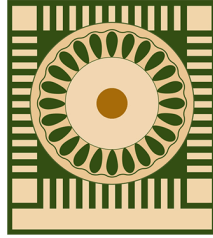


CITY OF HAYWARD

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



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Tuesday, March 12, 2024

7:00 PM

Council Chamber

City Council

SPECIAL CITY COUNCIL MEETING

NOTICE: The City Council will hold a meeting in the Council Chamber.

PUBLIC PARTICIPATION**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 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:

In person at City Hall, Council Chambers, 777 B Street, Hayward, CA 94541.

Please note: Public comment via Zoom has been suspended.

SPECIAL CITY COUNCIL MEETING**CALL TO ORDER: Mayor Salinas****Pledge of Allegiance: Council Member Zermeño****AB 2449 TELECONFERENCE NOTIFICATIONS AND CONSIDERATION****ROLL CALL****CLOSED SESSION ANNOUNCEMENT****PUBLIC COMMENTS**

The Public Comments section provides an opportunity to address the City Council on items not listed on the agenda or Informational Staff Presentation items. The Council welcomes 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, items will be taken under consideration and may be referred to staff. The City Council welcomes comments, including criticism, about the policies, procedures, programs, or services of the City, or of the acts or omissions of the City Council. Speakers shall not use threatening, profane, or abusive language which disrupts, disturbs, or otherwise impedes the orderly conduct of a City Council. The City is committed to maintaining a workplace free of unlawful harassment and is mindful that City staff regularly attend Council meetings. Discriminatory statements or conduct that is hostile, intimidating, oppressive, or abusive – are per se disruptive to a meeting and will not be tolerated.

Public comment via Zoom has been suspended.

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.

SPECIAL CITY COUNCIL MEETING**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. [MIN 24-034](#) Approve the Minutes of the City Council Meeting on February 20, 2024

 Attachments: [Attachment I Draft Minutes of 2/20/2024](#)

2. [CONS 24-076](#) Adopt a Resolution Authorizing the City Manager to Accept and Appropriate Up To \$150,000 in Donations (\$50,000 or Less Individually) from Donor Organizations and Individuals to Support Library Services and Programs Through the End of FY 26, Superseding Resolution No. 23-006

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

3. [CONS 24-106](#) Adopt a Resolution Authorizing the City Manager to Execute a Funding Agreement, Accept \$500,000 in USDA Urban and Community Forestry Grant Funds, Appropriate \$250,000 to Project 07797 for a Citywide Tree Condition Assessment, Inventory, and Tree Management Software and \$250,000 to Project 07796 for Hazardous Tree Removals and Replacements, Transfer and Appropriate \$250,000 from the General Fund to Capital Fund 405 for Project 07797, and Transfer and Appropriate \$250,000 from Project 05102 to Project 07796 Over Five Years

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

4. [CONS 24-113](#) Adopt a Resolution Authorizing the City Manager to Execute Easement Deeds to Pacific Gas and Electric Company to Construct, Reconstruct, Maintain, Inspect, and Access Underground Electric, Communication and Gas Facilities for Public Utility Purposes on and Under a Portion of the City's Land for La Vista Park

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution](#)
 [Attachment III Parcel P PG&E Easement](#)
 [Attachment IV Parcel A PG&E Easement](#)
 [Attachment V La Vista Residential Project](#)

**SPECIAL JOINT WORK SESSION OF CITY COUNCIL AND HAYWARD AREA
RECREATION AND PARK DISTRICT (HARD) BOARD OF DIRECTORS**

Work Session items are non-action items. Although the Council may discuss or direct staff to follow up on these items, no formal action will be taken. Any formal action will be placed on the agenda at a subsequent meeting in the action sections of the agenda.

1. [WS 24-004](#) Joint Work Session with Hayward City Council and Hayward Area Recreation and Park District Board of Directors (Report from General Manager Wheeler and City Manager McAdoo)

Attachments: [Attachment I Recreation Year in Review 2023](#)
 [Attachment II HARD Strategic Plan](#)

SPECIAL CITY COUNCIL MEETING

LEGISLATIVE BUSINESS

5. [LB 24-008](#) FY 2024 Mid-Year Budget Review: Adopt a Resolution Approving the FY 2024 Mid-Year Budget Amendments and Receive and Review the Five-Year General Fund Financial Model Update (Report from Director of Finance Gonzales)

Attachments: [Attachment I Staff Report](#)
 [Attachment II Resolution Operating Budget](#)
 [Attachment IIA Exhibits A & B](#)
 [Attachment III Resolution Capital Improvement Budget](#)
 [Attachment IIIA Exhibits A & B](#)
 [Attachment IV General Fund Long Range Financial Model](#)

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 REFERRAL

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, March 19, 2024, 7:00 PM

PUBLIC COMMENT RULES

Any member of the public desiring to address the Council shall limit their comments 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.

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.

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

Hayward City Hall
777 B Street
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File #: MIN 24-034

DATE: March 12, 2024

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Approve the Minutes of the City Council Meeting on February 20, 2024

RECOMMENDATION

That the Council approves the City Council meeting minutes of February 20, 2024.

SUMMARY

The City Council held a meeting on February 20, 2024.

ATTACHMENTS

Attachment I Draft Minutes of February 20, 2024



CITY COUNCIL MEETING

777 B Street, Hayward, CA 94541

Council Chambers and Virtual Platform (Zoom)

<https://hayward.zoom.us/j/83639328548?pwd=ZUdDZE5lM2R1dHNFbVJoVXJBckdmQT09>

Tuesday, February 20, 2024, 7:00 p.m.

The City Council meeting was called to order by Mayor Salinas at 7:00 p.m. The City Council held a hybrid meeting in Council Chambers and virtually via Zoom.

Pledge of Allegiance: Council Member Roche

Present: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche, Syrop, Zermeño

MAYOR Salinas

Absent: None

CLOSED SESSION ANNOUNCEMENT

The City Council convened in closed session on February 6, 2024, at 5:30 p.m., with all members present and no public speakers, regarding four items: 1) public employment for City Manager pursuant to Government Code section 54957; 2) public employment for City Clerk pursuant to Government Code section 54957; 3) conference with legal counsel pursuant to Government Code section 54956.9(d)(1) regarding Lopez v. City of Hayward, Alameda County Superior Court, No. RG19015514; and 4) conference with legal counsel pursuant to Government Code section 54956.9(d)(2) regarding one matter based on facts and circumstances regarding exposure to litigation against the local agency. City Attorney Lawson indicated the Council met regarding Items 1 and 2 and took no reportable action; regarding Item 3, the Council unanimously approved settlement of the matter in the amount of \$75,000; and the Council discussed Item 4 but took no reportable action. The meeting was adjourned at 9:35 p.m.

The City Council convened in closed session on February 13, 2024, at 5:30 p.m., with all members present and no public speakers, regarding two items: 1) public employment for City Manager pursuant to Government Code section 54957; and 2) conference with labor negotiators pursuant to Government Code section 54957.6 regarding negotiations with all groups. City Attorney Lawson indicated the Council met regarding Item 1 and the Council was advised of the City Manager's acceptance of a new position, effective May 2024, after which the Council announced its intention to appoint Assistant City Manager Claussen as acting City Manager, pending a national recruitment. The Council did not discuss Item 2 and adjourned the meeting at 7:31 p.m.

PUBLIC COMMENTS

Matt Jack expressed dissatisfaction with the Council's action to divest from certain companies, alleging it was served by the BDS movement; and raised concerns of bigotry against Israel.

Lisa Tealer, Hayward resident and Blackstone at the Cannery Homeowners Association president, shared the persistent issue of mail theft affecting the community for over a year, and urged for action to address the ongoing problem.

Eva Rockerll did not speak.

Bill Shaner raised concerns about the relationship and advocacy received by the Council from the Anti-Defamation League (ADL), citing its controversial history tied to Leo Frank case in 1913.

Cynthia Ramirez asked for a solution from the City to concerns regarding parking issues on the street and traffic stripes which cause cars to park too close to each other, and dirt being moved on the street by employees of 7 Star Food Store.

Lisa Lorenz, Bay Philharmonic president, announced the “Celtic Celebration” event at Chabot College Center for the Performing Arts on March 17, 2024, featuring Irish and Scottish fiddlers and dancers.

Billie Pierce provided information regarding the protection of free speech in public meetings, citing the First Amendment and a Ninth Circuit Court of Appeals case, *Acosta v. City of Costa Mesa*.

Hilary Sargeant expressed her desire to bring awareness to AWG, which helps people get antivirals.

Fatuma expressed his concern regarding public safety.

Tanner Boyle spoke about the handling of speaker time during the meeting.

Suzie expressed her disappointment with the Council’s decision to divest and what the action caused; and urged the Council to make decisions based on thorough research moving forward.

Vicky Lightfoot spoke on the handling of speaker time during the meeting.

Molly Conger spoke profane words.

Calyn Kelley commended the Hayward Aggies Youth Football league for being an asset to the community, for its role in fostering family engagement, and winning the national championship.

CITY MANAGER’S COMMENTS

Assistant City Manager Youngblood reassured the Council and attendees that despite City Manager McAdoo’s announcement of her May departure, she was taking a vacation and will be returning next week.



CITY COUNCIL MEETING

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Council Chambers and Virtual Platform (Zoom)

<https://hayward.zoom.us/j/83639328548?pwd=ZUdDZE5lM2R1dHNFbVJoVXJBckdmQT09>

Tuesday, February 20, 2024, 7:00 p.m.

CONSENT

1. Approve the Minutes of the City Council Meeting on January 23, 2024 **MIN 24-017**

It was moved by Council Member Roche, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the City Council meeting minutes of January 23, 2024.

2. Approve the Minutes of the Special City Council Meeting on January 30, 2024 **MIN 24-018**

It was moved by Council Member Roche, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the special City Council meeting minutes of January 30, 2024.

3. Adopt an Ordinance Amending Chapter 10, Article 1 (Zoning Ordinance) of the Hayward Municipal Code Rezoning a Property to the Medium Density Residential District in Connection with Zone Change Application No. MTA-23-0005 **CONS 24-057**

Staff report submitted by City Clerk Lens, dated February 20, 2024, was filed.

It was moved by Council Member Roche, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES:	COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche, Syrop, Zermeño MAYOR Salinas
NOES:	None
ABSENT:	None
ABSTAIN:	None

Ordinance 24-03, "An Ordinance Amending Chapter 10, Article 1 (Zoning Ordinance) of the Hayward Municipal Code Rezoning a Property to the Medium Density Residential District in Connection with Zone Change Application No. MTA23-0005"

4. Adopt Resolutions to Execute Side Letter Agreements Amending the Memoranda of Understanding (MOU) Between the City of Hayward and the Hayward Police Officers Association (HPOA), and the City of Hayward and the International Association of Firefighters, AFL-CIO, Local 1909 (Local 1909), to Change the Existing Cost-Sharing Amount for PEPRA Members **CONS 24-059**

Staff report submitted by Human Resources Director Frye, dated February 20, 2024, was filed.

It was moved by Council Member Roche, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolutions.

AYES: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 24-027, “Resolution Authorizing Execution of a Side Letter Agreement Amending the Memorandum of Understanding Between the City of Hayward and the Hayward Police Officers Association (HPOA) to Change the Existing Cost-Sharing Amount for PEPRA Members”

Resolution 24-028, “Resolution Authorizing Execution of the Side Letter Amending the Memorandum of Understanding Between the City of Hayward and the International Association of Firefighters, AFL-CIO, Local 1909 to Change the Cost-Sharing Amount for PEPRA Members”

5. Adopt a Resolution Authorizing the City Manager to Accept and Appropriate \$2,000,000 in Grant Funding from the California Department of Health Care Services for the Construction of a Subacute Facility for Senior and Medically Fragile Persons at St. Rose Hospital in Hayward **CONS 24-060**

Staff report submitted by Fire Chief Contreras, dated February 20, 2024, was filed.

It was moved by Council Member Roche, seconded by Council Member Zermeño, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche,
Syrop, Zermeño
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 24-029, “Resolution Authorizing the City Manager to Accept and Appropriate \$2,000,000 in Grant Funding from the California Department of Health Care Services for the Construction of a Subacute Facility for Senior and Medically Fragile Persons at St. Rose Hospital in Hayward”



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Council Chambers and Virtual Platform (Zoom)
<https://hayward.zoom.us/j/83639328548?pwd=ZUdDZE5lM2R1dHNFbVJoVXJBckdmQT09>
Tuesday, February 20, 2024, 7:00 p.m.

6. Adopt a Resolution Authorizing the City Manager to Execute an Agreement with Diamondback Fire and Rescue for the Purchase of Amkus Auto Extrication Tools for the Hayward Fire Department in an Amount Not-to-Exceed \$111,462.57 **CONS 24-061**

Staff report submitted by Fire Chief Contreras, dated February 20, 2024, was filed.

It was moved by Council Member Roche, seconded by Council Member Zermeno, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche,
Syrop, Zermeno
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 24-030, "Resolution Authorizing the City Manager to Execute an Agreement with Diamondback Fire and Rescue for the Purchase of Amkus Auto Extrication Tools for the Hayward Fire Department in an Amount Not-To-Exceed \$111,462.57"

7. Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with BKF Engineers, Inc., for the FY 2024 Sewer and Water Line Replacement Projects, Project Nos. 07789 and 07072, in an Amount Not-to-Exceed \$2,155,000 **CONS 24-066**

Staff report submitted by Public Works Director Ameri, dated February 20, 2024, was filed.

It was moved by Council Member Roche, seconded by Council Member Zermeno, and carried by the following roll call vote, to adopt the resolution.

AYES: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche,
Syrop, Zermeno
MAYOR Salinas
NOES: None
ABSENT: None
ABSTAIN: None

Resolution 24-031, "Resolution Authorizing the City Manager to Execute a Professional Services Agreement with BKF Engineers, Inc., in an Amount Not-to-Exceed \$2,155,000 for the FY24 Sewer and Water Line Replacement Projects"

PUBLIC HEARING

8. Sale of Parcel Group 8 for Development of Affordable Housing: Adopt Two Resolutions 1) Approving the Government Code Section 52201 Summary Report for the Project; and Authorizing the City Manager to Execute the First Amendment to the Disposition, Development, and Loan Agreement with RCD GP IV, LLC and Parcel Group 8, L.P. for Transfer of Specified City Owned Properties and for the Development of Housing and Making Specified Findings in Association with Government Code Section 65913.4 Exemption from the California Environmental Quality Act; and 2) Authorizing the City Manager to Execute an Agreement with the Developer Associated with the State of California Affordable Housing and Sustainable Communities (AHSC) Program (Report from Assistant City Manager Claussen) **PH 24-006**

Staff report submitted by Assistant City Manager Claussen, dated February 20, 2024, was filed.

Assistant City Manager Youngblood announced the item and introduced Craig Whittom, consultant from RCD, who provided a presentation of the proposed First Amendment to the Disposition, Development and Loan Agreement (DDLA,) and the agreement with RCD regarding Affordable Housing and Sustainable Communities (AHSC) funds.

Discussion ensued among members of the City Council, Housing Manager Morales, Craig Whittom and Norma Guzman with RCD regarding: the feedback from the community zoom meeting held on February 15, 2024, which included transit related issues and requests for more lighting and a place to host after-school activities; the City continues to be in negotiations with Caltrans for the deadline of sale or transfer of all the properties; there will be two water-related improvements planned on Foothill Boulevard and Grove Way and staff was requested to send out notifications to mitigate the impact on local businesses, especially on Foothill Boulevard; the reallocation of the \$500,000 to pre-development costs does not change the overall \$2 million loan from the City Inclusionary Housing Fund; the plan to provide relocation assistance to tenants involves two options: a stipend for permanent relocation or temporary relocation with the opportunity to move back once the project is completed; the units are expected to be built close to 2029; and recycled water has not been discussed as part of the plan but RCD will be applying for State funding in March and could explore more detailed design if granted funds.

There being no public comments, Mayor Salinas opened and closed the public hearing at 7:58 p.m.

Council Member Bonilla Jr. made a motion to approve the staff's recommendation noting RCD has been a great partner and the proposal will bring needed affordable housing to the



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Tuesday, February 20, 2024, 7:00 p.m.

community and agreed with shifting \$500,000 to pre-development costs to make the project more competitive.

Council Member Roche seconded the motion; agreed the proposed project was great for Hayward, noting it would be accessible to Foothill Boulevard and add to housing stock; and noted that extending the deadline was understandable given the opportunity for further funding.

It was moved by Council Member Bonilla Jr., seconded by Council Member Roche, and carried by the following roll call vote, to adopt the resolutions.

AYES: COUNCIL MEMBERS Andrews, Bonilla Jr., Goldstein, Roche,
Syrop, Zermeno
MAYOR Salinas

NOES: None

ABSENT: None

ABSTAIN: None

Resolution 24-032, "Resolution Approving an Updated Government Code Section 52201 Summary Report for the Project; Authorizing the City Manager to Negotiate and Execute the First Amendment to the Disposition Development and Loan Agreement with RCD GP Iv, LLC and Parcel Group 8, L.P. for Transfer of Specified City Owned Properties and for the Development of Housing and Making Specified Findings in Association with a Government Code Section 65913.4 Exemption from the California Environmental Quality Act"

Resolution 24-033, "Resolution Authorizing the City Manager to Negotiate and Execute a Non-Applicant Agreement with Resources for Community Development or its Affiliates in Connection with the California Affordable Housing Sustainable Communities Notice of Funding Availability and that Certain Disposition Development and Loan Agreement, as Amended, between RCD GP Iv LLC and Parcel Group 8, L.P. and Making Specified Findings in Association with a Government Code Section 65913.4 Exemption from the California Environmental Quality Act"

INFORMATIONAL ITEM

9. Informational Report on FY24 Quarter 2 Capital Improvement Program (CIP) Progress Report RPT 24-008

Staff report submitted by Public Works Director Ameri, dated February 20, 2024, was filed.

Discussion ensued among members of the City Council and Public Works Director Ameri and the following clarifications were made: the Neighborhood Improvement Grant Program is a grant program and the Neighborhood Partnership Program project is a program for implementation; staff would clarify the 50% complete status of the Mural Art for Underpasses project; an upcoming work session will present different options for Council's consideration regarding La Vista Park; the Library and Community Learning Center construction will be completed once the garage elevator punchlist and plaza cistern start-up items are addressed and completed; the airport fleet replacement project is to upgrade to electric when possible; the Hayward Boulevard Safety Improvements project was postponed for further review and Orchard Avenue Traffic Calming project is planned to be implemented while seeking long-term traffic solutions; Mission Boulevard Southend Frontage Island Improvement project involved sidewalk extensions requiring coordination with Caltrans; there are incentives to incorporate recycled water in projects; staff would look into the status of the Disaster Service Worker's Response Coordination & Communication: Plum Cases project; and the Innovative Deployments to Enhance Arterials (IDEA) - Tennyson Corridor and Second Street project involved making traffic signals on arterial roads adaptive.

Council Member Bonilla noted that links within the staff report referring to Attachment 5 and Attachment 6 were switched; and suggested adding two additional columns to future Capital Improvement Program (CIP) Progress Reports documents: one indicating the project status and one with the target completion date.

Council Member Syrop requested the inclusion of a map showing all the locations of capital improvements.

Council Member Andrews acknowledged the request for a map but cautioned that it might be a significant undertaking.

Council Member Zermeno suggested creating a separate sheet for completed projects.

COUNCIL REPORTS AND ANNOUNCEMENTS

Council Member Andrews made two announcements: 1) acknowledged her colleagues who participated in the Black History Month program organized by Senator Wahab at City Hall; and 2) announced the Keep Hayward Clean and Green clean up event at Longwood Elementary on February 24, 2024.



CITY COUNCIL MEETING

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Council Chambers and Virtual Platform (Zoom)

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Tuesday, February 20, 2024, 7:00 p.m.

Council Member Roche reiterated the “Celtic Celebration” event at Chabot College Center for the Performing Arts on March 17, 2024, and encouraged everyone to attend the Saint Patrick’s Day event hosted by the Bay Philharmonic.

COUNCIL REFERRAL

There were none.

ADJOURNMENT

Mayor Salinas adjourned the City Council meeting at 8:22 p.m.

APPROVED

Mark Salinas
Mayor, City of Hayward

ATTEST:

Miriam Lens
City Clerk, City of Hayward



CITY OF HAYWARD

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

File #: CONS 24-076

DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Library Services

SUBJECT

Adopt a Resolution Authorizing the City Manager to Accept and Appropriate Up To \$150,000 in Donations (\$50,000 or Less Individually) from Donor Organizations and Individuals to Support Library Services and Programs Through the End of FY 26, Superseding Resolution No. 23-006

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to accept and appropriate donations from library patrons to support library services and programs.

SUMMARY

The Library occasionally receives mid-size donations (\$1,000 to \$50,000) from various donor organizations and individuals. Each of these donations currently requires separate Council approval in order to be processed. A streamlined donation acceptance process enables the Library to ensure checks are deposited before they become stale dated, capitalize on spontaneous acts of generosity, and seize time-sensitive purchase opportunities.

Staff requests Council adopt a resolution superseding Resolution No. 23-006 to approve up to \$150,000 in total donations (\$50,000 or less individually) to support library services and programs for the remainder of Fiscal Year 2024, and through the end of Fiscal Year 2026.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution



DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Library Services

SUBJECT: Authorize the City Manager to Accept and Appropriate up to \$150,000 in Donations (\$50,000 or less individually) From Donor Organizations and Individuals to Support Library Services and Programs Through the End of FY 26, Superseding Resolution No. 23-006

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to accept and appropriate donations from library patrons to support library services and programs.

SUMMARY

The Library occasionally receives mid-size donations (\$1,000 to \$50,000) from various donor organizations and individuals. Each of these donations currently requires separate Council approval in order to be processed. A streamlined donation acceptance process enables the Library to ensure checks are deposited before they become stale dated, capitalize on spontaneous acts of generosity, and seize time-sensitive purchase opportunities.

Staff requests Council adopt a resolution superseding Resolution No. 23-006 to approve up to \$150,000 in total donations (\$50,000 or less individually) to support library services and programs for the remainder of Fiscal Year 2024, and through the end of Fiscal Year 2026.

BACKGROUND AND DISCUSSION

On January 17, 2023, through Resolution No. 23-006, Council authorized the City Manager to accept and appropriate up to \$10,000 (\$999 or less individually) in small donations annually from FY 23 through FY 25. In addition to members of the public routinely presenting the Library with small donations, foundations, organizations, and individuals occasionally present the Library with mid-size donations to support Library programs and services. This resolution requests an amendment to increase the total donation amount to \$150,000 and individual donation amounts to \$50,000 and extend the timeframe to the end of FY 26.

The average annual amount of small and mid-size donations to the Library has been \$50,000 for the last four (4) fiscal years. Mid-size donations making up these annual amounts have

included funds from the Donna L. & Edward E. Martins Foundation that were used to support various youth and teen programs.

Historically, donors have chosen to donate larger amounts to the Friends of the Hayward Public Library instead of directly to the Library due to the faster deposit rate of checks. Now that Library services are returning to pre-pandemic status, staff anticipates an increase in donations and an expansion of services that can be supported by these donations.

STRATEGIC INITIATIVES

This agenda item is a routine operational item and relates to the Council's Strategic Initiative of Fiscal Sustainability.

FISCAL IMPACT

Donations supplement the City's General Fund and help fund Library programming. There is no negative impact to the General Fund from accepting these donations as the City is already providing these programs.

Prepared by: Melissa Burkley, Management Analyst I

Recommended by: Jayanti Addleman, Director of Library Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROPRIATE UP TO \$150,000 IN DONATIONS TO SUPPORT LIBRARY SERVICES AND PROGRAMS FY 24-26 AND SUPERSEDE RESOLUTION NO. 23-006

WHEREAS, Foundations and individuals occasionally present the Library with small to mid-size donations (\$50,000 or less individually); and

WHEREAS, Resolution No. 23-006 approved the acceptance and appropriation of up to \$10,000 in small donations (\$999 or less individually) through the end of FY2025; and

WHEREAS, The average annual amount of mid-size donations to the Library has been \$50,000 for the last four (4) fiscal years; and

WHEREAS, The Library anticipates an increase in donations and expansion of services that can be supported by these donations; and

WHEREAS, Each mid-sized donation (\$1,000 to \$50,000 individually) currently requires separate Council approval in order to be processed; and

WHEREAS, A streamlined donation acceptance process for all donations under \$50,000 would ensure checks were deposited before they are stale dated and allow the Library to capitalize on spontaneous acts of generosity and time-sensitive purchase opportunities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward authorizes the City Manager to accept and appropriate up to \$150,000 in small to mid-size donations (\$50,000 or less individually) in support of Library Services and Programs through FY2026, superseding Resolution No. 23-006.

IN COUNCIL, HAYWARD, CALIFORNIA _____ 2024

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

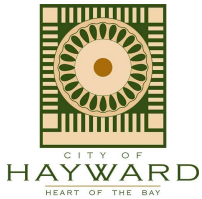
ABSTAIN: COUNCIL MEMBERS:

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

File #: CONS 24-106

DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT

Adopt A Resolution Authorizing the City Manager to Execute a Funding Agreement, Accept \$500,000 in USDA Urban and Community Forestry Grant Funds, Appropriate \$250,000 to Project 07797 for a Citywide Tree Condition Assessment, Inventory, and Tree Management Software and \$250,000 to Project 07796 for Hazardous Tree Removals and Replacements, Transfer and Appropriate \$250,000 from the General Fund to Capital Fund 405 for Project 07797, and Transfer and Appropriate \$250,000 from Project 05102 to Project 07796 Over Five Years

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to: 1) accept \$500,000 in Department of Agriculture's (USDA) Urban and Community Forestry (U&CF) grant funds; 2) appropriate \$250,000 to Project 07797 to perform a citywide tree condition assessment, inventory, and the procurement of a new tree management software; 3) appropriate \$250,000 to Project 07796 for hazardous tree removals and replacements; 4) transfer and appropriate \$250,000 from the General Fund to Capital Fund 405 for Project 07797; and 5) transfer and appropriate \$250,000 from Project 05102 to Project 07796 over five years.

SUMMARY

In early 2023, the USDA released a notice of funding opportunity for the U&CF Grant, a multiyear grant opportunity to encourage proactive maintenance and monitoring of urban street trees, advancing the use of tree inventory monitoring, and improving preparation for severe weather, among other program goals. The grant requires a dollar-for-dollar match. The Maintenance Services Department successfully applied for and was awarded a total of \$500,000 in grant funds to procure and implement a citywide tree condition assessment, inventory, and tree management software ("Software") and support the removal and replacement of hazardous trees that pose a risk to property, pedestrians, and vehicles. To act on behalf of the USDA, the USDA is partnering with several national "pass-through partners" that will coordinate with awardees to execute funding agreements, manage distribution of grant funds, and to implement and monitor compliance with the U&CF program goals. The USDA selected GreenLatinos, a non-profit environmental organization, to be the City's pass-through partner. Staff requests that the City Manager be authorized to execute the funding agreement with GreenLatinos, accept the grant funds, and

appropriate \$250,000 to Project 07797 for the acquisition and development of a new tree management software, citywide condition assessment and inventory and \$250,000 to Project 07796 to support hazardous tree removals and replacements. Staff also requests the transfer of \$250,000 from the General Fund to Capital Fund 405 and appropriating the same amount to Project 07797 for the required match. Staff also requests the transfer and appropriation of \$250,000 from Project 05102 (Landscape Tree and Shrub Replacement) to Project 07796 over five years (\$50,000 per fiscal year) for the required match.

ATTACHMENTS

Attachment I Staff Report

Attachment II Resolution



DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt A Resolution Authorizing the City Manager to Execute a Funding Agreement, Accept \$500,000 in USDA Urban and Community Forestry Grant Funds, Appropriate \$250,000 to Project 07797 for a Citywide Tree Condition Assessment, Inventory, and Tree Management Software and \$250,000 to Project 07796 for Hazardous Tree Removals and Replacements, Transfer and Appropriate \$250,000 From the General Fund to Capital Fund 405 for Project 07797, and Transfer and Appropriate \$250,000 from Project 05102 to Project 07796 Over Five Years

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to: 1) accept \$500,000 in Department of Agriculture's (USDA) Urban and Community Forestry (U&CF) grant funds; 2) appropriate \$250,000 to Project 07797 to perform a citywide tree condition assessment, inventory, and the procurement of a new tree management software; 3) appropriate \$250,000 to Project 07796 for hazardous tree removals and replacements; 4) transfer and appropriate \$250,000 from the General Fund to Capital Fund 405 for Project 07797; and 5) transfer and appropriate \$250,000 from Project 05102 to Project 07796 over five years.

SUMMARY

In early 2023, the USDA released a notice of funding opportunity for the U&CF Grant, a multiyear grant opportunity to encourage proactive maintenance and monitoring of urban street trees, advancing the use of tree inventory monitoring, and improving preparation for severe weather, among other program goals. The grant requires a dollar-for-dollar match. The Maintenance Services Department successfully applied for and was awarded a total of \$500,000 in grant funds to procure and implement a citywide tree condition assessment, inventory, and tree management software ("Software") and support the removal and replacement of hazardous trees that pose a risk to property, pedestrians, and vehicles. To act on behalf of the USDA, the USDA is partnering with several national "pass-through partners" that will coordinate with awardees to execute funding agreements, manage distribution of grant funds, and to implement and monitor compliance with the U&CF program goals. The USDA selected GreenLatinos, a non-profit environmental organization, to be the City's pass-

through partner. Staff requests that the City Manager be authorized to execute the funding agreement with GreenLatinos, accept the grant funds, and appropriate \$250,000 to Project 07797 for the acquisition and development of a new tree management software, citywide condition assessment and inventory and \$250,000 to Project 07796 to support hazardous tree removals and replacements. Staff also requests the transfer of \$250,000 from the General Fund to Capital Fund 405 and appropriating the same amount to Project 07797 for the required match. Staff also requests the transfer and appropriation of \$250,000 from Project 05102 (Landscape Tree and Shrub Replacement) to Project 07796 over five years (\$50,000 per fiscal year) for the required match.

BACKGROUND AND DISCUSSION

The Inflation Reduction Act provided \$1.5 billion for U&CF investments. Goals of the project include increased and equitable access to urban tree canopy and associated human, environmental, and economic benefits, tree planting and management activities, and improved resilience to climate change.

On June 1, 2023, staff received approval from the City's Grant Committee to apply for \$500,000 in grant funds. As described below, half of this amount will be used to perform a citywide tree condition assessment, inventory, and the procurement of a new tree management software and the other half will be used to support hazardous tree removal and replacement. On September 14, 2023, staff received notice of funding award. On October 12, 2023, staff received the letter of intent to award funding to the City in partnership with GreenLatinos. The anticipated date for the partnership agreement is no later than April 30, 2024.

Complete Tree Inventory and Tree Management Software

The City has been recognized as a Tree City for the past 34 years and currently has approximately 30,000 street trees in its inventory. Staff will seek and acquire a tree management software that will be the backbone of the City's urban forest and tree management and maintenance programs. The new software program will provide an accurate inventory of all city-owned trees, an urban tree canopy assessment, and arborist reports supporting vegetation work, planning, and management. One of the biggest benefits of this software will be its emphasis on the City's current urban tree canopy's health, required maintenance needs, scheduling and frequency, and cataloging performed work on each tree, along with photographs. Once implemented, this software will be used by multiple departments to assist in future development, geographic data that will drive new tree plantings, especially in marginalized areas, tree preservation efforts, provide carbon sequestration data, applied research and reporting processes, and preparing for extreme weather. This software will enable staff to effectively manage tree-related data, optimize resource allocation, and facilitate informed decision-making. Furthermore, staff will be able to receive and respond to citizens' requests for tree planting and maintenance through the user-friendly interface. Ultimately, this software will play a crucial part in developing the City's first Urban Forest Master Plan (UFMP).

Hazardous Tree Removal and Replacement

Landscape Maintenance Division's staff has identified numerous hazardous trees throughout the jurisdiction that need to be removed and replaced. By definition, a hazardous tree is a tree that is dying, dead, diseased, or defective, or can lead to personal injury or property damage. A hazardous tree can and should be removed if proper maintenance is not sufficient to mitigate risks. Staff has developed a comprehensive project plan that equitably removes hazardous trees and replants native trees to ensure there is no negative impact to the City's current tree canopy, and will help mitigate the negative effects of climate change, urban heat islands, and support the City's efforts to reduce greenhouse gasses.

FISCAL IMPACT

Staff was awarded a total of \$500,000 in U&CF grant funds. The grant requires a dollar-for-dollar match. The grant provides \$250,000 in one-time funds to support the development of a citywide tree inventory and analysis and procurement of a new tree management software. Staff is requesting a match of \$250,000 from the General Fund to support this effort. This amount will be transferred from the General Fund to Capital Fund 405 and appropriated to Project 07797, for a total project budget of \$500,000. The grant also provides \$250,000 over five years (\$50,000 per fiscal year) for hazardous tree removal and replacement efforts. The FY24-33 CIP Budget appropriated sufficient funds to provide a yearly \$50,000 match from Project 05102 to Project 07796 for five years, for a total project budget of \$500,000 over five years. A breakdown of the distribution of grant and matching funds is provided below.

Funding	FY24	FY25	FY26	FY27	FY28	Total
Federal Grant – Tree Management Software	\$250,000					\$250,000
Match - City's General Fund (100) Transfer	\$250,000					\$250,000
Total Project Budget	\$500,000					\$500,000
Federal Grant – Hazardous Tree Removals/Replacement	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Match - City's Capital Fund (405-05102)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Total Project Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Total Expenditures	\$600,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,000,000

ECONOMIC IMPACT AND SUSTAINABILITY FEATURES

This item does not provide a direct economic impact to the City but does provide public safety and environmental benefits through the following:

- Enhanced public safety: removing hazardous trees will reduce the risk of accidents, personal injuries, property damage, and environmental disasters like fires and landslides
- Environmental preservation: expanding and managing the City's urban forest more efficiently will mitigate the negative effects of climate change and urban heat islands, reduce greenhouse gasses, and conserve and protect natural resources and ecosystems

- Improved efficiency: implementation of the tree management software system will streamline operations, leading to better resource allocations, enhanced planning, and more effective decision-making

STRATEGIC ROADMAP

This item supports Council's Strategic Priority of Confront Climate Crisis and Champion Environmental Justice by supporting the following project:

Project C10 – Plant 1,500 trees annually

PUBLIC CONTACT

No public contact is required for this item.

NEXT STEPS

If approved, the City Manager will be authorized to execute the funding agreement with GreenLatinos and to accept a total of \$500,000 in grant funds. Staff will appropriate \$250,000 to Project 07797 to support the procurement and implementation of tree inventory, assessment, and tree management software and \$250,000 to Project 07796 for hazardous tree removals and replacements. Staff will also transfer \$250,000 from the General Fund to Capital Fund 405 and appropriate the same amount to Project 07797. Staff will also transfer and appropriate \$50,000 from Project 05102 to Project 07796 annually for five years.

Prepared by: Manny Grewal, Management Analyst

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A FUNDING AGREEMENT, ACCEPT \$500,000 IN USDA URBAN AND COMMUNITY FORESTRY GRANT FUNDS, APPROPRIATE \$250,000 TO PROJECT 07797 FOR A CITYWIDE TREE CONDITION ASSESSMENT, INVENTORY, AND TREE MANAGEMENT SOFTWARE AND \$250,000 TO PROJECT 07796 FOR HAZARDOUS TREE REMOVALS AND REPLACEMENTS, TRANSFER AND APPROPRIATE \$250,000 FROM THE GENERAL FUND TO CAPITAL FUND 405 FOR PROJECT 07797, AND TRANSFER AND APPROPRIATE \$250,000 FROM PROJECT 05102 TO PROJECT 07796 OVER FIVE YEARS

WHEREAS, the Inflation Reduction Act provided the Department of Agriculture (USDA) \$1.5 billion for Urban and Community Forestry (U&CF) investments; and

WHEREAS, in early 2023, the USDA released a multiyear funding opportunity to encourage proactive maintenance and monitoring of urban trees, advance the use of tree inventory monitoring, and improve preparation of severe storms, among other program goals; and

WHEREAS, staff received approval from the Grant Committee to apply for \$500,000 in grant funds; and

WHEREAS, a dollar-for-dollar match is required for the grant; and

WHEREAS, in September 2023, staff was awarded \$250,000 to support the procurement and implementation of a tree management software and \$250,000 to support the removal and replacement of hazardous trees, for a total grant amount of \$500,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby finds and determines as follows that the City Manager is authorized to execute a funding agreement with GreenLatinos, in a form approved by the City Attorney, to accept \$500,000 in USDA U&CF grant funds and appropriate \$250,000 to Project 07797 (Fund 405) for a citywide tree condition assessment, inventory, and tree management software and appropriate \$250,000 to Project 07796 (Fund 405) for hazardous tree removal and replacement efforts.

BE IT FURTHER RESOLVED that the City Manager is authorized to transfer and appropriate an additional \$250,000 from the General Fund (Fund 100) to Project 07797 (Fund 405), for a total project budget of \$500,000.

BE IT FURTHER RESOLVED that the City Manager is authorized to transfer and appropriate \$250,000 from Project 05102 (Fund 405) to Project 07796 (Fund 405) over five years, for a total project budget of \$500,000.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2024

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

File #: CONS 24-113

DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

Adopt a Resolution Authorizing the City Manager to Execute Easement Deeds to Pacific Gas and Electric Company to Construct, Reconstruct, Maintain, Inspect, and Access Underground Electric, Communication and Gas Facilities for Public Utility Purposes on and Under a Portion of the City's Land for La Vista Park

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute two Easement Deeds (Attachments III and IV) to Pacific Gas and Electric Company (PG&E) to construct, reconstruct, use, maintain, inspect and access underground electric, gas and communication facilities for public utility purposes on and under a portion of the City owned parcel of land for La Vista Park.

SUMMARY

The City's easement deeds will allow PG&E to install underground conduits and cables in vaults and surface mounted cabinets within a narrow (approximately six feet wide) strip of the City owned land for La Vista Park, generally along one side of a planned roadway to an under-construction La Vista Residential project at 720 Tennyson Road (Attachment V). This project will provide affordable residential housing and a school. Additionally, the proposed PG&E facilities in the requested easements can be extended later to the City's La Vista Park.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Parcel P PG&E Easement
Attachment IV	Parcel A PG&E Easement
Attachment V	La Vista Residential Project

File #: CONS 24-113



DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT Adopt a Resolution Authorizing the City Manager to Execute Easement Deeds to Pacific Gas and Electric Company to Construct, Reconstruct, Maintain, Inspect, and Access Underground Electric, Communication and Gas Facilities for Public Utility Purposes On and Under a Portion of the City's Land for La Vista Park.

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute two Easement Deeds (Attachments III and IV) to Pacific Gas and Electric Company (PG&E) to construct, reconstruct, use, maintain, inspect and access underground electric, gas and communication facilities for public utility purposes on and under a portion of the City owned parcel of land for La Vista Park.

SUMMARY

The City's easement deeds will allow PG&E to install underground conduits and cables in vaults and surface mounted cabinets within a narrow (approximately six feet wide) strip of the City owned land for La Vista Park, generally along one side of a planned roadway to an under-construction La Vista Residential project at 720 Tennyson Road (Attachment V). This project will provide affordable residential housing and a school. Additionally, the proposed PG&E facilities in the requested easements can be extended later to the City's La Vista Park.

BACKGROUND

The City's easement grants will enable PG&E to extend its public utilities from its existing and newer underground network in Tennyson Road to the La Vista Residential Project being developed by Eden Housing and The Pacific Companies, to create 176 new affordable apartment homes as well as an approximately 36,000 square foot school that will serve up to 384 students from preschool through 6th grade.

This new community will provide Hayward's expanding population with access to much needed affordable housing in the heart of the growing Mission Boulevard Corridor. The current design clusters the housing into two separate 5-story buildings on the site's interior, allowing much of the hillside to become part of the future La Vista Park. One building will consist of only residential units while the other will also include an early education center on the ground floor

The City has had an active role in the entitlements and design process of the CalTrans Parcel Group Three Development.

DISCUSSION

PG&E will design and install, at no cost to the City, its underground conduits and cables in vaults and surface mounted cabinets within the city granted easements to provide its public utility services to La Vista Residential development. Additionally, the City's easement grants will provide PG&E reasonable access rights over its property to the easement area needed for inspection, maintenance and repairs to its public utility facilities.

City's easement also grants PG&E rights, from time to time, to trim or to cut down trees and brush along each side of the easement area which may interfere with or be a hazard to the facilities installed therein or as may be necessary to comply with applicable state or federal regulations.

No building, structure or fence can be built over the easement area nor can there be any earth fills, excavation, drilling or storage of flammable substances to interfere with the maintenance and operation of PG&E's utility facilities.

CEQA Compliance

City's easement grants are for PG&E to extend its public utilities from its existing and newer underground network in Tennyson Road to La Vista Residential Project, currently under construction. This project was recently approved by the City with due public participation and CEQA review. The area in the vicinity of this project is already developed with housing or designated for a city park and open space.

ECONOMIC IMPACT

The City's easement grants will enable PG&E to extend its public utilities for development of a currently undeveloped parcel of land in Hayward for affordable housing and school purposes. This development project will enhance the city's property tax base and more importantly enhance the local economy.

FISCAL IMPACT

The two easements will encumber approximately 5,130 square feet of the City's property. City's easement grants will be voluntary, without any monetary compensation from PG&E. PG&E is not authorized to purchase any easement for its service extension to a single customer, even if the easement area may be used in the future to serve additional customers in the vicinity.

STRATEGIC ROADMAP

This agenda item supports the City's Strategic Roadmap and its goals to Preserve, Produce and Protect housing for All, and Grow the Economy. This item also supports educational opportunities in and around Hayward.

SUSTAINABILITY FEATURES

There are no sustainability features associated with this item.

NEXT STEPS

If approved by Council, staff will provide the approved Resolution and the Easement Deeds executed by the City Manager to PG&E for filing with the Alameda County Clerk – Recorder's Office.

Prepared by: Mo Sharma, Senior Civil Engineer

Reviewed by: Kathy Garcia, Deputy Director of Public Works

Recommended by: Alex Ameri, Director of Public Works

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-____

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE TWO EASEMENT DEEDS TO PACIFIC GAS AND ELECTRIC COMPANY FOR EXTENSION OF UNDERGROUND PUBLIC UTILITY FACILITIES ACROSS A PORTION OF THE CITY'S PROPOSED LA VISTA PARK PROPERTY ALONG TENNYSON ROAD

WHEREAS, the City of Hayward (City) owns a property along the north side of Tennyson Road east of Mission Boulevard; and

WHEREAS, Pacific Gas and Electric Company (PG&E) plans to extend on and under a portion of the said City property conduits, cables, utility boxes and vaults for extension of underground public utilities from Tennyson Road to La Vista Residential Project at 720 Tennyson Road; and

WHEREAS, PG&E has presented to the City two easement deeds; and

WHEREAS, PG&E consider its public utility services to a single customer as an accommodation and will not purchase the easement; and

WHEREAS, City staff has reviewed the request for the easements and determined no significant impacts on the City's use of its property and recommends approval of the easement deeds.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the City Manager is authorized to execute, on behalf of the City, the easement deeds requested by PG&E to extend underground public utilities for supply of electricity, gas and communication related services to La Vista Residential Project at 720 Tennyson Road and in future to other properties in the vicinity.

BE IT FURTHER RESOLVED by the City Council that the City Clerk is directed to provide a certified copy of this resolution to be attached to the easement deeds in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2024

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

EXHIBIT "A"
PG&E EASEMENT

All that real property, situate in the City of Hayward, County of Alameda, State of California, described as follows:

Being a portion of the Grant Deed to the City of Hayward, recorded December 9, 2022, as Recorder Series No. 2022-195915, Alameda County Records, further described as follows:

Beginning at the most southeasterly corner of said *Grant Deed (2022-195915)*, being a point on the northwesterly right-of-way line of Tennyson Road and the beginning of a non-tangent curve, concave to the northwest, having a radius of 720.00 feet, a radial line to the beginning of said curve bears North 32°32'44" West; thence along said northwesterly right-of-way line southwesterly 41.36 feet along said curve, through a central angle of 3°17'30" to the beginning of a non-tangent curve, concave to the northeast, having a radius of 10.00 feet, a radial line to the beginning of said curve bears North 50°16'20" East; thence leaving said northwesterly right-of-way line of Tennyson Road the following eleven (11) courses:

1. Northwest 1.30 feet along said curve, through a central angle of 7°27'39";
2. North 32°16'01" West, 72.66 feet;
3. North 78°58'18" West, 17.50 feet;
4. South 57°43'59" West, 107.45 feet to the beginning of a curve, concave to the northwest, having a radius of 30.00 feet;
5. West 17.34 feet along said curve, through a central angle of 33°07'12";
6. North 89°08'49" West, 178.21 feet to the beginning of a curve, concave to the north, having a radius of 10.00 feet;
7. East 3.93 feet along said curve, through a central angle of 22°30'00";
8. North 66°38'49" West, 34.00 feet to the beginning of a curve, concave to the northeast, having a radius of 10.00 feet;
9. Northwest 11.46 feet along said curve, through a central angle of 65°39'09";
10. North 0°59'40" West, 16.61 feet;
11. North 23°29'40" West, 3.15 feet to a point on the westerly boundary line of said *Grant Deed (2022-195915)*;

Thence along said westerly boundary line North 1°08'10" East, 20.92 feet to the beginning of a non-tangent curve, concave to the southwest, having a radius of 10.00 feet, a radial line to the beginning of said curve bears North 37°11'43" East; thence leaving said westerly boundary line the following sixteen (15) courses:

1. East and southeast 5.12 feet along said curve, through a central angle of 29°18'37";
2. South 23°29'40" East, 17.27 feet to the beginning of a curve, concave to the southwest, having a radius of 10.00 feet;
3. Southwest and south 3.93 feet along said curve, through a central angle of 22°30'00";
4. South 0°59'40" East, 16.61 feet;
5. South 66°38'49" East, 34.00 feet;

6. South $89^{\circ}08'49''$ East, 178.21 feet to the beginning of a curve, concave to the northwest, having a radius of 20.00 feet;
7. northeast 11.56 feet along said curve, through a central angle of $33^{\circ}07'12''$;
8. North $57^{\circ}43'59''$ East, 107.45 feet to the beginning of a curve, concave to the southeast, having a radius of 10.00 feet;
9. Northeast and east 7.56 feet along said curve, through a central angle of $43^{\circ}17'43''$;
10. South $78^{\circ}58'18''$ East, 17.50 feet to the beginning of a curve, concave to the southwest, having a radius of 10.00 feet;
11. southeast 8.15 feet along said curve, through a central angle of $46^{\circ}42'17''$;
12. South $32^{\circ}16'01''$ East, 72.66 feet;
13. North $57^{\circ}43'59''$ East, 15.20 feet;
14. North $32^{\circ}35'08''$ West, 9.40 feet;
15. North $57^{\circ}24'52''$ East, 16.72 feet to a point on the easterly boundary line of said *Grant Deed (2022-195915)* and the beginning of a non-tangent curve, concave to the southwest, having a radius of 185.00 feet, a radial bearing to the beginning of said curve bears North $58^{\circ}29'45''$ East;

Thence southeast 5.63 feet along said curve, through a central angle of $1^{\circ}44'42''$; thence South $29^{\circ}45'33''$ East, 6.15 feet to the **Point of Beginning** of this description.

Containing an area of 4,959 square feet, more or less.

Basis of Bearings taken along the southerly boundary line of Parcel P as North $89^{\circ}39'02''$ East, as shown on the map entitled "Tract 7620", recorded May 30, 2016 in Book 339 of Maps, at Pages 46-69, Alameda County Records, State of California.



TOWNSHIP 3 SOUTH, RANGE 2 WEST, SE ¼ OF SW ¼ AND SW ¼ OF SE ¼ OF SECTION 26., M.D.B.&M.
RANCHO ARROYO DE ALAMEDA:

NOTE

UNLESS OTHERWISE SHOWN, ALL COURSES EXTEND
TO OR ALONG ALL BOUNDARIES OR LINES.

LEGEND

P.O.B. POINT OF BEGINNING
----- EASEMENT LINE
----- BOUNDARY LINE



TRACT 7620
339 MAPS 46
PARCEL A
(2021-190929)
CITY OF HAYWARD
APN: 083-477-002

TRACT 7620
339 MAPS 46
PARCEL P
(2022-195915)
CITY OF HAYWARD
APN: 083-477-005

PG&E EASEMENT
4,959±
SQUARE FEET

TENNYSON ROAD

PARCEL 3
PARCEL MAP
No. 11247
354 PM 79
(2022-202594)
STRATEGIC GROWTH
PARTNERS INC.
ANP'S: 078C-0461-010
& 078C-0461-012
& 078C-0626-003-09
& 078C-0626-003-16



DATE: 2/15/2024

SCALE: 1" = 50'

PROJECT NO.: 18133

SHEET 1 OF 2

EXHIBIT B
PG&E EASEMENT

Parcel Line Table		
Line #	Length	Direction
L1	34.00'	N66°38'49"W
L2	17.27'	S23°29'40"E
L3	16.61'	S0°59'40"E
L4	34.00'	S66°38'49"E
L5	15.20'	N57°43'59"E
L6	9.40'	N32°35'08"W
L7	16.72'	N57°24'52"E

Curve Table			
Curve #	Length	Radius	Delta
C1	1.30'	10.00'	7°27'39"
C2	17.34'	30.00'	33°07'12"
C3	3.93'	10.00'	22°30'00"
C4	11.46'	10.00'	65°39'09"
C5	5.12'	10.00'	29°18'37"
C6	3.93'	10.00'	22°30'00"
C7	11.56'	20.00'	33°07'12"
C8	7.56'	10.00'	43°17'43"
C9	8.15'	10.00'	46°42'17"

EXHIBIT A
PG&E EASEMENT

All that real property, situate in the City of Hayward, County of Alameda, State of California, described as follows:

Being a portion of the Grant Deed to the City of Hayward, recorded May 20, 2021, as Recorder Series No. 2021-190929, Alameda County Records, further described as follows:

Beginning at the most southwesterly corner of said *Grant Deed (2021-190929)*, being a point on the northwesterly right-of-way line of Tennyson Road; thence North $29^{\circ}45'33''$ West, 6.15 feet to the beginning of a curve, concave to the southwest, having a radius of 185.00 feet; thence northwest 5.63 feet along said curve, through a central angle of $1^{\circ}44'42''$; thence leaving the boundary line of said *Grant Deed (2021-190929)* North $57^{\circ}24'52''$ East, 5.78 feet; thence South $32^{\circ}35'08''$ East, 11.75 feet to a point on the northwesterly right-of-way line of Tennyson Road and the beginning of a non-tangent curve, concave to the northwest, having a radius of 720.00 feet, a radial line to the beginning of said curve bears North $33^{\circ}02'41''$ West; thence southwest 6.28 feet along said curve, through a central angle of $0^{\circ}29'58''$ to the **Point of Beginning** of this description.

Containing an area of 71 square feet, more or less.

Basis of Bearings taken along the southerly boundary line of Parcel P as North $89^{\circ}39'02''$ East, as shown on the map entitled "Tract 7620", recorded May 30, 2016 in Book 339 of Maps, at Pages 46-69, Alameda County Records, State of California.



2/15/24

TOWNSHIP 3 SOUTH, RANGE 2 WEST, SE ¼ OF SW ¼ AND SW ¼ OF SE ¼ OF SECTION 26., M.D.B.M.
RANCHO ARROYO DE ALAMEDA:

LEGEND

P.O.B. POINT OF BEGINNING
----- EASEMENT LINE
———— BOUNDARY LINE

NOTE

UNLESS OTHERWISE SHOWN, ALL COURSES EXTEND TO OR ALONG ALL BOUNDARIES OR LINES.



TRACT 7620
339 MAPS 46
PARCEL A
(2021-190929)
CITY OF HAYWARD
APN: 083-477-002

N33°02'41"W(R)
S32°35'08"E 11.75'
N57°24'52"E 5.78'
N29°45'33"W 6.15'
PG&E EASEMENT
71± SQUARE FEET
C2
P.O.B.
N32°32'44"W(R)

TRACT 7620
339 MAPS 46
PARCEL P
(2022-195915)
CITY OF HAYWARD
APN: 083-477-005

TENNYSON ROAD

Curve Table

Curve #	Length	Radius	Delta
C1	5.63'	185.00'	1°44'42"
C2	6.28'	720.00'	0°29'58"



100 50 100
2/15/24
SCALE IN FEET



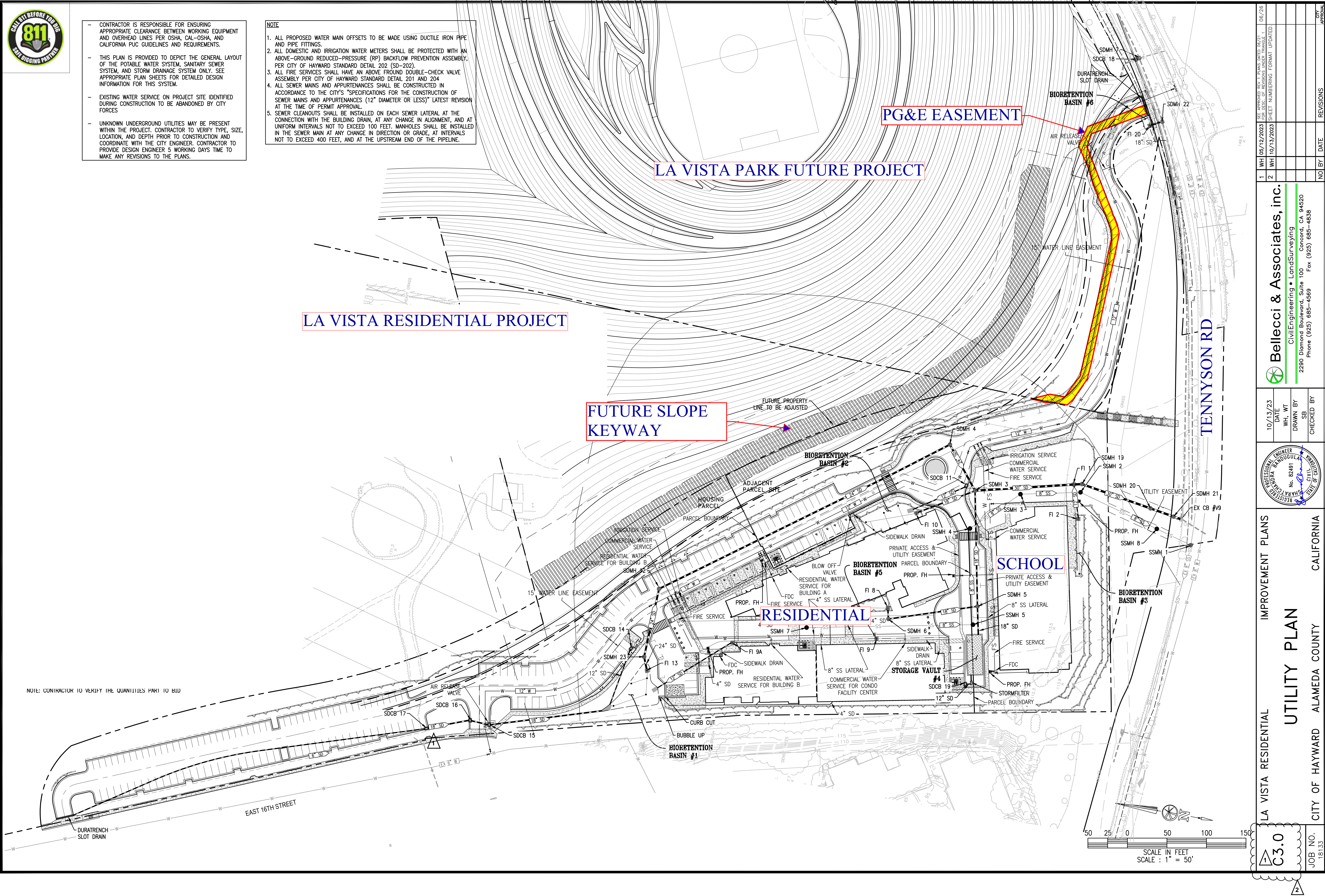
DATE: 2/15/2024

SCALE: 1" = 50'

PROJECT NO.: 18133

SHEET 1 OF 1

EXHIBIT B
PG&E EASEMENT





CITY OF HAYWARD

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

File #: WS 24-004

DATE: March 12, 2024

TO: Mayor and City Council
HARD Board of Directors

FROM: Assistant City Manager

SUBJECT

Joint Work Session with Hayward City Council and Hayward Area Recreation and Park District Board of Directors

RECOMMENDATION

That Council and Hayward Area Recreation and Park District (HARD) Board of Directors receive reports from City and HARD staff.

SUMMARY

On April 24, 2023, staff from HARD and the City worked with CivicMakers, a consultant agency, to facilitate a Joint Session between the HARD Board and the Hayward City Council. Key themes discussed at the Joint Session included: communication and collaboration; ensuring equitable access to parks and resources; and determining shared priorities and how to measure progress. As a result of this successful collaboration, the City Council and HARD Board agreed to have at least one Joint Session annually.

On June 20, 2023, the Council authorized the City Manager to negotiate and execute a master agreement and lease (Agreement) with the Hayward Area Recreation and Park District (HARD) for operations and maintenance of city lands. This ten-year lease represented the most recent renewal of a lease that was first entered into with HARD on November 17, 1970.

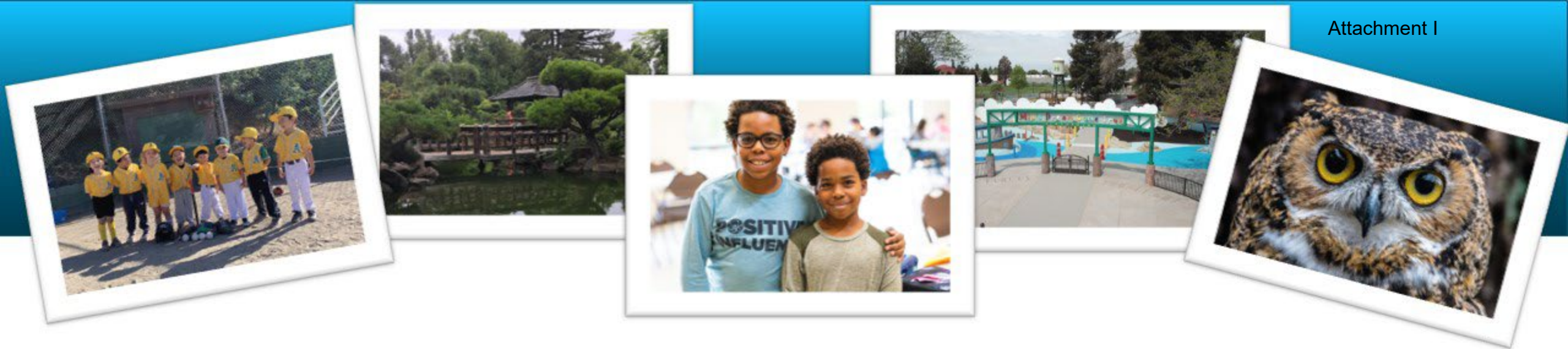
The current Agreement went into effect July 1, 2023. The Transparency and Reporting section of the Agreement indicates that HARD will provide an annual report to the City during a City Council Meeting that will include but is not limited to, an update on Capital Improvement Projects, data on participants in District recreation programs by zip code, and park maintenance standards.

This item honors the above-stated provision of the Agreement and keeps the promise to conduct an annual Joint Session between Council and the HARD Board.

ATTACHMENTS

File #: WS 24-004

Attachment I	Recreation Year in Review 2023
Attachment II	HARD Strategic Plan



Hayward Area Recreation and Parks District

Year-in-Review 2023



2023 Participation Numbers

- 33,102 Total registered participants
- 371 camps offered; 5,670 campers served
- Golf - 37,313 rounds played
- Golf Range - 46,184 buckets sold



Health Equity Initiative 2023

- **Free Aquatics**
 - 1,112 free swim lessons
 - 4,721 free recreational swimmers
- **Free Camps**
 - 96 weeks of camp
- **Free Classes**
 - Over 1,300 participants
- **Mobile Recreation**
 - Over 1,500 registrants
- **Special Events**
 - Over 4,000 participants



Accessibility and Outreach

- **Community Grants**
 - 62 community-based non-profits and government partners
 - Over \$200,000 in waived rentals fees awarded to our partner agencies and community groups
- **Outreach registration events and trainings for non-traditional clients**
- **Scholarships**
 - 261% increase
 - Over 260 individuals received scholarships and signed up for over 1,200 classes
- **Access for All**
 - 283% increase
- **Adaptive Programming**
 - Two Recreation Therapists on staff
 - Adaptive Swimming
 - New adaptive recreation programming section
- **Inclusion Working Group**



Focus on the Arts

- Two arts-focused staff
- Camp Create (new) at Weekes
- Weekes Afterschool Arts Center
- DMT
 - Lights on Series
 - Over 200 attendees
 - International Dance Festival and Bedtime Theater Series
 - DMT Presents Series
 - 3 of the 4 performances have been sold-out
 - Over 900 attendees
- Launched Arts Access program for underserved schools to attend cultural performance events.



A photograph of a park landscape. In the foreground, there is a vast, well-maintained green lawn. In the middle ground, there are several trees of varying sizes and a wooden structure, possibly a gazebo or a small pavilion, partially obscured by trees. The background shows a clear blue sky and distant hills or mountains. The entire image is framed by a white, hand-drawn style border.

Park Maintenance Standards

Park Maintenance Standards

Park Maintenance Standards

- Based on Board adopted standards
- Parks were broken up into seven elements

H.A.R.D. staff conducted the first Park Maintenance Standards review of parks

- Over 190 individual reviews conducted

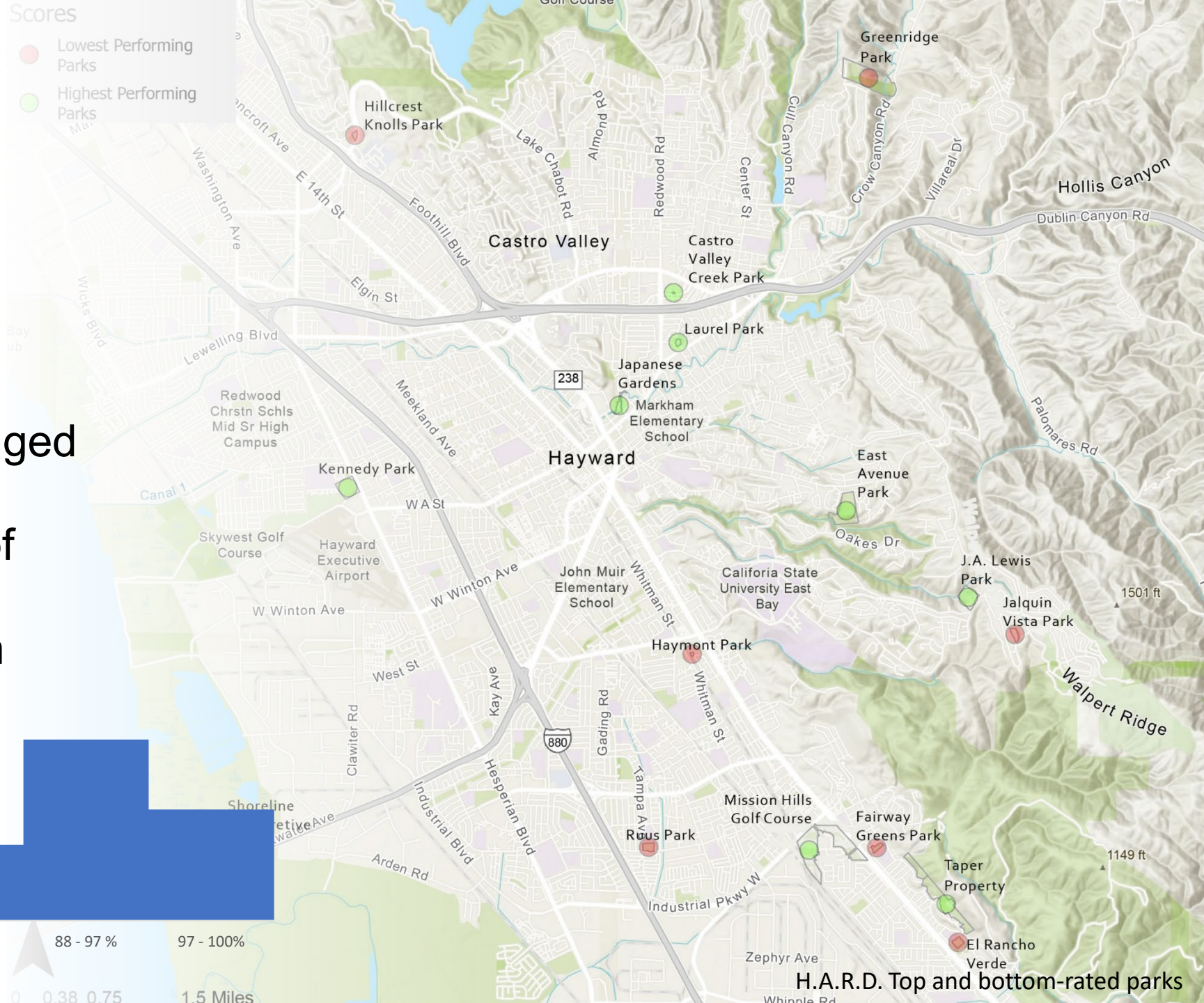
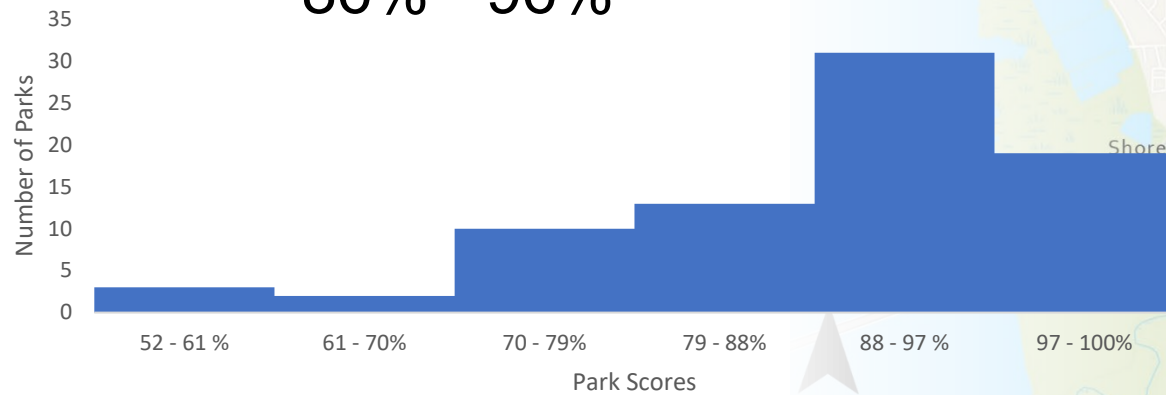
The instrument has been tested but is being updated based on feedback



Park Maintenance Standards - Overview

Park scores

- Each Park score ranged from 53% - 100%
 - Average score of 89%
 - CDP scores from 86% - 96%



H.A.R.D. Top and bottom-rated parks

Park Maintenance Standards – Top Performing Parks

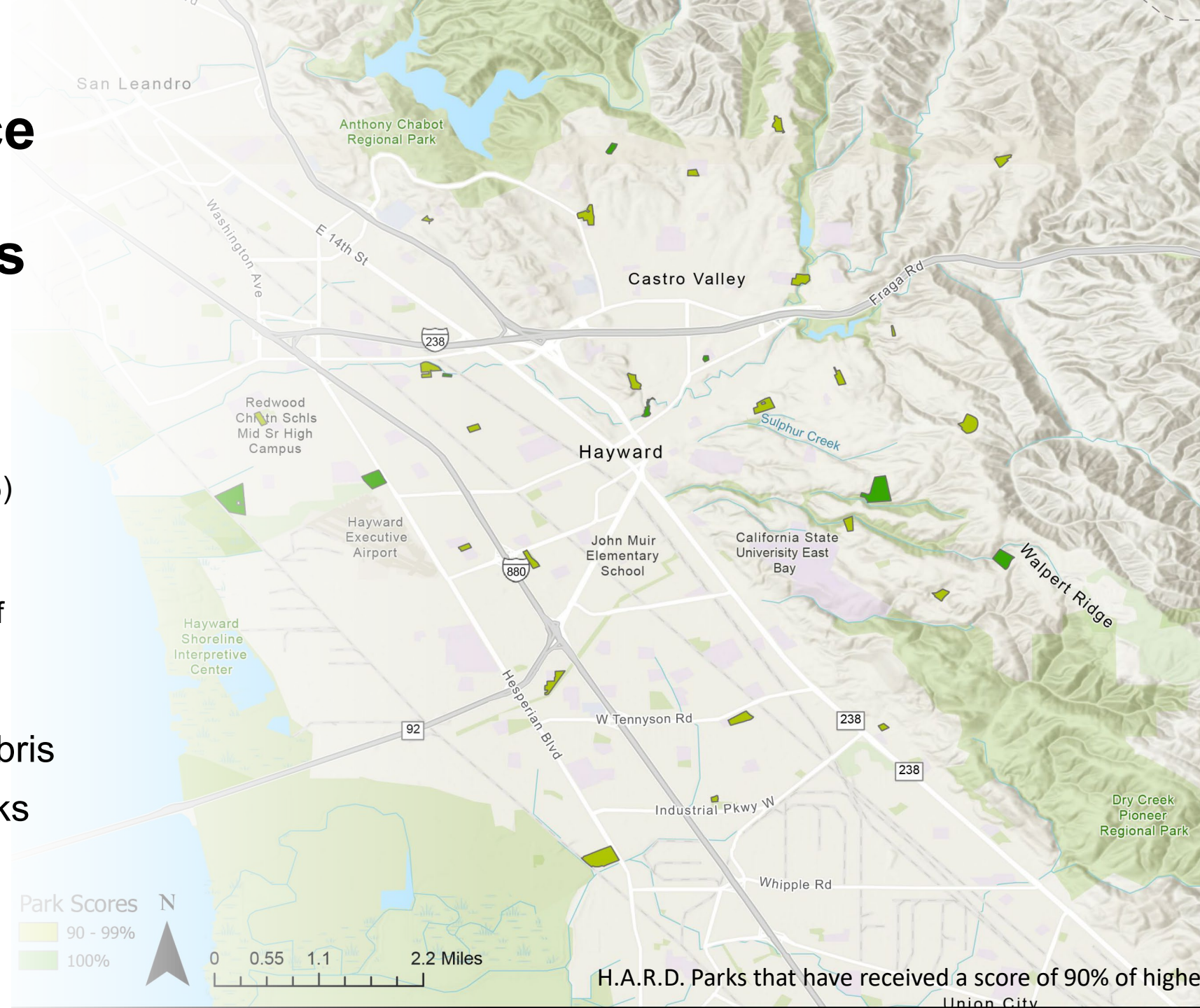
Park Scores in Hayward averaged 87%

- 24 A-rated parks (6 - 100%)
- 10 B-rated parks
- 8 C-rated parks
- 3 parks received a score of under 70%

Majority of parks :

- Were free of large debris

Almost half of H.A.R.D. parks were free of graffiti.



Park Maintenance Standards – Lowest Performing Parks

Eight Parks Received park grades less or equal to 70%

- Eight of the bottom ten parks received a Graffiti score of less than or equal to 60% >>>

Addressing graffiti may have the most immediate effect on improving park scores





Park Maintenance Standards – Insights, Next Steps

- Changes to the survey instrument
- Begin incorporating community members, partners, and stakeholders into the review process
- Develop a consistent schedule for the review of parks to identify longitudinal trends

A group of eight children are sitting on a dirt path in a park-like setting. They are arranged in a loose circle, with some sitting on tree stumps. The children are of various ethnicities and ages, mostly between 5 and 10 years old. They are wearing casual clothing like t-shirts, jeans, and backpacks. The background shows a dirt path leading into a wooded area with trees and bushes. The text "Placer.ai - Park Usage" is overlaid in the center of the image in a white, sans-serif font. A thin white line is drawn horizontally below the text.

Placer.ai — Park Usage



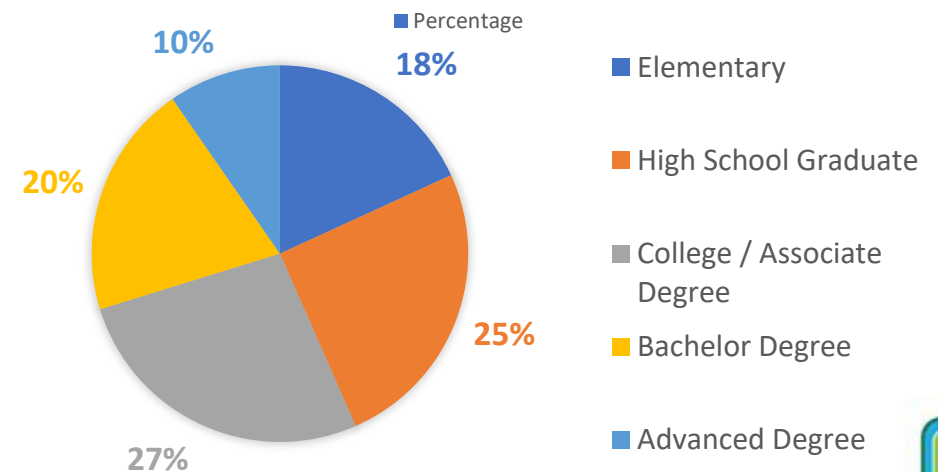
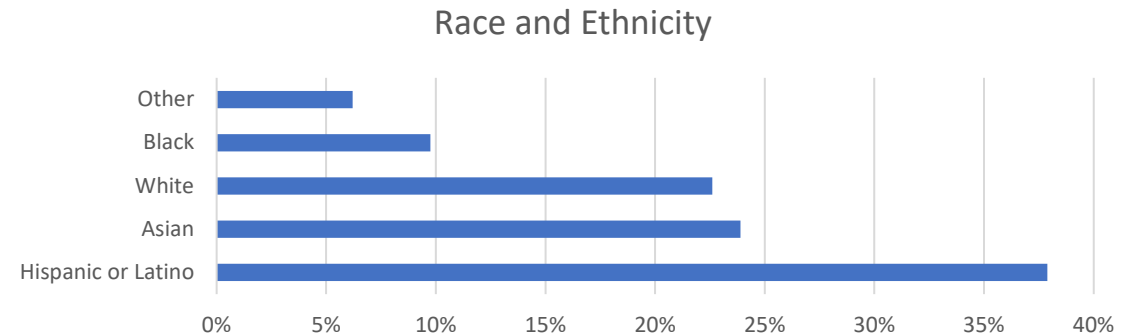
Placer.ai – Park Usage, Overview Information

- Placer.ai is a software company that can estimate visitors to specific parks based on cell phone data
- 3.91 Million people visited H.A.R.D. Parks in 2023
 - 2.1 million people visited parks in Hayward (64% of total Visits)
 - An increase of ~25% as compared to 2018, (3.1 Million in 2018)
- High park use from April – October
- Most Visitors are from within the District boundaries – though more analysis may be necessary

Placer.ai – Park Usage, Demographics of Users

H.A.R.D. parks serve a diverse population

- Users closely resemble the district population (ethnicity, income, educational attainment, etc.)
- Median income of users \$84k vs \$92k for all District residents
- Close to even split between owners and renters

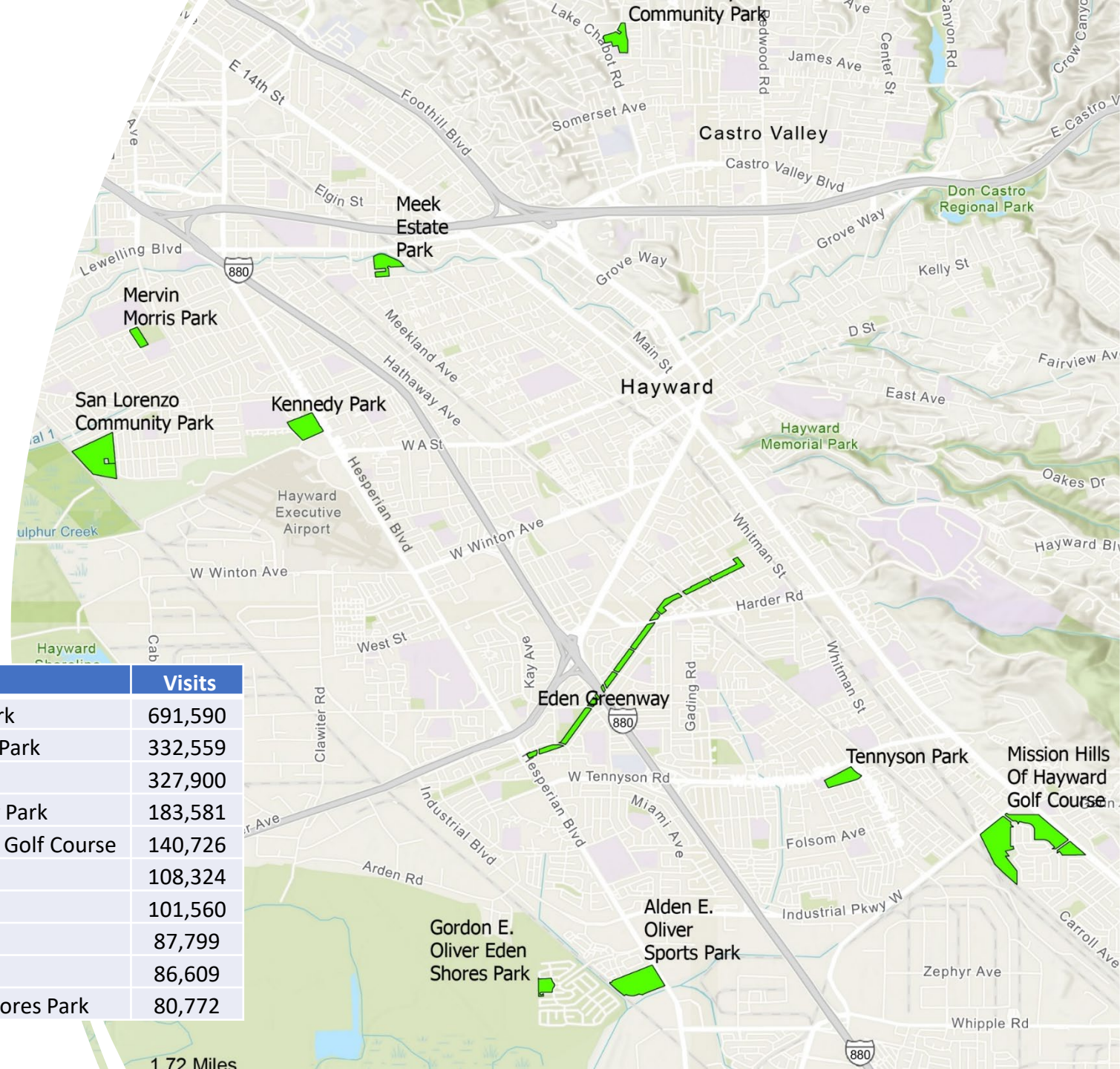


Placer.ai – Top Visited Parks

The top 10 visited parks in the District accounted for more than half of all visits

Community Center/Facility	Visits
Hayward Plunge	54,416
Castro Valley Community Center	33,520
Cherryland Community Center	16,578
Sorensdale Recreation Center	16,323
Meek Mansion	13,973
Sulphur Creek Nature Center	11,423
Weekes Park Community Center	11,191
Chanticleers Theatre	10,202

Park	Visits
Alden E. Oliver Sports Park	691,590
San Lorenzo Community Park	332,559
Kennedy Park	327,900
Castro Valley Community Park	183,581
Mission Hills Of Hayward Golf Course	140,726
Tennyson Park	108,324
Meek Estate Park	101,560
Mervin Morris Park	87,799
Eden Greenway	86,609
Gordon E. Oliver Eden Shores Park	80,772



Placer.ai Trends/Bond Successes

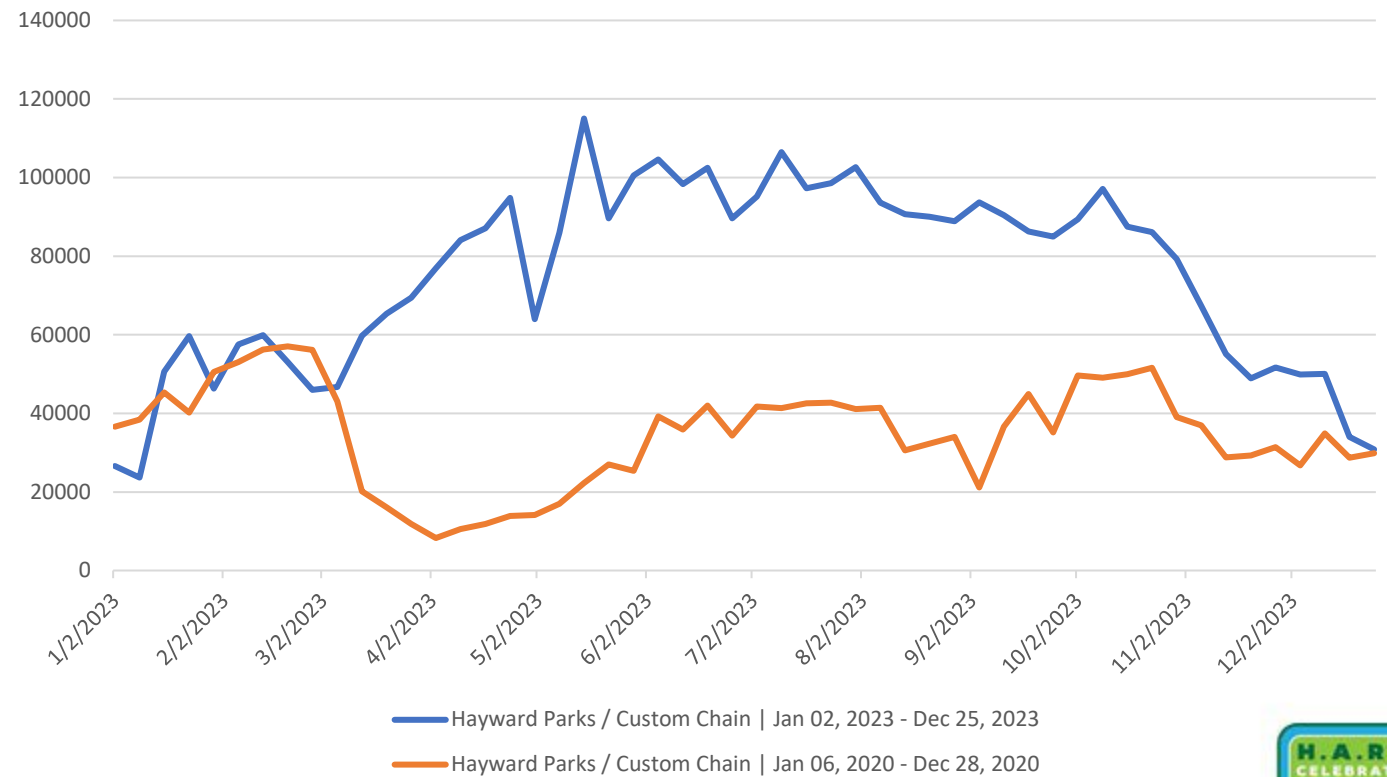
The COVID-19 pandemic heavily impacted park usage

- The number of users has now recovered and may eclipse pre-pandemic levels
- Highlight the importance of parks and recreation opportunities

Measure F1 Bond

- Parks that received Bond funds all saw an increase in users since 2018
- Bond investments have shown some increase in usage

Park Usage Comparison 2020 vs 2023



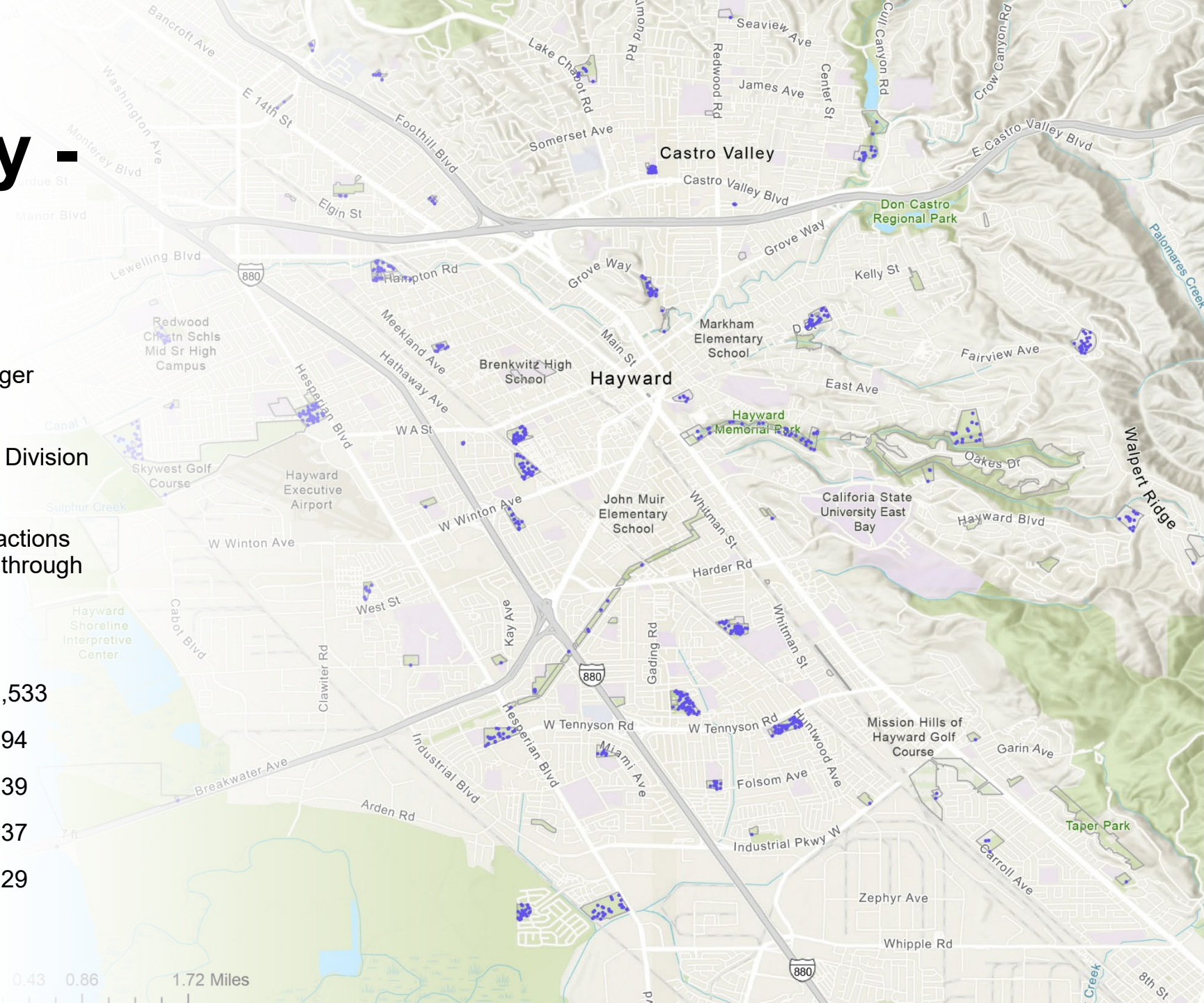
An aerial photograph of a suburban neighborhood. The foreground is a large, grassy field with scattered trees. In the middle ground, a dense cluster of houses is visible, surrounded by more trees. The background shows rolling hills under a clear sky. The text "Public Safety" is overlaid in the center of the image.

Public Safety

Public Safety - Interactions

H.A.R.D. public safety rangers, track ranger interactions with the public

- In 2023 – H.A.R.D. The Public Safety Division had recorded 7,505 interactions
- The most significant number of Interactions occur during summer months – May through August – with the highest in July
- Top Interactions
 - Park Hours Violations – 4,533
 - Pets Shall be Restrained – 894
 - Smoking Prohibited – 439
 - Camping and Lodging – 437
 - Alcohol Prohibited – 229



Park Safety – High Interaction Parks

High-interaction parks were spread out throughout the District.

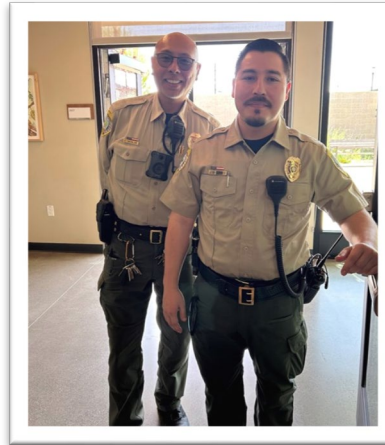
- Though a vast majority of Interactions occur in the City of Hayward, Parks
 - 62% of all Interactions occurred in Hayward Parks – though 64% of total visitors were to Hayward Parks
 - Interactions per Census Designated Places matched visitors per CDP Parks
 - More Interactions related to more people using the park

Park/Facility	Interactions	People Adjusted	Number of Users
Weekes Park	519	1410	50,378
Tennyson Park	440	1319	107,381
Kennedy Park	429	1598	326,228
Sorensdale Park	345	1051	36,619
Adobe Park	333	1912	39,388
Hayward Plunge Greenway Trail	315	701	9,963
Centennial Park	293	1006	49,851
Meek Estate Park	289	750	100,748
San Lorenzo Community Park	288	1414	328,065
Cannery Park	282	937	72,263
Alden E. Oliver Sports Park	258	2773	687,398



Park Safety – Top Interactions

- Park Hour Violations (4,533)
 - Kennedy Park – 257
 - Adobe Park – 232
 - Centennial Park – 209
 - Alden Oliver – 205
 - Eden Shores – 203
- Pets Restrained (894)
 - Sorensdale – 56
 - San Felipe – 50
 - Eden Greenway – 48
 - Tennyson Park – 42
 - Meek Estate Park – 40



- Camping Lodging (437)
 - Weeks Park – 170
 - Hayward Plunge Greenway – 41
 - Cannery Park – 35
 - Centennial Park – 21
 - Birchfield Park – 20
 - Tennyson Park – 20
- Alcohol Prohibited w/out Permit (229)
 - Tennyson – 170
 - Weekes – 17
 - Sorensdale Park – 13
 - Kennedy Park – 10
 - San Lorenzo Community Park – 8

Conclusion

The District has invested heavily in qualitative and quantitative data collection and analysis

These data points in addition to the development of the District-wide Needs Assessment and Survey collection, will give staff an ever-expanding idea of our role and future in the community

Questions?



HAYWARD AREA RECREATION AND PARK DISTRICT



STRATEGIC PLAN 2024



[HaywardRec.org](https://www.haywardrec.org)

Prepared by: Rauch Communication Consultants Inc.

Board of Directors

Rick J. Hatcher, President
Paul W. Hodges Jr., Vice President
Peter Rosen, Secretary
Louis M. Andrade, Director
Sara Lamnin, Director

District Management Staff

James Wheeler, General Manager
Anne Maze, Administrative Services Director
Meghan Tiernan, Capital Planning and Development Director
Adriane Lee Bird, Recreation, Arts and Community Services Director
Chris Peterson, Parks and Facilities Maintenance Director
Nicole Espinoza Roa, Assistant to the General Manager/Public Information Officer
Natalie Wong, Human Resources Manager
Jose Gutierrez, Public Safety Manager
Thomas Omolo, Management Analyst

Consultant

Martin Rauch, Managing Consultant

Table of Contents

Introduction	4
District Overview.....	5
Strategic Framework.....	6
Mission	7
Vision.....	7
Values.....	7
Goals and Objectives.....	8
Big Picture View of HARD’s Strategic Direction	9
Monitoring and Oversight.....	17
Single-Page View of the Core Elements of the Strategic Plan	18
Appendix 1: 2019 Parks Master Plan Summary of Goals.....	19

Introduction

Planning is strategic when it helps move an organization forward from its current situation to its desired future.

Purpose of the Plan

This three-year Strategic Plan is HARD's highest-level planning document and represents the Board's and Staff's direction for the future. The Plan identifies the District's mission, vision, and core values while providing a set of goals and objectives that serve as a framework for decision-making.

The Plan is also a practical working tool that provides clear direction to the Staff regarding the Board's goals and objectives. It includes a Work Plan developed by the Staff to meet those goals and objectives. The Board and Staff will regularly refer to it as a guide to the District's actions during the period covered.

Plan Development

Background Research. The consultants began by holding discussions with the Board President and General Manager.

Confidential Interviews. This was followed by a series of confidential interviews carried out by the consultant. The goal was for the interviewees to candidly express their interests and perspectives on the District and its priorities. The interviewees included the Board of Directors and Leadership Team.

Strategic Planning Workshop. The interviewees also participated in a workshop. At the workshop, the group reviewed the results of the interviews, undertook exercises to examine the current state of the District, identified issues and opportunities expected to confront the District in the future, and discussed priorities.

Staff and Board Work. Drawing from the interviews, workshop, and other information, the consultant, General Manager, and Leadership Team developed a draft strategic plan.

Second Strategic Planning Workshop. The draft was distributed to the Board and leadership team, and at a second workshop, the participants reviewed, discussed, and refined the draft plan, including mission, vision, and values, and provided direction for additional changes.

Staff Work Plan. The Leadership Team and consultant developed a staff Work plan designed to meet the mission of the District and strategic goals and objectives.

District Overview

The Hayward Area Recreation and Park District, known locally as “H.A.R.D.,” is an independent special district formed in 1944 to provide park and recreation services in Alameda County.

The District provides residents with beautiful facilities and parks, many of which have received national and state recognition for their design, innovation, and aesthetics. Hundreds of educational and recreational classes and programs are also available through the District.

The Largest Urban Park and Recreation District In the State

Serving Over 300,000 Residents	Serving Hayward, Ashland, Castro Valley, Cherryland, Fairview, Hayward Acres, San Lorenzo	111 sites
Covering 1,774 Acres	47 Local Parks	12 Community Parks
8 School Recreation Sites	31 Special Use Facilities	6 Linear Parks, Greenways and Trails

Wide Variety of Programs

Aquatics	Art	Camps
Golf	Fitness	Nature Centers
Health Equity Initiative	Mobile Recreation	Preschool
Senior / Active Adults	Special Interest	Special Needs
Sports	Theater Arts	Dance

Strategic Framework

Hayward Area Recreation and Park District built the Strategic Plan from a series of logical and integrated components, described below.

Mission. The mission statement explains why the organization exists. It articulates the organization's essential work in a brief sentence or two.

Vision. The vision articulates what the organization will become at a given time in the future. It is the strategic target that, when achieved, fulfills the organization's mission. As such, it is at the heart of the strategic planning process.

Values. Values provide guidance when an organization is faced with challenging decisions that require trade-offs, help govern attitudes and behaviors, and generally remain constant over time. The Board sets values.

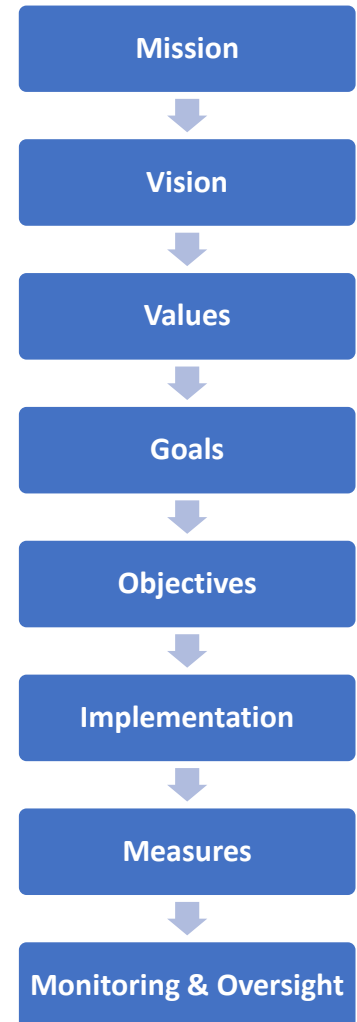
Goals. Goals describe broad, primary areas of management, operations, and planning that must be addressed to accomplish the mission. Goals are not connected to timelines.

Objectives. Objectives are specific directions established by the Board, which expand upon and refine the goals. There may be multiple objectives for each goal. Objectives are related to goals but more specific, measurable, attainable, and have a time frame.

Implementation Plan. The Implementation Plan contains actions required to accomplish the mission, goals, and objectives. The actions in the plan are assigned to members of the Leadership Team and have timelines. There may be multiple tasks for each objective.

Measures. Staff developed measures to provide insights into progress in achieving the objectives. Progress will be tracked, analyzed, used to adjust the course where appropriate, and reported to the Board.

Monitoring/Oversight. Actions developed that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.



Mission

HARD's mission is to enrich the quality of life for all community members by providing a wide range of recreational activities, parks, and facilities that meet the diverse needs and interests of the entire community and promote health, well-being, learning, and fun.

Vision

We deliver exceptional park and recreation services and facilities to all the people and communities we serve by:

Maintaining safe, clean, and green parks and facilities.

Providing extensive programs and facilities that meet the diverse needs and interests of all the people and communities in our service area.

Engaging, listening, and communicating effectively with all of our residents.

Collaborating with all of our partners for mutual benefit.

Providing a great place to work and supporting a talented and motivated staff.

Enhancing environmental sustainability, justice, equity, diversity, and inclusion.

Maintaining stable funding to meet our goals.

Values

Diversity: Programs and facilities in our district reflect the varied needs and interests of the residents we serve.

Serving. Provide prompt, high-quality, transparent service because every customer and community deserves to be well served.

Sustaining. Our decisions and actions support environmental and financial sustainability.

Collaborating. Enter into partnership relationships with people and organizations to benefit the involved parties and the community.

Listening. We listen to and respond to the diverse needs of the people we serve.

Staff. Recognizing their importance to accomplishing our mission, we invest in and support staff and provide an excellent workplace.

Goals and Objectives

The following pages contain goals and objectives for the next three years. Staff developed a work plan to fulfill these Board-level goals and objectives.

Key Areas of Change. This strategic plan focuses only on key areas where there is a change or a desire for additional clarity of direction. Numerous existing and ongoing initiatives, programs, and actions are not incorporated into this Plan.

The goals and objectives are presented on the following pages. They, along with the mission, vision, and values, represent the core strategic direction provided in this plan.

Note on Timing. Work plan elements marked ‘annually’ or ‘ongoing’ will be reported at least once each year in January when the General Manager provides a report on the progress of the strategic plan before the budget season. The first report will be after a full year in January 2025.

Relationship of the Master Plan to the Strategic Plan. The Master Plan was published in 2019, right before COVID-19 hit, which required the District to shut down most of its programs and cut staff. While many elements of the Master Plan have been utilized and completed, progress has not been formally tracked. In addition, some elements are no longer current. Once the Strategic Plan is in complete draft form, the remaining useful elements of the Master Plan will be incorporated into this plan and the attendant work plan and brought back to the Board for approval.

Big Picture View of HARD's Strategic Direction

HARD's strategy, highest priority, and new direction are summarized below.

Our Strategy

HARD is the largest urban park and recreation district in the state. Our experienced and trained staff effectively run hundreds of programs in over one hundred facilities. We know how to run an excellent park district. To achieve our ambitious goals of improving our services, efficiency, effectiveness and adapting to changing times, our key strategies are to enhance long-term planning, invest in facilities, and build out administrative systems, policies, procedures, and training.

Our Highest Priority

The District's single highest priority is to secure adequate funding to cover our communities' park and recreation needs. This includes costs to purchase and develop new facilities, upgrade and maintain old facilities, and meet the wide-ranging and growing needs of all users of HARD's parks and facilities.

New Areas of Strategic Focus

Increase Justice, equity, diversity, and inclusion (JEDI) at work and in the community by:

Incorporating JEDI into every aspect of our work and using it to inform our decision-making as the District moves forward.

Continue the District's trajectory of growth in efficiency and effectiveness by:

Building out systems, policies, procedures, training, and more. Staff will also develop a long-term workforce plan, including succession planning and onboarding.

Increasing the use of long-term planning and standards to improve consistency and quality of the facilities at the lowest reasonable cost.

Adapt to changing times, build trust, and increase resiliency throughout the District in order to continue meeting community needs by:

Engaging with community partners and collaborators to effectively deliver programs that meet community needs.

GOAL 1: PROGRAMS. Excellent, Wide-Ranging Programs Meet the Diverse Needs of Our Community.

Strategic challenge. The District provides a wide range of well-run programs that meet varying needs throughout the service area. These programs include sports, nature centers, theaters, senior centers, aquatics, art, camps, and much more. But our community is changing, and programming must evolve with it. We expect a more diverse population and widening gaps in wealth and access. We also expect housing to become denser and the population to become older.

Strategic response. The District will audit and identify the evolving needs and interests within its service area to serve the diverse people and communities of the District and actively incorporate their input into our planning.

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 1.1: A comprehensive, board-approved program plan is developed and updated periodically with consideration of a wide range of criteria, including changing demographics, long-term costs, balancing individual and community benefits, and the District's Justice, Equity, Diversity, and Inclusion policy.

OBJECTIVE 1.2: The District actively seeks out and incorporates the input of local communities in its program planning.

OBJECTIVE 1.3: The district will be agile in responding to urgent community needs.

Goal 2 of the Strategic Plan partially fulfills the 2019 Park Master Plan:

Goal 2 Align Park Programs and Design with Community Demand

Goal 7 Improve Participation in and Visibility of HARD Services

GOAL 2: FACILITIES. A Fully Funded, Long-Range Plan is Being Implemented to Upgrade and Maintain Facilities.

Strategic challenge. The District's parks are generally well-maintained and have clear standards. However, there are substantial facility-related challenges. The first challenge is size; the District operates 111 sites covering 1,774 acres. Many were built as long ago as the 1950s, and the newest building is four decades old. Many facilities require substantial maintenance, upgrades (electrical, roofing, boiler, plumbing, ADA, etc.) or replacement. Nearly one billion dollars in maintenance, upgrades, ADA, structural improvements, replacements, and new facilities have been identified.

Additionally, there is a concern that the District has accepted more facilities than it can adequately fund and manage in terms of maintenance and upgrades. What's more, a bond fund has been used to the point that the District is down to making hard choices about how to use the remaining, limited funds. In addition, there is a shortfall in staffing, a growing number of people who are unhoused to be served, and illegal dumping to clean up. Meeting the needs of the community is made more challenging because historically, there wasn't consolidated responsibility for ensuring an adequate ratio of population to parkland and recreation facilities.

The District must also be prepared to serve our communities by making our facilities available as cooling centers on excess heat days, shelter from air contamination caused by fire and smoke, and charging centers during brownouts.

Strategic response. The District will continue to increase its use of long-term planning, use of standards, and focused teams like the turf and irrigation team to improve consistency and quality of the facilities at the lowest reasonable cost. It will also incorporate consideration of the new JEDI policy in its planning.

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 2.1: The long-term facility master plan is updated on a planned schedule.

OBJECTIVE 2.2: The District periodically evaluates its properties for potential sale, donation, or conversion to other purposes.

OBJECTIVE 2.3: Before purchasing or accepting donations of properties, the District evaluates the opportunity, cost, benefits, and long-term capacities for acquisitions, staffing, maintenance, and programming.

OBJECTIVE 2.4: A well-coordinated plan with other agencies that work with people who are unhoused is being implemented and provides compassionate services that are helping keep our parks clean, safe, and enjoyable for all.

OBJECTIVE 2.5: A clear plan is and being implemented between the County, City, School Districts, HARD, and any other appropriate parties to set and reach parkland, trails, and recreation to population standards.

OBJECTIVE 2.6: The park evaluations, ratings, and maintenance standards are updated periodically and implemented equitably for all parks and facilities so everyone can enjoy the same quality parks.

OBJECTIVE 2.7: Park maintenance, upgrades, and new development plans are updated and implemented based on a wide set of factors, including environmental sustainability and the District's JEDI policy.

Goal 2 of the Strategic Plan partially fulfills the 2019 Park Master Plan:

- Goal 1 Provide Safe and Attractive Parks and Facilities*
- Goal 3 Focus on Equity in Access to Parks and Recreation*
- Goal 5 Elevate Sustainable Practices*
- Goal 6 Connect with the Bay and Hillsides*
- Goal 8 Enhance Partnerships to Leverage Resources*
- Goal 9 Provide Effective Long-Term Management*

GOAL 3: FINANCE. Stable and Secure Funding Is in Place That Meets All Long-Term Needs.

Strategic challenge. The District has built up its reserves and developed an overall strong financial position. Its financial controls, forecasting, and reporting are solid. However, the District faces substantial long-term expenses to obtain new facilities; update old facilities; keep up with growing costs to maintain, upgrade, and replace aging facilities; cover increased costs due to climate change; and fund the growing costs resulting from increasing numbers of unhoused people using parks.

Furthermore, funding is needed if the District is to play a role in responding to social issues, such as health and wellness, employment, clean spaces, inclusion, and belonging, while providing low or no-cost services for residents who need them. At the same time, the District's funding is limited by Proposition 13 and the Educational Revenue Augmentation Fund (ERAF)—which shifted property tax revenues from cities, counties, and special districts to support schools.

Additionally, funding from the District's 2016 Bond will soon be expended. One element that makes funding easier is that the community is growing, and incomes are rising in many parts of what was a historically underserved and undervalued part of the County. On the other hand, new housing to be developed according to the Regional Housing Needs Allocation (RHNA) doesn't always provide impact fees for the increased population.

Strategic response. The District will continue its long-term financial planning and continually improve its financial management, analysis, and reporting. It will also make sure its financial planning is in line with the District's Justice, Equity, Diversity, and Inclusion policy.

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 3.1: The District's financial decision-making and actions are guided by a long-term financial plan and a complete set of financial policies.

OBJECTIVE 3.2: Secure funding from diverse sources is in place to meet all planned needs.

OBJECTIVE 3.3: An approved financial policy is being implemented that clarifies criteria for setting, subsidizing, and waiving fees, in line with the District's Justice, Equity, Diversity, and Inclusion policy.

OBJECTIVE 3.4: The Board receives understandable, timely, and up-to-date financial reports on a Board-approved schedule.

Goal 3 of the Strategic Plan partially fulfills the 2019 Park Master Plan:

Goal 4 Provide Innovative Park Design and Programs.

Goal 9 Provide Effective Long-Term Management

Goal 10 Pursue Full Array of Funding Options.

GOAL 4: COMMUNICATION AND ENGAGEMENT. Productive Engagement is Maintained with Customers, Stakeholders, and Partners.

Strategic challenge. The District maintains an active public outreach program through an e-newsletter with a mail list of 70,000 contacts, a quarterly activity guide distributed to 104,0900 homes quarterly, posts regularly to social media, sends mailers, and more. Its bond measure in 2016 received a 78% affirmative vote.

In order to gain input on issues important to the community, the District reaches out to impacted people and communities. It maintains a citizens advisory committee and youth commission with a diverse membership from different areas, cultures, and backgrounds. The District also engages regularly with its partners.

Nonetheless, it is believed that many people don't really know or understand that the District is an independent special district or its role and funding. Also, Institutionally, both staff and governing board members of partner agencies change regularly, requiring the constant rebuilding of relationships.

Finally, climate change will bring new challenges that call for developing new partnerships to share resources, expertise, and people power.

Strategic response. We believe that partnerships can only move at the speed of trust. We will continue to demonstrate our expertise and follow through, build lines of communication with leaders and agencies, be a reliable, collaborative partner, and expand our public outreach communication.

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 4.1: Trusting and mutually beneficial collaborative partnerships are actively developed and maintained with the city, schools, the county, non-profits, contractors and others.

OBJECTIVE 4.2: Partnerships are not dependent on individuals but are made resilient through written agreements and a web of formal relationships between HARD and other institutions.

OBJECTIVE 4.3: The District actively cultivates and obtains beneficial and timely input from local communities about projects and programs they care about.

OBJECTIVE 4.4: There is broad and growing understanding and support for the District and its activities among both the public and key stakeholders.

Goal 4 of the Strategic Plan partially fulfills the 2019 Park Master Plan:

- Goal 2 Align Park Programs and Design with Community Demand*
- Goal 4 Provide Innovative Park Design and Programs*
- Goal 7 Improve Participation in and Visibility of HARD Services*
- Goal 8 Enhance Partnerships to Leverage Resources*

GOAL 5: STAFF. A Motivated, High-Performing Staff with the Tools and Systems Needed to Be Effective.

Strategic challenge. The District has a positive staff culture that encourages teamwork and collaboration. The staff is skilled, with the right people in the right places. People enjoy coming to work and have a positive attitude. Major improvements have been made in the hiring process, policies, and procedures.

Despite the substantial hiring in recent years, there remains a need for more staff. Also, internal candidates are not being promoted at the expected rate due to a lack of training.

Systems for capturing and tracking data are fragmented. These systems also require manual processes and do not provide universal access. The financial system is archaic, cumbersome, and a bad fit for the business of the organization. Efficiencies, as well as transparency, could be gained by updating these systems, but it will require a significant investment of staff time.

Strategic response. To continue the District's trajectory of growth in efficiency and effectiveness, staff will build out systems, policies, procedures, training, and more. Staff will also develop a long-term workforce plan, including succession planning, onboarding, and welcoming new people. Another priority will be to fully build out the staff. Finally, staff will invest the substantial time and effort needed to implement data systems, notably the Enterprise Resource Planning System (ERP).

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 5.1: A long-term workforce plan, including succession, welcoming and onboarding, and other appropriate features, is being implemented.

OBJECTIVE 5.2: Data systems, such as the ERP, are fully implemented and support improved efficiency, effectiveness, and staff.

OBJECTIVE 5.3: A complete set of practical and effective policies, procedures, and standard operating procedures guide staff.

OBJECTIVE 5.4: The District is fully staffed with experienced, well-trained, motivated people who embody and implement our JEDI policy.

Goal 5 of the Strategic Plan partially fulfills the 2019 Park Master Plan:

Goal 6 Connect with the Bay and Hillsides

GOAL 6: GOVERNANCE. Our Excellent Board Represents and Serves the Community Well.

Strategic challenge. The Board of Directors has a mix of long-serving and newer directors who work together well, are generally engaged in the community, are collegial and thoughtful, ask good questions, and make good decisions. The Board would benefit from additional training. More board training and earning Special District Leadership Foundation (SDLF) certificates would benefit not only the board but, therefore, the staff and community as well. In addition, the new Director orientation is not as fully developed as it could be, which increases the time it takes for new directors to become fully engaged and effective.

Strategic response. The Board will encourage its members to become better trained by attending conferences and earning SDLF certification. The board orientation will also be reviewed, updated, and enhanced as appropriate, as will the Board policies and procedures.

The objectives and work plan projects below must be consistently carried out to achieve the goal above.

OBJECTIVE 6.1: The Board is appropriately trained.

OBJECTIVE 6.2: New directors are onboarded with a complete orientation that welcomes them to the District and prepares them to engage effectively as a director in the shortest reasonable time frame.

OBJECTIVE 6.3: A complete set of policies and procedures guide the Board effectively, are updated as needed, and referred to when Board issues arise.

OBJECTIVE 6.4: The Board will periodically evaluate its performance to ensure it sets clear and effective direction and guides the District.

Monitoring and Oversight

Below are the actions that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.

Communicate and Lead

The General Manager and Leadership Team meet with all employees to review the plan and make sure everyone understands the overall plan and the parts they are responsible for.

Report at least annually to the entire staff, board, and community, progress on strategic goals and objectives.

Publish the mission, vision, values, goals, and objectives on posters, handouts, website and visibly display them at District facilities.

Incorporate the Mission, Vision, Values, Goals, and Objectives into the employee handbook and orientation and training materials for new employees, Board and Committee members.

Clarify Roles and Expectations

Identify the roles and expectations for each team member and know what initiatives and objectives they are responsible for driving forward or contributing to. (start with the leadership team)

Build accomplishment of strategic priorities into performance review format.

- General Manager Leadership Team

Allocate Resources to Meet Strategic Objectives

- The budget reflects strategic goals and objectives
- Hiring reflects strategic goals and objectives

Board Oversight and Monitoring

Staff will reference Strategic Plan items on Board meeting agendas as appropriate.

The Board and Board committees will consider the strategic plan when deliberating.

Staff will provide a comprehensive report to the Board on the progress of the strategic plan annually early in the budget development process.

Evaluate Performance and Adapt

Identify who gathers what performance data and who analyzes and reports. Also, how do the results inform decision-making?

Update the Plan

Formal review and update of goals and objectives

Staff updates implementation plan as appropriate over time

Single-Page View of the Core Elements of the Strategic Plan

MISSION	To enrich the quality of life for all community members by providing a wide range of recreational activities, parks, and facilities that meet the diverse needs and interests of the entire community and promote health, well-being, learning, and fun.					
VISION	We deliver exceptional park and recreation services and facilities to all the diverse people and communities we serve by [short version]					
VALUES	Diversity	Serving	Sustaining	Collaborating	Listening	Staff
GOALS	1. Excellent, Wide-Ranging Programs Meet the Diverse Needs of Our Community	2. A Fully Funded, Long-Range Plan is Being Implemented to Upgrade and Maintain Facilities	3. Stable and Secure Funding Is in Place That Meets All Long-Term Needs	4. Productive Engagement is Maintained with Customers, Stakeholders, and Partners	5. A Motivated, High-Performing Staff with the Tools and Systems Needed to Be Effective	6. Our Excellent Board Represents and Serves the Community Well
OBJECTIVES	<p>1.1: A comprehensive, board-approved program plan is developed and updated periodically with consideration of a wide range of criteria, including changing demographics, long-term costs, balancing individual and community benefits, and the District's Justice, Equity, Diversity, and Inclusion policy.</p> <p>1.2: The District actively seeks out and incorporates the input of local communities in its program planning.</p> <p>1.3: The district will be agile in responding to urgent community needs.</p>	<p>2.1: The long-term facility master plan is updated on a planned schedule.</p> <p>2.2: The District periodically evaluates its properties for potential sale, donation, or conversion to other purposes.</p> <p>2.3: Before purchasing or accepting donations of properties, the District evaluates the opportunity, cost, benefits, and long-term capacities for acquisitions, staffing, maintenance, and programming.</p> <p>2.4: A well-coordinated plan with other agencies that work with people who are unhoused is being implemented and provides compassionate services that are helping keep our parks clean, safe, and enjoyable for all.</p> <p>2.5: A clear plan is being implemented between the County, City, School Districts, HARD, and any other appropriate parties to set and reach parkland, trails, and recreation to population standards.</p> <p>2.6: The park evaluations, ratings, and maintenance standards are updated periodically and implemented equitably for all parks and facilities so everyone can enjoy the same quality parks.</p> <p>2.7: Park maintenance, upgrades, and new development plans are updated and implemented based on a wide set of factors, including environmental sustainability and the District's JEDI policy.</p>	<p>3.1: The District's financial decision-making and actions are guided by a long-term financial plan and a complete set of financial policies.</p> <p>3.2: Secure funding from diverse sources is in place to meet all planned needs.</p> <p>3.3: An approved financial policy is being implemented that clarifies criteria for setting, subsidizing, and waiving fees, in line with the District's Justice, Equity, Diversity, and Inclusion policy.</p> <p>3.4: The Board receives understandable, timely, and up-to-date financial reports on a Board-approved schedule.</p>	<p>4.1: Trusting and mutually beneficial collaborative partnerships are actively developed and maintained with the city, schools, the county, non-profits, contractors and others.</p> <p>4.2: Partnerships are not dependent on individuals but are made resilient through written agreements and a web of formal relationships between HARD and other institutions.</p> <p>4.3: The District actively cultivates and obtains beneficial and timely input from local communities about projects and programs they care about.</p> <p>4.4: There is broad and growing understanding and support for the District and its activities among both the public and key stakeholders.</p>	<p>5.1: A long-term workforce plan, including succession, welcoming and onboarding, and other appropriate features, is being implemented.</p> <p>5.2: Data systems, such as the ERP, are fully implemented and support improved efficiency, effectiveness, and staff.</p> <p>5.3: A complete set of practical and effective policies, procedures, and standard operating procedures guide staff.</p> <p>5.4: The District is fully staffed with experienced, well-trained, motivated people who embody and implement our JEDI policy.</p>	<p>6.1: The Board is appropriately trained.</p> <p>6.2: New directors are onboarded with a complete orientation that welcomes them to the District and prepares them to engage effectively as a director in the shortest reasonable time frame.</p> <p>6.3: A complete set of policies and procedures guide the Board effectively, are updated as needed, and referred to when Board issues arise.</p> <p>6.4: The Board will periodically evaluate its performance to ensure it sets clear and effective direction and guides the District.</p>

Appendix 1: 2019 Parks Master Plan Summary of Goals

G1 Provide Safe and Attractive Parks and Facilities

HARD will continue to manage a diverse and growing suite of parks and recreation facilities that are safe, comfortable, attractive, and well-maintained.

G2 Align Park Programs and Design with Community Demand

HARD will offer recreation facilities and programs that respond to changing community needs and preferences.

G3 Focus on Equity in Access to Parks and Recreation

HARD will strive to use its resources to increase equity. We will focus on areas where parks are scarce or needs are high as the highest priority for new facilities and access improvements.

G4 Provide Innovative Park Design and Programs

HARD will be innovative in its approach to park facilities and design, programming, and engagement to reflect the best in current practices.

G5 Elevate Sustainable Practices

HARD will manage its 1,300-plus acres of park land and its 16 community, recreation, arts and senior facilities in a way that reduces water and energy use and showcases sustainability.

G6 Connect with the Bay and Hillsides

HARD will create opportunities for community members to enjoy the District's superb natural setting by enhancing the experience in HARD parks, developing the trail system, and partnering with other agencies.

G7 Improve Participation in and Visibility of HARD Services

HARD will work to increase participation in programs, use of parks, and the community's engagement and satisfaction with the District.

G8 Enhance Partnerships to Leverage Resources

HARD will continue to coordinate with other organizations and agencies to optimize recreation opportunities in the community.

G9 Provide Effective Long-Term Management

HARD will work to develop expertise and capacity of staff, take a systematic approach to maintenance and operations, and plan for and fund the full lifecycle costs of facilities.

G10 Pursue Full Array of Funding Options

HARD will actively and creatively pursue available funding sources and make decisions about capital and operational investment that provide the greatest value.



BOARD OF DIRECTORS

Rick J. Hatcher, President

Paul W. Hodges Jr., Vice President

Peter Rosen, Secretary

Louis Andrade, Director

Sara Lamnin, Director

Prepared by:





CITY OF HAYWARD

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

File #: LB 24-008

DATE: March 12, 2024

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

FY 2024 Mid-Year Budget Review: Adopt a Resolution Approving the FY 2024 Mid-Year Budget Amendments and Receive and Review the Five-Year General Fund Financial Model Update

RECOMMENDATION

That the City Council 1) reviews the FY 2024 Mid-Year budget; 2) adopts a resolution providing amendments to the previously adopted City of Hayward FY 2024 Operating Budget (Attachment II); and 3) adopts a resolution providing amendments to the previously adopted City of Hayward FY 2024 Capital Improvement Program Budget (Attachment III).

SUMMARY

This report presents the mid-year review of the FY 2024 Adopted Budget, and an update to the Five-Year General Fund Financial Model (model) presenting proposed changes and projected year-end results based on current trends and data. While staff considers the entire City budget in its mid-year review, this report focuses primarily on the General Fund.

Proposed FY 2024 mid-year expenditures net a total increase of \$17.9 million in General Fund expenses. Of this amount, \$14.9 million is related to previously authorized and approved appropriations, and proposed FY 2024 mid-year expenditure adjustments totaling a net increase of \$1.99 million, and \$1.0 million for the previously approved commitment to the Employee Home Loan Pilot Program. **Table 1** and **Table 2** below detail the key changes in General Fund expenditures related to previous Council authorized and approved appropriations, and proposed new FY 2024 mid-year requests:

Table 1: Previous Council Authorized and Approved General Fund Appropriations

Previous Council Approved Appropriation	FY 2024 Impact (\$)
Employee Contract Terms - Local 1909, HPMU, and City Council	\$1,688,651
Replenish stolen and damaged emergency shelter equipment	\$12,057
New Image Landscape for Downtown Hayward Maintenance	\$116,402
Annual contingency for Hayward Median Maintenance with Brightview Landscape	\$30,000

STEP Grant Appropriations	\$265,000
Appropriate grant funding for Officer Wellness and Mental Health	\$113,737
Appropriate grant funding for the Hayward Animal Shelter	\$8,000
Hayward Literacy Council Reimbursement	\$10,750
Transfer-Out: Loan to Economic Development Corporation for the Purchase Cinema Place	\$8,600,000
Previously Approved FY 2023 Budget Carryforwards	\$4,073,282
Previous Council Approved Appropriations Subtotal	\$14,917,879

Table 2: Proposed New FY 2024 General Fund Mid-Year Requests

Mid-Year Request (NEW)	FY 2024 Impact (\$)
No Mid-Year Personnel Requests	\$0
Personnel Expenses	\$0
Unanticipated services and software expenses	\$183,500
Expenses related to the US Conference of Mayor's	\$20,000
Expenses related to the Alameda County Mayor's Dinner	\$8,000
Reallocation of ISF charges from Special Revenue to the General Fund	\$26,482
Additional consulting services inspection fees and plan check for services	\$500,000
Expenses to support Downtown Special Events	\$40,000
Downtown Hayward Improvement Association (DHIA) Assessment increase	\$5,581
Transfer-Out: General Fund Capital - Replace freezer necessary for animal control operations	\$11,000
Transfer-Out: Information Technology Fund - Previously collected technology fee revenue	\$166,544
Transfer-Out: Fleet Management Fund - Fuel costs and deferred repairs and maintenance	\$436,244
Transfer-Out: General Liability Fund - Increase in insurance premium	\$296,958
Transfer Out: Facilities Management Fund - Security Services and PGE costs for the FS6 Training Center	\$296,243
Non-Personnel Expenses	\$1,990,552
Mid-Year Requests (NEW) Subtotal	\$1,990,552
Appropriate funds for previously approved Employee Home Loan Pilot Program	\$1,000,000
Mid-Year Requested Appropriation Total	\$2,990,552
TOTAL GENERAL FUND EXPENSES	\$17,908,432

General Fund revenues are expected to exceed the originally projected FY 2024 amount by \$10.1 million. Changes in revenue projections are detailed in Table 3 of the report. Key changes in the General Fund revenues are as follows:

TABLE 3: GENERAL FUND REVENUES

GENERAL FUND REVENUE ADJUSTMENTS	FY 2024 IMPACT (\$)
Projected increase in Property Tax above budgeted amount	\$2,200,000
Projected increase in Utility User Tax above budgeted amount	\$3,000,000
Reimbursement from over allocation to Workers' Compensation Fund	\$4,497,701
Previously approved revenue increases via grant funding	\$436,026
TOTAL GENERAL FUND REVENUES	\$10,134,183

The total change to the FY 2024 Adopted Budget is an increase of \$17.9 million. Of that amount, \$8.3 million is related to operational expenses, with \$9.6 million in appropriations related to authorized loans to Hayward Economic Development Corporation (\$8.6 million), and loans for the Employee Home Loan Pilot Program (\$1.0 million).

If mid-year requests are approved as proposed, in addition to the previously approved appropriations, the FY 2024 Revised Budget would result in \$12.9 million projected use General Fund Reserves for FY 2024.

This report provides an overall update to the City's Five-Year General Fund outlook.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution Operating Budget
Attachment IIA	Exhibits A & B
Attachment III	Resolution Capital Improvement Budget
Attachment IIIA	Exhibits A & B
Attachment IV	General Fund Long Range Financial Model Update



DATE: March 12, 2024

TO: City Council

FROM: Director of Finance

SUBJECT: FY 2024 Mid-Year Budget Review: Adopt a Resolution Approving the FY 2024 Mid-Year Budget Amendments and Receive and Review the Five-Year General Fund Financial Model Update

RECOMMENDATION

That the City Council 1) reviews the FY 2024 Mid-Year budget; 2) adopts a resolution providing amendments to the previously adopted City of Hayward FY 2024 Operating Budget (Attachment II); and 3) adopts a resolution providing amendments to the previously adopted City of Hayward FY 2024 Capital Improvement Program Budget (Attachment III).

SUMMARY

This report presents the mid-year review of the FY 2024 Adopted Budget, and an update to the Five-Year General Fund Financial Model (model) presenting proposed changes and projected year-end results based on current trends and data. While staff considers the entire City budget in its mid-year review, this report focuses primarily on the General Fund.

Proposed FY 2024 mid-year expenditures net a total increase of \$17.9 million in General Fund expenses. Of this amount, \$14.9 million is related to previously authorized and approved appropriations, and proposed FY 2024 mid-year expenditure adjustments totaling a net increase of \$1.99 million, and \$1.0 million for the previously approved commitment to the Employee Home Loan Pilot Program. **Table 1** and **Table 2** below detail the key changes in General Fund expenditures related to previous Council authorized and approved appropriations, and proposed new FY 2024 mid-year requests:

TABLE 1: PREVIOUS COUNCIL AUTHORIZED AND APPROVED GENERAL FUND APPROPRIATIONS

Previous Council Approved Appropriation	FY 2024 Impact (\$)
Employee Contract Terms – Local 1909, HPMU, and City Council	\$1,688,651
Replenish stolen and damaged emergency shelter equipment	\$12,057
New Image Landscape for Downtown Hayward Maintenance	\$116,402
Annual contingency for Hayward Median Maintenance with Brightview Landscape	\$30,000
STEP Grant Appropriations	\$265,000

Appropriate grant funding for Officer Wellness and Mental Health	\$113,737
Appropriate grant funding for the Hayward Animal Shelter	\$8,000
Hayward Literacy Council Reimbursement	\$10,750
Transfer-Out: Loan to Economic Development Corporation for the Purchase Cinema Place	\$8,600,000
Previously Approved FY 2023 Budget Carryforwards	\$4,073,282
Previous Council Approved Appropriations Subtotal	\$14,917,879

TABLE 2: PROPOSED NEW FY 2024 GENERAL FUND MID-YEAR REQUESTS

Mid-Year Request (NEW)	FY 2024 Impact (\$)
No Mid-Year Personnel Requests	\$0
Personnel Expenses	\$0
Unanticipated services and software expenses	\$183,500
Expenses related to the US Conference of Mayor's	\$20,000
Expenses related to the Alameda County Mayor's Dinner	\$8,000
Reallocation of ISF charges from Special Revenue to the General Fund	\$26,482
Additional consulting services inspection fees and plan check for services	\$500,000
Expenses to support Downtown Special Events	\$40,000
Downtown Hayward Improvement Association (DHIA) Assessment increase	\$5,581
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Transfer-Out: Information Technology Fund - Previously collected technology fee revenue	\$166,544
Transfer-Out: Fleet Management Fund – Fuel costs and deferred repairs and maintenance	\$436,244
Transfer-Out: General Liability Fund – Increase in insurance premium	\$296,958
Transfer Out: Facilities Management Fund – Security Services and PGE costs for the FS6 Training Center	\$296,243
Non-Personnel Expenses	\$1,990,552
Mid-Year Requests (NEW) Subtotal	\$1,990,552
Appropriate funds for previously approved Employee Home Loan Pilot Program	\$1,000,000
Mid-Year Requested Appropriation Total	\$2,990,552

TOTAL GENERAL FUND EXPENSES	\$17,908,432
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General Fund revenues are expected to exceed the originally projected FY 2024 amount by \$10.1 million. Changes in revenue projections are detailed in **Table 3** of the report. Key changes in the General Fund revenues are as follows:

TABLE 3: GENERAL FUND REVENUES

GENERAL FUND REVENUE ADJUSTMENTS	FY 2024 IMPACT (\$)
Projected increase in Property Tax above budgeted amount	\$2,200,000
Projected increase in Utility User Tax above budgeted amount	\$3,000,000
Reimbursement from over allocation to Workers' Compensation Fund	\$4,497,701
Previously approved revenue increases via grant funding	\$436,026

TOTAL GENERAL FUND REVENUES

\$10,134,183

The total change to the FY 2024 Adopted Budget is an increase of \$17.9 million. Of that amount, \$8.3 million is related to operational expenses, with \$9.6 million in appropriations related to authorized loans to Hayward Economic Development Corporation (\$8.6 million), and loans for the Employee Home Loan Pilot Program (\$1.0 million).

If mid-year requests are approved as proposed, in addition to the previously approved appropriations, the FY 2024 Revised Budget would result in \$12.9 million projected use General Fund Reserves for FY 2024.

This report provides an overall update to the City's Five-Year General Fund outlook.

BACKGROUND

On June 6, 2023¹, Council adopted the FY 2024 Operating Budget, which projected a reluctant use of General Fund Reserves by \$5.1 million to balance the budget. Since the time of the FY 2024 Operating Budget adoption, the City's fiscal position has changed as it continues to address service needs and emerging needs of the community. Considering recently updated revenue projections, additional Council approved appropriations, and proposed new mid-year requests, the proposed FY 2024 Revised Budget will result in a balanced budget with a small projected use of General Fund Reserves. If mid-year requests are approved as proposed, in addition to the previously approved appropriations, the FY 2024 Revised Budget would result in \$12.9 million projected use General Fund Reserves for FY 2024.

This report includes an update to the Five-Year General Fund Financial Model as part of the FY 2024 mid-year review, reflecting the proposed changes in revenue projections and expenditure adjustments.

DISCUSSION

GENERAL FUND REVENUES

FY 2024 General Fund revenues are projected to be \$10.1 million higher than originally projected. This is primarily attributed to projected increases in Property Tax, and Utility Users Tax (UUT) revenues, and reimbursement from prior over allocation to the City's Workers' Compensation Fund.

The following analysis highlights key revenue variances as it pertains to FY 2024 mid-year projections and the impact on future year projections as outlined in the model.

Property Tax (increase of \$2.2 million) – The FY 2024 Adopted Budget projected an increase of 3% year-over-year in Property Tax revenues as the economic recovery led to increased home values. Property Tax projections have been updated to reflect slightly more growth than previously projected in tax revenue.

¹ Hayward City Council Meeting on June 6, 2023 - <https://hayward.legistar.com/>

Utility User Tax (increase of \$3.0 million) – The FY 2024 Adopted Budget projected UUT at \$18.0 million. Based on review and analysis of year-to-date revenue collected, the mid-year budget review forecasts an increase of approximately \$3.0 million in projected revenue through the end of the fiscal year.

Transfer-In from Workers' Compensation Fund (\$4.5 million) - The fund transfer will reimburse the General Fund for prior-year overfunding to the Workers' Compensation Fund.

Grant Appropriations (\$0.4 million) – Previous approved Council grant funding appropriation.

GENERAL FUND EXPENDITURES

FY 2024 General Fund total adjustments include FY 2023 carryforwards, previous Council authorized and approved appropriations, and mid-year requests. FY 2024 General Fund expenditures, including proposed mid-year requests and previous Council authorized and approved appropriations are projected to be \$17.9 million higher than the City adopted budget. Of this amount, \$14.9 million is related to previously authorized and approved appropriations, which includes \$4.1 million in FY 2023 budget carryforward, and \$10.8 million related to other previously authorized and approved appropriations, such as grants, contract agreements, and loan agreements. Proposed FY 2024 new mid-year expenditure requests total an increase of \$1.99 million, and a request for appropriation of \$1.0 million for the previous Council approved Employee Home Loan Pilot Program.

The following analysis highlights key expenditure variances as it pertains to FY 2024 mid-year projections and the fiscal impacts on future year projections, as illustrated in the model.

Operating Expenses

A number of adjustments are needed at mid-year to fund necessary and/or unanticipated expenditures, and to appropriate prior year carryforward requests into FY 2024.

Carryforward Requests (increase of \$4.1 million):

A carryforward is unspent budget that is linked to a commitment such as a contract, requisition, or purchase order. The carryforward of commitment to a new fiscal year carries with it the unspent budget associated with the balance of the commitment. Carryforwards represent budget amounts that were previously authorized and approved by Council during the prior fiscal year.

Previous Council Approved Appropriations - FY 2024 (increase of \$10.8 million):

City Council previously authorized and approved appropriations totaling \$12.5 million. Previously authorized and approved appropriations are as follows:

- Council approval of employee contract terms (\$1.7 million)
- Replenish stolen and damaged emergency shelter equipment (\$12,057)
- New Image Landscape for Downtown Hayward Maintenance (\$116,402)
- Annual contingency for Hayward Median Maintenance with Brightview Landscape (\$30,000)
- STEP Grant Appropriations (\$265,000)
- Purchase of 1069 B Street (Cinema Place) (\$8,600,000)

- Appropriate grant funding for Officer Wellness and Mental Health (\$113,737)
- Appropriate grant funding for the Hayward Animal Shelter (\$8,000)
- Hayward Literacy Council Reimbursement (\$10,750)

Appropriate Funds for Previously Approved Employee Home Loan Pilot Program (increase of \$1,000,000):

In 2019, City Council approved the use of \$1,000,000 of General Fund reserves to fund an Employee Home Loan Pilot Program. The pilot program was paused due to the onset of the COVID-19 pandemic. The pilot program has re-launched with the first lottery drawing scheduled to occurring on April 1, 2024.

Proposed FY 2024 Mid-Year Requests – New (net increase of \$1.99 million):

- City Manager Unanticipated Services and Software (increase of \$183,500):
 - Language Access Plan (\$36,000)
 - Strategic Roadmap Dashboard (\$30,000)
 - Lean Innovation Staff Training (\$12,500)
 - Public Works and Maintenance Services Organizational Assessment (\$75,000)
 - Investigation Services (\$30,000)
- Mayor and City Council (increase of \$28,000): Costs associated with US Conference of Mayors (\$20,000) and the Alameda County Mayors Dinners (\$8,000)
- Internal Service Fees (increase of \$26,482): Reallocation of ISF charges from Special Revenue to the General Fund for Community Services Division
- Consulting Services (increase of \$500,000): Additional consulting services, inspection fees, and plan check for services in Development Services
- Downtown Special Events costs (increase of \$40,000) – Additional funding required to support Downtown Special Events
- Downtown Hayward Improvement Association (increase of \$5,581) – Additional funding required for the DHIA Assessment fee increase
- Transfer-Out (increase of \$1,206,989)
 - Transfer-Out: Capital Projects Fund - Replace freezer need for animal control operations (\$11,000)
 - Transfer-Out: Information Technology Capital Fund - Previously collected technology fee revenue (\$166,544)
 - Transfer-Out: Fleet Management Fund – Fuel costs and deferred repairs and maintenance (\$436,244)
 - Transfer-Out: General Liability Fund – Increase in insurance premium (\$296,958)
 - Transfer Out: Facilities Management Fund – Security Services and PGE costs for the FS6 Training Center (\$296,243)

The amounts shown below in **Table 4** demonstrate the General Fund impact of the changes being proposed as part of the City’s FY 2024 Mid-Year Budget Review, as well as previously approved appropriations authorized after the Council adopted the City’s Operating Budget in June of 2023.

TABLE 4: SUMMARY OF PROPOSED GENERAL FUND CHANGES

<i>(in thousands)</i>	FY 2024 Adopted	Change	FY 2024 Mid-Year Revised
Revenue			
Property Tax		\$2,200	
Utility User Tax (UUT)		\$3,000	
Transfer-In (reimbursement) from Workers' Compensation Fund		\$4,498	
Grant Revenue Appropriations		\$436	
Total Revenue	\$199,883	\$10,134	\$210,017
Operating Expenditures			
FY 2023 Budget Carryforwards		\$4,073	
FY 2024 Previous Council Approved Appropriations		\$556	
FY 2024 Employee Contract Terms Council Approved Appropriations		\$1,689	
FY 2024 New Mid-Year Requests		\$1,991	
Total Operating Expenditures	\$204,978	\$8,309	\$213,287
Loan Expenditures			
Employee Home Loan Program		\$1,000	
Hayward Economic Development Corporation Loan		\$8,600	
Total Loan Expenditures		\$9,600	
Net Total Expenditures	\$204,978	\$17,909	\$222,887

FIVE-YEAR GENERAL FUND MODEL UPDATE

The Five-Year Model (model) has been updated to include projected changes in revenue and expenses impacting the City's projected year-end fiscal position for FY 2024. The FY 2024 Adopted Budget projected a use of General Fund Reserves in the amount of \$5.1 million by the end of the fiscal year, with a projected ending balance of \$37.6 million. Based on the FY 2024 Adopted Budget, the model projected that General Fund Reserves would represent 18.4% of the City's budgeted General Fund expenditures, which falls below the City's current General Fund Reserve policy that states that General Fund Reserves should equal 20% of budgeted General Fund expenditures.

As part of the mid-year review process, the model has been updated to include current revenue projections, mid-year expenditure requests, and previous Council approved appropriations as discussed in this report. The updated model projects a use of \$12.9 million in General Fund Reserves by the end of the fiscal year, compared to the projected use of General Fund Reserves at the time of adoption, which projected a use of \$5.1 million. The change in projected use of General Fund Reserves can be attributed to the net impact of increased revenue projections and increases in projected expenses.

A loan to the Hayward Economic Development Corporation for the purchase of Cinema Place in the amount of \$8.6 million is attributed to a significant increase in General Fund expenses. Additionally, the mid-year proposal reflects a \$1.0 million appropriation to fund the previous Council approved Employee Home Loan Pilot Program. While the loans are shown as current expenses, both the Hayward Economic Development Corporation and employee home loans will be repaid to the General Fund overtime until the loans are paid in full.

Based on these changes, the General Fund Reserve balance is projected to be 14% of total expenses by the end of the fiscal year when including the approved loans. Exclusion of the loans from the General Fund Reserve balance, demonstrates a projected reserve balance of 18.5%.

At a Council work session held on February 6, staff presented Council with an update to the General Fund Long Range Financial Model. During the work session, staff reviewed a number of policy decisions that could impact the net fiscal position of the City. The scenarios included a combination of revenue generation strategies, cost reduction strategies, and illustration of potential employee cost increases. The scenarios are not reflected in the mid-year model update. Should Council elect to implement presented revenue generating strategies, it could increase revenue by approximately \$2.5 million annually.

Table 5 provides an overview of the City's five-year forecast, with updated revenue projections and expenditures. The table provides a review of the General Fund Reserve balance based on standard operating expense and revenue generation, and also provides an update to the General Fund Reserve balance when including the loans to the Hayward Economic Development Corporation and Employee Home Loan Pilot Program.

TABLE 5: FIVE-YEAR GENERAL FUND FINANCIAL MODEL UPDATE

GENERAL FUND FORECAST	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Mid-Year Update	Adopted	Revised	Forecast	Forecast	Forecast	Forecast
<i>in thousands</i>	Year 1	Year 1	Year 2	Year 3	Year 4	Year 5
Revenues	\$199,883	\$210,016	\$210,500	\$215,731	\$217,447	\$220,951
Expenditures	\$204,978	\$213,286	\$215,871	\$223,674	\$230,093	\$234,374
Net Change in Reserve - Surplus / (Shortfall)	(\$5,095)	(\$3,269)	(\$5,371)	(\$7,943)	(\$12,646)	(\$13,423)
Beginning Balance	\$42,723	\$42,723	\$39,454	\$34,083	\$26,139	\$13,494
Ending Balance	\$37,628	\$39,454	\$34,083	\$26,139	\$13,494	\$70
Target to maintain 20% GF Reserves of Expenditures	18.4%	18.5%	15.8%	11.7%	5.9%	0.0%
Beginning Balance	\$42,723	\$42,723	\$29,853	\$24,482	\$17,113	\$5,043
<i>Net Change in Reserves - Surplus / (Shortfall)</i>		(\$3,269)	(\$5,371)	(\$7,943)	(\$12,646)	(\$13,423)
<i>Employee Home Loan Pilot Program</i>		(\$1,000)				
<i>Economic Development Corporation Loan</i>		(\$8,600)		\$575	\$575	\$575
Net Ending Balance	\$37,628	\$29,853	\$24,482	\$17,113	\$5,043	(\$7,806)
Net Target to maintain 20% GF Reserves of Expenditures	18.4%	14.0%	11.3%	7.7%	2.2%	(3.3%)

MEASURE C FUND

Measure C Operating

The Council, as well as the ballot language for Measure C, established several spending priorities for these funds. These priorities include a mix of capital projects and funding allocations toward

operating services. While Measure C revenues are to primarily be used to fund capital projects, operating activities, such as police services, addressing illegal dumping, litter control, and graffiti abatement, which also fulfill the promises of Measure C.

FY 2024 Measure C operating fund total adjustments include previously authorized and approved appropriations, and mid-year requests. Proposed FY 2024 Measure C expenditure related requests total an increase of \$792,289. The following details the additional request:

- Previously approved carryforwards from FY 2023 (\$374,229)
- Proposed Mid-Year Request: Transfer-out to the General Liability Insurance Fund for the Measure C allocated portion of the increased amount in the City's insurance premium costs (increase of \$7,060).
- Proposed Mid-Year Request: Appropriate funding to St. Rose Hospital to support the continued delivery of vital health care services while hospital leadership works on long-term sustainable financial plan (increase of \$250,000).
- Proposed Mid-Year Request: Appropriate funds for additional expenses related to Operation Clean Sweep to support Citywide clean-up (increase of \$75,000).
- Proposed Mid-Year Request: Appropriate funds for expenses related to polling, research, public engagement, and communication regarding the potential Measure C extension (increase of \$86,000).

Measure C Capital

While Measure C funds operating programs and related expenses, Measure C funds are primarily used to fund capital projects. FY 2024 Measure C capital total adjustments amount to \$6.8 million. Of this amount, the FY 2023 carryforwards accounts for \$4.8 million, and \$2.0 million in previously approved appropriations for Fire Station 6 and Fire Training Center Project.

OTHER FUNDS

Total adjustments for FY 2024 Other Funds include FY 2023 carryforwards, previous Council approved appropriations, and mid-year requests. Expenditure increases in Other Funds total \$35.3 million. Of this total, FY 2023 budget carryforwards total \$16.7 million; and appropriations previously approved by City Council total \$11.8 million. Increase in expenditure requests at mid-year amount to a net of \$6.8 million. Detail of mid-year adjustments are as follows:

Previous City Council Approved Appropriations (increase of \$11.8 million)

- Appropriation of California State Library Grant Funds (increase of \$233,984).
- Appropriation of various Local Grants for the Fire Department (increase of \$139,020).
- Appropriation of Friends of Hayward Library donations (increase of \$161,000).
- Appropriation of FY 2024 Budgets for Landscape and Lighting Assessment Districts and Maintenance Districts (increase of \$2.6 million).
- Appropriate funds for the purchase of 1069 B Street, LLC's leasehold interest in the Cinema Place property (increase of \$8,600,000).
- Appropriate received funds for the Hayward Youth Commission (increase of \$3,102).
- Appropriation to establish budget balances from Byrne Grant 2022 and 2023 award years (increase of \$83,572).

Proposed Mid-Year Requests (increase of \$6.8 million)

- Measure D Recycling Fund (increase of \$91,966): Budget correction to appropriately allocate funds for the Senior Sustainability Specialist.
- Rental Housing Program Fund (increase of \$60,508): Increased translation services expenses.
- Affordable Housing Fund (increase of \$13,950): Administrative budget correction, increase appropriate funds for housing programs to sustain baseline budget.
- Community Development Block Grant Fund (increase of \$504,877): Increase CDBG expenditure to program revenue received in FY 2023 and FY 2024.
- Water Fund (decrease of \$45,983): Budget correction to appropriately allocate funds for the Senior Sustainability Specialist
- Sewer Fund (decrease of \$45,983): Budget correction to appropriately allocate funds for the Senior Sustainability Specialist
- Facilities Management Fund (increase of \$336,775): Increase in security services contract and expansion of security service hours at the Watkins parking garage, City Hall, and Downtown facilities, replacement of the backflow preventer at Fire Station #1; PG&E costs at Fire Station #6 Training Center; major backup emergency generator repairs at Fire Station #9; fuel polishing to maintain diesel fuel for fire engines and emergency backup generators; and additional security services needs at the various library branches.
- Landscape & Lighting and Maintenance District Funds (increase of \$79,872): Increased water utility needs.
- Fleet Management Fund (increase of \$600,000): Increase in fleet fuel budget due to projected increases in fuel costs; and increase in budget for deferred maintenance and repairs of City fleet.
- Federal Grants Fund (increase of \$505): Adjustment to match actual FY 2024 HOME grant allocation.
- General Liability Insurance Fund (increase of \$399,862): Reflect the cost of the increased insurance premiums in the FY 2024 Adopted Budget. This expense is an Internal Service Fund, which is supported by allocations and transfers from General Fund, Measure C, and various operating funds.
- Transfer-Out to the General Fund from other funds for the reallocation of ISF charges from Special Revenue (increase of \$26,482)
- Transfer-Out to the General Liability Insurance Fund from other funds for the allocation of costs contributing to the increase in general liability insurance premium cost (increase of \$94,617).
- Transfer-Out to Fleet Maintenance Fund from other funds for the allocation of cost contributing to the increase in operating expenses related to fleet fuel and deferred maintenance of citywide fleet (increase of \$163,756).
- Transfer-Out from Worker's Compensation Fund (Fund 705) for reimbursement from over allocation to Workers' Compensation Fund (increase of \$5,400,000)
- Transfer-In to Enterprise Funds (Water Fund, Sewer Fund, Stormwater Fund) for reimbursement from over allocation to Workers' Compensation Fund (increase in revenue of \$902,299)

CAPITAL IMPROVEMENT FUNDS

Total adjustments for FY 2024 Capital Improvement Funds include FY 2023 carryforwards, previous Council approved appropriations, and mid-year requests. The FY 2024 Capital Improvement Budget expenditures total a net increase of \$138.1 million. Of this amount, FY 2023 carry forwards total \$136.1 million; and prior Council authorized, and approved appropriations total \$1.2 million. Proposed mid-year adjustments reflect an increase in projected expenditures in the amount of \$815,767. **Table 6** provides detail of the proposed FY 2024 CIP mid-year changes.

TABLE 6: PROPOSED FY 2024 MID-YEAR CIP CHANGES

Mid-Year CIP Changes	FY 2024 Mid-Year Changes
Capital Projects (Fund 405) – Replacement of a freezer to support operational needs within animal control requires additional \$11,000	\$11,000
Facilities Capital (Fund 726) – Replacement of exterior doors at the Corp Yard to accommodate new access control door readers; new service maintenance contract for access control system; electrical infrastructure upgrade to provide adequate power for EV charging stations in City Hall basement garage; and Watkins garage security enhancements	\$203,920
Special Gas Tax (Fund 210) – Transfer-out: Budget correction of FY 2023 Mid-Year Transfer-Per the FY 22 TDA Audit, the auditor's recommended Project 05307 (Patrick/Gading Complete Street) should be expensed out of Fund 210 instead of Fund 213	\$350,226
Measure BB (Fund 212) - Administrative adjustment of expense budget; reducing budget due to ACTC prohibition of non-ACTC funds being expensed in Measure BB (Fund 212); funds will be appropriated in Street Systems Improvement (Fund 450)	(\$300,000)
Street Systems Improvement (Fund 450) - Administrative adjustment of expense budget to utilize developer deposit revenue; funds incorrectly appropriated to Measure BB (Fund 212)	\$300,000
Fleet Management Enterprise (Fund 737) – Use of fund balance to fund the gap for valve truck replacement	\$200,000
Fleet Management Capital (Fund 736) – Appropriate received revenue from insurance claim and auction of two fire vehicles	\$50,621
Total Net Change	\$815,767

AMERICAN RESCUE PLAN ACT (ARPA) STATE AND LOCAL FISCAL RECOVERY FUNDS

On March 11, 2021, the American Rescue Plan Act (ARPA) of 2021 was signed into law. A major component of ARPA was the State and Local Fiscal Recovery Fund (SLFRF), which included \$65 billion in direct federal relief to cities to address the impacts of COVID-19 and aid in recovery. The City of Hayward was allocated approximately \$38.3 million in fiscal recovery funding, to be disbursed in two tranches. The first tranche of 50% of the City's allocation was disbursed in late May 2021, with the second half was disbursed in May of 2022.

On July 13, 2021, Council approved a plan for use of the City's ARPA \$38.3 million. To date, the City has received the full \$38.3 million in ARPA funding. Council appropriated \$18.9 million in FY 2022, and \$16.4 million FY 2023. The use of ARPA funds is governed by the SLFRF Interim Final Rule issued by the US Treasury Department in May 2021. City Staff developed the ARPA expenditure plan based on community needs, the City's operational response, and Council feedback. The expenditure plan was also presented to the Council Infrastructure Committee, the Homelessness-

Housing Task Force, the Council Economic Development Committee, and the Community Services Commission for further refinement prior to Council approval in July.

The ARPA expenditure plan is comprised of 37 projects across four major expenditure categories: support for public health expenditures and investments in pandemic operational needs; addressing negative impacts caused by the public health emergency; replacement of lost public sector revenue; and investment in water, sewer, and broadband infrastructure. Projects commenced in FY 2022 and will continue through FY 2024.

Table 7 provides an overview of total expenditures in FY 2023 and the revised budget in FY 2024.

TABLE 7: ARPA EXPENDITURE PLAN OVERVIEW (\$ THOUSANDS)

Expenditure Category	Total Budget	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Revised Budget*
Support public health expenditures, including capitalizing investments in public facilities to meet pandemic operational needs	\$6,940	\$799	\$897	\$5,244
Address negative economic impacts caused by the public health emergency	\$15,700	\$3,915	\$4,270	\$7,515
Replace lost public sector revenue	\$14,500	\$7,250	\$7,250	\$0
Invest in water, sewer, and broadband infrastructure	\$1,238	\$80	\$323	\$835
TOTAL ARPA EXPENDITURES	\$38,378	\$12,043	\$12,740	\$13,595

**Includes unspent FY 2023 appropriated expenditures (carried forward into FY 2024)*

In accordance with the U.S. Treasury guidelines, ARPA recipients must obligate funds by December 31, 2024, and fully expend all ARPA dollars by December 31, 2026. The obligation of funds may include entering into contract and/or securing a purchase order or requisition for supplies, services, and/or equipment that are considered eligible expenses. The City has the option to reallocate any unspent and/or unobligated ARPA dollars to fund potential projects that meet the eligibility requirements of ARPA dollars. Currently, the majority of projects are expected to fully obligate or expend all ARPA dollars by the funding deadlines.

As of February 2024, it is estimated that there may be approximately \$1.2 million in funding from the unspent funds allocated to the Regional Fire Training Center project that may be considered for reallocation. In December 2023, staff presented the Council Budget and Finance Committee with an update on ARPA projects and funding status, and discussed the requirements of obligated and expending ARPA dollars. Should the City not be in a position to obligate any unspent ARPA dollars, the City could consider reallocation to support other projects. Below is the list of potential projects and/or programs that were presented to the Committee for consideration and feedback.

Potential Projects	Description	Estimated Cost
Replacement of Lost Revenue	There is flexibility and capacity to reallocate the entire balance of unobligated ARPA funds to the General Fund for the replacement of lost revenue during the pandemic.	
Homelessness Public Education Campaign	Develop a public education campaign to educate the Hayward community about ongoing homelessness efforts and how the homeless system of care operates. (LHH 1.3a).	\$75,000
FY25 Funding for South Hayward Parish Year-Round Operations	Continued funding for extended operations of emergency shelter at South Hayward Parish, which was expanded beyond a Winter Warming Shelter through the City's first ARPA allocation (2.1e).	\$1,000,000
Calendar Year 2025 Safe Parking Pilot	Leverage County land use committee convening to identify land for safe parking pilot to serve mid-county residents (2.2b).	\$1,000,000
Additional Navigation Center Funding for On-Site Meals and Operational Expenses	Increase operational funding to Hayward Navigation Center to add more on-site meals and cover existing operating gaps due to increased costs (2.1a).	\$500,000
FY 2025 Motel Voucher Program	Allocate funding to enable continued operations of motel voucher program, which provides brief motel stays for individuals who are unsheltered and on the waitlist for the Navigation Center or who need temporary shelter during dangerous weather events when alternative shelter is not available.	\$50,000
Affordable Housing Development	Apply available ARPA funding to the next Affordable Housing Notice of Funding Availability (NOFA) to fund affordable housing development loans. To ensure funds are expended prior to the deadline, funds could be used for shovel-ready projects, pre-development costs, or acquisition costs. Applicable projects would include new construction, preservation of affordable housing or adaptive re-use. The additional \$5 million in funding may possibly fund another one or two projects.	\$5,000,000
Expansion of Together for Hayward eGift Card Program	The Together for Hayward eGift Card Program is one of the most successful and impactful economic recovery programs the City offers. The program injects dollars into small businesses using ARPA funds which are then matched by consumers. Staff are well versed in administering this program and would be able to expend the funds prior to the deadline.	Any available amount

The Committee was supportive of all the potential projects and/or programs, and supported staff in moving forward to the full City Council for consideration when deemed appropriate by staff.

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.

FISCAL IMPACT

The overall fiscal impact of the proposed mid-year adjustments is an increase in General Fund revenue of \$10.1 million, and an increase to General Fund expenditures of \$17.9 million. Of this amount, an increase of \$1.99 million is attributed to newly requested adjustments; with \$15.9 million attributed to carryforwards, and previously approved appropriations. All Other Funds (including Measure C) proposed adjustments will result in a net increase of \$7.6 million in newly requested expenditures; and Capital Improvement Funds will result in a proposed net increase in expenditures of \$0.8 million in newly requested expenditures.

SUSTAINABILITY FEATURES

The actions in this report do not have an impact on sustainability. Sustainability elements are more directly identified with specific projects as they are carried out.

PUBLIC CONTACT/NEXT STEPS

Upon approval by Council of the recommendations contained herein, staff will post the budget amendments per the approved resolutions. Staff will continue to refine the Five-Year General Fund Financial Model as part of the upcoming FY 2025 budget process.

Prepared by: Nicholas Mullins, Management Analyst II
Nicole Gonzales, Director of Finance

Recommended by: Nicole Gonzales, Director of Finance

Approved by:



Kelly McAdoo, City Manager

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-

Introduced by Council Member _____

**RESOLUTION AMENDING RESOLUTION 23-147 AS AMENDED, THE BUDGET
RESOLUTION FOR THE CITY OF HAYWARD OPERATING BUDGET FOR FISCAL
YEAR 2024, RELATING TO AN APPROPRIATION OF FUNDS**

BE IT RESOLVED by the City Council of the City of Hayward that Resolution No. 23-147, as amended, the Budget Resolution for the City of Hayward Operating Budget for Fiscal Year 2024, is hereby amended by approving the changes indicated below.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the following revenue estimate amounts are hereby amended:

1. CHANGE OF REVENUE ESTIMATE TO THE GENERAL FUND AND OTHER FUNDS AS DISPLAYED IN EXHIBIT A.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the following expenditure estimate amounts are hereby amended:

- II. CHANGE OF EXPENDITURE ESTIMATE TO THE GENERAL FUND AND OTHER FUNDS AS DISPLAYED IN EXHIBIT B

The Director of Finance is hereby authorized and directed to distribute the above revised revenue estimates and revised expenditure estimates to the various accounts of the City in accordance with generally accepted accounting principles and consistent with the purposes and objectives as outlined in the approved budget.

ATTACHMENT II

HAYWARD, IN COUNCIL, HAYWARD, CALIFORNIA _____, 2024.

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

Fund #	Fund Name	Adopted Budget	Total Amendment	Total Adjusted Budget
100	General Fund	\$199,883,428	\$4,890,419	\$204,773,847
101	Measure C	21,850,493	-	21,850,493
102	Economic Development Fund	350,000	-	350,000
103	ARPA	-	-	-
214	Measure BB Paratransit	2,079,130	-	2,079,130
220	Federal Grants	934,595	-	934,595
225	Community Dev. Block Grant	1,527,801	504,877	2,032,678
230	State Grants	40,000	233,984	273,984
231	Used Oil	27,555	-	27,555
232	Recycling/Measure D	1,205,138	-	1,205,138
240	Local Grants	-	248,000	248,000
245	Housing Authority	90,000	-	90,000
246	Affordable Housing	5,500	-	5,500
250	Donations	-	195,843	195,843
255	Park Dedication - Zone A	1,300,000	-	1,300,000
256	Park Dedication - Zone B	11,953	-	11,953
257	Park Dedication - Zone C	575,000	-	575,000
258	Park Dedication - Zone D	337,000	-	337,000
259	Park Dedication - Zone E	11,953	-	11,953
266	LLD 1	-	6,941	6,941
267	LLD 2	-	11,377	11,377
268	LLD 3	-	157,388	157,388
269	LLD 4	-	21,940	21,940
270	Maintenance District #1	-	42,442	42,442
271	Maintenance District #2	-	17,705	17,705
272	LLD 5	-	9,929	9,929
273	LLD 6	-	13,069	13,069
274	LLD 7	-	220,766	220,766
275	LLD 8	-	5,101	5,101
276	LLD 9	-	2,717	2,717
277	LLD 10	-	171,372	171,372
278	LLD 12	-	37,391	37,391
279	LLD 11	-	242,204	242,204
281	LLD 13	-	238,483	238,483
282	LLD 14	-	122,723	122,723
284	LLD 16	-	79,454	79,454
285	Inclusionary Housing	274,000	-	274,000
286	Rental Housing Program	-	-	-
288	Local Housing Trust Program	2,784,380	-	2,784,380
290	LLD17	-	56,347	56,347
291	LLD18	-	117,915	117,915
295	South Hayward BART JPA	421,280	-	421,280
605	Water	60,328,741	382,076	60,710,817
606	Regional Inter-Tie	-	-	-
610	Sewer	30,435,914	435,398	30,871,312
615	Stormwater	2,902,000	84,825	2,986,825
620	Airport	4,153,482	-	4,153,482
630	Recycled Water	1,470,641	-	1,470,641
705	Worker's Compensation	9,866,339	-	9,866,339
710	General Liability Insurance	7,319,319	398,634	7,717,953
720	Retiree Medical Benefits Fund	7,447,061	-	7,447,061
725	Facilities Management	5,499,149	196,243	5,695,392
730	Information Technology	9,839,798	-	9,839,798
735	Fleet Management	4,558,903	600,000	5,158,903
815	RDA Successor Agency	3,510,542	-	3,510,542
820	Byrne Grant	-	83,572	83,572
830	Hayward Economic Development Corporation	-	8,600,000	8,600,000
851	Hayward Area Shoreline JPA	208,000	-	208,000
860	Cannabis Community Fund	63,552	-	63,552
	Other Funds Total	181,429,219	13,538,716	194,967,935

Change to General Fund	\$4,890,419
Net Change to Non-General Fund	13,538,716
Total Change to City Revenues	<u>\$18,429,135</u>

Fund	Expenditure	Adopted Budget	Total Amendment	Total Adjusted Budget
100	Net Change to General Fund	204,978,128	17,908,432	222,886,560
101	Measure C Fund	22,953,218	792,289	23,745,507
102	Economic Development Fund	350,000	125,000	475,000
103	ARPA Fund	3,031,000	11,151,147	14,182,147
214	Paratransit Fund - Measure BB	1,515,000	750,000	2,265,000
217	Paratransit Fund - Measure B	1,488,676	277,365	1,766,041
220	Grants Fund	933,809	919,573	1,853,382
225	Community Development Block Grant Fund	1,908,359	2,522,632	4,430,991
230	Recycling Fund	580,878	2,884,700	3,465,578
231	Used Oil Fund	25,315	17,304	42,619
232	Recycling/Measure D Fund	782,635	227,123	1,009,758
240	Local Grants	-	405,908	405,908
245	Housing Authority	178,879	707,987	886,866
246	Affordable Housing Fund	97,162	47,438	144,600
250	Donation Fund	-	825,026	825,026
265	Asset Forfeiture	-	-	-
255	Park Dedication - Zone A	-	-	-
256	Park Dedication - Zone B	-	-	-
257	Park Dedication - Zone C	-	-	-
258	Park Dedication - Zone D	-	-	-
259	Park Dedication - Zone E	-	-	-
266	LLD Zone 1	-	14,318	14,318
267	LLD Zone 2	-	19,849	19,849
268	LLD Zone 3	-	254,553	254,553
269	LLD Zone 4	-	46,764	46,764
270	MD 1	-	50,092	50,092
271	MD 2	-	257,366	257,366
272	LLD Zone 5	-	14,673	14,673
273	LLD Zone 6	-	16,489	16,489
274	LLD Zone 7	-	413,812	413,812
275	LLD Zone 8	-	12,533	12,533
276	LLD Zone 9	-	5,160	5,160
277	LLD Zone 10	-	418,399	418,399
278	LLD Zone 12	-	57,226	57,226
279	LLD Zone 11	-	331,268	331,268
281	LLD Zone 13	-	347,003	347,003
282	LLD Zone 14	-	144,002	144,002
284	LLD Zone 16	-	101,450	101,450
285	Inclusionary Housing	468,545	2,351,619	2,820,164
286	Rent Review Program Fund	929,941	61,122	991,063
288	Local Housing Trust Program	27,869	3,258,161	3,286,030
290	LLD Zone 17	-	61,184	61,184
291	LLD Zone 18	-	108,763	108,763
295	So. Hayward B.A.R.T. JPA	566,220	468,204	1,034,424
300	Certificate of Participation	2,574,824	-	2,574,824
301	Measure C Debt Service	5,411,738	-	5,411,738
605	Water	65,749,036	156,590	65,905,626
606	Regional Intertie	-	77,629	77,629
610	Wastewater	30,616,121	220,063	30,836,184
615	Stormwater	3,369,938	46,482	3,416,420
620	Airport	5,476,477	29,193	5,505,670
630	Recycled Water	1,133,520	2,291	1,135,811
705	Worker's Compensation	6,848,822	5,470,746	12,319,568
710	Risk Management	7,349,965	1,462,099	8,812,064
720	Employee Benefits	7,447,061	-	7,447,061
725	Facilities	5,015,823	341,644	5,357,467
730	Information Technology	10,055,937	429,671	10,485,608
735	Fleet	4,396,573	629,144	5,025,717
805/810	Special Assessment District	1,070,237	-	1,070,237
815	Hawyard Redevelopment Successor Agency	4,417,893	58,433	4,476,326
820	Byrne Grant	-	103,377	103,377
830	Hayward Economic Development Corporation	-	8,600,000	8,600,000
850	Hayward Trust & Agency Fund	-	6,432	6,432
851	Hayward Shoreline JPA	12,000	33	12,033
	Net Change to Non-General Fund	\$ 196,783,471	\$ 48,101,329	\$ 244,884,800
	Total Change to City Expenditures	\$ 401,761,599	\$ 66,009,761	\$ 467,771,360

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-____

Introduced by Council Member _____

RESOLUTION AMENDING RESOLUTION 23-148, AS AMENDED, THE BUDGET RESOLUTION FOR THE CITY OF HAYWARD CAPITAL IMPROVEMENT PROJECTS FOR FISCAL YEAR 2024, RELATING TO AN APPROPRIATION OF FUNDS

BE IT RESOLVED by the City Council of the City of Hayward that Resolution No. 23-1148, as amended, the Budget Resolution for the City of Hayward Capital Improvement Projects for Fiscal Year 2024, is hereby amended by approving the Capital Improvement Fund changes indicated below.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the following revenue estimate amounts are hereby amended:

1. CHANGE OF REVENUE ESTIMATE TO THE FOLLOWING CIP FUNDS AS DISPLAYED IN EXHIBIT A

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the following expenditure estimate amounts are hereby amended:

- II. CHANGE OF EXPENDITURE ESTIMATE TO THE FOLLOWING CIP FUNDS AS DISPLAYED IN EXHIBIT B

The Director of Finance is hereby authorized and directed to distribute the above revised revenue estimates and revised expenditure estimates to the various accounts of the City in accordance with generally accepted accounting principles and consistent with the purposes and objectives as outlined in the approved budget.

ATTACHMENT III

HAYWARD, IN COUNCIL, HAYWARD, CALIFORNIA _____, 2024.

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

Fund #	Fund Name	Adopted Budget	Total Amendment	Total Adjusted Budget
210	Special Gas Tax	196,496	-	196,496
219	Measure BB-CIP Paratransit	750,000	-	750,000
405	Capital Projects	1,600,000	318,401	1,918,401
406	Capital Projects Measure C	11,000,000	2,030,000	13,030,000
450	Street System Improvement	1,981,440	-	1,981,440
460	Transportation System Improvement	500,000	-	500,000
603	Water Replacement	7,000,000	-	7,000,000
604	Water Improvement	3,910,000	-	3,910,000
611	Sewer Replacment	6,700,000	-	6,700,000
612	Sewer Improvement	4,520,000	-	4,520,000
621	Airport Capital	2,820,000	-	2,820,000
726	Facilities Capital	710,000	100,000	810,000
731	Information Technology Capital	1,100,000	166,544	1,266,544
736	Fleet Management Capital	4,000,000	-	4,000,000
737	Fleet Management Enterprise	23,567	(360,000)	(336,433)
	CIP Funds Total	\$46,811,503	\$2,254,945	\$49,066,448

Fund	Expenditure	Adopted Budget	Total Amendment	Total Adjusted Budget
209	Special Gas Tax	181,496		181,496
210	Special Gas Tax	\$ 5,184,000	\$ 2,044,275	\$ 7,228,275
211	RRAA (SB1)	4,000,000	-	4,000,000
212	Measure BB-Local Transportation	6,455,000	999,928	7,454,928
213	Measure BB-Ped & Bike	2,019,000	-	2,019,000
215	Measure B-Local Transportation	226,000	-	226,000
216	Measure B-Ped & Bike	15,000	21,809	36,809
218	Vehicle Registration	900,000	135,700	1,035,700
219	Measure BB Tax Fund (Paratransit)	750,000	1,438,062	2,188,062
401	Strategic Initiative	-	7,685	7,685
405	Capital Projects	13,428,000	28,023,468	41,451,468
406	Capital Projects Measure C	8,971,000	6,814,839	15,785,839
410	Rte 238 Corridor Improvements	1,010,000	23,035,537	24,045,537
411	Rte 238 Settlement Admin	771,000	906,629	1,677,629
450	Street System Improvement	5,356,000	6,217,883	11,573,883
460	Transportation System Improvement	615,000	1,469,328	2,084,328
603	Water Replacement	10,551,265	14,966,142	25,517,407
604	Water Improvement	10,714,775	(772,852)	9,941,923
611	Sewer Replacement	10,223,390	33,183,323	43,406,713
612	Sewer Improvement	21,475,314	8,067,623	29,542,937
621	Airport Capital	8,727,000	5,744,252	14,471,252
726	Facilities Capital	1,190,000	1,969,717	3,159,717
731	Information Technology Capital	1,440,000	4,121,715	5,561,715
736	Fleet Management Capital	5,270,000	4,677,497	9,947,497
737	Fleet Management Enterprise	530,000	1,885,157	2,415,157
	Total Change to CIP Expenditures	\$ 120,003,240	\$ 144,957,717	\$ 264,960,957

CURRENT FORECAST

GENERAL FUND HISTORICAL SUMMARY

	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY 2024	FY 2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	FY2036	FY2037	FY2038	FY2039	FY2040	FY2041	FY2042
(\$ in Thousands)	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Adopted	Mid-Year	Revised	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Property Tax	\$47,196	\$51,236	\$54,468	\$58,432	\$61,196	\$63,524	\$68,458	\$67,498	\$2,200	\$69,698	\$72,959	\$75,601	\$78,353	\$81,226	\$84,023	\$86,733	\$90,211	\$93,871	\$97,733	\$101,584	\$105,680	\$109,802	\$113,983	\$119,414	\$125,452	\$132,303	\$139,960	\$149,197
Sales Tax	34,839	33,389	36,011	39,680	40,075	44,028	44,051	46,439		\$46,439	47,423	48,728	47,650	47,794	50,311	52,967	55,735	57,280	58,866	57,550	57,700	60,704	63,862	67,181	69,023	70,912	69,304	69,461
Utility Users Tax	20,754	17,488	16,935	16,066	17,268	17,308	25,945	18,000	3,000		21,000	21,420	21,848	22,285	22,731	23,186	23,649	24,122	24,605	25,097	25,599	26,111	26,633	27,166	27,709	0	0	0
Transient Occupancy Tax	2,560	2,808	2,823	2,187	1,552	1,979	2,359	2,000		\$2,000	2,060	2,122	2,079	2,090	2,204	2,324	2,450	2,524	2,600	2,548	2,560	2,700	2,847	3,002	3,092	3,185	3,121	3,137
Cannabis Tax	0	0	0	3	442	843	804	1,100		\$1,100	1,122	1,144	1,167	1,191	1,214	1,239	1,264	1,289	1,315	1,341	1,368	1,395	1,423	1,451	1,480	1,510	1,540	1,571
Emerg Svcs Facilities Excise Tax	2,100	2,131	2,186	2,030	1,831	1,829	2,045	2,075		\$2,075	2,096	2,117	2,138	2,159	2,181	2,203	2,225	2,247	2,269	2,292	2,315	2,338	2,362	2,385	2,409	2,433	2,457	2,482
Business License Tax	2,591	2,752	2,833	2,755	2,677	3,171	3,287	2,811		\$2,811	2,839	2,868	2,896	2,780	2,739	2,833	2,931	3,032	3,062	3,093	2,969	2,925	3,026	3,130	3,238	3,270	3,303	3,171
Property Transfer Tax	8,350	9,168	12,256	12,150	17,120	21,226	12,357	17,600		\$17,600	17,776	17,954	17,236	16,977	17,563	18,169	18,796	18,983	19,173	18,406	18,130	18,756	19,403	20,072	20,273	20,476	19,657	19,362
Franchises	9,646	9,648	9,730	10,582	10,624	10,516	11,907	12,179		\$12,179	12,423	12,671	12,924	13,183	13,447	13,716	13,990	14,270	14,555	14,846	15,143	15,446	15,755	16,070	16,391	16,719	17,054	17,395
Permits & Fees	14,917	14,777	15,966	12,074	13,300	12,738	14,297	14,099		\$14,099	14,381	14,668	14,746	14,936	15,337	15,750	16,177	16,500	16,830	16,919	17,138	17,598	18,072	18,561	18,932	19,311	19,414	19,665
Interest	253	57	488	460	(9)	(735)	427	300		\$300	530	437	295	102	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Revenue	11,319	10,902	10,751	9,725	14,597	8,629	7,663	11,591	436	\$12,027	11,636	11,681	11,728	11,775	11,822	11,870	11,919	11,969	12,019	12,070	12,122	12,175	12,228	12,282	12,337	12,392	12,448	12,506
Transfers In	4,037	4,045	17,357	3,964	3,967	11,571	17,123	4,192	4,498	\$8,690	4,256	4,320	4,386	4,454	4,522	4,592	4,664	4,737	4,811	4,887	4,964	5,043	5,124	5,206	5,290	5,375	5,462	5,551
Total Revenues	158,561	158,401	181,804	170,107	184,641	196,625	210,724	199,883	10,134	210,017	210,500	215,731	217,447	220,951	228,093	235,581	244,010	250,824	257,839	260,634	265,689	274,992	284,716	295,920	305,626	287,886	293,720	303,497
Salaries/Wages	67,624	69,065	72,803	73,459	73,817	77,837	81,762	98,419	1,689	100,108	102,144	105,845	108,212	110,631	113,104	115,633	118,218	120,861	123,568	126,336	129,166	132,059	135,017	138,041	141,133	144,294	147,526	150,831
Overtime	9,254	10,370	9,574	9,767	11,903	13,903	14,919	3,370		3,370	3,500	3,570	3,641	3,714	3,789	3,864	3,942	4,020	4,101	4,183	4,266	4,352	4,439	4,528	4,618	4,711	4,805	4,901
Retirement	23,021	23,366	26,951	30,183	33,051	36,742	40,016	42,846		42,846	46,944	49,399	51,648	53,639	57,479	58,780	60,031	58,410	58,532	56,751	56,337	55,394	53,258	52,267	51,187	50,506	52,246	48,281
Health	11,840	11,723	11,533	11,639	11,765	11,994	12,410	16,200		16,200	16,382	16,873	17,379	17,901	18,438	18,991	19,560	20,147	20,752	21,374	22,015	22,676	23,356	24,057	24,779	25,522	26,288	27,076
Retiree Medical	2,847	2,794	3,020	3,107	3,059	3,248	3,241	3,465		3,465	3,552	3,641	3,722	3,806	3,891	3,978	4,067	4,158	4,251	4,347	4,445	4,545	4,647	4,752	4,858	4,968	5,080	5,194
Workers Compensation	6,307	6,228	6,815	6,816	8,106	8,526	9,001	5,418		5,418	5,553	5,692	5,820	5,951	6,084	6,221	6,361	6,503	6,649	6,799	6,952	7,108	7,268	7,432	7,599	7,770	7,945	8,124
Other Benefits	3,007	3,270	1,831	2,065	2,347	2,299	2,492	1,233		1,233	1,280	1,328	1,357	1,388	1,419	1,451	1,484	1,517	1,551	1,586	1,622	1,658	1,695	1,734	1,773	1,812	1,853	1,895
Personnel Charge Out	(4,069)	(5,213)	(3,803)	(5,031)	(3,500)	(4,168)	(5,336)	(6,371)		(6,371)	(6,515)	(6,661)	(6,811)	(6,964)	(7,120)	(7,280)	(7,444)	(7,611)	(7,782)	(7,957)	(8,136)	(8,319)	(8,506)	(8,698)	(8,893)	(9,094)	(9,298)	(9,507)
Vacancy Savings	-	-	-	-	-	-	-	(5,881)		(5,881)	(4,076)	(4,208)	(4,291)	(4,377)	(4,464)	(4,553)	(4,644)	(4,736)	(4,830)	(4,927)	(5,025)	(5,125)	(5,227)	(5,332)	(5,438)	(5,547)	(5,677)	(5,810)
Subtotal Personnel	119,831	121,604	128,724	132,005	140,546	150,382	158,506	158,699	1,689	160,388	168,764	175,479	180,678	185,688	192,619	197,084	201,574	203,271	206,792	208,492	211,641	214,347	215,947	218,780	221,615	224,943	230,767	230,984
Maintenance & Utilities	787	715	797	920	804	1,210	1,092	1,687		1,687	1,738	1,790	1,843	1,899	1,956	2,014	2,075	2,137	2,201	2,267	2,335	2,405	2,477	2,552	2,628	2,707	2,788	2,872
Services & Supplies	9,326	10,335	11,441	12,105	11,880	10,069	12,593	10,901	778	11,679	11,173	11,453	11,739	12,033	12,333	12,642	12,958	13,282	13,614	13,954	14,303	14,661	15,027	15,403	15,788	16,183	16,587	17,002
Internal Service Charges	14,413	11,863	15,504	16,858	14,048	14,890	16,813	19,951		19,951	19,951	20,450	21,064	21,696	22,347	23,017	23,707	24,419	25,151	25,906	26,683	27,483	28,308	29,157	30,032	30,933	31,861	32,817
Capital Outlay	0	85	5,427	12	257	657	68	0		0	250	258	265	273	281	290	299	307	317	326	336	346	356	367	378	389	401	413
Transfers Out-Debt	3,640	3,348	2,857	2,015	2,993	2,544	2,742	2,708		2,708	2,715	2,715	2,715	734	734	508	281	281	281	281	281	281	281	281	281	281	281	281
Transfers Out-CIP	1,769	2,898	3,357	5,814	2,117	6,309	4,811	2,560	916	3,476	2,637	2,716	2,797	2,881	2,968	3,057	3,148	3,243	3,340	3,440	3,544	3,650	3,759	3,872	3,988	4,108	4,231	4,358
Transfers Out-Liability/Other	9,193	4,257	8,500	5,624	6,252	8,217	9,244	8,473	297	8,770	8,642	8,815	8,991	9,171	9,354	9,542	9,732	9,927	10,126	10,328	10,535	10,745	10,960	11,179	11,403	11,631	11,864	12,101
Budget Additions/Appropriations	-	-	-	-	-	-	-	-	4,629	4,629	-	-	-	-	-	-	-	-	-	-	7,158	7,337	7,521	7,709	7,902	8,099	8,302	8,509
Budget Cuts	-	-	-	-	-	-	-	-	-	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expense	158,957	155,105	176,608	175,353	178,897	194,277	205,86																					