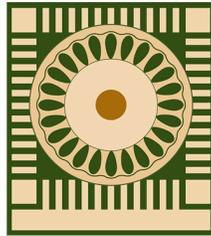


# **CITY OF HAYWARD**

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)



CITY OF  
**HAYWARD**  
HEART OF THE BAY

## **Agenda**

**Tuesday, March 22, 2022**

**7:00 PM**

**Council Chamber and Virtual Platform (Zoom)**

**City Council**

**CITY COUNCIL MEETING**

NOTICE: The City Council will hold a hybrid meeting in Council Chambers and virtually via Zoom.

*How to observe the Meeting:*

1. Comcast TV Channel 15
2. Live stream <https://hayward.legistar.com/Calendar.aspx>
3. YouTube Live stream: <https://www.youtube.com/user/cityofhayward>

*How to submit written Public Comment:*

1. Use eComment on the City's Meeting & Agenda Center webpage at: <https://hayward.legistar.com/Calendar.aspx>. eComments are directly sent to the iLegislate application used by City Council and City staff. Comments received before 3:00 p.m. the day of the meeting will be exported into a report, distributed to the City Council and staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda.

2. Send an email to [List-Mayor-Council@hayward-ca.gov](mailto:List-Mayor-Council@hayward-ca.gov) 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, distributed to the City Council and staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda. Documents received after 3:00 p.m. through the adjournment of the meeting will be included as part of the meeting record and published the following day.

*How to provide live Public Comment during the City Council Meeting:*

Click link below to join the meeting:

<https://hayward.zoom.us/j/88531878204?pwd=ZjgrdFlIRStmSmZMa2ZqVHcvNFp6UT09>

Meeting ID: 885 3187 8204

Passcode: CC3/22@7pm

or

Dial: +1 669 900 6833 or +1 253 215 8782 or 833 548 0276 (Toll Free)

Meeting ID: 885 3187 8204

Password: 7397483648

A Guide to attend virtual meetings is provided at this link: <https://bit.ly/3jmaUxa>

**CALL TO ORDER: Mayor Halliday**

**Pledge of Allegiance: Council Member Lamnin**

**ROLL CALL**

**CLOSED SESSION ANNOUNCEMENT**

**PRESENTATIONS**

Avellino Labs Commendation

Women's History Month Proclamation

**PUBLIC COMMENTS**

*The Public Comment section provides an opportunity to address the City Council on items not listed on the agenda or Information Items. The Council welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Council is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.*

**CITY MANAGER'S COMMENTS**

An oral report from the City Manager on upcoming activities, events, or other items of general interest to Council and the Public.

**ACTION ITEMS**

*The Council will permit comment as each item is called for the Consent Calendar, Public Hearings, and Legislative Business. In the case of the Consent Calendar, a specific item will need to be pulled by a Council Member in order for the Council to discuss the item or to permit public comment on the item. Please notify the City Clerk any time before the Consent Calendar is voted on by Council if you wish to speak on a Consent Item.*

**CONSENT**

1. [CONS 22-142](#) Adopt a Resolution Accepting the Resignation of Ms. Kelly Peterson from the Library Commission, Effective Immediately

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)  
[Attachment III Resignation Letter](#)

2.     [CONS 22-169](#)     Adopt a Resolution Appointing Ms. Shareen Purcell to the Library Commission to Fulfill the Unexpired Term of Ms. Kelly Peterson
- Attachments:**     [Attachment I Staff Report](#)  
                              [Attachment II Resolution](#)
3.     [CONS 22-151](#)     Adopt a Resolution of Intention to Amend the Precise Plan Line for Rockaway Lane from “A” Street to Russell Way, Reducing the Right-of-Way Width Requirement from 68 Feet to 56 Feet; Applicant/Owner: William Frankel, 22422 Rockaway LLC, Application No. 202105041
- Attachments:**     [Attachment I Staff Report](#)  
                              [Attachment II Resolution](#)  
                              [Attachment III Vicinity Map](#)  
                              [Attachment IV Applicant Request](#)  
                              [Attachment V Residential Street Standards](#)  
                              [Attachment VI Existing Precise Plan Line 2](#)  
                              [Attachment VII Proposed Precise Plan Line 2](#)  
                              [Attachment VIII Route 238 Bypass Alignment](#)
4.     [CONS 22-154](#)     Adopt a Resolution Authorizing the City Manager to Execute the Amended and Restated Water Supply Agreement with the City and County of San Francisco and Wholesale Customers and Approving a Minimum Purchase Transfer from the City of Mountain View to the City of East Palo Alto
- Attachments:**     [Attachment I Staff Report](#)  
                              [Attachment II Resolution WSA Amendments](#)  
                              [Attachment III Resolution EPA/Mountain View Transfer](#)

5.        [CONS 22-155](#)     Adopt Resolutions 1) Awarding a Contract to Sposeto Engineering, Inc., for the Safe Routes for Seniors Project, Project No. 05309, in the Amount of \$2,366,608, and Authorizing a Contingency Budget of \$233,000 for Administrative Change Orders; 2) Appropriating Measure BB Paratransit Funds, in the Amount of \$250,000, to Project No. 05309; and, 3) Transferring Funds, in the Amount of \$400,000, from the Main Street Complete Streets Project, Project No. 05283, to SR4S Project No. 05309

**Attachments:**    [Attachment I Staff Report](#)  
[Attachment II Resolution Contract Award](#)  
[Attachment III Resolution Appropriation](#)  
[Attachment IV Resolution Transfer of Funds](#)

6.        [CONS 22-158](#)     Adopt Resolutions 1) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with SurfaceDesign, Inc., by \$122,975 for a Total Not-to-Exceed Amount of \$637,975 for Additional Design and Consultant Services; and, 2) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with Langan Engineering and Environmental Services by \$200,026 for a Total Not-to-Exceed Amount of \$493,426 for Additional Design and Consultant Services for the La Vista Park Project, Project No. 06914

**Attachments:**    [Attachment I Staff Report](#)  
[Attachment II Resolution SDI Amendment](#)  
[Attachment III Resolution Langan Amendment](#)

7.        [CONS 22-170](#)     Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with LookingPoint for Cisco Unified Computing System (UCS) and VMWare Refresh in an Amount Not-to-Exceed \$300,000

**Attachments:**    [Attachment I Staff Report](#)  
[Attachment II Resolution](#)

8. [CONS 22-172](#) Adopt a Resolution Authorizing the City Manager to Reestablish a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program & Lateral Hiring Bonus Program and Reestablish a Hiring Incentive Referral Program (HIRP) for City Employees

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II TEAG Bonus Program Resolution](#)  
[Attachment III Lateral Bonus Program Resolution](#)  
[Attachment IV HIRP Resolution](#)  
[Attachment V TEAG Bonus Program Agreement](#)  
[Attachment VI Lateral Bonus Program Agreement](#)  
[Attachment VII HIRP Referral Application](#)

#### LEGISLATIVE BUSINESS

9. [LB 22-009](#) Fireworks Ban Education and Enforcement: Introduction of Two Ordinances Amending Chapter 4 Article 15 of the Hayward Municipal Code Relating to Social Nuisance by Specifically Including Fireworks and Chapter 3 Article 3 of the Hayward Municipal Code Relating to Fireworks by Specifically Identifying Property Owners Accountable for Fireworks (Report from Assistant City Manager/Development Services Director Ott)

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Ordinance Amending Chapter 4 Article 15](#)  
[Attachment III Ordinance Amending Chapter 3 Article 3](#)

10. [LB 22-008](#) General Plan Annual Progress Report: Accept the Hayward 2040 General Plan Annual Progress Report for Calendar Year 2021 (Report from Assistant City Manager/Development Services Director Ott)

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II General Plan Program List](#)

11. [LB 22-010](#) Salary Plan Amendment: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2022 (Report from Director of Human Resources Sangy)

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)  
[Attachment III FY 2022 Salary Plan](#)

#### **PUBLIC HEARING**

12. [PH 22-017](#) Master Fee Schedule: Adopt a Resolution Amending the Fiscal Year 2023 Master Fee Schedule (Report from Finance Director Claussen)

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Resolution](#)  
[Attachment III City Clerk FY 2023 Proposed Changes](#)  
[Attachment IV City Manager FY 2023 Proposed Changes](#)  
[Attachment V Development Services FY 2023 Proposed Changes](#)  
[Attachment VI Public Works FY 2023 Proposed Changes](#)  
[Attachment VII Proposed FY 2023 Master Fee Schedule](#)

#### **COUNCIL REPORTS AND ANNOUNCEMENTS**

Council Members can provide oral reports on attendance at intergovernmental agency meetings, conferences, seminars, or other Council events to comply with AB 1234 requirements (reimbursable expenses for official activities).

**COUNCIL REFERRALS**

Council Members may bring forward a Council Referral Memorandum (Memo) on any topic to be considered by the entire Council. The intent of this Council Referrals section of the agenda is to provide an orderly means through which an individual Council Member can raise an issue for discussion and possible direction by the Council to the appropriate Council Appointed Officers for action by the applicable City staff.

**ADJOURNMENT****NEXT MEETING, April 5, 2022, 7:00 PM****PUBLIC COMMENT RULES**

*Any member of the public desiring to address the Council shall limit their remarks to three (3) minutes unless less or further time has been granted by the Presiding Officer or in accordance with the section under Public Hearings. The Presiding Officer has the discretion to shorten or lengthen the maximum time members may speak. Speakers will be asked for their name before speaking and are expected to honor the allotted time. Speaker Cards are available from the City Clerk at the meeting.*

**PLEASE TAKE NOTICE**

*That if you file a lawsuit challenging any final decision on any public hearing or legislative business item listed in this agenda, the issues in the lawsuit may be limited to the issues that were raised at the City's public hearing or presented in writing to the City Clerk at or before the public hearing.*

**PLEASE TAKE FURTHER NOTICE**

*That the City Council adopted Resolution No. 87-181 C.S., which imposes the 90-day deadline set forth in Code of Civil Procedure section 1094.6 for filing of any lawsuit challenging final action on an agenda item which is subject to Code of Civil Procedure section 1094.5.*

*\*\*\*Materials related to an item on the agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, City Hall, 777 B Street, 4th Floor, Hayward, during normal business hours. An online version of this agenda and staff reports are available on the City's website. Written comments submitted to the Council in connection with agenda items will be posted on the City's website. All Council Meetings are broadcast simultaneously on the City website, Cable Channel 15 - KHRT, and YouTube. \*\*\**

*Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Clerk at (510) 583-4400 or [cityclerk@hayward-ca.gov](mailto:cityclerk@hayward-ca.gov).*

*Assistance will be provided to those requiring language assistance. To ensure that interpreters are available at the meeting, interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Clerk at (510) 583-4400.*



# CITY OF HAYWARD

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**File #:** CONS 22-142

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**DATE:** March 15, 2022

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Adopt a Resolution Accepting the Resignation of Ms. Kelly Peterson from the Library Commission, Effective Immediately

**RECOMMENDATION**

That the Council adopts a resolution (Attachment II) accepting the resignation of Ms. Kelly Peterson from the Library Commission, effective immediately.

**SUMMARY**

Ms. Kelly Peterson was appointed to the Library Commission on September 27, 2020. Ms. Peterson's resignation becomes effective immediately, per her resignation letter (Attachment III).

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter



**DATE:** March 22, 2022  
**TO:** Mayor and City Council  
**FROM:** City Clerk  
**SUBJECT:** Adopt a Resolution Accepting the Resignation of Ms. Kelly Peterson from the Library Commission, Effective Immediately

**RECOMMENDATION**

That the Council adopts a resolution (Attachment II) accepting the resignation of Ms. Kelly Peterson from the Library Commission, effective immediately.

**SUMMARY AND DISCUSSION**

Ms. Kelly Peterson was appointed to the Library Commission on September 27, 2020. Ms. Peterson’s resignation becomes effective immediately, per her resignation letter (Attachment III).

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

**STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to any of the projects outlined in the Council’s Strategic Roadmap.

*Prepared and Recommended by:* Miriam Lens, City Clerk

Approved by:

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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION No. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION ACCEPTING THE RESIGNATION OF MS. KELLY PETERSON FROM THE LIBRARY COMMISSION

WHEREAS, Ms. Kelly Peterson was appointed to the Library Commission on October 27, 2020; and

WHEREAS, Ms. Kelly Peterson submitted a resignation letter on February 26, 2022.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby accepts the resignation of Ms. Kelly Peterson; and commends her for her civic service to the City.

IN COUNCIL, HAYWARD, CALIFORNIA, \_\_\_\_\_.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

## ATTACHMENT III

**From:** Kelly Keiko  
**Sent:** Saturday, February 26, 2022, 5:53 PM  
**To:** Melissa Burkley  
**Subject:** Re: Zoom Meeting Invite - 02/28/22 Library Commission

Hi Melissa,

Thank you for this! Unfortunately, I have a new schedule at work that conflicts with the Commission's meeting times, and won't be able to participate moving forward. Please let Jayanti and the commissioners know how much I've appreciated collaborating to do our part to support the libraries and Hayward. I know they will continue to do meaningful work, and am so thankful that I had the opportunity to work with them.

If you need anything further from me, please let me know!

Thanks,  
Kelly



# CITY OF HAYWARD

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www.Hayward-CA.gov

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**File #:** CONS 22-169

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT**

Adopt a Resolution Appointing Ms. Shareen Purcell to the Library Commission to Fulfill the Unexpired Term of Ms. Kelly Peterson

**RECOMMENDATION**

That the Council adopts a resolution (Attachment II) appointing Ms. Shareen Purcell to the Library Commission to fulfill the unexpired term of Ms. Kelly Peterson, which will expire on September 30, 2022.

**SUMMARY**

Following the July 27, 2021 City Commission interviews, the Council established an alternate list comprising eligible applicants who were not selected to fill vacancies because there were not enough seats to appoint them. The alternate list comprised four Hayward residents who were nominated for specific commissions; it will be valid for one year and expire at the beginning of the new recruitment process. The Council, during its September 21, 2021, Council meeting, confirmed the list of alternates by commission. Ms. Shareen Purcell was selected as the alternate for the Library Commission.

On February 26, 2022, Ms. Kelly Peterson submitted a letter of resignation, which created an unexpected vacancy on the Library Commission.

Ms. Shareen Purcell, who is a Library Commission alternate, was contacted to confirm her eligibility status and her interest for serving on the Library Commission. If appointed to the Library Commission, Ms. Shareen Purcell's term would be effective March 22, 2022, and would end on September 30, 2022.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution



**DATE:** March 22, 2022  
**TO:** Mayor and City Council  
**FROM:** City Clerk

**SUBJECT**

Adopt a Resolution Appointing Ms. Shareen Purcell to the Library Commission to Fulfill the Unexpired Term of Ms. Kelly Peterson

**RECOMMENDATION**

That the Council adopts a resolution (Attachment II) appointing Ms. Shareen Purcell to the Library Commission to fulfill the unexpired term of Ms. Kelly Peterson, which will expire on September 30, 2022.

**SUMMARY AND DISCUSSION**

Following the July 27, 2021 City Commission interviews, the Council established an alternate list comprising eligible applicants who were not selected to fill vacancies because there were not enough seats to appoint them. The alternate list comprised four Hayward residents who were nominated for specific commissions; it will be valid for one year and expire at the beginning of the new recruitment process. The Council, during its September 21, 2021 Council meeting<sup>1</sup>, confirmed the list of alternates by commission. Ms. Shareen Purcell was selected as the alternate for the Library Commission.

On February 26, 2022, Ms. Kelly Peterson submitted a letter of resignation, which created an unexpected vacancy on the Library Commission.

Ms. Shareen Purcell, who is a Library Commission alternate, was contacted to confirm her eligibility status and her interest for serving on the Library Commission. If appointed to the Library Commission, Ms. Shareen Purcell's term would be effective March 22, 2022, and would end on September 30, 2022.

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

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<sup>1</sup> [CITY OF HAYWARD - File #: APPT 21-004 \(legistar.com\)](#)

## **STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to any of the projects outlined in the Council's Strategic Roadmap.

## **NEXT STEPS**

Should Ms. Shareen Purcell be appointed to the Library Commission, she will take her oath of affirmation prior to attending her first Library Commission meeting.

*Prepared and Recommended by:* Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is written above a horizontal line.

---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION No. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION APPOINTING MS. SHAREEN PURCELL TO THE LIBRARY COMMISSION TO FULFILL THE UNEXPIRED TERM OF MS. KELLY PETERSON

WHEREAS, the City Council conducted its annual recruitment for Commissions and Keep Hayward Clean and Green Task Force from April 13, 2021, to June 30, 2021; and

WHEREAS, on July 27, 2021, the City Council interviewed six applicants to fill one vacancy on the Library Commission; and

WHEREAS, due to the limited number of vacancies on the Library Commission, Ms. Shareen Purcell was not appointed to the Library Commission but was placed on the Alternate List; and

WHEREAS, Library Commissioner Kelly Peterson. resigned due to unforeseen circumstances, effective February 26, 2022.

THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that Ms. Shareen Purcell is selected from the alternate list to fulfill Ms. Peterson’s unexpired term, which will expire on September 30, 2022.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

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**File #:** CONS 22-151

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT**

Adopt a Resolution of Intention to Amend the Precise Plan Line for Rockaway Lane from "A" Street to Russell Way, Reducing the Right-of-Way Width Requirement from 68 Feet to 56 Feet; Applicant/Owner: William Frankel, 22422 Rockaway LLC, Application No. 202105041

**RECOMMENDATION**

That the Council adopts a Resolution of Intention to Amend the Precise Plan Line for Rockaway Lane (Attachment II) based on the analysis in this Staff Report.

**SUMMARY**

The current precise plan line for Rockaway Lane requires a 20-foot-wide dedication on the east side of the roadway to create a 68-foot-wide right of way. Rockaway Lane is a short street extending north approximately 2 blocks from the intersection with A Street as shown on the Vicinity Map (Attachment III). The precise plan line affects a total of three properties, two of which have been previously developed as apartments. William Frankel, the owner of 22422 Rockaway Lane (APN 415-0230-078-00) has a current planning application to develop the remaining vacant property and has requested that the City amend the precise plan line and increase the developable area of the property (Attachment IV). Staff has reviewed the request and supports a reduction in the precise plan line requirement from a 68-foot right-of-way to a 56-foot right-of-way consistent with Standard Street Sections for a Residential Public Street (Attachment V).

*Planning Commission Review*

The Planning Commission reviewed this request as part of a public hearing held on February 10, 2022 and recommended the reduction in width of the Rockaway Lane Precise Plan Line from 68 feet to 56 feet.

This project is categorically exempt from environmental review pursuant to Section 15301(c) of the California Environmental Quality Act (CEQA) guidelines as an existing facility. The exemption applies in this instance because the proposed amendment would reduce the right of way dedication requirement and not result in any expansion of use or create additional automobile travel lanes.

**ATTACHMENTS**

- Attachment I Staff Report
- Attachment II Draft Resolution
- Attachment III Vicinity Map
- Attachment IV Applicant Request
- Attachment V Residential Street Standards
- Attachment VI Existing Precise Plan Line
- Attachment VII Proposed Precise Plan Line
- Attachment VIII Route 238 Bypass Alignment



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT:** Adopt a Resolution of Intention to Amend the Precise Plan Line for Rockaway Lane from “A” Street to Russell Way, Reducing the Right-of-Way Width Requirement from 68 Feet to 56 Feet; Applicant/Owner: William Frankel, 22422 Rockaway LLC, Application No. 202105041

## **RECOMMENDATION**

That the Council adopts a Resolution of Intention to Amend the Precise Plan Line for Rockaway Lane (Attachment II) based on the analysis in this Staff Report.

## **SUMMARY**

The current precise plan line for Rockaway Lane requires a 20-foot-wide dedication on the east side of the roadway to create a 68-foot-wide right of way. Rockaway Lane is a short street extending north approximately 2 blocks from the intersection with A Street as shown on the Vicinity Map (Attachment III). The precise plan line affects a total of three properties, two of which have been previously developed as apartments. William Frankel, the owner of 22422 Rockaway Lane (APN 415-0230-078-00) has a current planning application to develop the remaining vacant property and has requested that the City amend the precise plan line and increase the developable area of the property (Attachment IV). Staff has reviewed the request and supports a reduction in the precise plan line requirement from a 68-foot right-of-way to a 56-foot right-of-way consistent with Standard Street Sections for a Residential Public Street (Attachment V).

### *Planning Commission Review*

The Planning Commission reviewed this request as part of a public hearing held on February 10, 2022<sup>1</sup> and recommended the reduction in width of the Rockaway Lane Precise Plan Line from 68 feet to 56 feet.

This project is categorically exempt from environmental review pursuant to Section 15301(c) of the California Environmental Quality Act (CEQA) guidelines as an existing facility. The exemption applies in this instance because the proposed amendment would reduce the right

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<sup>1</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=5446508&GUID=89C7A74C-AB90-49A6-A7C1-175D32F478E6&Options=&Search=>

of way dedication requirement and not result in any expansion of use or create additional automobile travel lanes.

## **BACKGROUND**

Chapter 10, Article 4 of the Hayward Municipal Code grants Council the authority to establish precise plan lines for the reservation of future rights-of-way to provide a definite plan of development for the City and to guide, control, and regulate future growth in the City in accordance with the *Hayward 2040 General Plan*. Precise plan lines provide clarity to property owners and prospective developers regarding any dedication requirements and guides the City for the use of any capital expenditures for street and highway improvements. The current precise plan line requirements for Rockway Lane from A Street to Russell Way is specified as a minimum 68-foot width in Municipal Code Section 10-4.56 and was approved with Ordinance No. 64-026 C.S., adopted July 21, 1964. The existing precise plan line is shown on drawing number H-116 included as Attachment VI, and the proposed amended precise plan line included as Attachment VII.

Rockaway Lane was used as a roadway as early as 1888 and formally identified as a 48-foot-wide street in 1911 as part of the San Lorenzo Terrace subdivision. Today, it remains 48 feet wide in front of 22422 Rockaway Lane. The original precise plan line for Rockaway was adopted with Ordinance 208 C.S. on March 10, 1959 and required a 68-foot width with a ten-foot dedication required on each side of the street. The 1959 precise plan was consistent with a zoning amendment approved in 1958 for the development of the neighboring property at 22412 Rockaway, which required a ten-foot dedication as condition of development.

In June 1961, the California Highway Commission formally adopted a preferred location for the Route 238 Bypass through Hayward. The proposed bypass alignment, shown on Attachment VIII includes Rockaway Lane and all parcels to the east of Rockaway Lane in the future proposed State right-of-way. In preparation for the new freeway, the City realigned 4<sup>th</sup> Street between A Street and B Street to align with Rockaway at the A Street intersection. Beginning in the late 1960s and early 1970s, the State began acquiring properties within proposed right-of-way and acquired 22422 Rockaway Lane during this time period.

In 1964, Council adopted the current precise plan line, amending the 1959 line, requiring the entire 20-foot dedication to create a 68-foot roadway that would be taken from properties on the east side of the street, and burdening properties only on the east side of the road. The Route 238 bypass alignment likely influenced Council's determination since these properties were to have been part of the future freeway right-of-way. In 1992, Council adopted the "Upper B Street Plan" with Resolution 92-264. The plan maintained the Route 238 bypass around downtown Hayward as an alternative and identified 22422 Rockaway as a freeway off-ramp and connection to A Street.

Several groups and members of the public opposed the Route 238 bypass shortly after the alignment was identified in the 1960s and 1970s. In November 2010, following many years of lawsuits, the California Transportation Commission formally rescinded the freeway adoption

for the Route 238 bypass. Caltrans has sold many of the properties acquired for the freeway bypass including 22422 Rockaway Lane.

## **DISCUSSION**

Staff recommends reducing the precise plan width on Rockaway Lane from 68 feet to 56 feet based on the following discussion and consistent with a standard residential street providing a travel lane in each direction and parking and sidewalks on both sides of the street.

The existing right-of-way in front of 22422 Rockaway Lane is 48 feet wide and the paved roadway is only 28 feet wide; too narrow to allow parking on both sides of the street. The improvements on the west side of Rockaway Lane include a 10-foot-wide sidewalk, which has already been constructed between A Street and Russell Way. A 56-foot precise plan width would still require an 8-foot dedication from 22422 Rockaway Lane when the property is developed along with frontage improvements. When improved, the new 36-foot-wide roadway on the 56 foot right of way would provide parking on both sides of the street and room for up to a 10-foot-wide sidewalk. The final improved roadway would also align with 4<sup>th</sup> Street, which is located across the A Street intersection.

As previously noted, the existing Rockaway Lane Precise Plan Line affects three properties on the eastern side of road, two of which have already been developed into apartments. One of these properties dedicated 10 feet of right-of-way at the time of development, which would satisfy the requirements of a 56-foot-wide precise plan width. The reduced precise plan line would affect the development potential of two properties, the existing developed site at 22400 Rockaway Lane and the currently vacant parcel at 22422 Rockaway Lane. Dedication requirements would be satisfied with the development of the vacant 22422 Rockaway Lane property or the redevelopment of the 22400 Rockaway Lane property.

Hayward 2040 General Plan. The *Hayward 2040 General Plan* designation for the properties on Rockaway Lane fronting A Street is Commercial / High Density Residential and High Density Residential for the other properties on Rockaway Lane. The existing development includes a commercial use fronting A Street and a mixture of single family and multi-family development on Rockaway Lane and nearby Russel Way which provides a connection to 2<sup>nd</sup> Street.

San Lorenzo Creek is a prominent geologic feature east of Rockaway Lane and the approximate creek centerline forms the eastern property line of the three developable properties on the east side of Rockaway Lane. Rockaway Lane ends approximately 300 feet north of Russell Way due to a sharp bend in San Lorenzo Creek and the creek flows in a westerly direction adjacent to Russell Way. The creek is a natural barrier to development and essentially isolates the neighborhood with a total of about thirty properties served by the Rockaway Lane and the Russell Way roadways.

Rockaway Lane is identified as a local street within the *Hayward 2040 General Plan* and there are no plans for expansion of the roadway or extension of the roadway across San Lorenzo

Creek. Additionally, the Hayward Bicycle & Pedestrian Master Plan<sup>2</sup>, adopted in 2020, does not identify either Rockaway Lane or Russell Way for a bicycle route or an area with enhanced pedestrian improvements.

The City has developed Standard Details for street sections based on predominant use, i.e., residential, commercial, or industrial, and local, collector, or arterial classifications. The current 68-foot precise plan width for Rockaway Lane is consistent with the street standards for a major residential or commercial collector street. While this designation may have been appropriate when Rockaway Lane was adjacent to the Route 238 Bypass and envisioned as a potential freeway off ramp, it is no longer consistent with the *Hayward 2040 General Plan*.

***Zoning Ordinance.*** Per HMC Section 10-4.21<sup>3</sup>, before any action can be taken by the Council concerning proposed precise plan lines for future rights-of-way, the project needs to be referred to the Planning Commission and Department of Public Works for a report and recommendation.

Upon receipt of a report and recommendation from the Planning Commission, and whenever the public peace, safety, comfort, convenience, interest or welfare may require, Council has the authority to determine the minimum distance back from the street line for the erection of buildings or structures along any portion of any street or planned street in the City and to order the establishment of a line to be known and designated as a precise plan line, between which line and the street line no building or structure shall be erected or constructed.

Prior to adopting an ordinance establishing or amending any previously adopted precise plan line, Municipal Code section 10-4.25 requires the Council to adopt a resolution of intention designating the precise plan line(s) to be established or amended. The resolution of intention must set a date and time for a public hearing when any interested persons may appear and present verbal or written objections or protests to the proposed precise plan line. Additionally, the Municipal Code requires publication of the resolution of intention and posting along the affected streets.

## **Environmental Review**

The proposed Amendment to the Precise Plan Line is categorically exempt from CEQA pursuant to Section 15301, Existing Facilities. The Amendment would reduce the dedication requirement and not result in any expansion of use or create additional vehicular travel lanes.

## **ECONOMIC AND FISCAL IMPACT**

Amendment of the precise plan line, by itself, will not have a fiscal or economic impact. The additional development potential created an amended precise plan line will improve

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<sup>2</sup> Hayward Bicycle and Pedestrian Plan (2020)

[https://www.hayward-ca.gov/sites/default/files/Hayward%20BPMP\\_Final%20Plan.pdf](https://www.hayward-ca.gov/sites/default/files/Hayward%20BPMP_Final%20Plan.pdf)

<sup>3</sup> Precise Plan Lines. Planning Commission Review and Recommendation

[https://library.municode.com/ca/hayward/codes/municipal\\_code?nodeId=HAYWARD\\_MUNICIPAL\\_CODE\\_CH10PLZOSU\\_ART4PRPLLIST\\_S10-4.21PRPLLIPLCORERE](https://library.municode.com/ca/hayward/codes/municipal_code?nodeId=HAYWARD_MUNICIPAL_CODE_CH10PLZOSU_ART4PRPLLIST_S10-4.21PRPLLIPLCORERE)

commerce, provide needed housing, and employ construction workers. Property tax revenues received by the City and several other local agencies will incrementally increase if a development at 22422 Rockaway Lane is constructed and occupied.

## **STRATEGIC ROADMAP**

Approval of the Amended Precise Plan Line supports the Preserve, Protect, & Produce Housing priority in the City's Strategic Roadmap, by increasing the development potential of 22422 Rockaway Lane and providing a mix of housing stock for all Hayward residents and community members, including the expansion of affordable housing opportunities and resources. Approval and the possible future development of 22422 Rockaway Lane would support the Improve Infrastructure priority by completing frontage improvements, widening and rehabilitating the existing pavement and improving sidewalk access.

## **SUSTAINABILITY FEATURES**

The proposed action would reduce the future width and street section of Rockaway Lane resulting in less pavement and impervious surface area and a decreased impact on the environment.

## **NEXT STEPS**

If approved, the Resolution of Intention will set a public hearing date of April 19, 2022 to afford interested persons an opportunity to be heard prior to amending of the Precise Plan Line for Rockaway Lane. Adoption of the precise plan line amendment will increase the developable area for 22422 Rockaway Lane; however, any development of this property would follow standard planning entitlement process.

*Prepared by:* Scott Wikstrom, Development Services Engineer

*Recommended by:* Alex Ameri, Director of Public Works

Approved by:



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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION OF INTENTION TO AMEND PRECISE PLAN LINES FOR  
ROCKAWAY LANE FROM "A" STREET TO RUSSELL WAY

WHEREAS, the Planning Commission of the City of Hayward has reviewed the staff report and after conducting a hearing on February 10, 2002, made a recommendation to support an amendment the precise plan line for Rockaway Lane; and

WHEREAS, The City Council of the City of Hayward hereby finds and determines that the public peace, safety, comfort, convenience, interest, and welfare support the recommended amendment to the precise plan line for Rockaway Lane, reducing the right-of-way width requirement from sixty eight (68) feet to fifty six (56) feet from "A" Street to Russell Way.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Hayward intends to amend the existing precise plan line on Rockaway Lane as follows:

Reducing the right-of-way width requirement from sixty eight (68) feet to fifty six (56) feet from "A" Street to Russell Way, as shown on the drawings entitled "Precise Plan Line, Rockaway Lane", City Engineer's File No. H-116 amended March 2022.

BE IT FURTHER RESOLVED that a public hearing shall be held in the Council Chambers, 777 B Street, Hayward, California, on Tuesday, April 19, 2022 at 7:00 pm, at which time and place the Council shall afford interested persons an opportunity to be heard prior to amendment of the precise plan lines as described in this Resolution of Intention.

BE IT FURTHER RESOLVED pursuant to Municipal Code section 10-4.29, at any time not later than the hour set for hearing objections and protests to the establishment of the proposed precise plan line or lines designated herein, any person having any interest in any land upon which said precise plan lines are proposed to be established, may file with the City Clerk a written protest or objection against the establishment of said precise plan line or lines. Such protest must be in writing and delivered to the City Clerk not later than the hour set forth for said hearing; no other protest or objection shall be considered.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to cause a notice of said meeting and hearing to be made in the form and manner provided by applicable laws, specifically pursuant to Municipal Code section 10-4.25 this Resolution shall be published once in a newspaper of general circulation, published and circulated in the City; and pursuant to Municipal Code section 10-4.26 a copy of this Resolution shall be posted conspicuously along the streets in front of each block where such precise plan lines are proposed to be established; if any block is over five hundred (500) feet in length, a copy of this Resolution shall be posted not more than five hundred (500) feet apart along the streets where such plan lines are proposed to be established. Publication and posting of this Resolution shall be made at least ten (10) days prior to the date designated herein for the public hearing on this matter.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

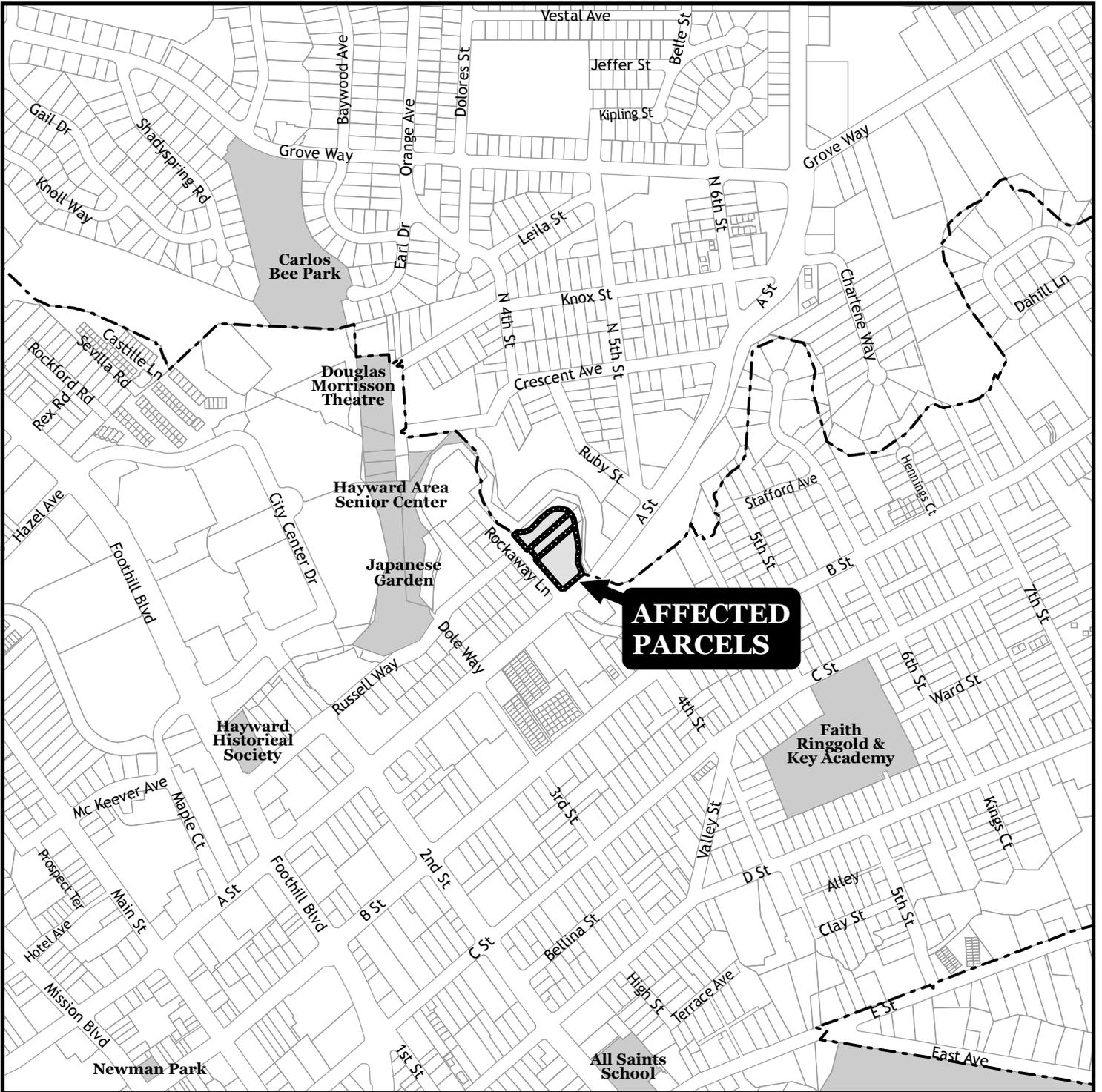
ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



## Precise Plan Line Adjustment 202105031

Address:  
**22422 Rockaway Lane**

Applicant:  
**William Frankel**



## ATTACHMENT IV

Scott Wikstrom  
Development Services Department  
City of Hayward  
777 B Street, Hayward, CA. 94540

Mr. Wikstrom,

I am working on an apartment development at 22422 Rockaway Lane in Hayward.

The Hayward Municipal Code (HMC) Section 10-4.56 has established a certain plan line (Drawing Number H-116) for Rockaway Lane north of A Street. This plan line prescribes a 68-ft. right-of-way (ROW) width for Rockaway Lane.

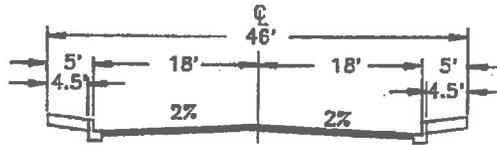
I believe this right-of-way is not warranted for traffic circulation or other needs of the area. Rockaway Lane north of A Street serves only a few residences and traffic volumes are anticipated to remain low. I am requesting a reduction to a 56 foot wide ROW which would satisfy the Fire Departments requirements and be sufficient for the low volume of traffic in the area. I believe the City of Hayward Development Staff would support this amendment.

Thank You,

William Frankel  
22422 Rockaway LLC  
650-573-7333

STANDARD STREETS

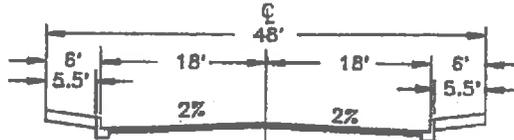
6' P.U.E. REQUIRED  
BEHIND SIDEWALK



NOTE:  
THIS STANDARD  
MAY ONLY BE USED  
WHERE NO UTILITIES  
ARE LOCATED IN  
THE SIDEWALK AREA

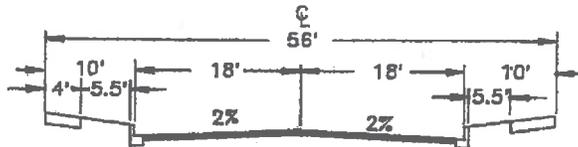
46' RESIDENTIAL - PUBLIC STREET  
(MINIMUM STANDARD WITH P.U.E.)

NO P.U.E. REQUIRED  
BEHIND SIDEWALK



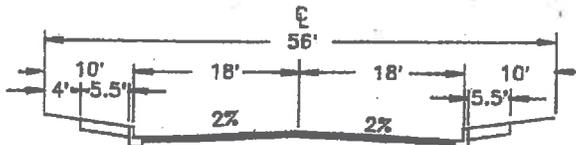
48' RESIDENTIAL - PUBLIC STREET  
(MINIMUM STANDARD WITHOUT P.U.E.)

6' P.U.E. REQUIRED  
BEHIND SIDEWALK



56' RESIDENTIAL - PUBLIC STREET  
(STANDARD WITH PLANTER STRIP)

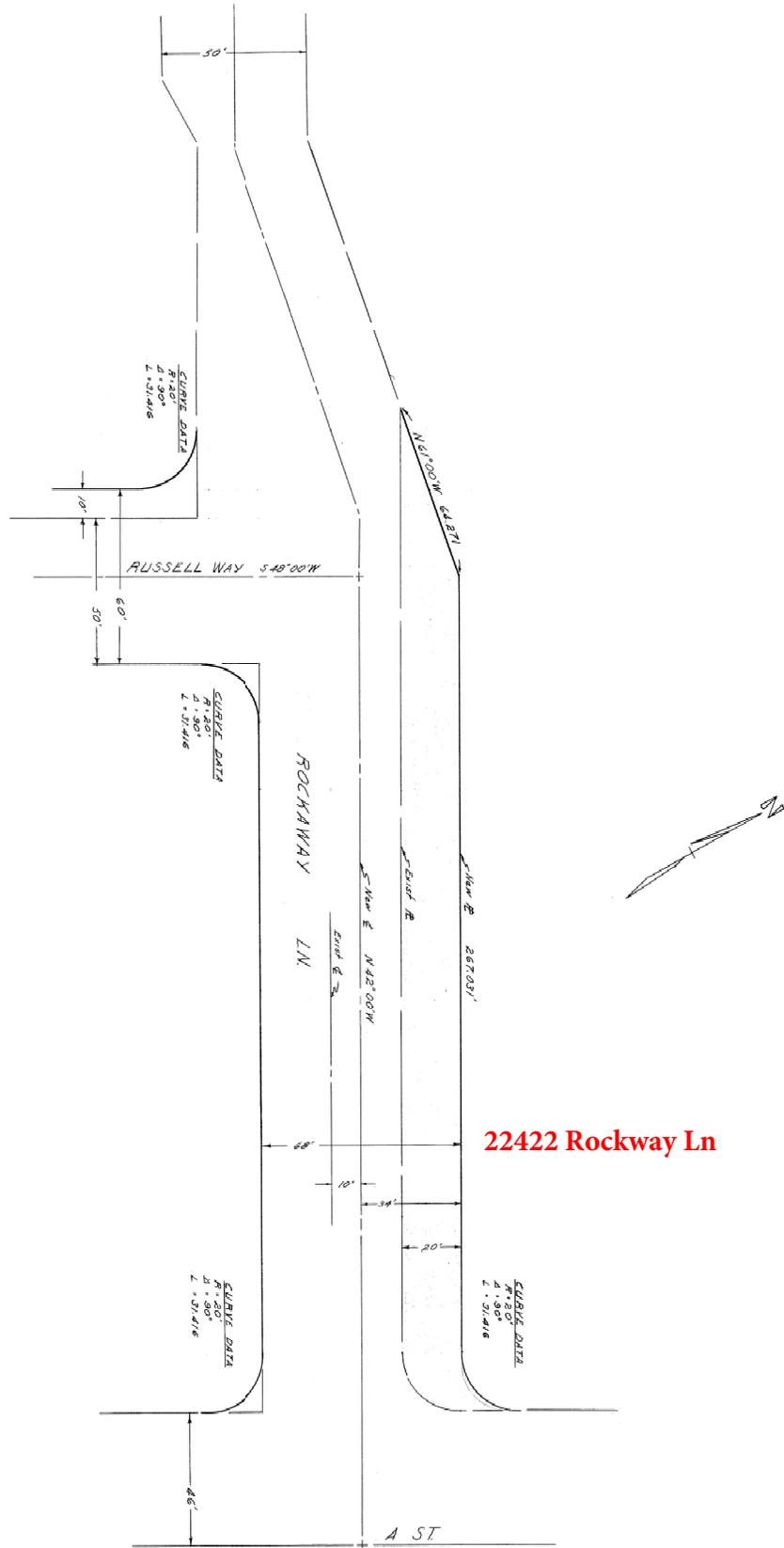
NO P.U.E. REQUIRED  
BEHIND SIDEWALK



56' RESIDENTIAL - PUBLIC STREET  
(STANDARD WITHOUT PLANTER STRIP)

NOTE:  
USE OF THIS STANDARD  
IS INTENDED TO ACHIEVE  
COMPATIBILITY WHEN  
RECONSTRUCTING OR  
COMPLETING CONSTRUCTION  
OF AN EXISTING STREET  
BUILT PREDOMINANTLY  
WITH THIS CROSS-SECTION.

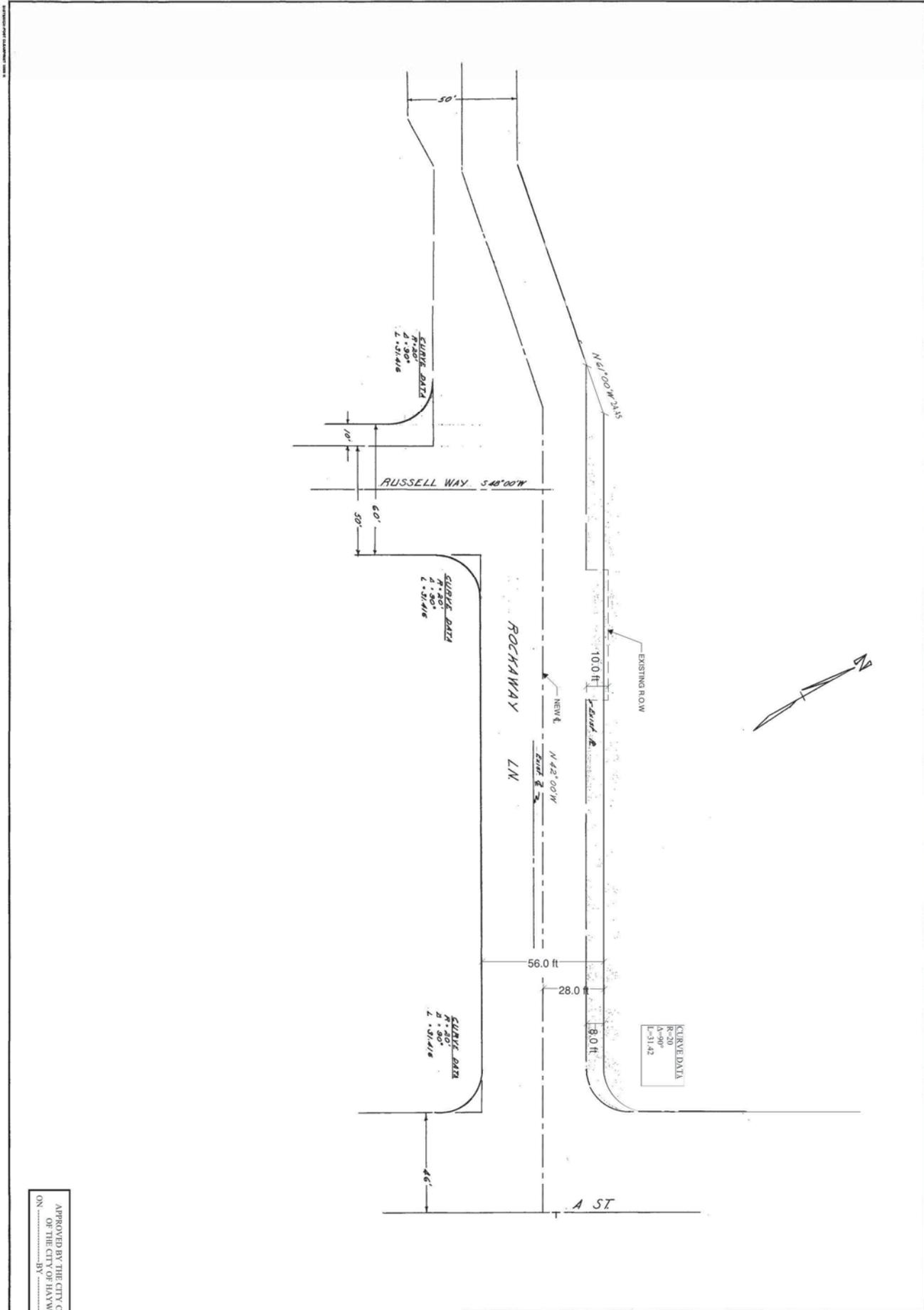
			CITY OF HAYWARD ENGINEERING DIVISION		<b>STANDARD STREET SECTIONS</b>	DWG. NO. <b>SD-102</b>
			DRAWN BY: F. M.	DATE MARCH 1993		FILED
			CHECKED BY: H. O. D.	SCALE: 1" = 20'		
REV	DATE	BY	APPR. BY: <i>DAB</i>	APPROVED: <i>[Signature]</i>		SHT. 2 OF 4
			CITY ENGINEER	DIR. PUBLIC WORKS		



22422 Rockway Ln

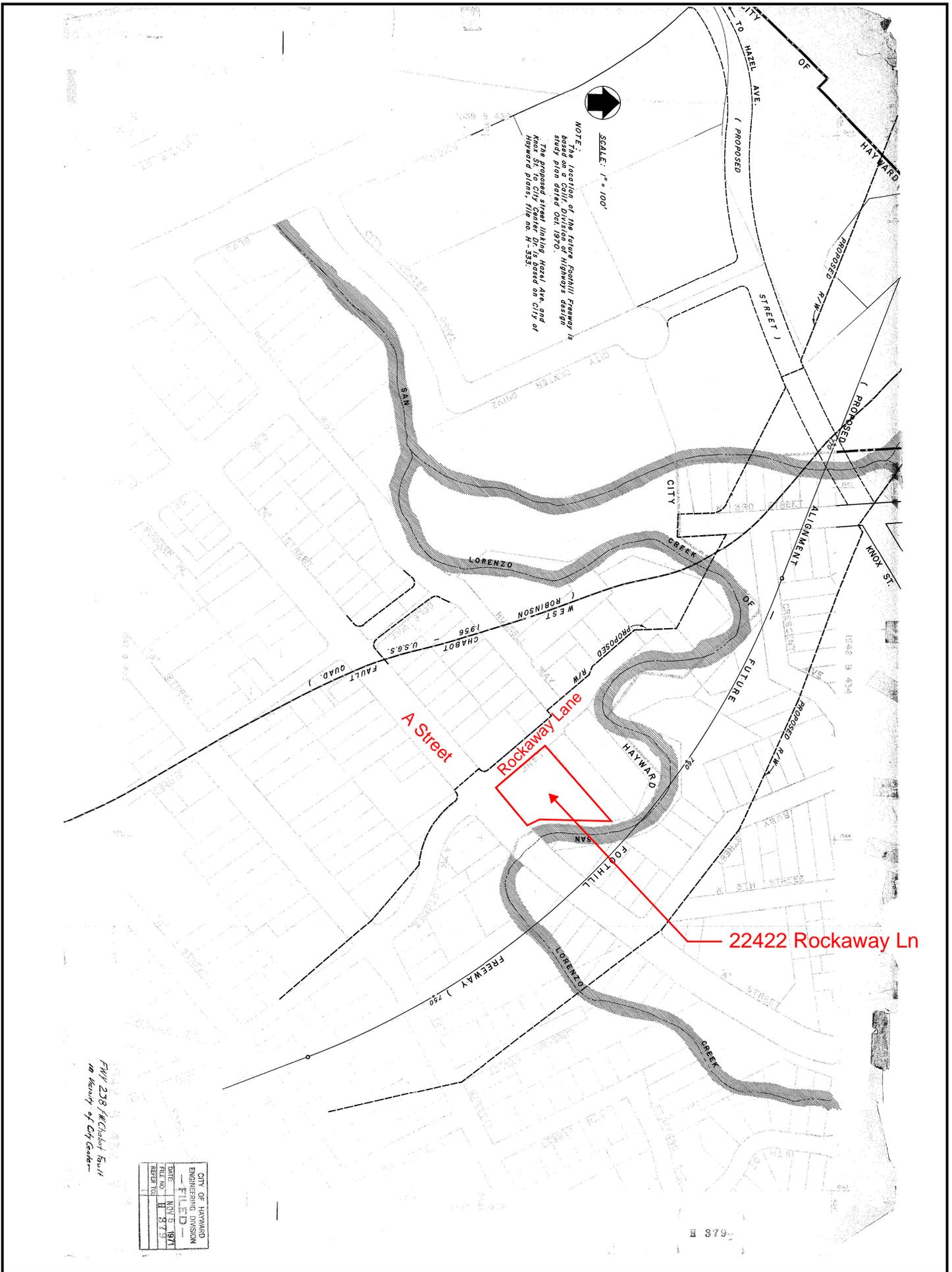
APPROVED BY THE CITY COUNCIL  
 ON 10/14/11  
 CITY CLERK  
 10/14/11

CITY OF HAYWARD DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION			PRECISE PLAN LINE ROCKAWAY LANE	
DESIGNED BY: <i>JS</i>	CHECKED BY: <i>JGA</i>			
DRAWN BY: <i>JS</i>	APPROVAL SIGNATURE: <i>JGA</i>			
DATE: <i>10/14/11</i>	DATE: <i>10/14/11</i>			
REV. DATE DESCRIPTION BY	PROJ. NO. 1173	DATE: MAY 11, 68	SCALE: 1"=20'	TOTAL SHEETS: 1
				SHEET NO. 1



APPROVED BY THE CITY COUNCIL  
 OF THE CITY OF HAYWARD  
 ON \_\_\_\_\_ BY \_\_\_\_\_ NO \_\_\_\_\_

CITY OF HAYWARD DEPARTMENT OF PUBLIC WORKS PREPARED BY: <i>[Signature]</i>		PROJECT NO. 1173 DATE: MAY 11, 2016		SCALE: 1"=20' FILE NO. H-116	
DESIGNED BY: <i>[Signature]</i> CHECKED BY: <i>[Signature]</i> DRAWN BY: <i>[Signature]</i>	CHECKED BY: <i>[Signature]</i> APPROVAL: <i>[Signature]</i>	PROJECT NO. 1173 DATE: MAY 11, 2016	SCALE: 1"=20' FILE NO. H-116	SHEET NO. 1	PRECISE PLAN LINE ROCKAWAY LANE





# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** CONS 22-154

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT**

Adopt a Resolution Authorizing the City Manager to Execute the Amended and Restated Water Supply Agreement with the City and County of San Francisco and Wholesale Customers and Approving a Minimum Purchase Transfer from the City of Mountain View to the City of East Palo Alto

**RECOMMENDATION**

That the Council adopts resolutions approving the proposed amendments to the 2009 Water Supply Agreement with the City and County of San Francisco, and authorizes the City Manager to execute the amended and restated WSA:

1. Allowing for the transfer of Minimum Annual Purchase Requirements among Wholesale Customers in conjunction with the transfer of their Individual Supply Guarantees (Attachment II); and
2. Approving a Minimum Purchase transfer from the City of Mountain View to the City of East Palo Alto (Attachment III).

**SUMMARY**

Hayward receives its water supply from the San Francisco Public Utility Commission (SFPUC) under the terms of a 1962 individual water sales agreement, as well as the 2009 Water Supply Agreement (WSA) between San Francisco and the wholesale water customers (Wholesale Customers). From time to time, the WSA is amended, most recently in 2019. This report describes proposed amendments to establish a process for the expedited and permanent transfer of Minimum Purchase Quantities, to which four wholesale customers are currently subject. This report also addresses a specific request to transfer Minimum Purchase Quantities from the City of Mountain View to the City of East Palo Alto.

**ATTACHMENTS**

- Attachment I Staff Report
- Attachment II Resolution - WSA Amendment
- Attachment III Resolution - EPA/Mountain View Transfer

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## **SUMMARY**

Hayward receives its water supply from the San Francisco Public Utility Commission (SFPUC) under the terms of a 1962 individual water sales agreement, as well as the 2009 Water Supply Agreement (WSA) between San Francisco and the wholesale water customers (Wholesale Customers). From time to time, the WSA is amended, most recently in 2019. This report describes proposed amendments to establish a process for the expedited and permanent transfer of Minimum Purchase Quantities, to which four wholesale customers are currently subject. This report also addresses a specific request to transfer Minimum Purchase Quantities from the City of Mountain View to the City of East Palo Alto.

## **BACKGROUND**

The City of Hayward purchases all of its potable water supply from the SFPUC's Regional Water System (RWS), governed by two agreements: 1) the 1962 Water Sales Agreement

between the City of Hayward and the San Francisco Water Department; and 2) the WSA between San Francisco and all wholesale customers, including Hayward, and subsequent amendments to the WSA. The 1962 agreement primarily addresses the quantity of water to be delivered to Hayward and is the document that assures Hayward of receiving sufficient quantities to meet its demand as long as water supplies are available.

The WSA focuses on issues of common interest to all Wholesale Customers, such as the calculation of wholesale rates and allocation of system costs. Under the WSA terms, the SFPUC agrees to deliver water to the Wholesale Customers up to the amount of 184 million gallons per day (mgd), known as the Supply Assurance. Wholesale Customers, with the exception of Hayward, have an allocation of this supply, referred to as the Individual Supply Guarantees (ISG). Given the terms of Hayward's 1962 Agreement with San Francisco, the City does not have an ISG. The WSA also includes the rules and requirements for water purchases and transfers of ISGs between the Wholesale Customers.

Hayward is a member of BAWSCA, which represents the interests of the twenty-six entities that purchase water from the SFPUC and administers the WSA on behalf of the member agencies. In 2006, Hayward delegated authority to BAWSCA to negotiate the WSA, which was approved by Council in 2009. The WSA has since been amended twice, in 2013 and 2019, to address substantive issues that arose during implementation of the WSA.

Under the terms of the WSA, four wholesale customers may purchase water from sources other than the SFPUC, but they are each obligated to purchase a specific minimum quantity from the RWS. This requirement was developed to discourage agencies from pursuing the purchase of less expensive sources of water, in lieu of SFPUC supplies, and thereby transferring a greater cost burden to the SFPUC and other wholesale customers. It helps maintain wholesale rate stability (i.e., fewer rate fluctuations from year to year) for all customers and reduces financial risk to the RWS. The four Wholesale Customer agencies are Alameda County Water District, and the Cities of Milpitas, Mountain View, and Sunnyvale (Minimum Purchase Agencies). If a Minimum Purchase Agency does not meet its minimum purchase requirement in a fiscal year, it must pay the SFPUC the difference between its water purchases and its Minimum Purchase Requirement. The total Minimum Purchase Requirement is 30.8 mgd among the four agencies.

The WSA does not currently allow a Minimum Purchase Agency to transfer a portion of its Minimum Purchase Requirement and the associated financial obligation to other Wholesale Customers. This limitation has been considered an obstacle for affected agencies to pursue water supply transfer opportunities because any transfer of a Minimum Purchase Quantity would require each Wholesale Customer's governing body to adopt a new amendment to the WSA. In September 2017, BAWSCA and the Wholesale Customers initiated discussions to create a process by which Minimum Purchase Quantities could be transferred from one agency to another as part of an ISG transfer. As a result of these discussions, a proposed WSA amendment has been developed to provide a procedure for expedited and permanent transfers of Minimum Purchase Quantity requirements.

As discussions regarding the WSA amendment were taking place, the Cities of Mountain View and East Palo Alto developed a proposal to convert the 1 mgd of Mountain View's ISG previously sold to East Palo in 2017 into a transfer of up to 1 mgd of Mountain View's Minimum Purchase Quantity to East Palo in 0.25 mgd increments. Because the 2017 transfer predates the proposed Minimum Purchase Amendment, the proposed interagency transfer must be approved separately by Council.

## **DISCUSSION**

### **Proposed Minimum Purchase Amendment**

Discussions among the Wholesale Customers, in which Hayward staff actively participated, resulted in a proposed WSA amendment that meets the objectives of facilitating water transfers to more effectively use available water supplies while minimizing financial risk to non-participating agencies. The proposed WSA amendment allows for the paired transfer of ISGs and Minimum Purchase Quantities using a specific process that protects non-participating agencies from increased wholesale rates as a result of any transfers. Key parameters of the proposed amendment are:

- Transfers of Minimum Purchase Quantities are limited to 6 mgd in total and up to 50% of the transferring agency's original Minimum Purchase requirement. The total Minimum Purchase Quantity remains unchanged at 30.8 mgd.
- Transferring agency must transfer at least an equivalent amount of its ISG in connection with a Minimum Purchase Quantity transfer.
- The receiving Wholesale Agency, or transferee, is subject to a three-year Temporary Modified Minimum Purchase Quantity (TMMPQ) based on the average of its most recent five-year non-drought year purchases from the SFPUC. The agency must pay for its actual annual deliveries, no less than the transferred TMMPQ.
- The receiving Wholesale Agency is subject to the TMMPQ until actual water demand is developed and water deliveries meet or exceed this quantity for three consecutive years. This allows time for agencies to grow into and demonstrate their ability to sustain the Minimum Purchase Requirements.
- The receiving Wholesale Agency will secure a new Permanent Minimum Purchase Requirement equal to the transferred Minimum Purchase after purchasing the TMMPQ for three consecutive years.

The proposed amendment:

- Removes an administrative barrier to water transfers among Wholesale Customers.
- Facilitates water transfers among Wholesale Customers, which have been identified as one potentially effective measure to address long-term regional water supply reliability.

- Builds procedural safeguards into the process to ensure that the transfers will not result in new or different risks to the water supply and financial interests of non-participating Wholesale Customers.

San Francisco, acting by and through the SFPUC, approved the 2021 Amended and Restated WSA on January 26, 2021, pending approval by the requisite number of the Wholesale Customers, including Hayward.

### **Proposed Mountain View/East Palo Alto Minimum Purchase Transfer Amendment**

As a separate but related matter, staff is recommending that Council also provide approval for the transfer of up to 1.0 mgd of Mountain View's Minimum Purchase to the City of East Palo Alto under terms that mimic the process described above for future transfers of Minimum Purchase Requirements. As a brief overview, in 2017, Mountain View transferred 1.0 mgd of its ISG to East Palo Alto; however, at that time, there was no mechanism in the WSA to transfer any portion of Mountain View's 8.9 mgd Minimum Purchase Requirement. During discussions regarding the proposed WSA Minimum Purchase Amendment described above, the two parties agreed on additional terms that would allow for the transfer of up to 1.0 mgd of Mountain View's Minimum Purchase Requirement to East Palo, in 0.25 mgd increments.

The following are key terms and conditions:

- Mountain View will transfer up to 1.0 mgd of its Minimum Purchase Quantity to East Palo Alto in increments of 0.25 mgd.
- For each incremental transfer, a TMMPQ will be calculated for East Palo Alto based on its five-year average use for the most recent non-drought years prior to 2017. East Palo will be responsible for paying imputed sales associated with the TMMPQ.
- Mountain View will be responsible for paying imputed sales for its current Minimum Purchase Requirement until East Palo's transfer becomes permanent.
- Once East Palo Alto has met the requirements of its TMMPQ for three consecutive years, the incremental portion of the Minimum Purchase Requirement transferred will become East Palo's permanent requirement and Mountain View's Minimum Purchase Requirement will be reduced by an equivalent amount.

Staff believes that approval of this WSA amendment has minimal risk to Hayward and benefits the City through increased long-term water supply reliability.

### **ECONOMIC IMPACT**

No direct economic impacts are anticipated associated with the adoption of the attached resolutions. The Minimum Purchase Amendment provides a procedure for streamlined and

permanent transfers of Minimum Annual Purchase Quantity requirements, while safeguarding the financial and water supply interests of the SFPUC's Wholesale Customers not participating in such transfers. The agreement between the Cities of Mountain View and East Palo Alto likewise provides for the permanent transfer of Minimum Purchase requirements, in connection with an ISG transfer in 2017, without financial risk to SFPUC and other Wholesale Customers.

**FISCAL IMPACT**

The Minimum Purchase Amendment is not anticipated to present any new or different financial risks to Hayward.

**STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to one of the Council's six Strategic Priorities.

**SUSTAINABILITY FEATURES**

Intra-system water transfers allow for greater use of existing regional water supply and are mechanisms that can promote long-term regional water reliability among the SFPUC's Wholesale Customers.

**PUBLIC CONTACT**

There is no additional public contact that is needed or planned for these actions.

**NEXT STEPS**

If the Council approves the 2021 Amended and Restated WSA, staff will forward for the adopted resolutions to BAWSCA, and they will prepare and forward the 2021 Amended and Restated WSA to the City Manager for signature.

*Prepared by:* Cheryl Muñoz, Water Resources Manager

*Recommended by:* Alex Ameri, Director of Public Works

Approved by:



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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDED AND RESTATED WATER SUPPLY AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO AND WHOLESALE CUSTOMERS

WHEREAS, water supply agencies in Alameda, San Mateo, and Santa Clara Counties, including Hayward, have purchased water from the City and County of San Francisco (San Francisco) for many years; and

WHEREAS, the San Francisco Public Utilities Commission (SFPUC) operates the Regional Water System, which delivers water to communities in Alameda, San Mateo, and Santa Clara Counties, as well as to customers within San Francisco (collectively, “the Parties”); and

WHEREAS, the Parties entered into the “Settlement Agreement and Master Water Sales Contract between the City and County of San Francisco and Certain Suburban Purchasers in San Mateo County, Santa Clara County and Alameda County” in 1984 (1984 Settlement Agreement and Master Water Sales Contract); and

WHEREAS, in April 2003, water supply agencies in Alameda, San Mateo and Santa Clara Counties (collectively referred to as the “Wholesale Customers”) established the Bay Area Water Supply and Conservation Agency (BAWSCA), as authorized by Water Code Section 81300 *et seq.*; and

WHEREAS, upon expiration of the 1984 Settlement Agreement and Master Water Sales Contract, the Parties entered into the “Water Supply Agreement between San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County” (Water Supply Agreement or WSA) on July 1, 2009, authorized by SFPUC Resolution No. 09-0069, dated April 28, 2009; and

WHEREAS, on February 5, 2019, this Council, by Resolution No. 19-025 approved the Amended and Restated Water Supply Agreement to address a number of substantive issues; and

WHEREAS, under Article 3 of the Amended and Restated Water Supply Agreement, the SFPUC agrees to deliver water to the Wholesale Customers up to the amount of 184 million gallons per day (mgd), referred to as the “Supply Assurance,” and the Wholesale Customers have allocated shares of the Supply Assurance among themselves, referred to as Individual Supply Guarantees (“ISG”); and

WHEREAS, Section 3.04 of the Amended and Restated Water Supply Agreement enables a Wholesale Customer that has an ISG to transfer a portion of its ISG to one or more other Wholesale Customers, subject to several conditions; and

WHEREAS, under Section 3.07 of the Amended and Restated Water Supply Agreement, four Wholesale Customers (Alameda County Water District and the Cities of Milpitas, Mountain View, and Sunnyvale, collectively, the “Minimum Purchase Customers”) may purchase water from sources other than the SFPUC, but they are each obligated to purchase a specific minimum annual quantity of water from the SFPUC, referred to as a “Minimum Purchase requirement”; and

WHEREAS, if a Minimum Purchase Customer does not meet its Minimum Purchase requirement in a particular fiscal year, it must pay the SFPUC for the difference between its metered water purchases during the fiscal year and its minimum annual purchase quantity set forth in Attachment E of the Amended and Restated Water Supply Agreement; and

WHEREAS, the Amended and Restated Water Supply Agreement does not currently allow a Minimum Purchase Customer to transfer a portion of its Minimum Purchase requirement and the associated financial obligation to another Wholesale Customer; and

WHEREAS, BAWSCA and the Water Management Representatives of the BAWSCA member agencies have developed a proposed amendment to the Amended and Restated Water Supply Agreement to allow for expedited and permanent transfer of Minimum Purchase Quantities in conjunction with an ISG transfer pursuant to Section 3.04, which ensures that such transfers will not result in new or different risks to the water supply and financial interests of Wholesale Customers not participating in a transfer; and

WHEREAS, BAWSCA and SFPUC have identified intra-system water transfers as one potential solution to long term water reliability needs among the Wholesale Customers; and

WHEREAS, allowing simplified permanent intra-system transfers of portions of Minimum Purchase Quantity and ISG will facilitate the development of new water supplies by SFPUC that are necessary to improve long-term supply reliability; and

WHEREAS, the Parties agree that the total aggregate amount of Minimum Purchase Quantity that may be transferred by all the Wholesale Customers subject to Minimum Purchase requirements as first specified in Attachment E of the Amended and Restated Water Supply Agreement, over the course of one or multiple transfers, is limited to 6 mgd; and

WHEREAS, if demand for Minimum Purchase Quantity transfers exceeds 6 mgd in the future, the Parties agree to consider further amending Section 3.04 of the Amended and Restated Water Supply Agreement to increase the total aggregate cap on the amount of Minimum Purchase Quantity that may be transferred; and

WHEREAS, a proposed transfer that does not meet the requirements of Section 3.04 of the Amended and Restated Water Supply Agreement, as amended by this Resolution, may be presented as an amendment to the Amended and Restated Water Supply Agreement pursuant to Section 2.03 of the Amended and Restated Water Supply Agreement; and

WHEREAS, an updated Amended and Restated Water Supply Agreement, reflecting this amendment, in the form negotiated by BAWSCA (2021 Amended and Restated Water Supply Agreement), was presented to, and approved by SFPUC on January 26, 2021, pursuant to SFPUC Resolution No. 21-0009; and

WHEREAS, the amendment considered now is not a "project" for the purposes of CEQA as it involves an administrative activity that does not result in a direct change to the environment (see 14 CCR Section 15378(b)(5)), and would not result in a direct or reasonably foreseeable indirect physical change in the environment (see 14 CCR Section 15060(c)(2)).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby approves the modifications included in the "2021 Amended and Restated Water Supply Agreement Between the City and County of San Francisco Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County" dated January 26, 2021 (2021 Amended and Restated Water Supply Agreement), a copy of which is on file in the Office of the City Clerk.

BE IT FURTHER RESOLVED that the City Manager is authorized and directed to sign the 2021 Amended and Restated Water Supply Agreement, in the form previously approved by the San Francisco Public Utilities Commission.



HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION APPROVING A MINIMUM PURCHASE TRANSFER FROM  
THE CITY OF MOUNTAIN VIEW TO THE CITY OF EAST PALO ALTO

WHEREAS, the City and County of San Francisco ("San Francisco") Public Utilities Commission ("SFPUC") operates the Regional Water System, which delivers water to water supply agencies in Alameda, San Mateo, and Santa Clara Counties (collectively, "the Parties"); and

WHEREAS, in April 2003, water supply agencies in Alameda, San Mateo and Santa Clara Counties (collectively, the "Wholesale Customers") established the Bay Area Water Supply and Conservation Agency (BAWSCA), as authorized by Water Code Section 81300 *et seq.*; and

WHEREAS, in November of 2018, San Francisco and the Wholesale Customers (the "Parties") entered into the Amended and Restated Water Supply Agreement ("WSA"); and

WHEREAS, the Parties have identified intra-system water transfers as one potential solution to long-term water reliability needs among the Wholesale Customers; and

WHEREAS, in 2017, Mountain View and East Palo Alto executed a water rights transfer agreement in which East Palo Alto agreed to pay Mountain View \$5 million for the permanent transfer of all rights, title, interest to 1.0 mgd of Mountain View's Individual Supply Guarantee (ISG) to East Palo Alto; and

WHEREAS, in 2017, the City of Mountain View ("Mountain View") and the City of East Palo Alto ("East Palo Alto") were interested in transferring 1.0 million gallons per day ("mgd") of Mountain View's Minimum Annual Purchase Quantity ("Minimum Purchase") to East Palo Alto, however, at the time, there was no procedure in the WSA to effectuate such a transfer without amending the WSA; and

WHEREAS, on January 26, 2021, the SFPUC adopted the 2021 Amended and Restated Water Supply Agreement ("2021 WSA"), which includes a new procedure by which Wholesale Customers with ISGs may participate in permanent expedited transfers of a portion of Minimum Purchase and ISG, without creating new or different risks to the water supply and financial interests of Wholesale Customers not participating in such transfers; and

WHEREAS, the 2021 WSA has been or will be presented to the governing body of each Wholesale Customer, and if approved, will permit Wholesale Customers with an ISG to transfer and accept a portion of another Wholesale Customer's Minimum Purchase, if certain requirements are satisfied; and

WHEREAS, on April 20, 2021, East Palo Alto and Mountain View approved on April 20, 2021 and June 8, 2021 respectively the conversion of the 1.0 mgd of Mountain View's ISG sold to East Palo Alto in 2017 into a transfer of up to 1.0 mgd of Mountain View's Minimum Purchase to East Palo Alto, in increments of 0.25 mgd or other amount, subject to the City Council's approval of an agreement for each incremental transfer and the approval of the Wholesale Customers and San Francisco; and

WHEREAS, East Palo Alto and Mountain View are authorized and prepared to execute a negotiated agreement memorializing the terms and conditions of a 0.25 mgd transfer of Mountain View's Minimum Purchase to East Palo Alto; and

WHEREAS, as noted below, one of the conditions of the negotiated agreement between Mountain View and East Palo Alto is that, in exchange for the 0.25 mgd of Minimum Purchase transfer, Mountain View will provide East Palo Alto with an immediate Right-of-First Refusal for drought water transfers at the same volume as the Minimum Purchase transfer, pursuant to Appendix H of the 2021 WSA; and

WHEREAS, in conjunction with consideration of the 2021 WSA, East Palo Alto and Mountain View propose the Wholesale Customers and San Francisco approve, in advance, the terms and conditions for converting up to 1.0 mgd of Mountain View's ISG purchased by East Palo Alto in 2017 into a transfer of 1.0 mgd of Mountain View's Minimum Purchase to East Palo Alto, in 0.25 mgd increments, if Mountain View and East Palo Alto mutually agree to such incremental transfers in the future and provided the conditions outlined below are met; and

WHEREAS, if up to 1.0 mgd of Mountain View's ISG purchased by East Palo Alto in 2017 is converted into a transfer of up to 1.0 mgd of Mountain View's Minimum Purchase to East Palo Alto, up to 1.0 mgd of Minimum Purchase, in 0.25 mgd increments, will be counted towards the total Minimum Purchase that may be transferred pursuant to Section 3.04.C.1 of the 2021 WSA; and

WHEREAS, this parallel action continues to require the calculation of a Temporary Modified Minimum Annual Purchase Quantity, set out in Attachment E-1 in the 2021 WSA; however, the transferor, Mountain View, is responsible for the imputed sales associated with transfers to East Palo Alto up to 1.0 mgd, until the terms and conditions outlined below are satisfied; and

WHEREAS, in accordance with the water transfer provisions of the 2021 WSA, Mountain View and East Palo Alto will coordinate with San Francisco and BAWSCA to document Temporary Modified Minimum Annual Purchase Quantities to be included on Attachment E-1, transferred Minimum Annual Purchase Quantities to be included on Attachment E, when timely, and amendments to each cities' Individual Water Sales Contract with San Francisco.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby approves, in advance, the conversion of up to 1.0 mgd of Mountain View's ISG, sold to East Palo Alto in 2017 into a transfer of 1.0 mgd of Mountain View's ISG plus up to 1.0 mgd of Mountain View's Minimum Purchase to East Palo Alto, in 0.25 mgd increments, if all the following terms and conditions are satisfied:

- a. Mountain View will transfer up to 1.0 mgd of its Minimum Purchase to East Palo Alto, in increments of 0.25 mgd, subject to the Mountain View City Council's and the East Palo Alto City Council's approval of an agreement for each incremental transfer.
- b. For each incremental transfer, a Temporary Modified Minimum Annual Purchase Quantity will be calculated for East Palo Alto that is equal to the City's five-year average water use from the SFPUC for the most recent non-drought years prior to the 2017 ISG purchase, plus the incremental transfer amount(s).
- c. For each incremental transfer, Mountain View will maintain, and be responsible for paying any imputed sales for, its Minimum Purchase requirement in effect at that time, as set forth in Attachment E of the WSA, including up to 1.0 mgd ISG transfer to East Palo Alto, until East Palo Alto's water use meets the Temporary Modified Minimum Annual Purchase Quantity for three consecutive years.
- d. East Palo Alto will not be required to pay imputed sales associated with the Temporary Modified Minimum Annual Purchase Quantity for any incremental transfer of the 1.0 mgd of Mountain View's Minimum Purchase requirement.
- e. For each incremental transfer, once East Palo Alto has met the Temporary Modified Minimum Annual Purchase Quantity for three consecutive years, the incremental portion of Mountain View's Minimum Purchase transferred to East Palo Alto will become East Palo Alto's Minimum Purchase, and Mountain View's Minimum Purchase will be reduced by an equivalent amount. East Palo Alto's new Minimum Purchase will be included in Attachment E and both cities' Individual Water Sales Contracts will be updated to reflect this transfer.





# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** CONS 22-155

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT**

Adopt Resolutions 1) Awarding a Contract to Sposeto Engineering, Inc., for the Safe Routes for Seniors Project, Project No. 05309, in the Amount of \$2,366,608, and Authorizing a Contingency Budget of \$233,000 for Administrative Change Orders; 2) Appropriating Measure BB Paratransit Funds, in the Amount of \$250,000, to Project No. 05309; and, 3) Transferring Funds, in the Amount of \$400,000, from the Main Street Complete Streets Project, Project No. 05283, to SR4S Project No. 05309

**RECOMMENDATION**

That Council adopts the attached resolutions (Attachment II, III, and IV):

1. Approving Addendums No. 1 and 2 consisting of revisions to the plans and specifications for the Safe Routes for Seniors (SR4S) project, and awarding the contract for the project to Sposeto Engineering, Inc., (Sposeto) in the amount of \$2,366,608 and authorizing a contingency budget of \$233,000 for administrative change orders;
2. Appropriating previously authorized Measure BB Paratransit funding, in an amount of \$250,000, to the SR4S, Project No. 05309; and
3. Transferring \$400,000 from Main Street Complete Streets Project, Project No. 05283, to the SR4S Project, Project No. 05309.

**SUMMARY**

The Safe Routes for Seniors (SR4S) Project implements pedestrian improvements designed to improve accessibility for senior residents and individuals with disabilities. Given the concentration of facilities serving senior residents in and around the Downtown, this project focuses primarily on the Downtown area of Hayward. The proposed improvements will increase walkability by improving safety and increasing accessibility for all. The Project includes four intersections located in Downtown Hayward.

On February 15, 2022, five (5) bids were received for the project, all of which were below the Engineer's estimate. The low bid was \$2,366,608, which is \$382,552, or approximately 14%, below the Engineer's estimate. Staff recommends that Council award the contract to the lowest bidder, Sposeto, in the amount not-to-exceed \$2,366,608, and authorize a contingency budget of \$233,000, for administrative change orders.

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**File #:** CONS 22-155

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The project budget is \$2,740,608 coming from Measure BB infrastructure improvements funds and is included in the FY 2019-2022 Capital Improvement Program (CIP).

*Council Infrastructure Committee Review*

An update for this item was last presented to the Council Infrastructure Committee (CIC) on April 28, 2021 and received positive feedback and recommendation to present to Council for consideration.

This project is categorically exempt under Section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities.

**ATTACHMENTS**

Attachment I Staff Report

Attachment II Resolution - Award

Attachment III Resolution - Appropriating Funds

Attachment IV Resolution - Transferring Funds



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT** Adopt Resolutions 1) Awarding a Contract to Sposeto Engineering, Inc., for the Safe Routes for Seniors Project, Project No. 05309, in the Amount of \$2,366,608, and Authorizing a Contingency Budget of \$233,000 for Administrative Change Orders; 2) Appropriating Measure BB Paratransit Funds, in the Amount of \$250,000, to Project No. 05309; and, 3) Transferring Funds, in the Amount of \$400,000, from the Main Street Complete Streets Project, Project No. 05283, to SR4S Project No. 05309

## **RECOMMENDATION**

That Council adopts the attached resolutions (Attachment II, III, and IV):

1. Approving Addendums No. 1 and 2 consisting of revisions to the plans and specifications for the Safe Routes for Seniors (SR4S) project, and awarding the contract for the project to Sposeto Engineering, Inc., (Sposeto) in the amount of \$2,366,608 and authorizing a contingency budget of \$233,000 for administrative change orders;
2. Appropriating previously authorized Measure BB Paratransit funding, in an amount of \$250,000, to the SR4S, Project No. 05309; and
3. Transferring \$400,000 from Main Street Complete Streets Project, Project No. 05283, to the SR4S Project, Project No. 05309.

## **SUMMARY**

The Safe Routes for Seniors (SR4S) Project implements pedestrian improvements designed to improve accessibility for senior residents and individuals with disabilities. Given the concentration of facilities serving senior residents in and around the Downtown, this project focuses primarily on the Downtown area of Hayward. The proposed improvements will increase walkability by improving safety and increasing accessibility for all. The Project includes four intersections located in Downtown Hayward.

On February 15, 2022, five (5) bids were received for the project, all of which were below the Engineer's estimate. The low bid was \$2,366,608, which is \$382,552, or approximately 14%, below the Engineer's estimate. Staff recommends that Council award the contract to the lowest bidder, Sposeto, in the amount not-to-exceed \$2,366,608, and authorize a contingency budget of \$233,000, for administrative change orders.

The project budget is \$2,740,608 coming from Measure BB infrastructure improvements funds and is included in the FY 2019-2022 Capital Improvement Program (CIP).

### Council Infrastructure Committee Review

An update for this item was last presented to the Council Infrastructure Committee (CIC) on April 28, 2021<sup>1</sup> and received positive feedback and recommendation to present to Council for consideration.

This project is categorically exempt under Section 15301(c) of the California Environmental Quality Act Guidelines for the operation, repair, maintenance, or minor alteration of existing facilities.

## **BACKGROUND**

After receiving approval from the Alameda County Transportation Commission (ACTC), the City's Community Services Division and Public Works & Utilities Department worked together to utilize \$2,740,608 of ACTC's Direct Local Distribution (DLD) funds from Measure BB for the SR4S project. After considering feedback from the community meetings and analyzing collision data, staff prioritized the intersections located in the study area and narrowed down the scope to five signalized and one unsignalized intersections. The selected six intersections are shown below:

1. Hazel Ave./City Center Dr. and Foothill Blvd.
2. A St. and Montgomery Ave.
3. B St. and Montgomery Ave. (Unsignalized)
4. Watkins Ave. and D St.
5. A St and Main St.
6. C St and Main St.

To increase efficiency and prevent disturbing the area twice, both A Street/Main Street, and C Street/Main Street intersection improvements will be included in the design and construction of the Main Street Complete Streets Project.

Below is a list of major milestones for the SR4S project:

- May 29, 2019<sup>2</sup>: Staff presented the SR4S project to the CIC.
- July 2 and 27, 2019: With the help of local senior housing facilities and senior centers, Staff engaged in two outreach meetings. The meetings included a presentation, two design activities, and a survey. Staff introduced the project and possible pedestrian safety improvements. Senior residents engaged via passive mapping activities in which they selected which intersections are difficult to cross.

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<sup>1</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4923165&GUID=906AD478-B718-4988-9657-461997B2F1D9&Options=&Search=>

<sup>2</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=3957521&GUID=DE0BC635-A9CB-49C9-9251-39C46E502CED&Options=&Search=>

- June 26, 2020: A Request for Proposals (RFP) was issued to solicit Engineering Design Consultants. W-Trans, Inc., was selected to perform the engineering design.
- July 22, 2020<sup>3</sup>: Staff presented project updates to the CIC.
- March 8, 2021: Following the development of conceptual design improvements, the team conducted public outreach to receive community feedback regarding proposed improvements for each intersection. An online community meeting was held to expand outreach beyond the meeting.
- April 28, 2021<sup>4</sup>: Staff presented the Phase I engineering design and proposed improvements to the CIC. Phase I focused on the existing conditions, evaluation, community outreach, and culminate in the selection of preferred concept plans.
- November 15, 2021: Phase II, including the engineering design plans, specifications, and estimates was completed.
- January 17, 2022<sup>5</sup>: Plans and Specifications were approved.
- January 20, 2022: Project was advertised and called for construction bids.
- February 15, 2022: Bids were received and opened, and the apparent low bidder was introduced.

## DISCUSSION

From the Project inception through the end phases of design, the process for making improvements to the selected intersections included collaboration with community members through three outreach meetings. After each community meeting, staff provided updates to the CIC and received comments and direction. The proposed improvements include the following features for each intersection:

### **Foothill Boulevard/Hazel Avenue-City Center Drive intersection:**

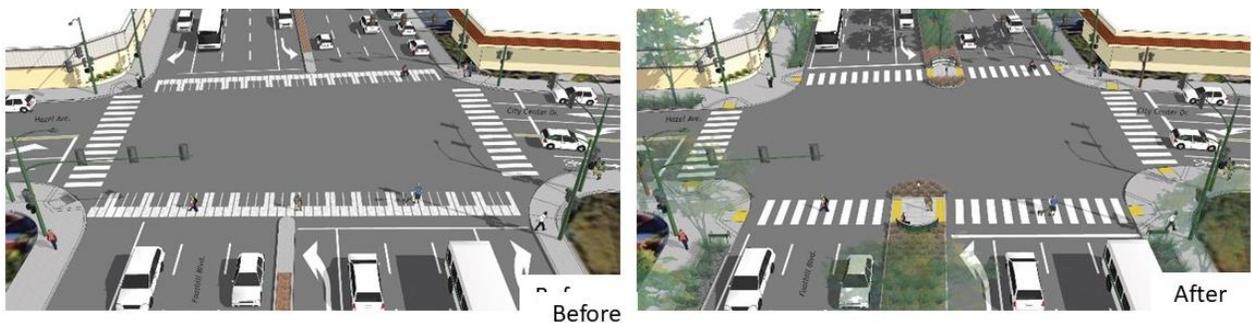
- Remove northbound and southbound right-turn lanes.
- Allow enough room for future bike lanes on Foothill Blvd.
- Extend curbs on all four corners facing Foothill Boulevard.
- Extend curb towards Hazel Avenue on the northeast corner.
- Widen medians on Foothill Blvd for pedestrian refuge including seating and ped push buttons.
- Install directional Americans with Disabilities Act (ADA) ramps with high visibility yellow or similar color on all four corners.

<sup>3</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4595746&GUID=9F8EF13D-EC8D-4F25-8F1E-17BB86078DB5&Options=&Search=>

<sup>4</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4923165&GUID=906AD478-B718-4988-9657-461997B2F1D9&Options=&Search=>

<sup>5</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=5382580&GUID=15E9CEE7-48E8-4D11-832D-54CC341FC16E&Options=&Search=>

- Setback advance stop bar further in advance of crosswalks.
- Reposition existing crosswalks as needed to accommodate new directional ADA ramps.
- Signal poles to be moved to accommodate bi-directional ramps.
- Relocate pedestrian push buttons to new poles closer to ADA ramps.
- Install pedestrian push buttons in Foothill Boulevard median refuge islands.
- Install larger pedestrian signal heads.
- Include a lead pedestrian phase for all pedestrian calls (4 seconds included).
- Maintain protected left-turn phasing on all four signal approaches.
- Increase pedestrian crossing time to serve a slower pedestrian speed.
- Install 'No Right Turn on Red' extinguishable message signs on all four approaches which would activate during ped calls.
- Restripe continental crosswalks with high visibility thermoplastic including consideration of themed design to call attention to crosswalks.



### **Montgomery Avenue/A Street Intersection**

- Remove westbound right turn lane.
- Extend curbs on the North-East corner facing south, but still allow for future bike lanes, east of Montgomery Avenue.
- Install directional ADA ramps with high visibility yellow or similar color on all four corners
- Install advance stop bar in advance of crosswalks.
- Redesign north leg crosswalk so that it is perpendicular to roadway.
- Reposition existing crosswalks as needed to accommodate new directional ADA ramps.
- Proposed protected left-turn phasing with four new signal pole mastarms plus four new Type 1 poles.
- Relocate ped push buttons poles closer to ADA ramps.
- Install larger pedestrian signal heads for North-South pedestrian movements.
- Include a lead pedestrian phase for all pedestrian calls (4 seconds included).
- Convert all phases to include protected left-turn phasing.
- Increase pedestrian crossing time to serve a slower pedestrian speed.
- Install 'No Right Turn on Red' extinguishable message signs on all four approaches which would activate during ped calls.
- Restripe continental crosswalks with high visibility thermoplastic.
- Enhanced pedestrian warning signs.



### Montgomery Avenue/B Street Intersection

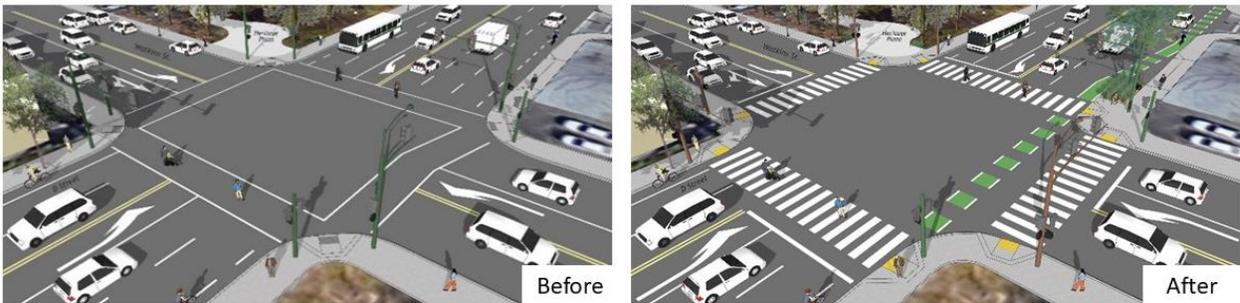
- Extend bike lanes on D Street from the west to the intersection with Montgomery Avenue.
- Allow enough room for future bike lanes on B Street to the east.
- Redesign south leg with raised crosswalk.
- Install directional ADA ramps with high visibility yellow or similar color on all four corners.
- Install advance stop bar in advance of crosswalks.
- Redesign east and west leg crosswalks so that they are perpendicular to roadway.
- Reposition existing crosswalks as needed to accommodate new directional ADA ramps.
- Restripe continental crosswalks with high visibility thermoplastic.
- Enhanced pedestrian warning signs.



### Watkins Avenue/D Street

- Eliminate southern eastbound through lane between Watkins Street to Francisco Street and extend curb to narrow D Street.
- Reconstruct driveway curb cuts and sidewalks on South-East corner to be more ADA compatible.
- Install directional ADA ramps with high visibility yellow or similar color on all four corners.
- Install advance stop bar in advance of crosswalks.
- Redesign south leg crosswalk so that it is perpendicular to roadway.
- Reposition existing crosswalks as needed to accommodate new directional ADA ramps.
- Proposed protected left-turn phasing (North-South) with two new signal pole mastarms. Five other poles to be relocated to accommodate bi-directional ramps.

- Relocate ped push buttons poles closer to ADA ramps.
- Install larger pedestrian signal heads for pedestrian movements.
- Increase intensity lighting to ensure full coverage of pedestrian crosswalks and corners.
- Include a lead pedestrian phase for all pedestrian calls (4 seconds included).
- Convert N-S phases to include protected left-turn phasing.
- Install 'No Right Turn on Red' extinguishable message signs on all four approaches which would activate during ped calls.
- Restripe continental crosswalks with high visibility thermoplastic.
- Enhanced pedestrian warning signs.



On February 4, 2022, Staff published Addendum No. 1 which included revisions to the technical specifications and responses to questions from the contractors.

On February 10, 2022, Staff published Addendum No. 2 which included minor revisions to the bid sheets and provided additional design information for the contractor through responses to their questions.

On February 15, 2022, the City received five (5) bids for the project, ranging from \$2,366,608 to \$2,737,471. Sposeto Engineering, Inc., of Livermore, submitted the lowest bid in the amount of \$2,366,608, which is 13.9% lower than the Engineer's Estimate of \$2,749,160. Ray's Electric, of Oakland, submitted the second lowest bid in the amount of \$2,507,365, which is 8.7% lower than the Engineer's Estimate. All bid documents and licenses for the apparent low bidder, Sposeto, are in order. Staff recommends award of the contract to Sposeto in the amount of \$2,366,608, and approval of a contingency budget of \$233,000 for administrative change orders in the event additional funds are required for unforeseen conditions and changes during construction.

On November 15, 2016<sup>[1]</sup>, Council passed a resolution authorizing a Community Workforce Agreement (CWA) with the Alameda County Building Trades Council (BTC), which applies to City projects with construction costs of \$1,000,000 or more. The agreement requires contractors to use local union hiring halls, encourages contractors to employ Hayward residents or Hayward Unified School District graduates, and requires hired workers to pay

<sup>[1]</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=2882111&GUID=118B2EF9-1D2C-471F-999E-4BE0929706A0&Options=&Search=>

union dues and other benefit trust fund contributions, etc. Because the construction cost estimate for the Project is more than \$1,000,000, the CWA agreement applies to this project.

## **ECONOMIC IMPACT**

The SR4S project fosters economic activities by making walking in the Downtown safer and more pleasant, and increasing accessibility for all. It can result in a reduction of single lane occupancy vehicles, reduced congestion, and reduce costs related to automobile-related infrastructure maintenance and contributes to the overall efficiency of the transportation system.

## **FISCAL IMPACT**

The estimated costs for the Safe Routes for Seniors Project are as follows:

Construction Contract	\$2,366,608
Administrative Construction Contingency	\$233,000
Design Administration – City Staff	\$10,000
Construction Administration – City Staff (Estimated)	<u>\$131,000</u>
Total	\$2,740,608

### *Appropriation of Additional Funds*

The SR4S project will not have a direct fiscal impact on the General Fund. The SR4S project solely utilizes the City’s Measure BB Paratransit special revenue fund derived from Measure BB sales tax revenues administered by ACTC. The FY 2019-2021 Annual Paratransit Program Plan allocated \$2.7 million of Measure BB infrastructure improvements funds toward SR4S project. As part of the FY 2022 Measure B/BB Annual Paratransit Program Plan<sup>6</sup>, Council approved an additional allocation, up to \$1,000,000, to continue and expand the SR4S project. The adopted FY 2022 CIP budget includes \$750,000 for the Project in Fund 219. Staff is requesting that Council appropriate the remaining \$250,000 in Fund 214, and authorize a transfer to Fund 219 to support the construction of Project (Attachment II). There is sufficient fund balance to support this recommendation. Furthermore, staff is requesting to transfer \$400,000 from the Main Street Complete Streets Project, which is currently delayed due to community feedback, to SR4S to fully fund the project in FY 2022. This also ensures that funds will be utilized in a timely manner. Staff is proposing to allocate \$400,000 of the FY 2023 SR4S project budget towards the Main Street Complete Streets project, which will be more aligned with the project timeline.

## **STRATEGIC ROADMAP**

This agenda item supports the Strategic Priority of Improve Infrastructure. Specifically, this item relates to the implementation of the following project(s):

Project 1: Improve Access and Mobility in Downtown Hayward

<sup>6</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4900847&GUID=BAE704F2-77BC-4917-BC87-B4EC2D0075F5&Options=&Search=>

- Project 8, Part 8e: Implement the Bike & Ped Master Plan; Assess SR4S in the downtown area
- Project 8, Part 8f: Implement the Bike & Ped Master Plan; Implement SR4S in the downtown area

**SUSTAINABILITY FEATURES**

The plan will be a comprehensive effort to improve connectivity, public health, physical activity, and recreational opportunities. By applying best practices, the project will increase transportation options, reduce environmental impacts of the transportation system, and enhance the overall quality of life for residents. The goal of the project is to make walking in Downtown Hayward safe, pleasant, and accessible for all while prioritizing senior community residents. The resulting reduction in single occupancy vehicles will reduce vehicle miles traveled and greenhouse gases.

**PUBLIC CONTACT**

Immediately after the construction contract is awarded, a preliminary notice explaining the project will be posted and distributed to all residents and businesses along the affected intersections. After the construction work has been scheduled, signs on barricades will be posted seventy-two hours prior to commencement of work indicating the date and time of work for each intersection. Residents will be advised to take alternative routes to avoid any possible traffic due to construction activities during the construction period.

**SCHEDULE**

Award of Construction Contract	March 22, 2022
Notice to Proceed	April 2022
Construction Completion	November 2022

**NEXT STEPS**

If Council approves, the City Manager will execute the awarded construction contract with Sposeto Engineering, Inc., for the bid amount of \$2,366,608, appropriate Measure BB Funds, and initiate a transfer of funds from the Main Street Complete Streets Project.

*Prepared by:* Saeed Saebi, Associate Civil Engineer  
 Kathy Garcia, Deputy Director of Public Works

*Recommended by:* Alex Ameri, Director of Public Works

Approved by:




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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION APPROVING AWARD OF CONTRACT FOR THE SAFE ROUTES FOR SENIORS PROJECT, PROJECT NO. 05309 TO SPOSETO ENGINEERING, INC.

WHEREAS, by resolution on January 18, 2022, the City Council approved the plans and specifications for the Safe Routes for Seniors Project, Project No. 05309, and called for bids to be received on February 15, 2022; and

WHEREAS, on February 15, 2022, five (5) bids were received, ranging from \$2,366,608 to \$2,737,471; Sposeto Engineering, Inc., (Sposeto) of Livermore, California submitted the low bid in the amount of \$2,366,608, which is 13.9% below the engineer's estimate of \$2,749,160; and

WHEREAS, on February 4, 2022, Addendum No. 1 was provided to revise specifications; and

WHEREAS, on February 4, 2022, Addendum No. 2 was provided to revise the provide additional design information; and

WHEREAS, the Administrative Change Order (ACO) or contingency budget of \$233,000 was not disclosed; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that Sposeto Engineering, Inc., is hereby awarded the contract for the Safe Routes for Seniors Project, Project No. 0309, in the amount of \$2,366,608 , in accordance with the plans and specifications adopted therefore and on file in the office of the City Clerk of the City of Hayward at and for the price named and stated in the bid of the hereinabove specified bidder, and all other bids are hereby rejected.

BE IT FURTHER RESOLVED, that an Administrative Change Order (ACO) or contingency budget of \$233,000 is hereby approved.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the contract with Sposeto, in the name of and for and on behalf of the City of Hayward, in a form to be approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION TO APPROPRIATE ADDITIONAL AUTHORIZED MEASURE BB PARATRANSIT FUNDS, IN AN AMOUNT OF \$250,000, FOR THE SAFE ROUTES FOR SENIORS (SR4S) PROJECT, PROJECT NO. 05309, WITHIN MEASURE BB PARATRANSIT OPERATING FUND (FUND 214) AND AUTHORIZE THE TRANSFER OF FUNDS FROM FUND 214 TO MEASURE BB PARATRANSIT CIP FUND (FUND 219)

WHEREAS, by Resolution RES 21-046 on April 6, 2021, the City Council approved the FY 2022 Measure BB Annual Paratransit Program Plan, authorizing up to \$1 million of Measure BB Paratransit funding to the SR4S Project (Project) in FY 2022, but only \$750,000 was appropriated; and

WHEREAS, additional funding is required to support the construction of the Project in the Downtown area; and

WHEREAS, there is sufficient fund balance in Fund 214 (Measure BB Paratransit Operating) to support the allocation of an additional \$250,000 toward the Project; and

WHEREAS, a transfer from Fund 214 (Measure BB Paratransit Operating Fund) to Fund 219 (Measure BB Paratransit CIP Fund) is required to allocate the said funds to the Project.

NOW BE IT RESOLVED that the City Council authorizes the transfer of funds and appropriation of funds, in the amount of \$250,000, from Measure BB Paratransit Operating Fund (Fund 214) to Measure BB Paratransit CIP Fund (Fund 219) to be allocated to the Safe Routes for Seniors Project, Project No. 05309.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION TO TRANSFER FUNDS, IN THE AMOUNT OF \$400,000, FROM MAIN STREET COMPLETE STREET PROJECT, PROJECT NO. 05283, TO THE SAFE ROUTES FOR SENIORS (SR4S) PROJECT, PROJECT NO. 05309

WHEREAS, on March 16, 2021 by Resolution RES 21-037, the City Council previously authorized an appropriation of \$1 million toward to the Main Street Complete Street Project, Project No. 05283; and

WHEREAS, based on community feedback, the Main Street Complete Street Project is currently on hold; and

WHEREAS, the SR4S Project, Project No. 05309 is awarding a construction contract to begin in April 2022; and

WHEREAS, the timely use of funds is a funding requirement; and

WHEREAS, both projects are in the Measure BB Paratransit CIP Fund (Fund 219); and

WHEREAS, there are sufficient funds in Main Street Complete Project to support this transfer; and

WHEREAS, staff recommends transferring \$400,000 from the Main Street Complete Street Project to the SR4S Project to fund the budget shortfall in FY 2022; and

WHEREAS, staff will include an allocation of \$400,000 of the FY 2023 SR4S Project allocation of Measure BB Paratransit Funds towards replenishing the Main Street Complete Streets Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes a transfer and allocation, in the amount of \$400,000, from the Main Street Complete Streets Project, Project No. 05283 to the SR4S Project, Project No. 05309 in FY 2022.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** CONS 22-158

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT**

Adopt Resolutions 1) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with SurfaceDesign, Inc., by \$122,975 for a Total Not-to-Exceed Amount of \$637,975 for Additional Design and Consultant Services; and, 2) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with Langan Engineering and Environmental Services by \$200,026 for a Total Not-to-Exceed Amount of \$493,426 for Additional Design and Consultant Services for the La Vista Park Project, Project No. 06914

**RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an amendment to the Professional Services Agreement (PSA) with SurfaceDesign, Inc., (SDI) increasing the agreement for the design and consulting services for the La Vista Park Project by \$122,975 for a total not-to-exceed amount of \$637,975; and adopts a resolution (Attachment III) authorizing the City Manager to execute an amendment to the PSA with Langan Engineering and Environmental Services (Langan) increasing the agreement for the design and consulting services for the La Vista Park Project by \$200,026, for a total not-to-exceed amount of \$493,426.

**SUMMARY**

On March 26, 2019, Council approved a PSA with SDI for the final design services and construction support for the La Vista Park Project in an amount not-to-exceed \$515,000. The design phase for this project is conducted in two phases. Phase 1 involved preparation of 30% final design of the project. The 30% design was used to define the project scope and to revise the CEQA review and addendum for the addition of a 20-acre Caltrans Route 238 parcel to the project. The CEQA review and addendum was completed and presented to Council on September 28, 2021. Council authorized staff to proceed with Phase 2 design work, which involves finalizing the design and preparing construction documents.

An existing wetland area and man-made well was identified on the 20-acre Caltrans Route 238 parcel. The existing well was sealed to determine if the wetland was being fed by a man-made source. Wetland areas fed by man-made wells are not protected wetlands. The man-made well was found to have contributed to the creation of most of the wetland area. A small remaining area was determined to be a

natural wetland area. The design of the park was revised to avoid any disturbance to this existing wetland area. A revision to the landslide stability plan was then required to avoid any repairs that would directly impact the small existing wetland area.

The contract amendment requested for the SDI agreement is for additional costs for design verification, grading revisions, exhibit preparation, topographic surveying, meetings, and coordination of the CEQA review and findings. In addition, slope stabilization construction documents will be prepared to expedite the construction of the proposed slope stabilization keyway. This approach allows work to begin while the overall park construction documents are being finalized. Staff requests approval of the attached resolution to amend the SDI PSA is in an amount of \$122,975 for a total contract not-to-exceed amount of \$637,975.

On March 26, 2019, Council approved a PSA with Langan for the geotechnical investigation and report for the La Vista Park Project in an amount not-to-exceed \$220,000. On May 19, 2020, Council approved an amendment to the Langan PSA to increase the agreement to an amount not-to-exceed \$293,400. This contract amendment is for additional work to revise the slope stability analysis, review revised grading plans and slope stability keyway plans, meetings, coordination, and construction monitoring for the slope stability keyway construction. Staff requests approval of the attached resolution to amend the Langan PSA in an amount of \$200,026 for a total contract not-to-exceed amount of \$493,426.

*Council Infrastructure Committee Review*

An oral update was provided to the Council Infrastructure Committee (CIC) on April 28, 2021 and received positive feedback.

**ATTACHMENTS**

- |                |                               |
|----------------|-------------------------------|
| Attachment I   | Staff Report                  |
| Attachment II  | Resolution                    |
| Attachment III | Resolution - SDI Amendment    |
| Attachment IV  | Resolution - Langan Amendment |



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT:** Adopt Resolutions 1) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with SurfaceDesign, Inc., by \$122,975 for a Total Not-to-Exceed Amount of \$637,975 for Additional Design and Consultant Services; and, 2) Authorizing the City Manager to Execute an Amendment Increasing the Professional Services Agreement with Langan Engineering and Environmental Services by \$200,026 for a Total Not-to-Exceed Amount of \$493,426 for Additional Design and Consultant Services for the La Vista Park Project, Project No. 06914

## **RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute an amendment to the Professional Services Agreement (PSA) with SurfaceDesign, Inc., (SDI) increasing the agreement for the design and consulting services for the La Vista Park Project by \$122,975 for a total not-to-exceed amount of \$637,975; and adopts a resolution (Attachment III) authorizing the City Manager to execute an amendment to the PSA with Langan Engineering and Environmental Services (Langan) increasing the agreement for the design and consulting services for the La Vista Park Project by \$200,026, for a total not-to-exceed amount of \$493,426.

## **SUMMARY**

On March 26, 2019, Council approved a PSA with SDI for the final design services and construction support for the La Vista Park Project in an amount not-to-exceed \$515,000. The design phase for this project is conducted in two phases. Phase 1 involved preparation of 30% final design of the project. The 30% design was used to define the project scope and to revise the CEQA review and addendum for the addition of a 20-acre Caltrans Route 238 parcel to the project. The CEQA review and addendum was completed and presented to Council on September 28, 2021<sup>1</sup>. Council authorized staff to proceed with Phase 2 design work, which involves finalizing the design and preparing construction documents.

An existing wetland area and man-made well was identified on the 20-acre Caltrans Route 238 parcel. The existing well was sealed to determine if the wetland was being fed by a man-

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<sup>1</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=5149130&GUID=D8228E92-C3A1-4D7C-B138-B71367B5DEB1&Options=&Search=>

made source. Wetland areas fed by man-made wells are not protected wetlands. The man-made well was found to have contributed to the creation of most of the wetland area. A small remaining area was determined to be a natural wetland area. The design of the park was revised to avoid any disturbance to this existing wetland area. A revision to the landslide stability plan was then required to avoid any repairs that would directly impact the small existing wetland area.

The contract amendment requested for the SDI agreement is for additional costs for design verification, grading revisions, exhibit preparation, topographic surveying, meetings, and coordination of the CEQA review and findings. In addition, slope stabilization construction documents will be prepared to expedite the construction of the proposed slope stabilization keyway. This approach allows work to begin while the overall park construction documents are being finalized. Staff requests approval of the attached resolution to amend the SDI PSA is in an amount of \$122,975 for a total contract not-to-exceed amount of \$637,975.

On March 26, 2019<sup>2</sup>, Council approved a PSA with Langan for the geotechnical investigation and report for the La Vista Park Project in an amount not-to-exceed \$220,000. On May 19, 2020<sup>3</sup>, Council approved an amendment to the Langan PSA to increase the agreement to an amount not-to-exceed \$293,400. This contract amendment is for additional work to revise the slope stability analysis, review revised grading plans and slope stability keyway plans, meetings, coordination, and construction monitoring for the slope stability keyway construction. Staff requests approval of the attached resolution to amend the Langan PSA in an amount of \$200,026 for a total contract not-to-exceed amount of \$493,426.

#### Council Infrastructure Committee Review

An oral update was provided to the Council Infrastructure Committee (CIC) on April 28, 2021 and received positive feedback.

## **BACKGROUND**

In 2005, the La Vista residential development that included 179 new single-family homes to be built at the South Hayward site east of (and up the hill from) the terminus of Tennyson Road and Mission Boulevard was approved. The original project included construction of a new approximately thirty-acre public park. The development's goal was to provide new housing within City and also served as remediation for a former rock quarry site.

Home construction at the La Vista development has been completed. The original thirty-acre park site on land donated from the developer was expanded to almost fifty acres in size by the addition twenty acres of the former Caltrans route 238 property right-of-way acquired by the City.

An existing wetland area and man-made well was identified on the 20-acre Caltrans Route 238 parcel. The existing well was sealed to determine if the wetland was being fed by a man-

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<sup>2</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=3897638&GUID=AD716AFF-467D-4E35-8C07-0F39495BAE26&Options=&Search=>

<sup>3</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4539054&GUID=DE6EFDEE-53D2-4FB2-87D4-64E33A15986F&Options=&Search=>

made source. Wetland areas fed by man-made wells are not protected wetlands. The man-made well was found to have contributed to the creation of most of the wetland area. A small remaining area was determined to be a natural wetland area. The design of the park was revised to avoid any disturbance to this existing wetland area. A revision to the landslide stability plan was then required to avoid any repairs that would directly impact the small existing wetland area.

On March 26, 2019<sup>4</sup>, Council approved agreements with both SDI and Langan for the design and preparation of construction documents and a geotechnical investigation and report for the La Vista Park Project in an amount not-to-exceed \$515,000 for SDI and \$220,000 for Langan. The 30% progress construction plans were completed in May 2020 and the geotechnical report by Langan was completed in June 2020. The CEQA addendum draft study was completed in December 2020 which identified the existing wetland on the 20-acre Caltrans Route 238 parcel.

## **DISCUSSION**

The contract amendment requested for the SDI agreement is for additional costs for design verification, grading revisions, exhibit preparation, topographic surveying, meetings, and coordination following the CEQA review and findings. In addition, slope stabilization construction documents will be prepared to expedite the construction of the proposed slope stabilization keyway. This approach allows work to begin while the overall park construction documents are being finalized. Staff requests approval of the attached resolution to amend the SDI PSA in an amount of \$122,975 for a total contract not-to-exceed amount of \$637,975.

On March 26, 2019<sup>5</sup>, Council approved a PSA with Langan for the geotechnical investigation and report for the La Vista Park Project in an amount not-to-exceed \$220,000. On May 19, 2020<sup>6</sup>, Council approved an amendment to the Langan PSA to increase the agreement to an amount not-to-exceed \$293,400. This new contract amendment is for additional work to revise the slope stability analysis, review revised grading plans and slope stability keyway plans, meetings, coordination, and construction monitoring for the slope stability keyway construction. Staff requests approval of the attached resolution to amend the Langan PSA in an amount of \$200,026 for a total contract not-to-exceed amount of \$493,426.

## **ECONOMIC IMPACT**

The development of a destination park will attract visitors that will contribute to the vitality of the City and South Hayward area. The park will provide an amenity to the area and have a positive impact on the community's economic development.

## **FISCAL IMPACT**

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<sup>4</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=3897638&GUID=AD716AFF-467D-4E35-8C07-0F39495BAE26&Options=&Search=>

<sup>5</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=3897638&GUID=AD716AFF-467D-4E35-8C07-0F39495BAE26&Options=&Search=>

<sup>6</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4539054&GUID=DE6EFDEE-53D2-4FB2-87D4-64E33A15986F&Options=&Search=>

The original La Vista Park design conducted by SDI was estimated at \$23.3 million to construct. The updated project design cost estimate is \$25.8 million based on the current 65% progress set. Staff is working with the design consultant and HARD to align the project design and programming with the available budget of \$23.3 million.

Park in-lieu fees from the La Vista Development will contribute approximately \$2.14 million towards construction of the park. Council also approved the use of \$1.5 million in funds held for development of the South Hayward Youth and Family Center towards the park effort. These fees will be paid back via future park in-lieu fees. The City has set aside \$4.23 million from the collection of park in-lieu fees.

The Hayward Area Recreation and Park District’s (HARD) Board of Directors approved a funding plan totaling \$15.4 million for the project that included the following:

- 1) \$2 million Measure F1 bond money
- 2) \$6.7 million in additional Measure F1 bond money
- 3) \$6.7 million of loaned Measure F1 bond money

**Current Funding Plan for La Vista Park**

Project Cost Estimate	(\$23,254,000)
(will be kept within available funding)	

Current Project Funding Sources:

Park In-Lieu fees from La Vista Development	\$2,140,000
South Hayward Community Center Contribution	\$1,500,000

HARD Contributions:

HARD Park In-Lieu Fees set aside at City	\$4,230,000
HARD Measure F1 Bond fund allocations	\$15,384,000

<b>Current Project Funding Surplus/(Deficit)</b>	<b>\$0</b>
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This request has no impact on the General Fund. There are no other funding sources for La Vista Park except for those already mentioned in this report (developer fees, park in-lieu fees, and Measure F1 bond money).

The adopted FY22 CIP budget includes a total project budget of \$23.3 million for this effort in the Capital Projects (Governmental) Fund (Fund 405). Staff is working with the design consultant and HARD to align the project design and programming with the available budget of \$23.3 million.

**STRATEGIC ROADMAP**

This agenda item supports the Strategic Priority of Support Quality of Life. Specifically, this

item relates to the implementation of the following project(s):  
Project 12, Part 12a: Design La Vista Park

## **SUSTAINABILITY FEATURES**

The La Vista Park will be designed to be the most environmentally sustainable park within the City. As part of the design, park areas will require less irrigation and native grasses and plants will be used throughout the park. Park structures will be constructed from natural materials versus traditional, more costly fabricated structures.

## **PUBLIC CONTACT**

Listed below are previous public meetings or public outreach efforts performed by the City, HARD, and SDI related to the La Vista Park project:

- On Friday, October 20, 2017, City staff and the team from SDI met with representatives from Fairway Park to present and receive feedback regarding the current La Vista Park plans.
- On Thursday, October 26, 2017, a public outreach meeting was conducted at Matt Jimenez Community Center, soliciting input from the Hayward community at large, regarding the most current La Vista Park design. Staff, HARD staff, and the SDI team conducted a public presentation and received input from participants regarding draft Park plans.
- On Monday, October 30, 2017, Council hosted a joint work session with the HARD Board of Directors where City staff, HARD staff, and the SDI team presented the design for La Vista Park.

## **NEXT STEPS**

If Council approves, the City Manager will execute the amendment to the PSA for SDI and Langan to continue the design and construction document preparation.

*Prepared by:* Alex Tat, Associate Civil Engineer  
Kathy Garcia, Deputy Director of Public Works

*Recommended by:* Alex Ameri, Director of Public Works

*Approved by:*



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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH SURFACEDESIGN, INC. FOR THE LA VISTA PARK PROJECT, PROJECT NO. 06914

WHEREAS, the aforesaid parties have entered into that certain Agreement dated the 30th day of April, 2019, entitled "Agreement for Professional Services between the City of Hayward and SurfaceDesign, Inc."; and

WHEREAS, the City and the Consultant desire to amend the Agreement in certain respects to provide additional services for landscape architecture and civil engineering services for the La Vista Park Project, Project No. 06914

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to negotiate and execute, on behalf of the City of Hayward, an amendment to the agreement with SurfaceDesign, Inc., for additional services in an amount of \$122,975, for a total not-to-exceed amount of \$637,975, associated with the La Vista Park Project, Project No. 06914, in a form approved by the City Attorney.

**ATTACHMENT II**

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                          MAYOR:

NOES:           COUNCILMEMBERS:

ABSTAIN:       COUNCILMEMBERS:

ABSENT:        COUNCILMEMBERS:

ATTEST: \_\_\_\_\_  
                  City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH LANGAN ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE LA VISTA PARK PROJECT, PROJECT NO. 06914

WHEREAS, the aforesaid parties amended the Agreement dated the 24th day of April, 2019, entitled "Agreement for Professional Services between the City of Hayward and Langan Engineering and Environmental Services" on May 19, 2020 in the amount of \$73,400 for a total not-to-exceed amount of \$293,400; and

WHEREAS, the City and the Consultant desire to amend the Agreement in certain respects to provide additional services for geotechnical engineering services for the La Vista Park Project, Project No. 06914.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to negotiate and execute, on behalf of the City of Hayward, an amendment to the agreement with Langan Engineering and Environmental Services for additional services in an amount of \$200,026, for a total not-to-exceed amount of \$493,426, associated with the La Vista Park Project, in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** CONS 22-170

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** CIO/Director of Information Technology

**SUBJECT**

Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with LookingPoint for Cisco Unified Computing System (UCS) and VMWare Refresh in an Amount Not-to-Exceed \$300,000

**RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute an agreement with LookingPoint for Cisco UCS Server and VMWare refresh in an amount not-to-exceed \$300,000.

**SUMMARY**

Cisco UCS is a data center server computer product composed of computing hardware, virtualization support and management software. UCS is the hardware that runs VMWare. VMWare is the backbone for City applications. It governs availability, resource allocation, and runs Microsoft servers. It allows for easy access of troubleshooting application performance issues and in the event of recovery, virtualization greatly reduces the restoration time as compared to building new physical servers. This is beneficial for the City and its residents because it enables applications to maximize their uptime to perform daily transactions with City Departments. Without regular updates of the UCS hardware and VMWare, the City's applications run the risk of poor performance and possible unavailability.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** CIO/Director of Information Technology

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with LookingPoint for Cisco Unified Computing System (UCS) and VMWare Refresh in an Amount Not-to-Exceed \$300,000

### **RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute an agreement with LookingPoint for Cisco UCS Server and VMWare refresh in an amount not-to-exceed \$300,000.

### **SUMMARY**

Cisco UCS is a data center server computer product composed of computing hardware, virtualization support and management software. UCS is the hardware that runs VMWare. VMWare is the backbone for City applications. It governs availability, resource allocation, and runs Microsoft servers. It allows for easy access of troubleshooting application performance issues and in the event of recovery, virtualization greatly reduces the restoration time as compared to building new physical servers. This is beneficial for the City and its residents because it enables applications to maximize their uptime to perform daily transactions with City Departments. Without regular updates of the UCS hardware and VMWare, the City's applications run the risk of poor performance and possible unavailability.

### **BACKGROUND**

The City received three quotes from qualified vendors for hardware and professional services to design and install a new UCS solution for the City. The chosen provider, LookingPoint, is a local business and their solution offers a high level of support and on-site monitoring; two highly desirable features sought after by the City. The City has worked with LookingPoint in the past and has found their work to be dependable and reasonably priced.

### **DISCUSSION**

All on-premises City Hall virtual servers reside on Cisco UCS hosts, which have been in production for ten years. The UCS hosts are a critical piece of the City's virtual infrastructure

and host enterprise application servers responsible for the daily operation of the City. The UCS hosts are approaching end-of-life, which requires a hardware refresh to stay current.

As part of the procurement effort, IT reached out to Cisco for a list of their certified partners. Certified partners are previously vetted by Cisco and receive discounts on Cisco hardware. Based on this, IT reached out to several of the certified partners and received written proposals for the work. Thereafter, IT made a vendor selection based on the cheapest cost.

IT selected LookingPoint based on the following evaluation criteria: cost; availability of vendor level-one support; and availability of on-site monitoring. Level-one support ensures fast response time for technical issues and is important because issues with UCS typically impact all on-site applications and must be addressed immediately. On-site monitoring consists of tools that reside inside the network and will immediately notify IT of any hardware issues such that they can be addressed immediately to minimize potential downtime.

The chosen provider, LookingPoint, is a local business and the design offered by their engineers was clear, simple, and met IT's needs for project implementation. LookingPoint also supplied several references for comparable governmental organizations as well as private companies. The review team found their solution to be cost-competitive.

## **STRATEGIC ROADMAP**

This agenda item supports the Strategic Priority of Improve Organizational Health. Specifically, this item relates to the implementation of the following project:

Project 17, Part 17b: Upgrade City network connections and speeds

Staff is bringing forth this new item because of the need to provide cost-effective, secure, fast, and reliable communications within and connecting to the City of Hayward applications.

## **FISCAL IMPACT**

Staff requests Council authorize the City Manager to negotiate and execute an agreement with LookingPoint not-to-exceed \$300,000. The cost of the contract will be allocated via a transfer from the current IT Operating Funds Budget (Fund 730) and will be funded using the fund balance currently within the fund. Five-year maintenance and warranty are included in the cost of the contract.

## **NEXT STEPS**

If Council authorizes the City Manager to negotiate and execute this agreement, then staff will schedule the project. Project kickoff would commence in April 2022 and take approximately two months to complete.

*Prepared by:* Carolyn Saputo, IT Manager Infrastructure

*Recommended by:* Adam Kostrzak, CIO/Director of Information Technology

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH LOOKINGPOINT FOR CISCO UCS AND VMWARE REFRESH IN AN AMOUNT NOT TO EXCEED \$300,000

WHEREAS, all on-premises City Hall virtual servers reside on Cisco UCS hosts which have been in production for 10 years; and

WHEREAS, the UCS hosts are a critical piece of the City virtual infrastructure and host enterprise application servers responsible for the daily operation of the City; and

WHEREAS, the UCS hosts are approaching end-of-life which requires a hardware refresh to stay current; and

WHEREAS, the City of Hayward ("City") received a list of pre-vetted vendors from Cisco and solicited competitive quotes for this project;

WHEREAS, following review of the quotes, the City selected LookingPoint for this project; and

WHEREAS, LookingPoint is a local business and their SD-WAN solution offers level one support and on-site monitoring which are two highly desirable features requested by the City; and

WHEREAS, LookingPoint was selected by the City for implementation of the UCS solution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward authorizes and directs the City Manager to negotiate and execute an Agreement with LookingPoint for Cisco UCS and VMWare Refresh in an amount not to exceed \$300,000, in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
                  City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** CONS 22-172

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Chief of Police

**SUBJECT**

Adopt a Resolution Authorizing the City Manager to Reestablish a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program & Lateral Hiring Bonus Program and Reestablish a Hiring Incentive Referral Program (HIRP) for City Employees

**RECOMMENDATION**

That the City Council adopts a resolution (Attachment II) authorizing the City Manager to reestablish a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program & Lateral Hiring Bonus Program in the amount of \$10,000 per Qualified Candidate Hired Under the TEAG Program and \$20,000 per Qualified Candidate Hired Under the Lateral Hiring Bonus Program and Reestablish a Hiring Incentive Referral Program (HIRP) which will provide a \$2,000 incentive to current City of Hayward employees who refer qualified employees for full-time permanent positions within the Police Department.

**SUMMARY**

The Hayward Police Department has experienced a significantly diminished pool of well-qualified police officer applicants due to the competitive market and other factors. To attract more qualified applicants, and as a reflection of industry standards around recruiting of police officers nationally, staff recommends the permanent reestablishment of the Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program in the amount of \$10,000, Lateral Hiring Bonus Program in the amount of \$20,000, and Hiring Referral Incentive Program (HIRP) in the amount of \$2,000. The bonus awards for the TEAG and Lateral Hiring Bonus Programs would be distributed over a three- to four-year period in a phased approach.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	TEAG Bonus Program Resolution
Attachment III	Lateral Bonus Program Resolution
Attachment IV	HIRP Resolution

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**File #:** CONS 22-172

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Attachment V	TEAG Bonus Program Agreement
Attachment VI	Lateral Bonus Program Agreement
Attachment VII	HIRP Referral Application



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Chief of Police

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Reestablish a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program & Lateral Hiring Bonus Program and Reestablish a Hiring Incentive Referral Program (HIRP) for City Employees

## **RECOMMENDATION**

That the City Council adopts a resolution (Attachment II) authorizing the City Manager to reestablish a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program & Lateral Hiring Bonus Program in the amount of \$10,000 per Qualified Candidate Hired Under the TEAG Program and \$20,000 per Qualified Candidate Hired Under the Lateral Hiring Bonus Program and Reestablish a Hiring Incentive Referral Program (HIRP) which will provide a \$2,000 incentive to current City of Hayward employees who refer qualified employees for full-time permanent positions within the Police Department

## **SUMMARY**

The Hayward Police Department has experienced a significantly diminished pool of well-qualified police officer applicants due to the competitive market and other factors. To attract more qualified applicants, and as a reflection of industry standards around recruiting of police officers nationally, staff recommends the permanent reestablishment of the Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program in the amount of \$10,000, Lateral Hiring Bonus Program in the amount of \$20,000, and Hiring Referral Incentive Program (HIRP) in the amount of \$2,000. The bonus awards for the TEAG and Lateral Hiring Bonus Programs would be distributed over a three-to four-year period in a phased approach.

## **BACKGROUND**

The Hayward Police Department, like many other municipalities across the United States, has experienced a diminished pool of qualified police officer applicants. In 2019, the Council approved the establishment of a hiring bonus program that met industry standards in police recruiting. The original resolution<sup>1</sup> authorizing the creation of this program provided for a set number of bonuses to be awarded during a one-year period.

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<sup>1</sup> May 4, 2019 Meeting of the Hayward City Council:  
<https://hayward.legistar.com/LegislationDetail.aspx?ID=3945369&GUID=3EE1F943-25BB-44D2-8729-46516B26A803&Options=ID|Text|&Search=bonus>

In 2020, the program was temporarily halted to evaluate the program’s effectiveness. HPD’s evaluation found that there was a gain in applications received and qualified employees hired during the program’s operation. 26 qualified candidates were hired, in part, due to the established bonus program. It is more imperative than ever that HPD reestablishes a hiring bonus program to regain recruiting competitiveness given the challenges cause by the COVID pandemic and issues facing the recruiting of police officers nationally.

Hiring bonuses are now industry standard and are commonly used by departments to engage and attract the best talent. Our research has shown that utilizing two types of hiring bonus programs can aid in attracting talent to our agency. One program provides incentives for entry-level officers via a Trainee/Entry Level/Academy Graduate (TEAG) hiring bonus and the other program provides incentives for experienced candidates already working as police officers in the Lateral Officer Hiring Bonus Program.

**DISCUSSION**

TEAG PROGRAM: Across the United States, very few agencies utilize a signing bonus program for TEAG candidates. Table 1 below shows some of the regional jurisdictions where signing bonus are provided to Entry Level/Academy Graduates. Reestablishing a TEAG Program will increase the City of Hayward’s competitive regional advantage.

**TABLE 1: JURISDICTIONS OFFERING SIGNING BONUSES FOR ENTRY LEVEL/ACADEMY GRADUATES**

JURISDICTION	EXAMPLE OF SIGNING BONUSES OFFERED
BART Police Department SF Bay Area	<ul style="list-style-type: none"> <li>• \$15,000 Signing Bonus</li> </ul>
Palo Alto Police Department	<ul style="list-style-type: none"> <li>• \$10,000 – Academy Graduates</li> <li>• Paid over phases</li> </ul>
Alameda County Sheriff’s Office	<ul style="list-style-type: none"> <li>• \$12,000 – Academy Graduate</li> <li>• \$10,000 – Deputy Sheriff Recruit</li> </ul>

To attract more qualified TEAG applicants, staff recommends that the City adopt a Police Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program. Based on surveying local agencies within California and the Western United States, staff recommends \$10,000 hiring bonus incentive. This amount is competitive and provides for a substantial recruitment advantage as compared to agencies recruiting in the region. The employee hired would make a three-year commitment or repay the City on a prorated basis. It is further recommended that the TEAG signing bonus be distributed over four (4) phases as illustrated in Table 2 below.

**TABLE 2: ELIGIBILITY AND BONUS DISTRIBUTION FOR TEAG CANDIDATES**

PHASE	QUALIFICATION	BONUS AMOUNT
1 - 25%	Successful Completion of the testing process and acceptance of a final offer of employment to be paid on first pay period	<b>\$2,500</b>
2 - 25%	Successful Completion of Officer Field Training Program	<b>\$2,500</b>
3 - 25%	Successful Completion of the Officer Probationary Period	<b>\$2,500</b>
4 - 25%	Two years after the completion of Probationary Period	<b>\$2,500</b>
<b>TOTAL BONUS (Distributed Over a Four-Year Period):</b>		<b>\$10,000</b>

Table 3 below describes the internal monitoring of the signing bonus implementation.

**TABLE 3: INTERNAL MONITORING PROCEDURE FOR SIGNING BONUS IMPLEMENTATION**

LEAD DEPARTMENT	PROCEDURE
Police Department: Personnel & Training Unit Division	<ul style="list-style-type: none"> <li>○ Determine TEAG Police Officer Applicant’s eligibility to participate in the program and notify applicant.</li> <li>○ Classify that applicant has successfully completed the TEAG Police Officer testing process and has accepted a Final Offer of Employment.</li> <li>○ Notify Payroll of applicant’s eligibility of each level of distribution of TEAG Officer Bonus Program.</li> </ul>
Finance Department: Payroll	<ul style="list-style-type: none"> <li>○ Process TEAG Officer Bonus distributions as taxable income.</li> </ul>

LATERAL OFFICER HIRING BONUS PROGRAM: The Hayward Police Department, like many other municipalities across the United States, has experienced a diminished pool of well-qualified “Lateral” police officer applicants. Lateral hiring programs have intensified over the past year and industry standards in police recruiting have seen many law enforcement agencies incorporating robust monetary Lateral Bonus Programs to help attract more qualified Lateral Police Officer candidates. An effectively managed Lateral Bonus Program, coupled with other Lateral Officer hiring incentives, will expand our agency’s pool of qualified Lateral Police Officer applicants.

Across the United States, there are several agencies that have initiated Lateral Officer Bonus Programs. Most aggressively, we find these programs in the Western Region of the United States. Law enforcement agencies in the San Francisco Bay Area are using this recruitment technique to counter economic factors such as housing costs, general cost of living, and the cost of commuting. Table 4 below shows some of the jurisdictions where signing bonus are provided to Lateral Transfers.

**TABLE 4: JURISDICTIONS OFFERING SIGNING BONUSES FOR LATERAL POLICE OFFICERS**

JURISDICTION	EXAMPLE OF SIGNING BONUSES OFFERED
Salinas Police Department Salinas, CA	• \$20,000 Signing Bonus
Alameda Police Department Alameda, CA	• \$30,000 Signing Bonus
Palo Alto Police Department Palo Alto, CA	• \$25,000 Signing Bonus
Antioch Police Department Antioch, CA	• \$10,000 Signing Bonus
Modesto Police Department Modesto, CA	• \$15,000 Signing Bonus
El Segundo Police Department El Segundo, CA	• \$25,000 Signing Bonus
San Francisco Police Department San Francisco, CA	• \$5,000 Signing Bonus
Alameda County Sheriff	• \$15,000 Signing Bonus

To attract more qualified Lateral Police Officer applicants, it is recommended that the Hayward Police Department implement a Lateral Police Officer Hiring Bonus Program. Based on the results of the survey of local agencies within California and the Western United States, the amount of the bonus is recommended to be \$20,000. This amount is competitive and provides for a recruitment advantage as compared to agencies recruiting in the region. It is further recommended that the Lateral Bonus be provided over four (4) phases as illustrated in Table 5 below.

**TABLE 5: ELIGIBILITY AND BONUS DISTRIBUTION FOR LATERAL POLICE OFFICER CANDIDATES**

PHASE	QUALIFICATION	BONUS AMOUNT
1 - 25%	Successful Completion of the testing process and acceptance of a final offer of employment to be paid on first pay period	<b>\$5,000</b>
2 - 25%	Successful Completion of Lateral Officer Field Training Program	<b>\$5,000</b>
3 - 25%	Successful Completion of the Lateral Officer Probationary Period	<b>\$5,000</b>
4 - 25%	Two years after the completion of Probationary Period	<b>\$5,000</b>
<b>TOTAL BONUS (Distributed Over a Three to Four-Year Period):</b>		<b>\$20,000</b>

Table 6 below describes the internal monitoring of the signing bonus implementation.

**TABLE 6: INTERNAL MONITORING PROCEDURE FOR SIGNING BONUS IMPLEMENTATION**

LEAD DEPARTMENT	PROCEDURE
Police Department: Personnel & Training Unit Division	<ul style="list-style-type: none"> <li>○ Determine Lateral Police Officer Applicant’s eligibility to participate in the program and notify applicant.</li> <li>○ Classify that applicant has successfully completed the Lateral Police Officer testing process and has accepted a Final Offer of Employment.</li> <li>○ Notify Payroll of applicant’s eligibility of each level of distribution of Lateral Officer Bonus Program.</li> </ul>
Finance Department: Payroll	<ul style="list-style-type: none"> <li>○ Process Lateral Officer Bonus distributions as taxable income.</li> </ul>

**HIRP PROGRAM:** A recruitment strategy that utilizes its current employees to provide word-of-mouth recruiting can be an effective tool to engage and recruit new employees. This engagement can often provide some of the best candidates to fill vacancies within the Police department. To help encourage this word-of-mouth recruiting, staff recommends reestablishing a Hiring Incentive Referral Program (HIRP).

The HIRP pays a total of \$2,000 to current City employees who refer non-City employees to the City of Hayward Police Department for employment into a full-time, permanently budgeted position (see payment and award options in Table 6 below). The new employee must have no prior work history with the City and written notification of the referral must be provided to the HPD’s Personnel and Training Unit.

**ELIGIBILITY GUIDELINES:**

- a. The Referrer must be a current employee of the City of Hayward.
- b. The new employee must be hired into a vacant full-time, permanently budgeted position.
- c. The new employee must have no prior work history with the City of Hayward.
- d. The new employee must pass probation to obtain full benefits of the HIRP.
- e. Written notification from the referring employee must be provided to HPD’s Personnel and Training Unit prior to any formal offer of employment.

**INELIGIBILITY GUIDELINES:**

- a. A referring employee cannot be at the Executive level or above.
- b. City employees assigned to the Human Resources Department are not eligible for this program.
- c. Department employees assigned to HPD’s Personnel and Training Unit are not eligible for this program.
- d. Department employees assigned to HPD’s Recruitment Team are ineligible for referrals made during any Department sponsored recruiting event.

**TABLE 5: EXTERNAL AND INTERNAL MONITORING PROCEDURE FOR SIGNING BONUS IMPLEMENTATION**

<b>EMPLOYEE/LEAD DEPARTMENT</b>	<b>PROCEDURE</b>
Employee	○ Refers potential candidates to apply for open positions with the City of Hayward Police Department.
Police Department: Personnel & Training Unit Division	○ The process of confirmation of eligibility for employees seeking HIRP awards is TBD.
Finance Department: Payroll	○ Process HIRP incentive award payment as taxable income.

Payment/Award options for the HIRP are illustrated in Table 6:

**TABLE 6: PAYMENT AND AWARD OPTIONS**

<b>OPTION</b>	<b>PROCEDURE</b>
Cash/Monetary Award	○ Referring Employee receives a \$2,000 total cash incentive phased as follows: <ul style="list-style-type: none"><li>▪ Referring employee receives \$1,000 of award after formal offer of employment has been given to new employee.</li><li>▪ Referring employee receives the remaining \$1,000 of the award upon completion of probationary period by new employee.</li></ul>

**FISCAL IMPACT**

The Trainee/Entry Level/Academy Graduate (TEAG) Bonus Program will cost up to \$10,000 per hire, which will be paid over 4 years following the hire date. Based on hiring trends from 2018 and 2019, the Police Department anticipates hiring a minimum of 10 officers eligible for TEAG bonuses per year. The estimated cost anticipated for the TEAG Bonus Program if a minimum of ten officers are hired in a single year is up to \$100,000 (*cost spread over four years*). The program will be funded through salary savings from vacant positions; therefore, no additional General Fund impact is anticipated.

The Lateral Bonus Program will cost up to \$20,000 per hire and will be paid over three to four years after the employee’s hiring date according to the bonus distribution discussed above. Based on hiring trends from 2018 and 2019, the Police Department anticipates hiring a minimum of nine (9) lateral officers per year. The annual cost for the Lateral Bonus Program if a minimum of nine officers are hired in a single year is up to \$180,000, with payments spread over three to four years. The program will be funded through salary savings from vacant positions; therefore, no additional General Fund impact is anticipated.

The Hiring Incentive Referral Program (HIRP) will cost up to \$2,000 per referral leading to a hire and will be paid over one to two years according to the payment schedule discussed above. Based on the hiring trends of the department from 2018 to 2019, the Police

Department anticipates hiring a minimum of 9 employees per year because of this program, representing 47% of total hiring. The annual costs of the HIRP, assuming 9 employees hired, is \$18,000. The program will be funded through salary savings from vacant positions but may require additional appropriations depending on the success of the program.

### **STRATEGIC INITIATIVES**

This agenda item is a routine operational item and does not relate to one of the Council's Strategic Initiatives.

### **NEXT STEPS**

If the Council authorizes this action, staff will take the appropriate steps to implement the Trainee/Entry Level/Academy Graduate (TEAG) Hiring Bonus Program, Lateral Hiring Bonus Program, and Hiring Referral Program (HIRP).

*Prepared by:* Ryan Cantrell, Lieutenant – Program Manager, Recruiting

*Recommended by:* Toney Chaplin, Chief of Police

Approved by:



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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO REESTABLISH A HAYWARD POLICE DEPARTMENT TRAINEE / ENTRY LEVEL / ACADEMY GRADUATE (TEAG) HIRING BONUS PROGRAM

WHEREAS, the recruitment of well-qualified police officers in today's workforce has become very competitive; and,

WHEREAS, the City of Hayward has experienced that the pool of well-qualified candidates has deteriorated compared to past generations of recruits; and,

WHEREAS, hiring incentive programs will help the City of Hayward to be competitive in recruiting well-qualified Police Department officers; and,

WHEREAS, the Police Department anticipates hiring a minimum of 10 officers eligible for TEAG program per year; and,

WHEREAS, the TEAG Bonus Program will offer \$10,000 per candidate over a four-year four (4) phased approach; and,

WHEREAS, this program will be funded with currently appropriated Police Department budgeted salary and benefit savings that result from vacant positions.

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to reestablish a Police Department Trainee / Entry Level / Academy Graduate (TEAG) Bonus Program in the amount of \$10,000 as set forth in the staff report per qualified candidate hired.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO REESTABLISH A HAYWARD POLICE DEPARTMENT LATERAL OFFICER HIRING BONUS PROGRAM IN THE AMOUNT OF \$20,000 PER QUALIFIED CANDIDATE HIRED

WHEREAS, recruitment of well-qualified lateral police officers in today's workforce has become very competitive; and,

WHEREAS, the City of Hayward has experienced a diminished pool of well-qualified lateral police officer applicants; and,

WHEREAS, hiring incentive programs will help the City of Hayward to be competitive in recruiting well-qualified lateral police officers; and,

WHEREAS, the Police Department anticipates hiring a minimum of nine (9) lateral officers eligible for the Lateral Officer Hiring Bonus Program per year; and,

WHEREAS, this program will be funded with currently appropriated Police Department budgeted salary and benefit savings that result from vacant positions.

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to reestablish a Police Department Lateral Officer Bonus Program in the amount of \$20,000 per qualified candidate hired.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO REESTABLISH A HAYWARD POLICE DEPARTMENT HIRING INCENTIVE REFERRAL PROGRAM (HIRP) IN THE AMOUNT OF \$2,000 TO QUALIFIED REFERRING EMPLOYEES

WHEREAS, recruitment of well-qualified police officers in today's workforce has become very competitive; and,

WHEREAS, the City of Hayward has experienced that the pool of well-qualified candidates has deteriorated compared to past generations of recruits; and,

WHEREAS, hiring incentive programs will help the City of Hayward to be competitive in recruiting well-qualified Police Department staff; and,

WHEREAS, the Police Department anticipates hiring a minimum of 15 employees per year; and,

WHEREAS, this program will be funded with currently appropriated Police Department budgeted salary and benefit savings that result from vacant positions.

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to reestablish a Police Department Hiring Incentive Referral Program (HIRP) in the amount of \$2,000 to qualified referring employees.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2022

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



**CITY OF HAYWARD  
HIRING BONUS AGREEMENT  
TRAINEE/ENTRY LEVEL/ACADEMY GRADUATE (TEAG)**

This Agreement is made between the CITY OF HAYWARD (“City”) and \_\_\_\_\_ (“Employee”).

WHEREAS the Employee begins employment with the City in the Police Department (“Department”) for the first time as a POLICE OFFICER who meets the City requirements as a Trainee/Entry Level/Academy Graduate Officer;

WHEREAS the Department wishes to bestow upon the Employee a hiring bonus (“Hiring Bonus”) as an incentive for the Employee to accept employment at the City and remain satisfactory employed in the Department for at least three (3) full years;

WHEREFORE, City and the Employee agree to the following terms.

1. City, acting through the Department, agrees to bestow upon the Employee the amount of \$10,000 as a Hiring Bonus in return for the Employee accepting City’s offer of employment. This amount shall be paid directly to the Employee on the Employee’s paycheck as follows:

- a. 25% paid upon successful completion of the testing process and accept a final offer of employment (to be paid on first pay period of employment).;
- b. 25% paid upon successful completion of Field Training Program;
- c. 25% paid upon successful completion of Probationary Period;
- d. 25% paid upon two (2) years after the completion of Probationary Period.

2. City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes shall be withheld as bonus earnings from the Hiring Bonus and reported to the Internal Revenue Service as income on the Employee’s W-2. **The Hiring Bonus is not considered “salary” and shall not be included for the purposes of retirement benefit calculations or salary increases.**

3. Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.

4. In return for accepting the Hiring Bonus as provided in paragraphs 1 and 2 above, the Employee agrees to work for the Department, on a regular and full-time basis for at least 3 years beginning on \_\_\_\_\_ and ending on \_\_\_\_\_. Should the Employee resign, quit, or be terminated for cause before the above stated ending date the Employee shall repay a prorated amount of the Hiring Bonus as provided in the following paragraphs.

5. The Employee's failure to remain employed by the Department for three years, will trigger the Employee's duty to repay, pro-rata, the amount paid by the Department pursuant to paragraph 1, above. (This amount may be more than the Employee received due to tax or other withholdings.) For example, if the Employee leaves one year prior to the end date, he/she will repay 12/36 of such amount. To facilitate the repayment, the Employee, by signing below, expressly gives City a lien on all his/her salary, wages, and other sums payable to him/her by City. In addition, the Employee hereby authorizes City to withhold all amounts so due from any sum payable to the Employee by the Department and City. The Employee also agrees that any tax consequences borne as a result of the repayment of the Hiring Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain employed by the Department for three years for reasons beyond his/her control (e.g. injury, illness or death), other than just cause termination, the Department may in its sole discretion waive all or part of the liability owed by the Employee. Any such waiver must be approved in writing by the Employee's Department Head, the Director of Human Resources and the City manager.

7. In the event the Employee is unable or unwilling to work, is taken off work, or is placed on leave of absence at any time during the period that this Agreement is effective, any payment owed or due to be owed to Employee shall be delayed the same amount of time as the Employee remains off work. For purposes of this section, any period in excess of 10 consecutive days that the Employee does not work during the time period of the Agreement shall delay the bonus payment periods owed to Employee by this Agreement.

8. In the event the Employee leaves the Department to work at another Department within City during the three-year period noted above, the Department and the Department to which the employee is transferring ("New Department") shall negotiate in good faith for the re-payment, pro-rata, of the Hiring Bonus by the New Department. Unless the New Department affirmatively agrees to reimburse the Department for the pro-rated portion of the Hiring Bonus, the Employee remains responsible for repaying the Department.

9. If any part of this Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable and Employee agrees, represents, and warrants that he/she will be held to any applicable repayment of Hiring Bonus.

BY SIGNING BELOW, the Employee certifies that he/she has not accepted a financial incentive for accepting employment at City, other than described in this Agreement.

IN WITNESS THEREOF:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Employee

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief of Police

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Manager

Attest:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Clerk

Approved as Form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Attorney



**CITY OF HAYWARD  
HIRING BONUS AGREEMENT  
LATERAL OFFICER**

This Agreement is made between the CITY OF HAYWARD (“City”) and  
\_\_\_\_\_ (“Employee”).

WHEREAS the Employee begins employment with the City in the Police Department (“Department”) for the first time as a POLICE OFFICER who meets the City requirements as a Lateral Officer;

WHEREAS the Department wishes to bestow upon the Employee a hiring bonus (“Hiring Bonus”) as an incentive for the Employee to accept employment at City and remain satisfactory employed in the Department for at least three (3) full years;

WHEREFORE, City and the Employee agree to the following terms.

1. City, acting through the Department, agrees to bestow upon the Employee the amount of \$20,000 as a Hiring Bonus in return for the Employee accepting City’s offer of employment. This amount shall be paid directly to the Employee on the Employee’s paycheck as follows:

- a. 25% paid upon successful completion of the testing process and accept a final offer of employment (to be paid on first pay period of employment).;
- b. 25% paid upon successful completion of Field Training Program;
- c. 25% paid upon successful completion of Probationary Period;
- d. 25% paid upon two (2) years after the completion of Probationary Period.

2. City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes shall be withheld as bonus earnings from the Hiring Bonus and reported to the Internal Revenue Service as income on the Employee’s W-2. **The Hiring Bonus is not considered “salary” and shall not be included for the purposes of retirement benefit calculations or salary increases.**

3. Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.

4. In return for accepting the Hiring Bonus as provided in paragraphs 1 and 2 above, the Employee agrees to work for the Department, on a regular and full-time basis for at least 3 years beginning on \_\_\_\_\_ and ending on \_\_\_\_\_. Should the Employee resign, quit, or be terminated for cause before the above stated ending date the Employee shall repay a prorated amount of the Hiring Bonus as provided for in the following paragraphs.

5. The Employee's failure to remain employed by the Department for three years, will trigger the Employee's duty to repay, pro-rata, the amount paid by the Department pursuant to paragraph 1, above. (This amount may be more than the Employee received due to tax or other withholdings.) For example, if the Employee leaves one year prior to the end date, he/she will repay 12/36 of such amount. To facilitate the repayment, the Employee, by signing below, expressly gives City a lien on all his/her salary, wages, and other sums payable to him/her by City. In addition, the Employee hereby authorizes City to withhold all amounts so due from any sum payable to the Employee by the Department and City. The Employee also agrees that any tax consequences borne as a result of the repayment of the Hiring Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain Employed by the Department for three years for reasons beyond his/her control (e.g. injury, illness or death), other than just cause termination, the Department may in its sole discretion waive all or part of the liability owed by the Employee. Any such waiver must be approved in writing by the Employee's Department Head, the Director of Human Resources and the City manager.

7. In the event the employee is unable or unwilling to work, is taken off work, or is placed on leave of absence at any time during the period that this Agreement is effective, any payment owed or due to be owed to Employee shall be delayed the same amount of time as the Employee remains off work. For purposes of this section, any period in excess of 10 consecutive days that the Employee does not work during the time period of the Agreement shall delay the bonus payment periods owed to Employee by this Agreement.

8. In the event the Employee leaves the Department to work at another Department within City during the three-year period noted above, the Department and the Department to which the employee is transferring ("New Department") shall negotiate in good faith for the re-payment, pro-rata, of the Hiring Bonus by the New Department. Unless the New Department affirmatively agrees to reimburse the Department for the pro-rated portion of the Hiring Bonus, the Employee remains responsible for repaying the Department.

9. If any part of this Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable and Employee agrees, represents, and warrants that he/she will be held to any applicable repayment of Hiring Bonus.

BY SIGNING BELOW, the Employee certifies that he/she has not accepted a financial incentive for accepting employment at City, other than described in this Agreement.

IN WITNESS THEREOF:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Employee

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief of Police

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Manager

Attest:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Clerk

Approved as Form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Attorney



HAYWARD POLICE DEPARTMENT  
HIRING INCENTIVE REFERRAL PROGRAM  
REFERRAL APPLICATION



**Applicant Eligibility**

\_\_\_\_\_ has been determined to be eligible for:  
*(Name of Applicant)*

- Lateral Police Officer
- Entry-Level/Academy Graduate
- Police Officer Trainee
- Other: \_\_\_\_\_

**Referring Employee**

\_\_\_\_\_ has referred this Candidate.  
*(Name of Employee)*

By agreeing to serve as a Referring Employee for the Applicant, this employee is eligible to receive the following incentive *(select one)*:

- \$2000** \$1000 effective after candidate is hired and an additional \$1000 after employee completes probationary period.
- (40) hours of Compensation Time** (20) hours effective after candidate has accepted a formal job offer, (20) hours after completion of probation.

**Referring Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Routing/Approvals**

Personnel and Training Lieutenant: \_\_\_\_\_ Date: \_\_\_\_\_

Special Operations Captain: \_\_\_\_\_ Date: \_\_\_\_\_

Chief of Police: \_\_\_\_\_ Date: \_\_\_\_\_



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** LB 22-009

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Assistant City Manager

**SUBJECT**

Fireworks Ban Education and Enforcement: Introduction of Two Ordinances Amending Chapter 4 Article 15 of the Hayward Municipal Code Relating to Social Nuisance by Specifically Including Fireworks and Chapter 3 Article 3 of the Hayward Municipal Code Relating to Fireworks by Specifically Identifying Property Owners Accountable for Fireworks

**RECOMMENDATION**

That the Council provides feedback on staff's proposed workplan to enhance community education and enforcement related to the fireworks ban and introduces two ordinances:

- 1) Amending Chapter 4, Article 15 of the Hayward Municipal Code to specifically include fireworks (Attachment II); and
- 2) Amending Chapter 3, Article 3 of the Hayward Municipal Code to specifically hold property owners accountable for fireworks on private property (Attachment III).

**SUMMARY**

On July 20, 2021, Council held a work session on firework mitigation options in response to a surge in community calls and complaints about illegal firework activity. Staff is now returning with a proposal for an enhanced outreach and enforcement approach that focuses on holding private property owners accountable where violations occur and issuing citations to private properties. As part of this approach, staff is recommending amendments to two Articles in the Municipal Code. Additionally, staff is also requesting authorization from Council to use \$30,000 toward overtime costs for enhanced and targeted enforcement operations. Some of these costs will be recuperated through additional fees associated with enforcement. These costs will be absorbed by departmental budgets or through the use of fund balance. Finally, staff is presenting an enhanced communication plan to inform community members about the additional enforcement and fees.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Ordinance Amending Chapter 4 Article 15

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**File #:** LB 22-009

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Attachment III      Ordinance Amending Chapter 3 Article 3



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Assistant City Manager

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**BACKGROUND**

On July 20, 2021, Council held a work session on firework mitigation options in response to a surge in community calls and complaints about illegal firework activity. That report<sup>1</sup> provided background on local enforcement challenges, calls for services, and the state and federal context that shows a sharp increase in the supply and availability of fireworks. The primary existing enforcement challenges are:

- It is difficult for the Hayward Police Department (HPD) staff to issue individual citations when fireworks are being lit in large crowds, due to unsafe conditions for staff.
- Officers must witness a person actually lighting a firework to issue an individual citation, which can be difficult to catch.
- Regionally, the supply and access to illegal fireworks is high, which is impacting cities throughout the Bay Area.

The July 2021 report also summarized the City's existing community outreach and enforcement activities, which include:

- Increased staffing for HPD and the Fire Department (HFD) during and around the July 4<sup>th</sup> holiday.
- Targeted operations to catch people who are selling fireworks in Hayward, which can result in seizures. However, these operations are time intensive and limited considering the scale of the supply.
- Community outreach and social media:
  - The City's Community and Media Relations Division coordinates annually with HPD and HFD to conduct online community outreach. Last year, the City generated 37 posts relating to fireworks, earning 26,180 total impressions and 66 comments. The City also created public service announcements on the City's electronic billboards along major freeways.
  - HPD works with Maintenance Services Department (MSD) staff to strategically place electronic street signs throughout the City.
  - HPD conducts concentrated outreach efforts in neighborhoods impacted by fireworks based on data from calls for service in previous years. These efforts include in-person meetings and events. Last year, HPD District Command Officers distributed over 1,000 flyers.

The July 2021 report included four areas of opportunities to enhance the City's existing strategy for addressing and mitigating illegal fireworks. At that work session, Council provided the following feedback:

- Council wanted more clarity on how staff can enforce the fireworks ban and what happens with community complaints and calls.
- Council did not want to use criminal citations as the primary enforcement tool. Instead, Council would rather see noncriminal citations like nuisance citations.
- Council suggested additional ways to conduct community outreach.

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<sup>1</sup> Link to Staff Report: <https://hayward.legistar.com/LegislationDetail.aspx?ID=5034294&GUID=A5D1F2EC-6211-407F-8C0A-54465EE2F559&Options=ID|Text|&Search=fireworks>

- A majority of Council members did not support hosting a sanctioned area for safe and sane fireworks or hosting a City-sponsored fireworks display.

## **DISCUSSION**

Staff has created an interdepartmental taskforce for the implementation of this approach, which includes staff from the Police and Fire Departments and Code Enforcement, Streets, and Communications Divisions. Staff will continue to implement the outreach and enforcement activities listed above. In addition, staff is recommending enhancing these activities with the following approach to educate and hold private property owners accountable for firework activity on their property.

### **Proposed Enhanced Enforcement Approach**

Staff recommends enhancing the City's fireworks enforcement by focusing on private properties where violations occur. As noted above, individual citations are difficult to issue, and Council has concerns about using criminal citations as the primary enforcement tool. There are fewer barriers for staff to issue citations for property violations, and the process is safer because staff does not need to engage with groups of people who are setting off fireworks.

This approach would have the following steps:

1. An appointed officer of the City witnesses a fireworks violation on a private property (such as someone's driveway or backyard) or in the street within 100 feet of a residence that can be tied back to a property (such as a house party that has spilled into the street). The appointed officers will most likely be staff from HPD, HFD, or Code Enforcement, but could be any assigned City staff.
2. The appointed officer fills out a case report and sends it to the Code Enforcement Division. The staff person may include photographic or video evidence, though that is not needed.
3. Code Enforcement issues a citation notice to the property owner. If it is a rental property, the citation will be mailed to the owner's address, not the property address, because this is a property violation.
4. The fee is \$1,200 for the first citation, \$3,000 for the second citation, and \$5,000 for the third.
5. The property owner can contest the citation through a hearing.
6. If the fee remains unpaid, it is added to the property tax bills, as is the case with all code enforcement citations.

Reports from community members - Community members will also be able to file a report online with Code Enforcement to report fireworks activity on a private property. However, they will not be able to file anonymous reports and they may need to testify if the property owner contests the citation.

Anonymous complaints - Community members will still be able to file anonymous complaints through Access Hayward. These complaints are sent to HPD's Crime Prevention Specialists. The Crime Prevention Specialists will follow up with warning letters to the properties stating

that there has been an anonymous complaint and reminding them of the fees if they were to receive a citation.

*Limitations* - This approach cannot be used for people lighting fireworks in parks or other public spaces, which staff knows are areas of concern. Instead, this is one tool in the enforcement toolbox. The hope is that any enhanced enforcement will send a stronger message that fireworks are not tolerated in Hayward.

### **Proposed Workplan for Spring and Summer of 2022**

If Council agrees with this enhanced enforcement approach, staff will mobilize to conduct the following activities over the next four months:

#### April 2022:

- Return to Council on April 5 with the second reading and adoption of the ordinances.
- Once the ordinances are adopted, issue a press release explaining the new language, the citation process, and the amounts. Follow up with social media posts that will occur throughout the spring and summer.
- Send courtesy notices to all property owners informing them of the risk of citation and the fee amounts. In addition, staff will include a similar message in water bills.

#### May 2022:

- Send follow up letters to target addresses that have been identified in the past as hosting firework activity to inform them again of the fee amounts.
- Post electronic signs with warning messages.
- Begin targeted enforcement operations in areas with historically high amounts of fireworks. These operations will mostly occur after dark and may have staff from Code Enforcement, HPD, and/or HFD.

#### June and July 2022:

- Continue targeted enforcement operations in highly impacted neighborhoods, based on analysis of the calls for service and Access Hayward complaints.

### **Proposed Ordinance Updates**

Staff is recommending the following changes to the Municipal Code to support the enforcement approach described above. These are shown with tracked changes in Attachments II and III.

- 1) Amending Chapter 4, Article 15 of the Hayward Municipal Code to specifically include fireworks.
  - Chapter 4 is on Public Welfare, Morals, and Conduct.
  - Article 15 is the Social Nuisance Ordinance.
  - These text changes specifically include fireworks as a noise nuisance and as a criminal activity that threatens the life, health, safety, or welfare of the residents of the property, neighbors, or the public.

- 2) Amending Chapter 3, Article 3 of the Hayward Municipal Code to specifically hold property owners accountable for fireworks on private property.
- Chapter 3 is on Public Safety.
  - Article 3 is on Explosives, Firearms, and Fireworks.
  - This text change explicitly holds property owners and social hosts accountable for fireworks that are ignited on their property. It also holds them accountable for fireworks in the public right of way within 100 feet of a residence that is tied back to their property, such as a through a party or event that they are hosting.

## **FISCAL IMPACT**

There may be some additional overtime costs to be able to staff the enhanced enforcement activities in this plan, which are estimated at \$30,000. This overtime will be split between the Code Enforcement Division, Police Department, and Fire Department. These costs will be absorbed by departmental budgets or through the use of fund balance. Increased enforcement and citations will generate revenue from fees that may offset some or all of these overtime costs.

## **NEXT STEPS**

If the Council introduces the attached ordinances this evening, they will be brought back for adoption during a regular meeting scheduled for April 5, 2021. The ordinances will then be effective 30 days after adoption.

*Prepared by:* Sara Buizer, Deputy Director of Development Services  
Phil Nichols, Code Enforcement Manager  
Faye Maloney, Police Sergeant  
Gregory Velasquez, Police Lieutenant  
Mary Thomas, Management Analyst  
Eric Vollmer, Deputy Fire Chief  
Rod Affonso, Streets Manager  
Chuck Finnie, Communications & Marketing Officer

*Recommended by:* Toney Chaplin, Police Chief  
Garrett Contreras, Fire Chief  
Jennifer Ott, Assistant City Manager

Approved by:



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Kelly McAdoo, City Manager

ORDINANCE NO. 22-

ORDINANCE OF THE CITY OF HAYWARD, CALIFORNIA AMENDING  
CHAPTER 4, ARTICLE 15 OF THE HAYWARD MUNICIPAL CODE  
RELATING TO SOCIAL NUISANCE BY SPECIFICALLY INCLUDING  
FIREWORKS

THE CITY COUNCIL OF THE CITY OF HAYWARD DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 4, Article 14 of the Hayward Municipal Code is hereby amended to read as follows:

ARTICLE 15  
SOCIAL NUISANCE ORDINANCE

SEC. 4-15.01 TITLE.

This ordinance shall be known as the "Social Nuisance Ordinance," may be cited as such, and will be referred to herein as "this ordinance."

SEC. 4-15.02 FINDINGS.

The City Council finds as follows:

a) Just as the physical conditions of properties within the City of Hayward can constitute public and private nuisances, so too the behavior of persons on properties within the City can constitute public and private nuisances. Examples of behavior which can constitute nuisances include large and noisy gatherings, noisy activities, including fireworks, during late night hours, use or sale of controlled substances on the premises, and the coming and going of persons with the intent to purchase controlled substances.

b) It is as important to the public health, safety and welfare for interested residents of the City or the City to be able to abate nuisance-creating behaviors as it is to abate nuisance-creating physical conditions.

c) The owners of properties within the City are responsible to monitor their properties and to take appropriate action if a nuisance exists thereon, whether that nuisance be created by existing physical conditions or by nuisance-creating behaviors. Such nuisances can be avoided with adequate property management. If property owners do not fulfill their responsibilities, it is necessary for the safety, health and welfare of neighborhoods and the City as a whole that interested persons or the City be able to undertake abatement action.

d) Neighborhood health and safety must be protected in a way which does not promote housing discrimination or promote evictions based on prejudice, unfounded fears, or personal animosities.

e) Nothing in this ordinance exempts property owners from strict compliance with state housing law on evictions, retaliatory conduct or discriminatory conduct, or privacy.

SEC. 4-15.03 PURPOSE.

The purpose of this ordinance is:

- a) To set forth and enforce minimum standards relating to the management of properties to protect the public health, safety, and welfare, and
- b) To put in place a remedy which will permit aggrieved persons or the City to take effective, efficient administrative or judicial action against property owners who permit nuisance-creating behaviors to occur on their properties on a continuing basis in order to compel such owners to abate the nuisance-creating behaviors.
- c) The provisions of this ordinance are intended to be supplementary and complementary to all of the other provisions of the Hayward Municipal Code and state law and all remedies set forth herein shall be cumulative to other remedies which may be available under the Hayward Municipal Code or state law.

SEC. 4-15.04 APPLICATION.

The provisions of this ordinance shall apply generally to all property, whether owner occupied or rental, throughout the City of Hayward wherein any of the nuisances hereinafter specified, are found to exist. A criminal conviction is not required for establishing the occurrence of a nuisance violation pursuant to this ordinance. The provisions of this ordinance shall not apply to activities which constitute a bona fide exercise of constitutional rights.

GENERAL RESPONSIBILITIES

SEC. 4-15.05 RESPONSIBILITY FOR PROPER PROPERTY MANAGEMENT.

Every owner of real property within the City is required to manage the property in a manner so as not to violate the provisions of this ordinance and the owner remains liable for violations thereof regardless of any contract or agreement with any third party regarding the property.

SEC. 4-15.06 RESPONSIBILITY OF EVERY TENANT.

Every tenant, occupant, lessee or holder of any possessory interest in the real property is required to behave on the property, and supervise any guests on the property, in a manner so as not to violate the provisions of this ordinance.

SEC. 4-15.07 AUTHORITY.

The City Manager, or the City Manager's designee (hereafter "City Manager"), shall administer the provisions of this ordinance. The City Manager shall have the authority to designate employees as Enforcement Officers in conformance with this ordinance to assist with enforcement responsibilities of this ordinance, including, but not limited to, the issuance of notices, orders and fines. Hearings or appeals of the City Manager's orders shall be heard by a hearing officer appointed by the City Manager.

SEC. 4-15.08 PENALTY FOR VIOLATIONS; ENFORCEMENT.

- a) The administrative enforcement described in this ordinance notwithstanding, the City Attorney may bring a civil action for injunctive relief and civil penalties against any owner who violates this ordinance.

b) Any person aggrieved by a public nuisance described in this ordinance may bring a civil action for injunctive relief and damages against any owner who violates this ordinance.

c) In any civil action brought pursuant to this ordinance, the court may award reasonable attorneys fees and costs to the prevailing party.

## DEFINITIONS

### SEC. 4-15.09 OWNER.

Owner shall mean any person, persons, organizations or legal entity owning property as shown on the last equalized assessment roll for City taxes.

### SEC. 4-15.10 TENANT.

Tenant shall mean any occupant, lessee, sublessor, sublessee, or holder of any possessory interest in the real property.

### SEC. 4-15.11 ENFORCEMENT OFFICER.

Enforcement Officer shall mean any person authorized by the City Manager to enforce the provisions of this ordinance.

### SEC. 4-15.12 HEARING OFFICER.

Hearing Officer shall mean any person appointed by the City Manager to preside over the administrative hearings pursuant to this ordinance.

### SEC. 4-15.13 ADMINISTRATIVE EXPENSES.

"Administrative expenses" shall include, but not be limited to:

a) The costs associated with any hearings before a Hearing Officer.  
b) City's personnel costs, direct and indirect, incurred in enforcing this article and in preparing for, participating in or conducting any hearings subject to this article, including but not limited to attorney's fees.

c) The cost incurred by the City in documenting the safety violations, including but not limited to, the actual expense and costs of the City responding to the safety violation(s); investigating and enforcing statutory crimes related to the safety violation, including, but not limited to, court appearances; conducting inspections; attending hearings; and preparing notices, administrative citations, and orders.

### SEC. 4-15.14 PUBLIC NUISANCE.

It is hereby declared a public nuisance and a violation of this ordinance for an owner or tenant of any premises in this City to permit those premises to be used in such a manner that anyone (1) or more of the activities described in the following subsections are found to occur and to occur repeatedly thereon:

a) The illegal sale of controlled substances and other illegal drugs and substances which creates a public nuisance as defined in Civil Code Sections 3479 and 3480.

b) The illegal use of controlled substances and other illegal drugs and substances which creates a public nuisance as defined in Civil Code Section 3479 and 3480.

- c) The frequent gathering, or coming and going, of people who have an intent to engage in the illegal purchase or illegal use of controlled substances on the premises.
- d) The occurrence of prostitution.
- e) Violent criminal acts, whether or not a criminal case is filed, including, but not limited to, rape, attempted rape, robbery, battery, homicide, shooting, kidnapping, or arson.
- f) Unlawful activities of a criminal street gang (as defined in Penal Code Section 186.22).
- g) The creating or causing to be created any unreasonable noises, including fireworks, which disturbs the peace, quiet, and comfort of the community, or any portion thereof.
- h) Allowing the occupancy load to exceed the permitted number within a public assembly, as established by the California Building Code, when alcohol and/or drugs are being consumed or accessible to the gathering;
- i) The firing of gunshots or brandishing of weapons by a resident, or by a guest of a resident.
- j) The occurrence of any criminal activity, including the setting off of any fireworks, not specified above which threatens the life, health, safety or welfare of the residents of the property, neighbors or the public.

## NOTICES

### SEC. 4-15.15 COURTESY NOTICE.

- a) To commence enforcement of this ordinance, the City Manager shall notify the property owner of the occurrence of a nuisance violation on the owner's property. The City Manager shall communicate with the owner to request that the owner voluntarily cooperate with the City to abate the nuisance. The City Manager may concurrently give notice thereof to the property manager where applicable.
- b) The City Manager shall also concurrently give written notice to the tenants, where applicable, identifying the nuisance violations.
- c) The courtesy notice shall contain the following information:
  - 1) The street address where the nuisance violation is occurring.
  - 2) A statement specifying with particularity the activities and behaviors which constitute the nuisance, including where applicable, addresses and unit numbers of the person or persons allegedly causing the nuisance.
  - 3) A statement that the person(s) allegedly causing the nuisance have the right to contest the allegations of nuisance at an informal meeting with the City Manager as described in subsection (d). The request for meeting with the City Manager must be made within fifteen (15) calendar days of the initial notification. Notice to the tenant or unit need not be given when the City Manager determines that doing so would endanger persons or compromise an ongoing police investigation.
  - d) The City Manager shall hold an informal meeting pursuant to subsection (c)(3) no later than fifteen (15) calendar days after the request by a person(s) allegedly causing the nuisance. At the meeting, the person(s) allegedly causing the nuisance shall be given the opportunity to demonstrate that he or she is not causing a nuisance. The City Manager shall mail copies of a letter describing the results of the informal meeting to the person(s) allegedly causing the nuisance and the property owner.

e) The Courtesy Notice shall be served in the manner prescribed by Section 4-15.24.

f) An "Order to Abate" shall not be issued hereunder if the owner is making good faith efforts to abate the nuisance. Indicia of good faith may include prompt responses to City communications and requests, active professional property management, taking steps to repair physical conditions which contribute to the nuisance, and utilizing any and all legal remedies to abate and/or remedy the nuisance, including but not limited to an unlawful detainer action.

g) The City Manager may issue an "Order to Abate" the nuisance after following the procedures described in subsections (a) through (f).

#### SEC. 4-15.16 ORDER TO ABATE—CONTENT.

The Order to Abate shall contain:

a) The street address where the nuisance violation is occurring.

b) A statement specifying with particularity the activities and behaviors which constitute the nuisance, including where applicable, addresses and unit numbers of the person or persons allegedly causing the nuisance, and reasonable actions which the City Manager orders the owner to take to abate the nuisance.

c) A statement advising the owner to abate the nuisance within thirty (30) calendar days of mailing of the Order to Abate, or such longer time as the City Manager may order. An extension of time to abate the nuisance shall be granted if the owner is making good faith efforts to abate the nuisance and those efforts are delayed due to judicial proceedings relating to the property.

d) A statement advising the owner that he or she has the right to request a hearing to contest the Order to Abate.

e) A statement advising the owner that an administrative penalty in an amount not to exceed five thousand dollars (\$5,000.00) shall be imposed upon the owner and made a lien/special assessment on the property involved if the nuisance is not abated as required by the Order to Abate and no written request for hearing is filed within thirty (30) days of receipt of the Order to Abate.

f) A statement that in responding to the Order to Abate, the owner should comply with all applicable federal, state, and local regulations relating to evictions and prohibitions against discrimination.

g) Whenever the City Manager issues an Order to Abate to abate a nuisance at a rental residential property, the City Manager shall concurrently issue a written notice to the tenants of the cited property or unit.

h) The Order to Abate shall state that a written abatement plan executed by the owner and City Manager shall be deemed to be a final order of the hearing officer.

#### SEC. 4-15.17 ORDER TO ABATE—SERVICE.

The Order to Abate shall be served in the manner prescribed by Section 4-15.24.

#### SEC. 4-15.18 ORDER TO ABATE—FEE.

In addition to administrative penalties, the City may impose a fee on the owner of any property for which an Order to Abate is issued pursuant to this ordinance. The fee shall be calculated to recover any and all administrative expenses incurred by the City. The fee

shall be a personal obligation of the owner and a lien/special assessment against the property which is the subject of the Order to Abate. Any fee not paid within the time specified shall be recovered pursuant to Section 4-15.35—4-15.39 of the Hayward Municipal Code.

#### SEC. 4-15.18 CITY MANAGER'S REVIEW OF COMPLIANCE.

After the time for abatement set forth in the Order to Abate has expired, the City Manager shall determine whether the owner has taken action ordered by the City Manager and whether the nuisance has been abated. If the City Manager determines that the owner has complied with the City Manager's order and the nuisance has been abated, the owner and any tenants other than the owner shall be notified in writing of such determination and the administrative action shall be suspended. If the City Manager suspends the administrative action, he/she may continue to monitor the property and activity associated with it. If the City Manager determines that the nuisance activity recurs and/or the owner has failed to comply with the previously issued Order to Abate within eighteen (18) months of suspension of the case, the City Manager may impose an administrative penalty as provided in Section 4-15.20.

#### SEC. 4-15.20 NOTICE OF ADMINISTRATIVE PENALTY.

a) If the City Manager determines that the nuisance has not been abated and that the owner has failed to comply with the City Manager's order, or that the nuisance actually has recurred, the City Manager shall issue a "Notice of Administrative Penalty" imposing an administrative penalty of not more than five thousand dollars (\$5,000.00) upon the owner of the premises. In addition, the City Manager may issue another Order to Abate to the owner pursuant to Section 4-15.16 for the existence of any nuisance which has not been abated, or which has recurred.

b) The Notice of Administrative Penalty shall specify the amount of the administrative penalty, advise the owner of his or her right to request a hearing to contest the administrative penalty, and state that if no hearing request is received within thirty (30) calendar days, the administrative penalty will become final and be made a lien/special assessment upon the property involved.

c) No owner shall pass on to tenants penalties incurred pursuant to this ordinance.

d) The notice of administrative penalty shall be served in the manner prescribed by Section 4-15.24.

### HEARING RIGHTS

#### SEC. 4-15.21 RIGHT TO HEARING.

The property owner has the right to request a hearing to contest any Order to Abate issued, any fee or any administrative penalty imposed by the City Manager.

#### SEC. 4-15.22 REQUEST FOR HEARING.

A request for hearing to contest an Order to Abate, a fee or an administrative penalty imposed shall be made in writing, to the City Manager, within thirty (30) calendar days after mailing of the Order to Abate or Notice of Administrative Penalty. If a request for

hearing is not timely filed, the Order to Abate, the fee or the administrative penalty imposed shall be deemed a final order of the hearing officer.

#### SEC. 4-15.23 HEARING NOTICE—CONTENTS.

Upon the owner's request for a hearing, the City Manager shall issue a hearing notice. The notice shall contain:

- a) A copy of the Order to Abate.
- b) A copy of the Notice of Administrative Penalty, where applicable.
- c) The amount of any fee imposed, where applicable.
- d) An order to the owner to appear before a hearing officer at a stated time, but in no event less than twenty calendar days after mailing of the hearing notice.
- e) A list of the actions which the City Manager intends to ask the hearing officer to order the owner to take if the matter is not resolved before hearing. Nothing shall prevent the hearing officer from ordering other actions not listed in the hearing notice.
- f) A statement that all interested persons may attend and testify at the hearing.

#### SEC. 4-15.24 HEARING NOTICE—SERVICE.

The hearing notice shall be served in the following manner:

- a) The hearing notice, and any amended or supplemental notice, shall be served either by personal delivery or by first class mail, proof of service attached, postage prepaid, upon the owner at the owner's address as it appears on the latest equalized assessment roll of Alameda County, or as known to the City Manager. At the discretion of the City Manager, copies of the notice may also be mailed to any holder of an interest in the property or a mortgage, deed of trust, or other lien or encumbrance of record.
- b) Proof of service of the hearing notice shall be certified by written declaration under penalty of perjury executed by the person effecting service, declaring the time, date and manner in which service was made.
- c) Failure to effect service on any person specified herein shall not invalidate proceedings against any person who is properly served.

#### SEC. 4-15.25 HEARINGS—GENERALLY.

At the time set, the hearing officer shall proceed to hear the testimony of City staff, the owner, any tenants, and other persons regarding the nuisance-creating behaviors on the premises and the steps necessary to abate the nuisance, the imposition of an administrative penalty or any fee imposed. The hearing officer shall have the power to examine witnesses and to issue subpoenas to compel the attendance of witnesses and/or the production of documents.

#### SEC. 4-15.26 RECORD OF ORAL EVIDENCE AT HEARING.

The proceedings at the hearing shall be recorded by a tape recorder. Either party may provide a certified shorthand reporter to maintain a record of the proceedings at the party's own expense.

#### SEC. 4-15.27 CONTINUANCES.

The hearing officer may grant continuances from time to time for good cause shown.

## SEC. 4-15.28 OATHS.

The hearing officer shall administer the oath or affirmation.

## SEC. 4-15.29 EVIDENCE RULES.

- a) Oral evidence shall be taken only on oath or affirmation.
- b) Hearings need not be conducted according to the technical rules of evidence.
- c) Any relevant evidence shall be admitted if it is of the type of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state.
- d) Irrelevant and unduly repetitious evidence shall be excluded.

## SEC. 4-15.30 RIGHTS OF PARTIES.

The parties and anyone who participates in a hearing under this ordinance may be represented by an attorney or other person of the party's choice. If a party does not proficiently speak or understand the English language, the party may provide an interpreter, at the party's own cost, to translate for the party. An interpreter shall not have any involvement in the issues of the case prior to the hearing.

## SEC. 4-15.31 OFFICIAL NOTICE.

In reaching a decision, official notice may be taken, either before or after submission of the case for decision, of any fact which may be judicially noticed by the courts of this state or which may appear in any of the official records of the City or any of its departments.

## SEC. 4-15.32 DECISION OF THE HEARING OFFICER

a) If it is shown by a preponderance of evidence that behaviors occurring on the premises constitute a public nuisance and that the owner of the premises has not taken adequate steps to abate the nuisance as prescribed by the City Manager, the hearing officer shall issue a written decision declaring the premises a public nuisance. The hearing officer may order the owner to take such action the hearing officer deems appropriate to abate the nuisance. The actions ordered shall be reasonable and may include, but shall not be limited to:

- 1) Provision of additional exterior lighting;
- 2) The posting of security personnel on the premises;
- 3) Installation of appropriate fencing;
- 4) Posting of signs on the premises, and provisions in rental applications and agreements, which state that nuisance-creating behaviors on the premises, including but not limited to the nuisance-creating behaviors identified in this ordinance, shall be grounds for eviction;
- 5) Hiring a competent property management firm to manage the property;
- 6) Hiring of a competent resident manager who has experience, education, and training in rental property management;

7) Posting a sign on the premises setting forth the name, address and daytime and evening telephone numbers of the owner or of a local property manager who is authorized to make decisions relating to management of the property;

8) Obtaining education and training in rental property management, including completion of the Hayward Police Department's the Crime Free Multi-Housing Program;

9) Correcting any violations of the Uniform Housing Code or Uniform Code for the Abatement of Dangerous Buildings;

10) Such other reasonable actions as may be deemed appropriate by the hearing officer.

b) The hearing officer may affirm, reject or modify any administrative penalty imposed on the owner by the City Manager based upon the severity of the nuisance-creating behaviors on the premises and the owner's efforts, or lack thereof, to remedy the problem. The administrative penalty may be adjusted if the hearing officer finds that imposition of the penalty would work a substantial undue economic hardship on the owner or tenants.

c) The hearing officer shall not have the authority to order that the owner evict a tenant or any other person from the premises.

d) If the hearing officer orders the owner to take specified actions to abate the nuisance, the City Manager shall review the owner's compliance with the hearing officer's order pursuant to Section 4-15.18.

e) The decision shall inform the owner that if the nuisance is not abated within the time specified and the owner has not complied with all orders of the hearing officer, an administrative penalty in an amount not to exceed five thousand dollars (\$5,000.00) may be imposed upon the owner and made a lien/special assessment on the property involved.

f) If the decision orders the owner to take any actions which were not listed in the hearing notice, the decision shall specifically designate those actions.

g) The decision shall be posted on the premises and served upon the owner and to any tenants other than the owner, by personal delivery or by first class mail, proof of service attached, postage prepaid. The decision shall also be sent by first class mail to any holder of any mortgage or deed of trust or the lien or encumbrance of record, the owner or holder of any lease of record, the holder of any other estate or legal interest of record in the premises. Failure to serve the decision on any person specified herein shall not invalidate proceedings against any person who is properly served.

h) The decision of the hearing officer shall be final. Any person aggrieved by the administrative decision of a hearing officer may seek judicial review, as specified in Section 4-15.34.

#### SEC. 4-15.33 ENFORCEMENT OF HEARING OFFICER ORDERS.

After any order of the hearing officer made pursuant to this ordinance becomes final, no owner to whom any such order is directed shall fail, neglect or refuse to obey any such order. The City Attorney may commence appropriate judicial action against any owner who fails to abate a nuisance pursuant to the order of the hearing officer.

#### SEC. 4-15.34 ACCESS TO RECORDS AND EVIDENCE.

a) Any notice, order, and/or decision, including the Courtesy Notice, Order to Abate, Notice of Administrative Penalty, and the Decision of the Hearing Officer, shall be a

record subject to disclosure pursuant to terms set forth in the California Public Records Act. Said records may be used, subject to any applicable rules of evidence, in any judicial action.

b) In a judicial action, the Enforcement Officer shall comply with a subpoena issued in accordance with the procedures set for the in the California Code of Civil Procedure, Section 1985 et seq.

#### SEC. 4-15.35 JUDICIAL REVIEW OF ADMINISTRATIVE DECISION.

a) Any person aggrieved by an administrative decision of the hearing officer ordering the abatement of a nuisance and any associated administrative penalties or reimbursement for costs set forth in the Hearing Decision, may seek review of the administrative decision in the Superior Court by filing with the court a petition for writ of mandate pursuant to Section 1094.5 of the Code of Civil Procedure.

b) The filing of a request for judicial review shall not stay the operation or effect of an administrative decision or order unless a court of competent jurisdiction issues a specific stay order.

#### PROCEDURES FOR COLLECTION OF ADMINISTRATIVE PENALTY

#### SEC. 4-15.36 NOTICE OF LIEN/SPECIAL ASSESSMENT.

Pursuant to California State Government Code Sections 38773.1 and 38773.5, prior to placing any liens or special assessments against a property for unpaid inspection fees, charges or penalties, all applicable owners shall be properly served written notice of past due amounts, and the right to have a Lien/Special Assessment Hearing as described hereinafter.

#### SEC. 4-15.37 LIEN/SPECIAL ASSESSMENT HEARING.

Any owner may request a Lien/Special Assessment Hearing by written request within ten (10) days of receipt of the notice of lien/special assessment. The purpose of the Lien/Special Assessment Hearing is to provide an opportunity for any objections which may be raised by any person liable to be charged for the work of abating cited code violations and related charges associated with their property. The City Manager shall attend said Lien/Special Assessment Hearings with his or her record thereof, and upon the hearing, the hearing officer may make the modifications in the proposed lien/special assessment as deemed necessary. When a Lien/Special Assessment Hearing is requested, the amount of the cost of abating cited code violations upheld by the hearing officer, including inspection charges and administrative expenses shall, after being confirmed by the City Council, constitute a lien or special assessment on the property for the amount of the charges until paid. The right to judicial review shall be governed California Code of Civil Procedure Section 1094.5.

#### SEC. 4-15.38 ACCOUNT AND REPORT OF COST.

The Enforcement Officer shall keep an account of the cost of abating the nuisance on each separate lot or parcel of land where the work is done by the City, as well as any inspection charges which remain unpaid, and shall render an annual itemized report in writing to the City Council showing the cost of abatement, including any salvage value, and

outstanding inspection charges. The City Council shall review and confirm the annual report and lien/special assessment list, amended as necessary, by way of resolution.

**SEC. 4-15.39 NOTICE OF REPORT.**

The City Clerk shall post a copy of the report and lien/special assessment list on the bulletin board designated for the posting of agendas for City Council meetings together with a notice of filing thereof and of the time and place when and where it will be submitted to the City Council for confirmation by way of resolution. Notice shall also be published once in a newspaper of general circulation that is published and circulated within the City. The posting and first publication of the notice shall be made and completed at least ten (10) days before the time the report is considered by the City Council.

**SEC. 4-15.40 COLLECTION ON TAX ROLL.**

After City Council confirmation of the annual report and lien/special assessment list, a copy shall be given to the City Director of Finance who may receive the amount due on the abatement cost and issue receipts at any time after the confirmation and until a list of unpaid liens/special assessments is sent annually to the County Auditor for effecting collection on the tax roll at the time and in the manner of ordinary municipal taxes. The descriptions of the parcels reported shall be those used for the same parcels on the County Assessor's map books for the current year. All laws and ordinances applicable to the levy, collection, and enforcement of City taxes are hereby made applicable to such liens or special assessments and this lien or special assessment shall have priority of the taxes with which it is collected.

**Section 2. Severance.**

If any section, subsection, paragraph or sentence of this Ordinance, or any part thereof, is for any reason found to be unconstitutional, invalid or beyond the authority of the City of Hayward by a court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

**Section 3. Effective Date.**

This ordinance shall become effective thirty (30) days after adoption by the City Council.

INTRODUCED at a regular meeting of the City Council of the City of Hayward, held the \_\_\_\_ day of \_\_\_\_, 2022, by Council Member \_\_\_\_\_.

ADOPTED at a regular meeting of the City Council of the City of Hayward, held the \_\_\_\_ day of \_\_\_\_, 2022, by the following votes of members of said City Council.

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

APPROVED:

\_\_\_\_\_  
Mayor of the City of Hayward

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

ORDINANCE NO. 22-

ORDINANCE OF THE CITY OF HAYWARD, CALIFORNIA AMENDING  
CHAPTER 3, ARTICLE 3 OF THE HAYWARD MUNICIPAL CODE  
RELATING TO FIREWORKS BY SPECIFICALLY IDENTIFYING  
PROPERTY OWNERS ACCOUNTABLE FOR FIREWORKS

THE CITY COUNCIL OF THE CITY OF HAYWARD DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 3, Article 3 of the Hayward Municipal Code is hereby amended to read as follows:

ARTICLE 3  
EXPLOSIVES, FIREARMS AND FIREWORKS

SEC. 3-3.00 FIREARMS AND FIREWORKS.

1. It shall be unlawful for any person at any time, to fire or discharge or cause to be fired or discharged any cannon, anvil, gun, pistol, or other firearms, Chinese or other firecrackers, bomb, fireworks or explosive preparation of any nature whatsoever, within the limits of the City of Hayward.

2. It shall be unlawful for any person, property owner or social host, to ignite, explode, project, or otherwise fire or use any fireworks, or permit the ignition, explosion or projection thereof, upon private property or over onto the property of another, or within 100 feet of any residence dwelling or other structure used as a place of habitation by human beings. Any person, social host or property owner shall be liable for any unlawful use, discharge, or display of fireworks at their property or gathering.

Provided, however, the use of fireworks at such public displays of fireworks inside the limits of the City of Hayward as may be given with the joint written consent first had and obtained, of the Fire Chief and the Police Chief, shall not be unlawful.

All acts under such joint permission must be done in a careful manner, and such joint permission shall not exempt the person to whom it is granted from any liability for damage done to person or property by him under such permission.

SEC. 3-3.10 FIREARMS, EXCEPTIONS AS TO USE.

The foregoing provisions as to the use of firearms shall not apply to peace officers in the discharge of their official duties and using reasonable care; nor to persons using firearms in necessary self-defense or in a careful manner for the purpose of destroying noxious animals upon land owned or occupied by them; nor to organizations which are by the United States Federal Government authorized to use such firearms; nor to members of any lawfully organized gun club when using said firearms for the purpose of practicing shooting at targets upon established target ranges; nor to any person having permission of the owner of the land to shoot birds and animals during hunting season.

Section 2. Severance.

If any section, subsection paragraph or sentence of the Ordinance, or any part thereof, is for any reason found to be unconstitutional, invalid or beyond the authority of the City of Hayward by a court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

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AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

APPROVED:

\_\_\_\_\_  
Mayor of the City of Hayward

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** LB 22-008

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Assistant City Manager/Development Services Director

**SUBJECT**

General Plan Annual Progress Report: Accept the Hayward 2040 General Plan Annual Progress Report for Calendar Year 2021

**RECOMMENDATION**

That the Council accepts the City of Hayward 2040 General Plan Progress Report for the 2021 Calendar Year and provides feedback and direction as desired.

**SUMMARY**

In 2014, the Council adopted a new General Plan for the City of Hayward. Government Code Section 65400 et seq. requires the City to annually review the General Plan and report progress on the programs contained therein. This annual report has been prepared for review and acceptance by the Council and will be forwarded to the State Office of Planning and Research and the State Housing and Community Development office to ensure compliance with State guidelines.

The *Hayward 2040 General Plan* is a long-range comprehensive plan that controls and regulates land uses and development in the City through 2040. The individual elements of this General Plan (Land Use, Mobility, Economic Development, Community Safety, Natural Resources, Hazards, Education, Community Health, Facilities/Services and Housing) contain policies and programs that guide future development in the City.

This General Plan Annual Progress Report was prepared by the Development Services Department-Planning Division, with input from various City Departments including Public Works and Utilities, Fire, Police, Library Services, Maintenance Services, and the City Manager's Office. This report is intended to provide information on the measurable outcomes and actions associated with the implementation of all General Plan elements.

On February 24th, this progress report was presented as an informational item to the Planning Commission. The Commissioners received the annual report and provided additional comments and recommendations to staff. A summary of the comments is included in the Discussion section of this

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**File #:** LB 22-008

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report.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	General Plan Program List



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**FROM:** Assistant City Manager/Development Services Director

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<sup>1</sup> <https://hayward.legistar.com/MeetingDetail.aspx?ID=932285&GUID=AD465097-A9F4-4554-9708-394E32EEE142&Options=&Search=>

## BACKGROUND

On July 1, 2014, following a 22-month community planning process, the Council adopted a new General Plan for the City. Included as Part 4 of the new *Hayward 2040 General Plan* was a series of implementation programs designed to activate the various goals and policies set forth in the document. For each implementation program, a timeframe was established for completion as well as a responsible lead department for carrying out the program. While some programs have identified timeframes, there are others that are indicated to be ongoing programs and others that occur annually. One such program is the General Plan Annual Report, which is the report back to the State and Council on implementation progress.

To date, the City has made progress on 70 percent of the General Plan's 143 implementation programs. Of those identified for initiation between 2014 and 2019, more than three quarters of programs are either complete or in progress. The remaining 20 percent have not been started for various reasons, including funding availability, resources, and/or shifting priorities. However, 36 percent of the programs slated for initiation in the 2020-2040 timeframe, are already complete or in progress, which is at or ahead of schedule.

*Initial Public Outreach.* The development of the *Hayward 2040 General Plan*, including the various implementation programs, contained a significant community outreach component. The Hayward e-plan, or web-based General Plan, is linked from the City's website<sup>2</sup> and is periodically updated to include implementation program status. In addition, many of the individual implementation programs require community outreach and engagement prior to completion.

## DISCUSSION

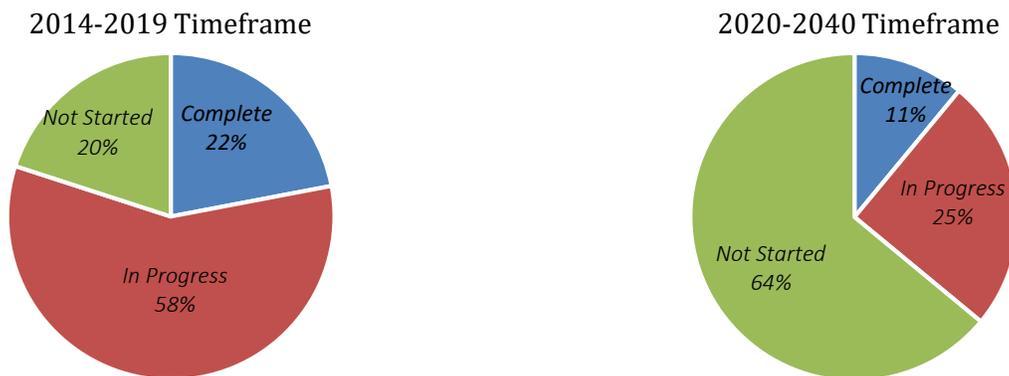
The [Hayward 2040 General Plan](#) contains a total of 143 implementation programs covering ten elements including Land Use, Mobility, Community Safety, Economic Development, Education and Life-Long Learning, Hazards, Natural Resources, Housing, Health and Quality of Life, and Public Facilities and Services. As shown in Table 1, of the 143 implementation programs, 107 were identified for initiation and/or completion in the 2014-2019 timeframe. The remaining thirty-six programs were slated for initiation and/or completion within the 2020-2040 timeframe.

Timeframe	Complete		In Progress		Not Started		Total
	#	%	#	%	#	%	
2014 - 2019	19	40%	13	27%	16	33%	48
Ongoing/annual, initiated in 2014 - 2019	5	8%	49	83%	5	8%	59
<b>Subtotal 2014 - 2019</b>	<b>24</b>	<b>22%</b>	<b>62</b>	<b>58%</b>	<b>21</b>	<b>20%</b>	<b>107</b>
2020 - 2040	2	6%	7	23%	22	71%	31
Ongoing/annual, initiated in 2020 - 2040	2	40%	2	40%	1	20%	5
<b>Subtotal 2020 - 2040</b>	<b>4</b>	<b>11%</b>	<b>9</b>	<b>25%</b>	<b>23</b>	<b>64%</b>	<b>36</b>
<b>Total</b>	<b>28</b>	<b>20%</b>	<b>71</b>	<b>50%</b>	<b>44</b>	<b>31%</b>	<b>143</b>

<sup>2</sup> Hayward 2040 General Plan. <https://www.hayward2040generalplan.com/>

As shown in Figure 1 below, there were 107 programs slated for completion or initiation within the 2014-2019 timeframe, of which 22 percent are complete, and 58 percent are in progress. Of the programs identified for this timeframe, 20 percent have not been started for various reasons, including funding availability, resources, and/or shifting priorities. Of the 36 programs slated for initiation in the 2020-2040 timeframe, 11 percent are already complete, and 25 percent are in progress, at, or ahead of schedule. A complete list of all the General Plan programs, including the current status of each program, is included as Attachment II.

**Figure 1: Status of General Plan Implementation Programs**



Completed Programs. Twenty-four implementation programs identified for the 2014-2019 timeframe have been fully completed:

- LU-4, Downtown City Center Specific Plan
- LU-10, Sign Ordinance Update
- LU-11, Industrial Technology and Innovation Corridor Plan
- LU-15, State Historic Building Code
- M-1, Multimodal LOS and Design Standards
- M-2, Multimodal LOS Guidelines
- M-11, Pedestrian Master Plan
- M-12, Shuttle Service Study
- M-15, Pedestrian Design Standard for Transit Stop
- M-21, Downtown Parking Management Plan
- ED-2 Branding and Marketing Program
- ED-3 Energy and Sustainability Businesses Program
- ED-9 Business Attraction, Expansion, and Retention Program
- ED-4 Business Resource Center and Website
- ED-14 Ombudsperson Service
- CS-3, Crime Prevention Through Environmental Design Checklist
- NR-4, Water Conservation Standards
- EDL-1 Education and Lifelong Learning Resource Center
- EDL-2 Education Partnership

- EDL-4 Education Awards Program
- EDL-7, Library Facility Revenue Measure
- HQL-8, Park Dedication Requirements and In-Lieu Fees
- PFS-5, Construction and Demolition Debris Recycling Program
- PFS-6, Rainwater Harvesting and Greywater Systems

In addition to programs listed above, four implementation programs identified for the 2020-2040 timeframe have also been fully completed:

- M-6, Complete Streets Assessment
- M-10, Traffic Calming Measures
- ED-5 International Business Program
- ED-6 Industrial Technology and Innovation Corridor Marketing Strategy

*Programs In-Progress.* Sixty-two programs identified for the 2014-2019 timeframe are currently in progress. Some key programs currently underway include the continuation of the Homeless Services Partnership program, a coordinated effort between the City and various non-profits and faith-based organizations to provide services and ensure homeless and hunger needs are met in Hayward; the Transportation Impact Fee program, which includes the Nexus Report recently finalized by staff and an Ordinance that will be presented to Council in June of 2022. Other programs currently in process include: updating the City’s permitting and building permit processing software (Energov); the improved traffic flow program that includes new adaptive traffic signals throughout the City installed by the regional Hesperian Line 97 project; the ongoing implementation of the Economic Development Strategic Plan, which includes the development of the COVID-19 Economic Recovery Strategy for the next three years; and the implementation of the Inclusionary Housing Ordinance, which includes updating the Affordable Housing Ordinance to comply with the most recent State laws.

*Programs Not Yet Started.* As previously mentioned, several programs that were originally identified for implementation between 2014-2019 have yet to be started either due to limited staff and fiscal resources or other competing priorities. This includes comprehensive updates to the Zoning Ordinance, Subdivision Ordinance, Design Guidelines, and Off-Street Parking Regulations. Currently, staff is working with a consultant to develop Objective Design Standards for residential development, which may also include updates to the City’s Off-Street Parking regulations in response to recently adopted State legislation. Staff anticipates this project will be completed by the end of 2023. Additionally, the ongoing COVID-19 pandemic has delayed several other programs that were anticipated to begin in 2020. Staff anticipates that once the pandemic is over, several of these programs will begin, pending sufficient staff and funding resources. These programs include: updates to the Subdivision Ordinance; development of an Urban Forest Management Plan; updates to the Grading Ordinance; and the development and adoption of a Habitat Conservation Plan.

*Programs In-Progress, 2022.* In addition to the programs currently being implemented from previous cycles, the list of programs in Table 2 are in progress for the remainder of 2022.

**Table 2: Program Implementation for 2022**

<i>Program</i>	<i>Status</i>
<i>General Plan</i>	
GPA-2 General Plan Update	The City recently updated the General Plan to reflect new Vehicle Miles Traveled (VMT) CEQA thresholds and reflect new Greenhouse Gas (GHG) emission reduction targets and will be updating the City’s Housing Element in 2022.
GPA-3 Master Plans, Strategies, and Programs Updates.	City staff has reviewed the list of master plans, strategies, and programs and those identified to be reviewed and updated were factored into Department Budgets. A list of adopted master plans, strategies, and programs can be found on the City’s website.
<i>Land Use and Community Character</i>	
LU-6 Complete Neighborhood Strategy	The Planning Division recently completed a comprehensive update to the public stakeholder, neighborhood, and HOA contact list citywide and anticipates additional public outreach will be conducted later in 2022/2023 with the development of Residential Objective Standards.
LU-17 Historic Preservation Resource Center	The Planning Division has compiled resources to encourage historic preservation and will be preparing several handouts for the public in 2022.
<i>Mobility</i>	
M-5 Collision Data Reporting	This information is currently being presented on a quarterly basis by the Police Department.
M-9 Improved Traffic Flow Program	Multiple projects have been originated and grants obtained that work toward this purpose. The regional Hesperian Line 97 project installed adaptive traffic signals throughout the city within a major north/south corridor. The City has obtained an Innovative Deployments to Enhance Arterials (IDEA) grant from the Metropolitan Transportation Commission (MTC) that will allow for better monitoring and adjustment of signal timing along three major corridors in Hayward, thus reducing vehicle idling. The City obtained Transportation Development Act (TDA) Article III funds and funds from Alameda County Transportation Commission (ACTC) for improvements on Patrick Avenue and Gading Road. The Class IV Separated Bikeway on Mission Blvd from Industrial Parkway and Harder Road is funded by a grant. The City has also received a grant to improve queuing and vehicle idling at the Huntwood/Industrial and Huntwood/Sandoval signalized intersections.
M-23 Transportation Impact Fees	The City has completed a Nexus Report and is in process of preparing an ordinance for Council approval by June 30, 2022.
<i>Economic Development</i>	
ED-1 Economic Development Strategic Plan Annual Report	The Economic Development Division planned to bring forward an updated strategic plan in incremental segments. In the Fall of 2019, the Economic Development Division presented an updated Marketing and Branding Strategy and planned to continue updating the business attraction, retention, and expansion elements of the strategic plan. However, these efforts were delayed due to the need to pivot toward COVID-19 response and recovery program implementation efforts. ED staff developed and brought forward a COVID-19 Economic Recovery Strategy in 2022, which is funded by ARPA dollars. This plan included a suite of recovery initiatives that will be the focus of the Division’s efforts across the next 3 years.
ED-2 Branding and Marketing Program	The branding and marketing strategy was completed and launched in 2016. Updates to the strategy and content are ongoing. Regular updates are made to materials to be consistent with the latest market and business trends. In 2020, staff updated the Branding and Marketing Plan, which included new work tasks to continue promoting Hayward to targeted industries. As part of the COVID-19 Economic Recovery program efforts, a new marketing campaign “Hayward Open for Business” will be launched to encourage customers return to Hayward restaurants and retail stores. Marketing efforts to showcase the growing Biotech industry in Hayward are also scheduled for 2022.
ED-5 International	The Hayward Business community represents the cultural diversity of the community.

Business Program	Through the implementation of the Small Business Assistance grants and the COVID-19 Recovery Effort programs, staff uses equity practices to ensure that all efforts are taken to support those businesses that are owned and operated by minority business owners that traditionally do not have access to other capital means or programs. These efforts were recognized by the International Economic Development Council with an Award of Excellence for the efforts of the Economic Development Division. In addition, the City launched the Together for Tennyson initiative, which established a marketing campaign and website to promote the diverse set of businesses in the Tennyson Corridor. This included a business directory and interactive map featuring businesses.
ED-6 Industrial Technology and Innovation Corridor Marketing Strategy	With the publication of the Industrial Corridor Innovation and Technology Study in 2015, the City of Hayward identified the importance of maintaining and supporting the six major industry clusters that existed in the City's Industrial area. New regulations that fostered and promoted the growth of these new technology clusters were needed to bring the zoning regulations in line with the needs of the changing market. Following the adoption of new industrial zoning district regulations in Spring 2019, Economic Development staff developed and implemented a plan to promote the new regulations and increase awareness of development opportunities. In 2019 and 2020, this included personal engagement with owners of vacant land and buildings, industrial real estate brokers, industrial trade associations and developers. These efforts, combined with strong industrial real estate market conditions, led to major redevelopment proposals including the former Gillig, Berkeley Farms and Conxtech sites on Clawiter. Work to market the industrial corridor will continue to be an ongoing task.
ED-7 Local Hire Incentives	As part of the COVID Economic Recovery programs adopted by the City, a new program is slated to be implemented in year 2 & 3 of the budget. The Hire Hayward program establishes a rebate grant program that provides financial incentive to businesses that hire and maintain employment of a Hayward resident. Businesses would be required to offer a minimum hourly wage of \$15.00 per hour. The rebate incentive would be to be businesses and would be a rebate a percentage of wages up to a maximum threshold for hiring a Hayward resident. The rebate period would run for the first eight weeks of the resident's employment to account for training and onboarding costs.
ED-8 Business Incubator Study	Research on business incubators, including best practices and common funding mechanisms, was started in 2020. However, these efforts were placed on hold as COVID-19 response and recovery efforts were prioritized. Economic Development staff have engaged with California State University (CSU or Cal State) East Bay to explore partnership opportunities. CSU East Bay is constructing a CORE building, which will be a Hub for Entrepreneurship. This business incubator will provide a nexus for students and faculty to explore innovations that will propel the creative economy into the next generation. Construction is to be completed in 2022.
ED-9 Business Attraction, Expansion, and Retention Program	Business attraction, expansion and retention is an ongoing process in the City of Hayward. Staff monitors reports on industry trends, sales tax leakage reports, vacancy reports, and other resources to determine what the current need is for the business community. Through the City's award-winning Business Concierge Service, staff also works with other City departments in identifying those businesses that are looking to expand their operations and to ensure the process for those expansions is a positive experience for the business. Staff is currently working with the broker community to identify new tenants for the Kmart site, Lincoln Landing, SoHay, and other new retail spaces currently under construction.
ED-11 Town-Gown Economic Strategic Plan and Annual Report	Town-Gown Economic Strategic Plan efforts were delayed as priorities shifted to COVID-19 response and recovery. Formal work on the Town-Gown Strategic Plan is currently on hold due to lack of staff capacity as the focus has shifted towards the implementation of COVID-19 Economic Recovery programs.
ED-12 Customer Service Survey	Surveys are regularly sent to customers and available at City Hall for an evaluation of the City's customer service. Development Services and Permit Center released a survey in Spring 2019, and after a pause due to the first COVID-19 closure, the City resumed soliciting

	customer feedback on ways to improve and expand customer service delivery in response to the ongoing COVID pandemic.
ED-13 Permit Processing Software	The City has started the process of updating licensing and permit review software with EnerGov to help streamline process review. Staff expects this project to be completed in Fiscal Year 2022/23.
ED-15 Cultural Commission	Staff recognizes the important economic impact of arts and culture on both quality of life for residents and the attraction of new businesses for the local economy. Efforts have begun to identify both short-term and long-term projects for the City to bring an increased presence of art and cultural events to the community. Economic Development has increased support to other organizations that have created cultural events held in the downtown such as the Mariachi Festival, Russell City Blues Festival, Oktoberfest, and a Latin Jazz Festival. In 2019, Economic Development established a Special Events Grant Support program, which was reviewed by the Council Economic Development Committee (CEDC) and City Council. This program created a formal annual application process for special events. It included new funding thresholds to support and encourage new events. The new program also integrated elements of the City's "Commitment for an Inclusive, Equitable, and Compassionate Community" roadmap. Evaluation criteria was added to encourage more events that focus on cultural diversity, equity, and inclusion. Due to COVID-19, on-going prohibitions on large gatherings, and removal of funding for this program from the Economic Development budget, this program is currently on hold.
<i>Community Safety</i>	
CS-1 Grant Funding	The Police Department currently has 34 sworn vacant positions and will pursue additional grant funding programs when staff resources are available. The Fire Department regularly applies for grants to fund equipment purchases and community programs. In the past several years, the Department has received grant money to purchase radios, cardiac monitors, and chest compression devices, as well as fund the residential chipping program and Community Emergency Response Team program.
CS-2 Police Department Strategic Plan Annual Report	The Police Department is currently in the process of working with an independent contractor to develop a new Strategic Plan with an anticipated completion date before the end of fiscal year 2022. The development of a new Strategic Plan is a requirement by the Commission on Accreditation for Law Enforcement Agencies (CALEA). The process is ongoing and HPD provides quarterly reports and an annual report to the City Council.
CS-4 Homeless Services Partnership	The City developed and released a major strategy report on the issue of homelessness in late 2015. As a result of that report, a new Winter Warming Center was created in north Hayward, and the Downtown Streets Team program was contracted to begin services in June 2016. A new task force, a standing Interdisciplinary Working Group on Homelessness, Hunger, Housing and Disruptive Street Behaviors, was formed in early 2015, and continues to meet monthly. Members from various City Departments, Non-Profits, and Faith Based Organizations participate in the working group to coordinate services and strategy to ensure homeless and hunger needs are addressed in Hayward. In January 2019, the City Council approved a Navigation Center for the homeless in the Industrial area, which is currently operational. The Library has started a partnership with Alameda County Health Care for the Homeless to bring the Medical Services van to the City on an ongoing basis.
CS-5 Park Security Program	Staff turnover at the Hayward Area Recreation District (HARD) and the COVID-19 pandemic have impacted the implementation of this program but additional coordination with HARD is anticipated in 2022.
CS-6 Comprehensive Safe School Plans	The School Resources Officers (SRO) Program was discontinued by Hayward Unified School District (HUSD) in 2021 and on-site campus security is provided by HUSD security staff. HPD responds to HUSD campuses and coordinates with HUSD to address safety issues when requested.
CS-7 Fire Department Strategic Plan and Annual Report	The Fire Department has begun the planning process to complete the Strategic Plan, which will be completed by the end of this fiscal year.

CS-12 Community Emergency Response Reserves Program	The Fire Department has successfully established an active Community Emergency Response Team (CERT) program, which trains approximately 400 residents annually. In addition, the Department launched a Neighborhood Emergency Response Team (NERT) program in 2018 with the goal of training an additional 240 people. NERT is an abbreviated 4-hour curriculum for community groups. The Department continues to build the CERT program and is in progress of elevating CERT members to engage in advanced training. This CERT group will assist and report directly to the EOC in the event of a large-scale disaster.
CS-13 Energy Assurance Plan	The Fire Department proposed a new CIP project for FY 22, which includes a pilot program for 10 solar-powered generators. These generators will be used to support 112 baseline residents during public safety power shutoffs; power tents in the event of any disaster, large or small; support the continuing operations of maintenance services through disasters and will be used in emergency response drills. Council approved funding for solar generators and communications equipment that will assist directors and public safety leadership with communicating off the grid.
<i>Natural Resources</i>	
NR-3 Recycled Water Program	Construction was completed on approximately eight miles of distribution pipelines in 2019, and on the recycled water tank, pump station, treatment facility in 2020. Phase 1 customer site retrofits and connections to the recycled water system were completed in 2020. The project was enrolled under the State Board's General Water Reclamation Requirements for Recycled Water Use Order WQ 2016-0068-DDW in 2021. Customer deliveries are scheduled to begin in 2022.
NR-5 Residential Energy Performance Assessment and Disclosure Ordinance	On September 12, 2016, staff presented a report to the Council Sustainability Committee regarding a potential ordinance that would require energy audits of existing buildings and would require disclosure of energy performance. The Committee directed staff to focus efforts on providing customers with information that would encourage them to voluntarily make energy efficiency updates to existing homes and commercial buildings. Staff is currently working with StopWaste to develop a low-cost multifamily property assessment tool, which may be used for public disclosure of energy performance.
NR-8 Home Energy Monitors and Annual Report	This program will be re-evaluated during the update of the Climate Action Plan in 2022. There are on-line programs such as Ohm Connect and Home Energy Analytics available to monitor home energy use without the need for a hardware solution.
<i>Library Services</i>	
EDL-6 Library Strategic Plan and Annual Report	Delayed due to COVID-19. Due to the high cost of creating a full-fledged strategic plan, the Library started the first phase of the planning in 2021 with the training of staff and conducting some preliminary outreach in preparation for strategic planning. In Fiscal Year 2022, the Library will be doing a needs assessment for the Weekes community and plan to undertake the creation of the full Strategic Plan in the Fiscal Years 2022-2024.
<i>Community Health and Quality of Life</i>	
HQL-6 Climate Change Vulnerability Assessment Strategy and Annual Report	Hayward's Local Hazard Mitigation Plan (LHMP) was adopted by Council on November 29, 2016, and an update will be completed in 2022. The LHMP includes vulnerability assessments for fire, flood, and drought. Vulnerability to sea level rise has been documented in numerous reports prepared by the Hayward Area Shoreline Planning Agency and the Adapting to Rising Tides project. The Shoreline Master Plan was completed in February 2021 and identified strategies for the mitigation of impacts associated with sea level rise. Staff is currently working on a technical handout related to new development impacted by sea level rise, which will be available in the Spring 2022. This handout will be given to prospective and current applicants to alert them of possible strategies to mitigate impacts of sea level rise.
<i>Housing</i>	
H-5 Foreclosure Prevention and Counseling	The City has partnered with non-profit Housing and Economic Rights Advocates (HERA) to provide mortgage delinquency and default resolution negotiation and legal advocacy services through the City's Foreclosure Prevention Program (the "Program"). The Program provides services to low-income City of Hayward homeowners who are

	struggling to make their mortgage payments and at risk of losing their home due to financial impacts related to COVID-19. Marketing has started for the Program and the first two, free educational workshops on Foreclosure Prevention have been scheduled for end of February and early March 2022. Additionally, homeowners who meet certain Program criteria may also be eligible for financial assistance through the Program in the form of loans up to \$15,000. The Program is funded by CARES Act Community Development Grant (CDBG-CV) funds and American Rescue Plan Act of 2021 (ARPA) funds which were approved by City Council in 2020 and 2021 respectively. Additionally, the City has partnered with A1 Community Housing to provide free foreclosure prevention workshops as well as free one-on-one counseling for households at risk of foreclosure. The program is funded through the City's annual CDBG entitlement grant.
H-9 Density Bonus	In 2019, Hayward received Senate Bill 2 grant funding to complete an update to the Density Bonus Ordinance to bring it in alignment with state law. The Planning Division is in the process of updating the Density Bonus Ordinance and expects to complete this project in the Summer 2022.

*Planning Commission Review.* On February 24, 2022, staff presented this report to the Planning Commission. After the presentation, Planning Commissioners commended City staff for the progress in the implementation of the General Plan programs. Commissioners also provided some comments and considerations for some of the specific General Plan programs, which are listed below and provided in more detail in the meeting minutes, available for download on the City's website<sup>3</sup>.

- Continue working on the Objective Design Standards and consider the possibility of creating a resident-based Design Review Committee.
- Prioritize programs that address housing, homelessness, transit and public transportation, and cultural and special events.
- Concentrate on programs that help understand how residents use public transportation and decrease car dependency, such as M-3 (Survey Transportation and Transit Gaps and Barriers); M-4 (Regional Connection Improvements), and M-14 (Transit Rider Information Study).
- Continue implementing the M-6 Complete Streets Assessment at the neighborhood level.
- Consider using the City's tax code to fund Police and Fire programs, instead of Impact Fees due to their potential impact to development in the City.
- Continue developing the City's permit software and research ways to provide metrics on how the use of the software will increase efficiency in the permit process.
- Develop a Fair Chance Housing ordinance to lower barriers and end discrimination for people with convictions or other groups that have not had access to housing units in the past.

## **ECONOMIC IMPACT**

There is no direct economic impact associated with this report.

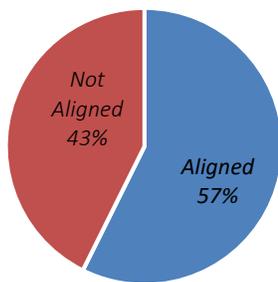
## **STRATEGIC ROADMAP**

<sup>3</sup> <https://hayward.legistar.com/MeetingDetail.aspx?ID=932285&GUID=AD465097-A9F4-4554-9708-394E32EEE142&Options=&Search=>

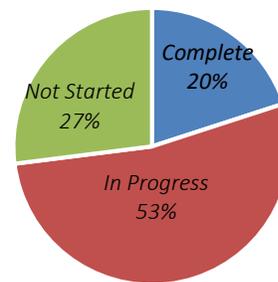
This agenda item is a routine operational item and does not relate to any of the six priorities outlined in the Council’s Strategic Roadmap. However, following Council feedback from the Report provided in 2021, staff reviewed the complete list of General Plan programs and identified some of those programs that are also included as part of the City’s Strategic Roadmap, shown in Attachment II with an asterisk (\*). Of the 143 programs listed in the City’s General Plan, staff identified 82 programs that align with one or more of the projects laid out in the Strategic Roadmap. Out of these 82 programs, 17 are complete, 43 are in progress, and 22 have not started.

**Figure 2: General Plan Implementation Programs and Strategic Roadmap Projects**

GP programs aligned with SRM projects



Status of SRM-aligned GP programs



**FISCAL IMPACT**

There is no direct fiscal impact associated with this report.

**SUSTAINABILITY FEATURES**

There are no direct sustainability features associated with this report. Sustainability features will be more directly identified with specific implementation programs as they are carried out.

**PUBLIC CONTACT**

The development of the *Hayward 2040 General Plan*, including the various implementation programs, contained a significant community outreach component. The Hayward e-plan, or web-based General Plan, is linked from the City’s website and periodically updated to include implementation program status. In addition, many of the individual implementation programs require community outreach and engagement prior to completion.

**NEXT STEPS**

If changes are requested by the Council to program language or established timeframes, staff will return to Council in the summer to formally request approval to amend the General Plan as directed. Over the coming months, staff will be working to update the status of implementation programs on the Hayward e-plan on the City’s website based on information

provided in this report. On an annual basis, Development Services staff will continue to provide an update to the City Council on General Plan implementation progress. Over the next few years, staff from various departments will continue to take the lead on the various programs, helping to implement the General Plan's goals and policies.

*Prepared by:* Mira Hahn, Associate Planner

*Recommended by:* Sara Buizer, AICP, Deputy Development Services Director  
Jennifer Ott, Development Services Director

Approved by:

A handwritten signature in black ink, appearing to read 'Kelly McAadoo', written in a cursive style.

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Kelly McAadoo, City Manager

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**COMPLETE LIST OF GENERAL PLAN IMPLEMENTATION PROGRAMS**

**STATUS OF GENERAL PLAN IMPLEMENTATION PROGRAMS, MARCH 2022**

The last column shows an asterisk (\*) when a program connects with the City of Hayward’s Strategic Roadmap, followed by the specific project(s) with which it aligns.

<i>Program</i>	<i>Timeframe</i>	<i>Status</i>	<i>Notes</i>	<i>Strategic Roadmap</i>
<b>GPA-1 General Plan Annual Report.</b> The City shall prepare and submit an annual report to the City Council that summarizes the implementation of the General Plan, including the status of implementation programs. The report shall also be submitted to the Office of Planning and Research.	Annual	<b>In Progress</b>	Annual report to Council anticipated to be provided in Spring 2022, which will also be submitted to the State Office of Planning and Research.	
<b>GPA-2 General Plan Update.</b> The City shall review and update (as necessary) the General Plan every five years.	2020-2040	<b>In Progress</b>	The City recently updated the General Plan to reflect new Vehicle Miles Traveled (VMT) CEQA thresholds and reflect new Greenhouse Gas (GHG) emission reduction targets and will be updating the City’s Housing Element in 2022.	* (Preserve, Protect, and Produce Housing for All (9))
<b>GPA-3 Master Plans, Strategies, and Programs Updates.</b> As part of its process to develop the Biennial Operating Budget, the City shall review a list of its adopted master plans, strategies, and programs and identify those that will be reviewed and updated, as necessary. The City shall develop and maintain a publicly available list of its adopted master plans, strategies, and programs.	2014-2016, Ongoing	<b>In Progress</b>	City staff has reviewed the list of master plans, strategies and programs and those identified to be reviewed and updated were factored into Department Budgets. A list of adopted master plans, strategies and programs can be found on the City’s website.	* (Combat Climate Change (9), Improve Infrastructure (8, 18B))
<b>LU-1 Comprehensive Zoning Ordinance Update.</b> The City shall prepare a comprehensive update to the Hayward Zoning Ordinance to ensure that the City’s zoning regulations align with the guiding principles, goals, and policies of the General Plan.	2014-2016	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities. Additional discussion anticipated with budget priorities in 2022/23.	* (Preserve, Protect, and Produce Housing for All (4d), Grow the Economy (9))
<b>LU-2 Comprehensive Subdivision Ordinance Update.</b> The City shall prepare a comprehensive update to the Hayward Subdivision Ordinance to ensure that the City’s subdivision regulations align with the guiding principles, goals, and policies of the General Plan.	2014-2016	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities. Minor updates were made to the Subdivision Ordinance in 2017.	
<b>LU-3 Comprehensive Design Guidelines Update.</b> The City shall prepare a comprehensive update of the Hayward Design Guidelines and the Hillside Design and	2017-2019	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities. However, staff is currently working on	

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Urban Wildland Interface Guidelines. The guidelines shall apply to commercial, residential, industrial, and mixed-use developments located outside of the City's Priority Development Areas.			developing Objective Design Guidelines, which will include potential updates to the City's Off-Street Parking regulations; these efforts meet the intent of this program.	
<b>LU-4 Downtown City Center Specific Plan.</b> City shall develop and adopt a Downtown City Center Specific Plan.	2014-2016	<b>Complete</b>	The City adopted the new Downtown Specific Plan and Development Code in 2019.	* (Grow the Economy (4, 4b))
<b>LU-5 Priority Development Area Marketing Strategy.</b> The City shall prepare, implement, and maintain a Priority Development Area Marketing Strategy. Based on the findings of the strategy, the City shall develop an implementation program to promote development opportunities within the City's Priority Development Areas.	2017-2019, Ongoing	<b>Not Started</b>	Although this program has not begun due to limited staff and budget resources, the City did designate a Priority Production Area for many of the existing Industrially zoned areas in Hayward.	* (Grow the Economy (1, 1a, 1b))
<b>LU-6 Complete Neighborhood Strategy.</b> The City shall develop and implement a community outreach program to identify various types of complimentary and supporting uses that are needed and desired in each Hayward neighborhood. Based on the findings of the outreach program, the City shall develop an implementation program to facilitate desired changes within local neighborhoods.	2020-2040	<b>Not Started</b>	The Planning Division recently completed a comprehensive update to the public stakeholder, neighborhood, and HOA contact list citywide and anticipates additional public outreach will be conducted later in 2022/2023 with the development of Residential Objective Standards.	* (Grow the Economy (10)) Support Quality of Life (16h))
<b>LU-7 "A" Street and Redwood Road Corridor Plan Feasibility Report.</b> The City shall coordinate with Alameda County to explore the feasibility of preparing a master plan or specific plan for the "A" Street and Redwood Road corridor. The City shall submit a feasibility report to the City Council, and additional actions shall be determined based on Council direction.	2020-2040	<b>Not Started</b>		* (Improve Infrastructure (1, 4, 4, 8, 8f))
<b>LU-8 Hesperian Boulevard College Corridor Plan.</b> The City shall develop and adopt a master plan or specific plan to enhance the Hesperian Boulevard corridor.	2020-2040	<b>Not Started</b>		
<b>LU-9 Corridor Beautification Plan.</b> The City shall develop and adopt a Corridor Beautification Plan as the key regulatory document for focusing future streetscape improvements along major streets and corridors throughout the city.	2020-2040	<b>Not Started</b>		* (Improve Infrastructure (2), Support Quality of Life (2, 2a, 2b))

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<b>LU-10 Sign Ordinance Update.</b> The City shall update the Sign Ordinance.	2014-2016	<b>Complete</b>	Completed in July of 2015	
<b>LU-11 Industrial Technology and Innovation Corridor Plan.</b> The City shall develop and adopt a specific plan or master plan for the Industrial Technology and Innovation Corridor.	2017-2019	<b>Complete</b>	The City completed an update to the Industrial District zoning regulations and adopted new Industrial District Design Guidelines in 2019.	
<b>LU-12 Grading and Clearing Ordinance Update.</b> The City shall update the Grading and Clearing Ordinance.	2017-2019	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.	
<b>LU-13 Certified Local Government Program.</b> The City shall coordinate with the State Historic Office to initiate and complete the process for becoming a Certified Local Government under the National Parks Service historic preservation program.	2020-2040	<b>Not Started</b>		
<b>LU-14 Historic Districts Strategy.</b> The City shall prepare and submit applications to the State Historic Office to establish National Park Service Historic Districts for the Upper "B" Street neighborhood; "B" Street Historic Streetcar District; Prospect Hill Neighborhood; and the Downtown Historic District.	2020-2040	<b>Not Started</b>		
<b>LU-15 State Historic Building Code.</b> The City shall develop and adopt an ordinance to allow the use of the State Historic Code for the rehabilitation of historic resources.	2014-2016	<b>Complete</b>	Complete 1/14 with new code adoption	
<b>LU-16 Mills Act Program.</b> The City shall develop and adopt a California Mills Act Property Tax Abatement Program.	2017-2019 Ongoing	<b>In Progress</b>	The City Council established the Hayward Mills Act Program on May 3, 2016. Information about the program is available on the City's website.	
<b>LU-17 Historic Preservation Resource Center.</b> The City shall prepare and maintain a web-based resource center to promote Hayward's local historic resources and to provide resources and incentives to encourage historic preservation.	2020-2040, Ongoing	<b>In Progress</b>	The Planning Division has compiled resources to encourage historic preservation and will be preparing several handouts for the public in 2022.	
<b>LU-18 Alameda County Government Center Area Plan Feasibility Report.</b> The City shall coordinate with Alameda County to explore the feasibility of forming a partnership to fund and prepare a master plan or specific plan for the Alameda County Government Center area. The City shall submit a feasibility report to	2020-2040	<b>Not Started</b>		

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the City Council, and additional actions shall be determined based on Council direction.				
<b>M-1 Multimodal LOS and Design Standards.</b> The City shall adopt multi-modal (LOS) and design standards and a methodology that defines the process for determining which non-vehicular transportation and transit improvements will be implemented. The multimodal LOS program, design standards, and methodology should be consistent with those adopted by the Alameda County Transportation Commission.	2017-2019	<b>Complete</b>	This was presented to City Council for a public hearing and first reading on June 16, 2020, adopted, and was effective beginning in July 2020.	* (Improve Infrastructure (1-4e "Multimodal Transportation))
<b>M-2 Multimodal LOS Guidelines.</b> The City shall update its Traffic Study Preparation Guidelines to reflect the multi-modal Level of Service (LOS) policies, standards, and methodologies and to provide additional flexibility in implementing multimodal transportation improvements.	2017-2019	<b>Complete</b>	The City adopted new local Transportation Impact Assessment Guidelines and standards for requiring local level of service analysis, effective July 2020.	* (Improve Infrastructure (1-4e "Multimodal Transportation))
<b>M-3 Survey Transportation and Transit Gaps and Barriers.</b> The City shall prepare a study to identify existing gaps and barriers in the transportation and transit network. Based on the findings from the study, the City shall prepare and submit recommendations to the City Council on a set of priority investments for inclusion in the Capital Improvement Program and/or the Countywide Transportation Plan to address the gaps and barriers.	2020-2040	<b>Not Started</b>		* (Improve Infrastructure (4, 4b, 4c, 4d, 4e))
<b>M-4 Regional Connection Improvements.</b> The City shall work with the Alameda County Transportation Commission, AC Transit, and adjacent communities to identify better connections between city roadways, pedestrian ways, bicycle facilities, and transit corridors and neighboring and regional transportation networks. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on priority improvements for better regional transportation connections that should be included in the Capital Improvement Program or Countywide Transportation Plan.	2020-2040	<b>Not Started</b>		* (Improve Infrastructure (4, 4b, 4c, 4d, 4e))
<b>M-5 Collision Data Reporting.</b> The City shall prepare and submit bi-annual reports to the City Council that summarize traffic collision data at the top collision	2014-2016 Ongoing	<b>In Progress</b>	This information is currently being presented on a quarterly basis by HPD.	* (Support Quality of Life (16))

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locations for automobiles, bicycles, and pedestrians, and recommend improvements where needed.				
<b>M-6 Complete Streets Assessment.</b> The City shall conduct a study of the existing street network to identify streets that can be more complete. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on a priority list of complete streets improvements.	2020-2040	<b>Complete</b>	In conjunction with ACTC, Hayward developed a Complete Streets Study that set out conceptual design standards for various roadway typologies.	* (Improve Infrastructure (1, 2, 5, 5a, 5b, 8, 8a, 8b, 8c, 8e))
<b>M-7 Underused Rights-of-Way.</b> The City shall conduct a study to identify underused rights-of-way, such as street lanes, open drainage facilities, and railroad corridors, to convert to bikeways, pedestrian ways, trails, and/or landscaping improvements. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on priorities to maximize the use of underused right-of-way for non-motorized facilities or landscaping improvements.	2020-2040	<b>Not Started</b>		* (Improve Infrastructure (8))
<b>M-8 Complete Streets Evaluation.</b> The City shall bi-annually evaluate and report to the City Council on how well the streets and transportation network are serving each category of users.	2014-2016 Ongoing	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.	* (Improve Infrastructure (1, 2, 5, 5a, 5b, 8, 8a, 8b, 8c, 8e))
<b>M-9 Improved Traffic Flow Program.</b> The City shall work with Metropolitan Transportation Commission and the Alameda County Transportation Commission to plan and obtain funding for projects that improve traffic flow on arterials and reduce vehicle idling.	2017-2019	<b>In Progress</b>	Multiple projects have been originated and grants obtained that work toward this purpose. The regional Hesperian Line 97 project installed adaptive traffic signals throughout the city within a major north/south corridor. The City has obtained an Innovative Deployments to Enhance Arterials (IDEA) grant from the Metropolitan Transportation Commission (MTC) that will allow for better monitoring and adjustment of signal timing along three major corridors in Hayward, thus reducing vehicle idling. The City obtained Transportation Development Act (TDA) Article III funds and funds from Alameda County Transportation Commission (ACTC) for improvements on Patrick Avenue and Gading Road. The Class IV Separated Bikeway on Mission Blvd from Industrial Parkway and Harder Road is funded by a grant. The City has also received a grant to improve queuing and vehicle idling at the Huntwood/Industrial and Huntwood/Sandoval signalized intersections.	* (Improve Infrastructure (2, 3, 4, 4a, 4b, 4c, 4d, 4e))

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<p><b>M-10 Traffic Calming Measures.</b> The City shall conduct a study to identify neighborhoods where appropriate traffic-calming measures could help reduce speeding and create safer streets. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on priority streets for traffic calming measures.</p>	<p>2020-2040</p>	<p><b>Complete</b></p>	<p>In July of 2018, the City Council adopted a Neighborhood Traffic Calming Policy which identifies a process by which traffic calming complaints are addressed. It also presents a robust toolbox which staff can utilize to address these complaints.</p>	<p>* (Improve Infrastructure (2))</p>
<p><b>M-11 Pedestrian Master Plan.</b> The City shall develop, adopt, and implement a Pedestrian Master Plan that includes a planned sidewalk system, pedestrian design standards, and implementation program. As part of the preparation of the Pedestrian Master Plan, the City shall review and incorporate (as appropriate) planned improvements and programs identified in the Alameda Countywide Pedestrian Plan that connect Hayward's existing and planned pedestrian facilities to regional walking and bicycle facilities. The Pedestrian Master Plan shall include a Safe Routes to Schools Plan, an ADA Transition Plan, and strategies to improve pedestrian connections to parks, transit, and neighborhood commercial, and service uses.</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>Adopted by Council on September 29, 2020.</p>	<p>* (Improve Infrastructure (8))</p>
<p><b>M-12 Shuttle Service Study.</b> The City shall conduct a study to evaluate the feasibility of establishing shuttle services to address any unmet transit needs, to fill in gaps in service that are not being met by other transit providers, and to improve transit connections between major transit stations and employment centers. Based on findings from the study, the City shall prepare and submit recommendations to the City Council relative to the options for establishing such services in the city.</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>The Shuttle Study evaluated the feasibility of six potential shuttle routes in Hayward. One route extending from the proposed Lincoln Landing site to BART, Southland Mall, Chabot College, and into the southeast industrial area was carried forward and presented to Council in the fall of 2018. A funding shortfall has put the proposed project on hold.</p>	<p>* (Improve Infrastructure (4))</p>
<p><b>M-13 Private Transportation Companies.</b> The City shall conduct a study to identify economic incentives for private transportation companies seeking to enhance mobility in the Downtown, Priority Development Areas (PDAs), corridors, employment centers, and other high-intensity districts in the city. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on potential incentives.</p>	<p>2020-2040</p>	<p><b>Not Started</b></p>		<p>* (Improve Infrastructure (4))</p>

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<p><b>M-14 Transit Rider Information Study.</b> The City shall work with AC Transit to identify options for informing transit riders of the availability and timing (e.g., headways) of public transit. Based on findings from the study, the City shall work with AC Transit to prepare and submit recommendations to the City Council on developing a transit information program.</p>	<p>2020-2040</p>	<p><b>Not Started</b></p>		<p>* (Improve Infrastructure (4, 4a))</p>
<p><b>M-15 Pedestrian Design Standard for Transit Stop.</b> The City shall work with AC Transit to develop and adopt transit stop design standards for lighting, walkways, streetscape furniture, and landscaping to promote a feeling of safety at transit stops.</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>The Alameda County (AC) Transit Multimodal Corridor Guidelines was published in April 2018.</p>	<p>* (Improve Infrastructure (4, 4a, 8))</p>
<p><b>M-16 Citywide TDM Plan.</b> The City shall develop and adopt a citywide Transportation Demand Management (TDM) Plan, which could include strategies to reduce peak-hour traffic, such as staggered work hours, flexible schedule options, and telecommuting from home offices.</p>	<p>2017-2019</p>	<p><b>Not Started</b></p>	<p>The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.</p>	<p>* (Improve Infrastructure (1))</p>
<p><b>M-17 City Employee Car/Bike Share Programs.</b> The City shall conduct a study that explores the development of car-sharing and/or bike sharing programs for City employees. Based on findings from the study, the City shall prepare and submit recommendations to the City Council about establishing such programs.</p>	<p>2020-2040</p>	<p><b>In Progress</b></p>	<p>The City was awarded a grant in 2017 to deploy and promote car sharing at multiple locations throughout the city. In the fall of 2019, the city returned the grant funds and closed the program after it was deemed infeasible. Staff will continue to seek additional opportunities for car and bike sharing as opportunities arise.</p>	<p>* (Improve Infrastructure (4))</p>
<p><b>M-18 City Commuter Benefits.</b> The City shall continue to offer commuter benefits, such as Tran Ben or Commuter Checks to City employees, and when possible, expand or develop other commuter benefits programs, such as parking cash-out or parking pricing programs, or taking advantage of the new tax credit for biking to work.</p>	<p>2014-2016 Ongoing</p>	<p><b>In progress</b></p>	<p>The City currently offers pre-tax payroll deductions for public transportation and/or parking options with P&amp;A Group. Staff evaluates options annually and will continue to improve and expand the program when possible.</p>	<p>* (Improve Infrastructure (4))</p>
<p><b>M-19 TDM Amendments.</b> The City shall amend Administrative Rule 2.26 to reflect current transportation demand management opportunities.</p>	<p>2017-2019</p>	<p><b>Not Started</b></p>	<p>The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.</p>	<p>* (Improve Infrastructure (1))</p>
<p><b>M-20 Off-Street Parking Regulations Comprehensive Update.</b> The City shall amend the Off-Street Parking Regulations of the Municipal Code to incorporate smart growth principles and to incentivize</p>	<p>2017-2019</p>	<p><b>Not Started</b></p>	<p>The City has not begun this program due to limited staff and fiscal resources, along with other City priorities. However, staff is currently working on developing Objective Design Guidelines, which will</p>	<p>* (Improve Infrastructure (1a))</p>

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<p>walking, biking, and public transit. The update shall consider the following changes: Creating a single "blended" parking requirement for commercial uses to facilitate future changes of use (i.e. changing a retail store to a restaurant); Providing requirements or incentives for bicycle parking; Allowing on-street parking along the property's frontage to count towards satisfying a portion of the property's off-street parking requirements; Setting parking maximums to limit the amount of parking that can be built on a site; Creating parking preferences or incentives for residents who rideshare or use low- or zero-emissions vehicles; and Allowing property owners to develop and implement parking demand management plans that consider ways to reduce the need for off-street parking by using shared parking arrangements, valet parking services, paid parking, and other appropriate techniques.</p>			<p>include potential updates to the City's Off-Street Parking regulations; these efforts meet the intent of this program.</p>	
<p><b>M-21 Downtown Parking Management Plan.</b> The City shall prepare and implement a Downtown Parking Management Plan. The preparation of the plan shall consider the following: Adopting parking requirements that are appropriate for a mixed-use, walkable, and transit-oriented district; Creating a single "blended" parking requirement to facilitate future changes of use (i.e. changing a retail store to a restaurant or office space to residential); Establishing flexible parking requirements to allow innovative parking solutions to efficiently meet parking needs, including shared parking, valet parking, and the implementation of parking demand management strategies; Providing dedicated parking spaces for car-sharing programs and low- or zero-emissions vehicles; Establishing incentives to encourage car-sharing programs (e.g., receiving credit for meeting the minimum "parking minimum" if a car share program is included with the project); Establishing paid parking with market pricing strategies for public parking (on- and off-street); Installing state-of-the-art parking meters that allow users to locate, reserve, and pay for parking with smart phone and mobile device applications; Adopting policies to use parking revenues to fund Downtown improvements and enhancements; and Establishing</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>In July 2018, the City Council adopted a Downtown Parking Program. While it does not encompass all the activities described in the program language, it did establish consistent time restrictions, enforcement policies and provides remedies for merchants and residents who live in the downtown. The City is in the process of fully implanting the plan.</p>	<p>* (Improve Infrastructure (1a))</p>

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bicycle parking requirements and incentives. The Parking Management Plan may be prepared in conjunction with the Downtown Specific Plan (see Program 7 of Table LU-1).				
<b>M-22 Truck Routes Study.</b> The City shall conduct a study of the Surface Transportation Assistance Act (STAA) truck routes and local truck routes (i.e. Hayward Traffic Code Section 6.11) to evaluate and confirm the optimal network for truck traffic through and within the city. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on an appropriate system of truck routes.	2020-2040	<b>Not Started</b>		
<b>M-23 Transportation Impact Fees.</b> The City shall prepare a Development Impact Fee Feasibility Study and Nexus Report to assess the potential for establishing development impact fees for local transportation improvements, and if deemed appropriate by City Council, regional transportation improvements. Based on the findings of the Feasibility Study and Nexus Report and direction from the City Council, the City may prepare and adopt an Impact Fee Ordinance for transportation improvements.	2017-2019	<b>In Progress</b>	The City has completed a Nexus Report and is in process of preparing an ordinance for City Council approval by June 30, 2022.	* (Improve Infrastructure (3))
<b>ED-1 Economic Development Strategic Plan Annual Report.</b> The City shall submit an annual report to the City Council that evaluates the implementation of the Economic Development Strategic Plan.	2014-2017 Annual	<b>In Progress</b>	The Economic Development Division planned to bring forward an updated strategic plan in incremental segments. In the Fall of 2019, the Economic Development Division presented an updated Marketing and Branding Strategy and planned to continue updating the business attraction, retention, and expansion elements of the strategic plan. However, these efforts were delayed due to the need to pivot toward COVID-19 response and recovery program implementation efforts. ED staff developed and brought forward a COVID-19 Economic Recovery Strategy in 2022, which is funded by ARPA dollars. This plan included a suite of recovery initiatives that will be the focus of the Division’s efforts across the next 3 years.	* (Grow the Economy (1, 1a, 1b))
<b>ED-2 Branding and Marketing Program.</b> The City shall develop and maintain a branding and marketing strategy and materials to promote Hayward and maximize the effectiveness of the City’s communication materials and website.	2014-2016, Ongoing	<b>Complete</b>	The branding and marketing strategy was completed and launched in 2016. Updates to the strategy and content are ongoing. Regular updates are made to materials to be consistent with the latest market and business trends. In 2020, staff updated the Branding and Marketing Plan, which included new work tasks to continue promoting	* (Grow the Economy (1, 1a, 1b, 14, 14a, 14b))

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			Hayward to targeted industries. As part of the COVID-19 Economic Recovery program efforts, a new marketing campaign “Hayward Open for Business” will be launched to encourage customers return to Hayward restaurants and retail stores. Marketing efforts to showcase the growing Biotech industry in Hayward are also scheduled for 2022.	
<b>ED-3 Energy and Sustainability Businesses Program.</b> The City shall coordinate with the Chamber of Commerce and the East Bay Economic Development Alliance to develop a program that supports and attracts businesses in the renewable and energy-efficiency sector to Hayward.	2017-2019	<b>Complete</b>	The City of Hayward's adopted the Concierge Program to actively recruit Clean Energy and Technologies as a targeted industry for the program. Businesses within this industry can take advantage of the program and its services including site selection assistance, development assistance, and business and workforce assistance. The City also partners with the East Bay Economic Development Alliance (EDA) to attend industry sector events to attract more clean energy businesses to Hayward and the region. Recruitment of clean energy businesses is ongoing.	* (Combat Climate Change (1, 1c, 4, 5, 5a, 5b))
<b>ED-4 Business Resource Center and Website.</b> The City shall develop and maintain a business resource center and website.	2014-2016, Ongoing	<b>Complete</b>	Economic Development developed the City's Business Ombudsman and Business Concierge program and division website to serve as a resource center to businesses. Maintenance of these materials and implementation of these services are ongoing. Staff assists with location services, workforce services and other individual assistance as needed by the business community. Additional updates to the Economic Development business webpages and printed brochures will occur as new state, federal and city programs and resources become available. These efforts are currently on hold as staff focus on implementation of COVID-19 recovery program.	* (Grow the Economy (14a))
<b>ED-5 International Business Program.</b> The City shall develop and promote an international business program to expand and diversify the economic base of Hayward and to promote businesses that reflect the cultural diversity of the Hayward community.	2020-2040, Ongoing	<b>Complete</b>	The Hayward Business community represents the cultural diversity of the community. Through the implementation of the Small Business Assistance grants and the COVID-19 Recovery Effort programs, staff uses equity practices to ensure that all efforts are taken to support those businesses that are owned and operated by minority business owners that traditionally do not have access to other capital means or programs. These efforts were recognized by the International Economic Development Council with an Award of Excellence for the efforts of the Economic Development Division. In addition, the City launched the	* (Grow the Economy (14))

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			Together for Tennyson initiative, which established a marketing campaign and website to promote the diverse set of businesses in the Tennyson Corridor. This included a business directory and interactive map featuring businesses.	
<b>ED-6 Industrial Technology and Innovation Corridor Marketing Strategy.</b> The City shall develop and maintain a branding and marketing strategy to promote economic investment and business and development opportunities within the Industrial Technology and Innovation Corridor.	2020-2040, Ongoing	<b>Complete</b>	With the publication of the Industrial Corridor Innovation and Technology Study in 2015, the City of Hayward identified the importance of maintaining and supporting the six major industry clusters that existed in our Industrial area. New regulations that fostered and promoted the growth of these new technology clusters were needed to bring the zoning regulations in line with the needs of the changing market. Following the adoption of new industrial zoning district regulations in Spring 2019, Economic Development staff developed and implemented a plan to promote the new regulations and increase awareness of development opportunities. In 2019 and 2020, this included personal engagement with owners of vacant land and buildings, industrial real estate brokers, industrial trade associations and developers. These efforts, combined with strong industrial real estate market conditions, led to major redevelopment proposals including the former Gillig, Berkeley Farms and Conxtech sites on Clawiter. Work to market the industrial corridor will continue to be an ongoing task.	
<b>ED-7 Local Hire Incentives.</b> The City shall develop a package of business incentives (e.g., reduced business license fees) to encourage Hayward businesses to hire local residents.	2014-2016	<b>Not Started, to begin late 2022</b>	As part of the COVID Economic Recovery programs adopted by the City, a new program is slated to be implemented in year 2 & 3 of the budget. The Hire Hayward program establishes a rebate grant program that provides financial incentive to businesses that hire and maintain employment of a Hayward resident. Businesses would be required to offer a minimum hourly wage of \$15.00 per hour. The rebate incentive would be to be businesses and would be a rebate a percentage of wages up to a maximum threshold for hiring a Hayward resident. The rebate period would run for the first eight weeks of the resident’s employment to account for training and onboarding costs.	* (Grow the Economy (14))
<b>ED-8 Business Incubator Study.</b> The City shall partner with the Hayward Chamber of Commerce, local business organizations, and college business programs to explore	2017-2019	<b>In Progress</b>	Research on business incubators, including best practices and common funding mechanisms was started in 2020. However, these efforts were placed on hold as COVID-19	

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<p>the feasibility of establishing a business incubator. The City shall submit a feasibility report to the City Council and additional actions shall be determined based on direction from the City Council.</p>			<p>response and recovery efforts were prioritized. Economic Development staff have engaged with California State University (CSU or Cal State) East Bay to explore partnership opportunities. CSU East Bay is constructing a CORE building, which will be a Hub for Entrepreneurship. This business incubator will provide a nexus for students and faculty to explore innovations that will propel the creative economy into the next generation. Construction is to be completed in 2022.</p>	
<p><b>ED-9 Business Attraction, Expansion, and Retention Program.</b> The City shall develop a comprehensive business attraction, expansion, and retention program.</p>	<p>2014-2016, Ongoing</p>	<p><b>Complete</b></p>	<p>Business attraction, expansion and retention is an ongoing process in the City of Hayward. Staff monitors reports on industry trends, sales tax leakage reports, vacancy reports, and other resources to determine what the current need is for the business community. Through the City’s award-winning Business Concierge Service, staff also works with other City departments in identifying those businesses that are looking to expand their operations and to ensure the process for those expansions is a positive experience for the business. Staff is currently working with the broker community to identify new tenants for the Kmart site, Lincoln Landing, SoHay, and other new retail spaces currently under construction.</p>	<p>* (Grow the Economy (13))</p>
<p><b>ED-10 Town-Gown Economic Partnership.</b> The City shall coordinate with Chabot College and California State University, East Bay to develop a formalized Town-Gown Economic Partnership.</p>	<p>2014-2016</p>	<p><b>In Progress</b></p>	<p>In late 2019, Economic Development staff began actively identifying and meeting with California State University (CSU) East Bay and Chabot College student associations and groups in order to identify student needs and develop a Town-Gown or "College Connection" program. The goal was to partner to produce "Shop Local" promotions and special events targeting students. Completed tasks included organizing and facilitating a focus group of over 25 college students to discuss their shopping patterns and preferred retailers. However, promotional and special event planning efforts were delayed due to the COVID-19 pandemic, which resulted in business and campus closures and prohibitions on mass gatherings. These efforts are currently on hold due to lack of staff capacity and efforts to focus on the implementation of COVID-19 Recovery programs.</p>	

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<p><b>ED-11 Town-Gown Economic Strategic Plan and Annual Report.</b> The City shall coordinate with Chabot College and California State University, East Bay to develop a Town-Gown Economic Strategic Plan that focuses on enhancing the college-town economy and culture of Hayward. The City shall submit an annual report to the City Council that evaluates the implementation of the Strategic Plan.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>Town-Gown Economic Strategic Plan efforts were delayed as priorities shifted to COVID-19 response and recovery. Formal work on the Town-Gown Strategic Plan is currently on hold due to lack of staff capacity as the focus has shifted towards the implementation of COVID-19 Economic Recovery programs.</p>	
<p><b>ED-12 Customer Service Survey.</b> The City shall develop and maintain a customer service survey to evaluate and identify opportunities to improve permit procedures and the customer service of the Development Services Department and Finance Department (business license permitting). Surveys will be sent to applicants after permits for the project are approved/denied.</p>	<p>2014-2016, Ongoing</p>	<p><b>In Progress</b></p>	<p>Surveys are regularly sent to customers and available at City Hall for an evaluation of the City’s customer service. Development Services and Permit Center released a survey in Spring 2019, and after a pause due to the first COVID-19 closure, the City resumed soliciting customer feedback on ways to improve and expand customer service delivery in response to the ongoing COVID pandemic.</p>	<p>* (Support Quality of Life (16a))</p>
<p><b>ED-13 Permit Processing Software.</b> The City shall upgrade its Development Services permit processing software to streamline review, allow the submission of electronic applications, reduce costs, and monitor processing time.</p>	<p>2014-2016, Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has started the process of updating our licensing and permit review software with EnerGov to help streamline process review. Staff expects this project to be completed in Fiscal Year 2022/23.</p>	<p>* (Improve Organizational Health (15b))</p>
<p><b>ED-14 Ombudsperson Service.</b> The City shall develop an ombudsperson service to assist commercial and industrial business and new development applicants with the City’s permit and entitlement process, and to provide coordination assistance with utility providers and other regulatory and permitting agencies.</p>	<p>2014-2016</p>	<p><b>Complete</b></p>	<p>Completed in September 2015.</p>	<p>* (Grow the Economy (13))</p>
<p><b>ED-15 Cultural Commission.</b> The City shall establish a Cultural Commission to coordinate the efforts of various arts, culture, and historical groups within Hayward and to assist with cultural event planning reflective of Hayward’s diversity. The Commission shall also evaluate funding mechanisms for public art and performance projects.</p>	<p>2020-2040</p>	<p><b>In Progress</b></p>	<p>Staff recognizes the important economic impact of arts and culture on both quality of life for residents and the attraction of new businesses for the local economy. Efforts have begun to identify both short-term and long-term projects for the City to bring an increased presence of art and cultural events to the community. Economic Development has increased support to other organizations that have created cultural events held in the downtown such as the Mariachi Festival, Russell City Blues Festival, Oktoberfest and a Latin Jazz Festival. In 2019, Economic Development established a Special Events Grant Support program, which was reviewed by the Council Economic Development Committee (CEDC) and City Council. This program</p>	

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			created a formal annual application process for special events. It included new funding thresholds to support and encourage new events. The new program also integrated elements of the City's "Commitment for an Inclusive, Equitable, and Compassionate Community" roadmap. Evaluation criteria was added to encourage more events that focus on cultural diversity, equity, and inclusion. Due to COVID-19, on-going prohibitions on large gatherings, and removal of funding for this program from the Economic Development budget, this program is currently on hold.	
<b>CS-1 Grant Funding.</b> The City shall pursue grant funding on an on-going basis to increase Police and Fire Department staffing levels, improve police and fire facilities and equipment, and improve community safety services and programs.	Ongoing	<b>In Progress</b>	The Police Department currently has 34 sworn vacant positions and will pursue additional grant funding programs when staff resources are available. The Fire Department regularly applies for grants to fund equipment purchases and community programs. In the past several years, the Department has received grant money to purchase radios, cardiac monitors, and chest compression devices, as well as fund the residential chipping program and Community Emergency Response Team program.	* (Support Quality of Life (16))
<b>CS-2 Police Department Strategic Plan Annual Report.</b> The City shall submit an annual report to the City Council that evaluates the implementation of the Police Department Strategic Plan.	Annual	<b>In Progress</b>	The Police Department is currently in the process of working with an independent contractor to develop a new Strategic Plan with an anticipated completion date before the end of fiscal year 2022. The development of a new Strategic Plan is a requirement by the Commission on Accreditation for Law Enforcement Agencies (CALEA). The process is ongoing and HPD provides quarterly reports and an annual report to the City Council.	
<b>CS-3 Crime Prevention Through Environmental Design Checklist</b> The City shall develop a Crime Prevention Through Environmental Design (CPTED) Checklist to encourage project applicants to incorporate CPTED principles into the design of their projects and to assist in the Police Department's review of development applications.	2017-2019	<b>Complete</b>	Crime Prevention Specialists meet regularly with Development Services staff for early involvement in development projects. Crime Prevention Through Environmental Design (CPTED) training has been offered to Development Services staff to improve their understanding of the process. Recommended CPTED strategies are provided to applicants, as applicable.	
<b>CS-4 Homeless Services Partnership.</b> The City shall develop formal partnerships with community and faith-based organizations to develop and implement a coordinated strategy for managing food, shelter, and support services to the homeless in Hayward.	2014-2016	<b>In Progress</b>	The City developed and released a major strategy report on the issue of homelessness in late 2015. As a result of that report, a new Winter Warming Center was created in north Hayward, and the Downtown Streets Team program was contracted to begin services in June 2016. A new task force, a standing Interdisciplinary Working Group on Homelessness, Hunger, Housing and Disruptive Street	* (Preserve, Protect, and Produce Housing for All (1, 1b, 2, 3, 3A, 3B, 4g))

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			Behaviors, was formed in early 2015, and continues to meet monthly. Members from various City Departments, Non-Profits, and Faith Based Organizations participate in the working group to coordinate services and strategy to ensure homeless and hunger needs are addressed in Hayward. In January 2019, the City Council approved a Navigation Center for the homeless in the Industrial area, which is currently operational. The Library has started a partnership with Alameda County Health Care for the Homeless to bring the Medical Services van to the City on an ongoing basis.	
<b>CS-5 Park Security Program.</b> The City shall coordinate with the Hayward Area Recreation and Park District and East Bay Regional Park District to prepare a strategy for integrating appropriate security and surveillance technology in City parks.	2017-2019	<b>In Progress</b>	Staff turnover at the Hayward Area Recreation District (HARD) and the COVID-19 pandemic have impacted the implementation of this program but additional coordination with HARD is anticipated in 2022.	* (Support Quality of Life (16))
<b>CS-6 Comprehensive Safe School Plans.</b> The City shall coordinate with local school districts on an ongoing basis to assist in the review and update of a Comprehensive Safe School Plan for each school in Hayward.	2014-2016 Ongoing	<b>In Progress</b>	The School Resources Officers (SRO) Program was discontinued by Hayward Unified School District (HUSD) in 2021 and on-site campus security is provided by HUSD security staff. The HPD responds to HUSD campuses and coordinates with HUSD to address safety issues when requested.	
<b>CS-7 Fire Department Strategic Plan and Annual Report.</b> The City shall develop and adopt a Fire Department Strategic Plan. The City shall submit an annual report to the City Council that evaluates the implementation of the Fire Department Strategic Plan.	2017-2019, Annual	<b>In Progress</b>	The Fire Department has begun the planning process to complete the Strategic Plan, which will be completed by the end of this fiscal year.	* (Support Quality of Life (5))
<b>CS-8 Center for Public Safety Excellence Program.</b> The City shall initiate and complete the accreditation process for the Center of Public Safety Excellence to evaluate and enhance fire and emergency medical services within the city.	2014-2016	<b>In Progress</b>	Staff initiated the accreditation process in 2021 and can take up to three years to complete.	* (Support Quality of Life (16))
<b>CS-9 Police and Fire Impact Fees.</b> The City shall prepare a Development Impact Fee Feasibility Study and Nexus Report to assess the potential for establishing development impact fees for police and fire services. Based on the findings of the Feasibility Study and Nexus Report and direction from the City Council, the City may prepare and adopt an impact fee ordinance for police and/or fire services.	2014-2016	<b>Not Started</b>	This program may need to be reevaluated to determine if it is feasible and/or still a desired approach.	

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<p><b>CS-10 Disaster Awareness and Emergency Preparedness Program.</b> The City shall prepare a comprehensive update of its disaster awareness and emergency preparedness program.</p>	<p>2014-2016</p>	<p><b>In Progress</b></p>	<p>The City has funded several emergency preparedness exercises in the past five years. However, funding has not been available to implement a comprehensive emergency preparedness program. Council approved an Emergency Management Services Officer position in October 2019, who began updating the Department's preparedness plans and preparing evacuation drills shortly thereafter. In March of 2020, the Department prioritized standing up the Emergency Operations Center (EOC) and COVID-19 response. The program itself is limited due to staff buy-in for preparedness training and participation. Expected completion is the end of Fiscal Year 2023.</p>	<p>* (Support Quality of Life (16))</p>
<p><b>CS-11 Disaster Drills.</b> The City shall conduct annual disaster drills to train City staff and test the effectiveness of the Comprehensive Emergency Management Plan and operational readiness of the Emergency Operations Center. If necessary, the City shall submit a report to the City Council that provides recommendations for follow-up training, updates to the Comprehensive Emergency Management Plan, and improvements to the Emergency Operations Center.</p>	<p>2014-2016 Annual</p>	<p><b>In Progress</b></p>	<p>In 2019, the Fire Department conducted several fire drills at City Hall to promote fire safety awareness. In 2020, the COVID-19 pandemic resulted in the closure of City Hall, the Library and several public buildings. It is anticipated that public safety drills will resume once the Shelter in Place has been lifted and its safe for employees in Spring 2021. In collaboration with PIO, the Department initiated a two-year planning process to increase community and staff preparedness in preparation for tabletop and large-scale drills with first responders, EOC staff, City staff, and community members/groups.</p>	<p>* (Support Quality of Life (16))</p>
<p><b>CS-12 Community Emergency Response Reserves Program.</b> The City shall establish a volunteer reserves program for Hayward residents certified in Community Emergency Response Training (CERT). The reserves program shall include a regular training program and a leadership structure to communicate and coordinate with volunteers during emergencies.</p>	<p>2020-2040</p>	<p><b>In Progress</b></p>	<p>The Fire Department has successfully established an active Community Emergency Response Team (CERT) program, which trains approximately 400 residents annually. In addition, the Department launched a Neighborhood Emergency Response Team (NERT) program in 2018 with the goal of training an additional 240 people. NERT is an abbreviated 4-hour curriculum for community groups. The Department continues to build the CERT program and is in progress of elevating CERT members to engage in advanced training. This CERT group will assist and report directly to the EOC in the event of a large-scale disaster.</p>	<p>* (Support Quality of Life (16))</p>
<p><b>CS-13 Energy Assurance Plan.</b> The City shall develop and implement an Energy Assurance Plan to ensure that critical facilities have access to power during emergencies and power outages.</p>	<p>2020-2040</p>	<p><b>Not Started</b></p>	<p>The Fire Department proposed a new CIP project for FY 22, which includes a pilot program for 10 solar-powered generators. These generators will be used to support 112 baseline residents during public safety power shutoffs; power tents in the event of any disaster, large or small;</p>	<p>* (Support Quality of Life (16))</p>

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			support the continuing operations of maintenance services through disasters and will be used in emergency response drills. Council approved funding for solar generators, and communications equipment that will assist directors and public safety leadership with communicating off the grid. These efforts support the intent of the program in ensuring that critical facilities have access to power during emergencies and power outages.	
<b>CS-14 Mass Communication System Update.</b> The City shall review and update (as necessary) its mass communication system (the system for sending emergency information and updates to the Hayward community).	2014-2016 Ongoing	<b>In Progress</b>	The Fire Department implemented AC Alert, a Mass Notification System adopted county-wide. It allows Alameda County to rapidly disseminate emergency alerts to people who live, work in, or visit Alameda County or Hayward and is capable of sending alerts by voice, text and email, as well as messaging other mass notification systems, posting to social media pages, and sending FEMA (Federal Emergency Management Agency) Wireless Alerts. Hayward currently has 62,031 participants. In collaboration with the PIO, the Department initiated a campaign to engage more of the community with opting-in to AC Alert.	* (Support Quality of Life (16))
<b>NR-1 Habitat Conservation Plan.</b> The City shall coordinate with Alameda County, the cities of Fremont and Union City, the Hayward Area Recreation and Park District, and the East Bay District to develop and adopt a comprehensive Habitat Conservation Plan for areas within and surrounding Hayward.	2017-2019, Ongoing	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.	
<b>NR-2 Creek Daylighting and Restoration Study.</b> The City shall prepare a Creek Daylighting and Restoration study that will identify specific actions to maintain and restore creeks and streams to a more natural state. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on priority actions to maintain and restore creeks and streams.	2020-2040	<b>Not Started</b>		
<b>NR-3 Recycled Water Program.</b> The City shall construct facilities to deliver recycled water to customers near the Water Pollution Control Facility.	2020-2040	<b>In Progress</b>	Construction was completed on approximately eight miles of distribution pipelines in 2019, and on the recycled water tank, pump station, treatment facility in 2020. Phase 1 customer site retrofits and connections to the recycled water system were completed in 2020. The project was enrolled under the State Board’s General Water Reclamation	* (Improve Infrastructure (18., 18B))

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			Requirements for Recycled Water Use Order WQ 2016-0068-DDW in 2021. Customer deliveries are scheduled to begin in 2022.	
<b>NR-4 Water Conservation Standards.</b> The City shall develop and adopt Water Conservation Standards within the Municipal Code for households, businesses, industries, and public infrastructure.	2017-2019	<b>Complete</b>	Hayward's Indoor Water Use Efficiency Ordinance was repealed by Council on December 13, 2016 due to the more stringent water efficiency standards included in the 2016 California Building Code, which took effect on January 1, 2017. Hayward's Nonessential Water Use Ordinance was amended by Council on June 6, 2017 to permanently prohibit wasteful water practices consistent with State water conservation regulations.	
<b>NR-5 Residential Energy Performance Assessment and Disclosure Ordinance.</b> Not sooner than 2017, the City shall consider adopting a Residential Energy Performance Assessment and Disclosure (EPAD-R) Ordinance for detached single-family homes and multi-family homes. The EPAD-R Ordinance may include the following: energy performance disclosures at certain points or thresholds; use of a free online tool such as the Environmental Protection Agency's Home Energy Yardstick for self-assessment, which takes into account the size of the home and number of occupants; alternatively, use of a low-cost assessment tool such as the Department of Energy's Home Energy Score; flexible exemption provisions including: the age of the building, foreclosures or short sales, recent energy efficiency upgrades, an owner providing 12 consecutive monthly utility bills from the previous two years.	2017-2019 2020-2040	<b>In Progress</b>	On September 12, 2016, staff presented a report to the Council Sustainability Committee regarding a potential ordinance that would require energy audits of existing buildings and would require disclosure of energy performance. The Committee directed staff to focus efforts on providing customers with information that would encourage them to voluntarily make energy efficiency updates to existing homes and commercial buildings. Staff is currently working with StopWaste to develop a low-cost multifamily property assessment tool, which may be used for public disclosure of energy performance.	* (Combat Climate Change (1))
<b>NR-6 Commercial Energy Performance Assessment and Disclosure Ordinance.</b> The City shall consider adopting a Commercial Energy Performance Assessment and Disclosure (EPAD-C) Ordinance for commercial buildings. The EPAD-C Ordinance may include the following: Energy use disclosure requirements consistent with State law (AB 1103), which requires use of the ENERGY STAR Portfolio Manager benchmarking tool. Exemption provisions consistent with AB 1103, which include: the size of the building the occupancy type of the building	2017-2019 2020-2040	<b>Not Started</b>		* (Combat Climate Change (1))

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<p><b>NR-7 Energy Reduction Initiative and Annual Report.</b> The City shall develop and implement a public information and education campaign to encourage every household and every business to reduce their energy consumption by 10 percent by 2020. The City shall evaluate and report to the City Council annually on the community's progress in achieving the ten percent goal and recommend additional efforts as necessary to ensure the goal is met.</p>	<p>2014-2016, Annual</p>	<p><b>In Progress</b></p>	<p>Hayward participates in the Bay Area Regional Energy Network's (BayREN) programs. Staff is promoting BayREN's single-family program, includes the Home Energy Score and a variety of rebates for energy efficiency and electrification.</p>	<p>* (Combat Climate Change (1))</p>
<p><b>NR-8 Home Energy Monitors and Annual Report.</b> The City shall develop a program to encourage the installation of Home Energy Monitors in existing homes. The City shall evaluate and report to the City Council annually on the community's participation in the program, and any additional reductions in energy use that result from implementation of the program.</p>	<p>2017-2019, Annual</p>	<p><b>Not Started</b></p>	<p>This program will be re-evaluated during the update of the Climate Action Plan in 2022. There are on-line programs such as Ohm Connect and Home Energy Analytics available to monitor home energy use without the need for a hardware solution. These programs and their application support the intent of this program.</p>	<p>* (Combat Climate Change (1))</p>
<p><b>NR-9 Financing Program for Residential Energy Efficiency Retrofits.</b> The City shall work with regional agencies and organizations to develop a residential energy efficiency retrofit financing program for single-family and multi-family homes.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has offered Property Assessed Clean Energy (PACE) financing for single-family and multi-family homes since 2010. The City also offered the Pay-As-You-Save (PAYS) pilot program for multifamily properties. Hayward properties can also participate in the Bay Area Multifamily Building Enhancements (BAMBE) program, which offers cash rebates, no-cost energy consulting, and access to financing. <a href="https://www.bayren.org/multifamily">https://www.bayren.org/multifamily</a>.</p>	<p>* (Combat Climate Change (1))</p>
<p><b>NR-10 Financing Program for Commercial Energy Efficiency Retrofits.</b> The City shall work with regional agencies and organizations to develop a commercial energy efficiency retrofit financing program for commercial and industrial properties.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has offered Property Assessed Clean Energy (PACE) financing for commercial and industrial properties since 2010.</p>	<p>* (Combat Climate Change (1))</p>
<p><b>NR-11 City Building Audits and Reports.</b> The City shall conduct an energy efficiency audit of City-owned buildings every five years to identify opportunities for efficiency improvements from both operations and equipment upgrades. The City shall prepare and submit a report to the City Council that summarizes the results of the audit and makes recommendations for improvements that will improve energy efficiency.</p>	<p>2020-2040</p>	<p><b>Not Started</b></p>		<p>* (Combat Climate Change (1, 1d, 3))</p>

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<p><b>NR-12 Financing Program for the Installation of Residential Renewable Energy Systems.</b> The City shall work with regional agencies and organizations to develop a financing program for the installation of renewable energy systems on single-family and multi-family residential buildings and mobile homes.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has offered Property Assessed Clean Energy (PACE) financing for single-family and multi-family homes since 2010. PACE financing can be used for the installation of renewable energy systems.</p>	<p>* (Combat Climate Change (1, 2))</p>
<p><b>NR-13 Financing Program for the Installation of Commercial Renewable Energy Systems.</b> The City shall work with regional agencies and organizations to develop a financing program for the installation of renewable energy systems on commercial and industrial properties.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has offered Property Assessed Clean Energy (PACE) financing for commercial and industrial properties since 2010. PACE financing can be used for the installation of renewable energy systems.</p>	<p>* (Combat Climate Change (1, 2))</p>
<p><b>NR-14 Renewable Energy Generation Potential.</b> The City shall conduct a city-wide study to estimate the total potential for renewable energy generation on City facilities and the estimated costs and benefits of developing that potential. Based on findings from the study, the City shall develop a plan to develop cost effective renewable energy projects.</p>	<p>2017-2019</p>	<p><b>In Progress</b></p>	<p>Staff is currently working with East Bay Community Energy to investigate the feasibility of installing solar and battery storage at several City facilities.</p>	<p>* (Combat Climate Change (3))</p>
<p><b>NR-15 Carbon Management Activities Program.</b> The City shall develop and implement a program to track carbon sequestration activities on private and public lands, such as planting trees or managing wetlands.</p>	<p>2017-2019, Ongoing</p>	<p><b>In Progress</b></p>	<p>The Strategic Roadmap specifies a goal of planting 1,000 new trees per year and staff is tracking progress, however, no analysis has been done to track carbon sequestration.</p>	<p>* (Combat Climate Change (3))</p>
<p><b>NR-16 Green Portal.</b> The City shall develop and maintain a stand-alone Green Portal, or website, that serves as the City's hub for all things green.</p>	<p>2014-2016, Ongoing</p>	<p><b>In Progress</b></p>	<p>As part of the City's website, the "Environment" section was established to serve as the Green Portal.</p>	
<p><b>NR-17 Business Engagement in Climate Programs.</b> The City shall engage local businesses and business organizations (e.g., Chamber of Commerce, the Keep Hayward Clean and Green Taskforce, the Alameda County Green Business Program) in climate-related programs.</p>	<p>2014-2016 Annual</p>	<p><b>In Progress</b></p>	<p>Staff has and will continue to partner with the Chamber of Commerce, the Keep Hayward Clean and Green Task Force, and the Alameda County Green Business Program to promote climate-related programs.</p>	<p>* (Combat Climate Change (1, 2, 5, 5a, 5b))</p>
<p><b>NR-18 Environmental Education Programs.</b> The City shall coordinate with Alameda County, Pacific Gas &amp; Electric Company, non-profit organizations, and other agencies and businesses to develop and implement an Environmental Education Program.</p>	<p>2017-2019</p>	<p><b>In Progress</b></p>	<p>The City regularly coordinates with PG&amp;E, the Alameda County Waste Management Authority and the Alameda County Energy Council (collectively known as StopWaste), the Bay Area Water Supply &amp; Conservation Agency (BAWSCA), the Bay Area Regional Energy Network (BayREN), California Youth Energy Services (CYES) and the Alameda County Green Business</p>	

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			Program to coordinate the offering of Environmental Education programs to Hayward community members.	
<b>HAZ-1 Seismic and Geologic Safety Standards.</b> The City shall review and update (as necessary) its seismic and geologic safety standards when there is an update to the Uniform Building Code and the California Building Code.	2014-2016Ongoing	<b>In Progress</b>	This program is on-going as new codes are adopted. New California Building Code cycle is to start on January 2023.	* (Support Quality of Life (16))
<b>HAZ-2 Seismic Retrofit Feasibility Study for City Facilities.</b> The City shall prepare a study to identify all existing City facilities that do not meet current building code standards. The City shall use the study to prioritize the funding of capital improvement projects.	2020-2040	<b>Not Started</b>		* (Support Quality of Life (16))
<b>HAZ-3 Seismic Retrofit Program.</b> The City shall establish and promote a seismic retrofit program to encourage property owners to upgrade buildings, especially masonry buildings, soft-story buildings (i.e., buildings designed with minimal bracing on the first floor), and critical facilities (i.e. hospitals, schools, and long-term care facilities).	2017-2019	<b>In Progress</b>	This program is on-going. There has been a total of 479 units/structures identified as “soft story” 53 of which are not exempt, 58 exempt and 366 pending structures. Staff recommends extending deadline until 12/31/2022 due to COVID-19.	* (Support Quality of Life (16))
<b>HAZ-4 Tsunami Warning System.</b> The City shall coordinate with the Hayward Area Recreation and Park District, the East Bay Regional Parks District, and Alameda County Flood Control and Water Conservation District to develop and implement a tsunami warning system and evacuation plan for the Hayward shoreline.	2020-2040	<b>In Progress</b>	The Department implemented ZoneHaven, an evacuation planning platform that assisted with the development of an evacuation plan, map, and egress path that corresponds with the evacuation plans for neighboring cities. The Department is in the process of refining the evacuation plan for distribution.	* (Support Quality of Life (16))
<b>HAZ-5 Flood Plain Management Ordinance Comprehensive Update.</b> The City shall prepare a comprehensive update to the plain Management Ordinance.	2017-2019	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.	* (Support Quality of Life (16))
<b>HAZ-6 Airport Noise Monitoring and Reporting.</b> The City shall submit an annual report to the City Council that evaluates airport noise. If necessary, the City shall consider changes to airport operations to comply with airport noise mitigation requirements.	2014-2016Annual	<b>In Progress</b>	The airport has implemented Noise Desk, a digital noise monitoring system with many beneficial features and capabilities. Noise Desk is also more cost-effective than the system it replaced. Airport staff now provides an annual noise evaluation report to the Council Airport Committee.	* (Improve Infrastructure (11))
<b>EDL-1 Education and Lifelong Learning Resource Center.</b> The City shall develop and maintain a web-based Education and Lifelong Learning Resource Center to promote and provide access to local and web-based	2017-2019, Ongoing	<b>Complete</b>	The Education Services Division of the Library Department leverages funding through Federal, State, and Local grants and partnerships to purchase online resources to support cradle-to-career educational	* (Grow the Economy (3, 3a, 3d, 14))

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<p>educational resources, programs, and services for parents, students, and adults.</p>			<p>needs. This is a successful ongoing program that has recently expanded considerably due to Shelter-in-Place to support K-12 learning, adult literacy, and additional services for the general public: Tutor.com, Learning Upgrade, IXL, Career Online High School, Google Read-and-Write, Overdrive, and additional e-Books were all added. In response to COVID-19, virtual Math Review Circles and Reading Circles were created for students seeking tutoring services in the after-school hours. In addition, all HUSD students now have access to the library's SORA program, enabling students with or without library cards to have access to library e-Books. In addition, all adult literacy and ESL programming pivoted to a virtual model. Federal, state and local funds were also leveraged to develop a robust Tech Lending Library of over 600 devices to support low-income families in need of a computing device or internet connectivity, as well as early childhood development learning I-pads. HPL also offers access to a wide range of informational DIY and self-improvement e-resources that are suitable for use in a non-academic environment and are appropriate for parents, youth, and younger children. Additional resources to be developed after completion of the Library Strategic Plan (See program EDL-6).</p>	
<p><b>EDL-2 Education Partnership.</b> The City shall establish a formal partnership with the Hayward Unified School District, the Hayward Area Recreation and Park District, the Hayward Chamber of Commerce, Chabot College, and California State University, East Bay to coordinate the educational support programs and services offered to Hayward's youth.</p>	<p>2014-2016</p>	<p><b>Complete</b></p>	<p>In partnership with Hayward Unified School District, Chabot College, CSU East Bay, and Life Chiropractic, the City of Hayward held two STEM (Science, Technology, Engineering, and Mathematics) Career events designed in Fiscal Year 2016 to inspire youth and support ongoing educational support programs. The City continues to support the Chamber's Career Pathways Program, which establishes partnerships with school and businesses to facilitate job placement and real-world skills development for high school students.</p>	<p>* (Grow the Economy (3, 3a, 3c, 3d, 12))</p>
<p><b>EDL-3 Cradle-to-Career Strategic Plan and Annual Report.</b> The City shall coordinate with the Hayward Local Agency Committee, local businesses, community organizations, Chabot College, and California State University, East Bay to develop a Cradle-to-Career Strategic Plan. The City shall submit an annual report</p>	<p>2017-2019, Annual</p>	<p><b>In Progress</b></p>	<p>The completion of the new Downtown Library and 21st Century Learning Center was delayed, as was the creation of a departmental Strategic Plan. To continue to move the goal forward, the Ed Services Division leveraged a second round of Hayward Promise Neighborhood funding (5-year grant, with California</p>	<p>* (Grow the Economy (3, 3a, 3b, 3c, 3d))</p>

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<p>to the City Council that evaluates the implementation of the Cradle-to-Career Strategic Plan.</p>			<p>State University East Bay as the lead agency) on the City's behalf. This multi-agency grant collaboration among 15 community partners has developed and maintained 3 community networks: Early Learning Network (ELN), Cradle-to-Career Reform Network (C2CRN), and the Neighborhood Health and Empowerment Network (NHEN). These networks meet monthly and are comprised of representatives from community stakeholders planning/working on the development of high-impact, results-driven programs, collaborations, and partnerships. Additional resources to be undertaken after completion of the Library Strategic Plan (EDL-6). Although there has not been a formal Strategic Plan created by the City, the HPN initiative has taken leadership to align resources among the above-mentioned partners, resulting in the City's ability to build off existing partnerships and leverage additional federal, state, and local funds to support Tech Lending, expansion of e-resources, and funding for Bookmobile staffing, supplies, and additional support services. For example, The Community Child Care Council (4Cs) of Alameda County donated \$45,000 in resources to support the purchase of the Bookmobile and provides staffing at early childhood development stops, and HPN contributed towards City staffing costs, outreach materials, and books for the mobile collection.</p>	
<p><b>EDL-4 Education Awards Program.</b> The City shall establish an annual awards program to recognize and honor the achievements of students, local schools, and businesses and community organizations that support local schools.</p>	<p>2017-2019 Annual</p>	<p><b>Complete</b></p>	<p>In 2017, the Library Director and Ed Services Manager worked in direct coordination with Hayward City Council members to develop the Hayward Youth Achievement Hall of Fame. Young people (age 5 to 19 years old) were eligible to be nominated by any parent or other family member, teacher, coach, mentor, youth leader, family member, neighbor, friend, or other sponsoring adult. Nominations were accepted in seven categories—academics, arts, athletics, community service, heroism, innovation, and leadership. Nominees must have lived in or attended school in Hayward. Award selections were made by a three-member ad hoc Youth Hall of Fame committee of the City Council. Awards were given in November 2017 at a city council meeting. More information about nominations, award categories, and press release about the program can be</p>	

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			found on the city website: <a href="https://www.hayward-ca.gov/content/council-youth-achievement-hall-fame">https://www.hayward-ca.gov/content/council-youth-achievement-hall-fame</a> . Continuation/Revival of this program can be investigated during and after the completion of the Library Strategic Plan (EDL-6).	
<b>EDL-5 Public School Marketing Campaign.</b> The City shall coordinate with local school districts, alumni networks, real estate professionals, and the business community to develop and implement a comprehensive marketing campaign that promotes the positive achievements of local schools and helps change the perception and conversation about the quality of public schools in Hayward.	2014-2016, Ongoing	<b>In Progress</b>	The City is working with Hayward Unified School District to identify and begin marketing the District's achievements and capital improvement program. Combining the City's branding and marketing effort with the District's messaging will help bolster public perception of Hayward. In addition, the Library's Education Services Division works closely with Hayward Unified School District and other local institutions of higher learning to develop programming to support local K-12 student educational needs and develop partnerships to support students of all ages and improve student performance. The Library's Family Education program is a direct example of a unique collaboration between these local community stakeholders to fiscally share responsibility in sustaining program services for the community, while servicing Haywards most needy populations.	
<b>EDL-6 Library Strategic Plan and Annual Report.</b> The City shall develop and adopt a Library Strategic Plan. The City shall submit an annual report to the City Council that evaluates the implementation of the Library Strategic Plan.	2017-2019, Annual	<b>In progress</b>	Delayed due to COVID-19. Due to the high cost of creating a full-fledged strategic plan, the Library started the first phase of the planning in 2021 with the training of staff and conducting some preliminary outreach in preparation for strategic planning. In Fiscal Year 2022, the Library will be doing a needs assessment for the Weekes community and plan to undertake the creation of the full Strategic Plan in the Fiscal Years 2022-2024.	
<b>EDL-7 Library Facility Revenue Measure.</b> The City shall develop and promote a local library facility revenue measure to be considered by Hayward voters.	2014-2016	<b>Complete</b>	In 2014, staff developed, and Council placed Measure C (0.5 percent sales tax) on the June 2014 ballot. The new measure was approved by Hayward voters in 2014 with 68 percent voting in favor. Construction of the new 21st Century Library facility is complete and open to the public.	
<b>EDL-8 Library Fee Ordinance.</b> The City shall prepare a Development Impact Fee Feasibility Study and Nexus Report to assess the potential for establishing development impact fees for library services. Based on	2017-2019	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities. However, based on various studies, as of January 2021	

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the findings of the Feasibility Study and Nexus Report and direction from the City Council, the City may prepare and adopt an impact fee ordinance for library services.			the Library has suspended all overdue fines on library materials.	
<b>HQL-1 Healthy Community Program.</b> The City shall partner with local health officials, planners, nonprofit organizations, businesses, schools, hospitals, local health clinics, and community groups to conduct a study to identify strategies, programs, and practices that prioritize the overall health of Hayward residents and employees. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on ways the City can prioritize community health and remove barriers to healthy living.	2020-2040	<b>Not Started</b>		
<b>HQL-2 Healthy Development Checklist</b> The City shall develop a checklist of health strategies that could be incorporated into the design of discretionary development projects and plans. The City shall share this resource with project applicants to help them design their projects to promote community health.	2020-2040	<b>Not Started</b>		
<b>HQL-3 Food Policy Task Force.</b> The City shall work with Healthy Eating Active Living Cities Campaign (HEAL) to develop and maintain a task force to advance healthy food options within the city.	2017-2019, Ongoing	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.	
<b>HQL-4 Senior Assistance Program.</b> The City shall conduct a study to identify service assistance, grants, loans, and/or special concessions in permitting procedures to maintain or modify homes to meet the needs of aging senior residents. Based on findings from the study, the City shall prepare and submit recommendations to the City Council on types of services, financial assistance, or incentives the City can provide to help meet the housing needs of seniors.	2017-2019 Ongoing	<b>In Progress</b>	The City currently funds through agencies, Paratransit, housing rehab, Measure B and Measure BB. The Library launched its bookmobile program in 2021 which also serves senior and retirement communities.	
<b>HQL-5 Urban Forest Management Plan.</b> The City shall develop and adopt an Urban Forest Management Plan.	2017-2019	<b>Not Started</b>	The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.; however, staff continues to look for grant funding opportunities.	

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<p><b>HQL-6 Climate Change Vulnerability Assessment Strategy and Annual Report.</b> The City shall prepare a climate change vulnerability assessment strategy to evaluate the cities susceptibility to climate change impacts and identify tools and strategies to mitigate impacts and create a more resilient city. The City shall submit an annual report to the City Council on implementation of the strategy.</p>	<p>2020-2040, Annual</p>	<p><b>In Progress</b></p>	<p>Hayward's Local Hazard Mitigation Plan (LHMP) was adopted by Council on November 29, 2016 and an update will be completed in 2022. The LHMP includes vulnerability assessments for fire, flood, and drought. Vulnerability to sea level rise has been documented in numerous reports prepared by the Hayward Area Shoreline Planning Agency and the Adapting to Rising Tides project. The Shoreline Master Plan was completed in February 2021 and identified strategies for the mitigation of impacts associated with sea level rise. Staff is currently working on a technical handout related to new development impacted by sea level rise, which will be available in the Spring 2022. This handout will be given to prospective and current applicants to alert them of possible strategies to mitigate impacts of sea level rise.</p>	
<p><b>HQL-7 Parks and Recreation Guidelines.</b> The City shall work with Hayward Area Recreation and Park District to develop and adopt urban park guidelines that provide flexible solutions for developing urban parks in infill areas where traditional neighborhood and community parks are not feasible or appropriate.</p>	<p>2020-2040</p>	<p><b>Not Started</b></p>		
<p><b>HQL-8 Park Dedication Requirements and In-Lieu Fees.</b> The City shall work with the Hayward Area Recreation and Park District to review and amend its ordinances (as necessary) to require sufficient park dedications or in-lieu fees to meet the parkland standards outlined in the General Plan.</p>	<p>2014-2016</p>	<p><b>Complete</b></p>	<p>The City completed the Nexus study and adopted a new Parkland In-Lieu Fee program in 2019.</p>	
<p><b>HQL-9 Park Dedication Incentives Program.</b> The City shall develop an incentives program that encourages private development to dedicate parkland beyond the minimum requirements.</p>	<p>2017-2019</p>	<p><b>Not Started</b></p>	<p>As part of the adoption of the Parkland In Lieu Fee Ordinance in 2019, staff expanded the number and type of credits that could be applied, which provides new development with additional options to satisfy the parkland dedication requirements.</p>	
<p><b>HQL-10 Park Surveillance Program.</b> The City shall develop and implement a park surveillance program to train citizens and neighborhood groups in the proper methods of park surveillance and how to coordinate with the Police Department to report safety issues and address neighborhood concerns.</p>	<p>2020-2040, Ongoing</p>	<p><b>Not Started</b></p>		<p>* (Support Quality of Life (16))</p>

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<p><b>PFS-1 Capital Improvement Program.</b> The City shall annually review and update the Capital Improvement Program to ensure adequate and timely provision of public facility and municipal utility provisions.</p>	<p>2014-2016 Annual</p>	<p><b>In Progress</b></p>	<p>Updates are provided with annual CIP budget review and approvals.</p>	<p>* (Improve Infrastructure (11d))</p>
<p><b>PFS-2 Water Conservation Programs.</b> The City shall regularly develop cost effective conservation programs that decrease water use.</p>	<p>2014-2016 Ongoing</p>	<p><b>In Progress</b></p>	<p>Hayward offers conservation programs including free water-conserving devices and rebates for rain barrels, and turf replacement. Staff also offers free water wise landscape classes throughout the year and water education programs for schools.</p>	<p>* (Improve Infrastructure (18, 18b))</p>
<p><b>PFS-3 Public Use Telecommunications Systems and Services Plan.</b> The City shall prepare a plan for the incorporation and accessibility of state-of-the-art, attractive telecommunication systems and services for public use in public buildings and support the development of internet-connected informational kiosks in public places and streetscapes.</p>	<p>2017-2019</p>	<p><b>Not Started</b></p>	<p>The City has not begun this program due to limited staff and fiscal resources, along with other City priorities.</p>	
<p><b>PFS-4 Requirements for Telecommunication Technologies in New Planned Development.</b> The City shall prepare an ordinance to establish requirements for the installation of state-of-the-art internal telecommunications technologies in new planned developments and office and commercial developments.</p>	<p>2017-2019</p>	<p><b>In Progress</b></p>	<p>In 2019, the City passed a Dig-Once Ordinance and Policy that requires public right-of-way excavation projects that have a trench length of at least 300 feet to install conduit for utilities, including communications.</p>	
<p><b>PFS-5 Construction and Demolition Debris Recycling Ordinance.</b> The City shall revise the Construction and Demolition Debris Recycling Ordinance to be consistent with the processing capabilities Alameda County transfer stations and waste facilities.</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>The updated Construction and Demolition Debris Recycling Ordinance was adopted by Council on May 2, 2017.</p>	
<p><b>PFS-6 Rainwater Harvesting and Greywater Systems.</b> The City shall study the feasibility of amending the City's building and development codes to encourage rainwater harvesting and greywater systems. Based on findings from the study, the City shall prepare and submit recommendations to the City Council to amend the building and development codes as necessary.</p>	<p>2017-2019</p>	<p><b>Complete</b></p>	<p>In response to changes in State law, the City Council adopted a revised Bay-Friendly Water Efficient Landscape Ordinance in 2015. The revised Ordinance includes a requirement for typical single-family residential developments to install basic ""laundry to landscape"" plumbing and rain catchment devices with at least fifty-gallon capacity.</p>	
<p><b>PFS-7 Underground Utility Ordinance.</b> The City shall prepare an ordinance that establishes thresholds and</p>	<p>2020-2040</p>	<p><b>Not started</b></p>	<p>Public Works has an undergrounding policy that has not been formally adopted by Council.</p>	

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<p>requirements for private developers to underground utilities along the street frontage of their project site.</p>				
<p><b>H-1 Housing Rehabilitation Loan Program (HRLP).</b> The City shall continue to provide below market-rate rehabilitation loans to qualified lower-income homeowners to make repairs (costing more than \$5,000) to correct major health and safety deficiencies and make needed accessibility modifications. The City shall disseminate information to homeowners who participate in the Housing Rehabilitation Loan Program regarding rehabilitation standards, preventative maintenance, and energy conservation measures.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>This is an on-going program. The City previously provided loans to low income households and partnered with Habitat for Humanity to provide rehabilitations for major systems repairs. The City no longer issues new loans under this program, but many existing loans are still in effect.</p>	
<p><b>H-2 Minor Home Repair Grant (MHRP).</b> The City shall continue to provide rehabilitation grants up to \$5,000 to qualified lower-income elderly and/or disabled homeowners to make minor home repairs in order to address health and safety problems, correct code deficiencies, and improve the outward appearance of homes. Priority will be given to work that corrects health and safety issues, and to accessibility modifications for people who have disabilities. The City shall disseminate information to homeowners who participate in the Housing Rehabilitation Loan Program regarding rehabilitation standards, preventative maintenance, and energy conservation measures.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>This is an on-going program. The City partners with Habitat for Humanity to provide rehabilitations for major systems repairs and partners with Rebuilding Together to provide minor home repairs, including improvements for accessibility.</p>	
<p><b>H-3 Residential Rental Inspection Program.</b> The City shall continue to systematically inspect rental units throughout the city through the Residential Rental Inspection Program to safeguard the stock of safe, sanitary rental units within the city and protect persons entering or residing in rental units. The City shall focus attention on rental housing in higher density areas with the goal of inspecting these units every three to four years. The City shall inspect properties outside the focus area less frequently, unless they are the subject of a complaint. All rental units shall be subject to inspection. To fund the program, the City shall continue to charge an annual, per-unit fee in addition to fees charged for every unit in which a violation is found. The City shall assess penalties for lack of timely correction of violations. The City shall disseminate information to</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>The City’s Code Enforcement Division of Development Services Department continues to inspect rental property on an ongoing basis to be sure that Hayward’s housing stock remains safe and sanitary.</p>	<p>* (Support Quality of Life (16))</p>

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<p>residents about the mandatory rental inspections, as well as up-to-date information on the City's building, mechanical, plumbing, electrical, and housing codes.</p>				
<p><b>H-4 Preservation of At-Risk Housing.</b> The City shall continue to monitor all units considered at risk of conversion to market rate and assist property owners in maintaining the affordability of these units. The City shall support and assist property owners in applying for State and Federal funding to preserve at-risk housing, and as funding permits, shall provide financial assistance to nonprofit housing developers in the acquisition and rehabilitation of at-risk housing projects. The City shall ensure that property owners comply with State noticing requirements to notify tenants one year ahead of their intent to terminate subsidy contract or affordability covenants. As necessary, the City shall also provide technical assistance to tenants to access other affordable housing resources.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>The City continues to monitor all units considered at risk of conversion to market rate and assist property owners in maintaining affordability of these units. The City supports and assists property owners in applying for State and Federal funding to preserve at-risk housing, and as funding permits, shall provide financial assistance to nonprofit housing developers in the acquisition and rehabilitation of at-risk housing projects. The City will continue to proactively engage with owners of affordable housing to identify resources to maintain the units as affordable. The continues to ensure that property owners meet noticing requirements if affordability restrictions are terminated.</p>	
<p><b>H-5 Foreclosure Prevention and Counseling.</b> The City shall continue to support foreclosure prevention by partnering with non-profit organizations that provide foreclosure prevention services. The City shall continue to provide information about foreclosure prevention resources in the housing programs section of the City's website, including information about the programs available for refinancing at-risk loans, and contact information for legal services agencies and HUD-approved counseling organizations in the area. The City shall mail foreclosure prevention materials to local residents who receive notices of default and notices of trustee sale and shall organize foreclosure-prevention seminars for Hayward residents at risk of losing their homes.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>The City has partnered with non-profit Housing and Economic Rights Advocates (HERA) to provide mortgage delinquency and default resolution negotiation and legal advocacy services through the City's Foreclosure Prevention Program (the "Program"). The Program provides services to low-income City of Hayward homeowners who are struggling to make their mortgage payments and at risk of losing their home due to financial impacts related to COVID-19. Marketing has started for the Program and the first two, free educational workshops on Foreclosure Prevention have been scheduled for end of February and early March 2022. Additionally, homeowners who meet certain Program criteria may also be eligible for financial assistance through the Program in the form of loans up to \$15,000. The Program is funded by CARES Act Community Development Grant (CDBG-CV) funds and American Rescue Plan Act of 2021 (ARPA) funds which were approved by City Council in 2020 and 2021 respectively. Additionally, the City has partnered with A1 Community Housing to provide free foreclosure prevention workshops as well as free one-on-one counseling for</p>	<p>* (Preserve, Protect, and Produce Housing for All (11))</p>

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			households at risk of foreclosure. The program is funded through the City’s annual CDBG entitlement grant.	
<b>H-6 Mortgage Credit Certificate Program.</b> The City shall continue to participate in the Mortgage Credit Certificate (MCC) program, administered by Alameda County, to assist eligible buyers qualify for a mortgage loan. The City shall assist the County in promoting the program to eligible buyers through the City website and written materials.	Ongoing	<b>In Progress</b>	The City contributes towards the administration costs of the Mortgage Credit Certificate (MCC) program, which is administered by the Alameda County Housing and Community Development Department (HCD). The MCC program allows low- and moderate-income homebuyers to deduct 20% of their annual mortgage interest payments on their federal income tax returns, effectively lowering the dollar amount of their monthly mortgage payments. CDLAC did not provide MCC funds to counties statewide in 2020 or 2021. As a result, no MCCs were issued.	
<b>H-7 Tenant-Based Rental Assistance for Emancipated Youth.</b> The City shall continue to provide financial support to Project Independence, a program implemented by ABODE Services to provide a continuum of supportive services, including tenant-based rental assistance, to emancipated youth in Alameda County (youth from 18 to 24 who have aged out of the foster care system).	Ongoing	<b>In Progress</b>	The City continues to utilize HOME funding for tenant-based rental assistance to emancipated youth through Abode Services’ Project Independence. Last year, 18 transition age youth were provided a housing subsidy. As some program participants have minor children, a total of 24 individuals were housed.	
<b>H-8 Affordable Housing Development.</b> The City shall work with developers to facilitate affordable housing development. Specifically, the City shall review available funding programs annually and shall provide technical support in the application for State, Federal, and other public affordable funding sources, and, as funding permits, shall provide gap financing for affordable housing. Gap financing shall focus on rental housing units affordable to lower-income households and households with special needs (e.g., seniors, extremely low-income households, and persons with disabilities, including developmental disabilities), especially projects that promote the City’s goals relating to transit-oriented development and jobs/housing balance.	2015-2017, Annual	<b>In Progress</b>	The City continues to partner with affordable housing developers to facilitate new construction, acquisition, rehabilitation, and preservation of affordable rental and homeownership developments, and to identify affordable housing opportunities with emphasis on promoting housing choices that serve the needs of special needs populations, including seniors, homeless, female-headed households, large families, low-income, and/or persons with disabilities. In addition, the City continues to support affordable housing developers with their applications for state and other local development incentives and funding programs that provide financial assistance to develop affordable housing for underserved populations. The City promotes the Density Bonus State Law, Super Density Bonus, SB 330, and SB35 as development incentives to developers and anticipates continuing processing eligible affordable housing developments to ensure that Hayward has a diverse housing stock serving all socioeconomic segments of the community.	

ATTACHMENT II

			Furthermore, in 2020, the City approved a workplan to incentivize housing production in Hayward and address the state’s housing shortage and high housing costs. The objective of the workplan is to incentivize the production of both market rate and affordable housing, implement measures to meet the Regional Housing Need Assessment (RHNA) goals, establish pro-housing" policies to ensure Hayward remains competitive for state housing funds and improve housing affordability for Hayward residents. Topics to incentivize housing production include policies related to zoning and housing approvals, accessory dwelling units, impact fees and fee transparency, funding sources, public land disposition, and streamlining the approval process. In 2021, the City allocated \$4.9 million to affordable housing projects to help close the financing gaps on three affordable housing projects which will provide approximately 190 units of affordable housing. Lastly, the City plans issuing a Notice of Funding Availability (NOFA) to establish an affordable housing development pipeline. Eligible projects would be awarded as funding becomes available. Through the NOFA, the City is able to prioritize the City's housing goals and target at-risk and underserved populations.	
<b>H-9 Density Bonus.</b> The City shall develop a brochure describing the Density Bonus Ordinance and distribute to potential developers in order to promote affordable housing development.	2015-2017, Ongoing	<b>In Progress</b>	In 2019, Hayward received Senate Bill 2 grant funding to complete an update to the Density Bonus Ordinance to bring it in alignment with state law. The Planning Division is in the process of updating the Density Bonus Ordinance and expects to complete this project in the Summer 2022.	* (Preserve, Protect, and Produce Housing for All (4, 4b, 4f))
<b>H-10 Provision of Adequate Sites.</b> The City shall maintain a residential sites inventory that can accommodate the City’s Regional Housing Needs Allocation. The City shall update the inventory annually to monitor the consumption of residential and mixed-use properties and continued ability to fulfill the RHNA. The City shall make the updated inventory of sites available on the City website.	Annual	<b>In Progress</b>	The adopted Housing Element contains our designated RHNA sites. The City maintains a residential pipeline list that monitors all residential development that is under review, recently entitled, and under construction and reports that information annually to the State Department of Housing and Community Development and the Office of Planning and Research.	
<b>H-11 Affordable Housing on Large Sites.</b> The City shall facilitate the development of housing for lower-income households on large sites identified in the Sites Inventory by encouraging land divisions and specific	2015-2017 Ongoing	<b>In Progress</b>	Affordable housing on large sites is encouraged through early discussions with residential developers who are referred to the City's inventory of vacant and underutilized residential and mixed-use sites that can	

ATTACHMENT II

<p>plans resulting in parcels sizes that facilitate multifamily developments that include units affordable to lower income households in light of State, Federal and local financing programs. The City shall provide incentives for the development of affordable housing, including but not limited to: Priority to processing subdivision maps that include affordable housing units; Expedited review for the subdivision of larger sites into buildable lots where the development application can be found consistent with the General Plan, applicable and master environmental impact report; Financial assistance (based on availability of Federal, State, local foundations, and private housing funds); and Modification of development requirements, such as reduced parking standards for seniors, assisted care, and special needs housing on a case-by-case basis.</p>			<p>accommodate the City's Regional Housing Needs Allocation (RHNA). In 2016, the City of Hayward entered into a Purchase and Sale Agreement with the California Department of Transportation (Caltrans) to manage the disposition and development of former right of way for the now defunct Route 238 Bypass. This land is divided into 10 parcel groups and must be disposed of by 2022. In 2019, the City developed Master Plans for two of the remnant parcels, one of which (Parcel Group 6, approximately 30 acres) would include a diversity of housing types, sizes, and prices in that it would include a mix of townhomes and multi-family residential uses as well as student and faculty housing to serve the nearby Cal State East Bay campus. In 2020, the City received an application for Caltrans Parcel Group 3, which consists of a 28.61-acre site aggregated from combining seven separate parcels. The proposed project consists of development of 180 multi-family units affordable to low and very low-income households and an elementary charter school.</p>	
<p><b>H-12 Inclusionary Housing Ordinance.</b> The City shall continue to implement the Inclusionary Housing Ordinance, but shall modify the ordinance, if necessary, based on the findings of the Inclusionary Housing Ordinance Review and Affordable Unit In-lieu Fee/Nexus Study.</p>	<p>2015-2017, Ongoing</p>	<p><b>In Progress</b></p>	<p>Informed by the results of a Residential Nexus and Feasibility Study, in January 2015, the City Council adopted an Affordable Housing Ordinance (AHO). The Affordable Housing Ordinance was updated in 2017 and now applies to all residential development proposals of two units or more and provides more flexibility to the developers with respect to the means of compliance with those requirements. As indicated in the Incentivizing Housing Production Workplan and the City's Strategic Roadmap, the City expects to begin the process of updating its existing AHO with the intent to expand the program to comply with the most recent State laws related to affordable housing development and update provisions to further support the City's housing goals.</p>	<p>* (Preserve, Protect, and Produce Housing for All (5, 5b,))</p>
<p><b>H-13 Funding for Emergency Shelters and Transitional Housing.</b> The City shall use CDBG funds and other funds, as available, to support emergency shelters, and transitional and supportive housing programs for persons who are homeless and those who are at risk of becoming homeless.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>Community Services funds agencies that provide such services. In January 2019, the City Council approved a Navigation Center to increase shelter beds for literally homeless Hayward adults (18+ years old). The Navigation Center opened in November 2019, and in the first year of operations placed 45 people into</p>	<p>* (Preserve, Protect, and Produce Housing for All (1, 1a, 2, 2b, 3, 3A, 3B, 8, 11, 11e))</p>

ATTACHMENT II

			<p>permanent housing. The second year of operations yielded another 44 placements into permanent housing. The Navigation Center is funded through CDBG, HEAP, Proposition 47, PLHA, and general fund monies. In December 2020 the City Council approved opening a second temporary (6 month) Navigation Center, housed out of a Hayward hotel, to provide isolation shelter and housing navigation services to homeless individuals vulnerable to COVID-19. The Navigation Center Hotel Annex Project is funded out of PLHA and general fund monies. In July 2021, the City Council authorized \$7.5M in American Rescue Plan (ARPA) funds for the following programs:\$3M to extend the Navigation Center Hotel Annex Program\$2M to expand Hayward Winter Shelter to a nightly and year-round shelter (for 12 months)\$1M to the Hayward Navigation Center</p>	
<p><b>H-14 Child Care Services and Facilities.</b> The City shall consider amending the to address childcare needs associated with new residential development. Specifically, the City shall consider the following: For residential projects over 100 units, estimate the expected number of children and consult with childcare intermediaries, such as the Child Care Coordinating Council of Alameda County on corresponding area supply and need for childcare. Encourage the inclusion of childcare space, particularly in affordable housing developments. City staff shall consult with childcare intermediaries such as the Child Care Coordinating Council of Alameda County when initiating new proposals for publicly funded projects to develop added incentives for projects that review need for childcare. Support the provision of childcare centers in residential neighborhoods and in new residential projects through policies, planning, and coordinated staff support. To the extent feasible, encourage applicants for publicly financed projects to consider need for childcare and pursue supportive corresponding strategies if warranted, by working with childcare intermediaries such as the Resource and Referral agencies. Consider offering incentives for childcare inclusion in other projects such as: parking reductions and density bonuses and consider creative</p>	<p>2015-2017</p>	<p><b>Not Started</b></p>	<p>Staff continues to explore this program through early discussions with developers; however, the update of the Zoning Ordinance has been delayed due to other City Council priorities and lack of funding at this time.</p>	

ATTACHMENT II

<p>mechanisms for supporting the financing of new housing linked child care such as development agreements for child care, public funding of the child care component, and/or other strategies.</p>				
<p><b>H-15 Fair Housing Services.</b> The City shall continue to contract with ECHO and other organizations (as appropriate) to provide fair housing and tenant/landlord services, including fair housing counseling and education and tenant/landlord counseling and mediation. The City shall also work with Bay East Association of Realtors and other organizations (as appropriate) to ensure that residential real estate agents and brokers adhere to fair housing laws and regulations, and work with tenants, tenant advocates, and rental housing owners and managers to eradicate housing discrimination and to ensure that Hayward's supply of rental housing is decent, safe and sanitary. The City shall promote training for property owners and managers to ensure that they are knowledgeable of the requirements of Federal, State and local real estate, housing discrimination, tenant protection, housing inspection and community preservation laws; and promote training of tenants in the requirements of Federal, State, and local laws so that they are aware of their rights and obligations. Finally, the City shall disseminate information to homeowners about predatory lending practices.</p>	<p>Ongoing</p>	<p><b>In Progress</b></p>	<p>In line with the goals established in the Alameda County Analysis of Impediments for Fair Housing and the City's Department of Housing and Urban Development (HUD) Consolidated Plan, the Community Services Division manages an annual contract of \$25,000 with ECHO Community Housing for fair housing services.</p>	<p>* (Preserve, Protect, and Produce Housing for All (7a, 11a, 11d))</p>
<p><b>H-16 Universal Design Principles.</b> The City shall develop an ordinance that promotes the use of Universal Design Principles in new construction and/or rehabilitation of housing.</p>	<p>2015-2017</p>	<p><b>Not Started</b></p>	<p>The City has not yet developed an ordinance that promotes the use of Universal Design Principles in new construction and rehabilitation of housing. However, the City's Building Division follows the 2016 California Building Code Part 2, Volume 1, Chapters 11A, Housing Accessibility, and 11B, Accessibility to Public Buildings, Commercial Buildings and Public Housing when evaluating all proposed developments. These chapters apply to all new multi-family residential development and require that a certain percentage of units within a multi-family residential development be adaptable and accessible. This policy will continue to be implemented on a case-by-case basis. The application of these chapters is a good step in addressing the intent of this</p>	

ATTACHMENT II

			program as Chapter 11A and B address disabled access design criteria in the California Building Codes and the requirements for residential and commercial occupancies/uses. These codes model the ADA guidelines.	
<b>H-17 Small Lot Consolidation.</b> The City shall assist in land consolidation by providing sites information to interested developers and provide gap financing assistance, as available, to nonprofit housing developers. The City will provide information about the lot consolidation procedure on the City website by 2015. The City shall process lot consolidation requests ministerially when the lots are within the same zoning district.	Ongoing	<b>In Progress</b>	Development Services Department staff continues to explore small lot consolidation on a case-by-case basis with potential housing developers.	
<b>H-18 Boomerang Funds.</b> The City shall consider options for allocating a portion of unrestricted City General Funds received as part of a one-time distribution of liquidated Low-Moderate Income Housing Trust Funds of the former Redevelopment Agency (aka "Boomerang funds") for the development of affordable housing and shall adopt a resolution regarding the use of these funds.	2015-2017	<b>In Progress</b>	The City continues to explore different funding mechanisms to finance affordable housing, including the use of Boomerang funds. However, the adoption of those mechanisms has been limited by the full recovery of the local economy. However, the City awarded \$33.5 million in local housing funds to incentivize the development of affordable housing. The City proactively seek opportunities to utilize Hayward Housing Authority Funds, Inclusionary Housing Funds, HOME funds, and Hayward's allocation of Alameda County's Measure A1 bond funds to support the development of affordable housing. The City plans issuing a Notice of Funding Availability (NOFA) to establish an affordable housing development pipeline. Eligible projects would be awarded as funding becomes available. Through the NOFA, the City is able to prioritize the City's housing goals and target at-risk and underserved populations.	* (Preserve, Protect, and Produce Housing for All (6b))
<b>H-19 Exemptions of Transit Priority Projects from Environmental Review.</b> The City shall implement the provisions of SB 375 streamlining the CEQA process for Transit Priority Projects and projects that conform to the Sustainable Communities Strategy and meet specific criteria set forth in SB 375.	Ongoing	<b>In Progress</b>	Consistent with streamlining provisions of Senate Bill 375 (SB 375), the City recently adopted the Downtown Specific Plan, completed an update to the Mission Boulevard Code, and amended the General Plan to adopt new VMT thresholds to help streamline development review projects that are transit proximate and within 1/2 mile of the City's two BART Stations. In addition, State streamlining legislation (SB 35 and SB 330) have also helped to accelerate developments review through	

ATTACHMENT II

			the creation of CEQA exemptions for transit-oriented developments.	
<b>H-20 Housing Choice Vouchers.</b> The City shall continue to participate in the Housing Choice Voucher Program, administered by Alameda County, with a goal of providing rental assistance to lower-income residents. The City shall work with Alameda County to maintain, or if possible, increase the current number of vouchers for Hayward residents.	Ongoing	<b>In Progress</b>	The City has continued to participate in the Housing Choice Voucher Program, administered by the Housing Authority of the Alameda County. Nearly 2,000 hayward households benefit for vouchers annually.	
<b>H-21 Outreach to Developmentally Disabled.</b> The City shall work with the East Bay Regional Center and other organizations (as appropriate) to implement an outreach program informing residents of the housing and services available for persons with developmental disabilities. The City shall make information available on the City website.	2015-2017, Ongoing	<b>In Progress</b>	Community Services funds agencies to provide the outreach and services. Access information to these services is available on the City's website.	



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** LB 22-010

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Human Resources

**SUBJECT**

Salary Plan Amendment: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2022

**RECOMMENDATION**

That Council adopts a Resolution (Attachment II) approving an amendment to the City of Hayward Salary Plan for Fiscal Year 2022 (FY 2022), which designates all classifications and the corresponding salary range for employment in the City of Hayward as of March 28, 2022, superseding Resolution No. 22-042 and all amendment thereto.

**SUMMARY**

As required by the Municipal Code, the FY 2022 salary plan has been updated to reflect salary adjustments to the classifications in the City's classified service as a result of negotiated and ratified Memoranda of Understanding between the City of Hayward and the Service Employees International, Local 1021 Clerical and Maintenance units ("SEIU"). The salary plan has also been updated to reflect the addition of the Water Pollution Source Control Inspector I/II series. Salary adjustments have also been made to eleven (11) additional classifications. On March 10, 2022, the Personnel Commission held a public hearing in which they reviewed and recommended to Council the revised Salary Plan for each position in the City's classified service for Fiscal Year 2022, effective March 28, 2022.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	FY 2022 Salary Plan



**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Human Resources

**SUBJECT:** Salary Plan Amendment: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2022

**RECOMMENDATION**

That Council adopts a Resolution (Attachment II) approving an amendment to the City of Hayward Salary Plan for Fiscal Year 2022 (FY 2022), which designates all classifications and the corresponding salary range for employment in the City of Hayward as of March 28, 2022, superseding Resolution No. 22-042 and all amendment thereto.

**SUMMARY**

As required by the Municipal Code, the FY 2022 salary plan has been updated to reflect salary adjustments to the classifications in the City’s classified service as a result of negotiated and ratified Memoranda of Understanding between the City of Hayward and the Service Employees International, Local 1021 Clerical and Maintenance units (“SEIU”). The salary plan has also been updated to reflect the addition of the Water Pollution Source Control Inspector I/II series. Salary adjustments have also been made to eleven (11) additional classifications. On March 10, 2022, the Personnel Commission held a public hearing in which they reviewed and recommended to Council the revised Salary Plan for each position in the City’s classified service for Fiscal Year 2022, effective March 28, 2022.

**BACKGROUND AND DISCUSSION**

Cost-of-Living-Adjustments (COLAs):

Pursuant to the negotiated terms of the Memoranda of Understanding (MOU) between the City of Hayward and SEIU Maintenance and Clerical units, represented classifications in the classified service shall receive a two percent (2%) COLA effective the pay period that includes December 15, 2021.

### New Classifications:

*WATER POLLUTION SOURCE CONTROL INSPECTOR I/II:* In March 2020, the Public Works Department requested revisions to the Water Pollution Source Control (WPSC) Inspector job description to align with industry standards, terminology, and the specialized nature of the Environmental Services division. After conducting a full-cycle recruitment, many promising candidates were identified that would be better suited for an entry-level position, rather than the current journey-level WPSC Inspector position. As a result, the decision was made to create a new, flexibly staffed, entry-level classification, resulting in a new Water Pollution Source Control Inspector series. The new, entry-level classification will be titled Water Pollution Source Control Inspector I, while the existing journey-level classification will be re-titled to Water Pollution Control Source Inspector II. The salary for the Water Pollution Source Control Inspector I will be set internally to ten percent (10%) below the Water Pollution Source Control Inspector II. The salary range for the Water Pollution Source Control Inspector I is \$39.62 per hour at Step A and \$48.11 per hour at Step E.

### Salary Adjustments:

*CITY ATTORNEY:* Pursuant to the employment agreement between the City of Hayward and the City Attorney dated December 8, 2020, the City Attorney shall receive a three and one-half percent (3.5%) equity adjustment effective the pay period that includes January 1, 2022. The salary for the City Attorney position is \$120.33 per hour at Step E.

*CITY CLERK:* Pursuant to the employment agreement between the City of Hayward and the City Clerk dated December 8, 2020, the City Clerk shall receive a six percent (6%) equity adjustment effective the pay period that includes January 1, 2022. The salary for the City Clerk position is \$77.78 per hour at Step E.

*EXECUTIVE ASSISTANT:* The salary range for the Executive Assistant is internally set to ten percent (10%) above the Administrative Secretary. To maintain the internal relationship between this position and the Administrative Secretary, the Executive Assistant shall receive a salary adjustment of 5.82% effective March 28, 2022. The salary range for the Executive Assistant is \$43.54 per hour at Step A and \$51.83 per hour at Step E.

*HUMAN RESOURCES ADMINISTRATIVE ASSISTANT:* The salary range for the Human Resources Administrative Assistant is internally set to five percent (5%) above the Administrative Secretary. To maintain the internal relationship between this position and the Administrative Secretary, the Human Resources Administrative Assistant shall receive a salary adjustment of two percent (2%) effective March 28, 2022. The salary range for the Human Resources Administrative Assistant is \$42.39 per hour at Step A and \$49.48 per hour at Step E.

*LANDSCAPE MAINTENANCE SUPERVISOR:* The salary range for the Landscape Maintenance Supervisor is internally set to ten percent (10%) above the classification's highest paid subordinate position, Groundskeeper III, pursuant to Section 7.16 of the Hayward Association of Management Employees (HAME) MOU (Supervisory Differential). To maintain the internal relationship between this position and the Groundskeeper III, the Landscape Maintenance

Supervisor shall receive a salary adjustment of 2.16% effective March 28, 2022. The salary range for the Landscape Maintenance Supervisor is \$48.79 per hour at Step A and \$56.78 per hour at Step E.

*STREETS MAINTENANCE SUPERVISOR:* The salary range for the Streets Maintenance Supervisor is internally set to ten percent (10%) above the classification's highest paid subordinate position, Senior Maintenance Leader, pursuant to Section 7.16 of the Hayward Association of Management Employees (HAME) MOU (Supervisory Differential). To maintain the internal relationship between this position and the Senior Maintenance Leader, the Streets Maintenance Supervisor shall receive a salary adjustment of 2.16% effective March 28, 2022. The salary range for the Streets Maintenance Supervisor is \$51.15 per hour at Step A and \$59.47 per hour at Step E.

*SENIOR MAINTENANCE LEADER:* Pursuant to section 9.02 of the SEIU Maintenance MOU (Lead and Senior Differential Pay), the wage rates for the Senior Maintenance Leader shall be set at fifteen percent (15%) above its linked classification, Maintenance Leader. To maintain a fifteen percent (15%) pay differential between this classification and the Maintenance Leader, the Senior Maintenance Leader shall receive a salary adjustment of 0.01% effective the pay period that includes December 15, 2022. The salary range for the Senior Maintenance Leader is \$46.43 per hour at Step A and \$53.99 per hour at Step E.

*WATER POLLUTION CONTROL FACILITY (WPCF) OPERATOR:* The salary range for the WPCF Operator is internally set to fifteen percent (15%) above the Operator-in-Training. To maintain the internal relationship between this position and the Operator-in-Training, the WPCF Operator shall receive a salary adjustment of 4.79% effective March 28, 2022. The salary range for the WPCF Operator is \$47.13 per hour at Step A and \$55.11 per hour at Step E.

*WPCF LEAD OPERATOR:* The salary range for the WPCF Lead Operator is internally set to ten percent (10%) above the WPCF Operator. To maintain the internal relationship between this position and the WPCF Operator, the WPCF Lead Operator shall receive a salary adjustment of 0.24% effective March 28, 2022. The salary range for the WPCF Lead Operator is \$51.85 per hour at Step A and \$60.63 per hour at Step E.

*ADMINISTRATIVE SUPERVISOR:* To maintain a minimum pay differential of ten percent (10%) between this classification and the Administrative Secretary as required under Section 7.16 of the HAME MOU (Supervisory Differential), the Administrative Supervisor shall receive a salary adjustment of 1.07% effective the pay period that includes December 15, 2022. The salary range for Administrative Supervisor is \$42.71 per hour at Step A and \$51.88 per hour at Step E.

*SUPERVISING PERMIT TECHNICIAN:* To maintain a minimum pay differential of ten percent (10%) between this classification and the Senior Permit Technician as required under Section 7.16 of the HAME MOU (Supervisory Differential) the Supervising Permit Technician shall receive a salary adjustment of 1.07% effective the pay period that includes December 15, 2022. The salary range for the Supervising Permit Technician is \$41.92 per hour at Step A and \$50.95 per hour at Step E.

## **FISCAL IMPACT**

*SEIU COLA:* The additional annual fiscal impact for SEIU Employees is as follows: \$229,238 to the General Fund, \$22,499 to the Measure C Fund, \$2,972 to the Special Revenue Fund, \$67,498 to the Water Fund, \$54,338 to the Wastewater Fund, \$12,311 to the Stormwater Fund, \$9,764 to the Airport Fund, \$849 to the Recycled Water Fund, \$1,274 to the General Liability Fund, \$10,613 to the Facilities Fund, \$1,274 to the IT Fund, and \$11,886 to the Fleet Fund. For a total fiscal impact of \$424,516. Budget adjustments were included as part of the FY 2022 mid-year budget process.

*WATER POLLUTION SOURCE CONTROL INSPECTOR I:* The fiscal impact for the Water Pollutions Source Control Inspector I is a savings of approximately \$12,544 to the Enterprise Fund.

*CITY ATTORNEY:* There is no additional fiscal impact for the City Attorney salary adjustment as this increase was included in the FY2023 budget.

*CITY CLERK:* There is no additional fiscal impact for the City Clerk salary adjustment as this increase was included in the FY2023 budget.

*EXECUTIVE ASSISTANT:* The additional annual fiscal impact for the Executive Assistant is an increase of approximately \$15,660 to the General Fund. A budget adjustment will be included in the FY 2023 budget process.

*HUMAN RESOURCES ADMINISTRATIVE ASSISTANT:* The additional annual fiscal impact for the Human Resources Administrative Assistant is an increase of approximately \$1,407 to the General Fund and \$1,407 to the Workers' Compensation Fund, for a total fiscal impact of \$2,815. A budget adjustment will be included in the FY 2023 budget process.

*LANDSCAPE MAINTENANCE SUPERVISOR:* The additional annual fiscal impact for the Landscape Maintenance Supervisor is an increase of approximately \$3,175 to the General Fund and \$560 to the Water Fund, for a total fiscal impact of \$3,735. A budget adjustment will be included in the FY 2023 budget process.

*STREETS MAINTENANCE SUPERVISOR:* The additional annual fiscal impact for the Streets Maintenance Supervisor is an increase of approximately \$3,659 to the General Fund. A budget adjustment will be included in the FY 2023 budget process.

*SENIOR MAINTENANCE LEADER:* The additional annual fiscal impact for the Senior Maintenance Leader is an increase of approximately \$14 to the General Fund and \$2 to the Stormwater Fund, for a total fiscal impact of \$16. A budget adjustment will be included in the FY 2023 budget process.

*WPCF OPERATOR:* The additional annual fiscal impact for the WPCF Operator is an increase of approximately \$34,271 to the Wastewater Fund. A budget adjustment will be included in the FY 2023 budget process.

*WPCF LEAD OPERATOR:* The additional annual fiscal impact for the WPCF Lead Operator is an increase of approximately \$2,416 to the Wastewater Fund. A budget adjustment will be included in the FY 2023 budget process.

*ADMINISTRATIVE SUPERVISOR:* The additional annual fiscal impact for the Administrative Supervisor is as follows: \$2,628 to the General Fund, \$151 to the Special Revenue Fund, \$455 to the Water Fund, \$377 to the Wastewater Fund, \$505 to the Stormwater Fund, \$151 to the Airport Fund, \$75 to the Recycled Water Fund, \$158 to the Facilities Fund, \$158 to the Fleet Fund, for a total fiscal impact of \$4,657. A budget adjustment will be included in the FY 2023 budget process.

*SUPERVISING PERMIT TECHNICIAN:* The additional annual fiscal impact for the Supervising Permit Technician is an increase of approximately \$1,544 to the General Fund. A budget adjustment will be included in the FY 2023 budget process.

## **STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to one of the City Council's Strategic Roadmap initiatives.

## **NEXT STEPS**

If approved, salary adjustments will be implemented by the Human Resources and Finance departments and will be reflected in the employees' paychecks dated April 15, 2022 with appropriate retroactive payments based on the dates in this report.

*Prepared by:* Valeria Cazares, Acting Human Resources Analyst I

*Recommended by:* Jana Sangy, Director of Human Resources

Approved by:



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Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION APPROVING THE AMENDED FISCAL YEAR 2022 SALARY PLAN DESIGNATING POSITIONS OF EMPLOYMENT IN THE CITY OF HAYWARD AND SALARY RANGE; AND SUPERSEDING RESOLUTION NO. 22-042 AND ALL AMENDMENTS THERETO

WHEREAS, the City and the Service Employees International Union, Local 21 Clerical and Maintenance units ("SEIU") have reached agreement on successor Memoranda of Understanding that provide a cost-of-living adjustment of two percent (2%) effective the pay period that includes December 15, 2021; and

WHEREAS, the Salary Plan has also been revised to reflect the addition of the Water Pollution Source Control Inspector I/II series and salary adjustments to eleven additional classifications; and

WHEREAS, the revised Salary Plan was reviewed and recommended to Council by the Personnel Commission in a Public Hearing held on March 10, 2022; and

WHEREAS, the current pay rate for these classifications must be adjusted to ensure the salary range is reflective of these changes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward, as follows:

Section 1. That a revised Positions and Salaries Schedule relating to the positions of employment in the City of Hayward, and the hourly rates of pay for those positions, is hereby set forth in Attachment "III," attached hereto and made a part hereof. The positions enumerated under the columns headed "Classification Title" are hereby designated as the positions of employment in the City of Hayward, and the hourly, bi-weekly, monthly, and annual rates of pay shown in the adjacent rows under the headings "Step A" through "Step E" are the salary rates or the minimum and maximum rates of pay for such positions.

Section 2. Salaries paid to occupants of said positions shall be administered in accordance with the Personnel Rules and Memoranda of Understanding and Side Letter Agreements approved by the City Council and currently in effect.

Section 3. All class titles used herein refer to the specifications of the position classification plan as reviewed by the Personnel Commission of the City of Hayward, or as set forth in the City Charter.



**SALARY PLAN FOR ALL CLASSIFICATIONS  
(PER MUNI CODE SEC.2-4.30)  
FY 2022**

ATTACHMENT III  
Presented to  
Personnel Commission  
on March 10, 2022  
Approved by Council  
March 22, 2022

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
<b>CITY ELECTED OFFICIALS/APPOINTED OFFICERS/EXECUTIVES</b>								
MAYOR	E100	Unclassified	Hourly					
			Bi-Weekly					
			Monthly					
			Annual				39,960.00	
CITY COUNCIL	E110	Unclassified	Hourly					
			Bi-Weekly					
			Monthly					
			Annual				24,975.00	
CITY MANAGER	A120	Unclassified	Hourly				145.49	
			Bi-Weekly				11,639.20	
			Monthly				25,218.27	
			Annual				302,619.20	
CITY ATTORNEY	A100	Unclassified	Hourly				120.33	
			Bi-Weekly				9,626.40	
			Monthly				20,857.20	
			Annual				250,286.40	
CITY CLERK	A110	Unclassified	Hourly				77.78	
			Bi-Weekly				6,222.40	
			Monthly				13,481.87	
			Annual				161,782.40	
ASSISTANT CITY MANAGER	U735	Unclassified	Hourly	98.67	103.61	108.79	114.22	119.93
			Bi-Weekly	7,893.60	8,288.80	8,703.20	9,137.60	9,594.40
			Monthly	17,102.80	17,959.07	18,856.93	19,798.13	20,787.87
			Annual	205,233.60	215,508.80	226,283.20	237,577.60	249,454.40
CHIEF OF POLICE	P500	Unclassified	Hourly	93.75	98.43	103.36	108.52	113.94
			Bi-Weekly	7,500.00	7,874.40	8,268.80	8,681.60	9,115.20
			Monthly	16,250.00	17,061.20	17,915.73	18,810.13	19,749.60
			Annual	195,000.00	204,734.40	214,988.80	225,721.60	236,995.20
COMMUNICATIONS AND MARKETING OFFICER / PUBLIC INFORMATION OFFICER (PIO)	U311	Unclassified	Hourly	69.07	72.53	76.14	79.97	83.97
			Bi-Weekly	5,525.60	5,802.40	6,091.20	6,397.60	6,717.60
			Monthly	11,972.13	12,571.87	13,197.60	13,861.47	14,554.80
			Annual	143,665.60	150,862.40	158,371.20	166,337.60	174,657.60
DEPUTY CITY MANAGER	U505	Unclassified	Hourly	90.03	94.52	99.25	104.23	109.43
			Bi-Weekly	7,202.40	7,561.60	7,940.00	8,338.40	8,754.40
			Monthly	15,605.20	16,383.47	17,203.33	18,066.53	18,967.87
			Annual	187,262.40	196,601.60	206,440.00	216,798.40	227,614.40
DIRECTOR OF DEVELOPMENT SERVICES	U700	Unclassified	Hourly	86.37	90.68	95.23	99.99	104.98
			Bi-Weekly	6,909.60	7,254.40	7,618.40	7,999.20	8,398.40
			Monthly	14,970.80	15,717.87	16,506.53	17,331.60	18,196.53
			Annual	179,649.60	188,614.40	198,078.40	207,979.20	218,358.40
DIRECTOR OF FINANCE	U725	Unclassified	Hourly	86.37	90.68	95.23	99.99	104.98
			Bi-Weekly	6,909.60	7,254.40	7,618.40	7,999.20	8,398.40
			Monthly	14,970.80	15,717.87	16,506.53	17,331.60	18,196.53
			Annual	179,649.60	188,614.40	198,078.40	207,979.20	218,358.40
DIRECTOR OF HUMAN RESOURCES	U705	Unclassified	Hourly	92.73	97.35	102.22	107.33	112.69
			Bi-Weekly	7,418.40	7,788.00	8,177.60	8,586.40	9,015.20
			Monthly	16,073.20	16,874.00	17,718.13	18,603.87	19,532.93
			Annual	192,878.40	202,488.00	212,617.60	223,246.40	234,395.20
DIRECTOR OF INFORMATION TECHNOLOGY / CHIEF INFORMATION OFFICER (CIO)	U720	Unclassified	Hourly	91.56	96.11	100.93	105.99	111.28
			Bi-Weekly	7,324.80	7,688.80	8,074.40	8,479.20	8,902.40
			Monthly	15,870.40	16,659.07	17,494.53	18,371.60	19,288.53
			Annual	190,444.80	199,908.80	209,934.40	220,459.20	231,462.40
DIRECTOR OF LIBRARY SERVICES	U710	Unclassified	Hourly	86.37	90.68	95.23	99.99	104.98
			Bi-Weekly	6,909.60	7,254.40	7,618.40	7,999.20	8,398.40
			Monthly	14,970.80	15,717.87	16,506.53	17,331.60	18,196.53
			Annual	179,649.60	188,614.40	198,078.40	207,979.20	218,358.40
DIRECTOR OF MAINTENANCE SERVICES	U715	Unclassified	Hourly	86.37	90.68	95.23	99.99	104.98
			Bi-Weekly	6,909.60	7,254.40	7,618.40	7,999.20	8,398.40
			Monthly	14,970.80	15,717.87	16,506.53	17,331.60	18,196.53
			Annual	179,649.60	188,614.40	198,078.40	207,979.20	218,358.40
DIRECTOR OF PUBLIC WORKS	U730	Unclassified	Hourly	89.70	94.20	98.90	103.87	109.04
			Bi-Weekly	7,176.00	7,536.00	7,912.00	8,309.60	8,723.20
			Monthly	15,548.00	16,328.00	17,142.67	18,004.13	18,900.27
			Annual	186,576.00	195,936.00	205,712.00	216,049.60	226,803.20
FIRE CHIEF	F800	Unclassified	Hourly	95.56	100.33	105.36	110.63	116.16
			Bi-Weekly	7,644.80	8,026.40	8,428.80	8,850.40	9,292.80
			Monthly	16,563.73	17,390.53	18,262.40	19,175.87	20,134.40
			Annual	198,764.80	208,686.40	219,148.80	230,110.40	241,612.80

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Approved by Council  
March 22, 2022

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
<b>CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT</b>								
SENIOR MANAGEMENT ANALYST	H115	Classified	Hourly	53.45	56.10	58.90	61.85	64.93
			Bi-Weekly	4,276.00	4,488.00	4,712.00	4,948.00	5,194.40
			Monthly	9,264.67	9,724.00	10,209.33	10,720.67	11,254.53
			Annual	111,176.00	116,688.00	122,512.00	128,648.00	135,054.40
MANAGEMENT ANALYST II	H110	Classified	Hourly	48.60	51.03	53.58	56.25	59.05
			Bi-Weekly	3,888.00	4,082.40	4,286.40	4,500.00	4,724.00
			Monthly	8,424.00	8,845.20	9,287.20	9,750.00	10,235.33
			Annual	101,088.00	106,142.40	111,446.40	117,000.00	122,824.00
MANAGEMENT ANALYST I	H105	Classified	Hourly	44.18	46.40	48.71	51.13	53.69
			Bi-Weekly	3,534.40	3,712.00	3,896.80	4,090.40	4,295.20
			Monthly	7,657.87	8,042.67	8,443.07	8,862.53	9,306.27
			Annual	91,894.40	96,512.00	101,316.80	106,350.40	111,675.20
EXECUTIVE ASSISTANT	U315	Unclassified	Hourly	43.54	45.54	47.60	49.64	51.83
			Bi-Weekly	3,483.20	3,643.20	3,808.00	3,971.20	4,146.40
			Monthly	7,546.93	7,893.60	8,250.67	8,604.27	8,983.87
			Annual	90,563.20	94,723.20	99,008.00	103,251.20	107,806.40
ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	42.71	44.83	47.08	49.40	51.88
			Bi-Weekly	3,416.80	3,586.40	3,766.40	3,952.00	4,150.40
			Monthly	7,403.07	7,770.53	8,160.53	8,562.67	8,992.53
			Annual	88,836.80	93,246.40	97,926.40	102,752.00	107,910.40
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	40.36	42.02	43.67	45.32	47.12
			Bi-Weekly	3,228.80	3,361.60	3,493.60	3,625.60	3,769.60
			Monthly	6,995.73	7,283.47	7,569.47	7,855.47	8,167.47
			Annual	83,948.80	87,401.60	90,833.60	94,265.60	98,009.60
SENIOR SECRETARY	C115	Classified	Hourly	36.89	38.33	39.89	41.36	42.95
			Bi-Weekly	2,951.20	3,066.40	3,191.20	3,308.80	3,436.00
			Monthly	6,394.27	6,643.87	6,914.27	7,169.07	7,444.67
			Annual	76,731.20	79,726.40	82,971.20	86,028.80	89,336.00
SECRETARY	C110	Classified	Hourly	32.47	33.95	35.67	37.32	39.09
			Bi-Weekly	2,597.60	2,716.00	2,853.60	2,985.60	3,127.20
			Monthly	5,628.13	5,884.67	6,182.80	6,468.80	6,775.60
			Annual	67,537.60	70,616.00	74,193.60	77,625.60	81,307.20
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	28.47	29.64	30.84	32.22	33.81
			Bi-Weekly	2,277.60	2,371.20	2,467.20	2,577.60	2,704.80
			Monthly	4,934.80	5,137.60	5,345.60	5,584.80	5,860.40
			Annual	59,217.60	61,651.20	64,147.20	67,017.60	70,324.80
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	25.06	26.40	27.73	29.21	30.74
			Bi-Weekly	2,004.80	2,112.00	2,218.40	2,336.80	2,459.20
			Monthly	4,343.73	4,576.00	4,806.53	5,063.07	5,328.27
			Annual	52,124.80	54,912.00	57,678.40	60,756.80	63,939.20
ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.82	20.00
			Bi-Weekly				1,265.60	1,600.00
			Monthly				2,742.13	3,466.67
			Annual				32,905.60	41,600.00
MAIL CLERK	C410	Classified	Hourly			17.21	18.05	18.96
			Bi-Weekly			1,376.80	1,444.00	1,516.80
			Monthly			2,983.07	3,128.67	3,286.40
			Annual			35,796.80	37,544.00	39,436.80

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<b>CITY WIDE MAINTENANCE</b>								
ELECTRICIAN II	M410	Classified	Hourly	47.20	49.08	51.01	53.18	55.38
			Bi-Weekly	3,776.00	3,926.40	4,080.80	4,254.40	4,430.40
			Monthly	8,181.33	8,507.20	8,841.73	9,217.87	9,599.20
			Annual	98,176.00	102,086.40	106,100.80	110,614.40	115,190.40
ELECTRICIAN I	M405	Classified	Hourly	42.92	44.69	46.46	48.40	50.38
			Bi-Weekly	3,433.60	3,575.20	3,716.80	3,872.00	4,030.40
			Monthly	7,439.47	7,746.27	8,053.07	8,389.33	8,732.53
			Annual	89,273.60	92,955.20	96,636.80	100,672.00	104,790.40
MAINTENANCE WORKER	M305	Classified	Hourly	36.68	38.14	39.69	41.09	42.68
			Bi-Weekly	2,934.40	3,051.20	3,175.20	3,287.20	3,414.40
			Monthly	6,357.87	6,610.93	6,879.60	7,122.27	7,397.87
			Annual	76,294.40	79,331.20	82,555.20	85,467.20	88,774.40
LABORER	M200 M300 M830 M905	Classified	Hourly	27.89	28.92	30.07	31.30	32.42
			Bi-Weekly	2,231.20	2,313.60	2,405.60	2,504.00	2,593.60
			Monthly	4,834.27	5,012.80	5,212.13	5,425.33	5,619.47
			Annual	58,011.20	60,153.60	62,545.60	65,104.00	67,433.60
<b>CITY ATTORNEY DEPARTMENT</b>								
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified	Hourly	81.82	85.94	90.23	94.75	99.49
			Bi-Weekly	6,545.60	6,875.20	7,218.40	7,580.00	7,959.20
			Monthly	14,182.13	14,896.27	15,639.87	16,423.33	17,244.93
			Annual	170,185.60	178,755.20	187,678.40	197,080.00	206,939.20
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	74.39	78.11	82.04	86.13	90.43
			Bi-Weekly	5,951.20	6,248.80	6,563.20	6,890.40	7,234.40
			Monthly	12,894.27	13,539.07	14,220.27	14,929.20	15,674.53
			Annual	154,731.20	162,468.80	170,643.20	179,150.40	188,094.40
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	61.50	64.55	67.78	71.16	74.75
			Bi-Weekly	4,920.00	5,164.00	5,422.40	5,692.80	5,980.00
			Monthly	10,660.00	11,188.67	11,748.53	12,334.40	12,956.67
			Annual	127,920.00	134,264.00	140,982.40	148,012.80	155,480.00
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	55.89	58.69	61.62	64.71	67.94
			Bi-Weekly	4,471.20	4,695.20	4,929.60	5,176.80	5,435.20
			Monthly	9,687.60	10,172.93	10,680.80	11,216.40	11,776.27
			Annual	116,251.20	122,075.20	128,169.60	134,596.80	141,315.20
SENIOR PARALEGAL	U196	Classified	Hourly	41.55	43.65	45.82	48.10	50.50
			Bi-Weekly	3,324.00	3,492.00	3,665.60	3,848.00	4,040.00
			Monthly	7,202.00	7,566.00	7,942.13	8,337.33	8,753.33
			Annual	86,424.00	90,792.00	95,305.60	100,048.00	105,040.00
PARALEGAL	U195	Classified	Hourly	37.78	39.67	41.66	43.73	45.92
			Bi-Weekly	3,022.40	3,173.60	3,332.80	3,498.40	3,673.60
			Monthly	6,548.53	6,876.13	7,221.07	7,579.87	7,959.47
			Annual	78,582.40	82,513.60	86,652.80	90,958.40	95,513.60
LEGAL SECRETARY II	C935	Classified	Hourly	35.04	37.08	39.86	40.70	42.79
			Bi-Weekly	2,803.20	2,966.40	3,188.80	3,256.00	3,423.20
			Monthly	6,073.60	6,427.20	6,909.07	7,054.67	7,416.93
			Annual	72,883.20	77,126.40	82,908.80	84,656.00	89,003.20
LEGAL SECRETARY I	C930	Classified	Hourly	31.55	33.21	34.97	36.85	38.80
			Bi-Weekly	2,524.00	2,656.80	2,797.60	2,948.00	3,104.00
			Monthly	5,468.67	5,756.40	6,061.47	6,387.33	6,725.33
			Annual	65,624.00	69,076.80	72,737.60	76,648.00	80,704.00
<b>CITY CLERK DEPARTMENT</b>								
DEPUTY CITY CLERK	HS00	Classified	Hourly	48.60	51.04	53.57	56.25	59.06
			Bi-Weekly	3,888.00	4,083.20	4,285.60	4,500.00	4,724.80
			Monthly	8,424.00	8,846.93	9,285.47	9,750.00	10,237.07
			Annual	101,088.00	106,163.20	111,425.60	117,000.00	122,844.80

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<b>CITY MANAGER DEPARTMENT</b>								
<b>OFFICE OF THE CITY MANAGER</b>								
ASSISTANT TO CITY MANAGER	U320	Unclassified	Hourly	54.53	57.26	60.12	63.13	66.27
			Bi-Weekly	4,362.40	4,580.80	4,809.60	5,050.40	5,301.60
			Monthly	9,451.87	9,925.07	10,420.80	10,942.53	11,486.80
			Annual	113,422.40	119,100.80	125,049.60	131,310.40	137,841.60
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	35.77	37.52	39.52	41.48	43.49
			Bi-Weekly	2,861.60	3,001.60	3,161.60	3,318.40	3,479.20
			Monthly	6,200.13	6,503.47	6,850.13	7,189.87	7,538.27
			Annual	74,401.60	78,041.60	82,201.60	86,278.40	90,459.20
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	50.78	53.30	55.97	58.76	61.72
			Bi-Weekly	4,062.40	4,264.00	4,477.60	4,700.80	4,937.60
			Monthly	8,801.87	9,238.67	9,701.47	10,185.07	10,698.13
			Annual	105,622.40	110,864.00	116,417.60	122,220.80	128,377.60
MANAGEMENT FELLOW	U300	Classified	Hourly					39.76
			Bi-Weekly					3,180.80
			Monthly					6,891.73
			Annual					82,700.80
<b>COMMUNITY SERVICES</b>								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	67.04	70.39	73.92	77.63	81.49
			Bi-Weekly	5,363.20	5,631.20	5,913.60	6,210.40	6,519.20
			Monthly	11,620.27	12,200.93	12,812.80	13,455.87	14,124.93
			Annual	139,443.20	146,411.20	153,753.60	161,470.40	169,499.20
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	44.61	46.93	49.31	51.74	54.26
			Bi-Weekly	3,568.80	3,754.40	3,944.80	4,139.20	4,340.80
			Monthly	7,732.40	8,134.53	8,547.07	8,968.27	9,405.07
			Annual	92,788.80	97,614.40	102,564.80	107,619.20	112,860.80
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	49.05	51.60	54.22	56.90	59.68
			Bi-Weekly	3,924.00	4,128.00	4,337.60	4,552.00	4,774.40
			Monthly	8,502.00	8,944.00	9,398.13	9,862.67	10,344.53
			Annual	102,024.00	107,328.00	112,777.60	118,352.00	124,134.40
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	44.61	46.93	49.31	51.74	54.26
			Bi-Weekly	3,568.80	3,754.40	3,944.80	4,139.20	4,340.80
			Monthly	7,732.40	8,134.53	8,547.07	8,968.27	9,405.07
			Annual	92,788.80	97,614.40	102,564.80	107,619.20	112,860.80
PARATRANSIT COORDINATOR	T715	Classified	Hourly	42.53	44.65	46.80	49.19	51.59
			Bi-Weekly	3,402.40	3,572.00	3,744.00	3,935.20	4,127.20
			Monthly	7,371.87	7,739.33	8,112.00	8,526.27	8,942.27
			Annual	88,462.40	92,872.00	97,344.00	102,315.20	107,307.20
<b>ECONOMIC DEVELOPMENT</b>								
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	67.04	70.39	73.92	77.63	81.49
			Bi-Weekly	5,363.20	5,631.20	5,913.60	6,210.40	6,519.20
			Monthly	11,620.27	12,200.93	12,812.80	13,455.87	14,124.93
			Annual	139,443.20	146,411.20	153,753.60	161,470.40	169,499.20
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	48.41	50.84	53.32	56.04	58.77
			Bi-Weekly	3,872.80	4,067.20	4,265.60	4,483.20	4,701.60
			Monthly	8,391.07	8,812.27	9,242.13	9,713.60	10,186.80
			Annual	100,692.80	105,747.20	110,905.60	116,563.20	122,241.60
<b>NEIGHBORHOOD PARTNERSHIP SERVICES</b>								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	66.20	69.48	72.95	76.60	80.43
			Bi-Weekly	5,296.00	5,558.40	5,836.00	6,128.00	6,434.40
			Monthly	11,474.67	12,043.20	12,644.67	13,277.33	13,941.20
			Annual	137,696.00	144,518.40	151,736.00	159,328.00	167,294.40
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	59.52	62.50	65.61	68.90	72.35
			Bi-Weekly	4,761.60	5,000.00	5,248.80	5,512.00	5,788.00
			Monthly	10,316.80	10,833.33	11,372.40	11,942.67	12,540.67
			Annual	123,801.60	130,000.00	136,468.80	143,312.00	150,488.00

**SALARY PLAN FOR ALL CLASSIFICATIONS  
(PER MUNI CODE SEC.2-4.30)  
FY 2022**

ATTACHMENT III  
Presented to  
Personnel Commission  
on March 10, 2022  
Approved by Council  
March 22, 2022

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
<b>HOUSING AUTHORITY</b>								
HOUSING MANAGER	H715	Classified	Hourly	67.04	70.39	73.92	77.63	81.49
			Bi-Weekly	5,363.20	5,631.20	5,913.60	6,210.40	6,519.20
			Monthly	11,620.27	12,200.93	12,812.80	13,455.87	14,124.93
			Annual	139,443.20	146,411.20	153,753.60	161,470.40	169,499.20
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	48.41	50.84	53.32	56.04	58.77
			Bi-Weekly	3,872.80	4,067.20	4,265.60	4,483.20	4,701.60
			Monthly	8,391.07	8,812.27	9,242.13	9,713.60	10,186.80
			Annual	100,692.80	105,747.20	110,905.60	116,563.20	122,241.60
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	42.53	44.65	46.80	49.19	51.59
			Bi-Weekly	3,402.40	3,572.00	3,744.00	3,935.20	4,127.20
			Monthly	7,371.87	7,739.33	8,112.00	8,526.27	8,942.27
			Annual	88,462.40	92,872.00	97,344.00	102,315.20	107,307.20
<b>DEVELOPMENT SERVICES DEPARTMENT</b>								
<b>DEVELOPMENT SERVICE ADMINISTRATION</b>								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	78.71	82.67	86.81	91.14	95.71
			Bi-Weekly	6,296.80	6,613.60	6,944.80	7,291.20	7,656.80
			Monthly	13,643.07	14,329.47	15,047.07	15,797.60	16,589.73
			Annual	163,716.80	171,953.60	180,564.80	189,571.20	199,076.80
<b>BUILDING DIVISION</b>								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	68.82	72.27	75.87	79.69	83.65
			Bi-Weekly	5,505.60	5,781.60	6,069.60	6,375.20	6,692.00
			Monthly	11,928.80	12,526.80	13,150.80	13,812.93	14,499.33
			Annual	143,145.60	150,321.60	157,809.60	165,755.20	173,992.00
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	58.73	61.66	64.75	67.99	71.39
			Bi-Weekly	4,698.40	4,932.80	5,180.00	5,439.20	5,711.20
			Monthly	10,179.87	10,687.73	11,223.33	11,784.93	12,374.27
			Annual	122,158.40	128,252.80	134,680.00	141,419.20	148,491.20
SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	52.72	55.53	58.33	61.08	64.13
			Bi-Weekly	4,217.60	4,442.40	4,666.40	4,886.40	5,130.40
			Monthly	9,138.13	9,625.20	10,110.53	10,587.20	11,115.87
			Annual	109,657.60	115,502.40	121,326.40	127,046.40	133,390.40
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	52.72	55.53	58.33	61.08	64.13
			Bi-Weekly	4,217.60	4,442.40	4,666.40	4,886.40	5,130.40
			Monthly	9,138.13	9,625.20	10,110.53	10,587.20	11,115.87
			Annual	109,657.60	115,502.40	121,326.40	127,046.40	133,390.40
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	52.72	55.53	58.33	61.08	64.13
			Bi-Weekly	4,217.60	4,442.40	4,666.40	4,886.40	5,130.40
			Monthly	9,138.13	9,625.20	10,110.53	10,587.20	11,115.87
			Annual	109,657.60	115,502.40	121,326.40	127,046.40	133,390.40
BUILDING INSPECTOR	T350	Classified	Hourly	45.51	47.66	50.08	52.63	56.07
			Bi-Weekly	3,640.80	3,812.80	4,006.40	4,210.40	4,485.60
			Monthly	7,888.40	8,261.07	8,680.53	9,122.53	9,718.80
			Annual	94,660.80	99,132.80	104,166.40	109,470.40	116,625.60
PLAN CHECKING ENGINEER	T335	Classified	Hourly	55.91	58.61	61.57	64.78	68.07
			Bi-Weekly	4,472.80	4,688.80	4,925.60	5,182.40	5,445.60
			Monthly	9,691.07	10,159.07	10,672.13	11,228.53	11,798.80
			Annual	116,292.80	121,908.80	128,065.60	134,742.40	141,585.60
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	62.33	65.43	68.72	72.16	75.78
			Bi-Weekly	4,986.40	5,234.40	5,497.60	5,772.80	6,062.40
			Monthly	10,803.87	11,341.20	11,911.47	12,507.73	13,135.20
			Annual	129,646.40	136,094.40	142,937.60	150,092.80	157,622.40
SENIOR PLAN CHECKER	T330	Classified	Hourly	52.72	55.53	58.33	61.08	64.13
			Bi-Weekly	4,217.60	4,442.40	4,666.40	4,886.40	5,130.40
			Monthly	9,138.13	9,625.20	10,110.53	10,587.20	11,115.87
			Annual	109,657.60	115,502.40	121,326.40	127,046.40	133,390.40
PLAN CHECKER	T325	Classified	Hourly	47.94	50.45	53.03	55.55	58.32
			Bi-Weekly	3,835.20	4,036.00	4,242.40	4,444.00	4,665.60
			Monthly	8,309.60	8,744.67	9,191.87	9,628.67	10,108.80
			Annual	99,715.20	104,936.00	110,302.40	115,544.00	121,305.60

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SUPERVISING PERMIT TECHNICIAN	H340	Classified	Hourly	41.92	44.02	46.21	48.53	50.95
			Bi-Weekly	3,353.60	3,521.60	3,696.80	3,882.40	4,076.00
			Monthly	7,266.13	7,630.13	8,009.73	8,411.87	8,831.33
			Annual	87,193.60	91,561.60	96,116.80	100,942.40	105,976.00
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	39.03	40.64	42.21	44.04	46.28
			Bi-Weekly	3,122.40	3,251.20	3,376.80	3,523.20	3,702.40
			Monthly	6,765.20	7,044.27	7,316.40	7,633.60	8,021.87
			Annual	81,182.40	84,531.20	87,796.80	91,603.20	96,262.40
PERMIT TECHNICIAN II	C200	Classified	Hourly	35.19	36.58	38.07	39.72	41.72
			Bi-Weekly	2,815.20	2,926.40	3,045.60	3,177.60	3,337.60
			Monthly	6,099.60	6,340.53	6,598.80	6,884.80	7,231.47
			Annual	73,195.20	76,086.40	79,185.60	82,617.60	86,777.60
PERMIT TECHNICIAN I	C199	Classified	Hourly	31.99	33.25	34.60	36.08	37.92
			Bi-Weekly	2,559.20	2,660.00	2,768.00	2,886.40	3,033.60
			Monthly	5,544.93	5,763.33	5,997.33	6,253.87	6,572.80
			Annual	66,539.20	69,160.00	71,968.00	75,046.40	78,873.60
<b>PLANNING DIVISION</b>								
PLANNING MANAGER	H320	Classified	Hourly	69.13	72.58	76.20	80.00	84.03
			Bi-Weekly	5,530.40	5,806.40	6,096.00	6,400.00	6,722.40
			Monthly	11,982.53	12,580.53	13,208.00	13,866.67	14,565.20
			Annual	143,790.40	150,966.40	158,496.00	166,400.00	174,782.40
PRINCIPAL PLANNER	H315	Classified	Hourly	59.52	62.50	65.61	68.90	72.35
			Bi-Weekly	4,761.60	5,000.00	5,248.80	5,512.00	5,788.00
			Monthly	10,316.80	10,833.33	11,372.40	11,942.67	12,540.67
			Annual	123,801.60	130,000.00	136,468.80	143,312.00	150,488.00
SENIOR PLANNER	H310	Classified	Hourly	53.34	55.98	58.79	61.72	64.81
			Bi-Weekly	4,267.20	4,478.40	4,703.20	4,937.60	5,184.80
			Monthly	9,245.60	9,703.20	10,190.27	10,698.13	11,233.73
			Annual	110,947.20	116,438.40	122,283.20	128,377.60	134,804.80
ASSOCIATE PLANNER	T315	Classified	Hourly	48.54	50.92	53.46	56.21	58.90
			Bi-Weekly	3,883.20	4,073.60	4,276.80	4,496.80	4,712.00
			Monthly	8,413.60	8,826.13	9,266.40	9,743.07	10,209.33
			Annual	100,963.20	105,913.60	111,196.80	116,916.80	122,512.00
ASSISTANT PLANNER	T310	Classified	Hourly	39.84	41.78	44.03	46.19	48.54
			Bi-Weekly	3,187.20	3,342.40	3,522.40	3,695.20	3,883.20
			Monthly	6,905.60	7,241.87	7,631.87	8,006.27	8,413.60
			Annual	82,867.20	86,902.40	91,582.40	96,075.20	100,963.20
JUNIOR PLANNER	T305	Classified	Hourly	35.32	37.18	38.92	40.88	42.87
			Bi-Weekly	2,825.60	2,974.40	3,113.60	3,270.40	3,429.60
			Monthly	6,122.13	6,444.53	6,746.13	7,085.87	7,430.80
			Annual	73,465.60	77,334.40	80,953.60	85,030.40	89,169.60
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	44.57	46.72	49.28	51.70	54.32
			Bi-Weekly	3,565.60	3,737.60	3,942.40	4,136.00	4,345.60
			Monthly	7,725.47	8,098.13	8,541.87	8,961.33	9,415.47
			Annual	92,705.60	97,177.60	102,502.40	107,536.00	112,985.60
LANDSCAPE ARCHITECT	H300	Classified	Hourly	62.85	65.98	69.29	72.75	76.40
			Bi-Weekly	5,028.00	5,278.40	5,543.20	5,820.00	6,112.00
			Monthly	10,894.00	11,436.53	12,010.27	12,610.00	13,242.67
			Annual	130,728.00	137,238.40	144,123.20	151,320.00	158,912.00
ASSOCIATE LANDSCAPE ARCHITECT	T370	Classified	Hourly	48.54	50.92	53.46	56.21	58.90
			Bi-Weekly	3,883.20	4,073.60	4,276.80	4,496.80	4,712.00
			Monthly	8,413.60	8,826.13	9,266.40	9,743.07	10,209.33
			Annual	100,963.20	105,913.60	111,196.80	116,916.80	122,512.00
<b>CODE ENFORCEMENT DIVISION</b>								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	54.39	57.12	59.95	62.95	66.09
			Bi-Weekly	4,351.20	4,569.60	4,796.00	5,036.00	5,287.20
			Monthly	9,427.60	9,900.80	10,391.33	10,911.33	11,455.60
			Annual	113,131.20	118,809.60	124,696.00	130,936.00	137,467.20
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	47.28	49.65	52.14	54.73	57.48
			Bi-Weekly	3,782.40	3,972.00	4,171.20	4,378.40	4,598.40
			Monthly	8,195.20	8,606.00	9,037.60	9,486.53	9,963.20
			Annual	98,342.40	103,272.00	108,451.20	113,838.40	119,558.40
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	47.61	49.99	52.48	55.11	57.86
			Bi-Weekly	3,808.80	3,999.20	4,198.40	4,408.80	4,628.80
			Monthly	8,252.40	8,664.93	9,096.53	9,552.40	10,029.07
			Annual	99,028.80	103,979.20	109,158.40	114,628.80	120,348.80
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	43.27	45.42	47.69	50.09	52.58
			Bi-Weekly	3,461.60	3,633.60	3,815.20	4,007.20	4,206.40
			Monthly	7,500.13	7,872.80	8,266.27	8,682.27	9,113.87
			Annual	90,001.60	94,473.60	99,195.20	104,187.20	109,366.40
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	39.33	41.29	43.34	45.52	47.81
			Bi-Weekly	3,146.40	3,303.20	3,467.20	3,641.60	3,824.80
			Monthly	6,817.20	7,156.93	7,512.27	7,890.13	8,287.07
			Annual	81,806.40	85,883.20	90,147.20	94,681.60	99,444.80

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<b>FINANCE DEPARTMENT</b>								
<b>ADMINISTRATION DIVISION</b>								
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	71.92	75.51	79.29	83.26	87.41
			Bi-Weekly	5,753.60	6,040.80	6,343.20	6,660.80	6,992.80
			Monthly	12,466.13	13,088.40	13,743.60	14,431.73	15,151.07
			Annual	149,593.60	157,060.80	164,923.20	173,180.80	181,812.80
BUDGET OFFICER	H170	Classified	Hourly	55.97	58.79	61.71	64.80	68.02
			Bi-Weekly	4,477.60	4,703.20	4,936.80	5,184.00	5,441.60
			Monthly	9,701.47	10,190.27	10,696.40	11,232.00	11,790.13
			Annual	116,417.60	122,283.20	128,356.80	134,784.00	141,481.60
FINANCIAL ANALYST	H165	Classified	Hourly	48.80	51.23	53.77	56.46	59.30
			Bi-Weekly	3,904.00	4,098.40	4,301.60	4,516.80	4,744.00
			Monthly	8,458.67	8,879.87	9,320.13	9,786.40	10,278.67
			Annual	101,504.00	106,558.40	111,841.60	117,436.80	123,344.00
FINANCE TECHNICIAN	C320	Classified	Hourly	37.64	39.51	41.49	43.56	45.76
			Bi-Weekly	3,011.20	3,160.80	3,319.20	3,484.80	3,660.80
			Monthly	6,524.27	6,848.40	7,191.60	7,550.40	7,931.73
			Annual	78,291.20	82,180.80	86,299.20	90,604.80	95,180.80
<b>ACCOUNTING DIVISION</b>								
ACCOUNTING MANAGER	H150	Classified	Hourly	64.75	67.97	71.37	74.93	78.69
			Bi-Weekly	5,180.00	5,437.60	5,709.60	5,994.40	6,295.20
			Monthly	11,223.33	11,781.47	12,370.80	12,987.87	13,639.60
			Annual	134,680.00	141,377.60	148,449.60	155,854.40	163,675.20
SENIOR ACCOUNTANT	H145	Classified	Hourly	49.09	51.52	54.09	56.79	59.62
			Bi-Weekly	3,927.20	4,121.60	4,327.20	4,543.20	4,769.60
			Monthly	8,508.93	8,930.13	9,375.60	9,843.60	10,334.13
			Annual	102,107.20	107,161.60	112,507.20	118,123.20	124,009.60
ACCOUNTANT	H140	Classified	Hourly	44.60	46.82	49.16	51.61	54.20
			Bi-Weekly	3,568.00	3,745.60	3,932.80	4,128.80	4,336.00
			Monthly	7,730.67	8,115.47	8,521.07	8,945.73	9,394.67
			Annual	92,768.00	97,385.60	102,252.80	107,348.80	112,736.00
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	32.59	34.17	35.66	37.37	39.12
			Bi-Weekly	2,607.20	2,733.60	2,852.80	2,989.60	3,129.60
			Monthly	5,648.93	5,922.80	6,181.07	6,477.47	6,780.80
			Annual	67,787.20	71,073.60	74,172.80	77,729.60	81,369.60
ACCOUNT CLERK	C300	Classified	Hourly	29.69	31.02	32.48	33.96	35.68
			Bi-Weekly	2,375.20	2,481.60	2,598.40	2,716.80	2,854.40
			Monthly	5,146.27	5,376.80	5,629.87	5,886.40	6,184.53
			Annual	61,755.20	64,521.60	67,558.40	70,636.80	74,214.40
<b>REVENUE DIVISION</b>								
REVENUE MANAGER	H160	Classified	Hourly	64.75	67.97	71.37	74.93	78.69
			Bi-Weekly	5,180.00	5,437.60	5,709.60	5,994.40	6,295.20
			Monthly	11,223.33	11,781.47	12,370.80	12,987.87	13,639.60
			Annual	134,680.00	141,377.60	148,449.60	155,854.40	163,675.20
FINANCE SUPERVISOR	H155	Classified	Hourly	48.26	50.67	53.19	55.84	58.64
			Bi-Weekly	3,860.80	4,053.60	4,255.20	4,467.20	4,691.20
			Monthly	8,365.07	8,782.80	9,219.60	9,678.93	10,164.27
			Annual	100,380.80	105,393.60	110,635.20	116,147.20	121,971.20
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	35.39	37.17	39.00	40.96	43.02
			Bi-Weekly	2,831.20	2,973.60	3,120.00	3,276.80	3,441.60
			Monthly	6,134.27	6,442.80	6,760.00	7,099.73	7,456.80
			Annual	73,611.20	77,313.60	81,120.00	85,196.80	89,481.60
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	32.59	34.17	35.66	37.37	39.12
			Bi-Weekly	2,607.20	2,733.60	2,852.80	2,989.60	3,129.60
			Monthly	5,648.93	5,922.80	6,181.07	6,477.47	6,780.80
			Annual	67,787.20	71,073.60	74,172.80	77,729.60	81,369.60
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	29.69	31.02	32.48	33.96	35.68
			Bi-Weekly	2,375.20	2,481.60	2,598.40	2,716.80	2,854.40
			Monthly	5,146.27	5,376.80	5,629.87	5,886.40	6,184.53
			Annual	61,755.20	64,521.60	67,558.40	70,636.80	74,214.40
MAIL AND REVENUE CLERK	C322	Classified	Hourly	25.06	26.40	27.73	29.21	30.74
			Bi-Weekly	2,004.80	2,112.00	2,218.40	2,336.80	2,459.20
			Monthly	4,343.73	4,576.00	4,806.53	5,063.07	5,328.27
			Annual	52,124.80	54,912.00	57,678.40	60,756.80	63,939.20
<b>PURCHASING DIVISION</b>								
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	55.96	58.76	61.69	64.77	67.99
			Bi-Weekly	4,476.80	4,700.80	4,935.20	5,181.60	5,439.20
			Monthly	9,699.73	10,185.07	10,692.93	11,226.80	11,784.93
			Annual	116,396.80	122,220.80	128,315.20	134,721.60	141,419.20
PURCHASING TECHNICIAN	C345	Classified	Hourly	34.24	35.96	37.72	39.59	41.60
			Bi-Weekly	2,739.20	2,876.80	3,017.60	3,167.20	3,328.00
			Monthly	5,934.93	6,233.07	6,538.13	6,862.27	7,210.67
			Annual	71,219.20	74,796.80	78,457.60	82,347.20	86,528.00
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	27.03	28.39	29.71	31.26	32.79
			Bi-Weekly	2,162.40	2,271.20	2,376.80	2,500.80	2,623.20
			Monthly	4,685.20	4,920.93	5,149.73	5,418.40	5,683.60
			Annual	56,222.40	59,051.20	61,796.80	65,020.80	68,203.20

**SALARY PLAN FOR ALL CLASSIFICATIONS  
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ATTACHMENT III  
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March 22, 2022

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
<b>FIRE DEPARTMENT</b>								
<b>SWORN</b>								
DEPUTY FIRE CHIEF (40 HR)	F600	Classified	Hourly	95.36	100.13	105.14	110.40	115.91
			Bi-Weekly	7,628.80	8,010.40	8,411.20	8,832.00	9,272.80
			Monthly	16,529.07	17,355.87	18,224.27	19,136.00	20,091.07
			Annual	198,348.80	208,270.40	218,691.20	229,632.00	241,092.80
FIRE MARSHAL - EMT (40 HR)	F401	Classified	Hourly	76.77	80.62	84.65	88.88	93.32
			Bi-Weekly	6,141.60	6,449.60	6,772.00	7,110.40	7,465.60
			Monthly	13,306.80	13,974.13	14,672.67	15,405.87	16,175.47
			Annual	159,681.60	167,689.60	176,072.00	184,870.40	194,105.60
FIRE MARSHAL (40 HR)	F400	Classified	Hourly	82.92	87.07	91.42	95.99	100.79
			Bi-Weekly	6,633.60	6,965.60	7,313.60	7,679.20	8,063.20
			Monthly	14,372.80	15,092.13	15,846.13	16,638.27	17,470.27
			Annual	172,473.60	181,105.60	190,153.60	199,659.20	209,643.20
FIRE TRAINING OFFICER (40 HR)	F420	Classified	Hourly	82.92	87.07	91.42	95.99	100.79
			Bi-Weekly	6,633.60	6,965.60	7,313.60	7,679.20	8,063.20
			Monthly	14,372.80	15,092.13	15,846.13	16,638.27	17,470.27
			Annual	172,473.60	181,105.60	190,153.60	199,659.20	209,643.20
BATTALION CHIEF (56 HR)	F410	Classified	Hourly	53.84	56.53	59.36	62.34	65.45
			Bi-Weekly	6,030.08	6,331.36	6,648.32	6,982.08	7,330.40
			Monthly	13,065.17	13,717.95	14,404.69	15,127.84	15,882.53
			Annual	156,782.08	164,615.36	172,856.32	181,534.08	190,590.40
BATTALION CHIEF (40 HR)	F415	Classified	Hourly	75.37	79.14	83.11	87.27	91.62
			Bi-Weekly	6,029.60	6,331.20	6,648.80	6,981.60	7,329.60
			Monthly	13,064.13	13,717.60	14,405.73	15,126.80	15,880.80
			Annual	156,769.60	164,611.20	172,868.80	181,521.60	190,569.60
STAFF FIRE CAPTAIN (40 HR)	F240	Classified	Hourly			72.58	76.21	80.02
			Bi-Weekly			5,806.40	6,096.80	6,401.60
			Monthly			12,580.53	13,209.73	13,870.13
			Annual			150,966.40	158,516.80	166,441.60
STAFF FIRE CAPTAIN - EMT (40 HR)	F241	Classified	Hourly			67.20	70.56	74.09
			Bi-Weekly			5,376.00	5,644.80	5,927.20
			Monthly			11,648.00	12,230.40	12,842.27
			Annual			139,776.00	146,764.80	154,107.20
FIRE CAPTAIN (56 HR)	F245	Classified	Hourly			47.12	49.47	51.96
			Bi-Weekly			5,277.44	5,540.64	5,819.52
			Monthly			11,434.45	12,004.72	12,608.96
			Annual			137,213.44	144,056.64	151,307.52
FIRE CAPTAIN (40 HR)	F250	Classified	Hourly			65.98	69.27	72.73
			Bi-Weekly			5,278.40	5,541.60	5,818.40
			Monthly			11,436.53	12,006.80	12,606.53
			Annual			137,238.40	144,081.60	151,278.40
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified	Hourly	39.93	41.91	44.00	46.21	48.51
			Bi-Weekly	4,472.16	4,693.92	4,928.00	5,175.52	5,433.12
			Monthly	9,689.68	10,170.16	10,677.33	11,213.63	11,771.76
			Annual	116,276.16	122,041.92	128,128.00	134,563.52	141,261.12
FIRE PREVENTION INSPECTOR - EMT (40 HR)	F221	Classified	Hourly	51.72	54.31	57.03	59.88	62.87
			Bi-Weekly	4,137.60	4,344.80	4,562.40	4,790.40	5,029.60
			Monthly	8,964.80	9,413.73	9,885.20	10,379.20	10,897.47
			Annual	107,577.60	112,964.80	118,622.40	124,550.40	130,769.60
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified	Hourly	55.85	58.66	61.59	64.67	67.89
			Bi-Weekly	4,468.00	4,692.80	4,927.20	5,173.60	5,431.20
			Monthly	9,680.67	10,167.73	10,675.60	11,209.47	11,767.60
			Annual	116,168.00	122,012.80	128,107.20	134,513.60	141,211.20
APPARATUS OPERATOR (56 HR)	F210	Classified	Hourly	37.80	39.69	41.68	43.76	45.94
			Bi-Weekly	4,233.60	4,445.28	4,668.16	4,901.12	5,145.28
			Monthly	9,172.80	9,631.44	10,114.35	10,619.09	11,148.11
			Annual	110,073.60	115,577.28	121,372.16	127,429.12	133,777.28
APPARATUS OPERATOR - EMT (56 HR)	F211	Classified	Hourly	35.01	36.74	38.59	40.52	42.54
			Bi-Weekly	3,921.12	4,114.88	4,322.08	4,538.24	4,764.48
			Monthly	8,495.76	8,915.57	9,364.51	9,832.85	10,323.04
			Annual	101,949.12	106,986.88	112,374.08	117,994.24	123,876.48
APPARATUS OPERATOR (40 HR)	F215	Classified	Hourly	52.87	55.52	58.29	61.20	64.27
			Bi-Weekly	4,229.60	4,441.60	4,663.20	4,896.00	5,141.60
			Monthly	9,164.13	9,623.47	10,103.60	10,608.00	11,140.13
			Annual	109,969.60	115,481.60	121,243.20	127,296.00	133,681.60
FIREFIGHTER (56 HR)	F200	Classified	Hourly	35.62	37.41	39.28	41.25	43.32
			Bi-Weekly	3,989.44	4,189.92	4,399.36	4,620.00	4,851.84
			Monthly	8,643.79	9,078.16	9,531.95	10,010.00	10,512.32
			Annual	103,725.44	108,937.92	114,383.36	120,120.00	126,147.84
FIREFIGHTER (40 HR)	F205	Classified	Hourly	49.89	52.37	54.98	57.74	60.63
			Bi-Weekly	3,991.20	4,189.60	4,398.40	4,619.20	4,850.40
			Monthly	8,647.60	9,077.47	9,529.87	10,008.27	10,509.20
			Annual	103,771.20	108,929.60	114,358.40	120,099.20	126,110.40
FIREFIGHTER TRAINEE (40 HR)	F100	Classified	Hourly	45.35	47.61			
			Bi-Weekly	3,628.00	3,808.80			
			Monthly	7,860.67	8,252.40			
			Annual	94,328.00	99,028.80			

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<b>PROFESSIONAL STAFF</b>								
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified	Hourly	60.70	63.73	66.91	70.27	73.77
			Bi-Weekly	4,856.00	5,098.40	5,352.80	5,621.60	5,901.60
			Monthly	10,521.33	11,046.53	11,597.73	12,180.13	12,786.80
			Annual	126,256.00	132,558.40	139,172.80	146,161.60	153,441.60
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	55.91	58.61	61.57	64.78	68.07
			Bi-Weekly	4,472.80	4,688.80	4,925.60	5,182.40	5,445.60
			Monthly	9,691.07	10,159.07	10,672.13	11,228.53	11,798.80
			Annual	116,292.80	121,908.80	128,065.60	134,742.40	141,585.60
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	53.41	56.09	58.87	61.81	64.91
			Bi-Weekly	4,272.80	4,487.20	4,709.60	4,944.80	5,192.80
			Monthly	9,257.73	9,722.27	10,204.13	10,713.73	11,251.07
			Annual	111,092.80	116,667.20	122,449.60	128,564.80	135,012.80
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	54.52	57.24	60.10	63.12	66.27
			Bi-Weekly	4,361.60	4,579.20	4,808.00	5,049.60	5,301.60
			Monthly	9,450.13	9,921.60	10,417.33	10,940.80	11,486.80
			Annual	113,401.60	119,059.20	125,008.00	131,289.60	137,841.60
HAZARDOUS MATERIALS INSPECTOR	T500	Classified	Hourly	51.94	54.53	57.26	60.13	63.12
			Bi-Weekly	4,155.20	4,362.40	4,580.80	4,810.40	5,049.60
			Monthly	9,002.93	9,451.87	9,925.07	10,422.53	10,940.80
			Annual	108,035.20	113,422.40	119,100.80	125,070.40	131,289.60
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	53.45	56.13	58.91	61.86	64.96
			Bi-Weekly	4,276.00	4,490.40	4,712.80	4,948.80	5,196.80
			Monthly	9,264.67	9,729.20	10,211.07	10,722.40	11,259.73
			Annual	111,176.00	116,750.40	122,532.80	128,668.80	135,116.80
SENIOR FIRE TECHNICIAN	C260	Classified	Hourly	39.03	40.64	42.21	44.04	46.28
			Bi-Weekly	3,122.40	3,251.20	3,376.80	3,523.20	3,702.40
			Monthly	6,765.20	7,044.27	7,316.40	7,633.60	8,021.87
			Annual	81,182.40	84,531.20	87,796.80	91,603.20	96,262.40
FIRE TECHNICIAN II	C255	Classified	Hourly	34.33	36.04	37.84	39.75	41.72
			Bi-Weekly	2,746.40	2,883.20	3,027.20	3,180.00	3,337.60
			Monthly	5,950.53	6,246.93	6,558.93	6,890.00	7,231.47
			Annual	71,406.40	74,963.20	78,707.20	82,680.00	86,777.60
FIRE TECHNICIAN I	C250	Classified	Hourly	31.18	32.74	34.38	36.10	37.91
			Bi-Weekly	2,494.40	2,619.20	2,750.40	2,888.00	3,032.80
			Monthly	5,404.53	5,674.93	5,959.20	6,257.33	6,571.07
			Annual	64,854.40	68,099.20	71,510.40	75,088.00	78,852.80
<b>HUMAN RESOURCES DEPARTMENT</b>								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	70.51	74.03	77.74	81.63	85.70
			Bi-Weekly	5,640.80	5,922.40	6,219.20	6,530.40	6,856.00
			Monthly	12,221.73	12,831.87	13,474.93	14,149.20	14,854.67
			Annual	146,660.80	153,982.40	161,699.20	169,790.40	178,256.00
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	54.18	56.89	59.74	62.73	65.86
			Bi-Weekly	4,334.40	4,551.20	4,779.20	5,018.40	5,268.80
			Monthly	9,391.20	9,860.93	10,354.93	10,873.20	11,415.73
			Annual	112,694.40	118,331.20	124,259.20	130,478.40	136,988.80
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	53.98	56.65	59.49	62.46	65.58
			Bi-Weekly	4,318.40	4,532.00	4,759.20	4,996.80	5,246.40
			Monthly	9,356.53	9,819.33	10,311.60	10,826.40	11,367.20
			Annual	112,278.40	117,832.00	123,739.20	129,916.80	136,406.40
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	49.08	51.53	54.11	56.80	59.64
			Bi-Weekly	3,926.40	4,122.40	4,328.80	4,544.00	4,771.20
			Monthly	8,507.20	8,931.87	9,379.07	9,845.33	10,337.60
			Annual	102,086.40	107,182.40	112,548.80	118,144.00	124,051.20
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	44.61	46.86	49.19	51.63	54.22
			Bi-Weekly	3,568.80	3,748.80	3,935.20	4,130.40	4,337.60
			Monthly	7,732.40	8,122.40	8,526.27	8,949.20	9,398.13
			Annual	92,788.80	97,468.80	102,315.20	107,390.40	112,777.60
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	32.50	34.14	35.84	37.62	39.49
			Bi-Weekly	2,600.00	2,731.20	2,867.20	3,009.60	3,159.20
			Monthly	5,633.33	5,917.60	6,212.27	6,520.80	6,844.93
			Annual	67,600.00	71,011.20	74,547.20	78,249.60	82,139.20
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	42.39	44.13	45.86	47.59	49.48
			Bi-Weekly	3,391.20	3,530.40	3,668.80	3,807.20	3,958.40
			Monthly	7,347.60	7,649.20	7,949.07	8,248.93	8,576.53
			Annual	88,171.20	91,790.40	95,388.80	98,987.20	102,918.40

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<b>LIBRARY SERVICES DEPARTMENT</b>								
<b>LIBRARY SERVICES DIVISION</b>								
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	46.31	48.62	51.05	53.59	56.27
			Bi-Weekly	3,704.80	3,889.60	4,084.00	4,287.20	4,501.60
			Monthly	8,027.07	8,427.47	8,848.67	9,288.93	9,753.47
			Annual	96,324.80	101,129.60	106,184.00	111,467.20	117,041.60
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	46.31	48.62	51.05	53.59	56.27
			Bi-Weekly	3,704.80	3,889.60	4,084.00	4,287.20	4,501.60
			Monthly	8,027.07	8,427.47	8,848.67	9,288.93	9,753.47
			Annual	96,324.80	101,129.60	106,184.00	111,467.20	117,041.60
LIBRARIAN II	T795	Classified	Hourly	37.40	39.28	41.17	43.26	45.30
			Bi-Weekly	2,992.00	3,142.40	3,293.60	3,460.80	3,624.00
			Monthly	6,482.67	6,808.53	7,136.13	7,498.40	7,852.00
			Annual	77,792.00	81,702.40	85,633.60	89,980.80	94,224.00
LIBRARIAN I	T790	Classified	Hourly	33.92	35.62	37.40	39.18	41.18
			Bi-Weekly	2,713.60	2,849.60	2,992.00	3,134.40	3,294.40
			Monthly	5,879.47	6,174.13	6,482.67	6,791.20	7,137.87
			Annual	70,553.60	74,089.60	77,792.00	81,494.40	85,654.40
LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	32.68	34.33	35.97	37.73	39.72
			Bi-Weekly	2,614.40	2,746.40	2,877.60	3,018.40	3,177.60
			Monthly	5,664.53	5,950.53	6,234.80	6,539.87	6,884.80
			Annual	67,974.40	71,406.40	74,817.60	78,478.40	82,617.60
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	30.17	31.51	32.95	34.40	36.06
			Bi-Weekly	2,413.60	2,520.80	2,636.00	2,752.00	2,884.80
			Monthly	5,229.47	5,461.73	5,711.33	5,962.67	6,250.40
			Annual	62,753.60	65,540.80	68,536.00	71,552.00	75,004.80
LIBRARY ASSISTANT	C510	Classified	Hourly	27.34	28.61	29.90	31.27	32.74
			Bi-Weekly	2,187.20	2,288.80	2,392.00	2,501.60	2,619.20
			Monthly	4,738.93	4,959.07	5,182.67	5,420.13	5,674.93
			Annual	56,867.20	59,508.80	62,192.00	65,041.60	68,099.20
SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly					21.99
			Bi-Weekly					1,055.52
			Monthly					2,286.96
			Annual					27,443.52
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly					19.98
			Bi-Weekly					479.52
			Monthly					1,038.96
			Annual					12,467.52
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	46.31	48.62	51.05	53.59	56.27
			Bi-Weekly	3,704.80	3,889.60	4,084.00	4,287.20	4,501.60
			Monthly	8,027.07	8,427.47	8,848.67	9,288.93	9,753.47
			Annual	96,324.80	101,129.60	106,184.00	111,467.20	117,041.60
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	33.15	34.81	36.57	38.38	40.31
			Bi-Weekly	2,652.00	2,784.80	2,925.60	3,070.40	3,224.80
			Monthly	5,746.00	6,033.73	6,338.80	6,652.53	6,987.07
			Annual	68,952.00	72,404.80	76,065.60	79,830.40	83,844.80
LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	33.19	34.87	36.60	38.34	40.31
			Bi-Weekly	2,655.20	2,789.60	2,928.00	3,067.20	3,224.80
			Monthly	5,752.93	6,044.13	6,344.00	6,645.60	6,987.07
			Annual	69,035.20	72,529.60	76,128.00	79,747.20	83,844.80
LEAD PROGRAM ASSISTANT	C508	Classified	Hourly	32.68	34.33	35.97	37.73	39.72
			Bi-Weekly	2,614.40	2,746.40	2,877.60	3,018.40	3,177.60
			Monthly	5,664.53	5,950.53	6,234.80	6,539.87	6,884.80
			Annual	67,974.40	71,406.40	74,817.60	78,478.40	82,617.60
PROGRAM ASSISTANT	C506	Classified	Hourly	27.34	28.61	29.90	31.27	32.74
			Bi-Weekly	2,187.20	2,288.80	2,392.00	2,501.60	2,619.20
			Monthly	4,738.93	4,959.07	5,182.67	5,420.13	5,674.93
			Annual	56,867.20	59,508.80	62,192.00	65,041.60	68,099.20

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<b>MAINTENANCE SERVICES DEPARTMENT</b>								
<b>FACILITIES MANAGEMENT</b>								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	58.72	61.63	64.72	67.96	71.37
			Bi-Weekly	4,697.60	4,930.40	5,177.60	5,436.80	5,709.60
			Monthly	10,178.13	10,682.53	11,218.13	11,779.73	12,370.80
			Annual	122,137.60	128,190.40	134,617.60	141,356.80	148,449.60
FACILITIES LEADWORKER	M135	Classified	Hourly	58.68	61.02	63.38	65.99	68.80
			Bi-Weekly	4,694.40	4,881.60	5,070.40	5,279.20	5,504.00
			Monthly	10,171.20	10,576.80	10,985.87	11,438.27	11,925.33
			Annual	122,054.40	126,921.60	131,830.40	137,259.20	143,104.00
HVAC MECHANIC	M140	Classified	Hourly	47.20	49.08	51.01	53.18	55.38
			Bi-Weekly	3,776.00	3,926.40	4,080.80	4,254.40	4,430.40
			Monthly	8,181.33	8,507.20	8,841.73	9,217.87	9,599.20
			Annual	98,176.00	102,086.40	106,100.80	110,614.40	115,190.40
FACILITIES PAINTER II	M130	Classified	Hourly	41.41	43.10	44.78	46.63	48.58
			Bi-Weekly	3,312.80	3,448.00	3,582.40	3,730.40	3,886.40
			Monthly	7,177.73	7,470.67	7,761.87	8,082.53	8,420.53
			Annual	86,132.80	89,648.00	93,142.40	96,990.40	101,046.40
FACILITIES PAINTER I	M125	Classified	Hourly	37.67	39.21	40.78	42.48	44.17
			Bi-Weekly	3,013.60	3,136.80	3,262.40	3,398.40	3,533.60
			Monthly	6,529.47	6,796.40	7,068.53	7,363.20	7,656.13
			Annual	78,353.60	81,556.80	84,822.40	88,358.40	91,873.60
FACILITIES CARPENTER II	M120	Classified	Hourly	41.13	42.76	44.53	46.38	48.31
			Bi-Weekly	3,290.40	3,420.80	3,562.40	3,710.40	3,864.80
			Monthly	7,129.20	7,411.73	7,718.53	8,039.20	8,373.73
			Annual	85,550.40	88,940.80	92,622.40	96,470.40	100,484.80
FACILITIES CARPENTER I	M115	Classified	Hourly	37.41	38.95	40.55	42.19	43.96
			Bi-Weekly	2,992.80	3,116.00	3,244.00	3,375.20	3,516.80
			Monthly	6,484.40	6,751.33	7,028.67	7,312.93	7,619.73
			Annual	77,812.80	81,016.00	84,344.00	87,755.20	91,436.80
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	33.34	34.66	36.08	37.35	38.80
			Bi-Weekly	2,667.20	2,772.80	2,886.40	2,988.00	3,104.00
			Monthly	5,778.93	6,007.73	6,253.87	6,474.00	6,725.33
			Annual	69,347.20	72,092.80	75,046.40	77,688.00	80,704.00
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	30.31	31.52	32.79	33.96	35.26
			Bi-Weekly	2,424.80	2,521.60	2,623.20	2,716.80	2,820.80
			Monthly	5,253.73	5,463.47	5,683.60	5,886.40	6,111.73
			Annual	63,044.80	65,561.60	68,203.20	70,636.80	73,340.80
<b>FLEET MANAGEMENT DIVISION</b>								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	58.72	61.63	64.72	67.96	71.37
			Bi-Weekly	4,697.60	4,930.40	5,177.60	5,436.80	5,709.60
			Monthly	10,178.13	10,682.53	11,218.13	11,779.73	12,370.80
			Annual	122,137.60	128,190.40	134,617.60	141,356.80	148,449.60
SENIOR EQUIPMENT MECHANIC	M620	Classified	Hourly	42.20	44.17	46.41	48.83	51.23
			Bi-Weekly	3,376.00	3,533.60	3,712.80	3,906.40	4,098.40
			Monthly	7,314.67	7,656.13	8,044.40	8,463.87	8,879.87
			Annual	87,776.00	91,873.60	96,532.80	101,566.40	106,558.40
EQUIPMENT MECHANIC II	M615	Classified	Hourly	36.36	38.06	39.99	42.08	44.16
			Bi-Weekly	2,908.80	3,044.80	3,199.20	3,366.40	3,532.80
			Monthly	6,302.40	6,597.07	6,931.60	7,293.87	7,654.40
			Annual	75,628.80	79,164.80	83,179.20	87,526.40	91,852.80
EQUIPMENT MECHANIC I	M610	Classified	Hourly	33.10	34.76	36.54	38.34	40.23
			Bi-Weekly	2,648.00	2,780.80	2,923.20	3,067.20	3,218.40
			Monthly	5,737.33	6,025.07	6,333.60	6,645.60	6,973.20
			Annual	68,848.00	72,300.80	76,003.20	79,747.20	83,678.40
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	30.83	32.49	34.04	35.77	37.58
			Bi-Weekly	2,466.40	2,599.20	2,723.20	2,861.60	3,006.40
			Monthly	5,343.87	5,631.60	5,900.27	6,200.13	6,513.87
			Annual	64,126.40	67,579.20	70,803.20	74,401.60	78,166.40
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	28.46	29.57	30.80	31.84	33.08
			Bi-Weekly	2,276.80	2,365.60	2,464.00	2,547.20	2,646.40
			Monthly	4,933.07	5,125.47	5,338.67	5,518.93	5,733.87
			Annual	59,196.80	61,505.60	64,064.00	66,227.20	68,806.40

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<b>LANDSCAPE MAINTENANCE DIVISION</b>								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	58.72	61.63	64.72	67.96	71.37
			Bi-Weekly	4,697.60	4,930.40	5,177.60	5,436.80	5,709.60
			Monthly	10,178.13	10,682.53	11,218.13	11,779.73	12,370.80
			Annual	122,137.60	128,190.40	134,617.60	141,356.80	148,449.60
LANDSCAPE MAINTENANCE SUPERVISOR	H610	Classified	Hourly	48.79	50.74	52.79	54.69	56.78
			Bi-Weekly	3,903.20	4,059.20	4,223.20	4,375.20	4,542.40
			Monthly	8,456.93	8,794.93	9,150.27	9,479.60	9,841.87
			Annual	101,483.20	105,539.20	109,803.20	113,755.20	118,102.40
GROUNDSKEEPER III	M215	Classified	Hourly	44.29	46.05	47.91	49.63	51.54
			Bi-Weekly	3,543.20	3,684.00	3,832.80	3,970.40	4,123.20
			Monthly	7,676.93	7,982.00	8,304.40	8,602.53	8,933.60
			Annual	92,123.20	95,784.00	99,652.80	103,230.40	107,203.20
GROUNDSKEEPER II	M210	Classified	Hourly	38.51	40.06	41.67	43.15	44.81
			Bi-Weekly	3,080.80	3,204.80	3,333.60	3,452.00	3,584.80
			Monthly	6,675.07	6,943.73	7,222.80	7,479.33	7,767.07
			Annual	80,100.80	83,324.80	86,673.60	89,752.00	93,204.80
GROUNDSKEEPER I	M205	Classified	Hourly	34.98	36.37	37.90	39.22	40.74
			Bi-Weekly	2,798.40	2,909.60	3,032.00	3,137.60	3,259.20
			Monthly	6,063.20	6,304.13	6,569.33	6,798.13	7,061.60
			Annual	72,758.40	75,649.60	78,832.00	81,577.60	84,739.20
TREE TRIMMER	M220	Classified	Hourly	38.51	40.06	41.67	43.15	44.81
			Bi-Weekly	3,080.80	3,204.80	3,333.60	3,452.00	3,584.80
			Monthly	6,675.07	6,943.73	7,222.80	7,479.33	7,767.07
			Annual	80,100.80	83,324.80	86,673.60	89,752.00	93,204.80
<b>STREET MAINTENANCE DIVISION</b>								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	58.72	61.63	64.72	67.96	71.37
			Bi-Weekly	4,697.60	4,930.40	5,177.60	5,436.80	5,709.60
			Monthly	10,178.13	10,682.53	11,218.13	11,779.73	12,370.80
			Annual	122,137.60	128,190.40	134,617.60	141,356.80	148,449.60
STREETS MAINTENANCE SUPERVISOR	H620	Classified	Hourly	51.15	53.12	55.32	57.28	59.47
			Bi-Weekly	4,092.00	4,249.60	4,425.60	4,582.40	4,757.60
			Monthly	8,866.00	9,207.47	9,588.80	9,928.53	10,308.13
			Annual	106,392.00	110,489.60	115,065.60	119,142.40	123,697.60
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	46.43	48.22	50.22	52.00	53.99
			Bi-Weekly	3,714.40	3,857.60	4,017.60	4,160.00	4,319.20
			Monthly	8,047.87	8,358.13	8,704.80	9,013.33	9,358.27
			Annual	96,574.40	100,297.60	104,457.60	108,160.00	112,299.20
MAINTENANCE LEADER	M310	Classified	Hourly	40.37	41.94	43.68	45.21	46.94
			Bi-Weekly	3,229.60	3,355.20	3,494.40	3,616.80	3,755.20
			Monthly	6,997.47	7,269.60	7,571.20	7,836.40	8,136.27
			Annual	83,969.60	87,235.20	90,854.40	94,036.80	97,635.20
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	34.49	35.64	37.08	38.66	40.19
			Bi-Weekly	2,759.20	2,851.20	2,966.40	3,092.80	3,215.20
			Monthly	5,978.27	6,177.60	6,427.20	6,701.07	6,966.27
			Annual	71,739.20	74,131.20	77,126.40	80,412.80	83,595.20
<b>POLICE DEPARTMENT</b>								
<b>SWORN</b>								
POLICE CAPTAIN	P300	Classified	Hourly	89.04	93.48	98.17	103.07	108.21
			Bi-Weekly	7,123.20	7,478.40	7,853.60	8,245.60	8,656.80
			Monthly	15,433.60	16,203.20	17,016.13	17,865.47	18,756.40
			Annual	185,203.20	194,438.40	204,193.60	214,385.60	225,076.80
POLICE LIEUTENANT	P215	Classified	Hourly				77.65	81.43
			Bi-Weekly				6,212.00	6,514.40
			Monthly				13,459.33	14,114.53
			Annual				161,512.00	169,374.40
POLICE SERGEANT	P210	Classified	Hourly			66.53	69.74	73.31
			Bi-Weekly			5,322.40	5,579.20	5,864.80
			Monthly			11,531.87	12,088.27	12,707.07
			Annual			138,382.40	145,059.20	152,484.80
POLICE OFFICER	P200	Classified	Hourly	48.86	51.20	53.69	56.28	58.96
			Bi-Weekly	3,908.80	4,096.00	4,295.20	4,502.40	4,716.80
			Monthly	8,469.07	8,874.67	9,306.27	9,755.20	10,219.73
			Annual	101,628.80	106,496.00	111,675.20	117,062.40	122,636.80
POLICE OFFICER TRAINEE	P100	Classified	Hourly	36.62	38.42			
			Bi-Weekly	2,929.60	3,073.60			
			Monthly	6,347.47	6,659.47			
			Annual	76,169.60	79,913.60			

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<b>PROFESSIONAL STAFF</b>								
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	67.01	70.36	73.89	77.58	81.45
			Bi-Weekly	5,360.80	5,628.80	5,911.20	6,206.40	6,516.00
			Monthly	11,615.07	12,195.73	12,807.60	13,447.20	14,118.00
			Annual	139,380.80	146,348.80	153,691.20	161,366.40	169,416.00
PERSONNEL OPERATIONS SPECIALIST	H460	Classified	Hourly	43.98	45.77	47.57	49.36	51.33
			Bi-Weekly	3,518.40	3,661.60	3,805.60	3,948.80	4,106.40
			Monthly	7,623.20	7,933.47	8,245.47	8,555.73	8,897.20
			Annual	91,478.40	95,201.60	98,945.60	102,668.80	106,766.40
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	53.45	56.10	58.90	61.85	64.93
			Bi-Weekly	4,276.00	4,488.00	4,712.00	4,948.00	5,194.40
			Monthly	9,264.67	9,724.00	10,209.33	10,720.67	11,254.53
			Annual	111,176.00	116,688.00	122,512.00	128,648.00	135,054.40
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	48.60	51.03	53.58	56.25	59.05
			Bi-Weekly	3,888.00	4,082.40	4,286.40	4,500.00	4,724.00
			Monthly	8,424.00	8,845.20	9,287.20	9,750.00	10,235.33
			Annual	101,088.00	106,142.40	111,446.40	117,000.00	122,824.00
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	48.60	51.03	53.58	56.25	59.05
			Bi-Weekly	3,888.00	4,082.40	4,286.40	4,500.00	4,724.00
			Monthly	8,424.00	8,845.20	9,287.20	9,750.00	10,235.33
			Annual	101,088.00	106,142.40	111,446.40	117,000.00	122,824.00
<b>SPECIAL OPERATIONS DIVISION</b>								
CRIME PREVENTION SPECIALIST II	C671	Classified	Hourly	37.82	39.70	41.69	43.79	45.97
			Bi-Weekly	3,025.60	3,176.00	3,335.20	3,503.20	3,677.60
			Monthly	6,555.47	6,881.33	7,226.27	7,590.27	7,968.13
			Annual	78,665.60	82,576.00	86,715.20	91,083.20	95,617.60
CRIME PREVENTION SPECIALIST I	C670	Classified	Hourly	34.37	36.08	37.89	39.80	41.78
			Bi-Weekly	2,749.60	2,886.40	3,031.20	3,184.00	3,342.40
			Monthly	5,957.47	6,253.87	6,567.60	6,898.67	7,241.87
			Annual	71,489.60	75,046.40	78,811.20	82,784.00	86,902.40
RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	60.94	64.00	67.19	70.44	74.04
			Bi-Weekly	4,875.20	5,120.00	5,375.20	5,635.20	5,923.20
			Monthly	10,562.93	11,093.33	11,646.27	12,209.60	12,833.60
			Annual	126,755.20	133,120.00	139,755.20	146,515.20	154,003.20
<b>INVESTIGATION DIVISION</b>								
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	67.01	70.36	73.89	77.58	81.45
			Bi-Weekly	5,360.80	5,628.80	5,911.20	6,206.40	6,516.00
			Monthly	11,615.07	12,195.73	12,807.60	13,447.20	14,118.00
			Annual	139,380.80	146,348.80	153,691.20	161,366.40	169,416.00
COUNSELING SUPERVISOR	H440	Classified	Hourly	50.42	52.95	55.59	58.36	61.29
			Bi-Weekly	4,033.60	4,236.00	4,447.20	4,668.80	4,903.20
			Monthly	8,739.47	9,178.00	9,635.60	10,115.73	10,623.60
			Annual	104,873.60	110,136.00	115,627.20	121,388.80	127,483.20
FAMILY COUNSELOR	T550	Classified	Hourly	41.56	43.62	45.81	47.91	50.41
			Bi-Weekly	3,324.80	3,489.60	3,664.80	3,832.80	4,032.80
			Monthly	7,203.73	7,560.80	7,940.40	8,304.40	8,737.73
			Annual	86,444.80	90,729.60	95,284.80	99,652.80	104,852.80
CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	54.52	57.24	60.10	63.12	66.27
			Bi-Weekly	4,361.60	4,579.20	4,808.00	5,049.60	5,301.60
			Monthly	9,450.13	9,921.60	10,417.33	10,940.80	11,486.80
			Annual	113,401.60	119,059.20	125,008.00	131,289.60	137,841.60
<b>SUPPORT SERVICES DIVISION</b>								
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	77.82	81.70	86.62	90.95	95.48
			Bi-Weekly	6,225.60	6,536.00	6,929.60	7,276.00	7,638.40
			Monthly	13,488.80	14,161.33	15,014.13	15,764.67	16,549.87
			Annual	161,865.60	169,936.00	180,169.60	189,176.00	198,598.40
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified	Hourly	53.45	56.11	58.90	61.86	64.95
			Bi-Weekly	4,276.00	4,488.00	4,712.00	4,948.80	5,196.00
			Monthly	9,264.67	9,725.73	10,209.33	10,722.40	11,258.00
			Annual	111,176.00	116,708.80	122,512.00	128,668.80	135,096.00
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	39.45	41.42	43.49	45.65	47.92
			Bi-Weekly	3,156.00	3,313.60	3,479.20	3,652.00	3,833.60
			Monthly	6,838.00	7,179.47	7,538.27	7,912.67	8,306.13
			Annual	82,056.00	86,153.60	90,459.20	94,952.00	99,673.60
POLICE ID SPECIALIST	T555	Classified	Hourly	36.64	38.47	40.40	42.44	44.43
			Bi-Weekly	2,931.20	3,077.60	3,232.00	3,395.20	3,554.40
			Monthly	6,350.93	6,668.13	7,002.67	7,356.27	7,701.20
			Annual	76,211.20	80,017.60	84,032.00	88,275.20	92,414.40
CRIME SCENE SPECIALIST	C687	Classified	Hourly	37.68	39.38	41.19	43.03	45.07
			Bi-Weekly	3,014.40	3,150.40	3,295.20	3,442.40	3,605.60
			Monthly	6,531.20	6,825.87	7,139.60	7,458.53	7,812.13
			Annual	78,374.40	81,910.40	85,675.20	89,502.40	93,745.60
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	34.25	35.80	37.44	39.12	40.97
			Bi-Weekly	2,740.00	2,864.00	2,995.20	3,129.60	3,277.60
			Monthly	5,936.67	6,205.33	6,489.60	6,780.80	7,101.47
			Annual	71,240.00	74,464.00	77,875.20	81,369.60	85,217.60
PROPERTY & EVIDENCE TECHNICIAN	C665	Classified	Hourly	33.10	34.53	36.20	37.85	39.65
			Bi-Weekly	2,648.00	2,762.40	2,896.00	3,028.00	3,172.00
			Monthly	5,737.33	5,985.20	6,274.67	6,560.67	6,872.67
			Annual	68,848.00	71,822.40	75,296.00	78,728.00	82,472.00

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ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	53.45	56.11	58.90	61.86	64.95
			Bi-Weekly	4,276.00	4,488.80	4,712.00	4,948.80	5,196.00
			Monthly	9,264.67	9,725.73	10,209.33	10,722.40	11,258.00
			Annual	111,176.00	116,708.80	122,512.00	128,668.80	135,096.00
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	36.47	38.09	39.86	41.69	43.67
			Bi-Weekly	2,917.60	3,047.20	3,188.80	3,335.20	3,493.60
			Monthly	6,321.47	6,602.27	6,909.07	7,226.27	7,569.47
			Annual	75,857.60	79,227.20	82,908.80	86,715.20	90,833.60
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	31.35	32.96	34.46	36.08	37.79
			Bi-Weekly	2,508.00	2,636.80	2,756.80	2,886.40	3,023.20
			Monthly	5,434.00	5,713.07	5,973.07	6,253.87	6,550.27
			Annual	65,208.00	68,556.80	71,676.80	75,046.40	78,603.20
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	26.08	27.19	28.27	29.51	30.98
			Bi-Weekly	2,086.40	2,175.20	2,261.60	2,360.80	2,478.40
			Monthly	4,520.53	4,712.93	4,900.13	5,115.07	5,369.87
			Annual	54,246.40	56,555.20	58,801.60	61,380.80	64,438.40
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	26.08	27.19	28.27	29.51	30.98
			Bi-Weekly	2,086.40	2,175.20	2,261.60	2,360.80	2,478.40
			Monthly	4,520.53	4,712.93	4,900.13	5,115.07	5,369.87
			Annual	54,246.40	56,555.20	58,801.60	61,380.80	64,438.40
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	53.45	56.11	58.90	61.86	64.95
			Bi-Weekly	4,276.00	4,488.80	4,712.00	4,948.80	5,196.00
			Monthly	9,264.67	9,725.73	10,209.33	10,722.40	11,258.00
			Annual	111,176.00	116,708.80	122,512.00	128,668.80	135,096.00
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	45.16	47.42	49.80	52.28	54.92
			Bi-Weekly	3,612.80	3,793.60	3,984.00	4,182.40	4,393.60
			Monthly	7,827.73	8,219.47	8,632.00	9,061.87	9,519.47
			Annual	93,932.80	98,633.60	103,584.00	108,742.40	114,233.60
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	39.18	41.18	43.19	45.41	47.69
			Bi-Weekly	3,134.40	3,294.40	3,455.20	3,632.80	3,815.20
			Monthly	6,791.20	7,137.87	7,486.27	7,871.07	8,266.27
			Annual	81,494.40	85,654.40	89,835.20	94,452.80	99,195.20
CALL TAKER	C633	Classified	Hourly	32.61	34.20	35.93	37.73	39.62
			Bi-Weekly	2,608.80	2,736.00	2,874.40	3,018.40	3,169.60
			Monthly	5,652.40	5,928.00	6,227.87	6,539.87	6,867.47
			Annual	67,828.80	71,136.00	74,734.40	78,478.40	82,409.60
RECORDS ADMINISTRATOR	H425	Classified	Hourly	53.45	56.11	58.90	61.86	64.95
			Bi-Weekly	4,276.00	4,488.80	4,712.00	4,948.80	5,196.00
			Monthly	9,264.67	9,725.73	10,209.33	10,722.40	11,258.00
			Annual	111,176.00	116,708.80	122,512.00	128,668.80	135,096.00
RECORDS SUPERVISOR	C705	Classified	Hourly	39.19	41.16	43.20	45.37	47.64
			Bi-Weekly	3,135.20	3,292.80	3,456.00	3,629.60	3,811.20
			Monthly	6,792.93	7,134.40	7,488.00	7,864.13	8,257.60
			Annual	81,515.20	85,612.80	89,856.00	94,369.60	99,091.20
POLICE RECORDS CLERK II	C695	Classified	Hourly	30.48	31.69	32.96	34.40	36.09
			Bi-Weekly	2,438.40	2,535.20	2,636.80	2,752.00	2,887.20
			Monthly	5,283.20	5,492.93	5,713.07	5,962.67	6,255.60
			Annual	63,398.40	65,915.20	68,556.80	71,552.00	75,067.20
POLICE RECORDS CLERK I	C690	Classified	Hourly	26.79	28.18	29.68	31.14	32.82
			Bi-Weekly	2,143.20	2,254.40	2,374.40	2,491.20	2,625.60
			Monthly	4,643.60	4,884.53	5,144.53	5,397.60	5,688.80
			Annual	55,723.20	58,614.40	61,734.40	64,771.20	68,265.60
JAIL ADMINISTRATOR	H420	Classified	Hourly	53.45	56.11	58.90	61.86	64.95
			Bi-Weekly	4,276.00	4,488.80	4,712.00	4,948.80	5,196.00
			Monthly	9,264.67	9,725.73	10,209.33	10,722.40	11,258.00
			Annual	111,176.00	116,708.80	122,512.00	128,668.80	135,096.00
JAIL SUPERVISOR	C660	Classified	Hourly	41.48	43.21	45.30	47.41	49.68
			Bi-Weekly	3,318.40	3,456.80	3,624.00	3,792.80	3,974.40
			Monthly	7,189.87	7,489.73	7,852.00	8,217.73	8,611.20
			Annual	86,278.40	89,876.80	94,224.00	98,612.80	103,334.40
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	36.23	37.81	39.62	41.45	43.42
			Bi-Weekly	2,898.40	3,024.80	3,169.60	3,316.00	3,473.60
			Monthly	6,279.87	6,553.73	6,867.47	7,184.67	7,526.13
			Annual	75,358.40	78,644.80	82,409.60	86,216.00	90,313.60

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FY 2022**

ATTACHMENT III  
Presented to  
Personnel Commission  
on March 10, 2022  
Approved by Council  
March 22, 2022

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
<b>PUBLIC WORKS &amp; UTILITIES DEPARTMENT</b>								
<b>ADMINISTRATION</b>								
ASSISTANT DIRECTOR OF PUBLIC WORKS-UTILITIES	U525	Classified	Hourly	83.43	87.61	91.99	96.59	101.43
			Bi-Weekly	6,674.40	7,008.80	7,359.20	7,727.20	8,114.40
			Monthly	14,461.20	15,185.73	15,944.93	16,742.27	17,581.20
			Annual	173,534.40	182,228.80	191,339.20	200,907.20	210,974.40
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	75.85	79.64	83.64	87.82	92.21
			Bi-Weekly	6,068.00	6,371.20	6,691.20	7,025.60	7,376.80
			Monthly	13,147.33	13,804.27	14,497.60	15,222.13	15,983.07
			Annual	157,768.00	165,651.20	173,971.20	182,665.60	191,796.80
WATER RESOURCES MANAGER	H875	Classified	Hourly	75.10	78.86	82.82	86.96	91.30
			Bi-Weekly	6,008.00	6,308.80	6,625.60	6,956.80	7,304.00
			Monthly	13,017.33	13,669.07	14,355.47	15,073.07	15,825.33
			Annual	156,208.00	164,028.80	172,265.60	180,876.80	189,904.00
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	75.10	78.86	82.82	86.96	91.30
			Bi-Weekly	6,008.00	6,308.80	6,625.60	6,956.80	7,304.00
			Monthly	13,017.33	13,669.07	14,355.47	15,073.07	15,825.33
			Annual	156,208.00	164,028.80	172,265.60	180,876.80	189,904.00
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	43.63	45.77	47.97	50.44	52.90
			Bi-Weekly	3,490.40	3,661.60	3,837.60	4,035.20	4,232.00
			Monthly	7,562.53	7,933.47	8,314.80	8,742.93	9,169.33
			Annual	90,750.40	95,201.60	99,777.60	104,915.20	110,032.00
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	32.20	33.54	34.79	36.11	37.49
			Bi-Weekly	2,576.00	2,683.20	2,783.20	2,888.80	2,999.20
			Monthly	5,581.33	5,813.60	6,030.27	6,259.07	6,498.27
			Annual	66,976.00	69,763.20	72,363.20	75,108.80	77,979.20
<b>AIRPORT DIVISION SUMMARY</b>								
AIRPORT MANAGER	H205	Classified	Hourly	66.20	69.48	72.95	76.60	80.43
			Bi-Weekly	5,296.00	5,558.40	5,836.00	6,128.00	6,434.40
			Monthly	11,474.67	12,043.20	12,644.67	13,277.33	13,941.20
			Annual	137,696.00	144,518.40	151,736.00	159,328.00	167,294.40
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	55.17	57.90	60.81	63.86	67.04
			Bi-Weekly	4,413.60	4,632.00	4,864.80	5,108.80	5,363.20
			Monthly	9,562.80	10,036.00	10,540.40	11,069.07	11,620.27
			Annual	114,753.60	120,432.00	126,484.80	132,828.80	139,443.20
AIRPORT BUSINESS SUPERVISOR	H198	Classified	Hourly	53.45	56.10	58.90	61.85	64.93
			Bi-Weekly	4,276.00	4,488.00	4,712.00	4,948.00	5,194.40
			Monthly	9,264.67	9,724.00	10,209.33	10,720.67	11,254.53
			Annual	111,176.00	116,688.00	122,512.00	128,648.00	135,054.40
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	34.84	36.62	38.42	40.25	42.32
			Bi-Weekly	2,787.20	2,929.60	3,073.60	3,220.00	3,385.60
			Monthly	6,038.93	6,347.47	6,659.47	6,976.67	7,335.47
			Annual	72,467.20	76,169.60	79,913.60	83,720.00	88,025.60
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	42.23	43.79	45.53	47.40	49.30
			Bi-Weekly	3,378.40	3,503.20	3,642.40	3,792.00	3,944.00
			Monthly	7,319.87	7,590.27	7,891.87	8,216.00	8,545.33
			Annual	87,838.40	91,083.20	94,702.40	98,592.00	102,544.00
AIRPORT MAINTENANCE WORKER	M505	Classified	Hourly	38.51	40.06	41.66	43.15	44.81
			Bi-Weekly	3,080.80	3,204.80	3,332.80	3,452.00	3,584.80
			Monthly	6,675.07	6,943.73	7,221.07	7,479.33	7,767.07
			Annual	80,100.80	83,324.80	86,652.80	89,752.00	93,204.80
AIRPORT ATTENDANT	M500	Classified	Hourly	30.31	31.52	32.79	33.96	35.26
			Bi-Weekly	2,424.80	2,521.60	2,623.20	2,716.80	2,820.80
			Monthly	5,253.73	5,463.47	5,683.60	5,886.40	6,111.73
			Annual	63,044.80	65,561.60	68,203.20	70,636.80	73,340.80
<b>ENGINEERING/TRANSPORTATION DIVISION</b>								
REAL PROPERTY MANAGER	H225	Classified	Hourly	48.55	50.99	53.53	56.22	59.02
			Bi-Weekly	3,884.00	4,079.20	4,282.40	4,497.60	4,721.60
			Monthly	8,415.33	8,838.27	9,278.53	9,744.80	10,230.13
			Annual	100,984.00	106,059.20	111,342.40	116,937.60	122,761.60
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	43.94	46.25	48.56	50.92	53.44
			Bi-Weekly	3,515.20	3,700.00	3,884.80	4,073.60	4,275.20
			Monthly	7,616.27	8,016.67	8,417.07	8,826.13	9,262.93
			Annual	91,395.20	96,200.00	101,004.80	105,913.60	111,155.20
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	37.46	39.33	41.20	43.26	45.43
			Bi-Weekly	2,996.80	3,146.40	3,296.00	3,460.80	3,634.40
			Monthly	6,493.07	6,817.20	7,141.33	7,498.40	7,874.53
			Annual	77,916.80	81,806.40	85,696.00	89,980.80	94,494.40
SENIOR CIVIL ENGINEER	H240	Classified	Hourly	63.22	66.37	69.69	73.18	76.82
			Bi-Weekly	5,057.60	5,309.60	5,575.20	5,854.40	6,145.60
			Monthly	10,958.13	11,504.13	12,079.60	12,684.53	13,315.47
			Annual	131,497.60	138,049.60	144,955.20	152,214.40	159,785.60
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	57.54	60.45	63.38	66.60	69.84
			Bi-Weekly	4,603.20	4,836.00	5,070.40	5,328.00	5,587.20
			Monthly	9,973.60	10,478.00	10,985.87	11,544.00	12,105.60
			Annual	119,683.20	125,736.00	131,830.40	138,528.00	145,267.20
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	49.56	52.14	54.80	57.43	60.32
			Bi-Weekly	3,964.80	4,171.20	4,384.00	4,594.40	4,825.60
			Monthly	8,590.40	9,037.60	9,498.67	9,954.53	10,455.47
			Annual	103,084.80	108,451.20	113,984.00	119,454.40	125,465.60

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Classification Title	Job Code	Service Type	Step					
			A	B	C	D	E	
ENGINEERING TECHNICIAN	T200	Classified	Hourly	37.50	39.32	41.31	43.36	45.44
			Bi-Weekly	3,000.00	3,145.60	3,304.80	3,468.80	3,635.20
			Monthly	6,500.00	6,815.47	7,160.40	7,515.73	7,876.27
			Annual	78,000.00	81,785.60	85,924.80	90,188.80	94,515.20
SURVEY ENGINEER	H230	Classified	Hourly	56.82	59.67	62.66	65.79	69.06
			Bi-Weekly	4,545.60	4,773.60	5,012.80	5,263.20	5,524.80
			Monthly	9,848.80	10,342.80	10,861.07	11,403.60	11,970.40
			Annual	118,185.60	124,113.60	130,332.80	136,843.20	143,644.80
SURVEYOR	T265	Classified	Hourly	46.85	49.17	51.60	54.17	56.89
			Bi-Weekly	3,748.00	3,933.60	4,128.00	4,333.60	4,551.20
			Monthly	8,120.67	8,522.80	8,944.00	9,389.47	9,860.93
			Annual	97,448.00	102,273.60	107,328.00	112,673.60	118,331.20
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	63.20	66.36	69.67	73.15	76.80
			Bi-Weekly	5,056.00	5,308.80	5,573.60	5,852.00	6,144.00
			Monthly	10,954.67	11,502.40	12,076.13	12,679.33	13,312.00
			Annual	131,456.00	138,028.80	144,913.60	152,152.00	159,744.00
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	57.54	60.45	63.38	66.60	69.84
			Bi-Weekly	4,603.20	4,836.00	5,070.40	5,328.00	5,587.20
			Monthly	9,973.60	10,478.00	10,985.87	11,544.00	12,105.60
			Annual	119,683.20	125,736.00	131,830.40	138,528.00	145,267.20
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	49.56	52.14	54.80	57.43	60.32
			Bi-Weekly	3,964.80	4,171.20	4,384.00	4,594.40	4,825.60
			Monthly	8,590.40	9,037.60	9,498.67	9,954.53	10,455.47
			Annual	103,084.80	108,451.20	113,984.00	119,454.40	125,465.60
SENIOR TRANSPORTATION PLANNER	H210	Classified	Hourly	53.34	55.98	58.79	61.72	64.81
			Bi-Weekly	4,267.20	4,478.40	4,703.20	4,937.60	5,184.80
			Monthly	9,245.60	9,703.20	10,190.27	10,698.13	11,233.73
			Annual	110,947.20	116,438.40	122,283.20	128,377.60	134,804.80
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified	Hourly	48.54	50.92	53.46	56.21	58.90
			Bi-Weekly	3,883.20	4,073.60	4,276.80	4,496.80	4,712.00
			Monthly	8,413.60	8,826.13	9,266.40	9,743.07	10,209.33
			Annual	100,963.20	105,913.60	111,196.80	116,916.80	122,512.00
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	39.38	41.28	43.38	45.53	47.71
			Bi-Weekly	3,150.40	3,302.40	3,470.40	3,642.40	3,816.80
			Monthly	6,825.87	7,155.20	7,519.20	7,891.87	8,269.73
			Annual	81,910.40	85,862.40	90,230.40	94,702.40	99,236.80
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	58.73	61.66	64.75	67.99	71.39
			Bi-Weekly	4,698.40	4,932.80	5,180.00	5,439.20	5,711.20
			Monthly	10,179.87	10,687.73	11,223.33	11,784.93	12,374.27
			Annual	122,158.40	128,252.80	134,680.00	141,419.20	148,491.20
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	52.72	55.53	58.33	61.08	64.13
			Bi-Weekly	4,217.60	4,442.40	4,666.40	4,886.40	5,130.40
			Monthly	9,138.13	9,625.20	10,110.53	10,587.20	11,115.87
			Annual	109,657.60	115,502.40	121,326.40	127,046.40	133,390.40
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	44.17	46.43	48.60	51.07	53.66
			Bi-Weekly	3,533.60	3,714.40	3,888.00	4,085.60	4,292.80
			Monthly	7,656.13	8,047.87	8,424.00	8,852.13	9,301.07
			Annual	91,873.60	96,574.40	101,088.00	106,225.60	111,612.80

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<b>RECYCLING-SOLID WASTE</b>								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	53.45	56.10	58.90	61.85	64.93
			Bi-Weekly	4,276.00	4,488.00	4,712.00	4,948.00	5,194.40
			Monthly	9,264.67	9,724.00	10,209.33	10,720.67	11,254.53
			Annual	111,176.00	116,688.00	122,512.00	128,648.00	135,054.40
RECYCLING SPECIALIST	T800	Classified	Hourly	37.78	39.67	41.59	43.71	45.88
			Bi-Weekly	3,022.40	3,173.60	3,327.20	3,496.80	3,670.40
			Monthly	6,548.53	6,876.13	7,208.93	7,576.40	7,952.53
			Annual	78,582.40	82,513.60	86,507.20	90,916.80	95,430.40
SUSTAINABILITY SPECIALIST	T803	Classified	Hourly	43.27	45.42	47.70	50.08	52.59
			Bi-Weekly	3,461.60	3,633.60	3,816.00	4,006.40	4,207.20
			Monthly	7,500.13	7,872.80	8,268.00	8,680.53	9,115.60
			Annual	90,001.60	94,473.60	99,216.00	104,166.40	109,387.20
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	39.34	41.29	43.35	45.51	47.79
			Bi-Weekly	3,147.20	3,303.20	3,468.00	3,640.80	3,823.20
			Monthly	6,818.93	7,156.93	7,514.00	7,888.40	8,283.60
			Annual	81,827.20	85,883.20	90,168.00	94,660.80	99,403.20
<b>WATER POLLUTION CONTROL FACILITY (WPCF)</b>								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	75.10	78.86	82.82	86.96	91.30
			Bi-Weekly	6,008.00	6,308.80	6,625.60	6,956.80	7,304.00
			Monthly	13,017.33	13,669.07	14,355.47	15,073.07	15,825.33
			Annual	156,208.00	164,028.80	172,265.60	180,876.80	189,904.00
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	61.26	64.32	67.55	70.93	74.48
			Bi-Weekly	4,900.80	5,145.60	5,404.00	5,674.40	5,958.40
			Monthly	10,618.40	11,148.80	11,708.67	12,294.53	12,909.87
			Annual	127,420.80	133,785.60	140,504.00	147,534.40	154,918.40
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	55.72	58.49	61.42	64.50	67.72
			Bi-Weekly	4,457.60	4,679.20	4,913.60	5,160.00	5,417.60
			Monthly	9,658.13	10,138.27	10,646.13	11,180.00	11,738.13
			Annual	115,897.60	121,659.20	127,753.60	134,160.00	140,857.60
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	55.72	58.49	61.42	64.50	67.72
			Bi-Weekly	4,457.60	4,679.20	4,913.60	5,160.00	5,417.60
			Monthly	9,658.13	10,138.27	10,646.13	11,180.00	11,738.13
			Annual	115,897.60	121,659.20	127,753.60	134,160.00	140,857.60
WPCF LEAD OPERATOR	M935	Classified	Hourly	51.85	53.91	56.07	58.26	60.63
			Bi-Weekly	4,148.00	4,312.80	4,485.60	4,660.80	4,850.40
			Monthly	8,987.33	9,344.40	9,718.80	10,098.40	10,509.20
			Annual	107,848.00	112,132.80	116,625.60	121,180.80	126,110.40
WPCF OPERATOR	M930	Classified	Hourly	47.13	49.01	50.96	52.96	55.11
			Bi-Weekly	3,770.40	3,920.80	4,076.80	4,236.80	4,408.80
			Monthly	8,169.20	8,495.07	8,833.07	9,179.73	9,552.40
			Annual	98,030.40	101,940.80	105,996.80	110,156.80	114,628.80
OPERATOR-IN-TRAINING	M925	Classified	Hourly	41.18	42.80	44.58	46.12	47.92
			Bi-Weekly	3,294.40	3,424.00	3,566.40	3,689.60	3,833.60
			Monthly	7,137.87	7,418.67	7,727.20	7,994.13	8,306.13
			Annual	85,654.40	89,024.00	92,726.40	95,929.60	99,673.60

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Personnel Commission  
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Approved by Council  
March 22, 2022

Classification Title	Job Code	Service Type	Step A					Step B					Step C					Step D					Step E				
			Hourly	Bi-Weekly	Monthly	Annual	Hourly	Bi-Weekly	Monthly	Annual	Hourly	Bi-Weekly	Monthly	Annual	Hourly	Bi-Weekly	Monthly	Annual	Hourly	Bi-Weekly	Monthly	Annual					
LAB SUPERVISOR	H850	Classified	Hourly	55.72				58.49					61.42					64.50					67.72				
			Bi-Weekly	4,457.60				4,679.20				4,913.60					5,160.00					5,417.60					
			Monthly	9,658.13				10,138.27				10,646.13					11,180.00					11,738.13					
			Annual	115,897.60				121,659.20				127,753.60					134,160.00					140,857.60					
CHEMIST	T807	Classified	Hourly	44.62				46.85			49.20					51.65					54.22						
			Bi-Weekly	3,569.60				3,748.00			3,936.00					4,132.00					4,337.60						
			Monthly	7,734.13				8,120.67			8,528.00					8,952.67					9,398.13						
			Annual	92,809.60				97,448.00			102,336.00					107,432.00					112,777.60						
LABORATORY TECHNICIAN	T805	Classified	Hourly	38.80				40.25			41.81				43.53					45.16							
			Bi-Weekly	3,104.00				3,220.00			3,344.80				3,482.40					3,612.80							
			Monthly	6,725.33				6,976.67			7,247.07				7,545.20					7,827.73							
			Annual	80,704.00				83,720.00			86,964.80				90,542.40					93,932.80							

**WATER POLLUTION SOURCE CONTROL**

ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	64.79				68.02			71.44				75.01					78.76
			Bi-Weekly	5,183.20				5,441.60			5,715.20				6,000.80					6,300.80
			Monthly	11,230.27				11,790.13			12,382.93				13,001.73					13,651.73
			Annual	134,763.20				141,481.60			148,595.20				156,020.80					163,820.80
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Hourly	56.31				59.14			62.08				65.21					68.47
			Bi-Weekly	4,504.80				4,731.20			4,966.40				5,216.80					5,477.60
			Monthly	9,760.40				10,250.93			10,760.53				11,303.07					11,868.13
			Annual	117,124.80				123,011.20			129,126.40				135,636.80					142,417.60
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Hourly	48.44				50.95			53.51				56.05					58.92
			Bi-Weekly	3,875.20				4,076.00			4,280.80				4,484.00					4,713.60
			Monthly	8,396.27				8,831.33			9,275.07				9,715.33					10,212.80
			Annual	100,755.20				105,976.00			111,300.80				116,584.00					122,553.60
WATER POLLUTION SOURCE CONTROL INSPECTOR II	T810	Classified	Hourly	44.02				46.32			48.43				50.92					53.46
			Bi-Weekly	3,521.60				3,705.60			3,874.40				4,073.60					4,276.80
			Monthly	7,630.13				8,028.80			8,394.53				8,826.13					9,266.40
			Annual	91,561.60				96,345.60			100,734.40				105,913.60					111,196.80
WATER POLLUTION SOURCE CONTROL INSPECTOR I	T809	Classified	Hourly	39.62				41.69			43.59				45.83					48.11
			Bi-Weekly	3,169.60				3,335.20			3,487.20				3,666.40					3,848.80
			Monthly	6,867.47				7,226.27			7,555.60				7,943.87					8,339.07
			Annual	82,409.60				86,715.20			90,667.20				95,326.40					100,068.80
TECHNICAL INTERN	Z125	Classified	Hourly																	15.82
			Bi-Weekly																	1,265.60
			Monthly																	2,742.13
			Annual																	32,905.60

SENIOR WATER RESOURCES ENGINEER	H813	Classified	Hourly	62.60				65.72			69.01				72.46					76.07
			Bi-Weekly	5,008.00				5,257.60			5,520.80				5,796.80					6,085.60
			Monthly	10,850.67				11,391.47			11,961.73				12,559.73					13,185.47
			Annual	130,208.00				136,697.60			143,540.80				150,716.80					158,225.60
SENIOR UTILITIES ENGINEER	H810	Classified	Hourly	62.60				65.72			69.01				72.46					76.07
			Bi-Weekly	5,008.00				5,257.60			5,520.80				5,796.80					6,085.60
			Monthly	10,850.67				11,391.47			11,961.73				12,559.73					13,185.47
			Annual	130,208.00				136,697.60			143,540.80				150,716.80					158,225.60

**SEWER COLLECTIONS & WATER DISTRIBUTION**

UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	69.14				72.58			76.20				80.01					84.02
			Bi-Weekly	5,531.20				5,806.40			6,096.00				6,400.80					6,721.60
			Monthly	11,984.27				12,580.53			13,208.00				13,868.40					14,563.47
			Annual	143,811.20				150,966.40			158,496.00				166,420.80					174,761.60
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Hourly	57.62				60.47			63.52				66.68					70.02
			Bi-Weekly	4,609.60				4,837.60			5,081.60				5,334.40					5,601.60
			Monthly	9,987.47				10,481.47			11,010.13				11,557.87					12,136.80
			Annual	119,849.60				125,777.60			132,121.60				138,694.40					145,641.60
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Hourly	57.62				60.47			63.52				66.68					70.02
			Bi-Weekly	4,609.60				4,837.60			5,081.60				5,334.40					5,601.60
			Monthly	9,987.47				10,481.47			11,010.13				11,557.87					12,136.80
			Annual	119,849.60				125,777.60			132,121.60				138,694.40					145,641.60
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Hourly	55.72				58.49			61.42				64.50					67.72
			Bi-Weekly	4,457.60				4,679.20			4,913.60				5,160.00					5,417.60
			Monthly	9,658.13				10,138.27			10,646.13				11,180.00					11,738.13
			Annual	115,897.60				121,659.20			127,753.60				134,160.00					140,857.60
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly	45.41				47.70			50.07				52.59					55.21
			Bi-Weekly	3,632.80				3,816.00			4,005.60				4,207.20					4,416.80
			Monthly	7,871.07				8,268.00			8,678.80				9,115.60					9,569.73
			Annual	94,452.80				99,216.00			104,145.60				109,387.20					114,836.80

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SENIOR UTILITY FIELD SERVICES LEADER	M827	Classified	Hourly	47.16	49.03	51.03	52.84	54.89
			Bi-Weekly	3,772.80	3,922.40	4,082.40	4,227.20	4,391.20
			Monthly	8,174.40	8,498.53	8,845.20	9,158.93	9,514.27
			Annual	98,092.80	101,982.40	106,142.40	109,907.20	114,171.20
SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	45.93	47.50	49.38	51.43	53.52
			Bi-Weekly	3,674.40	3,800.00	3,950.40	4,114.40	4,281.60
			Monthly	7,961.20	8,233.33	8,559.20	8,914.53	9,276.80
			Annual	95,534.40	98,800.00	102,710.40	106,974.40	111,321.60
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	39.92	41.31	42.94	44.74	46.53
			Bi-Weekly	3,193.60	3,304.80	3,435.20	3,579.20	3,722.40
			Monthly	6,919.47	7,160.40	7,442.93	7,754.93	8,065.20
			Annual	83,033.60	85,924.80	89,315.20	93,059.20	96,782.40
WATER METER MECHANIC	M810	Classified	Hourly	38.81	40.30	41.96	43.69	45.43
			Bi-Weekly	3,104.80	3,224.00	3,356.80	3,495.20	3,634.40
			Monthly	6,727.07	6,985.33	7,273.07	7,572.93	7,874.53
			Annual	80,724.80	83,824.00	87,276.80	90,875.20	94,494.40
CUSTOMER FIELD TECHNICIAN	M807	Classified	Hourly	34.68	36.07	37.52	38.90	40.46
			Bi-Weekly	2,774.40	2,885.60	3,001.60	3,112.00	3,236.80
			Monthly	6,011.20	6,252.13	6,503.47	6,742.67	7,013.07
			Annual	72,134.40	75,025.60	78,041.60	80,912.00	84,156.80
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	33.56	35.16	36.79	38.58	40.46
			Bi-Weekly	2,684.80	2,812.80	2,943.20	3,086.40	3,236.80
			Monthly	5,817.07	6,094.40	6,376.93	6,687.20	7,013.07
			Annual	69,804.80	73,132.80	76,523.20	80,246.40	84,156.80
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	52.22	54.82	57.57	60.46	63.48
			Bi-Weekly	4,177.60	4,385.60	4,605.60	4,836.80	5,078.40
			Monthly	9,051.47	9,502.13	9,978.80	10,479.73	11,003.20
			Annual	108,617.60	114,025.60	119,745.60	125,756.80	132,038.40
UTILITIES SERVICE WORKER	M900	Classified	Hourly	38.26	39.78	41.44	42.87	44.55
			Bi-Weekly	3,060.80	3,182.40	3,315.20	3,429.60	3,564.00
			Monthly	6,631.73	6,895.20	7,182.93	7,430.80	7,722.00
			Annual	79,580.80	82,742.40	86,195.20	89,169.60	92,664.00
<b>GENERAL MAINTENANCE</b>								
EQUIPMENT OPERATOR	M400	Classified	Hourly	38.85	40.39	42.09	43.53	45.23
			Bi-Weekly	3,108.00	3,231.20	3,367.20	3,482.40	3,618.40
			Monthly	6,734.00	7,000.93	7,295.60	7,545.20	7,839.87
			Annual	80,808.00	84,011.20	87,547.20	90,542.40	94,078.40
SENIOR UTILITY LEADER	M845	Classified	Hourly	48.40	50.33	52.43	54.24	56.36
			Bi-Weekly	3,872.00	4,026.40	4,194.40	4,339.20	4,508.80
			Monthly	8,389.33	8,723.87	9,087.87	9,401.60	9,769.07
			Annual	100,672.00	104,686.40	109,054.40	112,819.20	117,228.80
UTILITY LEADER	M840	Classified	Hourly	42.10	43.76	45.58	47.19	49.00
			Bi-Weekly	3,368.00	3,500.80	3,646.40	3,775.20	3,920.00
			Monthly	7,297.33	7,585.07	7,900.53	8,179.60	8,493.33
			Annual	87,568.00	91,020.80	94,806.40	98,155.20	101,920.00
UTILITY WORKER	M835	Classified	Hourly	38.26	39.78	41.44	42.87	44.55
			Bi-Weekly	3,060.80	3,182.40	3,315.20	3,429.60	3,564.00
			Monthly	6,631.73	6,895.20	7,182.93	7,430.80	7,722.00
			Annual	79,580.80	82,742.40	86,195.20	89,169.60	92,664.00
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	47.16	49.03	51.03	52.84	54.89
			Bi-Weekly	3,772.80	3,922.40	4,082.40	4,227.20	4,391.20
			Monthly	8,174.40	8,498.53	8,845.20	9,158.93	9,514.27
			Annual	98,092.80	101,982.40	106,142.40	109,907.20	114,171.20
UTILITY LEADER - SEWER	M915	Classified	Hourly	41.01	42.64	44.38	45.93	47.72
			Bi-Weekly	3,280.80	3,411.20	3,550.40	3,674.40	3,817.60
			Monthly	7,108.40	7,390.93	7,692.53	7,961.20	8,271.47
			Annual	85,300.80	88,691.20	92,310.40	95,534.40	99,257.60
UTILITY WORKER - SEWER	M910	Classified	Hourly	37.27	38.77	40.36	41.76	43.39
			Bi-Weekly	2,981.60	3,101.60	3,228.80	3,340.80	3,471.20
			Monthly	6,460.13	6,720.13	6,995.73	7,238.40	7,520.93
			Annual	77,521.60	80,641.60	83,948.80	86,860.80	90,251.20
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	46.67	48.47	50.37	52.40	54.54
			Bi-Weekly	3,733.60	3,877.60	4,029.60	4,192.00	4,363.20
			Monthly	8,089.47	8,401.47	8,730.80	9,082.67	9,453.60
			Annual	97,073.60	100,817.60	104,769.60	108,992.00	113,443.20

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<b>INFORMATION TECHNOLOGY DEPARTMENT</b>								
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY	U530	Classified	Hourly	71.92	75.51	79.29	83.26	87.41
			Bi-Weekly	5,753.60	6,040.80	6,343.20	6,660.80	6,992.80
			Monthly	12,466.13	13,088.40	13,743.60	14,431.73	15,151.07
			Annual	149,593.60	157,060.80	164,923.20	173,180.80	181,812.80
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	59.24	62.19	65.30	68.58	72.00
			Bi-Weekly	4,739.20	4,975.20	5,224.00	5,486.40	5,760.00
			Monthly	10,268.27	10,779.60	11,318.67	11,887.20	12,480.00
			Annual	123,219.20	129,355.20	135,824.00	142,646.40	149,760.00
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	65.82	69.11	72.58	76.21	80.03
			Bi-Weekly	5,265.60	5,528.80	5,806.40	6,096.80	6,402.40
			Monthly	11,408.80	11,979.07	12,580.53	13,209.73	13,871.87
			Annual	136,905.60	143,748.80	150,966.40	158,516.80	166,462.40
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	53.29	55.96	58.77	61.70	64.78
			Bi-Weekly	4,263.20	4,476.80	4,701.60	4,936.00	5,182.40
			Monthly	9,236.93	9,699.73	10,186.80	10,694.67	11,228.53
			Annual	110,843.20	116,396.80	122,241.60	128,336.00	134,742.40
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	52.68	55.33	58.11	60.99	64.05
			Bi-Weekly	4,214.40	4,426.40	4,648.80	4,879.20	5,124.00
			Monthly	9,131.20	9,590.53	10,072.40	10,571.60	11,102.00
			Annual	109,574.40	115,086.40	120,868.80	126,859.20	133,224.00
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	58.36	61.27	64.19	67.42	71.89
			Bi-Weekly	4,668.80	4,901.60	5,135.20	5,393.60	5,751.20
			Monthly	10,115.73	10,620.13	11,126.27	11,686.13	12,460.93
			Annual	121,388.80	127,441.60	133,515.20	140,233.60	149,531.20
PROGRAMMER ANALYST	T455	Classified	Hourly	50.80	53.28	56.04	58.81	61.72
			Bi-Weekly	4,064.00	4,262.40	4,483.20	4,704.80	4,937.60
			Monthly	8,805.33	9,235.20	9,713.60	10,193.73	10,698.13
			Annual	105,664.00	110,822.40	116,563.20	122,324.80	128,377.60
WEB SPECIALIST	T450	Classified	Hourly	45.40	47.69	50.07	52.55	55.19
			Bi-Weekly	3,632.00	3,815.20	4,005.60	4,204.00	4,415.20
			Monthly	7,869.33	8,266.27	8,678.80	9,108.67	9,566.27
			Annual	94,432.00	99,195.20	104,145.60	109,304.00	114,795.20
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	50.78	53.30	55.97	58.76	61.72
			Bi-Weekly	4,062.40	4,264.00	4,477.60	4,700.80	4,937.60
			Monthly	8,801.87	9,238.67	9,701.47	10,185.07	10,698.13
			Annual	105,622.40	110,864.00	116,417.60	122,220.80	128,377.60
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	46.15	48.46	50.89	53.45	56.09
			Bi-Weekly	3,692.00	3,876.80	4,071.20	4,276.00	4,487.20
			Monthly	7,999.33	8,399.73	8,820.93	9,264.67	9,722.27
			Annual	95,992.00	100,796.80	105,851.20	111,176.00	116,667.20
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	50.78	53.30	55.97	58.76	61.72
			Bi-Weekly	4,062.40	4,264.00	4,477.60	4,700.80	4,937.60
			Monthly	8,801.87	9,238.67	9,701.47	10,185.07	10,698.13
			Annual	105,622.40	110,864.00	116,417.60	122,220.80	128,377.60
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	46.15	48.46	50.89	53.45	56.09
			Bi-Weekly	3,692.00	3,876.80	4,071.20	4,276.00	4,487.20
			Monthly	7,999.33	8,399.73	8,820.93	9,264.67	9,722.27
			Annual	95,992.00	100,796.80	105,851.20	111,176.00	116,667.20
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	41.82	43.91	46.09	48.40	50.85
			Bi-Weekly	3,345.60	3,512.80	3,687.20	3,872.00	4,068.00
			Monthly	7,248.80	7,611.07	7,988.93	8,389.33	8,814.00
			Annual	86,985.60	91,332.80	95,867.20	100,672.00	105,768.00
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	38.04	39.92	41.93	44.03	46.24
			Bi-Weekly	3,043.20	3,193.60	3,354.40	3,522.40	3,699.20
			Monthly	6,593.60	6,919.47	7,267.87	7,631.87	8,014.93
			Annual	79,123.20	83,033.60	87,214.40	91,582.40	96,179.20
INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	41.82	43.91	46.09	48.40	50.85
			Bi-Weekly	3,345.60	3,512.80	3,687.20	3,872.00	4,068.00
			Monthly	7,248.80	7,611.07	7,988.93	8,389.33	8,814.00
			Annual	86,985.60	91,332.80	95,867.20	100,672.00	105,768.00
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	38.04	39.92	41.93	44.03	46.24
			Bi-Weekly	3,043.20	3,193.60	3,354.40	3,522.40	3,699.20
			Monthly	6,593.60	6,919.47	7,267.87	7,631.87	8,014.93
			Annual	79,123.20	83,033.60	87,214.40	91,582.40	96,179.20
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	34.26	35.96	37.80	39.69	41.59
			Bi-Weekly	2,740.80	2,876.80	3,024.00	3,175.20	3,327.20
			Monthly	5,938.40	6,233.07	6,552.00	6,879.60	7,208.93
			Annual	71,260.80	74,796.80	78,624.00	82,555.20	86,507.20
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	30.93	32.31	33.93	35.54	37.20
			Bi-Weekly	2,474.40	2,584.80	2,714.40	2,843.20	2,976.00
			Monthly	5,361.20	5,600.40	5,881.20	6,160.27	6,448.00
			Annual	64,334.40	67,204.80	70,574.40	73,923.20	77,376.00
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	32.64	34.24	35.99	37.76	39.56
			Bi-Weekly	2,611.20	2,739.20	2,879.20	3,020.80	3,164.80
			Monthly	5,657.60	5,934.93	6,238.27	6,545.07	6,857.07
			Annual	67,891.20	71,219.20	74,859.20	78,540.80	82,284.80
VIDEO ASSISTANT	T400	Classified	Hourly					17.92
			Bi-Weekly					1,433.60
			Monthly					3,106.13
			Annual					37,273.60
INFORMATION TECHNOLOGY INTERN	Z121	Classified	Hourly				15.82	20.00
			Bi-Weekly					1,265.60
			Monthly					2,742.13
			Annual					32,905.60



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

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**File #:** PH 22-017

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**DATE:** March 22, 2022

**TO:** Mayor and City Council

**FROM:** Director of Finance

**SUBJECT**

Master Fee Schedule: Adopt a Resolution Amending the Fiscal Year 2023 Master Fee Schedule

**RECOMMENDATION**

That Council adopts a resolution (Attachment II) amending the City's Master Fee Schedule to include changes and updates as appropriate.

**SUMMARY**

Annually, City staff completes a review of the City's Master Fee Schedule to identify and determine necessary adjustments to fees charged for services. Approved fee changes will become effective July 1, 2022.

A complete and detailed listing of fees is reflected in the proposed FY 2023 Master Fee Schedule (Attachment VII) and can be found on the Master Fee website link in this report.

**ATTACHMENTS**

- |                |   |
|----------------|---|
| Attachment I   | Staff Report  |
| Attachment II  | Resolution  |
| Attachment III | City Clerk FY 2023 Proposed Master Fee Schedule Changes           |
| Attachment IV  | City Manager FY 2023 Proposed Master Fee Schedule Changes         |
| Attachment V   | Development Services FY 2023 Proposed Master Fee Schedule Changes |
| Attachment VI  | Public Works FY 2022 Master Fee Schedule Changes                  |
| Attachment VII | Proposed FY 2023 Master Fee Schedule                              |



**DATE:** March 22, 2022  
**TO:** Mayor and City Council  
**FROM:** Director of Finance  
**SUBJECT:** Master Fee Schedule: Adopt a Resolution Amending the Fiscal Year 2023 Master Fee Schedule

### **RECOMMENDATION**

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### **SUMMARY**

Annually, City staff completes a review of the City's Master Fee Schedule to identify and determine necessary adjustments to fees charged for services. Approved fee changes will become effective July 1, 2022.

A complete and detailed listing of fees is reflected in the proposed FY 2023 Master Fee Schedule (Attachment VII) and can be found on the Master Fee website link found below <sup>1</sup>.

### **BACKGROUND**

The City's Master Fee Schedule identifies the fees for various City services. The fees in the Master Fee Schedule are based on recovery for the cost of delivering services (e.g., various building and fire inspections) and must comply with provisions of current legislation.

As part of a general cost recovery strategy, local governments have adopted user fees to fund programs and services that provide direct benefit to a specified user or have limited or no direct benefit to the community. To the extent that the City uses general tax monies to provide services that it could recover the full cost for, but does not, a subsidy is provided, and this reduces funds that may be available to provide other community-wide benefits. Unlike most revenue sources, the City has more control over the level of user fees they charge to recover costs. As the City works to balance levels of service and the variability of demand, Council has become increasingly aware of subsidies provided by the General Fund for fees that do not recapture full costs.

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<sup>1</sup> **Master Fee Schedule:** <https://www.hayward-ca.gov/your-government/documents/master-fee-schedule>

A comprehensive user fee study conducted by Willdan Financial Services was adopted on October 25, 2016 by City Council. The study reviewed all costs associated with internal effort and third-party expenses to develop full-cost recovery fees.

## **Legislative Requirements**

### Proposition 26 Review and Compliance

In November 2010, California voters approved Proposition 26, which amended Articles XIII A and XIII C of the State constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes are not disguised as fees: taxes must be approved by voters whereas legislative bodies, such as a City Council, can approve fees.

### Proposition 218 Review and Compliance

In November 1996, California voters passed Proposition 218, the “Right to Vote on Taxes Act.” This constitutional amendment protects taxpayers by limiting the methods by which local governments can create or increase taxes, fees, and charges without taxpayer consent. Proposition 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.

The proposed Master Fee Schedule has been reviewed for compliance with Propositions 26 and 218 and, in the City Attorney's opinion, is compliant.

## **DISCUSSION**

### **Summary of Changes in Fees by Program Area**

#### ***City Clerk (See Attachment III)***

1. Change in Express Mail Fees for Passport Services – Express Mail from State to Customer rate is set by and payable to the US Department of State.
2. Changes in Express Mail from the City of Hayward mailed to US Department of State and Express Mail from US Department of State mailed to Customer-Fees set by the United States Postal Service and US Department of State respectively.
3. Change in Photocopy of FPPC Forms/Statements per Government Code Section 81008-Fee set by California Government Code Section 81008.

#### ***City Manager (See Attachment IV)***

The Housing Division is requesting the addition of Loan Servicing Fees to the City Manager Section of the Master Fee Schedule. These fees are intended to:

- Recover costs related to the administration and servicing of the City's loan and BMR portfolios
- Standardize fees across programs
- Provide transparency to the public about fees already existing in the affordable housing agreements

- Enable the City to increase fees included in long-term affordable housing agreements and mitigate cost increases

**Development Services (See Attachment V)**

1. Technology Fee under Administrative Fees (Building) – This 3% increase reflects the anticipated future shortfall of EnerGov funding due to annual Software as a Service (SaaS) maintenance and support fees that are expected to increase over time.
2. Park Impact Fees – This increase reflects Resolution 19-245 to adopt updated Park Impact Fees annually based on the percentage change in the Engineering News-Record Construction Cost Index, San Francisco Area.

<b>Residential</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
ADU that is 750+ sq. ft.	\$3,162	\$3,453
Studio/0 bedroom Unit	\$3,162	\$3,453
1 Bedroom Unit	\$4,952	\$5,407
2 Bedroom Unit	\$8,932	\$9,753
3 Bedroom Unit	\$15,599	\$17,034
4+ Bedroom Unit	\$21,698	\$23,694
<b>Industrial Development</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Gross Floor Area	\$ .80 per sq. ft.	\$.87 per sq. ft.

Based on the nexus study completed by Community Attributes, Inc (CAI) IN 2018, the fees remain below the maximum allowable amount, they align with current economic and development activities within Hayward and competition for new developments with neighboring jurisdictions.

3. Affordable Housing Impact Fees – This increase reflects updates to the Affordable Housing In-Lieu Fee adopted by Council under Resolution 17-167, providing funds to the City to develop and construct affordable housing. The updated rates are consistent with the Engineering News Record City Cost Index (ENRCCI) as outlined in the adopted Resolution.

<b>Fee Type</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
High Density Condominiums (35 units per acre or more)	\$16.35/Square Foot of Habitable Space	\$17.85/Square Foot of Habitable Space
All other Dwelling Unit Types	\$19.82/Square Foot of Habitable Space	\$21.64/Square Foot of Habitable Space

4. Format changes to present updated and additional language in Park Impact Fees and Affordable Housing In-Lieu Fees sections.

**Fire**

Format changes to present updated code section numbers and language.

**Utilities & Environmental Services (See Attachment VI)**

Adjust the bi-monthly low-income meter service charge

<b>Meter Service Charge</b>	<b>Effective as of Oct 1, 2021</b>	<b>Proposed Effective as of Oct 1, 2022</b>
5/8"	\$10.95	\$11.28
3/4"	N/A	\$15.74
1"	N/A	\$24.66

The following fees are recommended for adjustment based on changes to the Consumer Price Index (CPI):

**Finance**

Update residential parking permit fees for consistency with Downtown Area permits and the increase of employee and service costs

<b>Preferential Parking Permit</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Initial Fee and Biennial Renewal	\$47.00	\$50.00
Each additional residential permit	\$23.00	\$25.00
Each additional visitor permit	\$23.00	\$25.00
Permit Replacement fee	\$23.00	\$25.00

**FISCAL IMPACT**

Adopting these fee changes will minimally impact overall City revenues but will offset the expenses related to staff time spent performing the various activities supported by the fees.

**ECONOMIC IMPACT**

Approval of the attached resolution will have a minor economic impact on our community in that only certain fees will be increased or added.

**STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not specifically relate to any of the six priorities outlined in the Council's Strategic Roadmap.

**PUBLIC CONTACT**

A public notice was published in The Daily Review on March 11, 2022, and March 18, 2022. The public notice contained the meeting date announcing the time, location, and subject matter of this public hearing.

**NEXT STEPS**

Upon approval of the attached resolution, the fees will be effective as of July 1, 2022. The effective date complies with the required sixty-day notice period.

*Prepared by:* Nicholas Mullins, Management Analyst

*Recommended by:* Dustin Claussen, Director of Finance

Approved by:



---

Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 22-\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION ADOPTING THE FY 2023 MASTER FEE SCHEDULE THAT REFLECTS UPDATED FEES AND CHARGES FOR DEPARTMENTS IN THE CITY OF HAYWARD AND RESCINDING RESOLUTION NO. 21-044 AND ALL AMENDMENTS THERETO

WHEREAS, Section 15273 of the California Environmental Quality Act (CEQA) Guidelines states that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purposes of:

1. Meeting operating expenses, including employee wage rates and fringe benefits;
2. Purchasing or leasing supplies, equipment, or materials;
3. Meeting financial reserve needs and requirements;
4. Obtaining funds necessary for capital projects necessary to maintain service within existing service areas; or
5. Obtaining funds necessary to maintain intra-city transfers as are authorized by City Charter; and

WHEREAS, the City Council finds and determines that this action is exempt from CEQA based on the foregoing provisions; and

WHEREAS, in November 2010, California voters approved Proposition 26, which amended Article XIII C of the State Constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes, which must be approved by the voters, are not disguised as fees, which can be approved by legislative bodies, such as a city council. The proposed Master Fee Schedule (MFS) is compliant.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby adopts with changes the Master Fee Schedule relating to fees and charges for all departments of the City of Hayward incorporated herein by reference and as outlined in the March 22, 2022 City Council report; either on its face or as applied, the invalidity of one provision shall not affect the other provisions of this Master Fee Schedule, and the applications thereof; and to that end the provisions of this Master Fee Schedule shall be deemed severable.

BE IT FURTHER RESOLVED that Resolution No. 21-044, and all amendments thereto are hereby rescinded.

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 2022.

IN COUNCIL, HAYWARD, CALIFORNIA March 22, 2022.

ADOPTED BY THE FOLLOWING VOTE:

AYES:           COUNCIL MEMBERS:  
                  MAYOR:

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

ATTEST: \_\_\_\_\_  
          City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

**MEMORANDUM**

**Date:** February 18, 2022

**To:** Dustin Claussen, Director of Finance  
Nicole Gonzales, Deputy Director of Finance

**From:** Mary Lavelle, Acting Deputy City Clerk

**Through:** Miriam Lens, City Clerk

**Subject:** **FY 2023 Master Fee Schedule Changes – City Clerk’s Office**

The following are required fee increases/changes reflected in the proposed 2023 Master Fee Schedule:

<b>Fee Type</b>	<b>Change From</b>	<b>Change To</b>	<b>Justification</b>
Photocopy of FPPC Forms/ Statements per Government Code Section 81008	\$0.10 per page	\$0.10 per page. \$5 retrieval fee for reports/ statements 5 or more years old.	California Government Code Section 81008
Passport Fee (age 16 and over)	\$110.00	\$130.00	Set by US Department of State, as of December 2021
Passport Fee (under age 16)	\$80.00	\$100.00	Set by US Department of State, as of December 2021
Express Mail from City of Hayward mailed to US Department of State	\$24.70	\$26.95	Set by United States Postal Service and payable to City
Express Mail from US Department of State mailed to Customer	\$17.45	\$18.32	Set by and payable to US Department of State



# Interoffice Memorandum

**DATE:** February 15, 2022

**TO:** Dustin Clausen, Director of Finance

**THROUGH:** Christina Morales, Housing Manager

**FROM:** Jennifer Ott, Assistant City Manager

**SUBJECT:** **FY 23 Master Fee Schedule Update**

The Housing Division under the City Manager’s Office is tasked with servicing residential and rental housing development loans and administering the resale restrictions related to the City’s Below Market Rate (BMR) housing portfolio. The Housing Division is requesting the addition of Loan Servicing Fees (see Table 1) to the City Manager Section of the Master Fee Schedule. These fees are intended to:

- Recover costs related to the administration and servicing of the City’s loan and BMR portfolios (Staff is only recommending partial recovery for limited equity BMR units and homebuyer loans due to the nature of the programs to help community members build assets)
- Standardize fees across programs
- Provide transparency to the public about fees already existing in the affordable housing agreements
- Enable the City to increase fees included in long-term affordable housing agreements and mitigate cost increases

**Table 1: Summary of New Fees Request**

**LOAN SERVICING**

**General**

1. Title Report	Actual Costs	Per Report
2. Property Appraisal Report	Actual Costs	Per Report
3. Recording Fee	Actual Costs or \$50.00 Min.	Per Document
4. Public Document Preparation Fee	\$100.00	Per Document

**Homeownership Loan Programs**

1. Subordination Fee (does not apply to CDBG and HOME)	\$600.00	Per Transaction
2. Late Payment Fee	The greater of 6% or \$5.00 Min.	Monthly Loan Payment after 15 days



**Below Market Rate Program Fees**

1. Subordination Fee	\$600.00	Per Transaction
2. Resale Fee	0.5%	Purchase Price
3. Exercise City Option to Purchase	3%	Maximum Restricted Resale Price

**Affordable Rental Housing**

1. Loan Modification Fee	Actual Costs	Time and Materials
2. Subordination Fee	Actual Costs	Time and Materials
3. Monitoring Fee	\$50.00	Per Unit
4. Resale Fee	Actual Costs	Time and Materials
5. Legal Fee	Actual Costs	Per Transaction

Included:

- Proposed Fees Analysis Excel Workbook



**DATE:** February 22, 2022  
**TO:** Dustin Clausen, Finance Director  
**FROM:** Jennifer Ott, Assistant City Manager  
**SUBJECT:** FY23 Master Fee Schedule Update

---

The following items are requested updates to the Master Fee Schedule as they relate to the Planning and Building Division. There are no anticipated changes to the Code Enforcement fees for FY23, however, fees that are associated with the Affordable Housing Program are included for reference and the convenience of the reader. The functions remain with the associated department.

**Planning**

- a. *Item #39 Park Impact Fees*
  - All Park Impact fees are increased 9.2% based on the ENR attached in accordance with Section 3 of Resolution 19-245 also attached for reference.
- b. *Item #40 Affordable Housing Impact Fees*
  - The Affordable Housing Impact Fees are increased 9.2% based on the ENR attached. This increase is based on Section 4 of Resolution 17-167 also attached for reference.

**Building**

- c. *Technology Fee under Administrative Fees associated with the building permit applications on pg.13*
  - The Technology Fees have generated annual revenue of \$210,360 for the past several years, shown in Table 1 below, also attached for reference an EnerGov Summary Cost. Since EnerGov funding comes from future Technology Fee revenue, and the annual SaaS and maintenance and support fees are expected to increase over time with an annual operation cost of \$369,372, project costs will exceed the estimated Tech Fee revenue. To address this anticipated future shortfall, staff recommend a 3% increase to the City’s Tech Fee (from 6%-9%) under the FY23 Master Fee Schedule.

**Table 1**

Technology Surcharge Revenue By Fiscal Year					
2018 Actuals	2019 Actuals	2020 Actuals	2021 Actuals	2022 Actuals	2023 Estimated
\$279,369	\$262,779	\$203,832	\$188,612	\$117,209	\$216,670

cc: Sara Buizer, Deputy Director of Development Services  
 Christina Morales, Housing Division Manager  
 Doris Tang, Management Analyst  
 Tera Maroney, Management Analyst

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## City Cost Index - San Francisco - As of February 2022

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The building and construction cost indexes for ENR's individual cities use the same components and weighting as those for the 20-city national indexes. The city indexes use local prices for portland cement and 2 X 4 lumber and the national average price for structural steel. The city's BCI uses local union wages, plus fringes, for carpenters, bricklayers and iron workers. The city's CCI uses the same union wages for laborers.

To find more recent cost index data, go to this webpage ([link below](#)) and click on the link for the year you need, and then navigate to the week you need. Keep in mind that the city cost index figures are always published in the second weekly issue of the month.

[http://www.enr.com/economics/current\\_costs](http://www.enr.com/economics/current_costs)

Go back to [view all City Indexes](#).

### ENR COST INDEXES IN SAN FRANCISCO (1978-2022)

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2022	February	9102.28	+16.5	14396.70	+9.8
2022	January	9007.82	+15.4	14301.24	+9.2
2021	December	8934.82	+13.5	14228.24	+8.0
2021	November	9127.62	+15.9	14421.03	+9.5
2021	October	9158.49	+16.3%	14451.91	+9.8%

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
<b>2021</b>	September	8290.40	+7.5	13583.81	+4.4
<b>2021</b>	August	8524.32	+11.8	13817.73	+6.9
<b>2021</b>	July	8468.17	+11.2	13762.01	+6.6
<b>2021</b>	June	8165.26	+5.6	13459.10	+3.4
<b>2021</b>	May	8131.51	+8.1	13425.35	+4.7
<b>2021</b>	April	7863.57	+4.5	13157.41	+2.7
<b>2021</b>	March	7843.32	+4.3	13137.16	+2.5
<b>2021</b>	Feb	7816.32	+4.0	13110.16	+2.4
<b>2021</b>	Jan	7804.07	+3.9	13097.91	+2.3
<b>2020</b>	Dec	7874.92	+5.3	13168.76	+3.2
<b>2020</b>	Nov	7877.92	6.0%	13171.76	3.5%
<b>2020</b>	Oct	7874.17	+7.3	13168.01	+5.1
<b>2020</b>	Sept	7711.82	+6.0	13005.66	+5.2
<b>2020</b>	Aug	7626.76	+4.8	12920.60	+4.5
<b>2020</b>	July	7614.09	+4.9	12907.92	+4.5
<b>2020</b>	June	7728.87	+6.4	13022.70	+5.4
<b>2020</b>	May	7525.33	+3.9	12819.17	+3.9
<b>2020</b>	April	7522.83	+5.7	12816.67	+4.9
<b>2020</b>	March	7516.83	+8.1	12810.67	+6.3
<b>2020</b>	Feb	7513.83	+6.8	12807.67	+5.6
<b>2020</b>	Jan	7512.33	+7.0	12806.17	+5.7
<b>2019</b>	Dec	7479.68	+6.5	12764.52	+5.4
<b>2019</b>	Nov	7429.65	+5.9	12723.43	+5.1
<b>2019</b>	Oct	7341.15	+4.7	12524.93	+3.4
<b>2019</b>	Sept	7271.94	+3.7	12365.71	+2.2

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
<b>2019</b>	Aug	7274.44	+4.2	12368.21	+2.4
<b>2019</b>	July	7260.69	+4.2	12354.46	+2.5
<b>2019</b>	June	7260.69	+4.9	12354.46	+2.8
<b>2019</b>	May	7239.64	+4.6	12333.48	+2.7
<b>2019</b>	April	7228.39	+4.4	12322.23	+2.6
<b>2019</b>	Mar	6954.89	+0.5	12048.19	+0.3
<b>2019</b>	Feb	7038.07	+1.7	12131.37	+1.0
<b>2019</b>	Jan	7021.57	+1.4	12114.87	+0.8
<b>2018</b>	Dec	7022.07	+1.5	12115.37	+0.8
<b>2018</b>	Nov	7016.57	+1.4	12109.87	+0.8
<b>2018</b>	Oct	7014.08	+1.3	12107.38	+0.8
<b>2018</b>	Sept	7010.58	+0.9	12103.88	+0.6
<b>2018</b>	Aug	6981.42	+0.5	12074.72	+0.3
<b>2018</b>	July	6966.67	+2.5	12050.97	+2.8
<b>2018</b>	June	6921.42	+1.9	12014.72	+2.5
<b>2018</b>	May	6921.42	+2.4	12014.72	+2.8
<b>2018</b>	Apr	6921.42	+2.3	12014.72	+2.7
<b>2018</b>	Mar	6921.42	+3.6	12014.72	+3.5
<b>2018</b>	Feb	6921.42	+3.6	12014.72	+3.5
<b>2018</b>	Jan	6921.42	+3.6	12014.72	+3.5
<b>2017</b>	Dec	6921.42	+3.6	12014.72	+3.5
<b>2017</b>	Nov	6921.42	+4.1	12014.72	+3.8
<b>2017</b>	Oct	6921.42	+4.1	12014.72	+3.8
<b>2017</b>	Sept	6945.92	+4.5	12037.27	+4.0
<b>2017</b>	Aug	6943.98	+4.8	12037.27	+4.2

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2017	Jul	6796.47	2.6	11725.52	1.5
2017	Jun	6793.10	+2.6	11722.15	+1.5
2017	May	6761.99	+2.1	11691.03	+1.2
2017	Apr	6767.41	+2.1	11696.47	+1.2
2017	Mar	6680.37	+0.8	11609.44	+0.5
2017	Feb	6680.37	+4.2	11609.44	+3.9
2017	Jan	6680.37	+4.6	11609.44	+4.1
2016	Dec	6680.37	+4.6	11609.44	+4.1
2016	Nov	6650.28	+4.2	11579.33	+3.8
2016	Oct	6649.28	+4.0	11578.33	+3.8
2016	Sep	6647.28	+3.9	11576.33	+3.7
2016	Aug	6625.60	+3.70	11554.65	+3.60
2016	Jul	6626.10	+3.70	11555.15	+3.60
2016	Jun	6619.35	+3.60	11548.40	+3.50
2016	May	6621.35	+3.40	11550.40	+3.40
2016	Apr	6630.10	+3.50	11559.15	+3.50
2016	Mar	6628.85	+3.50	11557.90	+3.50
2016	Feb	6408.87	-0.10	11174.79	0.00
2016	Jan	6387.49	-0.30	11153.41	-0.20
2015	Dec	6389.49	+2.30	11155.41	+2.20
2015	Nov	6390.46	+2.20	11154.06	+2.10
2015	Oct	6390.80	+2.40	11169.31	+2.40
2015	Sep	6395.22	+2.60	11158.82	+2.40
2015	Aug	6391.47	+2.60	11155.07	+2.40
2015	Jul	6391.47	0.00	11155.07	0.00

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2015	Jun	6391.47	-0.22	11155.07	-0.13
2015	May	6405.72	0.00	11169.32	0.00
2015	Apr	6398.97	+2.8	11162.57	+2.5
2015	Mar	6405.72	+2.9	11169.32	+2.6
2015	Feb	6414.1	3	11177.7	2.6
2015	Jan	6409.56	2.9	11173.16	2.5
2014	Dec	6248.05	3.1	10915.84	5
2014	Nov	6252.05	3.1	10919.84	5
2014	Oct	6240.05	3.1	10907.84	5
2014	Sep	6230.55	3	10898.34	4.9
2014	Aug	6229.80	3.0	10897.59	4.9
2014	Jul	6229.80	3.0	10897.59	4.9
2014	Jun	6231.80	3.1	10899.59	4.9
2014	May	6228.05	3.1	10895.84	4.9
2014	Apr	6227.05	3.3	10894.84	5.0
2014	Mar	6224.05	3.3	10891.84	5.1
2014	Feb	6226.80	3.3	10894.59	5.1
2014	Jan	6228.55	3.5	10896.34	5.2
2013	Dec	6231.05	3.6	10898.84	5.3
2013	Nov	6233.30	3.5	10901.09	5.2
2013	Oct	6241.30	3.6	10909.09	5.2
2013	Sep	6047.27	0.4	10389.59	0.2
2013	Aug	6046.02	0.4	10388.34	0.2
2013	Jul	6048.77	0.2	10391.09	0.1
2013	Jun	6046.52	0.1	10388.84	0.0

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2013	May	6040.77	-0.1	10383.09	0.0
2013	Apr	6031.02	0.0	10373.34	0.0
2013	Mar	6025.77	0.0	10368.09	0.0
2013	Feb	6026.77	1.3	10369.09	1.6
2013	Jan	6018.52	1.1	10360.84	1.5
2012	Dec	6012.77	1.1	10355.09	1.5
2012	Nov	6024.02	1.3	10366.34	1.6
2012	Oct	6025.02	1.4	10367.34	1.7
2012	Sep	6022.02	1.4	10364.34	1.7
2012	Aug	6024.21	1.5	10366.54	1.7
2012	Jul	6039.21	2.0	10381.54	2.0
2012	Jun	6043.21	2.2	10385.54	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	May	6043.71	2.3	10386.04	2.2
2012	Apr	6028.96	2.1	10371.29	2.1
2012	Mar	6027.21	2.2	10369.54	2.2
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Feb	5952.27	1.0	10207.79	0.6
2012	Jan	5952.27	1.6	10207.79	0.9
2011	Dec	5949.27	1.4	10204.79	0.8
2011	Nov	5948.77	1.4	10204.29	0.8
2011	Oct	5943.77	1.4	10199.29	0.8
2011	Sep	5937.27	6.4	10192.79	3.1
2011	Aug	5936.02	6.0	10191.54	2.8
2011	Jul	5923.27	5.8	10178.79	2.7

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2011	Jun	5911.77	5.7	10167.29	2.7
2011	May	5906.02	5.9	10161.54	2.8
2011	Apr	5905.02	7.9	10160.54	4.4
2011	Mar	5895.52	7.8	10151.04	4.4
2011	Feb	5892.52	7.9	10148.04	4.4
2011	Jan	5860.77	7.3	10116.29	4.1
2010	Dec	5864.77	7.3	10120.29	4.1
2010	Nov	5868.02	7.5	10123.54	4.2
2010	Oct	5859.52	7.3	10115.04	4.1
2010	Sep	5579.61	2.1	9888.54	1.7
2010	Aug	5600.74	2.5	9909.67	1.9
2010	Jul	5600.24	2.5	9909.17	1.9
2010	Jun	5593.74	2.1	9902.67	1.7
2010	May	5576.99	1.6	9885.92	1.4
2010	Apr	5471.56	-0.5	9730.17	-0.3
2010	Mar	5469.56	-0.5	9728.17	-0.3
2010	Feb	5463.56	-0.6	9722.17	-0.3
2010	Jan	5461.81	-0.9	9720.42	-0.5
2009	Dec	5463.56	-1.1	9722.17	-0.6
2009	Nov	5460.81	-2.1	9719.42	-1.2
2009	Oct	5460.56	-2.4	9719.17	-1.4
2009	Sep	5465.31	1.7	9723.92	4.1
2009	Aug	5466.06	2.7	9724.67	4.7
2009	Jul	5464.31	2.8	9722.92	4.7
2009	Jun	5477.06	4.4	9735.67	5.6

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2009	May	5489.81	5.5	9748.42	6.3
2009	Apr	5497.31	6.1	9755.92	6.6
2009	Mar	5499.06	6.2	9757.67	6.6
2009	Feb	5496.56	6.5	9755.17	6.8
2009	Jan	5510.81	6.8	9769.42	7
2008	Dec	5523.06	7.1	9781.67	7.1
2008	Nov	5576.06	8.1	9834.67	7.7
2008	Oct	5594.81	9.8	9853.42	8.5
2008	Sep	5372.35	5.4	9344.67	2.9
2008	Aug	5320.6	6.7	9292.92	2.4
2008	Jul	5313.85	6.6	9286.17	2.4
2008	Jun	5244.1	5.3	9216.42	1.7
2008	May	5202.1	3.4	9174.42	0.6
2008	Apr	5182.85	3.3	9155.17	0.6
2008	Mar	5177.85	3.2	9150.17	0.5
2008	Feb	5161.24	2.9	9133.56	0.4
2008	Jan	5161.24	2.9	9133.56	0.4
2007	Dec	5159.49	2.7	9131.81	0.3
2007	Nov	5156.99	2.3	9129.31	0.1
2007	Oct	5096.9	1.6	9079.42	-0.2
2007	Sep	5095.9	5.8	9078.42	7.2
2007	Aug	4988.64	3.8	9071.91	7.3
2007	Jul	4986.64	3.8	9069.91	7.2
2007	Jun	4980.14	4	9063.41	7.4
2007	May	5033.45	5	9116.72	8

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2007	Apr	5019.45	4.7	9102.72	7.8
2007	Mar	5019.41	4.7	9102.68	7.8
2007	Feb	5016.91	4.5	9100.18	7.7
2007	Jan	5017.41	4.2	9100.68	7.5
2006	Dec	5025.39	4.5	9108.66	7.6
2006	Nov	5040.37	5.4	9123.64	8.2
2006	Oct	5015.62	5.5	9098.89	8.3
2006	Sep	4815.14	1.8	8466.48	1
2006	Aug	4812.89	5.7	8464.23	2.5
2006	Jul	4805.89	5.3	8457.23	2.3
2006	Jun	4789.39	4.7	8440.73	1.9
2006	May	4794.36	5.3	8445.69	2.2
2006	Apr	4796.11	5.3	8447.44	2.3
2006	Mar	4793.11	6	8444.44	2.6
2006	Feb	4799.11	6.1	8450.44	2.7
2006	Jan	4817.11	6.5	8468.45	2.9
2005	Dec	4811.11	6.4	8462.45	2.8
2005	Nov	4783.86	6.3	8435.2	2.8
2005	Oct	4752.26	5.9	8403.59	2.6
2005	Sep	4731.12	5.4	8382.45	2.3
2005	Aug	4552.32	4.7	8259.2	1.2
2005	Jul	4564.32	5.3	8271.2	1.5
2005	Jun	4575.43	5.6	8282.31	1.7
2005	May	4553.53	6	8260.41	1.9
2005	Apr	4553.51	6.7	8260.39	2.3

<b>YEAR</b>	<b>MONTH</b>	<b>BCI</b>	<b>%CHG</b>	<b>CCI</b>	<b>%CHG</b>
2005	Mar	4520.24	7	8227.12	2.4
2005	Feb	4522.24	8.2	8229.12	5.4
2005	Jan	4522.74	10	8229.62	5.7
2004	Dec	4521.51	9.9	8228.39	5.6
2003	Dec	4113.11	0.5	7788.8	1.9
2002	Dec	4093.21	1.7	7644.46	3.3
2001	Dec	4025.65	-0.5	7399.07	-0.7
2000	Dec	4044.2	3.7	7447.99	9.3
1999	Dec	3898.57	-0.7	6816.7	-0.4
1998	Dec	3927.46	3.1	6845.59	1.7
1997	Dec	3809.11	4.8	6731.08	1.5
1996	Dec	3634.25	2	6629.61	1.1
1995	Dec	3561.6	1.2	6558.16	0.4
1994	Dec	3519.17	2.7	6530.35	0.8
1993	Dec	3428.04	3.9	6477.95	2.9
1992	Dec	3298.09	3.2	6294.84	1.2
1991	Dec	3270.9	0.8	6222.06	2.8
1990	Dec	3245.04	4	6055.61	2.1
1989	Dec	3119.95	1.4	5932.57	3.5
1988	Dec	3076.27	1.1	5734.48	0
1987	Dec	3044.27	2.8	5732.37	4.1
1986	Dec	2961.47	5	5508.43	9
1985	Dec	2819.5	2.3	5055.04	0.1
1984	Dec	2756.35	-2.5	5049.13	-1.4
1983	Dec	2826.13	0.9	5122.74	2.6

YEAR	MONTH	BCI	%CHG	CCI	%CHG
1982	Dec	2799.96	9.4	4993.3	8.7
1981	Dec	2558.49	6.8	4592.45	5
1980	Dec	2395.21	10.2	4371.96	14.9
1979	Dec	2172.96	12	3806.14	11.5
1978	Dec	1940.78	9.7	3412.2	8.3

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HAYWARD CITY COUNCIL

RESOLUTION NO. 19-245

Introduced by Council Member Zermeño

RESOLUTION AMENDING CHAPTER 10, ARTICLE 16 OF THE HAYWARD MUNICIPAL CODE AND ADOPTING UPDATED PARK IMPACT FEES

WHEREAS, to assure that future housing and industrial development in the City of Hayward (the "City") mitigates its impact on the City's park and recreation facilities, the City Council has considered and introduced on this same date an ordinance to amend Chapter 10, Article 16 of the City's Municipal Code, Property Developers – Obligations for Parks and Recreation; and

WHEREAS, Chapter 10, Article 16 of the City's Municipal Code authorizes the imposition of Park Impact Fees on residential subdivisions and developments and industrial developments to provide funds not to exceed the cost of mitigating the impact of the development on the City's parks and recreation system; and

WHEREAS, to ensure that the Park Impact Fees adopted by this Resolution do not exceed the cost of mitigating the impacts to the City's parks and recreation system attributable to the subdivisions and development projects on which the fee is imposed, the City Council has received and considered a report from Community Attributes, Inc. dated November 6, 2019 and entitled "City of Hayward Parks Development Impact Fee Nexus Study" (the "Nexus Study"); and

WHEREAS, the Nexus Study demonstrates that to fully mitigate the burdens created by new development on the City's parks and recreation system, a Park Impact Fee of \$4,416.39 to \$30,301.40 per residential dwelling unit and \$0.78 to \$9.72 per square foot of non-residential development would be needed; and

WHEREAS, the City Council now desires to adopt Park Impact Fees for residential subdivisions and development and industrial development as authorized by Chapter 10, Article 16 of the City's Municipal Code; and

WHEREAS, due to the reduction of the residential Park Impact Fee below the maximum allowable fees calculated by the Nexus Study and the exemption of all non-residential development, with the exception of industrial development, the Park Impact Fees imposed by this Resolution are economically reasonable and are not expected to pose a constraint on new development in the City; and

WHEREAS, notice of the hearing on the proposed fee was published twice in the manner set forth in Government Code Section 6062a as required by Government Code Sections 66004 and 66018; and

WHEREAS, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and attachments thereto at a meeting held on December 17, 2019.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby adopts the following findings and takes the following actions:

Section 1. The City Council finds as follows:

A. The foregoing recitals are true and correct and incorporated into this Resolution by this reference.

B. The purpose of the Park Impact Fee is to provide funds to the City to develop and construct parks and recreation facilities to mitigate the burdens on the City's park and recreation system created by new residential and industrial development. An applicant for a residential subdivision or development or an industrial development must pay the Park Impact Fee. Partial or full credit toward the fee may be allowed for dedicated land or private parkland that is accessible to the public, in compliance with Chapter 10, Article 16 of the City's Municipal Code and in consultation with the Hayward Area Recreation and Park District (HARD).

C. In compliance with Chapter 10, Article 16 of the City's Municipal Code, all Park Impact Fees collected shall be deposited into a special park and recreation trust fund to be used solely for the purpose of acquiring necessary land and developing or rehabilitating existing park or recreational facilities reasonably related to serving the city.

D. There is a need in the City for parks and recreation facilities to serve new development.

E. The Nexus Study sets forth cost estimates that are reasonable for acquiring and developing parks and recreation facilities, and the Park Impact Fees expected to be generated by new development will not exceed these costs.

F. Setting residential Park Impact Fees below the maximum allowable level will help ensure that multifamily residential development remains financially feasible.

G. Exempting non-residential development other than industrial development will ensure that Park Impact Fees do not pose a barrier to attracting commercial development to the City.

H. Adoption of this Resolution is exempt from the California Environmental Quality Act because the adoption of this Resolution is not a project, in that it is a government funding mechanism which does not involve any commitment to any specific project. (CEQA Guidelines Section 15378(b)(4).)

**Section 2.** The City Council hereby adopts the following Park Impact Fees:

<i>Type of Development</i>	<i>Park Impact Fee</i>
<b>Residential</b>	
0 Bedrooms/Accessory Dwelling Unit	\$3,091/dwelling unit
1 Bedroom	\$4,841/dwelling unit
2 Bedrooms	\$8,732/dwelling unit
3 Bedrooms	\$15,249/dwelling unit
4+ Bedrooms	\$21,211/dwelling unit
<b>Non-Residential</b>	
Industrial	\$0.78/square foot of gross floor area

Notes:

1. "Bedroom," "dwelling unit," and "gross floor area" as defined by HMC Sec. 10-1.3500.
2. Projects receiving all discretionary approvals by the effective date of this Resolution shall be subject to the parkland dedication and in-lieu fee requirements in effect immediately prior to the effective date of this Resolution.

**Section 3.** The City Council may review and amend the Park Impact Fees from time to time. Beginning January 1, 2021, for any annual period during which the City Council does not review the Park Impact Fee, fee amounts shall be adjusted once by the City Manager or designee based on the percentage change in the Engineering News-Record Construction Cost Index, San Francisco Area.

**Section 4.** A Park Impact Fee as shown in Section 2 shall be paid by all developments subject to the fee.

**Section 5.** This Resolution shall go into full force and effect on February 20, 2020.

**Section 6.** Any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within the 90-day time period as established by Code of Civil Procedure Section 1094.6.

IN COUNCIL, HAYWARD, CALIFORNIA December 17, 2019

ADOPTED BY THE FOLLOWING VOTE:

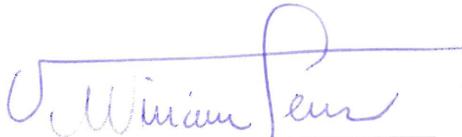
AYES: COUNCIL MEMBERS: Zermeño, Mendall, Lamnin, Salinas  
MAYOR: Halliday

NOES: COUNCIL MEMBERS: Wahab

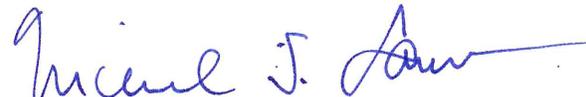
ABSTAIN: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Márquez

ATTEST:

  
\_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 17-167

Introduced by Council Member Mendall

RESOLUTION RESCINDING RESOLUTION 16-189 AND ESTABLISHING AFFORDABLE HOUSING IN-LIEU FEES

WHEREAS, to assure that future housing development in the City of Hayward (the "City") contributes to the production of residential units in the City that are affordable to very low, low- and moderate-income households and mitigates its impact on the need for affordable housing in the City, the City Council has considered and introduced on this same date an ordinance to amend the Affordable Housing Ordinance (Chapter 10, Article 17 of the City's Municipal Code) (the "Affordable Housing Ordinance"); and

WHEREAS, the Affordable Housing Ordinance authorizes the imposition of Affordable Housing In-Lieu Fees on for-sale and rental residential developments to provide funds equal to the cost of providing affordable housing on-site and to mitigate the impact of market-rate housing development on the need for affordable housing, where applicants elect to pay Affordable Housing In-Lieu Fees rather than provide affordable units on- or off-site; and

WHEREAS, to ensure that the Affordable Housing In-Lieu Fees adopted by this Resolution do not exceed the cost of providing affordable housing on-site or the actual affordable housing impacts attributable to the development projects on which the fee is imposed, the City Council has received and considered a report from Keyser Marston Associates dated October 31, 2017 and entitled "Summary, Context Materials, and Recommendations: City of Hayward Affordable Housing Ordinance Update," which includes, among other information, an affordability gap analysis, a residential nexus analysis, a financial feasibility analysis, and an on-site compliance cost analysis (the "KMA Study"); and

WHEREAS, the KMA Study demonstrates that, to fully mitigate the burdens created by residential development on the need for extremely low, very low, low, median, and moderate-income housing, an affordable housing impact fee of \$28.90 to \$44.90 per square foot of new market rate residential development would be needed, and that the cost of on-site compliance is equivalent to approximately \$18 to \$22 per square foot of new market rate residential development; and

WHEREAS, the City Council now desires to rescind the Affordable Housing Impact Fees previously adopted under Resolution 16-189 and to adopt Affordable Housing In-Lieu Fees for residential developments as authorized by the Affordable Housing Ordinance; and

WHEREAS, the KMA Study found that the Affordable Housing In-Lieu Fees imposed by this Resolution are economically feasible and will not pose a constraint on the construction of housing in the City; and

WHEREAS, notice of the hearing on the proposed fee was published twice in the manner set forth in Government Code Section 6062a as required by Government Code Sections 66004 and 66018; and

WHEREAS, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and attachments thereto at a meeting held on November 7, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAYWARD THAT:

**Section 1.** The City Council finds as follows:

A. The foregoing recitals are true and correct and incorporated into this Resolution by this reference.

B. The purpose of the Affordable Housing In-Lieu Fee is to provide funds to the City to develop and construct affordable housing as would otherwise be provided on-site and to mitigate the burdens created by new residential and nonresidential development projects on the need for extremely low, very low, low, and moderate-income housing. An applicant for a residential development project may elect to provide affordable units on-site, to pay the Affordable Housing In-Lieu Fee, to provide affordable units off-site, or to provide affordable housing through other means.

C. In compliance with the Affordable Housing Ordinance, all affordable housing impact fees collected shall be deposited into the City's Affordable Housing Trust Fund to be used solely to increase and preserve the supply of housing affordable to households of extremely low, very low, low, median, and moderate incomes (including reasonable administrative costs).

D. There is a need in the City for housing affordable to households of extremely low, very low, low, and moderate incomes.

E. The KMA Study sets forth cost estimates that are reasonable for constructing affordable housing, and the fees expected to be generated by new development will not exceed these costs.

F. Based on the KMA Study, the proposed Affordable Housing In-Lieu Fees are economically feasible and will not pose a constraint on housing production.

G. Adoption of this Resolution is exempt from the California Environmental Quality Act because the adoption of this Resolution is not a project, in that it is a government funding mechanism which does not involve any commitment to any specific project. (CEQA Guidelines Section 15378(b) (4).)

**Section 2.** The City Council hereby rescinds and removes the Affordable Housing Impact Fee established by Resolution No. 16-189.

**Section 3.** The City Council hereby adopts the following Affordable Housing In-Lieu Fees:

1. Residential Development Projects – Ten Units or More

- a. High-Density Condominiums (35 units per acre or more) \$15.00/Square Foot of Habitable Space\*
- b. All Other Dwelling Unit Types \$18.18/Square Foot of Habitable Space\*

\*Notes:

Affordable housing in-lieu fees shall be paid either prior to issuance of a building permit or prior to approval of a final inspection or issuance of an occupancy permit. Fees paid at occupancy shall be increased by 10 percent to \$16.50/sq. ft. of habitable space for high density condominiums and to \$20/sq. ft. of habitable space for all other dwelling unit types.

"Habitable Space" means floor area within a dwelling unit designed, used, or intended to be used exclusively for living and sleeping purposes and exclusive of vent shafts, eaves, overhangs, atriums, covered entries and courts and any portion of a structure above ground used for parking, parking aisles, loading areas, or accessory uses.

2. Residential Development Projects - Two to Nine Units

Projects of two to nine units shall pay the following percentage of the fee calculated pursuant to Section 1 above:

<u>Number of Units in Project</u>	<u>Percentage of Calculated Fee</u>
2	50%
3	67%
4	75%
5	80%
6	83%
7	86%
8	88%
9	89%

3. Fractional Units. If an applicant provides on-site Affordable Units under Chapter 10, Article 17 of the Hayward Municipal Code and elects to pay Affordable Housing In-Lieu Fees for a fractional unit, the fractional in-lieu fee payment shall be calculated as follows:

Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable Square Footage in the Project

Example: 42-unit townhouse project totaling 85,000 habitable sq. ft. has on-site requirement of 10%, or 4.2 units. Developer elects to provide 4 affordable units and pay an in-lieu fee for the fractional unit. The payment is calculated as follows:

0.2/4.2 x \$18.18 x 85,000 sq. ft. = \$73,586

4. Applications for Residential Development Projects of Two or More Units Deemed Complete as of December 20, 2017
  - a. Projects receiving all discretionary approvals by February 1, 2018: Affordable Housing Impact Fees in effect on December 20, 2017.
  - b. Projects not receiving all discretionary approvals by February 1, 2018, provided that all discretionary approvals and building permit(s) are obtained within two (2) years of December 20, 2017: 50% of the Affordable Housing In-Lieu Fee calculated under either Section 1 or Section 2 above, as applicable depending on the size of the project.

**Section 4.** The City Council may review and amend the Affordable Housing In-Lieu Fee from time to time. Beginning January 1, 2019, for any annual period during which the City Council does not review the affordable housing impact fee, fee amounts shall be adjusted once by the City Manager or designee based on the percentage change in the Engineering New Record(ENR) Construction Cost Index applicable to the San Francisco Area.

**Section 5.** An Affordable Housing In-Lieu Fee as shown in Section 3 shall be paid by all developments subject to the fee.

**Section 6.** This Resolution shall go into full force and effect on February 1, 2018.

**Section 7.** Any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within the 90-day time period as established by Code of Civil Procedure Section 1094.6.

IN COUNCIL, HAYWARD, CALIFORNIA November 7, 2017

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS: Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas

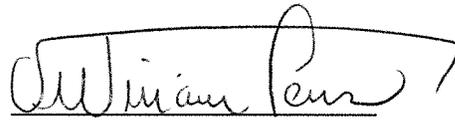
MAYOR: Halliday

NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

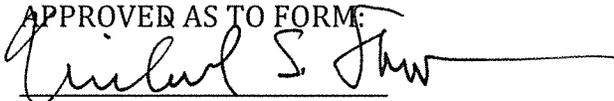
ABSENT: COUNCIL MEMBERS: None

ATTEST:



City Clerk of the City of Hayward

APPROVED AS TO FORM:



City Attorney of the City of Hayward

## Energov Summary Cost

Original Contract Total	\$1,085,881.00	
Estimated Travel Expense	\$42,500.00	no longer required
		was not appropriated, expected to be covered by Tech Service Fees Salary Savings?
Amendment Contract Total	\$235,138.00	
<b>Total Contract Cost</b>	<b>\$1,363,519.00</b>	
<b>Contract Cost - Estimated Travel</b>	<b>\$1,321,019.00</b>	
SoftResources Contract	\$147,105.00	
Additional SoftResources Hours	\$112,000.00	no longer required
<b>Total Project Management Cost</b>	<b>\$259,105.00</b>	
<b>SoftResources Contract</b>	<b>\$147,105.00</b>	
Storage Cost Total	\$36,415.49	Txfr from IT Project 07257; who is this paid to, where is the quote/invoice?
Other Costs (BlueBeam)	\$31,677.40	Not paid from Project Fund 07267
		This is only an estimate, Stacy said there are more people who require the software. She will provide the info. Will not be paid from Project Fund 07267
Additional BlueBeam Licenses	\$5,178.00	
Additional Energov Licenses	\$53,844.00	
Amendment Contract has non-billable hours included	\$(25,250.00)	
<b>Additional Costs</b>	<b>\$101,864.89</b>	
<b>Cost of Project</b>	<b>\$1,724,488.89</b>	
<b>Cost of Project minus resources no longer required</b>	<b>\$1,569,988.89</b>	

**Contingency Cost** **\$156,998.89**

Approved Funds: \$814,732.00  
Amended Contract Approved Funds (Resolutions): \$710,607.00  
**Total Approved Funds** **\$1,525,339.00**

**Total Funds Needed to be Approved by Council** **\$201,648.78**

Total Funds Transferred from Tech Service Fees from FY20 \$219,533.15 Already appropriated

Estimated Total Funds from Salary Savings and Tech Service Fees \$378,509.81 What is the actual amount for FY21 and Salary Savings? Overly Optimistic?

Total Funds from Txfr from IT CIP project 07257 for Storage \$36,415.49

Funds to Pay Other Costs and Additional BlueBeam (DSD OP) \$36,855.40

Stimulus Funding \$300,000.00

**Total Still needed** **\$(550,131.92)**

Over Budget from original contract \$909,756.89

Over Budget from 1st amendment reduction or resources required **\$44,649.89**

Total Approved Budget from Council \$1,525,339.00

Total Tech Services Fee Collected \$1,346,289.64

Difference in Expected Collection from Approved \$179,049.36

EnrGov Community Development Suite	\$300,192.00
EnerGov Citizen Self Service - Community Development	\$17,448.00
EnerGov e-Reviews	\$33,732.00
Report Development Services	\$2,000.00
SDK Support & Maintenance	\$1,000.00
EnerGov Citizen Self Service - Business Management	\$15,000.00
<b>Operation Cost (Annually)</b>	<b>\$369,372.00</b>





Memorandum

DATE: February 19, 2021
TO: Dustin Claussen, Director of Finance
FROM: Alex Ameri, Director of Public Works
SUBJECT: Proposed Revisions to Master Fee Schedule FY 2022 – Miscellaneous Wastewater Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Wastewater Discharge Permit Fees and Miscellaneous Charges.

The City’s Water Pollution Source Control (WPSC) staff are responsible for issuing permits and monitoring sanitary sewer discharges from significant industrial users to ensure compliance with all Federal, State, and Local requirements and limits. Depending on the nature and volume of discharge, the permits may be classified as “Categorical” or “Non-Categorical Significant.” Other permits may be issued for special purposes or short term durations. WPSC also monitors discharge from permitted industries and follows up as necessary to ensure compliance with all regulations.

Last year, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over several fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the second annual review of these fees.

Recommended adjustments and additions are as follows:

Table with 7 columns: Wastewater Discharge Permits, New Permit (Current, Proposed), Permit Renewal (Current, Proposed), Amendment (Current, Proposed). Rows include Categorical\*, Non-Categorical Significant\*, Groundwater\*, Non-Sewered Credit, and Special Purpose (One-Time)\*.

Table with 3 columns: Compliance Schedule, Current, Proposed. Row: Compliance Schedule (for Correction of Violations).

Table with 3 columns: Wastewater Sampling, Current, Proposed. Rows: Composite Sample with Lab Costs, Composite Sample without Lab Costs, Grab Sample.

Violation Follow-up Sample with Lab Costs	\$641	\$673
Violation Follow-up Sample without Lab Costs	\$306	\$312
Sampling Equipment Fee	\$25	\$25

<b>Violation Follow-Up Inspection</b>	Current	Proposed
Violation Follow-Up Inspection	\$558	\$586

<b>Development Plan Review</b>	Current	Proposed
Industrial	\$412	\$433
Commercial	\$412	\$433
Residential*	\$258	\$271

\*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 5%. The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City’s proposed fees with those of nearby agencies: Oro Loma Sanitary District; East Bay Municipal Utility District (EBMUD); City of San Leandro; and Dublin San Ramon Services District (DSRSD). Each agency recovers these costs in different ways, so exact comparisons are difficult. We have selected the most common types of fees for purposes of this comparison and added notes as necessary to clarify. The results indicate that the proposed fees remain generally within a reasonable range of those charged by other agencies.

Service	Hayward	Oro Loma	EBMUD	San Leandro	DSRSD
Categorical Permits – New	\$4,073	\$990 + \$12,464 annual monitoring fee	\$2,920 + \$1,550 monitoring fee	\$1,521+ minimum \$456 annual service charge	\$1,290
Violation Follow-Up Sample	\$673	\$369 + actual lab cost	Based on actual tests	\$1,515	\$435
Violation Follow-Up Inspection	\$586	\$369	\$730	\$314	\$505



# Memorandum

**DATE:** February 19, 2021

**TO:** Dustin Claussen, Director of Finance

**FROM:** Alex Ameri, Director of Public Works 

**SUBJECT:** Proposed Revisions to Master Fee Schedule FY 2022 – Stormwater Inspection Fees

The Department of Public Works and Utilities requests the following changes to the section of the Master Fee Schedule pertaining to Stormwater Inspection Fees.

The City’s Water Pollution Source Control (WPSC) staff are responsible for inspecting facilities to ensure compliance with all stormwater requirements and regulations. These regulations are intended to minimize the risk of polluted runoff to stormwater drains and ultimately the San Francisco Bay.

Last year, staff reviewed costs of providing these services and determined that adjustments are appropriate to incorporate updated levels of effort, hourly rate adjustments and overhead charges. In most cases, full cost recovery was determined to require incremental increases over several fiscal years. As such, staff proposed that the fees identified below be reviewed annually and adjusted as needed in order to limit the impact on affected businesses. The proposed rates below have been identified during the second annual review of these fees.

Recommended adjustments are as follows:

Stormwater Facility Inspections	Current	Proposed
Industrial (under State permit)*	\$379	\$398
Industrial (not under State permit)*	\$379	\$398
Restaurant*	\$245	\$257
Commercial*	\$206	\$216
Stormwater Treatment Measure*	\$440	\$462

\*Fees for these services require higher increases; however, to reduce the impact on businesses, the adjustments have been capped at a maximum of 5%. The need for further adjustments will be reviewed, and appropriate increases proposed, in future years.

The following table compares the City’s proposed fee for Industrial inspections for facilities under the State permit, which is the most common fee category. Staff selected comparable services in other Alameda County cities: Livermore, Oakland, and Dublin. The results indicate that the proposed fees are generally within a reasonable range of those charged by other agencies.

Service	Hayward	Livermore	Oakland	Dublin
Industrial (under State permit)	\$398	\$1,607	\$370	\$406



# Proposed Master Fee Schedule Fiscal Year 2023

Director of Finance: Dustin Claussen



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## **Introduction**

The Master Fee Schedule Resolution reports fees for services that are provided to our citizens. Fees that do not recover the full cost of providing the service result in a subsidy which shifts funds away from the critical, high priority needs of job creation, public safety initiatives, utility services, and neighborhood programs.

Before a fee increase was considered the Department responsible for the service demonstrated that the services are being provided as efficiently and effectively as possible. There are a minimal number of fees that were considered for an increase in this year's amendment. For these fees, each respective department demonstrated that services are provided in a best practice manner, and that all reasonable opportunities for savings have been exhausted. As a result of this critical analysis, only fees for new programs or services have been added. Additionally, other fees have been lowered, deleted, or to clarify actual fees charged for services.

## **Proposition 26 Review and Compliance**

In November 2010, California voters approved Proposition 26, which amended Article's XIII A and XIII C of the state constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes, which must be approved by the voters, are not disguised as fees, which can be approved by legislative bodies, such as a city council. The proposed Master Fee Schedule (MFS) was reviewed for compliance with Proposition 26, and in the City Attorney's opinion, the MFS is compliant.

**A. ADMINISTRATIVE CITATIONS** – Authorized by Hayward Municipal Code (HMC) Article 7 – Administrative Citations have fines set pursuant to Government Code (GC) Section 53069 and 36900. Unless otherwise specified by Ordinance, Fee Schedule or Code, the fine amount for any violation of any section of the Municipal Code shall be:

- 1. First Violation \$100.00
- 2. Second Violation \$200.00
- 3. Third and Subsequent Violations \$500.00

**B. ADMINISTRATIVE HEARING FEE** \$761.00

**C. CD-ROM or DVD** \$20.00 each

**D. DISHONORED OR RETURNED PAYMENT FROM BANK OR CREDIT CARD**

- 1. If paid within 30 days of notification \$25.00 + check amount
- 2. If paid after 30 days of notification, subject to forgiveness of all or a portion of the fee by the Director of Finance. As authorized by California Civil Code 1719, but not less than \$25.00

**E. GROSS HOUSEHOLD INCOME**

The State of California annually publishes an Official State Income Limits guideline for each county. This document is available through the California Department of Housing and Community Development website at <https://www.hcd.ca.gov/>. Municipal programs offering income based discounts will use the ‘Alameda County – Very Low Income’ figures to determine eligibility.

**F. LATE AND DELINQUENT PAYMENTS**

Unless specifically provided otherwise, the manner of payment, delinquency status, and assessment and collection of penalties for delinquent payment of the fees imposed or reflected by this master fee schedule shall be as follows:

- DAILY FEE:** Due on its effective date and delinquent at 5:00 PM on due date.
- MONTHLY FEE:** Due on the first day of each month for which licenses, permits, fees are sought and delinquent at 5:00 PM on the tenth day of the month.
- QUARTERLY FEE:** Due on the first day of the yearly quarter period and delinquent at 5:00 PM on the tenth day of the first month in which the quarterly fee is due.
- ANNUAL FEES:** Due on the first day of the established annual period and delinquent at 5:00 PM on the tenth day of the first month in which the annual fee is due.

A late payment fee of \$5.00 per month shall be applied to all accounts paid after the established due date.

The delinquent account(s) shall be assessed an interest charge of one percent (1%) per month of the unpaid delinquent balance and related interest charge. The interest charge shall be applied to all accounts delinquent for any calendar month or portion of such month, and shall not be prorated.

If the delinquent payment is paid within 30 days of notification, the interest fee may be subject to forgiveness based on hardship. The Director of Finance shall review and document all interest fees not collected.

**G. PHOTOCOPYING OF FILE MATERIALS**

- |   |  |
|---|--|
| 1. <u>Black and White Copy</u> – 8½ x 11 inches or 8½ x 14 inches | \$0.50 per page for first ten (10) pages of each document<br>\$0.10 each additional page of same document          |
| 2. <u>Black and White Copy</u> – 11 x 17 inches                   | \$1.00 per page for first ten (10) pages of each document<br>\$0.20 per page each additional page of same document |
| 3. <u>Color Copy</u> – 8½ x 11 inches or 8½ x 14 inches           | \$0.75 per page  |
| 4. <u>Color Copy</u> – 11 x 17 inches                             | \$1.50 per page  |

**H. RESEARCH OR ANALYSIS OF RECORDS (involving more than 15 minutes)**

1. \$76.00 per hour (minimum charge \$20.00)

**I. SMOKING ORDINANCE**

- |  |                             |
|--|-----------------------------|
| 1. Smokers Violating the Ordinance                                 | \$50.00<br>per<br>violation |
| 2. Fines for businesses that fail to enforce the smoking ordinance |                             |
| (1) First Offense  | \$1,000.00                  |
| (2) Second Offense   | \$1,500.00                  |
| (3) Third Offense  | \$2,000.00                  |

**J. TOBACCO ORDINANCE**

- |                     |  |
|---------------------|--|
| 1. Offense Fees     |  |
| (1) First Offense   | \$1,500.00 penalty/30 day TRL suspension               |
| (2) Second Offense  | \$3,000.00 penalty/30 day TRL suspension               |
| (3) Third Offense   | \$5,000.00 penalty/30 day TRL suspension or revocation |
| 2. Reinspection Fee | \$117.00 per visit                                     |

**A. GENERAL SCHEDULE OF CHARGES**

- 1. Certification of Documents \$13.00 for first page  
\$7.00 each succeeding page
- 2. Certificate of Residency \$15.00 per issuance
- 3. Photocopying of Public Records
  - a. Black and White Copy \$0.50 per page for the first ten pages  
8½ x 11 inches or 8½ x 14 inches \$0.10 per page for each additional page of the same document
  - b. Black and White Copy \$1.00 per page for the first ten pages  
11 x 17 inches \$0.20 per page for each additional page of same document
  - c. Color Copy – 8½ x 11 inches or 8½ x 14 inches \$0.75 per page
  - d. Color Copy – 11 x 17 inches \$1.50 per page
  - e. Photocopying of FPPC Forms/Statements of Government Code 81008 \$0.10 per page, Plus \$5 retrieval fee for reports & statements 5 or more years old
- 4. Reproduction of DVD of Meetings \$20.00 per DVD
  - a. City Council
  - b. Planning Commission
- 5. Fee to File ~~Publication of~~ “Notice of Intent to Circulate a Petition for Municipal Initiative” (refundable if a sufficient petition is filed within one year) Elections Code 9202 (b) \$200.00
- 6. Candidate Statement (Election Year)
  - a. Publication cost of the candidate’s statement in ~~the sample~~ ~~B~~ballot ~~P~~pamphlet set by Alameda County Registrar of Voters Cost of printing, handling
- 7. Notary Service – ~~Government Code~~ 8211 ~~and 8223~~ \$15.00 per signature
- 8. Passport Service
  - a. Passport Fee set by and payable to US Department of State \$~~13~~10.00 (age 16 and over)  
\$~~10~~80.00 (under 16)  
(note: additional \$60.00 for expedited service)
  - b. Passport Execution Fee set by US Department of State, payable to City of Hayward \$35.00

- c. Express Mail from City of Hayward to US Department of State set by USPS, payable to City of Hayward \$~~264.9570~~
- d. Express Mail from US Department of State to Customer set by and payable to US Department of State \$~~187.3245~~
- e. Passport Photo \$7.50

**A. ADMINISTRATIVE SERVICES**

- 1. Economic Development Committee Agenda \$4.00 per year
- 2. Economic Development Committee Minutes \$4.00 per year
- 3. Economic Profile or Plan \$5.00 each
- 4. Community Services Commission Agenda \$15.00 per year
- 5. Community Services Commission Minutes \$15.00 per year
- 6. Annual Bonds Issue Fees 1/8 of 1% of bond amount
- 7. Low Income Mortgage Credit 2% of first year's credit payable as part of State Fee

**B. Economic Development**

Hayward Film Permit

- 1. Film Permit applications \$125.00 per day
- 2. Expedited Film Permit (3-5 days) \$250.00 (excludes larger productions)
- 3. Film Permit (TV series, movies, feature films, pilots) \$175.00 per day
- 4. Minor Encroachment Permit (filming) – excluding work to be performed by Public Works, i.e. no traffic control plan provided, just review \$834.00 flat fee
- 5. Major Encroachment Permit (filming) – includes work from Public Works, i.e. traffic control plan \$1,507.00 flat fee
- 6. Police clearance (filming) \$105.00 hourly
- 7. Fire Permit (filming) \$100.00 flat fee (does not include cost if presence is required at event)
- 8. Filming on City Property/Facilities/Hangars (varies) \$1,500.00 daily fee (extra labor, security engineering or comparable cost are not included)  
Airport Property and Hangars – filming and Photography requests will be authorized at the discretion of the Airport Manager provided that the requested activity will in no way interfere with the safe, orderly, and uninterrupted use of Airport facilities by Airport users or portrays the Airport in a negative manner.
- 9. Filming at City Hall \$575.00 daily fee (does not include cost of guard, janitorial and insurance)

**C. RENT STABILIZATION ADMINISTRATION**

- 1. Annual Fee per Rental Unit \$19.00
- 2. Annual Fee per Covered Rental Unit \$40.00
- 3. Annual Fee per Mobile-home Space \$5.00

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Housing Division on or before 5 p.m., August 31, 2022 for Residential and Mobile-home.

## D. LOAN SERVICING

### General

1. Title Report	Actual Costs	Per Report
2. Property Appraisal Report	Actual Costs	Per Report
3. Recording Fee	Actual Costs or \$50.00 minimum	Per Document
4. Document Preparation Fee	\$100.00	Per Document

### Homeownership Loan Programs

1. Subordination Fees (does not apply to CDBG and HOME)	\$600.00	Per Transaction
2. Late Payment Fee	The greater of 6% or \$5.00 minimum	Monthly Loan Payment after 15 days

### Below Market Rate Program Fees

1. Subordination Fees	\$600.00	Per Transaction
2. Resale Fee	0.5%	Purchase Price
3. Exercise City Option to Purchase	3%	Maximum Restricted Resale Price

### Affordable Rental Housing

1. Loan Modification Fee	Actual Costs	Time and Materials <sup>1</sup>
2. Subordination Fee	Actual Costs	Time and Materials <sup>1</sup>
3. Monitoring Fee	\$50.00	Per Unit
4. Resale Fee	Actual Costs	Time and Materials <sup>1</sup>
5. Legal Fee	Actual Costs	Per Transaction

<sup>1</sup>Costs may include but are not limited to: hourly rate for staff time, recording fees, title reports, appraisals, and public noticing costs. Hourly rate may vary by department, but the hourly rate for Housing staff is \$95.00.

## Development Services Department

### A. Building Permit Fees

#### BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, facilities, additions, tenant improvements and residential remodels.

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table below is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%\*. \* Source: *The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.*
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of **60%** of the cost per square foot in the valuation table below.

International Building Code Group	Construction Type and Minimum Cost Per Square Foot							
	IA	IB	IIA	IIB	IIIA	IIIB	VA	VB
Building Division staff will help determine the valuation for occupancies or construction types not listed in this table. The values below are based on the <b>February 2015 ICC Building Valuation Data</b> with the Building Standards Journal 16% local cost modifier included.								
<b>A-1</b> Assembly, theaters, with stage	265.67	256.95	250.68	240.19	225.83	219.32	206.42	198.60
<b>A-1</b> Assembly, theaters, without stage	243.45	234.73	228.45	217.96	203.72	197.21	184.31	176.49
<b>A-2</b> Assembly, nightclubs	205.19	200.51	200.51	194.96	176.30	171.42	159.70	154.27
<b>A-2</b> Assembly, restaurants, bars, banquet halls	205.19	199.35	192.64	186.17	173.98	170.26	157.39	153.11
<b>A-3</b> Assembly, churches	245.86	237.14	230.86	220.38	206.42	199.91	187.02	179.20
<b>A-3</b> Assembly, general, community halls, libraries	205.18	199.46	189.02	179.70	164.41	159.06	145.00	138.34
<b>A-4</b> Assembly, arenas	242.29	233.57	226.13	216.80	201.40	196.05	181.99	175.33
<b>B</b> Business	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56
<b>E</b> Educational	223.06	215.15	208.97	199.66	186.44	176.96	162.93	157.97
<b>F-1</b> Factory and industrial, moderate hazard	126.42	120.63	113.48	109.24	97.87	93.45	80.62	75.91
<b>F-2</b> Factory and industrial low hazard	125.26	119.47	113.48	108.08	97.87	92.29	80.62	74.75
<b>H-1</b> High Hazard, explosives	118.33	112.54	106.56	101.15	91.18	85.60	73.93	N/A
<b>H-2 H-3 H-4</b> High Hazard	118.33	112.54	106.56	101.15	91.18	85.60	73.93	68.06
<b>H-5</b> (HPM) semiconductor fabrication	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56
<b>I-1</b> Institutional, supervised environment	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
<b>I-2</b> Institutional, hospitals	357.87	350.07	343.28	333.50	315.69	N/A	294.74	N/A
<b>I-2</b> Institutional, nursing homes	247.74	239.94	233.15	223.37	207.90	N/A	186.95	N/A
<b>I-3</b> Institutional, restrained	241.71	233.93	227.13	217.35	202.47	194.86	181.52	172.54

<b>I-4</b> Institutional, day care facilities	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
<b>M</b> Mercantile	153.83	147.98	141.28	134.80	123.37	119.65	106.78	102.50
<b>R-1</b> Residential, hotels	213.57	205.85	200.16	190.60	176.76	172.04	158.75	153.76
<b>R-2</b> Residential, multiple family	179.08	171.37	165.67	156.11	142.97	138.25	124.96	119.97
<b>R-3</b> Residential, one- and two-family	166.95	162.36	158.35	154.08	148.42	144.55	138.89	130.68
<b>R-4</b> Residential, care	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
<b>S-1</b> Storage, moderate hazard	117.17	111.38	104.24	99.99	88.86	84.44	71.61	66.90
<b>S-2</b> Storage, low hazard	116.01	110.22	104.24	98.83	88.86	83.28	71.61	65.74
<b>U</b> Utility, miscellaneous	90.27	85.23	80.09	76.01	68.70	64.16	54.32	51.77

## **BUILDING PERMIT FEES CALCULATED BY VALUATION**

**This includes all new buildings, facilities, additions, tenant improvements and residential remodels**

*\*All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.*

- Once the valuation for the project is established, use the table below to determine the Building Inspection Fee. Several other fees are based on the Building Inspection Fee and this is outlined on the next page.

<b>TOTAL VALUATION (Materials and Labor)</b>	<b>BUILDING INSPECTION FEE</b>
\$1 to \$500	\$29.77
\$501 to \$2000	\$29.77 for the first \$500 plus \$3.87 for each additional \$100 or fraction thereof, to and including \$2000
\$2,001 to \$25,000	\$87.82 for the first \$2000 plus \$17.74 for each additional \$1000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$495.68 for the first \$25,000 plus \$12.80 for each additional \$1000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$815.70 for the first \$50,000 plus \$8.87 for each additional \$1000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1259.15 for the first \$100,000 plus \$7.09 for each additional \$1000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$4097.18 for the first \$500,000 plus \$6.02 for each additional \$1000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$7109.14 for the first \$1,000,000 plus \$4.00 for each additional \$1000 or fraction thereof

## BUILDING PERMIT FEES CALCULATED BY VALUATION\*

This includes all new buildings, facilities, additions, tenant improvements and residential remodels.

### INSPECTION FEES

\*\*Fire re-inspection fees are \$387

\*Hazardous Materials Inspection Fees vary on complexity of project (see Hazardous Materials comments below in Plan Review Fee Section for examples and contacts for estimates.)

<b>BUILDING INSPECTION FEE</b>	<i>Based from Fee Table</i>	\$ _____
<b>**FIRE INSPECTION FEE</b>	<i>Flat Rate</i>	\$221
<b>*HAZ-MAT INSPECTION FEE</b>	<i>Minimum</i>	\$330/inspection
<b>PLANNING + LANDSCAPE INSPECTION FEE</b>	<i>Flat Rate</i>	\$212

### PLAN REVIEW FEES

The Building Plan Check Fee applies to all permits. Other review fees will be applied based on the specific scope of work.

\*Hazardous Materials Review and Inspection fees generally range from

\$1,319 for small projects, such as cellular communication sites to

\$3,969 for larger or more complex projects, such as those that may have H-Occupancies. Please contact the Hayward Fire Department at (510)

<b>BUILDING INSPECTION FEE x 1.0 = BUILDING PLAN CHECK FEE:</b>		\$ _____
<i>Plan Check fees for master plans shall be 1.25 x the BUILDING INSPECTION FEE</i>		
<b>BUILDING INSPECTION FEE x .35 = PLANNING REVIEW FEE:</b>		\$ _____
<b>BUILDING INSPECTION FEE x .35 = FIRE REVIEW FEE:</b>		\$ _____
<b>*HAZ-MAT REVIEW FEE</b>	<i>Minimum</i>	\$165/hour
<b>SOLID WASTE REVIEW FEE</b>	<i>Flat Rate</i>	\$80
<b>BUILDING PLOT PLAN REVIEW FEE</b>	<i>Flat Rate per Plot</i>	\$294
<i>This only applies to production homes.</i>		
<b>PLANNING PLOT PLAN REVIEW FEE</b>	<i>Flat Rate per Plot</i>	\$491
<i>This only applies to production homes.</i>		
<b>FIRE PLOT PLAN REVIEW FEE</b>	<i>Flat Rate per Plot</i>	\$110
<i>This only applies to production homes.</i>		

### ADMINISTRATIVE FEES

Administrative fees apply to all permits. This includes the individual permits not calculated by valuation

<b>BUILDING INSPECTION FEE x .096 = TECHNOLOGY</b>	\$ _____
<b>BUILDING INSPECTION FEE x .16 = POLICY PLANNING FEE:</b>	\$ _____
<b>PERMIT ISSUANCE FEE (Flat Rate Applies to All Permits)</b>	\$147

SMIP FEE RESIDENTIAL:  
.00013% OF VALUATION

SMIP FEE COMMERCIAL:  
.00028% OF VALUATION

CA BUILDING STANDARDS FEE:  
\$1.00 (Valuation \$1-25k)  
\$2.00 (Valuation \$25-50k)  
\$3.00 (Valuation \$50-75k)  
\$4.00 (Valuation \$75-100k)  
Add \$1 per every 25k over 100k

SMIP: \$ \_\_\_\_\_

CA BLDG. STANDARDS FEE \$ \_\_\_\_\_

**BUILDING PERMIT FEE: \$ \_\_\_\_\_**

The Building Permit Fee is defined as the sum of the plan check, inspection, and administrative fees. Some projects will also have impact fees which are calculated separately.

## FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

### Miscellaneous Permit Fees – Not Calculated by Valuation

	Unit	Fee
<b>1. Standard Hourly Rate</b> (or fraction thereof) for plan check, inspections or other administrative services	hourly	\$147
a. Overtime Rate for Plan Check or Inspection Services	hourly	\$220.50
<b>2. Revision</b> (permit issuance fee and hourly plan check will also be charged)	hourly	\$147
<b>3. Permit Issuance Fee</b> (applies to all permits)	each	\$147
<b>4. Miscellaneous Items</b> (for items that do not have a set fee)	each	\$147
<b>5. Plot Plan Review</b>		
a. Planning Division Plot Plan Review	each plot	\$441
b. Building Division Plot Plan Review and processing	each plot	\$294
<b>6. Address Assignment</b>		
a. New Address	each	\$220.50
b. Accessory Dwelling Unit Address	each	\$73.50
		<b>Inspection Fee</b>
<b>7. Demolition</b>		
a. Commercial/Residential demolition up to 3,000 square Feet	0-3000 sf	\$294
b. Each additional 3,000 square feet	each	\$147
<b>8. Equipment Installation</b>	first piece	\$294
a. Additional Equipment at Same Site	each	\$147
b. Equipment Pad	each	\$220.50
<b>9. Voluntary Residential Seismic Retrofit</b> Using “Plan Set A” Only applies to single family homes with a crawlspace less than or equal to 4 feet high	each	\$147 flat rate – no admin fees
<b>10. Damaged Building Survey</b> Fire, flood, vehicle, or similar damage		\$588
<b>11. Patio Covers</b>		
a. Patio Cover (requires drawings and hourly plan check)	each	\$294
b. Enclosed Patio (requires drawings and hourly plan check)	each	\$588
<b>12. Photovoltaic Systems</b>		
a. Residential (for systems that are not flush mounted, hourly plan check fees apply)	each system	\$300 flat rate - no admin fees
b. Commercial, up to 50 kilowatts (hourly plan check fees apply)	each system	\$1,000
c. Commercial, each additional kilowatt 51kw-250kw (hourly plan check fees apply)	each kw	\$7
d. Commercial, each additional kilowatt over 250kw (hourly plan check fees apply)	each kw	\$5

### 13. Residential Package Permits

a. Tub/Shower Enclosure (includes trades)		\$147
b. Remodel – Complete Bathroom (includes trades)		\$220.50
c. Remodel – Kitchen (includes trades)		\$441

### 14. Storage Racks

a. Up to 100 linear feet	first 100 lf	\$441
b. Each additional 100 linear feet	each 100 lf	\$147

### FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

#### Plumbing Mechanical & Electrical Fees – Not Calculated by Valuation

Unit

Inspection Fee

#### 15. Plumbing Permits – Residential (single-family and duplexes)

a. Water Heater	each	\$73.50
b. Fixtures – covers 2 Inspections for any type or number of fixtures	2 site visits	\$147
c. Water Service Repair / Replacement	each	\$73.50
d. Water Pipe (Repair or Replacement)	each	\$147
e. Sewer on private property or Cleanout Installation	each	\$147
f. Sewer Ejector System	each	\$147
g. Solar Water Heating System - <i>Hourly plan check fees may apply for systems that are not flush mounted or have other structural issues.</i>	each	\$147
h. Residential Gas Piping		\$147
i. Residential Gas Test or Meter Reset	each	\$147

#### 16. Plumbing Permits – Commercial + Multi-Family

a. Water Heater (Repair or Replacement)	each	\$147
b. Water Service (Repair or Replacement)	each	\$147
c. Sewer Ejector System	each	\$147
d. Industrial / Commercial Process Piping System	Each 100 linear feet or fraction thereof	\$147/ 100 feet
e. Gas Piping	Each 100 linear feet or fraction thereof	\$147/ 100 feet
f. Gas Test / Meter Reset	each	\$147
g. Sewer on private property or Cleanout Installation	each	\$147
h. Grease Trap	each	\$147
i. Grease Interceptor	each	\$147
j. Vacuum Breaker, Backflow Preventer or Pressure Regulator	each	\$147

#### 17. Mechanical Permits – Residential (single-family and duplexes)

a. Heating and/or Cooling Equipment (including ducts)	each	\$147
b. Wall Furnace	each	\$147
c. Kitchen Hood and Bathroom Vents	each	\$73.50

#### 18. Mechanical Permits – Commercial + Multi-Family

*\*For units over 400 pounds or for replacements that are not in the same location, hourly plan review fees apply.*

a. *HVAC unit (includes all associated sub-permits)	each	\$220.50
b. *Air Handler Unit	each	\$147
c. Vent System	each	\$147



a. Investigation Fee for work done without Permits (in addition to the regular permit fees)	Each project	205% of the Building Permit Fee
b. Filing of Notice of Substandard or Hazardous Structure	hourly	\$147 per hour
c. Removal of Notice of Substandard or Hazardous Structure	hourly	\$147 per hour
d. Placards for Condemnation	hourly	\$147 per hour
e. Notice and Order	hourly	\$147 per hour
f. Stop Work Order / Red Tag	hourly	\$147 per hour

## B. Planning

<b>1. Conceptual Development Review Meeting<sup>1</sup></b>	No charge for 1 <sup>st</sup> meeting	Subsequent meetings** billed at \$328 per hour
**Subsequent meetings related to same project/project site.		
<b>2. SB330 Preliminary Application</b>	\$	1000 Time & Material; Initial Deposit <sup>2</sup>
<b>3. Code Assistance Meeting<sup>1</sup></b>	No Charge	
<b>4. Review of Business License</b>	\$	82 Per License
<b>5. Annexation Proceedings</b> Costs shall also include, but not be limited to, current annexation Filing fees established by the Board of Equalization in manner provided By the State Government Code Section 54902.5.	\$	15,000 Time & Material; Initial Deposit <sup>2</sup>
<b>6. LAFCO Utility Service Agreement</b> (Preparation and processing of documents in connection with utility Service to property outside of the City limits)	\$	5,000 Time & Material; Initial Deposit <sup>2</sup>
<b>7. Environmental/Technical Analysis (Contract) Consultant</b>	\$	5,000 Time & Material; Initial Deposit <sup>2</sup>
<b>8. General Plan Amendment<sup>1</sup></b>	\$	12,000 Time & Material; Initial Deposit <sup>2</sup>
<b>9. Text Change to Zoning Ordinance<sup>1</sup></b>	\$	12,000 Time & Material; Initial Deposit <sup>2</sup>
<b>10. Rezoning and Pre-zoning (including new or major modification to a Planned Development)<sup>1</sup></b>	\$	12,000 Time & Material; Initial Deposit <sup>2</sup>
<b>11. Rezoning (Planned Development Precise Plan Or Preliminary Plan Minor Modification)</b>	\$	6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>12. Conditional Use Permit<sup>1</sup></b>	\$	6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>13. Administrative Use Permit<sup>1</sup></b>		
a. Livestock	\$	500 Per Application
b. Food Vendors	\$	700 Per Application
c. Processed Administratively	\$	2,000 Time &

			Material; Initial Deposit <sup>2</sup>
d. Involving Public Hearing	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>14. Site Plan Review<sup>1</sup></b>			
a. Processed Administratively	\$		2,000 Time & Material; Initial Deposit <sup>2</sup>
b. Involving Public Hearing	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>15. Variance/Warrants - Processed Administratively</b>	\$		2,000 Time & Material; Initial Deposit <sup>2</sup>
<b>16. Variance/Warrants &amp; Exceptions – Involving Public Hearing</b>	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>17. Modification of Approved Development Plan -     Processed Administratively</b>	\$		2,000 Time & Material; Initial Deposit <sup>2</sup>
<b>18. Modification of Approved Development Plan -     Involving Public Hearing</b>	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>19. Extension of Approved Development Plan/Applications</b>	\$		1,000 Time & Material; Initial Deposit <sup>2</sup>
<b>20. Designation of Historical or Architectural Significance<sup>1</sup></b>	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>21. Development Agreement</b>	\$		12,000 Time & Material; Initial Deposit <sup>2</sup>
a. Review of application, negotiation of agreements, processing through Planning Commission and City Council			
b. Amendment Processing	\$		6,000 Time & Material; Initial Deposit <sup>2</sup>
c. Annual Review	\$		1,000 Time & Material; Initial Deposit <sup>2</sup>
<b>22. Written Verification of Zoning Designation or Similar Request</b>	\$		500 Per Application

<b>23. Research</b>	\$	164 per hour after first 15 minutes
<b>24. Zoning Conformance Permit</b>		
a. Tier One: Apiaries, Unattended Collection Boxes	\$	210 Per Application
b. Tier Two: Household Pets (when required)	\$	53 Per Application
c. Tier Three: Accessory Dwelling Unit	\$	328 Per Unit

**25. Sign Permits**

a. Sign Permit (one business)	\$	327
b. Sign Permit (each additional business – same application)	\$	327
c. Temporary Sign Permit (Banners, Flags, Streamers Pennants, Buntin, Searchlights, Inflatable Signs Human Signs)	\$	100 Fee plus 200 Deposit*
*Temporary sign deposits to be refunded upon removal Of signage		
d. Portable/A-Frame Signs	\$	50 Encroachment Permit
e. Mural Art	\$	50

Note: Revocable Encroachment Permit also applies to Human signs in the public right of way, see Engineering and Transportation section for applicable fee(s).

<b>26. Sign Program</b>	\$	817
<b>27. Appeal Fee for Applicant</b>	\$	6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>28. Appeal Fee Other Than Applicant</b>	\$	400
<b>29. Tentative Tract or Tentative Parcel Map</b>		
a. Processed Administratively	\$	4,000 Time & Material; Initial Deposit <sup>2</sup>
b. Involving Public Hearing	\$	6,000 Time & Material; Initial Deposit <sup>2</sup>
<b>30. Landscape Lighting Assessment District Benefit Zone Annexation &amp; Formation</b>	\$	15,000 Time & Material; Initial Deposit <sup>2</sup> ; plus Consultant Fees
<b>31. Lot Line Adjustment</b>	\$	4,000 Time & Material; Initial Deposit <sup>2</sup>
<b>32. Certificate of Merger or Certificate of Compliance</b>	\$	4,000 Time & Material; Initial Deposit <sup>2</sup>
<b>33. Security Gate Application</b>	\$	1,635
<b>34. Street Event Permit</b>	\$	2,944

The Development Services Director or designee may reduce or waive this fee for certain events. (See Fee Reduction, Waiver, and Sponsorship for Special Events Policy)

**35. Tree Preservation**

a. Annual Pruning Certification	\$	817
b. Tree Removal/pruning*	\$	490
*A Minor Encroachment Permit may also be required – See Engineering Services Section		
c. Investigation and Violation Fee for work done without Permits (in addition to the regular permit fees)	\$	200% of Tree Permit Fee

**36. Mobile-home Park Closure/Change of Use**

\$ 9,814

**37. Inspections – Planning and Landscape**

a. Code Enforcement Compliance Inspection Fee	\$	125
b. Landscape Inspection and/or Re-inspection Fee	\$	164 Per Hour

**38. Policy Planning Fee**

16% of Building Permit Fee

**39. Park Impact Fees**

Residential

a. <del>b. Studio/0 bedroom Unit</del>	<del>ADU that is 750+ s.f.</del>	<del>\$</del>	<del>3,453</del>	<del>\$</del>	<del>3,453,091</del>
<del>b. Studio/0 Bedroom Unit</del>		<del>\$</del>	<del>3,091</del>		
<del>c. 1 Bedroom Unit</del>		<del>\$</del>	<del>5,407,841</del>		
<del>d. 2 Bedroom Unit</del>		<del>\$</del>	<del>89,753,732</del>		
<del>e. 3 Bedroom Unit</del>		<del>\$</del>	<del>17,0345,249</del>		
<del>f. 4+ Bedroom Unit</del>		<del>\$</del>	<del>23,6941,211</del>		
<u>Industrial Development (Industrial us in IL, IP, or IG zoning district)</u>					
<del>g. Gross Floor Area</del>		<del>\$</del>	<del>0.87 per s.f.</del>		

Notes:

1. "Bedroom", "dwelling unit", "gross floor area", as defined by HMC Sec. 10-1.3500.
2. Projects receiving all discretionary approvals by the effective date of this Resolution shall be subject to the parkland dedication and in-lieu fee requirements in effect immediately prior to the effective date of Resolution 19-245.

**39. 40. Affordable Housing In-Lieu Impact Fees**

**1. Residential Development Projects Ten Units or More**

a. High-Density Condominiums (35 units per acre or more)	\$175.8598/Square Foot of Habitable Space*
b. All other Dwelling Unit Types	\$214.8031/Square Foot of Habitable Space*

\*Note: Affordable housing in-lieu fees shall be paid either prior to issuance of a building permit or prior to approval of a final inspection or issuance of an occupancy permit. Fees paid at occupancy shall be increased by 10 percent (10%) to \$177.9958/sq. ft. of habitable space for high density condominiums and to \$214.8031/sq. ft. of habitable space for all other Dwelling Unit types. Regardless of the option chosen, no final inspection will be approved, and no occupancy permit will be issued for any Dwelling Unit unless all required Affordable Housing In-Lieu Fees for the project have been paid in full.

"Habitable Space" means floor area within a Dwelling Unit designed, used, or intended to be used exclusively for living and sleeping purposes and exclusive of vents, shafts, eaves, overhangs, atriums, covered entries and courts and any portion of a structure above ground used for parking, parking aisles, loading areas, or accessory uses.

**2. Residential Development Projects – Two to Nine Units**

Projects of two to nine units shall pay the following percentage of the fee calculated pursuant to Section 1 above:

Number of Units in the Project	Percentage of Calculated Fee
2	50%
3	67%
4	75%
5	80%
6	83%
7	86%
8	88%
9	89%

**3. Fractional Units**

If an applicant provides on-site Affordable Units under Chapter 10, Article 17 of the Hayward Municipal Code: ~~Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable~~ and elects to pay Affordable Housing In-Lieu Fees for a fractional unit, the fractional in-lieu fee payment shall be calculated as follows:

Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable Square Footage in the Project

4. Applications for Residential Development Projects of Two or More Units Deemed Complete as of ~~December~~November 20~~8~~, 2017:
- a. Projects receiving all discretionary approvals by February 1, 2018: Affordable Housing Impact Fees in effect on December 20, 2017.
  - b. Projects not receiving all discretionary approvals by February 1, 2018, provided that all discretionary approvals and building permit(s) are obtained within two (2) years of December 20, 2017: 50% of the Affordable Housing In-Lieu Fee calculated under either Section 3(1) or Section 3(2) of RES 17 – 167, as applicable depending on the size of the project.

<sup>1</sup>It is recommended that major projects be reviewed at a Pre-Application Meeting prior to submittal of a Development Review Application. A Code Assistance Meeting is also recommended involving project design to allow professionals to address technical code questions.

<sup>2</sup>This is an initial deposit only to cover staff labor hours and materials. The hourly rate may vary by department; the hourly rate of Planning staff is \$164. Materials being deducted from deposits may include costs associated with the distribution of required public noticing, such as legal ads and post cards; an overhead charge of \$0.10 per post card (in addition to applicable postage costs) will be applied to cover material and administrative costs. If during the review of the project the Planning Director estimates that the charges will exceed the deposit, additional deposit(s) will be required. Also, the Planning Director may authorize a lesser initial deposit than shown if he/she determines that processing of an application will not entail need for the full initial deposit. Prompt payments of deposits or outstanding fees owed in association with the application will assure continued staff review of the project. Any surplus deposit remaining shall be refunded promptly upon project completion.

**C. CODE ENFORCEMENT - COMMUNITY PRESERVATION PROGRAM**

**1. Request for Postponement of Inspection**

a. First Request	No charge	
b. Second Request for	No charge	+\$400 penalty
c. Third Request	No charge	+\$800 penalty
d. "No Show" for Inspection Appointment	\$392	+\$1,600 penalty



Testing Labs \$3,000

d. Inspection Fees and Penalties

- 1) Initial Inspection (No violations) \$0
- 2) Initial Inspection (Violations) \$5,000
- 3) 2<sup>nd</sup> reinspection (No violations) \$500 reinspection fee
- 4) 2<sup>nd</sup> reinspection (Violations) \$10,000 + \$500 reinspection fee
- 5) 3<sup>rd</sup> & subsequent reinspection (No violations) \$500 reinspection fee
- 6) 3<sup>rd</sup> & subsequent reinspection (Violations) \$15,000 + \$500 reinspection fee
- 7) Subsequent Violations \$10,000 + \$500 reinspection fee
- 8) Subsequent reinspection (No violations) \$500 reinspection fee
- 9) Subsequent reinspection (Violations) \$15,000 + \$500 reinspection fee
- 10) Any required inspections after the initial inspection greater than three hours will be assessed an hourly code enforcement inspection fee of \$200/hr.

e. Employee Work Permit Application Fee

- 1) Initial Application Fee \$299  
(Including but not limited to, Fingerprints, Live Scan, and Badge)
- 2) Renewal Fee w/o Live Scan \$160

f. Penalties For Illegal Operations

- 1) \$1,000 per plant for the first violation
- 2) \$2,500 per plant for the second violation within 2 years; and
- 3) \$5,000 per plant for the third violation within 2 years
- 4) An additional \$100 per plant, per day, the unpermitted cannabis use continues past the 5<sup>th</sup> day of the date of mailing, posting, or person service of the notice and order, whichever is earlier.

- g. Penalties for Selling Cannabis Products to a Minor \$2,500 Per Incident
  - h. Temporary Cannabis Permit Activity \$2,500 Deposit/Hourly
  - i. Modification to Existing Commercial Cannabis Permit \$2,000 Deposit/Hourly
- \*Does Not Include Revisions to Planning Entitlements

7. Grading or Encroachment Permit

- a. Code violation illegal project, penalty fee may be applied daily \$125
- b. Code Enforcement Investigation fees, for permit not yet obtained \$2,000

8. Building Violation Fees

- a. Investigation Fee for work done without Permits (in addition to the regular permit fees) 200% of Building Permit Fee
- b. Filing of Notice of Substandard or Hazardous Structure \$164 per hour
- c. Removal of Notice Substandard or Hazardous Structure \$164 per hour
- d. Placards for Condemnation \$164 per hour
- e. Notice and Order \$164 per hour

9. Vacant Property Monitoring

Annual Vacant Property Registration and Monitoring Fee \$2,550 (minimum of one

inspection per year)

Program Fees:

Initial Inspection, no violation found	No charge
Initial Inspection, violation found	\$1,500
2 <sup>nd</sup> Re-inspection, no violation found	\$500 re-inspection fee
2 <sup>nd</sup> Re-inspection, violation found	\$3,000
3 <sup>rd</sup> and subsequent re-inspection, no violations	\$500 re-inspection fee
3 <sup>rd</sup> and subsequent re-inspection, violations found	\$5,000
Any required inspections after the initial inspection greater than three hours will be assessed an hourly code enforcement inspection fee	\$200 per hour
Request for Administrative Hearing fee	\$946
Special Assessment/Lien Fee	\$1,811

**D. CODE ENFORCEMENT – RENTAL HOUSING & HOTEL INSPECTION PROGRAM**

**1. Annual fee for rental housing, hotel or motel**

- a. Single-family, duplex, triplex, or fourplex \$88
- b. Five or more units \$22 per unit

**2. First request for postponement of initial inspection or progress check** No charge

**3. Inspection, report, and enforcement actions pursuant to HMC, Ch. 9, Art. 5, rental unit parcels**

- a. Initial inspection, no violations found Included in annual fee
- b. Initial inspection, violations found \$350
- c. First Progress Check, violations corrected No charge
- d. First Progress Check, violations not corrected \$350
- e. Second Progress Check \$350 + \$400 penalty
- f. Third Progress Check \$350 + \$800 penalty
- g. Fourth and Subsequent Progress Check \$350 + \$1,600 penalty

**4. Initial Inspection or Progress Check, No Access or Re-schedule**

- a. First Site Visit \$116 + \$400 penalty
- b. Second Site Visit \$116 + \$800 penalty
- c. Third and Subsequent Site Visit \$116 + \$1,600 penalty

**5. Rent Control Deregulation Inspection pursuant to Ordinance No. 83-023 as amended.**

- a. Initial inspection/survey and one re-inspection \$700
- b. Additional re-inspections \$350 per inspection

**6. Lien/Special Assessment**

\$1,811 per parcel

**7. Administrative Hearing Fee**

\$946

A. AIRPORT SERVICES

1. Monthly and Daily Fees for Aircraft Parking and Storage.

**Aircraft Hangar Waiting List Application Refundable Deposit of \$100.00**

	<u>Monthly Charges</u>
a. Hangar Space	
(1) Small T-Hangars	\$ <del>294</del> 87.00
(2) Standard T-Hangars	\$ <del>455</del> 33.00
(3) Large T-Hangars	\$ <del>566</del> 53.00
(4) Small Executive Hangar	\$ <del>982</del> 58.00
(5) Standard Executive Hangars	\$ <del>1,359</del> 26.00
(6) Large Executive Hangars	\$ <del>1,483</del> 47.00
b. Hangar Storage Rooms	
(1) Small	\$73.00
(2) Medium	\$101.00
(3) Large	\$196.00
(4) Extra Large	\$250.00

- |    |   |                     |
|----|---|---------------------|
| c. | Office Spaces   | \$650.00            |
| d. | Tie Downs (Aircraft Gross Weight/Wing Span)   |                     |
|    | (1) Single Engine 3,500 lb and Single Engine Helicopters  | \$60.00             |
|    | (2) Twin Engine 12,500 lb. less than 50 ft and Twin Engine Helicopters  | \$75.00             |
|    | (3) 12,501 - 25,000 lb. more than 50 ft   | \$108.00            |
|    | (4) 25,001 - 75,000 lb  | \$161.00            |
|    | (5) Excess of 75,000 lbs  | \$216.00            |
| e. | Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span)   |                     |
|    | First Four (4) Hours Free   |                     |
|    |   | <u>Daily Charge</u> |
|    | (1) Single Engine 3,500 lb. less than 40 ft   | \$6.00              |
|    | (2) Twin Engine 12,500 lb. less than 50 ft and all Helicopters  | \$8.00              |
|    | (3) 12,501 - 25,000 lb. more than 50 ft   | \$12.00             |
|    | (4) 25,001 - 75,000 lb  | \$23.00             |
|    | (5) Excess of 75,000 lbs  | \$29.00             |
|    | (6) Lighter-than air Airships   | \$20.00             |
| f. | Effective July 1, 1997 a late charge of \$15.00 or 5% of the monthly rent per month, whichever is greater, shall be assessed if rent is not paid within ten (10) days of its due date (does not apply to daily rent).   |                     |
| g. | Effective July 1, 1997, if the service of a member firm of the California Association of Photocopies and Process Servers must be utilized, a \$50 fee shall be charged to the individual or business necessitating said process service.  |                     |
| h. | The City shall charge a fee equal to the sum of the following: Five cents for each gallon of petroleum products delivered during the previous calendar month from the Leased Premises, or an amount equal to 3 percent of the gross receipts (including fuel and gasoline taxes for which Lessee sold fuel products during the previous calendar month on or from the Airport, whichever amount is greater. |                     |
| i. | All month-to-month Airport leases shall include a security deposit equal to one month's rent.   |                     |

**2. Permits**

		<u>Annual</u>
a.	Airport Annual Business Permit	\$120.00
b.	Taxiway Access Permit	\$786.00

**3. Airport Land Values**

Airport Land Value is on file in the Airport Administration Office and available for review.

**4. Gate Access Cards**

a.	Initial Issue for Airport Tenants	Free
b.	Initial Issue for non-direct Airport Tenants	\$41.00
c.	Replacement	\$41.00

**5. Hangar Padlock Keys**

a.	Duplicate Key	\$12.00
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**6. Chocks and Chains Replacement**

\$60.00

**7. Landing Fee**

Commercial aircraft operations (shall include landings of all non-based general aviation aircraft that conduct air taxi, charter, or cargo operations under FAR Part 121 or Part 135) based on maximum certificated gross landing weight:

	<u>Per Landing</u>	<u>Daily</u>	<u>Monthly</u>
0 – 3,500 pounds	\$2	\$5	\$13
3,501 – 6,250 pounds	\$4	\$10	\$26
6,251 – 12,500 pounds	\$8	\$20	\$52
12,501 – 25,000 pounds	\$16	\$40	\$104
25,001 – 50,000 pounds	\$32	\$80	\$208
50,001 pounds and above	\$64	\$160	\$416

**8. Hangar Exchange**

Administration Fee for Exchange between Tenants (each Tenant) \$60.00

Administration Fee for Exchange into Vacant Hangar \$60.00

**9. Tie-Down Exchange**

Administration Fee to Exchange tie-down spaces \$25.00

**10. Vacated Hangar Cleanup**

Cleanup and disposal of items, minimum charge of 2 hours (per person) \$166.00

Additional hours, hourly rate \$83.00

**11. Ramp Sweeping Services, hourly rate**

\$90.00

**12. Maintenance Staff Service Charge per hour**

\$83.00 plus materials

**13. Airport Administration Building Meeting Room**

Non-profit Aviation organization charging no fee to the public No charge

For-profit Aviation organization charging a fee to the public \$200.00/day

**14. Airport Project Administration Fee**

\$5,000.00

**B. ENGINEERING SERVICES****1. Publication**

a. Standard Detail \$34.00

b. "No Parking" Signs \$25.00

c. Copy and print full size prints (24x36) first 10 pages (fee is per page) \$5.00

d. Copy and print full size prints (24x36) first 11+ pages (fee is per page) \$2.00

**2. Survey**

a. Curb and gutter staking, up to 100 linear ft. \$851.00

b. Curb and gutter skating; after 100 linear feet – each additional 50 linear feet \$372.00

c. Grade calculations and cut sheets per location \$372.00

d. Form checking: up to 100 linear feet \$761.00

e.	Form checking: after 100 linear feet - each additional 50 linear feet	\$190.00
<b>3.</b>	<b>Sidewalk Rehabilitation Program</b>	
a.	Single Family Residential lots	\$550.00
b.	Multi-family with 1 or 2 damaged locations	\$550.00
c.	Additional locations	\$550.00
<b>4.</b>	<b>Major Street Improvement Plan Review</b>	\$2,520.00 (Deposit – T&M)
<b>5.</b>	<b>Encroachment Permit Application – Minor Work</b>	\$327 plus Public Works inspection fee
a.	Concrete	
	(1) Curb, gutter, and/or sidewalk (including driveway) First 100 linear feet	\$425.00
	(2) Each additional 100 linear feet or fraction thereof	\$425.00
	(3) Driveway, handicapped ramp, curb return	\$309.00
	(4) Planter strip fill (each property)	\$154.00
b.	Drainage	
	(1) Drainage system and appurtenance, first 100 linear feet	\$541.00
	(2) Each additional 100 linear feet or fraction thereof	\$425.00
	(3) Drainage tie-in to existing structures	\$425.00
	(4) Non-standard structures (other than above)	\$541.00
	(5) Manholes, vaults, area drains, storm water inlets, other standard structures	\$541.00
	(6) Storm Water Interceptors	\$541.00
c.	Street Work & Miscellaneous	
	(1) Street trenches or bores up to 100 linear feet	\$425.00
	(2) Each additional 100 linear feet or fraction thereof	\$309.00
	(3) Street cuts, other, up to 100 square feet	\$425.00
	(4) Each additional 100 sq. feet or fraction thereof	\$309.00
	(5) Temporary placement of Debris Box or Storage Container within public right-of-way. (cost per month)	\$270.00
	(6) Sidewalk area obstruction fee, first week only	\$579.00
	a. Sidewalk are obstruction fee, each additional week or fraction thereof	\$115.00
	(7) Compaction tests – each test as required per hour	
	(8) Temporary lane closure only (no construction), first week only	\$309.00
	a. Temporary lane closure only (no construction), each additional week or fraction thereof	\$115.00
d.	Monitoring well inspection and plan review	
	(1) First well	
	a. Inspection	\$425.00
	b. Plan review	\$534.00
	(2) Each additional well within the same general location	
	a. Inspection	\$193.00
e.	Utility Services – New or Repaired	
	(1) Each new or replaced utility pole location, guy wire, etc	\$309.00

(2) Each utility service connection in sidewalk or street (gas, electric, telephone, etc.)	\$425.00
<b>f. Sanitary Sewers</b>	
<b>(1) Sanitary Sewer Laterals</b>	
a. From main in street or easement to building up to 100 linear feet	\$541.00
b. Each additional 100 linear feet or fraction thereof	\$309.00
c. Add for monitoring structure if required	\$541.00
d. From existing stub at right-of-way to building up to 100 linear feet	\$425.00
e. Each additional 100 linear feet or fraction thereof	\$309.00
f. Each building sewer repair or replacement	
(i) In public right-of-way, complete	\$541.00
(ii) In private property (no street evacuation)	\$425.00
<b>(2) Sanitary Sewer Building Court Mains</b>	
a. Each building court main when plan, profile, and cut sheet are required, initial	\$541.00
b. Each additional 100 feet or fraction thereof	\$309.00
c. Each building court main when plan only is required for Initial 100 feet or less	\$483.00
d. Each additional 100 feet or fraction thereof	\$309.00
<b>g. Additional Inspections</b>	<b>\$270.00</b>
For any public works encroachment permit on which an unreasonable number of inspections are required, an additional fee per inspection will be charged for each inspection over and above the number deemed reasonable by the City Engineer.	
h. Permit Amendment Fee (extensions for expired permit, additional permits not originally obtained, etc.)	\$147.00 (per occurrence)
i. <u>Traffic Control Plan Review</u>	<u>\$100.00 (per submittal)</u>
<u>(a) For additional sheets over 6 pages</u>	<u>\$20.00 (per sheet)</u>
<b>6. Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.)</b>	<b>\$4,000.00</b> (Deposit – T&M)
<b>7. Development Plan Review</b>	
a. Parcel Map Application	\$5,000.00 (Deposit – T&M)
b. Final Map Application	\$15,000.00 (Deposit – T&M)
c. Grading Permit Application	\$4,000.00 (Deposit –

d. Geological Investigation and Report Peer Review	T&M) \$4,000.00 (Deposit – T&M)
<u>e. Construction Inspection</u>	<u>3% of Imp. Cost (Deposit T&amp;M)</u>

**8. Penalties**

Failure to comply with this notice will result in further enforcement action by the Code Enforcement Division including, but not limited to; additional permit, inspection and penalty fees, and/or other available legal remedies.

a. Public Works penalty for work in public right-of-way or grading without a permit	\$2,000.00
b. Code violation illegal project, penalty fee may be applied daily	\$125.00
c. Code Enforcement Investigation fees for permit not yet obtained	\$2,000.00

**9. Dig-Once Policy**

a. Engineering Plan Review	\$2,500.00 (Deposit – T&M)
b. Moratorium Override Request Fee	\$5,000.00 (Deposit – T&M)

**10. Section 7-4 Wireless Communication Facilities**

a. Wireless Communication Facilities in the Public Right of Way (WCF PROW)	
(1) WCF PROW Permit Application Fee	\$2,000.00 (Deposit – T&M)
(2) Renewal Fee	100% of Application Fee
(3) Appeal Fee	\$400.00
(4) Application Pre-Submittal Review Fee	No charge
b. Small Cell Master License Agreement (MLA)	
(1) MLA Processing	\$4,000.00 (Deposit – T&M)
(2) Pole License Administrative Fee	\$2,500.00 (Deposit – T&M)

**FINANCE**

**A. ASSESSMENT DISTRICT FEES**

1. <u>Establishment Fee</u> (applicable to all districts petitioned or requested after September 9, 1988)	\$3,084.00
2. <u>Annual Administration Fee</u> (applicable to all districts)	\$2,934.00
3. <u>Bond Call Fee</u> (applicable to all districts)	\$302.00
4. <u>Annual Adjustment</u> : The 3 fees listed above shall be adjusted	Calculated

annually. Each fee shall increase by the lesser of: (1) 5% or (2) the percentage of increase, if any, in the San Francisco Bay Area consumer Price Index (CPI-U) or (3) the City's actual incremental cost. When the 3 fees are adjusted, the adjusted fees shall become the new base. The CPI for the San Francisco Bay Area in effect at the time of each annual updating of the Master Fee Resolution shall be used in determining each set of annual adjustments.

Adjustment

- 5. Irrevocability of the Establishment Fee: Whether or not a proposed Local improvement district becomes legally established, the establishment Fee applies as the City's charge for initiating the transaction. Same as amount paid in A (1)
- 6. Special Assessment Inquiries \$26.00 each
- 7. Secondary Disclosure Reporting \$256.00/  
District

**B. OPERATING PERMITS**

- 1. Bingo Permit (Reference HMC 4-3)
  - a. Initial or renewal Fee \$28.00
- 2. Card Club Permit (Reference HMC 4-3)
  - a. Application Fee \$94.00
  - b. Annual Table Fee \$8,693.00 per table
- 3. Closeout Sale Permit (Reference HMC 6-4)
  - a. Initial Fee \$24.00
  - b. Renewal \$24.00
- 4. Cabarets and Dance Licenses and Permits (Reference HMC 6-2)
  - a. Annual License (payable quarterly in advance) \$315.00 per year
  - b. Single Event Permit \$105.00
- 5. Preferential Parking Permit (Reference Hayward Traffic Regulations Section 3.95 and Hayward Traffic Code 6.36)
  - a. Initial Fee and Biennial Renewal Fee (~~for first residential or up to two residential or visitor permits~~ or visitor permit) ~~—————\$5047.00~~
  - b. Each additional residential permit \$253.00
  - c. Each additional visitor permit \$253.00
  - d. Permit Replacement fee \$253.00
- 6. Peep Show Permit (Reference HMC 6-9)
  - a. Peep Show Device Time &  
Material
  - b. Investigation Fee Time &  
Material

- 7. Tobacco Retailer License (Reference HMC 10-1.2780)
  - a. Initial or renewal Fee \$400.00

**C. MISCELLANEOUS FEES**

- 1. Monthly Listing of New Hayward Based Businesses \$15.00 per month
- 2. Business Verification/Ownership Research \$23.00 per business
- 3. Parking Tax Offset Fee \$2.50
- 4. Online Credit/Debit Card Payment Transaction Fee \$3.95 per transaction
- 5. Business License Application Fee \$25.00 Per application
- 6. Business License Technology Fee \$10.00 per business
- 7. Chargeback/Returned Payment Fee \$35.00 per Chargeback

**Fire Department**

**A. FIRE PREVENTION**

Standard Hourly Rate	per hour	\$221.00
OVERTIME (AFTERHOUR INSPECTION <u>2 hour minimum</u> )	—————per hour	\$331.00

Expedited Plan Review (2 hour minimum)	per hour	\$331.00
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**New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee\* (See Below)**

1-29 Heads	per floor or system	\$1,548.00
30-100 Heads	per floor or system	\$1,880.00
101-200 Heads	per floor or system	\$2,101.00
201-350 Heads	per floor or system	\$2,433.00
351+ Heads	per floor or system	\$2,986.00

**Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee\*, if applicable)**

LESS THAN 30 HEADS W/ NO HYDRO - Minor plan check required-only one inspection		\$663.00
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LESS THAN 30 HEADS WITH HYDRO - Minor plan check required-only one inspection		\$885.00
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Minor plan check required-only one inspection

30-100 Heads	per floor or system	\$1,659.00
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101-200 Heads	per floor or system	\$2,101.00
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201-350 Heads	per floor or system	\$2,433.00
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351+ Heads	per floor or system	\$2,986.00
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<b>Tract Review – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*</b>	See above	
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Duplicate TRACT Plan Check 13D SYSTEM (SFD/TOWNHOUSE)	per floor or system	\$885.00
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Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 200 Heads and Below	per floor or system	\$1,106.00
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Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 201 – 350 Heads	per floor or system	\$1,327.00
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Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 351+ Heads	per floor or system	\$1,548.00
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**Additional Fire Sprinkler Review Items**

Hydraulic Calculation*	per remote area	\$885.00
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Antifreeze System	per system	\$1,659.00
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Dry Pipe Valve	per valve	\$1,770.00
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Deluge/Pre Action	per valve	\$2,101.00
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Pressure Reducing Station	per valve	\$2,433.00
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Fire Pump	per pump	\$2,876.00
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**Water Storage Tank**

Gravity	per tank	\$1,659.00
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Pressure	per tank	\$1,659.00
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**Fire Standpipe System**

Class I, II, III & Article 81	per standpipe	\$1,991.00
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### **Fire Alarm System -New**

0-15 Devices*	per system	\$1,106.00
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16-50 Devices	per system	\$1,548.00
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51-100 Devices	per system	\$1,991.00
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101-500 Devices	per system	\$2,433.00
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Each additional 25 devices up to 1,000	per system	\$1,106.00
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1001+	per system	\$4,425.00
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Each additional 100 devices	per system	\$2,212.00
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\*Devices=All Initiating and indicating appliances, including Dampers

Existing system under 8 devices		\$663.00
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### **Additional Fire Alarm Review Items**

Hi/Lo Alarms	each	\$1,216.00
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Low Air/Temp Alarms	each	\$1,216.00
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Graphic Annunciator Review	each	\$1,216.00
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### **Hazardous Activities or Uses**

#### **Installation Permits**

Clean Agent Gas Systems	each	\$1,216.00
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Dry Chemical Systems	each	\$1,216.00
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Wet Chemical/Kitchen Hood	each	\$1,216.00
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Foam Systems	each	\$1,216.00
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Paint Spray Booth	each	\$1,216.00
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Vehicle Access Gate	each	\$553.00
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Monitoring	each	\$663.00
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Aboveground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$1,106.00
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Underground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$1,106.00
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Fuel Dispensing System Complete	per site	\$1,216.00
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High Piled/Rack/Shelf Storage	each	\$1,438.00
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Smoke Control CFC	each	\$1,438.00
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Medical Gas Alarms	per system	\$1,216.00
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Refrigerant System	each	\$1,106.00
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Refrigerant Monitoring System	each	\$1,216.00
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## AMMR Review

Activity Permits (Single Event/One-Time)	each	\$663.00
Open Flames and Candles (105.6.32)	per permit	\$885.00
Carnivals and Fairs (105.6.4)	per permit	\$1,106.00
Seasonal Lots (Christmas Tree/Pumpkin Lot)	per permit	\$221.00
Special Events (Haunted House/Camps)	per permit	\$221.00
Explosives (105.6.14)	per permit	\$1,106.00
Fireworks; Displays (105.6.14)	per permit	\$1,106.00
Hot-Works Operations (105.6.23)	per permit	\$885.00
LP-Gas (105.6.27)	per permit	\$1,106.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.3726)	per permit	\$1,106.00
(1) Covered Mall Buildings (105.6.9)	per permit	\$1,106.00
(2) Open Burning (105.6.329)	per permit	\$1,106.00
Pyrotechnical Special Effects Material (105.6.4036)	per permit	\$1,106.00
Temporary Membrane Structures, Tents and Canopies (105.6.473)		
(1) Small Tent Structure ( 750 Sq. Ft. or less)	per permit	\$526.00
(2) Large Tent Structure (751 Sq. Ft. or above)	per permit	\$647.00
(3) Fire Safety Inspections	per application	\$885.00
(4) Non-Compliance Inspections	per inspection	\$885.00
(5) Outside Agency	per inspection	\$885.00

## Facility Inspections

Annual State-Mandated Pre-Inspections (6 or less Occupants)	per facility	\$50.00
Annual State-Mandated Pre-Inspections (7 or more Occupants)	per facility	\$100.00

## Apartments

<u>Small Apartments (3-15 units)</u>	<u>per facility</u>	<u>\$55.25</u>
<u>Medium Apartments (16-100) units</u> <del>More</del>	<u>per facility</u>	<u>\$885.00</u>
<u>Large Apartments (&gt;than 100 units)</u>	<u>per facility</u>	<u>\$1,106.00</u>
24 Hour Community Care Facilities		
7 to 49	per facility	\$414.00
50 or more	per facility	\$885.00

Day Care Centers		
Residential 9-14	per facility	\$221.00
Commercial 15+	per facility	\$442.00
High Rise Building	per facility	\$1,327.00
Homes for the Mentally Impaired (7 or more Occupants)	per facility	\$885.00
Hospital and Jail	per facility	\$1,991.00
Hotels/Motels	per facility	\$885.00
School	per facility	\$995.00
Reports		
Life Safety Report	per report	\$0.50/page for first ten (10) pages of each document \$0.10 each additional page of same document
Life Safety Report Photographs	per photograph set	Direct cost of Duplication
Subpoenaed Reports	per report	\$0.50/page for first ten (10) pages of each document \$0.10 each additional page of same document
<b>Other Fire Fees</b>		
Underground Fire Service Plan Check	<del>each</del>	<del>\$1,991.00</del>
Emergency Underground Repair	each	\$663.00
<del>Hydrant Flow Test (existing Hydrants)</del>	<del>each</del>	<del>\$774.00</del>
Fire Plans Examiner Miscellaneous	each	\$331.00
Re-Inspection Fee	per hour	\$387.00
False Alarm Response *	per billed incident	\$995.00
Fire Hydrants	per hydrant	\$221.00
Re-roofing Permits /Siding/Windows (Applicable	per application	\$110.00

only in Wildland/Urban Interface)

Fire Permit Extension Fee per 6-month extension \$110.00

Cannabis Facilities per year \$885.00

Pre-Application/General Plan Review/Code Assistance per meeting \$885.00

Planning/Engineering Referrals (HWD) per application \$885.00

~~Business License Reviews each \$774.00~~

Fairview Planning Referrals each \$331.00

Fairview New Construction per application \$995.00

**Annual Permits**

Aerosol Products (105.6.1) per year \$1,106.00

Amusement Buildings (105.6.2) per year \$885.00

Aviation Facilities (105.6.3) per year \$885.00

Carnivals and Fairs (105.6.4) per year \$885.00

Cellulose Nitrate Film (105.6.5) per year \$885.00

Combustible Dust-Producing Operations (105.6.6) per year \$885.00

Combustible Fibers (105.6.7) per year \$885.00

Compressed Gases (105.6.8) per year \$885.00

Covered Mall Buildings (105.6.9) per year \$2,433.00

Cryogenic Fluids (105.6.10) per year \$885.00

Cutting and Welding (105.6.11) per year \$885.00

Dry Cleaning Plants (105.6.12) per year \$885.00

Exhibits and Trade Shows (105.6.13) per year \$885.00

Explosives (105.6.14) per year \$885.00

Fire Hydrants and Valves (105.6.15) per year \$885.00

Flammable and Combustible Liquids (105.6.16) per year \$885.00

Mobile Fueling of hydrogen-fueled vehicles (105.6.16.1) per year \$885.00

Floor Finishing (105.6.17) per year \$885.00

Fruit and Crop Ripening (105.6.18) per year \$885.00

Fumigation or Thermal Insecticide Fogging (105.6.19) per year \$885.00

Hazardous Materials (105.6.20) per year \$885.00

HPM facilities (105.6.21) per year \$1,106.00

High-Piled Storage < 12000 SF (105.6.22)	per year	\$885.00
High-Piled Storage > 12000 SF (105.6.22)	per year	\$1,106.00
Hot-Works Operations (105.6.23)	per year	\$885.00
Industrial Ovens (105.6.24)	per year	\$885.00
Lumber Yards and Woodworking Plants (105.6.25)	per year	\$885.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per year	\$885.00
LP-Gas (105.6.27)	per year	\$885.00
Magnesium (105.6.28)	per year	\$885.00
Miscellaneous Combustible Storage (105.6.29)	per year	\$885.00
<del>Mobile food preparation vehicles (105.6.30)</del>	<del>per year</del>	<del>\$885.00</del>
<del>Motor fuel-dispensing facilities (105.6.31)</del>	<del>per year</del>	<del>\$885.00</del>
Open Burning (105.6.3 <del>2</del> <u>0</u> )	per year	\$885.00
Open Flames and Torches (105.6.3 <del>4</del> )	per year	\$885.00
Open Flames and Candles (105.6.3 <del>2</del> )	per year	\$885.00
Organic Coatings (105.6.3 <del>5</del> <u>3</u> )	per year	\$885.00
<del>Outdoor assembly event (105.6.36)</del>	<del>per year</del>	<del>\$885.00</del>
Places of Assembly < 300 (105.6.3 <del>7</del> <u>4</u> )	per year	\$885.00
Places of Assembly > 300 (105.6.3 <del>7</del> <u>4</u> )	per year	\$1,106.00
<del>Plant extraction systems (105.6.38)</del>	<del>per year</del>	<del>\$885.00</del>
Private Fire Hydrants (105.6.35)	per year	\$885.00
Pyrotechnical Special Effects Material (105.6. <del>40</del> <u>36</u> )	per year	\$885.00
Pyroxylin Plastics (105.6. <del>41</del> <u>37</u> )	per year	\$885.00
Refrigeration Equipment (105.6. <del>42</del> <u>38</u> )	per year	\$885.00
Repair Garages and Motor Fuel-Dispensing Facilities (105.6. <del>43</del> <u>39</u> )	per year	\$885.00
Rooftop Heliports (105.6.4 <del>0</del> )	per year	\$885.00
Spraying or Dipping (105.6.4 <del>1</del> )	per year	\$885.00
Storage of Scrap Tires and Tire Byproducts (105.6.4 <del>2</del> )	per year	\$885.00
Technology Fee	per year	6% of annual permit fee
Tire-Rebuilding Plants (105.6.4 <del>8</del> <u>4</u> )	per year	\$885.00
Waste Handling (105.6.4 <del>9</del> <u>5</u> )	per year	\$885.00

Wood Products (105.6.5046)	per year	\$885.00
Essential City Facilities	per year	\$885.00

**Miscellaneous Fees - Building Permits**

Minor Tenant Improvement	per permit	\$663.00
Revision-minor changes to (E) permit	per permit	\$331.00
Cellular Sites		
Existing Site	per permit	\$663.00
New Site	per square footage	VARIABLE - SEE CHART
Equipment Installations	per permit	\$663.00
HVAC/air units		
If over 2,000 cfm	per permit	\$221.00

**B. HAZARDOUS MATERIALS OFFICE**

Annual Certified Unified Program Agency (CUPA) Program Permit and Registration Fees

1. Hazardous Materials Storage Permit

Annual permit per facility for storage and/or handling of hazardous materials as defined in Hayward Municipal Code, Chapter 3, Article 8.

1A	Storage of one (1) or more types	\$234.00 per year
	Solid - up to 500 pounds	
	Liquid - up to 55 gallons	
	Gaseous - up to 2,000 cubic feet at STP	
2A	Storage of one (1) or more types	\$247.00 per year
	Solid - over 500 & up to 5,000 pounds	
	Liquid - over 55 & up to 550 gallons	
	Gaseous - over 200 & up to 2,000 cubic feet at STP	
3A	Storage of one (1) to five (5) types	\$261.00 per year

	Solid - over 5,000 & up to 25,000 pounds	Liquid - over 550 & up to 2,750 gallons	
	Gaseous - over 2,000 & up to 10,000 cubic feet at STP		
3B	Storage of six (6) or more types		\$289.00 per year
	Solid - over 5,000 & up to 25,000 pounds		
	Liquid - over 550 & up to 2,750 gallons		
	Gaseous - over 2,000 & up to 10,000 cubic feet at STP		
4A	Storage of one (1) to five (5) types		\$302.00 per year
	Solid - over 25,000 & up to 50,000 pounds		
	Liquid - over 2,750 & up to 5,000 gallons		
	Gaseous - over 10,000 & up to 20,000 cubic feet at STP		
4B	Storage of six (6) or more types		\$316.00 per year
	Solid - over 25,000 & up to 50,000 pounds		
	Liquid - over 2,750 & up to 5,000 gallons		
	Gaseous - over 10,000 & up to 20,000 cubic feet at STP		
5A	Storage of one (1) to five (5) types		\$357.00 per year
	Solid - over 50,000 pounds		
	Liquid - over 5,000 gallons		
	Gaseous - over 20,000 cubic feet at STP		
5B	Storage of six (6) to ten (10) types		
	Solid - over 50,000 pounds		
	Liquid - over 5,000 gallons		\$399.00 per year
	Gaseous - over 20,000 cubic feet at STP		
5C	Storage of eleven (11) or more types		\$413.00 per year
	Solid - over 50,000 pounds		
	Liquid - over 5,000 gallons		
	Gaseous - over 20,000 cubic feet at STP		
2.	Hazardous Waste Generator Program		
	a. Conditionally Exempt Small Quantity Generator (CESQG) -		\$178.00 per year
	Up to an including 100 kilograms per month (approximately		
	up to and including 27 gallons or 220 pounds per month) or		
	less than or equal to 1 kilogram of acutely hazardous waste per month		
	b. Small Quantity Generator (SQG) - Over 100 kilograms up to and		\$330.00 per year
	including 1000 kilograms per month (approximately over 27 gallons		

up to and including 270 gallons or over 220 pounds up to and including 2,220 pounds per month)

c. Large Quantity Generator (LQG) - Greater than 1000 kilograms per month (approximately over 270 gallons or 2,220 pounds per month) or greater than 1 kilogram of acutely hazardous waste per month \$440.00 per year

3. Hazardous Waste Treatment (Tiered Permit) Program

a. Permit by Rule (Fixed Units) \$440.00 per facility per year

b. Permit by Rule (Transportable units) \$440.00 per facility per year

c. Conditional Authorization \$247.00 per facility per year

d. Conditional Exemption, Specified Waste \$220.00 per facility per year

e. Conditional Exemption, Small Quantity Treatment \$220.00 per facility per year

f. Conditional Exemption, Commercial Laundry \$220.00 per facility per year

g. Conditional Exemption, Limited \$220.00 per facility per year

4. Hazardous Materials Business Plan (HMBP)

\$247.00 per facility per year

5. Underground Storage Tank (UST) Program

\$1,239.00 for 1st UST per year

\$536.00 per add'l UST per year

6. Aboveground Petroleum Storage Act Program (APSA) -

Spill Prevention Control and Countermeasure Plan (SPCC) \$302.00 per facility per year

7. California Accidental Release Prevention (CalARP) Program

a. Small CalARP facility \$2,560.00 per facility per year

b. Large CalARP facility \$2,643.00 per facility per year

8. Annual State Surcharges\*

a. CUPA Program Oversight Current State Fee\*

b. Underground Storage Tanks (UST) Program Current State Fee\*

c. CalARP Program Current State Fee\*

d. California Electronic Reporting System (CERS) Current State Fee\*

e. Above-ground Petroleum Storage Act (APSA) Current State Fee\*

\*These fees are established through a regular fee adoption process by the State of California and are required to be collected at the current State of California rate by the Hayward Fire Department's Certified Unified Program Agency (CUPA). The fees are then required to be remitted by the City of Hayward Fire Department to the State of California on a quarterly basis. The fees are set by the State of California per Title 27 California Code of Regulations Section 15240.

9. Technology Fee 6% of annual permit fee

**New Construction Permits and Fees**

10.	New Construction	
	a. Large, Tenant Improvement – New Facility	\$3,969.00
	b. Medium, Tenant Improvement – New Facility	\$2,605.00
	c. Small, Tenant Improvement – New Facility	\$1,319.00
11.	New Facility – No Construction	
	a. Medium to Large	\$1,982.00
	b. Small	\$991.00
12.	Underground Storage Tank	
	a. System Installation – VPH* up to 3 tanks	\$4,171.00
	System Installation – VPH* each tank over 3 tanks	\$990.00
	b. Piping Installation	\$1,445.00
	c. Piping Installation – VPH*	\$1,775.00
	d. UDC/Sump Installation	\$1,445.00
	e. UDC/Sump Installation – VPH*	\$1,775.00
	f. System Removal up to 3 tanks	\$1,817.00
	System Removal each tank over 3 tanks	\$247.50
	g. Piping Removal	\$1,156.00
	h. UDC/Sump Removal	\$1,156.00
	i. EVR Phase I Installation or Upgrade	\$660.00
	j. EVR Phase II Installation or Upgrade	\$1,197.00
	k. Monitoring System Installation or Upgrade	\$1,073.00
	l. System Tank/Piping Repair	\$1,899.00
	m. System Tank/Piping Repair – VPH*	\$2,230.00

n. System Miscellaneous Component Repair - Major	\$1,899.00
o. System Miscellaneous Component Repair – Major– VPH*	\$2,230.00
p. System Miscellaneous Component Repair - Minor	\$784.00
q. System Miscellaneous Component Repair – Minor– VPH*	\$1,115.00
r. Spill Bucket/Overfill Protection Replacement	\$1,320.00
s. Temporary Closure	\$1,486.00

\*VPH - Vacuum, Pressure, and Hydrostatic Continuously Monitored Systems

13. Aboveground Storage Tanks

a. System Installation	\$1,239.00
b. System Removal	\$1,073.00
c. System Repair or Modification	\$949.00

14. California Accidental Release Prevention (CalARP) Program

a. Large - Risk Management Plan Review	\$7,103.00
b. Small - Risk Management Plan Review	\$4,460.00
c. Other costs incurred, including but not limited to third-party review, laboratory work, public notice, communication and correspondence	\$165.00 per hour or cost

15. Meetings

a. Code Assistance Meeting	\$413.00
b. Pre-Application Meeting	\$330.00

16. Request for Alternate Means of Protection (AMP)

a. Review	\$660.00
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**Miscellaneous Fees**

17. Operational Permits

a. Mobile Fueling Operation	
a. Initial Permit and Verification Inspection	\$660.00 per site
b. Annual Permit Fee	\$165.00 per year

18. Facility Closure

	a. 3A and above – full facility closure	\$1,817.00
	b. 3A and above – partial facility closure	\$1,032.00
	c. Below 3A – full facility closure	\$619.00
	d. Below 3A – partial facility closure	\$413.00
19.	Contamination	
	a. Staff oversight	\$165.00 per hour
20.	Site Clearance	
	a. New construction/use – large	\$413.00
	b. New construction/use – small	\$247.00
	c. Property transfer – large	\$413.00
	d. Property transfer – small	\$247.00
21.	Other Inspections and Compliance Verification	
	a. Re-inspection (CUPA and non-CUPA)	\$165.00 per hour
	b. Re-inspection beyond allowed by permit	\$330.00 per insp.
	c. After-hours inspection	\$247.00 per hour
	d. Miscellaneous Inspections and Activities	\$165.00 per hour
	e. Compliance verification	\$82.00 per notice
22.	Plan Review/Checking Fees - General	
	a. Planning Review Fee	\$165.00 per hour
	b. Plan Checking Fee	\$330.00 per insp.
	c. Expedited Plan Checking Fee (two hours minimum)	\$247.00 per hour
23.	California Environmental Reporting System	
	a. Assistance Fee	\$165.00 per hour
	b. Assistance Fee (after hours)	\$247.00 per hour
	c. Non-Compliance Fee	\$495.00

**Information Technology**

**Video Technician**

Video services, including editing and duplication, provided for events

\$ 98.00 per hour

**GIS Map Printing**

\$ 76.00 per hour

## Library and Community Services

### A. GENERAL SCHEDULE OF CHARGES:

1. Item Replacement Fees	
a. Print material, videotapes and sound recordings	Original cost of item plus Processing fee
b. DVD's	Original cost of item plus Processing fee
c. Reference materials (return within 7 days)	Original cost of item plus Processing fee
d. Processing Fee	\$6.00

2. Replacement of Lost/Damaged Audio/Visual Case	
a. Single Cassette/CD/DVD Case	\$3.00
b. Multiple Cassette/CDs/DVD Cases	\$9.00
3. Printing/Copying Fees	
a. Printing (B&W)	\$0.15
b. Printing (Color)	\$0.30
c. Copying (B&W)	\$0.15
d. Copying (Color)	\$0.30
4. Replacement of lost library card (borrower's card)	\$2.00
5. Replacement lost/damaged bar codes	\$1.00
6. Agenda & Minutes Library Commission	\$30.00 per year
7. Mailing of library materials	Cost of mailing

**B. ADMINISTRATIVE SERVICES**

1. Community Services Commission Agenda	\$ 15.00 per year
2. Community Services Commission Minutes	\$ 15.00 per year

**Maintenance Services Department**

**A. HAYWARD CITY HALL RENTAL**

1. Fees for the use of Hayward City Hall, attached hereto and by this reference made a part hereof:

**RENTAL RATES:**

<b>Rotunda**</b>	\$880.00	Per Event
<b>Pre-function Area**</b>	\$408.00	Per Event
<b>Plaza – Half Day Rental</b>	\$470.00	4-Hour Rental
<b>Plaza – Full Day Rental</b>	\$517.00	All Day Rental
<b>Council Chambers</b>	\$470.00	Per Event
<b>Security Admin Fee (plus security contract cost)</b>	\$57.00	Per Event
<b>Janitorial Admin Fee (plus janitorial contract cost)</b>	\$57.00	Per Event
<b>Portable Bar</b>	\$76.00	Per Event
<b>Sound System</b>	\$133.00	Per Event
<b>Insurance Admin Fee – City Purchased</b>	\$79.00	Per Issuance
<b>Insurance Admin Fee – Third Party</b>	\$86.00	Per Issuance

\*\*Rental fee includes the use of a maximum of 20 tables and 150 chairs. Additional tables and chairs will be the responsibility of the user.

#### Application Procedures

- File application with Facilities Management at least 60 days in advance.

#### Days/Hours of Use

- DAYS: Friday, Saturday, Sunday only. Rental is not available Monday thru Friday.
- CITY HALL INDOOR EVENT HOURS: Friday (5 pm – 10 pm), Saturday and Sunday (8 am – 10 pm.)
- PLAZA EVENT HOURS: From 8 am until 30 minutes before sundown, or 8pm at the latest.

#### Equipment & Cleanup

- Any equipment needed will be the responsibility of the user, including, staging, and audio-visual equipment. The City must approve any equipment, apparatus, or materials utilized. The user must setup their equipment and remove all equipment after event. All equipment and cleanup must end prior to 11 pm.
- If dancing is desired, a dance floor will be required at the expense of the user. Users are responsible for rental, set-up and removal of the dance floor.
- Users will pay for all cleanup and janitorial services associated with the event.
- The City will arrange for trash containers and portable restrooms at Plaza events at the expense of the user.

#### Insurance Requirements

- Users will be responsible for providing a certificate of general liability insurance of \$1,000,000 coverage naming the city as additional insured.

#### Security & Staffing Requirements

- Events may require security guards; the City will determine the number. Users will pay for all guard services.
- Certain events may require Police and Facilities Attendant services, cost of which will be the responsibility of the user. The City will determine if these services are necessary.

#### Prohibited Uses

- Cooking or heating with gas-fired equipment, i.e., natural gas, propane, butane, etc.
- Flaming food, beverages, liquids or gases
- Pyrotechnic displays
- Gas or liquid fueled appliances, tools or apparatus

- Hazardous or toxic Materials

Chaffing dishes fueled by Sterno are allowed

**Deposits**

- A cleaning and damage deposit is required per event. This deposit will range from \$250 upwards, depending on the size and nature of the event.
- The lessee will be responsible for any damages to the buildings, furniture or equipment accruing through occupancy or use of the City Hall/Plaza by the lessee. Any, and all, lost equipment or damages sustained to the above, and that exceeds the original rental deposit, shall be compensated within five (5) days.

**Other Charges and Fees (note all equipment fees are for one setup and per day)**

- Additional Chairs \$3.00 per chair
- Additional Tables
  - 60" round (seats 8-10) \$11.00 per table
  - 24" round (Bistro Table) \$9.00 per table
  - 8 Feet Long Table \$9.00 per table
  - 8 Feet Long Classroom Table \$9.00 per table
- Indoor Dance Floor (12' x 12') – Set Up and Take-Down Fee: \$259.00

- Table Linens: By size (below): Set Up, Take-Down, Laundry, and Replacement/Damage Fees:

Linen: Rental Fees: Fully draped (table legs covered):	Fee:
White, poly cotton - round tables	\$11.00
White, Poly cotton – Small Round Cocktail Tables	\$11.00
White, poly cotton – Square – (for pie shaped tables)	\$11.00
White, poly cotton - banquet drapes (5ft.)	\$15.00
White, poly cotton - banquet drapes (6ft.)	\$17.00
White, poly cotton - banquet drapes (8ft.)	\$21.00

**B. 21ST CENTURY LIBRARY MEETING ROOM FEES**

1. Fees for the use of 21st Century Library meeting rooms:

**RENTAL RATES:**

**User Groups**

Users are classified into the following groups for determining scheduling priority and the applicable fees and charges.

- a. City of Hayward departments or governmental agencies directly serving residents of Hayward, i.e., HUSD, HARD, County of Alameda, etc.
- b. Nonprofits under IRS Code 501(c)(3) and open membership group that are co- sponsored by the Library Department.
- c. Nonprofit groups under IRS Code 501(c)(3) based in and directly serving residents of Hayward, whose purpose is the betterment of the community.
- d. Other organized clubs or special interest group that have been granted IRS Code 501(c)(3, 4 or 6) nonprofit status with open membership, formal organization, and officers.
- e. Other public or private civic, cultural, educational, or charitable groups not previously mentioned above.
- f. Hayward businesses with company facilities located within the Hayward City limits.
- g. All other businesses, commercial groups, private functions and other groups not previously mentioned above

	<b>FEE RATES BY USER GROUP ** all rates hourly **</b>						
<b>LIBRARY FACILITY</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
<b>Large Room (whole)</b>	-	-	\$35	\$50	\$75	\$100	\$150
<b>Large Room (subdivided ½)</b>	-	-	\$20	\$35	\$50	\$75	\$100
<b>Medium Room</b>	-	-	\$20	\$35	\$50	\$75	\$100
<b>Conference Room</b>	-	-	\$10	\$20	\$30	\$50	\$75
<b>Warming Kitchen (*flat rate)</b>	-	-	-	\$50*	\$50*	\$100*	\$150*

<b>OTHER LIBRARY MEETING ROOM FEES</b>	<b>RATES – all user groups</b>
<b>Application Fee</b>	\$6 non-refundable processing fee at time of application
<b>Janitorial Service Fee (when needed)</b>	\$57 per event, plus janitorial hourly service fee
<b>Room Setup Fee (when needed)</b>	\$50 - \$100
<b>Attendant on Duty (when needed)</b>	\$75/hr.
<b>Opening/Closing Fee (when needed)</b>	\$50
<b>Liability Insurance</b>	Fees determined for each use.
<b>Hayward Police Dept. Security</b>	Fee determined by current overtime rates for police personnel
<b>Private Vendor Security</b>	Fee determined by current hourly rates, nature of event, number of attendees
<b>Utilities</b>	Fee determined by average current hourly costs
<b>Meeting Room Damage Deposit</b>	\$50 - \$1,000 depending upon room and group size and use

Notes: ALL MEETING ROOM APPLICATIONS MUST BE SUBMITTED VIA THE ONLINE SCHEDULING SYSTEM. Paper applications will not be accepted. Meeting room fees vary according to the organization booking the room (see definitions in User Groups). Operational costs, liability insurance, janitorial, and security fees may also be applicable. Minimum rental is two hours. Hourly rates are not prorated for parts of an hour. A non-refundable application fee is due and payable at the time of application. All other applicable fees are due and payable in full at the time of schedule confirmation. Meeting room refunds are not available.

**C. STREET MAINTENANCE**

1. Cart Retrieval Fee	\$91.00		
2. Sign Fabricated & Installed by City Crew		\$566.00	
3. Illegal Dumping on Public Right-of-Way		<u>Fee</u>	<u>Penalty</u>
a. First Violation			
Initial Inspection		No Charge	No Penalty
First follow-up inspection shows violation eliminated		No Charge	No Penalty
First follow-up inspection shows violation still exists,		\$1,181.00	\$100.00
City abates illegal dumping			

b. Subsequent Violation within 12 Months (same property owner)

Initial Inspection	No Charge	No Penalty
First follow-up inspection shows violation eliminated	No Charge	No Penalty
First follow-up inspection shows violation still exists, City abates illegal dumping	\$1,181.00	\$800.00
Each subsequent inspection shows violation still exists	\$1,181.00	\$1,000.00

c. Special Assessment Per Parcel \$342.00

4. Special Events Per Hour \$115.00

**ANIMAL CONTROL**

**(Ref. Hayward Municipal Code, Chapter 4, Article 4)**

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

**1. Impounding Charges**

- a. For each dog and cat
  - (1) 1st impoundment \$50.00 penalty
  - (2) 2nd impoundment within one year \$75.00 penalty
  - (3) 3rd impoundment within one year \$149.00 penalty
  - (4) Impound dangerous animal \$148.00 penalty
  - (5) Field Impound \$125.00
- b. For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.
  - (1) 1st Impoundment \$35.00 penalty
  - (2) 2nd Impoundment \$50.00 penalty
  - (3) 3rd Impoundment \$100.00 penalty
- c. For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog
  - (1) 1st impoundment RTO (minimum \$40.00)  
Charge will be total direct cost
  - (2) 2nd impoundment within one year RTO (min. \$40.00)
  - (3) 3rd impoundment within one year RTO (min. \$40.00)
- d. For each non-specified animal (rabbit, monkey, rat, etc.) RTO (min. \$40.00)

**2. Feeding and Boarding Charges Per Day. Boarding charges shall be levied as of the first day of impoundment.**

Charges shall be waived where the animal is redeemed "off the truck."

- a. For each dog, cat or small domestic pet \$15.00
- b. Special needs animal (medications given, treatment) \$39.00 per day
- c. For each horse, bull, cow, hog, steer, lamb, sheep, goat, colt, or calf. \$10.00 min. (RTO)
- d. For each non-specified animal: \$19.00 min. (RTO)

**3. Special Services**

- a. Owner surrender of adult unlicensed animals (boarding fees for the State mandated period additional) \$27.00 per animal

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

b. Owner surrender of additional animals less than ten weeks of age. Boarding fees for the State mandated holding period will also be charged.	\$13.00 per animal
c. Owner surrenders – small animals/bird	\$46.00 per animal
d. Owner brings dead animal to shelter for disposal	
(1) Under 50 lbs.	\$37.00 per animal
(2) Over 50 lbs.	\$42.00 per animal
(3) Transportation of disposal	\$96.00 per animal
e. Transportation of stray injured or sick animal to a veterinarian, where owner is later identified.	RTO
f. Veterinary treatment provided to an animal housed in the Shelter where the owner is later identified.	Actual Vet Costs
g. Rabies vaccination certificate	Actual Vet Costs
h. Para-influenza type vaccine	Actual Vet Costs
i. Medical Testing	\$17.00/min
j. Microchip Insertion	\$50.00/max
(1) Animal adopted from the Shelter	\$15.00
(2) Animals not adopted from the Shelter	\$29.00
4. Animal License and Permit Fees	
a. Unsterilized dog or cat	
(1) Flat fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate (not to exceed 3 years)	\$17.00
(2) Unsterilized animal	\$35.00 penalty
(3) Unsterilized license renewal	\$17.00 plus penalty
The Animal Services Manager is authorized to reduce dog license fees by one half of the amount set forth above	
b. Sterilized dog or cat license	
(1) Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years)	\$17.00
(2) Sterilized, license renewal	\$17.00
c. Late Penalty	\$5.00
d. Replacement/Duplicate License	\$13.00
e. Seeing or hearing dog	No Charge
f. Fancier's Permit	\$243.00
Pick-up and Disposal of Dead Animals from Veterinarian	
5. Pick-up and Disposal of Dead Animals from Veterinarian	
a. For 1 to 5 animals	\$107.00
b. For each additional	\$12.00

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

6. Observation Fees	
All observation fees are assessed at the full rate and are not refundable, either in part or in full.	
a. For each dog, cat or small domestic pet for quarantine, evidence and protective custody.	\$4.00 per day
b. Other Animals	Actual Costs per inspection

c.	Property inspections (required prior to home quarantines and for the private retention of all animals declared dangerous outside a City of Hayward hearing).	\$72.00
7.	Adoption Fees	RTO (minimum \$5.00)
a.	The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case shall this amount be less than \$5.00. In no case shall animals listed as "Owner Surrendered" be adopted by the previous owner without payment of all fees and charges (as specified in the schedule) for shelter service in impounding and caring for the animal.	\$20.00
b.	All Other Animals	Market Value
c.	Spaying and neutering (mandated for dogs and cats prior to adoption)	Veterinary contract cost
d.	Administrative processing fee for the return of animals adopted from the shelter	\$11.00
8.	Hearing Fee: Hearing and inspection of property of owners of animals declared dangerous or potentially dangerous.	\$150.00

## **POLICE ADMINISTRATION**

1.	Photocopying of Reports	
a.	Traffic Accident Reports	\$16.00 per report
b.	Other Reports	\$16.00 per report
2.	Photographs	\$24.00 each
3.	Fingerprinting (Fingerprint processing fees established by Federal or State agencies shall be additional charge.)	\$26.00 each
4.	Traffic \$ Police Security Services	
a.	Traffic control and police security services for pre-planned, non-city sponsored events	Time & Motion
<del>b.</del>	<del>Planned traffic control for contractors and utilities</del>	<del>Time &amp; Motion</del>
<del>b.</del>		
5.	Permit Processing (Fees are for processing only, fingerprint and Department of Justice fees are not included)	
a.	Taxi Drivers	
(1)	Initial Permit	\$609.00
(2)	Annual Renewal	\$304.00
(3)	Annual taxi operating sticker	\$152.00
(4)	Lost permit replacement	\$26.00
b.	Tow Permits	
(1)	Company 1 <sup>st</sup> License	\$304.00
(2)	Company Annual Renewal	\$40.00
(3)	Driver 1 <sup>st</sup> License	\$304.00

(4) Driver Annual Renewal	\$40.00
(5) Lost Permit Replacement	\$40.00
c. Massage Establishments	
(1) Initial Inspection/application and processing of new massage establishment	\$761.00
(2) Annual Renewal fee for massage establishment	\$241.00
(3) Badge Replacement	\$80.00
(4) Massage Out-Call initial inspection/application	\$761.00
(5) Massage Out-Call renewal	\$241.00
d. Card clubs employee permit	
(1) Initial permit	<u>\$241.00</u>
(2) Annual renewal	<u>\$160.00</u>
(3) Lost permit replacement	<u>\$80.00</u>
(4) Auto Sales/Repair Permit	\$160.00
(5) Background Investigation	Time & Motion
(6) Firearm dealers annual permit	<u>\$1,294.00</u>
Any charges not specified below shall be established by State and/or Federal Statutes	
(7) Other Permit processing	Time & Motion
(8) Alcohol Sales-Special Event Permits	\$304.00
e. Cannabis business employee permit	
a) Initial permit / Renewal with Live Scan	\$299.00 vice
b) Annual renewal without Live Scan	\$160.00 vice
c) Lost permit replacement	\$80.00 vice
6. Alarm Permit Fee	
a. New and annual renewal:	\$16.00
b. For Low income or persons in a temporary or permanent disabled status who:	\$12.00
(1) meet the City income guidelines as defined in the All City Department section of the Master Fee Schedule and	
(2) file with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the Permit applicant comes within the provision of subparagraph (a).	
7. False Alarm Fees (for instances of false alarms within any one-year period):	
a. First False Alarm Fee	\$0.00 records
b. Second False Alarm Fee	\$185.00
c. Third False Alarm Fee	\$185.00
Penalty	\$50.00
d. Fourth False Alarm Fee	\$185.00
Penalty	\$200.00
e. Fifth and Each Fee	\$185.00
Subsequent False Alarm Penalty	\$400.00
8. Vehicle Release Fee	\$235.00
9. Vehicle Verification or Administrative Fee	
a. Onsite verification	\$76.00
b. Offsite verification	\$152.00
10. Communication Tapes	\$98.00 per tape
11. Clearance Letters	\$43.00 per letter

- 12. Vehicle Abatement \$160.00 per vehicle
- 13. Prisoner Booking Fee per prisoner

**Any charges not specified below shall be established by State and/or Federal statutes.**

- a. Cite & Release \$89.00
- b. Hold for Court \$180.00
- c. Transfer to Santa Rita \$199.00

**14. Social Host Accountability Ordinance**

The following penalties and/or cost recovery are authorized by Chapter 4, Article 11 of the HMC. Penalties for violations and cost recovery are separate and distinct charges.

Penalties for Violation - The following is authorized by sec 4-11.20 HMC

- a. First Violation \$750.00
- b. Second Violation \$1,500.00
- c. Third & Subsequent Violations \$2,500.00

Public Safety Services/Response Cost - The following is authorized by sec 4-11.25 HMC

- d. Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened cost allocation rate. Time & Motion

**15. Firearms Range Maintenance Fees – apports the upkeep of the firearms range among user law enforcement agencies over a fiscal year period \$1,250.00**

**16.**

- a. Level I – Alcoholic Beverage Establishment Retail License Fee – Full service restaurants, wine shops, breweries, distilleries; and retail stores using no more than 5% of their floor area for alcohol sales, storage and display. \$280.00

- b. Level II – Alcoholic Beverage Establishment Retail License Fee – All alcoholic beverage outlets other than Level I. \$1,120.00

- c. Critical Incident Fee Time & Motion

- d. Violation of Alcoholic Beverage Outlets Ordinance
  - (1) First Offense \$750.00
  - (2) Second Offense \$1,500.00
  - (3) Third and subsequent Offenses \$2,500.00

- e. Reinspection Fee Time & Motion

- f. Alcohol Sales – Special Event Permit \$304.00

**C. Tow Operation Fee**

Fees to be charged for tow operations shall not be in excess of the following schedule:

**1. Towing**

- a) Towing of vehicles of others \$225.00  
(From public and private property)

**b) All other towing:**

- 1. Passenger vehicles \$225.00

2. Motorcycles	\$225.00
3. Trucks to 10,000Lbs (unloaded)	\$225.00
4. Trucks 10,000 to 26,000 lbs.	\$250.00
5. Trucks over 26,000 lbs.	\$375.00
c) Extra labor charges on disabled vehicles. Applicable 1/2 hours after arrival of tow truck. (Per hour or portion thereof, at 15 minute increments)	\$190.00/hr
d) Gate fee request between 5:00 PM and 8:00 AM On weekdays and all day Saturday, Sunday and Holidays	\$120.00
2. STORAGE (Storage charges applicable after 8 hours)	
a) Passenger vehicles, motorcycles and trucks (To 8,000 lbs., outside per 24 hour period)	\$90.00
b) Passenger vehicles, motorcycles and trucks (To 8,000 lbs., inside per 24 hour period)	\$90.00
c) Trucks over 8,000 lbs, buses, and trailers over 20 feet long	\$125.00
3. MISCELLANEOUS SERVICE TO THE PUBLIC	
a) Service charges on disabled vehicles where no tow is made	\$100.00
b) Release of vehicle from hook-up after authorization to tow	\$90.00
4. COMPLICATED TOW	
a) Trailer con gear (big rig dolly)	\$150.00
b) Air cushion, includes operator for 3 hours	\$1500.00
c) Lumper, or extra personnel 6am to 6pm	\$50.00/hr (2hr. Min)
5. CITY OWNED VEHICLES	
a) Removal or tow of vehicle	\$50.00
b) Service charge on disabled vehicle (no tow)	\$50.00
c) Tow from outside of City of Hayward	\$50.00/hr + 1.00 per mile

\*\*\$290 if 2 axle to portal\*\* plus for Air cushion Towing, add \$174 for first three hours then \$400 after

\*\*\$454 if 3 axle to portal\*\* plus for Air cushion Towing, add \$174 for first three hours then \$400 after

## Utilities & Environmental Services

### 1. SANITARY SEWER SERVICE CHARGES AND FEES

(1)	Single family, duplex, triplex, and fourplex residential units, townhouses, and planned developments	\$7,700.00
(2)	ADUs (where applicable), high density residential, and mobile Homes, each residential unit	\$6,853.00
(3)	Commercial, industrial, institutional and all other connections:	
	Per gallon of daily capacity required to serve the user	\$21.51
	Per pound per year of biochemical oxygen demand (BOD).	\$8.53
	Per pound per year of suspended solids (SS).	\$9.17
	Minimum charge	\$7,700.00

For the purposes of calculating non-residential sewer connection fees, carbonaceous biochemical oxygen demand (CBOD) and suspended solids (SS) will be reduced by 70% of the estimated values in the actual discharge, but not lower than the CBOD and SS for domestic wastewater, that is, 307 milligrams per liter and 258 milligrams per liter respectively. The property will be entitled to discharge CBOD and SS concentrations commensurate with the estimated actual concentrations. The volume component will not be reduced and will be calculated at 100% of the estimated discharge. The CBOD and SS reduction is applicable only to estimated daily discharge of 50,000 gallons or less. Discharge in excess of 50,000 gallons per day from a facility will be subject to a sewer connection fee based on full CBOD and SS concentrations. This provision will be in effect only from October 1, 2017 through September 30, 2019.

#### b. Interest Rates on Sewer Connection Fee Payment Agreements (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.255)

12-month agreement – 1%

24-month agreement – 2%

36-month agreement – 3%

48-month (or longer) agreement – To be determined, with 4% minimum

#### c. Sewer Service Charges (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.450)

	Eff. Oct 1, 2021	Eff. Oct 1, 2022	
(1) Single Family Home, Duplex, Triplex, Fourplex	\$37.17 \$74.34	\$38.58 \$77.16	per month payable bi-monthly
(2) Lifeline Rate (water consumption of 400 cubic feet or less)	\$8.71 \$17.42	\$9.04 \$18.08	per month payable bi-monthly
(3) Economy Rate (water consumption of More than 400 cu. Ft. but less than 800)	\$17.41 \$34.82	\$18.07 \$36.14	per month payable bi-monthly
(4) Multiple Residential Living (each multiple residential living unit shall be considered as eighty nine hundredths (0.89) of service unit per month for the purposes of determining the applicable sewer charge)	\$33.08 \$66.16	\$34.34 \$68.68	per month, per unit payable bi-monthly
(5) Mobile Home Unit	\$26.01 \$52.02	\$27.01 \$54.02	per month payable bi-monthly

**Commercial and Industrial Coded Users:**

The following service units shall apply to the corresponding non-critical User Classification Code (UCC) categories of usage (per 100 cu. Ft. of water used):

UCC	Non-Critical User Category	With Separate Irrigation Meter		Without Separate Irrigation Meter	
		Eff. Oct 1, 2021	Eff. Oct 1, 2022	Eff. Oct 1, 2021	Eff. Oct 1, 2022
7210	Commercial/Government Restaurant w/ Grease Interceptor*	\$6.72	\$6.97	\$6.05	\$6.28
5813	Restaurant w/o Grease Interceptor*	\$8.64	\$9.11	\$7.78	\$8.20
5812	Interceptor*	\$11.20	\$11.80	\$10.08	\$10.62
7210	Commercial Laundry	\$6.79	\$7.04	\$6.11	\$6.33
2050	Bakery	\$11.60	\$12.01	\$10.44	\$10.81
7218	Industrial Laundries	\$10.56	\$10.94	\$9.50	\$9.84
2080	Beverage Bottling	\$6.86	\$7.11	\$6.18	\$6.40
2090	Food Manufacturing	\$25.60	\$26.49	\$23.04	\$23.84
2010	Meat Products	\$12.97	\$13.42	\$11.67	\$12.08
2011	Slaughterhouse	\$14.91	\$15.44	\$13.42	\$13.90
2020	Dairy Product Processors	\$10.69	\$11.07	\$9.63	\$9.96
2030	Canning and Packing	\$7.60	\$7.88	\$6.85	\$7.09
2040	Grain Mills	\$10.03	\$10.39	\$9.02	\$9.35
2070	Fats and Oils Pulp and Paper	\$7.21	\$7.48	\$6.49	\$6.73
2600	Manufacturing	\$8.80	\$9.12	\$7.92	\$8.20
2810	Inorganic Chemicals	\$12.23	\$12.67	\$11.01	\$11.41

2850	Paint Manufacturing	\$19.07	\$19.75	\$17.17	\$17.78
3110	Leather Tanning	\$25.13	\$26.01	\$22.61	\$23.40
3410	Fabricated Metal	\$3.62	\$3.76	\$3.26	\$3.39
9999	All other UCC, including motels, hotels, and rooming houses				

\*Oct 1, 2021 rate increase listed above deferred: 50% of increase will be implemented Oct 1, 2022 and remaining 50% will be implemented Oct 1, 2023

All non-critical commercial and industrial users will be included in the above UCC classification that most closely represents the wastewater discharge strength and characteristics in comparison with domestic wastewater definition in the Regulations, as determined by the Director of Public Works. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

(6) Unclassified and Critical Users

(1) "Critical Users" and those whose discharge does not respond to any UCC because of variations in wastewater constituents or treatment costs shall pay an amount calculated in accordance with the following formula where,

$$C = V/M (160 C_v + C_B \times BOD + C_S \times SS)$$

C = Sewer service charge during period for which billing is calculated.

V= Volume of water consumed per hundred cubic feet (CCF) during period for which the billing is calculated (total of public water service, metered flow and all private sources, except those meters or services specifically identified for irrigation purposes only).

BOD= Average Biochemical Oxygen Demand, in milligrams per liter, from user during period for which the billing is calculated.

SS= Average Suspended Solids, in milligrams per liter, from user during period for which the billing is calculated.

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
Cv = Treatment cost per hundred cubic feet of water	\$3.20168	\$3.2258
CB = Treatment cost per pound of BOD	\$0.74430	\$0.76912
CS = Treatment cost per pound of SS	\$0.99791	\$1.03367
M = 160 for users with separate irrigation meters; and 178 for users without separate irrigation meters.		

(1) The minimum fee for each user shall be that established for one (1) Service Unit per month

d. Wastewater Discharge Permit Fees and Miscellaneous Charges

(1) Wastewater Discharge Permit Fees

<u>Type of Permit</u>	<u>New Permit</u>	<u>Permit Renewal</u>	<u>Amendment</u>
Categorical	\$4,073.00	\$2,797.00	\$999.00
Non-Categorical Significant	\$2,757.00	\$2,001.00	\$780.00
Groundwater	\$1,455.00	\$780.00	\$482.00
Non-Sewered Credit	\$179.00	\$179.00	N/A
Special Purpose (one-time discharge)	\$788.00	N/A	N/A

(2) Compliance Schedule (for correction of violations) \$695.00

(2) Wastewater Sampling

(a) Composite Sample with Lab Costs	\$673.00
(b) Composite Sample without Lab Costs	\$312.00
(c) Grab Sample	\$321.00
(d) Violation Follow-Up Sample with Lab Cost	\$673.00
(e) Violation Follow-Up Sample without Lab Cost	\$312.00
(f) Sampling Equipment Fee	\$25.00

(3) Violation follow-up inspection \$586.00

(4) Development Plan Review

(a) Industrial	\$433.00
(b) Commercial	\$433.00
(c) Residential	\$271.00

2. WATER SERVICE CHARGES AND INSTALLATION FEES

a. Water Services charges for labor and materials (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.02 and 11-2.04)

(1) Single Services. (Also see (4) below)

<u>Meter Size and Service Size</u>	<u>Fee</u>
(a) 5/8" x 3/4"	\$3,500.00
(b) 3/4" x 3/4"	\$3,500.00
(c) 3/4" x 1"	\$3,500.00
(d) 1" x 1"	\$3,500.00
(e) 1" x 1 1/2"	\$4,140.00
(f) 1 1/2" x 1 1/2"	\$4,580.00
(g) 1 1/2" x 2"	\$4,580.00
(h) 2" x 2"	\$4,870.00
(i) Larger than 2" x 2"	Actual cost of labor, materials, & equipment

(2) Manifold Service. (Also see (4) below)

<u>Meter Size</u>	<u>Service Size</u>	<u>Fee</u>
(a) 5/8" x 5/8"	1"	\$4,450.00
(b) 3/4" x 3/4"	1"	\$4,450.00
(c) 1" x 1"	1 1/2"	\$4,450.00
(d) 1" x 1 1/2"	2"	\$4,740.00
(e) 1 1/2" x 1 1/2"	2"	\$5,020.00

(f)	1 ½" x 2"	2"	\$5,180.00
(g)	2" x 2"	2"	\$5,360.00
(h)	More than two meters or larger than 2" service line		Actual cost of labor, materials, & equipment

(3) Meters Set on Existing Service. (Also see (4) below)

<u>Meter Size</u>		<u>Fee</u>
(a)	5/8"	\$180.00
(b)	¾"	\$200.00
(c)	1"	\$310.00
(d)	1 ½"	\$530.00
(g)	2"	\$660.00
(f)	Larger than 2"	Actual cost of labor, materials, & equipment

(4) All meters in new developments shall have remote radio read capability. The cost for remote read capability is \$200 per meter, which is in addition to the fees listed above.

b. Water Service, Construction Work, Temporary Service (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22)

(1) The monthly meter service charge on all hydrant and construction meters shall be as follows:

(a)	3/4" meter	\$6.00 per month
(b)	3" meter	\$62.00 per month
(c)	4" meter	\$97.00 per month
(d)	6" meter	\$194.00 per month

(2) All hydrant and construction meter accounts will accrue charges for minimum monthly consumption on the following amounts, whether or not this amount of water is actually used.

(a)	3/4" meter	1,000 cu ft.
(b)	3" meter	2,800 cu ft.
(c)	4" meter	4,000 cu ft.
(d)	6" meter	6,000 cu ft.

(3) Failure to Report Hydrant or Construction Meter Reading shall cause a \$60.00 charge for each month that a reading is not reported (Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22). This charge is in addition to service charges and water usage charges.

c. Water System Facilities Fee (Reference Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.54)

Facilities Fees shall be as follows:

(1) Residential

The facilities fee will be based on the water meter size required to meet the indoor demand (excluding fire service demand) and outdoor demand of the residence as determined by the City. The meter that is installed may be larger than the meter facilities fee that is charged if the service is combined with a private fire service. For multi-family complexes, the facilities fee will be based on the water meter size required to meet the indoor demand for each dwelling unit, as determined by the City, regardless of the arrangement of water meters or meter sizes at the premises.

(a)	5/8" meter	\$6,484.00
(b)	3/4" meter	\$9,730.00
(c)	1" meter	\$16,210.00

(2) Non-residential, each separate irrigation service, and each residential unit with meter size larger than 1"

(a)	5/8" meter	\$6,484.00
(b)	3/4" meter	\$9,730.00
(c)	1" meter	\$16,210.00
(d)	1 1/2" meter	\$32,420.00
(e)	2" meter	\$51,870.00
(f)	3" meter	\$103,740.00
(g)	4" meter	\$162,100.00
(h)	6" meter	\$324,200.00
(i)	8" meter	\$518,720.00
(j)	10" meter	\$745,660.00

(3) Fire Service, per service regardless of size \$6,484.00

d. Meter Services Charges Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.60)

(1) The bimonthly standard meter service charge for all meters (except temporary service for construction work), based on size of meter, shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
(a) 5/8" meter	\$31.28	\$32.22
(b) 3/4" meter	\$43.65	\$44.96
(c) 1" meter	\$68.39	\$70.45
(d) 1 1/2" meter	\$130.25	\$134.16
(e) 2" meter	\$204.47	\$210.61
(f) 3" meter	\$439.51	\$452.70
(g) 4" meter	\$785.88	\$809.46
(h) 6" meter	\$1,614.69	\$1,663.14
(i) 8" meter	\$3,470.25	\$3,574.36
(j) 10" meter	\$5,202.11	\$5,358.18

### Recycled Water

a) The bimonthly standard recycled water meter service charge for all recycled water meters, based on size of meter, shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
(a) 5/8" meter	\$32.00	\$32.00
(b) 3/4" meter	\$43.51	\$43.51
(c) 1" meter	\$65.91	\$65.91
(d) 1 1/2" meter	\$144.31	\$144.31
(e) 2" meter	\$254.00	\$254.00
(f) 3" meter	\$641.00	\$641.00
(g) 4" meter	\$1,269.80	\$1,269.80
(h) 6" meter	\$2,240.00	\$2,240.00
(i) 8" meter	\$3,101.00	\$3,101.00
(j) 10" meter	\$3,734.80	\$3,734.80

(a) Recycled Water usage charge based on the number of cubic feet of water supplied during each billing period shall be as follows:

Cost Per CCF of Metered Water Consumption \$5.16

Note: hundred cubic feet = approximately 748 gallons of water

(2) Exemption for Low Income:

Notwithstanding any other provision of Hayward Municipal Code, Chapter 11, Article 2, the low income meter service charge shall be imposed by this subsection upon any customer that:

- (a) meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and
- (b) files with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the applicant comes within the provision of subparagraph (a).

The bimonthly low income meter service charge for 5/8", 3/4", and 1" meters, shall be as follows:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
a. 5/8" meter, low income	\$10.95	\$11.28
b. 3/4" meter, low income	N/A	\$15.74
c. 1" meter, low income	N/A	\$24.66

~~Eff. Oct 1, 2022~~

<del>(a) 5/8" meter, low income</del>	<del>\$11.20</del>
<del>(b) 3/4" meter, low income</del>	<del>\$15.74</del>
<del>(c) 1" meter, low income</del>	<del>\$24.66</del>

(3) The water usage charge based on the number of cubic feet of water supplied during each billing period shall be as follows:

**Single Family Residential & Multifamily\***

Cost Per CCF of Metered Water Consumption:

	Eff. Oct 1, 2021	Eff. Oct 1, 2022
1 – 8 ccf (hundred cubic feet)	\$6.04	\$6.23
9 – 18 ccf	\$7.18	\$7.40
Over 18 ccf	\$8.82	\$9.09

\*Based on average usage per dwelling unit

**Non-Residential**

Cost Per CCF of Metered Water Consumption:

	Eff. Oct 1, 2021	Eff Oct 1, 2022
1 – 110 hundred cubic feet (ccf)	\$6.56	\$6.76
Over 110 ccf	\$7.70	\$7.94

**Irrigation**

Cost Per CCF of Metered Water Consumption

	Eff. Oct 1, 2021	Eff Oct 1, 2022
1 – 170 hundred cubic feet (ccf)	\$7.76	\$8.00
Over 170 ccf	\$9.88	\$10.18

**Hydrant and Fireline Accounts**

Cost Per CCF of Metered Water Consumption

	Eff. Oct 1, 2021	Eff Oct 1, 2022
All usage	\$7.31	\$7.53

Note: hundred cubic feet = approximately 748 gallons of water

e. Fire Service Connections Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.39)

The fire service charge per each billing period shall be as follows:

1.	2" and smaller fire service connection	\$25.00
2.	4" fire service connection	\$29.00
3.	6" fire service connection	\$42.00
4.	8" fire service connection	\$42.00
5.	10" fire service connection	\$50.00

f. Fire Service Connections Outside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.41)

The fire service charge per each billing period shall include a 15% surcharge and be as follows:

1.	2" and smaller fire service connection	\$28.75
2.	4" fire service connection	\$33.35
3.	6" fire service connection	\$48.30
4.	8" fire service connection	\$48.30
5.	10" fire service connection	\$57.50

g. Fire Flow Test. A charge of \$326 shall be applied for each fire flow test.

h. A 50% surcharge on water usage and a domestic sewer service charge shall be applied in the event that a fire service connection is used for any purpose other than those specifically identified in the Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.20, that is, for extinguishing fires or authorized testing of the fire protection system(s).

i. Other Water System Fees and Charges

Account Establishment Fee	\$70.00
After-Hours Meter Activation Fee	\$72.00
Meter Lock Fee	\$92.00
Meter Removal Fee	\$90.00
Meter Test Fee (up to 1-inch meter)	\$223.00
Meter Test Fee (1 1/2-inch to 2-inch meter)	\$295.00
Meter Test Fee (3-inch meter and larger)	\$367.00
Noticing Fee	\$6.00
Service Restoration/Unlock Fee	\$50.00

j. Special Billings

1. Special Requests for Water Billing

(a) Base Rate Services	\$26.00
(b) Each Additional Meter	\$9.00

k. Development Plan Review

Residential	\$67.00
Commercial	\$112.00
Industrial	\$179.00

(d) Each Additional Meter	\$9.00
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k. Development Plan Review

Residential	\$33.00
Commercial	\$56.00
Industrial	\$89.00

Land Use Category Description	Minimum Parcel Size (Acre)	Runoff Factor	Service Charge/Runoff Acre/Year
Commercial/Industrial	0.25	0.80	\$338.32
Parking Lots	0.25	0.80	\$285.60
Utilities	0.25	0.80	\$285.60
Institutional/Apartments	0.25	0.60	\$285.60
Condominium	#	0.60	\$285.60
Single Family up to 4 -Plex	0.25	0.40	\$285.60
Single Family Ranches	0.25	0.40	\$285.60
Vacant Land (Utilized)	10	0.01	\$285.60
Vacant Land (Non-utilized)	17	0.00	\$285.60
Owned by Government	0.25	0.40*	\$285.60
Parcels w/o Valuation			
Utilities on Leased Land			
Cemeteries			
Common Area			

NOTES:

(1) LUF = Land Use Factor coding system utilized by Alameda County Flood Control

(2) Minimum Parcel Size is the minimum size on which charges are calculated

(3) Runoff Factor is the ratio between impervious surface area and total surface area as determined by the Alameda County Flood Control District

# Condominium parcel size is determined by dividing the parcel size by the total number of units.

\* Or as determined

Rate Formula: Service Charge per year = PARCEL SIZE x RUNOFF FACTOR x SERVICE

CHARGE/RUNOFF ACRE/YEAR

b.	Stormwater Treatment Measure Inspection	\$462.00
c.	Stormwater Facility Inspection	
	Industrial (under State Permit)	\$398.00
	Industrial (not under State Permit)	\$398.00
	Restaurant	\$257.00
	Commercial	\$216.00

The stormwater facility inspection fee will be waived if the inspection does not result in an adverse finding for the property and the potential for pollutant discharge is nonexistent.

4. LOW INCOME REFUSE SERVICE RATES

A residential subscriber shall receive a discount in the amount of \$8.22 per month for refuse service for a single-unit dwelling based on the following:

- a. The subscriber meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and
- b. The subscriber files with the Revenue Division of the Department of Finance a discount application and adequate documentary evidence showing that the subscriber comes within the provision of subparagraph (a).

5. SOLID WASTE PLAN REVIEW FEES

- a. Development Plan Review

Single Family or Remodel	\$	50.00
Tract Development	\$	160.00

Commercial/Industrial

Tenant Improvement w/ Trash Enclosure	\$	120.00
Tenant Improvement w/o Trash Enclosure	\$	80.00

Mixed Use (Commercial & Residential) Actual cost

## **Glossary of Terms**

The following description of fee charges has been prepared for your convenience. If you have any questions regarding fee charges, please feel free to discuss them with a member of the City staff.

### **Annexation Fees:**

Charges for time and material costs involved in processing applications for the annexation of property to the City.

### **Compliance Services Fees:**

Charges imposed to defray the City's labor and materials cost of assuring compliance with specific City ordinances such as weed abatement.

### **Inspection Fees:**

Charges related to the physical inspection of facilities, buildings, sites, equipment, etc.

### **Licenses and Permit Fees:**

Charges imposed to defray the cost incurred in processing applications for licenses and permits which authorize the holder to engage in a specific function or activity, and include the costs of assuring compliance with related conditions and regulations.

### **Penalty Fees and Fines:**

Charges imposed for non-compliance with specific City requirements.

### **Plan Check Fees:**

Charges for time and materials costs for the detailed inspection of plans submitted to the City for review.

### **Rental Fees:**

Charges for use of City facilities and services.

### **Service Fees:**

Charges for time and materials costs incurred by the City in the course of providing those services for which fees or charges are not otherwise specifically set forth.

### **Special Services Fees:**

Charges for time and materials costs incurred by the City in the course of providing extraordinary services.

