2023
FY 2024
FY 2025
FY 2026
FY 2027
FY 2028
FY 2029

FIVE YEAR FORECAST

Revenue Sources ($ in Millions)	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
PROPERTY TAX	$ 30.58	$ 33.00	$ 34.44	$ 35.93	$ 37.47	$ 39.10
SALES TAX	15.48	15.93	16.39	16.82	17.27	17.73
MEASURE GG	7.28	7.43	7.62	7.82	8.03	8.25
TRANSIENT OCCUPANCY TAX	5.09	5.24	5.40	5.56	5.73	5.90
UTILITY USERS TAX	4.37	4.46	4.55	4.64	4.73	4.83
OTHER TAXES	2.15	1.99	2.03	2.04	2.07	2.11
FRANCHISE FEES	4.86	5.07	5.30	5.54	5.79	6.05
LICENSES PERMITS & FEES	3.85	3.64	3.90	3.93	3.93	3.96
RECREATION PROGRAM FEES	2.21	2.25	2.31	2.36	2.37	2.42
OTHER REVENUES	6.36	5.20	4.83	4.86	4.89	4.91
TOTAL REVENUES	$ 82.23	$ 84.21	$ 86.77	$ 89.50	$ 92.28	$ 95.26

Expenditures by Category ($ in Millions)	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
PERSONNEL	$ 38.90	$ 40.33	$ 41.17	$ 42.37	$ 43.59	$ 44.88
NON-PERSONNEL EXPENDITURES	$ 20.27	$ 23.25	$ 23.79	$ 24.81	$ 25.56	$ 26.68
ACFD FIRE SERVICES	13.12	13.44	13.81	14.20	14.60	15.01
TOTAL EXPENDITURES	$ 72.29	$ 77.02	$ 78.77	$ 81.38	$ 83.75	$ 86.57
CIVIC CENTER DEBT PAYMENTS	4.82	4.82	4.82	4.82	4.83	4.46
NET OPERATING RESULTS BEFORE TRANSFERS	$ 5.12	$ 2.37	$ 3.18	$ 3.30	$ 3.70	$ 4.23

Transfers & One-Time Payments ($ in Millions)	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
(+) TRANSFERS IN [a]	$ 16.54	$ 0.26	$ 0.10	$ -	$ -	$ -
(-) TRANSFERS OUT [b]	7.00	-	-	-	-	-
(-) MEASURE GG EXCESS [c]	2.45	2.60	2.79	2.99	3.19	3.77
(-) PENSION/OPEB ADP & SECTION 115 TRUST [d]	12.00	-	-	-	-	-
NET OPERATING RESULTS AFTER TRANSFERS	$ 0.21	$ 0.03	$ 0.49	$ 0.31	$ 0.51	$ 0.46

(a) From Special Revenue Fund for the Police analytics software (FY 2024 = $100K) (FY 2025 = $100K) (FY 2026 = $100K).
From Pension/OPEB Reserve Fund 103 for a planned Section 115 Trust (FY 2024 = $12M).
From ARPA Fund 382 (FY 2024 = $4.5M).

(b) To Capital Improvement Fund 610 for the maintenance of capital projects (FY 2024 = $7M).

(c) Excess Measure GG revenue after debt service payments (FY 2024 = $2.5M) (FY 2025 = $2.6M) (FY 2026 = $2.8M).

(d) Payment for establishment of planned Section 115 Trust (FY 2024 = $12M).



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Transition to a Post-COVID Economy and Development Forecast

As California emerges from the COVID-19 pandemic, the state's economy is navigating a landscape reshaped by enduring challenges and emerging opportunities. Despite the significant downturns experienced by state-wide industries such as tourism and hospitality and the tech sectors, Silicon Valley (including Newark) demonstrated resilience, continuing to thrive and bolstering the state's economic outlook. Over the next two years, important California industries are expected to continue their recovery, a testament to the state's economic resilience. One measure of this recovery and stability is exemplified by the hotel sector, particularly business travel. Although the sector has not fully recovered from pandemic-related declines, there are signs of stabilization and projections for modest growth. The end of shelter-in-place and mask mandates have allowed economic and social activities to resume, resulting in the growth of government revenues.

Local governments across California have faced unique challenges and transitions in the aftermath of COVID-19. The pandemic inflicted severe financial strain on municipal budgets, primarily due to decreased revenue from sales and Transient Occupancy (TOT) taxes, which are vital for funding public services. However, in response to these challenges, many localities have taken proactive measures, prioritizing essential services and seeking federal and state aid to mitigate financial shortfalls. As the state progresses in its recovery, local governments focus on rebuilding and enhancing their economic bases. Efforts include investing in local business development and leveraging technology to improve governmental efficiency and community engagement. This period of transition is also seeing a greater emphasis on economic diversification to build more resilient local economies that can withstand future shocks.

Area-Wide Economic Development Trends in a Post-COVID Era

The pandemic accelerated certain trends that define the state’s economic recovery. Remote work, for instance, has become more prevalent, prompting a reevaluation of commercial real estate needs and contributing to a surge in suburban residential development. This shift has also spurred infrastructural changes, such as increased demand for broadband access, that present logistical challenges and growth opportunities in telecommunications and related industries. Additionally, the pandemic has catalyzed California's commitment to green technologies, with increased investments in renewable energy and electric vehicles, supporting environmental goals and job creation.

Despite these positive strides, California and the Bay Area nine-county region face significant challenges. The state's economy is marked by a widening inequality gap, which the pandemic exacerbated. High living costs and disparities in health care and education access pose substantial hurdles, particularly for lower-income communities. Moreover, supply chain disruptions and labor shortages have stressed many businesses, complicating recovery efforts. Addressing these issues will require innovative policies and a concerted effort to ensure that the benefits of economic growth are widely shared, setting a sustainable path for all Californians in the post-pandemic world.

As described in “2024 Silicon Valley Index”, key economic indicator trends include:

- Employment—The largest technology companies in the region continue to reduce and adjust their workforce. The overall unemployment rate in the Bay Area varies by county. According to the State of California Employment Development Department, as of March 2024, unemployment rates range from 3.5% in San Mateo County to 4.6% in Alameda County. Newark’s unemployment rate is 4.4%.
- Commercial Space Vacancies – Office vacancy rates across the Bay Area rose to nearly 19 percent by the end of 2023, reflecting a transitioning economy and new patterns of remote work. The volume of commercial leases declined 22 percent over the previous year, leaving 31 million square feet unoccupied.
- Housing Affordability - Deep disparities in housing affordability exist across racial and ethnic groups. Eighteen (18) percent of White and 27 percent of Asian potential buyers can afford to purchase a median-priced home; this compares to only seven percent of Black or African American and nine percent of Hispanic or Latino purchasers.

In recent years, California has witnessed significant residential and commercial construction trends, deeply influenced by economic factors, opportunities, and challenges. Economically, construction costs remain high due to increased material and labor costs, making California one of the most expensive states in which to build new properties. The demand for housing continues to outpace supply, driven by the state's economy and relatively modest housing production. Residential construction projects have transitioned from low-density to higher-density residential buildings. Commercial development has slowed, reacting to increases in interest rates and tighter financing conditions, making it difficult for projects to secure the necessary funding. This is exacerbated by structural and societal changes in demand, such as remote work, the rise of e-commerce, and a downturn in commercial property values. Although there is a general

atmosphere of uncertainty in the commercial real estate market, the residential sector remains relatively strong, particularly for specific housing types such as for-sale townhomes.

The housing supply constraints that accelerated during the pandemic remain a significant concern. According to the Governor's Office, it is estimated that, over the next eight years, the State of California should be planning for 2.5 million new homes, with at least one million of those homes that meet the needs of lower-income households. This represents a yearly production of over 300,000 units per year. In reality, about 116,000 units are being built per year.

Local Development Activity

Similar to development and construction trends seen in California and the Bay Area region, Newark is experiencing a range of development activities across the commercial and residential sectors. As illustrated below, key commercial projects have recently commenced operations, but applications for new commercial projects have slowed. Residential development, both market-rate and affordable housing projects, remain active.

Commercial Development

Costco at NewPark Mall

In November 2023, Costco opened a 161,000-square-foot retail warehouse at NewPark Mall. Costco replaced the former JCPenney and Burlington Coat Factory retail spaces, as well as a portion of the in-line mall area. Costco also includes a 32-pump retail gasoline station, surface automobile parking, and improvements to an adjacent parking structure. Costco is expected to generate significant sales tax revenue and is providing local employment opportunities to the community.



Hyatt Place Hotel

In 2023, a new Hyatt Place Hotel began operating at 39888 Balentine Drive. This business-oriented hotel includes 112 guest rooms, 2,000 square feet of flexible meeting space, a restaurant, a lounge, a market, and an indoor pool. This hotel will contribute TOT revenue similar to other Newark hotels.



Prologis Light Industrial/Warehouse – Project Under Review

Prologis, a worldwide developer and owner of logistics-related industrial buildings and a significant property owner in Newark, has proposed a 315,000-square-foot flexible-use building on Central Avenue near the Union Pacific railroad tracks. This project is undergoing environmental review and may be scheduled for Planning Commission and City Council review by the end of 2024.



Commercial and Light-Industrial/General-Industrial development has traditionally been a strength in Newark. Since 2017, Newark has welcomed over one million square feet of advanced manufacturing, research and development logistics, and warehouse space to the community. Recent countywide studies have shown that demand for these uses is strong in southern Alameda County. To assess future opportunities, the City is undertaking a study of our existing industrial properties and the opportunities to develop additional space and attract businesses that would bring new jobs and revenue desired by the community.

Residential Development – Affordable Housing

An important component of building an inclusive community is to provide affordable housing opportunities within Newark. The City's General Plan 2023-2031 Housing Element and Municipal Code provide policy direction and requirements to encourage affordable housing development. In May 2021, the City council adopted a work plan to focus City staff's affordable housing policy and program efforts, and in October 2023, the city adopted the 2023-2031 Housing Element of the General Plan that will guide work to create more housing opportunities and support for residents in a fair and equitable manner over the next eight years.

Cedar Community Apartments

Allied Housing/Abode Services opened Cedar Community Apartments in 2023, providing 124 units of affordable housing at the former Marriot Towne Place Suite, an extended-stay hotel on Cedar Blvd. Cedar Community Apartments was made possible through a $38 million Homekey grant, a State of California program to provide affordable housing in converted hotels to low-income households and those who are experiencing homelessness or at risk of becoming



homeless. In addition to the Homekey Grant, the City invested $6 million in affordable housing impact fees for the hotel site purchase and conversion to affordable housing. Cedar Community Apartments received financial support from partner agencies throughout the county, including an Alameda County grant from federal HOME Investment Partnership/American Rescue Plan Act funds. Additional support was provided by the Housing Authority of the County of Alameda in the form of 60 federally funded Project Based Vouchers available to extremely low-income veterans.

Timber Street Senior Housing

Timber Street Senior Housing, a project by Eden Housing, a prominent Bay Area affordable housing developer, hosted a groundbreaking in May 2024 at a former light-industrial site on Timber Street near Central Avenue. This development will provide 79 one-bedroom units for low- and low-income seniors. On-site amenities include a community room with a kitchen, a podium courtyard with space for community garden planters, recreation, and organized activities, a computer learning center, an exercise room, a bicycle storage room, and offices to house on-site services staff. The City invested over $8 million in affordable housing impact fees and Alameda County Measure A1 housing obligation bond funds for the project. Construction is expected to be completed in early 2026.



In addition to the imminent affordable housing projects described above, the City has approved or is considering additional affordable housing projects, including:

- Bayside Newark – FMC Willow: Approved in 2022, this development would include 90 affordable rental units within a distinct building with ground-floor retail in the Bayside Newark neighborhood. Construction could begin in 2025.
- Satellite Affordable Housing Associates (SAHA) – Thorton Avenue: The City is reviewing a proposal from SAHA for 57 affordable apartments with one-, two-, and three-bedroom units. The City has invested $12 million in affordable housing impact fees for this project.

Residential Development – Market-Rate Housing

Newark is a regional leader in residential development, especially considering the modest size of the City's population. In the last five years, approximately 3,800 units have been constructed or are in construction, and an additional 1,400 units have received entitlement approvals. Recently approved residential projects include:

Cedar Homes

Robson Homes received approval for a 118-unit subdivision consisting of three-story single-family townhomes and duplexes on a former light industrial site on Cedar Blvd. Construction commenced in early 2024.

Cedar Townhomes by Waymark

Waymark Homes received approval for an 80-unit subdivision consisting of three-story townhomes on a former light industrial site near the Cedar Homes project described above. Construction is expected to commence in 2024.

Bayside Newark – FMC Willow

In 2022, Integral Communities received approval for a mixed-use project containing 279 market-rate townhomes in addition to the 90-unit affordable rental housing project with approximately 3,000 square feet of ground-floor retail described above. Construction could begin in 2025.

Residential Projects Under Review

In addition to the recently approved projects, the city is currently reviewing additional residential projects, as described in the following table.

Project Name	Location	Housing Type/Units
Lepakshi Homes	Old Town Newark, Thorton Avenue	88 for-sale condominiums; 13 for-sale affordable units
NewPark Plaza	Cedar Blvd/Balentine Avenue	800 market-rate apartments; 200 affordable apartments
Mowry Village	Mowry Avenue, west of Union Pacific railroad tracks	202 market rate, single-family detached homes

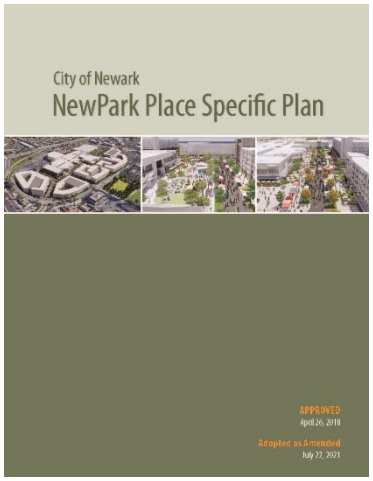
Specific Plans and Future Development

Over the past 20 years, Newark has prepared development visions, goals, and actions for specific neighborhoods to reimage former industrial areas with new, beneficial uses and to promote residential development on underutilized lands. The vision for these neighborhoods is contained in specific plans (as defined in the State of California Government Code) that have been adopted by the City Council and are available on the city's website.

The earliest-adopted specific plans for Areas 3 and 4 and Bayside Newark neighborhoods have been implemented over the years and are nearing completion. These neighborhoods have been developed primarily for residential uses and active open space. Some parcels in each specific plan area remain available for development, and development is expected to continue with improving economic conditions and property owner interest.

Specific plans that have been approved in the last four years also represent the City's vision for the physical and economic development of important areas. While earlier specific plans were focused primarily on residential development, recent plans such as the NewPark Place Specific Plan and Old Town Newark Specific Plan envision a mix of uses, residential and commercial, that will contribute to vibrant neighborhoods where the community can live, shop, work, and gather.

NewPark Place Specific Plan



In 2021, the City of Newark and Brookfield Properties, the owner of NewPark Mall, began implementing the NewPark Place Specific Plan. The Plan, adopted in 2018, has the vision to transform the NewPark Mall into a vibrant, urban place with modern residential units, retail, dining opportunities, community venues, and enhanced multi-modal streets and transit opportunities that will act as a premier Bay Area destination to revive the regional retail uses within the mall and act as an economic engine for the City of Newark. The Planning Commission and City Council held public hearings in June and July of 2021 to consider amendments to the Specific Plan and ultimately voted to approve the recommendations.

Brookfield Properties received entitlements for the first two development phases. The first was the Phase A Residential Project, a residential and retail mixed-use project with a total of 319 rental units (with 29 affordable units), approximately 3,700 square feet of ground floor retail, approximately 12,900 square feet of amenities such as a bike shop, clubroom, co-workspace, game room and fitness room, a pool courtyard, and enclosed parking with 506 parking stalls. The second project is a Costco warehouse and 32-pump retail fuel facility, as described earlier. These projects would serve as catalysts for the future redevelopment of NewPark Mall.

Although Costco was developed and commenced operation in 2023, the approvals for the Phase A residential project expired as of mid-2023. Negative economic trends, generally described above, contributed to the property owner's decision to pause residential development in the specific plan area. Future development will require new entitlements. Economic trends, particularly for regional malls, represent significant challenges to redeveloping large retail spaces in an environment where many transactions are performed and fulfilled online. The City will monitor trends, and, as before, adapt to changes in the economic environment to further our specific plan vision and goals.

Old Town Newark Specific Plan



The vision of this specific plan is to revitalize Old Town Newark as a vibrant mixed-use neighborhood, with a strong sense of place, thriving retail and commercial businesses, a range of housing choices for existing and future residents, a streetscape that prioritizes bicycles and pedestrians, and public space that allow community members to gather with their neighbors.

The Old Town Specific Plan brings together over 30 years of planning and analysis of the Old Town neighborhood to identify a grand vision that is supported by clear, realistic steps for implementation.

Relatively low commercial and residential rents have benefited small businesses. However, these low rents have prevented revitalization goals expressed in previous planning documents. Also, high construction costs are a burden for development. The specific plan implements long-standing goals for revitalization, including new multi-family and residential mixed-use development, by responding to current market conditions and State housing requirements. At the same time, the specific plan provides steps to maintain existing housing stock and avoid displacement of existing residents and businesses.



A key aspect of the specific plan is the planned Streetscape Improvement Project. The streetscape plan for Thornton Avenue in Old Town will catalyze revitalization. The streetscape plan will complement improvements in the private realm and create a safe, attractive destination for residents and visitors, whether on bike, foot, or in a vehicle. Thornton Avenue will be narrowed from four lanes to two lanes to promote slower vehicle speeds; dedicated bike lanes will be established; sidewalks will be expanded and new curb ramps will be installed to improve pedestrian access and allow outdoor seating; and enhanced lighting, landscaping, public art, and open plazas will be added to create new public spaces encouraging people to gather together in their community.

The streetscape project is partially funded from several grant sources, including the Metropolitan Transportation Commission's (MTC) One Bay Area Grant 3 (OBAG 3) program, Regional Measure 3 (RM3), Bay Area Air Quality Management District's (BAAQMD) Transportation Fund for Clean Air (TFCA) administered by the Alameda County Transportation Commission (Alameda CTC), and State funding secured by Assemblymember Alex Lee. Streetscape construction is expected to commence in 2025.

Summary

The City of Newark is recovering and adapting to a post-COVID economic landscape. The Bay Area region has shown resilience, particularly in the technology sector, to adapt to changing economic and societal changes. Resilience is set against a backdrop of evolving work patterns, notably the shift toward remote work that has reshaped commercial real estate demands and fueled suburban residential growth.

Significant challenges are faced by local governments in managing the fiscal impacts of the pandemic, with decreased revenues from sales taxes and Transient Occupancy Taxes putting strain on municipal budgets. In response, the City has prioritized essential services and leveraged federal and state aid to bridge financial gaps, all while making strategic investments to enhance our economic foundation.

Economically, construction costs remain high due to increased material and labor costs, making California one of the most expensive states in which to build new properties. The demand for housing continues to outpace supply, driven by the state's economy and relatively modest housing production. Residential construction projects have transitioned from low-density to higher-density residential buildings. Commercial development has slowed, reacting to increases

in interest rates and tighter financing conditions, making it difficult for projects to secure the necessary funding. This is exacerbated by structural and societal changes in demand, such as remote work, the rise of e-commerce, and a downturn in commercial property values.

Residential development, for both market-rate and affordable units, remains strong. Numerous residential projects have been approved and constructed, with additional projects under consideration.

Although important commercial projects have been built, the City has fewer proposals for new development, likely due to the challenging economic and financing conditions.

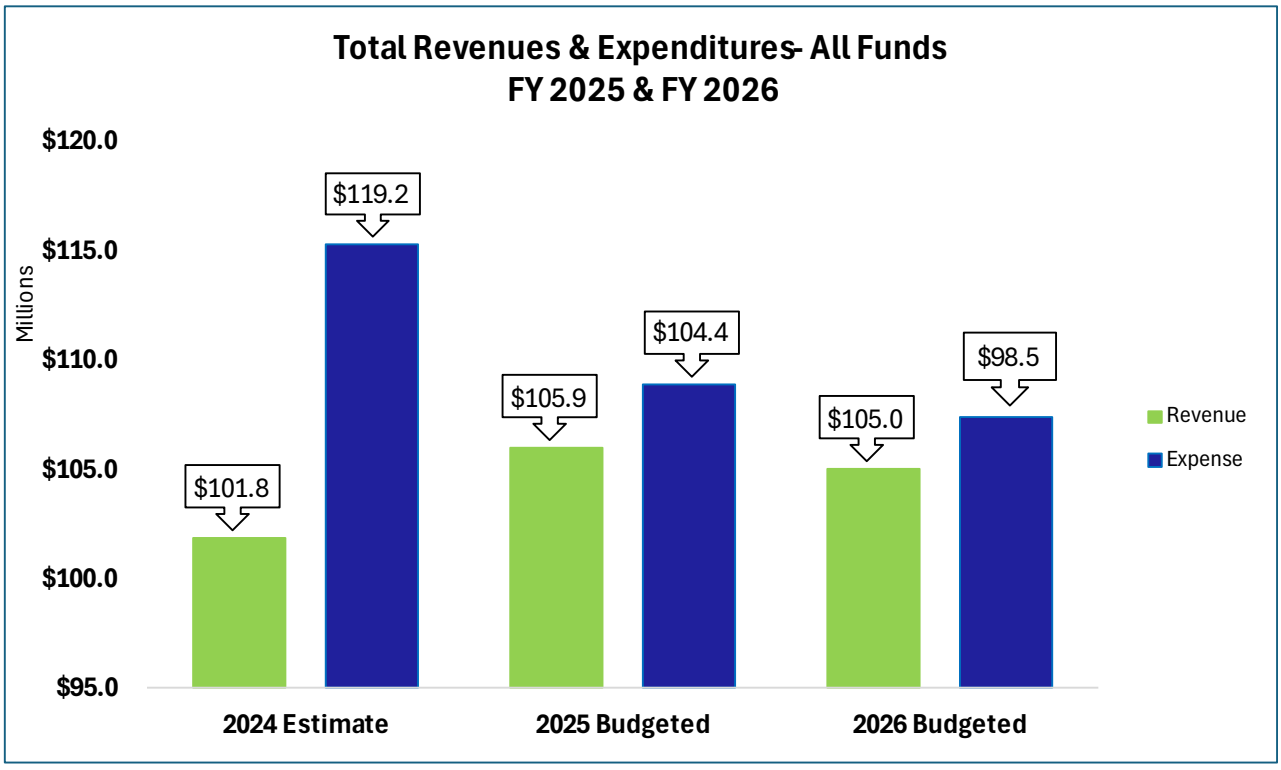
Looking forward, the City's previously adopted specific plans provide development visions for specific Newark neighborhoods, which provide common visions and clear goals, policies, and actions for future development.

All Funds Summary

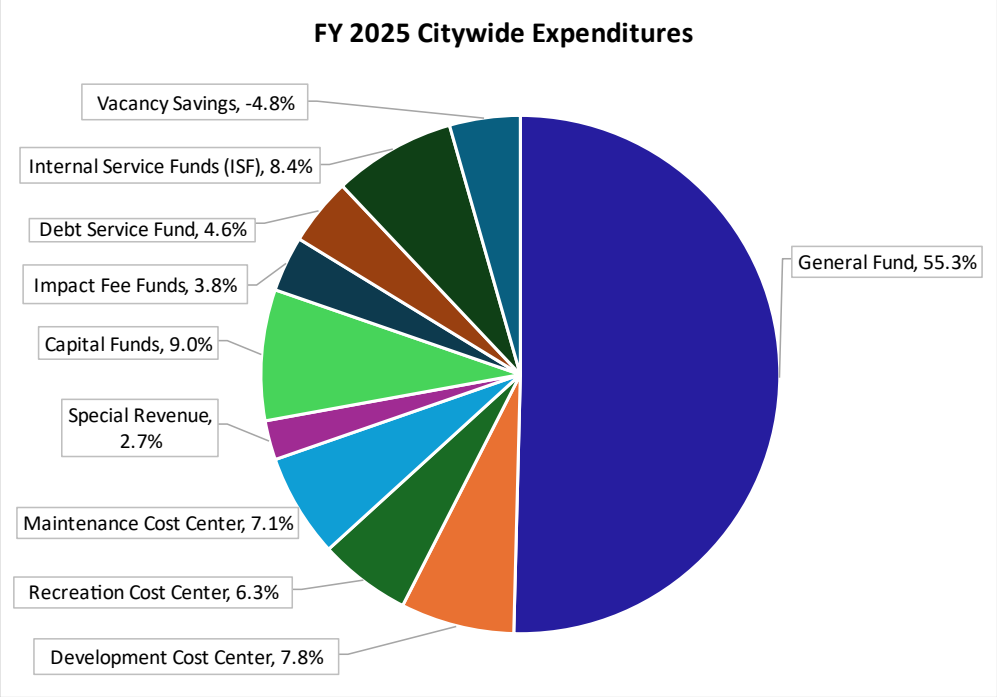
The All Funds Summary is comprised of all City funds which total all City expenses and revenues. The City's Budget consists of the General Fund, Cost Centers, Special Revenue Funds, Internal Service Funds, and Capital Projects Funds. These funds are combined in this summary and include both Operating and Capital budgets.

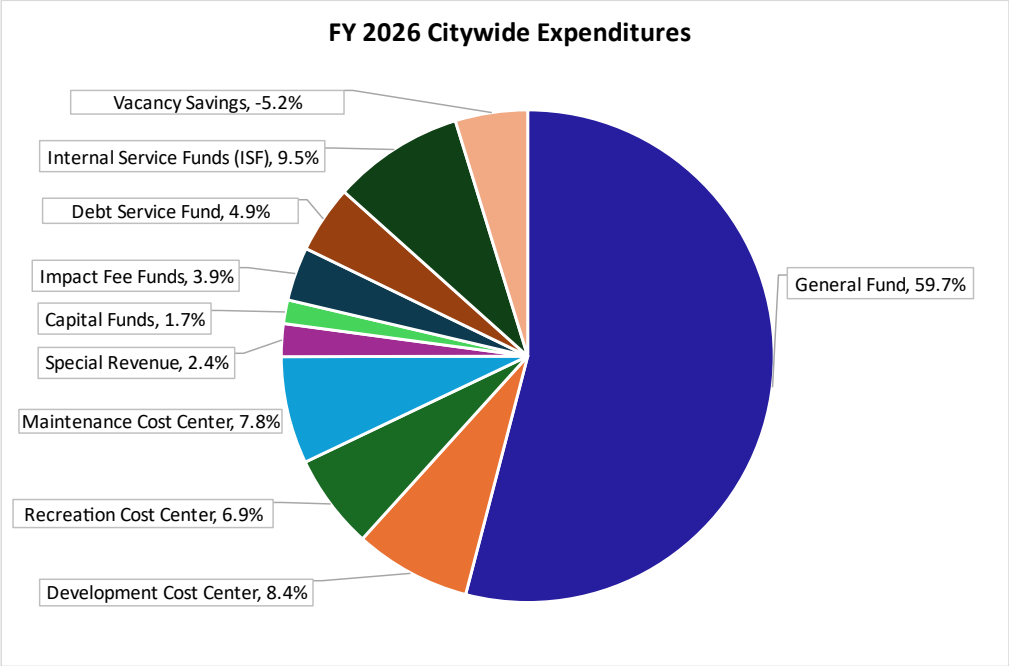
The revenue budget is approximately $105.9 million for FY 2025 and $105 million for FY 2026. This reflects a 4% increase between FY 2025 and FY 2024 projected revenues of $101.8 million, and a 0.9% decrease between FY 2026 budgeted revenues of FY 2025.

The expenditure budget is approximately $104.4 million for FY 2025 and $98.5 million for FY 2026. FY 2025 budgeted expenditures are projected to be about 12.4% lower than the FY 2024 estimate of $119.2 and FY 2026 is budgeted to be 5.6% less than FY 2025.



The FY 2025 expenditure appropriations in the General Fund are 55.3% and in FY 2026 are 59.7% of the City's Operating and Capital budget. Capital Funds make up the second largest portion of citywide expenditures, appropriating 9% of the budget in FY 2025. However, in FY 2026, Internal Service Funds (ISF) are the second largest expenditures, utilizing 9.5% of citywide budget. The negative expenditures of 4.8% in FY 2025 and 5.2% in FY 2026 represent estimated savings in the personnel budget applying a vacancy factor of 12%.

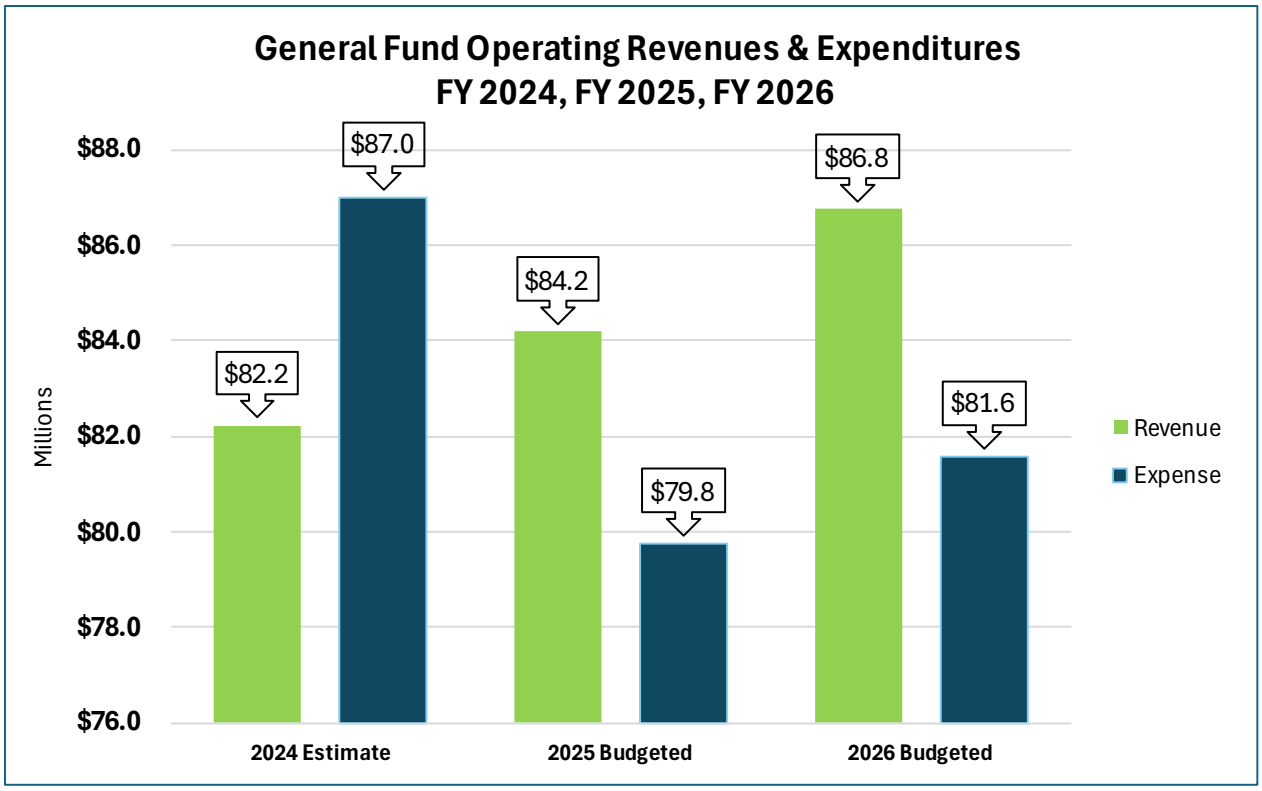




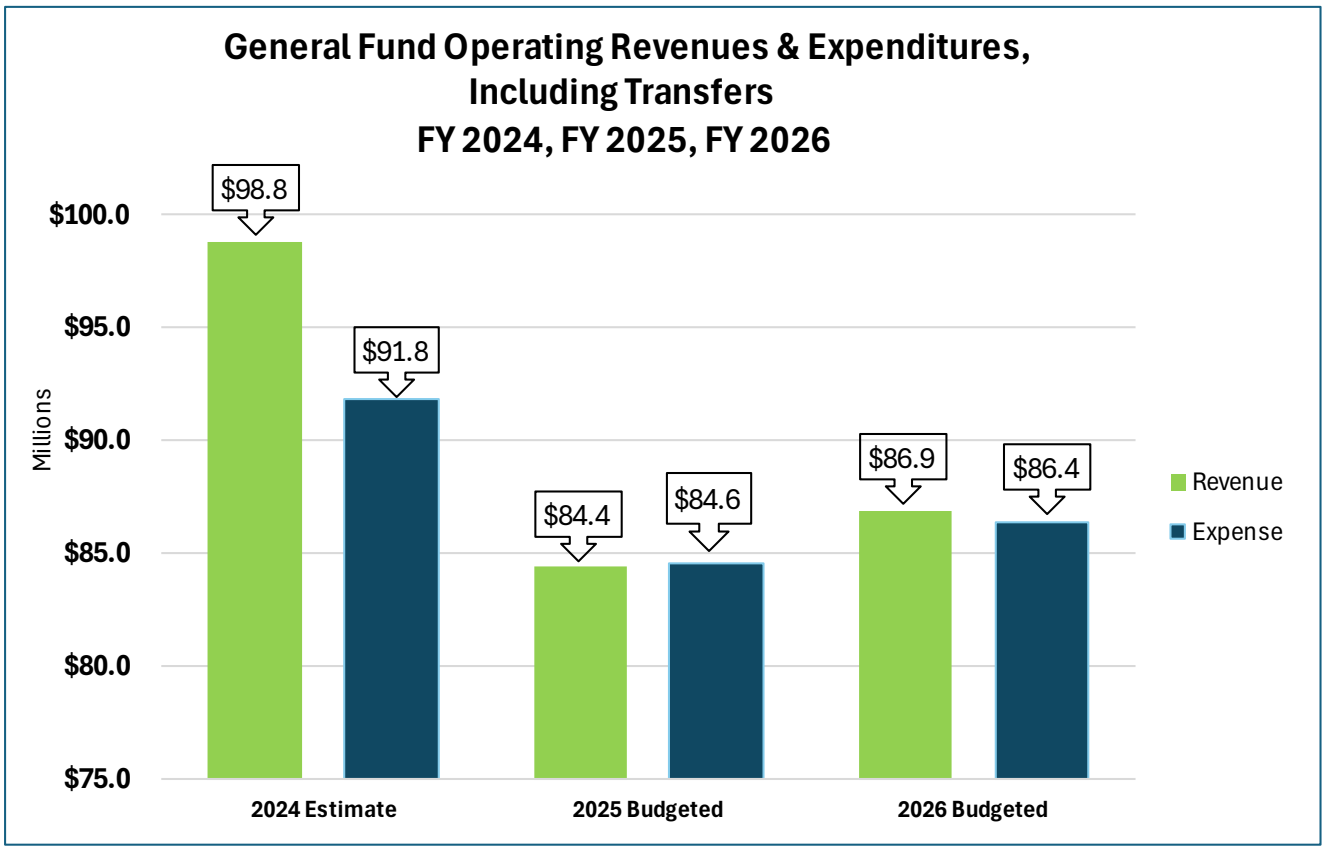
General Fund Summary

The City's General Fund operating revenues (before transfers) are budgeted at $84.2 million for FY 2025 and $86.8 million for FY 2026. This reflects a 2.4% increase between FY 2025 and FY 2024 projected revenues of $82.2 million, and a 3% increase between FY 2026 budgeted revenues over FY 2025.

General Fund operating expenditures (before transfers) are $79.8 million for FY 2025 and $81.6 million for FY 2026. FY 2025 budgeted expenditures are projected to be approximately 8.3% lower than FY 2024, as FY 2024 includes payment for the $12 million Pension Section 115 Trust. FY 2026 is budgeted to be 2.3% more than FY 2025.



Including transfers, net FY 2025 operating expenditures are $84.4 million, and includes a transfer of $4.8 million to the Debt Service Fund. Transfers-in from other Special Revenues to help fund operations are $257 thousand in FY 2025 and $100 thousand in FY 2026. For FY 2026, net operating expenditures are $86.4 million and includes the $4.8 million transfer to the Debt Service Fund.

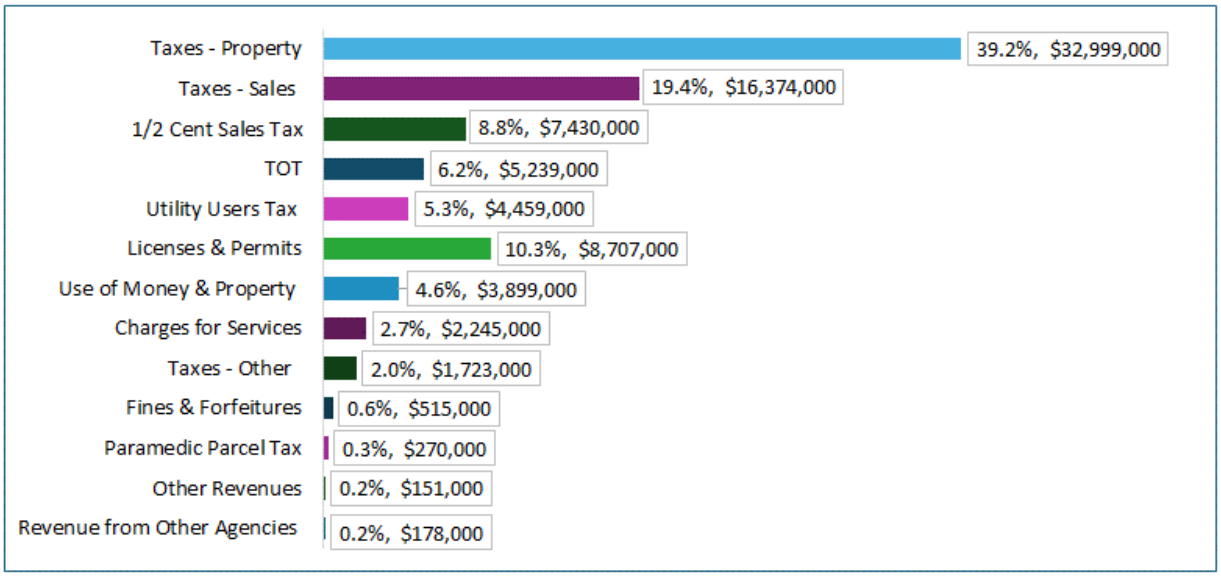


FY 2025 General Fund Revenue

The City of Newark's FY 2025 budgeted Operating Revenues are $84.2 million for FY 2025 and represents a 2.4% increase over FY 2024 projections of $82.2 million. Property tax continues to serve as the City's most stable source of revenue, accounting for 39.2% of total revenues and is expected to be $33 million, which is an increase of 7.9% over FY 2024. Sales and the Half-cent Sales Tax (Measure GG) of $23.8 million combined accounts for 28.2% of total revenue and is budgeted to be 2.9% higher than the previous fiscal year. Accounting for 6.2% of total revenue is Transient Occupancy Tax (TOT) at $5.2 million and is expected to increase 3% in FY 2025. Utility Users Tax (UUT), making up 5.3% of total revenue at $4.5 million, is budgeted to grow 1.7% over the prior year. Other taxes, comprised of Business License Tax and Property Transfer Tax, is budgeted to remain flat.

General Fund, License and Permit fees account for 10.3% of total operating revenue and is budgeted to be $8.7 million, compared to $9 million. This decrease is in part due to the exclusion of Landscape and Lighting Maintenance revenue which will be added in the budget separately. Charges for Recreation Services, accounting for 2.7% of operating revenue, is budgeted to remain flat at $2.2 million between FY 2025 and FY 2024. Use of Money is budgeted to be $3.9 million for FY 2025, and accounts for 4.6% of total General Fund Revenue. This includes budgeted investment earnings of $3.5 million and $400 thousand of rent and concession revenue. By comparison, FY 2024 projections are $4.6 million, comprised of $4.2 million of investment earnings and $390 thousand of rent and concessions revenue.

Budgeted General Fund and Cost Centers
Operating Revenue by Source
Fiscal Year 2025



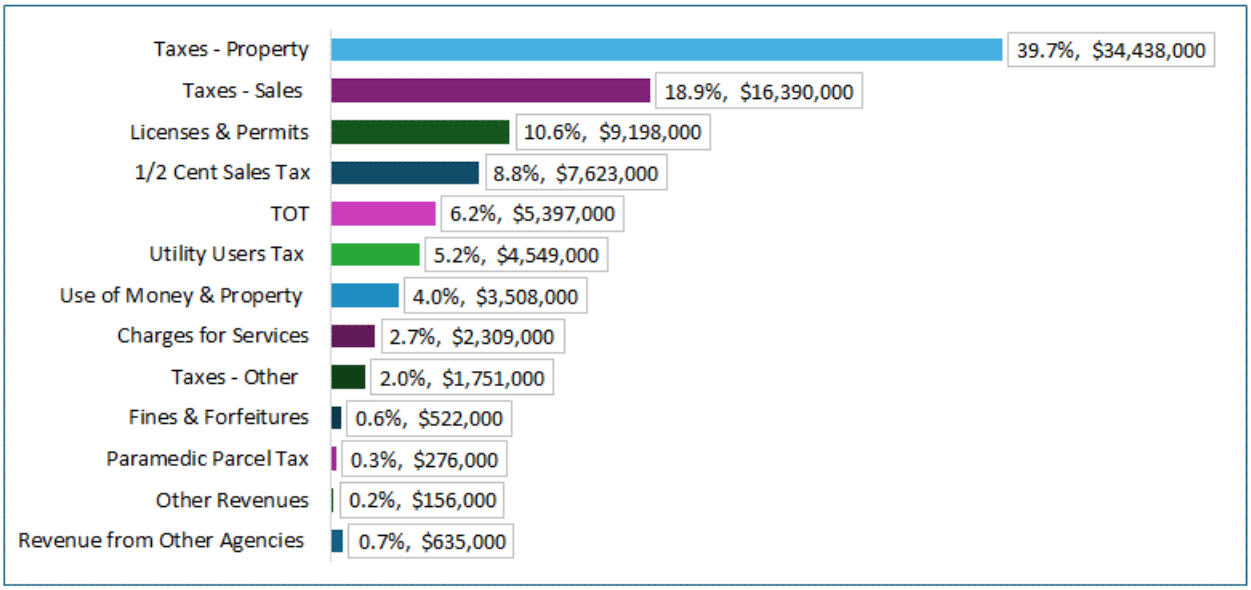
TOTAL	**$84,189,000**

FY 2026 General Fund Revenue

General Fund revenues budgeted in FY 2026 is at $86.8 million and represents a 3% increase over FY 2025. FY 2026 property tax of $34.4 million is budgeted to increase 4.4% over FY 2025. Accounting for the second highest largest revenue source, is Sales and the half-cent Sales Tax (Measure GG) of $24 million, which is budgeted to be 2.9% higher than FY 2025. Transient Occupancy Tax (TOT), which is 6.2% of total revenue, is budgeted to be $5.2 million and is an increase of 3% over FY 2025. Utility Users Tax (UUT), making up 5.2% of total revenue at $4.5 million, is budgeted to remain flat. Combined Business License Tax and Property Transfer Tax at $1.7 million is also budgeted to remain flat between FY 2026 and FY 2025.

General Fund From non-tax revenue, Licenses and Permits account for 10.6% of total operating revenue and is budgeted to be $9.2 million for FY 2026, compared to $8.7 million in FY 2025. This increase of $500k is due to anticipated higher franchise fees and construction permit revenue. Charges for Recreation Services, accounting for 2.7% of operating revenue in FY 2026 is budgeted to remain flat at $2.3 million. Use of Money is expected to be $3.5 million for FY 2026, and accounts for 4% of total General Fund Revenue. This includes budgeted investment earnings of $3.1 million and $400 thousand of rent and concession revenue.

Budgeted General Fund and Cost Centers
Operating Revenue by Source
Fiscal Year 2026

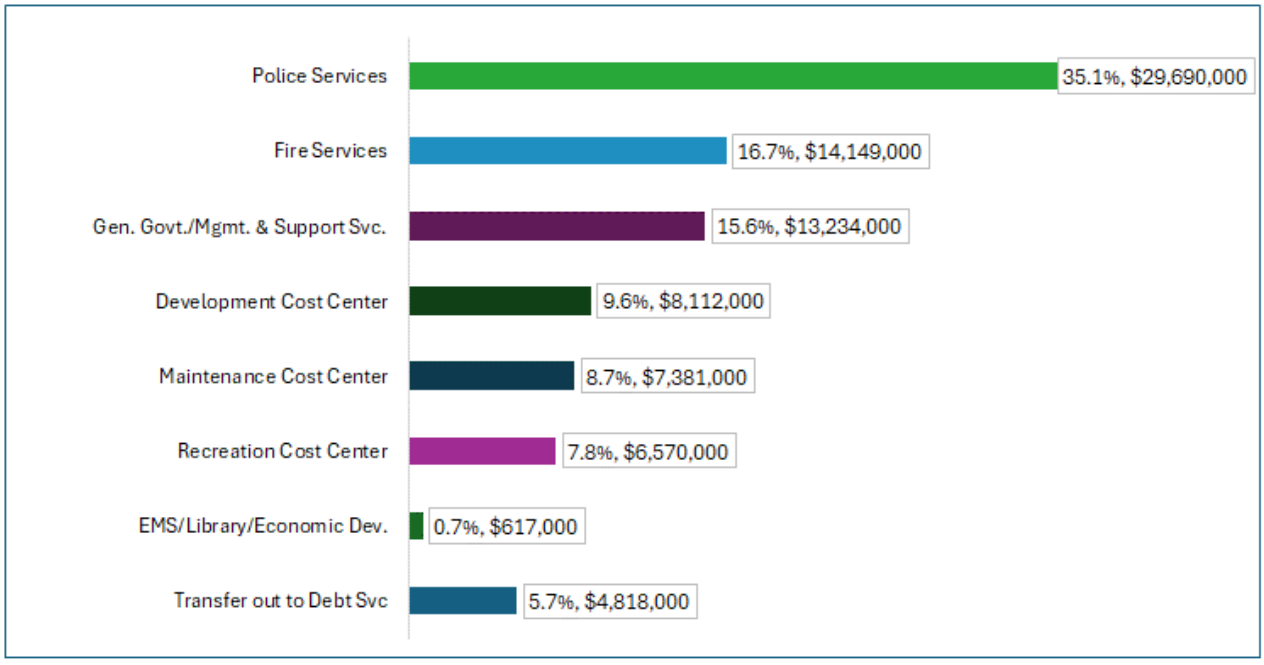


TOTAL	**$86,752,000**

FY 2025 General Fund Expenditures

The General Fund expenditures budget in FY 2025 is at $84.5 million, which is lower than the projected $91.8 million for FY 2024 because FY 2024 includes a $12 million payment to establish the Section 115 Trust to address the pension obligation. A similar payment is not planned in FY 2025. Of the total $84.5 million of budgeted operating expenditures, $42.6 million, or 50.4%, is attributable to personnel expenditures, which was increased in FY 2025 to reflect cost of living increases and higher benefit and pension costs. The remaining half of expenditures include department materials and supplies, contractual services, utility costs, travel and training, and internal service fund allocations. Non-personnel expenditures are budgeted to be higher than FY 2024 projections due to a combination of higher department program needs (such as expanding Emergency Services and Human Services), added expenditures for the Newark Resource Center, and inflationary pressures.

Budgeted General Fund and Cost Centers
Operating Expenditures
Fiscal Year 2025

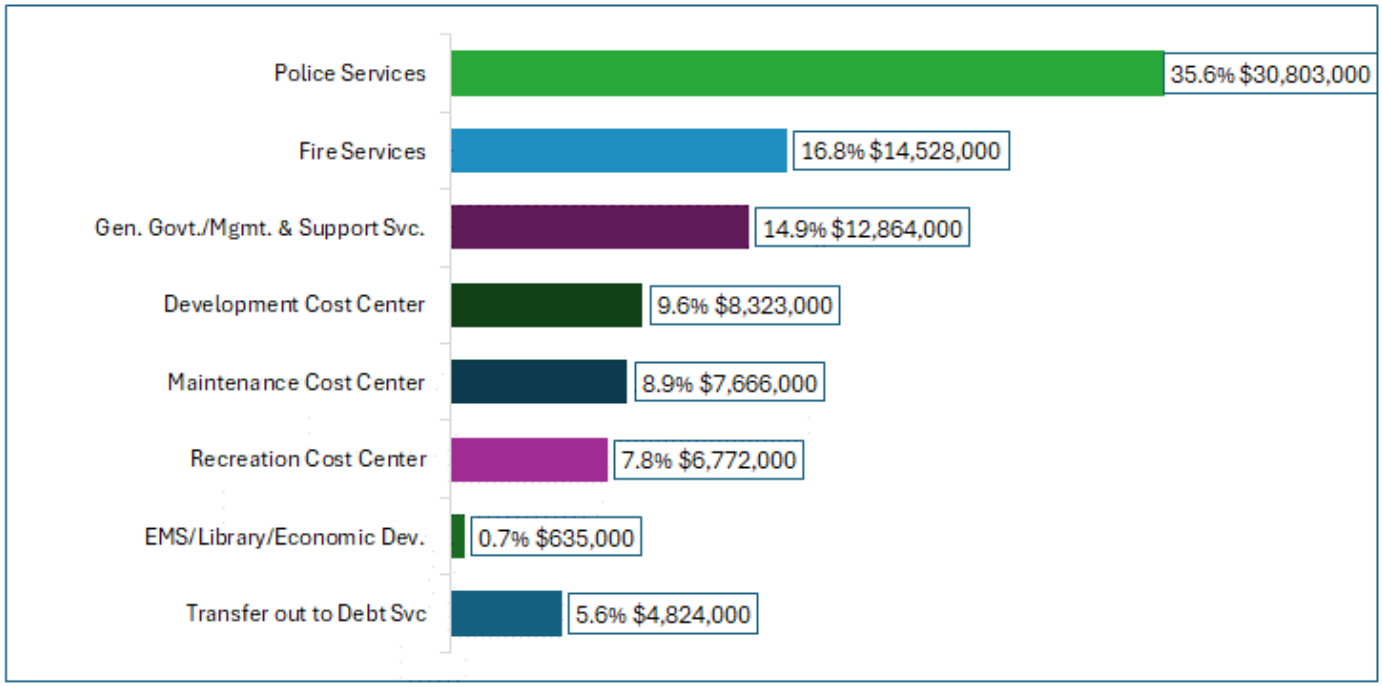


TOTAL **$84,571,000**

FY 2026 General Fund Expenditures

The FY 2026 General Fund expenditure are budgeted at $86.4 million and is 2.2% higher compared to budgeted expenditures in FY 2025. Of this total, half or $43.5 million, is attributable to personnel expenditures, which increased an average of 2.3% compared to FY 2025. The remaining $42.9 million of non-personnel expenditures increased slightly 2.62 compared to FY 2025, due mainly to anticipated inflation.

Budgeted General Fund and Cost Centers
Operating Expenditures
Fiscal Year 2026



TOTAL **$86,415,000**

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2023, 2024, 2025 and 2026

Code	Revenue by Source	2023 Actual	2024 Budgeted	2024 Estimate	2025 Budgeted	2026 Budgeted
	OPERATING REVENUE					
TAXES - PROPERTY, SALES, OTHER						
4010	Current Secured	20,595,000	22,347,000	22,348,000	24,219,000	25,277,000
4011	Current Secured - VLF	6,462,000	7,152,000	7,153,000	7,479,000	7,803,000
4012	Current Unsecured	997,000	970,000	1,204,000	1,301,000	1,358,000
4013	Prior Secured	193,000	118,000	169,000	-	-
4014	Prior Unsecured	-9,000	30,000	34,000	-	-
4015	Supplemental	415,000	111,000	112,000	-	-
4016	Penalties	79,000	-	21,000	-	-
4017	RDA	-169,000	-231,000	-462,000	-	-
4019	Paramedic Parcel Tax	266,000	233,000	264,000	270,000	276,000
4020	Sales & Use Taxes	17,352,000	15,170,000	15,481,000	15,926,000	16,390,000
4021	1/2 Cents Sales Tax (Measure GG)	8,163,000	7,283,000	7,283,000	7,430,000	7,623,000
4030	Transient Occupancy Tax	4,932,000	5,289,000	5,086,000	5,239,000	5,397,000
4040	Utility User Tax	4,219,000	4,371,000	4,371,000	4,459,000	4,549,000
4050.110	Business License	1,399,000	1,521,000	1,419,000	1,537,000	1,553,000
4050.120	Business License - Penalties	74,000	-	45,000	-	-
4050.130	Business License - Registration	88,000	-	81,000	-	-
4053	Documentary Transfer Tax	640,000	595,000	342,000	186,000	198,000
	Subtotal	**65,696,000**	**64,959,000**	**64,951,000**	**68,046,000**	**70,424,000**
LICENSES & PERMITS						
4101	Franchise Fees	4,731,000	4,873,000	4,855,000	5,072,000	5,299,000
4101.140	PEG Fees	68,000	50,000	56,000	57,000	59,000
4102	SB1186 $1 State Fee	10,000	-	-	-	-
4103	Animal License	8,000	9,000	9,000	10,000	11,000
4104	Document Reproduction & Certification	14,000	-	11,000	11,000	12,000
4105	Records Automation fee	104,000	100,000	105,000	95,000	100,000
4120	Spec NPD Fees-False Alarms	38,000	30,000	33,000	33,000	34,000
4122	Spec NPD Fees-Towing Administration	48,000	25,000	42,000	28,000	28,000
4123	Abandoned Vehicle Abatement	69,000	20,000	45,000	45,000	46,000
4125	Spec NPD Fees-Miscellaneous	22,000	-	4,000	4,000	5,000
4130	Special Fire Fee	6,000	7,000	6,000	-	-
4132	Spec FD Fee-Fire Permits	102,000	118,000	90,000	90,000	92,000
4135	Spec FD Fee Miscellaneous	2,000	-	2,000	2,000	2,000
4140	Home Occupation Fee	22,000	11,000	20,000	20,000	21,000
4141	Zoning Fee	221,000	200,000	200,000	200,000	204,000
4142	Code Enforcement	196,000	10,000	-109,000	-	-
4150	Bldg. Construction Permits	1,267,000	1,680,000	1,448,000	1,300,000	1,450,000
4151	Bldg. Permit Application Fee	109,000	70,000	96,000	80,000	85,000
4152	Bldg. Plan Review Fees	849,000	800,000	786,000	625,000	700,000
4154.110	Alarm User Permit	3,000	4,000	2,000	2,000	3,000
4154.120	Alarm User Permit - Renewal	6,000	2,000	4,000	4,000	5,000
4155	Strong Motion Fees	2,000	-	2,000	2,000	3,000
4156	Building Standards Fee	1,000	-	1,000	1,000	2,000
4157	Street & Curb Permit	192,000	250,000	250,000	230,000	235,000
4158	Plan Checking Fee	216,000	325,000	284,000	320,000	327,000
4159	Maintenance Fee	78,000	-	92,000	76,000	78,000
4160	Maintenance-Utility Charges	4,000	-	5,000	5,000	6,000
4161	Stormwater Quality Control Plan	-	5,000	7,000	7,000	7,000
4162	Storm Drain Fees	521,000	510,000	505,000	510,000	510,000
4163	Weed Abatement Fee	9,000	4,000	10,000	10,000	11,000
4164	Landscape & Lighting Maintenance	303,000	574,000	407,000	-	-
4165	EV Charging Fee	13,000	-	14,000	14,000	15,000
4199	Other Licenses & Permits	15,000	11,000	9,000	9,000	11,000
	Subtotal	**9,249,000**	**9,688,000**	**9,291,000**	**8,862,000**	**9,361,000**

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2023, 2024, 2025 and 2026

Code	Revenue by Source	2023 Actual	2024 Budgeted	2024 Estimate	2025 Budgeted	2026 Budgeted
FINES & FORFEITURES						
4610	Vehicle Code Fines	505,000	588,000	483,000	488,000	493,000
4611	Parking Fines	35,000	40,000	19,000	20,000	21,000
4612	Other Fines	1,000	6,000	6,000	7,000	8,000
	Subtotal	**541,000**	**634,000**	**508,000**	**515,000**	**522,000**
USE OF MONEY & PROPERTY						
4880	Investment Earnings	3,400,000	3,587,000	4,217,000	3,500,000	3,100,000
4881	Sweep Invest Earnings	2,000	-	-	-	-
4893	Silliman Concession	21,000	140,000	19,000	24,000	28,000
4891	Silliman Center Rentals	312,000	368,000	368,000	375,000	380,000
	Subtotal	**3,735,000**	**4,095,000**	**4,604,000**	**3,899,000**	**3,508,000**
INTERGOVERNMENTAL						
4701	Motor Vehicle-In-Lieu	49,000	57,000	59,000	48,000	48,000
4703	Prop 172 Public Safety Sales Tax	450,000	454,000	462,000	448,000	457,000
4704	Homeowner Relief	101,000	98,000	103,000	100,000	100,000
4705	Other State Grants	28,000	10,000	95,000	-	-
4720-4725	State Gasoline Tax	848,000	1,060,000	877,000	889,000	908,000
4742	Federal & County Grants	331,000	275,000	338,000	338,000	338,000
4750	POST Reimbursement	37,000	30,000	96,000	30,000	30,000
4790	Miscellaneous Services	82,000	228,000	34,000	-	-
4791	County Grants/Reimbursements	188,000	52,000	52,000	-	-
4792	Other State Grants	317,000	5,135,532	814,402	4,311,000	238,000
4793	Federal Grants	3,169,000	228,000	45,000	45,000	45,000
4795	Donations	11,000	-	1,000	-	-
	Subtotal	**5,611,000**	**7,627,532**	**2,976,402**	**6,209,000**	**2,164,000**
CHARGES FOR SERVICES						
4180	General Recreation Services	355,000	466,000	520,000	530,000	553,000
4181	Silliman General Aquatic Program	276,000	300,000	458,000	468,000	478,000
4182	Silliman Center General Admission	521,000	548,000	548,000	559,000	571,000
4183	Silliman Contract Classes	203,000	350,000	308,000	315,000	323,000
4185	Community Center Building Rental	57,000	67,000	36,000	23,000	24,000
4186	Child Care Activity	284,000	440,000	307,000	314,000	321,000
4187	Preschool Activity	19,000	45,000	22,000	23,000	24,000
4189	Senior Center Contract Classes	9,000	22,000	7,000	8,000	9,000
4190	Recreation Processing Fee	4,000	-	4,000	5,000	6,000
	Subtotal	**1,728,000**	**2,238,000**	**2,210,000**	**2,245,000**	**2,309,000**
OTHER REVENUES						
4905	Settlement-Court Cases	105,000	-	-	-	-
4910	Landscape & Lighting Contract Admin Fee	72,000	173,862	104,000	-	-
4990	Other Revenue	168,000	110,000	180,000	151,000	156,000
4995	Misc Reimbursement	48,000	6,000	105,000	-	-
4997	Proceeds From Asset Disposition	9,000	-	156,000	-	-
4998	Cash Short/Over	-	-	-	-	-
	Subtotal	**402,000**	**289,862**	**545,000**	**151,000**	**156,000**
	SUBTOTAL OPERATING REVENUE	**86,962,000**	**89,531,394**	**85,085,402**	**89,927,000**	**88,444,000**
	TOTAL OPERATING REVENUE	**86,962,000**	**89,531,394**	**85,085,402**	**89,927,000**	**88,444,000**

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2023, 2024, 2025 and 2026

Code	Revenue by Source	2023 Actual	2024 Budgeted	2024 Estimate	2025 Budgeted	2026 Budgeted
	CAPITAL FUNDS					
REVENUE FROM OTHER AGENCIES						
4723	State Gasoline Tax	337,000	390,000	395,000	403,000	412,000
4725	HUTA RMRA SB1	1,058,000	1,114,000	1,137,000	1,165,000	1,189,000
4730	Measure D Revenue	174,000	134,000	134,000	134,000	134,000
4740-4743	Measure BB/F	1,863,000	1,564,000	1,786,000	1,817,000	1,817,000
4790	Other Governmental Agencies	0	0	0	0	0
4793	Federal/County Grants	46,000	411,022	146,000	209,000	215,000
4995	Misc Reimbursement	-	-	380,000	-	-
	Subtotal	**3,478,000**	**3,613,022**	**3,978,000**	**3,728,000**	**3,767,000**
IMPACT FEES						
4143	Park Impact Fees	261,000	442,000	1,786,000	100,000	100,000
4144	Development Impact Fees	2,671,000	5,238,000	2,347,000	1,724,000	1,724,000
4145	Community Development Maint. Fees	552,000	11,000	771,000	593,000	593,000
4146	Art In Public Places	28,000	20,000	32,000	32,000	32,000
	Subtotal	**3,512,000**	**5,711,000**	**4,936,000**	**2,449,000**	**2,449,000**
	TOTAL CAPITAL FUNDS REVENUE	**6,990,000**	**9,324,022**	**8,914,000**	**6,177,000**	**6,216,000**
	INTERNAL SERVICE FUNDS					
OTHER REVENUES						
4980	ISF Charges from Other Departments	7,800,000	7,800,000	7,800,000	9,762,000	10,262,000
4990	Other Revenue	-	-	1,000	-	-
	Subtotal	**7,800,000**	**7,800,000**	**7,801,000**	**9,762,000**	**10,262,000**
	SUBTOTAL INTERNAL SERVICE REVENUE	**7,800,000**	**7,800,000**	**7,801,000**	**9,762,000**	**10,262,000**
	TOTAL INTERNAL SERVICE REVENUE	**7,800,000**	**7,800,000**	**7,801,000**	**9,762,000**	**10,262,000**
	TOTAL REVENUE	**101,752,000**	**106,655,416**	**101,800,402**	**105,866,000**	**104,922,000**
REVENUE SUMMARY RECAP						
	Operating Revenue	86,962,000	89,531,394	85,085,402	89,927,000	88,444,000
	Capital Funds Revenue	6,990,000	9,324,022	8,914,000	6,177,000	6,216,000
	Internal Service Fund Revenue	7,800,000	7,800,000	7,801,000	9,762,000	10,262,000
	TOTAL REVENUE	**101,752,000**	**106,655,416**	**101,800,402**	**105,866,000**	**104,922,000**

SUMMARY OF BUDGETED REVENUES
ALL FUNDS - Fiscal Year 2025

Code	Revenue by Source	General	Development Cost Center	Recreation Cost Center	Maintenance Cost Center	Total Operating	Special Revenue, Capital Funds & Other Funds
TAXES-PROPERTY, SALES, OTHER							
4010	Current Secured	24,219,000	-	-	-	24,219,000	-
4011	Current Secured - VLF	7,479,000	-	-	-	7,479,000	-
4012	Current Unsecured	1,301,000	-	-	-	1,301,000	-
4019	Paramedic Parcel Tax	270,000	-	-	-	270,000	-
4020	Sales & Use Taxes	15,926,000	-	-	-	15,926,000	-
4021	1/2 Cents Sales Tax (Measure GG)	7,430,000	-	-	-	7,430,000	-
4030	Transient Occupancy Tax	5,239,000	-	-	-	5,239,000	-
4040	Utility User Tax	4,459,000	-	-	-	4,459,000	-
4053	Documentary Transfer Tax	186,000	-	-	-	186,000	-
4050.110	Business License	1,537,000	-	-	-	1,537,000	-
	Subtotal	**68,046,000**	**-**	**-**	**-**	**68,046,000**	**-**
LICENSES, PERMITS & FEES							
4101	Franchise Fees	5,072,000	-	-	-	5,072,000	-
4101.140	PEG Fees	-	-	-	-	-	57,000
4103	Animal License	10,000	-	-	-	10,000	-
4104	Sale of Maps & Publications	11,000	-	-	-	11,000	-
4105	Records Automation fee	-	95,000	-	-	95,000	-
4120	Spec NPD Fees-False Alarms	33,000	-	-	-	33,000	-
4122	Spec NPD Fees-Towing Administration	28,000	-	-	-	28,000	-
4123	Abandoned Vehicle Abatement	45,000	-	-	-	45,000	-
4125	Spec NPD Fees-Miscellaneous	4,000	-	-	-	4,000	-
4132	Spec FD Fee-Fire Permits	90,000	-	-	-	90,000	-
4135	Spec FD Fee Miscellaneous	2,000	-	-	-	2,000	-
4140	Home Occupation Fee	-	20,000	-	-	20,000	-
4141	Zoning Review Fee	-	200,000	-	-	200,000	-
4150	Bldg. Construction Permits	-	1,300,000	-	-	1,300,000	-
4151	Bldg. Permit Application Fee	-	80,000	-	-	80,000	-
4152	Bldg Plan Review Fees	-	625,000	-	-	625,000	-
4154.110	Alarm User Permit	2,000	-	-	-	2,000	-
4154.120	Alarm User Permit - Renewal	4,000	-	-	-	4,000	-
4155	Strong Motion Fees	-	-	-	-	-	2,000
4156	Building Standards Fee	-	-	-	-	-	1,000
4157	Street & Curb Permit	-	230,000	-	-	230,000	-
4158	Plan Checking Fee	-	320,000	-	-	320,000	-
4159	Maintenance Fee	-	-	-	-	-	76,000
4160	Maintenance-Utility Charges	-	-	-	-	-	5,000
4161	Stormwater Quality Control Plan	-	7,000	-	-	7,000	-
4162	Storm Drain Fees	-	-	-	510,000	510,000	-
4163	Weed Abatement Fee	-	-	-	10,000	10,000	-
4165	EV Charging Fee	-	-	-	-	-	14,000
4199	Other Licenses & Permits	2,000	7,000	-	-	9,000	-
	Subtotal	**5,303,000**	**2,884,000**	**-**	**520,000**	**8,707,000**	**155,000**
CHARGES FOR SERVICES							
4180	General Recreation Services	-	-	530,000	-	530,000	-
4181	Silliman General Aquatic Program	-	-	468,000	-	468,000	-
4182	Silliman Center General Admission	-	-	559,000	-	559,000	-
4183	Silliman Contract Classes	-	-	315,000	-	315,000	-
4185	Community Center Building Rental	-	-	23,000	-	23,000	-
4186	Child Care Activity	-	-	314,000	-	314,000	-
4187	Preschool Activity	-	-	23,000	-	23,000	-
4189	Senior Center Contract Classes	-	-	8,000	-	8,000	-
4190	Recreation Processing Fee	-	-	5,000	-	5,000	-
	Subtotal	**-**	**-**	**2,245,000**	**-**	**2,245,000**	**-**

SUMMARY OF BUDGETED REVENUES
ALL FUNDS - Fiscal Year 2025

Code	Revenue by Source	General	Development Cost Center	Recreation Cost Center	Maintenance Cost Center	Total Operating	Special Revenue, Capital Funds & Other Funds
FINES & FORFEITURES							
4610	Vehicle Code Fines	488,000	-	-	-	488,000	-
4611	Parking Fines	20,000	-	-	-	20,000	-
4612	Other Fines	7,000	-	-	-	7,000	-
	Subtotal	**515,000**	**-**	**-**	**-**	**515,000**	**-**
INTERGOVERNMENTAL							
4701	Motor Vehicle-In-Lieu	48,000	-	-	-	48,000	-
4703	Prop 172 Public Safety Sales Tax	448,000	-	-	-	448,000	-
4704	Homeowner Relief	100,000	-	-	-	100,000	-
4720-4725	State Gasoline Tax	-	-	-	-	-	1,292,000
4725	HUTA RMRA SB1	-	-	-	-	-	1,165,000
4730	Measure D Revenue	-	-	-	-	-	134,000
4740-4743	Measure BB/F	-	-	-	-	-	2,155,000
4750	POST Reimbursement	30,000	-	-	-	30,000	-
4792	Other State Grants/Reimbursements	-	-	-	-	-	4,311,000
4793	Federal Grants/Awards	-	-	-	-	-	254,000
	Subtotal	**626,000**	**-**	**-**	**-**	**626,000**	**9,311,000**
USE OF MONEY & PROPERTY							
4880	Investment Earnings	3,500,000	-	-	-	3,500,000	-
4891	Silliman Center Rentals	-	-	375,000	-	375,000	-
4893	Silliman Concession	-	-	24,000	-	24,000	-
	Subtotal	**3,500,000**	**-**	**399,000**	**-**	**3,899,000**	**-**
IMPACT FEES							
4143	Park Impact Fees	-	-	-	-	-	100,000
4144	Development Impact Fees	-	-	-	-	-	1,724,000
4145	Community Development Maint. Fees	-	-	-	-	-	593,000
4146	Art In Public Places	-	-	-	-	-	32,000
	Subtotal	**-**	**-**	**-**	**-**	**-**	**2,449,000**
OTHER REVENUES							
4980	ISF Charges from Other Departments	-	-	-	-	-	9,762,000
4990	Other Revenue	-	151,000	-	-	151,000	-
	Subtotal	**-**	**151,000**	**-**	**-**	**151,000**	**9,762,000**
	TOTAL REVENUE	**77,990,000**	**3,035,000**	**2,644,000**	**520,000**	**84,189,000**	**21,677,000**
FUND APPROPRIATIONS & TRANSFERS							
4999	From Special Revenue Fund	100,000	-	157,000	-	257,000	4,818,000
	TOTAL	**78,090,000**	**3,035,000**	**2,801,000**	**520,000**	**84,446,000**	**26,495,000**

SUMMARY OF BUDGETED REVENUES
ALL FUNDS - Fiscal Year 2026

Code	Revenue by Source	General	Development Cost Center	Recreation Cost Center	Maintenance Cost Center	Total Operating	Special Revenue, Capital Funds & Other Funds
TAXES-PROPERTY, SALES, OTHER							
4010	Current Secured	25,277,000	-	-	-	25,277,000	-
4011	Current Secured - VLF	7,803,000	-	-	-	7,803,000	-
4012	Current Unsecured	1,358,000	-	-	-	1,358,000	-
4019	Paramedic Parcel Tax	276,000	-	-	-	276,000	-
4020	Sales & Use Taxes	16,390,000	-	-	-	16,390,000	-
4021	1/2 Cents Sales Tax (Measure GG)	7,623,000	-	-	-	7,623,000	-
4030	Transient Occupancy Tax	5,397,000	-	-	-	5,397,000	-
4040	Utility User Tax	4,549,000	-	-	-	4,549,000	-
4053	Documentary Transfer Tax	198,000	-	-	-	198,000	-
4050.110	Business License	1,553,000	-	-	-	1,553,000	-
	Subtotal	**70,424,000**	**-**	**-**	**-**	**70,424,000**	**-**
LICENSES, PERMITS & FEES							
4101	Franchise Fees	5,299,000	-	-	-	5,299,000	-
4101.140	PEG Fees	-	-	-	-	-	59,000
4103	Animal License	11,000	-	-	-	11,000	-
4104	Sale of Maps & Publications	12,000	-	-	-	12,000	-
4105	Records Automation fee	-	100,000	-	-	100,000	-
4120	Spec NPD Fees-False Alarms	34,000	-	-	-	34,000	-
4122	Spec NPD Fees-Towing Administration	28,000	-	-	-	28,000	-
4123	Abandoned Vehicle Abatement	46,000	-	-	-	46,000	-
4125	Spec NPD Fees-Miscellaneous	5,000	-	-	-	5,000	-
4132	Spec FD Fee-Fire Permits	92,000	-	-	-	92,000	-
4135	Spec FD Fee Miscellaneous	2,000	-	-	-	2,000	-
4140	Home Occupation Fee	-	21,000	-	-	21,000	-
4141	Zoning Review Fee	-	204,000	-	-	204,000	-
4150	Bldg. Construction Permits	-	1,450,000	-	-	1,450,000	-
4151	Bldg. Permit Application Fee	-	85,000	-	-	85,000	-
4152	Bldg Plan Review Fees	-	700,000	-	-	700,000	-
4154.110	Alarm User Permit	3,000	-	-	-	3,000	-
4154.120	Alarm User Permit - Renewal	5,000	-	-	-	5,000	-
4155	Strong Motion Fees	-	-	-	-	-	3,000
4156	Building Standards Fee	-	-	-	-	-	2,000
4157	Street & Curb Permit	-	235,000	-	-	235,000	-
4158	Plan Checking Fee	-	327,000	-	-	327,000	-
4159	Maintenance Fee	-	-	-	-	-	78,000
4160	Maintenance-Utility Charges	-	-	-	-	-	6,000
4161	Stormwater Quality Control Plan	-	7,000	-	-	7,000	-
4162	Storm Drain Fees	-	-	-	510,000	510,000	-
4163	Weed Abatement Fee	-	-	-	11,000	11,000	-
4165	EV Charging Fee	-	-	-	-	-	15,000
4199	Other Licenses & Permits	3,000	8,000	-	-	11,000	-
	Subtotal	**5,540,000**	**3,137,000**	**-**	**521,000**	**9,198,000**	**163,000**
CHARGES FOR SERVICES							
4180	General Recreation Services	-	-	553,000	-	553,000	-
4181	Silliman General Aquatic Program	-	-	478,000	-	478,000	-
4182	Silliman Center General Admission	-	-	571,000	-	571,000	-
4183	Silliman Contract Classes	-	-	323,000	-	323,000	-
4185	Community Center Building Rental	-	-	24,000	-	24,000	-
4186	Child Care Activity	-	-	321,000	-	321,000	-
4187	Preschool Activity	-	-	24,000	-	24,000	-
4189	Senior Center Contract Classes	-	-	9,000	-	9,000	-
4190	Recreation Processing Fee	-	-	6,000	-	6,000	-
	Subtotal	**-**	**-**	**2,309,000**	**-**	**2,309,000**	**-**

SUMMARY OF BUDGETED REVENUES
ALL FUNDS - Fiscal Year 2026

Code	Revenue by Source	General	Development Cost Center	Recreation Cost Center	Maintenance Cost Center	Total Operating	Special Revenue, Capital Funds & Other Funds
FINES & FORFEITURES							
4610	Vehicle Code Fines	493,000	-	-	-	493,000	-
4611	Parking Fines	21,000	-	-	-	21,000	-
4612	Other Fines	8,000	-	-	-	8,000	-
	Subtotal	**522,000**	**-**	**-**	**-**	**522,000**	**-**
INTERGOVERNMENTAL							
4701	Motor Vehicle-In-Lieu	48,000	-	-	-	48,000	-
4703	Prop 172 Public Safety Sales Tax	457,000	-	-	-	457,000	-
4704	Homeowner Relief	100,000	-	-	-	100,000	-
4705	State Mandates SB90	-	-	-	-	-	-
4720-4725	State Gasoline Tax	-	-	-	-	-	1,320,000
4725	HUTA RMRA SB1	-	-	-	-	-	1,189,000
4730	Measure D Revenue	-	-	-	-	-	134,000
4740-4743	Measure BB/F	-	-	-	-	-	2,155,000
4750	POST Reimbursement	30,000	-	-	-	30,000	-
4792	Other State Grants/Reimbursements	-	-	-	-	-	238,000
4793	Federal Grants/Awards	-	-	-	-	-	260,000
	Subtotal	**635,000**	**-**	**-**	**-**	**635,000**	**5,296,000**
USE OF MONEY & PROPERTY							
4880	Investment Earnings	3,100,000	-	-	-	3,100,000	-
4891	Silliman Center Rentals	-	-	28,000	-	28,000	-
4893	Silliman Concession	-	-	380,000	-	380,000	-
	Subtotal	**3,100,000**	**-**	**408,000**	**-**	**3,508,000**	**-**
IMPACT FEES							
4143	Park Impact Fees	-	-	-	-	-	100,000
4144	Development Impact Fees	-	-	-	-	-	1,724,000
4145	Community Development Maint. Fees	-	-	-	-	-	593,000
4146	Art In Public Places	-	-	-	-	-	32,000
	Subtotal	**-**	**-**	**-**	**-**	**-**	**2,449,000**
OTHER REVENUES							
4980	ISF Charges from Other Departments	-	-	-	-	-	10,262,000
4990	Other Revenue	-	156,000	-	-	156,000	-
	Subtotal	**-**	**156,000**	**-**	**-**	**156,000**	**10,262,000**
	TOTAL REVENUE	**80,221,000**	**3,293,000**	**2,717,000**	**521,000**	**86,752,000**	**18,170,000**
FUND APPROPRIATIONS & TRANSFERS							
4999	From Special Revenue Fund	100,000	-	-	-	100,000	4,824,000
	TOTAL	**80,321,000**	**3,293,000**	**2,717,000**	**521,000**	**86,852,000**	**22,994,000**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2025 and 2026

Code	Program/Activity	2024 Amended	2024 Estimated	2025 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel	2026 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel
GENERAL FUND															
NON DEPARTMENTAL															
00.000.000	Non Departmental	12,461,000	12,461,000	475,000	0.4%	-	475,000			489,000	0.4%	-	489,000		
	Subtotal	**12,461,000**	**12,461,000**	**475,000**	**0.4%**	**-**	**475,000**			**489,000**	**0.4%**	**-**	**489,000**		
GENERAL GOVERNMENT															
10.010.100	Mayor-Council	422,310	400,000	417,000	0.4%	200,000	217,000			425,000	0.4%	200,000	225,000		
13.013.130	City Clerk	374,000	413,000	586,000	0.5%	358,000	228,000			420,000	0.4%	359,000	61,000		
15.015.150	City Attorney	482,000	573,000	588,000	0.5%	-	588,000			604,000	0.6%	-	604,000		
	Subtotal	**1,278,310**	**1,386,000**	**1,591,000**	**1.4%**	**558,000**	**1,033,000**			**1,449,000**	**1.3%**	**559,000**	**890,000**		
MANAGEMENT/SUPPORT SERVICES															
20.020.200	Management Services	1,704,050	1,922,000	2,117,000	1.9%	1,377,000	591,000		149,000	1,878,000	1.7%	1,381,000	343,000		154,000
21.021.200	Information Technology	3,721,273	3,450,000	3,178,000	2.9%	1,508,000	1,670,000			3,232,000	2.9%	1,513,000	1,719,000		
22.022.200	Human Resources Services	1,699,000	1,605,000	1,764,000	1.6%	1,033,000	731,000			1,790,000	1.6%	1,041,000	749,000		
80.080.800	Financial Services	2,675,011	2,947,000	2,965,000	2.7%	1,855,000	1,110,000			3,005,000	2.7%	1,862,000	1,143,000		
	Subtotal	**9,799,334**	**9,924,000**	**10,024,000**	**9.0%**	**5,773,000**	**4,102,000**		**149,000**	**9,905,000**	**9.0%**	**5,797,000**	**3,954,000**		**154,000**
ECONOMIC DEVELOPMENT															
50.051.510	Economic Development	1,149,793	1,019,000	1,293,000	1.2%	712,000	581,000			1,175,000	1.1%	574,000	601,000		
	Subtotal	**1,149,793**	**1,019,000**	**1,293,000**	**1.2%**	**712,000**	**581,000**			**1,175,000**	**1.1%**	**574,000**	**601,000**		
EMERGENCY SERVICES AND LIBRARY															
26.026.260	Emergency Services	94,000	131,000	225,000	0.2%	-	225,000			238,000	0.2%	-	238,000		
27.027.270	Library Support	321,000	321,000	392,000	0.4%	-	392,000			397,000	0.4%	-	397,000		
	Subtotal	**415,000**	**452,000**	**617,000**	**0.6%**	**-**	**617,000**			**635,000**	**0.6%**	**-**	**635,000**		
POLICE SERVICES															
30.030.300	Police Administration	1,387,031	1,319,402	1,697,000	1.5%	1,311,000	386,000			1,740,000	1.6%	1,341,000	399,000		
30.300.301	School Crossing Guards	155,101	156,000	165,000	0.1%	-	165,000			170,000	0.2%	-	170,000		
30.030.302	Animal Control	440,000	452,000	454,000	0.4%	168,000	286,000			462,000	0.4%	168,000	294,000		
30.031.310	Patrol	18,388,444	17,499,000	18,566,000	16.7%	13,959,000	4,014,000		593,000	18,919,000	17.2%	14,369,000	4,397,000		153,000
30.032.320	Investigations	3,005,000	2,156,000	3,285,000	3.0%	2,608,000	677,000			3,376,000	3.1%	2,685,000	691,000		
30.033.330	Records & Communications	5,799,198	5,249,000	6,115,000	5.5%	5,024,000	1,082,000		9,000	6,288,000	5.7%	5,166,000	1,112,000		10,000
30.034.340	Police Reserves	12,000	12,000	10,000	0.0%	-	10,000			11,000	0.0%	-	11,000		
	Subtotal	**29,186,774**	**26,843,402**	**30,292,000**	**27.2%**	**23,070,000**	**6,620,000**		**602,000**	**30,966,000**	**28.2%**	**23,729,000**	**7,074,000**		**163,000**
FIRE SERVICES															
40.040.400	Fire, Life, & Environmental Protection	12,949,000	13,191,000	14,145,000	12.7%	-	14,145,000			14,523,000	13.2%	-	14,523,000		
40.041.400	EMS Assessment	4,000	8,000	10,000	0.0%	-	4,000		6,000	12,000	0.0%	-	5,000		7,000
	Subtotal	**12,953,000**	**13,199,000**	**14,155,000**	**12.7%**	**-**	**14,149,000**		**6,000**	**14,535,000**	**13.2%**	**-**	**14,528,000**		**7,000**
TOTAL GENERAL FUND		**67,243,211**	**65,284,402**	**58,447,000**	**52.6%**	**30,113,000**	**27,577,000**	**0**	**757,000**	**59,154,000**	**53.9%**	**30,659,000**	**28,171,000**		**324,000**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2025 and 2026

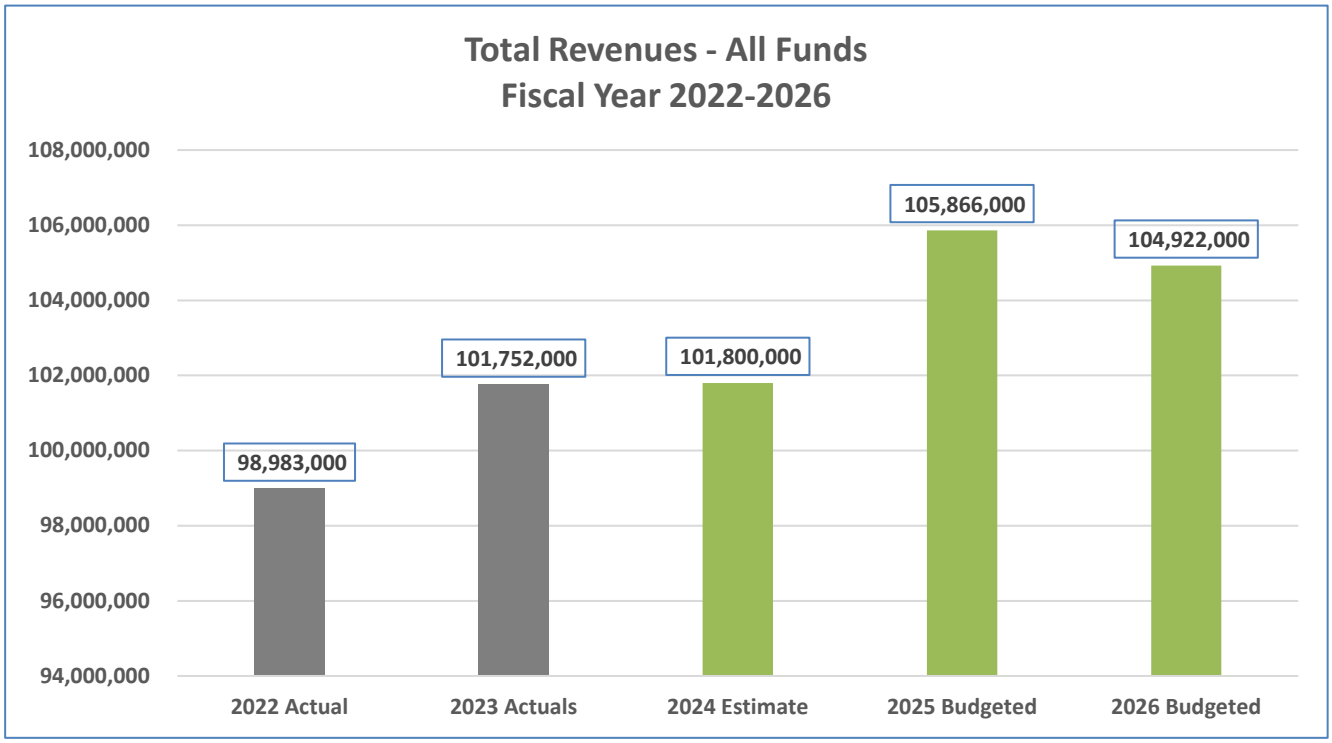
Code	Program/Activity	2024 Amended	2024 Estimated	2025 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel	2026 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel
Subtotal brought forward		**67,243,211**	**65,284,402**	**58,447,000**	**52.6%**	**30,113,000**	**27,577,000**	**-**	**757,000**	**59,154,000**	**53.9%**	**30,659,000**	**28,171,000**	**-**	**324,000**
DEVELOPMENT COST CENTER															
PUBLIC WORKS															
60.060.600	Public Works Administration	-	5,000	15,000	0.0%	-	15,000			19,000	0.0%	-	19,000		
60.061.611	Engineering	3,440,511	3,482,000	3,814,000	3.4%	2,226,000	1,588,000			3,924,000	3.6%	2,292,000	1,632,000		
60.062.620	Building Inspection	1,990,000	2,037,000	2,338,000	2.1%	1,483,000	817,000	32,000	6,000	2,374,000	2.2%	1,527,000	841,000		6,000
	Subtotal	**5,430,511**	**5,524,000**	**6,167,000**	**5.5%**	**3,709,000**	**2,420,000**	**32,000**	**6,000**	**6,317,000**	**5.8%**	**3,819,000**	**2,492,000**		**6,000**
COMMUNITY DEVELOPMENT															
50.052.520	Planning	1,297,564	960,000	1,198,000	1.1%	802,000	335,000		61,000	1,221,000	1.1%	811,000	347,000		63,000
50.053.530	Community Preservation	839,503	819,000	846,000	0.8%	724,000	122,000			854,000	0.8%	725,000	129,000		
50.054.540	General Plans Programs	352,000	404,000	722,000	0.6%	-	-	722,000		730,000	0.7%	-	-	730,000	
	Subtotal	**2,489,067**	**2,183,000**	**2,766,000**	**2.5%**	**1,526,000**	**457,000**	**722,000**	**61,000**	**2,805,000**	**2.6%**	**1,536,000**	**476,000**	**730,000**	**63,000**
TOTAL DEVELOPMENT COST CENTER FUND		**7,919,578**	**7,707,000**	**8,933,000**	**8.0%**	**5,235,000**	**2,877,000**	**754,000**	**67,000**	**9,122,000**	**8.3%**	**5,355,000**	**2,968,000**	**730,000**	**69,000**
RECREATION COST CENTER															
RECREATION															
70.071.710	General Recreation Services	1,029,700	1,197,000	1,498,000	1.3%	850,000	563,000	85,000		1,546,000	1.4%	876,000	582,000	88,000	
70.072.720	Youth/Adult Sports,Fitness,&Wellness	653,600	926,000	976,000	0.9%	470,000	506,000			1,005,000	0.9%	485,000	520,000		
70.073.730	Activity & Family Aquatic Center	2,501,000	2,167,000	2,578,000	2.3%	1,596,000	982,000			2,647,000	2.4%	1,645,000	1,002,000		
70.074.740	Licensed Child Care	822,700	882,000	898,000	0.8%	685,000	213,000			927,000	0.8%	706,000	221,000		
70.075.750	Senior Services	559,300	551,000	581,000	0.5%	471,000	110,000			601,000	0.5%	486,000	115,000		
70.075.755	Paratransit (Measure B/BB)	220,000	421,000	432,000	0.4%	-	-		432,000	445,000	0.4%	-	-		445,000
70.077.771	Human Services/Newark Resource Center	-	-	124,000	0.1%	50,000	74,000			134,000	0.1%	52,000	82,000.00		
70.079.790	Grants/Pass Through	51,596	497,000	50,000	0.0%	-	-		50,000	-	0.0%	-	-		
	Subtotal	**5,837,896**	**6,641,000**	**7,137,000**	**6.4%**	**4,122,000**	**2,448,000**	**85,000**	**482,000**	**7,305,000**	**6.7%**	**4,250,000**	**2,522,000**	**88,000**	**445,000**
TOTAL RECREATION COST CENTER FUND		**5,837,896**	**6,641,000**	**7,137,000**	**6.4%**	**4,122,000**	**2,448,000**	**85,000**	**482,000**	**7,305,000**	**6.7%**	**4,250,000**	**2,522,000**	**88,000**	**445,000**
Subtotal carried forward		**81,000,684**	**79,632,402**	**74,517,000**	**67.0%**	**39,470,000**	**32,902,000**	**839,000**	**1,306,000**	**75,581,000**	**68.9%**	**40,264,000**	**33,661,000**	**818,000**	**838,000**

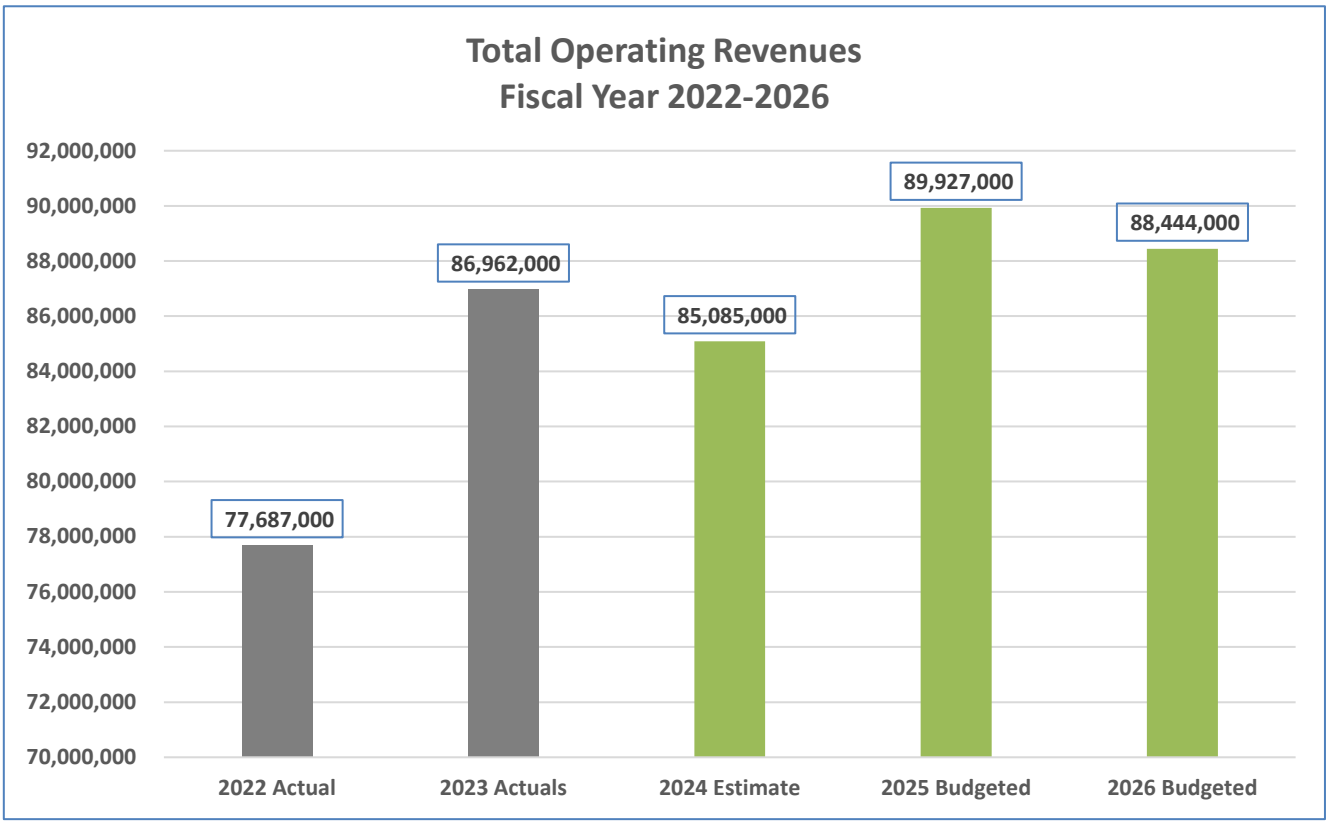
SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2025 and 2026

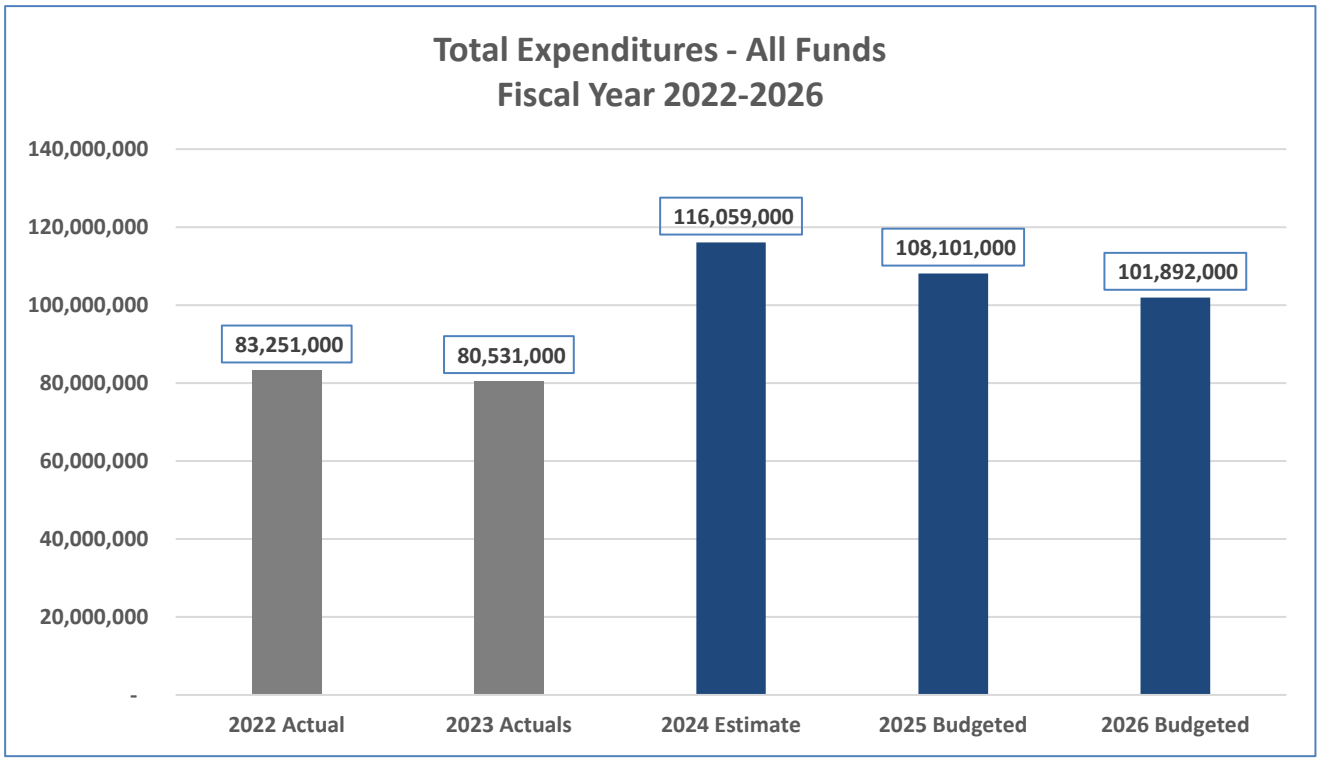
Code	Program/Activity	2024 Amended	2024 Estimated	2025 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel	2026 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel
Subtotal brought forward		**81,000,684**	**79,632,402**	**74,517,000**	**68.9%**	**39,470,000**	**32,902,000**	**839,000**	**1,306,000**	**75,581,000**	**74.2%**	**40,264,000**	**33,661,000**	**818,000**	**838,000**
MAINTENANCE COST CENTER															
ENVIRONMENTAL SERVICES															
60.063.631	Waste Management	1,333,428	1,135,000	1,133,000	1.0%	354,000	119,000		660,000	1,171,000	1.1%	364,000	125,000		682,000
60.063.632	Storm Drains	1,112,500	1,043,000	1,161,000	1.1%	571,000	590,000			1,196,000	1.2%	587,000	609,000		
	Subtotal	**2,445,928**	**2,178,000**	**2,294,000**	**2.1%**	**925,000**	**709,000**		**660,000**	**2,367,000**	**2.3%**	**951,000**	**734,000**		**682,000**
WEED ABATEMENT															
60.064.641	Weed Abatement	39,000	35,000	21,000	0.0%	-	21,000			23,000	0.0%	-	23,000		
	Subtotal	**39,000**	**35,000**	**21,000**	**0.0%**	**-**	**21,000**		**-**	**23,000**	**0.0%**	**-**	**23,000**		**-**
STREET OPERATIONS & MAINTENANCE															
60.064.612	Street Lighting & Traffic Signals	1,012,586	943,000	988,000	0.9%	161,000	827,000			1,016,000	1.0%	166,000	850,000		
60.064.642	Street Repairs	1,333,500	1,110,000	976,000	0.9%	380,000	596,000			1,076,000	1.1%	391,000	685,000		
60.068.682	Landscape & Lighting Districts	554,063	476,000	3,000	0.0%	-	-		3,000	4,000	0.0%	-	-		4,000
	Subtotal	**2,900,149**	**2,529,000**	**1,967,000**	**1.8%**	**541,000**	**1,423,000**		**3,000**	**2,096,000**	**2.1%**	**557,000**	**1,535,000**		**4,000**
PARK & LANDSCAPE MAINTENANCE															
60.064.643	Park & Landscape Maintenance	3,679,000	3,554,000	3,762,000	3.5%	1,668,000	2,094,000			3,866,000	3.8%	1,719,000	2,147,000		
	Subtotal	**3,679,000**	**3,554,000**	**3,762,000**	**3.5%**	**1,668,000**	**2,094,000**		**-**	**3,866,000**	**3.8%**	**1,719,000**	**2,147,000**		**-**
TOTAL MAINTENANCE FUND		**9,064,076**	**8,296,000**	**8,044,000**	**7.4%**	**3,134,000**	**4,247,000**		**663,000**	**8,352,000**	**8.2%**	**3,227,000**	**4,439,000**		**686,000**
FUND TRANSFERS															
	Transfer for 2019 COP Debt Service	**4,818,000**	**4,821,000**	**4,818,000**	**4.5%**	**-**	**4,818,000**	-	-	**4,824,000**	**4.7%**	**-**	**4,824,000**	-	-
	Assigned Measure GG Funds	**2,456,000**	**2,453,000**	**2,602,000**	**2.4%**	**-**	**2,602,000**	-	-	**2,788,000**	**2.7%**	**-**	**2,788,000**	-	-
TOTAL OPERATIONS		**97,338,761**	**95,202,402**	**89,981,000**	**83.2%**	**42,604,000**	**44,569,000**	**839,000**	**1,969,000**	**91,545,000**	**89.8%**	**43,491,000**	**45,712,000**	**818,000**	**1,524,000**
CAPITAL FUNDS															
CAPITAL PROJECTS															
90.091.910	Street Construction	20,429,794	11,475,000	6,150,000	5.7%	-	-	-	6,150,000	4,950,000	4.9%	-	-	-	4,950,000
90.092.920	Housing Community Development	664,946	276,000	283,000	0.3%	-	-	-	283,000	292,000	0.3%	-	-	-	292,000
90.093.930	Park Construction	1,986,875	266,000	273,000	0.3%	-	-	-	273,000	281,000	0.3%	-	-	-	281,000
90.094.940	Capital Improvements	20,065,450	4,019,000	6,596,000	6.1%	-	-	-	6,596,000	0	0.0%	-	-	-	0
	Subtotal	**43,147,065**	**16,036,000**	**13,302,000**	**12.3%**	**-**	**-**	**-**	**13,302,000**	**5,523,000**	**5.4%**	**-**	**-**	**-**	**5,523,000**
TOTAL CAPITAL FUNDS		**43,147,065**	**16,036,000**	**13,302,000**	**12.3%**	**-**	**-**	**-**	**13,302,000**	**5,523,000**	**5.4%**	**-**	**-**	**-**	**5,523,000**
DEBT SERVICE															
DEBT SERVICE															
00.000.000	COP 2019 Debt Service	-	4,821,000	4,818,000	4.5%	-	-	-	4,818,000	4,824,000	4.7%	-	-	-	4,824,000
	Subtotal	**-**	**4,821,000**	**4,818,000**	**4.5%**	**-**	**-**	**-**	**4,818,000**	**4,824,000**	**4.7%**	**-**	**-**	**-**	**4,824,000**
TOTAL DEBT SERVICE		**-**	**4,821,000**	**4,818,000**	**4.5%**	**-**	**-**	**-**	**4,818,000**	**4,824,000**	**4.7%**	**-**	**-**	**-**	**4,824,000**
TOTAL OPERATIONS, CAPITAL & DEBT SERVICE		**140,485,825**	**116,059,402**	**108,101,000**	**100.0%**	**42,604,000**	**44,569,000**	**839,000**	**20,089,000**	**101,892,000**	**100.0%**	**43,491,000**	**45,712,000**	**818,000**	**11,871,000**
Subtotal carried forward		**140,485,825**	**116,059,402**	**108,101,000**	**100.0%**	**42,604,000**	**44,569,000**	**839,000**	**20,089,000**	**101,892,000**	**100.0%**	**43,491,000**	**45,712,000**	**818,000**	**11,871,000**

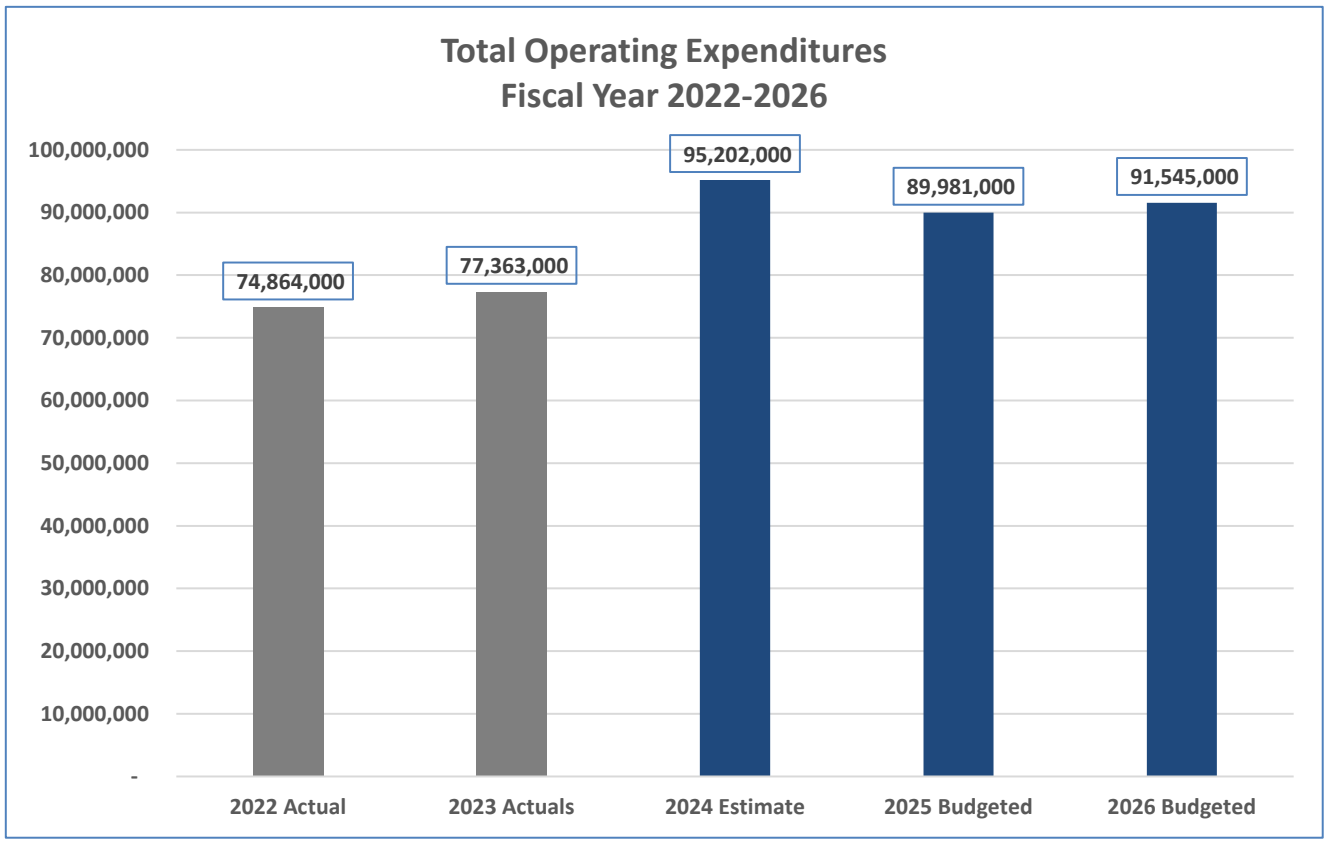
SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2025 and 2026

Code	Program/Activity		2024 Amended	2024 Estimated	2025 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel	2026 Budgeted	% of Total	General Fund Personnel	General Fund Non Personnel	Special Revenue, Capital Funds & Other Funds Personnel	Special Revenue, Capital Funds & Other Funds Non Personnel
Subtotal brought forward			**140,485,825**	**116,059,402**	**108,101,000**	**100.0%**	**42,604,000**	**44,569,000**	**839,000**	**20,089,000**	**101,892,000**	**100.0%**	**43,491,000**	**45,712,000**	**818,000**	**11,871,000**
INTERNAL SERVICE FUNDS (ISF)																
EQUIPMENT & FLEET REPLACEMENT																
87.701.800	Equipment & Fleet Replacement		2,818,951	2,300,000	109,000	0.1%	-	-	-	109,000	110,000	0.1%	-	-	-	110,000
		Subtotal	**2,818,951**	**2,300,000**	**109,000**	**0.1%**	**-**	**-**	**-**	**109,000**	**110,000**	**0.1%**	**-**	**-**	**-**	**110,000.00**
OFFICE SUPPORT																
87.705.800	Office Support Services		103,000	160,000	167,000	0.1%	-	-	-	167,000	175,000	0.2%	-	-	-	175,000
		Subtotal	**103,000**	**160,000**	**167,000**	**0.1%**	**-**	**-**	**-**	**167,000.00**	**175,000**	**0.2%**	**-**	**-**	**-**	**175,000.00**
PUBLIC LIABILITY & WORKERS' COMP.																
87.707.200	Workers' Compensation		1,117,000	1,111,000	1,300,000	1.2%	-	-	34,000	1,266,000	1,338,000	1.3%			34,000	1,304,000
87.706.150	Public Liability		2,024,254	2,027,000	2,202,000	2.0%	-	-	34,000	2,168,000	2,657,000	2.5%			34,000	2,623,000
		Subtotal	**3,141,254**	**3,138,000**	**3,502,000**	**3.1%**	**-**	**-**	**68,000**	**3,434,000**	**3,995,000**	**3.8%**	**-**	**-**	**68,000**	**3,927,000**
MAINTENANCE																
87.703.671	Equipment Maintenance		1,444,000	1,382,000	1,465,000	1.3%	-	-	724,000	741,000	1,513,000	1.4%	-	-	746,000	767,000
87.704.672	Civic Center/Other City Facilities		1,816,400	1,786,000	1,756,000	1.6%	-	-	544,000	1,212,000	1,812,000	1.7%	-	-	560,000	1,252,000
87.704.673	Silliman Center		904,600	984,000	1,073,000	1.0%	-	-	148,000	925,000	1,106,000	1.0%	-	-	153,000	953,000
87.704.674	Police Building		436,000	420,000	433,000	0.4%	-	-	-	433,000	448,000	0.4%	-	-	-	448,000
87.704.675	Library Building		196,000	216,000	223,000	0.2%	-	-	-	223,000	231,000	0.2%	-	-	-	231,000
		Subtotal	**4,797,000**	**4,788,000**	**4,950,000**	**4.4%**	**-**	**-**	**1,416,000**	**3,534,000**	**5,110,000**	**4.8%**	**-**	**-**	**1,459,000**	**3,651,000**
TOTAL INTERNAL SERVICE FUNDS			**10,860,205**	**10,386,000**	**8,728,000**	**7.8%**	**-**	**-**	**1,484,000**	**7,244,000**	**9,390,000**	**8.8%**	**-**	**-**	**1,527,000**	**7,863,000**
	Vacancy Savings				(5,042,000)						(5,164,000)					
COMPOSITE TOTAL			**151,346,030**	**126,445,402**	**111,787,000**	**100.0%**	**42,604,000**	**44,569,000**	**2,323,000**	**27,333,000**	**106,118,000**	**100.0%**	**43,491,000**	**45,712,000**	**2,345,000**	**19,734,000**


Total Revenues - All Funds
Fiscal Year 2022-2026
108,000,000
106,000,000
104,000,000
102,000,000
100,000,000
98,000,000
96,000,000
94,000,000
98,983,000
101,752,000
101,800,000
105,866,000
104,922,000
2022 Actual
2023 Actuals
2024 Estimate
2025 Budgeted
2026 Budgeted


Total Operating Revenues
Fiscal Year 2022-2026
92,000,000
90,000,000
88,000,000
86,000,000
84,000,000
82,000,000
80,000,000
78,000,000
76,000,000
74,000,000
72,000,000
70,000,000
77,687,000
86,962,000
85,085,000
89,927,000
88,444,000
2022 Actual
2023 Actuals
2024 Estimate
2025 Budgeted
2026 Budgeted


Total Expenditures - All Funds
Fiscal Year 2022-2026
140,000,000
120,000,000
100,000,000
80,000,000
60,000,000
40,000,000
20,000,000
-
83,251,000
80,531,000
116,059,000
108,101,000
101,892,000
2022 Actual
2023 Actuals
2024 Estimate
2025 Budgeted
2026 Budgeted


Total Operating Expenditures
Fiscal Year 2022-2026
100,000,000
90,000,000
80,000,000
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
-
74,864,000
77,363,000
95,202,000
89,981,000
91,545,000
2022 Actual
2023 Actuals
2024 Estimate
2025 Budgeted
2026 Budgeted

AUTHORIZED & FUNDED REGULAR FULL-TIME & REGULAR PART-TIME POSITIONS, FULL TIME EQUIVALENTS

	FY 2023 Amended	FY 2024 Adopted	FY 2024 Amended	FY 2025 Budgeted	FY 2026 Budgeted	City Clerk 13.013.130	City Manager 20.020.200	Information Technology 21.021.200	Human Resources 22.022.200	Public Liability ISF 87.706.150	Workers' Compensation ISF 87.707.200
CITY CLERK											
City Clerk	1.00	1.00	1.00	1.00	1.00	100%					
Subtotal	**1.00**	**1.00**	**1.00**	**1.00**	**1.00**						
CITY MANAGER											
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	10%	60%	15%	15%		
Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00		100%				
City Manager	1.00	1.00	1.00	1.00	1.00		100%				
Executive Assistant	1.00	1.00	1.00	1.00	1.00	20%	80%				
Senior Management Analyst	-	-	1.00	1.00	1.00		100%				
Subtotal	**4.00**	**4.00**	**5.00**	**5.00**	**5.00**						
HUMAN RESOURCES											
Administrative Analyst	1.00	1.00	1.00	1.00	1.00				100%		
Human Resources Director	1.00	1.00	1.00	1.00	1.00				80%	10%	10%
Human Resources Technician	2.00	2.00	2.00	2.00	2.00				100%		
Subtotal	**4.00**	**4.00**	**4.00**	**4.00**	**4.00**						
INFORMATION TECHNOLOGY											
Chief Information Officer/Information Technology Director	1.00	1.00	1.00	1.00	1.00			100%			
Information Technology Analyst	3.00	3.00	2.00	2.00	2.00			100%			
Sr. Information Technology Analyst	-	-	1.00	1.00	1.00			100%			
Information Technology Technician I/II	2.00	2.00	2.00	2.00	2.00			100%			
Subtotal	**6.00**	**6.00**	**6.00**	**6.00**	**6.00**						

AUTHORIZED & FUNDED REGULAR FULL-TIME & REGULAR PART-TIME POSITIONS, FULL TIME EQUIVALENTS

	FY 2023 Amended	FY 2024 Adopted	FY 2024 Amended	FY 2025 Budgeted	FY 2026 Budgeted	Police Administration 30.030.300	Animal Control 30.030.302	Patrol 30.031.310	Investigations 30.032.320	Records & Communications 30.033.330
POLICE										
Administrative Analyst	1.00	1.00	-	-	-					
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	100%				
Administrative Support Specialist II	1.00	1.00	1.00	1.00	1.00	100%				
Animal Control Officer	1.00	1.00	1.00	1.00	1.00		100%			
Community Engagement Manager	1.00	1.00	1.00	1.00	1.00					100%
Community Service Officer	2.00	2.00	2.00	2.00	2.00			100%		
Community Service Officer	1.00	1.00	1.00	1.00	1.00					100%
Crime Analyst	1.00	1.00	1.00	1.00	1.00					100%
Lead Public Safety Dispatcher	2.00	2.00	1.00	1.00	1.00					100%
Management Analyst II	-	-	1.00	1.00	1.00	100%				
Police Captain	1.00	1.00	1.00	1.00	1.00			100%		
Police Captain	1.00	1.00	1.00	1.00	1.00					100%
Police Chief	1.00	1.00	1.00	1.00	1.00	100%				
Police Lieutenant	2.00	2.00	2.00	2.00	2.00			100%		
Police Lieutenant	1.00	1.00	1.00	1.00	1.00					100%
Police Officer	10.00	10.00	10.00	10.00	10.00				100%	
Police Officer	34.00	34.00	34.00	34.00	34.00			100%		
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00					100%
Police Sergeant	7.00	7.00	7.00	7.00	7.00			100%		
Police Sergeant	1.00	1.00	1.00	1.00	1.00				100%	
Police Support Services Manager	1.00	1.00	1.00	1.00	1.00					100%
Public Safety Clerk	3.00	3.00	3.00	3.00	3.00					100%
Public Safety Dispatch Supervisor	-	-	1.00	1.00	1.00					100%
Public Safety Dispatcher	9.00	9.00	9.00	9.00	9.00					100%
Red Light Photo Technician	1.00	1.00	1.00	1.00	1.00			100%		
Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00			100%		
Subtotal	**85.00**	**85.00**	**85.00**	**85.00**	**85.00**					

AUTHORIZED & FUNDED REGULAR FULL-TIME & REGULAR PART-TIME POSITIONS, FULL TIME EQUIVALENTS

	FY 2023 Amended	FY 2024 Adopted	FY 2024 Amended	FY 2025 Budgeted	FY 2026 Budgeted	Economic Development 50.051.510	Planning 50.052.520	Community Preservation 50.053.530	Community Development Maintenance Fund 50.054.540
COMMUNITY DEVELOPMENT									
Administrative Support Specialist II	1.00	1.00	1.00	1.00	1.00	40%	60%		
Assistant Planner	-	-	-	1.00	1.00		50%		50%
Associate Planner	1.00	1.00	1.00	1.00	1.00		70%		30%
Community Development Director	1.00	1.00	1.00	1.00	1.00		30%	20%	50%
Community Preservation Manager	1.00	1.00	1.00	1.00	1.00			100%	
Community Preservation Specialist	2.00	2.00	2.00	2.00	2.00			100%	
Deputy Community Development Director	-	1.00	1.00	1.00	1.00		30%	20%	50%
Deputy Economic Development Director	1.00	-	1.00	1.00	1.00	100%			
Economic Development Manager	1.00	1.00	-	-	-				
Housing Policy Program Manager	-	-	-	1.00	1.00		60%		40%
Management Analyst I/II	-	-	1.00	1.00	1.00	100%			
Senior Planner	1.00	1.00	1.00	1.00	1.00		50%		50%
Subtotal	**9.00**	**9.00**	**10.00**	**12.00**	**12.00**				

AUTHORIZED & FUNDED REGULAR FULL-TIME & REGULAR PART-TIME POSITIONS, FULL TIME EQUIVALENTS

	FY 2023 Amended	FY 2024 Adopted	FY 2024 Amended	FY 2025 Budgeted	FY 2026 Budgeted	Engineering	Building Inspection	Waste Management	Storm Drains & NPDES	Street Lighting & Signals	Weed Abatement	Street Repairs	Park & Landscape Maintenance	Equipment Maintenance ISF	Civic Center Maintenance ISF	Silliman Center Maintenance ISF	Police Building Maintenance ISF	Library & Other City Facilities Maintenance ISF
						60.061.611	60.062.620	60.063.631	60.063.632	60.064.612	60.064.641	60.064.642	60.064.643	87.703.671	87.704.672	87.704.673	87.704.674	87.704.675
PUBLIC WORKS																		
Administrative Analyst	1.00	1.00	-	-	-													
Administrative Support Specialist II	1.00	1.00	1.00	1.00	1.00		100%											
Assistant City Engineer	1.00	1.00	-	-	-													
Assistant Engineer - Civil	1.00	1.00	1.00	1.00	1.00	75%			25%									
Assistant Maintenance Superintendent	1.00	1.00	-	-	-													
Associate Civil Engineer	1.00	1.00	1.00	2.00	2.00	100%												
Building Inspector I/II	3.00	3.00	3.00	3.00	3.00		100%											
Building Maintenance Mechanic I	-	-	-	1.00	1.00										100%			
Building Maintenance Mechanic II	2.00	2.00	2.00	1.00	1.00										65%	35%	35%	35%
Chief Building Official	1.00	1.00	1.00	1.00	1.00		100%											
City Engineer	-	-	1.00	1.00	1.00	60%			10%	30%								
Engineering Technician I	1.00	1.00	1.00	1.00	1.00	40%			25%	35%								
Environmental Services Manager	1.00	1.00	1.00	1.00	1.00			100%										
Equipment Mechanic I	-	-	-	1.00	1.00									100%				
Equipment Mechanic II	2.00	2.00	2.00	1.00	1.00									100%				
Facilities Supervisor	-	-	1.00	1.00	1.00										80%	20%	20%	20%
General Laborer	3.00	3.00	3.00	3.00	3.00								100%					
Junior Engineer	1.00	1.00	1.00	1.00	1.00	100%												
Landscape & Park - Maintenance Worker I	2.00	2.00	2.00	2.00	2.00								100%					
Landscape & Park - Maintenance Worker II	2.00	2.00	2.00	2.00	2.00								100%					
Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00							20%	20%	30%	30%			
Maintenance Supervisor	-	-	1.00	1.00	1.00			25%				25%		50%				
Management Analyst I	-	-	-	1.00	1.00				10%			20%	20%	20%	30%			
Management Analyst II	-	-	1.00	1.00	1.00	35%	15%	25%					25%					
Permit Technician	1.00	1.00	1.00	1.00	1.00		100%											
Plan Check Engineer	1.00	1.00	-	-	-													
Principal Civil Engineer	-	-	1.00	1.00	1.00	100%												
Public Works Director	1.00	1.00	1.00	1.00	1.00	50%	10%		10%			10%		10%	10%			
Public Works Inspector	1.00	1.00	1.00	1.00	1.00	90%			10%									
Senior Administrative Support Specialist	1.00	1.00	1.00	1.00	1.00	100%												
Senior Administrative Support Specialist	1.00	1.00	1.00	-	-													
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00		100%											
Senior Building Mechanic	1.00	1.00	1.00	1.00	1.00										70%	30%	30%	30%
Senior Civil Engineer	2.00	2.00	2.00	1.00	1.00	100%												
Senior Equipment Mechanic	1.00	1.00	1.00	1.00	1.00									100%				
Senior Landscape & Park Maintenance Worker	2.00	2.00	2.00	2.00	2.00								100%					
Senior Landscape Inspector	1.00	1.00	1.00	1.00	1.00								100%					
Senior Street Maintenance Worker	-	-	1.00	1.00	1.00				50%			50%						
Street Maintenance Worker I	1.00	1.00	1.00	2.00	2.00				50%			50%						
Street Maintenance Worker II	2.00	2.00	2.00	1.00	1.00				100%									
Subtotal	**42.00**	**42.00**	**44.00**	**44.00**	**44.00**													

AUTHORIZED & FUNDED REGULAR FULL-TIME & REGULAR PART-TIME POSITIONS, FULL TIME EQUIVALENTS

	FY 2023 Amended	FY 2024 Adopted	FY 2024 Amended	FY 2025 Budgeted	FY 2026 Budgeted	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Licensed Childcare	Senior Services	Finance
						70.071.710	70.072.720	70.073.730	70.074.740	70.075.750	80.080.800
RECREATION & COMMUNITY SERVICES											
Administrative Assistant	0.50	0.50	0.50	0.75	0.75	80%	10%			10%	
Administrative Support Specialist II	1.00	1.00	1.00	1.00	1.00	30%	10%	60%			
Administrative Support Specialist II	0.75	1.00	1.00	1.00	1.00				25%	75%	
Childcare Instructor	4.00	4.00	4.00	4.00	4.00				100%		
Lead Childcare Instructor	1.00	1.00	1.00	-	-						
Recreation & Community Services Director	-	1.00	1.00	1.00	1.00	20%	20%	20%	20%	20%	
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	30%	35%	35%			
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00		100%				
Recreation Coordinator	1.00	2.00	2.00	2.00	2.00			100%			
Recreation Coordinator	-	-	-	1.00	1.00				100%		
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00					100%	
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	20%			10%	70%	
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	10%	10%	80%			
Recreation Supervisor	-	-	-	1.00	1.00	10%	10%	80%			
Senior Recreation Supervisor	1.00	1.00	1.00	-	-						
Subtotal	**14.25**	**16.50**	**16.50**	**16.75**	**16.75**						
FINANCE											
Accountant	2.00	2.00	2.00	2.00	2.00						100%
Accounting Assistant I/II	1.00	1.00	2.00	2.00	2.00						100%
Accounting Manager	1.00	1.00	-	-	-						
Accounting Technician I/II	1.00	1.00	1.00	1.00	1.00						100%
Cashier	1.00	1.00	-	-	-						
Collection Assistant	1.00	1.00	1.00	1.00	1.00						100%
Deputy Finance Director	-		1.00	1.00	1.00						100%
Finance Director	1.00	1.00	1.00	1.00	1.00						100%
Senior Accountant	1.00	1.00	1.00	1.00	1.00						100%
Subtotal	**9.00**	**9.00**	**9.00**	**9.00**	**9.00**						



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BREAKDOWN OF FULL-TIME EQUIVALENTS FOR 2025
(Temporary Personnel)

Dept.	Description	FTE
20.020.200	City Manager	
	Office Assistant I	0.75
	Annuitants	0.33
	Total	1.08
21.021.210	Information Technology	
	Annuitant	0.50
	Total	0.50
22.022.220	Human Resources	
	Annuitants (960 hours/each)	0.66
	Total	0.66
30.031.310	Patrol	
	Police Officer Trainee	3.00
	Special Assistant	1.00
	Total	4.00
30.033.330	Records & Communications	
	Police Services Aide I	1.00
	Police Services Aide II	1.50
	Special Assistant	0.25
	Total	2.75
50.051.510	Economic Development	
	Special Assistant	1.44
	Total	1.44
60.061.611	Engineering	
	Special Assistant	0.25
	Total	0.25
60.062.620	Building Inspection	
	Office Assistant I (PST-X)	1.00
	Total	1.00
60.064.643	Maintenance	
	General Maintenance Worker III	0.50
	General Maintenance Worker III	0.50
	General Maintenance Worker III	0.50
	Total	1.50
70.071.710	General Recreation Services	
	Activity Coordinator	2.00
	Customer Service Rep	0.50
	Preschool Instructor	2.00
	Recreation Instructor	2.00
	Recreation Leader I	1.75
	Teen Activity Coordinator	0.50
	Total	8.75
70.072.720	Youth/Adult Sports, Fitness, & Wellness	
	Activity Coordinator	1.00
	Special Assistant	0.50
	Recreation Instructor	1.00
	Recreation Leader I/II	1.00
	Recreation Leader I/II	1.26
	Total	4.76
70.073.730	Family Aquatic Center	
	Aquatic Instructor	5.00
	Customer Service Rep	4.00
	Lifeguard I/II	9.00
	Pool Technician	2.00
	Recreation Leader II	0.71
	Activity Coordinator	2.00
	Senior Lifeguard	3.00
	Customer Service Rep	0.50
	Total	26.21
70.074.740	Licensed Childcare	
	Preschool Instructor	0.50
	Total	0.50
70.075.750	Senior Services	
	Recreation Leader	1.50
	Total	1.50
80.080.800	Finance	
	Accounting Assistant I/II	0.50
	Total	0.50
	Grand Total	**55.40**

BREAKDOWN OF FULL-TIME EQUIVALENTS FOR 2026
(Temporary Personnel)

Dept.	Description	FTE
20.020.200	City Manager	
	Office Assistant I	0.75
	Annuitant	0.33
	Total	1.08
21.021.210	Information Technology	
	Annuitant	0.50
	Total	0.50
22.022.220	Human Resources	
	Annuitants (960 hours/each)	0.66
	Total	0.66
30.031.310	Patrol	
	Police Officer Trainee	3.00
	Special Assistant	1.00
	Total	4.00
30.033.330	Records & Communications	
	Police Services Aide I	1.00
	Police Services Aide II	1.50
	Special Assistant	0.25
	Total	2.75
60.061.611	Engineering	
	Special Assistant	0.25
	Total	0.25
60.062.620	Building Inspection	
	Office Assistant I (PST-X)	1.00
	Total	1.00
60.064.643	Maintenance	
	General Maintenance Worker III	0.50
	General Maintenance Worker III	0.50
	General Maintenance Worker III	0.50
	Total	1.50
70.071.710	General Recreation Services	
	Activity Coordinator	2.00
	Customer Service Rep	0.50
	Preschool Instructor	2.00
	Recreation Instructor	2.00
	Recreation Leader I	1.75
	Teen Activity Coordinator	0.50
	Total	8.75
70.072.720	Youth/Adult Sports, Fitness, & Wellness	
	Activity Coordinator	1.00
	Special Assistant	0.50
	Recreation Instructor	1.00
	Recreation Leader I/II	1.00
	Recreation Leader I/II	1.26
	Total	4.76
70.073.730	Family Aquatic Center	
	Aquatic Instructor	5.00
	Customer Service Rep	4.00
	Lifeguard I/II	9.00
	Pool Technician	2.00
	Recreation Leader II	0.71
	Activity Coordinator	2.00
	Senior Lifeguard	3.00
	Customer Service Rep	0.50
	Total	26.21
70.074.740	Licensed Childcare	
	Preschool Instructor	0.50
	Total	0.50
70.075.750	Senior Services	
	Recreation Leader	1.50
	Total	1.50
80.080.800	Finance	
	Accounting Assistant I/II	0.50
	Total	0.50
	Grand Total	**53.96**



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City Manager's Office, City Attorney's Office and Emergency Management Services – Operating Budget

The mission of the City Manager's Office is to ensure the goals and needs of the community, City Council and staff are all in alignment. Divisions within the City Manager's Office include the City Attorney's Office, the City Clerk's office, and the Office of Emergency Services.

KEY OBJECTIVES

- Assist other City departments in developing and carrying out inclusive and equitable City policies, maximizing the use of City resources and promoting long-term fiscal stability.
- Successfully manage and support the November 5, 2024 election for City Council and Mayoral candidates and any potential ballot measures.
- Explore opportunities to expand partnerships with the Newark Unified School District to enhance education in our public schools.
- Develop the City's first Homelessness Plan to identify strategies and resources for our unhoused community in an effort to eliminate homelessness.
- Complete a review and update of the City's Comprehensive Emergency Management Plan.
- Apply for grant funding to carry out actions identified in the Local Hazard Mitigation Plan.
- Provide specialized training to employees tasked with Emergency Operations Center responsibilities.
- Increase participation in the Community Emergency Response Team (CERT) volunteer program.
- Partner to provide our business, residential, and service communities with Emergency Prevention, Preparedness, Response, and Recovery training.
- Act on the results of the biennial Community Engagement Survey

- Complete a citywide branding and marketing effort to improve communication with our community.

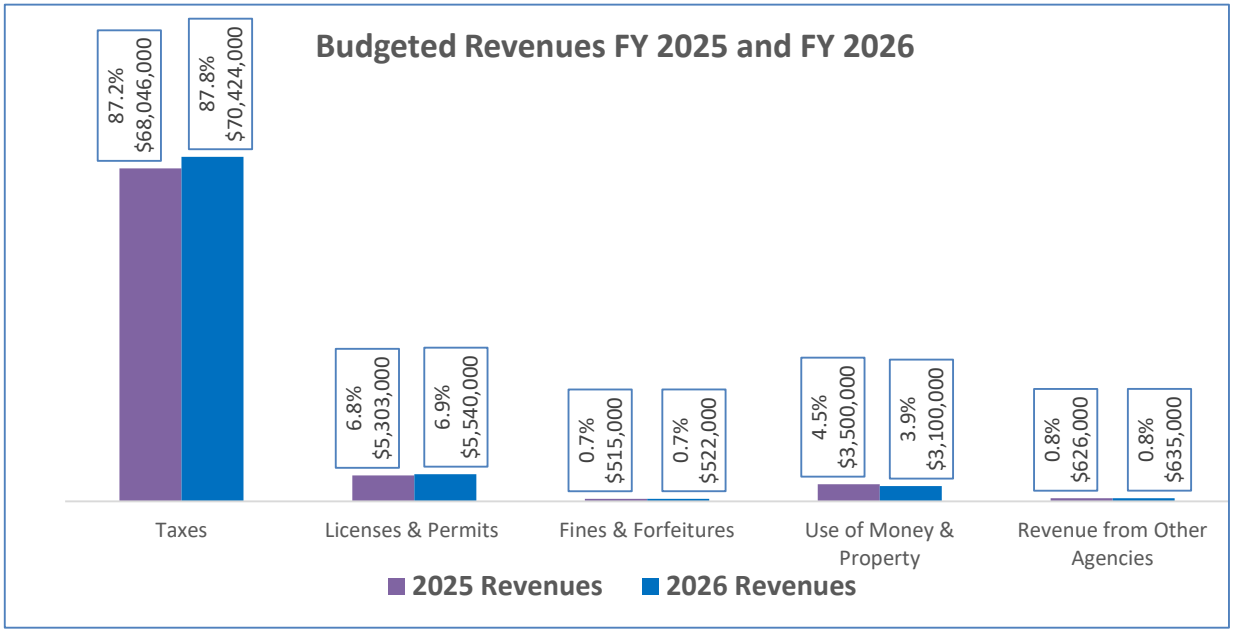
- Appoint community members to the City's first Public Arts Committee and begin implementation of the City's Public Art Master Plan.

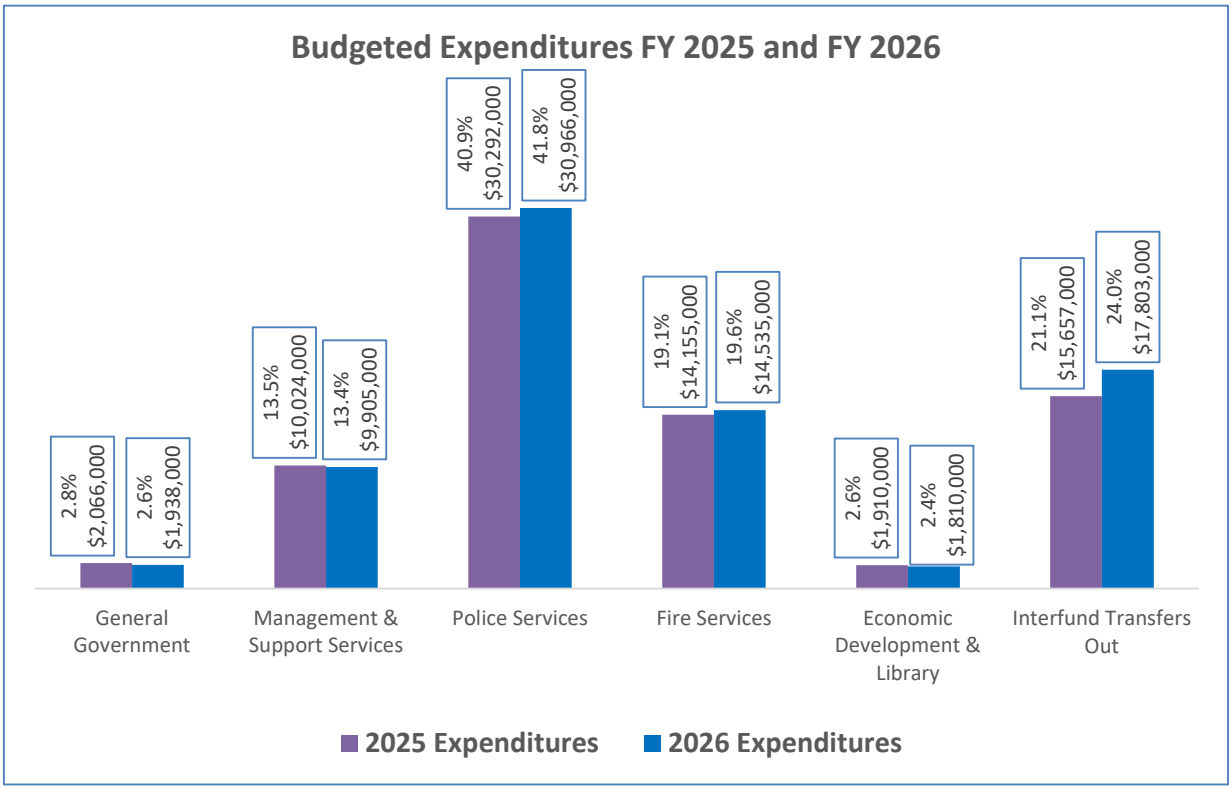
Activity & Workload Highlights

Activity and Workload Indicators	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Projected
Legislative Records Processed:				
Resolutions	136	148	151	145
Ordinances	7	5	6	4
Legal Notices published/posted	20	13	14	16
Fair Political Practices Commission:				
Form 700 filings	58	73	82	71
City Council Agenda Packets processed	24	31	23	24
Public Records Act Requests processed	107	132	147	180
Contracts processed (per Calendar Year)	63	85	167	200

GENERAL FUND

The General Fund consists of activities which benefit the general public. It includes Mayor-Council, City Attorney, City Clerk, Management, Financial Services, Human Resources, Police, Fire, Community Development, and some Library support. General Fund revenues also supplement the Development, Recreation, Maintenance cost centers and Capital Funds.





GENERAL GOVERNMENT/MANAGEMENT & SUPPORT SERVICES SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	NON DEPARTMENTAL					
00.000.000	Non Departmental	-	12,461,000	17,282,000	5,293,000	5,313,000
	Subtotal	**-**	**12,461,000**	**17,282,000**	**5,293,000**	**5,313,000**
	GENERAL GOVERNMENT					
10.010.100	Mayor-Council	413,000	422,310	400,000	417,000	425,000
13.013.130	City Clerk	374,000	374,000	413,000	586,000	420,000
15.015.150	City Attorney	482,000	482,000	573,000	588,000	604,000
	Subtotal	**1,269,000**	**1,278,310**	**1,386,000**	**1,591,000**	**1,449,000**
	MANAGEMENT & SUPPORT SERVICES					
20.020.200	Management Services	1,493,000	1,704,050	1,922,000	2,117,000	1,878,000
21.021.200	Information Technology Systems	2,617,000	3,721,273	3,450,000	3,178,000	3,232,000
22.022.200	Human Resources Services	1,542,000	1,699,000	1,605,000	1,764,000	1,790,000
80.080.800	Financial Services	2,437,000	2,675,011	2,947,000	2,965,000	3,005,000
	Subtotal	**8,089,000**	**9,799,334**	**9,924,000**	**10,024,000**	**9,905,000**
	TOTAL	**9,358,000**	**23,538,644**	**28,592,000**	**16,908,000**	**16,667,000**

00.000.000 NON DEPARTMENTAL

Non Departmental

Non-Departmental expenditures account for additional discretionary payments towards the Pension and Other Post-Employment Benefits (OPEB) liabilities.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5510	Defined Benefit Plan (CalPERS)	-	12,000,000	12,000,000	-	-
5530	OPEB	-	461,000	461,000	475,000	489,000
	Subtotal	**-**	**12,461,000**	**12,461,000**	**475,000**	**489,000**
7000	Principle & Interest	-	-	4,821,000	4,818,000	4,824,000
	TOTAL	**-**	**12,461,000**	**17,282,000**	**5,293,000**	**5,313,000**

10.010.100 MAYOR-COUNCIL

General Government

The City Council is the legislative and policy-making body of the City. There are five members of the Newark City Council, elected at large on a non-partisan ballot. The Mayor is directly elected to serve a two-year term; Council Members are elected to four-year overlapping terms. The City Council appoints a City Manager and a City Attorney. The City Council also creates and abolishes advisory committees and commissions and appoints residents to serve as members of these advisory committees and commissions.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5130	Salaries Council and Commissions	204,000	204,000	193,000	200,000	200,000
	Subtotal	**204,000**	**204,000**	**193,000**	**200,000**	**200,000**
6100	Materials and Supplies	5,000	5,000	5,000	5,000	6,000
6200	Contractual Services	114,000	123,310	106,000	110,000	114,000
6400	Membership, Travel, Training	64,000	64,000	70,000	75,000	78,000
6800	Internal Service Charges	26,000	26,000	26,000	27,000	27,000
	Subtotal	**209,000**	**218,310**	**207,000**	**217,000**	**225,000**
	TOTAL	**413,000**	**422,310**	**400,000**	**417,000**	**425,000**

13.013.130 CITY CLERK

General Government

The City Clerk is responsible for support functions to the City Council, as well as for the performance of Government Code and Municipal Code mandated services. These services include: preparation of agenda and agenda materials for City Council; records management; municipal code codification; conducting Municipal Elections in coordination with the Alameda County Registrar of Voters; and administration of compliance with the Political Reform Act, Public Records Act, Maddy Act, and the Brown Act.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	325,000	325,000	362,000	358,000	359,000
5140	Overtime	-	-	1,000	-	-
	Subtotal	**325,000**	**325,000**	**363,000**	**358,000**	**359,000**
6100	Materials and Supplies	1,000	1,000	3,000	4,000	6,000
6200	Contractual Services	10,000	10,000	10,000	185,000	13,000
6400	Membership, Travel, Training	6,000	6,000	5,000	5,000	8,000
6800	Internal Service Charges	32,000	32,000	32,000	34,000	34,000
	Subtotal	**49,000**	**49,000**	**50,000**	**228,000**	**61,000**
	TOTAL	**374,000**	**374,000**	**413,000**	**586,000**	**420,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Assistant City Manager	0.10	0.10	0.10
City Clerk	1.00	1.00	1.00
Executive Assistant	0.20	0.20	0.20
TOTAL	1.30	1.30	1.30

15.015.150 CITY ATTORNEY

General Government

The City Attorney is hired by the City Council as a consultant to serve as the legal representative of the City Council, City Manager, City departments, and City commissions. The City Attorney is responsible for serving representation for the City in all lawsuits filed by or against the City. The City Attorney is also responsible for preparing and approving the legality of all proposed contracts, ordinances, and other documents.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	1,000	1,000	-	-	-
6200	Contractual Services	455,000	455,000	547,000	561,000	577,000
6800	Internal Service Charges	26,000	26,000	26,000	27,000	27,000
	Subtotal	**482,000**	**482,000**	**573,000**	**588,000**	**604,000**
	TOTAL	**482,000**	**482,000**	**573,000**	**588,000**	**604,000**

20.020.200 CITY MANAGER'S OFFICE *General Government*

The City Manager's Office is responsible for planning, organizing, staffing, and directing all City programs to implement the policy of the City Council. It also serves as staff to the City Council and is involved in intergovernmental relations necessary to accomplish liaison work with state, regional, county, and other local agencies. The Office is responsible for public records, City Council meetings, and local elections.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,137,000	1,172,400	1,369,000	1,341,000	1,343,000
5140	Overtime	-	-	3,000	-	-
5120	Seasonal/Temporary Employees	16,000	16,000	37,000	36,000	38,000
	Subtotal	**1,153,000**	**1,188,400**	**1,409,000**	**1,377,000**	**1,381,000**
6100	Materials and Supplies	19,000	19,000	17,000	44,000	36,000
6200	Contractual Services	183,000	356,250	357,000	545,000	305,000
6400	Membership, Travel, Training	15,000	15,000	13,000	13,000	16,000
6800	Internal Service Charges	123,000	123,000	123,000	138,000	140,000
8000	Departmental Equipment	-	2,400	3,000	-	-
	Subtotal	**340,000**	**515,650**	**513,000**	**740,000**	**497,000**
	TOTAL	**1,493,000**	**1,704,050**	**1,922,000**	**2,117,000**	**1,878,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Assistant City Manager	0.60	0.60	0.60
Assistant to the City Manager	1.00	1.00	1.00
City Manager	1.00	1.00	1.00
Executive Assistant	0.80	0.80	0.80
Senior Management Analyst	1.00	1.00	1.00
Temporary Full-time Equivalent	-	0.75	0.75
TOTAL	4.40	5.15	5.15

Information Technology – Operating Budget

The mission of the Information Technology Department is to cultivate a secure, resilient, and inclusive technology ecosystem that seamlessly aligns with organizational objectives. Our dedicated team ensures the seamless operation of the citywide technology infrastructure, providing daily support to employees and managing all customer-facing technology resources for the City. We are committed to constant innovation, actively identifying, evaluating, and implementing technologies that enhance operational efficiency. Our efforts extend to maintaining the robustness of network infrastructure and all technology components, fostering increased accessibility and transparency of data for the public. With a primary focus on fortifying our cyber environment, we strive to elevate our technological capabilities responsibly by procuring resources in a fiscally sound manner. As stewards of technology, we actively recommend solutions that not only enhance service delivery but also contribute to the overall advancement of our community. Together, we shape a future where technology seamlessly empowers and serves our City, fostering progress and connectivity for all.

Key Objectives

- Align with the Technology Master Plan to drive customer-focused technology solutions that are aligned with City Council goals and priorities.

- Implement advanced cybersecurity protocols and training to safeguard the City's digital assets and sensitive information and conduct regular security audits and risk assessments to identify and mitigate potential vulnerabilities.

- Establish a comprehensive technology governance framework to provide a collaborative forum for major decisions, planning, internal communication, and department staff training.

- Promote digital inclusion by expanding digital literacy programs and develop initiatives to bridge the digital divide to provide equitable access to technology resources for all residents.

- Implement disaster recovery and business continuity plans with regular testing to ensure uninterrupted service delivery during unforeseen events.

- Execute the recommendations derived from the extensive evaluations and assessments of telephony and carrier services proposals to develop an integrated solution that is modern, scalable, feature-rich, reliable, and cost-effective.

- Enhance the resilience of critical IT infrastructure components to minimize downtime during system failures or cyber incidents.

- Explore Artificial Intelligence (AI) Integration for potential data analysis enhancement, routine task automation and decision-making improvements.

- Collaborate with City departments to support the implementation of smart city technologies that align with the City's vision for a smart and connected community.

Activity & Workload Highlights

Activity and Workload Indicators	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Projected
Help desk tickets resolved	1106	1660	1700	1800
Security Event: Spam Emails*	N/A	69,188	81,000	82,000
Security Event: Phishing Emails*	N/A	7,941	10,300	11,000
Security Event: Malware Emails*	N/A	894	929	1,000

*Filtering, monitoring and quarantine enforcement started March 2023

21.021.210 INFORMATION TECHNOLOGY DEPARTMENT

General Government

The Information Technology Department (IT) manages all of the City's computer, telecommunications, and related systems and services. This includes responsibility for the governance of the City's technological systems, maintenance of the infrastructure, and the overall functionality of the systems. Through automation of routine tasks and securing electronic data, IT ensures staff have tools to provide more efficient and effective customer service, more accessible and reliable government information, and optimal collaboration and communication.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,445,000	1,451,000	1,376,000	1,417,000	1,419,000
5140	Overtime	-	-	9,000	-	-
5120	Seasonal/Temporary Employees	-	-	63,000	91,000	94,000
	Subtotal	**1,445,000**	**1,451,000**	**1,448,000**	**1,508,000**	**1,513,000**
6100	Materials and Supplies	119,000	839,028	775,000	703,000	723,000
6200	Contractual Services	286,000	633,245	548,000	335,000	347,000
6300	Communications	524,000	524,000	403,000	413,000	425,000
6400	Membership, Travel, Training	8,000	39,000	41,000	41,000	44,000
6800	Internal Service Charges	235,000	235,000	235,000	178,000	180,000
	Subtotal	**1,172,000**	**2,270,273**	**2,002,000**	**1,670,000**	**1,719,000**
	TOTAL	**2,617,000**	**3,721,273**	**3,450,000**	**3,178,000**	**3,232,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Assistant City Manager	0.15	0.15	0.15
Chief Information Officer/Information Technology Director	1.00	1.00	1.00
Information Technology Analyst/Sr. Information Technology Analyst	3.00	3.00	3.00
Information Technology Technician I/II	2.00	2.00	2.00
Temporary Full-time Equivalent	-	0.50	0.50
TOTAL	6.15	6.65	6.65

Human Resources – Operating Budget

The mission of the Human Resources Department is to empower City employees to achieve excellence in public service, thereby making a positive difference for the larger community. Through innovative Human Resources practices and fostering a culture of engagement, safety, and professionalism, we strive to maximize individual and organizational performance.

Key Objectives

- Identify and mitigate risks to protect the City and enhance its resilience.
- Utilize recruitment strategies and implement a comprehensive onboarding program to attract and retain a talented and diverse workforce.
- Foster an inclusive workplace culture by promoting and supporting Diversity, Equity, Inclusion, and Belonging initiatives.
- Support employee wellness and safety that effectively promotes, communicates, and acts to protect and enhance employee health and safety.
- Implement citywide employee development opportunities that further enhance the success of City employees in service delivery to the community, promote the City's PRIDE values, and support succession planning.
- Foster a positive work environment and proactively address employee and association concerns through collaboration, effective communication channels, and cultivating a culture of mutual respect.
- Ensure that all City departments have viable performance management tools, and resources to provide timely, accurate, and relevant performance feedback and professional development guidance to employees.
- Utilize technology to streamline Human Resources processes and promote data-driven decision-making.
- Create and revise internal policies and procedures to ensure compliance with laws and regulations.

Activity & Workload Highlights

Activity and Workload Indicators	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Projected
New hires: Regular employees	9	21	19	13
New hires: Temporary employees	40	54	73	41
Recruitments conducted: Regular and Temporary	25	44	35	43

22.022.220 HUMAN RESOURCES SERVICES *General Government*

Human Resources provides specialized and strategic administration to all employees in the following areas: employee and labor relations; negotiations with labor associations and employee groups; recruitment and selection; equal employment opportunity; classification and compensation; employee development and training; employee recognition; benefits administration; workers' compensation; state unemployment insurance; employee safety; and confidential records management. Human Resources is the resource point for employees ensuring compliance with federal and state employment laws.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	818,000	818,000	813,000	852,000	854,000
5140	Overtime	-	-	1,000	-	-
5120	Temporary Employees	28,000	28,000	96,000	181,000	187,000
	Subtotal	**846,000**	**846,000**	**910,000**	**1,033,000**	**1,041,000**
6100	Materials and Supplies	54,000	69,000	93,000	99,000	96,000
6200	Contractual Services	418,000	470,000	300,000	265,000	275,000
6400	Membership, Travel, Training	110,000	200,000	188,000	253,000	263,000
6800	Internal Service Charges	114,000	114,000	114,000	114,000	115,000
	Subtotal	**696,000**	**853,000**	**695,000**	**731,000**	**749,000**
	TOTAL	**1,542,000**	**1,699,000**	**1,605,000**	**1,764,000**	**1,790,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Management Analyst	1.00	1.00	1.00
Assistant City Manager	0.15	0.15	0.15
Human Resources Director	0.80	0.80	0.80
Human Resources Technician	2.00	2.00	2.00
Temporary Full-time Equivalent	-	0.99	0.99
TOTAL	3.95	4.94	4.94

Finance – Operating Budget

The mission of the Finance Department is to ensure that the financial and fiscal activities of the City are performed, recorded, and presented in compliance with professional and ethical standards while supporting the City Council, City Departments, and community in a prompt and courteous manner.

Key Objectives

- Monitor and evaluate City revenues, national and state economies, fiscal policies, and other economic trends that impact the City's financial condition and make recommendations to the City Manager and City Council to ensure fiscal stability in times of economic downturn.
- Develop the Biennial Budget and Five-Year Forecast in coordination with City departments and community engagement; monitor spending against approved budget and advise Council with budget amendments as needed.
- Prepare and maintain accurate financial records and reports, in compliance with Generally Accepted Accounting Principles (GAAP), the General Accounting Standards Board (GASB), Federal, State, and County rulings, and grant provisions.
- Procure goods and services in compliance with the City's Purchasing Policy, Ordinance, and applicable Federal and State laws.
- Provide leadership in the development, implementation, and updates of financial policies for the City.
- Monitor and enforce internal controls of financial process workflows to safeguard financial resources and City assets.
- Review capital projects and equipment replacement spending to determine asset capitalization, replacement schedule, and funding options.
- Process all financial transactions for the City, including revenue receipts, vendor and contractor payments, employee payroll checks, and business license issuance.

- Provide leadership and support to City departments for grant reporting compliance.
- Maintain current Enterprise Resource Planning (ERP) system for systematic updates and enhancements and continue to evaluate additional modules.

Activity & Workload Highlights

Activity and Workload Indicators	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Projected
Accounts Payable invoices processed	3,364	3,742	4,238	4,609
Accounts Payable checks issued	2,626	2,911	2,990	3,218
Purchase Orders processed	784	851	958	970
1099's processed (calendar year)	114	121	127	99
Business licenses issued (calendar year)	2,987	3,066	3,050	3,099
Payroll checks processed	9,040	10,235	10,833	10,503

80.080.800 FINANCE DEPARTMENT

General Government

The Finance Department maintains the financial records of the City and provides accounting and financial reporting services to City management and staff, City Council, and regulatory agencies. Finance staff assists City departments in developing and submitting a budget to City Council and coordinates the annual financial audit and preparation of the Annual Comprehensive Financial Report. Other Financial Services responsibilities includes cash management, cashier operations, business license administration, debt management, payroll, purchasing, accounts payable, accounts receivable, and maintenance of the ERP system.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,628,000	1,646,900	1,798,000	1,814,000	1,819,000
5115	Leave Conversion	-	-	6,000	-	-
5120	Seasonal/Temporary Employees	-	-	38,000	41,000	43,000
	Subtotal	**1,628,000**	**1,646,900**	**1,842,000**	**1,855,000**	**1,862,000**
6100	Materials and Supplies	7,000	7,000	7,000	7,000	9,000
6200	Contractual Services	553,000	772,111	851,000	857,000	883,000
6400	Membership, Travel, Training	24,000	24,000	22,000	25,000	28,000
6800	Internal Service Charges	225,000	225,000	225,000	221,000	223,000
	Subtotal	**809,000**	**1,028,111**	**1,105,000**	**1,110,000**	**1,143,000**
	TOTAL	**2,437,000**	**2,675,011**	**2,947,000**	**2,965,000**	**3,005,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Accountant	2.00	2.00	2.00
Accounting Assistant II	1.00	2.00	2.00
Accounting Technician I/II	1.00	1.00	1.00
Collection Assistant	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00
Temporary Full-time Equivalent		0.50	0.50
TOTAL	8.00	9.50	9.50

EMERGENCY SERVICES AND LIBRARY SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	EMERGENCY SERVICES					
26.026.260	Emergency Services	-	94,000	131,000	225,000	238,000
	Subtotal	**-**	**94,000**	**131,000**	**225,000**	**238,000**
	LIBRARY					
27.027.270	Library Support	169,000	321,000	321,000	392,000	397,000
	Subtotal	**169,000**	**321,000**	**321,000**	**392,000**	**397,000**
	TOTAL	**169,000**	**415,000**	**452,000**	**617,000**	**635,000**

26.026.260 EMERGENCY SERVICES

Emergency Services

The Office of Emergency Services is responsible for whole community natural, civil, and technological disaster preparedness and response. It is also responsible for preparing, planning, training, and educating staff and elected officials in disaster response and recovery. By engaging community partners and developing strategies that prevent and mitigate disasters, the Office supports building a safer and more resilient future for the City.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Supplies	-	50,000	-	50,000	53,000
6200	Contractual Services	-	12,000	99,000	116,000	123,000
6400	Membership, Travel, Training	-	32,000	32,000	32,000	35,000
6800	Internal Service Charges	-	-	-	27,000	27,000
	Subtotal	**-**	**94,000**	**131,000**	**225,000**	**238,000**
	TOTAL	**-**	**94,000**	**131,000**	**225,000**	**238,000**

27.027.270 LIBRARY SUPPORT

Library

The Library Support activity provides for the maintenance of the City's Library building, grounds, and parking lot. The Library is located at 37055 Newark Blvd and is operated by Alameda County.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	169,000	169,000	169,000	236,000	236,000
6800	Internal Service Charges	-	152,000	152,000	156,000	161,000
	Subtotal	**169,000**	**321,000**	**321,000**	**392,000**	**397,000**
	TOTAL	**169,000**	**321,000**	**321,000**	**392,000**	**397,000**

ECONOMIC DEVELOPMENT

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	ECONOMIC DEVELOPMENT					
50.051.510	Economic Development	710,000	1,149,793	1,019,000	1,293,000	1,175,000
	Subtotal	**710,000**	**1,149,793**	**1,019,000**	**1,293,000**	**1,175,000**

50.051.510 ECONOMIC DEVELOPMENT *Community Development*

The Economic Development activity includes all public information and business promotion functions. Also included in this activity are work with the Chamber of Commerce, publication of the City newsletter, and economic development promotion efforts.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	284,000	467,000	313,000	559,000	574,000
5120	Seasonal/Temporary Employees	53,000	-	120,000	153,000	-
	Subtotal	**337,000**	**467,000**	**433,000**	**712,000**	**574,000**
6100	Materials and Supplies	5,000	5,000	5,000	5,000	6,000
6200	Contractual Services	305,000	596,793	520,000	454,000	469,000
6400	Membership, Travel, Training	28,000	46,000	26,000	29,000	32,000
6800	Internal Service Charges	35,000	35,000	35,000	93,000	94,000
	Subtotal	**373,000**	**682,793**	**586,000**	**581,000**	**601,000**
	TOTAL	**710,000**	**1,149,793**	**1,019,000**	**1,293,000**	**1,175,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Administrative Support Specialist II	0.40	0.40	0.40
Deputy Economic Development Director	1.00	1.00	1.00
Management Analyst I/II	1.00	1.00	1.00

Police Department – Operating Budget

The mission of the Police Department is to provide professional public safety services in partnership with our community.

Key Objectives

- Continue to provide force options (crisis intervention and de-escalation) training to help officers understand and react appropriately to mentally ill and developmentally disabled subjects.
- Continue to provide Crime Prevention Through Environmental Design (CPTED) recommendations for residential and commercial areas.
- Continue to implement the convenience of an online police reporting system to our community.
- Continue to promote the Newark Vehicle and Accessory Theft Prevention Program (NVATPP) to encourage participation in catalytic converter label identification.
- Continue to utilize a Team Policing staffing model to improve communication, consistency in supervision, accountability, efficiency, and morale.
- Continue to prioritize professional development and succession planning through a formal Acting Sergeant in Training Program.
- Continue to aggressively pursue grant opportunities to supplement the current budget.
- Explore new ways to increase number of candidates for entry level and lateral police officers.
- Explore ways to formalize existing professional development and mentoring efforts that provide staff with the tools they need to succeed.
- Continue to address complaints and concerns regarding wrecked, dismantled, damaged, unregistered, and non-operating vehicles on public and private property.

- Continue our collaboration with the Newark Unified School District, Alameda County District Attorney's Office, and Juvenile Probation for a county-wide truancy program and to discuss School Resource Officer, gang, and other school-related issues. In addition, the Police Department will work with the Fremont and Union City School Districts and other police departments regarding truancy and other juvenile delinquency trends.

- Continue to pursue and evaluate on-line training/testing programs related to perishable skills for police officers.

- Continue to promote participation in the employee wellness program, to enhance employee satisfaction and quality customer service.

- Continue to pursue off-site data file storage systems to preserve archived and retainable reports.

- Continue to assign the Honor Guard team to represent the department at ceremonies for fallen officers, civic events, and city-related functions.

- Continue to access, monitor, and communicate Homeland Security/Terrorism issues to our first responders.

- Continue to promote and maintain a police explorer and cadet program.

- Continue to increase our public outreach efforts through social media to keep the lines of communication open and provide residents and concerned citizens with alerts, advisories, and community information.

- Continue to expand the Community Engagement Program by recruiting new police volunteers and Merchant Watch Program participants, collaborating with the Chamber of Commerce, establishing new Neighborhood Watch programs within the community, and facilitating campaigns such as National Night Out.

- Continue to research and provide new technology to improve efficiency and reduce risk.

- Continue to address on-going traffic concerns and evaluate the impact of new housing developments, increased commercial enterprises, and developing retail centers have on this issue.

- Continue to utilize police personnel to staff the Law Enforcement Program funded by

the Mission Valley Regional Occupation Program and in conjunction with the Newark Unified School District.

- Continue to encourage officers to achieve higher educational goals by forming partnerships with accredited universities.
- Continue to provide multi-disciplinary critical incident scenario-based training for all staff.
- Continue to utilize Naloxone to reduce the number of fatal opiate overdoses and increase officer safety.
- Continue to upgrade the Police webpage in order to provide citizens a means to easily locate information and submit requests with the objective of customer satisfaction and transparency.
- Continue to evaluate and improve the use of body worn cameras for all officers to reduce potential risk and liability to the department.
- By 2025, implement the first phase of an Intelligence Based Policing model.
- By 2025, research and evaluate secure long-term storage solutions for large scale property and evidence items, including vehicles.
- By June 2025, continue to move toward paperless records retention.

Activity & Workload Highlights

Activity and Workload Indicators			
Communications Center:	**Calendar Year 2022**	**Calendar Year 2023**	**% Change**
Calls for Service	24,013	26,235	9%
Total Incidents	35,916	34,135	-5%
Reporting:			
Criminal Incident Reports	3,678	3,342	-9%
Criminal Traffic Reports	204	160	-22%
Informational Reports	1,002	1,068	7%
Traffic Collision Reports	178	181	2%
Total Reports	5,062	4,751	-6%
Total Arrests	**727**	**684**	**-6%**

POLICE SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	POLICE SERVICES					
30.030.300	Police Administration	1,191,000	1,387,031	1,319,402	1,697,000	1,740,000
30.030.301	School Crossing Guards	145,000	155,101	156,000	165,000	170,000
30.030.302	Animal Control	440,000	440,000	452,000	454,000	462,000
30.031.310	Patrol	17,198,000	18,388,444	17,499,000	18,566,000	18,919,000
30.032.320	Investigations	2,894,000	3,005,000	2,156,000	3,285,000	3,376,000
30.033.330	Records & Communication	5,676,000	5,799,198	5,249,000	6,115,000	6,288,000
30.034.340	Police Reserves	12,000	12,000	12,000	10,000	11,000
	TOTAL	**27,556,000**	**29,186,774**	**26,843,402**	**30,292,000**	**30,966,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Administrative Assistant	1.00	1.00	1.00
Administrative Support Specialist II	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Community Engagement Manager	1.00	1.00	1.00
Community Service Officer	3.00	3.00	3.00
Crime Analyst	1.00	1.00	1.00
Management Analyst II	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00
Police Lieutenant	3.00	3.00	3.00
Police Officer	44.00	44.00	44.00
Police Records Supervisor	1.00	1.00	1.00
Police Sergeant	8.00	8.00	8.00
Public Safety Dispatch Supervisor	1.00	1.00	1.00
Police Support Services Manager	1.00	1.00	1.00
Public Safety Clerk	3.00	3.00	3.00
Public Safety Dispatcher	9.00	9.00	9.00
Red Light Photo Technician	1.00	1.00	1.00
Vehicle Abatement Officer	1.00	1.00	1.00
Seasonal/Temporary Full-time Equivalent	6.75	6.75	6.75
TOTAL	90.75	90.75	90.75

30.030.300 POLICE ADMINISTRATION

Police Department

The Police Chief has oversight of all of the police department functions and responsibilities. The Chief guides and leads the department by ensuring that staff abides by its mission, vision, and values; providing long and short-term goals and objectives for the department; adopting department rules and regulations; preparing and administering the department budget; providing for staffing and equipping of the department; reviewing and recommending the hiring and promotion of personnel; and receiving and investigating complaints of police misconduct.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,076,000	1,076,000	951,000	1,311,000	1,341,000
5140	Overtime	-	-	1,000	-	-
5120	Seasonal/Temporary Employees	-	-	98,000	-	-
	Subtotal	**1,076,000**	**1,076,000**	**1,050,000**	**1,311,000**	**1,341,000**
6100	Materials and Supplies	5,000	90,031	81,000	144,000	149,000
6200	Contractual Services	-	111,000	78,402	76,000	79,000
6400	Membership, Travel, Training	33,000	33,000	33,000	49,000	52,000
6800	Internal Service Charges	77,000	77,000	77,000	117,000	119,000
	Subtotal	**115,000**	**311,031**	**269,402**	**386,000**	**399,000**
	TOTAL	**1,191,000**	**1,387,031**	**1,319,402**	**1,697,000**	**1,740,000**

AUTHORIZED STAFFING	FY 2024	FY 2025	FY 2026
Administrative Assistant	1.00	1.00	1.00
Administrative Support Specialist II	1.00	1.00	1.00
Management Analyst II	1.00	1.00	1.00
Police Chief	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00

30.030.301 SCHOOL CROSSING GUARDS

Police Department

The School Crossing Guards activity is administered by the Field Operations Captain and one Field Operations Lieutenant. This program provides pedestrian traffic control and safety at specified school locations within the City.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	145,000	155,101	156,000	165,000	170,000
	Subtotal	**145,000**	**155,101**	**156,000**	**165,000**	**170,000**
	TOTAL	**145,000**	**155,101**	**156,000**	**165,000**	**170,000**

30.030.302 ANIMAL CONTROL

Police Department

The Animal Control activity is administered by the Field Operations Captain. The Animal Control Unit provides preventative patrol service related to state and local animal control statutes; investigates citizen complaints and violations; impounds stray animals; properly disposes of deceased animals; secures medical treatment for injured or sick animals; and assists with rabies control and the enforcement of City licensing ordinances.

Account Code	Description		2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees		160,000	160,000	172,000	168,000	168,000
		Subtotal	**160,000**	**160,000**	**172,000**	**168,000**	**168,000**
6200	Contractual Services		255,000	255,000	255,000	262,000	270,000
6800	Internal Service Charges		25,000	25,000	25,000	24,000	24,000
		Subtotal	**280,000**	**280,000**	**280,000**	**286,000**	**294,000**
		TOTAL	**440,000**	**440,000**	**452,000**	**454,000**	**462,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Animal Control Officer	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

30.031.310 PATROL

Police Department

Field Operations consists of teams of sworn and professional staff employees who collaboratively work together to patrol the city streets to preserve the peace; protect life and property, enforce laws, prevent crime, and arrest offenders. Teams consist of Patrol Sergeants, Police Officers, Community Service officers, Dispatchers, and Animal Control officers. Police Canines are attached to patrol teams as well. Canines are used primarily to search for and apprehend criminal suspects, detect and locate narcotics, and perform building and area searches.

The Traffic Unit enforces traffic regulations in conjunction with patrol functions; investigates traffic hazards; analyzes collision reports; participates in regional commercial enforcement activities; and provides traffic safety education. Vehicle Abatement Officers support the Traffic Unit through the identification and ultimate removal of abandoned vehicles throughout the city.

The School Resource Officer (SRO) assigned to Newark Memorial High School interacts closely with students, teachers, school staff, and parents to ensure a safe learning environment for our youth. The SRO also monitors activity, as well as investigates criminal incidents, on and around campus.

Field Operations is additionally supported by several collateral teams to include Special Weapons and Tactics (SWAT), Crisis Negotiations, Crowd Management, Unmanned Aerial Vehicle (UAV), Criminal Evidence Response Team (CERT), Field Training Officers (FTO), and a Peer Support Team.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	12,600,000	12,600,000	11,526,000	13,700,000	14,102,000
5120	Seasonal/Temporary Employees	468,000	547,131	660,000	259,000	267,000
5140	Overtime	559,000	618,000	1,557,000	-	-
	Subtotal	**13,627,000**	**13,765,131**	**13,743,000**	**13,959,000**	**14,369,000**
6100	Materials and Supplies	164,000	195,800	222,000	234,000	241,000
6200	Contractual Services	618,000	1,096,200	590,000	1,047,000	622,000
6400	Membership, Travel, Training	76,000	90,000	99,000	101,000	106,000
8000	Departmental Equipment	-	528,313	132,000	-	-
6800	Internal Service Charges	2,713,000	2,713,000	2,713,000	3,225,000	3,581,000
	Subtotal	**3,571,000**	**4,623,313**	**3,756,000**	**4,607,000**	**4,550,000**
	TOTAL	**17,198,000**	**18,388,444**	**17,499,000**	**18,566,000**	**18,919,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Community Service Officer	2.00	2.00	2.00
Police Captain	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00
Police Officer	34.00	34.00	34.00
Police Sergeant	7.00	7.00	7.00
Red Light Photo Technician	1.00	1.00	1.00
Vehicle Abatement Officer	1.00	1.00	1.00
Seasonal/Temporary Full-time Equivalent	4.00	4.00	4.00
TOTAL	52.00	52.00	52.00

30.032.320 INVESTIGATIONS

Police Department

The Investigations activity is administered by the Field Operations Captain and one Field Operations Lieutenant. The Detective Unit handles the investigation of all major crimes that occur within the city. They work with the Federal Bureau of Investigation Silicon Valley Regional Criminal Forensics Laboratory and the Southern Alameda Major Crimes Task Force (SACMCTF). Our participation in the SACMCTF allows us to enforce laws and investigate incidents related to narcotics trafficking, street gangs, and major crimes within the tri-city area. The detective unit responds to and investigates homicides, sexual assaults, robberies, and other complex investigations; recovers stolen property; inspects pawn shops and second-hand stores; tracks sex, arson, and narcotic registrants in the community; investigates and arrests persons wanted for crimes by other jurisdictions; and maintains an investigative liaison with outside agencies.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	2,464,000	2,464,000	1,621,000	2,608,000	2,685,000
5140	Overtime	138,000	138,000	128,000	-	-
	Subtotal	**2,602,000**	**2,602,000**	**1,749,000**	**2,608,000**	**2,685,000**
6100	Materials and Supplies	1,000	112,000	115,000	118,000	123,000
6200	Contractual Services	80,000	80,000	80,000	187,000	190,000
6400	Membership, Travel, Training	1,000	1,000	2,000	3,000	4,000
6800	Internal Service Charges	210,000	210,000	210,000	369,000	374,000
	Subtotal	**292,000**	**403,000**	**407,000**	**677,000**	**691,000**
	TOTAL	**2,894,000**	**3,005,000**	**2,156,000**	**3,285,000**	**3,376,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Police Officer	10.00	10.00	10.00
Police Sergeant	1.00	1.00	1.00
TOTAL	11.00	11.00	11.00

30.033.330 RECORDS & COMMUNICATIONS *Police Department*

The Records & Communications activity is administered by the Support Services Captain and Support Services Manager. This activity administers the records, communications, evidence control, and personnel/training functions. The Records Unit maintains and distributes police reports, Public Records Act (PRA) requests, and other police files. The communications center accepts citizens' calls for public safety services and coordinates movements of field units. The evidence control function maintains evidence and property in police custody.

The Professional Standards and Training Unit is administered by the Support Services Captain and a Sergeant who coordinates, delivers, and tracks department and Peace Officers Standards and Training (POST) approved training, assists in the recruitment and background of potential employees, investigates internal affairs matters, and coordinates the testing process for the hiring of new employees and the internal promotional testing process. The Support Services Captain also oversees the Community Engagement Program which encompasses volunteers for Graffiti Abatement, Newark Police Volunteers, Neighborhood and Merchant Watch programs, as well as the Citizen Police Academy and social media.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	4,280,000	4,280,000	3,834,000	4,887,000	5,024,000
5120	Seasonal/Temporary Employees	145,000	145,000	137,000	137,000	142,000
5140	Overtime	155,000	155,000	120,000	-	-
	Subtotal	**4,580,000**	**4,580,000**	**4,091,000**	**5,024,000**	**5,166,000**
6100	Materials and Supplies	31,000	31,000	43,000	43,000	45,000
6200	Contractual Services	255,000	378,198	316,000	327,000	339,000
6400	Membership, Travel, Training	178,000	178,000	167,000	161,000	168,000
6300	Other Charges	83,000	83,000	83,000	85,000	88,000
6800	Internal Service Charges	549,000	549,000	549,000	475,000	482,000
	Subtotal	**1,096,000**	**1,219,198**	**1,158,000**	**1,091,000**	**1,122,000**
	TOTAL	**5,676,000**	**5,799,198**	**5,249,000**	**6,115,000**	**6,288,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Community Engagement Manager	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00
Lead Public Safety Dispatcher	1.00	1.00	1.00
Police Captain	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00
Public Safety Clerk	3.00	3.00	3.00
Public Safety Dispatcher Supervisor	1.00	1.00	1.00
Public Safety Dispatcher	9.00	9.00	9.00
Police Support Services Manager	1.00	1.00	1.00
Seasonal/Temporary Full-time Equivalent	2.75	2.75	2.75
TOTAL	23.75	23.75	23.75

30.034.340 POLICE RESERVES AND EXPLORER PROGRAM *Police Department*

The Police Reserves activity is administered by the Field Operations Captain. The Reserve Officer program recruits, trains, and equips civilian volunteers to assist sworn police personnel during the course of their duties, as well as in times of disaster when the need for police services exceeds available resources. The Captain also provide oversight for the volunteer-based Police Explorer program which provides police experience, mentorship, and training to youth interested in a career in law enforcement.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6400	Membership, Travel, Training	12,000	12,000	12,000	10,000	11,000
	Subtotal	**12,000**	**12,000**	**12,000**	**10,000**	**11,000**
	TOTAL	**12,000**	**12,000**	**12,000**	**10,000**	**11,000**

Fire – Operating Budget

The Alameda County Fire Department provides fire services for the City of Newark by contract. These services are provided at the direction of the City and are in line with public safety priorities of the community.

Key Objectives

- Facilitate requested Emergency Operations Center (EOC) Training for City personnel to reinforce prior independent study learning modules.
- Facilitate requested EOC training for City Council members.
- Continue to work with the City to provide cost efficiencies for the services provided.
- Work collaboratively with the City's Emergency Services Coordinator to provide emergency preparedness training programs including Listos, Personal Emergency Preparedness (PEP), and Community Emergency Response Team (CERT) to Newark residents.
- Support the development of requested tabletop exercises to coincide with EOC training workshops and to exercise the City of Newark's Comprehensive Emergency Management Plan (CEMP).
- Conduct an annual review of the City of Newark's CEMP to ensure the plan elements are valid, current, and remain in compliance with ICS SEMS, NIMS, and other regulations.
- Continue to participate in community outreach and preparedness events.
- Participate in Disaster Council meetings to review status of emergency management program.
- Participate in and support the City's Local Hazard Mitigation Plan
- Work collaboratively with the City's Emergency Services Coordinator to conduct necessary review of the Emergency Operations Plan (EOP).

Activity & Workload Highlights

Activity and Workload Indicators	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Actuals
Fire calls for service	3,550	3,772	4,069
Primary fire inspections completed	2,291	2,494	2,029
Environmental safety inspections conducted	157	825	869

FIRE SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	FIRE SERVICES					
40.040.400	Fire, Life, and Environmental Protection	12,767,000	12,949,000	13,191,000	14,145,000	14,523,000
40.041.400	EMS Assessment	4,000	4,000	8,000	10,000	12,000
	TOTAL	**12,771,000**	**12,953,000**	**13,199,000**	**14,155,000**	**14,535,000**

40.040/40.041.400 EMERGENCY SERVICES and FIRE, LIFE, and ENVIRONMENTAL PROTECTION

Fire Department

Emergency Services are included in the contract for fire services with the Alameda County Fire Department. These services include training fire department personnel; response to emergency and non-emergency incidents; fire code inspections; coordinated and provided basic life support (BLS) and advanced life support (ALS) emergency medical services; response to hazardous materials related incidents; performing extrications; and maintaining fire hydrants. The Alameda County Fire Department also provided public education in fire safety, injury prevention, disaster preparedness; and responded to public service requests such as station tours and school presentations. They worked cooperatively through an Auto Aid agreement to respond to emergencies in Union City, and participated in Alameda County's Mutual Aid Plan, under which cities assist one another when in need of additional firefighting resources.

Emergency Preparedness activity, under the Alameda County Fire Department, coordinated the City's emergency response to natural and man-made disasters, industrial and transportation emergencies, and domestic terrorism situations. This activity included emergency planning, preparedness training, public awareness and education, Community Emergency Response Team (CERT) organization and training, Personal Emergency Preparedness (PEP) training, and disaster response and coordination.

Emergency Medical Services provided for advanced life support services by paramedics on fire engines, purchase of medical equipment and medications, emergency medical training, and other projects that enhanced the quality of emergency medical services to the community.

Fire, Life, and Environmental Protection Services includes conducted fire code and hazardous materials inspections, and code enforcement. The Alameda County Fire Department also made public education presentations to the community to expand awareness on fire and life safety hazards and environmental protection issues. Activities included plan review and inspection of all new fire protection system installations; fire code compliance inspections; fire investigation; regulation of hazardous materials facilities; and the distribution of public information on a wide range of fire safety and environmental protection subjects.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	12,696,000	12,878,000	13,120,000	13,435,000	13,812,000
6800	Internal Service Charges	71,000	71,000	71,000	710,000	711,000
	Subtotal	**12,767,000**	**12,949,000**	**13,191,000**	**14,145,000**	**14,523,000**
	TOTAL	**12,767,000**	**12,949,000**	**13,191,000**	**14,145,000**	**14,523,000**

40.041 EMS ASSESSMENT

6200	Contractual Services	4,000	4,000	8,000	10,000	12,000
	TOTAL	**4,000**	**4,000**	**8,000**	**10,000**	**12,000**

Community Development – Operating Budget

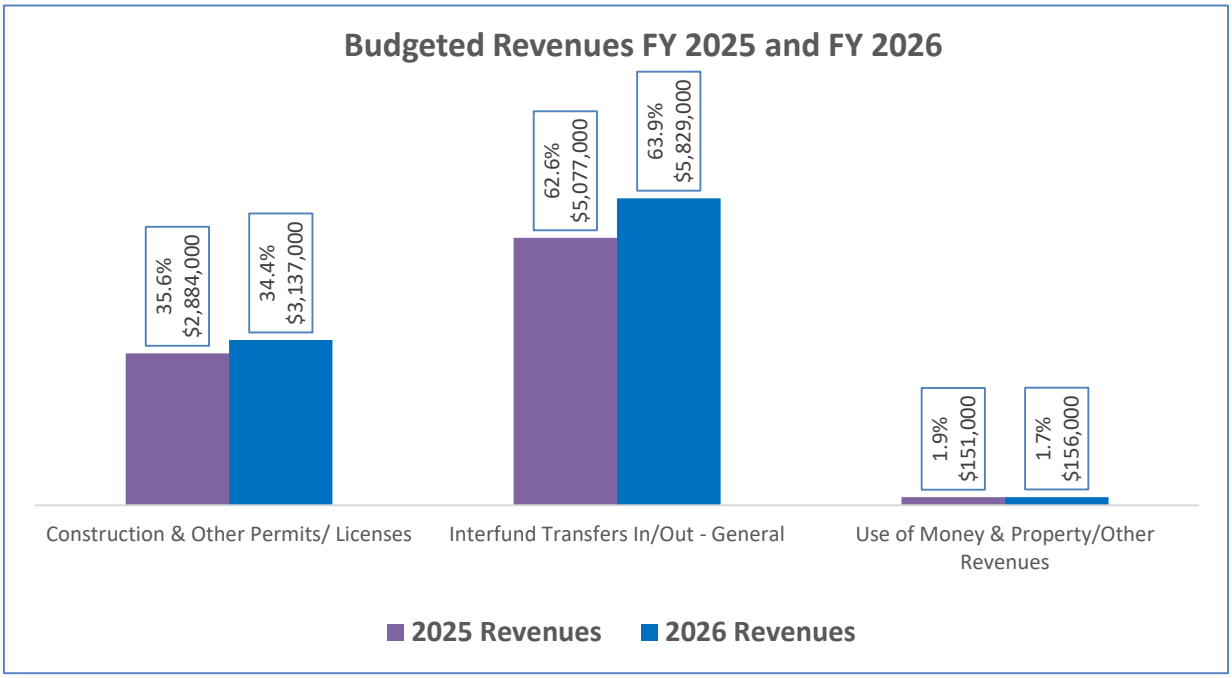
The mission of the Community Development Department is to ensure the long-term independence of the City of Newark by encouraging the development of a physically and fiscally balanced community. The Department consists of Economic Development, Planning and Housing, and Community Preservation. The Department is committed to leading initiatives that achieve Newark's fiscal independence and supporting a local economy that provides a variety of jobs and services. Community Development staff provides timely responses to inquiries and accurate and complete information to our customers. Within the City organization, the Department provides staff support, guidance, and coordination assistance to other departments. The Community Development Department continually strives to improve its high level of service.

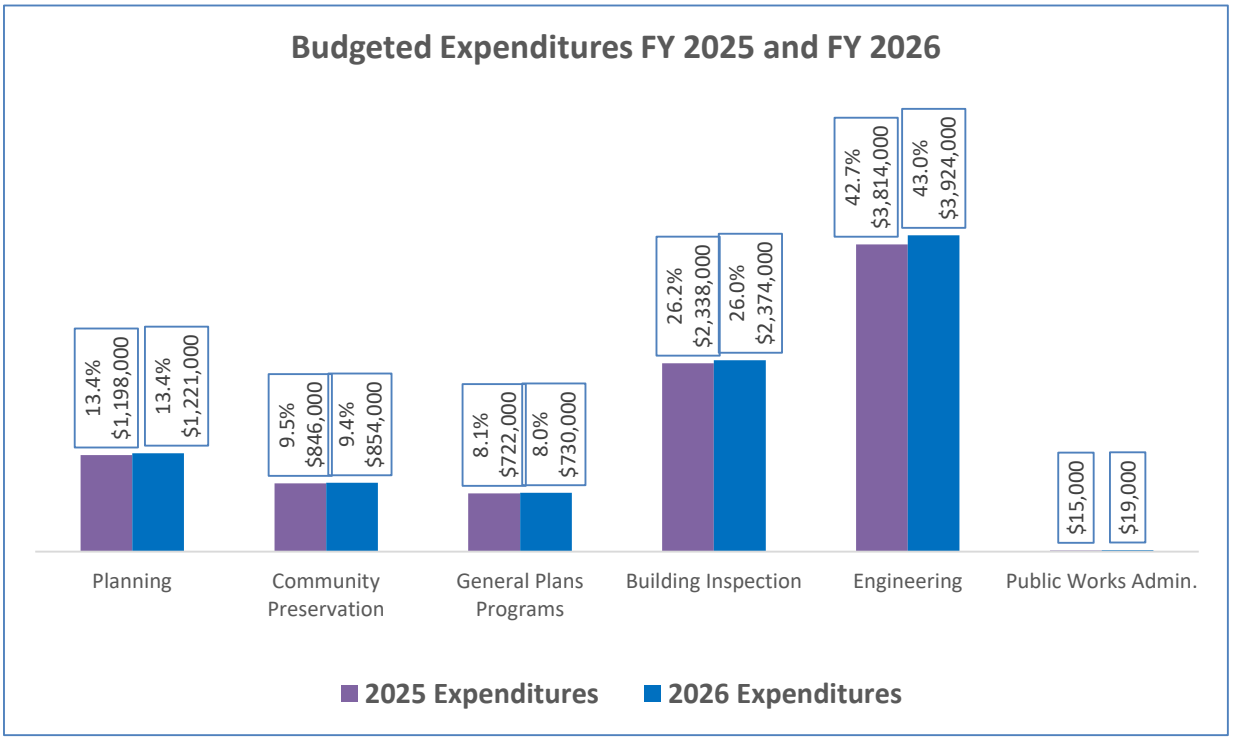
Key Objectives

- Expand efforts to market the community as a business and residential location of choice.
- Attract high-technology businesses and employment to Newark through land use decisions and business benefits and services.
- Implement the Economic Development and Land Use Element of the General Plan.
- Provide timely and efficient processing of development applications.
- Implement the Specific Plan for Areas 3 and 4, NewPark Place and Old Town Newark.
- Implement the Specific Plan for the Bayside Newark Transit Oriented Development (Area 2).
- Implement the Housing Element programs of the General Plan.
- Work with Regional Agencies to ensure Newark will be a part of a vibrant and sustainable region.
- Implement the Local Hazard Mitigation Plan.
- Review, analyze, and update Census-related data as necessary for Planning efforts.
- Monitor and update all impact fees as necessary to assist fund essential services and remain competitive to attract desired development.
- Promote proactive code enforcement activities within the Community Preservation Division through outreach and education.

DEVELOPMENT COST CENTER

The Development Cost Center contains Planning, Community Preservation, Engineering, and Building Inspection. These are services primarily provided to the development community and are supported primarily by development fees.





DEVELOPMENT COST CENTER SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	COMMUNITY DEVELOPMENT					
50.052.520	Planning	1,214,000	1,297,564	960,000	1,198,000	1,221,000
50.053.530	Community Preservation	825,000	839,503	819,000	846,000	854,000
50.054.540	General Plans Programs	352,000	352,000	404,000	722,000	730,000
	Subtotal	**2,391,000**	**2,489,067**	**2,183,000**	**2,766,000**	**2,805,000**
	PUBLIC WORKS					
60.060.600	Public Works Administration	-	-	5,000	15,000	19,000
60.061.611	Engineering Design and Construction	3,277,000	3,440,511	3,482,000	3,814,000	3,924,000
60.062.620	Building Inspection Programs	1,900,000	1,990,000	2,037,000	2,338,000	2,374,000
	Subtotal	**5,177,000**	**5,430,511**	**5,524,000**	**6,167,000**	**6,317,000**
	TOTAL	**7,568,000**	**7,919,578**	**7,707,000**	**8,933,000**	**9,122,000**

50.052.520 PLANNING

Community Development

The Planning activity oversees the orderly physical development of the community. The update and administration of the City's General Plan, administration of the Zoning Ordinance, coordination of development with the business and development community, and work with the Planning Commission are covered under this activity.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	624,000	624,000	667,000	802,000	811,000
5120	Seasonal/Temporary Employees	27,000	27,000	-	-	-
	Subtotal	**651,000**	**651,000**	**667,000**	**802,000**	**811,000**
6100	Materials and Supplies	5,000	5,000	7,000	8,000	10,000
6200	Contractual Services	431,000	514,564	163,000	169,000	175,000
6400	Membership, Travel, Training	22,000	22,000	18,000	21,000	24,000
6800	Internal Service Charges	105,000	105,000	105,000	198,000	201,000
	Subtotal	**563,000**	**646,564**	**293,000**	**396,000**	**410,000**
	TOTAL	**1,214,000**	**1,297,564**	**960,000**	**1,198,000**	**1,221,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Support Specialist II	0.60	0.60	0.60
Assistant Planner	0.50	0.50	0.50
Associate Planner	0.70	0.70	0.70
Community Development Director	0.30	0.30	0.30
Deputy Community Development Director	0.30	0.30	0.30
Housing Policy Program Manager	0.60	0.60	0.60
Senior Planner	0.50	0.50	0.50
TOTAL	3.50	3.50	3.50

50.053.530 COMMUNITY PRESERVATION *Community Development*

The Community Preservation Division is comprised of one full-time Community Preservation Manager and two full-time Community Preservation Specialists who are responsible for enforcing the provisions of the Newark Municipal Code and various other related codes and policies. A portion of the Community Development Director and Deputy Community Development Director's positions are also added here. To meet this obligation, we obtain compliance through intervention, education, and enforcement. We strive to partner with the community in enforcing neighborhood property maintenance standards, as it is our goal to help maintain property values and create a healthy, aesthetically pleasing community in which to live, work, and play.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	669,000	669,000	683,000	724,000	725,000
	Subtotal	**669,000**	**669,000**	**683,000**	**724,000**	**725,000**
6100	Materials and Supplies	4,000	4,000	4,000	5,000	7,000
6200	Contractual Services	35,000	49,157	15,000	16,000	17,000
6400	Membership, Travel, Training	33,000	33,000	33,000	35,000	38,000
6800	Internal Service Charges	84,000	84,000	84,000	66,000	67,000
	Subtotal	**156,000**	**170,503**	**136,000**	**122,000**	**129,000**
	TOTAL	**825,000**	**839,503**	**819,000**	**846,000**	**854,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Community Development Director	0.20	0.20	0.20
Community Preservation Manager	1.00	1.00	1.00
Community Preservation Specialist	2.00	2.00	2.00
Deputy Community Development Director	0.20	0.20	0.20
TOTAL	3.40	3.40	3.40

50.054.540 COMMUNITY DEVELOPMENT GENERAL PLAN

Community Development

The Community Development Maintenance activity oversees the implementation, the update and administration of the City's General Plan. This activity is fully funded by the Community Development Maintenance Fee.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	352,000	352,000	404,000	722,000	730,000
	Subtotal	**352,000**	**352,000**	**404,000**	**722,000**	**730,000**
	TOTAL	**352,000**	**352,000**	**404,000**	**722,000**	**730,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Assistant Planner	0.50	0.50	0.50
Associate Planner	0.30	0.30	0.30
Community Development Director	0.50	0.50	0.50
Deputy Community Development Director	0.50	0.50	0.50
Housing Policy Program Manager	0.40	0.40	0.40
Senior Planner	0.50	0.50	0.50
TOTAL	2.70	2.70	2.70

60.060.600 PUBLIC WORKS ADMINISTRATION *Parks and Public Works*

Public Works Administration includes general supplies and training for the the Public Works Department.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	-	-	-	3,000	4,000
6400	Membership, Travel, Training	-	-	-	12,000	15,000
8000	Departmental Equipment	-	-	5,000	-	-
	Subtotal	**-**	**-**	**5,000**	**15,000**	**19,000**
	TOTAL	**-**	**-**	**5,000**	**15,000**	**19,000**

60.061.611 ENGINEERING

Parks and Public Works

The Engineering Division consists of the Design Engineering, Development Engineering and Traffic Engineering sections, and is responsible for facilitating the design and construction of Capital Improvement projects such as streets, parks, and other public facilities; overseeing the approval and inspection of private development projects; and managing the City's traffic signal and multimodal transportation system.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	2,043,000	2,043,000	2,096,000	2,198,000	2,263,000
5120	Seasonal/Temporary Employees	26,000	26,000	9,000	28,000	29,000
5140	Overtime	-	-	1,000	-	-
	Subtotal	**2,069,000**	**2,069,000**	**2,106,000**	**2,226,000**	**2,292,000**
6100	Materials and Supplies	4,000	130,806	131,000	133,000	139,000
6200	Contractual Services	972,000	1,002,705	1,006,000	1,032,000	1,063,000
6400	Membership, Travel, Training	12,000	18,000	19,000	22,000	25,000
6800	Internal Service Charges	220,000	220,000	220,000	401,000	405,000
	Subtotal	**1,208,000**	**1,371,511**	**1,376,000**	**1,588,000**	**1,632,000**
	TOTAL	**3,277,000**	**3,440,511**	**3,482,000**	**3,814,000**	**3,924,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Junior Engineer	1.00	1.00	1.00
Management Analyst II	0.35	0.35	0.35
Principal Civil Engineer	1.00	1.00	1.00
Public Works Director	0.50	0.50	0.50
Public Works Inspector	0.90	0.90	0.90
Senior Administrative Support Specialist	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00
Seasonal/Temp. Full-time Equivalent	0.25	0.25	0.25
TOTAL	6.00	6.00	6.00

60.062.620 BUILDING INSPECTION

Parks and Public Works

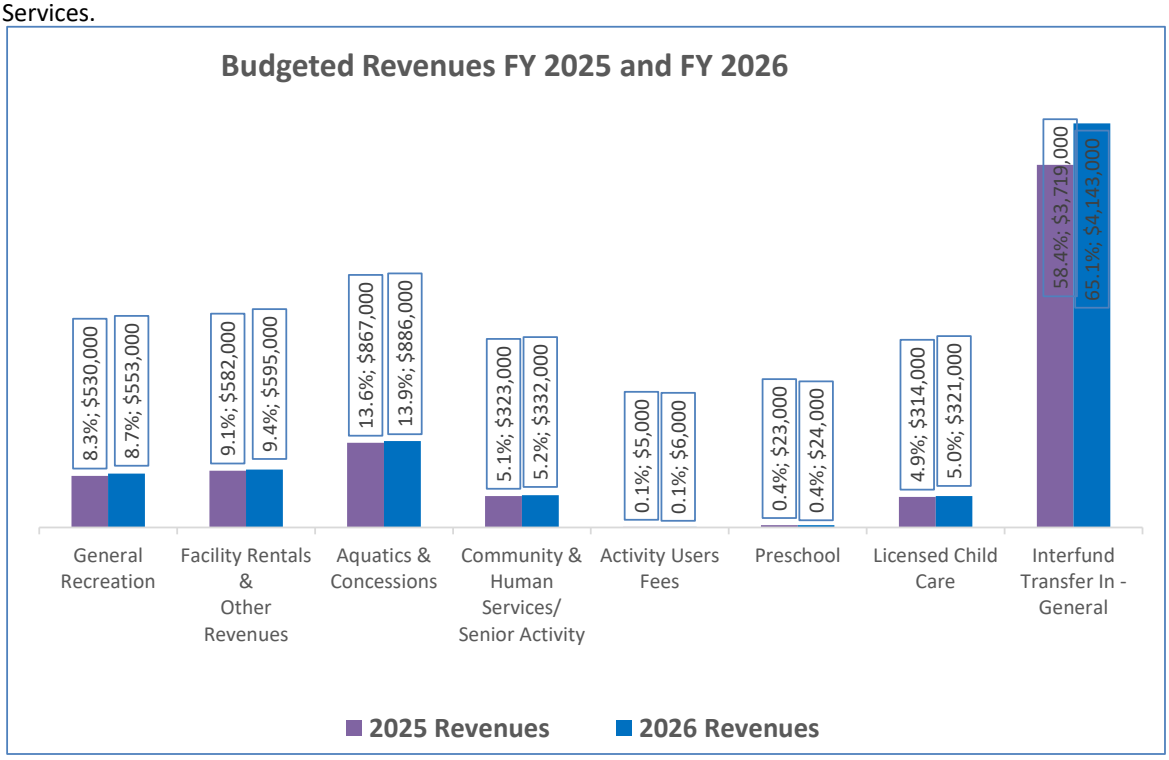
The Building Inspection program ensures that building design and construction are performed in agreement with the most modern materials, construction techniques, and engineering to protect the life, health, and safety of the occupants and to preserve the building stock. This is accomplished by adopting the latest building codes, providing regular training to staff, providing direction and instruction to meet code compliance for inexperienced builders, and adhering to a process that involves a thorough plan check process followed up by rigorous field inspections. Building Inspection is also tasked with providing educational documents to help streamline the process of permitting construction projects and retaining the documents for long term use.

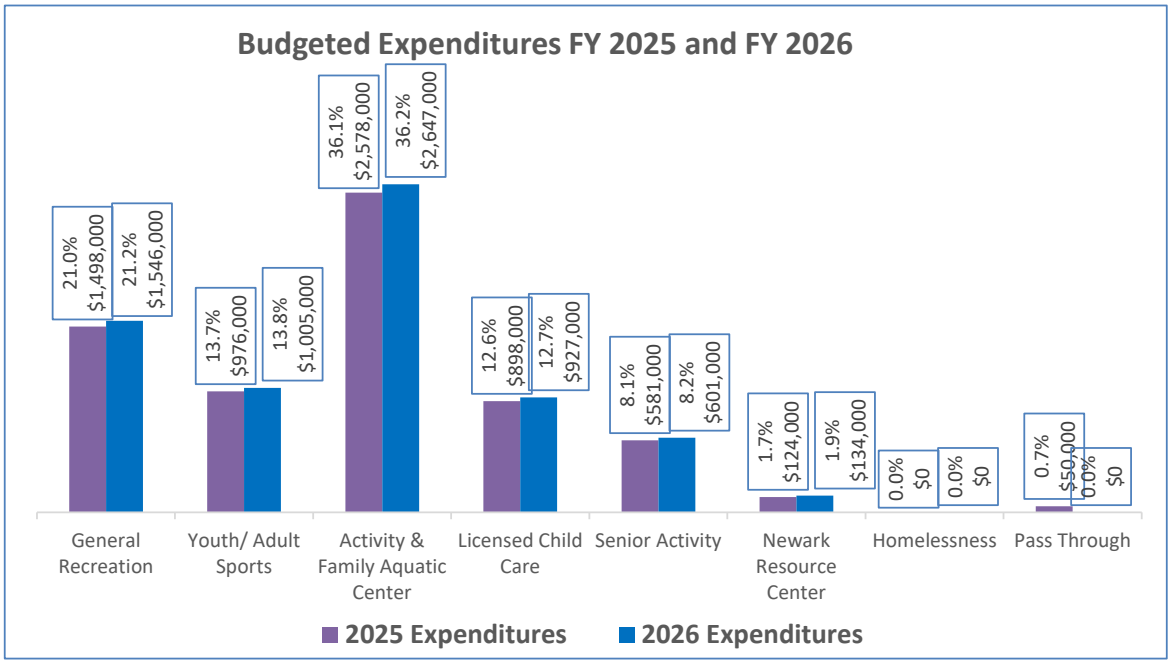
Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,404,000	1,404,000	1,406,000	1,468,000	1,478,000
5120	Seasonal/Temporary Employees	55,000	55,000	50,000	47,000	49,000
5140	Overtime	-	-	3,000	-	-
	Subtotal	**1,459,000**	**1,459,000**	**1,459,000**	**1,515,000**	**1,527,000**
6100	Materials and Supplies	6,000	6,000	6,000	63,000	68,000
6200	Contractual Services	237,000	327,000	367,000	377,000	389,000
6400	Membership, Travel, Training	20,000	20,000	27,000	31,000	35,000
6800	Internal Service Charges	178,000	178,000	178,000	352,000	355,000
	Subtotal	**441,000**	**531,000**	**578,000**	**823,000**	**847,000**
	TOTAL	**1,900,000**	**1,990,000**	**2,037,000**	**2,338,000**	**2,374,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Management Analyst II	0.15	1.00	1.00
Permit Technician	1.00	1.00	1.00
Public Works Director	0.10	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00
Subtotal	2.25	4.00	4.00
Seasonal/Temp. Full-time Equivalent	1.00	1.00	1.00
TOTAL	3.25	5.00	5.00

RECREATION & COMMUNITY SERVICES COST CENTER

The Recreation & Community Services Cost Center provides for the City's recreation and community programs. Some of these services are paid for by users when they register for classes or other activities. Specific General Recreation activities include Youth/Adult Sports, Fitness & Wellness; George M. Silliman Activity & Family Aquatic Center; Community Center Licensed Child Care; Senior Services; and Paratransit Services.





Recreation Services – Operating Budget

The mission of the Recreation and Community Services Department is to enrich and strengthen the wellbeing of all community members through recreational programs, community services, and facilities while promoting personal development, healthy lifestyles, community involvement, and inclusiveness.

Key Objectives

- Facilitate culturally enriching and inclusive special events and programs.
- Create human services programs, expand community resource options, and establish partnerships with organizations like the Fremont Family Resource Center to provide referrals and support.
- Hire and cultivate a skilled team to manage and enhance programming at the future Newark Resource Center
- Offer shower facilities at the Silliman Center for the unhoused population in Newark, promoting hygiene and well-being.
- Create a robust recreation and community services volunteer program to support special events and programs while fostering community engagement and involvement.
- Formulate innovative approaches to bolster funds for youth scholarship programs through securing sponsorships and pursuing grant opportunities.
- Advocate for water safety through educational initiatives and outreach efforts.
- Certify key staff as CPR/AED and first aid instructors to train recreation TE staff in lifesaving skills and additionally provide community health and safety classes to further empower individuals with essential knowledge and skills.
- Expand the capacity of recreation and community services programs, including state-licensed childcare and swim lesson programs, to pre-pandemic levels, ensuring broader access and participation within the community.
- Develop impactful marketing campaigns and posting schedules tailored to engage Newark's diverse community effectively, fostering meaningful connections and

inclusive outreach.

- Establish a comprehensive TE (temporary employee) staff professional development program to enhance retention rates and ensure the quality of staff within the organization.
- Strengthen community relationships with partners, non-profits, and local groups, emphasizing resource sharing to benefit those in need and promote collective support within the community.
- Develop initiatives that celebrate diversity and promote inclusion within the community, ensuring that programs and services are accessible to all residents regardless of background or ability.
- Implement strategies to actively involve community members in the evaluation of programs and events to better meet their needs and preferences.
- Assess the effectiveness of programs and initiatives through data collection, feedback from stakeholders, and evaluation metrics, and make necessary adjustments to improve outcomes.

Activity & Workload Highlights

Activity and Workload Indicators				
Rentals:	**2021-22 Actuals**	**2022-23 Actuals**	**2023-24 Estimated**	**2024-25 Projected**
Silliman Center Rentals	386	605	700	735
Field Rentals Participants	210,794	201,657	234,611	246,342
Community Center Rentals	135	151	146	153
Totals	211,315	202,413	235,457	247,230
Pass Holders:	**2021-22 Actuals**	**2022-23 Actuals**	**2023-24 Estimated**	**2024-25 Projected**
Silliman Pass	1,490	1,520	1,600	1,680
Senior Center Pass	295	552	488	512
Totals	1,785	2,072	2,088	2,192
Attendance:	**2021-22 Actuals**	**2022-23 Actuals**	**2023-24 Estimated**	**2024-25 Projected**
Special Events	7,000	7,350	7,700	8,085
Silliman Drop-Ins	18,723	26,892	25,000	26,250
Swim Lessons	1,868	2,356	3,130	3,287
Summer Camps	907	845	850	893
Licensed Child Care	1,006	1,072	1,089	1,143
Youth Sports	1,402	1,640	1,985	2,084
Betty Gentry Dance	499	652	692	727
Senior Center Attendance	8,339	11,477	12,031	12,633
Totals	39,744	52,284	52,477	55,101

RECREATION & COMMUNITY COST CENTER SERVICES SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	RECREATION & COMMUNITY SERVICES					
70.071.710	General Recreation Services	1,026,000	1,029,700	1,197,000	1,498,000	1,546,000
70.072.720	Youth/Adult Sports, Fitness & Wellness	651,000	653,600	926,000	976,000	1,005,000
70.073.730	Activity & Family Aquatic Center	2,501,000	2,501,000	2,167,000	2,578,000	2,647,000
70.074.740	Licensed Child Care	812,000	822,700	882,000	898,000	927,000
70.075.750	Senior Services	557,000	559,300	551,000	581,000	601,000
70.075.755	Paratransit (Measure B/BB)	220,000	220,000	421,000	432,000	445,000
70.077.771	Newark Resource Center	-	-	-	124,000	134,000
70.079.790	Grants/Pass Through	-	51,596	497,000	50,000	-
	TOTAL	**5,767,000**	**5,837,896**	**6,641,000**	**7,137,000**	**7,305,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Assistant	0.50	0.50	0.50
Administrative Support Specialist II	1.00	1.00	1.00
Administrative Support Specialist II	1.00	1.00	1.00
Childcare Instructor	4.00	4.00	4.00
Lead Childcare Instructor	1.00	1.00	1.00
Recreation & Community Services Director	1.00	1.00	1.00
Recreation Coordinator	5.00	5.00	5.00
Recreation Supervisor	2.00	2.00	2.00
Seasonal/Temporary Full-time Equivalent	37.75	41.72	41.72
TOTAL	53.25	57.22	57.22

70.071.710 GENERAL RECREATION SERVICES *Recreation & Community Services*

The General Recreation Services activity provides direct management of the City's Recreation and Community Services Department. Programs within this activity include Preschool classes, Summer Day Care, Teen Area drop-in supervision and special events, as well as the Community Center rental program. Management of this activity involves the planning, scheduling, coordination, and supervision of recreation service programs.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	296,000	298,300	364,000	517,000	533,000
5140	Overtime	-	-	2,000	-	-
5120	Seasonal/Temporary Employees	182,000	182,000	288,000	418,000	431,000
	Subtotal	**478,000**	**480,300**	**654,000**	**935,000**	**964,000**
6100	Materials and Supplies	264,000	264,000	227,000	234,000	242,000
6200	Contractual Services	93,000	93,000	127,000	133,000	139,000
6400	Membership, Travel, Training	27,000	27,000	23,000	22,000	25,000
6800	Internal Service Charges	164,000	164,000	164,000	174,000	176,000
8000	Departmental Equipment	-	1,400	2,000	-	-
	Subtotal	**548,000**	**549,400**	**543,000**	**563,000**	**582,000**
	TOTAL	**1,026,000**	**1,029,700**	**1,197,000**	**1,498,000**	**1,546,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Assistant	0.80	0.80	0.80
Administrative Support Specialist II	0.30	0.30	0.30
Recreation & Community Services Director	0.20	0.20	0.20
Recreation Coordinator	0.30	0.30	0.30
Recreation Supervisor	0.20	0.20	0.20
Senior Recreation Supervisor	0.10	0.10	0.10
Seasonal/Temp. Full-time Equivalent	5.48	8.75	8.75
TOTAL	7.38	10.65	10.65

70.072.720 YOUTH/ADULT SPORTS, FITNESS & WELLNESS

Recreation & Community Services

The Youth/Adult Sports, Fitness & Wellness activity provides opportunities for youth, adults, and seniors to participate in a variety of sports leagues, camps, dance classes, martial arts, and fitness-related activities. This activity includes program planning, league formation and scheduling, marketing, staff training, maintenance of facilities, contract service administration, risk management, public information, and publicity.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	287,000	289,600	305,000	315,000	325,000
5120	Seasonal/Temporary Employees	91,000	91,000	129,000	155,000	160,000
5140	Overtime	-	-	5,000	-	-
	Subtotal	**378,000**	**380,600**	**439,000**	**470,000**	**485,000**
6100	Materials and Supplies	48,000	48,000	32,000	33,000	34,000
6200	Contractual Services	124,000	124,000	354,000	364,000	376,000
6800	Internal Service Charges	101,000	101,000	101,000	109,000	110,000
	Subtotal	**273,000**	**273,000**	**487,000**	**506,000**	**520,000**
	TOTAL	**651,000**	**653,600**	**926,000**	**976,000**	**1,005,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Assistant	0.10	0.10	0.10
Administrative Support Specialist II	0.10	0.10	0.10
Recreation & Community Services Director	0.20	0.20	0.20
Recreation Coordinator	1.00	1.00	1.00
Recreation Coordinator	0.35	0.35	0.35
Senior Recreation Supervisor	0.10	0.10	0.10
Seasonal/Temp. Full-time Equivalent	2.56	4.76	4.76
TOTAL	4.41	6.61	6.61

70.073.730 GEORGE M. SILLIMAN ACTIVITY & FAMILY AQUATIC CENTER

Recreation & Community Services

The George M. Silliman Activity & Family Aquatic Center activity provides direct management of all general recreation and aquatic program and services including swim lessons, aquatic exercise classes, recreation and lap swim, summer and holiday camps, special events, pool safety presentations, café operations, birthday parties, and fitness center. Management of this activity involves staff training, front office and program registration services, lifeguard training and certification programs, facility rental program, risk management, scheduling of multiple classes and activities, maintenance of facilities, building supervision, recruitment and training of part-time staff, program registration, daily cash handling and reporting, retail sales, inventory control, and general customer service. The George M. Silliman Activity & Family Aquatic Center also functions as a public information outlet for local and regional resource programs, as well as community events.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	623,000	623,000	545,000	641,000	661,000
5140	Overtime	-	-	3,000	-	-
5120	Seasonal/Temporary Employees	973,000	973,000	738,000	955,000	984,000
	Subtotal	**1,596,000**	**1,596,000**	**1,286,000**	**1,596,000**	**1,645,000**
6100	Materials and Supplies	145,000	145,000	118,000	121,000	125,000
6200	Contractual Services	32,000	32,000	32,000	34,000	36,000
6400	Membership, Travel, Training	11,000	11,000	14,000	17,000	20,000
6800	Internal Service Charges	717,000	717,000	717,000	810,000	821,000
	Subtotal	**905,000**	**905,000**	**881,000**	**982,000**	**1,002,000**
	TOTAL	**2,501,000**	**2,501,000**	**2,167,000**	**2,578,000**	**2,647,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Aquatics Coordinator	1.00	1.00	1.00
Administrative Support Specialist II	0.60	0.60	0.60
Recreation & Community Services Manager	0.20	0.20	0.20
Recreation Coordinator	0.35	0.35	0.35
Senior Recreation Supervisor	0.80	0.80	0.80
Seasonal/Temp. Full-time Equivalent	28.46	26.21	26.21
TOTAL	31.41	29.16	29.16

70.074.740 COMMUNITY CENTER LICENSED CHILD CARE

Recreation & Community Services

The Community Center Licensed Child Care activity provides for the direct supervision of the State of California licensed child care program for children ages 3 – 5 years. Management of this activity involves supervision of staff, state licensing compliance, daily program planning, ordering of supplies, processing of payments, maintenance of facilities and equipment, snack provision, holiday-themed special events, and communication with participant parents/legal guardians. The program currently accepts subsidized childcare payments for those who qualify.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	627,000	637,700	690,000	680,000	700,000
5120	Seasonal/Temporary Employees	28,000	28,000	2,000	5,000	6,000
5140	Overtime	-	-	1,000	-	-
	Subtotal	**655,000**	**665,700**	**693,000**	**685,000**	**706,000**
6100	Materials and Supplies	13,000	13,000	22,000	24,000	26,000
6200	Contractual Services	3,000	3,000	20,000	21,000	22,000
6400	Membership, Travel, Training	3,000	3,000	9,000	12,000	15,000
6800	Internal Service Charges	138,000	138,000	138,000	156,000	158,000
	Subtotal	**157,000**	**157,000**	**189,000**	**213,000**	**221,000**
	TOTAL	**812,000**	**822,700**	**882,000**	**898,000**	**927,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Support Specialist II	0.25	0.25	0.25
Childcare Instructor	4.00	4.00	4.00
Lead Childcare Instructor	1.00	1.00	1.00
Recreation & Community Services Director	0.20	0.20	0.20
Recreation Supervisor	0.10	0.10	0.10
Seasonal/Temp. Full-time Equivalent	0.75	0.50	0.50
TOTAL	6.30	6.05	6.05

70.075.750 SENIOR SERVICES

Recreation & Community Services

The Senior Services activity includes all senior specific activities held at the Senior Center. Management of this activity includes daily supervision of the drop-in program, bingo games, daily congregate meal program, case management services, exercise classes, special events, trips and tours, senior enrichment classes, supply ordering, and maintenance of facility and equipment.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	422,000	424,300	389,000	436,000	449,000
5120	Seasonal/Temporary Employees	16,000	16,000	35,000	35,000	37,000
	Subtotal	**438,000**	**440,300**	**424,000**	**471,000**	**486,000**
6100	Materials and Supplies	12,000	12,000	16,000	17,000	18,000
6200	Contractual Services	10,000	10,000	14,000	9,000	10,000
6400	Membership, Travel, Training	6,000	6,000	6,000	8,000	10,000
6800	Internal Service Charges	91,000	91,000	91,000	76,000	77,000
	Subtotal	**119,000**	**119,000**	**127,000**	**110,000**	**115,000**
	TOTAL	**557,000**	**559,300**	**551,000**	**581,000**	**601,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Administrative Assistant	0.10	0.10	0.10
Administrative Support Specialist II	0.75	0.75	0.75
Recreation & Community Services Director	0.20	0.20	0.20
Recreation Coordinator	1.00	1.00	1.00
Recreation Supervisor	0.70	0.70	0.70
Seasonal/Temp. Full-time Equivalent	0.50	1.50	1.50
TOTAL	2.75	2.75	2.75

70.075.755 SENIOR SERVICES PARATRANSIT (MEASURE B/BB)

Recreation & Community Services

The Paratransit Services – Measure B and Measure BB activity provides door-to-door transportation to Newark seniors ages 65 and older and disabled adults ages 18 and over. Measure B is the half-cent sales tax revenue that was approved by voters in November 2000 and was replaced with Measure BB in 2022. The City of Newark contracts with the City of Fremont to offer weekday services per a determined scheduled based on Measure B/BB funding levels as set forth by the Metropolitan Transportation Authority. The service delivery area includes Newark, Union City, and some areas of Fremont.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	220,000	220,000	421,000	432,000	445,000
	Subtotal	**220,000**	**220,000**	**421,000**	**432,000**	**445,000**
	TOTAL	**220,000**	**220,000**	**421,000**	**432,000**	**445,000**

70.077.771 HUMAN SERVICES

Recreation & Community Services

The Human Services activity provides direct management of the City's Recreation and Community Services Department's Human Services Division, including operations at the Newark Resource Center, Paratransit, Case Management, Public Art, Recreation Scholarships, Grant development, and Homelessness initiatives. The Division is responsible for developing partnerships with local non-profits and service providers to benefit Newark residents. This role involves planning, scheduling, coordinating, and supervising various programs hosted at the Newark Resource Center, anticipated to open in Spring 2025.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	-	-	-	-	-
5120	Seasonal/Temporary Employees	-	-	-	50,000	52,000
	Subtotal	**-**	**-**	**-**	**50,000**	**52,000**
6100	Materials and Supplies	-	-	-	16,000	18,000
6200	Contractual Services	-	-	-	6,000	8,000
6400	Membership, Travel, Training	-	-	-	3,000	6,000
6800	Internal Service Charges	-	-	-	49,000	50,000
	Subtotal	**-**	**-**	**-**	**74,000**	**82,000**
	TOTAL	**-**	**-**	**-**	**124,000**	**134,000**

70.079.790 GRANTS/PASS THROUGH

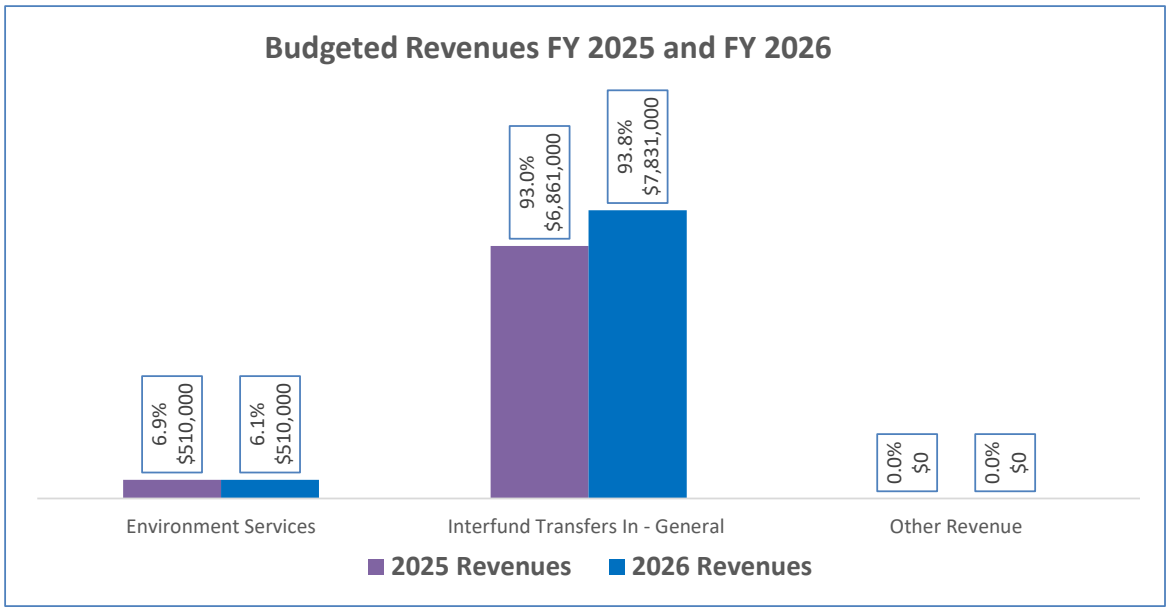
Recreation & Community Services

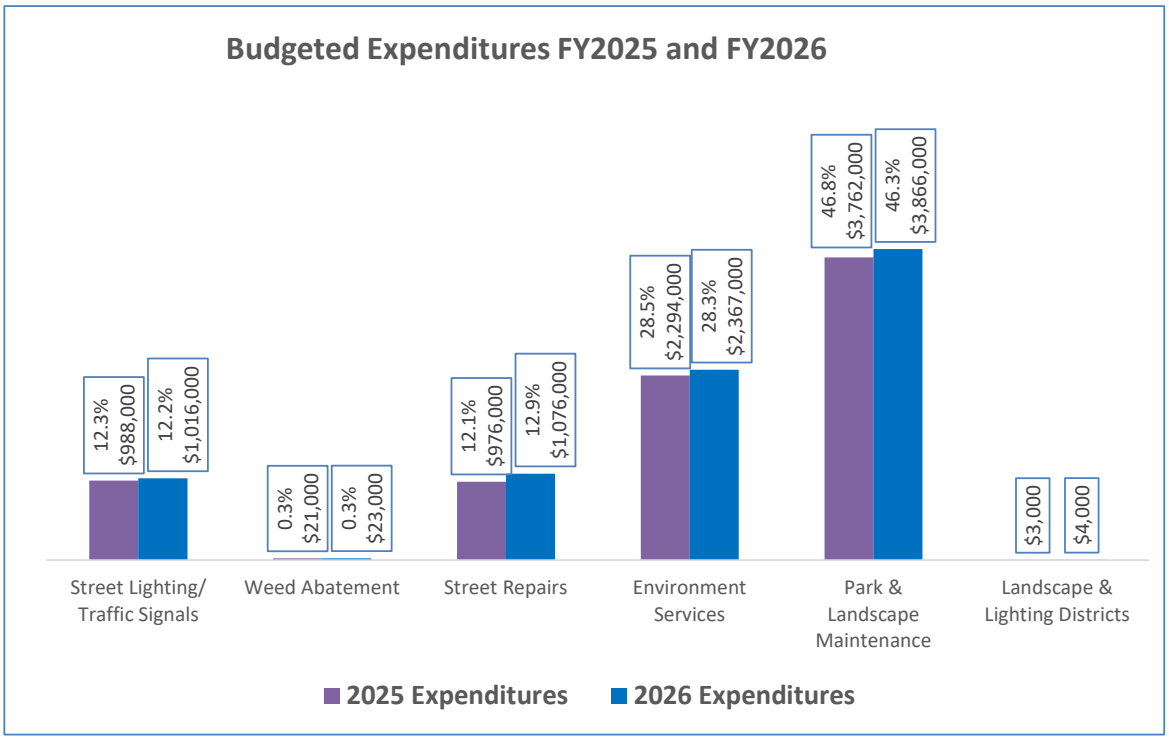
This program includes funding for various Recreation activities from other intergovernmental sources.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	-	14,596	37,000	-	-
6200	Contractual Services	-	37,000	14,000	-	-
6900	Other Charges	-	-	446,000	50,000	-
6800	Internal Service Charges					
	Subtotal	**-**	**51,596**	**497,000**	**50,000**	**-**
	TOTAL	**-**	**51,596**	**497,000**	**50,000**	**-**

MAINTENANCE COST CENTER

The Maintenance Cost Center provides for the maintenance of existing assets. Since preservation of infrastructure is a high priority, this fund receives significant contributions from the General Fund. Specific activities include Weed Abatement, Street Lighting & Traffic Signals, Street Repairs, Environmental Services, and Park & Landscape Maintenance.





Public Works – Operating Budget

Building Inspection/Engineering/Environmental Services/Maintenance

The mission of the Public Works Department is to provide and maintain the most desirable environment for the community. The department does this by ensuring that all City property, parks, buildings and public streets are designed, constructed and maintained to the highest standards possible and that all waste management services, sustainability efforts and other environmental programs contribute to a safe, attractive and thriving community for all. The department consists of four divisions, Building Inspection, Engineering, Environmental Services and Maintenance.

Key Objectives

- Oversee construction of the Central Avenue Railroad Overpass with a target construction start in summer 2025 and completion by 2027.

- Complete the Old Town Streetscape Improvement Project and Thornton Avenue Complete Streets Projects by 2026.

- Complete the backlog of priority maintenance needs for buildings as identified in the Facilities Master Plan and the Capital Improvement Plan.

- Continue implementation of all public works projects approved for funding in the Capital Improvement Plan, including additional high-priority projects identified in the Citywide Parks Master Plan and Active Transportation Plan.

- Complete the design and obtain full construction funding for implementation of Railroad Quiet Zones at all active at-grade crossings.

- Assist residents, businesses, and the commercial and residential development community by reviewing construction documents, issuing permits, and conducting related inspections in the most efficient manner possible.

- Utilize upgraded permit tracking software and continually evaluate internal processes for permit review streamlining to improve customer service.

- Complete a local Sea Level Rise Resiliency Study by 2025 in coordination with local and regional partners.

- Update the City's Climate Action Plan with revised emission reduction targets and updated goals, policies and strategies.

- Complete a variety of projects to maintain the existing local street network, improve the City's overall pavement condition index, and implement the City's Complete Streets Policy.

- Continue to work with the Alameda County Transportation Commission to ensure that Newark continues to receive and expend its full share of both direct local distribution and discretionary funds through Measure BB, and Vehicle Registration Fee funding programs, and pursue other local, state, and federal transportation funding sources.

- Continue to pursue grant funding opportunities for park and building projects.

- Work with citizens to implement various traffic calming measures and other traffic safety improvements when warranted.

- Improve the City's Urban Forest with the completion and implementation of the City's first Urban Forest Master Plan, increased tree planting and maintenance, and other related initiatives.

- Evaluate options to improve street sweeping services and increased maintenance of public streets.

- Maintain City landscaping, parks, streets, and public building and equipment assets within the City's budget limitations by utilizing internal staffing resources and undertaking a variety of projects.

- Explore opportunities to improve service levels with investment in more efficient equipment and advanced technology.

- Implement water conservation efforts in partnership with the Alameda County Water District to address drought concerns.

- Continue to implement the City's Stormwater Program in coordination with the Alameda Countywide Clean Water Program, including requirements mandated by the Municipal Regional Stormwater NPDES Permit for Green Infrastructure planning and trash capture.

- Coordinate with the City's Franchise Hauler to set maximum annual garbage rates that are within the limits of the Agreement and in the best interests of the community.

- Continue to promote the diversion of solid waste from landfills by providing outreach materials and technical assistance to residents, businesses, and schools to achieve State-mandated diversion goals.

- Maintain and operate the City's traffic signal systems to maximize safety and efficiency for all roadway users and explore opportunities to improve traffic signal efficiency with interconnect systems in high-volume corridors.

- Continue to maintain and improve the City's urban forest, emphasizing street tree and park tree safety for the community.

- Continue to identify opportunities for improving safety conditions in all streets, parks and buildings, thereby minimizing the City's liability risk.

Activity & Workload Highlights

Activity and Workload Indicators	2021-22 Actuals	2022-23 Actuals	2023-24 Estimated	2024-25 Projected
Permit Reviews	2,954	4,696	5,200	5,720
Inspections Completed	19,153	11,922	8,300	9,130
Permits Finaled	2,927	2,275	1,736	1,910

MAINTENANCE COST CENTER SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	ENVIRONMENTAL SERVICES					
60.063.631	Waste Management	380,000	1,333,428	1,135,000	1,133,000	1,171,000
60.063.632	Storm Drains	790,000	1,112,500	1,043,000	1,161,000	1,196,000
	Subtotal	**1,170,000**	**2,445,928**	**2,178,000**	**2,294,000**	**2,367,000**
	WEED ABATEMENT					
60.064.641	Weed Abatement	39,000	39,000	35,000	21,000	23,000
	Subtotal	**39,000**	**39,000**	**35,000**	**21,000**	**23,000**
	STREET OPERATIONS & MAINTENANCE					
60.064.612	Street Lighting & Traffic Signals	697,000	1,012,586	943,000	988,000	1,016,000
60.064.642	Street Repairs	1,194,000	1,333,500	1,110,000	976,000	1,076,000
60.068.682	Landscape & Lighting Districts	-	554,063	476,000	3,000.00	4,000.00
	Subtotal	**1,891,000**	**2,900,149**	**2,529,000**	**1,967,000**	**2,096,000**
	PARK & LANDSCAPE MAINTENANCE					
60.064.643	Park & Landscape	3,409,000	3,679,000	3,554,000	3,762,000	3,866,000
	Subtotal	**3,409,000**	**3,679,000**	**3,554,000**	**3,762,000**	**3,866,000**
	TOTAL	**6,509,000**	**9,064,076**	**8,296,000**	**8,044,000**	**8,352,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Assistant Engineer - Civil	0.25	0.25	0.25
Building Maintenance Mechanic I	0.00	1.00	1.00
Building Maintenance Mechanic II	2.00	1.00	1.00
City Engineer	0.40	0.40	0.40
Engineering Technician I	0.60	0.60	0.60
Environmental Services Manager	1.00	1.00	1.00
Equipment Mechanic I	0.00	1.00	1.00
Equipment Mechanic II	2.00	1.00	1.00
Facilities Supervisor	1.00	1.00	1.00
General Laborer	3.00	3.00	3.00
Landscape & Park - Maintenance Worker I	2.00	2.00	2.00
Landscape & Park - Maintenance Worker II	2.00	2.00	2.00
Maintenance Superintendent	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00
Management Analyst II	0.50	0.50	0.50
Public Works Director	0.40	0.40	0.40
Public Works Inspector	0.10	0.10	0.10
Senior Administrative Support Specialist	1.00	1.00	1.00
Senior Building Mechanic	1.00	1.00	1.00
Senior Equipment Mechanic	1.00	1.00	1.00
Senior Landscape & Park Maintenance Worker	2.00	2.00	2.00
Senior Landscape Inspector	1.00	1.00	1.00
Senior Street Maintenance Worker	1.00	1.00	1.00
Street Maintenance Worker I	1.00	2.00	2.00
Street Maintenance Worker II	2.00	1.00	1.00
TOTAL	27.25	27.25	27.25

60.063.631 WASTE MANAGEMENT *Parks and Public Works*

The Waste Management program oversees solid waste, recycling, organics and waste diversion activities for the City. Administration of the contract with the current franchise solid waste, recycling and organics hauler, along with other related solid waste management activities are included under this program.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	290,000	414,000	342,000	354,000	364,000
	Subtotal	**290,000**	**414,000**	**342,000**	**354,000**	**364,000**
6100	Materials and Supplies	-	190,870	36,000	11,000	13,000
6200	Contractual Services	58,000	692,557	721,000	695,000	717,000
6400	Membership, Travel, Training	-	4,000	4,000	7,000	10,000
6800	Internal Service Charges	32,000	32,000	32,000	66,000	67,000
	Subtotal	**90,000**	**919,428**	**793,000**	**779,000**	**807,000**
	TOTAL	**380,000**	**1,333,428**	**1,135,000**	**1,133,000**	**1,171,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Environmental Services Manager	1.00	1.00	1.00
Maintenance Supervisor	0.25	0.25	0.25
Management Analyst II	0.25	0.25	0.25
TOTAL	1.50	1.50	1.50

60.063.632 STORM DRAINS

Parks and Public Works

The Storm Drains activity ensures City streets are cleaned on a scheduled basis through the street sweeping program, storm drainage facilities are adequately cleaned and maintained, local businesses and residents are aware of and are conducting effective stormwater pollution prevention practices, and necessary funding for this work is provided for these functions as mandated under the Municipal Regional Stormwater National Pollutant Discharge Elimination System permit requirements which authorize and regulate discharges from the City's storm drain system to San Francisco Bay.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	465,000	574,500	494,000	571,000	587,000
5140	Overtime	-	-	9,000	-	-
5120	Seasonal/Temporary Employees	-	-	1,000	-	-
	Subtotal	**465,000**	**574,500**	**504,000**	**571,000**	**587,000**
6100	Materials and Supplies	18,000	18,000	18,000	18,000	19,000
6200	Contractual Services	180,000	388,000	390,000	401,000	414,000
6300	Other Charges	12,000	12,000	12,000	13,000	14,000
6400	Membership, Travel, Training	3,000	8,000	7,000	9,000	11,000
6800	Internal Service Charges	112,000	112,000	112,000	149,000	151,000
	Subtotal	**325,000**	**538,000**	**539,000**	**590,000**	**609,000**
	TOTAL	**790,000**	**1,112,500**	**1,043,000**	**1,161,000**	**1,196,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Assistant City Engineer	0.10	-	-
Assistant Engineer - Civil	0.25	0.25	0.25
City Engineer	0.10	0.10	0.10
Engineering Technician I	0.25	0.25	0.25
Public Works Director	0.10	0.10	0.10
Public Works Inspector	0.10	0.10	0.10
Senior Administrative Support Specialist	0.10	0.10	0.10
Senior Street Maintenance Worker	0.50	0.50	0.50
Street Maintenance Worker I	0.50	0.50	0.50
Street Maintenance Worker II	1.00	1.00	1.00
TOTAL	3.00	2.90	2.90

60.064.612 STREET LIGHTING & TRAFFIC SIGNALS *Public Works*

The Street Lighting & Traffic Signals activity is an operating account to provide energy and maintenance for the operation of approximately 2,850 LED street lights and 45 traffic signals. The City contracts for the majority of street lighting and traffic signal maintenance.

Account Code	Description		2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees		150,000	150,000	150,000	161,000	166,000
5140	Overtime		-	-	1,000	-	-
		Subtotal	**150,000**	**150,000**	**151,000**	**161,000**	**166,000**
6200	Contractual Services		250,000	345,586	346,000	355,000	365,000
6300	Other Charges		275,000	495,000	424,000	435,000	448,000
6800	Internal Service Charges		22,000	22,000	22,000	37,000	37,000
		Subtotal	**547,000**	**862,586**	**792,000**	**827,000**	**850,000**
		TOTAL	**697,000**	**1,012,586**	**943,000**	**988,000**	**1,016,000**

AUTHORIZED POSITIONS		2023-24	2024-25	2025-26
City Engineer		0.30	0.30	0.30
Engineering Technician I		0.35	0.35	0.35
	TOTAL	0.65	0.65	0.65

60.064.641 WEED ABATEMENT

Public Works

The Weed Abatement activity is an operating system to remove weeds on vacant parcels in developed areas. The process includes notification of property owners, preparation and award of contracts, administration of the abatement work, and execution of the lien procedure to guarantee reimbursement of costs incurred by the City.

Account Code	Description		2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees		21,000	21,000	17,000	-	-
		Subtotal	**21,000**	**21,000**	**17,000**	**-**	**-**
6200	Contractual Services		11,000	11,000	11,000	13,000	15,000
6800	Internal Service Charges		7,000	7,000	7,000	8,000	8,000
		Subtotal	**18,000**	**18,000**	**18,000**	**21,000**	**23,000**
		TOTAL	**39,000**	**39,000**	**35,000**	**21,000**	**23,000**

AUTHORIZED POSITIONS		2023-24	2024-25	2025-26
Maintenance Supervisor		0.10	0.10	0.10
	TOTAL	0.10	0.10	0.10

60.064.642 STREET REPAIRS

Public Works

The Street Repairs activity is an operating system to repair and maintain approximately 105 miles of City streets. The Street Repair Program uses the data derived from the Pavement Management System to help identify needs and develop strategies to perform the required work. Street repairs include maintaining regulatory and informational signing and pavement markings.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	348,000	457,500	301,000	380,000	391,000
5140	Overtime	-	-	4,000	-	-
	Subtotal	**348,000**	**457,500**	**305,000**	**380,000**	**391,000**
6100	Materials and Supplies	73,000	103,000	86,000	91,000	95,000
6200	Contractual Services	108,000	108,000	55,000	57,000	59,000
6400	Membership, Travel, Training	8,000	8,000	7,000	9,000	11,000
6800	Internal Service Charges	657,000	657,000	657,000	439,000	520,000
	Subtotal	**846,000**	**876,000**	**805,000**	**596,000**	**685,000**
	TOTAL	**1,194,000**	**1,333,500**	**1,110,000**	**976,000**	**1,076,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Maintenance Superintendent	0.20	0.20	0.20
Maintenance Supervisor	0.25	0.25	0.25
Public Works Director	0.10	0.10	0.10
Senior Administrative Support Specialist	0.20	0.20	0.20
Senior Street Maintenance Worker	0.50	0.50	0.50
Street Maintenance Worker I	0.50	0.50	0.50
TOTAL	1.75	1.75	1.75

60.064.643 PARK & LANDSCAPE MAINTENANCE *Public Works*

The Park & Landscape Maintenance activity is an operating program maintaining approximately 14,000 trees and other landscaping and irrigation improvements located within 156 acres of City parks and street landscaping, including street rights-of-way, cul-de-sacs, and medians.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	1,542,000	1,542,000	1,483,000	1,591,000	1,639,000
5120	Seasonal/Temporary Employees	42,000	42,000	80,000	77,000	80,000
5140	Overtime	-	-	43,000	-	-
	Subtotal	**1,584,000**	**1,584,000**	**1,606,000**	**1,668,000**	**1,719,000**
6100	Materials and Supplies	183,000	183,000	183,000	181,000	187,000
6200	Contractual Services	450,000	720,000	573,000	587,000	604,000
6400	Membership, Travel, Training	17,000	17,000	17,000	20,000	23,000
6300	Other Charges	633,000	633,000	633,000	649,000	668,000
6800	Internal Service Charges	542,000	542,000	542,000	657,000	665,000
	Subtotal	**1,825,000**	**2,095,000**	**1,948,000**	**2,094,000**	**2,147,000**
	TOTAL	**3,409,000**	**3,679,000**	**3,554,000**	**3,762,000**	**3,866,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
General Laborers	3.00	3.00	3.00
Landscape & Park - Maintenance Worker I	2.00	2.00	2.00
Landscape & Park - Maintenance Worker II	2.00	2.00	2.00
Maintenance Superintendent	0.20	0.20	0.20
Management Analyst II	0.25	0.25	0.25
Senior Administrative Support Specialist	0.20	0.20	0.20
Senior Landscape & Park Maintenance Worker	2.00	2.00	2.00
Senior Landscape Inspector	1.00	1.00	1.00
Seasonal/Temp. Full-time Equivalent	1.00	1.50	1.50
TOTAL	11.65	12.15	12.15

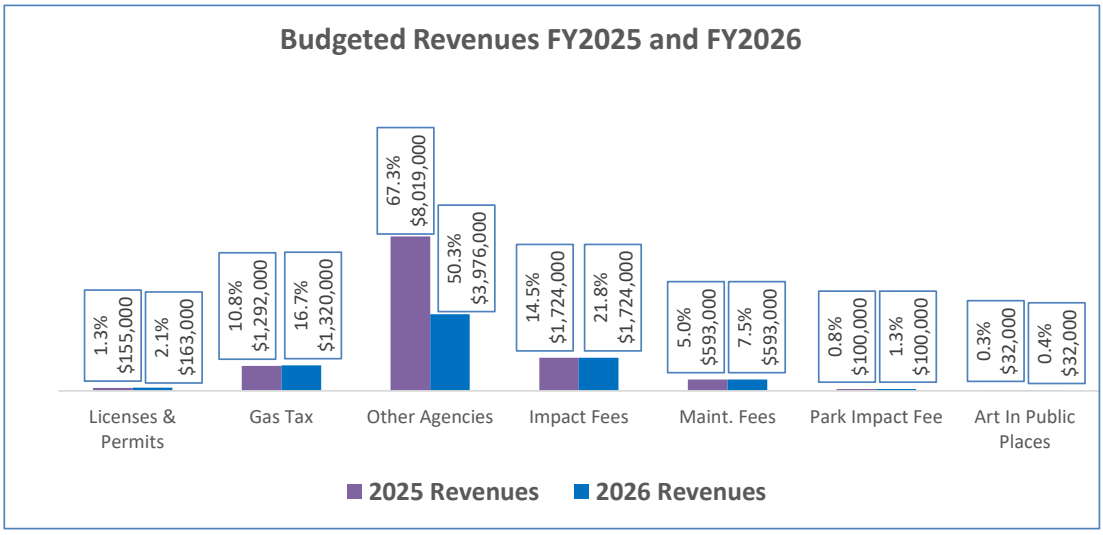
60.068.682 LANDSCAPE & LIGHTING DISTRICTS *Public Works*

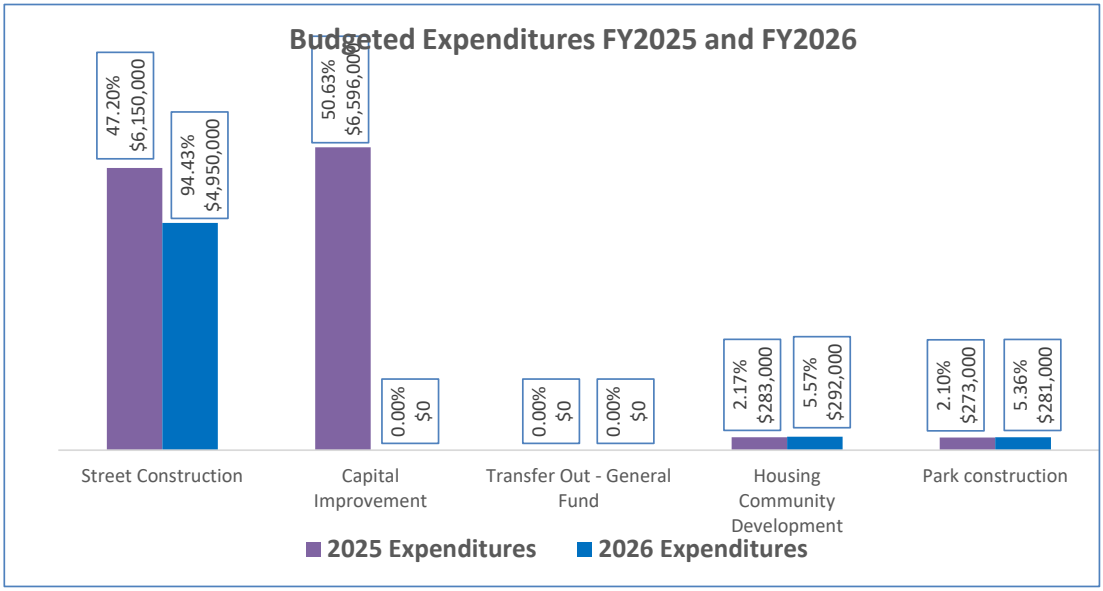
The Landscaping & Lighting Districts provide for the ongoing maintenance of the City's landscaping and street lighting systems within the boundaries of the active Landscaping and Lighting Districts.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	-	482,063	416,000	-	-
6300	Utilities	-	72,000	60,000	3,000.00	4,000.00
	Subtotal	**-**	**554,063**	**476,000**	**3,000.00**	**4,000.00**
	TOTAL	**-**	**554,063**	**476,000**	**3,000.00**	**4,000.00**

CAPITAL FUNDS

The Capital Funds consists of the City's capital projects and the funds used in financing these projects. Activities include Street Construction, Housing Community Development (HCD), Park Construction, Capital Improvements, and Art in Public Places. Revenues available to support this fund include State Gasoline Tax, Measure B Sales Tax, Community Development Block Grant, development Impact Fees, and other grants. General Fund contributions to this fund is variable from year to year, depending on capital construction needs and any operating surplus generated by the General Fund.





CAPITAL FUNDS SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	CAPITAL PROJECTS					
90.091.910	Street Construction	4,390,000	20,429,794	11,475,000	6,150,000	4,950,000
90.092.920	Housing Community Development	143,000	664,946	276,000	283,000	292,000
90.093.930	Park Construction	-	1,986,875	266,000	273,000	281,000
90.094.940	Capital Improvements	-	20,065,450	4,019,000	6,596,000	0
	TOTAL	**4,533,000**	**43,147,065**	**16,036,000**	**13,302,000**	**5,523,000**

90.091.910 STREET CONSTRUCTION *Public Works*

The Street Construction activity is a capital program that provides funding for public works projects within the public right-of-way. This year's program includes grant projects, Gas Tax-funded construction and maintenance projects, and miscellaneous appropriations to support this activity, such as professional consulting services and departmental supplies.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	4,390,000	20,429,794	11,475,000	6,150,000	4,950,000
	Subtotal	**4,390,000**	**20,429,794**	**11,475,000**	**6,150,000**	**4,950,000**
	Total Capital Outlay	**4,390,000**	**20,429,794**	**11,475,000**	**6,150,000**	**4,950,000**
	TOTAL	**4,390,000**	**20,429,794**	**11,475,000**	**6,150,000**	**4,950,000**

Projects FY 2025:	
Annual Citywide Accessible Pedestrian Ramps	75,000
Annual Curb, Gutter & Sidewalk Replacement Program	400,000
Annual Street Asphalt Concrete Overlay Program	4,000,000
Annual Street Tree Mainteannce Program	300,000
Annual Thermoplastic Street Striping	25,000
Annual Traffic Calming Program	100,000
Cherry Stret and Mowry Avenue Median Modfications	400,000
Pedestrian Hybrid Beacon Installations	800,000
Total Projects	**6,100,000**
Professional Services	**50,000**
Grand Total FY 2025	**6,150,000**

Projects FY 2026:	
Annual Citywide Accessible Pedestrian Ramps	75,000
Annual Curb, Gutter & Sidewalk Replacement Program	400,000
Annual Street Asphalt Concrete Overlay Program	4,000,000
Annual Street Tree Mainteannce Program	300,000
Annual Thermoplastic Street Striping	25,000
Annual Traffic Calming Program	100,000
Total Projects	**4,900,000**
Professional Services	**50,000**
Grand Total FY 2026	**4,950,000**

90.092.920 HOUSING DEVELOPMENT *Community Development*

The Housing Development activity administers the Housing Development Community (HCD) and Community Development Block Grant (CDBG). The City is a subgrantee of this federal grant which is directly awarded to the County of Alameda. This activity provides funding of programs and projects related to low-income housing and neighborhood improvements.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	143,000	664,946	276,000	283,000	292,000
	Subtotal	**143,000**	**664,946**	**276,000**	**283,000**	**292,000**
	Total	**143,000**	**664,946**	**276,000**	**283,000**	**292,000**

90.093.930 PARK CONSTRUCTION

Public Works

The Park Construction activity administers contracts for the installation and construction of new park facilities, including play apparatus, sports fields, and landscaping and irrigation systems to ensure a safe and enjoyable recreation environment for the City's vistors. A Citywide Parks Master Plan was adopted in 2018 to help guide and prioritize these improvements, and is in process of being updated in 2024.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6200	Contractual Services	-	148,275	166,000	170,000	175,000
	Subtotal	**-**	**1,986,875**	**266,000**	**273,000**	**281,000**
	Total Capital Outlay	**-**	**1,986,875**	**266,000**	**273,000**	**281,000**

90.094.940 CAPITAL IMPROVEMENTS *Public Works*

The Capital Improvements activity provides for the funding of non-gas tax funded capital projects. Funds for this account are provided from a number of sources, including capital funds and grants.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	-	-	227,000	0	0
6200	Contractual Services	-	20,065,450	3,792,000	6,596,000	0
	Subtotal	**-**	**20,065,450**	**4,019,000**	**6,596,000**	**0**
	Total Capital Outlay	**-**	**20,065,450**	**4,019,000**	**6,596,000**	**0**
	TOTAL	**-**	**20,065,450**	**4,019,000**	**6,596,000**	**0**

Projects FY 2025:

ADA Transition Plan	250,000
Community Preservation New Vehicle	50,000
Emergency Breaching Tools and Training	46,000
Fire Stations Nos. 27 and 29 - Additional Fencing	500,000
Four Corners Area Plan	350,000
Housing Programs - Implementation of Adopted Housing Element	450,000
Information Technology New Vehicle	80,000
Mel Nunes Sportsfield Park Storage Unit	60,000
MotoShoot Training System	20,000
New Water Tank Spray Truck	250,000
NewPark Place Specific Plan Enhancement and Expansion	300,000
Operator XR VR Simulator	100,000
Police Department Patrol Vehicles	200,000
Police Department Unmarked Vehicles	135,000
Public Works Department - New Sweeper	500,000
Public Works Maintenance - New Vehicles	160,000
Rental Housing Inspection Program Assessment	150,000
Second Chance Shelter Repairs	100,000
Senior Center Driveway Relocation	60,000
Senior Center Repainting	100,000
Service Center Vacuum Truck Shelter	100,000
Silliman Aquatic Center Pool Sanitation System Retrofit	260,000
Silliman Center Door Closers Replacement	100,000
Silliman Center Gym and Dance Floor Refinishing	130,000
Silliman Center Locker Room Flooring Replacement	150,000
Silliman Center Partial Roof and Skylight Replacement	250,000
Silliman Center Shower Tile Replacement	100,000
Silliman Center Water Slide Replacement	350,000
Softball Fields Retrofit - Birch Grove & Mel Nunes Sportsfield	150,000
Storage Facility at Service Center	400,000
Title 17 (Zoning) Housing-related Assessment and Update	400,000
Urban Forest Master Plan	300,000
Vehicle Pursuit Intervention Devices	45,000
Total Projects	**6,596,000**

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of equipment and services provided internally to other City departments. Examples include maintenance and replacement of departmental equipment, maintenance of City-owned buildings, the administration of workers' compensation and public liability insurance, and general office equipment lease agreements.

Activities that support these types of functions are classified as Internal Service Funds (ISF). The cost of these funds are allocated to all departments through allocation formulas. These formulas distribute the financial burden a given service places on the ISF activity. The final allocations for all ISFs become the Internal Service Fund Cost Allocation Plan.

INTERNAL SERVICE FUNDS SUMMARY

	Organizational Unit	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
	CAPITAL OUTLAY					
87.701.800	Equipment and Fleet Replacement	1,323,000	2,818,951	2,300,000	109,000	110,000
	Subtotal	**1,323,000**	**2,818,951**	**2,300,000**	**109,000**	**110,000**
	GENERAL					
87.705.800	Office Support Services	103,000	103,000	160,000	167,000	175,000
	Subtotal	**103,000**	**103,000**	**160,000**	**167,000**	**175,000**
	SELF-INSURANCE					
87.707.200	Workers' Compensation	1,117,000	1,117,000	1,111,000	1,300,000	1,338,000
87.706.150	Public Liability	2,000,000	2,024,254	2,027,000	2,202,000	2,657,000
	Subtotal	**3,117,000**	**3,141,254**	**3,138,000**	**3,502,000**	**3,995,000**
	MAINTENANCE					
87.703.671	Equipment Maintenance	1,360,000	1,444,000	1,382,000	1,465,000	1,513,000
87.704.672	Civic Center/City Facilities	1,682,000	1,816,400	1,786,000	1,756,000	1,812,000
87.704.673	Silliman Center	871,000	904,600	984,000	1,073,000	1,106,000
87.704.674	Police Building	436,000	436,000	420,000	433,000	448,000
87.704.675	Library Building	196,000	196,000	216,000	223,000	231,000
	Subtotal	**4,545,000**	**4,797,000**	**4,788,000**	**4,950,000**	**5,110,000**
	TOTAL	**9,088,000**	**10,860,205**	**10,386,000**	**8,728,000**	**9,390,000**

AUTHORIZED STAFFING	2023-24	2024-25	2025-26
Building Maintenance Mechanic I	-	1.00	1.00
Building Maintenance Mechanic II	2.00	1.00	1.00
Equipment Mechanic I	0.00	1.00	1.00
Equipment Mechanic II	2.00	1.00	1.00
Facilities Supervisor	1.00	1.00	1.00
Human Resources Director	0.20	0.20	0.20
Maintenance Superintendent	0.60	0.60	0.60
Maintenance Supervisor	0.50	0.50	0.50
Public Works Director	0.20	0.20	0.20
Senior Administrative Support Specialist	0.50	0.50	0.50
Senior Building Mechanic	1.00	1.00	1.00
Senior Equipment Mechanic	1.00	1.00	1.00
TOTAL	9.00	9.00	9.00

87.701.800 EQUIPMENT AND FLEET REPLACEMENT *Internal Service Funds*

The Equipment Replacement activity monitors the replacement and funding of equipment and machinery that the City uses to provide services to the community. A required annual contribution is charged to the user department, which is accumulated to fund future replacement of the equipment. An equipment replacement schedule provides the timeline of the replacement based on estimated useful life and/or obsolescence. Due to limited funds, equipment replacement requires prioritization that places emphasis on safety issues and necessity of the equipment to City operations.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
7000	Other Charges	196,000	217,583	229,000	109,000	110,000
	Subtotal	**196,000**	**217,583**	**229,000**	**109,000**	**110,000**
8000	Capital Outlay	1,127,000	2,601,367	2,071,000	-	-
	TOTAL	**1,323,000**	**2,818,951**	**2,300,000**	**109,000**	**110,000**

87.703.671 EQUIPMENT MAINTENANCE *Internal Service Funds*

The Equipment Maintenance activity supports the repair and maintenance of the City's fleet, including cruisers, sedans, pickups, vans, fire equipment, heavy construction equipment, and miscellaneous (mowers, edgers, sprayers, etc.) equipment. Each piece of equipment is set up on a preventive maintenance program.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	620,000	704,000	655,000	724,000	746,000
5140	Overtime	-	-	8,000	-	-
	Subtotal	**620,000**	**704,000**	**663,000**	**724,000**	**746,000**
6100	Materials and Supplies	466,000	466,000	448,000	460,000	474,000
6200	Contractual Services	266,000	266,000	263,000	270,000	279,000
6400	Membership, Travel, Training	8,000	8,000	8,000	11,000	14,000
	Subtotal	**740,000**	**740,000**	**719,000**	**741,000**	**767,000**
	TOTAL	**1,360,000**	**1,444,000**	**1,382,000**	**1,465,000**	**1,513,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Equipment Mechanic I/II	2.00	2.00	2.00
Maintenance Superintendent	0.30	0.30	0.30
Maintenance Supervisor	-	0.50	0.50
Public Works Director	0.10	0.10	0.10
Senior Administrative Support Specialist	0.20	0.20	0.20
Senior Equipment Mechanic	1.00	1.00	1.00
TOTAL	3.60	4.10	4.10

87.705.800 OFFICE SUPPORT SERVICES

Internal Service Funds

Office Support Services facilitates the City's mailroom operations and purchase of Citywide stationary, envelopes, and other related mailing supplies. This activity also manages the lease of the City's photocopy and postage equipment.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	30,000	30,000	80,000	83,000	86,000
6200	Contractual Services	71,000	71,000	77,000	79,000	82,000
6400	Membership, Travel, Training	2,000	2,000	3,000	5,000	7,000
	Subtotal	**103,000**	**103,000**	**160,000**	**167,000**	**175,000**
	TOTAL	**103,000**	**103,000**	**160,000**	**167,000**	**175,000**

87.707.200 WORKERS' COMPENSATION SELF-INSURANCE

Internal Service Funds

The Workers' Compensation Self-Insurance program administers benefits in accordance with State and Federal laws. The City is self-insured for Workers' Compensation benefits, a mandated benefit to protect employees who incur industrial injuries. The Workers' Compensation program includes the processing of claims, the determination and evaluation of compensability, the selection and monitoring of medical and legal consultants, the settlement and litigations of claims, and the preparation of reports to other governmental agencies. In addition, the program includes risk and claims analysis, training, education, and prevention. The City utilizes Sedgwick as the Third Party Administrator and LAWCX as the excess insurance carrier for the Workers' Compensation program.

Account Code	Description		2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees		35,000	35,000	36,000	34,000	34,000
		Subtotal	**35,000**	**35,000**	**36,000**	**34,000**	**34,000**
6200	Contractual Services		1,082,000	1,082,000	1,075,000	1,266,000	1,304,000
		Subtotal	**1,082,000**	**1,082,000**	**1,075,000**	**1,266,000**	**1,304,000**
		TOTAL	**1,117,000**	**1,117,000**	**1,111,000**	**1,300,000**	**1,338,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Human Resources Director	0.10	0.10	0.10
TOTAL	0.10	0.10	0.10

87.706.150 PUBLIC LIABILITY SELF-INSURANCE *Internal Service Funds*

The Public Liability Self-Insurance activity accounts for the expenses required to administer the public liability, fidelity bond, and property/casualty insurance policies. These services include the purchase of insurance and administration of claims, the periodic analysis of losses and loss prevention measures, and the coordination of legal and adjusting information.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	35,000	35,000	36,000	34,000	34,000
	Subtotal	**35,000**	**35,000**	**36,000**	**34,000**	**34,000**
6100	Materials and Supplies	10,000	10,000	10,000	11,000	12,000
6200	Contractual Services	1,955,000	1,955,000	1,955,000	2,157,000	2,611,000
	Subtotal	**1,965,000**	**1,965,000**	**1,965,000**	**2,168,000**	**2,623,000**
	Total Operations	**2,000,000**	**2,000,000**	**2,001,000**	**2,202,000**	**2,657,000**
8000	Capital Outlay	-	24,254	26,000	-	-
	TOTAL	**2,000,000**	**2,024,254**	**2,027,000**	**2,202,000**	**2,657,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Human Resources Director	0.10	0.10	0.10
TOTAL	0.10	0.10	0.10

87.704.672 CIVIC CENTER & CITY FACILITIES BUILDING MAINTENANCE

Internal Service Funds

The Building Maintenance activity supports the operation and maintenance of City facilities, including the David W. Smith City Hall, the Alan. L Nagy Library, the Police Department building, Community Center, Fire Stations (3), Service Center, Senior Center, Ash Street Buildings, Second Chance, security and ball field lights, and other miscellaneous buildings.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees	474,000	608,400	592,000	544,000	560,000
5140	Overtime	-	-	16,000	-	-
	Subtotal	**474,000**	**608,400**	**608,000**	**544,000**	**560,000**
6100	Materials and Supplies	64,000	64,000	89,000	93,000	98,000
6200	Contractual Services	579,000	579,000	527,000	541,000	558,000
6400	Membership, Travel, Training	8,000	8,000	5,000	7,000	9,000
6300	Other Charges	557,000	557,000	557,000	571,000	587,000
	Subtotal	**1,208,000**	**1,208,000**	**1,178,000**	**1,212,000**	**1,252,000**
	TOTAL	**1,682,000**	**1,816,400**	**1,786,000**	**1,756,000**	**1,812,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Building Maintenance Mechanic I	-	1.00	1.00
Building Maintenance Mechanic II	-	0.65	0.65
Facilities Supervisor	-	0.80	0.80
Maintenance Superintendent	0.30	0.30	0.30
Public Works Director	0.10	0.10	0.10
Senior Administrative Support Specialist	0.30	0.30	0.30
Senior Building Mechanic	0.70	0.70	0.70
TOTAL	1.40	3.85	3.85

87.704.673 COMMUNITY ACTIVITY & FAMILY AQUATIC CENTER MAINTENANCE

Internal Service Funds

The George M. Silliman Community Activity & Family Aquatic Center activity supports the maintenance of this building located at 6800 Mowry Avenue.

Account Code	Description		2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
5110	Regular Employees		94,000	127,600	81,000	148,000	153,000
5140	Overtime		-	-	2,000	-	-
		Subtotal	**94,000**	**127,600**	**83,000**	**148,000**	**153,000**
6100	Materials and Supplies		46,000	46,000	68,000	71,000	74,000
6200	Contractual Services		347,000	347,000	356,000	365,000	376,000
6300	Other Charges		384,000	384,000	477,000	489,000	503,000
		Subtotal	**777,000**	**777,000**	**901,000**	**925,000**	**953,000**
		TOTAL	**871,000**	**904,600**	**984,000**	**1,073,000**	**1,106,000**

AUTHORIZED POSITIONS	2023-24	2024-25	2025-26
Building Mechanic II	0.35	0.35	0.35
Facilities Supervisor	-	0.20	0.20
Senior Building Mechanic	0.30	0.30	0.30
TOTAL	0.65	0.85	0.85

87.704.674 POLICE BUILDING MAINTENANCE *Internal Service Funds*

The Building Maintenance activity supports the operation and maintenance of the Police Building

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	24,000	24,000	10,000	12,000	14,000
6200	Contractual Services	176,000	176,000	174,000	179,000	185,000
6300	Other Charges	236,000	236,000	236,000	242,000	249,000
	Subtotal	**436,000**	**436,000**	**420,000**	**433,000**	**448,000**
	TOTAL	**436,000**	**436,000**	**420,000**	**433,000**	**448,000**

87.704.675 LIBRARY BUILDING MAINTENANCE *Internal Service Funds*

The Building Maintenance activity supports the operation and maintenance of the Library.

Account Code	Description	2024 Adopted	2024 Amended	2024 Estimated	2025 Budgeted	2026 Budgeted
6100	Materials and Supplies	20,000	20,000	20,000	21,000	22,000
6200	Contractual Services	159,000	159,000	179,000	184,000	190,000
6300	Other Charges	17,000	17,000	17,000	18,000	19,000
	Subtotal	**196,000**	**196,000**	**216,000**	**223,000**	**231,000**
	TOTAL	**196,000**	**196,000**	**216,000**	**223,000**	**231,000**

Government-wide Debt Overview

The City's debt service obligations consist of long-term debt, which was used to build capital facilities or to acquire equipment that the City is now using.

Section 43605 of the State of California Government Code states that a city shall not incur an indebtedness for public improvements which exceeds in the aggregate 15 percent of the assessed value of all real and personal property of the city. Within the meaning of this section "indebtedness" means bonded indebtedness of the city payable from the proceeds of taxes levied upon taxable property in the city. As of June 30, 2023, the City's assessed value was $13,102,847,316, therefore the debt limit for bonded indebtedness payable from tax proceeds was $122,839,194. As the City has no general obligation debt payable from tax proceeds, the debt instruments that the City currently has do not lower the available debt limit for bonded indebtedness.

General Government
The governmental funds issued $63,345,000 of 2019 Certificates of Participation (COPs) to finance a portion of the construction costs of the new Civic Center facility, refund the City's Certificates of Participation (2002 Silliman Community Activity Center/Old Town Fire Station Project), and prepay a 2012 lease agreement.

Proprietary Funds
The outstanding balance form this direct borrowing contains a provision that states in the event of default, there shall be no right under any circumstance to accelerate lease payments or otherwise declare the borrowing to be immediately due and payable. However, the borrower at its option may terminate the agreement and re-lease all or any portion of the property.

The proprietary funds consists of one financed purchase obligation for equipment.

- On January 23, 2020, the City entered into a non-cancelable agreement in the amount of $843,565 with PNC Equipment Finance, LLC to acquire a fire pumper. Annual payments are due on December 23 until 2028. Ownership of the fire pumper reverts to the City at the end of the agreement period.



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Glossary

Account: A classification of expenditure or revenue.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrual Basis Accounting: Under this accounting method, transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date).

Adoption: Formal action by the City Council, which sets the spending limits for the fiscal year, among other items. The City's budget is adopted by Council resolution.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and

equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost.

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized bargaining group.

Community Development Block Grant (CDBG): Federal grant funds distributed from the U.S. Department of Housing and Urban Development that are passed through to the City. The City primarily uses these funds for housing rehabilitation, public improvements and local social programs.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

County, Federal, and State Grants: Funding or allocations by County, Federal and State agencies to support a particular program or function.

Court Fines: The City's apportionment of court fines collected and remitted by the County.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Donations: Funds provided to the City by a private party.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Environmental Protection Fee (also known as Urban Run-Off Clean Water Fee): Charged to all parcels in the City and collected through the County tax rolls. This fee covers the City's costs to minimize storm water runoff pollution into San Francisco Bay. This is a mandated State and Federal program.

Expenditure: An outlay of money made by the City to provide the programs and services within their approved budget.

Fee: A fee is a charge, fixed by law, for the benefit of a service or to cover the cost of a regulatory program or the costs of administering a program for which the fee payer benefits. For example, professional license fees, which cover the cost of administering and regulating that category of professions are fees.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Franchise Fees: A fee that is usually levied on utility companies for their use of City streets (right-of-way) or for their exclusive franchise to provide services to residents. Newark imposes a 1% tax on the gross receipts from Pacific Gas and Electric Company; a 20% tax on the gross receipts from Waste Management of Alameda County, Inc. (from both residential and nonresidential customers); a 5% tax on the gross receipts of the cable television franchise; and an annual franchise fee of approximately $6,000 on the gas pipeline that runs through Newark.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Gasoline Tax: Gas tax revenues provided by Sections 2105, 2106, 2107, and 2107.5 of the State of California's Streets and Highways Code. These revenues are expended for construction and maintenance of City streets.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Infrastructure: The basic facilities, services, and installations needed for the functioning of a community or society, such as streets and roads, sidewalks, bridges, communications systems, water and power lines, and public institutions including schools, police stations, libraries, and post offices.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Internal Service Fund (ISF): These funds fund services provided to internal users and function on a cost-reimbursement basis. Internal Service Funds account for operational support activities for the purpose of recovering the cost from the user, and for the user to identify its full cost of operations.

Investment Earnings: A revenue source resulting in the investment of temporary idle funds in interest-bearing accounts. The City has been investing these funds in the State of California's Local Agency Investment Fund (LAIF), which is a professionally managed fund overseen by the State Treasurer's Office, and California Asset Management Program (CAMP).

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Modified Accrual Basis: Under this accounting method, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures for the most part are recognized when the related fund liability is incurred except for prepayments, accumulated employee leave and long-term debt. All governmental funds and expendable trust funds are accounted for using the modified accrual basis of accounting.

Non-Government Contribution: Reimbursement of staff costs for the administration of project consultants.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Other Revenue: Other fees, charges, and/or reimbursements that are one-time or general in nature and do not fit into a specific revenue category. Included in this category is Waste Management's annual reimbursement of debt service payments.

Paramedic Tax: This special tax was approved as a ballot measure in June 1997 to provide funding for the City's firefighter/paramedic program. The paramedic tax is assessed per benefit unit which is based upon land use and is determined by a countywide survey of the demand for service generated by the land use.

POST Reimbursement: Funds provided by the Peace Officer Standards and Training (POST) program for education and training of police officers.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Property Tax: California State Constitution Article XIIIA provides that the combined maximum property tax rate on any given property may not exceed 1% of its assessed value, unless an additional amount has been approved by voters. The County of Alameda assesses properties, bills, and collects these property taxes. The City's share, including all penalties and interest, is remitted by the County.

Secured: A property tax that is levied on real property. Real property is immobile and includes land, natural resources, and fixed improvements to the land.

Unsecured: A property tax that is levied on personal property. Personal property is mobile and includes such tangible property as equipment and inventory.

Property Transfer Tax: This tax is levied at a rate of $1.10 per $1,000 of equity value transferred. Alameda County collects the tax and the City receives one-half. Revenues are dependent on how frequently the property is transferred and on the accrued value at the time of the transfer.

Sales and Use Tax: A 10.75% sales tax is levied against the gross sales price of most tangible property sold in Newark other than property sold for resale. Newark receives 0.5%, with the remaining 10.25% allocated to other agencies that include the State of California, County of Alameda, Bay Area Rapid Transit, and Alameda County Transit.

Secured Property Tax: A property tax that is levied on real property. Real property is immobile and includes land, natural resources, and fixed improvements to the land.

Senior Transportation Fee: Charged for the cost of providing transit services to seniors. The fee is subsidized by Measure B and Measure BB sales tax revenue.

Transient Occupancy Tax: A 10% tax is levied on charges for occupancy of hotel and motel rooms. This tax compensates the City for indirect costs created by visitors, such as increased pollution and congestion. This tax is borne from hotel guests.

Unsecured Property Tax: A property tax that is levied on personal property. Personal property is mobile and includes such tangible property as equipment and inventory.

Utility User Tax: A tax is levied on every person in the City using telecommunication services (including landline telephone and cell phone services), video services (including cable television), electricity and gas consumption. The tax rate for these services is 3.25% and expires on December 31, 2029.

Vehicle Code Fines: The City's apportionment of fines and forfeitures collected by the County. These fines and forfeitures result from violations of the State Vehicle Code.

Vehicle In-Lieu: Prior to the 2004 Budget Act, this revenue was backfilled from the State's general fund. In November 2004, Proposition 1A was passed that eliminated the Vehicle License Fee backfill and replaced it dollar-for-dollar with property taxes. This revenue source will increase by the same percentage as the property tax assessed valuation. This category also includes the State apportionment of motor vehicle license fees.