



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, February 13, 2025
7:00 P.M.

A. ROLL CALL

B. PRESENTATIONS

1. Introduction of employee(s)
2. Proclaim February as Black History Month
3. Presentation on Eden I & R, Inc. 2-1-1 information and referral services
4. Presentation on Eden Council for Hope and Opportunity (ECHO Housing)

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 January 16, 2025, special meeting and January 23, 2025, regular meeting minutes
3. Adopt Resolution Approving Agreement with HdL Coren & Cone for Property Tax Management Services

E. PUBLIC HEARINGS

F. OTHER BUSINESS

G. CITY MANAGER UPDATES

H. 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.

1. Consideration of a resolution reaffirming Newark as a Welcoming City

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 2449, then the Webinar ID 837 3032 7079 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.

Mission Statement

It is our mission to serve and partner with our community to continually enhance the quality of life of everyone in Newark.

Executive Team Members

David J. Benoun City Manager	Lenka Hovorka Assistant City Manager
Kristopher J. Kokotaylo City Attorney	Steven Turner Community Development Director
Jonathan Arguello Police Chief	Edwin Miranda CIO/Information Technology Director
Howard Young Public Works Director	Cora Dino Interim Human Resources Director
Krysten Lee Finance Director	Ryan Nishimoto ACFD Deputy Chief
Nicholas Cuevas , Recreation and Community Services Director	



STAFF REPORT

Item B. 1.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Sheila Harrington, City Clerk
SUBJECT Introduction of employee(s)

The following employees will be introduced: Andrew Musantry, Sergeant, Jason Masters, Public Safety Dispatcher, and Morgan Pedersen, Management Analyst.



STAFF REPORT

Item B. 2.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Sheila Harrington, City Clerk
SUBJECT Proclaim February as Black History Month

Black History Month is a time to celebrate the history, resilience, and rich culture of our Black community. The 2025 Black History Month theme, "African Americans and Labor," is a powerful reflection on the pivotal role that the hard work of African Americans has played in shaping our country's history. A proclamation has been prepared to proclaim February as Black History Month and will be presented to the following staff members:

Danielle Cranon-Jones, Recreation Coordinator
Raquel Thomas, Collections Assistant
Adriene Frazier-Burrell, Fire Code Compliance Officer
Tianna Jones, Administrative Support Specialist II

Attachments

Proclamation

PROCLAMATION NO. 1930

BLACK HISTORY MONTH

WHEREAS, in February 1969, the idea for Black History Month was promoted by Black students and educators at Kent State University, followed by the first celebration of Black History Month on campus and local surroundings one year later; and

WHEREAS, in 1976 President Gerald Ford praised Black History Month, urging all citizens to “seize the opportunity to honor the too-often neglected accomplishments of Black Americans in every area of endeavor throughout our history”; and

WHEREAS, the 2025 Black History Month theme, “African Americans and Labor,” is a powerful reflection on the pivotal role that the hard work of African Americans has played in shaping our country’s history; and

WHEREAS, this theme underscores the diverse and significant ways in which labor – whether voluntary or involuntary, skilled or unskilled – has been at the core of the Black American experience;

NOW, THEREFORE, I, Michael K. Hannon, Mayor of the City of Newark, on behalf of the Newark City Council, do hereby proclaim February 2025, as

BLACK HISTORY MONTH

in Newark and urge residents to celebrate and honor these profound contributions, shedding light on how work, both historically and present-day, continues to shape the identity, culture, and economic status of our communities.

IN WITNESS THEREOF, I have hereunto set forth my hand and caused the Official Seal of the City of Newark, State of California, to be affixed this Thirteenth Day of February, Two Thousand Twenty-five.

MICHAEL K. HANNON
Mayor



STAFF REPORT

Item B. 3.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Sheila Harrington, City Clerk
SUBJECT Presentation on Eden I & R, Inc. 2-1-1 information and referral services

Gitanjali Rawat is the Director of Programs for Eden I&R, Inc. the nonprofit agency designated by the California Public Utilities Commission to be the provider of the 2-1-1 services for Alameda County. 2-1-1 is a free, three - digit dialing code available 24 hours a day, in multiple languages, to connect people to critical health, housing, human service, and disaster preparedness and response information. Ms. Rawat will give a presentation (copy attached) on 2-1-1 services.

Attachments

Presentation

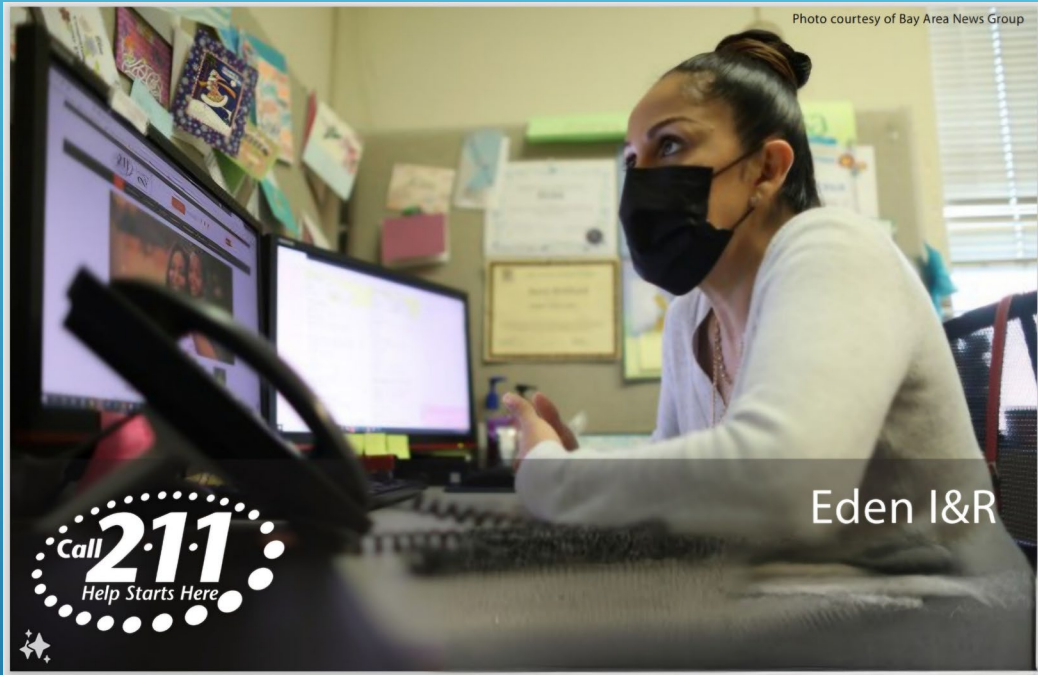


211 ALAMEDA COUNTY PRESENTATION TO CITY COUNCIL, NEWARK 2.13.25



Mission: Linking people and resources

Vision: We envision a community empowered with information and connected to resources so that all people obtain health, happiness, hope, and improved livelihoods.



Connecting people to hope, 24/7.
Multilingual staff assess callers' needs
and give referrals from databases of
over 2,500 human service programs
and 78,000 housing units.

Two-way texting 898-211 available
Monday-Friday 9:00am – 4:00 pm

www.211alamedacounty.org

211 ALAMEDA COUNTY

Developed in response to housing crisis following the 1989 Loma Prieta earthquake.

Thousands of affordable housing units across Alameda County updated monthly by dedicated housing team

www.achousingchoices.org



Select Language

Search

Search

Home

Frequently Asked Questions

Other Helpful Sites

Special Programs

Report a Housing Complaint

Find Affordable Housing in Alameda County

Any City

Any Bedroo

Any Rent

Search

Units Have Wheelchair Access?

☐ Any ☐ Yes ☐ No

Building Has Pet Friendly Units?

☐ Yes ☐ No



ALAMEDA COUNTY HOUSING CHOICES



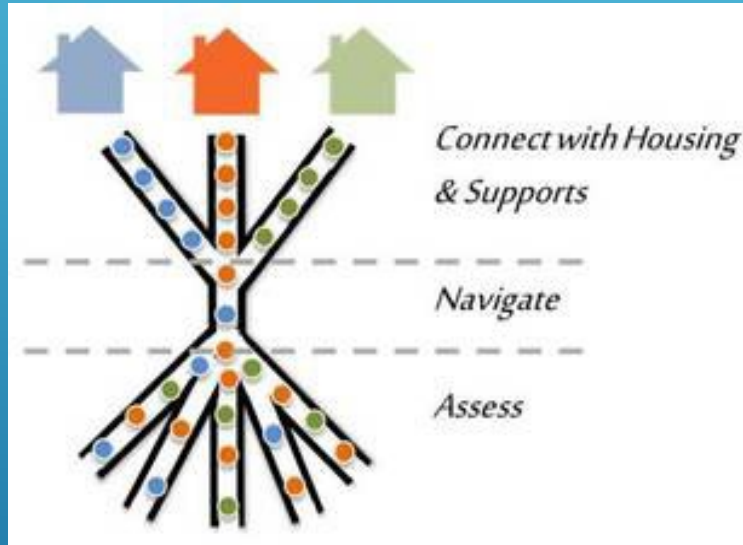
211 DURING TIMES OF DISASTER



211 IS AN EASY WAY FOR PEOPLE TO GET ESSENTIAL INFORMATION FOLLOWING A DISASTER



- ▶ Designated seat in the County Emergency Operations Center
- ▶ Emergency shelters, access to food and water, safe transportation routes, open hospitals, how to locate a missing loved one
- ▶ Oakland Ghost Ship Warehouse Fire
- ▶ Covid-19
- ▶ Overflow calls for recent Park Fire
- ▶ Variety of free disaster preparedness trainings



- ▶ Screening callers for HUD definition of LH
- ▶ Warm transfers to Access Point/HRCs
- ▶ Fewer shelters to refer callers directly
- ▶ Importance of setting expectations
- ▶ Housing Problem Solving

COORDINATED ENTRY SYSTEM



- ▶ Trusted Messenger
 - ▶ Help prepare community for Extreme Heat
 - ▶ Educate on need of ITIN, Youth Behavioral Health
- ▶ Medi-Cal and CalFresh Enrollment
- ▶ Public Safety Power Shutoffs
 - ▶ Help AFN community better prepare for power outages

211 PROGRAMS



FY 23/24

- ▶ 65,368 total contacts/ Newark: 708
- ▶ 154,558 total referrals/ Newark: 1,935

Caller Demographics for Newark

- ▶ 68% Female
- ▶ 48% Living with a Disability
- ▶ 26% Single Mothers with Minor Children
- ▶ 12% Seniors
- ▶ 99% Low, Very Low, Extremely Low Income

211 STATS

Top Needs of All Callers:

- ▶ Housing/shelter
- ▶ Substance use disorder services
- ▶ Disaster Services
- ▶ Utilities
- ▶ Legal services
- ▶ Food
- ▶ Material Goods
- ▶ Public Assistance Programs
- ▶ Individual and Family Support Services



Questions?

Gitanjali Rawat
Director of Programs
grawat@edenir.org
510-537-2710 x 529



STAFF REPORT

Item B. 4.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Steven Turner, Community Development Director
SUBJECT Presentation on Eden Council for Hope and Opportunity (ECHO Housing)

City staff recommends that the City Council receive an informational presentation from Christina M. Soto, Executive Director of the Eden Council for Hope and Opportunity (known as ECHO Housing). Ms. Soto will provide an overview of ECHO Housing and their services to Newark and the broader Alameda County community. No action by the City Council is necessary.

Attachments

Presentation



ECHO HOUSING

EST. 1965

About Us...

ECHO HOUSING



The Eden Council for Hope and Opportunity (ECHO Housing) was founded in 1964 and incorporated in 1965 by community volunteers dedicated to equal housing opportunities and the prevention and elimination of homelessness.

ECHO is a HUD-approved Housing Counseling Agency (LHCA) and a Qualified Fair Housing Enforcement Organization (QFHO) providing services to very low and moderate income residents in the Counties of Alameda, Contra Costa, and Monterey.

Christina M Soto

EXECUTIVE DIRECTOR

22551 Second Street #200

Hayward CA 94541

510-581-9380

855-ASK-ECHO

christina@echofairhousing.org

www.echofairhousing.org



FAIR HOUSING

- **Conduct site investigations in response to reports of housing discrimination complaints.**
- **Conduct rental housing audits to determine degree of housing discrimination.**
- **Provide educational seminars for members of the housing industry (managers, owners, realtors, etc.).**

SERVING

- **Counties of Alameda, Contra Costa, and Monterey**
- **Cities of Alameda, Berkeley, Concord, Hayward, Livermore, Monterey, Newark, Oakland, Pleasanton, Richmond, Salinas, San Leandro, Seaside, Union City, and Walnut Creek.**
- **Offices in Hayward, Livermore, Oakland and Monterey County.**



TENANT / PROPERTY OWNER

- **Provide information to tenants and landlords on their housing rights and responsibilities.**
- **Facilitate conciliation or mediation in a variety of tenant/landlord disputes.**
- **Primary objective of the program is to build awareness of housing laws and to preserve housing.**

SERVING

- **Counties of Alameda, Contra Costa, and Monterey**
- **Cities of Alameda, Concord, Hayward, Livermore, Monterey, Newark, Pleasanton, Richmond, Salinas, San Leandro, Seaside, Union City, and Walnut Creek.**
- **Offices in Hayward, Livermore, Oakland and Monterey County**



R E N T A L A S S I S T A N C E P R O G R A M

S E R V I N G

- Assist with delinquent rent or security deposit due to a temporary financial setback.
 - Helps by arranging a guaranteed repayment contract between the tenant and the property owner.
 - Assistance is provided as funding becomes available and tenants are eligible
- Residents of Alameda County
 - Offices in Hayward and Livermore.



H O M E B U Y E R E D U C A T I O N

- **Provide 8-hour First Time Homebuyer workshops on credit, budgeting, government-assisted programs, conventional financing, purchase and lending procedures, inspections, closing costs, fair housing, and fair lending.**
- **Conduct 2-hour workshops outlining the Affordable Homeownership Programs and Mortgage Assistance Programs offered by Cities of Livermore and Pleasanton.**

SERVING

- **Alameda, Contra Costa and Monterey County residents**
- **Office in Hayward**



P R E - P U R C H A S E

- Assist potential homebuyers by providing one-on-one counseling on credit repair, budget, and predatory lending.
- Identify homebuying opportunities including mortgage financing, and determines eligibility for local, state, and federal affordable homeownership programs.

S E R V I N G

- Alameda, Contra Costa and MontereyCounty residents
- Offices in Livermore and Hayward



HOMESEEKING

- Offer basic tips on looking for, finding, and applying for rentals.
- Provide referrals to available housing in the area.
- Provide referrals to Public Housing Authorities with open waiting lists for the Housing Choice Voucher.
- ECHO provides these services on a contract basis.



SHARED HOUSING & PLACEMENT

- Provide face to face interview services, counseling on homesharing and shared living, background checks.
- Offer matching services, supportive services, and referral to other services.
- Provide educational workshops on shared living.
- ECHO provides these services on a contract basis.

PROGRAM ADMINISTRATOR FOR:

- Alameda County Rent Review Program
- City of Albany Rent Review Program
- City of Concord Just Cause/Rent Stabilization Ordinance
- City of Emeryville Eviction Harassment Program
- City of Union City Rent Review Program & Eviction Harassment
- City of Larkspur Just Cause/Rent Stabilization Ordinance



CONTACT INFORMATION



Administrative Office
22551 Second Street #200
Hayward CA 94541

Livermore Office
141 N. Livermore Avenue
Livermore CA 94550

855-ASK-ECHO toll free

Oakland Office
1305 Franklin Street #305
Oakland CA 94612

Monterey County
Various Sites

www.echofairhousing.org



STAFF REPORT

Item D. 1.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Krysten Lee, Finance Director
SUBJECT Approval of Audited Demands

Attachments

Audited Demands 01.09.25
Audited Demands 01.16.25
Audited Demands 01.23.25

LIVE Newark CA LIVE

Payment Batch Register

Bank Account: AP - ZBA ACCOUNTS PAYABLE
Batch Date: 01/09/2025

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - ZBA ACCOUNTS PAYABLE						
Check	01/09/2025	13001	Accounts Payable	ACCOPSA		1,222.00
	Invoice		Date	Description	Check Sort Code	Amount
	2024-42		12/04/2024	POST EXECUTIVE SEMINAR 2025-CHIEF ARGUELLO 01/20-01/23/25		1,222.00
Check	01/09/2025	13002	Accounts Payable	BLAIR ARROYO		225.00
	Invoice		Date	Description	Check Sort Code	Amount
	092523EXP		09/27/2023	STREET COP TRAINING REIMBURSEMENT 09/25/23		225.00
Check	01/09/2025	13003	Accounts Payable	STATE DISBURSEMENT UNIT		1.38
	Invoice		Date	Description	Check Sort Code	Amount
	PPE 12.21.24		12/27/2024	GARNISH - CASE 200000002128365 - 12/8/24-12/21/24		1.38
Check	01/09/2025	13004	Accounts Payable	CENTRAL TOWING & TRANSPORT LLC		428.35
	Invoice		Date	Description	Check Sort Code	Amount
	9546746-1		11/24/2024	TOWING SVCS 11/24/24		65.00
	9543897-1		11/19/2024	TOWING SVCS 11/19/24		160.55
	9541068-1		11/12/2024	TOWING SVCS 11/12/24		65.00
	9539673-1		11/09/2024	TOWING SVCS 11/09/24		65.00
	9538104-1		11/07/2024	TOWING SVCS 11/07/24		72.80
Check	01/09/2025	13005	Accounts Payable	APRO LLC		90.00
	Invoice		Date	Description	Check Sort Code	Amount
	110124-113024		11/30/2024	CAR WASH 11/01-11/30/24		90.00
Check	01/09/2025	13006	Accounts Payable	PETTY CASH CUSTODIAN - JOHNA COULTHARD		483.12
	Invoice		Date	Description	Check Sort Code	Amount
	082324-121024		12/16/2024	PETTY CASH REPLENISHMENT 08/23-12/10/24		483.12
Check	01/09/2025	13007	Accounts Payable	DALE COOPER LLC		36,398.50
	Invoice		Date	Description	Check Sort Code	Amount
	4107		11/18/2024	WATER SLIDE REPAIR/RESTORATION 11/18/24		36,398.50
Check	01/09/2025	13008	Accounts Payable	DALE HARDWARE		341.25
	Invoice		Date	Description	Check Sort Code	Amount
	NOV'24		11/25/2024	DALE SUPPLIES 11/25/2024		341.25
Check	01/09/2025	13009	Accounts Payable	LAURA DASILVA		4,037.42

	Invoice	Date	Description	Check Sort Code	Amount
	1007-101824EXP	12/16/2024	CRIME SCENE INVESTIGATION 10/07-10/18/24		4,037.42
Check	01/09/2025	13010 Accounts Payable	DIVISION OF THE STATE ARCHITECT		549.20
	Invoice	Date	Description	Check Sort Code	Amount
	1001-123124	01/08/2025	CA STATE CASP FEES (AB1379)		549.20
Check	01/09/2025	13011 Accounts Payable	FEDEX		16.50
	Invoice	Date	Description	Check Sort Code	Amount
	8-675-73575	11/08/2024	PACKAGE DELIVERY 10/24/24		16.50
Check	01/09/2025	13012 Accounts Payable	FIRSTTWO, INC.		7,200.00
	Invoice	Date	Description	Check Sort Code	Amount
	2452	07/12/2024	FIRST TWO SUB AGENCY LICENSE FY 24-25		7,200.00
Check	01/09/2025	13013 Accounts Payable	GRAINGER		162.83
	Invoice	Date	Description	Check Sort Code	Amount
	9348756736	12/17/2024	SILLIMAN EPOXY MASTIC		162.83
Check	01/09/2025	13014 Accounts Payable	HDL SOFTWARE, LLC		1,404.00
	Invoice	Date	Description	Check Sort Code	Amount
	SIN045743	11/30/2024	UUT RETURNS PROCESSED - NOV 2024		1,404.00
Check	01/09/2025	13015 Accounts Payable	HOME DEPOT CREDIT SERVICES		1,448.27
	Invoice	Date	Description	Check Sort Code	Amount
	DEC'24	12/13/2024	HOME DEPOT CC PURCHASE 11/14/24-12/12/24		1,448.27
Check	01/09/2025	13016 Accounts Payable	I PIZZA		2,468.00
	Invoice	Date	Description	Check Sort Code	Amount
	1005-10272024	11/01/2024	PIZZA FOR BIRTHDAY PARTIES 10/05 - 10/27/24		999.00
	1102-11242024	12/08/2024	PIZZA FOR BIRTHDAY PARTIES 11/02 - 11/24/24		1,469.00
Check	01/09/2025	13017 Accounts Payable	INDUSTRIAL PLUMBING SUPPLY, LLC.		987.27
	Invoice	Date	Description	Check Sort Code	Amount
	119770	12/16/2024	PLUMBING SUPPLIES-WATER COOLER ASSEMBLY		987.27
Check	01/09/2025	13018 Accounts Payable	SPECTRUM CANINE		900.00
	Invoice	Date	Description	Check Sort Code	Amount
	0006257	12/17/2024	K9 TRAINING NOVEMBER 2024		900.00
Check	01/09/2025	13019 Accounts Payable	KNORR SYSTEMS INTERNATIONAL		5,022.00
	Invoice	Date	Description	Check Sort Code	Amount
	257086	12/20/2024	SILLIMAN ANNUAL HEATER PM 12/9/24		5,022.00
Check	01/09/2025	13020 Accounts Payable	TERENCE LAU		985.23
	Invoice	Date	Description	Check Sort Code	Amount
	1202-120624EXP	12/11/2024	BLOOD STAIN DOCUMENTATION 12/02-12/06/24		985.23
Check	01/09/2025	13021 Accounts Payable	LOOMIS		325.06
	Invoice	Date	Description	Check Sort Code	Amount
	13647616	12/31/2024	ARMORED CAR SERVICE - 12/24		325.06
Check	01/09/2025	13022 Accounts Payable	LPC SERVICES, INC.		2,737.00

	Invoice	Date	Description	Check Sort Code	Amount
	78217	12/06/2024	PEST SERVICES - COMMUNITY CENTER #102700 12/6/24		95.00
	78279	12/06/2024	PEST SERVICES - CITY HALL #102699 12/6/24		267.00
	78316	12/06/2024	PEST SERVICES - CITY HALL #102699 12/6/24		175.00
	78216	12/06/2024	PEST SERVICES - FIRE STATION #2 102709 12/6/24		220.00
	78182	12/06/2024	PEST SERVICES - FIRE STATION #1 102707 12/6/24		275.00
	78191	12/06/2024	PEST SERVICES - VIOLA BLYTHE #102704 12/6/24		260.00
	78183	12/06/2024	PEST SERVICES - SILLIMAN #102710 12/6/24		1,020.00
	78181	12/06/2024	PEST SERVICES - FIRE STATION #3 102701 12/6/24		240.00
	78061	12/06/2024	PEST SERVICES - SERVICE CENTER #102702 12/6/24		185.00
Check	01/09/2025	13023 Accounts Payable	LYNN PEAVEY COMPANY		221.92
	Invoice	Date	Description	Check Sort Code	Amount
	414730	12/19/2024	EVIDENCE SUPPLIES		221.92
Check	01/09/2025	13024 Accounts Payable	VERONICA MORA		958.26
	Invoice	Date	Description	Check Sort Code	Amount
	1201-120624EXP	12/11/2024	BLOOD STAIN DOCUMENTATION 12/01-12/06/24		958.26
Check	01/09/2025	13025 Accounts Payable	AVENU INSIGHTS & ANALYTICS		3,750.00
	Invoice	Date	Description	Check Sort Code	Amount
	INV06-020103	12/17/2024	UUT AUDIT & ANALYSIS - FIXED FEE OCT - DEC '24		3,750.00
Check	01/09/2025	13026 Accounts Payable	OPENING TECHNOLOGIES, INC		943.09
	Invoice	Date	Description	Check Sort Code	Amount
	2212779	10/01/2024	SILLIMAN DOOR SERVICE 09/09/24		943.09
Check	01/09/2025	13027 Accounts Payable	STAPLES		1,885.85
	Invoice	Date	Description	Check Sort Code	Amount
	7003390346	12/15/2024	OFFICE SUPPLIES 12/02-12/13/24 (APS #25-24)		1,377.13
	7003559772	01/06/2025	OFFICE SUPPLIES 12/18-12/24/24 (APS #25-24)		508.72
Check	01/09/2025	13028 Accounts Payable	JENNIFER TRAN		98.22
	Invoice	Date	Description	Check Sort Code	Amount
	1001-103124EXP	10/31/2024	MILEAGE REIMBURSEMENT 10/01-10/31/24		55.88
	1101-112824EXP	11/30/2024	MILEAGE REIMBURSEMENT 11/01-11/28/24		42.34
Check	01/09/2025	13029 Accounts Payable	FREMONT ALARM		170.00
	Invoice	Date	Description	Check Sort Code	Amount
	41407	12/27/2024	ALARM CALL - ASH ST & SR CTR 12/23/24		170.00
Check	01/09/2025	13030 Accounts Payable	U.S. BANK CORPORATE PAYMENT SYSTEMS		45,511.69
	Invoice	Date	Description	Check Sort Code	Amount
	122324STMT	12/23/2024	CC PAYMENT 12/23/24		45,511.69
Check	01/09/2025	13031 Accounts Payable	BOSCO OIL INC DBA VALLEY OIL		17,698.08
	Invoice	Date	Description	Check Sort Code	Amount
	211473	12/18/2024	DIESEL FUEL 12/18/24		4,249.94
	211472	12/18/2024	GASOLINE 12/18/24		13,448.14
Check	01/09/2025	13032 Accounts Payable	LE ARELLANO , AMANDA		300.00

	Invoice	Date	Description	Check Sort Code	Amount
	734776	01/07/2025	SILLIMAN RENTAL DEPOSIT REFUND		300.00
EFT	01/09/2025	1355 Accounts Payable	ART BUILDS COMMUNITY LLC	322271627 / 521573215	11,100.00
	Invoice	Date	Description	Check Sort Code	Amount
	#7-OLD TOWN	09/26/2024	OLD TOWN STREETSCAPE PUBLIC ART PROJECT MGMT 07/11-09/26/24		5,550.00
	#8	09/26/2024	CENTRAL OVERPASS PROGRESS REPORT #8 07/01-09/26/24		5,550.00
EFT	01/09/2025	1356 Accounts Payable	AXERO HOLDINGS LLC	111000614 / 730296727	2,599.35
	Invoice	Date	Description	Check Sort Code	Amount
	870377	10/27/2024	ADDITIONAL USER SEATS 11/28/24 - 11/27/25		2,599.35
EFT	01/09/2025	1357 Accounts Payable	CLIENTFIRST TECHNOLOGY CONSULTING	122037760 / 001064667052	15,794.85
	Invoice	Date	Description	Check Sort Code	Amount
	17478	10/31/2024	TELECOM IMPLEMENTATION 09/01-10/31/24		3,147.50
	17541	11/30/2024	SECURITY CAMERAS BLDG ACCESS MGMT 05/01-11/30/24		12,647.35
EFT	01/09/2025	1358 Accounts Payable	GOV CONNECTION (ACH)	211070175 / 1310873272	2,717.02
	Invoice	Date	Description	Check Sort Code	Amount
	75932690	11/26/2024	27" MONITOR PURCHASE		2,514.90
	75932781	11/26/2024	KEYBOARDS		202.12
EFT	01/09/2025	1359 Accounts Payable	GRANICUS	022000020 / 269099115	1,000.00
	Invoice	Date	Description	Check Sort Code	Amount
	194639	12/11/2024	DOMAIN NAME CHANGE MILESTONE 1 - 12/11/24		1,000.00
EFT	01/09/2025	1360 Accounts Payable	PET BENEFIT SOLUTION	021000021 / 238821802	72.25
	Invoice	Date	Description	Check Sort Code	Amount
	185406	12/26/2024	TOTAL PET PLAN - DECEMBER 2024 PREMIUMS		72.25
EFT	01/09/2025	1361 Accounts Payable	REDWOOD PUBLIC LAW, LLP	121000358 / 325192270245	5,273.90
	Invoice	Date	Description	Check Sort Code	Amount
	12120	10/03/2024	LEGAL SERVICES FOR MOWRY VILLAGE PROJECT - SVCS THRU 9/30/24		5,273.90
AP ZBA ACCOUNTS PAYABLE Totals:			Transactions: 39		\$177,526.86
	Checks:	32	\$138,969.49		
	EFTs:	7	\$38,557.37		

LIVE Newark CA LIVE

Payment Batch Register

Bank Account: AP - ZBA ACCOUNTS PAYABLE
Batch Date: 01/16/2025

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - ZBA ACCOUNTS PAYABLE					
Check	01/16/2025	13033 Accounts Payable	ABBE & ASSOCIATES LLC		5,621.00
	Invoice	Date	Description	Check Sort Code	Amount
	N-27	10/23/2024	RECYCLING/ORGANICS CONSULTANT (THROUGH 10/31/24)		5,621.00
Check	01/16/2025	13034 Accounts Payable	ACCESS		152.90
	Invoice	Date	Description	Check Sort Code	Amount
	11344377	12/31/2024	SHREDDING SVCS DECEMBER 2024		152.90
Check	01/16/2025	13035 Accounts Payable	AGAS MFG INC		1,760.00
	Invoice	Date	Description	Check Sort Code	Amount
	IN244021089	12/20/2024	FLAGS		1,760.00
Check	01/16/2025	13036 Accounts Payable	ALAMEDA COUNTY SHERIFF'S OFFICE		2,268.00
	Invoice	Date	Description	Check Sort Code	Amount
	8811	01/07/2025	EVOC COURSE- HIGBEE,LOMELI,NORVELL,WARREN,HOMAYOUN,MUSANTRY 12/24		2,268.00
Check	01/16/2025	13037 Accounts Payable	ALL CITY MANAGEMENT SERVICES, INC.		8,937.60
	Invoice	Date	Description	Check Sort Code	Amount
	97948	12/24/2024	SCHOOL CROSSING GUARD SVCS 12/08-12/21/24		8,937.60
Check	01/16/2025	13038 Accounts Payable	ALLIED AUTO STORES INC		1,548.72
	Invoice	Date	Description	Check Sort Code	Amount
	DEC' 24	12/31/2024	ALLIED-FLEET SUPPLIES 12/03-12/18/24		1,548.72
Check	01/16/2025	13039 Accounts Payable	AMERICAN NATIONAL RED CROSS		322.00
	Invoice	Date	Description	Check Sort Code	Amount
	22747250	12/18/2024	FIRST AID/CPR TRAINING 12/15/24		322.00
Check	01/16/2025	13040 Accounts Payable	ANKAR CYCLES, INC DBA OAKLAND HARLEY-DAVIDSON		83.56
	Invoice	Date	Description	Check Sort Code	Amount
	1096699	12/18/2024	FLEET SUPPLIES -T LAMP		83.56
Check	01/16/2025	13041 Accounts Payable	BLAIR ARROYO		3,384.06
	Invoice	Date	Description	Check Sort Code	Amount
	1006-101824EXP	10/30/2024	ICI HOMICIDE 10/06-10/18/24		3,294.22
	0801-080524EXP	08/05/2024	FUEL PURCHASE 08/01-08/05/24		89.84

Check	01/16/2025	13042	Accounts Payable	ALPHA CARD SYSTEMS, LLC		3,759.46
	Invoice		Date	Description	Check Sort Code	Amount
	INV7461747		01/07/2025	CCW PRINTER		3,759.46
Check	01/16/2025	13043	Accounts Payable	BAY CENTRAL PRINTING		849.18
	Invoice		Date	Description	Check Sort Code	Amount
	200511		10/29/2024	ESC PROMOTIONAL ITEMS CANVAS TOTES		849.18
Check	01/16/2025	13044	Accounts Payable	PROJECT DEVELOPMENT & FINANCE SOLUTIONS, LLC		855.00
	Invoice		Date	Description	Check Sort Code	Amount
	4		12/31/2024	LEGAL SERVICES - SANCTUARY WEST - 12/24		855.00
Check	01/16/2025	13045	Accounts Payable	STATE DISBURSEMENT UNIT		1.38
	Invoice		Date	Description	Check Sort Code	Amount
	PPE 1.4.25		01/08/2025	GARNISH - CASE 200000002128365 - 12/22/24-1/4/25		1.38
Check	01/16/2025	13046	Accounts Payable	BEACON VETERINARY SPECIALISTS		321.50
	Invoice		Date	Description	Check Sort Code	Amount
	158650		11/05/2024	VET SVCS 11/04/24		150.00
	158816		11/12/2024	VET SVCS 11/10/24		21.50
	158299		10/22/2024	VET SVCS 10/19/24		150.00
Check	01/16/2025	13047	Accounts Payable	CENTRAL VETERINARY HOSPITAL		195.00
	Invoice		Date	Description	Check Sort Code	Amount
	522075		12/05/2024	VET SVCS 12/05/24		195.00
Check	01/16/2025	13048	Accounts Payable	CORODATA SHREDDING, INC.		832.15
	Invoice		Date	Description	Check Sort Code	Amount
	DN 1498339		11/30/2024	187 BOXES FOR DESTRUCTION 11/30/24		832.15
Check	01/16/2025	13049	Accounts Payable	ALAMEDA CO. ITD/REGISTRAR OF VOTERS		1,924.05
	Invoice		Date	Description	Check Sort Code	Amount
	165100		01/07/2025	SUBS-MOBILE-REPAIR 12/11/24		1,924.05
Check	01/16/2025	13050	Accounts Payable	COVINO SMITH & SIMON, INC.		1,700.00
	Invoice		Date	Description	Check Sort Code	Amount
	12-2024		12/25/2024	PROFESSIONAL FEDERAL AFFAIRS ASSISTANCE DECEMBER 2024		1,700.00
Check	01/16/2025	13051	Accounts Payable	CYNTHIA M. KIRBY		4,200.00
	Invoice		Date	Description	Check Sort Code	Amount
	2501012		01/03/2025	POLYGRAPH TESTING SERVICES - 12/4 - 12/30/24		1,925.00
	2412065		12/01/2024	POLYGRAPH TESTING SERVICES - 10/2 - 11/7/24		2,275.00
Check	01/16/2025	13052	Accounts Payable	DAILY JOURNAL CORPORATION		202.50
	Invoice		Date	Description	Check Sort Code	Amount
	B3880244		12/25/2024	PUBLISH ORDINANCE 553 TOT INITIATIVE 12/24/24		202.50
Check	01/16/2025	13053	Accounts Payable	ERIKA DEGUZMAN-QUINTERO		684.41
	Invoice		Date	Description	Check Sort Code	Amount
	1007-102524EXP		10/30/2024	MILEAGE REIMBURSEMENT 10/07-10/25/24		684.41

Check	01/16/2025	13054	Accounts Payable	DELTA DENTAL OF CALIFORNIA		18,135.26
	Invoice		Date	Description	Check Sort Code	Amount
	BE006385513		01/08/2025	DELTA PPO & BUY-UP - JANUARY 2025 PREMIUMS		18,135.26
Check	01/16/2025	13055	Accounts Payable	DELTA DENTAL INSURANCE COMPANY		164.51
	Invoice		Date	Description	Check Sort Code	Amount
	BE006383827		01/08/2025	DELTA CARE - JANUARY 2025 PREMIUMS		164.51
Check	01/16/2025	13056	Accounts Payable	VIBHA DESHMUKH		180.00
	Invoice		Date	Description	Check Sort Code	Amount
	120524EXP		12/05/2024	EXPENSE REIMBURSEMENT - PE LICENSE RENEWAL 12/05/24		180.00
Check	01/16/2025	13057	Accounts Payable	CORA DINO		67.00
	Invoice		Date	Description	Check Sort Code	Amount
	EXPREIMB-11/24		11/27/2024	LIVE SCAN-FINGERPRINTING 11/27/24		67.00
Check	01/16/2025	13058	Accounts Payable	ENVIRONMENTAL LOGISTICS		7,631.50
	Invoice		Date	Description	Check Sort Code	Amount
	126527		12/20/2024	HAZARDOUS WASTE REMOVAL 11/19/24		2,982.00
	126526		12/20/2024	HAZARDOUS WASTE REMOVAL 11/19/24		733.50
	126628		12/27/2024	HAZARDOUS WASTE REMOVAL 12/02/24		3,916.00
Check	01/16/2025	13059	Accounts Payable	FEDEX		19.00
	Invoice		Date	Description	Check Sort Code	Amount
	8-724-52065		12/27/2024	PACKAGE DELIVERY 12/19/24		19.00
Check	01/16/2025	13060	Accounts Payable	FIDELITY SECURITY LIFE INSURANCE/EYEMED		2,284.43
	Invoice		Date	Description	Check Sort Code	Amount
	166616083		01/08/2025	EYEMED - JANUARY 2025 PREMIUMS		2,226.51
	166597982		01/08/2025	EYEMED COBRA - JANUARY 2025 PREMIUMS		57.92
Check	01/16/2025	13061	Accounts Payable	FOLGERGRAPHICS, INC		4,324.79
	Invoice		Date	Description	Check Sort Code	Amount
	142313		12/19/2024	PRINT WINTER 2024 ISSUE OF CITY NEWSLETTER		4,324.79
Check	01/16/2025	13062	Accounts Payable	FREMONT FORD		1,479.02
	Invoice		Date	Description	Check Sort Code	Amount
	443795		12/26/2024	FLEET SERVICES 2017 FORD INTERCEPTOR 12/18/24		1,479.02
Check	01/16/2025	13063	Accounts Payable	FRONTIER BUILDING PRODUCTS PACIFIC, INC		5,467.00
	Invoice		Date	Description	Check Sort Code	Amount
	12-24-1083147		12/24/2024	FIRE STATION 29 REAR DOOR SERVICE 12/24/24		679.00
	11-8-1056324		11/08/2024	FIRE STATION 27 REPLACEMENT TROLLEY OPERATOR 11/8/24		3,898.00
	11-8-1066922		11/08/2024	FIRE STATION 29 DOOR SERVICE 11/8/24		679.00
	11-25-1069338.1		11/25/2024	FIRE STATION 27 REMOTES 11/25/24 UPDATED INV ORIG PMT CK12942		211.00
Check	01/16/2025	13064	Accounts Payable	GYM DOCTORS		237.18
	Invoice		Date	Description	Check Sort Code	Amount
	00162370		12/19/2024	FITNESS CENTER MAINTENANCE 12/18/24		237.18
Check	01/16/2025	13065	Accounts Payable	IDN WILCO		317.53

	Invoice	Date	Description	Check Sort Code	Amount
	10637836-00	10/30/2024	BLDG SUPPLIES-MORTISE TRIM		317.53
Check	01/16/2025	13066 Accounts Payable	SPECTRUM CANINE		900.00
	Invoice	Date	Description	Check Sort Code	Amount
	0006277	01/06/2025	K9 TRAINING DECEMBER 2024		900.00
Check	01/16/2025	13067 Accounts Payable	JOCELYN E. ROLAND		500.00
	Invoice	Date	Description	Check Sort Code	Amount
	23521	12/24/2024	PRE-EMPLOYMENT PSYCHOLOGICAL SCREENING -12/23/24		500.00
Check	01/16/2025	13068 Accounts Payable	J4 SYSTEMS		95.00
	Invoice	Date	Description	Check Sort Code	Amount
	20503	12/16/2024	INTUNE SETUP - ASH BAKER 12/15/24		95.00
Check	01/16/2025	13069 Accounts Payable	KNORR SYSTEMS INTERNATIONAL		2,579.08
	Invoice	Date	Description	Check Sort Code	Amount
	256458	12/16/2024	PULSAR BRIQUETTES 10/25/24		938.05
	256644	12/17/2024	CARBON DIOXIDE REFILL 11/22/24		999.42
	257344	12/26/2024	CARBON DIOXIDE REFILL 12/20/24		641.61
Check	01/16/2025	13070 Accounts Payable	NARAYAN KRISHNAN		785.18
	Invoice	Date	Description	Check Sort Code	Amount
	10062024EXP	10/06/2024	RIMSCON 2024 REIMBURSEMENT 10/06-10/09/24		785.18
Check	01/16/2025	13071 Accounts Payable	LANCE, SOLL & LUNGHARD LLP		18,915.00
	Invoice	Date	Description	Check Sort Code	Amount
	66329	12/21/2024	AUDITING SERVICES - 2024 AUDIT FINAL BILL		18,915.00
Check	01/16/2025	13072 Accounts Payable	LYNX TECHNOLOGIES INC		1,125.00
	Invoice	Date	Description	Check Sort Code	Amount
	10297	12/03/2024	GIS PROFESSIONAL SERVICES SEPT & NOVEMBER 2024		1,125.00
Check	01/16/2025	13073 Accounts Payable	MIKE YORKS INVESTIGATIONS		2,525.00
	Invoice	Date	Description	Check Sort Code	Amount
	2024-43	01/02/2025	BACKGROUND INVESTIGATIONS 10/31-12/12/24		825.00
	2024-41	12/29/2024	BACKGROUND INVESTIGATIONS 12/11-12/29/24		825.00
	2024-39	01/07/2025	BACKGROUND INVESTIGATIONS 12/04-01/07/25		875.00
Check	01/16/2025	13074 Accounts Payable	MIRANDA'S LANDSCAPE		52,106.40
	Invoice	Date	Description	Check Sort Code	Amount
	1396	01/09/2025	SILLIMAN SOFTBALL FIELD CONVERSION 01/09/24		52,106.40
Check	01/16/2025	13075 Accounts Payable	MOHAMMED SHUAIB		150.61
	Invoice	Date	Description	Check Sort Code	Amount
	120124EXP	12/01/2024	BOOT REIMBURSEMENT 12/01/24		150.61
Check	01/16/2025	13076 Accounts Payable	NETWORK CONTRACTING LLC		731.25
	Invoice	Date	Description	Check Sort Code	Amount
	4741	12/15/2024	NETWORK CONSULTING SERVICES 12/9-12/13/24		731.25
Check	01/16/2025	13077 Accounts Payable	NAVIA BENEFIT SOLUTIONS CLIENT PAY		200.00

	Invoice	Date	Description	Check Sort Code	Amount
	10911369	01/01/2025	FY 24/25 COBRA ADMINISTRATION FEES - 12/01/24 TO 12/31/24		200.00
Check	01/16/2025	13078 Accounts Payable	ORIGINAL WATERMEN, INC		4,170.72
	Invoice	Date	Description	Check Sort Code	Amount
	93625	12/13/2024	AQUATIC STAFF UNIFORM SHORTS		4,170.72
Check	01/16/2025	13079 Accounts Payable	THE PERMANENTE MEDICAL GROUP, INC.		130.00
	Invoice	Date	Description	Check Sort Code	Amount
	1000733871	12/13/2024	PRE-EMPLOYMENT/ DOT PHYSICALS - 11/21/24-11/25/24		130.00
Check	01/16/2025	13080 Accounts Payable	LIGHTHOUSE SERVICES, LLC.		2,100.00
	Invoice	Date	Description	Check Sort Code	Amount
	1050008	04/24/2024	COMPLIANCE HOTLINE ANNUAL FEE 4/10/24-4/9/25		2,100.00
Check	01/16/2025	13081 Accounts Payable	PHOENIX GROUP INFORMATION SYSTEMS		392.85
	Invoice	Date	Description	Check Sort Code	Amount
	112024101	12/16/2024	PARKING CITATION PROGRAM NOVEMBER 2024		392.85
Check	01/16/2025	13082 Accounts Payable	RINGCENTRAL INC.		4,563.96
	Invoice	Date	Description	Check Sort Code	Amount
	CD_000989300	12/22/2024	UNIFIED TELEPHONE SYSTEM - 12/20/24-01/19/25		4,563.96
Check	01/16/2025	13083 Accounts Payable	ROADRUNNER GLASS DOOR, INC		7,117.55
	Invoice	Date	Description	Check Sort Code	Amount
	14728	10/29/2024	CB TINT 10/29/24		2,122.51
	14727	10/29/2024	CB TINT 10/29/24		4,995.04
Check	01/16/2025	13084 Accounts Payable	SFPUC		4,034.45
	Invoice	Date	Description	Check Sort Code	Amount
	68324	12/24/2024	SFPUC RENT WATER AC#2866 01/01/25		3,025.47
	68294	12/24/2024	SFPUC RENT WATER AC#3642 01/01/25		1,008.98
Check	01/16/2025	13085 Accounts Payable	SCHINDLER ELEVATOR CORPORATION		2,453.33
	Invoice	Date	Description	Check Sort Code	Amount
	8106794651	01/01/2025	FIRE STATION #1 QUARTERLY BILLING 01/01/25-03/31/25		2,453.33
Check	01/16/2025	13086 Accounts Payable	DEKREE STUDIO LLC		1,150.00
	Invoice	Date	Description	Check Sort Code	Amount
	5021	12/11/2024	LOGO, WEBSITE AND TRUCK WRAP 12/11/24		1,150.00
Check	01/16/2025	13087 Accounts Payable	SHUTE, MIHALY & WEINBERGER LLP		8,044.00
	Invoice	Date	Description	Check Sort Code	Amount
	289308	12/20/2024	LEGAL SERVICES - SANCTUARY WEST - SVCS THRU 11/30/24		3,136.50
	289309	12/20/2024	LEGAL SERVICES - CENTRAL AVENUE OVERPASS - SVCS THRU 11/24		4,907.50
Check	01/16/2025	13088 Accounts Payable	S.B.R.P.S.T.C.		1,782.88
	Invoice	Date	Description	Check Sort Code	Amount
	0310-031425	12/12/2024	ICI OIS & FORCE INV COURSE -WARREN 3/10-3/14/25		1,782.88
Check	01/16/2025	13089 Accounts Payable	CENTERVILLE LOCKSMITH		21.04

	Invoice	Date	Description	Check Sort Code	Amount
	341635	12/11/2024	BLDG KEY		21.04
Check	01/16/2025	13090 Accounts Payable	TEMPERATURE TECHNOLOGY INC.		471.00
	Invoice	Date	Description	Check Sort Code	Amount
	13714	12/16/2024	LIBRARY HVAC SERVICE 12/16/24		471.00
Check	01/16/2025	13091 Accounts Payable	THE ECOHERO SHOW LLC		1,200.00
	Invoice	Date	Description	Check Sort Code	Amount
	2835	12/14/2024	RECYCLING AND WASTE REDUCTION OUTREACH TO SCHOOLS 12/24		1,200.00
Check	01/16/2025	13092 Accounts Payable	THE GOODYEAR TIRE & RUBBER COMPANY		3,396.82
	Invoice	Date	Description	Check Sort Code	Amount
	184-1101752	11/13/2024	TIRE SERVICE 11/13/24		3,396.82
Check	01/16/2025	13093 Accounts Payable	HYATT REGENCY SONOMA WINE COUNTRY		21,221.38
	Invoice	Date	Description	Check Sort Code	Amount
	32960540	01/15/2025	TEAM BUILDING WORKSHOP 2025		21,221.38
Check	01/16/2025	13094 Accounts Payable	WEST COAST ARBORISTS INC		1,560.00
	Invoice	Date	Description	Check Sort Code	Amount
	223607	12/15/2024	STREET TREE MAINTENANCE 12/01-12/15/24		1,560.00
Check	01/16/2025	13095 Accounts Payable	ORION SECURITY		1,714.75
	Invoice	Date	Description	Check Sort Code	Amount
	129728	12/28/2024	UNARMED, UNIFORMED SECURITY GUARD 12/23/24		288.80
	129677	12/21/2024	UNARMED, UNIFORMED SECURITY GUARD 12/16/24-12/19/24		1,137.15
	129971	01/04/2025	UNARMED, UNIFORMED SECURITY GUARD 1/2/25		288.80
EFT	01/16/2025	1373 Accounts Payable	CLIENTFIRST TECHNOLOGY CONSULTING 122037760 / 001064667052		36,850.00
	Invoice	Date	Description	Check Sort Code	Amount
	17445	10/31/2024	POTS LINE MOVE ASSISTANCE 02/01-10/31/24		36,850.00
EFT	01/16/2025	1374 Accounts Payable	GOV CONNECTION (ACH) 211070175 / 1310873272		46,035.00
	Invoice	Date	Description	Check Sort Code	Amount
	76010697	12/23/2024	ADOBE RENEWAL 12/23/24-12/22/25		46,035.00
EFT	01/16/2025	1375 Accounts Payable	KBA DOCUMENT SOLUTIONS, LLC. (ACH) 026009674 / 351510		598.06
	Invoice	Date	Description	Check Sort Code	Amount
	55Y1502151	12/17/2024	CANON PRINTHEAD		598.06
EFT	01/16/2025	1376 Accounts Payable	REDWOOD PUBLIC LAW, LLP 121000358 / 325192270245		40,435.29
	Invoice	Date	Description	Check Sort Code	Amount
	13037	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		200.00
	13038	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		714.00
	13039	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		1,218.50
	13040	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		17,427.70
	13041	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		4,619.50
	13043	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		3,253.95
	13045	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		6,190.40

	13046	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		510.00
	13047	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		5,733.40
	13049	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		204.00
	13169	11/30/2024	LEGAL SERVICES THROUGH NOVEMBER 30, 2024		256.84
	12658	11/04/2024	LEGAL SVCS/CCCMA ASSISTED LIVING FAC/SVCS THRU 10/31/24		107.00
EFT	01/16/2025	1377 Accounts Payable	SEDGWICK CLAIMS MANAGEMENT SERVICES, INC.	121000248 / 4942808510	14,284.35
	Invoice	Date	Description	Check Sort Code	Amount
	SF-8510-01615720	01/01/2025	WORKERS COMPENSATION CLAIMS -12/02/24-12/31/24		14,284.35
EFT	01/16/2025	1378 Accounts Payable	SUMMIT UNIFORMS, LLC	121000358 / 325183513607	179.38
	Invoice	Date	Description	Check Sort Code	Amount
	21565	12/19/2024	UNIFORM AND ACCESSORIES-KAPU		168.44
	21573	12/19/2024	UNIFORM AND ACCESSORIES-KAPU		10.94
AP ZBA ACCOUNTS PAYABLE Totals:			Transactions: 69		\$364,429.02
	Checks:	63	\$226,046.94		
	EFTs:	6	\$138,382.08		

LIVE Newark CALIVE

Payment Batch Register

Bank Account: AP - ZBA ACCOUNTS PAYABLE
Batch Date: 01/23/2025

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - ZBA ACCOUNTS PAYABLE						
Check	01/23/2025	13096	Accounts Payable	AFLAC		1,127.70
	Invoice	Date	Description		Check Sort Code	Amount
	370346	01/14/2025	AFLAC - DECEMBER 2024 PREMIUMS			1,127.70
Check	01/23/2025	13097	Accounts Payable	ALTA LANGUAGE SERVICES, INC.		138.00
	Invoice	Date	Description		Check Sort Code	Amount
	IS758781	12/31/2024	LISTENING & SPEAKING TEST - 12/24			138.00
Check	01/23/2025	13098	Accounts Payable	AT&T		223.78
	Invoice	Date	Description		Check Sort Code	Amount
	2300-12012024	12/01/2024	CAPTION LISTING - 12/01-12/31/2024			121.89
	2300-01012025	01/01/2025	CAPTION LISTING - 01/01-01/31/2025			101.89
Check	01/23/2025	13099	Accounts Payable	BAY CENTRAL PRINTING		346.65
	Invoice	Date	Description		Check Sort Code	Amount
	200844	12/05/2024	STRESS BALLS			346.65
Check	01/23/2025	13100	Accounts Payable	BLAISDELL'S BUSINESS PRODUCTS		310.94
	Invoice	Date	Description		Check Sort Code	Amount
	DEC'24	12/31/2024	OFFICE SUPPLIES 12/04-12/12/24 (APS #25-25)			310.94
Check	01/23/2025	13101	Accounts Payable	CAL-WEST LIGHTING & SIGNAL MAINTENANCE		5,452.70
	Invoice	Date	Description		Check Sort Code	Amount
	241137	11/30/2024	FY24-25 STREET LIGHT MAINTENANCE 11/24			270.00
	241136	11/30/2024	FY24-25 STREET LIGHT MAINTENANCE 10/29-11/25/24			2,456.67
	241012	10/31/2024	FY24-25 STREET LIGHT MAINTENANCE 10/24			1,449.07
	241013	10/31/2024	FY24-25 STREET LIGHT MAINTENANCE 10/24			1,276.96
Check	01/23/2025	13102	Accounts Payable	CINTAS CORPORATION NO. 3		3,656.97
	Invoice	Date	Description		Check Sort Code	Amount
	DEC'24	12/31/2024	UNIFORM/MATS DECEMBER 2024			3,656.97
Check	01/23/2025	13103	Accounts Payable	CORELOGIC SOLUTIONS, LLC		225.00
	Invoice	Date	Description		Check Sort Code	Amount
	30753952	12/31/2024	INVESTIGATIVE REAL ESTATE INFO RESEARCH - SVCS THRU 12/31/24			225.00
Check	01/23/2025	13104	Accounts Payable	COUNTY OF ALAMEDA		1,250.00

	Invoice	Date	Description	Check Sort Code	Amount
Check	DECEMBER '24	01/05/2025	CITATION PROCESSING FEES - DECEMBER '24		1,250.00
	01/23/2025	13105 Accounts Payable	ALAMEDA CO. ITD/REGISTRAR OF VOTERS		702.56
Check	Invoice	Date	Description	Check Sort Code	Amount
	165035	12/31/2024	SUBS-MOBILE-REPAIR 11/26/24		702.56
Check	01/23/2025	13106 Accounts Payable	DAILY JOURNAL CORPORATION		110.00
	Invoice	Date	Description	Check Sort Code	Amount
Check	B3885374	01/14/2025	COMMISSION VACANCIES PUBLISHED 01/14/25		110.00
	01/23/2025	13107 Accounts Payable	JARVIS SHELL		2,039.45
Check	Invoice	Date	Description	Check Sort Code	Amount
	00004	01/13/2025	GASOLINE AND CARWASH 1/27/24-12/21/24		2,039.45
Check	01/23/2025	13108 Accounts Payable	DEPARTMENT OF JUSTICE		567.00
	Invoice	Date	Description	Check Sort Code	Amount
Check	787124	01/06/2025	FINGERPRINTING FEES - DECEMBER 2024		567.00
	01/23/2025	13109 Accounts Payable	EAST BAY LAWN MOWER		729.29
Check	Invoice	Date	Description	Check Sort Code	Amount
	42199	01/14/2025	FLEET - 2PK OIL MIX		41.41
Check	42189	01/14/2025	FLEET BLADE SET, SHARPEN AND REPLACEMENT 01/14/25		687.88
	01/23/2025	13110 Accounts Payable	ENVIRONMENTAL LOGISTICS		5,888.40
Check	Invoice	Date	Description	Check Sort Code	Amount
	127096	01/15/2025	HAZARDOUS WASTE REMOVAL-HICKORY ST 12/12/2024		2,364.00
Check	126834	01/15/2025	HAZARDOUS WASTE REMOVAL-DALEWOOD 12/17/2024		3,524.40
	01/23/2025	13111 Accounts Payable	FEDEX		20.52
Check	Invoice	Date	Description	Check Sort Code	Amount
	8-736-93226	01/10/2025	PACKAGE DELIVERY 12/31/24		20.52
Check	01/23/2025	13112 Accounts Payable	FRANK BONETTI PLUMBING INC		668.50
	Invoice	Date	Description	Check Sort Code	Amount
Check	50388	12/05/2024	FIRE STATION KITCHEN WASTE LINE REPAIR 11/8/24		668.50
	01/23/2025	13113 Accounts Payable	FREMONT FORD		1,083.43
Check	Invoice	Date	Description	Check Sort Code	Amount
	230389	01/02/2025	FLEET PARTS - WEATHERSTRIP		108.94
Check	230533	01/10/2025	FLEET PARTS-RADIATOR ASY, HOSE- VEH 195		974.49
	01/23/2025	13114 Accounts Payable	GACHINA LANDSCAPE MANAGEMENT, INC.		28,635.19
Check	Invoice	Date	Description	Check Sort Code	Amount
	E 225715A	01/01/2025	MAINTENANCE CONTRACT JANUARY 2025		9,495.83
Check	E 225715B	01/01/2025	MAINTENANCE CONTRACT-PARKS, CH, PD, LIB JANUARY 2025		19,139.36
	01/23/2025	13115 Accounts Payable	FRANK HERBERT		2,629.85
Check	Invoice	Date	Description	Check Sort Code	Amount
	1201-121324EXP	01/13/2025	ICI HOMICIDE		2,629.85

Check	01/23/2025	13116 Accounts Payable	HORIZON DISTRIBUTORS INC			989.63
	Invoice	Date	Description	Check Sort Code	Amount	
	1Y457861	10/28/2024	RAIN MASTER		989.63	
Check	01/23/2025	13117 Accounts Payable	THE MEJORANDO GROUP		45,091.48	
	Invoice	Date	Description	Check Sort Code	Amount	
	36-2024	01/06/2025	EMPLOYEE AND MANAGERIAL TRAINING FY25		45,091.48	
Check	01/23/2025	13118 Accounts Payable	INDUSTRIAL PLUMBING SUPPLY, LLC.		921.26	
	Invoice	Date	Description	Check Sort Code	Amount	
	119667	12/11/2024	CITY HALL SOLENOID AND PISTON SUB		585.40	
	119546	12/05/2024	BLDG SENSOR ASSEMBLY		335.86	
Check	01/23/2025	13119 Accounts Payable	ITERIS, INC.		14,530.00	
	Invoice	Date	Description	Check Sort Code	Amount	
	176457	12/19/2024	TRAFFIC SIGNAL INTERCONNECT PROJECT #1361 11/01-11/30/24		14,530.00	
Check	01/23/2025	13120 Accounts Payable	JEFF'S MOBILE GLASS INC.		415.80	
	Invoice	Date	Description	Check Sort Code	Amount	
	IJMG-0102-85014	01/02/2025	GLASS REPAIR #4 2015 FORD TAURUS 1/2/25		415.80	
Check	01/23/2025	13121 Accounts Payable	NAPAAUTO PARTS		5,438.65	
	Invoice	Date	Description	Check Sort Code	Amount	
	DEC'24	12/31/2024	NAPA-FLEET SUPPLIES DECEMBER 2024		5,438.65	
Check	01/23/2025	13122 Accounts Payable	KNORR SYSTEMS INTERNATIONAL		31,877.88	
	Invoice	Date	Description	Check Sort Code	Amount	
	257536	12/30/2024	PULSAR BRIQUETTES 12/30/24		6,061.25	
	256031	12/23/2024	SILLIMAN BACKWASH REPAIR 12/10/24		4,706.98	
	256035	12/23/2024	SILLIMAN BACKWASH VALVE 12/10/24		4,706.98	
	257240	12/23/2024	SILLIMAN BACKWASH REPAIR 12/10/24		4,972.52	
	257201	12/23/2024	SILLIMAN LAZY RIVER HEAT EXCHANGER 1/16/24		11,430.15	
Check	01/23/2025	13123 Accounts Payable	LEXISNEXIS RISK SOLUTIONS FL INC		50.00	
	Invoice	Date	Description	Check Sort Code	Amount	
	1300064435	12/31/2024	INVESTIGATIVE INFO RESEARCH - 12/31/24		50.00	
Check	01/23/2025	13124 Accounts Payable	LPC SERVICES, INC.		3,360.00	

	Invoice	Date	Description	Check Sort Code	Amount
Check	78701	01/03/2025	PEST SERVICES - VIOLA BLYTHE #102704 1/3/25		260.00
	78572	01/03/2025	PEST SERVICES - SERVICE CENTER #102702 1/3/25		185.00
	78690	01/03/2025	PEST SERVICES - SILLIMAN #102710 1/3/25		1,020.00
	78688	01/03/2025	PEST SERVICES - FIRE STATION #3 102701 1/3/25		240.00
	78689	01/03/2025	PEST SERVICES - FIRE STATION #1 102707 1/3/25		275.00
	78840	01/03/2025	PEST SERVICES - CITY HALL #102699 1/3/25		175.00
	78722	01/03/2025	PEST SERVICES - FIRE STATION #2 #102709 1/3/25		220.00
	78790	01/03/2025	PEST SERVICES - CITY HALL #102699 1/3/25		267.00
	78843	01/03/2025	PEST SERVICES - LIBRARY #116524 1/3/25		175.00
	78841	01/03/2025	PEST SERVICES - PD #104419 1/3/25		181.00
Check	78723	01/03/2025	PEST SERVICES - COMMUNITY CENTER #102700 1/3/25		95.00
	78280	12/19/2024	PEST SERVICES - CITY HALL #102699 BI-WEEKLY RODENT SVC 12/19/24		267.00
	01/23/2025	13125 Accounts Payable	LYNN PEAVEY COMPANY		123.49
	Invoice	Date	Description	Check Sort Code	Amount
Check	414892	12/31/2024	BOX SK HAND GUN		123.49
	01/23/2025	13126 Accounts Payable	MUNICIPAL MAINTENANCE EQUIPMENT INC		2,165.01
	Invoice	Date	Description	Check Sort Code	Amount
Check	030782	12/30/2024	FLEET TURNBUCKLE		203.05
	028525	10/23/2024	FLEET SUPPLIES-PRESSURE HOSE		791.23
	027887	10/04/2024	FLEET SUPPLIES-5 STAGE DIAPHRAM PUMP		1,170.73
Check	01/23/2025	13127 Accounts Payable	AT&T		5,483.68
	Invoice	Date	Description	Check Sort Code	Amount
Check	000022680676	12/01/2024	BAN 9391056598 - 11/01-11/30/24		844.90
	000022686482	12/01/2024	BAN 9391083983 - 11/01-11/30/24		4,638.78
	01/23/2025	13128 Accounts Payable	PACIFIC GAS & ELECTRIC		90,884.37
	Invoice	Date	Description	Check Sort Code	Amount
Check	2305-120224	12/02/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/24-11/21/24		132.51
	3926-120424	12/04/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/28-11/25/24		124.48
	1859-120424	12/04/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/28-11/25/24		4,334.62
	3926-010325	01/03/2025	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/26-12/26/24		135.50
	0870-120524	12/05/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/29-11/26/24		93.72
	0870-010325	01/03/2025	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/27-12/27/24		99.84
	0552-120224	12/02/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/25-11/22/24		93.00
	0552-010225	01/02/2025	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/23-12/24/24		102.88
	9045-120324	12/03/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 10/24-11/19/24		281.03
	9045-010225	01/02/2025	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/20-12/23/24		334.52
	1859-010325	01/03/2025	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/26-12/26/24		3,117.55
	2305-123124	12/31/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/22-12/23/24		148.86
	7460-121624	12/16/2024	ANNUAL ELECTRICITY FOR STREET/TRAFFIC LIGHTS 11/22-12/23/24		3,318.59
	7578-010825	01/08/2025	CITYWIDE ELECTRICITY 01/08/25		78,567.27
	01/23/2025	13129 Accounts Payable	REDFLEX TRAFFIC SYSTEMS, INC.		17,400.00
	Invoice	Date	Description	Check Sort Code	Amount
Check	INV0090971	12/31/2024	REDLIGHT CAMERA MONITORING DECEMBER 2024		17,400.00

Check	01/23/2025	13130 Accounts Payable	EDDA RIVERA			13.82
	Invoice	Date	Description	Check Sort Code	Amount	
	01082025-EXP	01/08/2025	SALES TAX & SERVICE CHARGE REIMBURSEMENT		13.82	
Check	01/23/2025	13131 Accounts Payable	YORK RISK SERVICE GROUP, INC. A SEDGWICK COMPANY		3,669.08	
	Invoice	Date	Description	Check Sort Code	Amount	
	400000217647	12/31/2024	WORKERS COMPENSATION ADMIN FEES - 12/01/24-12/31/24		3,669.08	
Check	01/23/2025	13132 Accounts Payable	CENTERVILLE LOCKSMITH		8.61	
	Invoice	Date	Description	Check Sort Code	Amount	
	341875	01/02/2025	BLDG KEY		8.61	
Check	01/23/2025	13133 Accounts Payable	STANDARD INSURANCE COMPANY		1,696.03	
	Invoice	Date	Description	Check Sort Code	Amount	
	JANUARY 2025	01/14/2025	STANDARD - JANUARY 2025 PREMIUMS		1,696.03	
Check	01/23/2025	13134 Accounts Payable	SYSERCO, INC		9,519.75	
	Invoice	Date	Description	Check Sort Code	Amount	
	16067	01/01/2025	ENERGY MANAGEMENT SERVICES 01/25-03/25		9,519.75	
Check	01/23/2025	13135 Accounts Payable	THE UNITED STATES CONFERENCE OF MAYORS		3,953.00	
	Invoice	Date	Description	Check Sort Code	Amount	
	INV005258	01/01/2025	MEMBERSHIP DUES FOR CY2025		3,953.00	
Check	01/23/2025	13136 Accounts Payable	TURBO DATA SYSTEMS, INC		700.00	
	Invoice	Date	Description	Check Sort Code	Amount	
	44666	12/31/2024	E-CITATION DECEMBER 2024		700.00	
Check	01/23/2025	13137 Accounts Payable	ULINE		2,292.41	
	Invoice	Date	Description	Check Sort Code	Amount	
	185998884	11/21/2024	NEW ADMIN DESK AND DRAWER/ NEW FOLDING TABLES		2,292.41	
Check	01/23/2025	13138 Accounts Payable	UNIVERSAL BUILDING SERVICES & SUPPLY CO		48,533.95	
	Invoice	Date	Description	Check Sort Code	Amount	
	531624	12/30/2024	JANITORIAL SERVICES - LIBRARY DECEMBER 2024		5,979.14	
	2024-1201	12/30/2024	JANITORIAL SERVICES - CITYWIDE DECEMBER 2024		37,268.81	
	532313	12/31/2024	JANITORIAL SERVICES - SILLIMAN 12/3-12/4/24		3,024.00	
	532312	12/31/2024	JANITORIAL SERVICES - LIBRARY CARPETS 12/9-12/10/24		2,262.00	
Check	01/23/2025	13139 Accounts Payable	URBAN PLANNING PARTNERS, INC.		6,103.25	
	Invoice	Date	Description	Check Sort Code	Amount	
	24013-241130	12/20/2024	ADU PRGM IMPLEMENTATION - SVCS THRU 11/30/24		379.50	
	24013-241231	01/10/2025	ADU PRGM IMPLEMENTATION - SVCS THRU 12/31/24		5,723.75	
Check	01/23/2025	13140 Accounts Payable	VERIZON WIRELESS		32,543.31	
	Invoice	Date	Description	Check Sort Code	Amount	
	9979013602	11/18/2024	WIRELESS SERVICE - 10/19-11/18/24		11,815.40	
	6101430328	12/18/2024	WIRELESS SERVICE 11/19-12/18/24		20,727.91	
Check	01/23/2025	13141 Accounts Payable	VSS INTERNATIONAL, INC.		32,686.83	

	Invoice	Date	Description	Check Sort Code	Amount
	20023889	11/15/2024	24-072 CA NEWARK 2024 STREET SLURRY SEAL PROG PROJECT 1345 11/24		32,686.83
Check	01/23/2025	13142 Accounts Payable	WASHINGTON HOSPITAL		200.00
	Invoice	Date	Description	Check Sort Code	Amount
Check	1224-NPD-LB	01/02/2025	LAB TESTS DECEMBER 2024		200.00
	01/23/2025	13143 Accounts Payable	WEX BANK		970.16
	Invoice	Date	Description	Check Sort Code	Amount
Check	102078054	01/06/2025	CHEVRON CC 01/06/25		970.16
	01/23/2025	13144 Accounts Payable	WFG NATIONAL TITLE COMPANY		2,500.00
	Invoice	Date	Description	Check Sort Code	Amount
Check	1013591	08/02/2024	TITLE REPORTS, OLD TOWN STREETSCAPE 08/24		2,500.00
	01/23/2025	13145 Accounts Payable	ORION SECURITY		2,545.05
	Invoice	Date	Description	Check Sort Code	Amount
Check	130027	01/11/2025	UNARMED, UNIFORMED SECURITY GUARD SERVICES-01/06/25-01/10/25		1,444.00
	130084	01/18/2025	UNARMED, UNIFORMED SECURITY GUARD SERVICES-01/13/25-01/16/25		1,101.05
Check	01/23/2025	13146 Accounts Payable	HARO , TEODORO FRANCISCO		500.00
	Invoice	Date	Description	Check Sort Code	Amount
EFT	101624RFND	10/16/2024	ADMINISTRATIVE CITATION NO. P08064 REFUND		500.00
	01/23/2025	1380 Accounts Payable	SPECTRUM SMALL BUSINESS SERVICES, LLC 325084426 / 5348560846		598.13
	Invoice	Date	Description	Check Sort Code	Amount
EFT	01152025-GENERAL	01/18/2025	SMALL BUSS SUPPORT/COMM W/CITY COUNCIL - SVCS FOR 12/24		598.13
	01/23/2025	1381 Accounts Payable	REDWOOD PUBLIC LAW, LLP 121000358 / 325192270245		4,708.00
	Invoice	Date	Description	Check Sort Code	Amount
	13034	11/30/2024	LEGAL SVCS/SANCTUARY WEST/ACQ. OF PROPERTY - SVCS THRU 11/30/24		1,498.00
	13297	12/31/2024	LEGAL SVCS/SANCTUARY WEST/ACQ. OF PROPERTY - SVCS THRU 12/31/24		3,210.00
AP ZBA ACCOUNTS PAYABLE Totals:					\$428,278.56

Transactions: 53

Checks: 51 \$422,972.43
EFTs: 2 \$5,306.13



STAFF REPORT

Item D. 2.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Sheila Harrington, City Clerk
SUBJECT Approval of January 16, 2025, special meeting and January 23, 2025, regular meeting minutes

Attachments

January 16, 2025 Minutes
January 23, 2025 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

City Council Retreat

Thursday, January 16, 2025

Staybridge Suites

Springhill Meeting Room

6000 Newpark Mall Road

9:00 A.M

A. ROLL CALL

Mayor Hannon called the meeting to order at 9 A.M. Council Members Jorgens, Grindall, Catancio and Vice Mayor Little were present.

B. City Council Retreat

1. Welcome from Mayor Hannon

Mayor Hannon welcomed the City Council and staff. He stated that this was new territory for the City with three new council members. The City Council is a team. He encouraged them to be respectful and to listen to the community.

No one from the public requested to speak.

2. City Council discussion consisting of opening comments from City Manager Benoun, discussion of effective governance, looking to the future, celebrating accomplishments and discussion of goals and priorities

City Manager Benoun stated that the retreat provided an opportunity for the City Council and Executive Team staff to set a path together.

Jan Perkins was the retreat facilitator, and Julie Gieseke drew mural sized visual maps of the discussion as it occurred.

Ms. Perkins facilitated an ice-breaker activity with the City Council and led the discussion on effective governance.

The City Council discussed the attributes of an effective Council and staff, attributes of exceptional city councils, the roles of Mayor, Council, City Manager and City Attorney, Newark specific Council protocols, and best practices.

The Executive Team members joined the meeting after the discussion of effective governance between the City Council, City Manager, Assistant City Manager and City Attorney concluded.

The City Council and Executive Team discussed what is true today that they hoped would still be true in 10 years and what is not true today that they would hope to be true in 10 years in Newark.

The meeting recessed for a lunch break.

The meeting resumed with discussions on recent accomplishments.

Assistant City Manager Hovorka proposed updated language for goals and strategies in the Biennial Budget. The City Council provided feedback.

City Manager Benoun provided Major Areas of Focus for the coming year. The City Council discussed their priorities and goals.

No one from the public requested to speak.

Mayor Hannon thanked everyone for their participation.

c. ADJOURNMENT

Mayor Hannon adjourned the meeting at 3:15 p.m.



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, January 23, 2025
7:00 P.M.

A. ROLL CALL

Mayor Hannon called the meeting to order at 7:10 p.m. Council Members Grindall, Jorgens, Catancio, and Vice Mayor Little were present.

B. PRESENTATIONS

1. Alameda County Fire Department Presentation

Alameda County Fire Chief McDonald gave the presentation. Presentation on file with City Clerk.

2. Christina Soto presentation on Eden Council for Hope and Opportunity (known as ECHO Housing)

Ms. Soto requested that the presentation be rescheduled for a future meeting.

C. PUBLIC COMMENT

Laura Walsh and Amybeth Willis of Save the Bay each gave a presentation on sea level rise and the risks of flooding. They stated that Bay Area cities were not prepared for sea level rise and Save the Bay could help address the issues. (Presentations on file with City Clerk).

D. CONSENT CALENDAR

Council Member Jorgens moved, Council Member Grindall 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 January 9, 2025, minutes
3. Adopt a Resolution to Approve an Amendment to the Contractual Services Agreements with Urban Planning Partners for on-call planning services Resolution No. 11723
4. Accept the Annual Comprehensive Financial Report (ACFR) for the period ending June 30, 2024

E. PUBLIC HEARINGS

F. OTHER BUSINESS

G. CITY MANAGER UPDATES

City Manager Benoun announced: 1) the Family Fun Run (pajama theme) on February 7, 2025 beginning at 4:30 pm at Lakeshore Park; 2) new Open Gym activities at Silliman Center beginning on February 3 for drop in activities such as pickleball; and 3) Satellite Affordable Housing Associates community meeting for proposed new housing community at 6347 - 6375 Thornton Avenue on January 29, 2025 at 6:30 pm at the Newark Pavilion (Hall #3) at 6430 Thornton Avenue.

H. CITY COUNCIL MATTERS

1. City Council consideration of City Council Summer Recess and consideration of potential resolutions amending City Council regular meeting schedule and summer recess

Council Member Grindall requested that the City Council change the annual

meeting recess from August to July to coordinate with schools summer break.

Council discussion ensued.

Council Member Grindall moved to adopt a resolution to change the Summer Recess to July, Council Member Little seconded. The motion failed, 2 AYES (Grindall and Little), 3 NOES (Hannon, Jorgens and Catancio).

Council Member Catancio announced the following events at Newark Memorial High School: February 4, 2025, Art Show and March 14, 2025, Hands Across Time and Space Assembly Night (fundraiser for the school).

Mayor Hannon requested that City Manager Benoun track event announcements for the City Council.

Council Member Grindall stated that Congressperson Ro Khanna would hold a community meeting on January 26, 2025, at the Newark Junior High School. He also announced his next Community Coffee would be on February 15, 2025, at 10 A.M. at the Starbucks on Jarvis Avenue.

Vice Mayor Little stated she is working on many projects.

Mayor Hannon stated that AVA Community Energy issued \$22 million in bill credits to its customers.

Mayor Hannon stated that today was the anniversary of the passing of Newark Police Officer Oskar Reyes. He thanked him and his family.

Mayor Hannon stated that he would adjourn the meeting in memory of longtime Newark resident and former Alameda County Mosquito Abatement District Member William Spinola who passed away in December and Alameda County Fire Commissioner Ario Ysit who passed away last week.

I. CLOSED SESSION

J. ADJOURNMENT

Mayor Hannon adjourned the meeting at 8:22 p.m. in memory of William Spinola and Ario Ysit.



STAFF REPORT

Item D. 3.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM Krysten Lee, Finance Director
SUBJECT Adopt Resolution Approving Agreement with HdL Coren & Cone for Property Tax Management Services

SUMMARY AND RECOMMENDATION

HdL Coren & Cone (HdLCC) has provided property tax management, audit and information services to the City of Newark since fiscal year 2020. The City's current contract with HdLCC will expire in February 2025.

HdLCC's team has worked with a number of key county staff and is thoroughly familiar with county property tax procedures in California. Their expertise and large databases ensure prompt and knowledgeable responses to inquiries and provide relevant and timely information on issues impacting the City's property tax.

Given the importance of property tax as the City's most stable revenue source, staff recommends the City Council adopt a resolution approving a new agreement with HdLCC for property tax management, audit, and information services in the amount not-to-exceed \$110,000.

BACKGROUND

HdLCC is a recognized leader in property tax and audit information services, partnering with over 230 public agencies across California, including some of the state's largest municipalities.

The firm pioneered the development of computer software systems in California for tracking property tax revenues and has continued to innovate with specialized reports and models designed to assist counties, cities, and special districts in parcel administration, economic development strategies, and revenue projections.

HdLCC has maintained comprehensive property tax records for Alameda County since 1995, leveraging its historical data and specialized expertise to provide unparalleled analysis and management of property tax information. Their team of experienced analysts, auditors, and IT professionals ensures accurate assessments and reliable financial insights.

DISCUSSION/ANALYSIS

California's property tax system is complex, requiring specialized expertise and advanced data systems to manage and monitor revenues effectively. HdLCC provides tailored property tax management, audit, and information services to support the City of Newark's financial planning and compliance efforts.

The main services HdLCC provides to a city include:

1. Property Tax Management Services

- Tracks and monitors property tax revenues to ensure accuracy and timeliness.
- Provides detailed reports and analysis on assessed values.
- Assists with tax roll corrections, appeals, and adjustments to ensure proper revenue allocation.

2. Secured & Unsecured Parcel Audits

- Conducts audits of property tax records to identify and correct errors that may result in revenue loss.
- Reviews secured (real property) and unsecured (business equipment, boats, aircraft, etc.) property tax rolls to ensure accurate assessments.
- Identifies missed or misclassified properties to maximize tax revenue.

3. Budget Projections & Revenue Forecasting

- Provides multi-year revenue forecasts using historical data, economic trends, and tax roll information.
- Assists in anticipating revenue fluctuations to inform budget planning

4. Economic Development Support

- Provides cities with data-driven insights to guide land use decisions, economic development initiatives, and business attraction strategies.
- Assesses property tax implications of zoning changes, new developments, and redevelopment projects.
- Helps identify underutilized parcels with potential for revenue-generating development.

5. Legislative & Policy Analysis

- Monitors legislative changes affecting property tax revenues.
- Advises the City on compliance requirements and potential revenue impacts.
- Provides data to support advocacy efforts at the state level.

6. Custom Reporting & Data Analytics

- Provides GIS mapping, parcel-level analysis, and customized reports to support municipal decision-making.
- Offers interactive dashboards and visual tools to help city officials track property

tax trends.

HdLCC's expertise will help the City of Newark maximize property tax revenues, improve the accuracy of tax projections, and maintain fiscal sustainability for public services and infrastructure.

With property tax data from 45 California counties and over 24 years of historical records, HdLCC provides the most comprehensive property tax analysis available. Their advanced databases, audit techniques, and strong relationships with Alameda County staff allow them to deliver accurate and timely insights.

FISCAL IMPACT

The 2024-2026 Biennial Budget and Capital Improvement Plan includes sufficient funding for this agreement through fiscal year 2026. This is a multi-year agreement, and funding for subsequent years will be appropriated in the next biennial budget process.

REVIEW AND APPROVAL

Prepared by - Krysten Lee, Finance Director

Reviewed by - Kristopher J. Kokotaylo, City Attorney

Approved by - David J. Benoun, City Manager

Attachments

HdL Resolution

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NEWARK APPROVING AN AGREEMENT WITH HDL
COREN & CONE FOR PROPERTY TAX MANAGEMENT
SERVICES

WHEREAS, the City of Newark has contracted with HdL Coren & Cone (HdLCC) for property tax management, audit, and information services since fiscal year 2020; and

WHEREAS, the current agreement with HdLCC expires in February 2025, requiring renewal to maintain essential services; and

WHEREAS, HdLCC has demonstrated expertise in California property tax procedures, ensuring accurate and timely tax data; and

WHEREAS, HdLCC's services include property tax revenue tracking, parcel audits, budget projections, economic development support, and legislative analysis; and

WHEREAS, HdLCC's work enhances financial forecasting, maximizes tax revenues, and supports long-term financial planning; and

WHEREAS, the 2024-2026 Biennial Budget allocates sufficient funding for this agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark approves and authorizes the City Manager to execute an agreement, in a form approved by the City Attorney, with HdL Coren & Cone for property tax management services in the amount not to exceed \$110,000.

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



STAFF REPORT

Item H. 1.

DATE 02/13/2025
TO Honorable Mayor and City Council Members
FROM David Benoun, City Manager
SUBJECT Consideration of a resolution reaffirming Newark as a Welcoming City

SUMMARY AND RECOMMENDATION

In February 2017, as a result of community concerns, the City Council adopted a resolution declaring the City of Newark as a Welcoming City (the "Welcoming City Resolution"). The purpose of the Welcoming City Resolution was to show that Newark is committed to enhancing its cultural fabric by supporting and celebrating its multi-ethnic diversity, which includes newcomers and immigrants. The Welcoming City Resolution also affirmed the Newark Police Department's policy to focus on investigating high-priority crimes and not enforcing federal immigration laws. A copy of the Welcoming City Resolution is attached to this report.

The community concerns that led to the City Council adopting the Welcoming City Resolution have arisen again today and it is recommended that the City Council consider adopting a resolution reaffirming Newark as a Welcoming City.

BACKGROUND

The City of Newark has a history of inclusiveness. In 2007, the City joined the National League of Cities Inclusive Communities Partnership Program. As part of the program, the City put signs and banners throughout the community with the message: "We are building an Inclusive Community."

In furtherance of this commitment, the City Council adopted the Welcoming City Resolution in 2017. The Welcoming City Resolution declared that the City of Newark is committed to building an inclusive community that welcomes immigrants and newcomers to participate in civic, cultural, and economic life. The Welcoming City Resolution also affirmed the Newark Police Department's Policy to not actively participate in enforcement of federal immigration laws which would result in undermining community trust and deterring law-abiding individuals from reporting crimes or serving as witnesses to crimes.

DISCUSSION/ANALYSIS

Following the City Council adopting the Welcoming City Resolution, then Governor Brown signed into law SB 54, also known as the “Values Act”. Under the Values Act, the City of Newark, as well as all law enforcement agencies in the State, are prohibited from engaging in nearly all immigration related activities. This includes utilizing law enforcement resources (including investigating, interrogating, detaining or arresting persons) for immigration enforcement purposes, inquiring into an individual’s immigration status or detaining an individual based on a hold request from immigration authorities, providing immigration authorities with information regarding an individual’s release date unless such information is publicly available, and making or participating in arrests based on civil immigration warrants or transferring an individual to immigration authorities unless authorized by judicial warrant upon a finding of probable cause by a judge or if the individual has been convicted of certain crimes.

Newark Police Department (“NPD”) Policy 428, attached to this report, provides guidelines to Newark Police Department staff members relating to immigration. NPD Policy 428 aligns with the Values Act and specifically provides that: “Officers shall not inquire into an individual’s immigration status for immigration enforcement purposes.”

At the time that the City Council adopted the Welcoming City Resolution, United States Census figures indicated that 37.2% of Newark’s population was foreign born and 52.6% of Newark residents speak a language other than English at home. The most recent United States Census figures reveal that Newark’s foreign-born population has increased to 43% and the percentage of Newark residents speaking a language other than English at home has increased to 57.2%. In other words, since adopting the Welcoming City Resolution in 2017, the City has, in many respects, become even more diverse. Adopting a resolution reaffirming Newark as a Welcoming City would further the City’s commitment to enhancing its cultural fabric by supporting and celebrating its multi-ethnic diversity, which is critical to the City’s overall prosperity.

FISCAL IMPACT

There is no direct impact associated with adopting the proposed resolution.

REVIEW AND APPROVAL

Prepared by - David J. Benoun, City Manager, Kristopher J. Kokotaylo, City Attorney, and Jonathan Arguello, Police Chief

Approved by - Michael K. Hannon, Mayor and David J. Benoun, City Manager

Attachments

Proposed Resolution

Resolution No. 10595

NPD Policy 428

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF NEWARK REAFFIRMING THE CITY
OF NEWARK AS A WELCOMING CITY

WHEREAS, the City of Newark is committed to building a neighborly community that is inclusive, hospitable, and welcoming; and

WHEREAS, the City of Newark seeks to help people, families, and institutions thrive and to value the contributions of all members of the community including newcomers and immigrants; and

WHEREAS, the City of Newark is a diverse, multi-ethnic community that celebrates and embraces its many cultures; and

WHEREAS, the City of Newark is committed to continuing to enhance its cultural fabric, economic success, global competitiveness and overall prosperity for all those who choose to make their home in the City; and

WHEREAS, the City of Newark promotes the health, safety, and success of all; and

WHEREAS, the City of Newark promotes inclusiveness, mutual respect, and cooperation throughout the community; and

WHEREAS, the Newark Police Department, in keeping with this philosophy, does not actively participate in the enforcement of federal immigration laws, which are under the jurisdiction of the U.S. Immigration and Customs Enforcement; and

WHEREAS, the Newark Police Department maintains Policy 428, which, in part, prohibits Newark Police Officers from inquiring into an individual's immigration status for immigration enforcement purposes

WHEREAS, the Newark Police Department has no desire to undermine community trust, and deter law-abiding individuals from reporting crimes or coming forward as witnesses; and

WHEREAS, the Newark Police Department serves all members of the public equally; and

WHEREAS, in light of the above recitals, the City Council previously adopted Resolution No. 10,598 declaring the City of Newark a Welcoming City; and

WHEREAS, the City Council desires to reaffirm that the City of Newark is a Welcoming City.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby reaffirms that the City of Newark is a Welcoming City.

RESOLUTION NO. 10,598

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NEWARK DECLARING THE CITY OF NEWARK A
WELCOMING CITY

WHEREAS, the City of Newark is committed to building a neighborly community that is inclusive, hospitable, and welcoming;

WHEREAS, the City of Newark seeks to help people, families, and institutions thrive and to value the contributions of all members of the community including newcomers and immigrants;

WHEREAS, the City of Newark is a diverse, multi-ethnic community that celebrates and embraces its many cultures; and

WHEREAS, the City of Newark is committed to continue enhancing its cultural fabric, economic success, global competitiveness and overall prosperity for all those who choose to make their home in the City; and

WHEREAS, the City of Newark promotes the health, safety, and success of all; and

WHEREAS, the City of Newark promotes inclusiveness, mutual respect, and cooperation throughout the community; and

WHEREAS, the Newark Police Department, in keeping with this philosophy, does not actively participate in the enforcement of federal immigration laws, which are under the jurisdiction of the U.S. Immigration and Customs Enforcement; and

WHEREAS, the Newark Police Department, like many other police departments in California, focuses their time on responding to and investigating high-priority crimes and not the enforcement of federal immigration laws; and

WHEREAS, the Newark Police Department has no desire to undermine community trust, and deter law-abiding individuals from reporting crimes or coming forward as witnesses; and

WHEREAS, the Newark Police Department serves all members of the public equally; and

WHEREAS, for all of the foregoing reasons, the City Council of the Newark would like to declare the City of Newark a Welcoming City;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark hereby declares the City of Newark a Welcoming City.

I HEREBY CERTIFY the foregoing resolution was introduced at a regular meeting of the City Council of the City of Newark held on February 23, 2017, by Vice Mayor Bucci, who moved its adoption and passage, which motion was carried after being duly seconded, and passed by the following vote:

AYES: Council Members Hannon, Freitas, Collazo, Vice Mayor Bucci, and Mayor Nagy

NOES: None

ABSENT: None

SECONDED: Council Member Collazo

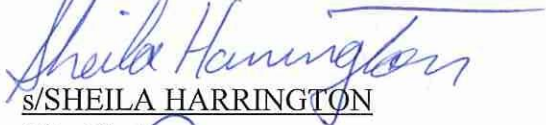
APPROVED:



s/ALAN L. NAGY

Mayor

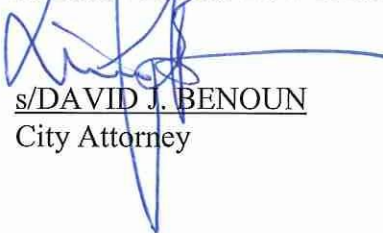
ATTEST:



s/SHEILA HARRINGTON

City Clerk

APPROVED AS TO FORM:



s/DAVID J. BENOUN

City Attorney

Immigration Violations

428.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines to members of the Newark Police Department relating to immigration and interacting with federal immigration officials.

428.1.1 DEFINITIONS

The following definitions apply to this policy (Government Code § 7284.4):

Criminal immigration violation - Any federal criminal immigration violation that penalizes a person's presence in, entry, or reentry to, or employment in, the United States. This does not include any offense where a judicial warrant already has been issued.

Immigration enforcement - Any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law, including any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration law that penalizes a person's presence in, entry or reentry to, or employment in the United States.

Judicial warrant - An arrest warrant for a violation of federal criminal immigration law and issued by a federal judge or a federal magistrate judge.

428.2 POLICY

It is the policy of the Newark Police Department that all members make personal and professional commitments to equal enforcement of the law and equal service to the public. Confidence in this commitment will increase the effectiveness of this department in protecting and serving the entire community and recognizing the dignity of all persons, regardless of their national origin or immigration status.

428.3 VICTIMS AND WITNESSES

To encourage crime reporting and cooperation in the investigation of criminal activity, all individuals, regardless of their immigration status, must feel secure that contacting or being addressed by members of law enforcement will not automatically lead to immigration inquiry and/or deportation. While it may be necessary to determine the identity of a victim or witness, members shall treat all individuals equally and not in any way that would violate the United States or California constitutions.

428.4 IMMIGRATION INQUIRIES PROHIBITED

Officers shall not inquire into an individual's immigration status for immigration enforcement purposes (Government Code § 7284.6).

428.4.1 CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)

Members shall not use information transmitted through CLETS for immigration enforcement purposes except for criminal history information and only when consistent with the California Values Act (Government Code § 15160).

Immigration Violations

Members shall not use the system to investigate immigration violations of 8 USC § 1325 (improper entry) if that violation is the only criminal history in an individual's record (Government Code § 15160).

428.4.2 CALIFORNIA DEPARTMENT OF MOTOR VEHICLES

Members shall not obtain, access, use, or otherwise disclose noncriminal history information maintained by the DMV for immigration enforcement (Vehicle Code § 1808.48).

428.5 DETENTIONS AND ARRESTS

An officer shall not detain any individual, for any length of time, for a civil violation of federal immigration laws or a related civil warrant (Government Code § 7284.6).

An officer who has a reasonable suspicion that an individual already lawfully contacted or detained has committed a criminal violation of 8 USC § 1326(a) (unlawful reentry) that may be subject to an enhancement due to a previous conviction of an aggravated felony under 8 USC § 1326(b) (2), may detain the person for a reasonable period of time to contact federal immigration officials to verify whether the United States Attorney General has granted the individual permission for reentry and whether the violation is subject to enhancement (Government Code § 7284.6). No individual who is otherwise ready to be released should continue to be detained only because questions about the individual's status are unresolved.

If the officer has facts that establish probable cause to believe that a person already lawfully detained has violated 8 USC § 1326(a) and the penalty may be subject to enhancement due to prior conviction for specified aggravated felonies, he/she may arrest the individual for that offense (Government Code § 7284.6).

An officer shall not detain any individual, for any length of time, for any other criminal immigration violation of federal immigration laws (Government Code § 7284.6).

An officer should notify a supervisor as soon as practicable whenever an individual is arrested for violation of 8 USC § 1326(a).

428.5.1 SUPERVISOR RESPONSIBILITIES

When notified that an officer has arrested an individual for violation of 8 USC § 1326(a) or under the authority of a judicial warrant, the supervisor should determine whether it is appropriate to:

- (a) Transfer the person to federal authorities.
- (b) Transfer the person to jail.

428.6 TRAINING

The Training Manager should ensure that all appropriate members receive training on immigration issues.

Training should include:

- (a) Identifying civil versus criminal immigration violations.

Immigration Violations

- (b) Factors that may be considered in determining whether a criminal immigration violation has been committed.
- (c) Prohibitions contained in the California Values Act (Government Code § 7284 et seq.).

428.7 FEDERAL REQUESTS FOR ASSISTANCE

Absent an urgent issue of officer safety or other emergency circumstances, requests by federal immigration officials for assistance from this department should be directed to a supervisor. The supervisor is responsible for determining whether the requested assistance would be permitted under the California Values Act (Government Code § 7284.2 et seq.).

428.8 INFORMATION SHARING

No member of this department will prohibit, or in any way restrict, any other member from doing any of the following regarding the citizenship or immigration status, lawful or unlawful, of any individual (8 USC § 1373; Government Code § 7284.6):

- (a) Sending information to, or requesting or receiving such information from federal immigration officials
- (b) Maintaining such information in department records
- (c) Exchanging such information with any other federal, state, or local government entity

Nothing in this policy restricts sharing information that is permissible under the California Values Act.

428.8.1 IMMIGRATION DETAINERS

No individual should be held based solely on a federal immigration detainer under 8 CFR 287.7 (Government Code § 7284.6).

Notification to a federal authority may be made prior to release of an individual who is the subject of a notification request only if the individual meets one of the following conditions (Government Code § 7282.5; Government Code § 7284.6):

- (a) The individual has been arrested and had a judicial probable cause determination for a serious or violent felony identified in Penal Code § 667.5(c) or Penal Code § 1192.7(c).
- (b) The individual has been arrested and had a judicial probable cause determination for a felony punishable by time in a state prison.
- (c) The individual has been convicted of an offense as identified in Government Code § 7282.5(a).
- (d) The individual is a current registrant on the California Sex and Arson Registry.
- (e) The individual is identified by the U.S. Department of Homeland Security's Immigration and Customs Enforcement as the subject of an outstanding federal felony arrest warrant.

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428.8.2 NOTICE TO INDIVIDUALS

Individuals in custody shall be given a copy of documentation received from U.S. Immigration and Customs Enforcement (ICE) regarding a hold, notification, or transfer request along with information as to whether the Newark Police Department intends to comply with the request (Government Code § 7283.1).

If the Newark Police Department provides ICE with notification that an individual is being, or will be, released on a certain date, the same notification shall be provided in writing to the individual and to his/her attorney or to one additional person who the individual may designate (Government Code § 7283.1).

428.8.3 ICE INTERVIEWS

Before any interview regarding civil immigration violations takes place between ICE personnel and an individual in custody, the Newark Police Department shall provide the individual with a written consent form that explains the purpose of the interview, that the interview is voluntary, and that he/she may decline to be interviewed or may choose to be interviewed only with his/her attorney present. The consent form must be available in the languages specified in Government Code § 7283.1.

428.8.4 TRANSFERS TO IMMIGRATION AUTHORITIES

Members shall not transfer an individual to immigration authorities unless one of the following circumstances exist (Government Code § 7282.5; Government Code § 7284.6):

- (a) Transfer is authorized by a judicial warrant or judicial probable cause determination.
- (b) The individual has been convicted of an offense as identified in Government Code § 7282.5(a).
- (c) The individual is a current registrant on the California Sex and Arson Registry.
- (d) The individual is identified by the U.S. Department of Homeland Security's Immigration and Customs Enforcement as the subject of an outstanding federal felony arrest warrant.

428.8.5 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Detective Unit supervisor shall ensure that data regarding the number of transfers of an individual to immigration authorities, as permitted by Government Code § 7284.6(a)(4), and the offense that allowed for the transfer is collected and provided to the Records Supervisor for required reporting to the DOJ (Government Code § 7284.6(c)(2)(see the Records Unit Policy).

428.9 U VISA AND T VISA NONIMMIGRANT STATUS

Under certain circumstances, federal law allows temporary immigration benefits, known as a U visa, to victims and witnesses of certain qualifying crimes (8 USC § 1101(a)(15)(U)).

Similar immigration protection, known as a T visa, is available for certain qualifying victims of human trafficking (8 USC § 1101(a)(15)(T)).

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Any request for assistance in applying for U visa or T visa status should be forwarded in a timely manner to the Detective Unit supervisor assigned to oversee the handling of any related case. The Detective Unit supervisor should:

- (a) Consult with the assigned investigator to determine the current status of any related case and whether further documentation is warranted.
- (b) Contact the appropriate prosecutor assigned to the case, if applicable, to ensure the certification or declaration has not already been completed and whether a certification or declaration is warranted.
- (c) Address the request and complete the certification or declaration, if appropriate, in a timely manner.
 - 1. The instructions for completing certification and declaration forms can be found on the U.S. Department of Homeland Security (DHS) website.
 - 2. Form I-918 Supplement B certification shall be completed if the victim qualifies under Penal Code § 679.10 (multiple serious offenses). The certification shall be completed and not refused for the specified reasons in Penal Code § 679.10(k)(3).
 - 3. Form I-914 Supplement B declaration shall be completed if the victim qualifies under Penal Code § 236.5 or Penal Code § 679.11 (human trafficking). The declaration shall be completed and not refused for completion for the specified reasons in Penal Code § 679.11(j)(3).
 - 4. Forward the completed Form I-918 Supplement B certification or completed Form I-914 declaration B to the victim, family member, or authorized representative (as defined in Penal Code § 679.10 and Penal Code § 679.11) without requiring the victim to provide government-issued identification (Penal Code § 679.10; Penal Code § 679.11)
- (d) Ensure that any decision to complete, or not complete, a certification or declaration form is documented in the case file and forwarded to the appropriate prosecutor. Include a copy of any completed form in the case file.
 - 1. If Form I-918 Supplement B is not certified, a written explanation of denial shall be provided to the victim or authorized representative. The written denial shall include specific details of any reasonable requests for cooperation and a detailed description of how the victim refused to cooperate (Penal Code § 679.10).
- (e) Inform the victim liaison of any requests and their status.

428.9.1 TIME FRAMES FOR COMPLETION

Officers and their supervisors who are assigned to investigate a case of human trafficking as defined by Penal Code § 236.1 shall complete the above process and the documents needed for indicating the individual is a victim for the T visa application within 15 business days of the first encounter with the victim, regardless of whether it is requested by the victim (Penal Code § 236.5).

Officers and their supervisors shall complete the above process and the documents needed certifying victim cooperation for a U visa or T visa application pursuant to Penal Code § 679.10

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and Penal Code § 679.11 within 30 days of a request from the victim, victim's family, or authorized representative related to one of their assigned cases. If the victim is in removal proceedings, the certification shall be processed within seven days of the first business day following the day the request was received.

428.9.2 REPORTING TO LEGISLATURE

The Detective Unit supervisor or the authorized designee should ensure that certification requests are reported to the Legislature in January of each year and include the number of certifications signed and the number denied. The report shall comply with Government Code § 9795 (Penal Code § 679.10; Penal Code § 679.11).

428.9.3 POLICE REPORTS

Upon request, an officer or supervisor should provide a victim or authorized representative with a copy of the report filed by the victim within seven days of the request (Penal Code § 679.10).

428.10 REVISIONS

Revised: November 21, 2024