



TRACY CITY COUNCIL

REGULAR MEETING AGENDA

Tuesday, June 4, 2024, 7:00 P.M.

Tracy City Hall Chambers, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON AND REMOTE PARTICIPATION PURSUANT TO GOVERNMENT CODE SECTION 54953(e).

MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY IN THE MEETING VIA THE FOLLOWING METHOD:

As always, the public may view the City Council meetings live on the City of Tracy's website at CityofTracy.org or on Comcast Channel 26/AT&T U-verse Channel 99. To view from the City's website, open the "Government" menu at the top of the City's homepage and select "[City Council Meeting Videos](#)" under the "City Council" section.

If you only wish to watch the meeting and do not wish to address the Council, the City requests that you stream the meeting through the City's website or watch on Channel 26.

Remote Public Comment:

During the upcoming City Council meeting public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2552 077 4490** and **Event Password: TracyCC**
 - ***If you would like to participate in the public comment anonymously***, you may submit your comment in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.
 - **Join by phone by dialing +1-408-418-9388, enter 25520774490 #8722922# Press *3** to raise the hand icon to speak on an item.

- *Protocols for commenting via WebEx:*
 - *If you wish to comment on the "Consent Calendar", "Items from the Audience/Public Comment" or "Regular Agenda" portions of the agenda:*
 - 1) *Listen for the Mayor to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - 2) *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for the "Consent Calendar" "Items from the Agenda/Public Comment" or "Regular Agenda" portions of the agenda will be accepted until the public comment for that item is closed.*
 - *Comments received on Webex outside of the comment periods outlined above will not be included in the record.*

Date Posted: May 30, 2024

Americans With Disabilities Act - The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in Council meetings. Persons requiring assistance or auxiliary aids should call City Hall (209/831-6105) 24 hours prior to the meeting.

Addressing the Council on Items on the Agenda - The Brown Act provides that every regular Council meeting shall provide an opportunity for the public to address the Council on any item within its jurisdiction before or during the Council's consideration of the item, provided no action shall be taken on any item not on the agenda. To facilitate the orderly process of public comment and to assist the Council to conduct its business as efficiently as possible, members of the public wishing to address the Council are requested to, but not required to, hand a speaker card, which includes the speaker's name or other identifying designation and address to the City Clerk prior to the agenda item being called. Generally, once the City Council begins its consideration of an item, no more speaker cards will be accepted. An individual's failure to present a speaker card or state their name shall not preclude the individual from addressing the Council. Each citizen will be allowed a maximum of five minutes for input or testimony. In the event there are 15 or more individuals wishing to speak regarding any agenda item including the "Items from the Audience/Public Comment" portion of the agenda and regular items, the maximum amount of time allowed per speaker will be three minutes. When speaking under a specific agenda item, each speaker should avoid repetition of the remarks of the prior speakers. To promote time efficiency and an orderly meeting, the Presiding Officer may request that a spokesperson be designated to represent similar views. A designated spokesperson shall have 10 minutes to speak. At the Presiding Officer's discretion, additional time may be granted. The City Clerk shall be the timekeeper.

Consent Calendar - All items listed on the Consent Calendar are considered routine and/or consistent with previous City Council direction. One motion, a second, and a roll call vote may enact the items listed on the Consent Calendar. No separate discussion of Consent Calendar items shall take place unless a member of the City Council, City staff or the public request discussion on a specific item.

Addressing the Council on Items not on the Agenda – The Brown Act prohibits discussion or action on items not on the posted agenda. The City Council's Meeting Protocols and Rules of Procedure provide that in the interest of allowing Council to have adequate time to address the agenda items of business, "Items from the Audience/Public Comment" following the Consent Calendar will be limited to 15-minutes maximum period. "Items from the Audience/Public Comment" listed near the end of the agenda will not have a maximum time limit. A five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Council Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Council. When members of the public address the Council, they should be as specific as possible about their concerns. If several members of the public comment on the same issue an effort should be made to avoid repetition of views already expressed.

Notice - A 90 day limit is set by law for filing challenges in the Superior Court to certain City administrative decisions and orders when those decisions or orders require: (1) a hearing by law, (2) the receipt of evidence, and (3) the exercise of discretion. The 90 day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge a City Council action in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised during the public hearing, or raised in written correspondence delivered to the City Council prior to or at the public hearing.

Full copies of the agenda are available on the City's website: www.cityoftracy.org

Date Posted: May 30, 2024

CALL TO ORDER

ACTIONS, BY MOTION, OF CITY COUNCIL PURSUANT TO AB 2449, IF ANY

ROLL CALL AND DECLARATION OF CONFLICTS

PLEDGE OF ALLEGIANCE

INVOCATION

PRESENTATIONS

1. Employee of the Month
2. Certificates of Recognition – Earth Day Challenge Winners
3. Certificate of Appointment – Measure V Residents' Oversight Committee
4. Proclamation – Juneteenth Day

ORDER OF BUSINESS

1. CONSENT CALENDAR

- 1.A. Adoption of May 21, 2024 Special Meeting and Regular Meeting Minutes.
- 1.B. Staff recommends that the City Council accept the Tracy Homelessness Advisory Committee's informational update on efforts pertaining to the Tracy Homelessness Strategic Plan.
- 1.C. Staff recommends that the City Council adopt a Resolution (1) authorizing designation of the City Manager and Assistant City Manager to execute future documents required by the California Governor's Office of Emergency Services for state and federal disaster funding assistance for a period of three (3) years; (2) authorizing the Assistant City Manager to execute the Project Assurances For Federal Assistance.
- 1.D. Adopt a Resolution: 1) Calling and giving notice to hold a General Municipal Election on Tuesday, November 5, 2024, for the election of certain officers pursuant to the California Elections Code; 2) Requesting the Board of Supervisors of San Joaquin County to consolidate the City of Tracy's General Municipal Election with the Statewide General Election to be held on November 5, 2024; 3) Requesting the services of the San Joaquin County Registrar of Voters (Registrar); and 4) Authorizing the payment of costs for such services, for the amount of actual costs incurred.
- 1.E. Staff Recommends that the Tracy City Council receive an informational report regarding the City of Tracy Police Department's update on Crime Statistics of Homicide, Rape, Robbery, and Aggravated Assaults.
- 1.F. Staff recommends that the City Council adopt a Resolution (1) accepting Landscape Improvements for Retention Basin, Tracy Hills Phase 1A, Tract 3878, (2) authorizing the City Engineer to accept a One Year Warranty bond, and (3) authorizing the City Clerk to file the Notice of Completion with the San Joaquin County Recorder's Office.

- 1.G. Staff recommends that the City Council adopt a Resolution approving Amendment No. 2 to the Professional Services Agreement with MTM Transit, LLC to (1) extend the contract term for one additional year, from July 1, 2024 through June 30, 2025, and (2) Increase the total contract price for the one-year extension from \$4,216,849.87 to \$4,511,558.21 resulting from an increase in base wages.
- 1.H. Staff recommends that the City Council adopt a Resolution authorizing the following amendments to the City's Classification and Compensation Plan and Master Salary Schedule: (1) Add the classifications of Communications Coordinator, Deputy Police Chief, Planning Manager, and Senior Animal Services Officer.
- 1.I. Staff recommends that the City Council adopt a Resolution accepting a list of proposed projects for Fiscal Year 2024-2025 funded by California Senate Bill 1: The Road Repair and Accountability Act of 2017.
- 1.J. Staff recommends that the City Council adopt a Resolution approving an On-Call Professional Services list, for five years, for Roadway and Utility Design Services consisting of: Bellecci & Associate Inc., BKF Engineers, CSG Consultants, Inc., Kimley-Horn and Associates, Inc., Kjeldsen, Sinnock, and Neudeck, Inc., Mark Thomas & Company, Inc., Mott MacDonald Group, Inc., SNG & Associates, Inc., and West Yost & Associates, Inc.
- 1.K. Staff recommends that the City Council adopt a Resolution awarding a construction contract to O.C. Jones & Sons, Inc. of Berkeley, California, in the amount of \$42,587,374 for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147), Federal Project Number ACSB1IM-580-1 (982)E.
2. ITEMS FROM THE AUDIENCE
3. REGULAR AGENDA
 - 3.A. Staff recommends that the City Council receive the annual informational report of the Tracy Arts Commission for the 2023 calendar year and projected goals for calendar year 2024.
 - 3.B. Adopt an urgency ordinance making findings and establishing a temporary moratorium pursuant to Government Code 65858 on the processing of business tax under Chapter 6.04 of the Tracy Municipal Code, to take effect immediately upon adoption.
 - 3.C Staff requests that the City Council discuss and provide direction to staff whether to return to a future meeting with: 1) an ordinance amending Chapter 2.04.060 of the Tracy Municipal Code modifying the monthly salary of the Mayor and/or Councilmembers; and 2) a resolution amending the monthly salary of the City Treasurer.
4. ITEMS FROM THE AUDIENCE

5. STAFF ITEMS
6. COUNCIL ITEMS
7. ADJOURNMENT

TRACY CITY COUNCIL - SPECIAL MEETING MINUTES

May 21, 2024, 5:30 p.m.

Tracy City Hall, 333 Civic Center Plaza, Tracy, CA.

1. Mayor Young called the meeting to order at 5:30 p.m.
2. There were no actions taken pursuant to AB 2449.
3. Roll call found Council Members Arriola, Bedolla, Evans, Mayor Pro Tem Davis and Mayor Young present. City Council had no declarations of conflicts.
4. Items from the audience – None
5. DISCUSSION ITEMS

- 5.A. By motion, (1) Establish interview protocols to fill one vacancy on the City of Tracy Measure V Committee; (2) Conduct interviews of three applicants for one vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one vacancy and establish an eligibility list, if appropriate.

Adrienne Richardson, City Clerk, provided the staff report.

Robert Tanner stated it is felt that the people on the commission should be a registered voter reviewing finances for Measure V. On any other commission it is fine.

City Council discussed and determined the interview questions, amount of time allocated for each applicant to respond to questions, order in which applicants will be interviewed, process and length of time for follow-up questions, and the length of time for Council discussion.

ACTION: Motion was made by Council Member Arriola and seconded by Mayor Pro Tem Davis to establish the interview protocols to fill the vacancy. Roll call found all in favor; passed and so ordered.

City Council interviewed Kasi Viswanadham Bathula and Glen Tony Rock Maria Joseph.

Council reviewed their notes and announced their recommendations for the Mayor's consideration.

ACTION: Motion was made by Mayor Young and seconded by Council Member Bedolla to appoint Glen Tony Rock Maria Joseph on the Measure V Residents' Oversight Committee and Kasi Viswanadham Bathula to be placed on the eligibility list. Roll call found all in favor; passed and so ordered.

6. Council Items and Comments - None

7. Adjournment – Time: 6:23 p.m.

ACTION: Motion was made by Mayor Pro Tem Davis and seconded by Council Member Arriola to adjourn. Roll call found all in favor; passed and so ordered.

The above agenda was posted at the Tracy City Hall on May 16, 2024. The above are action minutes. A recording is available at the office of the City Clerk.

ATTEST:

Mayor

City Clerk

MINUTES

May 21, 2024, 7:00 p.m.

CONCURRENT REGULAR MEETING OF THE TRACY CITY COUNCIL AND SPECIAL MEETING OF THE TRACY PUBLIC FINANCING AUTHORITY

City Hall, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

Mayor Young called the meeting to order at 7:00 p.m.

There were no actions taken pursuant to AB 2449.

Roll call found Council Members Arriola, Bedolla, Evans, Mayor Pro Tem Davis and Mayor Young present. City Council had no declarations of conflict.

Mayor Young announced that this is a concurrent regular meeting of the Tracy City Council and the Tracy Public Financing Authority. The Authority and City Council will be voting on actions related to regular item 3.D.

Mayor Young led the Pledge of Allegiance.

Deacon Jack Ryan offered the invocation.

Mayor Young presented Certificates of Achievement to D.A.R.E. graduating students.

Mayor Young presented a Key to the City to Steve Abercrombie.

Mayor Young presented Certificates of Appointment to Planning Commissioners Don Penning, and Gurtej Atwal.

Council Member Arriola presented a Proclamation for LGBTQ Month to Andrea Juarez-Smith, Tracy Pride.

1. CONSENT CALENDAR – Following the removal of Consent Item 1.D by Council Member Evans, 1.K by Alice English and 1.F by John Garren, motion was made by Mayor Pro Tem Davis and seconded by Council Member Evans to adopt the Consent Calendar. Roll call found all in favor; passed and so ordered.
 - 1.A. Adoption of April 30, 2024 Special Meeting and Closed Session Minutes.
– **Minutes were adopted.**
 - 1.B. Staff recommends that the City Council adopt a resolution ratifying the San Joaquin Council of Governments (SJCOG) Annual Financial Plan for Fiscal Year 2024-2025, as required by the Joint Powers Agreement between SJCOG and its member agencies. – **Resolution 2024-064** ratified the SJCOG Annual Financial Plan for Fiscal Year 2024-2025.

- 1.C. Staff recommends that the City Council adopt a Resolution (1) accepting an allocation of Fiscal Year 2023-2024 funds in the amount of \$86,815 from the California Low Carbon Transit Operation Program; (2) authorizing the City Manager, or designee, to execute requisite funding documents, certifications and assurances; and (3) appropriating all \$86,815 to the Transit Fund for free student fares. – Resolution 2024-065 accepted an allocation of Fiscal Year 2023-2024 funds from the California Low Carbon Transit Operation Program.
- 1.E. Staff recommends that the City Council adopt a resolution (1) accepting the construction for the Water Treatment Plant HVAC Replacement – Blower Building Project, Capital Improvement Project 75171 (Project), completed by B&M Builders Inc. of Rancho Cordova, California, (2) authorizing the City Clerk to File the Notice of Completion with the San Joaquin County Recorder’s Office, (3) authorizing the City Engineer to release the bonds and retention payment in accordance with State law; and (4) authorizing the Finance Department to close the Project. – Resolution 2024-066 accepted construction for the Water Treatment Plan HVAC Replacement – Blower Building Project, CIP 75171 completed by B&M Builders, Inc.
- 1.G. The Tracy Homelessness Advisory Committee recommend that the City Council adopt a Resolution approving Amendment No. 1 to the General Services Agreement with United Site Services of California, Inc. at the Temporary Emergency Housing Facility, Capital Improvement Project 71112, at 370 West Arbor Avenue, to increase the original scope of service, increase the total not-to-exceed amount to \$255,563.51, and extend the term from May 31, 2024 to June 30, 2025. – Resolution 2024-067 approved Amendment No. 1 to the General Services Agreement with United Site Services at the Temporary Emergency Housing Facility, CIP 71112.
- 1.H The Tracy Homeless Advisory Committee recommend that City Council adopt a Resolution (1) awarding a construction contract to Bockmon & Woody Electric Company, Inc. of Stockton, California for the 370 and 384 W. Arbor Road Power Supply Project at the Temporary Emergency Housing Facility Project, Capital Improvement Project (CIP) 71112, in the amount of \$614,275 and (2) authorizing the City Manager to approve construction contract change orders up to the contingency amount of \$61,428, if needed, pursuant to Tracy Municipal Code Section 2.20.090(b). – Resolution 2024-068 awarded a construction contract to Bockman & Woody Electric Company, Inc. for the 370 and 384 W. Arbor Road Power Supply Project at the Temporary Emergency Housing Facility Project, CIP 71112.
- 1.I. Staff recommends that the City Council adopt a Resolution: (1) approving, pursuant to Government Code Section 990.8, the execution of the Joint Powers Agreement with a consortium of public agencies to join an Insurance-Risk Pool Entity Collectively Known As Public Risk Innovation, Solutions (PRISM); and (2) approving the execution of a Memorandum of Understanding with PRISM to authorize the City to utilize PRISM to form an Owner-Controlled Insurance Program (OCIP) for use on future capital projects. – Resolution 2024-069 approved the execution of the Joint Powers Agreement with a consortium of

public agencies to join an Insurance-Risk Pool Entity collectively know as Public Risk Innovation Solutions.

- 1.J. Staff recommends that the City Council adopt a Resolution:
1) awarding a construction contract to Roebbelen Contracting, Inc. of El Dorado Hills, California for construction of the Multi-Generational Recreation Center Project, CIP 78178, for a contract amount of \$60,221,000;
2) authorizing the City Manager to approve change orders on the contract with Roebbelen Contracting, Inc. up to the maximum contingency amount of \$6,022,100, if needed, pursuant to Tracy Municipal Code Section 2.20.090(b);
3) approving the execution of a Gas and Electric Extension Agreement with Pacific Gas & Electric for the Project for a not-to-exceed amount of \$190,000.00;
4) authorize the City Manager, pursuant to Government Code Section 4420(b), to proceed with the proposal from Alliant for an Owner-Controlled Insurance Program (OCIP) to procure construction insurance for the Project for a not-to-exceed amount of \$1,796,052. – Resolution 2024-070 awarded the construction contract to Roebbelen Contracting, Inc. for construction of the Multi-Generational Recreation Center Project, CIP 78178.
- 1.D. Staff recommends that the City Council (1) approve a Professional Services Agreement with ETA Transit Systems, Inc., for the installation of intelligent transit system software and hardware for the TRACER bus system with a contract price not to exceed \$1,357,333, a five-year initial term, and an administrative option for the City Manager to extend the term one additional year, and (2) authorize the City Manager, or designee, to sign any ancillary support agreements.

Ed Lovell, Transit Manager provided the staff report and responded to questions.

Council Member Evans pulled the item to ask about data to see if buses are on time, cost offsets, does vendor charge for this service or will the City not be charged for this service going forward, is it going to be a tool to increase ridership, potential revenue, efficiency driver and smart phone use for riders.

There was no public comment.

ACTION: Motion was made by Council Member Evans and seconded by Mayor Pro Tem Davis to adopt **Resolution 2024-071** (1) Approving a Professional Services Agreement with ETA Transit Systems, Inc. for installation of intelligent transit systems software and hardware for the Tracer Bus System with a contract price not to exceed \$1,357,333, an initial five-year term, and administrative option to extend for one additional year and (2) Authorizing the City Manager, or designee, to sign any ancillary support agreements. Roll call found all in favor; passed and so ordered.

- 1.F. The Tracy Finance Committee recommends that the City Council adopt a Resolution amending the City's Operating and Capital Budget for Fiscal Year 2023-2024.

John Garren pulled the item to ask if the budget has money to fix the road on Tracy Blvd south of Linne around the airport.

Sara Cowell, Director of Finance provided the staff report and responded to questions.

Mr. Magee asked for clarification if the budget includes weed abatement or any adjustments to City landscaping, any requests for services from November 2023, no changes for land management districts specifically also for Zone 15.

Karin Schnaider, Assistant City Manager responded to the Mr. Magee's questions.

Council questions followed.

ACTION: Motion was made by Council Member Bedolla and seconded by Council Member Evans to adopt **Resolution 2024-072** amending the City's Operating and Capital Budget for Fiscal Year ending June 30, 2024. Roll call found all in favor; passed and so ordered.

- 1.K. Staff recommends that the City Council take the following actions, pursuant to the California Landscape and Lighting Act of 1972 and California Streets & Highway Code § 22623 et seq.: (1) Adopt a Resolution Approving the Engineer's Report describing existing and/or proposed new improvements for the Tracy Consolidated Landscape Maintenance District for Fiscal Year 2024/2025; and (2) Adopt a Resolution of Intention: (A) to levy and collect annual assessments for the Tracy Consolidated Landscape Maintenance District for Fiscal Year 2024/2025 to be considered at a future public hearing; and (B) hold a public hearing on June 18, 2024, at 7:00 p.m. to consider the same in accordance with the Landscape and Lighting Act of 1972.

Alice English pulled the item to state there is a meeting coming up on June 18, 2024, and asked why the item is not coming to the public first. Will there be a notice in the paper for the residents as not everyone is on social media.

Nilo Velazquez, Management Analyst responded to questions.

Council questions followed.

Mr. McGee stated the City is paying a consultant to do an analysis, is the analysis vetted; keep on hearing about contractors and consultants and are paying staff to do things but there is no money to get a few weeds picked and lawn mowed and when not done correctly he has to contact staff. When not done correctly, who is doing the work, why is this such a difficult task and why do we waste so much money.

Anthony stated if the City keeps spending money on landscaping, he can do it for half the price.

ACTION: Motion was made by Mayor Pro Tem Davis and seconded by Council Member Arriola to adopt **Resolution 2024-073** approving the Engineer's Report for the Tracy Consolidated Landscape Maintenance District pursuant to the provisions of

the Landscaping and Lighting Act of 1972 for Fiscal Year 2024/2025. Roll call found all in favor; passed and so ordered.

ACTION: Motion was made by Mayor Pro Tem Davis and seconded by Council Member Arriola to adopt **Resolution 2024-074** declaring the City of Tracy's intention to levy annual assessments for the Tracy Consolidated Landscape Maintenance District for Fiscal Year 2024/2025 and set a public hearing on June 18, 2024, at 7:00 p.m. to consider the same in accordance with the Landscape and Lighting Act of 1972. Roll call found all in favor; passed and so ordered.

2. ITEMS FROM THE AUDIENCE – Mr. Magee asked to get his park and landscape fixed, he has been dealing with this since November 2023, and is shocked to find out from staff that there is no budget for repair and replacement of current park infrastructure, no plan for maintenance for parks. The City pays for consultants to do staff's work. Mr. McGee shared concerns regarding not having resources for staff to do the job.

Matt McGibney shared that blades were found at Legacy Fields over the weekend. Appears to be some sort of mower blade and a lot of these blades were found on the B5 field. Whoever is taking care of the fields needs to do a better job.

Anthony Van Noy asked for City's bond number and bonding agency, spoke to Police Officers who claim they do not have bonds, so they are protected under a general bond for the City. Same officers have taken his truck, camper and are threatening to take his new RV. Intend to file against the City's bond because it is not right. He wants to be left alone.

Tim Silva announced Family Fun Day at the airport on June 1, 2024, from 9:00 a.m. to 2:00 p.m. There will be an aerobatics competition, promoted the event and stated he would love to see everyone out there. Mr. Silva also shared on Friday he came from OTB Disk Golf Open in Stockton which is a professional disk golf tournament. Is trying to bring to Tracy at Legacy Fields and would be great revenue and shared his support for Legacy Fields.

Dotty Nygard shared the Tracy Earth Day event on April 29, 2024, was an awesome event with over 60 vendors. Businesses networked, kids had a great time with lots of activities. City staff had activities for youth and our community. Helps showcase our community. Ms. Nygard asked Council to hurry up with the pump track so the community can enjoy recreating in our town.

Robert Tanner stated he finds it disheartening the City is pushing the MGRC as opposed to the Aquatic Park. We are going to spend \$60 million on a gymnasium type facility when we can have the Aquatics Park for the same price. Forget the Cadillac version we saw previously, we can still do it for \$55-\$65 million. Mr. Tanner shared his concerns regarding fireworks, should increase fines and make all fireworks illegal except for City sponsored event.

Sandy Taylor shared her disappointment with the City of Tracy. The City has a public reputation of being in chaos and being difficult to work with. An example is what was witnessed at the special meeting on April 30, 2024, was appalled to hear a Council Member say Ellis residents are tired of waiting for an Aquatic Park. Ms. Taylor continued to share her concerns regarding some Council Member comments at the April

30 special meeting regarding the Aquatic Center. If Council would use the design documents in their possession, the project could move forward.

Alice English spoke about Measure V being brought in by the voters and approved roughly \$140 million for 20 years to be used for public safety and many amenities and read out what Measure V is supposed to be used for, not \$160 million dollars for an Aquatics Park. Ms. English shared concerns regarding Council Members spending \$600,000 on containers for the homeless right before the election.

Mayor Young responded to Ms. English's comments.

Mayor Pro Tem Davis clarified Mayor Young's comment.

Council Member Arriola objected to the characterization.

3. REGULAR AGENDA

- 3.A. Staff recommends that the City Council (1) Continue the Public Hearing from April 2, 2024, pursuant to Tracy Municipal Code Section 4.12.320, to consider assessment of costs for the abatement of weeds, rubbish, refuse, and flammable materials on the following three parcels: 280 W. Mount Diablo Road, 302 W. Mount Diablo Road, 2480 W. Byron Road, and upon its conclusion, (2) By separate motion approve the final assessment of abatement costs on each of the three parcels.

Mayor Young opened the public hearing.

Tim Spears, Fire Marshal provided the staff report and presentation.

Council questions and comments followed.

Michele, representing property owners shared concerns regarding the weed abatement costs for 280 W. Mount Diablo Road and 302 W. Mount Diablo Road, being charged for four properties instead of two, not getting sufficient notification of abatement, and stated they have taken care of properties when asked.

Ramu, owner of 280 W. Mount Diablo Road also shared his concerns regarding the abatement costs and being charged for abatement on adjacent properties that do not belong to him.

Mayor Young closed the public hearing.

Randall Bradley, Fire Chief shared information regarding the abatement process, safety issues and responded to questions.

Heavy dialogue between Fire Marshal, Michele, Ramu and Council continued.

Bijal Patel, City Attorney reminded Council the action before them is to determine whether the abatement cost is correct and based on the TMC. Council can modify the cost and can reduce the cost if they so choose to.

Discussion continued.

There were no property owners in attendance for 2480 Byron Road.

ACTION: Motion was made by Council Member Evans and seconded by Mayor Pro Tem Davis to approve the final assessment of abatement costs for the abatement of weeds, rubbish, refuse, and flammable materials on 280 W. Mount Diablo Road.

Council comments continued.

ACTION: Mayor Young made a substitute motion to continue the hearing to July 2, 2024, so staff can come back with answers Council needs. Council Member Bedolla supported the substitute motion.

Staff to look at overcharge, making sure they are only being charged for abatement on their own property, comparative land, comparative to what it looked like versus what needed to be done and gross difference in price and number of hours for days charged.

Council comments continued.

Comments from Michele, property owner representative and Council continued.

Roll call on Mayor Young's substitute motion found Council Members Bedolla, Evans and Mayor Young in favor; passed and so ordered. Council Member Arriola and Mayor Pro Tem Davis opposed.

3.B Staff recommends that the City Council conduct a public hearing and, upon conclusion: 1) Adopt a resolution adopting an Initial Study/Negative Declaration, in accordance with the California Environmental Quality Act, for the Tracy Fire Training Facility, located south of Brichetto Road, and east of Chrisman Road, on a portion of Assessor's Parcel Number 250-030-07 (Property), Capital Improvement Project 71109 (Project); 2) Adopt a Resolution (a) Designating 5.13 acres of the City-owned property for the project; (b) Authorizing the execution of a Memorandum of Understanding with San Joaquin County for the award of \$2,599,234 of American Rescue Plan Act grant funds for Phase 1 of the Project costs; and (c) Appropriating the grant funds to the project.

Mayor Young opened the public hearing.

Sharat Bangdugala, Senior Civil Engineer and Karin Schnaider, Assistant City Manager provided the staff report and presentation.

Josh Smith, De Novo Consultants spoke about CEQA Initial Study/Negative Declaration.

Randall Bradley, Fire Chief provided information regarding the project.

Council questions and comments followed.

Robert Tanner stated this should have been done a long time ago. Should have a higher priority than the MGRC, asked what the delay is to get it done. The Fire

Department is just as important as the Police Department and need right training facility.

Mayor Young closed the public hearing.

ACTION: Motion was made by Mayor Pro Tem Davis and seconded by Council Member Evans to adopt a **Resolution 2024-075** adopting an Initial Study/Negative Declaration, in accordance with the California Environmental Quality Act, for the Tracy Fire Training Facility Project, located south of Brichetto Road, and east of Chrisman Road, on a portion of Assessor's Parcel Number 250-030-07, Capital Improvement Project 71109. Roll call found all in favor; passed and so ordered.

ACTION: Motion was made by Mayor Pro Tem Davis and seconded by Council Member Evans to adopt **Resolution 2024-076:** 1) Designating 5.13 acres of City-owned property on Chrisman Road and 11th Street (APN 250-030-07), as the site for the Fire Training Facility, Capital Improvement Project; 2) Authorizing the City Manager to enter into a Memorandum of Understanding for the award of funding \$2,599,234 of American Rescue Plan Act Funds for Phase 1 of project costs; and 3) Appropriating the grant funds to the project. Roll call found all in favor; passed and so ordered.

- 3.C. The Finance Committee recommends that (1) the City Council Conduct a public hearing to receive and consider comments on the proposed Citywide Master Fee Schedule, and upon conclusion, (2) adopt a resolution (a) approving and adopting, effective as of July 1, 2024, the proposed Citywide Master Fee Schedule and (b) rescinding, effective as of July 1, 2024, the existing Citywide Master Fee Schedule adopted by Resolution 2023-048.

Mayor Young opened the public hearing.

Sara Cowell, Finance Director provided the staff report.

Council questions and comments followed.

Robert Tanner stated although the City and Fire Department are separate, he would like to see the Fire Department fees.

Karin Schnaider, Assistant City Manager responded to questions.

Randall Bradley, Fire Chief supported publishing Fire Department fees as part of the City's fees.

Jolene Jauregui-Correll, Interim Parks and Recreation Director responded to Council questions.

Mayor Young closed the public hearing.

ACTION: Motion was made by Council Member Arriola and seconded by Council Member Evans to adopt **Resolution 2024-077** (A) Approving and adopting, effective as of July 1, 2024, the proposed Citywide Master Fee Schedule and (B) Rescinding, effective as of July 1, 2024, the existing Citywide Master Fee

Schedule adopted by Resolution 2023-048. Roll call found all in favor; passed and so ordered.

- 3.D Staff recommends that the Tracy City Council and the Tracy Public Financing Authority, concurrently, take actions as follows: A. That the Tracy City Council adopt a Resolution approving documents and actions related to the issuance and sale of lease revenue bonds in the aggregate principal amount not exceeding \$60,000,000 by the Tracy Public Financing Authority to provide financing for the acquisition and construction of the multi-generational recreation center, improvements to El Pescadero Park and related public improvements. B. That the Tracy Public Financing Authority adopt a Resolution approving documents and actions related to the issuance and sale of lease revenue bonds to provide financing for the acquisition and construction of the multi-generational recreation center, improvements to El Pescadero Park and related public improvements.

Sara Cowell, Finance Director provided the staff report.

Council questions and comments followed.

Robert Tanner stated Council previously approved \$80 million for the MGRC. Twenty million was to approve El Pescadero Park. The item asks for \$60 million, what happened to the \$20 million.

Tim Silva shared his concerns regarding bonds, they are not free and costly and could not see taking Measure V tax funds to pay off loans and does not want to borrow to build anything and did not support bonds.

Caller asked why El Pescadero Park is allowed to receive funding from General Funds but other parks maintenance and improvements are unable to receive General Funds. Also agreed with previous speaker about no bonds.

Council questions and comments followed.

ACTION: Motion was made by Council Member Arriola and seconded by Council Member Bedolla to adopt a **Resolution 2024-078** approving documents and actions related to the issuance and sale of Lease Revenue Bonds in the aggregate principal amount not exceeding \$60,000,000 by the Tracy Public Financing Authority to provide financing for the acquisition and construction of the Multi-Generational Recreation Center, improvements to El Pescadero Park and related public improvements. Roll call found all in favor; passed and so ordered.

ACTION: Motion was made by Board Member Arriola and seconded by Board Member Bedolla to adopt a **TPFA Resolution 2024-002** approving documents and actions related to the issuance and sale of Lease Revenue Bonds to provide financing for the acquisition and construction of the Multi-Generational Recreation Center, improvements to El Pescadero Park and related public improvements. Roll call found all in favor; passed and so ordered.

Mayor Young called for a recess at 10:55 p.m.

Mayor Young reconvened the meeting at 11:02 p.m.

- 3.E The Tracy Finance Committee recommends that the City Council Select, by motion, one or more of the following proposed amendments to Chapter 6.04 (Business Taxes) of the Tracy Municipal Code: reduction in gasoline sales tax rate; a raw material exemption for manufacturing; and an overall tax rate reduction of 25%.

Sara Cowell, Finance Director provided the staff report.

Council questions and comments followed.

Karin Schnaider, Assistant City Manager provided a history on the business tax and responded to questions.

Bijal Patel, City Attorney responded to questions.

Maria Valenzuela, Tracy Chamber of Commerce stated she was representing the business community. Big businesses and small businesses were affected and went from some paying \$2,000 to over \$400,000. It is affecting jobs and workforce are looking to relocate. Most of the serious conversations happened after when this was going to the voters giving limited time to fight this and asked Council to make an intellectual and informed decision, don't hurt the community.

Edgar stated we should not go back to 1984 with the maximum \$2,100 a year. Asking for \$50 on the gas maximum because on the gas there is lot of taxes. Everything else they can live with; need to pay our share. The gas, the margin is pennies. Last year it went up from \$600 to \$36,000. Stated he is in the paint business and the tax is killing them.

Robyn Lopez, Taylor Farms stated she was not at the meetings so did not understand the full impact of how much their business was going to pay. Is Taylor Farms expected to pay \$350,000 after paying \$2,000. Want to give back to nonprofits but asked to cut spending. Finance Committee did not agree to a cap; a cap is critical. Ten businesses are balancing the City's budget. Hoping that since the City got \$7 million instead of \$3.2 million additional revenue in this current fiscal year, need some of that money back, could apply to the future year.

Jivtesh Gill shared who they are as small business owners. Folks might look at us as gas stations, see revenues are strong but our margins on gasoline are razor thin and spoke about margins changing. Understand something that has not been changed in 39 years, it is prudent to take a look at it but everything is going up for small business as well. How do we create a perception that we welcome more businesses and create more revenue. Mr. Gill stated he also represents Small Business Owners Association in Central Valley and requested Council consider the bigger picture and show compassion for small businesses.

Tim Silva stated he hears two factors, amount of employees and gross revenues and that is what we are basing it on. Walmart and Home Depot provide services and we want to encourage and minimize the tax. Those that have negative impact should take most impact and that is warehouses. They provide traffic and pollution. There is 30,000 commercial traffic coming in and out of our community every day. Can't only look at gross revenues.

Robert Tanner stated the business tax is pushing businesses out of town. Asked what types of businesses are the 25 that are paying \$50,000 or more. What are the four categories that are paying the most. The City is not business oriented.

Alice English asked how Manteca and Lathrop keep getting businesses. Businesses have to pay insurance, property taxes and employees. Prices are increasing. Does not agree on 25% cap. We are losing so many businesses as it is. Will not have Measure V if we continue going down this path. Hope Council comes up with a cap because we can't take it back to the voters. Cannot give back the money but can pay ahead. The businesses help with nonprofits. Recommended no more adhoc committees and need to be transparent.

Michaela Toscas addressed Council as Government Relations Committee and board member of Tracy Chamber of Business and stated she appreciates consideration of 25% reduction of business taxes, must emphasize this is insufficient to provide relief. Businesses are considering leaving or scaling back unless high taxes addressed. Potential exodus poses threat to our economy. Increase in Measure V revenue, \$7 million, exceeded projections. We should not frame as additional gains that were never expected in the first place. Need to take action to lower tax rate. Urged Council to recognize the urgency.

Gabriela Machuca stated the City is chasing businesses away. If they leave, we will end up with zero revenue. Tracy is not business friendly. Ms. Machuca continued to share her concerns about the business tax increase. Temporary Use Permit has increased from \$95 to \$1,255. For nonprofit reducing it to \$600. Not a gain.

Germaine Clark stated back in 2022 when voted for Measure B she interpreted the small proposed increase to be a business license fee to help smaller businesses still struggling from COVID. If she had known negative impacts she would never have voted for the measure. Finance did not know the impacts of the Measure B in 2023. Businesses have been impacted and Ms. Clark continued to share her concerns regarding the increase.

Conrad Levoit shared his support for the previous speakers. Tracy is worth it. Need to get this right. Need a place where we have a voice and can thrive and that is what the Chamber is all about.

Council discussion continued.

Council questions and comments continued.

At the request of Midori Lichtwardt, City Manager a short recess was called at 12:55 a.m. for staff to talk about some procedural issues to help guide Council to get them to where they want to be. Meeting reconvened at 1:03 a.m.

Ms. Patel stated staff is recommending Council consider an urgency ordinance on June 4, 2024 establishing a moratorium for 45 days. It would require 4/5th vote to be adopted and would specifically say establish a moratorium on implementing the section of the code and that would give some time for staff to bring back some analysis for Council to deliberate further. If opportunity to

extend that we could, but there are special findings that have to be made to do that. We have enough for Council to consider an urgency ordinance on June 4. The other recommendation is because it is related to the budget and the committee's recommendations are already implemented in the proposed budget which has to be adopted by Council on June 18, 2024, the proposed budget will need to be revised. Ms. Patel suggested under Council items Council could consider not having the budget go to Finance Committee and go directly to Council and the budget could then be pushed to June 18.

Mayor Pro Tem Davis supported staff's suggestion.

Council questions and comments continued.

Ms. Schnaider confirmed the following: Bring back the analysis on June 4, 2024, that went to the Finance Committee. Council Members may want to put a pause on things, so the City Attorney is recommending an urgency ordinance. A third recommendation is that we would revert back to the 4.3 million number that was originally proposed in the ballot measure as our estimated revenue. May have to adjust depending on Council's direction but that gives the Finance Director a place to be able to tell Council what the fiscal impacts are if at 4.3 million.

Council comments continued.

Ms. Lichtwardt summarized the following: Bring back the urgency ordinance and the discussion on June 4, 2024.

Ms. Cowell stated she will send Council the two agendas from the prior Finance Committee meetings they can look at what might be in the June 4 item prior to the publishing of the June 4 agenda.

ACTION: Motion was made by Council Member Arriola and seconded by Council Member Bedolla for an urgency ordinance to be heard on the June 4, 2024 regular meeting agenda with budget to go straight to Council on June 18, 2024 and a Special meeting to be held on June 4, 2024 from 5:00 -7:00 p.m. to include the options.

Council Member Bedolla left the meeting at 1:24 a.m., Wednesday, May 22, 2024.

3.F. Staff recommends that the City Council consider a request by the Mayor to increase her travel budget for fiscal year 2023-2024 by an amount not to exceed \$3,000 for a total not to exceed \$33,000, and upon consideration, take, by motion, one of the following actions: 1) increase the Mayor's budget by \$3,000 and reduce an equivalent amount in other Councilmembers' budgets; 2) increase by \$3,000 and appropriate an equivalent amount of General Fund reserves; 3) deny the request; or 4) take other action regarding the Mayor's request.

Sara Cowell, Finance Director provided the staff report.

Council questions and comments followed.

Robert Tanner stated the City has the most expensive traveling Mayor that we have had in years. All four Council Members except for the Mayor are well under

\$10,000. Urged Mayor to start submitting mileage and see where it really stands. Individually it is a problem and Mayor wants to increase by \$3,000. Mr. Tanner disagreed increasing the budget.

Mayor Young responded to Mr. Tanner's comments.

Alice English stated the Mayor needs to recuse herself because the item is about her, should not vote on this as she is already over budget. Still owes us money from January, where she expended \$199 on our dime. Ms. English shared concerns regarding the Mayor's travel expenses. Ms. English stated she would provide copies of the documents to the Clerk tomorrow.

Mayor Young responded to Ms. English's comments.

Tim Silva agreed the Mayor should recuse herself from discussion on the item as personal financial benefit to her. The Mayor's \$30,000 travel budget is too high. \$115,000 is too much for Council. One trip to Washington is enough. Mr. Silva shared his concerns regarding the Mayor's budget and participating in the discussion. No to increasing budget.

James Young stated Nancy Young represents City of Tracy well. She is on many boards and constantly traveling and most she does not submit receipts. Has spoken to other Mayor's who look at us as laughingstock in the way our Mayor is treated. She represents Tracy to the State of California and other states. Will personally be glad when her term is over so she does not have to go through this.

Council comments followed.

Midori Lichtwardt, City Manager provided the options before Council.

Council comments continued.

ACTION: Motion was made by Council Member Arriola and seconded by Mayor Young to move to transfer \$3,000 from Council Member Arriola's travel budget to the Mayor's travel budget.

Ms. Lichtwardt clarified Council Member Arriola's ask would be to stay within the \$110,000 based on the number, Council Member Arriola's available budget is \$11,631.00. Council Member Arriola is proposing to move \$3,000 from his budget reducing it to \$17,000 and increasing the Mayor's budget to \$33,000 to compensate for any outstanding reimbursements or additional mileage reimbursements being incurred between now and June 30, keeping the \$110,000 Council budget static.

Roll call to Council Member Arriola's motion found Council Member Arriola and Mayor Young in favor. Council Member Evans and Mayor Pro Tem Davis opposed. Council Member Bedolla absent. Motion failed.

Council discussion continued regarding individual responsibility of their travel budgets.

Mayor Pro Tem Davis left the meeting at 2:11 a.m. on Wednesday, May 22, 2024.

Council Member Evans left the meeting at 2:12 a.m. on Wednesday, May 22, 2024.

The Council meeting was forced to be adjourned at 2:12 a.m. on Wednesday, May 22, 2024, due to lack of quorum.

The above agenda was posted at the Tracy City Hall on May 16, 2024. The above are action minutes. A recording is available at the office of the City Clerk.

Mayor

ATTEST:

City Clerk

Agenda Item 1.B

RECOMMENDATION

Staff recommends that the City Council accept the Tracy Homelessness Advisory Committee's informational update on efforts pertaining to the Tracy Homelessness Strategic Plan.

EXECUTIVE SUMMARY

This informational report provides an update on the City of Tracy's efforts to address the impacts of homelessness and quality of life issues in the community, including an update on the City's emergency interim shelter activities.

The Tracy Homelessness Advisory Committee heard this item on May 14, 2024 and staff recommends that the City Council accept the Tracy Homelessness Advisory Committee's informational update on efforts pertaining to the Tracy Homelessness Strategic Plan.

BACKGROUND AND LEGISLATIVE HISTORY

The 2022 San Joaquin Continuum of Care Point in Time (PIT) Count of Sheltered and Unsheltered Homeless reflects 124 unsheltered homeless individuals living within Tracy's city limits.

Recognizing the importance of responding to quality-of-life issues, including the human services needs of the City's unsheltered population, the City has devoted significant resources toward addressing the impacts of homelessness within the community. Staff continues to coordinate efforts between various departments to conduct bi-weekly clean-ups of public spaces, foster partnerships with non-profit organizations to share information on services and programs with the unsheltered, secure grants to support homeless services, and continue with the construction activities of the Temporary Emergency Housing Facility. City staff has worked vigorously to balance the circumstances of the unsheltered, as well as the needs of the community.

Pursuant to Council's reaffirmation of the emergency shelter crisis in August of 2022, the City Manager authorized staff to identify permanent and emergency alternative housing options for the unsheltered population within the City limits. This effort not only focuses on housing and support, but also to prepare the residents for self-sufficiency. As a result, the development of a "Campus Concept" emerged where temporary housing and Supportive Services would be provided to the unsheltered population.

ANALYSIS

Homeless Services Division Update

The Homeless Services Division, through a professional services agreement for shelter operations, effective November 1, 2023, oversees the Salvation Army's shelter services, to provide case management, meals, transportation, and laundry services to individuals experiencing or at risk of homelessness at the Arbor Ave Temporary Emergency Housing Facility in Tracy. Staff is currently assessing the shelter contract and performance by the Salvation Army to evaluate contract compliance through a review of the intake and exit process, shelter policies and procedures and their operations and case management plan. This process will identify potential gaps in service or future changes to the scope of work. The Homeless Services Division through this evaluation will identify and propose an update to the shelter contract under Resolution Number 2023-207

which authorizes the City Manager to extend the shelter operations agreement for an additional year.

The Homeless Services Division is partnering with the City's IT Department and Tracy Police Department to provide a homelessness dashboard on the City's website. In addition, the Division is working on establishing a National Provider Identifier number to incorporate the Cal Aim Initiative into the Homeless Services Divisions operating budget. Through collaboration with the County Continuum of Care (CoC), the City supported the HHAP 5 Regional Plan process that was approved by the City of Stockton, San Joaquin County Board of Supervisors, and the San Joaquin Continuum of Care on March 26, 2024. The plan application paves the way to bring an additional \$14 Million in grant funding to the region. The CoC is finalizing the Point in Time Count data with a press release expected by the end of May.

Outreach Update

The Tracy Police Department has partnered with the California Highway Patrol, Caltrans, and Union Pacific Railroad to proactively respond to unincorporated areas of Tracy. Our joint effort is focused on providing homeless outreach and ensuring public safety related to homelessness, debris, and crime. This partnership is a significant step towards offering resources to unhoused individuals in unincorporated areas within or adjacent to city limits. To enhance our enforcement, updated trespass letters are in the process of being received from the California Highway Patrol, Caltrans, and Union Pacific Railroad. Our multi-agency partnership includes monthly meetings with our agency partners, service providers, Homeless Services Division, Familiar Faces, Tracy Community Connections Center, Fire, Code Enforcement, and Public Works. Our partnership is a testament to the value we place on our collective contributions to effectively respond and provide services to the unhoused population.

Shelter Operations Update

The City's Homeless Services Division works closely with the shelter team to identify site needs and develop policies and procedures to better support and develop the program to meet the needs of the shelter population. This includes monitoring additional contracts at the site including generator rentals, fuel supply, fence rentals, temporary bathroom and shower rentals, leases for modular units and the maintenance needs of the dorms. To enhance security of the site, an additional camera was added to the parking area near the entrance of the facility. San Joaquin County is now partnering with the Shelter team to provide their mobile clinic two times a month to ensure continuity of care for the shelter residents.

Based on the Homeless Management Information System report, 123 individuals have been served by the Salvation Army Stockton Corps team between November 1, 2023 and March 31, 2024.

TRACER Fixed Route H Bus Service Activities

The Tracer Bus Route H was created to serve the sheltered guests at the 370 Arbor Avenue site and takes individuals to other locations throughout the City. This helps ensure that our shelter guests have access to centrally located services. Below are our updated utilization numbers:

- January 87 boardings with an average of 3.35 passengers per day
- February 120 boardings with an average of 4.80 passengers per day
- March 76 boardings with an average of 2.92 passengers per day

Homelessness Strategic Plan Updates

GOAL 1: INCREASE HOUSING OPTIONS IN THE CITY OF TRACY

1. **SHORT-TERM:** Identify immediate temporary “Emergency Housing” options and integrate crisis support services. **(Present)**
 - **Emergency Shelter:**
 - Temporary Emergency Housing Facility (TEHF) Phase III-Modulars opened in November 2022 and Phase IV-Custom Container Dorms opened in December 2023 providing 86 beds with low barrier entry and supportive services to shelter clients.
 - **Crisis Support Services (Present):**
 - Behavioral Health outreach providers and Tracy Police Department Mobile Evaluation Team provide access to “Crisis Support” services to shelter clients.
 - Partnering with Sutter Tracy in collaboration with Tracy Community Connections Center (TCCC) and Familiar Faces Team conduct outreach to align support services for the unsheltered.
2. **MID-TERM:** Identify “Transitional Housing” options and integrate wrap-around support services with the Navigation Center. **(Future)**
 - **Transitional Housing Options:**
 - Phase II Site improvements to begin August 2024, includes the Navigation Center.
 - Ongoing discussions with private landlords to identify affordable options to serve as transition housing.
 - Collaborate with San Joaquin County Housing Authority to identify partnership opportunities.
 - **Access to Support Services:**
 - TCCC serves as the Cal Aim Housing Navigation Provider.
 - Partnering with San Joaquin County Housing Authority to place persons with disabilities on the Mainstream Voucher list.
 - Applying for Cal-Aim funding, to provide specialty beds imbedded into the Navigation Center, shelter program. These beds would provide short term sobering and recuperative care beds to support individuals who need more time to heal from an illness/injury or who may need a recovery bed.

3. **LONG-TERM:** Increase affordable housing stock and assist in securing “Permanent Housing” with continued support services from Case Managers. **(Future)**
 - **Increase Affordable Housing Stock:**
 - The Planning Division submitted the draft Housing Element to the Ca Dept. of Housing & Community Development (HCD) for review on November 22, 2023.
 - Identifying opportunities for affordable housing partnerships.
 - **Permanent Housing:**
 - The Navigation Center will provide shelter and unhoused clients access to local support services like Housing Navigation services and referral to other identified resources.
 - **Access to Support Services:**
 - Continued aftercare (Housing Navigation) services to clients who have secured housing to ensure they remain housed.
4. **CONTINUOUS:** Proactively pursue local, state, and federal funding to support housing options and support services. **(Present)**
 - **Funding Opportunities:**
 - Collaborated with CoC to adopt the HHAP-5 Regional Plan for San Joaquin County.
 - Awarded over \$10 Million Dollars from ARPA, HHAP, CPF and HPSJ grants for both construction and operations.
 - Applying for sustainability funding options including Cal Aim Initiative.
5. **Create property-owner economic initiative to increase number of private housing to support housing for transitioning homeless people. (Future)**
 - Collaborate with Community and Economic Development Department.

GOAL 2: INCREASE ACCESS TO COORDINATED SUPPORT SERVICES FOR PEOPLE EXPERIENCING HOMELESSNESS

1. **Create a centralized location to serve as a “Navigation Center” where people experiencing homelessness can gain access to appropriate services and resources based on their immediate needs. (Present)**
 - **Navigation Center:**
 - The formal Navigation Center is a component of the Phase II-Sprung Structure. Familiar Faces and the Tracy Shelter serve as a Navigation Center until Phase II Site improvements are complete.
 - Housing Navigation Services and partnerships with local service providers, non-profits and faith-based groups is integrated into shelter programming.
2. **Secure access to addiction, mental health, family reunification, job training, and other appropriate support services at the Navigation Center. (Present)**
 - **Access to Support Services:**
 - Partnerships with San Joaquin County Behavioral Health Services, San Joaquin County Family Ties and The Salvation Army for addiction services.
 - Mental health services through San Joaquin County Behavioral Health Services/Tracy Clinic.
 - Family reunification services offered through The Salvation Army and outreach teams.
 - As of March 31, 2024, six (6) shelter clients have reunited with family.
 - Case managers connecting shelter clients with WorkNet/EDD.
3. **Enhance coordination between local service providers and county agencies. (Present)**
 - **Coordination Efforts:**
 - Homeless Prevention support services in partnership with TCCC.
 - Homeless Services Manager is currently the Vice Chair of the CoC coordinating access to additional funding, best practices and resources across the Continuum.
4. **Evaluate effectiveness of current spending and consider reallocating resources, while continuing to pursue other funding options. (Present)**
 - **Resource Assessment:**
 - HHAP 5 Regional Plan Process reallocation of funds.
 - Coordinating an effective strategy to share client data in support of serving the unsheltered population.
 - Assessment of contract compliance for The Salvation Army.

GOAL 3: DEVELOP ACTION PLANS FOR ENGAGING WITH PEOPLE EXPERIENCING HOMELESSNESS

1. **Establish “Law Enforcement Protocol” for initiating contact with people experiencing homelessness that complies with the recent *Martin v. Boise* decision. (Present)**
 - **Law Enforcement Protocol:**
 - Integrated Response To Persons Experiencing Homelessness began when the City opened the shelter on November 1, 2022.
 - On December 5, 2023, City Council approved an amendment to the Tracy Municipal Code designating City of Tracy Parks as “sensitive areas.” The updated municipal code provided clear direction to law enforcement to address individuals who seek to establish encampments within our City park infrastructure.
 - Tracy Police Department Familiar Faces team is designed to initiate rapport with the unsheltered population and encourage use of support services. They partner with the Public Works Department and Code Enforcement on encampment cleanups to ensure proper posting of clean ups and storage of property.
2. **Establish “Crisis Response Protocol” for local service providers to render rapid crisis support — including after-hour services for people experiencing or at-risk of homelessness. (Present)**
 - **Crisis Response Protocol:**
 - Partnership between San Joaquin County Behavioral Health Services and Tracy Police Department establishing a Mobile Evaluation Team (MET) focused on crisis response for service calls pertaining to mental health emergencies.
3. **Partner with county agencies (including the District Attorney’s Office and the San Joaquin County Jail) to evaluate opportunities for diversion programs or other alternatives to incarceration for people experiencing homelessness — including a warm “hand off” to service providers to render immediate crisis support services or emergency housing. (Present)**
 - **Partner with County Agencies:**
 - Collaborative meetings between the City of Tracy, various SJC agencies and the Continuum of Care, Human Services Agency, and Behavior Health to assess opportunities to divert unsheltered individuals into other programs to reduce barriers to housing.

GOAL 4: ENACT SPECIFIC STRATEGIES FOR VULNERABLE SUBPOPULATIONS EXPERIENCING HOMELESSNESS

1. **Identify people experiencing or at-risk of homelessness in vulnerable subpopulations within the City of Tracy — including, but not limited to, veterans, youth, the LGBTQ community, victims of crime, and people with behavioral health needs. (Present)**
 - **Vulnerable Subpopulations:**
 - 2022 PIT Count reflects inclusion of identified vulnerable subpopulation.
 - Operation Helping Hands is a bi-weekly outreach team with various agencies providing supportive services focused on individuals who have denied shelter services.
 - Assessing reports from The Salvation Army and outreach teams to address support service gaps for vulnerable sub populations.
2. **Ensure access to “Case Managers” for vulnerable subpopulations who will educate and provide connections to appropriate support services and housing options. (Present)**
 - **Case Management:**
 - Shelter operators have been assessing client’s individual needs/barriers and providing “Case Management” services to meet the individual needs of each shelter client.
3. **Identify and apply for funding opportunities to secure resources that are specifically available to support people from vulnerable subpopulations. (Present)**
 - **Funding for Vulnerable Subpopulations:**
 - Partnering with PREVAIL, Veterans Affairs, local non-profits and Managed Care Plans to provide services for vulnerable subpopulations.
 - Identify funding streams that meet the needs of identified subpopulations, this may include the Veterans Administration, the County BHS regarding Respite beds for those with mental health needs and ensuring inclusion of our Youth and Domestic Violence organizations/providers.
 - There is also a current identified need to include our aging unsheltered population as a vulnerable subpopulation with 38% of our sheltered guests identifying in this subpopulation – Funding is being pursued through the Cal Aim initiative and The City working through the NPI process.
4. **Develop a targeted initiative program to prevent “new” individuals in vulnerable subpopulations from becoming homeless. (Future)**
 - **Public Awareness Campaign**
 - Homeless Services Division is working with the IT Department to create a community data dashboard available to the community that is interactive. Our outreach and engagement teams share information about programs that have funds to help support individuals from becoming homeless. This includes rental assistance or referrals to other county resources to assist people who are struggling to meet their basic needs.

FISCAL IMPACT

This is an informational report with no fiscal impact to the current operating budget.

STRATEGIC PLAN

This item supports the following City Council Fiscal Year 2023-25 Strategic Priorities:

Public Safety Goal #3, Objective 2: Address blight through partnerships with Code Enforcement, the Familiar Faces Program, and the Homeless Services Division

Quality of Life Goal #5: Continue to implement the Council-Adopted Homelessness Strategic Plan

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council accept the Tracy Homelessness Advisory Committee's informational update on efforts pertaining to the Tracy Homelessness Strategic Plan.

Prepared by: Virginia Carney, Homeless Services Manager

Reviewed by: Jeffrey Crosswhite, Assistant City Attorney
Kimberly Murdaugh, Interim Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

ATTACHMENTS

Attachment A- Informational Update: Homeless Services Division and Strategic Plan PowerPoint



3.A Informational Update: Homeless Services Division and Strategic Plan

May 14, 2024

OVERVIEW

- Homeless Services Division Updates
- Outreach Update
- Shelter Operations – The Salvation Army
- Transportation – TRACER Bus Route H
- Homelessness Strategic Plan Update



Homeless Services Division Update

- Current shelter operator - The Salvation Army (TSA) Stockton Corps
- 6-month review of shelter operations
- Partner with City IT department and Tracy PD to provide a homelessness dashboard on the City's website
- Establish an NPI (National Provider Identifier) number for the City to incorporate the Cal Aim Initiative into our funding streams



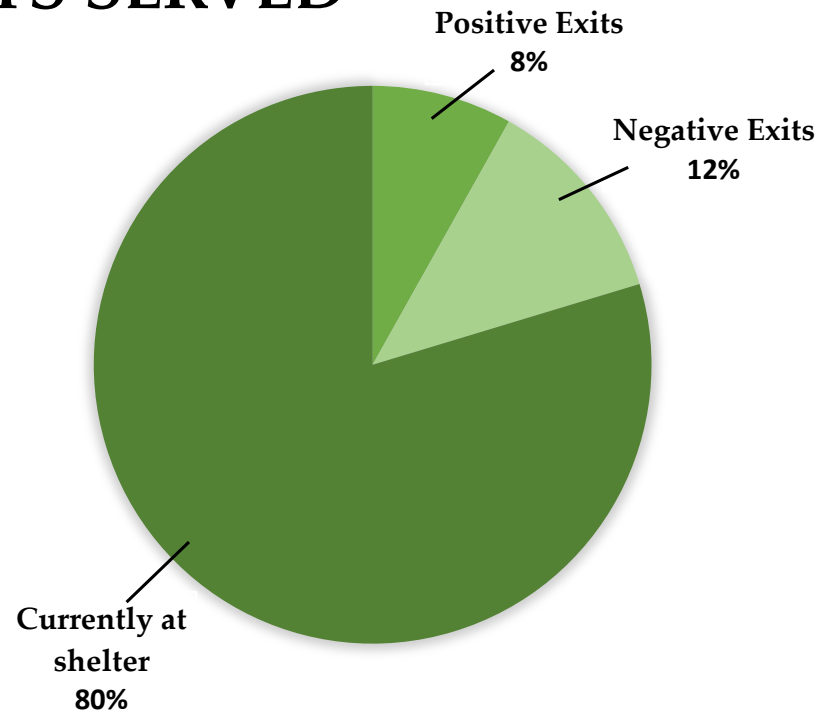
Outreach Update

- The Tracy Police Department (TPD) has partnered with the California Highway Patrol, Caltrans, and Union Pacific Railroad to proactively respond to encampment areas in the City of Tracy
- TPD is in the process of receiving updated trespass letters from the California Highway Patrol, Caltrans, and Union Pacific Railroad to enhance enforcement
- Focused on providing homeless outreach and ensuring public safety related to homelessness, debris, and crime



Shelter Operations

CLIENTS SERVED



- Since onboarding through March 31st, The Salvation Army has served 123 individuals* with 10 positive exits
 - 5 into permanent housing
 - 5 into other positive destinations
- The largest age group of our population at our shelter are between the ages of 55 and 61 at 22% with an additional 16% that are over the age of 62
- For the month of March, we currently have 5 shelter guests who are working, 12 who are receiving SSI or SSDI and 1 receiving General Assistance

* Numbers and stats are reflective from data collected effective 11/1/2023-3/31/2024

Transportation Updates

TRACER Fixed Route H Bus Service Activities

- January 87 boardings with an average of 3.35 passengers per day
- February 120 boardings with an average of 4.80 passengers per day
- March 76 boardings with an average of 2.92

Since July 2023 there have been a total of 840 boardings with an average of 3.27 passengers per day





Homelessness Strategic Plan Update





HOMELESSNESS STRATEGIC PLAN — SUMMARY

GOAL 1

Increase Housing Options in the City of Tracy

1. SHORT-TERM: Identify immediate temporary “Emergency Housing” options & integrate crisis support services.
2. MID-TERM: Identify “Transitional Housing” options & integrate wrap-around support services with Navigation Center.
3. LONG-TERM: Increase affordable housing stock & assist in securing “Permanent Housing” with continued support services from Case Managers.
4. CONTINUOUS: Proactively pursue local, state, and federal funding to support housing options and support services.
5. Create property-owner economic initiative to increase the number of private housing options to support housing for people transitioning out of homelessness.

GOAL 2

Increase Access to Coordinated Support Services for People Experiencing Homelessness

1. Create a centralized location to serve as a “Navigation Center” where people experiencing homelessness can gain access to appropriate services and resources based on their immediate needs.
2. Secure access to addiction, mental health, family reunification, job training, & other appropriate support services at the Navigation Center.
3. Enhance coordination between local service providers and county agencies.
4. Evaluate effectiveness of current spending and consider reallocating resources, while continuing to pursue other funding options.

GOAL 3

Develop Action Plans for Engaging with People Experiencing Homelessness

1. Establish “Law Enforcement Protocol” for initiating contact with people experiencing homelessness that complies with the recent *Martin v. Boise* decision.
2. Establish “Crisis Response Protocol” for local service providers to render rapid crisis support — including after-hour services for people experiencing or at-risk of homelessness.
3. Partner with county agencies (including the D.A.’s Office & County Jail) to evaluate opportunities for diversion programs or other alternatives to incarceration for people experiencing homelessness — including a warm “hand off” to service providers to render immediate crisis support services or emergency housing.

GOAL 4

Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

1. Identify people experiencing or at-risk of homelessness in vulnerable subpopulations within the City of Tracy — including, but not limited to, veterans, youth, the LGBT community, victims of crime, and people with behavioral health needs.
2. Ensure access to “Case Managers” for the vulnerable subpopulations who will educate and provide connections to appropriate support services and housing options.
3. Identify and apply for funding opportunities to secure resources that are specifically available to support people from the vulnerable subpopulations.
4. Develop a targeted initiative program to prevent “new” at-risk individuals from becoming homeless.

OBJECTIVES

REVISED 05/06/20

GOAL 1

Increase Housing Options in the City of Tracy

1. SHORT-TERM: Identify immediate temporary “Emergency Housing” options & integrate crisis support services.
2. MID-TERM: Identify “Transitional Housing” options & integrate wrap-around support services with Navigation Center.
3. LONG-TERM: Increase affordable housing stock & assist in securing “Permanent Housing” with continued support services from Case Managers.
4. CONTINUOUS: Proactively pursue local, state, and federal funding to support housing options and support services.
5. Create property-owner economic initiative to increase the number of private housing options to support housing for people transitioning out of homelessness.

HOMELESSNESS STRATEGIC PLAN UPDATE



- ✓ Opened Emergency low barrier Shelter and launched Familiar Faces in 2022
- ✓ Phase II-Site Improvements Begin August 2024, Includes Navigation Center
- ✓ The Planning Division submitted the draft Housing Element to the Ca Dept. of Housing & Community Development (HCD) for review on November 22, 2023
- ✓ The Homeless Services Division has received over \$10,000,000 in Grant Funding for Construction and Shelter Operations
- ✓ Collaborate with Community and Economic Development Department



GOAL 2

Increase Access to Coordinated Support Services for People Experiencing Homelessness



1. Create a centralized location to serve as a “Navigation Center” where people experiencing homelessness can gain access to appropriate services and resources based on their immediate needs.
2. Secure access to addiction, mental health, family reunification, job training, & other appropriate support services at the Navigation Center.
3. Enhance coordination between local service providers and county agencies.
4. Evaluate effectiveness of current spending and consider reallocating resources, while continuing to pursue other funding options.

- ✓ Familiar Faces and the Interim Tracy Shelter serve as a “Navigation Center” until Phase II-Site Improvements are complete
- ✓ The Salvation Army is providing access to support services at the Shelter along with Familiar Faces in the field
- ✓ Enhanced coordination through CoC partnerships, local provider biweekly check ins and ongoing networking
- ✓ HHAP 5 Regional Plan process reallocation of funds

GOAL 3

Develop Action Plans for Engaging with People Experiencing Homelessness

1. Establish “Law Enforcement Protocol” for initiating contact with people experiencing homelessness that complies with the recent *Martin v. Boise* decision.
2. Establish “Crisis Response Protocol” for local service providers to render rapid crisis support — including after-hour services for people experiencing or at-risk of homelessness.
3. Partner with county agencies (including the D.A.’s Office & County Jail) to evaluate opportunities for diversion programs or other alternatives to incarceration for people experiencing homelessness — including a warm “hand off” to service providers to render immediate crisis support services or emergency housing.

- ✓ Integrated Response to Persons Experiencing Homelessness began when the City opened the shelter in November 2022
- ✓ The deployment of the Familiar Faces Team, storage of property and encampment clean ups is our “law enforcement protocol” which includes partnerships with Public Works and Code Enforcement
- ✓ Partner with the SJC CoC and various city and county agencies to convene and assess opportunities to divert unsheltered individuals into other programs to reduce barriers to housing



GOAL 4

Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

1. Identify people experiencing or at-risk of homelessness in vulnerable subpopulations within the City of Tracy — including, but not limited to, veterans, youth, the LGBT community, victims of crime, and people with behavioral health needs.
2. Ensure access to “Case Managers” for the vulnerable subpopulations who will educate and provide connections to appropriate support services and housing options.
3. Identify and apply for funding opportunities to secure resources that are specifically available to support people from the vulnerable subpopulations.
4. Develop a targeted initiative program to prevent “new” at-risk individuals from becoming homeless.

REVISED 05/06/20

- ✓ 2022 Point-in-Time Unsheltered Count reflects inclusion of identified vulnerable subpopulations
- ✓ Case Management is provided by The Salvation Army at the shelter and through the Familiar Faces team in the field
- ✓ Collaborate with agencies that serve identified subpopulations
- ✓ Partner with our local non-profits and CoC partners



Think Inside the Triangle™



DISCUSSION



Agenda Item 1.C

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution (1) authorizing designation of the City Manager and Assistant City Manager to execute future documents required by the California Governor's Office of Emergency Services for state and federal disaster funding assistance for a period of three (3) years; (2) authorizing the Assistant City Manager to execute the Project Assurances For Federal Assistance.

EXECUTIVE SUMMARY

City staff is requesting that the City Council authorize the City Manager and Assistant City Manager to execute two forms provided from California Office of Emergency Services (CalOES) attached hereto as Attachment A and Attachment B.

Attachment A is CalOES form OES-FPD-130, Designation of Applicant's Agent Resolution for Non-State Agencies, in which staff proposes the City Manager and Assistant City Manager as authorized agents of the City to apply for, receive, and execute documents related to state and federal disaster funding for a period of three years.

Attachment B is CalOES form OES-FPD-089, Project Assurances for Federal Assistance, which requires the City to be bound to several assurances to CalOES with regard to City projects funded by or related to disaster preparation and response.

BACKGROUND AND LEGISLATIVE HISTORY

On January 14, 2023, President Joseph R. Biden, Jr. declared a major disaster making federal disaster aid available to Merced, Sacramento, and Santa Cruz counties for the California Severe Winter Storms, Flooding, Landslides, and Mudslides; additional amendments starting January 17, 2023 included San Joaquin. Declaration Number FEMA-4683-DR-CA allows the City to review work performed and damages experienced from storms that occurred starting December 27, 2022 to January 31, 2023 and ask for federal reimbursement.

These forms are valid for a three-year period with CalOES.

ANALYSIS

Attachment A is CalOES form OES-FPD-130, Designation of Applicant's Agent Resolution for Non-State Agencies, in which staff proposes the City Manager and Assistant City Manager as authorized agents of the City to apply for, receive, and execute documents related to state and federal disaster funding for a period of three years.

Attachment B is CalOES form OES-FPD-089, Project Assurances for Federal Assistance, which requires the City to be bound to several assurances to CalOES with regard to City projects funded by or related to disaster preparation and response.

FISCAL IMPACT

Authorizing the titles of City Manager and Assistant City Manager to sign these forms will help ensure the City is eligible to receive financial assistance to costs related to emergency funding. Funding varies based on damage sustained during various declarations.

STRATEGIC PLAN

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

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a Resolution (1) authorizing designation of the City Manager and Assistant City Manager to execute future documents required by the California Governor's Office of Emergency Services for state and federal disaster funding assistance for a period of three (3) years; (2) authorizing the Assistant City Manager to execute the Project Assurances For Federal Assistance.

Prepared by: Robin Kloepfer, Management Analyst

Reviewed by: David Murphy, Assistant Director of Operations
Sara Cowell, Director of Finance
Karin Schnaider, Assistant City Manager and Interim Public Works Director
Jeffrey Crosswhite, Assistant City Attorney

Approved by: Midori Lichtwardt, City Manager

Attachments:

Attachment A – Cal OES 130 form

Attachment B – Cal OES 89 form



DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE City Council OF THE City of Tracy
 (Governing Body) (Name of Applicant)

THAT City Manager, OR
 (Title of Authorized Agent)

Assistant City Manager, OR
 (Title of Authorized Agent)

 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Tracy,
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the City of Tracy, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ____ day of _____, 20 ____

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

CERTIFICATION

I, Adrienne Richardson, duly appointed and City Clerk of
 (Name) (Title)

City of Tracy, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the City Council
 (Governing Body)

of the City of Tracy on the 21 day of May, 2021
 (Name of Applicant)

 (Signature)

City Clerk
 (Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."



Disaster No: _____
 Cal OES ID No: 4683
 UEI No: _____

PROJECT ASSURANCES FOR FEDERAL ASSISTANCE

SUBRECIPIENT'S NAME: City of Tracy
 (Name of Organization)

PRIMARY MAILING ADDRESS: 333 Civic Center Plaza

CITY: Tracy STATE: CA ZIP CODE: 95376

TELEPHONE: 209-831-6108 FAX NUMBER: _____

CA ASSEMBLY DIST: 13 CA SENATE DIST: 5 U.S. CONGRESSIONAL DIST: 9

Visit sos.ca.gov/elections/who-are-my-representatives to find your district number.

AUTHORIZED AGENT: Karin Schnaider

TITLE: Assistant City Manager

EMAIL ADDRESS: karin.schnaider@cityoftracy.org

ASSURANCES – CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to all your projects. If you have questions, please contact the California Governor's Office of Emergency Services. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the subrecipient named above:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, Federal Office of Inspector General 2 CFR 200.336, and if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.



3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance-awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.
8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residential structures.
9. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibit discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd- 3 and 290 ee-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of



- 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and (j) the requirements on any other non-discrimination statute(s) which may apply to the application.
10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
 11. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$5,000 or more.
 12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.O. 93-205).
 13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 14. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).



-
15. Will comply with Standardized Emergency Management (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447, and 2448.
 16. Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 and the Single Audit Act Amendments of 1996.
 17. Will disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with §200.112.
 18. Will comply with all applicable requirements of all other federal laws, Executive Orders, regulations and policies governing this program.
 19. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the subrecipient application for federal assistance. Will, after the receipt of federal financial assistance, through the State of California, agree to the following:
 - a. The state warrant covering federal financial assistance will be deposited in a special and separate account and will be used to pay only eligible costs for projects described above.
 - b. To return to the State of California such part of the funds so reimbursed pursuant to the above numbered application, which are excess to the approved actual expenditures as accepted by final audit of the federal or state government.
 - c. In the event the approved amount of the above numbered project application is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
 20. The non-Federal entity for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award §200.113. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment.



21. Will not make any award or permit any award (subaward or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."

"I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized by City of Tracy

 (Name of Organization)

to enter into this agreement for and on behalf of said subrecipient, and by my signature do bind the subrecipient to the terms thereof."

Karin Schnaider

 PRINTED NAME

 SIGNATURE OF AUTHORIZED AGENT

Assistant City Manager

 TITLE DATE

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

- (1) AUTHORIZING THE CITY MANAGER AND ASSISTANT CITY MANAGER EXECUTE FUTURE DOCUMENTS REQUIRED BY THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES FOR STATE AND FEDERAL DISASTER FUNDING ASSISTANCE FOR A PERIOD OF THREE (3) YEARS; AND**
- (2) AUTHORIZING THE ASSISTANT CITY MANAGER TO EXECUTE THE PROJECT ASSURANCES FOR FEDERAL ASSISTANCE.**

WHEREAS, On January 14, 2023, President Joseph R. Biden, Jr. declared a major disaster making federal disaster aid available to Merced, Sacramento, and Santa Cruz counties for the California Severe Winter Storms, Flooding, Landslides, and Mudslides; additional amendments starting January 17, 2023 included San Joaquin; and

WHEREAS, Declaration Number FEMA-4683-DR-CA allows the City to review work performed and damages experienced from storms that occurred starting December 27, 2022 to January 31, 2023 and ask for federal reimbursement; and

WHEREAS, In order to receive the federal funding to recover cost experienced during the storm event, additional authorizations to accept funding need to be approved by Council; and

WHEREAS, Attachment A is CalOES form OES-FPD-130, Designation of Applicant's Agent Resolution for Non-State Agencies, in which staff proposes the City Manager and Assistant City Manager as authorized agents of the City to apply for, receive, and execute documents related to state and federal disaster funding for a period of three years; and

WHEREAS, Attachment B is CalOES form OES-FPD-089, Project Assurances for Federal Assistance, which requires the City to be bound to several assurances to CalOES with regard to City projects funded by or related to disaster preparation and response; and

WHEREAS, Authorizing the titles of City Manager and Assistant City Manager to sign these forms will help ensure the City is eligible to receive financial assistance to costs related to emergency funding. Funding varies based on damage sustained during various declarations; now, therefore, be it

RESOLVED: That the City Council of the City of Tracy authorize the Manager and Assistant City Manager, under California Governor's Office of Emergency Services form OES-FPD-130 attached hereto as Attachment A, to execute documents required by the California Governor's Office of Emergency Services for state and federal disaster funding assistance for a period of three (3) years; and be it

FURTHER RESOLVED: That the Assistant City Manager is hereby authorized to execute the California Governor's Office of Emergency Services form OES-FPD-089, Project Assurances For Federal Assistance, attached hereto as Attachment B, binding the City to such obligations for City projects conditioned on disaster-relating assistance.

* * * * *

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on June 4, 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Attachments:

Attachment A – Cal OES 130 form
Attachment B – Cal OES 89 form

Agenda Item 1.D

RECOMMENDATION

Adopt a Resolution: 1) Calling and giving notice to hold a General Municipal Election on Tuesday, November 5, 2024, for the election of certain officers pursuant to the California Elections Code; 2) Requesting the Board of Supervisors of San Joaquin County to consolidate the City of Tracy's General Municipal Election with the Statewide General Election to be held on November 5, 2024; 3) Requesting the services of the San Joaquin County Registrar of Voters (Registrar); and 4) Authorizing the payment of costs for such services, for the amount of actual costs incurred.

EXECUTIVE SUMMARY

Under California Elections Code 1301, a General Municipal Election must be held on an established election date unless the relevant city council has enacted an ordinance requiring its election to be held on one of the dates specified in such statute. Any such ordinance becomes effective upon approval of the County Board of Supervisors.

In compliance with the California Elections Code 1301, the City Council adopted Ordinance No. 470 establishing that the City of Tracy holds a regular General Election on every even-numbered year on the first Tuesday after the first Monday in November in each such even-numbered year. This year, the proposed date for the City's General Municipal Election is Tuesday, November 5, 2024.

The City of Tracy holds a General Municipal Election to fill a vacant and/or term expired City Council seat; or place any public or City Council generated measure/ initiative/referendum on the ballot. The City Council will have three terms expiring at the end of 2024. The terms expiring are currently held by Council Member Bedolla, Mayor Pro Tem Davis, and Mayor Young. The term for City Treasurer will also be expiring at the end of 2024.

To effectuate the City's General Municipal Election, the City Council must take several actions under the California Elections Code. If adopted by the City Council, the proposed resolution will satisfy these requisite requirements.

BACKGROUND AND LEGISLATIVE HISTORY

As noted above, the City Council will have three seats whose terms will expire in 2024, along with the City Treasurer's term. The three Council seats whose terms are expiring are currently held by Council Member Bedolla, Mayor Pro Tem Davis, and Mayor Young. The current City Treasurer whose term will be expiring is Ray McCray. Pursuant to Government Code 36503, the terms of these three Council Members and Treasurer will end on the date of the installation of the new Council Members and Treasurer, following adoption by the City Council of the official election results of the November 5, 2024 election. The anticipated date for the certification and installation will be a Council meeting in December 2024.

Prior to conducting a General Municipal Election for these three Council seats and Treasurer with expiring terms, the City must take a number of actions before the California Elections Code. One of the key actions is for City Council to adopt a resolution calling and giving notice to hold a General Municipal Election in the City of Tracy on November 5, 2024. This

election will be for the purpose of electing two Council Members to serve a four-year term, one Mayor for a two-year term, and one Treasurer to serve a four-year term. All of the terms will commence in December 2024 after the Council certifies the November 5th election results and installs the newly elected officers and will expire at the end of either 2026 or 2028, as the case may be, after the then City Council has certified the respective election results and installed the newly elected officers.

ANALYSIS

To reduce the costs of the election, pursuant to California Elections Code Section 10002, the Council can seek to request of the Board of Supervisors of San Joaquin County that they consolidate the City's General Municipal Election, of November 5, 2024, with the Statewide General Election that will be held by the County of San Joaquin (County). Further, pursuant to California Elections Code Section 10400, the Council can request the services of the San Joaquin County Registrar of Voters (Registrar) for its election. The Registrar has provided an estimated cost of conducting the election for the City; however, many variables may change the amount of the final invoice. Based on past practice, the County will provide a full accounting and invoice to the City by January 2025, and the City will need to reimburse the County for these services. The cost of these services is anticipated to be less than \$200,000.

FISCAL IMPACT

All costs associated with the consolidated General Election have been included in the Fiscal Year 2023-24 budget.

STRATEGIC PLAN

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

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council adopt a Resolution: 1) Calling and giving notice to hold a General Municipal Election on Tuesday, November 5, 2024, for the election of certain officers pursuant to the California Elections Code; 2) Requesting the Board of Supervisors of San Joaquin County to consolidate the City of Tracy's General Municipal Election with the Statewide General Election to be held on November 5, 2024; 3) Requesting the services of the San Joaquin County Registrar of Voters (Registrar); and 4) Authorizing the payments of costs for such services, for the amount of actual costs incurred.

Prepared by: Adrienne Richardson, City Clerk

Reviewed by: Sara Cowell, Finance Director
Kimberly Murdaugh, Interim Assistant City Manager
Bijal Patel, City Attorney

Approved by: Midori Lichtwardt, City Manager

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

1) CALLING AND GIVING NOTICE TO HOLD A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 5, 2024, FOR THE ELECTION OF CERTAIN OFFICERS PURSUANT TO THE CALIFORNIA ELECTIONS CODE; 2) REQUESTING THE BOARD OF SUPERVISORS OF SAN JOAQUIN COUNTY TO CONSOLIDATE THE CITY OF TRACY'S GENERAL MUNICIPAL ELECTION WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON NOVEMBER 5, 2024; 3) REQUESTING THE SERVICES OF THE SAN JOAQUIN COUNTY REGISTRAR OF VOTERS (REGISTRAR); AND 4) AUTHORIZING THE PAYMENT OF COSTS FOR THE REGISTRAR'S SERVICES FOR SUCH AMOUNT OF ACTUAL COSTS INCURRED

WHEREAS, Under California Elections Code 1301, a General Municipal Election must be held on an established election date unless the relevant city council has enacted an ordinance requiring its election to be held on one of the dates specified in such statute; and

WHEREAS, In compliance with the California Elections Code 1301, the City Council adopted Ordinance No. 470 establishing that the City of Tracy holds a regular General Election on every even numbered year on the first Tuesday after the first Monday in November in each such even-numbered year; and

WHEREAS, The City of Tracy holds a General Municipal Election to fill a vacant and/or term expired City Council seat; or place any public or City Council generated measure/ initiative/referendum on the ballot; and

WHEREAS, The City Council will have three Council seats and City Treasurer whose terms will expire by the end of 2024. The three Council seats whose terms are expiring are currently held by Council Member Bedolla, Mayor Pro Tem Davis, and Mayor Young and City Treasurer Ray McCray; and

WHEREAS, The City seeks to hold the City's General Municipal Election on Tuesday, November 5, 2024; and

WHEREAS, To reduce the costs of the election, pursuant to California Elections Code Section 10002, the City seeks to request the Board of Supervisors of San Joaquin County to consolidate the City's General Municipal Election, of November 5, 2024, with the Statewide General Election that will be held by the County of San Joaquin (County); and

WHEREAS, Pursuant to California Elections Code Section 10400, the City seeks to request the services of the San Joaquin County Registrar of Voters (Registrar) for its election; and

WHEREAS, The Registrar has provided an estimated cost of conducting the election for the City, which amount is anticipated not to exceed \$200,000; and now therefore be it

RESOLVED: That the City Council of the City of Tracy, California, hereby calls and provides notice for the holding of a General Municipal Election in the City of Tracy, California, on Tuesday, November 5, 2024, for the purpose of electing a Mayor for the full term of two years commencing December 2024 and expiring November 2026; two members of the City Council for the full term of four years commencing December 2024 and expiring November 2028, and a Treasurer for the full term of four years commencing December 2024 and expiring November 2028; and be it further

RESOLVED: That the City Council hereby requests the Board of Supervisors of the County of San Joaquin consent and agree to the consolidation of the City's General Municipal Election with the Statewide General Election on Tuesday November 5, 2024 and to provide the assistance of the County Registrar of Voters for such election; and be it further

RESOLVED: That the City Council hereby authorizes the County Elections Department of San Joaquin County Election to hold the General Municipal Election in all respects with the Statewide General Election, as if there were only one election, with only one form of ballot, and canvass the returns of the General Municipal Election; and be it further

RESOLVED: That the Board of Supervisors is requested to issue instructions to the County Elections Department to take any and all steps necessary for holding of the consolidated election; and be it further

RESOLVED: That the City Council hereby appropriates all monies necessary to prepare for and conduct said election and hereby authorizes the City Clerk to take any and all actions necessary to prepare for and conduct said election consistent with this Resolution and the California Elections Code where applicable; and be it further

RESOLVED: That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County Elections Department of the County of San Joaquin; and be it further

RESOLVED: That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

* * * * *

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on June 4, 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Agenda Item 1.E

RECOMMENDATION

Staff Recommends that the Tracy City Council receive an informational report regarding the City of Tracy Police Department's update on Crime Statistics of Homicide, Rape, Robbery, and Aggravated Assaults.

EXECUTIVE SUMMARY

Tracy Police Department (TPD) presents to the City Council an update to the report for calendar year 2024 violent crime statistics on homicides, rape, robbery, and aggravated assaults. This report update pertains to the first quarter of 2024, months January through March. The attached crime statistic report provides a summary of each category per month.

In addition to the attached report, the Public may access crime statistics using the following links:

- <https://tracypd.com/crime-mapping>
- <https://www.crimemapping.com/Alerts>
- <https://www.crimemapping.com/map/agency/377>

BACKGROUND AND LEGISLATIVE HISTORY

Tracy City Council Member Dan Evans requested an on-going update report to be provided to the Council regarding violent crime. As agreed during discussions with city staff, this report will be provided quarterly as an informational document with monthly statistics unless otherwise requested. This report is an update that covers the months of January-March 2024.

Areas of note or clarification:

- There was one homicide within Tracy on January 12, 2024. The homicide investigation was cleared by the arrest of the suspect on January 19th. At this point there does not appear to be a community danger.
- There was an increase from February to March in Robbery and Aggravated Assault incidents, with Robbery up by 3 reports and Aggravated Assault increased by 9 reports. Rape went down by 3 reports.
- The increase in aggravated assaults in March was primarily due to domestic violence. Specifically, eight out of the fourteen aggravated assaults reported during that month were related to domestic violence incidents.
- TPD continues to host a dedicated staff member of San Joaquin County Victim/Witness program via San Joaquin DA's office at TPD to offer victims of violent crime resources to assist them and provide education in efforts to prevent future crimes.
- The rise in robbery incidents, accounting for the increase of 3 incidents, is attributed to instances where petty theft escalated into robbery due to the suspect employing force during the commission of the crime.

Highlights:

TPD continues to proactively address crime trends through Prevention Intervention and Enforcement. During this reporting period we deployed the Traffic Safety Unit along with the

California Highway Patrol and San Joaquin County Sheriff's Office for a one-day commercial vehicle enforcement operation in and around the City of Tracy. This resulted in 91 traffic stops with 81 citations issued.

In January, San Joaquin County District Attorney Ron Freitas, in collaboration with the Tracy Police Department announced the arrest and formal charging of a 41-year-old resident of Tracy for second-degree murder under Penal Code 187(a). This action followed a detailed investigation into a fatal Fentanyl overdose that occurred in May 2023. The investigation revealed that the death was caused by an overdose from a counterfeit prescription pill containing Fentanyl.

In March, a new San Joaquin County Probation Officer commenced duties at the Tracy PD Detectives Annex office. This move aims to enhance collaborative investigative endeavors throughout the year.

On March 15, 2024, the San Joaquin County Auto Theft Task Force, comprised of CHP, San Joaquin County Sheriff's Office, San Joaquin County DA's Office, Stockton PD, Tracy PD, Manteca PD, and the San Joaquin County Probation Department dismantled a chop shop operation in rural Tracy. The operation resulted in multiple arrests and the recovery of over half a million dollars' worth of stolen sports cars and auto parts.

On Thursday, March 21, 2024, the Tracy Police Department Communications Center received reports of a robbery in progress at Don Roberto Jewelers located inside the West Valley Mall. During the robbery, eight subjects, wearing face masks, entered the store and used hammers to smash the glass displays, proceeding to take approximately \$150,000 in jewelry before fleeing the area. As the subjects associated with the robbery were seen fleeing the area, witnesses reported observing a stolen white BMW SUV occupied by four (4) of the subjects was involved in a solo crash near the east entrance of the mall near Corral Hollow Road, while the other four (4) subjects who fled on foot were able to get away. All four subjects involved in the stolen vehicle crash were arrested for Organized Retail Theft, Conspiracy to commit a crime, and Robbery by force or fear and booked into the San Joaquin County Jail.

TPD is aggressively seeking alternative funding programs from both State and Federal Grants to assist in the implementation of a Real Time Information Center (RTIC). Grant Funding has been tentatively approved and pending award. This program is one of our Council Strategic Priority Goals for the 2023-2025 plan. Benefits of an RTIC include:

- Force multiplier by utilizing technology.
 - Real time intelligence video room.
 - Integration of technology (Fleet 3, Flock, and Drones).
 - Integrated to social media platforms.
- Assist in adequate and effective resource response.

FISCAL IMPACT

This informational report has no fiscal impact. The programs outlined in this report are funded through the Tracy Police Department Operations budget.

STRATEGIC PLAN

This agenda item relates to the Council's Strategic Plan in the area of Public Safety, specifically Goal #3: Strengthen community safety through crime prevention reduction activities.

RECOMMENDATION

Staff recommends that the Tracy City Council receive an informational report regarding the Police Department's update on Crime Statistics of Homicide, Rape, Robbery, and Aggravated Assaults.

Prepared by: Luis Mejia, Police Captain

Reviewed by: Sekou Millington, Chief of Police
Sara Cowell, Director of Finance

Approved by: Midori Lichtwardt, City Manager

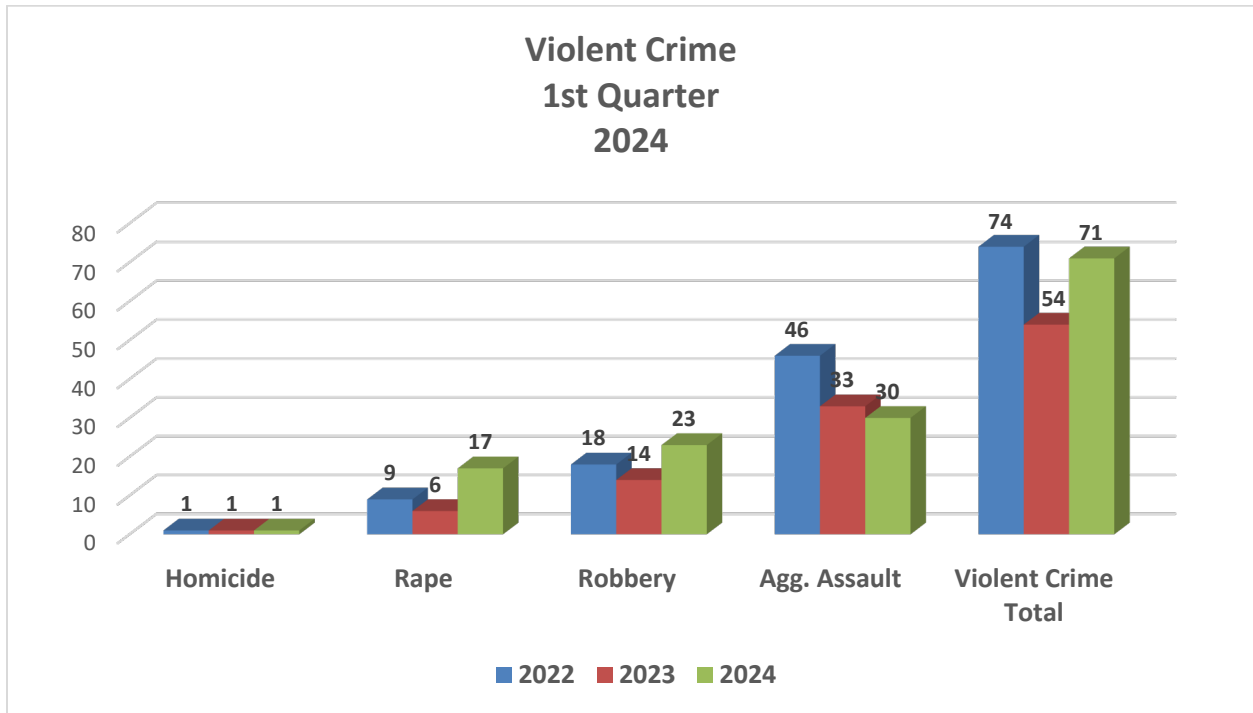
ATTACHMENTS:

Attachment A: Updated Crime Statistics Report (January-March 2024).

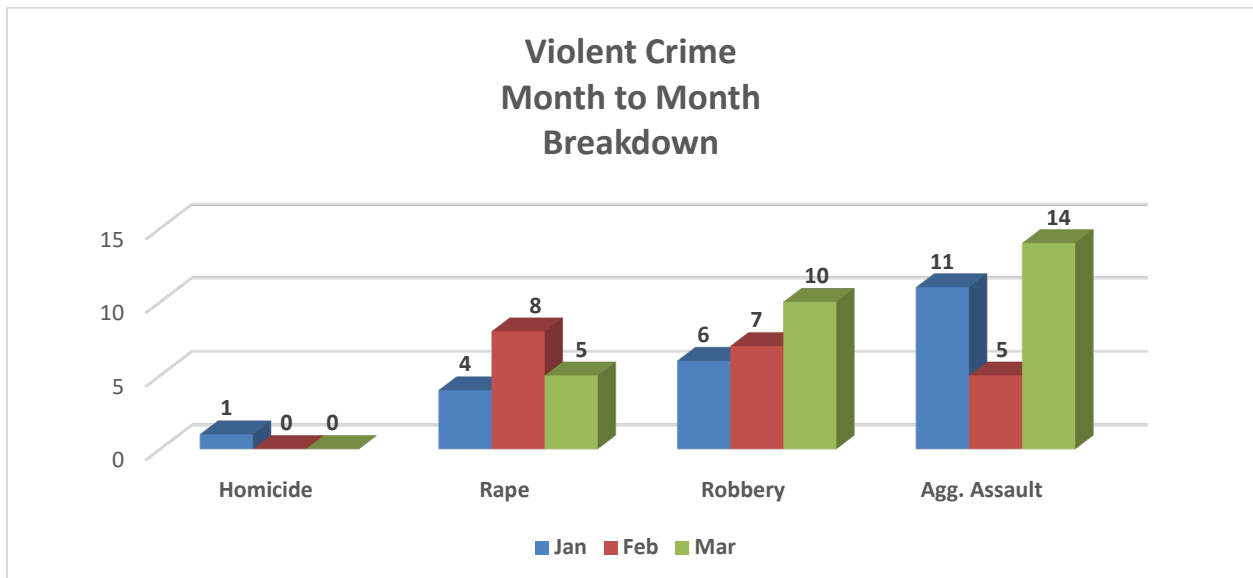
CRIME STATISTICS
Violent Crime
&
Property Crime
1st Quarter
2024



2024 Violent Crime Stats

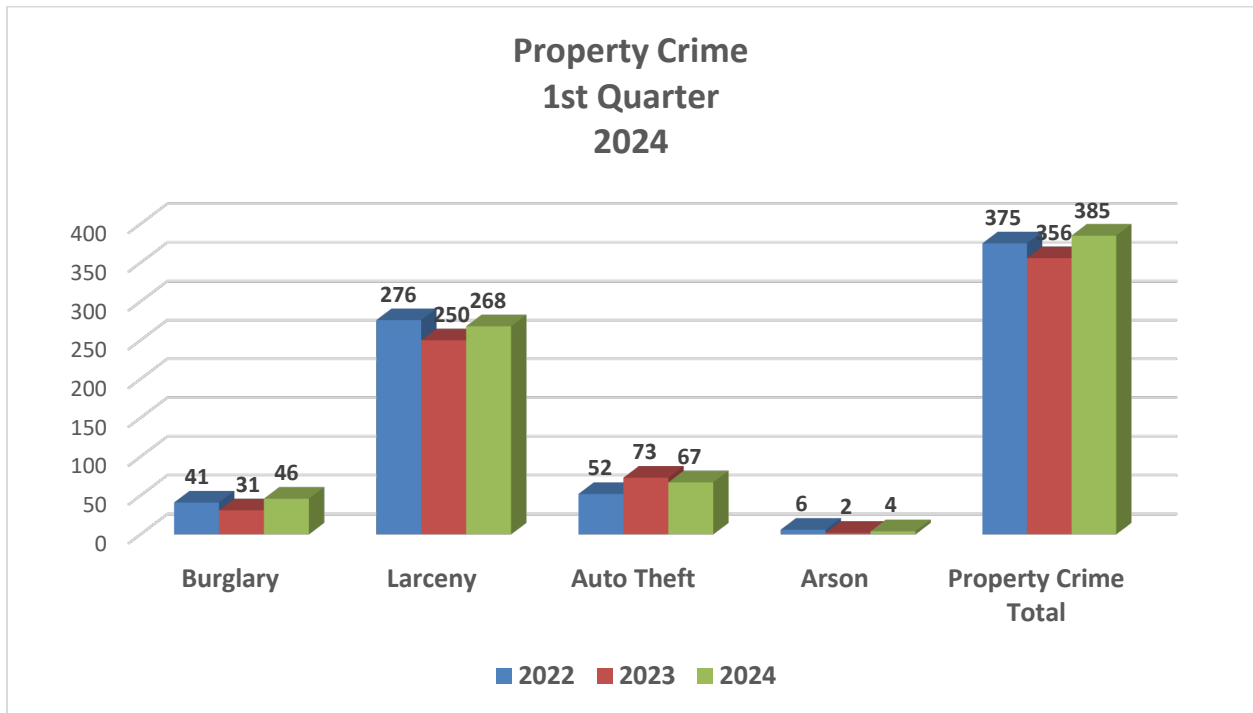


In the first quarter of 2024, Violent Crime has increased by a total of 17 reports. Specifically in the areas of Rape and Robbery.

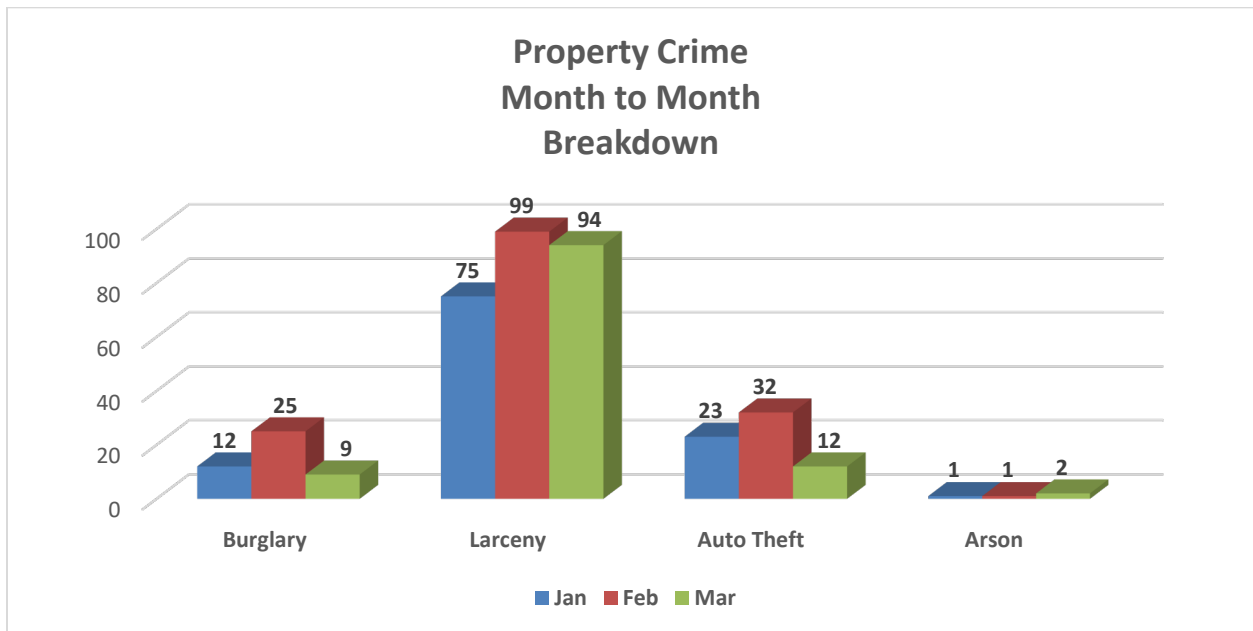


Robbery and Aggravated Assault both experienced an increase from February to March, with Robbery up three reports and Aggravated Assault up nine reports. Rape went down from eight reports in February to only five reports in March. There has been one Homicide case this year.

2024 Property Crime Stats



In 2024 Property Crime has increased by a total of 29 reports. Specifically in the areas of Burglary, Larceny and Arson.



Property Crime decreased from February to March in all areas, except for Arson where we had two reports, up from one. There was a substantial decrease in Auto Thefts, down 20 reports from February to March.

Agenda Item 1.F

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution (1) accepting Landscape Improvements for Retention Basin, Tracy Hills Phase 1A, Tract 3878, (2) authorizing the City Engineer to accept a One Year Warranty bond, and (3) authorizing the City Clerk to file the Notice of Completion with the San Joaquin County Recorder's Office.

EXECUTIVE SUMMARY

Developer, Tracy Phase I, LLC, a Delaware Limited Company, has completed the landscape improvements for the Phase 1A Retention Basin in Tracy Hills in accordance with project plans and specifications (Work) and the City Engineer has determined the Work to be acceptable. Staff recommends that City Council accept the Work as complete, authorize the City Engineer to accept a one-year Warranty bond, and authorize the City Clerk to file Notice of Completion.

BACKGROUND AND LEGISLATIVE HISTORY

A Final Subdivision Map for Tracy Hills Phase 1A, Tract 3878 with Tracy Phase I, LLC, a Delaware Limited Company (Developer) for public improvements within Phase 1 of the Tracy Hills development was approved by the City Council on April 05, 2016, by Resolution No. 2016-066. The Final Map included a dedication of Parcel D to the City for this retention basin for storm drainage purposes. The Final Map also included an acceptance by the City Clerk subject to the satisfactory completion of the retention basin and basin landscaping.

A Mass Grading Permit for Tracy Hills Phase 1A was issued to Developer's grading contractor by the City on November 8, 2017. Under this permit, work included, in part, construction of the Phase 1A Retention Basin. All work required under the Mass Grading Permit was completed and approved by the City and the related surety bond was released on January 7, 2019.

On June 26, 2019, the City Engineer approved landscaping plans for Phase 1A Retention Basin. However, a separate agreement was not executed between City and Developer for these public landscaping and irrigation improvements. This remaining Work, consisting of the landscape and irrigation improvements only on the Phase 1A Retention Basin, is now complete.

ANALYSIS

The landscaping improvements for the retention basin were designed by FORMA of Costa Mesa, California, and included twenty-six (26) sheets of plans entitled "Landscape Construction Drawings for Tracy Hills Retention Basin, Tract 3878, Phase 1A". The Work included landscaping, irrigation, and split rail fencing around the retention basin. Plans were signed by the City Engineer on June 26, 2019.

The City Engineer has inspected the completed Work and recommends its acceptance, as the Work has been completed in accordance with the approved plans and specifications. The required 90-day maintenance period is now finished.

Public improvements are valued as follows:

Landscaping	\$207,468
-------------	-----------

In accordance with Tracy Municipal Code Section 12.36.080(c) and Section 66499 et seq. of the Subdivision Map Act, Developer has furnished a one-year Warranty bond in the form of a letter of credit in the amount of \$20,740, ten percent (10%), of construction cost, effective on the date of City Council acceptance of this Work.

A total of 579,784 square feet (13.31 acres) was dedicated as a public parcel (Parcel D) on Tract Map 3878 recorded on the 26th day of January 2018 in Book 43 of Maps and Plats, on Page 17. The parcel was accepted by the City subject to the satisfactory completion of the retention basin and the Work that is the subject of this item.

Filing of Notice of Completion will commemorate the satisfactory completion of the Work only.

FISCAL IMPACT

All Work was completed by the Developer in accordance with City approved plans and specifications and there is no fiscal impact associated with this action. Ongoing maintenance of improvements are financed by the Tracy Hills Community Facility District.

PUBLIC OUTREACH / INTEREST

Not applicable.

COORDINATION

Project design and construction activities were coordinated with the City of Tracy Parks and Recreation Department.

CEQA DETERMINATION

The proposed project is consistent with the Environmental Impact Report (EIR) for the Tracy Hills Specific Plan certified by the City Council on April 5, 2016. Pursuant to CEQA Guidelines Section 15183, no additional environmental documentation is required. An analysis of the project shows that there was no significant on or off-site impacts as a result of this particular project which were not already discussed in the existing EIR and the action requested does not raise any new unforeseen physical impacts.

STRATEGIC PLAN

This agenda item is consistent with the Council approved Economic Development Strategy to ensure physical infrastructure necessary for development.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council, by resolution, (1) accept Landscape Improvements for Retention Basin, Tracy Hills Phase 1A, Tract 3878, (2) authorize the City Engineer to accept a One Year

Warranty bond, and (3) authorize the City Clerk to file the Notice of Completion with the San Joaquin County Recorder's Office.

Prepared by: Al Gali, Associate Engineer

Reviewed by: Koosun Kim, PE, City Engineer
Sara Cowell, Finance Director
Bijal M. Patel, City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION 2024-_____

- (1) **ACCEPTING LANDSCAPE IMPROVEMENTS FOR RETENTION BASIN, TRACY HILLS PHASE 1A, TRACT 3878; AND**
- (2) **AUTHORIZING THE CITY ENGINEER TO ACCEPT A ONE-YEAR WARRANTY BOND; AND**
- (3) **AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION WITH THE SAN JOAQUIN COUNTY RECORDER'S OFFICE.**

WHEREAS, on April 05, 2016, City Council approved a Final Map by Resolution No. 2016-066 with Tracy Phase I, LLC, a Delaware Limited Company (Developer) within Phase 1 of the Tracy Hills development; and

WHEREAS, a total of 579,784 square feet (13.31 acres) was dedicated as a public parcel (Parcel D) for retention basin purposes on the Final Map, Tract 3878, recorded on the 26th Day of January 2018 in Book 43 of Maps and Plats, on Page 17, and the parcel was accepted by the City subject to the satisfactory completion of improvements; and

WHEREAS, on November 8, 2017, a Mass Grading Permit was issued by the City, allowing construction of the Tracy Hills Phase 1A Retention Basin to proceed; and

WHEREAS, on January 7, 2019, work included under the Mass Grading Permit was accepted by the City; and

WHEREAS, on June 26, 2019, the City Engineer approved landscaping plans for Retention Basin, Tracy Hills Phase 1A, Tract 3878; and

WHEREAS, the Developer completed construction of the remaining work, consisting of the landscaping, irrigation, and split rail fencing around the Phase 1A Retention Basin (collectively, the Work); and

WHEREAS, the City Engineer has inspected the completed Work and recommends acceptance of all the improvements completed in accordance with the approved plans; and

WHEREAS, in accordance with Tracy Municipal Code Section 12.36.080(c) and Section 66499 *et seq.* of the Subdivision Map Act, Developer has furnished a one-year Warranty bond in the form of a letter of credit in the amount of \$20,740, ten percent (10%) of construction cost, effective on the date of City Council acceptance of this project; and

WHEREAS, staff has determined the Work for the Phase 1A Retention Basin are within the scope of the development evaluated by the existing Environmental Impact Report (EIR) for the Tracy Hills Specific Plan certified by the City Council on April 5, 2016, and the action requested does not raise any new unforeseen physical impacts so no further environmental

review is required for the project under California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15183; now, therefore, be it

RESOLVED: That City Council for the City of Tracy determines that the actions taken herein comply with California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15183, because they are consistent with the existing Environmental Impact Report (EIR) for the Tracy Hills Specific Plan certified by the City Council on April 5, 2016, and the action requested does not raise any new unforeseen physical impacts; and be it

FURTHER RESOLVED: That City Council hereby accepts the Work for Retention Basin, Tracy Hills Phase 1A, Tract 3878, in accordance with the approved plans and specifications; and be it

FURTHER RESOLVED: That the City Council authorizes the City Engineer to accept the one-year Warranty bond for the Work, pursuant to Tracy Municipal Code Section 12.36.080(c) and Section 66499 *et seq.* of the Subdivision Map Act, in the form of a letter of credit in the amount of \$20,740, effective as of the date of this Resolution; and be it

FURTHER RESOLVED: That City Council authorizes the City Clerk to file a Notice of Completion with San Joaquin County Recorder’s Office.

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on the 4th day of June, 2024, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTENTION: COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Agenda Item 1.G

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution approving Amendment No. 2 to the Professional Services Agreement with MTM Transit, LLC to (1) extend the contract term for one additional year, from July 1, 2024 through June 30, 2025, and (2) Increase the total contract price for the one-year extension from \$4,216,849.87 to \$4,511,558.21 resulting from an increase in base wages.

EXECUTIVE SUMMARY

The City of Tracy contracted with MTM Transit LLC (MTM) to operate the Tracer Bus System beginning on July 1, 2021. Since that time, MTM has experienced challenges with attracting and retaining candidates for various positions, including that of bus operators. MTM requested an amendment to the contract to increase the base wages to be more competitive in the labor market and attract candidates for open positions, and to extend the contract term for one additional year, from July 1, 2024 through June 30, 2025. In addition, this amendment would increase the total contract price from \$4,216,849.87 to \$4,511,558.21, and it is anticipated the City will expend an additional \$294,708.34 over the course of the final year of this agreement.

Staff recommends approving this amendment to the Professional Services Agreement with MTM Transit, LLC in order to maintain competitive advantage in the job market.

BACKGROUND AND LEGISLATIVE HISTORY

The City of Tracy has delivered the operation and maintenance of the Tracer bus system through a Professional Services Agreement (PSA) since 2001. Beginning in 2016, the City included a minimum base wage for the bus operators and other staff in the operations contracts to maintain a competitive position in the job market.

The COVID pandemic impacted the transportation industry nationwide creating a shortage of bus drivers, impacting the ability to recruit and retain sufficient transportation professionals to comfortably operate the Tracer bus system. A staffing shortage may impact performance of the transportation system and may require a decreased number of routes due to the availability of staff. While planning efforts are made to meet the needs of the community based on current resources, some routes have experienced significant delays, or elimination due to the insufficient staffing levels.

The State of California enacted legislation increasing the statewide minimum wage to \$16.00 per hour effective January 1, 2024. The most recent contractual wage adjustment in July 2022 increased the base wage for drivers at \$21 per hour. While the operations contract does provide for slight increases to the base wage each year, it has not been enough to maintain a competitive advantage in the job market.

ANALYSIS

MTM has served as the operator of the Tracer bus system since August 2016. The term of the current PSA is July 1, 2021 through June 30, 2024 with two options to extend the agreement for one additional year.

During the past year, MTM experienced significant vacancies in various positions including bus drivers, dispatchers, and reservationists that have proven challenging to fill and challenges in providing consistent service due to the staffing available to cover the needed shifts. In addition to recruitment challenges, retention of existing employees has also been challenging due to the job market increasing wages. The current PSA provides the base hourly wage as follows:

- Drivers: \$21.25 per hour
- Dispatchers: \$22.35 per hour
- Reservationist: \$19.57 per hour

A comparative analysis of the base wages for drivers at transit agencies in the region shows the City of Tracy is behind the market. Each of these agencies, with the exception of San Joaquin RTD, contract out their operations, similar to Tracy.

Transit Agency	Position	Starting Pay
City of Tracy	Driver	\$21.25
City of Lodi	Driver	\$21.30
City of Manteca	Driver	\$22.00
San Joaquin RTD Metro	Driver	\$27.34
Stanislaus Regional Transit	Driver	\$21.33
City of Turlock	Driver	\$23.00
Livermore Amador Valley Transit	Driver	\$23.75

To remain competitive to attract and retain qualified transportation professionals, staff recommends an increase to the base wages for the noted positions. To attract and retain transportation professionals to operate the Tracer bus system, staff recommends an increase to base wages for the contract staff as follows: \$23 per hour for drivers, \$24.78 per hour for dispatchers, \$21.91 per hour for reservationists.

The amendment to the contract will increase the contract price by \$294,708 for FY24/25, and a total of \$311,394 for the remainder of the contract, should the City exercise its option for a second one-year extension in FY25/26. The increase in costs will be funded through operating assistance grants from the Federal Transit Administration and the state's Transportation Development Act.

FISCAL IMPACT

Funding to operate the Tracer Bus System comes out of the Transit Fund and is paid through a combination of Federal and State grants, which are incorporated into the annual budget adopted by City Council. Any increases in cost are included as part of the FY24/25 budget. There is currently funding available through Federal and State grants to fund the increase in costs.

STRATEGIC PLAN

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

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a Resolution approving Amendment No. 2 to the Professional Services Agreement with MTM Transit, LLC to 1) extend the contract term for one additional year, from July 1, 2024 through June 30, 2025, and 2) increase the total contract price for the one-year extension from \$4,216,849.87 to \$4,511,558.21 resulting from an increase in base wages.

Prepared by: Ed Lovell, Transit Manager

Reviewed by: Brian MacDonald, Interim Public Works Director
Sara Cowell, Finance Director
Bijal Patel, City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

Attachments:

Attachment A – Amendment 2 to PSA with MTM Transit, LLC

**CITY OF TRACY
AMENDMENT NO. 2 TO
MTM Transit, LLC**

This Amendment No. 2 (**Amendment**) to the Professional Services Agreement is made effective July 1, 2024, by and between the City of Tracy, a municipal corporation (**City**), and MTM Transit, LLC, a Missouri Limited Liability Company (**Contractor**). City and Consultant are referred to individually as "**Party**" and collectively as "**Parties**."

Recitals

- A. The City and MTM Transit LLC entered into a Professional Services Agreement for Public Transportation Services which was approved by the City Council on May 18, 2021 under Resolution No. 2021-058. On July 15, 2022, the Parties entered into that certain Amendment No. 1 to that agreement, increasing the Contractor's rates on the basis of difficulty of retaining qualified staff. Collectively the original Agreement and Amendment No. 1 are herein referred to as "Agreement."
- B. The base term of the Agreement ends on June 30, 2024 and Parties desire to extend the Agreement for one additional year pursuant to Section 2.1, from July 1, 2024 to June 30, 2025.
- C. It is becoming increasingly difficult for the Contractor to attract and retain sufficient levels of staffing to perform the obligations of the contract.
- D. City and Contractor agree that in order to be competitive in attracting and retaining bus drivers and other staff, an increase to the base wages for Contractor staff is needed.
- E. Parties desire to amend the compensation rates as listed in Exhibit A, section A.1.1.2 of the Agreement.
- F. Parties desire to increase the "Not to Exceed" amount specified in Exhibit B of the Agreement because of the increase in wages.
- G. This Amendment is being executed pursuant to Resolution No. ____ approved by Tracy City Council on June 4, 2024.

NOW THEREFORE, in consideration of the mutual agreements and covenants set forth hereinafter and in the Amendment and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereby agree as follows:

- 1. Incorporation by Reference.** This Amendment incorporates by reference all terms set forth in the Agreement, unless specifically modified by this Amendment. The terms which are not specifically modified by this Amendment will remain in effect.
- 2. Extension of Term.** Pursuant to Section 2.1 and Exhibit B.1 of the Agreement, the City hereby exercise "Extension 1," and its right to extend the term of the Agreement. The term of the extension shall commence July 1, 2024, and expire June 30, 2025, unless the City exercises its second and final extension prior to expiration of this Extension 1.

3. Terms of Amendment.

A. Section A.1.1.2 of Exhibit A, "Scope of Work," is hereby amended to read as double-underlined below:

Compensating the following positions at the following minimum rates:

- Drivers: \$23/hour
 - Dispatchers: \$24.78/hour
 - Reservationists: \$21.91/hour
- Compensation rates may be lower during training periods.

B. Exhibit B-2, attached hereto, shall supersede Exhibit B-1 of the Agreement.

3. Modifications. This Amendment may not be modified orally or in any manner other than by an agreement in writing signed by both parties, in accordance with the requirements of the Agreement.

4. Severability. If any term of this Amendment is held invalid by a court of competent jurisdiction, the Amendment shall be construed as not containing that term, and the remainder of this Amendment shall remain in effect.

5. Signatures. The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Amendment. This Amendment shall inure to the benefit of and be binding upon the parties and their respective successors and assigns.

The Parties agree to the full performance of the terms set forth here.

City of Tracy

MTM Transit, LLC a Missouri Limited Liability Company

By: _____

Nancy D. Young

Title: Mayor

Date: _____

By: 

Title: Regional Vice President

Date: 5/3/2024

Attest:

Federal Employer Tax ID
No. 26-3937729

By: _____

Adrienne Richardson, City Clerk

By: 

Title: Chief Operating Officer

Approved as to form.

Date: 5/3/2024

By: _____

Bijal M. Patel, City Attorney

EXHIBIT B-2 - Compensation

	July 1, 2021 – June 30, 2022	July 1, 2022 – June 30, 2023	July 1, 2023 – June 30, 2024
Fixed Monthly Expense	\$146,811.39	\$157,805.44	\$162,940.29
Cost Per Vehicle Hour*	\$41.81	\$46.69	\$49.50
TOTAL AGREEMENT PRICE	\$3,538,763.61	\$3,878,099.27	\$4,059,000.46

	July 1, 2024 – June 30, 2025 (Extension 1)	July 1, 2025 – June 30, 2026 (Extension 2)
Fixed Monthly Expense	\$180,381.09	\$186,410.33
Cost Per Vehicle Hour*	\$55.22	\$58.35
TOTAL AGREEMENT PRICE	\$4,511,558.21	\$4,716,609.43

*City Provides 100% of the transit fleet

PROJECTED VEHICLE HOURS**	July 1, 2021 – June 30, 2022	July 1, 2022 – June 30, 2023	July 1, 2023 – June 30, 2024
Fixed Route Vehicle Hours	26,000 +15%	26,000 +15%	26,000 +15%
Paratransit Vehicle Hours	10,000 +15%	10,000 +15%	10,000 +15%
TracePLUS On-demand Vehicle Hours	6,500 +15%	6,500 +15%	6,500 +15%

PROJECTED VEHICLE HOURS**	July 1, 2024 – June 30, 2025	July 1, 2025 – June 30, 2026
Fixed Route Vehicle Hours	26,000 +15%	26,000 +15%
Paratransit Vehicle Hours	10,000 +15%	10,000 +15%
TracePLUS On-demand Vehicle Hours	6,500 +15%	6,500 +15%

**Actual hours may change per City Council action

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL
RESOLUTION NO. _____

APPROVING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MTM TRANSIT, LLC TO (1) EXTEND THE CONTRACT TERM FOR ONE ADDITIONAL YEAR FROM JULY 1, 2024 THROUGH JUNE 30, 2025, AND (2) INCREASE THE TOTAL CONTRACT PRICE FOR THE ONE YEAR EXTENSION FROM \$4,216,849.87 to \$4,511,558.21 RESULTING FROM AN INCREASE IN BASE WAGES

WHEREAS, the City Council of the City of Tracy previously approved a Professional Services Agreement (PSA) with MTM Transit, LLC (MTM) by Resolution 2021-058 to operate the Tracer Bus System on May 18, 2021, with Amendment 1 to the PSA being approved by Resolution 2022-081 on June 21, 2022; and

WHEREAS, since the commencement of the term of the PSA, MTM has experienced difficulty attracting and retaining staff to sufficiently meet the needs of the Tracer bus system; and

WHEREAS, the PSA expires on June 30, 2024 and has two annual options to renew remaining; and

WHEREAS, staff recommends an amendment to the PSA to extend the contract term for one additional year, from July 1, 2024 through June 30, 2025; and

WHEREAS, staff recommends increasing contracted transit staff wages to resolve the difficulty in attracting and retaining qualified staff for the Tracer bus system as a part of the PSA extension;

NOW, THEREFORE, be it

RESOLVED: That the City Council of the City of Tracy hereby approves Amendment No. 2 to the Professional Services Agreement with MTM Transit, LLC attached hereto as Attachment 1, to extend the contract term for one additional year, from July 1, 2024 through June 30, 2025, and increase the total contract price for the one-year extension from \$4,216,849.87 to \$4,511,558.21 resulting from an increase in base wages.

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on June 4, 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Attachments:

1: Amendment No. 2 to the Professional Services Agreement with MTM Transit, LLC

Agenda Item 1.H

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution authorizing the following amendments to the City's Classification and Compensation Plan and Master Salary Schedule:

- (1) Add the classifications of Communications Coordinator, Deputy Police Chief, Planning Manager, and Senior Animal Services Officer.**

EXECUTIVE SUMMARY

The City's Classification and Compensation Plans and Master Salary Schedule contain the job descriptions and classifications of all City personnel, as well as salary ranges. Periodically, the Human Resources Department receives requests to review existing classification specifications or to develop new classification specifications to allow for changes that have occurred in areas such as job responsibilities, organizational structure, education, experience, and/or service needs. Following the review of organizational needs in multiple departments, staff is recommending updates to align with departmental priorities.

This proposed action is only to establish the classifications and salary ranges for the new Communications Coordinator, Deputy Police Chief, Planning Manager, and Senior Animal Services Officer positions.

BACKGROUND AND LEGISLATIVE HISTORY

Periodically, the Human Resources Department receives requests to review existing classification specifications or to develop new classification specifications to allow for changes that have occurred in areas such as job responsibilities, organizational structure, education, experience, and/or service needs. Following the review of organizational needs in multiple departments, staff is recommending updates to align with departmental priorities.

The Public Employees' Retirement Law governs the California Public Employees Retirement System (CalPERS) codified in Title 2 of the California Code of Regulations. Section 570.5 of the California Code of Regulations requires City Council approve the rate of pay for classification titles in a publicly available pay schedule for employees who are members of CalPERS. Under the City's Personnel Rules (Section 3.1.6), the City Council must approve the Classification and Compensation Plans and any amendments to said plans. State law requires that Council approve a Master Salary Schedule reflecting the salaries of all personnel. Under California Government Code § 37206, in general-law cities, the City Council prescribes the time and method of payment of salaries and wages of officers and employees by ordinance or resolution.

ANALYSIS

Staff is recommending modifications to the City's Classification and Compensation Plan to establish the organizational structure that meets operational needs.

New Classifications

Communications Coordinator

The Communications Division is responsible for driving communication efforts throughout the City and to partner with other departments to ensure delivery of a robust communications program. The Communications Coordinator will assist with social media, website content creation and monitoring, engagement and marketing, branding, messaging, and other communication strategies for the City. This position will assist the division with achieving its engagement goals and will work collaboratively with other City departments, the public, and the media in support of the City's Public Relations and Communications.

Staff recommends the salary range for the Communications Coordinator at \$2,670.79 - \$3,246.36 bi-weekly. The salary range recommendation was determined by a survey of comparable agencies with consideration of internal equities of similar classifications.

Deputy Police Chief

With the increasing department size and commitment to providing excellent service to the community, the Police Department requested a budget augmentation to establish an allocation for a Deputy Police Chief in the FY 24/25 budget. This critical position will assist the Police Chief by providing expert professional assistance and will oversee sworn and non-sworn staff, formulate policy and procedure recommendations, serve as the liaison between the department and a variety of local, state, and federal agencies, and act as the Police Chief in their absence. Staff recommends the salary range for the Deputy Police Chief at \$179,995 - \$218,785 annually. The salary range recommendation was determined by a survey of comparable agencies with consideration of internal equities of similar classifications.

Planning Manager

The Planning Manager was created to provide oversight of the daily operations of the Planning Division. As one of three division managers in the department, this position will be responsible for overseeing the day-to-day functions and activities of the Planning Division and will serve as a professional level resource to the Community and Economic Development Director.

Staff recommends the salary range for the Planning Manager at \$132,520 - \$161,079 annually. The salary range recommendation was determined by a survey of comparable agencies with consideration of internal equities of similar classifications.

Senior Animal Services Officer

The Animal Services Officer was created to provide a lead-level oversight and assist the Animal Services Manager by providing lead direction and training to less experienced animal services staff. This position will be relied upon as the advanced level classification in the Animal Services Officer series and will work under general supervision and exercise a high level of discretion and independent judgment in performing routine to complex animal services officer duties.

Staff recommends the salary range for the Senior Animal Services Officer at \$2,589.53 – 3,147.60 bi-weekly. The salary range recommendation was determined by a survey of comparable agencies with consideration of internal equities of similar classifications.

Staff provided each bargaining unit with the proposed amendments and associated salary changes for each job description and the bargaining units agreed with the recommendations.

The Master Salary Schedule effective June 16, 2024 (Attachment A hereto) reflects the salary range for each new classification contained in this report.

FISCAL IMPACT

There are no costs associated with this action.

STRATEGIC PLAN

This agenda item supports the City's Governance Strategy, and specifically implements the following goal:

Governance Strategy

Goal 5: Recruit, develop, and retain a high performing and inclusive workforce.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a Resolution authorizing the following amendments to the City's Classification and Compensation Plan and Master Salary Schedule:

- (1) Add the classifications of Communications Coordinator, Deputy Police Chief, Planning Manager, and Senior Animal Services Officer.

Prepared by: JoAnn Weberg, Interim Director of Human Resources

Reviewed by: Kimberly Murdaugh, Interim Assistant City Manager
Sara Cowell, Director of Finance
Bijal Patel, City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

Attachments:

- A. [Proposed] Amended Master Salary Schedule Effective 06/16/2024
- B. Communications Coordinator Job Description
- C. Deputy Police Chief Job Description
- D. Planning Manager Job Description
- E. Senior Animal Control Officer Job Description

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
4112	Account Clerk	TTSSEA	A	2,252.78	4,881.02	58,572.28	28.1598
			B	2,365.43	5,125.10	61,501.18	29.5679
			C	2,483.69	5,381.33	64,575.94	31.0461
			D	2,607.88	5,650.41	67,804.88	32.5985
			E	2,738.28	5,932.94	71,195.28	34.2285
3106	Accountant*	TMMBU	A	3,541.91	7,674.14	92,089.66	44.2739
			B	3,719.01	8,057.86	96,694.26	46.4876
			C	3,904.96	8,460.75	101,528.96	48.8120
			D	4,100.19	8,883.75	106,604.94	51.2524
			E	4,305.21	9,327.96	111,935.46	53.8151
2520	Accounting Manager*	CONF	A	5,120.40	11,094.20	133,130.40	64.0050
			B	5,376.42	11,648.91	139,786.92	67.2053
			C	5,645.25	12,231.38	146,776.50	70.5656
			D	5,927.52	12,842.96	154,115.52	74.0940
			E	6,223.91	13,485.14	161,821.66	77.7989
4201	Accounting Technician	TTSSEA	A	2,770.48	6,002.71	72,032.48	34.6310
			B	2,909.02	6,302.88	75,634.52	36.3628
			C	3,054.46	6,618.00	79,415.96	38.1808
			D	3,207.20	6,948.93	83,387.20	40.0900
			E	3,367.57	7,296.40	87,556.82	42.0946
4102	Administrative Assistant	TTSSEA	A	2,242.82	4,859.44	58,313.32	28.0353
			B	2,354.95	5,102.39	61,228.70	29.4369
			C	2,472.71	5,357.54	64,290.46	30.9089
			D	2,596.33	5,625.38	67,504.58	32.4541
			E	2,726.14	5,906.64	70,879.64	34.0768
8102	Administrative Assistant - Confidential	CONF	A	2,298.43	4,979.93	59,759.18	28.7304
			B	2,413.34	5,228.90	62,746.84	30.1668
			C	2,534.01	5,490.36	65,884.26	31.6751
			D	2,660.73	5,764.89	69,178.69	33.2591
			E	2,793.75	6,053.13	72,637.50	34.9219
4107	Administrative Technician	TTSSEA	A	2,770.48	6,002.71	72,032.48	34.6310
			B	2,909.02	6,302.88	75,634.52	36.3628
			C	3,054.46	6,618.00	79,415.96	38.1808
			D	3,207.20	6,948.93	83,387.20	40.0900
			E	3,367.57	7,296.40	87,556.82	42.0946
3510	Airport Manager*	TMMBU	A	3,595.32	7,789.86	93,478.32	44.9415
			B	3,775.07	8,179.32	98,151.82	47.1884
			C	3,963.82	8,588.28	103,059.32	49.5478
			D	4,162.00	9,017.67	108,212.00	52.0250
			E	4,370.10	9,468.55	113,622.60	54.6263
5522	Animal Services Aide	TEAMSTERS	A	1,537.34	3,330.90	39,970.84	19.2168
			B	1,614.21	3,497.46	41,969.46	20.1776
			C	1,694.94	3,672.37	44,068.44	21.1868
			D	1,779.67	3,855.95	46,271.42	22.2459
			E	1,868.65	4,048.74	48,584.90	23.3581
3620	Animal Services Manager*	TMMBU	A	3,862.14	8,367.97	100,415.64	48.2768
			B	4,055.25	8,786.38	105,436.50	50.6906
			C	4,258.02	9,225.71	110,708.52	53.2253
			D	4,470.91	9,686.97	116,243.66	55.8864
			E	4,694.46	10,171.33	122,055.96	58.6808

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
5521	Animal Services Officer I	TEAMSTERS	A	2,139.68	4,635.97	55,631.68	26.7460
			B	2,246.63	4,867.70	58,412.38	28.0829
			C	2,358.95	5,111.06	61,332.70	29.4869
			D	2,476.90	5,366.62	64,399.40	30.9613
			E	2,600.77	5,635.00	67,620.02	32.5096
5523	Animal Services Officer II	TEAMSTERS	A	2,354.12	5,100.59	61,207.12	29.4265
			B	2,471.81	5,355.59	64,267.06	30.8976
			C	2,595.43	5,623.43	67,481.18	32.4429
			D	2,725.19	5,904.58	70,854.94	34.0649
			E	2,861.46	6,199.83	74,397.96	35.7683
3621	Animal Services Supervisor	TMMBU NON EXEMPT	A	2,861.74	6,200.44	74,405.24	35.7718
			B	3,004.83	6,510.47	78,125.58	37.5604
			C	3,155.06	6,835.96	82,031.56	39.4383
			D	3,312.82	7,177.78	86,133.32	41.4103
			E	3,478.46	7,536.66	90,439.96	43.4808
2573	Assistant City Attorney*	CONF	A	6,518.51	14,123.44	169,481.26	81.4814
			B	6,844.42	14,829.58	177,954.92	85.5553
			C	7,186.65	15,571.08	186,852.90	89.8331
			D	7,545.98	16,349.62	196,195.48	94.3248
			E	7,923.27	17,167.09	206,005.02	99.0409
3338	Assistant City Engineer*	TMMBU	A	5,488.81	11,892.42	142,709.06	68.6101
			B	5,777.70	12,518.35	150,220.20	72.2213
			C	6,081.79	13,177.21	158,126.54	76.0224
			D	6,401.89	13,870.76	166,449.14	80.0236
			E	6,738.82	14,600.78	175,209.32	84.2353
1502	Assistant City Manager*	DH	Min	9,494.97	20,572.43	246,869.12	118.6871
			Max	10,183.22	22,063.64	264,763.71	127.2903
2682	Assistant Director DES*	CONF	A	6,225.58	13,488.76	161,865.08	77.8198
			B	6,536.85	14,163.18	169,958.10	81.7106
			C	6,863.69	14,871.33	178,455.95	85.7961
			D	7,206.86	15,614.86	187,378.36	90.0858
			E	7,567.21	16,395.62	196,747.46	94.5901
2635	Assistant Director Operations*	CONF	A	6,225.58	13,488.76	161,865.08	77.8198
			B	6,536.85	14,163.18	169,958.10	81.7106
			C	6,863.69	14,871.33	178,455.95	85.7961
			D	7,206.86	15,614.86	187,378.36	90.0858
			E	7,567.21	16,395.62	196,747.46	94.5901
2640	Assistant Director of Park, Recreation, and Community Services*	CONF	A	6,225.58	13,488.76	161,865.08	77.8198
			B	6,536.85	14,163.18	169,958.10	81.7106
			C	6,863.69	14,871.33	178,455.95	85.7961
			D	7,206.86	15,614.86	187,378.36	90.0858
			E	7,567.21	16,395.62	196,747.46	94.5901
2636	Assistant Director Utilities*	CONF	A	6,225.58	13,488.76	161,865.08	77.8198
			B	6,536.85	14,163.18	169,958.10	81.7106
			C	6,863.69	14,871.33	178,455.95	85.7961
			D	7,206.86	15,614.86	187,378.36	90.0858
			E	7,567.21	16,395.62	196,747.46	94.5901

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3302	Assistant Engineer*	TMMBU	A	3,768.30	8,164.65	97,975.80	47.1038
			B	3,956.69	8,572.83	102,873.94	49.4586
			C	4,154.53	9,001.48	108,017.78	51.9316
			D	4,362.26	9,451.56	113,418.76	54.5283
			E	4,580.38	9,924.16	119,089.88	57.2548
5232	Assistant Planner	TEAMSTERS	A	3,073.73	6,659.75	79,916.98	38.4216
			B	3,227.42	6,992.74	83,912.92	40.3428
			C	3,388.79	7,342.38	88,108.54	42.3599
			D	3,558.23	7,709.50	92,513.98	44.4779
			E	3,736.14	8,094.97	97,139.64	46.7018
2580	Assistant to the City Manager*	CONF	A	5,120.40	11,094.20	133,130.40	64.0050
			B	5,376.42	11,648.91	139,786.92	67.2053
			C	5,645.25	12,231.38	146,776.50	70.5656
			D	5,927.52	12,842.96	154,115.52	74.0940
			E	6,223.91	13,485.14	161,821.66	77.7989
3333	Associate Engineer*	TMMBU	A	4,159.68	9,012.64	108,151.68	51.9960
			B	4,367.64	9,463.22	113,558.64	54.5955
			C	4,586.04	9,936.42	119,237.04	57.3255
			D	4,815.33	10,433.22	125,198.58	60.1916
			E	5,056.09	10,954.86	131,458.34	63.2011
3303	Associate Civil Engineer*	TMMBU	A	4,159.68	9,012.64	108,151.68	51.9960
			B	4,367.64	9,463.22	113,558.64	54.5955
			C	4,586.04	9,936.42	119,237.04	57.3255
			D	4,815.33	10,433.22	125,198.58	60.1916
			E	5,056.09	10,954.86	131,458.34	63.2011
3202	Associate Planner*	TMMBU	A	3,520.24	7,627.19	91,526.24	44.0030
			B	3,696.25	8,008.54	96,102.50	46.2031
			C	3,881.06	8,408.96	100,907.56	48.5133
			D	4,075.12	8,829.43	105,953.12	50.9390
			E	4,278.89	9,270.93	111,251.14	53.4861
4451	Box Office Assistant	TTSSEA	A	2,020.10	4,376.88	52,522.60	25.2513
			B	2,121.12	4,595.76	55,149.12	26.5140
			C	2,227.18	4,825.56	57,906.68	27.8398
			D	2,338.52	5,066.79	60,801.52	29.2315
			E	2,455.48	5,320.21	63,842.48	30.6935
4455	Box Office Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
3104	Budget Officer*	CONF	A	4,729.91	10,248.14	122,977.66	59.1239
			B	4,966.40	10,760.53	129,126.40	62.0800
			C	5,214.71	11,298.54	135,582.46	65.1839
			D	5,475.46	11,863.50	142,361.96	68.4433
			E	5,749.24	12,456.69	149,480.24	71.8655
5211	Building Inspector I	TEAMSTERS	A	2,758.36	5,976.45	71,717.36	34.4795
			B	2,896.27	6,275.25	75,303.02	36.2034
			C	3,041.09	6,589.03	79,068.34	38.0136
			D	3,193.15	6,918.49	83,021.90	39.9144
			E	3,352.80	7,264.40	87,172.80	41.9100

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
5212	Building Inspector II	TEAMSTERS	A	3,522.88	7,632.91	91,594.88	44.0360
			B	3,699.04	8,014.59	96,175.04	46.2380
			C	3,883.97	8,415.27	100,983.22	48.5496
			D	4,078.18	8,836.06	106,032.68	50.9773
			E	4,282.06	9,277.80	111,333.56	53.5258
5320	Building Maintenance Worker I	TEAMSTERS	A	2,341.14	5,072.47	60,869.64	29.2643
			B	2,458.21	5,326.12	63,913.46	30.7276
			C	2,581.12	5,592.43	67,109.12	32.2640
			D	2,710.18	5,872.06	70,464.68	33.8773
			E	2,845.69	6,165.66	73,987.94	35.5711
5321	Building Maintenance Worker II	TEAMSTERS	A	2,581.18	5,592.56	67,110.68	32.2648
			B	2,710.24	5,872.19	70,466.24	33.8780
			C	2,845.75	6,165.79	73,989.50	35.5719
			D	2,988.03	6,474.07	77,688.78	37.3504
			E	3,137.45	6,797.81	81,573.70	39.2181
3341	Building Official*	TMMBU	A	5,335.89	11,561.10	138,733.14	66.6986
			B	5,602.67	12,139.12	145,669.42	70.0334
			C	5,882.82	12,746.11	152,953.32	73.5353
			D	6,176.95	13,383.39	160,600.70	77.2119
			E	6,485.81	14,052.59	168,631.06	81.0726
4501	Building Permit Technician I	TTSSEA	A	2,558.04	5,542.42	66,509.04	31.9755
			B	2,685.96	5,819.58	69,834.96	33.5745
			C	2,820.24	6,110.52	73,326.24	35.2530
			D	2,961.26	6,416.06	76,992.76	37.0158
			E	3,109.33	6,736.88	80,842.58	38.8666
4502	Building Permit Technician II	TTSSEA	A	2,820.31	6,110.67	73,328.06	35.2539
			B	2,961.33	6,416.22	76,994.58	37.0166
			C	3,109.40	6,737.03	80,844.40	38.8675
			D	3,264.88	7,073.91	84,886.88	40.8110
			E	3,428.12	7,427.59	89,131.12	42.8515
1530	Chief Innovation Officer*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
1506	City Attorney*	CONTRACT		10,761.81	23,317.25	279,806.97	134.5226
3110	City Clerk*	TMMBU	A	4,840.47	10,487.685	125,852.22	60.5059
			B	5,082.50	11,012.083	132,145.00	63.5313
			C	5,336.62	11,562.677	138,752.12	66.7078
			D	5,603.44	12,140.787	145,689.44	70.0430
			E	5,883.61	12,747.822	152,973.86	73.5451
1102	City Council Member*			474.93	1,029.00	12,348.00	
2681	City Engineer*	CONF	A	6,522.39	14,131.85	169,582.14	81.5299
			B	6,848.51	14,838.44	178,061.26	85.6064
			C	7,190.94	15,580.37	186,964.44	89.8868
			D	7,550.48	16,359.37	196,312.48	94.3810
			E	7,928.03	17,177.40	206,128.78	99.1004
1501	City Manager*	CONTRACT		11,406.34	24,713.73	296,564.76	142.5793
1112	City Treasurer*			496.16	1,075.01	12,900.16	

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
9107	Clerical	LS	A				16.0425
			B				16.8446
			C				17.6870
			D				18.5712
			E				19.4997
3155	Code Compliance Analyst*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
5202	Code Enforcement Officer	TEAMSTERS	A	2,849.34	6,173.57	74,082.84	35.6168
			B	2,991.80	6,482.23	77,786.80	37.3975
			C	3,141.40	6,806.37	81,676.40	39.2675
			D	3,298.46	7,146.66	85,759.96	41.2308
			E	3,463.39	7,504.01	90,048.14	43.2924
4465	Communications Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
3315	Community Preservation Manager*	TMMBU	A	4,159.68	9,012.64	108,151.68	51.9960
			B	4,367.64	9,463.22	113,558.64	54.5955
			C	4,586.04	9,936.42	119,237.04	57.3255
			D	4,815.33	10,433.22	125,198.58	60.1916
			E	5,056.09	10,954.86	131,458.34	63.2011
5513	Community Services Officer	TEAMSTERS	A	2,488.03	5,390.73	64,688.78	31.1004
			B	2,612.43	5,660.27	67,923.18	32.6554
			C	2,743.02	5,943.21	71,318.52	34.2878
			D	2,880.19	6,240.41	74,884.94	36.0024
			E	3,024.22	6,552.48	78,629.72	37.8028
5222	Construction Inspector I	TEAMSTERS	A	3,197.46	6,927.83	83,133.96	39.9683
			B	3,357.35	7,274.26	87,291.10	41.9669
			C	3,525.20	7,637.93	91,655.20	44.0650
			D	3,701.46	8,019.83	96,237.96	46.2683
			E	3,886.56	8,420.88	101,050.56	48.5820
5223	Construction Inspector II	TEAMSTERS	A	3,525.34	7,638.24	91,658.84	44.0668
			B	3,701.61	8,020.16	96,241.86	46.2701
			C	3,886.68	8,421.14	101,053.68	48.5835
			D	4,081.05	8,842.28	106,107.30	51.0131
			E	4,285.09	9,284.36	111,412.34	53.5636
3347	Construction Project Manager*	TMMBU	A	4,400.41	9,534.22	114,410.66	55.0051
			B	4,620.42	10,010.91	120,130.92	57.7553
			C	4,851.44	10,511.45	126,137.44	60.6430
			D	5,094.00	11,037.00	132,444.00	63.6750
			E	5,348.71	11,588.86	139,066.46	66.8589

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
4605	Crime Analyst	TTSSEA	A	3,022.65	6,549.08	78,588.90	37.7831
			B	3,173.78	6,876.52	82,518.28	39.6723
			C	3,332.48	7,220.37	86,644.48	41.6560
			D	3,499.11	7,581.41	90,976.86	43.7389
			E	3,674.04	7,960.42	95,525.04	45.9255
5514	Crime Prevention Specialist	TEAMSTERS	A	2,577.21	5,583.96	67,007.46	32.2151
			B	2,706.10	5,863.22	70,358.60	33.8263
			C	2,841.41	6,156.39	73,876.66	35.5176
			D	2,983.45	6,464.14	77,569.70	37.2931
			E	3,132.62	6,787.34	81,448.12	39.1578
3622	Crime Scene Property Unit Supervisor	TMMBU Non-Exempt	A	3,077.29	6,667.46	80,009.54	38.4661
			B	3,231.15	7,000.83	84,009.90	40.3894
			C	3,392.68	7,350.81	88,209.68	42.4085
			D	3,562.31	7,718.34	92,620.06	44.5289
			E	3,740.43	8,104.27	97,251.18	46.7554
5517	Crime Scene Technician	TEAMSTERS	A	2,791.12	6,047.43	72,569.12	34.8890
			B	2,930.64	6,349.72	76,196.64	36.6330
			C	3,077.19	6,667.25	80,006.94	38.4649
			D	3,231.05	7,000.61	84,007.30	40.3881
			E	3,392.61	7,350.66	88,207.86	42.4076
1108	Cultural Arts Commissioner	Stipend of \$50.00 per meeting					
3162	Cultural Arts Division Manager*	TMMBU	A	4,996.50	10,825.75	129,909.00	62.4563
			B	5,246.33	11,367.05	136,404.58	65.5791
			C	5,508.65	11,935.41	143,224.90	68.8581
			D	5,784.07	12,532.15	150,385.82	72.3009
			E	6,073.27	13,158.75	157,905.02	75.9159
4459	Cultural Arts Program Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
3524	Cultural Arts Supervisor*	TMMBU	A	3,862.14	8,367.97	100,415.64	48.2768
			B	4,055.25	8,786.38	105,436.50	50.6906
			C	4,258.02	9,225.71	110,708.52	53.2253
			D	4,470.91	9,686.97	116,243.66	55.8864
			E	4,694.46	9,338.00	112,055.96	58.6808
4461	Cultural Arts Technical Coordinator	TTSSEA	A	2,242.82	4,859.44	58,313.32	28.0353
			B	2,354.95	5,102.39	61,228.70	29.4369
			C	2,472.71	5,357.54	64,290.46	30.9089
			D	2,596.33	5,625.38	67,504.58	32.4541
			E	2,726.14	5,906.64	70,879.64	34.0768
3523	Cultural Arts Technical Supervisor*	TMMBU	A	3,206.16	6,946.68	83,360.16	40.0770
			B	3,366.48	7,294.04	87,528.48	42.0810
			C	3,534.79	7,658.71	91,904.54	44.1849
			D	3,711.54	8,041.67	96,500.04	46.3943
			E	3,897.13	8,443.78	101,325.38	48.7141

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3113	Cyber Security Officer*	TMMBU	A	4,654.93	10,085.68	121,028.18	58.1866
			B	4,887.68	10,589.97	127,079.68	61.0960
			C	5,132.06	11,119.46	133,433.56	64.1508
			D	5,388.67	11,675.45	140,105.42	67.3584
			E	5,658.10	12,259.22	147,110.60	70.7263
9552	D.A.R.E Officer	LS	A				37.6430
			B				39.5267
			C				41.5035
			D				43.5735
			E				45.7574
2571	Deputy City Attorney I*	CONF	A	5,117.85	11,088.68	133,064.10	63.9731
			B	5,373.74	11,643.10	139,717.24	67.1718
			C	5,642.44	12,225.29	146,703.44	70.5303
			D	5,924.56	12,836.55	154,038.56	74.0570
			E	6,220.77	13,478.34	161,740.02	77.7596
2572	Deputy City Attorney II*	CONF	A	5,629.64	12,197.55	146,370.64	70.3705
			B	5,911.13	12,807.45	153,689.38	73.8891
			C	6,206.69	13,447.83	161,373.94	77.5836
			D	6,517.03	14,120.23	169,442.78	81.4629
			E	6,842.87	14,826.22	177,914.62	85.5359
4116	Deputy City Clerk	TTSSEA	A	2,975.82	6,447.61	77,371.32	37.1978
			B	3,124.62	6,770.01	81,240.12	39.0578
			C	3,280.85	7,108.51	85,302.10	41.0106
			D	3,444.90	7,463.95	89,567.40	43.0613
			E	3,617.14	7,837.14	94,045.64	45.2143
2711	Deputy Police Chief	CEU	A	6,922.90	14,999.62	179,995.40	86.5363
			B	7,269.05	15,749.61	188,995.30	90.8631
			C	7,632.50	16,537.08	198,445.00	95.4063
			D	8,014.12	17,363.93	208,367.12	100.1765
			E	8,414.83	18,232.13	218,785.58	105.1854
1528	Director of Community and Economic Development*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
1522	Director of Finance*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
1518	Director of Human Resources*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
1527	Director of Mobility and Housing*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
1524	Director of Public Works*	DH	Min	7,617.48	16,504.53	198,054.35	95.2185
			Max	9,257.47	20,057.86	240,694.28	115.7184
1516	Director of Parks, Recreation and Community Services*	DH	Min	7,107.12	15,398.76	184,785.09	88.8390
			Max	8,631.79	18,702.21	224,426.49	107.8974
3208	Economic Development Analyst I*	TMMBU	A	3,246.98	7,035.12	84,421.48	40.5873
			B	3,409.32	7,386.86	88,642.32	42.6165
			C	3,579.80	7,756.23	93,074.80	44.7475
			D	3,758.78	8,144.02	97,728.28	46.9848
			E	3,946.72	8,551.23	102,614.72	49.3340

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3209	Economic Development Analyst II*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
3207	Economic Development Manager*	TMMBU	A	5,077.00	11,000.17	132,002.00	63.4625
			B	5,330.84	11,550.15	138,601.84	66.6355
			C	5,597.39	12,127.68	145,532.14	69.9674
			D	5,877.26	12,734.06	152,808.76	73.4658
			E	6,171.12	13,370.76	160,449.12	77.1390
5325	Electrician	TEAMSTERS	A	3,536.49	7,662.40	91,948.74	44.2061
			B	3,713.33	8,045.55	96,546.58	46.4166
			C	3,899.01	8,447.86	101,374.26	48.7376
			D	4,093.94	8,870.20	106,442.44	51.1743
			E	4,298.64	9,313.72	111,764.64	53.7330
9105	Engineering Intern	LS	A				21.2693
			B				22.3353
			C				23.4531
			D				24.6227
			E				25.8543
5221	Engineering Technician I	TEAMSTERS	A	2,814.71	6,098.54	73,182.46	35.1839
			B	2,955.44	6,403.45	76,841.44	36.9430
			C	3,103.21	6,723.62	80,683.46	38.7901
			D	3,258.37	7,059.80	84,717.62	40.7296
			E	3,421.31	7,412.84	88,954.06	42.7664
5225	Engineering Technician II	TEAMSTERS	A	3,103.23	6,723.67	80,683.98	38.7904
			B	3,258.39	7,059.85	84,718.14	40.7299
			C	3,421.32	7,412.86	88,954.32	42.7665
			D	3,592.40	7,783.53	93,402.40	44.9050
			E	3,771.97	8,172.60	98,071.22	47.1496
3412	Environmental Compliance Analyst*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
5424	Environmental Compliance Technician	TEAMSTERS	A	2,558.48	5,355.92	66,520.48	31.9810
			B	2,686.40	5,623.71	69,846.40	33.5800
			C	2,820.73	5,904.90	73,338.98	35.2591
			D	2,961.76	6,200.14	77,005.76	37.0220
			E	3,109.84	6,510.15	80,855.84	38.8730
5313	Equipment Mechanic I	TEAMSTERS	A	2,586.81	5,604.76	67,257.06	32.3351
			B	2,716.14	5,884.97	70,619.64	33.9518
			C	2,851.94	6,179.20	74,150.44	35.6493
			D	2,994.53	6,488.15	77,857.78	37.4316
			E	3,144.26	6,812.56	81,750.76	39.3033
5314	Equipment Mechanic II	TEAMSTERS	A	2,851.93	6,179.18	74,150.18	35.6491
			B	2,994.54	6,488.17	77,858.04	37.4318
			C	3,144.25	6,812.54	81,750.50	39.3031
			D	3,301.47	7,153.19	85,838.22	41.2684
			E	3,466.54	7,510.84	90,130.04	43.3318

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
4108	Executive Assistant	TTSSEA	A	2,728.29	5,911.30	70,935.54	34.1036
			B	2,864.70	6,206.85	74,482.20	35.8088
			C	3,007.94	6,517.20	78,206.44	37.5993
			D	3,158.34	6,843.07	82,116.84	39.4793
			E	3,316.25	7,185.21	86,222.50	41.4531
8108	Executive Assistant - Confidential	CONF	A	2,795.95	6,057.89	72,694.70	34.9494
			B	2,935.76	6,360.81	76,329.76	36.6970
			C	3,082.54	6,678.84	80,146.04	38.5318
			D	3,236.65	7,012.74	84,152.90	40.4581
			E	3,398.50	7,363.42	88,361.00	42.4813
2581	Executive Assistant to City Manager	CONF	A	3,202.75	6,939.29	83,271.50	40.0344
			B	3,362.87	7,286.22	87,434.62	42.0359
			C	3,531.01	7,650.52	91,806.26	44.1376
			D	3,707.57	8,033.07	96,396.82	46.3446
			E	3,892.94	8,434.70	101,216.44	48.6618
9635	Facility Attendant	LS	A				20.4930
			B				21.5177
			C				22.5941
			D				23.7222
			E				24.9125
3107	Financial Analyst I*	TMMBU	A	3,246.98	7,035.12	84,421.48	40.5873
			B	3,409.32	7,386.86	88,642.32	42.6165
			C	3,579.80	7,756.23	93,074.80	44.7475
			D	3,758.78	8,144.02	97,728.28	46.9848
			E	3,946.72	8,551.23	102,614.72	49.3340
3108	Financial Analyst II*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
3404	Fleet Supervisor*	TMMBU	A	3,742.73	8,109.25	97,310.98	46.7841
			B	3,929.84	8,514.65	102,175.84	49.1230
			C	4,126.34	8,940.40	107,284.84	51.5793
			D	4,332.64	9,387.39	112,648.64	54.1580
			E	4,549.28	9,856.77	118,281.28	56.8660
3120	GIS Analyst *	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
4206	GIS Technician	TTSSEA	A	3,022.65	6,549.08	78,588.90	37.7831
			B	3,173.78	6,876.52	82,518.28	39.6723
			C	3,332.48	7,220.37	86,644.48	41.6560
			D	3,499.11	7,581.41	90,976.86	43.7389
			E	3,674.04	7,960.42	95,525.04	45.9255
3215	Homeless Services Manager*	TMMBU	A	4,615.45	10,000.14	120,001.70	57.6931
			B	4,846.22	10,500.14	126,001.72	60.5778
			C	5,088.54	10,941.84	131,302.04	63.6068
			D	5,342.96	11,576.41	138,916.96	66.7870
			E	5,610.10	12,155.22	145,862.60	70.1263

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
2511	Human Resources Analyst I*	CONF	A	3,327.51	7,209.61	86,515.26	41.5939
			B	3,493.89	7,570.10	90,841.14	43.6736
			C	3,668.57	7,948.57	95,382.82	45.8571
			D	3,852.00	8,346.00	100,152.00	48.1500
			E	4,044.60	8,763.30	105,159.60	50.5575
2512	Human Resources Analyst II*	CONF	A	3,826.53	8,290.82	99,489.78	47.8316
			B	4,017.86	8,705.36	104,464.36	50.2233
			C	4,218.74	9,140.60	109,687.24	52.7343
			D	4,429.70	9,597.68	115,172.20	55.3713
			E	4,651.19	10,077.58	120,930.94	58.1399
2562	Human Resources Manager*	CONF	A	5,120.40	11,094.20	133,130.40	64.0050
			B	5,376.42	11,648.91	139,786.92	67.2053
			C	5,645.25	12,231.38	146,776.50	70.5656
			D	5,927.52	12,842.96	154,115.52	74.0940
			E	6,223.91	13,485.14	161,821.66	77.7989
4301	Human Resources Technician	CONF	A	2,839.20	6,151.60	73,819.20	35.4900
			B	2,981.16	6,459.18	77,510.16	37.2645
			C	3,130.22	6,782.14	81,385.72	39.1278
			D	3,286.74	7,121.27	85,455.24	41.0843
			E	3,451.07	7,477.32	89,727.82	43.1384
4204	Information Systems Technician I	TTSSEA	A	2,628.40	5,694.87	68,338.40	32.8550
			B	2,759.82	5,979.61	71,755.32	34.4978
			C	2,897.82	6,278.61	75,343.32	36.2228
			D	3,042.71	6,592.54	79,110.46	38.0339
			E	3,194.85	6,922.18	83,066.10	39.9356
4205	Information Systems Technician II	TTSSEA	A	3,022.65	6,549.08	78,588.90	37.7831
			B	3,173.78	6,876.52	82,518.28	39.6723
			C	3,332.48	7,220.37	86,644.48	41.6560
			D	3,499.11	7,581.41	90,976.86	43.7389
			E	3,674.04	7,960.42	95,525.04	45.9255
2553	Information Technology Manager*	CONF	A	5,120.40	11,094.20	133,130.40	64.0050
			B	5,376.42	11,648.91	139,786.92	67.2053
			C	5,645.25	12,231.38	146,776.50	70.5656
			D	5,927.52	12,842.96	154,115.52	74.0940
			E	6,223.91	13,485.14	161,821.66	77.7989
3111	Information Technology Specialist*	TMMBU	A	3,627.19	7,858.91	94,306.94	45.3399
			B	3,808.57	8,251.90	99,022.82	47.6071
			C	3,998.99	8,664.48	103,973.74	49.9874
			D	4,198.92	9,097.66	109,171.92	52.4865
			E	4,408.87	9,552.55	114,630.62	55.1109
5413	Instrumentation Technician	TEAMSTERS	A	3,283.44	7,114.12	85,369.44	41.0430
			B	3,447.62	7,469.84	89,638.12	43.0953
			C	3,620.01	7,843.36	94,120.26	45.2501
			D	3,800.99	8,235.48	98,825.74	47.5124
			E	3,991.04	8,647.25	103,767.04	49.8880
9108	Intern-Generalist	LS	A				21.2693
			B				22.3353
			C				23.4531
			D				24.6227
			E				25.8543

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
5224	Junior Engineer	TEAMSTERS	A	3,421.18	7,412.56	88,950.68	42.7648
			B	3,592.25	7,783.21	93,398.50	44.9031
			C	3,771.84	8,172.32	98,067.84	47.1480
			D	3,960.44	8,580.95	102,971.44	49.5055
			E	4,158.47	9,010.02	108,120.22	51.9809
5423	Laboratory Quality Assurance Officer*	TMMBU	A	3,103.48	6,724.21	80,690.48	38.7935
			B	3,258.68	7,060.47	84,725.68	40.7335
			C	3,421.60	7,413.47	88,961.60	42.7700
			D	3,592.67	7,784.12	93,409.42	44.9084
			E	3,772.32	8,173.36	98,080.32	47.1540
5421	Laboratory Technician I	TEAMSTERS	A	2,554.24	5,534.19	66,410.24	31.9280
			B	2,681.92	5,810.83	69,729.92	33.5240
			C	2,816.05	6,101.44	73,217.30	35.2006
			D	2,956.84	6,406.49	76,877.84	36.9605
			E	3,104.67	6,726.79	80,721.42	38.8084
5422	Laboratory Technician II	TEAMSTERS	A	2,815.99	6,101.31	73,215.74	35.1999
			B	2,956.79	6,406.38	76,876.54	36.9599
			C	3,104.63	6,726.70	80,720.38	38.8079
			D	3,259.85	7,063.01	84,756.10	40.7481
			E	3,422.84	7,416.15	88,993.84	42.7855
3508	Landscape Architect*	TMMBU	A	4,107.34	8,899.24	106,790.84	51.3418
			B	4,312.69	9,344.16	112,129.94	53.9086
			C	4,528.32	9,811.36	117,736.32	56.6040
			D	4,754.74	10,301.94	123,623.24	59.4343
			E	4,992.50	10,817.08	129,805.00	62.4063
4109	Legal Secretary	CONF	A	3,049.63	6,607.53	79,290.38	38.1204
			B	3,202.10	6,937.88	83,254.60	40.0263
			C	3,362.22	7,284.81	87,417.72	42.0278
			D	3,530.33	7,649.05	91,788.58	44.1291
			E	3,706.85	8,031.51	96,378.10	46.3356
9636	Lifeguard	LS	A				16.0425
			B				16.8446
			C				17.6870
			D				18.5712
			E				19.4997
9303	Maintenance Aide	LS	A				18.0608
			B				18.9612
			C				19.9031
			D				20.8967
			E				21.9420
5301	Maintenance Worker I	TEAMSTERS	A	1,903.97	4,125.27	49,503.22	23.7996
			B	1,999.18	4,331.56	51,978.68	24.9898
			C	2,099.12	4,548.09	54,577.12	26.2390
			D	2,204.08	4,775.51	57,306.08	27.5510
			E	2,314.29	5,014.30	60,171.54	28.9286
5303	Maintenance Worker II	TEAMSTERS	A	2,418.40	5,239.87	62,878.40	30.2300
			B	2,539.32	5,501.86	66,022.32	31.7415
			C	2,666.27	5,776.92	69,323.02	33.3284
			D	2,799.58	6,065.76	72,789.08	34.9948
			E	2,939.56	6,369.05	76,428.56	36.7445

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3151	Management Analyst I*	TMMBU	A	3,246.98	7,035.12	84,421.48	40.5873
			B	3,409.32	7,386.86	88,642.32	42.6165
			C	3,579.80	7,756.23	93,074.80	44.7475
			D	3,758.78	8,144.02	97,728.28	46.9848
			E	3,946.72	8,551.23	102,614.72	49.3340
3152	Management Analyst II*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
4463	Marketing Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
1101	Mayor*			521.08	1,129.00	13,548.00	
3527	Media Services Supervisor	TMMBU Non-Exempt	A	3,206.16	6,946.68	83,360.16	40.0770
			B	3,366.48	7,294.04	87,528.48	42.0810
			C	3,534.79	7,658.71	91,904.54	44.1849
			D	3,711.54	8,041.67	96,500.04	46.3943
			E	3,897.13	8,443.78	101,325.38	48.7141
5531	Meter Reader	TEAMSTERS	A	1,649.76	3,574.48	42,893.76	20.6220
			B	1,732.24	3,753.19	45,038.24	21.6530
			C	1,818.85	3,940.84	47,290.10	22.7356
			D	1,909.78	4,137.86	49,654.28	23.8723
			E	2,005.28	4,344.77	52,137.28	25.0660
4212	Multimedia Communications Assistant	TTSSEA	A	2,242.82	4,859.44	58,313.32	28.0353
			B	2,354.95	5,102.39	61,228.70	29.4369
			C	2,472.71	5,357.54	64,290.46	30.9089
			D	2,596.33	5,625.38	67,504.58	32.4541
			E	2,726.14	5,906.64	70,879.64	34.0768
4210	Multimedia Communications Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
4105	Office Assistant	TTSSEA	A	1,836.46	3,979.00	47,747.96	22.9558
			B	1,928.27	4,177.92	50,135.02	24.1034
			C	2,024.70	4,386.85	52,642.20	25.3088
			D	2,125.94	4,606.20	55,274.44	26.5743
			E	2,232.24	4,836.52	58,038.24	27.9030
3401	Operations Superintendent*	TMMBU	A	4,314.98	9,349.12	112,189.48	53.9373
			B	4,530.73	9,816.58	117,798.98	56.6341
			C	4,757.27	10,307.42	123,689.02	59.4659
			D	4,995.14	10,822.80	129,873.64	62.4393
			E	5,244.88	11,363.91	136,366.88	65.5610

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3405	Operations Supervisor*	TMMBU	A	3,595.32	7,789.86	93,478.32	44.9415
			B	3,775.07	8,179.32	98,151.82	47.1884
			C	3,963.82	8,588.28	103,059.32	49.5478
			D	4,162.00	9,017.67	108,212.00	52.0250
			E	4,370.10	9,468.55	113,622.60	54.6263
4110	Paralegal	CEU	A	3,354.60	7,268.30	87,219.60	41.9325
			B	3,522.33	7,631.72	91,580.58	44.0291
			C	3,698.44	8,013.29	96,159.44	46.2305
			D	3,883.37	8,413.97	100,967.62	48.5421
			E	4,077.54	8,834.67	106,016.04	50.9693
1107	Parks Commissioner	Stipend of \$50.00 per meeting					
3509	Parks Planning & Development Manager*	TMMBU	A	4,518.06	9,789.13	117,469.56	56.4758
			B	4,743.96	10,278.58	123,342.96	59.2995
			C	4,981.15	10,792.49	129,509.90	62.2644
			D	5,230.22	11,332.14	135,985.72	65.3778
			E	5,491.75	11,898.79	142,785.50	68.6469
3507	Parks Project Coordinator*	TMMBU	A	3,571.07	7,737.32	92,847.82	44.6384
			B	3,749.63	8,124.20	97,490.38	46.8704
			C	3,937.12	8,530.43	102,365.12	49.2140
			D	4,133.98	8,956.96	107,483.48	51.6748
			E	4,340.67	9,404.79	112,857.42	54.2584
3306	Plan Check Engineer*	TMMBU	A	5,000.39	10,834.18	130,010.14	62.5049
			B	5,250.40	11,375.87	136,510.40	65.6300
			C	5,512.93	11,944.68	143,336.18	68.9116
			D	5,788.58	12,541.92	150,503.08	72.3573
			E	6,078.01	13,169.02	158,028.26	75.9751
5214	Plan Examiner I	TEAMSTERS	A	3,438.34	7,449.74	89,396.84	42.9793
			B	3,610.30	7,822.32	93,867.80	45.1288
			C	3,790.80	8,213.40	98,560.80	47.3850
			D	3,980.32	8,624.03	103,488.32	49.7540
			E	4,179.36	9,055.28	108,663.36	52.2420
5215	Plan Examiner II	TEAMSTERS	A	3,790.86	8,213.53	98,562.36	47.3858
			B	3,980.44	8,624.29	103,491.44	49.7555
			C	4,179.44	9,055.45	108,665.44	52.2430
			D	4,388.41	9,508.22	114,098.66	54.8551
			E	4,607.86	9,983.70	119,804.36	57.5983
1106	Planning Commissioner	Stipend of \$50.00 per meeting					
3517	Planning Manager	TMMBU	A	5,096.93	11,043.35	132,520.18	63.7116
			B	5,351.78	11,595.52	139,146.28	66.8973
			C	5,619.37	12,175.30	146,103.62	70.2421
			D	5,900.34	12,784.07	153,408.84	73.7543
			E	6,195.36	13,423.28	161,079.36	77.4420
4506	Planning Technician	TTSSEA	A	2,770.48	6,002.71	72,032.48	34.6310
			B	2,909.02	6,302.88	75,634.52	36.3628
			C	3,054.46	6,618.00	79,415.96	38.1808
			D	3,207.20	6,948.93	83,387.20	40.0900
			E	3,367.57	7,296.40	87,556.82	42.0946

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
6212	Police Captain*	TPMA	A	6,293.51	13,635.94	163,631.26	78.6689
			B	6,608.20	14,317.77	171,813.20	82.6025
			C	6,938.59	15,033.61	180,403.34	86.7324
			D	7,285.52	15,785.29	189,423.52	91.0690
			E	7,649.84	16,574.65	198,895.84	95.6230
1513	Police Chief*	DH	Min	8,092.43	17,533.60	210,403.16	101.1554
			Max	9,836.43	21,312.27	255,747.28	122.9554
4603	Police Community Relations Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
6103	Police Corporal	TPOA	A	4,000.03	8,666.73	104,000.78	50.0004
			B	4,200.04	9,100.09	109,201.04	52.5005
			C	4,410.04	9,555.09	114,661.04	55.1255
			D	4,630.56	10,032.88	120,394.56	57.8820
			E	4,862.09	10,534.53	126,414.34	60.7761
4604	Police Homeless Outreach Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
9501	Police Intern/Parking Enforcement Officer	LS	A				20.1825
			B				21.1968
			C				22.2525
			D				23.3600
			E				24.5295
6211	Police Lieutenant*	TPMA	A	5,446.86	11,801.57	141,618.88	68.0860
			B	5,719.22	12,391.64	148,699.72	71.4903
			C	6,005.19	13,011.25	156,134.94	75.0649
			D	6,305.45	13,661.81	163,941.70	78.8181
			E	6,620.72	14,344.89	172,138.72	82.7590
6102	Police Officer	TPOA	A	3,636.39	7,878.85	94,546.14	45.4549
			B	3,818.21	8,272.79	99,273.46	47.7276
			C	4,009.12	8,686.43	104,237.12	50.1140
			D	4,209.60	9,120.80	109,449.60	52.6200
			E	4,420.08	9,576.84	114,922.08	55.2510
9517	Police Range Master	LS	A				32.2610
			B				33.8756
			C				35.5626
			D				37.3428
			E				39.2058
4103	Police Records Assistant I	TTSSEA	A	2,276.59	4,932.61	59,191.34	28.4574
			B	2,390.43	5,179.27	62,151.18	29.8804
			C	2,509.96	5,438.25	65,258.96	31.3745
			D	2,635.43	5,710.10	68,521.18	32.9429
			E	2,767.21	5,995.62	71,947.46	34.5901

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
4104	Police Records Assistant II	TTSSEA	A	2,509.92	5,438.16	65,257.92	31.3740
			B	2,635.43	5,710.10	68,521.18	32.9429
			C	2,767.17	5,995.54	71,946.42	34.5896
			D	2,905.53	6,295.32	75,543.78	36.3191
			E	3,050.82	6,610.11	79,321.32	38.1353
3626	Police Records Supervisor*	TMMBU	A	3,263.13	7,070.12	84,841.38	40.7891
			B	3,426.30	7,423.65	89,083.80	42.8288
			C	3,597.60	7,794.80	93,537.60	44.9700
			D	3,777.49	8,184.56	98,214.74	47.2186
			E	3,966.35	8,593.76	103,125.10	49.5794
9551	Police Reserve	LS	A				41.9693
6105	Police Sergeant	TPOA	A	4,494.22	9,737.48	116,849.72	56.1778
			B	4,718.96	10,224.41	122,692.96	58.9870
			C	4,954.92	10,735.66	128,827.92	61.9365
			D	5,202.66	11,272.43	135,269.16	65.0333
			E	5,462.78	11,836.02	142,032.28	68.2848
2712	Police Support Operations Manager*	CONF	A	5,795.56	12,557.05	150,684.56	72.4445
			B	6,085.34	13,184.90	158,218.84	76.0668
			C	6,389.59	13,844.11	166,129.34	79.8699
			D	6,709.07	14,536.32	174,435.82	83.8634
			E	7,044.53	15,263.15	183,157.78	88.0566
4701	Police Support Services Technician	TTSSEA	A	2,770.48	6,002.71	72,032.48	34.6310
			B	2,909.02	6,302.88	75,634.52	36.3628
			C	3,054.46	6,618.00	79,415.96	38.1808
			D	3,207.20	6,948.93	83,387.20	40.0900
			E	3,367.57	7,296.40	87,556.82	42.0946
6101	Police Trainee (Non-Sworn)	TPOA	A	3,161.98	6,850.96	82,211.48	39.5248
9638	Pool Manager	LS	A				22.0559
			B				23.1633
			C				24.3122
			D				25.5335
			E				26.8065
9533	Professional Standards Officer	LS	A				53.7683
			B				56.4593
			C				59.2848
			D				62.2449
			E				65.3603
9110	Program Assistant	LS	Min				16.0425
			Max				26.7237
9231	Project Specialist I	LS	Min				16.0425
			Max				51.7604
9232	Project Specialist II	LS	Min				51.7707
			Max				145.9247
5518	Property and Evidence Technician	TEAMSTERS	A	2,455.21	5,319.62	63,835.46	30.6901
			B	2,577.96	5,585.58	67,026.96	32.2245
			C	2,706.87	5,864.89	70,378.62	33.8359
			D	2,842.21	6,158.12	73,897.46	35.5276
			E	2,984.31	6,466.01	77,592.06	37.3039

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
2585	Public Information Officer*	CONF	A	3,826.53	8,290.82	99,489.78	47.8316
			B	4,017.86	8,705.36	104,464.36	50.2233
			C	4,218.74	9,140.60	109,687.24	52.7343
			D	4,429.70	9,597.68	115,172.20	55.3713
			E	4,651.19	10,077.58	120,930.94	58.1399
3623	Public Safety Dispatch Supervisor*	TMMBU	A	3,786.70	8,204.52	98,454.20	47.3338
			B	3,976.03	8,614.73	103,376.78	49.7004
			C	4,174.85	9,045.51	108,546.10	52.1856
			D	4,383.58	9,497.76	113,973.08	54.7948
			E	4,602.77	9,972.67	119,672.02	57.5346
5502	Public Safety Dispatcher I	TEAMSTERS	A	2,836.48	6,145.71	73,748.48	35.4560
			B	2,978.29	6,452.96	77,435.54	37.2286
			C	3,127.20	6,775.60	81,307.20	39.0900
			D	3,283.56	7,114.38	85,372.56	41.0445
			E	3,447.76	7,470.15	89,641.76	43.0970
5503	Public Safety Dispatcher II	TEAMSTERS	A	3,120.87	6,761.89	81,142.62	39.0109
			B	3,276.90	7,099.95	85,199.40	40.9613
			C	3,440.75	7,454.96	89,459.50	43.0094
			D	3,612.78	7,827.69	93,932.28	45.1598
			E	3,793.43	8,219.10	98,629.18	47.4179
9512	Public Safety Dispatcher II - Per Diem	LS	A				34.2689
			B				35.9870
			C				37.7879
			D				39.6716
			E				41.6588
3214	Real Property Agent*	TMMBU	A	3,571.07	7,737.32	92,847.82	44.6384
			B	3,749.63	8,124.20	97,490.38	46.8704
			C	3,937.12	8,530.43	102,365.12	49.2140
			D	4,133.98	8,956.96	107,483.48	51.6748
			E	4,340.67	9,404.79	112,857.42	54.2584
9631	Recreation Leader I	LS	A				16.0425
			B				16.8446
			C				17.6870
			D				18.5712
			E				19.4997
9632	Recreation Leader II	LS	A				19.4477
			B				20.4206
			C				21.4452
			D				22.5113
			E				23.6394
9633	Recreation Leader III	LS	A				22.0559
			B				23.1633
			C				24.3122
			D				25.5335
			E				26.8065
4401	Recreation Program Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3513	Recreation Services Manager*	TMMBU	A	4,248.32	9,204.69	110,456.32	53.1040
			B	4,460.76	9,664.98	115,979.76	55.7595
			C	4,683.79	10,148.21	121,778.54	58.5474
			D	4,917.99	10,655.65	127,867.74	61.4749
			E	5,163.88	11,188.41	134,260.88	64.5485
3505	Recreation Services Supervisor*	TMMBU	A	3,862.13	8,367.95	100,415.38	48.2766
			B	4,055.24	8,786.35	105,436.24	50.6905
			C	4,258.01	9,225.69	110,708.26	53.2251
			D	4,470.90	9,686.95	116,243.40	55.8863
			E	4,694.44	10,171.29	122,055.44	58.6805
9626	Recreation Specialized Instructor	LS	Min				16.0425
			Max				55.0724
4113	Senior Account Clerk	TTSSEA	A	2,483.08	5,380.01	64,560.08	31.0385
			B	2,607.23	5,649.00	67,787.98	32.5904
			C	2,737.60	5,931.47	71,177.60	34.2200
			D	2,874.48	6,228.04	74,736.48	35.9310
			E	3,018.19	6,539.41	78,472.94	37.7274
3105	Senior Accountant*	TMMBU	A	4,013.46	8,695.83	104,349.96	50.1683
			B	4,214.15	9,130.66	109,567.90	52.6769
			C	4,424.85	9,587.18	115,046.10	55.3106
			D	4,646.10	10,066.55	120,798.60	58.0796
			E	4,878.41	10,569.89	126,838.66	60.9801
4202	Senior Accounting Technician	TTSSEA	A	3,219.81	6,976.26	83,715.06	40.2476
			B	3,380.81	7,325.09	87,901.06	42.2601
			C	3,549.86	7,691.36	92,296.36	44.3733
			D	3,727.36	8,075.95	96,911.36	46.5920
			E	3,913.74	8,479.77	101,757.24	48.9218
5525	Senior Animal Services Officer	TMMBU	A	2,589.53	5,610.65	67,327.78	32.3691
			B	2,719.01	5,891.19	70,694.26	33.9876
			C	2,854.96	6,185.75	74,228.96	35.6870
			D	2,997.71	6,495.04	77,940.46	37.4714
			E	3,147.60	6,819.80	81,837.60	39.3450
5323	Senior Building Maintenance Worker	TEAMSTERS	A	2,845.55	6,165.36	73,984.30	35.5694
			B	2,987.81	6,473.59	77,683.06	37.3476
			C	3,137.19	6,797.25	81,566.94	39.2149
			D	3,294.07	7,137.15	85,645.82	41.1759
			E	3,458.79	7,494.05	89,928.54	43.2349
3304	Senior Civil Engineer*	TMMBU	A	5,000.52	10,834.46	130,013.52	62.5065
			B	5,250.54	11,376.17	136,514.04	65.6318
			C	5,513.08	11,945.01	143,340.08	68.9135
			D	5,788.73	12,542.25	150,506.98	72.3591
			E	6,078.17	13,169.37	158,032.42	75.9771
5315	Senior Equipment Mechanic	TEAMSTERS	A	3,137.15	6,797.16	81,565.90	39.2144
			B	3,293.99	7,136.98	85,643.74	41.1749
			C	3,458.69	7,493.83	89,925.94	43.2336
			D	3,631.62	7,868.51	94,422.12	45.3953
			E	3,813.20	8,261.93	99,143.20	47.6650

City of Tracy
Master Salary Schedule

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Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
4208	Senior Information Systems Technician	TTSSEA	A	3,324.91	7,203.97	86,447.66	41.5614
			B	3,491.16	7,564.18	90,770.16	43.6395
			C	3,665.72	7,942.39	95,308.72	45.8215
			D	3,849.01	8,339.52	100,074.26	48.1126
			E	4,041.45	8,756.48	105,077.70	50.5181
9637	Senior Lifeguard	LS	A				19.4477
			B				20.4206
			C				21.4452
			D				22.5113
			E				23.6394
5305	Senior Maintenance Worker	TEAMSTERS	A	2,662.40	5,768.53	69,222.40	33.2800
			B	2,795.50	6,056.92	72,683.00	34.9438
			C	2,935.25	6,359.77	76,317.28	36.6910
			D	3,082.05	6,677.78	80,133.30	38.5256
			E	3,236.14	7,011.64	84,139.64	40.4518
3203	Senior Planner*	TMMBU	A	4,286.61	9,287.66	111,451.86	53.5826
			B	4,500.94	9,752.04	117,024.44	56.2618
			C	4,726.00	10,239.67	122,876.00	59.0750
			D	4,962.30	10,751.65	129,019.80	62.0288
			E	5,210.41	11,289.22	135,470.66	65.1301
4410	Senior Police Records Assistant	TTSSEA	A	2,767.22	5,995.64	71,947.72	34.5903
			B	2,905.61	6,295.49	75,545.86	36.3201
			C	3,050.85	6,610.18	79,322.10	38.1356
			D	3,203.40	6,940.70	83,288.40	40.0425
			E	3,363.56	7,287.71	87,452.56	42.0445
5520	Senior Property & Evidence Technician	TEAMSTERS	A	2,700.72	5,851.56	70,218.72	33.7590
			B	2,835.76	6,144.15	73,729.76	35.4470
			C	2,977.55	6,451.36	77,416.30	37.2194
			D	3,126.42	6,773.91	81,286.92	39.0803
			E	3,282.74	7,112.60	85,351.24	41.0343
5504	Senior Public Safety Dispatcher	TEAMSTERS	A	3,440.60	7,454.63	89,455.60	43.0075
			B	3,612.64	7,827.39	93,928.64	45.1580
			C	3,793.26	8,218.73	98,624.76	47.4158
			D	3,982.93	8,629.68	103,556.18	49.7866
			E	4,182.10	9,061.22	108,734.60	52.2763
5356	Senior Utilities Worker	TEAMSTERS	A	2,796.02	6,058.04	72,696.52	34.9503
			B	2,935.69	6,360.66	76,327.94	36.6961
			C	3,082.40	6,678.53	80,142.40	38.5300
			D	3,236.99	7,013.48	84,161.74	40.4624
			E	3,397.75	7,361.79	88,341.50	42.4719
9109	Summer Student Intern	LS				16.0425	
3343	Supervising Building Inspector*	TMMBU	A	4,107.34	8,899.24	106,790.84	51.3418
			B	4,312.69	9,344.16	112,129.94	53.9086
			C	4,528.32	9,811.36	117,736.32	56.6040
			D	4,754.74	10,301.94	123,623.24	59.4343
			E	4,992.50	10,817.08	129,805.00	62.4063
3345	Supervising Construction Inspector	TMMBU Non-Exempt	A	4,000.37	8,667.47	104,009.62	50.0046
			B	4,200.38	9,100.82	109,209.88	52.5048
			C	4,410.40	9,555.87	114,670.40	55.1300
			D	4,630.91	10,033.64	120,403.66	57.8864
			E	4,862.46	10,535.33	126,423.96	60.7807

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3117	System Administrator*	TMMBU	A	3,733.94	8,090.20	97,082.44	46.6743
			B	3,920.63	8,494.70	101,936.38	49.0079
			C	4,116.66	8,919.43	107,033.16	51.4583
			D	4,322.50	9,365.42	112,385.00	54.0313
			E	4,538.63	9,833.70	118,004.38	56.7329
9361	Theatre Technician	LS	A				30.7499
			B				32.2817
			C				33.8963
			D				35.5937
			E				37.3739
4420	Transit Coordinator	TTSSEA	A	2,670.79	5,786.71	69,440.54	33.3849
			B	2,804.34	6,076.07	72,912.84	35.0543
			C	2,944.54	6,379.84	76,558.04	36.8068
			D	3,091.77	6,698.84	80,386.02	38.6471
			E	3,246.36	7,033.78	84,405.36	40.5795
3515	Transit Manager*	TMMBU	A	4,159.68	9,012.64	108,151.68	51.9960
			B	4,367.64	9,463.22	113,558.64	54.5955
			C	4,586.04	9,936.42	119,237.04	57.3255
			D	4,815.33	10,433.22	125,198.58	60.1916
			E	5,056.09	10,954.86	131,458.34	63.2011
1109	Transportation Commissioner	Stipend of \$50.00 per meeting					
3424	Utilities Laboratory Superintendent*	TMMBU	A	4,314.98	9,349.12	112,189.48	53.9373
			B	4,530.73	9,816.58	117,798.98	56.6341
			C	4,757.27	10,307.42	123,689.02	59.4659
			D	4,995.14	10,822.80	129,873.64	62.4393
			E	5,244.88	11,363.91	136,366.88	65.5610
3417	Utilities Laboratory Supervisor*	TMMBU	A	3,805.03	8,244.23	98,930.78	47.5629
			B	3,995.28	8,656.44	103,877.28	49.9410
			C	4,195.05	9,089.28	109,071.30	52.4381
			D	4,404.80	9,543.73	114,524.80	55.0600
			E	4,625.04	10,020.92	120,251.04	57.8130
5350	Utilities Worker I	TEAMSTERS	A	1,998.42	4,329.91	51,958.92	24.9803
			B	2,098.57	4,546.90	54,562.82	26.2321
			C	2,203.09	4,773.36	57,280.34	27.5386
			D	2,313.77	5,013.17	60,158.02	28.9221
			E	2,430.60	5,266.30	63,195.60	30.3825
5353	Utilities Worker II	TEAMSTERS	A	2,538.65	5,500.41	66,004.90	31.7331
			B	2,666.03	5,776.40	69,316.78	33.3254
			C	2,798.66	6,063.76	72,765.16	34.9833
			D	2,939.20	6,368.27	76,419.20	36.7400
			E	3,085.90	6,686.12	80,233.40	38.5738
3403	Utility Line Maintenance Superintendent*	TMMBU	A	4,396.39	9,525.51	114,306.14	54.9549
			B	4,616.19	10,001.75	120,020.94	57.7024
			C	4,847.01	10,501.86	126,022.26	60.5876
			D	5,089.35	11,026.93	132,323.10	63.6169
			E	5,343.82	11,578.28	138,939.32	66.7978
3423	Utility Maintenance Superintendent*	TMMBU	A	4,477.76	9,701.81	116,421.76	55.9720
			B	4,701.64	10,186.89	122,242.64	58.7705
			C	4,936.72	10,696.23	128,354.72	61.7090
			D	5,183.56	11,231.05	134,772.56	64.7945
			E	5,442.73	11,792.58	141,510.98	68.0341

City of Tracy
Master Salary Schedule

DRAFT Effective 06/16/2024

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3419	Utility Maintenance Supervisor*	TMMBU	A	3,987.55	8,639.69	103,676.30	49.8444
			B	4,186.92	9,071.66	108,859.92	52.3365
			C	4,396.27	9,525.25	114,303.02	54.9534
			D	4,616.08	10,001.51	120,018.08	57.7010
			E	4,846.89	10,501.60	126,019.14	60.5861
5411	Utility Mechanic I	TEAMSTERS	A	2,990.82	6,480.11	77,761.32	37.3853
			B	3,140.36	6,804.11	81,649.36	39.2545
			C	3,297.37	7,144.30	85,731.62	41.2171
			D	3,462.24	7,501.52	90,018.24	43.2780
			E	3,635.34	7,876.57	94,518.84	45.4418
5412	Utility Mechanic II	TEAMSTERS	A	3,295.48	7,140.21	85,682.48	41.1935
			B	3,460.26	7,497.23	89,966.76	43.2533
			C	3,633.27	7,872.09	94,465.02	45.4159
			D	3,814.94	8,265.70	99,188.44	47.6868
			E	4,005.69	8,679.00	104,147.94	50.0711
5404	Utility Operator	TEAMSTERS	A	4,032.24	8,736.52	104,838.24	50.4030
			B	4,233.81	9,173.26	110,079.06	52.9226
			C	4,445.51	9,631.94	115,583.26	55.5689
			D	4,667.80	10,113.57	121,362.80	58.3475
			E	4,901.18	10,619.22	127,430.68	61.2648
3422	Wastewater Operations Superintendent*	TMMBU	A	4,477.76	9,701.81	116,421.76	55.9720
			B	4,701.64	10,186.89	122,242.64	58.7705
			C	4,936.72	10,696.23	128,354.72	61.7090
			D	5,183.56	11,231.05	134,772.56	64.7945
			E	5,442.73	11,792.58	141,510.98	68.0341
5405	Wastewater Treatment Plant Operator I	TEAMSTERS	A	2,834.55	6,141.53	73,698.30	35.4319
			B	2,976.27	6,448.59	77,383.02	37.2034
			C	3,125.08	6,771.01	81,252.08	39.0635
			D	3,281.34	7,109.57	85,314.84	41.0168
			E	3,445.42	7,465.08	89,580.92	43.0678
5406	Wastewater Treatment Plant Operator II	TEAMSTERS	A	3,125.18	6,771.22	81,254.68	39.0648
			B	3,281.41	7,109.72	85,316.66	41.0176
			C	3,445.48	7,465.21	89,582.48	43.0685
			D	3,617.78	7,838.52	94,062.28	45.2223
			E	3,798.68	8,230.47	98,765.68	47.4835
5407	Wastewater Treatment Plant Operator III	TEAMSTERS	A	3,439.17	7,451.54	89,418.42	42.9896
			B	3,611.08	7,824.01	93,888.08	45.1385
			C	3,791.65	8,215.24	98,582.90	47.3956
			D	3,981.26	8,626.06	103,512.76	49.7658
			E	4,180.31	9,057.34	108,688.06	52.2539
3421	Water Operations Superintendent*	TMMBU	A	4,439.03	9,617.90	115,414.78	55.4879
			B	4,660.97	10,098.77	121,185.22	58.2621
			C	4,894.03	10,603.73	127,244.78	61.1754
			D	5,138.72	11,133.89	133,606.72	64.2340
			E	5,395.65	11,690.58	140,286.90	67.4456
9351	Water Patrol Aide	LS	A				18.3195
			B				19.2407
			C				20.1929
			D				21.2072
			E				22.2629

City of Tracy
Master Salary Schedule

Class Code	Position Title	Unit	Step	Bi-Weekly Salary	Monthly Salary	Annual Salary	Hourly Rate
3415	Water Resources and Compliance Manager*	TMMBU	A	4,159.68	9,012.64	108,151.68	51.9960
			B	4,367.64	9,463.22	113,558.64	54.5955
			C	4,586.04	9,936.42	119,237.04	57.3255
			D	4,815.33	10,433.22	125,198.58	60.1916
			E	5,056.09	10,954.86	131,458.34	63.2011
5401	Water Treatment Plant Operator I	TEAMSTERS	A	3,020.00	6,543.33	78,520.00	37.7500
			B	3,171.00	6,870.50	82,446.00	39.6375
			C	3,329.55	7,214.03	86,568.30	41.6194
			D	3,496.02	7,574.71	90,896.52	43.7003
			E	3,670.81	7,953.42	95,441.06	45.8851
5402	Water Treatment Plant Operator II	TEAMSTERS	A	3,329.63	7,214.20	86,570.38	41.6204
			B	3,496.12	7,574.93	90,899.12	43.7015
			C	3,670.93	7,953.68	95,444.18	45.8866
			D	3,854.45	8,351.31	100,215.70	48.1806
			E	4,047.18	8,768.89	105,226.68	50.5898
5403	Water Treatment Plant Operator III	TEAMSTERS	A	3,664.15	7,938.99	95,267.90	45.8019
			B	3,847.36	8,335.95	100,031.36	48.0920
			C	4,039.74	8,752.77	105,033.24	50.4968
			D	4,241.72	9,190.39	110,284.72	53.0215
			E	4,453.80	9,649.90	115,798.80	55.6725



COMMUNICATIONS COORDINATOR

DEFINITION

Under general direction, the Communications Coordinator will perform a variety of public relations and communication-related duties including; social media and website content creation and monitoring, engagement and marketing, branding, messaging and other communication strategies for the City. The Communications Coordinator helps the City achieve its engagement goals and will work collaboratively with other City departments, the public, and the media in support of the City's Public Relations and Communications.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management staff. May exercise technical and functional direction over and provide training to lower-level staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a technical classification performing a wide variety of tasks and projects in support of Citywide internal and external communications. Incumbents perform a variety of work related to public relations and communications activities and are expected to function with very little direct oversight. Successful performance of the work requires the frequent use of tact, discretion, and independent judgment, knowledge of department and City activities, and extensive staff contact. This position is responsible for coordinating efforts related to the development and implementation of communication strategies including public relations activities and operations, internal communications, social media, content creation, and marketing including but not limited to the City's brand messages, themes and style across different projects. This class is distinguished from other coordinator classes by the nature, scope, complexity, and diversity of responsibilities involved in the Citywide public relations and communications functions.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Performs public relations and communications-related tasks, including but not limited to community relations, internal communications, social media, content creation, and City website content creation and maintenance.
- Operates audio, video, computer, and related electronic equipment.
- Attends City and partner-related events as assigned.
- Coordinates, curates, and creates content on behalf of the City; monitors and tracks media coverage results.
- Coordinates outreach and advocacy efforts including preparing and disseminating information to stakeholders.

- Assists with development and implementation of Citywide marketing campaigns and materials including press releases, infographics and communication-related plans and protocols.
- Assists the Public Information Officer with media relations and crisis communication activities.
- Researches, prepares, and distributes information.
- Trains staff on City communication procedures and systems.
- Responds to inquiries from internal and external customers regarding City activities and services.
- Performs general administrative tasks.
- Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, and methods of communication strategies and public information relative to government agencies.
- Principles, practices, and methods of various forms of mass media including but not limited to internet, social media, print, television and radio, electronic communications, and community engagement programs.
- Principles and techniques of contemporary communication channels, including social media, video production and storytelling, advertising, publications, governmental access broadcast operations, graphic concept, and design.
- Techniques for providing a high level of customer service by effectively interacting with the public, vendors, contractors, partner agencies and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar; proficient writing and editorial skills.
- Modern equipment and communication tools used for business functions and programs, project delivery, and task coordination.
- Computers and software programs (e.g., Microsoft software packages, social media, and websites) to conduct business functions, compile, and/or generate content.
- Record-keeping principles and procedures.

Ability to:

- Prepare and present clear, concise, and accurate oral and written reports, statements, speeches, talking points and presentations.
- Understand the role, organization, and operations of the department to assume assigned responsibilities.
- Effectively use audio, video, computer, and related electronic equipment to perform a variety of tasks.
- Assist with planning, researching, organizing, and coordinating a variety of public information, media, and community outreach activities, meetings, and programs.
- Respond to and effectively prioritize multiple requests for service.
- Maintain equipment in a clean, safe, and secure manner.
- Work productively and under limited supervision; work well independently and as a collaborative team member.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Work a flexible schedule that includes some evenings, weekends, and holidays.

Education and Experience:

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

Equivalent to an associate degree in public relations, communications, journalism, or a related field and two (2) years of progressively responsible work experience involving public relations, marketing, or a related area. Public agency experience is highly desirable.

Licenses and Certifications:

- Possession of, or the ability to obtain, a valid Class C California driver's license upon appointment.
- May be required to complete National Incident Management System (NIMS) Training.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting, video production studio, and/or control room and use standard office equipment and/or video production equipment, including a computer, camera, and to operate a motor vehicle to visit various filming locations; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Standing in and walking between work areas is frequently required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification frequently bend, stoop, kneel, and reach to perform assigned duties, as well as push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 50 pounds with the use of proper equipment.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field to shoot videos and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, chemicals, mechanical and/or electrical hazards, and fumes. Employees may interact with members of the public or with staff under emotionally stressful conditions while interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

This job requires working a flexible schedule including evenings, weekends, and holidays as needed.

DISASTER SERVICE WORKER

All City of Tracy employees are, by State and Federal law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Labor Code. In the event of a declaration of emergency, any employee of the City may be assigned to perform activities which promote the protection of public health and safety or the preservation of lives and property. Such assignments may require service at locations, times, and under conditions that are significantly different than the normal work assignments and may continue into the recovery phase of the emergency. If a "Local Emergency" is declared during the employee's shift, employees will be expected to remain at work to respond to the emergency needs of the community. If a "Local Emergency" is declared outside of the employee's shift, employees must make every effort to contact their direct supervisor or department head to obtain reporting instructions as Disaster Service Workers.



DEPUTY CHIEF OF POLICE

DEFINITION

Under general direction, plans, directs, organizes, manages, and coordinates activities of the Police Department which includes supervision of sworn and non-sworn professional, technical and administrative support staff. Incumbent provides expert professional assistance to the Police Chief and City management staff, formulates policy and procedure recommendations for approval; serves as the liaison between the department and a variety of local, state, and federal agencies; performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Police Chief. Exercises general direction and supervision over assigned staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a management classification that assists the Police Chief in overall Department administration and leadership of the Police Department. Responsibilities include performing diverse, specialized, and complex work involving significant accountability and decision-making responsibility. Incumbent may exercise direct oversight of units and/or divisions and assumes significant responsibility for budget preparation and administration, strategic planning, and supervision of personnel. Successful performance of the work requires an extensive professional background as well as skill in developing, interpreting and applying broad policies, rules and regulations, department work plans, and coordinating work with that of other City departments and public agencies. This class is distinguished from the Police Chief in that that latter has overall management responsibility for all public safety programs and is accountable for accomplishing departmental planning and operational goals and objectives within general policy guidelines.

Incumbent is the second in command for the Police Department and, during prolonged, anticipated, or unexpected absences of the Police Chief, incumbent serves as Police Chief.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Provides direction, planning, organization, administration, management, and coordination of Police Department rules, regulations, policies, procedures, goals, and objectives to meet current and future needs of the City.
- Participates in the selection of, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees on performance issues; implements discipline and termination procedures.
- Recommends and administers policies and procedures while ensuring that operation and maintenance, financial, regulatory, and legal requirements are met.
- Provides oversight and is responsible for implementation of the rules and programs related to professional standards, transparency, accountability, risk management, and emergency preparedness.
- Assists in directing the preparation and administration of the Police Department budget; oversight of budgetary expenditures and departmental appropriations, supervises the proper accounting for funding

received or disbursed, maintenance and operation of police communications systems and maintenance of all police equipment and other property.

- Provides leadership and administrative expertise during major emergency situations and natural disasters utilizing standardized Emergency Management System (EMS) regulations, including organizing operations center, call back of personnel and equipment resources, providing active management of emergencies and disasters, utilizing City's emergency action, and participating in organizing, planning, and practicing EMS training.
- Prepares, reviews, and completes various reports, including City Council agenda reports and department-related documentation and correspondence.
- Represents the department and/or the City to the public, to other agencies, and to regional and sub-regional committees, including conducting public meetings, making presentations, and responding to requests for information.
- Provides highly complex administrative and professional staff assistance to the Police Chief; develops and reviews staff reports related to assigned activities and services; may present information to the City Council and various commissions, committees, and boards.
- Conducts a variety of organizational studies, investigations, and operational studies; recommends modifications to public safety programs, policies, and procedures.
- Reviews and analyzes staff's recommendations regarding current programs, functions, procedures, and activities to ensure efficient and effective use of resources and delivery of service; develops final recommendations and implementation plans on changes in the organization and programs to meet changing operational needs.
- Represents Police Department to the public and the media. Establishes effective communications with the public, media, and the Police Department staff. Demonstrates commitment to the community through active involvement in community affairs.
- Reviews, directs, and/or conducts the investigation of misconduct by police personnel including internal affairs reporting and recommendations for disciplinary action.
- Serves as Acting Chief in their absence, as assigned.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Principles and practices of budget administration.
- Principles and practices of employee supervision, either directly or through subordinate levels of supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned functional area.
- Functions, services, and funding sources of a full-service municipal police department.
- Contract management practices in a public agency setting.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Practices of researching municipal police services issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- General principles of risk management related to the functions of the assigned area.
- Recent and ongoing developments, current literature, and sources of information related to public safety operations and law enforcement.
- Record keeping principles and procedures.
- Modern office practices, methods, and computer equipment and applications related to the work.

- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contact with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Recommend and implement goals, objectives, and practices for providing effective and efficient services.
- Administer complex and technical operations, maintenance, and related programs in an independent and cooperative manner.
- Plan, organize, assign, review, and evaluate the work of staff, train staff in work procedures.
- Evaluate and develop improvements in operations, procedures, policies, or methods.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.
- Interpret, apply, explain, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Effectively represent the department and the City in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a bachelor's degree in criminal justice, police science, public administration, or related field and five (5) years of administrative law enforcement experience, including two or more years at the rank of Police Captain with the Tracy Police Department. A Master's Degree in criminal justice, police science, public administration, or a related field is highly desirable.

Licenses and Certifications:

- Possession of, or the ability to obtain and maintain, a valid Class C California driver's license at time of appointment.
- Possession of, or the ability to obtain, a valid Management P.O.S.T. Certificate.
- Certifications of participation in P.O.S.T Command College, FBI National Academy, or Senior Management Institute for Police (SMIP) are highly desirable.
- Possession of a valid CPR certification.
- May be required to complete National Incident Management System (NIMS) Training.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain P.O.S.T. physical standards, including mobility, physical strength, and stamina to respond to emergency situations and apprehend suspects; vision to maintain firearms qualification and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain and climbing and descending structures to access crime scenes and to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL CONDITIONS

Employees work indoors and outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. The principal duties of this class are performed in a police station environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.

DISASTER SERVICE WORKER

All City of Tracy employees are, by State and Federal law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Labor Code. In the event of a declaration of emergency, any employee of the City may be assigned to perform activities which promote the protection of public health and safety or the preservation of lives and property. Such assignments may require service at locations, times, and under conditions that are significantly different than the normal work assignments and may continue into the recovery phase of the emergency. If a "Local Emergency" is declared during the employee's shift, employees will be expected to remain at work to respond to the emergency needs of the community. If a "Local Emergency" is declared outside of the employee's shift, employees must make every effort to contact their direct supervisor or department head to obtain reporting instructions as Disaster Service Workers.



PLANNING MANAGER

DEFINITION

Under general direction, assists in planning, organizing, managing, and providing administrative direction and oversight for all major functions and activities of the Planning Division, including current, advance, and environmental planning, historic preservation, building plan check, and permitting; assists in coordinating assigned activities with other City departments, divisions, outside agencies including commissions, and the public; fosters cooperative working relationships among City departments, divisions, and with intergovernmental and regulatory agencies and various public and private groups; provides highly responsible and complex professional assistance to the Director of Community and Economic Development in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from assigned supervisory or management staff. Exercises general and direct supervision over assigned staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing, reviewing, and overseeing the day-to-day functions and activities of the Planning Division. Responsibilities include developing and implementing policies and procedures for assigned divisions, budget administration and reporting, and program evaluation. Incumbents serve as a professional-level resource to the Community and Economic Development Director and City management and staff for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within established guidelines. This class is distinguished from the Director of Community and Economic Development in that the latter has overall responsibility for all department programs, functions, and activities, and for developing, implementing, and interpreting public policy.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Assumes management responsibility for assigned division functions and activities, including current, advanced, and environmental planning, historic preservation, building plan check, permitting, and/or code compliance.
- Manages and participates in the development and implementation of goals, objectives, policies, and priorities for assigned functions and programs; recommends, within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Assists in managing and participates in the development and administration of the annual budget and capital improvement budgets; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and reviews with the Director; directs the

- implementation of improvements.
- Selects, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees on performance issues; responds to staff questions and concerns; makes discipline recommendations to the Director.
- Meets and confers with department staff regarding interpretations of the zoning code, processing of complex projects, and the assignment and monitoring of work.
- Meets with developers, engineers, property owners, contractors, and other agencies to discuss potential project proposals, pre-applications, feasibility analysis, currently submitted proposals, and/or status of development projects; answers questions and responds to inquiries.
- Manages and/or directs department or consulting staff in the management and implementation of routine to large and complex development projects.
- Serves as a liaison for the department with other City departments, divisions, and outside agencies; attends meetings in various locations; provides staff support to commissions, committees, and task forces; participates in community events and workshops that provide public information regarding departmental programs, projects, and services.
- Negotiates contracts and agreements; coordinates with City department representatives to determine City needs and requirements for contractual services.
- Represents the department to other City departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Prepares procedures and guidelines for processing applications; develops internet/intranet-based information to aid the public with applications; identifies new software applications, storage options, and other technical tools for the preparation or completion of departmental work assignments; works with staff to develop brochures, census data, and other information to assist staff and the public.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects to the City Council, Planning Commission, and a variety of other boards and commissions, as assigned by the Director; attends meetings.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of community development.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations, and technology that may affect City or departmental operations; implements policy and procedural changes as required.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Public agency budgetary, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Principles and practices of department program development, implementation, and management in a municipal setting.
- Principles and practices of urban planning, growth management, and housing program practices.
- Methods, materials, and techniques used in the planning of development projects.

- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Methods and techniques for the development of presentations, contract negotiations, business correspondence, and information distribution; research and reporting methods, techniques, and procedures.
- Record keeping principles and procedures.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Provide administrative, management, and professional leadership for the department.
- Provide administrative and professional leadership and direction for the division and the City.
- Assist in preparing and administering large and complex budgets; allocate limited resources in a cost-effective manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with stipulations; effectively administer a variety of department programs and administrative activities.
- Conduct effective negotiations and effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the City in meetings with individuals; governmental agencies; community groups; various businesses, professional, and regulatory organizations.
- Learn and understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a bachelor's degree in community development, urban planning, or a related field and five (5) years of professional planning and zoning experience including two (2) years of supervisory or lead experience.

Licenses and Certifications:

- Possession of, or the ability to obtain, a valid Class C California driver's license upon appointment.
- Possession of American Institute of Certified Planners (AICP) certification is desirable.
- May be required to complete National Incident Management System (NIMS) Training.

PHYSICAL DEMANDS

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

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

DISASTER SERVICE WORKER

All City of Tracy employees are, by State and Federal law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Labor Code. In the event of a declaration of emergency, any employee of the City may be assigned to perform activities which promote the protection of public health and safety or the preservation of lives and property. Such assignments may require service at locations, times, and under conditions that are significantly different than the normal work assignments and may continue into the recovery phase of the emergency. If a "Local Emergency" is declared during the employee's shift, employees will be expected to remain at work to respond to the emergency needs of the community. If a "Local Emergency" is declared outside of the employee's shift, employees must make every effort to contact their direct supervisor or department head to obtain reporting instructions as Disaster Service Workers.



SENIOR ANIMAL SERVICES OFFICER

DEFINITION

Under general supervision, plans, assigns, reviews, and performs activities and functions related to animal services including enforcement and communication of animal services codes, ordinances, and regulations; ensures public safety by capturing and caring for wild, vicious, and/or injured animals; provides lead direction to animal services work team; performs a variety of general administrative support duties; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises technical and functional direction over and provides training to lower-level staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is the advanced-level classification in the Animal Services Officer series. Incumbents work under general supervision and exercise a high level of discretion and independent judgment in performing the full range of routine to complex animal services officer duties and participates in the day-to-day operations of the work unit. Incumbents provide lead direction and training to less-experienced animal services staff. This class is distinguished from the Animal Services Supervisor in that the latter is the full supervisory-level class in the series responsible for organizing, assigning, supervising, and evaluating the work of animal services staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, assigns, reviews, and oversees the work of lower-level staff performing animal services duties; monitors day-to-day operations of the animal shelter.
- Patrols areas within the City and enforces animal services codes, ordinances, and regulations; investigates reports of animal abuse; issues citations; collects fees; takes other appropriate actions.
- Captures and impounds unlicensed, stray, and uncontrolled animals; transports animals to shelter; arranges for proper storage and humane care.
- Picks up dead or injured animals; provides aid to injured animals; transports animals to veterinarian for treatment or euthanasia; medicates and vaccinates animals to be adopted.
- Responds to calls from citizens for animal services; investigates complaints involving animals; investigates reports of dogs, cats, or other animals creating nuisances.
- Determines whether calls meet the criteria for emergency response and call out and how quarantines should be handled; evaluates and authorizes immediate care of euthanasia for sick and injured animals, emergency seizure of animals, and owner relinquishments in the field; determines whether a criminal complaint and/or dangerous/vicious dog investigation should be initiated.
- Performs routine maintenance and animal care duties at the shelters including cleaning kennels, laundry, feeding, and caring for the animals.

- Assists Police Department with animal-related issues, including pet care for arrested individuals.
- Establishes and maintains positive community relations through programs, demonstrations, and public assistance regarding humane animal services, including wildlife issues, adoption procedures, and enforcement of animal regulations; speaks at school and other meetings and answers specific and general questions.
- Identifies and investigates animal-related crimes; interviews witnesses, collects evidence, writes reports, and testifies in court.
- Investigates reports of animal bites; completes state-mandated quarantines as necessary.
- Answers questions regarding the enforcement of animal services, regulations, adoption, and licensing policies and procedures.
- Prepares reports and cases; maintains records, logs, and files of activities.
- Performs other related duties as assigned.

QUALIFICATIONS

Some knowledge, skills, and abilities may be performed by positions at the entry (I) level in a learning capacity:

Knowledge of:

- Principles of providing functional direction and training.
- Principles and practices of data collection and report preparation.
- Methods and techniques of handling, collection, impoundment, and registration of a variety of wild and domestic animals in various conditions.
- Identification of various breeds of dogs, cats, and other domestic animals.
- Principles of animal behavior and care.
- Principles, practices, methods, and techniques of code violation investigation and compliance.
- Practices for documenting inspections, correcting violations, and carrying through on Court procedures.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Occupational hazards and standard safety practices necessary in the area of animal services.
- Techniques and practices of public speaking and making presentations before small groups.
- Principles of record keeping and reporting.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Plan, organize, and coordinate the work of animal services staff.
- Effectively provide staff leadership and work direction.
- Recognize normal and abnormal animal behavior.
- Handle potentially dangerous animals in a safe manner.
- Inoculate and medicate animals, after completion of the appropriate training.
- Interpret and apply applicable Federal, State, and local laws, codes, and regulations pertaining to animal services.
- Effectively respond to calls for services.
- Prepare, maintain, and update accurate and detailed documentation of inspection findings and other

- written materials, records, logs, and reports.
- Effectively represent the City in meetings with governmental and regulatory agencies, community groups, property owners, business owners, and the public.
 - Operate and maintain a variety of animal control equipment.
 - Operate a two-way radio.
 - Maintain accurate records and files of work performed.
 - Understand and carry out oral and written instructions.
 - Organize own work, set priorities, and meet critical time deadlines.
 - Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
 - Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
 - Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
 - Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from the twelfth (12th) grade and three years of increasingly responsible animal services experience and successful completion of advanced Animal Law Enforcement Training Academy and successful completion of a basic supervisory course.

Licenses and Certifications:

- Possession of, or the ability to obtain, a valid Class C California driver's license upon appointment.
- Possession of California Animal Control Directors Association (C.A.C.D.A.) approved Humane Euthanasia Certificate.
- Possession of California Penal Code 832 certificate.
- May be required to complete National Incident Management System (NIMS) Training.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle, to inspect various City and residential sites, and to walk on uneven terrain; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a field classification with frequent standing and walking between work areas required. Wrist flexion and lateral rotation are necessary in combination with grasping to handle a snare and leash. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment and above-mentioned tools and equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL CONDITIONS

Employees primarily work outside and may be exposed to inclement weather conditions and potentially hazardous physical substances. May involve exposure to dangerous and/or diseased animals and animals known to cause allergies. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to be on-call and to work various shifts or emergencies on evenings, weekends, and holidays.

DISASTER SERVICE WORKER

All City of Tracy employees are, by State and Federal law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Labor Code. In the event of a declaration of emergency, any employee of the City may be assigned to perform activities which promote the protection of public health and safety or the preservation of lives and property. Such assignments may require service at locations, times, and under conditions that are significantly different than the normal work assignments and may continue into the recovery phase of the emergency. If a "Local Emergency" is declared during the employee's shift, employees will be expected to remain at work to respond to the emergency needs of the community. If a "Local Emergency" is declared outside of the employee's shift, employees must make every effort to contact their direct supervisor or department head to obtain reporting instructions as Disaster Service Workers.

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

AUTHORIZING THE FOLLOWING AMENDMENTS TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN AND MASTER SALARY SCHEDULE:

(1) ADDING THE CLASSIFICATIONS OF COMMUNICATIONS COORDINATOR, DEPUTY POLICE CHIEF, PLANNING MANAGER, AND SENIOR ANIMAL SERVICES OFFICER.

WHEREAS, the City has established Classification and Compensation Plans and Master Salary Schedule detailing all job classifications and salary ranges; and

WHEREAS, periodically, the Human Resources Department receives requests to review existing classification specifications or to develop new classification specifications to allow for changes that have occurred in areas such as job responsibilities, organizational structure, education, experience, and/or service needs; and

WHEREAS, to support the growing demands of the Communications Division, staff recommends the creation of the Communications Coordinator; and

WHEREAS, to provide expert professional assistance to the Police Chief, staff recommends the creation of the Deputy Police Chief; and

WHEREAS, to create oversight for the Planning Division of the Community and Economic Development Department, staff recommends the creation of the Planning Manager; and

WHEREAS, to add an advanced level classification in the Animal Services Officer series to assist the Animal Services Manager to provide lead direction and training to less experienced staff, staff recommends the creation of the Senior Animal Services Officer; and

WHEREAS, the Public Employees' Retirement Law governs the California Public Employees Retirement System (CalPERS) codified in Title 2 of the California Code of Regulations. Section 570.5 of the California Code of Regulations requires the City Council to approve the rate of pay or classification titles in a publicly available pay schedule for employees who are members of CalPERS; and

WHEREAS, State law also requires that the City Council approve a Master Salary Schedule reflecting the salaries of all personnel; now therefore be it

RESOLVED: That the City Council of the City of Tracy hereby finds and determines that the foregoing recitals are true and correct and are hereby incorporated herein as findings and determinations of the City; and be it further

RESOLVED: That the City Council hereby authorizes amendments to the City’s Classification and Compensation Plans and Master Salary Schedule, as set forth in the Proposed Master Salary Schedule shown in Attachment A; and be it further

RESOLVED: That the Proposed Master Salary Schedule shall become effective June 16, 2024.

The foregoing Resolution 2024-_____ was adopted by the City Council on June 4, 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Attachments:

- A. Amended Master Salary Schedule Effective 06/16/2024

Agenda Item 1.1

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution accepting a list of proposed projects for Fiscal Year 2024-2025 funded by California Senate Bill 1: The Road Repair and Accountability Act of 2017.

EXECUTIVE SUMMARY

City staff is requesting that the City Council adopt a list of proposed projects for Fiscal Year 2024-2025 (FY24-25) funded by Senate Bill 1 (SB 1): The Road Repair and Accountability Act of 2017. Once adopted, the list will be submitted to the California Transportation Commission (CTC) for anticipated funding of \$2,447,013. This amount is based on revenues that the City anticipates receiving from the Road Maintenance and Rehabilitation Account (RMRA) as part of SB 1.

BACKGROUND AND LEGISLATIVE HISTORY

The Road Repair and Accountability Act of 2017 (Act) is a significant investment in California's transportation system. The Act was passed by the California Legislature and signed into law by the Governor in April of 2017 to address the significant multi-modal transportation funding shortfalls statewide. SB 1 includes accountability and transparency provisions that will ensure the residents are aware of the projects proposed for funding and which projects have been completed each fiscal year.

The Act increased per gallon fuel excise taxes, diesel fuel sales taxes, and vehicle registration fees. A portion of this new revenue is allocated to the Road Maintenance and Rehabilitation Account (RMRA). Pursuant to Streets and Highways Code Section 2030(b), RMRA local streets and roads allocations must be used for projects "that include, but are not limited to," the following:

1. Road maintenance and rehabilitation
2. Safety projects
3. Railroad grade separations
4. Traffic control devices
5. Complete street components

Attachment A hereto shows the RMRA Projections for the City for FY23-24 and FY24-25 from the website CaliforniaCityFinance.com, the California Local Government Finance Almanac. According to the projections, the City will receive \$2,447,013 for FY24-25 from the RMRA.

In order to receive said funds from the CTC, the City of Tracy must adopt, by Resolution, a list of projects proposed to receive fiscal year funding from the RMRA, which must include a description and the location of each proposed project, an estimated project start date, an estimated project completion date, and the estimated useful life of the improvement. The Resolution is then submitted to CTC before the deadline of July 1, 2024. This is the eighth year in which the City of Tracy is receiving SB 1 funding. The funding will enable the City of Tracy to

continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have been possible without the funding.

Pursuant to California Streets and Highway Code (SHC) Section 2034(a)(1), the project list shall not limit the flexibility of an eligible city or county to fund projects in accordance with local needs and priorities, so long as the projects are consistent with SHC Section 2030(b). After submittal of the project list to the CTC, in the event a city or county elects to make changes to the project list pursuant to the statutory provision noted above, formal notification of the CTC is not required. However, standard reporting forms will provide an opportunity for jurisdictions to annually communicate such changes to the CTC as part of the Annual Expenditure Reporting process.

ANALYSIS

On May 2, 2023, staff presented the PMP (Pavement Management Program) Project Prioritization Workshop, an overview of the proposed pavement projects for the next few fiscal years, to City Council as follows.

Fiscal Year (FY)	Neighborhoods	Estimated Rehabilitation Cost
FY 2024-2025	Zone 1 - Westchester Green, Rancho Pacific, Tennis Vista, Fox Hollow, Alden Glen, Tennis Village, Harvest Ridge	\$10,782,000
FY 2025-2026	Zone 2 - Almondwood, Centennial, Victoria Park, Santana, Sycamore Village, Fairhaven	\$11,383,000
FY 2026-2027	Zone 3 - Greenleaf, Arnaudo Village, Blossom Valley, Chaparral	\$6,316,000
FY 2027-2028	Zone 4 - Greenleaf, Greenfield, Cabrillo Park, Northgate, Grant Line Park, Broadmoor Estates, L.A.B. Manor, Tracy Garden Farms, Gateway Manor	\$16,833,000
FY 2028-2029	Zone 5 - Sterling Estates, Foothill Vista, Foothill Ranch Estates, Fitzpatrick Estates, Buena Vista Estates, Bridle Creek, Heartland, Laurelbrook, Cintra Park, Westgate, Huntington Park, Santosha, Lyon Crossroads, Belconte	\$6,742,000
FY 2029-2030	Zone 6 - Lewis Manor, Arnold Park, Greenleaf, Woodfield Estates, Linda Link, McKinley Estates, Newport Place, Town & County Estates, Summergate, Meadow Glen, Cobblestone, Redwood Terrace, Rosewood Terrace, Alegre Commons	\$8,664,000
FY 2030-2031	Zone 7 - La Bonita Park, Rosedale, Lincoln Manor, Parker, Slack, Hollywood Manor, Evergreen Manor, Sunset Park, Tracy Park, Arbordale	\$4,961,000

The locations were selected based on the City's Pavement Management System, coordination with the Operations Division of Operations and Utilities Department, Engineering staff's visual

inspection, planned transportation projects, public comment review, and available funds. The locations selected for the SB 1 project list in this staff report were part of the locations presented at the PMP Workshop for FY24-25. The locations presented in the PMP workshop for FY24-25 will have other funding sources, namely General Fund, Measure K, Gas Tax, and STBG (Surface Transportation Block Grant) grants.

Attachment B hereto includes the Proposed Project List which will utilize the SB 1 funds for FY24-25.

FISCAL IMPACT

Adoption of this Resolution will allow the City to receive SB 1 funding estimated by the State of California to be \$2,447,013 for FY24-25. Funds will be allocated to new Capital Improvement Projects (CIP) for FY24-25 Pavement Rehabilitation. The City can carry over unexpended SB 1 RMRA funds to subsequent fiscal years.

STRATEGIC PLAN

This agenda item supports the City of Tracy's Quality of Life Strategic Priority and specifically implements the following goal:

Goal 1: Advance green and roadway infrastructure projects that improve connectivity, including bike lanes.

CEQA DETERMINATION

This action of accepting a list of proposed projects for Fiscal Year 2024-2025 funded by California Senate Bill 1: The Road Repair and Accountability Act of 2017 will not pose any environmental impact and is not subjected to California Environmental Quality Act (CEQA).

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council, by resolution, accepts a list of proposed projects for Fiscal Year 2024-2025 funded by California Senate Bill 1: The Road Repair and Accountability Act of 2017.

Prepared by: Selvi Sivaraj, Assistant Civil Engineer

Reviewed by: Koosun Kim, PE, City Engineer
Sara Cowell, Finance Director
Jeff Crosswhite, Assistant City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, Interim City Manager

ATTACHMENTS

Attachment A – CaliforniaCityFinance.com RMRA Projections for FY23-24 and FY24-25
Attachment B – Proposed Project List for FY24-25 to be funded by SB 1
Attachment C – SB 1 FY2024-25 Location Map

Local Streets and Roads - Projected Revenues

Based on State Dept of Finance statewide revenue projections
Estimated January 2024

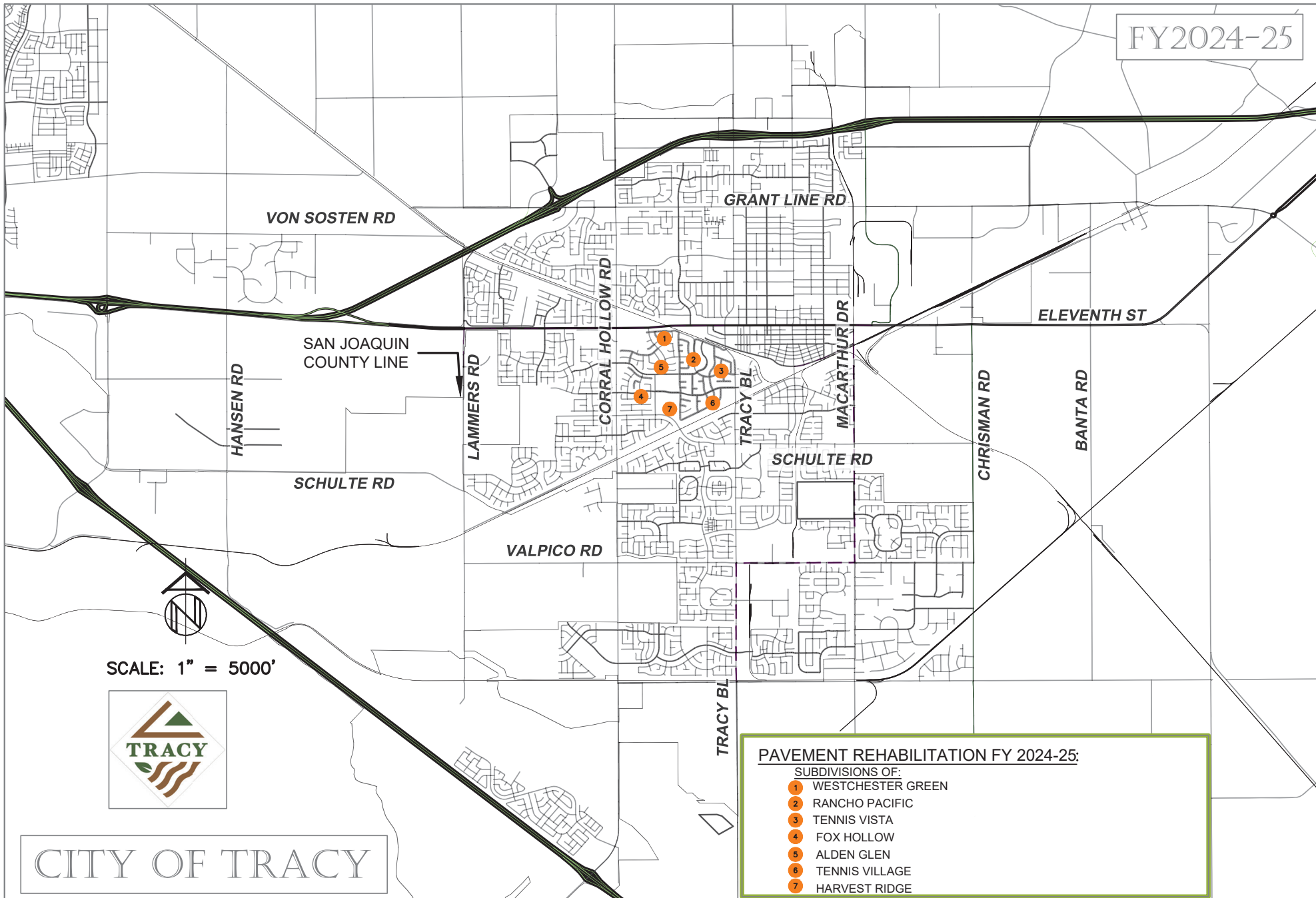
	2023-24			2024-25		
	Hwy Users Tax Account	Road Mntnc Rehab Acct	TOTAL	Hwy Users Tax Account	Road Mntnc Rehab Acct	TOTAL
SAN DIEGO COUNTY						
CARLSBAD	3,135,288	2,746,300	5,881,588	3,186,642	2,935,648	6,122,291
CHULA VISTA	7,489,956	6,578,784	14,068,741	7,612,976	7,032,370	14,645,346
CORONADO	651,210	564,496	1,215,706	661,766	603,417	1,265,182
DEL MAR	113,010	94,354	207,364	114,774	100,859	215,634
EL CAJON	2,903,050	2,541,910	5,444,959	2,950,582	2,717,166	5,667,748
ENCINITAS	1,681,142	1,468,725	3,149,866	1,708,606	1,569,989	3,278,595
ESCONDIDO	4,118,786	3,611,862	7,730,648	4,186,325	3,860,889	8,047,214
IMPERIAL BEACH	731,917	634,645	1,366,563	743,785	678,402	1,422,187
LA MESA	1,657,610	1,448,015	3,105,626	1,684,687	1,547,851	3,232,539
LEMON GROVE	756,727	656,480	1,413,207	769,003	701,742	1,470,745
NATIONAL CITY	1,680,706	1,468,342	3,149,048	1,708,163	1,569,579	3,277,743
OCEANSIDE	4,716,452	4,137,860	8,854,312	4,793,828	4,423,153	9,216,980
POWAY	1,334,399	1,164,881	2,499,280	1,356,181	1,245,196	2,601,377
SAN DIEGO	37,578,168	33,050,212	70,628,380	38,196,188	35,328,918	73,525,106
SAN MARCOS	2,583,871	2,263,205	4,847,076	2,626,192	2,419,245	5,045,437
SANTEE	1,626,571	1,420,698	3,047,269	1,653,137	1,518,650	3,171,787
SOLANA BEACH	358,647	308,776	667,422	364,421	330,065	694,485
VISTA	2,728,187	2,390,215	5,118,402	2,772,882	2,555,013	5,327,895
County of San Diego	70,601,163	57,173,021	127,774,184	71,797,994	61,114,917	132,912,911
Total Cities & County: San Diego	146,446,859	123,722,781	270,169,641	148,888,133	132,253,070	281,141,203
SAN FRANCISCO COUNTY						
SAN FRANCISCO - City Allocation	22,289,438	20,924,170	43,213,608	22,650,173	22,366,824	45,016,997
SAN FRANCISCO - County Allocation	11,495,848	10,744,237	22,240,085	11,682,454	11,485,017	23,167,471
Total San Francisco	33,785,286	31,668,407	65,453,693	34,332,627	33,851,841	68,184,468
SAN JOAQUIN COUNTY						
ESCALON	205,854	178,102	383,956	209,117	190,382	399,499
LATHROP	949,475	839,873	1,789,348	964,864	897,780	1,862,644
LODI	1,786,176	1,587,164	3,373,340	1,815,258	1,696,594	3,511,852
MANTECA	2,388,501	2,126,091	4,514,592	2,427,458	2,272,678	4,700,136
RIPON	436,314	382,516	818,830	443,323	408,889	852,212
STOCKTON	8,669,874	7,744,072	16,413,946	8,811,770	8,278,001	17,089,771
TRACY	2,570,778	2,289,181	4,859,959	2,612,723	2,447,013	5,059,736
County of San Joaquin	19,482,103	17,556,449	37,038,552	19,801,582	18,766,910	38,568,492
Total Cities & County: San Joaquin	36,489,075	32,703,449	69,192,524	37,086,095	34,958,247	72,044,342

Proposed Project List for FY 2024-2025 to be Funded by SB 1

Newly Proposed Projects:

Project Title	Project Description	Approximate Project Location	Estimated Project Useful Life	Estimated Project Start Date	Estimated Project Completion Date
Pavement Rehabilitation FY 24-25	Pavement rehabilitation or reconstruction of various street segments in seven subdivisions	Subdivisions of: Westchester Green Rancho Pacific Tennis Vista Fox Hollow Alden Glen Tennis Village Harvest Ridge	10-15 years	January 2025	December 2025

FY2024-25



SCALE: 1" = 5000'



CITY OF TRACY

- PAVEMENT REHABILITATION FY 2024-25:**
- SUBDIVISIONS OF:
- 1 WESTCHESTER GREEN
 - 2 RANCHO PACIFIC
 - 3 TENNIS VISTA
 - 4 FOX HOLLOW
 - 5 ALDEN GLEN
 - 6 TENNIS VILLAGE
 - 7 HARVEST RIDGE

TRACY CITY COUNCIL

RESOLUTION NO. 2024-_____

ACCEPTING A LIST OF PROPOSED PROJECTS FOR FISCAL YEAR 2024-2025 FUNDED BY CALIFORNIA SENATE BILL 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of Tracy are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Tracy must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Tracy, will receive an estimated \$2,447,013 in RMRA funding in Fiscal Year 2024-2025 from SB 1; and

WHEREAS, this is the eighth year in which the City of Tracy is receiving SB 1 funding which will enable the City of Tracy to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Tracy has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Tracy used a Pavement Management System coupled with planned transportation projects and Staff's review to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Tracy maintain and rehabilitate streets/roads in seven subdivisions throughout the City this year; and

WHEREAS, the 2021 California Statewide Local Streets and Roads Needs Assessment found that the City of Tracy’s streets and roads are in an “low risk” condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a “good” condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide; now therefore, be it

RESOLVED: That the City Council of the City of Tracy hereby finds and determines the foregoing recitals are true and correct; and be it further

FURTHER RESOLVED: That the City Council of the City of Tracy approves, pursuant to California Senate Bill 1 (The Road Repair and Accountability Act of 2017), the submission to the California Transportation Commission the following list of newly proposed projects in a request for funding from State Fiscal Year 2024-25 Road Maintenance and Rehabilitation Account revenues:

Project Title	Project Description	Approximate Project Location	Estimated Project Useful Life	Estimated Project Start Date	Estimated Project Completion Date
Pavement Rehabilitation FY 24-25	Pavement rehabilitation or reconstruction of various street segments in seven subdivisions	Subdivisions of: Westchester Green Rancho Pacific Tennis Vista Fox Hollow Alden Glen Tennis Village Harvest Ridge	10-15 years	January 2025	December 2025

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on the 4th of June 2024 by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Agenda Item 1.J

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution approving an On-Call Professional Services list, for five years, for Roadway and Utility Design Services consisting of: Bellecci & Associate Inc., BKF Engineers, CSG Consultants, Inc., Kimley-Horn and Associates, Inc., Kjeldsen, Sinnock, and Neudeck, Inc., Mark Thomas & Company, Inc., Mott MacDonald Group, Inc., SNG & Associates, Inc., and West Yost & Associates, Inc.

EXECUTIVE SUMMARY

Staff recommends the City Council approve a competitively selected on-call list of nine separate engineering firms to provide future roadway and utility design services, as City needs arise. The list, authorized by this Resolution, would expire in five years.

This on-call list of firms creates efficiency as it enables the City to more readily move into contracting with one of the firms on the list without undergoing individual procurement processes for each project. As some projects may be small or urgent, on-call lists provide public agencies to be nimble with procurement, in a transparent and fair manner. The on-call list does not bind the City or its budgets to a particular scope of work or even guarantee work with any of the noted firms, until the City elects to enter into specific contracts with any of the firms. Staff would still return to the City Council for approval of a project-specific professional services agreement, to obtain requisite budgetary or contracting authority, in accordance with the Tracy Municipal code.

BACKGROUND AND LEGISLATIVE HISTORY

On March 1, 2024, the City issued a Request for Proposals (RFP) for On-Call Roadway and Utility Design Services in the preparation of plans, specifications, and estimates (PS&E), engineering operational support, environmental document preparation (as required), and bidding and construction support services associated with the projects, in which proposers could select which specific services they were interested in providing services for. On April 4, 2024, the City received nine (9) proposals. From these nine (9) consultant proposals, six (6) consultants proposed to provide the Roadway and Utility Design Services, two (2) consultants proposed to provide the Utility Design Services, and one (1) consultant proposed to provide the Roadway Design Services. The City formed a selection committee consisting of Sharatchandra, Bandugula, Senior Civil Engineer, Yemane Haile, Assistant Engineer, and Habibullah Habib, Associate Engineer, to evaluate the proposals (Selection Committee). The Selection Committee has carefully evaluated all the received proposals based on the criteria described in the On-Call RFP. The committee has determined that all the firms possess the skills, experience, competence, professional qualifications, and certifications required to provide at least one of the Roadway and Utility Design Services requested by the City.

ANALYSIS

The City of Tracy Engineering Division consists of Capital Improvement Projects (CIP), Land Development (LD), and Traffic Engineering (TE), including a variety of projects generally

consisting of roadway design including design of existing and new roadways, road widening, roadway repair safety enhancements, intersection improvements, ADA (American Disabilities Act) compliances, sidewalk curb and gutter improvements, bicycle facility improvements, and pavement rehabilitation. Utility Design includes potable and non-potable water facilities, sewer system facilities including lift stations, storm drain systems facilities including pump stations, joint trench facilities, and street lighting. On-Call professional services will allow staff to increase their current workload capacity to keep up with the demand for delivering projects in a timely manner.

The Selection Committee has completed an extensive review of nine (9) proposals received and is recommending that all nine (9) On-Call consultants remain on the On-Call list. The table below lists the On-Call consultants and the services they will be providing.

Consultant	Service Provided	
Bellecci & Associate Inc.	Roadway Design	Utility Design
BKF Engineers	Roadway Design	Utility Design
CSG Consultants, Inc.	Roadway Design	Utility Design
Kimley-Horn and Associates, Inc.	Roadway Design	Utility Design
Kjeldsen, Sinnock, and Neudeck, Inc.	N/A	Utility Design
Mark Thomas & Company, Inc.	Roadway Design	N/A
Mott MacDonald Group, Inc.	Roadway Design	Utility Design
SNG & Associates, Inc.	Roadway Design	Utility Design
West Yost & Associates, Inc.	N/A	Utility Design

This on-call list of selected contractors creates efficiency and does not bind the City or its budgets to a particular scope of work until it is required as City needs arise. Having previously undertaken the public contracting procedures for each contractor on the list, as project needs arise, the City may more readily move into contracting with one of the contractors on the list, and then return to City Council for approval of a project-specific Professional Services Agreement.

FISCAL IMPACT

There will be no fiscal impact from this Resolution. If and when needs for these services arises, staff will return to City Council to request approval for individual Professional Service Agreements with stated contract costs, and budgetary appropriations if needed.

CEQA DETERMINATION

The approval of the On-Call Professional Services list will not result in a physical change in the environment and therefore are not considered as a project as defined by Section 21065 of the Public Resources Code.

STRATEGIC PLAN

This agenda item supports the City of Tracy's Quality of Life Strategic Priority, which is to provide an outstanding quality of life by enhancing the City's amenities, business mix, and services and cultivating connections to promote positive change and progress in our community.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council, by resolution, approve an On-Call Professional Services list, for five years, for Roadway and Utility Design Services consisting of: Bellecci & Associate Inc., BKF Engineers, CSG Consultants, Inc., Kimley-Horn and Associates, Inc., Kjeldsen, Sinnock, and Neudeck, Inc., Mark Thomas & Company, Inc., Mott MacDonald Group, Inc., SNG & Associates, Inc., and West Yost & Associates, Inc.

Prepared by: Sharat Bandugula, PE, Senior Civil Engineer

Reviewed by: Koosun Kim, PE, City Engineer
Sara Cowell, Finance Director
Bijal M. Patel, City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION NO. _____

APPROVING AN ON-CALL PROFESSIONAL SERVICES LIST, FOR FIVE YEARS, FOR ROADWAY AND UTILITY DESIGN SERVICES CONSISTING OF: BELLECCI & ASSOCIATE INC., BKF ENGINEERS, CSG CONSULTANTS, INC., KIMLEY-HORN AND ASSOCIATES, INC., KJELDEN, SINNOCK, AND NEUDECK, INC., MARK THOMAS & COMPANY, INC., MOTT MACDONALD GROUP, INC., SNG & ASSOCIATES, INC., AND WEST YOST & ASSOCIATES, INC.

WHEREAS, the City has a variety of Capital Improvement Projects (CIP), Land Development projects, and Transportation and Traffic projects requiring specialized professional services; and

WHEREAS, the City requires substantial roadway improvements including design of existing and new roadways, road widening, roadway repair safety enhancements, intersection improvements, ADA (American Disabilities Act) compliances, sidewalk curb and gutter improvements, bicycle facility improvements, and pavement rehabilitation; and

WHEREAS, the City requires substantial utility improvements including potable and non-potable water facilities, sewer system facilities including lift stations, storm drain systems facilities including pump stations, joint trench facilities, and street lighting; and

WHEREAS, the City requires the support of professional, technical, and related services from outside firms to perform these tasks; and

WHEREAS, in accordance with Tracy Municipal Code, Section 2.20.140, a Request for Proposals for On-Call Roadway and Utility Design Services was posted on the City's website; and

WHEREAS, the City received nine (9) proposals to provide the required services, and after extensive review, the City selected all nine (9) consultants to provide these services; and

WHEREAS, the table below lists all nine (9) On-Call consultants and the services they will be providing:

Firm	Service Provided	
Bellecci & Associate Inc.	Roadway Design	Utility Design
BKF Engineers	Roadway Design	Utility Design
CSG Consultants, Inc.	Roadway Design	Utility Design
Kimley-Horn and Associates, Inc.	Roadway Design	Utility Design
Kjeldsen, Sinnock, and Neudeck, Inc.	x	Utility Design
Mark Thomas & Company, Inc.	Roadway Design	x
Mott MacDonald Group, Inc.	Roadway Design	Utility Design
SNG & Associates, Inc.	Roadway Design	Utility Design
West Yost & Associates, Inc.	x	Utility Design

;and

WHEREAS, the City will utilize such services on an On-Call basis, and the City will execute Professional Services Agreements with each consultant and issue Purchase Orders for the scope of work needed, through future City Council action, as may be needed to comply with the Tracy Municipal Code; now, therefore, be it

RESOLVED: That the City Council of the City of Tracy, hereby approves an On-Call Professional Services list, for five years, for Roadway and Utility Design Services with: Bellecci & Associate Inc., BKF Engineers, CSG Consultants, Inc., Kimley-Horn and Associates, Inc., Kjeldsen, Sinnock, and Neudeck, Inc., Mark Thomas & Company, Inc., Mott MacDonald Group, Inc., SNG & Associates, Inc., and West Yost & Associates, Inc.; and be it further

FURTHER RESOLVED: That the City Council directs staff to return for future approvals of any specific agreement with any specific firm listed on the foregoing on-call list, to the extent may be needed for either budgetary or contract authority under the Tracy Municipal Code.

The foregoing Resolution 2024-____ was adopted by the Tracy City Council on the 4th day of June 2024, by the following vote:

AYES: COUNCIL MEMBERS:
 NOES: COUNCIL MEMBERS:
 ABSENT: COUNCIL MEMBERS:
 ABSTENTION: COUNCIL MEMBERS:

NANCY D. YOUNG
 Mayor of the City of Tracy, California

ATTEST: _____
 ADRIANNE RICHARDSON
 City Clerk and Clerk of the Council of the
 City of Tracy, California

Agenda Item 1.K

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution awarding a construction contract to O.C. Jones & Sons, Inc. of Berkeley, California, in the amount of \$42,587,374 for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147), Federal Project Number ACSB11M-580-1 (982)E.

EXECUTIVE SUMMARY

This item is to consider the award of a construction contract with O.C. Jones & Sons, Inc., of Berkeley, California, for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project, CIP 73147 (Project). After a formal public bidding process and analysis, O.C. Jones & Sons, Inc., of Berkeley, California was determined by City staff to be the lowest responsible bidder. The proposed contract price bid by O.C. Jones & Sons, Inc., of Berkeley, California is \$42,587,374.

BACKGROUND AND LEGISLATIVE HISTORY

The Cordes Ranch Specific Plan (CRSP) was prepared in 2013, encompassing the Central Valley Gateway (CVG), also known as the International Park of Commerce (IPC). This plan was a business and industrial plan area covering approximately 1,700 acres, including 45.3 acres of commercial, 125.8 acres of office, and 1,291.6 acres of industrial business park. The CRSP, along with the rapid growth of the IPC, played a significant role in the development of the Project. Since the completion of the specific plan, the IPC has experienced substantial growth, with the construction of numerous distribution and fulfillment centers.

The Cordes Ranch Specific Plan Environmental Impact Report (EIR) identified potential traffic impacts and outlined mitigation measures to ensure compliance with the CRSP objectives. The EIR Transportation and Traffic Mitigation measure TRANS-1 identified Intersection #6 (Mountain House Parkway/I-580 Westbound Ramps) and Intersection #7 (Mountain House Parkway/I-580 Eastbound Ramps) as significant areas that were impacted.

The Project's development was made possible through a partnership between the City and Prologis (Developer). It was considered a top priority in the City's Development Agreement (DA) with the Developer. The IPC development is required to contribute to capacity improvements in San Joaquin County through payment of the Regional Transportation Impact Fee (RTIF) in accordance with applicable laws and regulations as well as funding contributions pursuant to the DA, to address these impacted areas. The City and the Developer are working through the DA requirements to address project funding requirements. The interchange improvements not only cater to the freight demands of the IPC but also enhance employee access and alleviate future congestion on the highways.

The Project was approved as a Capital Improvement Project (CIP) with the Fiscal Year 2015/2016 budget. The City of Tracy, as the Project Sponsor, has collaborated with California Department of Transportation (Caltrans) in its development. The Project is crucial for the region as it will improve access to the growing fulfillment and distribution centers in the area, enhance safety, and benefit

the regional and national economy. Moreover, it will enhance freight operations along a federal Primary Freight Network (PFN) Route. In 2020, the City received a \$24.9 million grant from the California Transportation Commission (CTC) for the construction phase of the Project.

The Project involves reconstructing the existing interchange to a Diverging Diamond Interchange (DDI), similar to the one at State Route (SR) 120 and Union Road in Manteca. The DDI will redirect traffic in both directions to the opposite side of the road while crossing I-580. This will provide direct left-turns to I-580 on-ramps and from I-580 off-ramps, allowing for free movements onto the interstate. Traffic signals will be installed where the diversion in traffic occurs. The ramp entrances will also be widened to accommodate turning movements. The overcrossing will be widened to accommodate three northbound lanes, two southbound lanes, Class II Bike Lanes, and a multiuse (bicycle and pedestrian) path in the middle of the overcrossing. The DDI configuration will maintain access to the existing gas station located west of I-580. A public roadway to the gas station will be built to realign their access to accommodate the DDI configuration and design.

Currently, the existing interchange does not provide pedestrian and bicycle facilities on the existing Patterson Pass Road Overcrossing (OC) and approaches. The Project will eliminate this deficiency by incorporating complete streets design through the addition of Class II bike lanes and sidewalks, making it useful for all roadway users.

During the City Council meeting held on February 21, 2023, the Council passed Resolutions of Necessity (RONs) to authorize the acquisition of fee simple interests, permanent easements, and/or temporary construction easements required for the construction of the Project. To obtain the \$24.9 million Trade Corridor Enhancement Program (TCEP) grant and to achieve Ready to List status with Caltrans, the City adopted Resolution Nos. 2023-035, 2023-036, 2023-037, and 2023-038 on February 21, 2023, to file Eminent Domain proceedings that require the acquisition of certain property interests for the Project.

Additionally, Resolution No. 2023-043 approved Utility Agreements related to the relocation of existing utilities. Resolution No. 2023-044 approved the execution of a Cooperative Agreement between the City and Caltrans and the Right-of-Way Certification.

A Professional Services Agreement (PSA) between the City and Mark Thomas and Company was authorized under Resolution No. 2018-216, and an amendment to the PSA was authorized under Resolution No. 2022-072. The PSA included the design of the Project with completed plans, specifications, and estimates.

ANALYSIS

The Project was advertised for competitive bids by public notice on February 16, 2024, and March 8, 2024. Bids were received and publicly opened in City Hall, Conference Room 203, and via Microsoft Teams virtual meeting at 2:00 p.m. on Thursday, April 4, 2024, with the following results:

<u>Contractor</u>	<u>Base Bid</u>
DeSilva Gates Construction	\$44,844,844.00
O.C. Jones & Sons, Inc.	\$42,587,374.00
Ragnar Benson Construction	\$50,656,200.79
Teichert Construction	\$ 45,133,370.00

In accordance with Tracy Municipal Code Section 2.20.260 and the California Public Contract Code Section 22032, staff performed a subsequent bid analysis and determined that the lowest responsible bidder was O.C. Jones & Sons, Inc. of Berkeley, California. Staff further verified that the bidder has the appropriate 'contractor's license in active standing with the State of California.

The total estimated cost of this Project, if awarded to the lowest bidder, is as follows:

Construction Bid	\$42,587,374
Total Project Cost	\$42,587,374

FISCAL IMPACT

The Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147) is an approved capital improvement project with a not-to-exceed budget of \$49,377,000. As shown below, a portion of the budgeted funds have already been used so the available fund balance in this CIP is \$45,463,056, which is sufficient to award the construction contract in the Project as follows:

Funding Source	Budget	Expenses	Balance
242 - Measure K	\$ 2,541,000	\$ -	\$ 2,541,000
TCEP Grant	\$ 24,884,000	\$ -	\$ 24,884,000
363 - TIMP Traffic	\$ 14,000,000	\$ 3,582,475	\$ 10,417,525
392 - RTIF	\$ 7,952,000	\$ 331,469	\$ 7,620,531
Current Budget	\$ 49,377,000	\$ 3,913,944	\$ 45,463,056

PUBLIC OUTREACH / INTEREST

As the Project sponsor, the City of Tracy has been actively involved in the development of the Project in partnership with Caltrans. On June 10, 2020, the Draft Environmental Document was approved for public circulation, and the approval of the Draft Project Report was received on June 23, 2020. Caltrans and the City of Tracy circulated the draft Initial Study/Mitigated Negative Declaration (IS/MND) of the Project for public comment and review on July 1, 2020. An opportunity for a public meeting was offered, but none was requested. All written comments received were addressed in the final IS/MND and in the Categorical Exclusion Determination (CE), a National Environmental Protection Act (NEPA), the federal requirement. The Resolutions of Necessity (RONs) hearing for the required property acquisitions for the Project was conducted by City Council on February 21, 2023.

COORDINATION

The City's Engineering Division coordinated with several stakeholders including Caltrans, San Joaquin County, San Joaquin Council of Governments (SJCOG), Federal Highway Administration (FHWA), California Public Utility Commission, and public and private utility companies.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DETERMINATION

The Final IS/MND (CEQA Approval), in accordance with Section 15164 of the CEQA Guidelines, and the CE (NEPA Approval) for the Project was obtained on February 25, 2021, under 23 U.S.C.

327. The request was reviewed under the provision of NEPA and other pertinent environmental reviews.

STRATEGIC PLAN

This agenda item supports the City of Tracy's Quality of Life Strategic Priority, which is to provide an outstanding quality of life by enhancing the City's amenities, business mix and services, and cultivating connections to promote positive change and progress in our community.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a Resolution awarding a construction contract to O.C. Jones & Sons, Inc. of Berkeley, California, in the amount of \$42,587,374 for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147), Federal Project Number ACSB11M-580-1 (982)E.

Prepared by: Sharat Bandugula, PE, Senior Civil Engineer

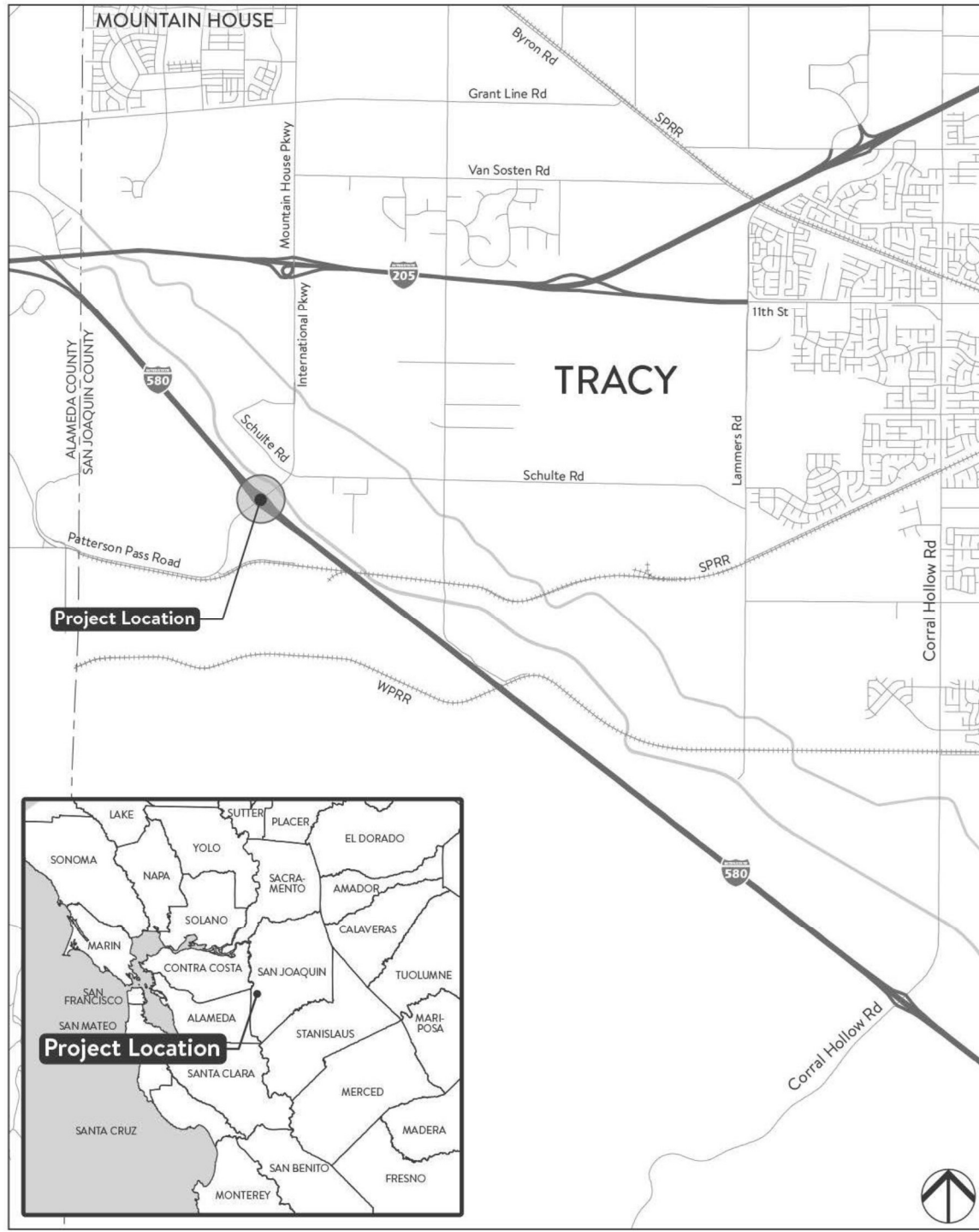
Reviewed by: Koosun Kim, PE, City Engineer
Sara Cowell, Finance Director
Bijal M. Patel, City Attorney
Karin Schnaider, Assistant City Manager

Approved by: Midori Lichtwardt, City Manager

ATTACHMENTS

Attachment A – Location Map

LOCATION MAP



TRACY CITY COUNCIL

RESOLUTION 2024-_____

AWARDING A CONSTRUCTION CONTRACT TO O.C. JONES & SONS, INC. OF BERKELEY, CALIFORNIA, IN THE AMOUNT OF \$42,587,374 FOR THE INTERSTATE 580/PATTERSON PASS ROAD/INTERNATIONAL PARKWAY DIVERGING DIAMOND INTERCHANGE IMPROVEMENTS PROJECT (CIP 73147), FEDERAL PROJECT NUMBER ACSB1IM-580-1 (982)E.

WHEREAS, the Cordes Ranch Specific Plan (CRSP) was prepared in 2013, encompassing the Central Valley Gateway (CVG), also known as the International Park of Commerce (IPC); and

WHEREAS, the CRSP, along with the rapid growth of the IPC, played a significant role in the development of the Interstate 580/International Parkway/Patterson Pass Diverging Diamond Interchange Project, CIP 73147 (Project); and

WHEREAS, since the completion of the specific plan, the IPC has experienced substantial growth, with the construction of numerous distribution and fulfillment centers; and

WHEREAS, the Cordes Ranch Specific Plan Environmental Impact Report (EIR) identified potential traffic impacts and outlined mitigation measures to ensure compliance with the CRSP objectives; and

WHEREAS, the EIR Transportation and Traffic Mitigation measure TRANS-1 identified Intersection #6 (Mountain House Parkway/I-580 Westbound Ramps) and Intersection #7 (Mountain House Parkway/I-580 Eastbound Ramps) as significant areas that were impacted; and

WHEREAS, the IPC development is required to contribute to capacity improvements in San Joaquin County through payment of the Regional Transportation Impact Fee (RTIF) in accordance with applicable laws and regulations as well as funding contributions pursuant to the Development Agreement (DA), to address these impacted areas; and

WHEREAS, the City and the Developer are working through the DA requirements to address project funding requirements; and

WHEREAS, the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Project is an approved Capital Improvement Project (CIP) with the Fiscal Year 2015/2016; and

WHEREAS, as the Project Sponsor, the City of Tracy, has been actively involved in the development of the Project in collaboration with the California Department of Transportation (Caltrans); and

WHEREAS, Mark Thomas and Company, the City's design consultant under a Professional Services Agreement approved by the City Council (see Resolution No. 18-216 and Resolution No. 22-072), prepared plans, specifications, and estimates for the Project; and

WHEREAS, the Project reconstructs the existing interchange from a tight diamond configuration to a Diverging Diamond Interchange (DDI), and the Project is very important to the region as it will increase access to growing fulfillment and distribution centers, improve freight operations along a federal Primary Freight Network (PFN) Route, enhance safety, and benefit the regional and national economy; and

WHEREAS, as the Project sponsor, the City of Tracy has been actively involved in the development of the Project in partnership with Caltrans.

WHEREAS, on June 10, 2020, the Draft Environmental Document was approved for public circulation, and the approval of the Draft Project Report was received on June 23, 2020; and

WHEREAS, Caltrans and the City of Tracy circulated the draft Initial Study/Mitigated Negative Declaration (IS/MND) of the Project for public comment and review on July 1, 2020; and

WHEREAS, an opportunity for a public meeting was offered, but none was requested; and

WHEREAS, the Final Initial Study/Mitigated Negative Declaration (IS/MND) California Environmental Quality Act (CEQA) Approval, and a Categorical Exclusion Determination (CE) under the National Environmental Protection Act (NEPA) was determined on February 25, 2021; and

WHEREAS, the City had received \$24.9 Million Senate Bill 1 (SB1) Trade Corridor Enhancement Program (TCEP) grant funding for this Project, which needed to be obligated by the California Transportation Commission (CTC) at their meeting on June 28, 2023 to June 29, 2023; and

WHEREAS, to secure the TCEP grant, the Project is required to obtain the Ready to List (RTL) status with Caltrans prior to the CTC meeting; and

WHEREAS, as part of obtaining the RTL, the City adopted Resolution Nos. 2023-035, 2023-036, 2023-037, and 2023-038 on February 21, 2023, to file Eminent Domain proceedings for the acquisition of certain property interests for a public project (Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147)); and

WHEREAS, the City Council also adopted Resolution No. 2023-043 on March 7, 2023, approving Utility Agreements related to the relocation of existing utilities, and Resolution No. 2023-044 on March 7, 2023, for the Right-of-Way Certification and the execution of a Cooperative Agreement of Construction between City and Caltrans; and

WHEREAS, due to diligent efforts by City staff, City Council and Caltrans, the City secured RTL status with Caltrans, and CTC approved the allocation of the TCEP grants at the June 28, 2023 Commission meeting; and

WHEREAS, these grants were then reprogrammed as Federal National Highway Freight Program (FNHFP) grants with no change to the grant amount; and

WHEREAS, Resolution 2023-044 approved the execution of a Cooperative Agreement between the City and Caltrans and the Right-of-Way Certification; and

WHEREAS, the Project was advertised for competitive bids by public notice on February 16, 2024, and March 8, 2024; and

WHEREAS, the bids were received and publicly opened in City Hall, Conference Room 203, and via Microsoft Teams virtual meeting at 2:00 p.m. on Thursday, April 4, 2024; and

WHEREAS, O.C. Jones & Sons, Inc. of Berkeley, California was the apparent lowest bidder; and

WHEREAS, the bid analysis indicates their bid is “responsive” and the bidder is “responsible”; and

WHEREAS, the Project will be funded by CIP 73147 funds, which has a current available budget of \$45,463,056, which includes a combination of Measure K, SB1, TCEP grant funding, City of Tracy Transportation Impact Fees, and City/Regional Transportation Impact Fees; and

NOW THEREFORE, be it

RESOLVED: That the City Council of the City of Tracy, hereby awards a construction contract to O.C. Jones & Sons, Inc. of Berkeley, California, in the amount of \$42,587,374 for the Interstate 580/Patterson Pass Road/International Parkway Diverging Diamond Interchange Improvements Project (CIP 73147); and be it

FURTHER RESOLVED: That the Final IS/MND adopted in accordance with Section 15164 of the CEQA Guidelines and the CE determined in accordance with NEPA, for the Project remain valid and no significant changes to the environment have occurred since their respective adoption/determination.

* * * * *

The foregoing Resolution 2024-_____ was adopted by the Tracy City Council on the 4th day of June 2024 by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

Agenda Item 3.A

RECOMMENDATION

Staff recommends that the City Council receive the annual informational report of the Tracy Arts Commission for the 2023 calendar year and projected goals for calendar year 2024.

EXECUTIVE SUMMARY

The Tracy Arts Commission was formed by the City Council for the purpose of preserving and cultivating the expression and appreciation of the Arts in Tracy. At the April 6, 2021, regular City Council meeting, the Council expressed the desire to receive an annual report. This annual report reviews the calendar year 2023 and provides projected goals for 2024.

BACKGROUND AND LEGISLATIVE HISTORY

The Tracy Arts Commission (previously known as the Cultural Arts Commission and Community Cultural Arts Commission) was established in 1991 for the purposes of: maintaining the Civic Art Plan (adopted by City Council, Resolution 2003-002), contributing to the quality of life of the residents of Tracy through the high quality civic spaces and access to a broad array of artistic experiences, expanding the knowledge and understanding of the community's history and culture, supporting the economic vitality of the City through increased property values and cultural tourism, and reinforcing downtown as a cultural destination.

The Tracy Arts Commission (TAC) advises the City Council on the subjects of Citywide public art including private development and public/private partnerships, fosters public/private partnerships for the creation of civic art, supports individuals and organizations involved in the arts by promoting their events, offering resources, educational tools, and advising on policies to City Council that will support those endeavors, and commits to nourishing artistic vision, honoring diversity, supporting creativity and promoting cooperative partnerships through the Re-Granting Program.

ANALYSIS

Since 2019 the TAC has worked to develop new and more relevant programming in conjunction with the community's growth and change.

2023 Goals

In 2023, the TAC had two focus areas. Under each area programming updates and status are provided.

Focus Area: PUBLIC PROGRAMMING

- Tracy Arts Month, April 2023
The Cultural Arts Division (CAD) developed Tracy Arts Month as an annual platform to celebrate the arts and culture, bring attention to our local-area creative community, and encourage public interaction. In 2023, the Commission presented an educational Audition & Reel Workshop in support of performing artists in community.
 - **GOAL STATUS: COMPLETE**

- Downtown Tracy Artwalk
The Cultural Arts Division developed the Downtown Tracy Artwalk in 2015 as a platform to build a network of creative displays and activities on the streetscape, in support of our creative community and the merchants in the downtown core. The Commission supports the Artwalk events by providing hospitality to the participants, presenting artists and organizations, and engaging in community outreach.
 - **GOAL STATUS: COMPLETE**

- 2023-24 Co-Present – Open Mic Night Event Series
As part of the 2023-24 Presenting Season at the Grand Theatre Center for the Arts, a monthly series of Open Mic Night events are offered between September 2023 and June 2024.
 - **GOAL STATUS: ONGOING**

- Re-Granting Program
The Re-Granting Program provides Tracy artists, arts organizations, and arts educators with meaningful funding to present new arts-based events and activities in the City. In 2023, the TAC awarded two \$1,000 grants in support of two projects occurring in 2024.
 - **GOAL STATUS: COMPLETE**

Focus Area: CIVIC ART

- Byron Alvarez 10th St. Mural Project Support
As a function of the Civic Art Program, the Cultural Arts Division provides public art project support through public/private collaborations and partnerships. In 2023, the CAD issued a Request For Proposals (RFP) and the TAC provided recommendations for a property owner who sought to create a temporary mural project on 10th St.
 - **GOAL STATUS: COMPLETE**

- Tracy Hills Sculpture Project Proposal Recommendations
In 2023, the TAC evaluated a public art proposal from Integral Communities, Inc., in collaboration with Jagged Edge Metal Art and Design, for the development of a large-format landmark sculpture to be located at Tracy Hills.
 - **GOAL STATUS: COMPLETE**

Goals for 2024

The Tracy Arts Commission has identified the following goals for calendar year 2024, summarized below:

Focus Area: ADMINISTRATIVE

- TAC Bylaws Revision

Focus Area: PUBLIC PROGRAMMING

- Tracy Arts Month, April 2024
- Downtown Tracy Artwalk, Summer/Fall 2024
- Tracy Poet Laureate Program
- 2024 Re-Granting Program RFP
- 2024-25 Open Mic Night Event Series

Focus Area: CIVIC ART

- Multigenerational Recreation Center RFP
- City Council Review of 2023 Civic Art Plan Update

FISCAL IMPACT

Staff costs related to support of the Tracy Arts Commission are included in the Parks, Recreation and Community Services Department General Fund budget.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

This item is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, et seq.; "CEQA Guidelines") in that it is not a "project" for purposes of CEQA (as defined by CEQA Guidelines §15378). Specifically, this item proposes an organizational or administrative activity that will not result in a direct or indirect physical change in the environment (CEQA Guidelines §15378(b)(5)). Further, even if this item was deemed a "project," and therefore subject to CEQA, the item would be exempt as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines §15061(b)(3)).

STRATEGIC PLAN

This agenda item relates to the City of Tracy's Quality of Life Strategic Priority, which is to provide an outstanding quality of life by enhancing the City's amenities, business mix and services and cultivating connections to promote positive change and progress in our community.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council receive the annual informational report of the Tracy Arts Commission for the 2023 calendar year and projected goals for calendar year 2024.

Prepared by: William Wilson, Cultural Arts Supervisor

Reviewed by: Anna Cross, Cultural Arts Division Manager
Jolene Jauregui, Interim Director of Parks, Recreation and Community Services
Sara Cowell, Director of Finance
Kimberly Murdaugh, Interim Assistant City Manager
Jeffrey Crosswhite, Assistant City Attorney
Bijal Patel, City Attorney

Approved by: Midori Lichtwardt, City Manager

ATTACHMENTS:

Attachment A – Tracy Arts Commission Annual Report PowerPoint



Tracy Arts Commission

2023 Annual Report

June 4, 2024



Tracy Arts Commission

➔ *2023 Annual Report*



Serving in an advisory role to City Council in the Cultural Arts Division, the Tracy Arts Commission (TAC) seeks to preserve and cultivate the expression and appreciation of the arts through engaging and educational public programming. The TAC is to represent the diversity of the creative community, from patrons and artists of all kinds, and encourage and stimulate the growth of broad-based arts and cultural programs.



- Utilizes Budget, Civic Art & Special Events Subcommittees
- Maintains the Civic Art Plan (Resolution 2003-02)
- Supports the creative community through collaboration, promotion & granting
- Perform other arts-related duties & functions as City Council may direct



2023-24 Roster:

Cynthia Reis CHAIR

Nila Dhugga VICE CHAIR

Debbie Jones

Maxine Lees

Taranjit Sandhu



2023



Tracy Arts Month, April 2023

Presented a free, two-hour Audition & Reel Workshop with Tony Gapastione, Creative Director at Bravemaker, in the Studio Theatre at the Grand.

Downtown Tracy Artwalk, June/July/September

Presented new participants [**Emerging Artists**]:

Bite the Duck (uke duo band)

Fran Block (children's book co-author)

Russ Warne (sculptor)

Rachel Whittington (visual arts)

Provided Hospitality across the summer event series to over 100 participants.



Richard Beebe



Richard Beebe

➔ **Civic Art Project: Byron Alvarez 10th St. Mural Project Support**

Issued a Request For Proposals and provided recommendations to assist property owner in development of a new, temporary mural in downtown Tracy featuring elements of Welsh heritage.

➔ **Civic Art Project: Tracy Hills Sculpture Project Proposal Recommendations**

Reviewed proposal from Integral Communities, Inc., in collaboration with Jagged Edge Metal Art and Design, for the development of a large-format sculpture to be located at Tracy Hills.

CIVIC ART PROGRAM
PUBLIC/PRIVATE COLLABORATION



→ 2023



→ 2023 Re-Granting Program – Awarded \$2,000

in support to

Tiffanie Heben

Artists by Artists: Tracy's Creative Community Past and Present
Group Exhibition & Book featured in the Exhibitions Program
at the Grand & Tracy Historical Museum

H-Art Therapy

Helping Hands Project

10 scholarships to families in need, for children to attend
painting workshops in the Arts Education Program at the Grand

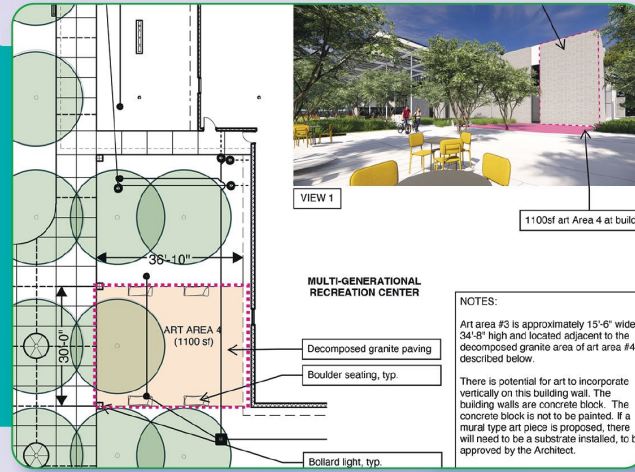


→ 2023-24 Co-Present – Open Mic Night event series

in collaboration with 2023-24 Presenting Season at the Grand

Free, All-Ages, event series from September, 2023 through June, 2024





- Tracy Arts Month, April 2024 – Community Mural Project
- Downtown Tracy Artwalk Support, Summer/Fall 2024
- Civic Art Projects RFP - Multigenerational Recreation Center
- Tracy Poet Laureate Program
- TAC Bylaws Revision
- 2024 Re-Granting Program RFP & Awards
- City Council Review of 2023 Civic Art Plan Update
- 2024-25 Open Mic Night collaboration with the Presenting Program at the Grand



QUESTIONS



June 4, 2024

AGENDA ITEM 3.B

ADOPT AN URGENCY ORDINANCE MAKING FINDINGS AND ESTABLISHING A TEMPORARY MORATORIUM PURSUANT TO GOVERNMENT CODE 65858 ON THE PROCESSING OF BUSINESS TAX UNDER CHAPTER 6.04 OF THE TRACY MUNICIPAL CODE, TO TAKE EFFECT IMMEDIATELY UPON ADOPTION

This item is for the City Council to pass an urgency ordinance to establish a temporary moratorium pursuant to Government Code 65858 on the processing of business tax under the Tracy Municipal Code. The City Council requested this item at its May 21, 2024, meeting introduced by Councilmember Arriola and seconded by Councilmember Bedolla.

The updated Business Tax structure was aimed to bring a proportionate tax amongst small and large businesses and to give Tracy control over local funds, providing resources for community priorities including public safety, recreational programs, and economic development. The new business tax structure was approved by voters as Ballot Measure B in 2022, took effect on July 1, 2023, and was codified as Chapter 6.04 in the Tracy Municipal Code. According to Chapter 6.04, businesses pay a flat business tax of \$50 on the first \$500,000 of gross receipts and pay a percentage of gross receipts for any gross receipts above \$500,000. The percentage applied to gross receipts over \$500,000 ranges from \$0.001 to \$0.003, or \$1 to \$3 for every \$1,000 in gross receipts, depending on the category of business.

Measure B was the result of efforts started in March 2020, when the City Council formed the Ad-Hoc Committee for fiscal sustainability (which now has become the standing Finance Committee of the City Council). The Ad-Hoc Committee was formed with the intention of providing guidance to develop short and long-term fiscal sustainability strategies. During this time, the City was facing a budget deficit. One of the recommendations from the Ad-Hoc Committee was to review the structure of the City's Business Tax, which had remained unchanged since 1984. This old business tax structure was based upon the number of employees and had a cap of \$2,018 regardless of the sales volume or category of the business.

While many cities use employee count as the basis for calculating the tax due, many cities have moved away from this methodology as it is often perceived as a tax on jobs. Under Government Code section 37101(b), any city imposing a business tax must "levy the tax so that the measure of tax fairly reflects that proportion of the taxed activity actually carried on within the taxing jurisdiction." Many view the gross receipts methodology to best meet this State law requirement, and this methodology allows a City to proportionally collect tax and automatically adjust the tax as the economy does.

At the regular City Council meeting of May 21, 2024, various business owners expressed their concerns about the financial impact and strain caused by the new business tax on their operations. Some businesses indicated that they would not be able to survive this new business tax burden, and other businesses indicated they would consider relocating outside of the City of Tracy.

The City Council and the staff need additional time to analyze potential amendments to the current tax structure that could mitigate the severe consequences to local businesses if tax bills are sent under the current version of Chapter 6.04. Absent the adoption of this interim urgency ordinance, the business owners will be required to pay their business tax bills in accordance with

the structure currently in place, to renew their business licenses. As staff must send bills to businesses immediately to meet the current tax deadline of July 1, 2024, the City Council must take immediate action to halt the implementation of Chapter 6.04. If adopted by a vote of 4/5, this urgency ordinance will impose a 45-day moratorium on the application of Chapter 6.04 and staff will not be sending bills until the moratorium lifts or Chapter 6.04 has been amended.

APPROVED AS TO FORM AND LEGALITY

CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

**URGENCY ORDINANCE NO. _____
INTRODUCED BY COUNCILMEMBER ARRIOLA AND COUNCIL MEMBER BEDOLLA**

**AN URGENCY ORDINANCE MAKING FINDINGS AND ESTABLISHING A
TEMPORARY MORATORIUM PURSUANT TO GOVERNMENT CODE 65858 ON
THE PROCESSING OF NEW BUSINESS TAX UNDER CHAPTER 6.04 OF THE
TRACY MUNICIPAL CODE, TO TAKE EFFECT IMMEDIATELY UPON
ADOPTION**

WHEREAS, pursuant to Government Code Section 37101(a), the governing body of a city has the power to license, regulate and tax any lawful occupation; and

WHEREAS, pursuant to Chapter 6.04 of the Tracy Municipal Code, business tax is an annual tax charged to businesses operating in the City of Tracy, for the purpose of contributing revenue to the City's General Fund in support of essential services, such as public safety, streets maintenance, and recreation programs; and

WHEREAS, in March 2020, the City Council formed an Ad-Hoc Committee for fiscal sustainability; and

WHEREAS, the Ad-Hoc Committee now has become the standing Finance Committee of the City Council and has broader fiscal jurisdiction; and

WHEREAS, the Ad-Hoc Committee was formed with the intention of providing guidance to develop short and long-term fiscal sustainability strategies, as during this time, the City was facing a budget deficit; and

WHEREAS, one of the recommendations from the Ad-Hoc Committee was to review the structure of the City's Business Tax, which structure was based upon the number of employees, had a cap of \$2,018 and had remained unchanged since 1984; and

WHEREAS, in March 2022, the City Council directed staff to proceed with placing a tax measure on the November 2022 ballot; and

WHEREAS, in November 2022, voters in the City of Tracy approved initiative Measure B which adopted an updated Business Tax structure based upon gross receipts; and

WHEREAS, Measure B took effect July 1, 2023, and is codified in Tracy Municipal Code Chapter 6.04; and

WHEREAS, according to Chapter 6.04, businesses pay a flat business tax of \$50 on the first \$500,000 of gross receipts and pay a percentage of gross receipts for any gross receipts above \$500,000; the percentage applied to gross receipts over \$500,000 ranges from \$0.001 to \$0.003, or \$1 to \$3 for every \$1,000 in gross receipts, depending on the category of business; and

WHEREAS, the updated Business Tax structure was aimed to bring a proportionate tax amongst small and large businesses and to give Tracy control over local funds, providing resources for community priorities including public safety, recreational programs, and economic development; and

WHEREAS, at the City Council meeting of May 21, 2024, various business owners in the City expressed concerns about the substantial financial impact and strain on their operations caused by the new business tax; and

WHEREAS, some businesses indicated that they would not be able to survive the business tax burden, and other businesses indicated they would consider relocating outside of the City of Tracy; and

WHEREAS, as staff must send bills to businesses immediately to meet the current tax deadline of July 1, 2024, the City Council must take urgent action to halt the implementation of Chapter 6.04; and

WHEREAS, the City Council and the staff need additional time to analyze potential amendments to the current tax structure that could mitigate the severe consequences to local businesses if tax bills are sent under the current version of Chapter 6.04; and

WHEREAS, absent the adoption of this interim urgency ordinance, the business owners will be required to pay their business tax bills in accordance with the structure currently in place, to renew their business licenses; and

WHEREAS, Article XI, Section 7 of the California Constitution provides that a city may make and enforce within its limits all local police, sanitary and other ordinances and regulations not in conflict with general laws; and

WHEREAS, Government Code Section 65858(a) provides that the legislative body of a city may, to protect the public safety, health and welfare, adopt as an urgency measure an interim ordinance prohibiting any uses that may be in conflict with a contemplated general plan, and such urgency measure, if approved by a four-fifths vote of the legislative body, shall be of no effect 45 days from the date of adoption, and may be extended a maximum of two times for a total duration of two years; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TRACY DOES ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals/Findings. The City Council finds and determines the foregoing recitals are true and correct and are hereby incorporated herein as findings and determinations of the City.

SECTION 2. Moratorium. The City Council hereby imposes a temporary moratorium for 45 days on the processing any business taxes under Chapter 6.04 of the Tracy Municipal Code,

and staff is directed to take all necessary actions to implement the purpose of this moratorium;
and

SECTION 3. Analysis of Potential Amendments. The City Council directs the City Manager to analyze various potential amendments to Chapter 6.04 and return to the City Council for further deliberation prior to the expiration of this Ordinance.

SECTION 4. Effect of Ordinance. For the term of this Ordinance, as set forth in Section 2 hereof, the provisions of this Ordinance shall govern, and to the extent there is any conflict between the provisions of this Ordinance and the provisions of any other City code, ordinance, resolution or policy, all such conflicting provisions shall be suspended; and

SECTION 5. CEQA Determination. The City Council finds and determines the adoption this Ordinance is not a project within the meaning of the California Environmental Quality Act (CEQA), including as the term "project" is defined by section 15378 of the CEQA Guidelines, and that even if it were a project under CEQA, it is subject to the CEQA exemptions contained in CEQA Guidelines Sections 15061(b)(3), 15183, and/or 15308, each of which provides a separate and independent basis for a CEQA exemption and when viewed collectively provides an overall basis for a CEQA exemption; and

SECTION 6. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Chapter. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause or phrase thereof irrespective of the fact that one or more other sections, subsections, clauses or phrases may be declared invalid or unconstitutional; and

SECTION 7. Effective Date. In accordance with Government Code Section 65858, this Ordinance shall be in full force and become effective immediately as an interim urgency ordinance, in order to protect the public health, safety and welfare, for a period of 45 days from the date of its adoption. This 45-day period may be extended by the City Council in accordance with the provisions of California Government Code Section 65858; and

SECTION 8. Publication. The City Clerk is directed to certify to the passage and adoption of this Ordinance causing it to be posted, as required by law, and it shall thereafter be in full force and effect; and

SECTION 9. Codification. This Ordinance shall not be codified in the Tracy Municipal Code.

The foregoing Ordinance _____ was introduced at a regular meeting of the Tracy City Council on the 4th day of June 2024 and finally adopted on the day of _____, 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTENTION:	COUNCIL MEMBERS:

NANCY D. YOUNG
Mayor of the City of Tracy, California

ATTEST: _____
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of
the City of Tracy, California

Date of Attestation: _____

Agenda Item 3.C

RECOMMENDATION

Staff requests that the City Council discuss and provide direction to staff whether to return to a future meeting with: 1) an ordinance amending Chapter 2.04.060 of the Tracy Municipal Code modifying the monthly salary of the Mayor and/or Councilmembers; and 2) a resolution amending the monthly salary of the City Treasurer.

EXECUTIVE SUMMARY

Per the City Council Code of Conduct Section 6.1.2, the Mayor's and City Councils' compensation should be reviewed every two years. On December 7, 2021, the City Council approved Ordinance 1325 amending Chapter 2.04.060 of the Tracy Municipal Code (TMC) which set the current compensation of the Mayor and City Council, effective January 1, 2023. Also in 2021, per Resolution 2021-107, the City Council instated the practice of requiring the consideration of the elected City Treasurer's compensation to occur at the same time that the City Council's compensation is discussed.

Government Code section 36516 provides that the salaries of city council members of a general law city may be enacted by ordinance and establishes restrictions on the monthly salaries of council members based on the population of a city. On January 1, 2024, Senate Bill (SB) 329 amended Government Code section 36516 to increase the maximum compensation for elected officials by population. Pursuant to Government Code section 36516.5, any council salary increase may take effect only when at least one member of the council commences a new term.

This item requests that the City Council review the amendments to Government Code 36516 and discuss the salaries of its members and the Elected City Treasurer. Under Government Code 36516, any increase to the salaries of the City Council must be effectuated by ordinance and become effective only after elections occur in November 2024 and one or more new Council terms will begin. Based on the City Council's direction, staff will return to a future meeting with a proposed ordinance amending TMC 2.04.060 to reflect the Mayor's and City Councilmembers' monthly salary compensation. Staff also requests that the City Council provide direction to staff regarding an amendment to the City Treasurer's monthly salary compensation. Per Resolution 2021-107, staff will return to a future meeting with a proposed Resolution amending such salary, which shall become effective at the same time as any increase to the salaries of the Mayor and Councilmembers.

BACKGROUND AND LEGISLATIVE

On December 7, 2021, the City Council approved Ordinance 1325 approving the compensation of the Mayor and City Council, effective January 1, 2023. The current compensation is \$1,029 for the City Council and \$1,129 for the Mayor. The City Council's Code of Conduct Section 6: Compensations states, "The salary of the Mayor and City Council should be reviewed every two

years.” Government Code section 36516.5 requires that any approved compensation increase go into effect for the next seated Mayor and City Council. Upon approval of Ordinance 1325, the City Council’s compensation was effective January 1, 2023, following certification of the results of the November 2022 City Council election.

On July 20, 2021, upon review of the City Treasurer’s salary, the City Council adopted Resolution 2021-107, increasing the Elected City Treasurer’s compensation to \$1,075 monthly. Health insurance will continue to be made available consistent with Resolution No. 2003-391. Additionally, City Council instated the on-going practice of reviewing the Treasurer’s compensation every two years in the same cycle as Council’s compensation review and consideration. Government Code Section 36517 directs that compensation for the City Treasurer be determined by either ordinance or resolution. The City of Tracy has historically set the City Treasurer’s compensation via resolution. In addition, the Resolution 2021-107 adopted the practice of aligning the consideration of salary increases of the Elected City Treasurer to that of the City Council’s salary consideration.

In June 2023, the Governor signed into law SB 329 amending Government Code Section 36516, effective January 1, 2024. The amendment allows cities to increase council’s compensation based on population size. Section 36516(a)(1)(d) states, “In cities over 75,000 up to and including 150,000 in population, up to and including one thousand nine hundred dollars (\$1,900) per month.” Previously approved in 1984, Government Code 36516 limited compensation to \$600 per month for the same population size, and increases to this amount were capped, in Section 36516(a)(4), at 5% per year which would equate to a monthly salary of \$1,200. In addition to the increased monthly salary of \$1,900 for cities such as Tracy, SB 329 amended Section 36516(a)(4) to state that going forward the salary could increase by, “the greater of either of the following: (A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted. (B) An amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10 percent for each calendar year.” Section 36516(a)5(c) also allows an additional “maximum amount (of) one hundred fifty dollars (\$150) per month for each commission, committee, board, authority, or similar body.”

Further, SB 329 states that the City Council’s compensation must be adopted by an ordinance in open session with the second reading no less than seven (7) days after the first reading. Whereas the prior language in Government Code 36516 explicitly stated that the compensation was to be in effect after the next general election. As noted above, SB 329 does not amend Section 36516.5, which states: “A change in compensation does not apply to a council member during the council member’s term of office. This prohibition shall not prevent the adjustment of the compensation of all members of a council serving staggered terms whenever one or more members of the city council becomes eligible for a salary increase by virtue of the council member beginning a new term of office.” In other words, regardless of when adopted by the City Council, any ordinance increasing the salary for City Council would take place only after the November 2024 election results are certified and new Council terms begin.

ANALYSIS

The City of Tracy (City) is a general law city with a population of approximately 98,000. Pursuant to State law, effective as of January 1, 2024, the monthly salary of Mayor and Council Members may be increased up to \$1,900 instead of the previous cap of \$1,200. Traditionally, the City Council has approved a salary difference between the Mayor and City Council of \$100.

The current compensation is \$1,029 for the City Council and \$1,129 for the Mayor. Per SB 329, the City Council may set the compensation up to \$1,900 per month. At the maximum for all City Council, the compensation would increase the General Fund budget by approximately \$60,000.

The City Treasurer's compensation is currently \$1,075 monthly. The Government Code does not set a maximum monthly compensation for elected city treasurers, so the City Council has the full discretion to determine the amount of that salary.

Staff has compiled a comparison of monthly salary paid to elected officials per the City's ten (10) agency comparison. However, as SB 329 is a newly approved bill, it does not appear that any of the comparison cities have moved to the amended compensation listed in SB 329. This was last verified April 29, 2024.

***** continued to next page *****

Compensation Comparison for Treasurer and City Council

	Treasurer	Council Members	Mayor	Notes
Antioch (population 115K)	\$ 1,600	\$ 1,600.04	\$ 1,600.04	<i>Car Allowance of \$350/mo for Council & Treasurer; \$450 for Mayor.</i>
Brentwood (population 65K)	Not Elected; Director of Finance serves as City Treasurer	\$ 1,150.60	\$ 1,150.60	<i>*Verified no change on 04/29/24</i>
Concord (population 125K)	\$ 600.00	\$ 1,433.00	\$ 1,433.00	<i>No Change to City Treasurer; Last adjusted in 2008 *Verified no change on 04/29/24</i>
Livermore (population 88K)	Not Elected; ASD serves as Treasurer	\$ 1,070.00	\$ 1,490.00	<i>Updated 12/20/2022 *Verified no change on 04/29/24</i>
Lodi (population 66K)	Not Elected; Deputy City Mgr oversees Finance and Treasurer duties	\$ 396.96	\$ 396.96	<i>*Verified no change on 04/29/24</i>
Manteca (population 84K)	Not Elected; Finance Director serves as City Treasurer	\$ 600.00	\$ 600.00	<i>*Verified no change on 04/30/24</i>
Modesto (population 219K)	Not Elected; Finance Director serves as City Treasurer	\$ 2,000.00	\$ 3,600.00	<i>PARS unless already a CalPERS member last approved 4/27/10</i>
Pleasanton (population 80K)	Not Elected; Financial Services Manager serves as City Treasurer	\$ 1,321.92	\$ 1,421.92	<i>Updated 12/20/2022 *Verified no change on 04/29/24</i>
Turlock (population 73K)	\$ 500.00	\$ 500.00	\$ 500.00	<i>*Verified no change on 04/29/24</i>
Walnut Creek (population 70K)	\$ 150.00	\$ 650.00	\$ 650.00	<i>*Verified no change on 04/29/24</i>
Stockton (population 321K)	Not Elected; CFO serves as City Treasurer	\$ 2,447.04	\$ -	<i>Mayor is a Full-time position @ \$7,540.00/month</i>
Tracy	\$ 1,075.01	\$ 1,029.00	\$ 1,129.00	<i>Last increase effective 01/17/2023</i>

Average \$ **712.51** \$ **1,197.23** \$ **1,284.25**

Median \$ **550.00** \$ **1,150.60** \$ **1,286.26**

above/below Average 34% -16% -14%

Median** \$ **1,100.02** \$ **1,321.92** \$ **1,433.00** ****Cities within population range**

above/below Average** -2% -28% -27% ****Cities within population range**

Staff is currently preparing the FY 2024/2025 Operating and Capital Budget for consideration on June 18, 2024. Per the City Council's Code of Conduct Section 6: Compensations states, "The salary of the Mayor and City Council should be reviewed every two years." The City Council's salary was last reviewed in December 2021 and went into effect January 2023 after the November 2022 election. The Elected City Treasurer last increase went into effect August 2023; however, per Resolution 2021-107.

Staff is seeking direction from the City Council per the Code of Conduct on the establishment of the compensation for FY 2024/2025 for all of the City's elected officials, so that it may be inserted into the adoption of the budget. However, the draft ordinance for the City Council would state its effective date is January 1, 2025.

This effective date is not necessarily applied to the compensation for the Elected City Treasurer who is not restricted by Government Code 36516.5; however, per Resolution 2021-107, "City Treasurer compensation to be reviewed every two years in the same cycle that City Council compensation is reviewed." City Council would need to advise staff of any changes they wish to make to the existing policy if it desired to set a different effective date for the City Treasurer's salary.

Mayor and City Councilmembers

The agency comparison of Mayor's and City Councilmember's monthly salary shows that the salary range is \$396 to \$1,600 with a median compensation for the Mayor is \$1,286 and the median for Councilmembers is \$1,197 (note: this excludes Stockton's full time Mayor's salary). However, the analysis for just cities with the population range of 75,000 to 150,000, such as the City of Tracy, only includes the cities of Antioch, Concord, Livermore, Manteca, and Pleasanton. This modified the agency comparison of Mayor's and Councilmember's monthly salary to a range of \$600 to \$1,600 with a median compensation for the Mayor is \$1,433 and the median for Councilmembers is \$1,322. A change to the compensation for the City Council requires a first and second reading of an ordinance.

Staff requests that the City Council discuss and provide direction to staff whether to return to a future meeting with an ordinance amending Chapter 2.04.060 of the Tracy Municipal Code modifying the monthly salary of the Mayor and/or Councilmembers.

Potential discussion points may include:

1. Increase Mayor's and Councilmembers' monthly salaries up to \$1,900 per month
 - a. If yes, by what amount; or
2. Increase Mayor 's monthly salary up to \$1,900 per month and increase the four Councilmembers' monthly salaries with an amount lower than the Mayor's monthly salary
 - a. If yes, by what amount for the Mayor and by what amount for the City Councilmembers; or
3. No increase in the Mayor's and Councilmembers' monthly salaries; or
4. Provide some other direction to staff.

Elected City Treasurer

As reflected in the chart above, seven out of the ten comparable agencies have moved away from an elected City Treasurers and have City staff completing these functions. For the remaining three with Elected City Treasurers, the monthly salary shows that the salary range is \$150 to \$1,600, with a median compensation of \$550. State law does not place a minimum or maximum salary on the Elected City Treasurer. It should be further noted that seven out of the ten comparable agencies have moved away from an Elected City Treasurer and have City staff completing these functions.

Staff requests that the City Council discuss and provide direction to staff whether to return to a future meeting with a resolution amending the monthly salary of the City Treasurer.

Potential discussion points may include:

1. Increase Elected Treasurer monthly salary
 - a. If yes, by what amount; or
2. No increase to Elected Treasurer monthly salary; or
3. Provide some other direction to staff.

FISCAL IMPACT

Depending on the City Council's direction for a salary increase for the Mayor and City Council and/or Elected City Treasurer, staff will make the appropriate adjustment to the FY 2024-2025 base budget as the salary increase would go into effect during the fiscal year (January 1, 2025).

PUBLIC OUTREACH/ INTEREST

Staff completed survey of surrounding agencies for salary comparisons.

STRATEGIC PLAN

This agenda item is a routine operational item that does not relate to the Council's Strategic Plans.

RECOMMENDATION

Staff requests that the City Council discuss and provide direction to staff to return with a first reading that amends the Tracy Municipal Code (TMC 2.04.060) to reflect the Mayor's and City Councilmembers' monthly salary compensation; and 2) discuss and provide direction to staff to return with a resolution that reflects an amendment to the City of Tracy's Elected City Treasurer monthly salary compensation.

Agenda Item 3.C

June 4, 2024

Page 7

Prepared by: Karin Schnaider, Assistant City Manager

Reviewed by: Sara Cowell, Director of Finance
Bijal Patel, City Attorney

Approved by: Midori Lichtwardt, City Manager

ATTACHMENT:

A – Ordinance 1325 (City Council's compensation)

B – Resolution 2021-107 (Elected City Treasurer's compensation)

C – State Bill (SB 329) Government Code 36516

ORDINANCE 1325

AN ORDINANCE OF THE CITY OF TRACY AMENDING CHAPTER 2.04 (CITY COUNCIL ORGANIZATION AND PROCEDURE) OF TITLE 2 (ADMINISTRATION) OF THE TRACY MUNICIPAL CODE TO AMEND SECTION 2.04.060 "COUNCIL MEMBER AND ELECTED MAYOR COMPENSATION"

WHEREAS, On January 21, 2020, pursuant to Government Code section 36516, the City Council of City of Tracy adopted Ordinance No. 1283 setting the salary of Tracy City Council Members at Nine Hundred Thirty-Six dollars (\$936.00) per month; and

WHEREAS, Pursuant to Government Code section 36516.1, which permits an elected Mayor to receive additional compensation, the salary for the Mayor was set at an additional One Hundred Dollars (\$100) per month; and

WHEREAS, Pursuant to Government Code section 36516(a)(4) the City Council may set salaries for Council Members up to Six Hundred Dollars (\$600.00) per month based on a population between 75,001 and 150,000; and

WHEREAS, The California Department of Finance determined the total population of the City of Tracy is 98,601 as of January 1, 2021; and

WHEREAS, Pursuant to Government Code section 36516(c) any adjustment to Council Member salaries may not exceed an amount equal to five percent (5%) for each calendar year from the operative date of the last adjustment; and

WHEREAS, The last adjustment to the salaries of the Tracy City Council Members was operative on January 1, 2021, thus the maximum salary increase allowed under state law is a 10 percent (10%) increase of the current \$936.00 per month salaries for Council Members.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TRACY DOES ORDAIN AS FOLLOWS:

SECTION 1: The following shall amend Section 2.04.060 of Chapter 2.04 of Title 2 of the Tracy Municipal Code:

"Section 2.04.06 Council Member and Elected Mayor Compensation:

- (a) The salary of each member of the City Council of the City of Tracy shall be set at One Thousand and Twenty Nine (\$1,029) per month.
- (b) The Mayor shall receive an additional \$100 per month in compensation."

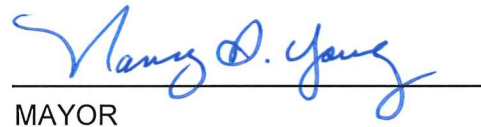
SECTION 2: This ordinance shall take effect thirty (30) days after the final passage and adoption, however, pursuant to Government Code section 36516.5, this change in compensation shall be effective January 1, 2023, following certification of the results of the November 2022 City Council election.


SECTION 3: This Ordinance shall either (1) be published once in a newspaper of general circulation, within 15 days after its final adoption, or (2) be published in summary

form and posted in the City Clerk's office at least five days before the ordinance is adopted and within 15 days after adoption, with the name of the Council Members voting for and against the ordinance. (Gov't Code section 36933).

The foregoing Ordinance 1325 was introduced at a regular meeting of the Tracy City Council on the 7th day of December 2021, and finally adopted on the 21st day of December, by the following vote:

AYES: COUNCIL MEMBERS: ARRIOLA, BEDOLLA, VARGAS, YOUNG
NOES: COUNCIL MEMBERS: DAVIS
ABSENT: COUNCIL MEMBERS: NONE
ABSTAIN: COUNCIL MEMBERS: NONE


MAYOR

ATTEST:

CITY CLERK

Tracy Press

PROOF OF PUBLICATION

Stamp
(2015.5 C.C.P.)

STATE OF CALIFORNIA County of San Joaquin

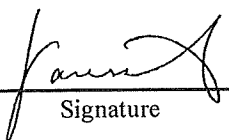
I am a citizen of the United States and a resident of the County aforesaid: I am over the age of eighteen years, and not a part to or interested in the above entitled matter; I am the principal clerk of the printer of the Tracy Press, a newspaper of general circulation, printed and published one time a week on Friday in the City of Tracy, California, County of San Joaquin, and which of newspaper has been adjudged a newspaper of general circulation by the Superior Court, Department 4, of the County of San Joaquin, State of California, under the date of June 30, 1952, Case Number 53686; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit;

December 24

all in the year, 2021

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Tracy, California, this 3rd
day of January 2022



Signature

PROOF OF PUBLICATION Public Notice #0788

City of Tracy

Ordinance 1325

#0788
ORDINANCE 1325

AN ORDINANCE OF THE CITY OF TRACY AMENDING CHAPTER 2.04 (CITY COUNCIL ORGANIZATION AND PROCEDURE) OF TITLE 2 (ADMINISTRATION) OF THE TRACY MUNICIPAL CODE TO AMEND SECTION 2.04.060 "COUNCIL MEMBER AND ELECTED MAYOR COMPENSATION"

WHEREAS, On January 21, 2020, pursuant to Government Code section 36516, the City Council of City of Tracy adopted Ordinance No. 1283 setting the salary of Tracy City Council Members at Nine Hundred Thirty-Six dollars (\$936.00) per month; and
WHEREAS, Pursuant to Government Code section 36516.1, which permits an elected Mayor to receive additional compensation, the salary for the Mayor was set at an additional One Hundred Dollars (\$100) per month; and
WHEREAS, Pursuant to Government Code section 36516(a)(4) the City Council may set salaries for Council Members up to Six Hundred Dollars (\$600.00) per month based on a population between 75,001 and 150,000; and
WHEREAS, The California Department of Finance determined the total population of the City of Tracy is 98,601 as of January 1, 2021; and
WHEREAS, Pursuant to Government Code section 36516(c) any adjustment to Council Member salaries may not exceed an amount equal to five percent (5%) for each calendar year from the operative date of the last adjustment; and
WHEREAS, The last adjustment to the salaries of the Tracy City Council Members was operative on January 1, 2021, thus the maximum salary increase allowed under state law is a 10 percent (10%) increase of the current \$936.00 per month salaries for Council Members.
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TRACY DOES ORDAIN AS FOLLOWS:
SECTION 1: The following shall amend Section 2.04.060 of Chapter 2.04 of Title 2 of the Tracy Municipal Code:
"Section 2.04.06 Council Member and Elected Mayor Compensation:
(a) The salary of each member of the City Council of the City of Tracy shall be set at One Thousand and Twenty Nine (\$1,029) per month.
(b) The Mayor shall receive an additional \$100 per month in compensation."
SECTION 2: This ordinance shall take effect thirty (30) days after the final passage and adoption, however, pursuant to Government Code section 36516.5, this change in compensation shall be effective January 1, 2023, following certification of the results of the November 2022 City Council election.
SECTION 3: This Ordinance shall either (1) be published once in a newspaper of general circulation, within 15 days after its final adoption, or (2) be published in summary

Ordinance 1325
Page 2

form and posted in the City Clerk's office at least five days before the ordinance is adopted and within 15 days after adoption, with the name of the Council Members voting for and against the ordinance. (Gov't Code section 36933).

The foregoing Ordinance 1325 was introduced at a regular meeting of the Tracy City Council on the 7th day of December 2021, and finally adopted on the 21st day of December, by the following vote:

AYES: COUNCIL MEMBERS: ARRIOLA, BEDOLLA, VARGAS, YOUNG NOES: COUNCIL MEMBERS: DAVIS
ABSENT: COUNCIL MEMBERS: NONE ABSTAIN: COUNCIL MEMBERS: NONE

SIGNED: Nancy D. Young, Mayor

ATTESTED: Adrienne Richardson, City Clerk

Tracy Press: December 24, 2021

RESOLUTION 2021-107

APPROVING AN INCREASE IN COMPENSATION TO BE PAID
TO THE CITY TREASURER AND RESCINDING RESOLUTION
NO. 2019-003

WHEREAS, Government Code Section 36517 directs that the compensation for the City Treasurer be determined by ordinance or resolution, and

WHEREAS, Resolution No. 2019-003 fixed the salary of the City Treasurer at \$950 per month, and

WHEREAS, An adjustment in salary is recommended;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Tracy hereby:

1. Approves a salary in an amount not to exceed \$1,075 per month for the City Treasurer, effective August 1, 2021; and
2. City Treasurer compensation to be reviewed every two years in the same cycle that City Council compensation is reviewed; and
3. Finds that the City Treasurer is eligible for City-paid health benefits in accordance with Resolution No. 2003-391; and
4. Rescinds Resolution No. 2019-003.

The foregoing Resolution 2021-107 was adopted by the Tracy City Council on the 20th day of July 2021, by the following vote:

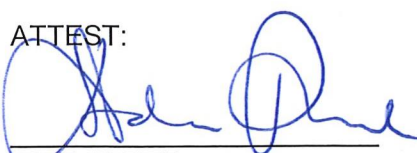
AYES: COUNCIL MEMBERS: ARRIOLA, BEDOLLA, DAVIS, YOUNG

NOES: COUNCIL MEMBERS: NONE

ABSENT: COUNCIL MEMBERS: VARGAS

ABSTAIN COUNCIL MEMBERS: NONE


MAYOR

ATTEST:

CITY CLERK

Senate Bill No. 329

CHAPTER 27

An act to amend Section 36516 of the Government Code, relating to local government.

[Approved by Governor June 29, 2023. Filed with Secretary of State June 29, 2023.]

LEGISLATIVE COUNSEL'S DIGEST

SB 329, Dodd. Cities: city council members: compensation.

Existing law authorizes a city council to enact an ordinance to provide each member of the city council a salary based upon the population of the city, as specified. Existing law authorizes that amount to be increased by the city council by an amount that does not exceed 5% for each calendar year from the operative date of the last adjustment of the salary that is in effect when the increase is enacted. Existing law provides for the procedures by which a city may enact ordinances.

This bill would increase the maximum amount of salary, based upon the population of the city, that may be approved by an ordinance passed by the city council, as specified. The bill would authorize the salary of council members to be increased beyond the specified maximums to an amount not exceeding the greater of either 5% for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted, or an amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10% for each calendar year. The bill would require the city council to consider the adoption of an ordinance to increase council member compensation in open session during at least 2 regular meetings of the city council.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) The compensation schedule for general law cities has not been adjusted since 1984, meaning that city council compensation has not kept pace with inflation.

(b) Allowing cities to adjust their compensation for inflation since 1984 may help city councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families.

SEC. 2. Section 36516 of the Government Code is amended to read:

36516. (a) (1) A city council may enact an ordinance providing that each member of the city council shall receive a salary based on the population of the city as set forth in paragraph (2).

(2) The salaries approved by ordinance under paragraph (1) shall be as follows:

(A) In cities up to and including 35,000 in population, up to and including nine hundred fifty dollars (\$950) per month.

(B) In cities over 35,000 up to and including 50,000 in population, up to and including one thousand two hundred seventy-five dollars (\$1,275) per month.

(C) In cities over 50,000 up to and including 75,000 in population, up to and including one thousand six hundred dollars (\$1,600) per month.

(D) In cities over 75,000 up to and including 150,000 in population, up to and including one thousand nine hundred dollars (\$1,900) per month.

(E) In cities over 150,000 up to and including 250,000 in population, up to and including two thousand five hundred fifty dollars (\$2,550) per month.

(F) In cities over 250,000 population, up to and including three thousand two hundred dollars (\$3,200) per month.

(3) For the purposes of this subdivision, the population of a city shall be determined by the last preceding federal census, or a subsequent census, or estimate validated by the Department of Finance.

(4) The salary of council members may be increased beyond the amount provided in this subdivision by an ordinance or by an amendment to an ordinance, but the amount of the increase shall not exceed the greater of either of the following:

(A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted.

(B) An amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10 percent for each calendar year.

(5) No ordinance shall be enacted or amended to provide automatic future increases in salary.

(b) Notwithstanding subdivision (a), at any municipal election, the question of whether city council members shall receive a salary for services, and the amount of that salary, may be submitted to the electors. If a majority of the electors voting at the election favor it, all of the council members shall receive the salary specified in the election call. The salary of council members may be increased beyond the amount provided in this section or decreased below the amount in the same manner.

(c) Unless specifically authorized by another statute, a city council may not enact an ordinance providing for compensation to city council members in excess of that authorized by the procedures described in subdivisions (a) and (b). For the purposes of this section, compensation includes payment for service by a city council member on a commission, committee, board, authority, or similar body on which the city council member serves. If the other statute that authorizes the compensation does not specify the amount

of compensation, the maximum amount shall be one hundred fifty dollars (\$150) per month for each commission, committee, board, authority, or similar body.

(d) Any amounts paid by a city for retirement, health and welfare, and federal social security benefits shall not be included for purposes of determining salary under this section, provided that the same benefits are available and paid by the city for its employees.

(e) Any amounts paid by a city to reimburse a council member for actual and necessary expenses pursuant to Section 36514.5 shall not be included for purposes of determining salary pursuant to this section.

(f) A city council member may waive any or all of the compensation permitted by this section.

(g) (1) For the purposes of this section, a city council shall consider the adoption of an ordinance to increase compensation in open session during at least two regular meetings of the city council.

(2) At the first meeting, the city council shall present the proposed ordinance, which shall include findings demonstrating the need for the increased compensation. The ordinance shall not be adopted at the first meeting.

(3) At least seven days after the first meeting, the city council shall hold a second meeting to consider whether to adopt the ordinance.