

Giselle Hale, Mayor
Diana Reddy, Vice Mayor
Alicia C. Aguirre, Council Member
Lisette Espinoza-Garnica,
Council Member
Jeff Gee, Council Member
Diane Howard, Council Member
Michael A. Smith, Council Member



TELECONFERENCE MEETING
BROADCAST LIVE VIA
CITY WEBSITE:
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**JOINT CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY
REGULAR MEETING AGENDA
Monday, December 20, 2021
6:00 PM**

TELECONFERENCE PARTICIPANTS: COUNCIL MEMBERS AGUIRRE, ESPINOZA-GARNICA, GEE, HOWARD AND SMITH, VICE MAYOR REDDY AND MAYOR HALE. DUE TO THE CONTINUING COVID-19 EMERGENCY, MEETINGS WILL BE HELD BY TELECONFERENCE IN ACCORDANCE WITH ASSEMBLY BILL 361 TO PROVIDE THE SAFEST ENVIRONMENT FOR THE PUBLIC, CITY OFFICIALS AND STAFF WHILE ALLOWING FOR CONTINUED OPERATION OF THE GOVERNMENT AND PUBLIC PARTICIPATION.

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC. The meeting will be broadcast live to Redwood City residents on Astound Broadband cable Channel 26 and Comcast cable Channel 27, AT&T U-verse Channel 99 and streamed live via the City's website at www.redwoodcity.org

PUBLIC COMMENT:

To maximize time for live public comment, we encourage members of the public to provide comments by joining the City Council meeting via Zoom: For web, visit redwoodcity.zoom.us, select "Join" and enter **Meeting ID 994 8182 5639**. Use the [Raise Hand feature](#) to request to speak. You may rename your profile if you wish to remain anonymous. For dial-in comments, call *67 (669) 900-6833 (*your phone number will appear on the live broadcast if *67 is not dialed prior to the phone number*), enter **Meeting ID 994 8182 5639** and press *9 to request to speak. All public comments are subject to a 2-minute time limit unless otherwise determined by the Mayor.

If multiple speakers will be joining from the same line, please contact the City Clerk's Office in advance of the meeting.

If you wish to submit written public comment, please send an email to the City Council at council@redwoodcity.org. Please indicate the corresponding agenda item # in the subject line of your email. Any public comment regarding agenda items that are received from the publication of the agenda through the meeting date will be made part of the meeting record, but will not be read during the Council meeting.

AGENDA MATERIALS:

City Council agenda materials that are released *less than* 72 hours prior to the meeting, are available to the public via the City's website at www.redwoodcity.org.

AMERICANS WITH DISABILITIES ACT:

The City Council will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Pamela Aguilar, City Clerk, at 1017 Middlefield Road, Redwood City, CA 94063 or e-mail address paguilar@redwoodcity.org including your name, address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 24 hours before the meeting.

THE CITY COUNCIL MEETING WILL CONCLUDE BY 11:00 P.M. UNLESS OTHERWISE EXTENDED BY COUNCIL VOTE

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE - Mayor Hale**
4. **PRESENTATIONS/ACKNOWLEDGEMENTS**
 - 4.A. **Proclamation recognizing the Octagon Club of Woodside High School for community cleanup efforts**
5. **PUBLIC COMMENT ON THE CONSENT CALENDAR, ON MATTERS OF COUNCIL INTEREST AND ON ITEMS NOT ON THE AGENDA**
6. **CONSENT CALENDAR** Page 9
 - 6.A. **Acceptance of report on impact fees received for fiscal year ended June 30, 2021**

Recommendation:
Adopt a resolution accepting the annual report on receipt and use of impact fees for the year ended June 30, 2021 and making findings as required by the Mitigation Fee Act.

CEQA:
This is not a project under California Environmental Quality Act (CEQA)
 - 6.B. **Annual Comprehensive Financial Report for fiscal year ended June 30, 2021**

Recommendation:
By motion, accept the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021.

CEQA:
This is not a project under California Environmental Quality Act (CEQA)
 - 6.C. **Annual self-insured assessment fee for the City's Workers' Compensation Program**

Recommendation:
Adopt a resolution authorizing the City Manager to pay to the State of California Department of Industrial Relations the City's Fiscal Year (FY) 2021-22 assessment for administering the State of California's Workers' Compensation Program in an amount not to exceed \$257,233.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.D. Investment Report for period ended September 30, 2021

Recommendation:

By motion, approve the City's Investment Report for the period ended September 30, 2021.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.E. Award Veterans Memorial Offsite Traffic Calming Project

Recommendation:

By motion, approve and authorize the City Manager to execute the contract documents and award the standard form contract for Veterans Memorial Offsite Traffic Calming - Package One to Lewis and Tibbitts, Inc. of San Jose for their responsive and responsible low total bid of \$1,066,076; and authorize the City Manager or their designee to increase the contract amount, if necessary, up to 10% of the amount awarded in an amount not to exceed \$106,608.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.F. Final acceptance of 2019-2020 Watermain Replacement Project – Arlington Neighborhood (Edgewood Park)

Recommendation:

By motion, accept the 2019-2020 Watermain Replacement Project – Arlington (Edgewood Park), and authorize the release of bonds and retention according to City procedures.

CEQA:

Categorically Exempt - Class 2. Replacement or reconstruction

6.G. Final acceptance of 2019-2020 Sanitary Sewer Replacement Project

Recommendation:

By motion, accept the 2019-2020 Sanitary Sewer Replacement Project and authorize the release of bonds and retention according to City procedures.

CEQA:

Categorically Exempt - Class 2. Replacement or reconstruction

6.H. Agreement with BKF Engineers for on-call surveying services related to the City's Sanitary Sewer Capital Improvement Program

Recommendation:

By motion, approve and authorize the City Manager to execute an Agreement for Survey Services with BKF Engineers of San Jose in an amount not to exceed \$487,000 for topographic surveying services, base map preparation, boundary surveys, legal descriptions etc. on an on-call, as needed basis for various City-approved projects and tasks.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.I. Reappointment of Redwood City's representative to the San Mateo County Mosquito and Vector Control District

Recommendation:

By motion, reappoint Kathryn Lion to a four-year term on the San Mateo County Mosquito and Vector Control District.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.J. Resolution declaring the continued state of local emergency and affirming findings on the need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue remote meetings pursuant to AB 361 to preserve public health and safety

Recommendation:

Adopt a resolution of the City Council of the City of Redwood City declaring the continued state of local emergency and need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue to teleconference in order to ensure the health and safety of the public.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.K. Second Addendum to the Loan Agreement with HIP Housing Development Corporation for acquisition and preservation of seven affordable housing units at 1512 Stafford Street

Recommendation:

By motion, approve the Second Addendum to the Loan Agreement with HIP Housing Development Corporation for funds to acquire 1512 Stafford Street for the preservation of affordable housing and authorize the City Manager to

execute the Second Addendum to the Loan Agreement, subject to any minor, clarifying and conforming changes approved by the City Attorney, and to take all actions necessary to carry out the Second Addendum to the Loan Agreement.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.L. Agreement with Silicon Valley Community Foundation (SVCF) for grant from Chan Zuckerberg Initiative DAF, an advised fund of Silicon Valley Community Foundation

Recommendation:

By motion, approve and authorize the City Manager to sign a Grant Agreement between the Silicon Valley Community Foundation (SVCF) and the City of Redwood City (City) for a \$200,000 grant award to the City for general operating support of the Fair Oaks Community Center from December 31, 2021 to June 29, 2023.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.M. Agreement with California Water Service for limited emergency water supply interconnection

Recommendation:

By motion, approve and authorize the City Manager to execute the agreement with California Water Service for a limited emergency water supply interconnection.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.N. Actuarial Report regarding impact of proposed changes to terms and conditions of employment for bargaining unit represented by Chief Officers Association

Recommendation:

By motion, receive and review the findings in the actuarial report reflecting proposed changes to retiree health benefits for employees represented by the Redwood City Chief Officers Association (COA or Association).

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.O. Waive first reading and introduce an ordinance amending Chapter 11 (Privately Owned Utilities) of the Municipal Code related to Cable/Video Franchises (Articles III and IV)

Recommendation:

Waive the first reading and introduce an Ordinance Amending Chapter 11 (Privately Owned Utilities) of the Municipal Code related to Cable/Video Franchises (Articles III and IV) to remove provisions that no longer apply and to provide for the automatic reauthorization of the public, educational and governmental (PEG) access fee.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.P. Waive second reading and adopt an ordinance prohibiting the sale or distribution of flavored tobacco products, prohibiting the sale or distribution of electronic cigarettes and smoking devices, and prohibiting the sale of all tobacco products by businesses containing a pharmacy

Recommendation:

Waive the second reading and adopt Ordinance of the City Council of the City of Redwood City Adding Article VI to Chapter 15 (Smoking Regulations) of the City Code of the City of Redwood City Prohibiting the Sale of Flavored Tobacco and Electronic Cigarettes and the Sale of Tobacco Product in Pharmacies, and Amending Article III (Tobacco Retail Permit) of Chapter 15 (Smoking Regulations) to Clarify that Pharmacies Cannot Obtain a Tobacco Retailer's Permit.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

6.Q. Approve Minutes of December 6, 2021 City Council meeting

6.R. Approve claims and checks from December 20, 2021 - January 10, 2022 and the usual and necessary payments through January 10, 2022

7.A. Public Hearing No. 3 to receive public testimony on the City Council redistricting process and receive a report on draft City Council district maps recommended for City Council consideration by the Advisory Redistricting Committee (ARC)

Recommendation:

1. Receive a report regarding ongoing redistricting efforts and draft City Council district maps considered and recommended by the Advisory Redistricting Committee (ARC);
2. Hold a Public Hearing to receive public testimony on the City Council redistricting process and draft City Council district maps being considered; and
3. Provide feedback and direction to City staff and consulting staff regarding additional maps, modifications to recommended maps, and/or adoption of a draft map for future consideration.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

7.B. Amendments to the Affordable Housing Impact Fee for specified nonresidential development projects

Recommendation:

Adopt a resolution updating the affordable housing impact fee for specified nonresidential development projects.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

8.A. Waive first reading and introduce ordinance amending the Municipal Code of the City of Redwood City to add a Transportation Demand Management (TDM) Program

Recommendation:

Waive the first reading and introduce an ordinance adding Chapter 48 Transportation Demand Management (TDM) to the Municipal Code of the City of Redwood City.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

8.B. Amendments to the Executive Management Summary of Benefits and related amendments to the City of Redwood City's Classification and Wage and Salary Plan, and amendments to the City's Classification and Wage and Salary Plan to comply with the 2022 minimum wage

Recommendation:

Adopt a resolution 1) amending the City's Classification and Wage and Salary Plan to update salary ranges for classifications within Executive Management and to update the salary ranges for certain classifications to meet local minimum wage requirements, and 2) amending the Executive Management Summary of Benefits.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

9. MATTERS OF COUNCIL INTEREST

9.A. City Council Member Reports from Regional Committee Meetings, Events, and Conferences Attended

9.B. City Council Committee Reports

A. Finance / Audit Sub-Committee

B. Equity and Social Justice Sub-Committee

9.C. City Manager (Oral) Update

10. ADJOURNMENT - The next City Council meeting is scheduled for January 10, 2022



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Acceptance of report on impact fees received for fiscal year ended June 30, 2021

RECOMMENDATION

Adopt a resolution accepting the annual report on receipt and use of impact fees for the year ended June 30, 2021 and making findings as required by the Mitigation Fee Act.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

The California Constitution grants cities broad discretionary power to protect the public health, safety, and welfare of its residents. This discretionary power allows cities to act in the interest of residents to enact and enforce regulations that are not in conflict with state law. Initially, cities charged fees in exchange for services and/or to pay enterprise fees for the capital and operating expenses of utilities such as water, sewer or electricity. Over the past 50 years, new laws which significantly impacted many California cities' fiscal situations, such as Proposition 13, have gone into effect, and local infrastructure or resources not covered by enterprise fees have been consistently underfunded. Examples of local infrastructure and resources not covered by enterprise fees include transportation (roadways, sidewalks, signals, etc.), parkland and related facilities, schools, and housing.

In response to the limited funds available for infrastructure and other resources, the California legislature passed the Mitigation Fee Act in 1987. The Mitigation Fee Act requires newly created commercial or residential developments to pay for expanded infrastructure or resources. In addition, the Mitigation Fee Act allows for the use of funds for services if the service is identified in a nexus study as a use for the fee.

A nexus study analyzes the connection between new development and its impact on city infrastructure, providing a frame of reference for the establishment of fee levels. In establishing an impact fee requirement, cities must adopt local ordinances in order to collect specific mitigation fees, which are also known as development impact fees (“impact fees”).

Redwood City has adopted three impact fees (in chronological order):

- Transportation Impact Mitigation Fee (in 2000)
- Parks Impact Fee (in 2007)
- Affordable Housing Impact Fee (in 2015)

School Impact Fees, while collected within Redwood City, are collected and used by the Sequoia Union High School District with a portion of the fee distributed to the Redwood City School District.

Each city decides which impact fees to charge, if any. A comparison of impact fees charged by select cities in the San Francisco Bay Area is shown in Table 1.

Table 1: Comparison of Impact Fees Across Select Bay Area Jurisdictions FY 20-21								
Impact Fee by City	Redwood City	Cupertino	Milpitas	Mountain View	Palo Alto	San Carlos	San Mateo	Sunnyvale
Community and Park Improvement			♦					
Community Center					♦			
General Government Facilities					♦			
Housing	♦	♦		♦	♦	♦		♦
Library					♦			
Parks	♦	♦		♦	♦	♦	♦	♦
Public Safety Facilities					♦			
Rental Housing				♦				♦
School	♦			♦				
Sewer			♦	♦		♦	♦	
Transportation	♦	♦	♦	♦	♦	♦	♦	♦
Water			♦					

Redwood City’s ordinances establish that impact fees generally are required to be paid prior to the issuance of a building permit for residential and/or commercial construction. However, the City Council

adopted an ordinance on June 11, 2018, granting the City the ability to defer development related fees, such as impact or enterprise fees, to a later specified time.

The Mitigation Fee Act requires cities to segregate impact fee revenues from the General Fund, to account for them in special revenue funds and to provide a public report on impact fee revenues collected and expended within 180 days after the last day of each fiscal year. As described below, a report on impact fee revenues collected and expended was posted on the City's website within this timeframe. More information about specific capital projects, including project purpose, timeline and funding sources (as many projects are funded by sources other than impact fees), is provided with the Five-Year Capital Improvement Program available here:

<https://www.redwoodcity.org/departments/administrative-services/finance/financial-information-reports/capital-improvement-program>

In a separate agenda item for the City Council's consideration on December 20, 2021, staff recommends increasing the Affordable Housing Impact Fee to address cost of living increases, as provided by the ordinance establishing the fee. Additionally, staff currently are conducting a new nexus study for the Parks Impact Fee. Staff are evaluating Parks Impact Fee revenue collected since inception, whether fees have been sufficient to meet park needs, and are comparing the City's fee to neighboring jurisdictions. Staff plan to present a proposed update to the Parks Impact Fee to City Council in the spring.

ANALYSIS

Reporting Requirements

The California Government Code requires that in the fifth fiscal year following the first impact fee deposit into the account or fund, and every five years thereafter, the local agency shall make all of the following findings regarding remaining funds, whether committed or uncommitted:

1. Identify the purpose to which the fee is to be put.
2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
3. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
4. Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

To ensure consistency and regularity, staff provides the findings basis in an annual Development Impact Fees Report (Attachment A) and the City Council then formalizes the findings through resolution (Attachment B).

In addition, pursuant to the California Government Code, local agencies must make information related to impact fees available to the public. The City makes this information available annually. The Fiscal Year 2020-21 (FY 2020-21) report was made available to the public online and in the City Clerk's office and public notice was provided through the City's website, all within 180 days after the end of the fiscal year. Additionally, notice was mailed to all interested parties as required by the California Government Code.

City staff has compiled this information relating to impact fees in Attachment A, the Development Impact Fees Report, which responds to the following Government Code requirements:

1. A brief description of the type of fee in the account or fund
2. The amount of the fee
3. The beginning and ending balance of the account or fund
4. The amount of the fees collected and the interest earned
5. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees
6. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete
7. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan
8. The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.

Government Code Section 66000 et. seq. also requires that findings describing the continuing need for impact fees be made every five years specifying the intended use of any unexpended impact fees, regardless of whether the fees are committed or uncommitted. Failure to make such findings requires the City to go through a refunding procedure. This report meets the requirements to comply with the Mitigation Fee Act.

Development Impact Fee Summary

As noted above, the City assesses three impact fees for transportation improvements, park improvements or dedications, and affordable housing. Projects to address these needs typically are funded jointly by impact fees and public/private sources such as federal and state grants or private contributions. Examples of the proportion of project/program expenditures funded by impact fees follows descriptions for each fee. The impact fees collected from a single development project are often not enough to fund the cost of individual City programs or improvements. In these cases, fees are collected from development projects until there is sufficient funding for the project, whether from developments or other sources.

Fees can be assessed for tenant improvements or entirely new developments. Credits towards fees are often given for reasons identified during fee adoption. An example of a credit is when it is made for an existing use or if a property had existing affordable housing. In other circumstances, certain types of developments are not required to pay impact fees. For example, new non-residential development projects are not currently required to pay Park Impact Fees, although this is being studied and will be considered by the City Council in the future.

Transportation Impact Fee

Beginning Fund Balance:	\$4,738,448
Funds Collected in FY20-21:	\$95,474
Interest Total:	\$53,460
Project Expenditures:	\$957,383
Project Encumbrance:	\$64,630
Fund Balance:	\$3,865,799

The Transportation Mitigation Impact Fee, which is also known as the Transportation Impact Fee, was adopted by ordinance on April 24, 2000, adding Article XV (commencing with section 18.244) to Chapter 18 of the Municipal Code. These fees fund construction of capital facilities and traffic reduction measures to mitigate the impact of increased traffic resulting from new residential and non-residential development. Transportation impact fees ensure that new development projects, if they increase traffic, bear a proportionate share of the cost of facilities and improvements designed to reduce the additional traffic resulting from the development. Examples of projects funded in part by the Transportation Impact Fee include projects listed in Table 2.

Table 2: Example of Projects Funded by Transportation Impact Fees			
Project Name	Total Year to Date (YTD) Expenditures	Total Impact Fees Used	% of Expenditure Funded with Fee
Middlefield Streetscape Project	\$4,001,328	\$471,498	12%
US 101 Undercrossing	\$389,536	\$241,338	62%
Jefferson Intersection Improvements Project (Pedestrian Crosswalk Warning Lights Program)	\$731,901	\$65,579	9%

Parks Impact Fee

Beginning Fund Balance:	\$8,491,961
Funds Collected in FY20-21:	\$221,452
Interest Total:	\$65,490
Misc. Grants/Donations:	\$0
Project Encumbrance:	\$5,416,289
Fund Balance:	\$3,362,615

On October 22, 2007, the City Council enacted the Parks Impact Fee Ordinance, adding Article XVI (commencing with Section 18.256) to Chapter 18 of the Municipal Code. These fees are intended to

augment recreational opportunities through the improvement of parks in order to compensate for increased demand for City facilities and services. This is a direct result brought about by new development and the associated increase in population by both new residents and non-residents who commute to Redwood City for work or other recreational needs. Examples of projects funded in part by the Parks Impact Fee include projects listed in Table 3.

Table 3 : Example of Projects Funded by Parks Impact Fees			
Project Name	Total Year to Date (YTD) Expenditures	Total Impact Fees Used	% of Expenditure Funded with Fee
National Guard Armory Purchase	\$4,391,000	\$4,391,000	100%
City-YMCA Environmental Impact Report (EIR) and Red Morton Master Plan	\$1,305	\$1,305	100%
Downtown Park	\$7,550	\$7,550	100%
Red Morton Armory Magical Bridge	\$1,147,067	\$557,804	49%
Community Wellness Center	\$657,830	\$290,800	44%
Synthetic Play Fields Conversion (miscellaneous)	\$63,830	\$63,830	100%

Affordable Housing Impact Fee

Beginning Fund Balance:	\$2,316,748
Funds Collected in FY20-21:	\$997,975
Interest Total:	\$33,476
Project Encumbrance:	\$2,088,911
Fund Balance:	\$1,259,288

On December 7, 2015, the City Council adopted the Affordable Housing Impact Fee Ordinance, which has since been relocated to Article 29 of the Zoning Ordinance. The affordable housing impact fee provides revenue to create housing affordable to extremely low income, very low income, lower income, and moderate-income households, consistent with the goals and policies contained in the City's Housing Element.

Table 4: Example of Projects Funded by Affordable Housing Impact Fee			
Project Name	Total Year to Date (YTD) Expenditures	Total Impact Fees Encumbered	% of Expenditure Funded with Fee
353 Main Street (ROEM Development Corporation) Affordable Housing	\$0	\$512,414	0%
612 Jefferson Avenue (Habitat for Humanity) Affordable Housing	\$2,039	\$1,578,536	0.1%

In FY 2020-21, the City encumbered \$512,414 for the 353 Main Street (ROEM Development Corporation) affordable housing project as well as spent \$2,039 and encumbered \$1,578,536 for the 612 Jefferson Avenue (Habitat for Humanity) affordable housing project.

The encumbered funds will be expended in FY 2021-2022. Additionally, the City spent \$43,419 on Affordable Housing Impact Fee administration for FY 20-21.

FISCAL IMPACT

There is no fiscal impact associated with accepting the Development Impact Fees Report or making the findings as required by State law. Imposition of impact fees provides a critical funding source to address impacts associated with new development.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

As the making of findings related to impact fees is required by law, the only alternative available is that the City Council may direct staff to make modifications to the Development Fees Report.

ATTACHMENTS

Attachment A – Development Impact Fees Report for Fiscal Year 2020-21

Attachment B – Resolution accepting the Development Impact Fees Report for Fiscal Year 2020-21

REPORT PREPARED BY:

Theresa Yee, Capital Improvement Program Manager
tyee@redwoodcity.org
(650) 780-7083

APPROVED BY:

Michelle Pochè Flaherty, Assistant City Manager / Administrative Services Director
Melissa Stevenson Diaz, City Manager

Development Impact Fees Report for Fiscal Year 2020-21**December 20, 2021**

This report contains information on the City of Redwood City's Development Impact Fees for the fiscal year ending June 30, 2021. The information contained in this report meets two State requirements. The first requirement, detailed in Government Code Section 66001(d)(1) and called "Fee Findings" throughout this report, requires the local agency to make findings with respect to the unexpended portion of the Development Impact Fee fund, whether committed or uncommitted, the fifth fiscal year following the first deposit into the fund and every five years thereafter. The second requirement, detailed in Government Code Section 66006(b)(1) and called "Fee Details" throughout this report, requires local agencies to make available to the public for review certain information related to development impact fees received each fiscal year. The City plans to meet both of these requirements on an annual basis.

The City currently has three development impact fees. The next three sections provide the Fee Findings and Fee Details for each of these development impact fees.

A. Transportation Impact Fee**Fee Findings Requirements****1. *Identify the purpose to which the fee is to be put.***

The purpose of the Transportation Impact Fee is to jointly fund, from public and private sources, transportation system improvements necessitated in whole or in part by new development within Redwood City, and to provide an equitable method for allocating the cost of reasonable and necessary transportation improvements between the public and private sector, in accordance with the intent and purpose of the Transportation Impact Fee Ordinance as set forth in Redwood City Municipal Code Section 18.246.A.

2. *Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.*

The reasonable relationship between the Transportation Impact Fee and the purpose for which it is charged is demonstrated in the Redwood City Traffic Impact Mitigation Fee Study dated February 18, 2000 (2000 Study); the 2012 Redwood City Transportation Impact Mitigation Fee Update, Project Descriptions and Cost Estimates (2012 Study); and all subsequent City resolutions and ordinances adopting the Fee, which document that reasonable relationship as follows: (1) the Fee provides an equitable and uniform method for each new development to bear a proportionate share of citywide transportation improvements that mitigate the traffic impacts of development; (2) the 2012 Study identified the required transportation improvements to mitigate impacts caused by new development within Redwood

City for a 20-year period; (3) development creates demand for additional transportation improvements; (4) the Fee shall be used for transportation improvements that will reasonably benefit new development in Redwood City and reduce the traffic congestion and other adverse effects of increased traffic volumes caused by new development; (5) the Fee shall be used for transportation improvements that are, and shall be specified in the 2000 Study and its periodic updates, including the 2012 Study; and (6) the specific Fees imposed on various types of development are based on evidence provided by transportation studies and research on the volumes of traffic generated by various land use types, and are presented in Table A of the Fee Details Requirements section for this fee. This reasonable relationship remains between the current need for the Fee and the purpose for which it was originally collected because adequate fees have not yet been collected to implement all of the included transportation improvements.

3. *Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.*

All sources and amounts of funding anticipated to complete financing in incomplete improvements are listed in Table D, at the end of the Transportation Impact Fee section.

4. *Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.*

The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table D, at the end of the Transportation Impact Fee section.

Fee Details Requirements

- 1) *A brief description of the type of fee in the account or fund.*

The transportation impact fee is assessed on new development for its proportionate share of the costs of citywide transportation improvements attributable to increased trips generated by new development between 2000 and 2030.

- 2) *The amount of the fee.*

The amount of the fees is shown in Table A.

Table A - Transportation Impact Fee Schedule

REDWOOD CITY TRANSPORTATION IMPACT MITIGATION FEE FEE SCHEDULE FOR SPECIFIC LAND USES					
				Fee	
Land Use Category	ITE Category¹	DUE Factor²	Units	Non- Downtown	Downtown
Residential Uses					
Single Family Residential	210	1	Per Dwelling Unit	\$1,617	\$1,212
Multi-Family Residential	220	0.61	Per Dwelling Unit	\$992	\$744 ³
Congregate Care Facility	253	0.17	Per Dwelling Unit	\$272	\$204
Below-Market-Rate Housing	N/A ⁴	0.43	Per Dwelling Unit	\$695	\$521
Non-Residential Uses					
Industrial	110	0.001	Per Square Foot	\$1.55	\$1.16
Warehousing	150	0.0003	Per Square Foot	\$0.51	\$0.39
Hotel	310	0.5842	Per Room	\$945	\$709
Motel	320	0.4653	Per Room	\$753	\$564
Movie Theater	445	0.0792	Per Seat	\$128	\$96
Private School (K-12)	536	0.1683	Per Student	\$272	\$204
Church	560	0.0005	Per Square Foot	\$0.88	\$0.66
Office	710	0.0015	Per Square Foot	\$2.38	\$1.79
Medical Office Building	720	0.0034	Per Square Foot	\$5.54	\$4.15
Research and Development	760	0.0011	Per Square Foot	\$1.71	\$1.28
General Retail (Shopping Center)	820	0.0024	Per Square Foot	\$3.94	\$2.96
Supermarket	850	0.0067	Per Square Foot	\$10.75	\$8.07
Convenience Store	851	0.0202	Per Square Foot	\$32.72	\$24.54
Pharmacy/Drug Store without Drive Through	880	0.0039	Per Square Foot	\$6.33	\$4.76
Bank	911	0.0064	Per Square Foot	\$10.29	\$7.72
Quality Restaurant	931	0.0042	Per Square Foot	\$6.72	\$5.04
High Turnover Restaurant	932	0.0063	Per Square Foot	\$10.17	\$7.63
Fast Food Restaurant with Drive- Through Window	934	0.0168	Per Square Foot	\$27.08	\$20.31
Service Station	944	7.965	Per Fueling Position	\$12,878	\$9,658
Service Station with Convenience Market	945	5.8289	Per Fueling Position	\$9,424	\$7,046
<p>1. ITE – Institute of Transportation Engineers 2. DUE – Dwelling Unit Equivalent 3. The fee for residential developments in Downtown is consistent with requirements in GC 66005.1 for transit-oriented housing as it accounts for reduced automobile trip generation due to proximity to transit service and better pedestrian and bicycle connectivity. 4. Below-market-rate housing fee calculated by reducing the multi-family residential fee by 30 percent based on the results of the 2000 Census in San Francisco which shows about 30 percent less vehicle ownership (which corresponds to lower vehicle trip generation) in low-income neighborhoods. Sources: Institute of Transportation Engineers (ITE) <i>Trip Generation</i>, 8th Edition and Fehr & Peers, 2012. <i>Engineering News-Record</i> Construction Cost Index, adjustment from 2012 (average monthly index) to June 2015.</p>					

3) *The beginning and ending balance of the account or fund.*

See Table B.

4) *The amount of the fees collected and the interest earned.*

Table B below shows the transportation impact fees beginning fund balance for FY 2020-21, fees collected in FY 2020-21, total interest earned in the account, total project encumbrance amount for FY 2020-21, and ending balance of the fund:

Table B

Beginning Fund Balance:	\$4,738,448
Fees Collected:	\$95,474
Interest Total:	\$53,460
Project Expenditures:	\$957,383
Project Encumbrances:	\$64,630
Fund Balance:	\$3,865,799

5) *An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.*

Table C - FY 20-21 Transportation Impact Fee Projects

Project No.	Project Name	Total YTD Expenditure (All Funding Sources)	Total Impact Fees Used	% of Expenditure Funded with Fee
61710	Program administration	\$3,793	\$3,793	100%
71093	Traffic Impact Fee Admin/Studies	\$8,556	\$8,556	100%
72623	Shuttle bus services	\$172	\$172	100%
72633	Blomquist Avenue Extension Project – 101 Undercrossing	\$389,536	\$241,338	62%
72723	Transit Enhancements Program	\$50	\$50	100%
75637	Hopkins Traffic Calming	\$267,247	\$125,000	47%
80147	Middlefield Streetscape Project	\$4,001,328	\$471,498	12%
85085	Marshall Street Intersection Improvements	\$217,237	\$2,513	1%

85094	Winslow/Bradford/Allerton Pedestrian Improvements	\$97,501	\$0	0%
70170	Whipple Avenue Grade Separation	\$5,128	\$543	11%
70845	Pedestrian Crosswalk Warning Lights Program	\$731,901	\$65,579	9%
72583	ADA Curb Ramp Program	\$38,342	\$38,342	100%

- 6) *An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete.*

The approximate date by which the construction of the public improvements is expected to commence for those projects with sufficient funds to complete financing is listed in Table D, at the end of the Transportation Impact Fee section.

- 7) *A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.*

None

- 8) *The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.*

None

Table D - Estimated Impact Fee Project Funding and Timing

Project	Funding Sources	Total Funds Required	Date/ Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
Curb Ramp Program		\$900,000	FY 23-24	Ongoing
	285 -TRANSPORTATION IMPACT FEES	\$200,000		
	357 - CAPITAL OUTLAY FUND	\$700,000		
Transportation Impact Fee Admin / Updated Nexus Study		\$96,000	FY 18-19	FY 21-22
	285 -TRANSPORTATION IMPACT FEES	\$96,000		
Develop and Adopt a Transportation Demand Management Policy		\$149,988	FY 17-18	FY 22-23
	264 – VARIOUS TRANSPORTATION GRANTS	\$49,988		

Project	Funding Sources	Total Funds Required	Date/ Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
	285 -TRANSPORTATION IMPACT FEES	\$100,000		
Active Transportation Corridor Program		\$6,350,000	FY 25-26	
	264 - VARIOUS TRANSPORTATION GRANTS	\$500,000		
	285 -TRANSPORTATION IMPACT FEES	\$500,000		
	357 - CAPITAL OUTLAY FUND	\$5,350,000		
Blomquist Road Extension Project		\$25,000,000	FY 24-25	FY 25-26
	264 - VARIOUS TRANSPORTATION GRANTS	\$12,700,000		
	285 -TRANSPORTATION IMPACT FEES	\$2,771,500		
	357 - CAPITAL OUTLAY FUND	\$9,528,500		
Broadway (El Camino Real to Main St.) & Main (Broadway to Middlefield) Streetscape Project		\$6,750,000	FY 23-24	FY 24-25
	264 - VARIOUS TRANSPORTATION GRANTS	\$1,000,000		
	285 -TRANSPORTATION IMPACT FEES	\$345,600		
	357 - CAPITAL OUTLAY FUND	\$5,404,400		
Traffic Signal Improvements		\$2,100,000	FY 23-24	
	285 -TRANSPORTATION IMPACT FEES	\$1,899,000		
	357 - CAPITAL OUTLAY FUND	\$201,000		
El Camino Real Streetscape Improvements (Maple - Charter)		\$3,700,000	FY 22-23	FY 23-24
	264 - VARIOUS TRANSPORTATION GRANTS	\$1,000,000		
	285 -TRANSPORTATION IMPACT FEES (El Camino Real, Broadway to Lincoln)	\$888,000		
	357 - CAPITAL OUTLAY FUND	\$1,812,000		
Traffic Operational Improvements		\$3,550,000	FY 22-23	FY 23-24
	285 -TRANSPORTATION IMPACT FEES	\$2,452,000		
	357 - CAPITAL OUTLAY FUND	\$1,098,000		
Transit Center - Near-term Improvements		\$500,000	FY 23-24	FY 23-24
	264 - VARIOUS TRANSPORTATION GRANTS	\$ -		
	285 -TRANSPORTATION IMPACT FEES	\$300,000		
	357 - CAPITAL OUTLAY FUND	\$200,000		
Pedestrian Crosswalk Warning Lights Program		\$3,000,000	FY 23-24	FY 23-24
	264 - VARIOUS TRANSPORTATION GRANTS	\$1,500,000		
	285 -TRANSPORTATION IMPACT FEES	\$300,000		
	357 - CAPITAL OUTLAY FUND	\$1,200,000		

B. Parks Impact FeeFee Findings Requirements*1. Identify the purpose to which the fee is to be put.*

The purpose of the Parks Impact Fee is to augment recreational opportunities through the improvement of parks in order to compensate for increased demand for City facilities and services brought about by new development and the associated increase in population.

2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

Based on the City's current population and existing park facilities, the City's existing level of service is 2.25 acres of park area for every 1,000 residents. The City's General Plan level of service goal is 3 acres of parks for every 1,000 residents. This reasonable relationship remains between the current need for the Fee and the purpose for which it was originally collected because the City's level of service goal is 3 acres of parks for every 1,000 residents. New housing developments increase the number of residents but do not always add additional park space with their projects. The fee collected is used to offset/increase the level of service for park acreage for the added residents. Redwood City has increased to 189.32 acres for FY 20-21, providing 2.25 acres per 1,000 residents.

3. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.

All sources and amounts of funding anticipated to complete financing in incomplete improvements are listed in Table H, at the end of the Parks Impact Fee section.

4. Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table H, at the end of the Parks Impact Fee section.

Fee Details Requirements*1) A brief description of the type of fee in the account or fund*

The Parks Impact Fee is imposed as a condition of the issuance of any permit for any residential development. Section 18.260 of the Municipal Code establishes the Parks Impact Fund. Specifically, this section provides:

The fund shall be maintained as required by Government Code Section 66006. Revenues from impact fees shall be used exclusively

for the installation, acquisition, construction and improvement of park improvements listed in the Impact Fee Project List, including the acquisition of land necessary for such improvements.

The Impact Fee Project List includes park improvements, funded in part or in whole by impact fees, approved by resolution of the Council and maintained on file in the office of the administrator. Currently, the Parks Impact Fee Project List includes:

- Acquiring land for active park space as described in the 2008 Parks Needs Assessment (defined by locations within the City)
- Increasing use capacity of athletic fields through the conversion of synthetic turf and adding field lights where appropriate (i.e., Taft School turf conversion, Garfield School turf conversion, and Guida-49er Field Lights)
- Developing trails and other recreational uses in the Hetch-Hetchy right-of-way, Redwood Creek, open waterways (as appropriate) and the connection to the Bay Trail System (along Redwood Creek and connecting the Bay Trail from San Carlos to Menlo Park)
- Adding new play equipment and amenities in parks for the purpose of increasing “play value” and use capacity (defined in the 2008 Park Needs Assessment)
- Building new or expanding existing community centers, recreational facilities, and other park improvements for the purpose of increasing public use of facilities

2) *The amount of the fee.*

There are fees for 5 different types of residential developments: Single Family Homes, Condos with 8-20 units, Condos with 21+ Units, Apartment with 8-20 units and Apartments with 21+ Units. The fees per unit during FY 20-21 were as follows:

Table E

Single Family Homes (SFH):	\$14,224.09
Condo 8-20 units:	\$11,939.84
Condo 21+ units:	\$9,382.42
Apartment 8-20 units:	\$12,792.79
Apartment 21+ units:	\$12,430.70

- 3) *The beginning and ending balance of the account or fund, the amount of the fees collected and the interest earned.*

See Table F.

- 4) *The amount of the fees collected and the interest earned.*

Table F below shows the Park Impact Fees beginning fund balance for FY 20-21, fees collected in FY 20-21, total interest earned in the account, total project encumbrance amount for FY 20-21, and ending balance of the Fund:

Table F

Beginning Fund Balance:	\$8,491,961
Fees Collected:	\$221,452
Interest Total:	\$65,490
Misc. Grants/Donations:	\$0
Project Encumbrance:	\$5,416,289
Fund Balance:	\$3,362,615

Fees remaining in the account balance will be used to fund projects that meet this purpose.

In FY 20-21, there were two projects that paid Park Impact Fees. The project at 120 El Camino Real Building 1 is for the construction of 12 for-sale townhome condominiums. The project is a .3 mile walk from a park with no amenities. The project at 217 Vera Avenue completes the fees for 10 three-story townhouses. The project is a .8 mile walk from a park with active amenities. The Trust for Public Land, a non-profit dedicated to helping communities plan for livable communities, uses a .5 mile walk as the limit when calculating the walkability of parks. This equates to a 10 minute walk for an adult.

- 5) *An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.*

Table G - FY 20-21 Parks Impact Fee Projects

Project No.	Project Name	Total YTD Expenditure (All Funding Sources)	Total Impact Fees Used	% of Expenditure Funded with Fee
61710	Administrative Support Services	\$ 567,729	\$10,595	2%
73943	Synthetic Play Fields Conversion	\$ 12,016	\$ 12,016	100%
73957	RWS Library Playground	\$ 24,407	\$ 24,407	100%
75593	Nat Guard Armory-Improvements	\$4,391,000	\$4,391,000	100%
75594	Parks Needs Assessment Study	\$ 15,733	\$ 15,733	100%
80148	Red Morton Armory Magical Bridge	\$ 1,147,067	\$ 557,804	49%
83083	Community Wellness Center	\$ 657,830	\$ 290,800	44%
83139	Jardin De Ninos Renovation	\$381	\$ 381	100%
83186	City-YMCA EIR & Red Morton Master Plan	\$ 1,305	\$ 1,305	100%
85087	Downtown Park Planning/Construction	\$7,550	\$7,550	100%

- 6) *An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete.*

The approximate date by which the construction of the public improvements is expected to commence for those projects with sufficient funds to complete financing is listed in Table H, at the end of the Parks Impact Fee section.

Table H - Estimated Impact Fee Project Funding and Timing

Project	Funding Sources	Total Funds Required	Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
83139	Jardin de Ninos Renovation	348,774	FY 15-16	FY 21-22
	358 Park Impact Fee	348,774		
75594	Parks Needs Assessment Study	164,833	FY 15-16	Completed

Project	Funding Sources	Total Funds Required	Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
	358 Park Impact Fee	164,833		
73490 Spinus Park		130,000	FY 16-17	FY 21-22
	358 Park Impact Fee	130,000		
73957 RWS Library Playground		480,000	FY 16-17	In Progress/Rejected Bids
	358 Park Impact Fee	480,000		
80148 Magical Bridge Playground		8,790,383	FY 15-16 through FY 19-20	Completed
	358 Park Impact Fee	4,420,383		
	357 Capital Improvement Funds	4,370,000		
85087 Downtown Park Planning/Construction		3,000,000	FY 17-18 & FY 18-19	In Progress
	358 Park Impact Fee	3,000,000		
83083 Community Wellness Center		106,885,000	FY 15-16 through FY 18-19	FY 23-24
	358 Park Impact Fee	10,000,000		
	357 Capital Improvement Funds	40,000,000		
	Bond	56,885,000		
73773 Hoover Pool Conversion Project		500,000	FY 21-22	
		500,000		
73853 Play Equipment Replacement Program		250,000	FY 20-21	Ongoing
	358 Park Impact Fee	250,000		
75597 Stulsaf Park Master Plan		75,000	FY 15-16	
	358 Park Impact Fee	75,000		
75593 Nat Guard Armory Purchase		4,391,000	FY 20-21	Completed

Project	Funding Sources	Total Funds Required	Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
	358 Park Impact Fee	4,391,000		
85112 Basketball Court at Red Morton		200,000	FY 21-22	FY 21-22
	358 Park Impact Fee	200,000		
85113 Bayfront Park (Maple Street)		50,000	FY 21-22	
	358 Park Impact Fee	50,000		
85118 National Fitness Campaign		100,000	FY 21-22	
	358 Park Impact Fee	100,000		
85120 Pickle Ball Courts		200,000	FY 21-22	FY 22-23
	358 Park Impact Fee	200,000		

7) *A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.*

None

8) *The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001*

None

C. Affordable Housing Impact Fee

Fee Findings Requirements

1. *Identify the purpose to which the fee is to be put.*

The purpose of the Affordable Housing Impact Fee is to (1) enhance the public welfare by imposing an affordable housing impact fee whereby developers of nonresidential development and small residential (5 to 19 units) projects will mitigate the impacts of their projects on the need for affordable housing by contributing to the supply of housing for households with very low, low, and moderate incomes; and (2) implement

the Housing Element by creating a mechanism to provide benefits to the community from new development in the form of affordable housing, thereby helping to meet the needs of all socioeconomic elements of the community as provided in the Housing Element.

2. *Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.*

On October 24, 2014 the City Council adopted its 2015-2023 Housing Element which contemplates, among other things, an ordinance to provide a mechanism to increase the supply of affordable housing in the City pursuant to Housing Element Programs H- 3 and H- 14. To implement the affordable housing goals, policies and programs of the Housing Element, the City Council considered and introduced an affordable housing ordinance that, among other things, authorizes the imposition of housing impact fees for certain nonresidential and small residential (5-19 units) development projects to mitigate the impact of such projects on the need for affordable housing in the City. To ensure that future development projects mitigate their impact on the need for affordable housing in Redwood City, and to ensure that any adopted housing impact fees do not exceed the actual affordable housing impacts attributable to the development projects to which the fees relate, the City agreed to participate in the preparation of a nexus study through the countywide 21 Elements collaboration project.

The City received and considered reports from Strategic Economics and Vernazza Wolfe Associates, Inc. dated September 2015 entitled “Residential Impact Fee Nexus Study” and “Commercial Linkage Fee Nexus Study” (together, the “Nexus Study”). The Nexus Study uses widely used, appropriate methodology to determine the maximum amount needed to fully mitigate the burdens created by residential and nonresidential development on the need for affordable housing. To ensure that development projects remain economically feasible, the recommended housing impact fees are lower than the maximum amount needed to fully mitigate the burdens created by new development on the need for affordable housing as determined by the Nexus Study. This reasonable relationship remains between the current need for the Fee and the purpose for which it was originally collected because the City is actively implementing its affordable housing goals, policies and programs to increase the production of affordable housing and preserve existing affordable housing to mitigate the impact of current development projects on the need for affordable housing.

3. *Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.*

All sources and amounts of funding anticipated to complete financing in incomplete improvements are listed in Table L, at the end of the Affordable Housing Impact Fee section.

4. *Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.*

The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table L, at the end of the Affordable Housing Impact Fee section.

Fee Details Requirements

- 1) *A brief description of the type of fee in the account or fund.*

The type of fee in the housing impact fee fund is housing impact fees charged for commercial developments.

- 2) *The amount of the fee.*

Table I

Unit Type	Fee / Sq. Ft.	Minimum Project Size
Condos and Apartments	\$20	5 or More Net New Units for Residential Projects
Single Family	\$25	
Townhome/Duplex/Triplex Developments	\$25	
Office	\$20	More than 5,000 square feet of Net New Construction for Commercial Projects
Hotel	\$5	
Retail and Restaurant	\$5	

- 3) *The beginning and ending balance of the account or fund.*
See Table J.

- 4) *The amount of the fees collected and the interest earned.*

Table J shows the Affordable Housing Impact Fees beginning fund balance for FY 2020-21, fees collected in FY 2020-21, total interest earned in the account, total project encumbrance amount for FY 2020-21, and ending balance of the Fund:

Table J

Beginning Fund Balance:	\$2,316,748
Fees Collected:	\$997,975
Interest Total:	\$33,476
Project Encumbrance:	\$2,088,911
Fund Balance:	\$1,259,288

- 5) *An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.*

Table K - FY 20-21 Affordable Housing Impact Fee Projects

Project/ Program No.	Project / Program Name	Total YTD Encumbrances (All Funding Sources)	Total Impact Fees Encumbered	Total YTD Expenditure (All Funding Sources)	Total Impact Fees Used	% of Expenditure Funded with Fee
66318	Habitat for Humanity – 612 Jefferson	\$3,029,051	\$1,578,536	\$897,988	\$2,039	0.2%
66457	353 Main Affordable Housing Project (ROEM)	\$3,500,000	\$512,414	\$0	\$0	0%
66457	Affordable Housing Impact Fee Administration	\$0	\$0	\$43,418	\$43,418	100%

- 6) *An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete.*

The approximate date by which the construction of the public improvements is expected to commence for those projects with sufficient funds to complete financing is listed in Table L, at the end of the Affordable Housing Impact Fee section.

- 7) *A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be*

expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There were no interfund transfers or loans made from the fund.

- 8) *The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.*

None

Table L - Estimated Impact Fee Project Funding and Timing

Project	Funding Sources	Total Funds Required	Estimated Date of Funds Deposit	Estimated Date of Project Commencement (if applicable)
Habitat for Humanity – 612 Jefferson		\$4,717,385		FY 19-20
	299 – Housing Impact Fees	\$1,934,458	FY 18-19 and FY 19-20	
	296 – Housing In-Lieu Fees	\$1,450,000		
	259 – HOME Investment Partnership Program Fund	\$898,503		
	256 – Community Development Block Grant (CDBG)	\$432,385		
353 Main Affordable Housing Project (ROEM)		\$3,500,000		FY 20-21
	299 – Housing Impact Fees	\$512,414	FY 19-20	
	296 – Housing In-Lieu Fees	\$577,261		
	292 – Low & Moderate Income Housing Asset Fund	\$2,410,325		
Affordable Housing Impact Fee Administration		\$43,418	Ongoing	Ongoing
	299 – Housing Impact Fees	\$43,418		

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY ACCEPTING THE DEVELOPMENT IMPACT FEES ACCOUNT REPORT FOR FISCAL YEAR 2020-21 AND MAKING FINDINGS AS REQUIRED BY THE MITIGATION FEE ACT

WHEREAS, Article XV (commencing with Section 18.244), Article XVI (commencing with Section 18.256) of the Redwood City Code and Article 29 (commencing with Section 29.1) of the Zoning Ordinance authorize imposition of development impact fees for new development in Redwood City; and

WHEREAS, Government Code section 66006 requires the City to make certain information available to the public regarding development impact fees such as the Transportation Impact Fee, the Parks Impact Fee, and the Affordable Housing Fee; and

WHEREAS, Government Code Section 66001(d) requires the City to make certain findings regarding unexpended development impact fees every five years; and

WHEREAS, this Council has reviewed that certain report entitled "Development Impact Fees Report For Fiscal Year 2020-21" ("Fees Report"), which contains the information required by Government Code Section 66006, including but not limited to a description of the City of Redwood City's three development impact fees, the amount of revenues, capital improvements that were financed in whole or in part by the impact fees, as well as information supporting the findings regarding unexpended development impact fee funds as required by Government Code section 66001(d); and

WHEREAS, after being made available to the public the Fees Report will be reviewed by this Council on December 20, 2021.

NOW, THEREFORE; BE IT RESOLVED BY THE COUNCIL OF THE CITY OF REDWOOD CITY that the Council does hereby accept the Fees Report, which is attached hereto to the Staff Report as Attachment A and is incorporated herein by reference.

BE IT FURTHER RESOLVED, BY THE COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:

1. **Transportation Impact Fee Findings.** With respect to the unexpended Transportation Impact Fee funds as of June 30, 2021, this Council hereby finds, determines, and declares, in compliance with California Government Code Section 66001(d)(1)(A through D):

- A. The purpose of the Transportation Impact Fee is to jointly fund, from public and private sources, transportation system improvements necessitated in whole or in part by new development within Redwood City, and to provide an equitable method for allocating the cost of reasonable and necessary transportation improvements between the public and private sector, in accordance with the intent and purpose of the Transportation Impact Fee Ordinance as set forth in Redwood City Municipal Code Section 18.246.A;
- B. The reasonable relationship between the Transportation Impact Fee and the purpose for which it is charged is demonstrated in the Redwood City Traffic Impact Mitigation Fee Study dated February 18, 2000 ("2000 Study"); the 2012 Redwood City Transportation Impact Mitigation Fee Update, Project Descriptions and Cost Estimates ("2012 Study"); and all subsequent City resolutions and ordinances adopting the Transportation Impact Fee, which document that reasonable relationship as follows: (1) the Transportation Impact Fee provides an equitable and uniform method for each new development to bear a proportionate share of citywide transportation improvements that mitigate the traffic impacts of development; (2) the 2012 Study identified the required transportation improvements to mitigate impacts caused by new development within Redwood City for a 20-year period; (3) development creates demand for additional transportation improvements; (4) the Transportation Impact Fee shall be used for transportation improvements that will reasonably benefit new development in Redwood City and reduce the traffic congestion and other adverse effects of increased traffic volumes caused by new development; (5) the Transportation Impact Fee shall be used for transportation improvements that are, and shall be

specified in the 2000 Study and its periodic updates; and (6) the specific Transportation Impact Fees imposed on various types of development are based on evidence provided by transportation studies and research on the volumes of traffic generated by various land use types, and are presented in Table A of the Fees Report. This reasonable relationship remains between the current need for the Transportation Impact Fee and the purpose for which it was originally collected;

- C. All sources and amounts of funding anticipated to complete financing of incomplete improvements are listed in Table D, at the end of the Transportation Impact Fee section of the Fees Report; and
- D. The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table D, at the end of the Transportation Impact Fee section of the Fees Report.

2. Parks Impact Fee Findings. With respect to the unexpended Parks Impact Fee funds as of June 30, 2021, this Council hereby finds, determines, and declares, in compliance with California Government Code Section 66001(d)(1)(A through D):

- A. The purpose of the Parks Impact Fee is to augment recreational opportunities through the improvement of parks in order to compensate for increased demand for City facilities and services brought about by new development and the associated increase in population;
- B. The reasonable relationship between the Parks Impact Fee and the purpose for which it is charged is part of the City's General Plan. Based on the City's current population and existing park facilities, the City's existing level of service is 2.25 acres of park area for every 1,000 residents. The City's General Plan level of service goal is 3 acres of parks for every 1,000 residents;
- C. All sources and amounts of funding anticipated to complete financing of

incomplete improvements are listed in Table H, at the end of the Parks Impact Fee section of the Fees Report; and

- D. The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table H, at the end of the Parks Impact Fee section of the Fees Report.

3. Affordable Housing Impact Fee Findings. With respect to the unexpended Affordable Housing Impact Fee funds as of June 30, 2021, this Council hereby finds, determines, and declares, in compliance with California Government Code Section 66001(d)(1)(A through D):

- A. The purpose of the Affordable Housing Impact Fee is to (1) enhance the public welfare by imposing a residential and nonresidential development project housing impact fee whereby developers of residential and nonresidential development projects will mitigate the impacts of their projects on the need for affordable housing by contributing to the supply of housing for households with very low, low, and moderate incomes; and (2) implement the Housing Element by creating a mechanism to provide benefits to the community from new development in the form of affordable housing, thereby helping to meet the needs of all socioeconomic elements of the community as provided in the Housing Element;
- B. The reasonable relationship between the Affordable Housing Fee and the purpose for which it is charged was developed starting in October 2014. At its October 24, 2014 meeting, the City Council adopted its 2015-2023 Housing Element, which contemplates, among other things, an ordinance to provide a mechanism to increase the supply of affordable housing in the City pursuant to Housing Element Programs H- 3 and H- 14. To implement the affordable housing goals, policies and programs of the Housing Element, the City Council considered and introduced on October 26, 2015 an affordable housing ordinance that, among other things, authorizes the imposition of housing impact fees

for certain residential and nonresidential development projects to mitigate the impact of such projects on the need for affordable housing in the City (the "Affordable Housing Ordinance"). To ensure that future development projects mitigate their impact on the need for affordable housing in Redwood City, and to ensure that any adopted housing impact fees do not exceed the actual affordable housing impacts attributable to the development projects to which the fees relate, the City agreed to participate in the preparation of a nexus study through the countywide 21 Elements collaboration project. The City has received and considered reports from Strategic Economics and Vernazza Wolfe Associates, Inc., dated September 2015 entitled "Residential Impact Fee Nexus Study" and "Commercial Linkage Fee Nexus Study" (together, the "Nexus Study"). The Nexus Study uses widely used, appropriate methodology to determine the maximum amount needed to fully mitigate the burdens created by residential and nonresidential development on the need for affordable housing. To ensure that development projects remain economically feasible, the recommended housing impact fees are lower than the maximum amount needed to fully mitigate the burdens created by new development on the need for affordable housing as determined by the Nexus Study;

- C. All sources and amounts of funding anticipated to complete financing of incomplete improvements are listed in Table L, at the end of the Affordable Housing Impact Fee section of the Fees Report;
- D. The approximate date on which the funding is expected to be deposited into the appropriate fund is listed in Table L, at the end of the Affordable Housing Impact Fee section of the Fees Report.

4. Effectiveness. This resolution is effective immediately upon adoption.

* * *



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Annual Comprehensive Financial Report for fiscal year ended June 30, 2021

RECOMMENDATION

By motion, accept the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

The City's independent auditors, Maze & Associates, Certified Public Accountants, have completed their audit of the City's financial records and the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2021.

Unlike the City's budget, which looks ahead to provide a financial plan for the coming fiscal year, the City's ACFR looks back over the previous fiscal year to review and account for the City's financial performance. This report, prepared by Maze & Associates, summarizes and presents the financial transactions for all funds of the City of Redwood City including the Successor Agency and the Port of Redwood City, for the fiscal year ended June 30, 2021. This report also presents the financial position of the foregoing entities as of June 30, 2021. The financial statements and notes have been prepared in accordance with the standards established by the Governmental Accounting Standards Board (GASB) and the guidelines established by the Government Finance Officers Association (GFOA) of the United States and Canada.

The City has yet to be notified about the GFOA Certificate of Achievement for Excellence in Financial Reporting for the FY 2019-20 ACFR, as the GFOA is behind on their reviews nationwide. It is anticipated

that the City will receive notification by the end of January 2022. Should the City receive the award, as expected, it will be the 34th consecutive year that the City has earned this honor. We fully expect that the FY 2020-21 ACFR will also receive this award.

ANALYSIS

On December 9, 2021, the City Council Finance/Audit Sub-Committee met with Grace Zhang of the City's independent audit firm, Maze & Associates, to review the FY 2020-21 ACFR and the results of the City's audit. The Sub-Committee recommends that the City Council accept the City's FY 2020-21 ACFR.

The full economic impacts of the pandemic were felt during Fiscal Year 2020-21. This is discussed in the Letter of Transmittal, found in the Introductory Section of the ACFR. In the Financial Section of the ACFR, readers will find additional helpful analysis and an orientation to the document in the portion titled Management's Discussion and Analysis.

General Fund Highlights

The General Fund balance increased by \$28.6 million from \$55.8 million on June 30, 2020 to \$84.4 million on June 30, 2021, which is due to the inclusion of the Section 115 pension trust account balance of \$28.3 million as of June 30, 2021. The Section 115 pension trust account which was previously recorded in a trust fund but is now required to be combined with the General Fund. The General Fund balance would have increased by \$.3 million if this change had not occurred.

Below is a comparison table of budget vs. actual and prior year vs. current year for General Fund revenues and expenditures, not including transfers in/out.

	2020 Actual	2021 Actual	Change	% Change
Revenue	\$ 165,041,795	\$ 157,052,801	\$ (7,988,994)	-4.8%
Expenditures	\$ 142,378,630	\$ 135,627,011	\$ (6,751,619)	-4.7%

	2021 Budget	2021 Actual	Variance	% of Budget
Revenue	\$ 162,248,598	\$ 157,052,801	\$ (5,195,797)	96.8%
Expenditures	\$ 153,939,623	\$ 135,627,011	\$ 18,312,612	88.1%

Revenues

Total General Fund revenues for FY 2020-21 were \$157.1 million. This was \$8.0 million, or 4.8 percent less, than the revenue received in FY 2019-20, and \$5.2 million, or 3.2 percent less, than the final adjusted budget.

The General Fund revenue decrease of \$8.0 million was primarily comprised of decreases in the following categories:

- Fire service charges decrease of \$7.6 million – due to delayed billing of services provided in FY 2020-21 in the amount of \$8.2 million, not billed until FY 2021-22
- Fair value of investments decrease of \$6.1 million
- Transient occupancy tax decrease of \$4.2 million
- Recreation program fees decrease of \$1.9 million
- Investment earnings decrease of \$.4 million

The decreases above were partially offset by increases in the following revenue categories:

- Restricted investment earnings (Section 115 pension trust account) increase of \$3.4 million – new for FY 2020-21
- Federal, state, and county grants increase of \$3.2 million – related to COVID-19 assistance
- Sales tax increase of \$2.2 million
- Other current service charges increase of \$1.3 million
- Property tax increase of \$.9 million
- Cannabis permit fee increase of \$.8 million
- Parking fines increase of \$.4 million
- Building permit fee increase of \$.3 million

The City continues to rely primarily on property and sales taxes to fund most City operations (excluding enterprise activities such as utility services). Approximately 65 percent of the General Fund revenue is derived from these two sources compared to 60 percent for FY 2019-20. Property taxes provided approximately 43 percent of General Fund revenue while sales taxes accounted for approximately 22 percent of General Fund revenue.

Expenditures

Total General Fund expenditures for FY 2020-21 were \$135.6 million. This was \$6.8 million, or 4.7 percent less, than the amount expended in FY 2019-20, and \$18.3 million, or 11.9 percent less than the final adjusted budget.

The General Fund expenditure decrease of \$6.8 million was primarily comprised of decreases in the following categories:

- Other administrative support services decrease of \$14.5 million – primarily due to a reduction in payments to the Section 115 pension trust account of \$11.1 million and a reduction in direct payments to CalPERS of \$3.0 million
- Parks and recreation expenditure decrease of \$1.0 million

The General Fund decreases above were partially offset by increases in the following expenditure categories:

- Public safety expenditure increase of \$4.4 million - \$2.3 million in law enforcement and \$2.1 million in fire safety (mostly due to an increase in benefit costs in law enforcement and an increase in overtime in fire safety)
- Community development expenditure increase of \$2.1 million
- Management/policy execution expenditure increase of \$1.1 million
- Information services expenditure increase of \$.2 million

As is typical in local government, employee costs continue to represent the highest single source of expenditures, accounting for 71.9 percent of all General Fund expenditures in FY 2020-21. This is up from 70.9 percent for FY 2019-20.

Utility Users' Tax/Communication Users' Tax Revenues

Pursuant to section 32.621 of the City's municipal code, the following information must be conveyed to the City Council:

Of the total \$9.2 million utility users' tax (UUT) revenue, \$2.6 million was from the communication users' tax. By Council direction, utility users' tax is transferred to the Capital Outlay Fund for the City's general Capital Improvement Program.

Transfers

Transfers into the General Fund totaled approximately \$.8 million and transfers out of the General Fund totaled \$18.0 million in FY 2020-21.

Details of the transfers in/out are described in the following chart.

Transfers in from:	\$ Amount	Purpose
Redwood Shores Maintenance Fund	\$ 642,192	Reimburse GF for maintenance costs
Internal Services Fund – PC Refresh	151,912	One-time refund of personal computer refresh contributions
Internal Services Fund	11,852	Interest income transferred back
Total	\$ 805,956	

Transfers out to:	\$ Amount	Purpose
Capital Outlay Fund	\$ 9,191,149	UUT revenues to fund capital projects
Capital Outlay Fund	3,475,000	One-time funding for capital projects
Traffic Safety Fund	2,094,686	Reimburse operating costs
Parking Fund	1,391,242	Reimburse operating costs
Docktown Marina Fund	590,285	Reimburse operating costs
Sewer Fund	375,000	Funding for utility bill forgiveness program
Water Fund	375,000	Funding for utility bill forgiveness program

Employee Benefits Fund	300,000	For one-time contributions to OPEB trust
Water Fund	208,093	Reimburse operating costs
Redwood Shores Landscape Maintenance Fund	45,242	Reimburse operating costs
Total	<u>\$18,045,697</u>	

Fund Balance

As of June 30, 2021, there was \$42.7 million in unassigned fund balance. This is a decrease of \$.2 million from June 30, 2020. Although the total increase in the fund balance of the General Fund was \$28.6 million (from \$55.8 million to \$84.4 million), the available (unassigned) fund balance decreased by \$.2 million. The fund balance categories that increased were the restricted category (increase of \$29.6 million, mainly due to the inclusion of \$28.3 million of the Section 115 pension trust account for the first time this fiscal year), and the committed category (increase of \$1.2 million, for the City's General Plan), all of which are unavailable to pay ongoing costs. These increases were partially offset by a decrease of \$.3 million in the non-spendable category and a decrease of \$1.8 million in assigned fund balance (assigned for encumbrances).

Pursuant to the City Council Reserve Policy, the General Fund reserve balance is maintained at 15% of estimated General Fund revenues in the following fiscal year. Applying this formula to FY 2021-22 adopted budgeted revenues results in an amount of \$18.6 million over the \$24.1 million reserve threshold as of June 30, 2021. Of this \$18.6 million, only \$1.6 million is available to be appropriated in FY 2021-22, as most funds have already been designated through prior City Council action. See below for details of the \$18.6 million balance.

Designated Use of fund balance exceeding 15% reserve (\$18.6 million):

- \$7.5 million set-aside for future operating deficits
- \$6.0 million reserved appropriations for Council Priorities
- \$1.1 million accounting adjustment to investment balance (unavailable for operations)
- \$1.0 million reserved appropriations for emergency tenant assistance (approved in June 2021)
- \$0.7 million direct payment to CalPERS (paid in FY 2021-22)
- \$0.7 million reserved appropriations for one-time non-departmental expenditures
- **\$1.6 million available to be appropriated in FY 2021-22**

See below for details of the \$6.0 million in reserved appropriations for Council Priorities as of June 30, 2021.

Appropriated in December 2019

Description	Original Appropriation	\$ Amount spent/transferred in FY 2019-20 and FY 2020-21	\$ Amount available to be spent in FY 2021-22
Pay Down Long-Term Liabilities			
Pension trust payment	\$ 10,000,000	\$ 10,000,000	\$ -
Lump sum payment directly to CalPERS	2,700,000	2,700,000	-
Retiree health trust payment	600,000	600,000	-
Sidewalk repairs	350,000	350,000	-
Tree trimming downtown	50,000	26,258	23,742
Support City Council Priorities			
Housing			
Homelessness initiatives	\$ 1,212,000	\$ 723,237	\$ 488,763
Transportation			
Safe Routes to School	230,000	107,862	122,138
Communications	30,000	30,000	-
Children and Youth			
Child care assistance	240,000	10,000	230,000
Other City Council Priorities			
Multi-year consulting services and membership to NLC	245,000	171,809	73,191
Emerging City Council initiatives - reappropriated to			
COVID-19 response	93,000	93,000	-
Portable barricade system	60,000	60,000	-
Civic Cultural Commission grant	15,000	15,000	-
Organizational Capacity and Organizational Efficiencies			
Community Development and Transportation operations	775,000	13,115	761,885
Process improvement and efficiency audit - reappropriated to			
COVID-19 response	200,000	200,000	-
Recruitment/retention initiatives and employee development	200,000	-	200,000
Funding for new technology	100,000	100,000	-
Subtotal	\$ 17,100,000	\$ 15,200,281	\$ 1,899,719

Appropriated in February 2021

Description	Original Appropriation	\$ Amount spent/transferred in FY 2020-21	\$ Amount available to be spent in FY 2021-22
Pay Down Long-Term Liabilities			
Lump sum payment directly to CalPERS	\$ 768,000	\$ 768,000	\$ -
Support City Council Priorities			
<i>Responding to the Pandemic</i>			
Citywide direct pandemic costs	\$ 1,000,000	\$ 883,331	\$ 116,669
Maintain current Fire Department staffing	800,000	800,000	-
Citywide indirect pandemic costs	525,000	525,000	-
COVID-19 testing	325,000	-	325,000
<i>Restoring Economic, Social and Cultural Vitality</i>			-
Utility bill forgiveness	750,000	750,000	-
Small business support	450,000	-	450,000
<i>Reimagining Public Services</i>			
Strategic planning	150,000	-	150,000
<i>Housing</i>			
Homelessness initiatives	1,850,000	-	1,850,000
<i>Transportation</i>			-
Capital projects	750,000	750,000	-
<i>Civic Engagement</i>			-
Communications	400,000	-	400,000
<i>Equity</i>			-
ADA Transition Plan	2,000,000	2,000,000	-
Equity and inclusion	350,000	-	350,000
<i>Sustainability</i>			-
Climate Change action planning	500,000	-	500,000
Levee improvements and park study	200,000	200,000	-
Subtotal	\$ 10,818,000	\$ 6,676,331	\$ 4,141,669
TOTALS	\$27,918,000	\$ 21,876,612	\$6,041,388

The \$6.0 million described above will be carried forward and spent during FY 2021-22. Staff will provide an update on the status of approved FY 2021-22 initiatives as part of the Mid-Year Budget update in February 2022.

The Capital Outlay Fund, Special Revenue Funds, and Capital Project Funds are also included in the ACFR and are highlighted in the Management's Discussion and Analysis section of the ACFR.

Self-Insurance Fund Highlights

The Self-Insurance Internal Service Fund (liability and workers' compensation) had a positive change in net position of \$1.3 million. The City maintains funding at a confidence level of 80% as recommended by Bickmore, the City's risk administrator. The Self-Insurance Fund ended up with a net position of \$6.9 million as of June 30, 2021. It is anticipated that this net position will be used to fund liabilities that have not been recorded yet.

New Accounting Standards

There was one new accounting standard issued by the Governmental Accounting Standards Board (GASB) that was required to be implemented in FY 2020-21. More information about the impact of this implementation can be found in Note 1.P of the Notes to the Basic Financial Statements.

FISCAL IMPACT

There is no fiscal impact to the City as a result of this action.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council could request additional information from staff or the City's audit firm, or not accept the ACFR at this time. Any delay in accepting the ACFR could result in unbudgeted costs, as the City's auditors would require additional fieldwork. Additionally, this would likely delay the submittal of the ACFR to outside agencies that require timely receipt of the ACFR.

ATTACHMENTS

Attachment A – Annual Comprehensive Financial Report for fiscal year ended June 30, 2021

REPORT PREPARED BY:

Derek Rampone, Financial Services Manager
drampone@redwoodcity.org
(650) 780-7071

APPROVED BY:

Michelle Poché Flaherty, Assistant City Manager and Administrative Services Director
Melissa Stevenson Diaz, City Manager



ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2021



City of Redwood City

Redwood City, California



Annual Comprehensive Financial Report

For the Fiscal Year Ended June 30, 2021

Prepared by:
Administrative Services Department – Finance Division

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For the fiscal year ended June 30, 2021

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City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021

Administrative Services Department



1017 Middlefield Road
Redwood City, California 94063
Telephone: (650) 780-7070
Fax: (650) 366-2447
E-mail: mail@redwoodcity.org

December 20, 2021

Honorable Mayor Giselle Hale,
Members of the City Council,
City Manager, and Residents of the
City of Redwood City
Redwood City, California

I am pleased to submit for your information and consideration the Annual Comprehensive Financial Report (ACFR) of the City of Redwood City (Redwood City) for the fiscal year ended June 30, 2021.

This report contains a complete set of audited financial statements, prepared by the City's Finance Division, in accordance with Generally Accepted Accounting Principles (GAAP), as promulgated by the Government Accounting Standards Board (GASB). The responsibility for both the accuracy of the printed data and the completeness and fairness of the presentation, including all disclosures, rests with the management of the City. It is our opinion that the data presented is accurate in all material respects and is presented in a manner designed to set forth the financial positions and results of operations of the City and its related entities as measured by the financial activities of their various funds. Furthermore, all disclosures necessary for the reader to gain a full understanding of their financial activities have been included.

To provide a reasonable basis for making those representations, City management has established a comprehensive internal control framework designed both to protect the government's assets from loss, theft, or misuse; and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP.

Maze & Associates, a firm of independent, licensed and Certified Public Accountants, has audited the City's financial statements for the fiscal year ended June 30, 2021. The objective of the independent audit is to provide reasonable assurance that the financial statements of the City and related entities are free of material misstatement. The auditors concluded, based upon their audit, that there was a reasonable basis for rendering an unmodified opinion on the City's basic financial statements as of and for the fiscal year ended June 30, 2021. The independent auditor's report is located at the front of the financial section of this report on page 1.

Accounting principles generally accepted in the United States require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in a section titled Management's Discussion and Analysis (MD&A). This transmittal letter is designed to complement the MD&A and should be read in conjunction with it. Redwood City's MD&A can be found immediately following the report of the independent auditors on page 5. The notes to the financial statements are provided in the financial section and are considered essential to fair presentation and adequate disclosure.

REPORTING ENTITY AND ITS SERVICES

Redwood City is a San Francisco Bay Area community located in Silicon Valley. With a population of more than 85,000, Redwood City is the third largest city within the County of San Mateo. The City of Redwood City was

incorporated in 1867 and became a Charter City in 1929. It operates under a council-manager form of government and is a full service city, providing a range of services that include police and fire protection, recreation and parks, libraries, street maintenance and construction, infrastructure improvements, planning and zoning, water delivery, storm drains, and port facilities. Although the City maintains sewer lines and pump stations, the sewer plant and treatment services are provided by the Silicon Valley Clean Water Authority, a joint powers authority of which Redwood City is the largest equity holder.

The financial reporting entity includes all funds of the primary government (i.e. the City of Redwood City) as well as its component units. The seven-member City Council serves in separate session as the governing bodies of the Redwood City Facilities and Infrastructure Authority, and the Public Financing Authority, although these agencies are legal entities separate from the City. Under the City Charter, the City Council appoints the Board of Port Commissioners to oversee the operations of the Port of Redwood City, which is considered a department of the City of Redwood City. The Port of Redwood City is an enterprise activity and is presented as an enterprise fund.

Financial information for separate legal entities related to the City, including the Redwood City Facilities and Infrastructure Authority, Redwood City Public Financing Authority, and Successor Agency to the Redevelopment Agency of Redwood City, is blended in the City's financial statements in accordance with Governmental Accounting Standards Board Statement No. 14.

FINANCIAL INFORMATION

Accounting System and Budgetary Control

The City's accounting records for governmental operations are maintained on a modified accrual basis, with the revenues being recorded when both measurable and available, and expenditures being recorded when the services or goods are received and the liabilities are incurred. Accounting records for the City's enterprise operations are maintained on the accrual basis.

In developing and modifying the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding 1) the safeguarding of assets against loss from unauthorized use or disposition, and 2) the reliability of financial records for preparing financial statements and maintaining accountability for assets.

Because the cost of internal controls should not outweigh their benefits, the City's controls have been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. The concept of reasonable assurance recognizes that the evaluation of costs and benefits requires estimates and judgments by management. Within this framework, we believe the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

As demonstrated by the statements and schedules included in the financial section of this report, Redwood City continues to meet its responsibility for sound financial management.

Beginning with the financial statements for FY 2014-15, the City, along with other governmental agencies, was required to implement a new accounting standard, Governmental Accounting Standards Board Statement No. 68 (GASB 68). GASB 68 requires all governmental agencies to record unfunded pension liability on their balance sheets (i.e., Statement of Net Position). Detailed information regarding the City's pension liability is described in Note 9.

FACTORS AFFECTING FINANCIAL CONDITION

Pandemic and other National and Local Challenges

FY 2020-21 was a time of extended crisis in our nation and in Redwood City. Our country, and the rest of the world, continued to persevere through the Coronavirus Disease 2019 (COVID-19) pandemic. After growing fatalities and risk of contagion triggered nationwide shelter-in-place health orders in early 2020, the global economy collapsed and thrust the public health care system into an unprecedented crisis. Local governments across the United States suffered revenue losses, with cities that have strong tourism and hospitality sectors experiencing the most dramatic revenue decreases. People around the world largely stayed at home full-time until vaccines became available in the late spring to early summer of 2021, first for the elderly and immune-compromised and subsequently for all adults. As hotels, restaurants, theaters, shopping malls and gyms were shuttered, the yearlong shelter-in-place affected the City's revenue streams. Transient occupancy tax (TOT) was most drastically affected, and sales tax revenue also suffered. At the same time that these negative influences on revenues were occurring, community needs for essential services and new assistance increased significantly due to economic hardship, straining resources and shifting City priorities. The full impact of COVID-19 on the City's finances were felt in FY 2020-21, as this was the first full fiscal year of the pandemic.

Further challenges in 2020 included social unrest following the deaths of African Americans Breonna Taylor on March 13 in Louisville, and George Floyd on May 25 in Minneapolis, at the hands of their respective police departments. Resulting nationwide protests throughout the summer of 2020 elevated the Black Lives Matter movement to a national reckoning with racial injustice across America – a discussion demanding the attention of police departments and local government leaders across the country. Redwood City convened community dialogues on race; reduced the Police Department budget by holding nine officer positions vacant; created a new, full-time Equity and Inclusion Officer position in the City Manager's Office; formed a City Council Subcommittee on Equity and Social Justice; and formed a citizens' Police Advisory Committee in FY 2020-21.

Concurrently, extraordinary levels of partisanship nationwide fomented months-long anxiety surrounding a Presidential election with unprecedented voter turnout despite the logistical challenges of the pandemic. Heated controversy over the election results culminated in a historic riot of insurrectionists storming the U.S. Capitol on January 6, 2021. Related mistrust of government institutions, resentment of regulatory oversight, and hostility among opposing ideologies continued to echo at the local levels of government as tensions remained high in a society frustrated from being pent-up and threatened by the pandemic.

In addition, the impacts of climate change on the environment and weather patterns brought an unprecedented number of wildfires in the summer and autumn of 2020 throughout the western United States, including California, more than doubling the millions of U.S. acres burned compared to the previous year. Employee overtime accumulated as Redwood City's firefighters were deployed to multiple strike teams in San Mateo County and throughout the Bay Area, which was blanketed with air quality rated the worst in the world as the sun was blotted out by smoke for days at a time and emergency power shut-offs repeatedly restricted residential and commercial activity. Subsequently, the FY 2020-21 winter brought California little precipitation and the state fell into a serious drought in 2021.

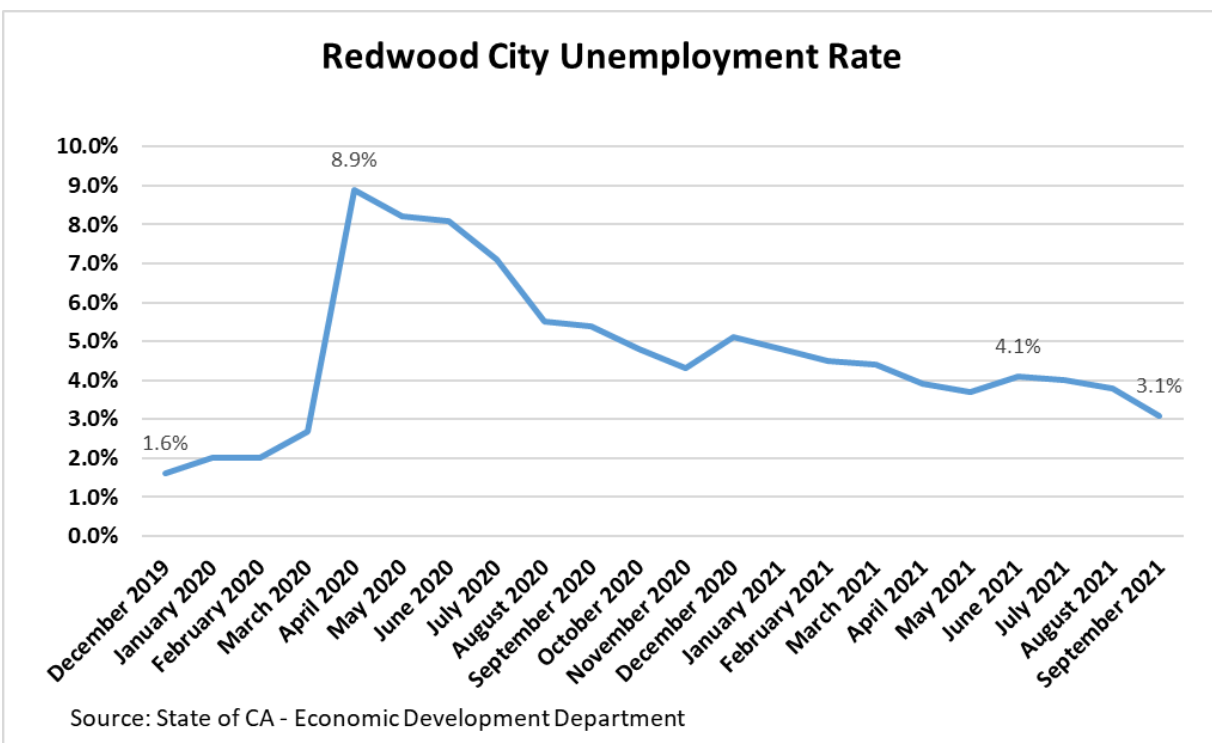
In early FY 2021-22, the availability of vaccines brought a brief sense of relief from the pandemic. However, the rise of the more virulent Delta variant of the virus introducing higher levels of contagion and mortality among the unvaccinated, and breakthrough cases among some vaccinated individuals, abruptly resulted in some renewed health restrictions and reluctance on the part of some to venture out into society, limiting economic growth.

Local Economy

The local area exhibited signs of a healthy economy before it was thrust into the pandemic recession in March 2020. The largest economic sectors affected were transportation, tourism and hospitality. As vaccination rates increase and health restrictions ease, travel, entertainment and retail sectors are beginning to recover.

In FY 2020-21, CalTrain total ridership was down 94.4 percent from FY 2019-20, from a total ridership of approximately five million in FY 2019-20 to only 276,000 in FY 2020-21. Most recent CalTrain ridership data shows total ridership is up 193.5 percent for the first three months of FY 2021-22, when compared to the first three months of FY 2020-21, which was during the peak of the pandemic. San Francisco International Airport passenger levels have rebounded to about 46 percent of its 2019 level as of August 2021, with San Jose International Airport achieving a level of 52 percent when compared to pre-pandemic levels in 2019. Redwood City Transit Occupancy Tax from hotel stays dropped by nearly 70 percent in fiscal year 2020-21 from the previous fiscal year, from \$6.1 million to \$1.8 million (more details regarding this and other taxes are provided below).

Perhaps one of the most discouraging economic impacts of the pandemic is unemployment. After falling to 1.6 percent in December 2019, Redwood City's unemployment rate abruptly leapt to a high of 8.9 percent in April 2020. Since that time, unemployment slowly decreased down to 4.1 percent in June 2021, and has further decreased to 3.1 percent as September 2021, suggesting a sluggish employment recovery is underway.



Property tax in Redwood City, the largest single source of General Fund revenue for the City, experienced an increase of 1.3 percent or \$0.9 million. The increase was primarily due to higher than expected current secured property taxes and excess Educational Revenue Augmentation Funds (ERAF) returned to the City in FY 2020-21. These increases were partially offset by a reduction in the City's property tax in lieu of vehicle license fees - down 36 percent from \$9.4 million to \$6.0 million – and a decrease in property taxes received in the former redevelopment agency area – down 38 percent from \$9.4 million to \$5.8 million. While the City expects the property tax in lieu of vehicle license fees to continue to fluctuate, the property taxes received in the former redevelopment agency area should not decrease any further. Property taxes are discussed in more detail below.

Several resources and a commitment to financial discipline have helped to offset some of the City's recent financial setbacks. The passage of Measure RR by Redwood City voters in 2018 created a new stream of sales tax

revenue. This infusion of approximately \$11.4 million in FY 2020-21 was pivotal in preventing Redwood City from more drastic budget cuts beyond the \$6.2 million in reductions absorbed in FY 2020-21 through difficult cuts to every department. In addition, in FY 2020-21, the City received \$1.1 million in one-time federal Coronavirus Aid, Relief and Economic Security (CARES) Act funding and \$9.2 million in federal American Rescue Plan Act assistance, with another \$9.2 million anticipated in FY 2021-22. The City is also pursuing reimbursement of emergency response expenditures from the Federal Emergency Management Agency. In addition, State resources continue to help address community needs through rental assistance, utility rate assistance, and local business sales tax extensions.

With widespread vaccine administration underway and the approval of booster vaccines to help extend immunity, there is reason for hope for the economy. As public health restrictions have eased, the economy has experienced an uptick in activity, and, with existing and proposed federal stimulus funding, an upward trajectory in the economy is expected to continue in the near future.

Respond, Restore, and Reimagine

The City Council-endorsed financial and community recovery strategy to help the community and organization meet the health, economic, and social challenges due to the COVID-19 pandemic is nicknamed the “Three R’s” for Respond, Restore and Reimagine:



The City has initiated numerous programs to help residents mitigate the economic damage caused by COVID-19, including emergency rental assistance, meal distribution, small business support, and waiving late payment penalties for utility customers. Redwood City committed more than \$4.4 million in FY 2020-21 operating funds responding to the COVID-19 crisis – in staff time, purchases, and direct aid to residents – in addition to \$4.6 million in FY 2019-20. This includes \$1.1 million in overtime and supplies and service expenditures.

The City partnered with San Mateo County to make COVID-19 testing and vaccinations more accessible to City residents and to promote safe hygiene. As of December 1, 2021, 87.6 percent of the San Mateo County population age five and older are fully vaccinated. This is the fourth highest vaccination rate in the State of California, trailing only San Francisco, Santa Clara, and Marin counties.

Redwood City has administered an Emergency Rental Assistance Program for families and individuals who have experienced a loss of income due to the pandemic. The City has committed over \$500,000 in City operating funds, and allocated over \$2.0 million in federal, county, and private funds to this program. This program, provided through the Fair Oaks Community Center, has provided assistance to more than 3,700 individuals in over 1,030 unduplicated households – including over one-third of households being assisted for multiple months and/or multiple times since March 2020. For the bulk of FY 2020-21, the Veterans Memorial Senior Center provided 380 “to go” and “delivered” meals daily, Monday through Friday, for Redwood City seniors. In addition, the Fair Oaks Community Center provided groceries and bag lunches to over 1,400 households each month and referred residents to a variety of food resources available throughout the community.

During the pandemic, Redwood City residents and small businesses have fallen behind in utility payments in an amount of approximately \$3.0 million. While the City has provided temporary relief by halting shutoffs, penalties and interest during the crisis, many residents who have been unable to pay have seen their utility debt grow to more than \$2,000. In addition to distributing State funds for unpaid utility bills, City staff is finalizing a Utility Bill Forgiveness Program to take effect before enforcement actions renew in 2022. The City has set aside up to \$1 million in relief for community members who would otherwise struggle to pay off this pandemic-related debt.

Recently, the City has been awarded a contract with Local Initiatives Support Corporation (LISC) to provide both outreach services and application assistance for the California COVID-19 Relief Program at the Fair Oaks Community Center. This will further strengthen the City’s capacity to help tenants and landlords apply for rental and utility bill assistance from this state program. As of late November, Redwood City residents have submitted 1,207 applications requesting \$14.6 million for assistance from this state fund. Of these requests, approximately \$5.7 million has been awarded to over 460 Redwood City households, with another 745 household applications being reviewed for approval and payment by the City.

In February 2021, the City committed \$450,000 in City funds for a Small Business Support Program to help local businesses recover and thrive as a vibrant centerpiece of the community. The program includes \$280,000 in pandemic recovery grants, which supplemented the Restaurant, Brewery & Winery Program in partnership with the County of San Mateo, SMC Strong and the Chan Zuckerberg Initiative. It also committed \$75,000 to the Downtown Sign and Façade Improvement Program, \$20,000 for the Small Business Empowerment Program, and \$35,000 to create permanent and semi-permanent parklets for outdoor dining and business activity. The program also invests \$40,000 for a “Shop Local” marketing campaign to include collaboration with San Mateo County on an app to highlight local businesses in a virtual marketplace, featuring Redwood City as the first pilot City in the app. Together, with the rest of the City’s Economic Vitality Plan, these measures promote the restoration of both economic and social prosperity in the community.

Affordable housing and support for the unhoused is one of Redwood City’s strategic priorities. The City has committed \$1.7 million over two years for a Safe Parking Pilot program to allow 110 permits for on- and off-street Recreational Vehicle (RV) parking and the creation of a 30-50 space Safe RV Parking Site, supported by outreach and case management services from LifeMoves. Prior to implementation of the program, 120 RVs were parked on City streets, and currently there are around 40 RVs on City streets.

The table below identifies allocations made during FY 2020-21 to address City Council priorities, as well as \$7.2 million in the FY 2021-22 budget and anticipated recommendations for FY 2022-23.

One-Time Contributions to Council Priorities					
Council Priorities		Previously Budgeted FY 2020-21	Recommended FY 2021-22 Budget	Envisioned for FY 2022-23	Total
Respond	Rental Assistance	543,000			543,000
	Newly Added Rental Assistance	1,000,000			1,000,000
Restore	Utility Bill Forgiveness	750,000	750,000		1,500,000
	Small Business Support	450,000			450,000
Reimagine	Analytical Support		850,000	950,000	1,800,000
	Fire Study and Strategic Planning		150,000		150,000
Equity	Equity & Inclusion	350,000			350,000
	ADA Transition Plan		500,000		500,000
	Sidewalk Repair		500,000	500,000	1,000,000
Housing	Homelessness Initiatives	1,450,000	1,300,000	650,000	3,400,000
Transportation	Grant Support		165,000	165,000	330,000
	Project Management		250,000	250,000	500,000
	Safe Routes to Schools		20,000	20,000	40,000
Children & Youth	Child Care Assistance		150,000	150,000	300,000
	Project Read		150,000	150,000	300,000
Sustainability	Climate Change Action Planning		100,000	100,000	200,000
	Vegetation Management		150,000	120,000	270,000
	Streetlight Replacement		715,000	485,000	1,200,000
	Energy Efficient Building Upgrades		500,000		500,000
Civic Engagement	Communications	400,000		100,000	500,000
	Remote Council Meetings		100,000		100,000
	Participatory Budgeting		1,000,000		1,000,000

The City's adherence to financial best practices and fiscal discipline has enabled it to withstand dramatic revenue losses while avoiding layoffs and service reductions. Still, the past 20 months have been an undeniably stressful time for City employees and community members alike. The commitment of one-time funds to the immediate needs of Responding, Restoring and Reimagining, and to the City Council Priorities of equity, housing,

transportation, and children and youth, as well as sustainability and civic engagement is designed to respond to the many crises from which the City is working to recover.

Economic Vitality

With the adoption of the Downtown Precise Plan in 2011, Downtown Redwood City had become a vibrant district where Redwood City residents enjoyed working, living, and playing. As a result of the pandemic in 2020, fewer workers are commuting into the city on a daily basis, which has resulted in fewer customers for main street businesses and a noticeable dip in economic activity for businesses who rely on the office lunch crowd. With the passage of the City's Economic Development Work Plan in 2019 (subsequently updated in 2021) and Small Business Support Program in 2021, the City has strengthened the economic foundation of its community and provided a network of support to local businesses during this time of great uncertainty. To help support the city's downtown businesses, the City has alternatively closed and re-opened streets to vehicular traffic to make it easier for customers to dine outside or pick-up take-out orders, respectively, as public health orders have repeatedly constricted with pandemic surges and relaxed as conditions improved.

The City continues to attract significant development interest, resulting in an increase of building permit fees in FY 2020-21. Commercial development interest remains strong and is growing by virtue of Redwood City's location in Silicon Valley, access to high-quality public transportation, vibrant downtown and expansion in life science and technology sectors. In October 2020, the City Council approved initiation of three housing projects and two commercial/mixed-use projects as part of the Gatekeeper process. Project proposals from the Gatekeeper process represent nearly one million square feet of commercial development and 1,155 housing units, including 424 affordable housing units. Also in late 2020, the City Council approved zoning ordinance amendments to allow up to six storefront cannabis retailers, projected to generate more than \$1.3 million annually in tax revenue. In January 2021, the City began accepting applications from interested parties into the City's cannabis storefront retail program, with the awarding of permits expected in early 2022.

Long-Term Financial Planning

The City Council has a history of taking intentional, proactive, and strategic steps to ensure the long-term fiscal sustainability of Redwood City, including adopting a structurally balanced annual budget, funding long-term needs, and maintaining a 15 percent General Fund reserve level. Because of the City's strong reserve level, the City has been able to maintain essential services during the pandemic. In addition, the City maintained its 15 percent reserve level, which was crucial in case a new emergency materialized.

The City has earned an Aa1 issuer rating by Moody's Investor Services. The rating reflects the City's sizeable and primarily residential tax base that is poised for slow to moderate growth, strong wealth indicators, a healthy financial position supported by strong reserve and liquidity levels, and a very modest debt burden. Maintaining a sustainable budget and prudently planning for the City's current and long-term needs is a top priority for the City Council. The City continues to focus strategically on appropriate funding strategies for annual operations, a robust capital improvement program, and future liabilities.

Each fiscal year, the City prepares a ten-year General Fund forecast to project revenue and expenditure trends. This forecast is an integral part of the annual budget process as the City seeks to establish and implement its priorities in a fiscally sustainable manner. The forecast also assists in providing a long-term road map to guide the financial planning of the City as it addresses rising pension costs and unfunded liabilities. The City reviews major cost drivers to anticipate and control expenses to the maximum extent possible and makes fiscal decisions within the framework of the forecast. The City also monitors its revenue sources to identify and plan for trends. Financial planning also takes the form of continuous review and refinement of fiscal policies and forecasts, and an understanding of the citywide initiatives underway.

During FY 2020-21, in the face of multiple crises, the City remained faithful to its established fiscal strategies while responding to the pandemic through its recovery strategy of “Respond, Restore, and Reimagine.” Specifically Redwood City:

- Continued, through several emergencies, to fund ongoing services with ongoing revenues and limited the allocation of one-time revenues to one-time expenses;
- Limited the use of reserve funds in response to emergencies so as to maintain the 15 percent General Fund reserve level established in City policy;
- Began reimagining what services are provided, how they are provided, and to whom they are provided, in order to adapt to a rapidly evolving environment with a focus on service sustainability and social equity;
- Launched a Climate Action Plan that includes risk management and long-term forecasting to ensure financial as well as environmental benefits; and
- Leveraged the ten-year forecast not only for financial planning but also to analyze trends over time and reinforce a longer view in a time of crisis, to support thoughtful problem solving and strategic action.

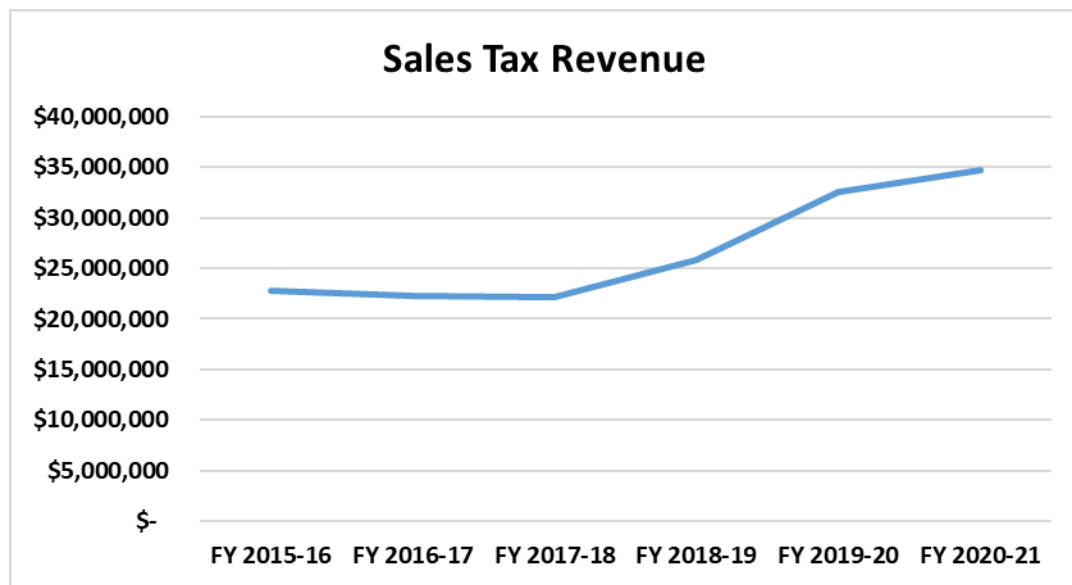
A summary of major revenue sources and other significant financial planning items is below. When compared to the FY 2020-21 budget, actual revenues generated approximately \$5.2 million, or 3.2 percent, less revenue than the amount budgeted in the General Fund. This shortfall is primarily due to delayed billing of \$8.2 million to the City of San Carlos for fire protection services in FY 2020-21 that was subsequently recorded in FY 2021-22.

Sales Tax

Sales tax is an important source of General Fund revenue, as it accounts for 22.1 percent of total General Fund revenues. This is a primary concern during the pandemic and throughout the associated recovery period due to nationwide reductions in consumer spending for fuel, entertainment, dining, new cars, and travel. While several of the City’s larger generators of sale tax can expect reduced revenues in the economic downturn, most are now open for business. In addition, the reduction in sales tax due to COVID-19 closures has been offset by two positive developments: increased revenues from online shopping, and the addition of revenues from Measure RR.

Sales tax revenues paid through resident online purchases have increased both in the number of transactions as well as in the City’s allocation of sales tax from them. Rather than experiencing a complete loss of sales tax from the purchases lost through storefront closures, many of those transactions moved to electronic shopping during the pandemic. This activity has coincided with a new allocation of sales tax by the purchaser’s point-of-origin resulting from the U.S. Supreme Court decision in *South Dakota v. Wayfair, Inc.*, which enabled state and local governments to recoup tax revenue formerly lost to remote sellers. This new influx of formerly lost online sales tax, together with the addition of revenue from the new Measure RR sales tax, has offset some of the reductions in sales tax revenue caused by the 2020 recession, softening the impact of the economic downturn on the City in FY 2020-21.

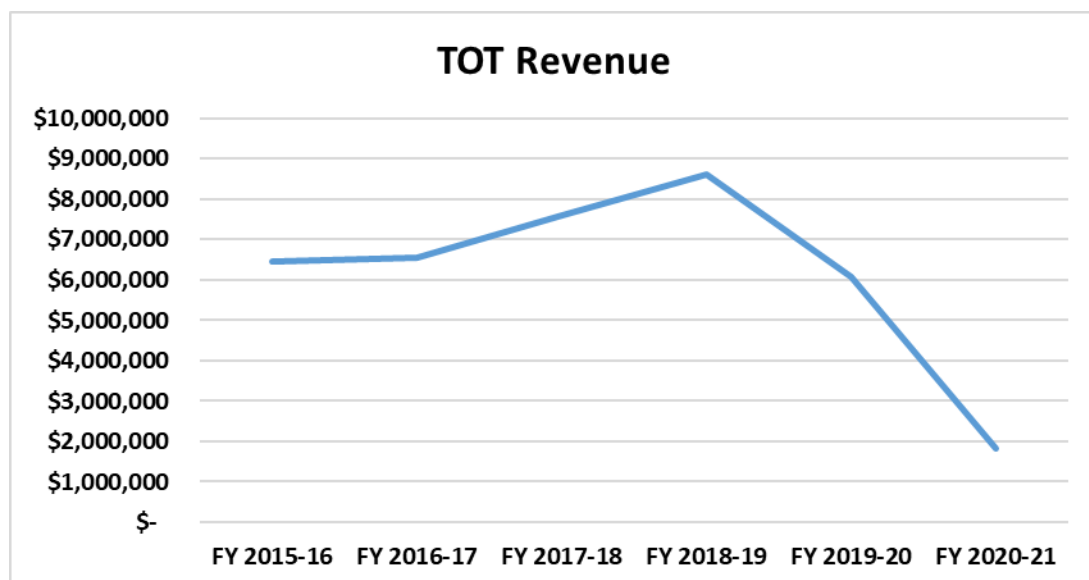
A half-cent sales tax increase, authorized by the passage of Redwood City’s Measure RR in November 2018, became effective April 1, 2019. In FY 2020-21, Measure RR generated an additional \$11.4 million in revenue (up from \$10.3 million in FY 2019-20); more than 32 percent of all sales tax revenue for the City. Total sales tax revenue in the General Fund increased by \$2.2 million (from \$32.5 million to \$34.7 million), or 6.7 percent, when compared to the prior fiscal year. The City has budgeted \$33.3 million of this revenue source to be collected in FY 2021-22. Staff will analyze the sales tax revenue on a quarterly basis during the fiscal year to determine if a year-end budget amendment is needed.



Transient Occupancy Tax

Transient occupancy tax (TOT) is collected from visitors to Redwood City through a charge on hotel accommodations. TOT revenue accounts for 1.2 percent of total General Fund revenues. Although it is not a primary revenue source, it has been the **most severely impacted** by the COVID-19 pandemic; occupancy rates for hotels in Redwood City remained down at 59.6 percent for FY 2019-20 and 42.0 percent in FY 2020-21. Average room rates were drastically lower, decreasing from \$181.10 for FY 2019-20 to \$89.98 in FY 2020-21. TOT revenue in FY 2020-21 decreased by \$4.2 million, or 70.0 percent, when compared to the prior fiscal year (from \$6.0 million to \$1.8 million).

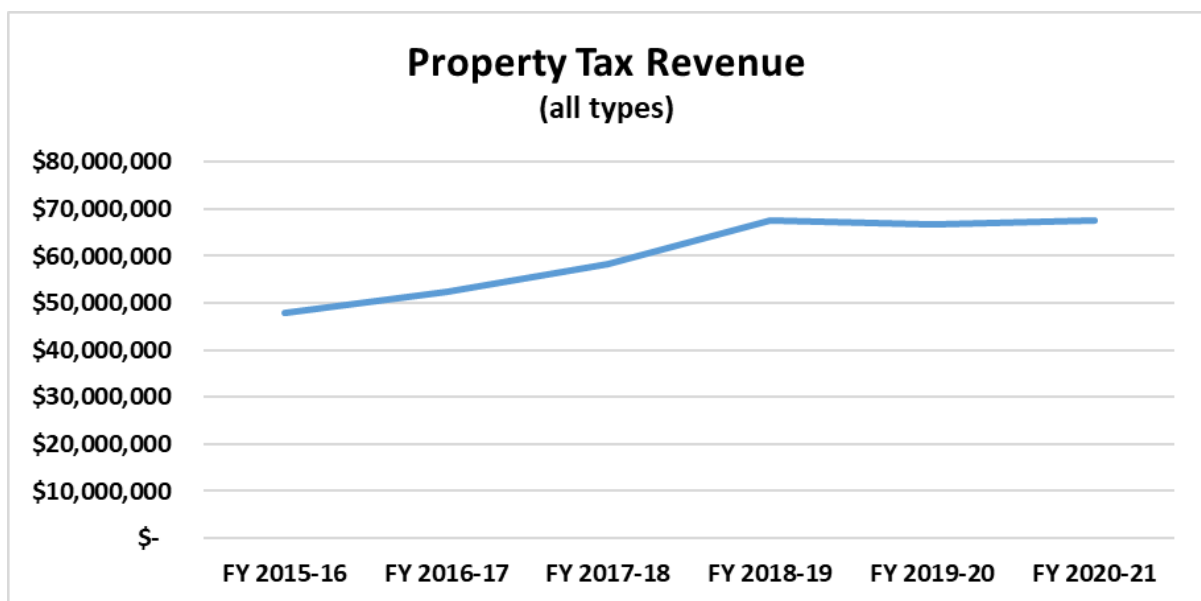
In Redwood City, revenue per available room, which is calculated by multiplying a hotel's average daily room rate by its occupancy rate, is down from \$106.47/night in FY 2019-20 to just \$38.09/night in FY 2020-21. In addition to the reduction in tourism due to the pandemic, two Redwood City hotels were sold to San Mateo County in FY 2020-21 for use as affordable housing, thereby permanently removing them from the TOT pool as well as the property tax rolls at an annual loss to the City of over \$800,000. To offset the initial revenue loss, the City negotiated a one-time payment of \$1.5 million from the County of San Mateo that was received in May 2021. The City has budgeted \$2.8 million in TOT to be collected in FY 2021-22. Staff will analyze this unstable revenue on a monthly basis during the fiscal year to determine if a year-end budget amendment is needed.



Property Tax

Property tax accounts for 43.1 percent of total General Fund revenues and is a key indicator of the City's economic outlook. Redwood City property values have remained relatively stable during the COVID-19 pandemic. The median sale price of homes in Redwood City is currently almost \$1.8 million. While overall property tax revenues have declined slightly in FY 2020-21, from \$66.8 million to \$65.2 million, secured property tax (the largest component of property tax revenue) increased by \$2.9 million, or 7.5 percent, over the previous fiscal year. In this revenue category, there were two items that saw decreases in revenue: property tax in lieu of vehicle license fees and property taxes in the former redevelopment agency project area. Staff is working with the County of San Mateo to monitor the property tax in lieu of vehicle license fee calculation, and meets regularly to review projections. The City received \$6.0 million in FY 2020-21 and has budgeted \$7.4 million for FY 2021-22. Property taxes in the former redevelopment agency project area have been negatively impacted by the *City of Chula Vista v. Sandoval* state appellate court decision, which changed the methodology of calculating distribution amounts of tax increment revenues. The City received \$5.8 million in property taxes in the former redevelopment agency project area in FY 2020-21, down \$3.6 million from FY 2019-20. The City has budgeted \$5.7 million for FY 2021-22.

Development activity and associated City revenues have also seen a recent uptick as the economy begins to recover from the pandemic, and interest in commercial and multi-family development in the downtown area remains strong. Budget projections for secured property taxes in Redwood City in FY 2021-22 call for this revenue source to remain virtually unchanged from the FY 2020-21 actual amount. Staff will analyze property tax revenue in the spring of FY 2021-22 to determine if a year-end budget amendment is needed.

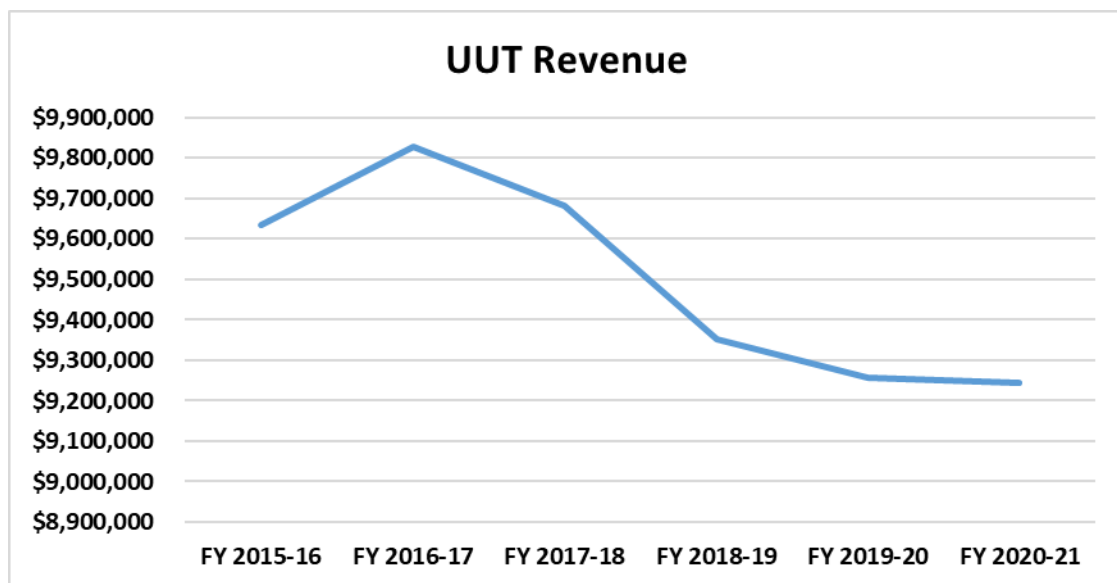


Utility Users' Tax

Redwood City collects a voter-approved Utilities User Tax (UUT) on gas, electricity, cable, and telecommunications services. UUT revenue accounts for 5.9 percent of total General Fund revenues. UUT revenue was \$9.3 million in FY 2020-21 which, at a decrease of just \$15,000, or 0.2 percent, was comparable to FY 2019-20. As more consumers move away from cable services and toward video streaming services, UUT revenue is expected to continue to decline. The City has budgeted \$9.0 million for FY 2021-22.

Following the passage of Assembly Bill 1717 in 2014, the City entered into an agreement with the State Board of Equalization for the collection of UUT on prepaid wireless services. The City began collecting revenue on prepaid wireless in January 2016 and will continue until SB 1441 sunsets in 2026. This revenue source amounted to \$52,388 in FY 2020-21, which is \$4,000 or 7.0 percent less than FY 2019-20. While UUT revenue has traditionally

been dedicated on an annual basis to support the City's capital improvement program, the City has committed this new fraction of UUT revenue to affordable housing.



Educational Revenue Augmentation Fund Refunds

In 1992, the State of California began a practice of shifting property taxes from cities, counties, and special districts to school districts to supplant funding that the State had been providing to school districts. The County Controller places the funds that shifted from local government agencies into the Educational Revenue Augmentation Fund (ERAF). The Controller then disburses these funds to school districts based on a formula prescribed by state law. Any funds remaining in ERAF (after the distribution to the school districts) are returned to the cities, county, and special districts in proportion to the amount they contributed to ERAF. This return of property tax revenue is difficult to anticipate due to complicated state school funding formulas, and is continually at risk of reduction or elimination by state action.

In FY 2019-20 and FY 2020-21 Redwood City received \$6.8 million and \$11.2 million in returned funds, respectively. The current level of funding is higher than can be expected in the future, particularly given recent and potential changes in school financing, which the County Controller has indicated could significantly reduce this revenue source for cities and the County in future fiscal years. The City's practice is to budget what can reasonably be estimated, which is \$4.2 million, or about 38 percent of the actual amount received in FY 2020-21. The City has also budgeted to receive \$4.2 million in FY 2021-22. Staff is working with the County of San Mateo to monitor this revenue source and meets regularly to review projections. Staff will analyze this revenue source in the spring of FY 2021-22 to determine if a year-end budget amendment is needed.

Successor Agency to the Redevelopment Agency

As of July 1, 2018, the Oversight Board of the Successor Agency to the Redevelopment Agency of Redwood City was reorganized and combined with other oversight boards in San Mateo County, thus creating one Countywide Oversight Board. Since then, action on behalf of the Successor Agency to the Redevelopment Agency of Redwood City is taken by the San Mateo County Countywide Oversight Board.

In March 2021, the City and Successor Agency prevailed in a lawsuit against the State of California regarding the State of California Department of Finance's (DOF) position on \$10.3 million in funds that had been in the former Redevelopment Agency's possession, which were encumbered for below-market rate housing through an agreement with the Legal Aid Society. The control of these funds had been in dispute with the DOF since the Redevelopment Agency was dissolved in FY 2011-12. The City filed suit against the State of California, challenging the DOF's position that these funds are unencumbered and must be remitted to the County Controller. Although

the State prevailed in the Superior Court trial, the City filed an appeal. The appeal was heard on December 14, 2020 and the Court of Appeal reversed the lower court decision and DOF determination, accepting all of the City's Dissolution Act arguments. The Successor Agency received the \$10.3 million in FY 2020-21, which has been deposited into the Low and Moderate Income Housing Fund.

The City also continues to work with the State of California regarding the disposition of several former Redevelopment Agency land parcels.

Relevant Financial Policies

In FY 2016-17, the City Council updated the General Fund reserve policy, which states the unreserved portion of the General Fund's fund balance shall be 15 percent of anticipated General Fund revenues. With the FY 2019-20 Adopted Budget, the City Council approved a strategy to utilize 80 percent of the excess balance, above the 15 percent reserve threshold, to pay down the City's unfunded liabilities, including pension and retiree health liabilities, and to use 20 percent as one-time funding towards the City Council's priorities in the areas of housing, transportation, and children and youth. Funding long-term liabilities avoids shifting cost burdens to future generations for services already provided.

The excess balance above the 15 percent reserve threshold is reported under the category "Unassigned Fund Balances." In recent fiscal years, the City has used balances in excess of the reserve policy to pay down unfunded liabilities, contribute to a Section 115 Pension Trust Account for pension liabilities, and for one-time funding towards City Council priorities. In addition to paying down unfunded liabilities, it is anticipated that a portion of the available excess fund balance as of June 30, 2021 will be redirected to support recovery activities in response to the pandemic and in alignment with the strategies to respond, restore and reimagine services; as well as retained to cover future anticipated revenue shortfalls.

The City Council has adopted a Debt Disclosure Policy and an Investment Policy. The City reviews these policies regularly and uses them to maintain sound fiscal practices. The City Council's Finance and Audit Sub-Committee is developing updates to the Investment Policy for City Council consideration in FY 2021-22; the proposed changes will screen City investments based on environmental, social and governance objectives. The City has also established cash management, accounting, budgetary, and risk management policies and practices that are essential to the City's long-term fiscal health. These financial policies and practices also promote public confidence and increase the City's credibility for bond rating agencies and potential investors. Such policies also provide the resources to react to financial needs in a prudent manner.

The City has recently implemented a new Enterprise Resource Planning system (ERP), which went live in July 2021. The second phase of the implementation includes human resources and payroll functions and is slated to go live at the end of December 2021.

Appropriation Limit

Article XIII B of the California State Constitution, which became effective in FY 1979-80, and which was modified (by Proposition 111) in November 1989, establishes, by formula, an appropriation limit for governmental agencies. Using the appropriations of FY 1978-79 as the base year, the limit is modified by the growth in inflation and population during each fiscal year. Inflation is measured as the year-over-year growth in per capita personal income, while population growth is based on a weighted growth measure that blends growth in the civilian population with growth in K-12 and community college average daily attendance. Article XIII B also sets the guidelines as to what is to be included in the appropriation limits.

The appropriation limit for Redwood City for FY 2020-21 was \$775,011,639, while the actual appropriations subject to the limit amounted to \$102,186,639. The FY 2020-21 appropriation limit increased from FY 2019-20 due primarily to the increase of 3.73 percent in per capita personal income, one of the factors used in calculating the change in the appropriation limit.

OTHER INFORMATION

Annual Independent Audit

The annual audit of the books and financial records of the City was completed by Maze and Associates, certified public accountants appointed by the City Council. The independent auditor's report is part of this report, starting on page 1.

Awards

The Government Finance Officers Association (GFOA) awarded a *Certificate of Achievement for Excellence in Financial Reporting* to the City of Redwood City for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2020. This is the 34th consecutive year that Redwood City has received this prestigious award. In order to be awarded a certificate of achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both accounting principles generally accepted in the United States of America and applicable legal requirements. A certificate of achievement is valid for a period of one year only. We believe our current ACFR continues to meet the certificate of achievement program's requirements and are submitting it to the GFOA to determine its eligibility for another certificate.

Acknowledgements

Special recognition is extended to the entire Finance Division staff for their ongoing dedication and efficient services provided to all City departments, residents and customers on a daily basis. The preparation of this report could not have been achieved without the skillful, dedicated, and efficient services of the entire staff of the Finance Division. I would like to extend special recognition to Derek Rampone, Financial Services Manager, for his professionalism and leadership in overseeing this process. Special thanks must also be expressed to Jennifer Chang, Molly Flowerday, Carolynne Kerans, Nancy Murguia, Jun Nguyen, and Sylvia Peters for their important contributions, and to Jennifer Yamaguma for her assistance in the design of the report cover. This year's process was particularly challenging, especially as many staff continued to work a hybrid schedule of in-person and telecommuting concurrent with the implementation of a new ERP system.

I would especially like to thank and commend the City Council, Finance and Audit Sub-Committee members, and City Manager for their ongoing interest and unwavering support in planning and conducting the financial operations of the City in a responsible and progressive manner – during an extended time of unprecedented crisis for the City and the nation – in service to the continued best interests of the residents of Redwood City.

Respectfully submitted,



Michelle Poché Flaherty
Assistant City Manager and Administrative Services Director
City of Redwood City
Redwood City, California



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Redwood City
California**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2019

Christopher P. Morill

Executive Director/CEO

CITY OF REDWOOD CITY - REDWOOD CITY, CALIFORNIA

PRINCIPAL OFFICIALS

AS OF JUNE 30, 2021

CITY COUNCIL

Diane Howard, Mayor	November 2022
Giselle Hale, Vice Mayor	November 2022
Alicia C. Aguirre	November 2024
Lissette Espinoza-Garnica	November 2024
Jeff Gee.....	November 2024
Diana Reddy.....	November 2022
Michael Smith.....	November 2024

CITY MANAGER

Melissa Stevenson Diaz

DEPARTMENT DIRECTORS

Assistant City Manager/Administrative Services	Michelle Poché Flaherty
Assistant City Manager	Alex Khojikian
City Clerk.....	Pamela Aguilar
Community Development and Transportation.....	Mark Muenzer
Fire Chief.....	Ray Iverson
Human Resources	Michelle Katsuyoshi
Library.....	Derek Wolfgram
Parks, Recreation, and Community Services	Chris Beth
Police Chief	Dan Mulholland
Public Works.....	Terence Kyaw

CITY ATTORNEY

Veronica Ramirez

City of Redwood City
1017 Middlefield Road
Redwood City, California 94063
Telephone: (650) 780-7070
Fax: (650) 366-2447
E-Mail: mail@redwoodcity.org
Web Site: www.redwoodcity.org

CITY OF REDWOOD CITY - REDWOOD CITY, CALIFORNIA

FINANCE DIVISION STAFF

As of June 30, 2021

Derek Rampone Financial Services Manager

Jennifer Chang Senior Accountant

Carolyn Kerans Senior Accountant

Sylvia Bravo Peters Principal Analyst

Joan Brumleve Accountant

Molly Flowerday Accountant

Fion Liu Accountant

Gina Clark..... Account Technician

Anna Indy..... Account Technician

Christopher Chau Account Clerk

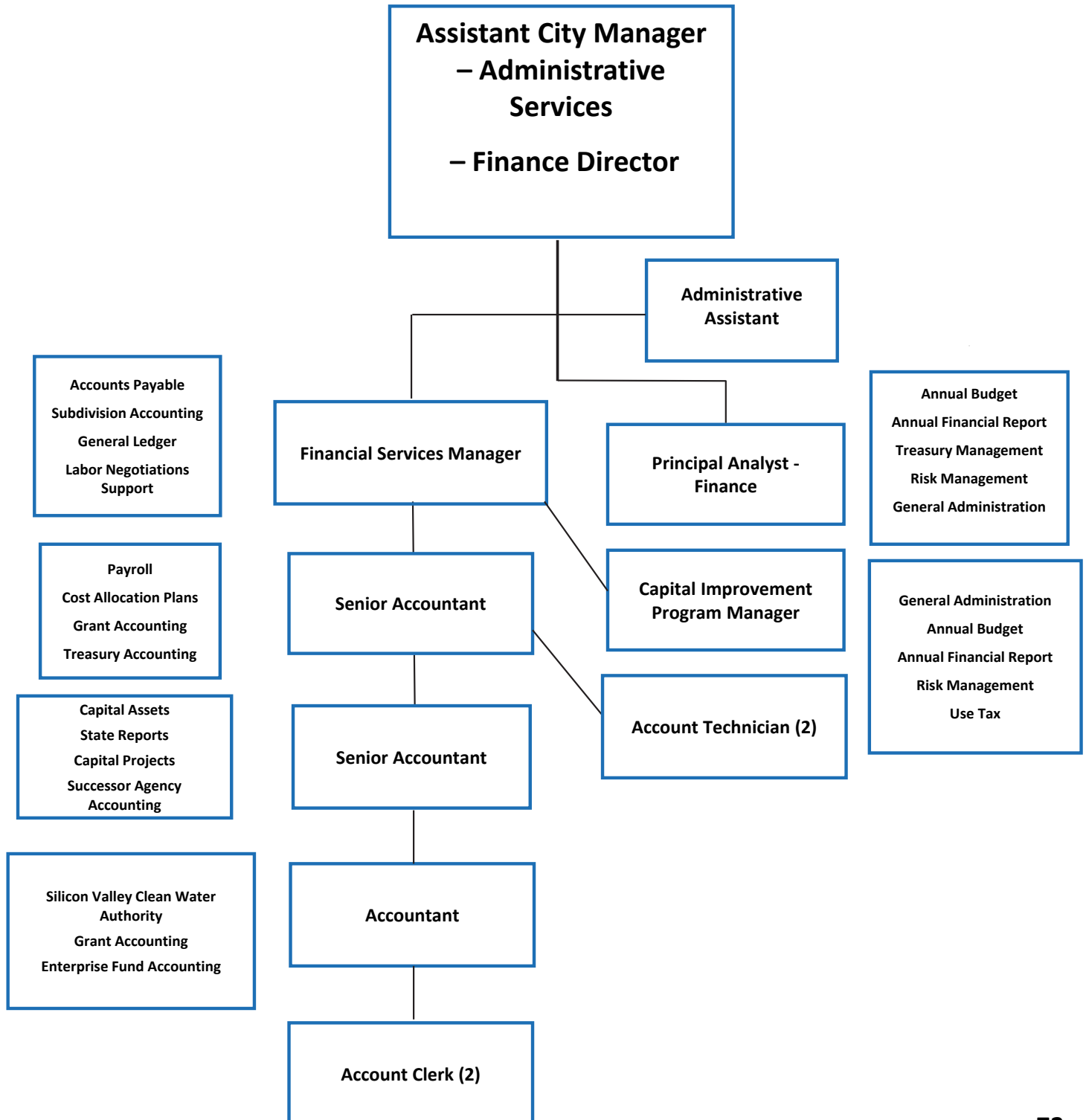
Lisa Crudo Account Clerk

Nancy Murguia Administrative Assistant

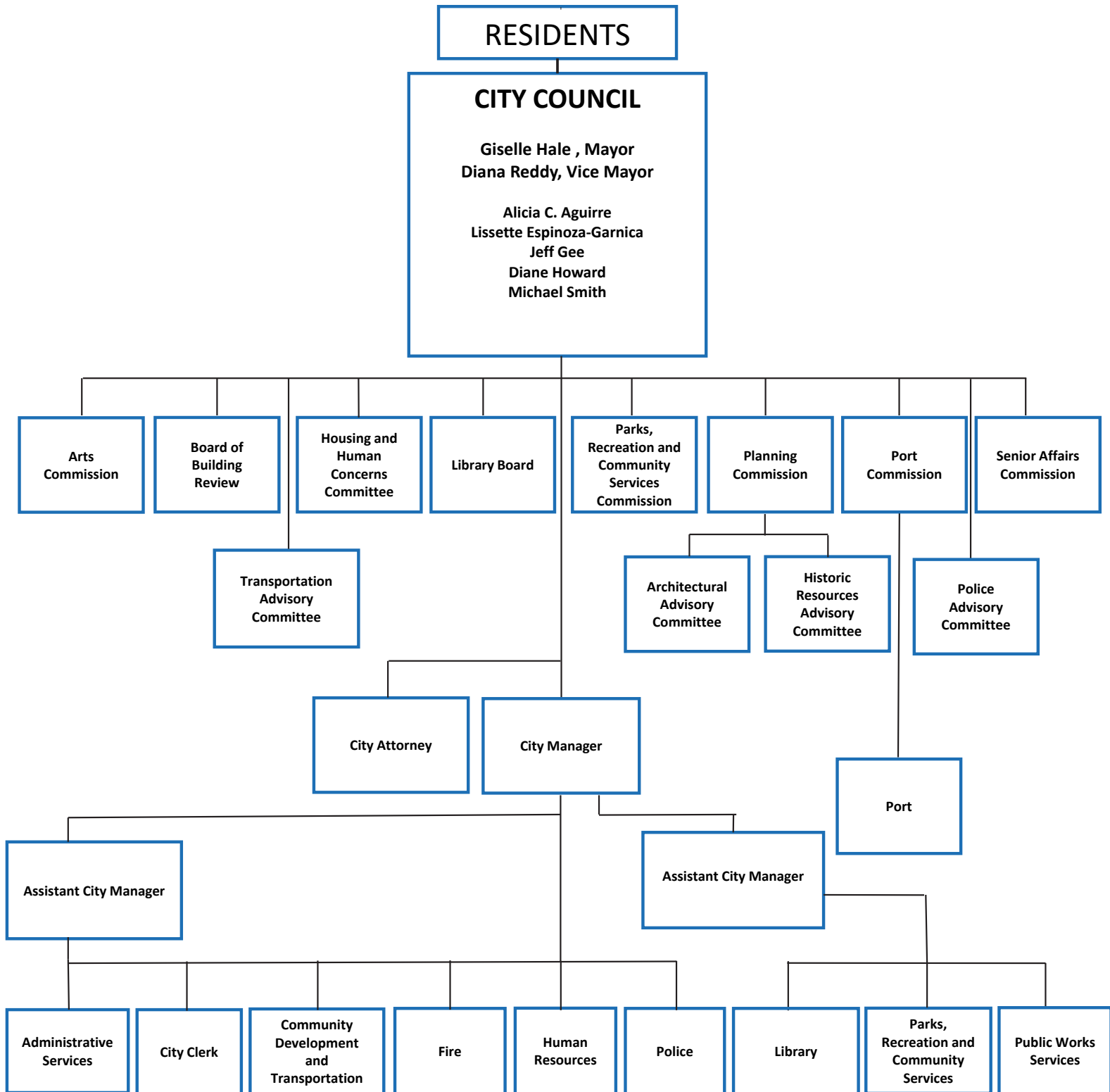
June 30, 2021

Administrative Services Department

Finance Division



2021





City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021



INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of City Council
of the City of Redwood City
Redwood City, California

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Redwood City, California (City), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information and of the City as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof as part of the basic financial statements for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principles

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 84 – Fiduciary Activities, which became effective during the year ended June 30, 2021 and established the new fund type, Custodial Funds, and eliminated the fund type of Agency Funds as discussed in Note 10D to the financial statements.

As disclosed in Note 10D, in conjunction with the implementation of Governmental Accounting Standards Board Pronouncement No. 84, Fiduciary Activities, management reviewed the purpose and presentation of all funds and determined that the Section 115 Trust Fund should instead be reported as a component of the General Fund, since it is a secondary trust to the City's CalPERS Pension Plans. As a result, the Section 115 Trust Fund was closed as of July 1, 2020 and beginning fund balance of the General Fund has been increased and restated in the amount of \$24,434,795.

Management also early adopted the provisions of Governmental Accounting Standards Board Statement No. 98 – The Annual Comprehensive Financial Report which changes the name of the Annual Comprehensive Financial Report to Annual Comprehensive Financial Report.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and other required supplementary information as listed in the Table of Contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The Introductory Section, Supplementary Information, and Statistical Section as listed in the Table of Contents are presented for purposes of additional analysis and are not required parts of the basic financial statements.

The Supplementary Information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 9, 2021, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Maze & Associates

Pleasant Hill, California
December 9, 2021



City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the City's Annual Comprehensive Financial Report presents a narrative overview and analysis of the City's financial activities for the fiscal year ended June 30, 2021. We encourage all readers to consider the information presented here in conjunction with the accompanying transmittal letter and basic financial statements.

FISCAL YEAR 2020-21 FINANCIAL HIGHLIGHTS

The full financial impact of the COVID-19 pandemic and resulting stay-at-home orders were widely felt during Fiscal Year (FY) 2020-21, as this was the first full fiscal year of the pandemic. Even though the pandemic continues, public health restrictions have eased, resulting in an uptick in economic activity. Staff continues to monitor actual revenues received and has maintained financial discipline to help control expenditures, even while community needs for essential services and new assistance has increased significantly. Financial highlights of the fiscal year include the following:

- The City's total net position increased \$65.0 million in FY 2020-21 (not including a prior period adjustment of \$24.4 million to include the beginning balance of the Section 115 pension trust account in the governmental activities net position), after a \$36.2 million increase in the prior fiscal year. At June 30, 2021, net position totaled \$570.7 million, comprised of \$235.3 million for governmental activities and \$335.4 for business-type activities.
- Total City revenues, including program and general revenues and special items, were \$312.8 million, an increase of \$13.9 million over the prior fiscal year, while total expenses were \$247.8 million, a decrease of \$15.0 million from FY 2019-20.
- Net position in governmental activities increased \$41.6 million, while net position in business-type activities increased \$23.3 million.
- Governmental program revenues were \$69.9 million, which reflects an increase of \$16.4 million over the prior fiscal year.
- Governmental general and special item revenues increased to \$141.1 million in FY 2020-21, up \$2.7 million from the prior fiscal year.
- Governmental program expenses decreased to \$166.5 million in FY 2020-21, down \$11.3 million from the prior fiscal year.
- Total program revenues from business-type activities increased to \$102.7 million in FY 2020-21, up \$1.9 million from the prior fiscal year.
- Total expenses of business-type activities decreased to \$81.3 million in FY 2020-21, down \$3.7 million from the prior fiscal year.
- General fund revenues of \$157.1 million decreased by \$8.0 million over the prior fiscal year.
- General fund expenditures of \$135.6 million decreased by \$6.8 million over the prior fiscal year.
- General fund balance of \$84.4 million at June 30, 2021 increased by \$28.6 million over the prior fiscal year, which is due to the inclusion of the Section 115 pension trust account balance of \$28.3 million as of June 30, 2021, which was previously recorded in a trust fund – see Note 10D for more information. The General Fund balance would have increased by \$.3 million if this change had not occurred.

OVERVIEW OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT

This Annual Comprehensive Financial Report includes six parts:

1. Introductory section, which includes the transmittal letter and general information
2. Management's Discussion and Analysis
3. Basic Financial Statements, which include the government-wide and the fund financial statements, along with the notes to these financial statements
4. Required supplementary information

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City of Redwood City
Management's Discussion and Analysis
For the fiscal year ended June 30, 2021

5. Combining statements for non-major governmental funds
6. Statistical information

The Basic Financial Statements

The Basic Financial Statements comprise the City-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the City's financial activities and financial position.

The City-wide Financial Statements provide a longer-term view of the City's activities as a whole, and comprise the Statement of Net Position and the Statement of Activities. The Statement of Net Position provides information about the financial position of the City as a whole, including all its capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The Statement of Activities provides information about all the City's revenues and all its expenses, also on the full accrual basis, with the emphasis on measuring net revenues or expenses of each of the City's programs. The Statement of Activities explains in detail the change in Net Position for the fiscal year.

All of the City's activities are grouped into government activities and business-type activities, as explained below. All the amounts in the Statement of Net Position and the Statement of Activities are separated into governmental activities and business-type activities in order to provide a summary of these two activities of the City as a whole.

The Fund Financial Statements report the City's operations in more detail than the government-wide statements and focus primarily on the short-term activities of the City's general fund and other major funds. The Fund Financial Statements, which are prepared using the modified accrual basis of accounting, measure only current revenues and expenditures and fund balances; they exclude capital assets, long-term debt, and other long-term amounts.

Major funds account for the major financial activities of the City and are presented individually, while the activities of non-major funds are presented in summary, with subordinate schedules presenting the detail for each of these other funds. Major funds are explained below.

The Government-wide Financial Statements

The Statement of Net Position and the Statement of Activities present information about the following:

Governmental Activities — All of the City's basic services are considered governmental activities, including general government, community development, public safety, public works, culture-recreation, public improvements, planning and zoning, and general administration services. These activities have been broken down into various functions, such as community development, human services, public safety, transportation, environmental support and protection, leisure, cultural and information services, and policy development and implementation. These services are supported by general City revenues such as taxes, and by specific program revenues such as developer fees.

Business-type Activities — All of the City's enterprise activities are reported here, including water, sewer, parking, the Port of Redwood City, and Docktown Marina. Unlike governmental services, these services are supported by charges paid by users based on the amount of the service they use.

Government-wide financial statements are prepared on the full accrual basis, which means they measure the flow of all economic resources of the City as a whole.

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City of Redwood City
Management's Discussion and Analysis
For the fiscal year ended June 30, 2021

The government-wide financial statements may be found on pages 24-25 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Redwood City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Redwood City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Fund financial statements provide detailed information about each of the City's most significant funds, called major funds. The concept of major funds, and the determination of which are major funds, was established by GASB Statement 34 and replaces the concept of combining like funds and presenting them in total. Instead, each major fund is presented individually, with all non-major funds summarized and presented only in a single column. Subordinate schedules present the detail of these non-major funds. Major funds present the major activities of the City for the fiscal year, and may change from fiscal year to fiscal year as a result of changes in the pattern of the City's activities.

Governmental fund financial statements are prepared on the modified accrual basis, which means they measure only current financial resources and uses. Capital assets and other long-lived assets, along with long-term liabilities, are not presented in the governmental fund financial statements. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Redwood City maintains 24 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the capital outlay fund, which meet the criteria to be considered major funds. Data from the other 22 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The City of Redwood City adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund.

The governmental fund financial statements may be found on pages 28-31 of this report.

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City of Redwood City
Management's Discussion and Analysis
For the fiscal year ended June 30, 2021

Proprietary funds are maintained in two ways. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for water, sewer, parking, Port, and Docktown Marina operations. Internal services funds are used to account for costs of the City's equipment services, the City's insurance program, the costs of the City's telephone/communications and information technology services, maintenance and repair of buildings, custodial services, and employee benefits. Because these services predominantly benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

The proprietary fund financial statements may be found on pages 34-36 of this report.

Since the City's internal service funds provide goods and services only to the City's governmental and business-type activities, their activities are reported only in total at the fund level. Internal service funds may not be major funds because their revenues are derived from other City funds. These revenues are eliminated in the City-wide financial statements and any related profits or losses are returned to the activities which created them, along with any residual net position of the internal service funds.

Comparisons of budget and actual financial information are presented only for the general fund and other major funds that are special revenue funds. For the fiscal year ended June 30, 2021 there were no major special revenue funds.

Fiduciary Funds

The City maintains fiduciary funds that consist of a Private Purpose Trust Fund and Custodial Funds. The Private Purpose Trust Fund accounts for the activity of the former Redevelopment Agency of Redwood City. The Custodial Funds account for tax free employee and employer contributions made under the provisions of section 125 of the Internal Revenue Code (cafeteria benefits fund), and for transactions involving the Pacific Shores Community Facilities District, the Shores Transportation Improvement District, the One Marina Community Facilities District, the Community Benefit Improvement District, Redwood City 2020, and Net-6 Fire JPA. The City's fiduciary activities are reported in the separate Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position. The accounting used for fiduciary funds is much like that used for proprietary funds. These activities are excluded from the City's other financial statements because the City cannot use these assets to finance its own operations.

The fiduciary fund financial statements may be found on pages 38-41 of this report.

Notes to the Financial Statements

Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

The Notes to the Financial Statements may be found on pages 43-100 of this report.

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City of Redwood City
Management's Discussion and Analysis
For the fiscal year ended June 30, 2021

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may, over time, serve as a useful indicator of the City's financial position. The City's assets exceeded liabilities by \$570.7 million at June 30, 2021.

City's Net Position (in Millions)

	Governmental Activities		Business-type Activities		Total		Variance
	2021	2020	2021	2020	2021	2020	
	\$	\$	\$	\$	\$	\$	
Cash and investments	304.991	195.601	124.881	125.080	429.872	320.681	34.05%
Other assets	48.669	42.489	56.231	54.709	104.900	97.198	7.92%
Capital assets	281.209	247.094	243.943	228.745	525.152	475.839	10.36%
Total assets	634.869	485.184	425.055	408.534	1,059.924	893.718	18.60%
Total deferred outflows of resources	42.083	44.859	6.658	5.182	48.741	50.041	-2.60%
Long-term debt outstanding	390.457	314.054	83.332	85.171	473.789	399.225	18.68%
Other liabilities	46.892	37.418	12.365	15.312	59.257	52.730	12.38%
Total liabilities	437.349	351.472	95.697	100.483	533.046	451.955	17.94%
Total deferred inflows of resources	4.341	9.348	0.579	1.209	4.920	10.557	-53.40%
Net Position:							
Net investment in capital assets	281.209	247.094	188.640	169.692	469.849	416.786	12.73%
Restricted	149.965	50.200	10.317	10.264	160.282	60.464	165.09%
Unrestricted	(195.912)	(128.072)	136.480	132.068	(59.432)	3.996	-1587.29%
Total net position	235.262	169.222	335.437	312.024	570.699	481.246	18.59%

The largest portion (82.3 percent) of the City's net position reflects its capital assets (e.g., land, buildings, machinery, and equipment) less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to residents; accordingly, these assets are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, as the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position (28.1 percent) represents resources that are subject to external restrictions on how they may be used. Unrestricted net position may be used to meet the government's ongoing obligations (although portions of unrestricted net position may, by law or contract, be only used for specified purposes and may not necessarily be used for any general governmental purpose) to residents and creditors. The City's unrestricted net position has a negative balance of \$59.4 million, a decrease of \$63.4 million from the prior fiscal year. This is primarily due to the \$63.8 million of net proceeds that resulted from the issuance of the 2021 Lease Revenue Bonds for the construction of the Veterans Memorial/Senior Center Building that are restricted for capital projects and debt service.

The City's total net position increased by \$89.5 million, or 18.6 percent, during the current fiscal year. This increase is comprised of \$66.0 million in governmental activities net position and \$23.4 million in business-type activities net position. \$28.3 million of the \$66.0 million increase in governmental activities is due to the inclusion of the Section 115 pension trust account this fiscal year, as required by Governmental Accounting Standards Board Statements No. 68 and No. 84 – see Note 10D for more information. Further details on the increases in net position are described below.

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City of Redwood City Management's Discussion and Analysis For the fiscal year ended June 30, 2021

Changes in City's Net Position (in Millions)

	Governmental Activities		Business-type Activities		Total		Variance
	2021	2020	2021	2020	2021	2020	
	\$	\$	\$	\$	\$	\$	
Revenues							
Charges for services:							
Community development	12.679	11.503			12.679	11.503	10.22%
Public safety	11.341	10.288			11.341	10.288	10.24%
Transportation	0.007	0.028			0.007	0.028	-75.00%
Environmental support and protection	1.793	1.696			1.793	1.696	5.72%
Leisure, cultural and information services	1.147	3.377			1.147	3.377	-66.03%
Policy development and implementation	5.984	5.833			5.984	5.833	2.59%
Water			46.928	47.221	46.928	47.221	-0.62%
Sewer			40.501	42.352	40.501	42.352	-4.37%
Parking			0.911	1.672	0.911	1.672	-45.51%
Port of Redwood City			9.024	8.762	9.024	8.762	2.99%
Docktown Marina			0.016	0.019	0.016	0.019	-15.79%
Operating grants and contributions:							
Community development	1.908	0.647			1.908	0.647	194.90%
Public safety	1.310	0.815			1.310	0.815	60.74%
Transportation	1.445	1.411			1.445	1.411	2.41%
Leisure, cultural and information services	5.412	2.647			5.412	2.647	104.46%
Policy development and implementation	1.174	0.526			1.174	0.526	123.19%
Water			0.959		0.959		N/A
Parking			0.002	0.001	0.002	0.001	100.00%
Port of Redwood City				0.037		0.037	-100.00%
Capital grants and contributions:							
Community development	1.047	1.179			1.047	1.179	-11.20%
Transportation	18.926	13.325			18.926	13.325	42.03%
Environmental support and protection	4.036				4.036		
Leisure, cultural and information services	1.673	0.229			1.673	0.229	630.57%
Water			4.365	0.586	4.365	0.586	644.88%
Sewer			0.033	0.102	0.033	0.102	-67.65%
Parking				0.050		0.050	N/A
General revenues:							
Taxes/special assessments	127.085	128.162	0.394	0.448	127.479	128.610	-0.88%
Investment earnings	3.671	10.092	(0.081)	3.241	3.590	13.333	-73.07%
Increase (decrease) in investment in sewer authority			(1.279)	2.499	(1.279)	2.499	-151.18%
Other	0.095	0.187			0.095	0.187	-49.20%
Total revenues	200.733	191.945	101.773	106.990	302.506	298.935	1.19%
Expenses							
Community development	21.428	18.010			21.428	18.010	18.98%
Human services	3.655	3.446			3.655	3.446	6.07%
Public safety	87.558	86.705			87.558	86.705	0.98%
Transportation	11.938	13.208			11.938	13.208	-9.62%
Environmental support and protection	1.688	3.825			1.688	3.825	-55.87%
Leisure, cultural and information services	27.306	27.042			27.306	27.042	0.98%
Policy development and implementation	12.885	25.473			12.885	25.473	-49.42%
Water			36.927	39.824	36.927	39.824	-7.27%
Sewer			33.575	33.531	33.575	33.531	0.13%
Parking			3.459	3.815	3.459	3.815	-9.33%
Port of Redwood City			6.737	6.892	6.737	6.892	-2.25%
Docktown Marina			0.605	0.961	0.605	0.961	-37.04%
Total expenses	166.458	177.709	81.303	85.023	247.761	262.732	-5.70%
Change in net position before transfers and special item	34.275	14.236	20.470	21.967	54.745	36.203	51.22%
Transfers	(2.943)	(5.421)	2.943	5.421			
Special Item	10.273				10.273		N/A
Change in net position	41.605	8.815	23.413	27.388	65.018	36.203	79.59%
Net position - July 1, as restated	193.657	160.407	312.024	284.636	505.681	445.043	13.63%
Net position - June 30	235.262	169.222	335.437	312.024	570.699	481.246	18.59%

*Variance results not displayed for negative to positive amounts

GOVERNMENTAL ACTIVITIES

Governmental activities prior to transfers and special items increased the City's net position by \$34.3 million. Including transfers and special items, governmental activities net position increased by \$41.6 million. Transfers out of governmental activities and into business-type activities of \$2.9 million during FY 2020-21 consisted of the transfer out of the general fund to the Docktown Marina fund of \$.6 million to cover litigation settlement expenses related to ending residential uses at the marina, a transfer out of the general fund to the parking fund in the amount of \$1.4 million to support operations, a transfer out of the general fund to the water fund in the amount of \$.6 million to support operations (\$.2 million) and to fund a utility bill forgiveness program (\$.4 million), and a transfer out of the general fund to the sewer fund in the amount of \$.4 million to fund a utility bill forgiveness program.

Key elements of the increase/decrease in revenues for governmental activities are as follows:

General governmental revenues (non-program) decreased by \$7.6 million, or 5.5 percent, from FY 2019-20, as decreases transient occupancy taxes, investment earnings and other revenues exceeded the increases in all other categories. Within the broad categories, property taxes increased \$.9 million – due to increases in all property tax categories, except property taxes received in the former redevelopment project area and a decrease in property tax in lieu of vehicle license fees. Increases in Educational Revenue Augmentation Fund (ERAF) revenue of \$4.5 million and secured property taxes of \$2.9 million were partially offset by a decrease in property taxes received in the former redevelopment project area of \$3.6 million and a decrease of \$3.4 million in property tax in lieu of vehicle license fees; sales taxes increased \$2.2 million – due to a sharp increase in online shopping, which has offset the reductions in sales tax revenue caused by the 2020 recession; franchise taxes remained the same at \$4.7 million; property transfer taxes remained the same at \$1.0 million; business license taxes increased \$.1 million to \$3.3 million; utility users' taxes remained the same at \$9.3 million; transient occupancy taxes decreased \$4.4 million – due to a large decrease in occupancy rates and room rates that began in April 2020, as a result of COVID-19 and the resulting stay-at-home orders; investment earnings decreased \$6.4 million – due to a large accounting entry related to the fair value adjustment of investments as of June 30, 2021; and other taxes and other revenues remained the same at \$.6 million. In FY 2020-21, a Special Item in the amount of \$10.3 million was recorded as revenue in the governmental activities as a result of the favorable outcome in the lawsuit with the California Department of Finance. This \$10.3 million is shown as restricted in the statement of net position.

Community development revenues increased by \$2.3 million, primarily due to an increase in building permit fees charged to customers of \$.3 million, an increase in forfeited construction and demolition debris deposits of \$.8 million, and an increase of \$1.1 million in the amount of community development related grants received in FY 2020-21. Public safety revenues increased by \$1.5 million, primarily due to an increase of \$.4 million in citations – due to a one-time back payment of citation administration fees to the County of San Mateo that occurred in FY 2019-20 in the amount of \$.4 million that was paid out of revenues, an increase of \$.6 million in the charges for services to the City of San Carlos for fire protection, and an increase of \$.5 million in the amount of public safety related grants received in FY 2020-21. Transportation revenues increased by \$5.6 million, due to an increase of \$5.6 million in developer contributions and capital grants. Environmental support and protection revenues increased by \$4.1 million, primarily due to an increase of \$4.0 million in developer contributions and capital grants and an increase of \$.1 million in property taxes in the maintenance assessment districts. Leisure, cultural and information services revenues increased by \$2.0 million, primarily due to an increase of \$2.8 million in operating grants in the Parks, Recreation, and Community Services and Library Departments, and an increase of \$1.4 million in developer contributions and capital grants, partially offset by a decrease of \$2.2 million in recreation and other related fees. Policy development and implementation revenue increased \$.8 million due to an increase in cannabis related operating permits.

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City of Redwood City
Management's Discussion and Analysis
For the fiscal year ended June 30, 2021

Key elements of the increase/decrease in expenses for governmental activities are as follows:

Total governmental activities expenses were down \$11.2 million, or 6.3 percent. Most functions experienced an increase in expenses, except transportation, which decreased \$1.3 million and environmental support and protection, which decreased \$2.1 million.

	Governmental Activities Expenses	
	2021	2020
	\$	\$
Community development	21.4	18.0
Human services	3.7	3.5
Public safety	87.6	86.7
Transportation	11.9	13.2
Environmental support and protection	1.7	3.8
Leisure, cultural and information services	27.3	27.0
Policy development and implementation	12.9	25.5
Total net assets	166.5	177.7

Community development expenses increased \$3.4 million primarily due to an increase of \$2.0 million in General Fund program expenses related to providing community development services, such as community planning, strategic planning, building regulation, general and subdivision engineering, and code enforcement. In addition, there was an increase of \$1.5 million in assistance provided by Community Development Block Grant funds and other support provided by the Low and Moderate Income Housing Asset special revenue fund. Human services expenses remained essentially the same at \$3.7 million. Public safety expenses increased by \$.9 million, primarily due to an increase in law enforcement and fire safety operating costs of \$2.3 million and \$2.1 million, respectively. However, these increases were offset by decreases in costs associated with other postemployment benefits (retiree health) liability of the City and internal service costs that were allocated to the police and fire departments. Transportation expenses decreased by \$1.3 million, primarily due to a decrease of \$.8 million in transportation costs in the transportation grants fund, a decrease of \$.8 million in transportation costs in the transportation fund, partially offset by an increase of \$.2 million in transportation costs in the traffic safety fund. Environmental support and protection decreased \$2.1 million. The prior fiscal year's expense amount was inadvertently overstated by \$1.8 million due to a transposed number. If that \$1.8 million is excluded, the decrease is only \$.3 million and is due to a decrease in costs associated with internal services. Leisure, cultural, and information services increased \$.3 million. The prior fiscal year's amount was inadvertently understated by \$1.8 million due to a transposed number. If that \$1.8 million is excluded, there is actually a decrease of \$1.5 million. This decrease is primarily due to a decrease \$1.0 million in parks, recreation, and community services expenditures and a decrease of \$.4 million in costs associated with internal services. Policy development and implementation decreased \$12.6 million in FY 2020-21. In FY 2019-20, there was a contribution to the Section 115 pension trust investment account of \$11.1 million that was recorded in the policy development and implementation expense category; there were no contributions recorded in this expense category in FY 2020-21, however, there was a contribution of \$.5 million to the Section 115 pension trust investment account that was eliminated as an expense in the statement of activities – due to the consolidation of the Section 115 pension trust fund with the General Fund beginning in FY 2020-21. In addition, in FY 2019-20, \$3.8 million in additional payments were made directly to CalPERS to pay down the City's pension liability, which was also recorded in the policy development and implementation expense category; there was \$.8 million in additional payments made directly to CalPERS in FY 2020-21, which were recorded in the policy development and implementation expense category, a decrease of \$3.0 million. These decreases, along with minor increases in communications/community engagement, homeless initiatives, and diversity, equity and inclusion initiatives, were the primary cause for the \$12.6 million decrease in the policy development and implementation expense.

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BUSINESS-TYPE ACTIVITIES

Business-type activities prior to transfers increased the City's net position by \$20.5 million in FY 2020-21.

Key elements accounting for increases or decreases in revenues and expenses are as follows:

Business-type revenues decreased by \$5.2 million, or 4.9 percent, from FY 2019-20. The decrease is primarily due to lower investment earnings (\$3.3 million), a negative change in investment in Silicon Valley Clean Water (\$3.8 million), and lower service charges paid by water, sewer, and parking customers (\$2.9 million). These decreases were partially offset by higher operating grants received in the water fund (\$.9 million), higher capital grants and contributions received in the water fund (\$3.8 million) and higher fees collected by the Port of Redwood City (\$.3 million), compared to the prior fiscal year.

The water utility's expenses decreased by \$2.9 million, due to a decrease of \$2.9 million in the cost to purchase water from the San Francisco Public Utilities Commission and a decrease of \$1.6 million in supplies and services expense. These decreases were partially offset by an increase in operating expenses of \$1.6 million, which include employee services, maintenance, utilities, and contractual services.

Sewer utility expenses remained the same essentially at \$33.5 million.

The expenses of the parking fund decreased slightly, by \$.4 million, primarily due to a decrease in contractual service costs (parking management company).

The expenses of the Port of Redwood City decreased slightly, by approximately \$.2 million, due to decreases in most operating expense accounts, partially offset by an increase in employee services, maintenance, and other non-operating expenses.

During FY 2020-21, the Docktown Marina expenses decreased by \$.4 million due to a decrease in the loss related to impaired property (from a loss of \$.2 million to a gain of \$.1 million) and the elimination of interest expense this fiscal year.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The general government functions are contained in the general, special revenue, debt service, and capital project funds. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources by using the modified accrual basis of accounting. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

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At June 30, 2021, the City's governmental funds reported combined fund balances of \$244.8 million, which reflects an increase of \$95.0 million from the beginning fund balance. \$63.8 million of this increase is due to the net proceeds that resulted from the issuance of the 2021 Lease Revenue Bonds for the construction of the Veterans Memorial/Senior Center Building. \$28.3 million of this increase is due to the inclusion of the Section 115 pension trust account this fiscal year, as required by Governmental Accounting Standards Board Statements No. 68 and No. 84 – see Note 10D for more information. In addition, \$10.3 million of the increase was due to the return of tax increment revenue, which was a result of the successful outcome of the City's lawsuit with the California Department of Finance. These increases were offset by decreases in special revenue funds, including a reduction of \$5.1 million in the parks impact and in lieu fee fund, as a result of the purchase of the armory building.

Governmental fund revenues decreased \$15.4 million this fiscal year to \$172.5 million, a decrease of 8.2 percent. The majority of this decrease occurred in the general fund (\$8.0 million), the City's main operating fund. Other decreases occurred in the transportation grants fund (\$5.6 million), capital outlay fund (\$800 thousand), traffic mitigation fees fund (\$700 thousand), planning cost recovery fund (\$500 thousand), low and moderate income housing asset fund (\$400 thousand), and the parks impact and in lieu fee fund (\$300 thousand). These decreases were partially offset by increases in other funds, mainly the grants fund (\$1.3 million).

The general fund revenue decrease of \$8.0 million was primarily comprised of decreases in the following categories:

- Fire service charges decrease of \$7.6 million – due to delayed billing of services provided in FY 2020-21 in the amount of \$8.2 million, not billed until FY 2021-22
- Fair value of investments decrease of \$6.1 million
- Transient occupancy tax decrease of \$4.2 million
- Recreation program fees decrease of \$1.9 million
- Investment earnings decrease of \$.4 million

The decreases above were partially offset by increases in the following revenue categories:

- Restricted investment earnings (Section 115 pension trust account) increase of \$3.4 million – new for FY 2020-21 because the Section 115 pension trust account, and investment earnings are now included in the General Fund instead of in a separate trust fund
- Federal, state, and county grants increase of \$3.2 million – related to COVID-19 assistance
- Sales tax increase of \$2.2 million
- Other current service charges increase of \$1.3 million
- Property tax increase of \$.9 million
- Cannabis permit fee increase of \$.8 million
- Parking fines increase of \$.4 million
- Building permit fee increase of \$.3 million

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The transportation grants fund revenue decrease of \$5.6 million was due to a decrease in contributions for utility undergrounding of \$4.6 million and a decrease in transportation grant revenue received from the federal government of \$1.0 million. The decrease in the capital outlay fund of \$.8 million was due to lower investment earnings of \$.7 million and developer contributions of \$.1 million. The traffic mitigation fees fund revenue decrease of \$.7 million was due to a decrease in traffic mitigation contributions of \$.5 million and a decrease of investment earnings of \$.2 million. The planning cost recovery fund revenue decrease of \$.5 million was due to a decrease in customer reimbursements of planning costs. The low and moderate income housing asset fund revenue decrease of \$.4 million was due to a decrease in investment earnings of \$.3 million and a decrease in transient occupancy tax related to short-term rentals of \$.1 million. The parks impact and in lieu fee fund revenue decrease of \$.3 million was due to lower investment earnings.

Governmental fund expenditures decreased \$12.6 million this fiscal year to \$173.3 million, a decrease of 6.8 percent. The majority of this decrease occurred in the general fund (\$6.8 million). Other decreases occurred in the transportation grants fund (\$6.3 million), transportation fund (\$1.4 million), One Marina Community Facilities District fund (\$1.2 million), traffic mitigation fees fund (\$.9 million), and planning cost recovery fund (\$.5 million). These decreases were partially offset by increases in other funds. The majority of expenditure increases occurred in the grants fund (\$1.5 million), parks impact and in lieu fee fund (\$1.5 million), capital outlay fund (\$.8 million), low and moderate income housing asset fund (\$.3 million), and traffic safety fund (\$.2 million).

The general fund expenditure decrease of \$6.8 million was primarily comprised of decreases in the following categories:

- Other administrative support services decrease of \$14.5 million – primarily due to a reduction in payments to the Section 115 pension trust account of \$11.1 million and a reduction in direct payments to CalPERS of \$3.0 million
- Parks and recreation expenditure decrease of \$1.0 million

The general fund decreases above were partially offset by increases in the following expenditure categories:

- Public safety expenditure increase of \$4.4 million - \$2.3 million in law enforcement and \$2.1 million in fire safety (mostly due to an increase in benefit costs in law enforcement and an increase in overtime in fire safety)
- Community development expenditure increase of \$2.1 million (mostly due to an increase in reimbursed professional service, professional services, and internal service costs)
- Management/policy execution expenditure increase of \$1.1 million
- Information services expenditure increase of \$.2 million

The transportation grants fund expenditure decrease of \$6.3 million was due to a decrease in capital outlay of \$5.4 million and a decrease in transportation related expenditures of \$900 thousand. The transportation fund expenditure decrease of \$1.4 million was due to a decrease in transportation related expenditures of \$.8 million and a decrease in capital outlay of \$.6 million. The One Marina Community Facilities District fund expenditure decrease of \$1.2 million was due to a decrease in capital outlay. The traffic mitigation fees fund expenditure decrease of \$.9 million was due to a decrease in capital outlay. The planning cost recovery fund expenditure decrease of \$.5 million was due to a decrease in planning costs that are reimbursed by customers.

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The general fund is the primary operating fund of the City. At June 30, 2021, unassigned fund balance of the general fund was \$42.7 million, a decrease of \$.2 million from the prior fiscal year balance of \$42.9 million. Total fund balance increased to \$84.4 million, an increase of \$28.6 million from the prior year balance of \$55.8 million. The increase in total fund balance was a result of revenues and transfers in of \$157.9 million exceeding expenditures and transfers out of \$153.7 million and a prior period adjustment of \$24.4 million to include the beginning balance of the Section 115 pension trust account in the general fund. The general fund net change in fund balance of \$28.6 million was comprised of the following fund balance category changes: decrease of \$.3 million in nonspendable fund balance, increase of \$29.6 million in restricted fund balance (mainly due to the inclusion of \$28.3 million of the Section 115 pension trust account), increase of \$1.2 million in committed fund balance (committed to the City's General Plan), decrease of \$1.8 million in assigned fund balance (assigned for encumbrances), and a decrease of \$.1 million in unassigned fund balance (available for ongoing operations).

As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 31.5 percent of total fund expenditures, while total fund balance represents 62.2 percent of that same amount.

The following are the major funds that qualified under the reporting criteria for major funds selection:

General Fund – General fund revenues decreased by \$8.0 million this fiscal year due to decreases in sales and other taxes (including transient occupancy tax), the fair value adjustment of investments, charges for current services, and other revenues. These decreases were partially offset by increases in property taxes, licenses and permits, fines, forfeitures and penalties, use of money and property, and intergovernmental revenues.

Property taxes increased by \$.9 million, due to increases in all property tax categories except property taxes received in the former redevelopment project area (decrease of \$3.6 million) and property tax in lieu of vehicle license fees (decrease of \$3.4 million). Increases in Educational Revenue Augmentation Fund (ERAF) revenue of \$4.5 million and secured property taxes of \$2.9 million experienced the largest increases.

Sales and other taxes decreased by \$1.8 million. Within this category, sales tax increased \$2.2 million, due to a sharp increase in online shopping, which has offset the reductions in sales tax revenue caused by the 2020 recession. Franchise taxes remained the same at \$1.9 million. Transient occupancy taxes decreased \$4.2 million – due to a large decrease in occupancy rates and room rates that began in April 2020, as a result of COVID-19 and the resulting stay-at-home orders. Property transfer taxes remained the same at \$1.0 million. Business license taxes increased \$.3 million to \$3.3 million. Utility users' taxes remained the same at \$9.3 million.

Licenses and permits increased by \$1.1 million, primarily due to an increase in cannabis permit fees of \$.8 million and an increase in building permit revenue of \$.3 million.

Fines, forfeitures, and penalties increased by \$.4 million, due to a one-time back payment of citation administration fees to the County of San Mateo that occurred in FY 2019-20 in the amount of \$.4 million that was paid out of revenues.

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Use of money and property increased by \$3.0 million, due to the inclusion of restricted investment earnings of \$3.3 million on the City's Section 115 pension trust account, which was previously reported in a trust fund, not the general fund. This increase was partially offset by a decrease of \$.3 million in investment earnings on the City's pooled investments.

Related to investment income, there was a large accounting entry related to the fair value adjustment of investments as of June 30, 2021 – which resulted in a decrease in revenue of \$6.0 million.

Intergovernmental revenues increased by \$3.3 million primarily due to an increase in federal, state and county grants.

Charges for current services decreased by \$8.7 million, primarily due to a decrease of \$7.6 million in fire service charges, due to delayed billing of services provided in FY 2020-21 in the amount of \$8.2 million, not billed until FY 2021-22. Other decreases were \$1.9 million in recreation program fees, \$.2 million in police service charges, \$.1 million in plan check fees, and \$.2 million in planning services fees. These decreases were partially offset by an increase of \$1.3 million in other current service charges.

General fund expenditures decreased by \$6.8 million over the prior fiscal year. The decrease primarily resulted from a decrease of \$12.6 million in policy development and implementation expenditures, and a decrease in leisure, cultural, and information services of \$.8 million, offset by increases in all other expenditure categories except transportation and environmental support and protection, which stayed the same. The decrease of \$12.6 million in policy development and implementation expenditures was primarily due to a reduction in payments to the Section 115 pension trust account of \$11.1 million, a reduction in direct payments to CalPERS of \$3.0 million, and a reduction in required payments to CalPERS of \$.7 million, partially offset by an increase in management/policy execution costs of \$1.1 million, an increase in legislative services/records management of \$.2 million, an increase in legal services of \$.2 million, an increase in financial services of \$.1 million, an increase in human resources of \$.1 million, an increase in homeless initiatives of \$.1 million, and an increase in diversity, equity and inclusion initiatives of \$.1 million. The decrease of \$.8 million in leisure, cultural, and information services was due to a decrease in parks and recreation expenditures of \$1.0 million, partially offset by an increase in information services expenditures of \$.2 million.

The amounts of the increases were as follows: public safety (\$4.4 million), community development (\$2.1 million), and human services (\$.2 million).

Transfers out of the general fund decreased by \$.6 million in FY 2020-21 primarily due to a decrease of \$3.8 million to the Docktown Marina Fund, a decrease of \$1.0 million to the internal service funds, and a decrease of \$.2 million to the special revenue funds. These decreases were partially offset by an increase of \$3.2 million to the capital outlay fund, an increase of \$.4 million to the water fund, an increase of \$.4 million to the sewer fund, and an increase of \$.5 million to the parking fund.

Capital Outlay Fund – This fund accounts for resources provided to finance general governmental capital projects. In FY 2020-21, the capital outlay fund generated minimal revenue, due to the negative use of money and property (investment income) which was partially offset by intergovernmental revenue. This fund was also the recipient of transfers from the general fund of \$9.2 million, Utility Users' Tax, which has been allocated to support the City's infrastructure. An additional \$3.5 million was transferred from the general fund to the capital outlay fund to fund citywide indirect pandemic costs (\$.5 million), to fund costs related to planning studies to improve Redwood Shores levees and the potential creation of a Bayfront park in the Inner Harbor area (\$.2 million), to fund necessary improvements identified in the Americans with Disabilities Act Transition Plan (\$2.0 million), and to fund transportation projects (\$.8 million).

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In FY 2020-21, the capital outlay fund received \$59.3 million in debt proceeds related to the issuance of the 2021 Lease Revenue Bonds for the construction of the Veterans Memorial/Senior Center Building. These proceeds will be used to pay debt issue costs and construction costs for the new building.

Total outlays were \$14.1 million, of which \$8.5 million met the City's criteria for capitalization. The balance (\$5.6 million) was expended on non-capitalized projects in FY 2020-21, including \$.4 million of debt issue costs related to the issuance of the 2021 Lease Revenue Bonds for the construction of the Veterans Memorial/Senior Center Building. Total outlays in the prior fiscal year were \$13.3 million. Of the capital outlay fund's \$85.9 million fund balance, \$59.0 million of it was restricted for capital projects and \$26.5 million of it was assigned to capital projects.

Proprietary Funds – Enterprise fund net position totaled \$335.4 million at the end of the fiscal year, an increase of \$23.4 million, or 7.5 percent, over the prior fiscal year's balance of \$312.0 million. Enterprise operating revenues were \$97.4 million this fiscal year, a decrease of \$2.6 million over last fiscal year, while net non-operating revenues (expenses) were negative \$2.8 million compared to a positive \$3.2 million the prior fiscal year. Net non-operating revenues (expenses) experienced a decrease of \$6.0 million, primarily due to a decrease of \$3.8 million in the change in the investment of SVCWA (current fiscal year decrease of \$1.3 million versus an increase of \$2.5 million in the prior fiscal year), a decrease of \$3.3 million in investment earnings, and a decrease of \$.1 million in property tax revenue. These decreases were partially offset by an increase of \$.3 million in impairment gain on property and an increase of \$.9 million in grant revenue.

Enterprise fund operating expenses were \$78.5 million this fiscal year, a decrease of \$3.5 million, or 4.3 percent, from the prior fiscal year. This is due to lower water purchases (\$2.9 million), lower contractual service costs (\$.7 million), and lower supplies and services costs (\$1.2 million), which were partially offset by higher employee services costs (\$.7 million), higher maintenance costs (\$.4 million), higher utility costs (\$.1 million), and higher insurance and claim costs (\$.1 million).

Water Utility – The water utility fund realized operating income of \$11.7 million in the current fiscal year, \$2.5 million higher than the operating income of \$9.2 million in the prior fiscal year. Operating revenues decreased by \$.3 million and operating expenses decreased by \$2.8 million. After non-operating revenues (expenses), capital contributions, and transfers into the water utility fund, net position increased by \$16.3 million, compared to \$10.3 million in the prior fiscal year.

Sewer Utility – The sewer utility fund realized operating income of \$6.9 million in the current fiscal year, \$1.9 million lower than the operating income of \$8.8 million in the prior fiscal year. Operating revenues decreased by \$1.9 million and there was no change in operating expenses from the prior fiscal year. After non-operating revenues (expenses), capital contributions, and transfers into and out of the sewer utility fund, net position increased by \$5.5 million, compared to \$11.8 million in the prior fiscal year.

Parking Fund – The parking fund realized an operating loss of \$2.5 million thousand in the current fiscal year, \$.4 million higher than the operating loss of \$2.1 million in the prior fiscal year. Operating revenues decreased by \$.8 million, due to the lack of parking permit revenue and meter revenue that started in March/April 2020 and continued throughout FY 2020-21. Operating revenues were \$.9 million, while operating expenses decreased by \$.3 million from the prior fiscal year to \$3.5 million. After non-operating revenues (expenses) and transfers into the parking fund, net position decreased by \$.7 million, compared to a decrease of \$.3 million in the prior fiscal year, a decrease of \$.4 million. It is likely that transfers from the General Fund will continue to be required in future fiscal years to cover operational deficits.

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Port Fund – The port fund realized operating income of \$3.5 million in the current fiscal year, \$.7 million higher than the operating income of \$2.8 million in the prior fiscal year. Operating revenues increased by \$.3 million, while operating expenses were down \$.4 million over FY 2019-20. After non-operating revenues (expenses), net position increased by \$2.4 million, compared to \$2.2 million in the prior fiscal year.

Docktown Marina – The Docktown Marina fund realized an operating loss of \$700 thousand in the current fiscal year, which is the same as the prior fiscal year. Operating revenues and operating expenses were also the same as the prior fiscal year. During FY 2020-21, the general fund transferred \$.6 million into the Docktown Marina Fund to fund costs associated with implementing the Docktown Plan. After non-operating revenues (expenses) and transfers into the Docktown Marina fund, there was no change in the net position, compared to an increase of \$3.4 million in the prior fiscal year.

GENERAL FUND BUDGETARY HIGHLIGHTS (BUDGET VS. ACTUAL RESULTS)

Overall, revenues were \$5.2 million less than budgeted primarily due to shortfalls in intergovernmental revenues and charges for services. These shortfalls were partially offset by higher than expected revenues in all other categories.

Property taxes exceeded budget by \$3.6 million primarily due to the continued strength of the local housing market and higher than expected returned Education Revenue Augmentation Fund revenues.

Sales and other taxes were higher than budget by \$4.2 million, primarily due to stronger than expected sales tax (\$3.1 million), transient occupancy tax that was slightly better than expected, by \$.2 million (after the large budget reduction in response to COVID-19), property transfer tax revenues that were \$.3 million higher than budget, business license tax revenues that were \$.2 million higher than budget, and utility users' tax revenue that was \$.4 million higher than expected.

Licenses and permits were higher than budget by \$.3 million due to higher than expected building permit, cannabis permit, and fire related permit fees.

Fines, forfeitures, and penalties were higher than budget by \$.1 million due to higher than expected parking fines.

Use of money and property revenue exceeded budget by \$1.4 million due to unexpected investment earnings in the Section 115 pension trust account (\$3.4 million) and higher than expected investment earnings for the City's pooled investments (\$.7 million). These positive variances were partially offset by a temporary decrease in fair value of investments in the amount of \$2.7 million.

Intergovernmental revenue was less than budget by \$8.8 million, primarily due to the \$9.2 million in American Rescue Plan Act revenue received in May 2021, but deferred to FY 2021-22, per accounting standards. This stimulus money was originally budgeted as a year-end budget amendment, but was required to be recorded in FY 2021-22, in order to comply with accounting standards. Federal, state, and county grant revenue exceeded budget by \$.4 million.

Charges for current services revenue was lower than budget by \$6.0 million. This is primarily due to \$8.2 million of fire services provided in FY 2020-21, but not billed until FY 2021-22. Plan checking revenue exceeded budget by \$.5 million and other current service charges exceeded budget by \$1.5 million.

Other revenues were in line with budget.

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Overall, expenditures were \$18.3 million less than budgeted primarily due to reductions in programs as a result of COVID-19 and continued vacancies in a majority of departments. In addition, mid-year budget amendments of \$10.8 million and \$1.0 million were approved by the City Council in February 2021 and June 2021, respectively. However, a majority of these committed funds were not spent as of June 30, 2021. These funds will be carried forward and spent during FY 2021-22.

Unexpected shortfalls in general engineering, subdivision engineering, redevelopment, and trash and recycling efforts, were all offset by budget savings in all other programs.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At the end of FY 2020-21, the City had \$525.1 million, net of depreciation, invested in a broad range of capital assets used in governmental and business-type activities, as shown in the table below. Additional information on the City's capital assets can be found in Note 4 of this report.

Capital Assets at fiscal Year-end (in Millions)

	Governmental Activities		Business-Type Activities		Total		Variance
	2021	2020	2021	2020	2021	2020	
	\$	\$	\$	\$	\$	\$	
Land	34.593	31.963	3.126	3.126	37.719	35.089	7.50%
Streets	159.966	132.556			159.966	132.556	20.68%
Construction in progress	55.145	61.691	26.214	16.149	81.359	77.840	4.52%
Buildings	87.953	83.550	62.686	62.686	150.639	146.236	3.01%
Equipment	32.054	29.391	2.260	2.253	34.314	31.644	8.44%
Improvements	27.796	14.932	255.098	243.200	282.894	258.132	9.59%
Harbor improvements			4.828	4.828	4.828	4.828	0.00%
Parks and bridges	44.104	44.104			44.104	44.104	0.00%
Traffic signals	7.813	6.561			7.813	6.561	19.08%
Storm drains	21.026	20.486			21.026	20.486	2.64%
Less accumulated depreciation	(189.241)	(178.140)	(110.347)	(103.497)	(299.588)	(281.637)	6.37%
Total capital assets	<u>281.209</u>	<u>247.094</u>	<u>243.865</u>	<u>228.745</u>	<u>525.074</u>	<u>475.839</u>	10.35%

Governmental Activities – Land assets increased due to a donation of parklands by a private party trust. The increase in streets was primarily due to the improvements by the Stanford in RWC development. At several locations throughout the City, the developer performed demolition, grading and paving, and installation of pavement markings. In addition, the undergrounding of overhead utilities and the associated streetscape improvements funded by Rule 20 monies, were completed in FY 2020-21. Other increases in streets consist of a new overlay on Twin Dolphin Drive and various neighborhood street enhancements. Construction in progress decreased in FY 2020-21 primarily due to the completion of the years-long Rule 20 undergrounding of utilities and associated streetscape improvements. Building assets increased as a result of the purchase of the National Guard Armory within the Red Morton Park. The increase in the equipment category was a result of the purchase of various vehicles. The increase in improvements was due to landscaping and joint trench efforts that were completed as part of the improvements done by the Stanford in RWC development. Storm drains and traffic signals also increased due to the improvements by the Stanford in RWC development, as well as a drainage management project on Oakwood Drive and the revetment project at Redwood Creek.

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Business-type Activities – The increase in the construction in progress (CIP) in the Water Fund is due to significant activity in several projects, such as the distribution system replacement project, the California Pump House and Generator project and the CA Tank and Pump Station projects. In the Sewer Fund, there was significant activity in the FY 2019-20 Collection System Replacement project. None of the above projects are complete so they are increasing the balances in (CIP). Increases in the Improvements category are due primarily to the completion of the Water System Seismic update project in the Water Fund and the completion of the FY 2018-19 Collection System Replacement project and the Sanitary Sewer Station Pump Station No. 18 and No. 20 rehab projects in the Sewer Fund. In addition, developer improvements to the recycled water system also led to the overall increase in the Improvements category.

Long-Term Debt

Additional information can be found in Notes 6 and 7 of this report.

Outstanding Debt (in Millions)

	Governmental Activities		Business-Type Activities		Total		Variance
	2021	2020	2021	2020	2021	2020	
	\$	\$	\$	\$	\$	\$	
Revenue bonds			54.376	57.663	54.376	57.663	-5.70%
Lease revenue bonds	64.117				64.117		N/A
Accrued sick leave and vacation	15.182	13.614	1.558	1.189	16.740	14.803	13.09%
Total long term debt	<u>79.299</u>	<u>13.614</u>	<u>55.934</u>	<u>58.852</u>	<u>135.233</u>	<u>72.466</u>	86.62%

SPECIAL ASSESSMENT DISTRICT DEBT

Special assessment districts in different parts of the City have also issued debt to finance infrastructure and facilities construction in their respective districts.

At June 30, 2021, a total of \$11.2 million in special assessment district debt was outstanding, issued by two special assessment districts. This debt is secured only by special assessments on the real property in the district issuing the debt, and is not the City's responsibility, although the City does act as these Districts' agent in the collection and remittance of assessments.

PRIVATE PURPOSE TRUST FUND DEBT

On February 1, 2012, the Redevelopment Agency of the City of Redwood City was dissolved pursuant to California State law, and as of that date, the long-term debt associated with the former Redevelopment Agency was transferred to a private purpose trust fund for the Successor Agency. At June 30, 2021, the Successor Agency had tax allocation bonds outstanding in the amount of \$42.1 million, including principal and interest.

ECONOMIC OUTLOOK AND NEXT FISCAL YEAR'S BUDGET

FY 2020-21 was a time of extended crisis in our nation and in Redwood City. Our country, and the rest of the world, continued to persevere through the Coronavirus Disease 2019 (COVID-19) pandemic. After growing fatalities and risk of contagion triggered nationwide shelter-in-place health orders in early 2020,

the global economy collapsed and thrust the public health care system into an unprecedented crisis. Local governments across the United States suffered revenue losses, with cities that have strong tourism and hospitality sectors experiencing the most dramatic revenue decreases. People around the world largely stayed at home full-time until vaccines became available in the late spring to early summer of 2021, first for the elderly and immune-compromised and subsequently for all adults. As hotels, restaurants, theaters, shopping malls and gyms were shuttered, the yearlong shelter-in-place affected the City's revenue streams. Transient occupancy tax (TOT) was most drastically affected, and sales tax revenue also suffered. At the same time that these negative influences on revenues were occurring, community needs for essential services and new assistance increased significantly due to economic hardship, straining resources and shifting City priorities. The full impact of COVID-19 on the City's finances were felt in FY 2020-21, as this was the first full fiscal year of the pandemic.

In early FY 2021-22, the availability of vaccines brought a brief sense of relief from the pandemic. However, the rise of the more virulent Delta variant of the virus introducing higher levels of contagion and mortality among the unvaccinated, and breakthrough cases among some vaccinated individuals, abruptly resulted in some renewed health restrictions and reluctance on the part of some to venture out into society, limiting economic growth.

Redwood City, like many cities, relies heavily upon property taxes and sales taxes to finance general governmental activities. In FY 2020-21 these two revenue streams accounted for approximately 43 percent and 22 percent of general fund revenues, respectively. In FY 2020-21, the City continued to experience steady growth in secured property tax revenue, with an increase of 7.5 percent in the general fund. The increase in property tax revenue is attributed to the turnover of real estate properties and steady housing market. General fund sales tax revenue increased by 6.7 percent, which is primarily due to strong online sales as a result of the pandemic.

The FY 2021-22 budget, developed a year into the pandemic, focused on service sustainability. While developing the FY 2021-22 budget, staff continued to be guided by the City Council-endorsed financial and community recovery strategy to help the community and organization meet the health, economic, and social challenges due to the COVID-19 pandemic - nicknamed the "Three R's" for Respond, Restore and Reimagine, which addresses the City Council's strategic priorities and guiding principles established in the Strategic Plan.

The FY 2021-22 budget uses ongoing core operating revenues for ongoing core operating expenditures and, with the allocation of \$7.5 million in reserves that was set aside from the Fiscal Year 2019-20 year-end operating balance specifically for this purpose, is balanced for City operations. As financial results for FY 2021-22 develop, staff will consider the necessity of utilizing the \$7.5 million in reserves that was previously set-aside for future projected deficits. Updated assumptions and economic factors will be taken into consideration when developing the Preliminary 10-Year General Fund Forecast in February 2022 and the FY 2022-23 budget shortly after that.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This Annual Comprehensive Financial Report is intended to provide citizens, taxpayers, investors, and creditors with a general overview of the City's finances. Questions about this report should be directed to the Finance Division, at 1017 Middlefield Road, Redwood City, CA 94063.

STATEMENT OF NET POSITION AND STATEMENT OF ACTIVITIES

The Statement of Net Position and the Statement of Activities summarize the entire City's financial activities and financial position. They are prepared on the same basis as is used by most businesses, which means they include all the City's assets and all its liabilities, as well as all its revenues and expenses. This is known as the full accrual basis of accounting — the effect of all the City's transactions is taken into account, regardless of whether or when cash changes hands, but all material internal transactions between City funds have been eliminated.

The Statement of Net Position reports the difference between the City's total assets and the City's total liabilities, including all the City's capital assets and all its long-term debt. The Statement of Net Position presents similar information to the old balance sheet format, but presents it in a way that focuses the reader on the composition of the City's net position, by subtracting total liabilities from total assets.

The Statement of Net Position summarizes the financial position of the City's governmental activities in a single column, and the financial position of all City business-type activities in a single column; these columns are followed by a total column that presents the financial position of the entire City.

The City's governmental activities include the activities of its general fund, along with all its special revenue, capital projects and debt service funds. Since the City's internal service funds service these funds, their activities are consolidated with governmental activities, after eliminating inter-fund transactions and balances. The City's business-type activities include all its enterprise fund activities.

The Statement of Activities reports increases and decreases in the City's net position. It is also prepared on the full accrual basis, which means it includes all the City's revenues and all its expenses, regardless of when cash changes hands. This differs from the "modified accrual" basis used in the fund financial statements, which reflect only current assets, current liabilities, available revenues, and measurable expenditures.

The Statement of Activities presents the City's expenses first, listed by program, and follows these with the expenses of its business-type activities. Program revenues — that is, revenues which are generated directly by these programs — are then deducted from program expenses to arrive at the net expense of each governmental and business-type activity. The City's general revenues are then listed in the governmental activities or business-type activities column, as appropriate, and the Change in Net Position is computed and reconciled with the Statement of Net Position.

CITY OF REDWOOD CITY, CALIFORNIA
STATEMENT OF NET POSITION
JUNE 30, 2021

	Governmental Activities \$	Business-Type Activities \$	Total \$
ASSETS			
Cash and investments available for operations	208,543,676	114,364,903	322,908,579
Cash and investments, restricted	96,447,130	10,515,803	106,962,933
Receivables (net of allowance for uncollectibles):			
Taxes and assessments - current	8,546,966		8,546,966
Accounts	3,450,014	7,283,865	10,733,879
Loans	9,388,891		9,388,891
Accrued interest	2,800,866		2,800,866
Due from other governmental agencies	19,089,810	4,304,402	23,394,212
Deposits receivable	215,526		215,526
Internal balances	600,000	(600,000)	
Inventory of supplies at cost	132,178	731,651	863,829
Deposits	745,946	10,360	756,306
Prepaid items and other assets	578,753	539,945	1,118,698
Property held for development	3,120,241	398,478	3,518,719
Investment in Sewer Authority		43,232,445	43,232,445
Investment in sewer capacity rights		400,000	400,000
Capital assets:			
Nondepreciable	89,737,930	29,340,056	119,077,986
Depreciable, net	191,471,053	214,533,086	406,004,139
Total assets	634,868,980	425,054,994	1,059,923,974
DEFERRED OUTFLOWS OF RESOURCES			
Deferred charge on refundings		1,277,441	1,277,441
Deferred outflows - Pension related	34,165,528	3,602,507	37,768,035
Deferred outflows - OPEB related	7,917,393	1,777,549	9,694,942
Total deferred outflows of resources	42,082,921	6,657,497	48,740,418
LIABILITIES			
Accounts payable	9,866,152	3,981,378	13,847,530
Accrued interest payable		753,845	753,845
Accrued payroll	4,150,568		4,150,568
Deposits payable	10,765,219	1,539,029	12,304,248
Unearned revenue	14,702,947	2,131,755	16,834,702
Insurance claims payable:			
Due in one year	6,737,607		6,737,607
Due in more than one year	25,345,889		25,345,889
Accrued sick leave and vacation:			
Due in one year	670,522	782,652	1,453,174
Due in more than one year	14,511,700	775,307	15,287,007
Long-Term Debt:			
Due in one year		3,177,155	3,177,155
Due in more than one year	64,116,809	51,198,639	115,315,448
Net OPEB liability, due in more than one year	43,725,741	5,818,913	49,544,654
Net Pension liability, due in more than one year	242,755,562	25,538,457	268,294,019
Total liabilities	437,348,716	95,697,130	533,045,846
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows - Pension	543,412	72,860	616,272
Deferred inflows - OPEB	3,798,035	505,638	4,303,673
Total deferred inflows of resources	4,341,447	578,498	4,919,945
NET POSITION			
Net investment in capital assets	281,208,983	188,639,524	469,848,507
Restricted for:			
Pension trust	28,305,202		28,305,202
Capital projects	66,984,875	9,395,287	76,380,162
Transportation	19,435,793		19,435,793
Leisure, cultural, and information services	7,661,804		7,661,804
Debt service	4,791,518	922,155	5,713,673
Community development projects	14,517,526		14,517,526
Public safety	1,013,739		1,013,739
Housing purposes	2,735,522		2,735,522
Other purposes	4,519,145		4,519,145
Total restricted	149,965,124	10,317,442	160,282,566
Unrestricted	(195,912,369)	136,479,897	(59,432,472)
Total net position	235,261,738	335,436,863	570,698,601

See accompanying notes to financial statements

CITY OF REDWOOD CITY, CALIFORNIA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		Total
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	
	\$	\$	\$	\$	\$	\$	\$
Governmental Activities:							
Community development	21,427,691	12,679,472	1,907,964	1,046,667	(5,793,588)		(5,793,588)
Human services	3,655,114				(3,655,114)		(3,655,114)
Public safety	87,558,205	11,340,800	1,309,865		(74,907,540)		(74,907,540)
Transportation	11,938,272	6,541	1,444,646	18,926,506	8,439,421		8,439,421
Environmental support and protection	1,688,207	1,793,170		4,035,776	4,140,739		4,140,739
Leisure, cultural and information services	27,305,627	1,146,856	5,412,382	1,672,597	(19,073,792)		(19,073,792)
Policy development and implementation	12,884,545	5,984,211	1,174,348		(5,725,986)		(5,725,986)
Total Governmental Activities	166,457,661	32,951,050	11,249,205	25,681,546	(96,575,860)		(96,575,860)
Business-Type Activities:							
Water Utility Fund	36,926,646	46,928,458	958,704	4,365,256		15,325,772	15,325,772
Sewer Utility Fund	33,574,745	40,500,791		33,257		6,959,303	6,959,303
Parking Fund	3,459,388	910,594	1,639			(2,547,155)	(2,547,155)
Port of Redwood City	6,736,736	9,023,602				2,286,866	2,286,866
Docktown Marina	605,576	15,932				(589,644)	(589,644)
Total Business-Type Activities	81,303,091	97,379,377	960,343	4,398,513		21,435,142	21,435,142
Total	247,760,752	130,330,427	12,209,548	30,080,059	(96,575,860)	21,435,142	(75,140,718)
General revenues:							
Taxes:							
Property taxes					67,817,300	394,071	68,211,371
Sales taxes					38,455,837		38,455,837
Franchise taxes					4,677,214		4,677,214
Property transfer taxes					1,042,944		1,042,944
Business license taxes					3,339,032		3,339,032
Utility users taxes					9,295,821		9,295,821
Transient occupancy taxes					1,987,722		1,987,722
Other taxes					468,922		468,922
Investment Earnings					3,671,237	(80,648)	3,590,589
Increase (decrease) in investment in sewer authority						(1,278,828)	(1,278,828)
Other					94,821		94,821
Transfers					(2,943,446)	2,943,446	
Special Item					10,272,916		10,272,916
Total general revenues and transfers					138,180,320	1,978,041	140,158,361
Change in Net Position					41,604,460	23,413,183	65,017,643
Net position-Beginning, as restated (Note 10D)					193,657,278	312,023,680	505,680,958
Net position-Ending					235,261,738	335,436,863	570,698,601

See accompanying notes to financial statements



*City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021*

GOVERNMENTAL FUND FINANCIAL STATEMENTS

Major funds are defined generally as having significant activities or balances in the current year. No distinction is made between fund types. The governmental funds described below were determined to be major funds by the City in FY 2020-21.

GENERAL FUND

The general fund is the general operating fund of the City. It is used to account for all financial resources except those to be accounted for in another fund.

CAPITAL OUTLAY FUND

This fund accounts for all miscellaneous capital improvement projects that are financed by the general fund.

CITY OF REDWOOD CITY, CALIFORNIA
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2021

	General Fund	Capital Outlay Fund	Non-Major Governmental Funds	Total Governmental Funds
	\$	\$	\$	\$
ASSETS				
Cash and investments available for operations	67,992,067	27,638,912	54,448,662	150,079,641
Cash and investments, restricted	28,305,202	58,960,289	9,181,639	96,447,130
Receivables (net of allowance for uncollectibles):				
Taxes and assessments - current	8,064,444		482,522	8,546,966
Accounts	3,431,762		52,259	3,484,021
Loans		214,286	9,174,605	9,388,891
Accrued interest	723,503	362,050	1,714,323	2,799,876
Due from other governmental agencies	16,729,747		2,165,009	18,894,756
Due from other funds	612,453	967,342		1,579,795
Prepaid items	72,983	233,084	10,592	316,659
Deposits receivable			215,526	215,526
Land held for redevelopment			3,120,241	3,120,241
Total Assets	<u>125,932,161</u>	<u>88,375,963</u>	<u>80,565,378</u>	<u>294,873,502</u>
LIABILITIES				
Accounts payable	5,149,050	1,972,904	2,275,996	9,397,950
Accrued payroll	4,150,568			4,150,568
Deposits payable	10,228,358	504,904	31,957	10,765,219
Due to other funds	967,342		244,889	1,212,231
Unearned revenue	12,897,694		1,805,253	14,702,947
Total Liabilities	<u>33,393,012</u>	<u>2,477,808</u>	<u>4,358,095</u>	<u>40,228,915</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue-Due from other governments	8,160,754			8,160,754
Unavailable revenue-Interest receivable			1,714,308	1,714,308
Total Deferred Inflows of Resources	<u>8,160,754</u>		<u>1,714,308</u>	<u>9,875,062</u>
FUND BALANCES				
Nonspendable:				
Loans		214,286	9,174,605	9,388,891
Land held for redevelopment			3,120,241	3,120,241
Prepaid items	72,983	233,084	10,592	316,659
Restricted for:				
Pension trust	28,305,202			28,305,202
Community development			14,517,526	14,517,526
Public safety			1,013,739	1,013,739
Transportation			19,435,793	19,435,793
Leisure, cultural and information services			7,661,804	7,661,804
Debt services			4,791,518	4,791,518
Capital projects		58,960,289	8,024,586	66,984,875
Housing purposes			2,735,522	2,735,522
Other purposes	4,519,145			4,519,145
Committed to:				
General plan	5,229,231			5,229,231
Community benefits			2,429,917	2,429,917
Human services financial assistance			463,924	463,924
Housing purposes			1,212,727	1,212,727
Assigned to:				
Capital projects		26,490,496		26,490,496
Other purposes	3,512,252			3,512,252
Unassigned:	42,739,582		(99,519)	42,640,063
TOTAL FUND BALANCES	<u>84,378,395</u>	<u>85,898,155</u>	<u>74,492,975</u>	<u>244,769,525</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>125,932,161</u>	<u>88,375,963</u>	<u>80,565,378</u>	<u>294,873,502</u>

See accompanying notes to financial statements

CITY OF REDWOOD CITY, CALIFORNIA
RECONCILIATION OF THE
GOVERNMENTAL FUNDS - BALANCE SHEET
WITH THE STATEMENT OF NET POSITION
JUNE 30, 2021

	<u>\$</u>
TOTAL FUND BALANCES -- TOTAL GOVERNMENTAL FUNDS	244,769,525
Amounts reported for Governmental Activities in the Statement of Net Position are different from those reported in the Governmental Funds above because of the following:	
CAPITAL ASSETS	
Capital assets used in Governmental Activities are not current assets or financial resources and therefore are not reported in the Governmental Funds.	
Capital assets, net of Internal Service Fund of \$12,400,138	268,808,845
ALLOCATION OF INTERNAL SERVICE FUND NET POSITION	
Internal service funds are not governmental funds. However, they are used by management to charge the costs of certain activities, such as insurance and central services and maintenance, to individual governmental funds. The assets and liabilities of the Internal Service Funds are therefore included in Governmental Activities in the Statement of Net Position.	16,957,664
ACCRUAL OF NON-CURRENT REVENUES AND EXPENSES	
The amounts below are revenues in the statement of activities that do not provide current financial resources and therefore are not reported as revenues in the Governmental Funds:	
Earned but unavailable revenues	8,160,754
Interest revenue	1,714,308
LONG TERM ASSETS AND LIABILITIES	
The assets and liabilities below are not due and payable in the current period and therefore are not reported in the Governmental Funds:	
Long-term debt	(64,116,809)
Accrued sick leave and vacation, net of Internal Service Fund of (\$981,685)	(13,644,329)
Net Pension liability, net of Internal Service Fund of (\$20,464,498)	(222,291,064)
Net OPEB obligation, net of Internal Service Fund of (\$4,923,652)	(38,802,089)
DEFERRED OUTFLOWS OF RESOURCES	
Pension related, net of Internal Service Fund of \$2,887,699	31,277,829
OPEB related, net of Internal Service Fund of \$1,582,169	6,335,224
DEFERRED INFLOWS OF RESOURCES	
Pension related, net of Internal Service Fund of (\$60,167)	(483,245)
OPEB related, net of Internal Service Fund of (\$373,160)	(3,424,875)
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>235,261,738</u></u>

CITY OF REDWOOD CITY, CALIFORNIA
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	General Fund \$	Capital Outlay Fund \$	Non-Major Governmental Funds \$	Total Governmental Funds \$
REVENUES				
Property taxes/special assessments	67,641,407		1,806,803	69,448,210
Sales and other taxes	52,037,046		3,064,574	55,101,620
Licenses and permits	6,349,024		221,452	6,570,476
Fines, forfeitures and penalties	439,641		130,251	569,892
Use of money and property	8,297,933	(66,385)	35,032	8,266,580
Intergovernmental	8,172,483	25,571	8,571,938	16,769,992
Charges for current services	13,455,647		1,660,104	15,115,751
Contributions	541,416		5,993	547,409
Other	118,204		623	118,827
Total Revenues	157,052,801	(40,814)	15,496,770	172,508,757
EXPENDITURES				
Current Operations:				
Community development	12,898,612	3,433,277	4,027,641	20,359,530
Human services	3,368,746		109,250	3,477,996
Public safety	82,319,023	11,822	53,205	82,384,050
Transportation	1,254,370	901,429	6,232,715	8,388,514
Environmental support and protection	345,853	49,311	1,597,033	1,992,197
Leisure, cultural and information services	24,219,368	120,164	451,740	24,791,272
Policy development and implementation	11,221,039	679,444	228,825	12,129,308
Capital outlay		8,532,657	10,903,927	19,436,584
Debt service:				
Bond issuance costs		365,002		365,002
Total Expenditures	135,627,011	14,093,106	23,604,336	173,324,453
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	21,425,790	(14,133,920)	(8,107,566)	(815,696)
OTHER FINANCING SOURCES (USES)				
Bond proceeds		59,325,291	4,791,518	64,116,809
Transfers in	805,956	12,668,467	3,671,679	17,146,102
Transfers (out)	(18,045,697)	(1,530,494)	(642,192)	(20,218,383)
Total Other Financing Sources (Uses)	(17,239,741)	70,463,264	7,821,005	61,044,528
NET CHANGE IN FUND BALANCES	4,186,049	56,329,344	(286,561)	60,228,832
Special Item			10,272,916	10,272,916
Fund balances - beginning, as restated (Note 10D)	80,192,346	29,568,811	64,506,620	174,267,777
Fund balances - ending	84,378,395	85,898,155	74,492,975	244,769,525

See accompanying notes to financial statements

CITY OF REDWOOD CITY, CALIFORNIA
 RECONCILIATION OF THE
 NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS
 WITH THE STATEMENT OF ACTIVITIES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Position of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

	<u>\$</u>
NET CHANGE IN FUND BALANCES AND SPECIAL ITEM - TOTAL GOVERNMENTAL FUNDS	70,501,748
Amounts reported for governmental activities in the Statement of Activities are different because of the following:	
CAPITAL ASSETS TRANSACTIONS	
Governmental Funds report capital acquisitions as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense.	
This was the amount of capital assets recorded in the current period	19,436,584
Donated capital assets do not provide current financial resources and therefore are not recorded in the Governmental Funds	19,685,759
Depreciation expense is deducted from the fund balance.	
(Depreciation expense is net of internal service fund depreciation of \$1,464,478 which has already been allocated to the internal service funds.)	(7,493,707)
LONG TERM DEBT PROCEEDS AND PAYMENTS	
Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but in the Statement of Net Position the repayment reduces long-term liabilities.	
Bond proceeds from issuance of bonds	(64,116,809)
ACCRUAL OF NON-CURRENT ITEMS	
The amounts below included in the Statement of Activities do not provide or (require) the use of current financial resources and therefore are not reported as revenue or expenditures in governmental funds (net change):	
Earned but unavailable revenues	8,160,754
Change in compensated absences	(1,320,567)
Interest receivable and intergovernmental revenue	161,117
OPEB related expenses	2,012,702
Pension related expense	(9,537,002)
ALLOCATION OF INTERNAL SERVICE FUND ACTIVITY	
Internal Service Funds are used by management to charge the costs of certain activities, such as equipment acquisition, maintenance, and insurance to individual funds. The portion of the net revenue (expense) of these Internal Service Funds arising out of their transactions with governmental funds is reported with governmental activities, because they service those activities.	
Change in Net Position - All Internal Service Funds	<u>4,113,881</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>41,604,460</u></u>

See accompanying notes to financial statements



*City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021*

PROPRIETARY FUND FINANCIAL STATEMENTS

ENTERPRISE FUNDS

WATER UTILITY FUND

This fund is used to account for the provision of water services to the residents of Redwood City and some residents of areas adjacent to the City. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, capital improvements, financing, and billing/collections.

SEWER UTILITY FUND

This fund is used to account for the provision of sewer services to the residents of Redwood City and some residents of areas adjacent to the City. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, capital improvements, financing, and billing/collections.

PARKING FUND

This fund is used to account for on-street and off-street parking operations within the boundaries of the central business district of the City. All activities necessary to provide metered parking within the district are accounted for in these funds, including, but not limited to, administration, operations and maintenance, capital improvements, meter collection, and financing including related debt service. The authority for the formation of the district and the issuance of revenue bonds are contained in the State of California's Streets and Highway Code.

PORT OF REDWOOD CITY (PORT FUND)

This fund is used to account for Port activities within the Port Department as defined in the City Charter. These activities include, but are not limited to, administration, maintenance and operations, and Port improvements. Management of the Port of Redwood City is provided by the Port Commission, whose members are appointed for four-year terms by the City Council. The only limitation to the commissioner's authority is the power to levy taxes, which must be approved by the City Council. Also, the City Charter provides that the City Treasurer is the Port Treasurer and the City Attorney is the Port Attorney. This fund is included in this report because both the Bureau of Census and the State of California require the City to include a summary of the Port's financial transactions in the respective reports.

DOCKTOWN MARINA

This fund is used to account for the operation of the Docktown Marina including administration, operations, maintenance and billing/collections.

INTERNAL SERVICE FUNDS

These funds are used to account for the financing of goods and services provided by one City department to others on a cost reimbursement basis. Internal service funds are included with enterprise funds as both use the same accounting and financial reporting.

CITY OF REDWOOD CITY, CALIFORNIA
 PROPRIETARY FUNDS
 STATEMENT OF NET POSITION
 JUNE 30, 2021

	Business-Type Activities-Enterprise Funds						Governmental Activities- Internal Service Funds
	Water Utility Fund	Sewer Utility Fund	Parking Fund	Port of Redwood City	Non-Major Docktown Marina	Totals	
	\$	\$	\$	\$	\$	\$	\$
ASSETS							
Current assets:							
Cash and investments available for operations	44,079,121	40,119,975	8,590,072	21,216,338	359,397	114,364,903	58,464,035
Receivables (net of allowance for uncollectibles):							
Accounts	4,673,630	2,105,954	21,648	478,352	4,281	7,283,865	(34,007)
Accrued interest							990
Due from other governmental agencies	460	4,303,517	425			4,304,402	195,054
Due from other funds							300,000
Inventory of supplies at cost	731,651					731,651	132,178
Deposits	10,360					10,360	745,946
Prepaid items and other assets	67,689	17,161	637	454,458		539,945	262,094
Total current assets	49,562,911	46,546,607	8,612,782	22,149,148	363,678	127,235,126	60,066,290
Noncurrent assets:							
Cash and investments, restricted	17,653		9,395,287	1,102,863		10,515,803	
Advances to other funds							300,000
Investment in Sewer Authority		43,232,445				43,232,445	
Investment in sewer capacity rights				400,000		400,000	
Investment in property held for development					398,478	398,478	
Capital assets:							
Nondepreciable	17,691,000	4,887,028	1,100,851	5,661,177		29,340,056	2,186,335
Depreciable buildings, property, equipment and infrastructure, net	112,930,290	49,275,379	21,328,722	30,973,765	24,930	214,533,086	10,213,803
Total noncurrent assets	130,638,943	97,394,852	31,824,860	38,137,805	423,408	298,419,868	12,700,138
Total assets	180,201,854	143,941,459	40,437,642	60,286,953	787,086	425,654,994	72,766,428
DEFERRED OUTFLOWS OF RESOURCES							
Deferred charge on refundings	1,116,676			160,765		1,277,441	
Deferred outflows - Pension	1,756,011	886,698	414,502	464,687	80,609	3,602,507	2,887,699
Deferred outflow - OPEB	951,068	454,321	263,400	108,760		1,777,549	1,582,169
Total deferred outflows of resources	3,823,755	1,341,019	677,902	734,212	80,609	6,657,497	4,469,868
LIABILITIES							
Current liabilities:							
Accounts payable	1,919,984	882,326	172,587	895,937	110,544	3,981,378	468,202
Deposits payable	1,190,102		20,170	317,686	11,071	1,539,029	
Due to other funds	300,000					300,000	367,564
Insurance claims payable - current portion							6,737,607
Accrued sick leave and vacation - current portion	413,581	141,123	72,770	154,518	660	782,652	556,208
Revenue bonds payable - current portion	2,255,000			922,155		3,177,155	
Unearned revenue	1,956,324		81,886	175,431		2,213,641	
Accrued interest payable	716,912			36,933		753,845	
Total current liabilities	8,751,903	1,023,449	347,413	2,502,660	122,275	12,747,700	8,129,581
Noncurrent liabilities:							
Insurance claims payable							25,345,889
Accrued sick leave and vacation	434,917	175,209	165,181			775,307	981,685
Advances from other funds	300,000					300,000	
Net OPEB Liability	2,916,449	1,486,568	724,652	691,244		5,818,913	4,923,652
Net Pension liability	12,444,476	6,283,844	2,945,740	3,293,138	571,259	25,538,457	20,464,498
Revenue bonds payable	41,064,293			10,134,346		51,198,639	
Total noncurrent liabilities	57,160,135	7,945,621	3,835,573	14,118,728	571,259	83,631,316	51,715,724
Total liabilities	65,912,038	8,969,070	4,182,986	16,621,388	693,534	96,379,016	59,845,305
DEFERRED INFLOWS OF RESOURCES							
Deferred inflows - OPEB	223,824	108,068	60,664	113,082		505,638	373,160
Deferred inflows - Pension	36,588	18,475	6,435	9,682	1,680	72,860	60,167
Total deferred inflows of resources	260,412	126,543	67,099	122,764	1,680	578,498	433,327
NET POSITION							
Net investment in capital assets	87,319,650	49,275,379	21,328,722	30,690,843	24,930	188,639,524	12,400,138
Restricted for capital projects			9,395,287			9,395,287	
Restricted for debt service				922,155		922,155	
Unrestricted	30,533,509	86,911,486	6,141,450	12,664,015	147,551	136,398,011	4,557,526
Total net position	117,853,159	136,186,865	36,865,459	44,277,013	172,481	335,354,977	16,957,664

See accompanying notes to financial statements

CITY OF REDWOOD CITY, CALIFORNIA
 PROPRIETARY FUNDS
 STATEMENT OF REVENUES, EXPENSES
 AND CHANGES IN FUND NET POSITION
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Business-Type Activities-Enterprise Funds						Governmental
	Water Utility Fund	Sewer Utility Fund	Parking Fund	Port of Redwood City	Non-Major Downtown Marina	Totals	Activities- Internal Service Funds
	\$	\$	\$	\$	\$	\$	\$
Operating Revenues:							
Charges for services	46,928,458	40,500,791	910,594	9,023,602	15,932	97,379,377	39,118,828
Total Operating Revenues	46,928,458	40,500,791	910,594	9,023,602	15,932	97,379,377	39,118,828
Operating Expenses:							
Employee services	6,789,563	2,934,573	1,386,081	2,267,373	140,738	13,518,328	20,010,133
Maintenance	978,571	313,841	108,433	479,952	11,285	1,892,082	839,987
Water purchases	17,127,855					17,127,855	
Utilities	1,227,725	897,695	99,951	104,413	19,172	2,348,956	51,099
Contractual services	1,710,299	22,973,422	509,603	285,018	398,504	25,876,846	1,822,463
Supplies and services	2,855,434	3,435,104	471,288	449,183	87,488	7,298,497	1,321,284
Noncapitalized projects		1,340,035				1,340,035	
Depreciation and amortization	3,326,563	1,151,116	755,235	1,617,672		6,850,586	1,464,478
Insurance and claims	1,237,757	528,959	128,797	340,986	27,518	2,264,017	9,847,542
Total Operating Expenses	35,253,767	33,574,745	3,459,388	5,544,597	684,705	78,517,202	35,356,986
Operating Income (Loss)	11,674,691	6,926,046	(2,548,794)	3,479,005	(668,773)	18,862,175	3,761,842
Nonoperating Revenues (Expenses):							
Impairment gain (loss) on property					79,129	79,129	6,940
Property taxes			312,185			312,185	
Grant revenue	958,704		1,639			960,343	
Investment earnings	(262,211)	48,445	27,541	105,792	(215)	(80,648)	216,264
Interest expense	(1,672,879)			(478,033)		(2,150,912)	
Increase (decrease) in investment in sewer authority		(1,278,828)				(1,278,828)	
Other				(714,106)		(714,106)	
Net Nonoperating Revenues (Expenses)	(976,386)	(1,230,383)	341,365	(1,086,347)	78,914	(2,872,837)	223,204
Net Income (Loss) Before Capital Contributions and Transfers	10,698,305	5,695,663	(2,207,429)	2,392,658	(589,859)	15,989,338	3,985,046
Capital contributions	4,365,256	33,257				4,398,513	
Transfers in	1,214,284	375,932	1,391,626		590,394	3,572,236	300,671
Transfers (out)		(628,790)				(628,790)	(171,836)
Total Capital Contributions and Transfers	5,579,540	(219,601)	1,391,626		590,394	7,341,959	128,835
Change in net position	16,277,845	5,476,062	(815,803)	2,392,658	535	23,331,297	4,113,881
Total net position-beginning	101,575,314	130,710,803	37,681,262	41,884,355	171,946	312,023,680	12,843,783
Total net position-ending	117,853,159	136,186,865	36,865,459	44,277,013	172,481	335,354,977	16,957,664

See accompanying notes to financial statements

CITY OF REDWOOD CITY, CALIFORNIA
 PROPRIETARY FUNDS
 STATEMENT OF CASH FLOWS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Water Utility Fund	Sewer Utility Fund	Parking Fund	Port of Redwood City	Non-Major Docktown Marina	Totals	Governmental Activities - Internal Service Funds
Cash flows from operating activities:	\$	\$	\$	\$	\$	\$	\$
Cash received from customers	46,726,391	38,393,409	899,926	9,041,109	37,847	95,098,682	
Cash received from interfund services provided							39,105,422
Cash payments to suppliers for goods and services	(28,072,226)	(29,796,911)	(1,464,913)	(1,796,348)	(459,377)	(61,589,775)	(11,690,182)
Cash payments to employees for services	(7,069,220)	(3,126,280)	(1,336,446)	(2,277,899)	(157,811)	(13,967,656)	(20,532,894)
Right of way compensation							
Net cash provided by (used in) operating activities	11,584,945	5,470,218	(1,901,433)	4,966,862	(579,341)	19,541,251	6,882,346
Cash flows from noncapital financing activities:							
Nonoperating grant revenue	958,704		1,639			960,343	
Property taxes			312,185			312,185	
Transfers in	1,214,284	375,932	1,391,626		590,394	3,572,236	300,671
Transfers out		(628,790)				(628,790)	(171,836)
Advances from (to) other funds	(300,000)					(300,000)	300,000
Other				(698,405)		(698,405)	
Net cash provided by (used in) noncapital financing activities	1,872,988	(252,858)	1,705,450	(698,405)	590,394	3,217,569	428,835
Cash flows from capital and related financing activities:							
Acquisition and construction of capital assets	(16,726,475)	(4,542,053)	(543,711)	(166,408)		(21,978,647)	(3,943,588)
Sale of property held for development					79,129	79,129	
Contributions	4,365,256	33,257				4,398,513	
Principal retirements	(2,396,054)			(891,063)		(3,287,117)	
Interest paid	(1,629,072)			(460,814)		(2,089,886)	
Net cash used in capital and related financing activities	(16,386,345)	(4,508,796)	(543,711)	(1,518,285)	79,129	(22,878,008)	(3,943,588)
Cash flows from investing activities:							
Interest on investments	(262,211)	48,445	27,541	105,792	(215)	(80,648)	221,889
Net cash provided by investing activities	(262,211)	48,445	27,541	105,792	(215)	(80,648)	221,889
Net increase (decrease) in cash and cash equivalents	(3,190,623)	757,009	(712,153)	2,855,964	89,967	(199,836)	3,589,482
Cash and cash equivalents at beginning of fiscal year	47,287,397	39,362,966	18,697,512	19,463,237	269,430	125,080,542	54,874,553
Cash and cash equivalents at end of fiscal year	44,096,774	40,119,975	17,985,359	22,319,201	359,397	124,880,706	58,464,035
Financial statement presentation:							
Cash and investments available for operations	44,079,121	40,119,975	8,590,072	21,216,338	359,397	114,364,903	58,464,035
Cash and investments, restricted	17,653		9,395,287	1,102,863		10,515,803	
Cash and cash equivalents at end of year	44,096,774	40,119,975	17,985,359	22,319,201	359,397	124,880,706	58,464,035
Reconciliation of Net Cash Flow from Operating Activities							
Operating income (loss)	11,674,691	6,926,046	(2,548,794)	3,479,005	(668,773)	18,862,175	3,761,842
Adjustments to reconcile operating income to net cash provided by operating activities:							
Depreciation	3,326,563	1,151,116	755,235	1,617,672		6,850,586	1,464,478
Change in assets and liabilities:							
Decrease (increase) in accounts receivable	(357,242)	(252,137)	(9,683)	(16,202)	21,690	(613,574)	147,082
Decrease (increase) in due from other governmental agencies	4,925	(1,855,245)	(425)			(1,850,745)	(195,054)
Decrease (increase) in due from other funds							34,566
Decrease (increase) in inventory/prepaid expenses/deposits	(142)	2,695	786	(128,368)		(125,029)	(187,191)
Decrease (increase) in pension deferred outflows	(371,058)	(187,365)	(48,171)	(98,192)	(17,033)	(721,819)	(610,191)
Decrease (increase) in OPEB deferred outflow	(453,484)	(216,628)	(125,593)	(61,416)		(857,121)	(754,404)
Increase (decrease) in vacation & sick leave payable	187,071	40,353	48,059	95,314	(1,740)	369,057	247,296
Increase (decrease) in accounts payable	(2,934,443)	(310,550)	(147,627)	(8,428)	84,590	(3,316,458)	(324,779)
Increase (decrease) in due to other funds							367,564
Increase (decrease) in customer deposits	150,250		(560)	33,709	225	183,624	
Increase (decrease) in unearned revenue							
Increase (decrease) in net pension liability	263,571	133,090	129,841	69,748	12,100	608,350	433,434
Increase (decrease) in pension deferred inflows	(226,558)	(114,401)	(43,347)	(59,953)	(10,400)	(454,659)	(372,568)
Increase (decrease) in net OPEB liability	402,443	192,244	111,457	76,878		783,022	669,491
Increase (decrease) in OPEB deferred inflows	(81,642)	(39,000)	(22,611)	(32,905)		(176,158)	(135,819)
Increase (decrease) in insurance claims payable							2,336,599
Total adjustments	(89,746)	(1,455,828)	647,361	1,487,857	89,432	679,076	3,120,504
Net cash provided by (used in) operating activities	11,584,945	5,470,218	(1,901,433)	4,966,862	(579,341)	19,541,251	6,882,346
Noncash investing, capital and financing activities:							
Increase (decrease) in investment in sewer authority		(1,278,828)				(1,278,828)	
Impairment gain (loss) on property held for development					(79,129)		

See accompanying notes to financial statements



*City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021*

CITY OF REDWOOD CITY
FIDUCIARY FUNDS
STATEMENT OF NET POSITION
JUNE 30, 2021

	Successor Agency Private Purpose Trust Fund	Custodial Funds		
		Employee Benefits	Pacific Shores Community Facilities District	Shores Transportation Improvement District
	\$	\$	\$	\$
ASSETS				
Cash and Investments	3,602,491	38,097	20,447	703,182
Cash and Investments, restricted	1,563,747			768,161
Accounts Receivables	264			5,023
Accrued Interest Receivable	8			
Deposits		29,506		
Non depreciable capital assets	2,560,739			
Depreciable capital assets, net	11,074,661			
Prepaid items	372,800			
Total Assets	19,174,710	67,603	20,447	1,476,366
LIABILITIES				
Accounts payable	362,050			
Accrued interest payable				
Long-term debt:				
Due in one year	3,535,772			
Due in more than one year	28,132,950			
Due to Bondholders				
Due to SBWMA members				
Employee Benefit Plans Payable		67,603		
Due to the Net-6 JPA				
Due to Districts				
Total Liabilities	32,030,772			
NET POSITION				
Restricted for:				
Private purpose trust (RSA)	(12,856,062)			
Individuals and organizations		67,603		
Other governments			20,447	1,476,366
Total Net Position	(12,856,062)	67,603	20,447	1,476,366

See accompanying notes to financial statements

Custodial Funds				
One Marina Community Facilities District	Community Benefit Improvement District	Redwood City 2020 Agency Fund	South Bay Waste Management Authority	NET-6 JPA
\$	\$	\$	\$	\$
284,705	84,483	409,423	22,183,005	227,078
192,039			16,000,448	
8,731	8,838	83,239	4,126,302	108,468
			35,375	
			677,265	
485,475	93,321	492,662	43,022,395	335,546
		16,411	6,891,170	
			772,833	
				9,121
1,050	93,321			
1,050	93,321	16,411	7,664,003	9,121
		476,251		
484,425			35,358,392	326,425
484,425		476,251	35,358,392	326,425

See accompanying notes to financial statements

CITY OF REDWOOD CITY
FIDUCIARY FUNDS
STATEMENT OF CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Successor Agency Private Purpose Trust Fund	Custodial Funds		
		Employee Benefits	Pacific Shores Community Facilities District	Shores Transportation Improvement District
	\$	\$	\$	\$
ADDITIONS				
Property taxes	3,220,644			
Employer contribution				
Members contributions				
Intergovernmental				
Miscellaneous revenue				769,620
Investment earnings	(9,737)			
Total additions	3,210,907			769,620
DEDUCTIONS				
Administrative expenses			102	
Distribution		2,169		731,637
Benefits				
Professional Services				
Community development	156,351			
Depreciation	515,979			
Interest and fiscal agency expenses	1,722,006			
Total deductions	2,394,336	2,169	102	731,637
Change in net position	816,571	(2,169)	(102)	37,983
Net position - beginning, as restated (Note 10D)	(13,672,633)	69,772	20,549	1,438,383
Net position - ending	(12,856,062)	67,603	20,447	1,476,366

See accompanying notes to financial statements

Custodial Funds				
One Marina Community Facilities District	Community Benefit Improvement District	Redwood City 2020 Agency Fund	South Bay Waste Management Authority	NET-6 JPA
\$	\$	\$	\$	\$
		212,500		179,825
274,720		268,297	54,497,949 36,196 319,541	
274,720		480,797	54,853,686	179,825
257,274		409,382	51,227,050	227,729
257,274		409,382	51,227,050	227,729
17,446		71,415	3,626,636	(47,904)
466,979		404,836	31,731,756	374,329
484,425		476,251	35,358,392	326,425

See accompanying notes to financial statements



*City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021*

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Redwood City was incorporated in 1867, became a Charter City in 1929, and operates under a council-manager form of government. The City has defined its reporting entity in accordance with generally accepted accounting principles (“GAAP”) in the United States of America, which provide guidance for determining which governmental activities, organizations, and functions should be included in the reporting entity. In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The primary criteria for including a potential component unit within the reporting entity are the governing body’s financial accountability and a financial benefit or burden relationship and whether it is misleading to exclude. A primary government is financially accountable and shares a financial benefit or burden relationship if it appoints a voting majority of an organization’s governing body and it is able to impose its will on the organization, or if there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. A primary government may also be financially accountable if an organization is fiscally dependent on the primary government regardless of whether the organization has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board, and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government.

Based upon the application of these criteria, the following is a brief description of each component unit included within the City’s reporting entity. All such component units have been “blended” as though they are part of the primary government because the component unit’s governing body is substantially the same as the City’s primary government and there is a financial benefit or burden relationship between the City and the component unit, management of the City has operational responsibilities for the component unit, and/or the component units provide services entirely to the City or otherwise exclusively benefits the City, even though it does not provide services directly to it.

Redwood City Facilities and Infrastructure Authority (RCFISA) was established in 1986 to finance the construction of certain public facilities such as the Main Fire Station, City Hall, and Main Library. After acquiring certain properties from the City, RCFISA leased them back to the City. The lease money provided the funds for the debt service for the certificates of participation issued by the RCFISA to acquire the properties from the City.

The Public Financing Authority (PFA) was established in 1991 to finance construction of the new Police Facility, to finance the defeasance of outstanding certificates of participation issued by the RCFISA, and to issue tax increment bonds on behalf of the former Redevelopment Agency. The PFA has since issued various types of debt on behalf of the City and the former Redevelopment Agency.

The Port of Redwood City was established under the City Charter as a department of the City and is managed by the Port Commission of Redwood City, whose members are appointed by the City Council. This commission is a semi-autonomous body and has full authority to manage the Port. Its financial system is maintained separately from the City by the Port’s own financial staff. The Port’s treasurer and legal counsel are the City’s Finance Director and the City Attorney, respectively. The financial transactions of the Port are incorporated as an enterprise fund. Financial statements for the Port of Redwood City may be obtained from the Port at 675 Seaport Blvd., Redwood City, CA 94063.

Separate financial statements are not prepared for other component units.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

The City's basic financial statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

These statements require that the financial statements described below be presented.

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the primary government (the City) and its component units. These statements include the financial activities of the overall City government, except for fiduciary activities. Certain eliminations have been made as prescribed by GASB Statement No. 34 in regard to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated except those representing balances between the governmental activities, which are presented as internal balances and eliminated in the total primary government column. These statements distinguish between the *governmental* and *business-type activities* of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs, (b) grants and contributions that are restricted to meeting the operational needs of a particular program, and (c) fees, grants, and contributions that are restricted to financing the acquisition or construction of capital assets. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the City's funds, including fiduciary funds and blended component units. Separate statements for each fund category—governmental, proprietary, and fiduciary—are presented. The emphasis of fund financial statements is on major individual funds, each of which is displayed in a separate column.

All remaining governmental and enterprise funds are aggregated and reported as non-major funds.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies and investment earnings, result from non-exchange transactions or ancillary activities. Operating expenses for proprietary funds are those expenses that are essential to the primary operations of the funds. All other expenses are reported as non-operating expenses.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Major Funds

GASB Statement No. 34 defines major funds and requires that the City's major governmental and business-type funds be identified and presented separately in the fund financial statements. All other funds, called non-major funds, are combined and reported in a single column, regardless of their fund- type.

Major funds are defined as funds that have assets, liabilities, revenues, or expenditures/expenses equal to ten percent of their fund-type total and five percent of the grand total. The general fund is always a major fund. The City may also select other funds it believes should be presented as major funds.

The City reported the following major governmental funds in the accompanying financial statements:

General fund is to account for all financial resources except those to be accounted for in another fund. It is the general operating fund of the City.

Capital outlay fund is to account for all miscellaneous capital improvement projects that are financed by the general fund.

The City reported all of its enterprise funds except the Docktown Marina Fund as major funds in the accompanying financial statements:

Water utility fund is to account for the provision of water services to the residents of Redwood City.

Sewer utility fund is to account for the provision of sewer services to the residents of Redwood City.

Parking fund is to account for on-street and off-street parking operations within the boundaries of the central business district of the City.

Port of Redwood City (Port fund) is to account for Port activities within the Port Department including, but not limited to, administration, maintenance and operations, and Port improvements.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Major Funds, Continued

The City also reports the following fund types:

Internal service funds – Internal service funds are used to account for costs of the City’s equipment services, the City’s insurance program, the costs of the City’s telephone/communications and information technology services, maintenance and repair of buildings, custodial services, and employee benefits. These services are provided to departments and other governments on a cost-reimbursement basis.

Fiduciary funds – These funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The City maintains one private purpose trust fund to account for activities of the Successor Agency to the former Redevelopment Agency.

The City also maintains seven Custodial funds – Employee Benefit Plans Fund, the Pacific Shores Community Facilities District Fund, the Shores Transportation Improvement District Fund, the One Marina Community Facilities District Fund, the Community Benefit Improvement District Fund, the Redwood City 2020 Fund, and the Net-6 Fire JPA Fund - as an agent of the bondholders, City employees, or the Downtown Redwood City Community Benefit Improvement District, Redwood City 2021 and Net-6 Fire JPA.

D. Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the *economic resources measurement focus* and the full *accrual basis* of accounting. Revenues are recorded when *earned* and expenses are recorded at the time liabilities are *incurred*, regardless of when the related cash flows take place.

Governmental funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when *measurable and available*. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within 90 days after year-end.

The City’s fiduciary funds consist of one private purpose trust fund and agency funds which use the accrual basis of accounting. The private purpose trust fund uses the economic resources measurement focus, whereas the agency funds do not have a measurement focus.

Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured.

General capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as *other financing sources*.

Non-exchange transactions, in which the City gives or receives value without directly receiving or giving equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Basis of Accounting, Continued

Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Other revenues susceptible to accrual include other taxes, intergovernmental revenues, interest, and charges for services.

Grant revenues are recognized in the fiscal year in which all eligibility requirements are met. Under the terms of grant agreements, the City may fund certain programs with a combination of cost- reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures/expenses. The City's policy is to first apply restricted resources to such programs, followed by unrestricted resources if necessary.

Certain indirect costs are included in program expenses reported for individual functions and activities.

E. Compensated Absences

In compliance with Governmental Accounting Standards Board Statement No. 16, the City has established a liability for accrued sick leave and vacation in relevant funds. For governmental activities, the current liability for the payouts made after June 30, 2021 for those employees retired on or before June 30, 2021 appears in the respective funds and the long-term liability appears in the government- wide financial statements. This liability is set up for the current employees at the current rates of pay. An employee may accumulate vacation up to two years entitlement and sick leave up to 960 or 1,920 hours depending on the bargaining unit (with the exception that Battalion Chiefs who work 24 hour shifts may accumulate up to 2,400 hours of sick leave).

An employee may elect to receive compensation in lieu of sick leave credits for any calendar year with payment equal to varying amounts from 25% to 50% of the year's unused sick leave, depending upon the employee's sick leave usage during the year. In addition to sick leave, payouts are made for unused administrative holidays and accrued compensatory time.

If sick leave and vacation are not used by the employee or paid out during the term of employment, compensation is payable to the employee at the time of separation. Such compensation is calculated at the employee's prevailing rate at the time of retirement or termination. Whereas vacation is compensated at 100% of accumulated hours, sick leave is compensated at 50% of accumulated hours at retirement depending upon varying restrictions of the bargaining units. Upon termination, only accrued vacations are compensated. Each fiscal year an adjustment to the liability is made based on pay rate changes and adjustments for the current portion. The general fund is primarily responsible for the repayment of the governmental portion of the compensated absences.

Individual proprietary funds are responsible for the repayment of the liability attributable to their respective funds.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Cash and Cash Equivalents

The City pools cash resources from all funds in order to facilitate the management of cash. The balance in the pooled cash account is available to meet current operating requirements. Cash in excess of current requirements is invested in various interest-bearing accounts and other investments for varying terms.

In accordance with GASB Statement No. 40, *Deposit and Investment Disclosures (Amendment of GASB No. 3)*, certain disclosure requirements for Deposits and Investment Risks were made in the following areas:

- a. Interest Rate Risk
- b. Credit Risk
 - Overall
 - Custodial Credit Risk
 - Concentrations of Credit Risk

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end, and other disclosures.

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value. The City categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The City does not have any investments that are measured using Level 3 inputs.

The City participates in an investment pool managed by the State of California titled Local Agency Investment Fund (LAIF) which has invested a portion of the pooled funds in Structured Notes and Asset-Backed Securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these Structured Notes and Asset-Backed Securities are subject to market risk as to the change in interest rates.

Cash equivalents are considered amounts in demand deposits and short-term investments with a maturity date within three months of the date acquired by the City and are presented as "Cash and Investments" in the accompanying Basic Financial Statements.

For purposes of the statement of cash flows, cash equivalents are defined as investments with original maturities of 90 days or less, which are readily convertible to known amounts of cash. The City considers all pooled cash and investments (consisting of cash and investments and restricted cash and investments) held by the City as cash and cash equivalents because the pool is used essentially as a demand deposit account from the standpoint of the funds. The City also considers all non-pooled cash and investments (consisting of cash with fiscal agent and restricted cash and investments held by fiscal agent) as cash and cash equivalents because investments meet the criteria for cash equivalents defined above.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

G. Inventories and Prepaid Items

Inventories are stated at moving average cost. The cost is recorded as expenditure at the time an individual inventory item is consumed. As inventories must be maintained at a certain level, an amount for inventories is recorded as non-spendable in the general fund balances. Consequently, these non-spendable fund balance amounts are not available for appropriation.

General fund inventories consist of stationery. Equipment services fund inventory consists of tires, batteries, testing equipment, automotive parts, and small tools.

Under the consumption method, certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

H. Property Taxes

Property taxes attach as an enforceable lien on property as of January 1, and are collected for a 12 month period effective July 1 by the San Mateo County tax collector. Taxes are billed once a year in late October and are payable in two equal installments due by December 10 and April 10 of the following year. The taxes not paid by those dates are subject to a penalty of 10%.

In September of 1993, the County of San Mateo Board of Supervisors adopted the “Teeter Plan” for secured property taxes. Under the Teeter Plan, the state law allows the county to advance to the cities all property taxes billed, regardless of whether the taxes have been paid. The county then is entitled to keep all penalties and interest accruing on delinquent taxes. Property taxes on unsecured taxable property are not affected by this change.

I. Unbilled Service Receivables

In the water and sewer utilities, residential customers are billed bi-monthly and all commercial and industrial customers monthly. Revenue is recorded as billed to customers on a cyclical basis. No accrual is made for unbilled services. There were no unbilled services in Port, parking, Docktown Marina, or internal service funds as of June 30, 2021.

There is no accrual for unbilled water services as of June 30, 2021; revenues cannot be recognized since water meters are not read at such date. Management believes that the revenue from unbilled services does not have a material effect on total revenue.

J. Capital Assets

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are valued at acquisition value on the date donated.

The City’s policy is to capitalize all assets with costs exceeding certain minimum thresholds, \$5,000 for machinery and equipment, \$100,000 for buildings, improvements, and infrastructure, and with useful lives exceeding two years.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

J. Capital Assets, Continued

With the implementation of GASB Statement No. 34, the City recorded all of its public domain (infrastructure) capital assets placed in service after June 30, 1980, which include roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems using the basic approach.

The purpose of depreciation is to spread the cost of capital assets equitably among all users over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets. GASB Statement No. 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Depreciation is provided using the straight line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated.

The City has assigned the useful lives listed as follows to capital assets:

Buildings	20-50 Years	Storm Drains	40 Years	Traffic Signals	20 Years
Improvements	33-60 Years	Bridges	30 Years	Streets	20 Years
Equipment	2-15 Years	Parks	25 Years		

K. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position (balance sheet) will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time.

In addition to liabilities, the statement of net position (balance sheet) will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

L. Interfund Transactions

Interfund transactions are reflected as loans, services provided or used, reimbursements, or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (the current portion of interfund loans) or "advances to/from other funds" (the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses.

Reimbursements occur when the funds responsible for particular expenditures or expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenditures or expenses in the reimbursing fund and reductions to expenditures or expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide presentation.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. Use of Estimates

The preparation of the basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities. In addition, estimates affect the reported amount of expenses. Actual results could differ from these estimates and assumptions.

N. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to /deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

O. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Authority's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date:	June 30, 2019
Measurement Date:	June 30, 2020
Measurement Period:	July 1, 2019 to June 30, 2020

P. Implementation of New GASB Pronouncements

The GASB has issued Statement No. 84, "*Fiduciary Activities*.". The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.

The provisions of this Statement were implemented during fiscal year 2021. As part of the implementation of this Statement, it was determined that the formal Agency Funds should be accounted for and reported as Custodial Funds.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

P. Implementation of New GASB Pronouncements, Continued

The GASB has issued Statement No. 87, "*Leases.*". The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The City will implement this statement, as applicable, to its financial statements for the year ending June 30, 2022.

The GASB has issued Statement No. 89, "*Accounting for Interest Cost Incurred before the End of a Construction Period.*". The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The City will implement this statement, as applicable, to its financial statements for the year ending June 30, 2022.

The GASB has issued Statement No. 91, "*Conduit Debt Obligations.*". The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. Earlier application is encouraged. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The City will implement this statement, as applicable, to its financial statements for the year ending June 30, 2023.

P. Implementation of New GASB Pronouncements, Continued

The GASB has issued Statement No. 98, "*The Annual Comprehensive Financial Report.*" The requirements of this Statement are effective for reporting periods ending after December 15, 2021. Earlier application is encouraged. This Statement establishes the term *annual comprehensive financial report* and its acronym *ACFR*. That new term and acronym replace instances of *comprehensive annual financial report* and its acronym in generally accepted accounting principles for state and local governments. This Statement was developed in response to concerns raised by stakeholders that the common pronunciation of the acronym for comprehensive annual financial report sounds like a profoundly objectionable racial slur. This Statement's introduction of the new term is founded on a commitment to promoting inclusiveness. The City early implemented this statement, as applicable, to its financial statements for the year ending June 30, 2021.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS

The following is a summary of pooled cash and investments, including cash and investments with fiscal agent at June 30, 2021:

	Government-Wide Statement of Net Position			
	Governmental Activities	Business-Type Activities	Fiduciary Funds	Total
Cash and investments	\$ 208,543,676	\$ 114,364,903	\$ 27,552,911	\$ 350,461,490
Restricted cash and investments	96,447,130	10,515,803	18,524,395	125,487,328
Total cash and investments	<u>\$ 304,990,806</u>	<u>\$ 124,880,706</u>	<u>\$ 46,077,306</u>	<u>\$ 475,948,818</u>

Cash and investments as of June 30, 2021 consist of the following:

Deposits:	
Cash on hand	\$ 12,610
Deposits with financial institution	1,715,607
Total deposits	<u>1,728,217</u>
Investments:	
County of San Mateo Investment Pool	76,582,386
California Local Agency Investment Fund	120,462,261
Federal Agency Securities	54,282,985
U.S. Treasury Notes	53,106,450
Corporate Notes	30,979,942
Certificate of deposit - Negotiable	10,009,103
Asset-backed Securities	6,084,478
Supranational Obligations	-
Municipal Bonds	5,725,335
Money Market	647,324
Total investments	<u>357,880,264</u>
Total City Treasury	<u>359,608,481</u>
Cash with fiscal agent	<u>116,340,337</u>
Total cash and investments	<u>\$ 475,948,818</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)**A. Cash and Deposits**

The carrying amount of the City's cash and deposits, including restricted cash, was (\$1,488,412) at June 30, 2021. Bank balances before reconciling items were \$1,585,261 at June 30, 2021. Of the total bank balances, \$500,000 was insured or held by the City or its agent in the City's name.

All cash deposits in banks are fully insured or collateralized. California state law requires that public fund deposits be collateralized by either government securities with a value equal to 110% of the deposits or first trust deed mortgage notes having a value equal to 150%. Per state law each institution must use a third party (which may be the institution's trust department) to hold the pledged collateral in a pool to secure all the institution's public fund deposits. The code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash is considered to be held in the City's name. Banks and savings and loans in California are subject to state-mandated reporting requirements to ensure that the required levels of control are maintained. The City may waive collateral requirements for deposits, which are fully insured with each financial institution up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC).

Cash balances from all funds are combined and invested to the extent possible pursuant to the City Council approved investment policy and guidelines and state government code. The earnings from these investments are allocated monthly to each fund based on an average of monthly opening and closing balances of cash and investments. Investments are stated at fair value. All enterprise fund investments are considered to be liquid investments for cash flow purposes.

Interest Rate Risk. As a means of limiting its exposure to fair value losses arising from rising interest rates, the City's investment policy provides that weighted average maturity of the general portfolio shall not exceed three years. Specific maturities of investments depend on liquidity needs.

B. Investments

As of June 30, 2021, the City had the following investments by maturity:

Cash and Investments	Total	Investment Maturities (in years)				
		12 Months or Less	13 to 24 Months	25 to 36 Months	37 to 48 Months	60 Months or less
County of San Mateo Investment Pool	\$ 76,582,386	\$ 76,582,386	\$ -	\$ -	\$ -	\$ -
California Local Agency Investment Fund	120,462,261	120,462,261	-	-	-	-
U.S. Agencies, Securities, and Corporate Notes:						
Federal Agency Securities	54,282,985	3,041,010	9,918,622	14,809,992	18,950,789	7,562,572
U.S. Treasury Notes	53,106,450	-	11,321,664	15,987,015	8,697,518	17,100,253
Corporate Notes	30,979,942	7,777,912	5,331,937	6,974,389	10,335,614	560,090
Certificate of Deposit - Negotiable	10,009,103	1,627,581	8,381,522	-	-	-
Municipal Bonds	5,725,335	-	1,028,700	1,629,706	941,163	2,125,766
Asset-backed Securities	6,084,478	-	1,869,705	2,104,776	999,956	1,110,041
Supranational Obligations	-	-	-	-	-	-
Money Market Mutual Funds	647,324	647,324	-	-	-	-
Total	\$ 357,880,264	\$ 210,138,474	\$ 37,852,150	\$ 41,505,878	\$ 39,925,040	\$ 28,458,722

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***B. Investments, Continued***

Credit Risk – Defined as the risk of loss of value of an investment due to a downgrade of its rating or the failure or impairment of its issuer. Credit Risk shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that failure of any one issue does not unduly harm the City’s capital base and cash flow. In order to limit loss exposure due to Credit Risk, the investment policy limits purchases of investments to those rated in a rating category “A” or its equivalent or better by a NRSRO.

Under the provisions of the City’s investment policy, and in accordance with California Government Code, the following investments are authorized:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
United States Treasury Obligations	5 years	No limit	No limit
Federal Agency or Government Sponsored Enterprises (GSEs)	N/A	No limit	No limit
Local Agency Investment Fund	N/A	No limit	\$75 Million
San Mateo County Pool	N/A	No limit	\$75 Million
State and Local Agency Bonds	N/A	20%	5%
Money Market and Mutual Funds	N/A	20%	5%
Local Government Investment Pools	N/A	20%	No limit
U.S. Medium-Term Notes	5 years	30%	5%
Non-negotiable Certificates of Deposit	3 years	10%	2%
Negotiable Certificates of Deposit	N/A	30%	5%
Prime Commercial Paper	270 days	25%	5%
Bankers’ Acceptances	180 days	10%	2%
Repurchase Agreements	90 days	10%	2%
Asset-backed Securities	5 years	20%	5%
Supranational Securities	5 years	30%	5%

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***B. Investments, Continued***

The City's investments are rated by the nationally recognized statistical rating organizations as follows:

	<u>Moody's</u>	<u>S&P</u>
U.S. Agencies, Securities, and Corporate Notes:		
Federal Home Loan Banks (FHLB)	AA+	Aaa
Federal National Mortgage Association (FNMA)	AA+	Aaa
Federal Home Loan Mortgage (FHLM)	AA+	Aaa
Corporate Notes:		
Citigroup Inc. (Callable)	BBB+	A3
Apple Inc.	AA+	Aa1
U.S. Bancorp (Callable)	A+	A1
Goldman Sachs Group Inc.	A-	A3
National Rural Utilities Cooperative Finance Corp.	A	A1
Bank of NY Mellon	A	A1
Amazon.com Inc.	AA-	A2
Home Depot Inc.	A	A2
Pfizer Inc.	A	A1
BlackRock Inc.	AA-	Aa3
Morgan Stanley	AA-	A2
JP Morgan Chase	A-	A2
JP Morgan Chase	A	A3
Bank of America	AA-	A1
Hershey Co.	A	A1
Paccar Financial	A+	A1
Microsoft Corporation	A	A1
Toyota Motor	A+	A1
Intel Corporation	A+	A1
Citigroup Inc.	A+	A1
Municipal Bonds		
CA state taxable GO Bond	AA-	Aa2
San Diego, CA Community College District	AAA	Aaa
Money Market Fund		
Morgan Stanley	Not Rated	Not Rated
Certificate Of Deposits-Negotiable:		
Societe Generale New York	A	A1
Sumitomo Mitsui Banking Corporation	A-1	P-1
Nordea Bank ABP New York BRH	AA-	Aa3
Skandinaviska Enskilda Bank	A+	Aa2
DNB Bank ASA New York BR	AA-	Aa2
Skandinaviska Enskilda Bank	A+	Aa2
Asset-backed Securities:		
Hyundai Auto Receivables Trust 2018-A A3	AAA	Aaa
Toyota Auto Receivables Owner Trust 2018-B A3	AAA	Aaa
Ally Auto Receivables Trust 2018-3 A3	AAA	Aaa
Mercedes-Benz Auto Receivables Trust 2018-1 A3	AAA	Aaa
Nissan Auto Receivables Trust 2018-B A3	AAA	Aaa
Honda Auto Receivables Owner Trust 2019-1 A3	AAA	Not Rated
Hyundai Auto Receivables Trust	AAA	Not Rated
Honda Auto Receivables Owner Trust 2019-2 A3	Not Rated	Aaa
Capital One Prime Auto Receivables Trust 2019-1 A3	AAA	Aaa
Nissan Auto Receivables Trust 2019-B A3	Not Rated	Aaa
CarMax Auto Owner Trust 2019-2 A3	AAA	Not Rated
Honda Auto Receivables 2020-1 A3	Not Rated	Aaa
CarMax Auto Owner Trust 2020-1 A3	AAA	Not Rated
Honda Auto Receivables Owner Trust 2019-1 A3	AAA	Not Rated
Hyundai Auto Receivables Trust	Not Rated	Aaa
CarMax Auto Owner Trust 2020-1 A3	AAA	Not Rated
External Investment Pools:		
San Mateo County Investment Fund	Not Rated	AAAF/S1
California Local Agency Investment Fund	Not Rated	Not Rated

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***B. Investments, Continued***

Custodial Credit Risk. For an investment, custodial credit risk is the risk that, in the event of the failure of the counter party, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. All securities, with the exception of the County Pool and LAIF, are held by third-party custodians (Union Bank of California Trust Division, U.S. Bank and Bank of New York). Union Bank, U.S. Bank, and Bank of New York are registered members of the Federal Reserve Bank. The securities held by Union Bank, U.S. Bank, and Bank of New York are in street name, and an account number assigned to the City identifies ownership. None of the City's investments were subject to custodial credit risk.

In fiscal year 1997-98, the City adopted Governmental Accounting Standards Board Statement No. 31, which requires that the City's investments be carried at fair value instead of cost. Under GASB 31, the City must adjust the carrying value of its investments to reflect their fair value at each fiscal year-end, and it must include the effects of these adjustments in income for that fiscal year. The adjustment from carrying value to fair value was an unrealized gain of \$2,664,684 as of June 30, 2021.

GASB 31 applies to all the City's investments, even if they are held to maturity and redeemed at full face value. Since the City's policy is to hold all investments to maturity, the fair value adjustments required by GASB 31 result in accounting gains or losses (called "recognized" gains or losses) which do not reflect actual sales of the investments (called "realized" gains or losses). Thus, recognized gains or losses on an investment purchased at par will now reflect changes in its value at each succeeding fiscal year-end, but these recognized gains or losses will net to zero if the investment is held to maturity. By following the requirements of GASB 31, the City is reporting the amount of resources which would actually have been available if it had been required to liquidate all its investments at any fiscal year-end.

External Investment Pools

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The City reports its investment in LAIF at the fair value amount provided by LAIF. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligation, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, supranational obligations, and corporations.

These investments may include the following:

Structured Notes - are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.

Asset-Backed Securities - the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***B. Investments, Continued***

As of June 30, 2021, the City had \$120,462,261 (estimated fair value) invested in LAIF, using a LAIF fair value factor of 1.00008297. LAIF had invested 3.37% of the pool investment funds in Structured Notes and Asset-Backed Securities. LAIF determines fair value on its investment portfolio based on market quotations for those securities where market quotations are readily available and based on amortized cost or best estimate for those securities where market value is not readily available. The City valued its investments in LAIF as of June 30, 2021, by multiplying its account balance with LAIF times a fair value factor determined by LAIF. The fair value factor was determined by dividing all LAIF participants' total aggregate fair value by total aggregate amortized costs.

The City is also a voluntary participant in the San Mateo County Investment Fund that is regulated by California Government Code Section 16429 under oversight of the Treasurer of the County of San Mateo. The City reports its investment in the San Mateo County Investment Fund at the fair value amount provided by County of San Mateo. Included in the San Mateo County Investment Fund investment portfolio are US Treasury Notes, Obligations issued by agencies of the United States Government, LAIF, Corporate Notes, Commercial Paper, collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, and floating rate securities issued by federal agencies, government-sponsored enterprises, repurchase agreements, and corporations. At June 30, 2021, these investments matured at an average of 291 days.

Investment Valuation

Investments (except for money market accounts, time deposits, and commercial paper) are measured at fair value on a recurring basis. *Recurring* fair value measurements, are those that Governmental Accounting Standards Board (GASB) Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investment fair value measurements at June 30, 2021 are described on the following page.

Investments included in LAIF and San Mateo County Pool as well as restricted cash and investments included money market accounts and guaranteed investment contracts are not subject to fair value measurement.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***B. Investments, Continued***

Investment Type	Fair Value	Fair Value Measurement	
		Level 1	Level 2
<u>Investments subject to levels:</u>			
Corporate Notes	\$ 30,979,942	\$ -	\$ 30,979,942
Certificate of deposit - Negotiable	10,009,103	-	10,009,103
Municipal Bonds	5,725,335	-	5,725,335
Asset-backed Securities	6,084,478	-	6,084,478
Federal Home Loan Banks	6,052,840	-	6,052,840
Federal National Mortgage Association	32,489,175	-	32,489,175
Federal Home Loan Mortgage	15,740,970	-	15,740,970
Money Market	647,324	-	647,324
US Treasury Notes	53,106,450	53,106,450	-
Total investments subject to levels	160,835,617	\$ 53,106,450	\$ 107,729,167
<u>Investment not subject to levels:</u>			
San Mateo County Pool	76,582,386		
Local Agency Investment Fund	120,462,261		
Total investments not subject to levels	197,044,647		
Total investments	\$ 357,880,264	\$ 53,106,450	\$ 107,729,167

Treasury securities categorized as Level 1 are valued based on prices quoted in active markets for those securities. Federal Farm Credit Bank Bonds, Federal Home Loan Banks, Federal Home Loan Mortgage Corporate Notes, Federal National Mortgage Association Notes and Corporate Notes categorized as Level 2 are valued based on matrix pricing which use observable market inputs such as yield curves and market indices that are derived principally from or corroborated by observable market data by correlation to other means.

C. Restricted Cash

The City's restricted cash consisted of \$116,340,337 in cash and investments as of June 30, 2021 held by trustees or fiscal agents. A portion of this restricted cash is pledged for the payment or security of certain bonds. Other restricted cash includes investments with a trustee for the City's Section 15 pension trust account. The California government code provides that these monies, in the absence of specific statutory provisions governing the issuance of bonds, may be invested in accordance with the ordinance, resolutions, or indentures specifying the types of investments its trustees or fiscal agents may make.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (CONTINUED)***D. Investments held in Trust for Pension Benefits***

The City established an irrevocable Section 115 Pension Trust with Public Agency Retirement Services (PARS). As of June 30, 2021, the trust had a balance of \$24,434,795. PARS' policy for allocation of invested assets is established as noted below:

<u>Asset Class</u>	<u>Target Allocation</u>
Global Equity	20-40%
Fixed Income	50-80%
Cash	0-20%

At June 30, 2021, PARS held no investments in any one organization that represented 5% of more of fiduciary net position.

Rate of return: For the fiscal year ended June 30, 2021, the annual money-weighted rate of return on investments, net of investment expenses, was 14.24%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

NOTE 3 – LOANS RECEIVABLE

As of June 30, 2021, loans receivable consists of the following:

	<u>Government-Wide</u>
Wyndham Place First Time Homebuyer Loan Program	\$ 246,781
First Time Homebuyer Silent Loan Program	164,709
Loans with Non-profits and For Profit Organizations	1,133,153
Housing Rehabilitation Loans	813,623
First Community Housing Loan	2,627,000
Police Activities League Loan	214,286
Kainos Home and Training Center Loans	1,893,222
HIP Housing Development Corporation Loan-Willow	92,197
HIP Housing Development Corporation Loan-Oxford	103,600
HIP Housing Development Corporation Loan-Pine Hilton	46,415
Mental Health Association of San Mateo County Loan	600,000
Mezes Court Association	169,377
Stafford Loan	1,577,750
Mid-Pen Housing-Mosaic Garden	1,100,000
Redwood Oaks Associates	500,000
Allowance for Uncollectible Loans	(1,893,222)
Total	<u>\$ 9,388,891</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 3 – LOANS RECEIVABLE (CONTINUED)***A. Wyndham Place First Time Homebuyer Loan Program***

The City established a First Time Homebuyer Program during fiscal year 1995 on a specific development sponsored by the former Redevelopment Agency called Wyndham Place. The program currently involves the resale of Wyndham units where the City has First Right of Refusal. The City exercises its First Right of Refusal and markets the units to qualified buyers.

A portion of the City's Shared Appreciation is used to assist the new buyer in the Resale Program. While the initial program in 1995 made 0% interest loans, current buyers in the Resale Program are assisted according to the needs of the borrower. Depending on the borrower's ability to secure private financing for a first mortgage, the City loan is underwritten based on the borrower's spendable income.

These loans bear no interest and are secured by second deeds of trust on the property, and typically, no payments are due until five years after the date of purchase. As of June 30, 2021 the City has outstanding loans of \$246,781 to eleven Wyndham Place buyers.

B. First Time Homebuyer Silent Loan Program

In 2000, the former Redevelopment Agency established a First Time Homebuyer Silent Loan Program. Loans are deferred for the first five years, and then amortized at 4% interest over the remaining 25 years. An Equity Participation requirement shares appreciation based on the amount of the Agency's original loan amount. At June 30, 2021, there were outstanding loans to four homebuyers totaling \$164,709.

C. Loans with Non-profits and For Profit Organizations

The City and former Redevelopment Agency loaned \$500,000 to MP Redwood Court Associates and \$650,000 to Hallmark Apartments LLP. The MP Redwood Court Associates loan agreement was entered into in July 2003 for the repair and rehabilitation of housing units. The loan term is 55 years and bears 0% interest. The loan to Hallmark Apartments LLP has interest deferred for the first 30 years after which it bears interest at 3% until the December 2058 maturity. The outstanding balance at June 30, 2021 was \$1,133,153.

D. Housing Rehabilitation Loans

The City and former Redevelopment Agency have outstanding loans for housing rehabilitation in the amount of \$813,623.

E. First Community Housing Loan

The City entered into an agreement with First Community Housing whereby \$2,627,000 (\$200,000 from Community Development Block Grant, \$1,927,000 from the former Redevelopment Agency low and moderate housing fund, \$500,000 pass-through from County of San Mateo) was loaned to First Community Housing for construction of the Villa Montgomery housing development at El Camino and Vera Avenue. The portion of the loan attributable to the former Redevelopment Agency has been transferred to the City's Low and Moderate Income Housing Asset fund. The loan bears interest at 3% for 40 years. The loan will be repaid annually from 70% of the project's net cash flow. The outstanding balance of the loan at June 30, 2021 was \$2,627,000.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 3 – LOANS RECEIVABLE (CONTINUED)***F. Police Activities League Loan***

In March 2006, the City paid off a construction loan in the amount of \$1,500,000 that the Police Activities League (PAL), a separate, private, non-profit agency, entered into with Bay Area Bank to partially finance the construction of the new PAL community center at Taft School. The City Council and PAL agreed that one-half of the amount, or \$750,000, will be paid back to the City by PAL over a period of 15 years. The outstanding balance of the loan at June 30, 2021 was \$214,286.

G. Kainos Home and Training Center Loan

In 1989-90, the City entered into an agreement with Kainos Home and Training Center whereby \$548,000 from Community Development Block Grant was loaned to acquire and rehabilitate property at 2555 Middlefield Road. In 2013-14, Kainos Home and Training Center sold 2555 Middlefield Road, and used the proceeds from the sale to purchase 2761 Fair Oaks Avenue. The current City loan is structured as a lien transfer of the original amount plus the shared equity of \$437,722 from 2555 Middlefield Road to 2761 Fair Oaks Avenue, totaling \$985,722. The loan bears no interest and is due and payable on March 29, 2039.

In 1997-98, the City entered into an agreement with Kainos Home and Training Center whereby \$57,500 from Community Development Block Grant was loaned to acquire property at 2033 Jefferson Avenue for Kainos Home and Training Center. The loan is deferred and payable upon the sale of the property, at which time the City would receive repayment of the loan plus any accrued equity based on the prorated City share.

In 2010-11, the City entered into an agreement with Kainos Home and Training Center whereby \$400,000 from the City's HOME and CDBG grant programs were loaned to acquire property located at 1122 Valota Road in Redwood City for special needs housing. The loan is deferred for a term of 55 years at 0% interest.

In 2012-13, the City entered into an agreement with Kainos Home and Training Center whereby \$450,000 from HOME grant was loaned to acquire property located at 1033 Redwood Avenue for special needs housing. The loan is deferred for a term of 30 years at 0% interest.

The loans to Kainos Home and Training Center are intended to be forgiven upon maturity, and therefore, an allowance for uncollectible loans has been set up in the amount of \$1,893,222.

H. HIP Housing Development Corporation (HHDC) Loans

In March 2013, the City entered into an agreement with HHDC whereby \$92,197 from HOME investment Partnership Act (HOME) funds were loaned to assist in the rehabilitation of a 12 unit apartment building located at 1157-1161 Willow Road in Menlo Park. The loan is deferred for a term of 30 years at 3% interest. The outstanding balance of the loan at June 30, 2021 was \$92,197.

In August 2015, the City entered into an agreement with HHDC whereby \$103,600 from HOME investment Partnership Act (HOME) funds were loaned to assist in the rehabilitation of rental housing property located at 1505-1509 Oxford Street in Redwood City. The outstanding balance of the loan at June 30, 2021 was \$103,600.

In June 2016, the City entered into an agreement with HHDC whereby up to \$98,597 from HOME funds were loaned to assist in the rehabilitation of rental housing property located at 606 Hilton Street and 508 Pine Street in Redwood City. The outstanding balance of the loan at June 30, 2021 was \$46,415.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 3 – LOANS RECEIVABLE (CONTINUED)

I. Mental Health Association of San Mateo County (MHA) Loan

In July, 2013, the City entered into an agreement with MHA whereby \$400,000 from Community Development Block Grant (CDBG) was loaned to assist with the acquisition of a vacant commercial property located at 105 5th Avenue in Redwood City. The loan is deferred for a term of 30 years at 0% interest. The outstanding balance of the loan at June 30, 2021 was \$400,000.

In 2016-2017, the City entered into a second agreement with MHA whereby an additional \$200,000 from Community Development Block Grant (CDBG) was loaned for the property located at 105 5th Avenue in Redwood City. The loan is deferred for a term of 30 years at 0% interest. The outstanding balance of the loan at June 30, 2021 was \$200,000.

J. Mezes Court Association

The City entered into an agreement with Mezes Court Associates on November 24, 2015 whereby \$259,757 from Community Development Block Grant was loaned to acquire property at 950 Main Street for affordable rental housing as set forth in the loan agreement evidencing the loan. The loan accrues interest from December 1, 2016 at the rate of two percent (2%) annual, simple interest for 57 years. Principal and interest are payable in full on the date which 57 years from the date of recordation of the Deed of Trust or the date of sale of property. The outstanding balance of the loan at June 30, 2021 was \$169,377.

K. Stafford Loan

In June, 2017, the City entered into an agreement with HHDC whereby \$1,577,750 from the City's Affordable Housing Fund and HOME and CDBG grant programs were loaned to assist with the acquisition of real property located at 1512 Stafford Street in Redwood City. The loan is deferred for a term of 55 years at 3% interest. The outstanding balance of the loan at June 30, 2021 was \$1,577,750.

L. Mid-Pen Mosaic Garden Loan

In February, 2018, the City entered into an agreement with MP Mosaic Garden Associates, L.P., whereby \$1,100,000 from the City's Affordable Housing Fund to refinance property located at 3752-3770 Rolison Road in the City of Redwood City to be used to provide rental housing to Low Income Household, Very Low Income Households, and Extremely Low Income Households. The loan is deferred for a term of 55 years at 3% interest. The outstanding balance of the loan at June 30, 2021 was \$1,100,000.

M. Redwood Oaks Associates

In May, 2019, the City entered into an agreement with Redwood Oaks Associates LLP, whereby \$500,000 from the City's HOME and CDBG grant programs were loaned to assist with the rehabilitation of the Redwood Oaks Apartments at 330-340 Redwood Avenue. The loan term is 55 years and bears 0% interest. The outstanding balance of the loan at June 30, 2021 was \$500,000.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 4 – CAPITAL ASSETS**A. Summary**

Capital assets at June 30 are comprised of the following:

	Balance June 30, 2020	Additions	Retirements/ Adjustments	Transfers	Balance June 30, 2021
Government activities					
Capital assets not being depreciated:					
Land	\$ 31,963,078	\$ 2,630,000	\$ -	\$ -	\$ 34,593,078
Construction in progress, Property	60,447,317	14,892,826	-	(22,381,626)	52,958,517
Construction in progress, Vehicles	1,244,094	3,996,333	-	(3,054,092)	2,186,335
Total capital assets not being depreciated	93,654,489	18,889,159	-	(25,435,718)	89,737,930
Capital assets being depreciated:					
Buildings	83,550,154	4,403,016	-	-	87,953,170
Accumulated depreciation	(36,690,869)	(1,666,269)	-	-	(38,357,138)
Improvements other than buildings	14,931,512	12,864,509	-	-	27,796,021
Accumulated depreciation	(4,423,520)	(1,062,641)	-	-	(5,486,161)
Parks	41,855,949	-	-	-	41,855,949
Accumulated depreciation	(22,157,048)	(1,450,054)	-	-	(23,607,102)
Streets	132,556,401	5,568,382	-	21,841,674	159,966,457
Accumulated depreciation	(85,354,346)	(5,055,688)	-	-	(90,410,034)
Bridges	2,248,335	-	-	-	2,248,335
Accumulated depreciation	(2,226,829)	(21,509)	-	-	(2,248,338)
Traffic Signals	6,560,468	1,252,868	-	-	7,813,336
Accumulated depreciation	(2,735,749)	(260,926)	-	-	(2,996,675)
Storm Drains	20,486,318	-	-	539,952	21,026,270
Accumulated depreciation	(4,421,922)	(617,796)	-	-	(5,039,718)
Subtotal	144,178,854	13,953,892	-	22,381,626	180,514,372
Machinery & Equipment	29,390,771	283,683	(675,014)	3,054,092	32,053,532
Accumulated depreciation	(20,129,817)	(1,568,012)	600,978	-	(21,096,851)
Net capital assets being depreciated	153,439,808	12,669,563	(74,036)	25,435,718	191,471,053
Governmental activity capital assets, net	\$ 247,094,297	\$ 31,558,722	\$ (74,036)	\$ -	\$ 281,208,983
Business-Type Activities					
Capital assets not being depreciated:					
Land	\$ 3,126,270	\$ -	\$ -	\$ -	\$ 3,126,270
Construction in progress	16,148,524	17,675,568	-	(7,610,306)	26,213,786
Total capital assets not being depreciated	19,274,794	17,675,568	-	(7,610,306)	29,340,056
Capital assets being depreciated					
Harbor Improvements	4,827,957	-	-	-	4,827,957
Accumulated depreciation	(3,682,890)	(88,908)	-	-	(3,771,798)
Buildings	62,686,456	-	-	-	62,686,456
Accumulated depreciation	(19,660,176)	(1,337,964)	-	-	(20,998,140)
Machinery and equipment	2,252,435	7,490	-	-	2,259,925
Accumulated depreciation	(1,732,851)	(53,219)	-	-	(1,786,070)
Improvements other than buildings	243,200,200	4,295,589	-	7,610,306	255,106,095
Accumulated depreciation	(78,420,844)	(5,370,495)	-	-	(83,791,339)
Net capital assets being depreciated	209,470,287	(2,547,507)	-	7,610,306	214,533,086
Business-type activity capital assets, net	\$ 228,745,081	\$ 15,128,061	\$ -	\$ -	\$ 243,873,142

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 4 – CAPITAL ASSETS (CONTINUED)***B. Depreciation Allocation***

Depreciation expense was charged to functions and programs based on their usage of the related assets. The amounts allocated to each function or program is as follows:

Governmental Activities

Community Development	\$ 239,575
Human Services	128,908
Public Safety	1,348,672
Transportation	5,330,440
Leisure, cultural, and information services	665,215
Policy development and implementation	3,409,988
Environmental support and protection	580,097
Total Depreciation Expense-Governmental Activities	<u>\$ 11,702,895</u>

Business-Type Activities

Water Utility Fund	\$ 3,326,563
Sewer Utility fund	1,151,116
Parking Fund	755,235
Port of Redwood City	1,617,672
Total Depreciation Expense-Business-Type Activities	<u>\$ 6,850,586</u>

NOTE 5 – INVESTMENT IN SILICON VALLEY CLEAN WATER AUTHORITY

Redwood City has an investment of \$34,260,022 in Silicon Valley Clean Water Authority (SVCW), a California Joint Powers Authority (JPA) with the cities of San Carlos, Belmont, and the West Bay Sanitation District. In addition, it has an additional investment of \$10,251,251, in SVCW stage II construction. The City's investment in SVCW was adjusted to reflect a net decrease in the investment of \$1,278,828. Every fiscal year the City adjusts the investment based on the City's proportion of financial activity at SVCW.

SVCW operates and maintains a sewer plant, which was jointly constructed with federal and state grants and contributions from participating entities. SVCW is run by its board of directors, which is comprised of four members. The city councils of each member city and the board of the West Bay Sanitation District each select one of their own members to serve on this board. No member agency has control of SVCW's budget, finances, or operations. The board acts autonomously of the respective member agencies.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 5 – INVESTMENT IN SILICON VALLEY CLEAN WATER AUTHORITY (CONTINUED)

During the fiscal year ended June 30, 2021, the City contributed \$13,023,504 toward the cost of operating and maintaining the facility and paid debt principal and interest of \$9,427,893 that included the state revolving fund loan and the financing agreements to finance the construction and rehabilitation of the SVCW's wastewater system. The City also contributed \$1,369,860 toward capital improvements and capital reserves.

At June 30, 2021, the total obligation for the 2018 and 2021 revenue bonds and 2019 Notes is \$487,025,000. The City's direct obligation is \$261,615,000. For the fiscal year 2021-22, the City is obligated to pay debt principal and interest payments totaling \$9,414,893. The financing agreements for these bonds are secured by a pledge of the City's Sewer Enterprise Fund Net Revenue as defined under the financing agreements. For the fiscal year 2020-21, gross Sewer Fund revenues, including operating revenues and non-operating interest earnings, amounted to \$40,549,236. The operating and maintenance costs, including operating expenses, transfers out for overhead and administrative cost but excluding interest, and depreciation or amortization amounted to \$22,995,736. Net revenues available for debt services amounted to \$17,553,500, which represented coverage of 1.86 times over the total of debt services of \$9,427,893.

In October 2015, SVCW issued the 2015 wastewater revenue bonds in the amount of \$70.2 million. Pursuant to the financing agreement, the City's allocable share of the 2015 bonds is approximately 51.3%. Of the total bond proceeds, \$8.5 million will be used to refund, on an advance basis, certain maturities of the 2008 Bonds and approximately \$49.8 million will be used to refund, on an advance crossover basis, certain maturities of the 2009 Bonds.

In February 2018, SVCW issued \$140,955,000 in Revenue Bonds. The Bonds were issued to finance the acquisition and construction of capital improvements to SVCW's wastewater system and pay costs of issuing the Bonds. Pursuant to the financing agreement, the City's allocable share of the 2018 bonds is approximately 58.32 %.

Proceeds associated with the Refunded 2009 Bonds have been deposited into the "2009 Escrow Fund" until the crossover date of August 1, 2019, when all of the outstanding Refunded 2009 Bonds will be redeemed, without premium. Prior to the crossover date, the Refunded 2009 Bonds will continue to be secured by and payable from the revenues that were originally pledged for the payment of the 2009 Bonds.

In March 2021, SVCW issued 2021 Wastewater Revenue Refunding Bonds in the amount of \$143,835,000 comprised of \$137,010,000 Series A Taxable Bonds and \$6,825,000 Series B Tax-Exempt Bonds. The proceeds from the 2021 Series A Bonds were used to refund the outstanding portion of the 2014 and 2015 Wastewater Revenue Bonds, and to pay the costs of issuance of the Series A Bonds. Pursuant to the financing agreement, the City's allocable share of the 2021 bonds is approximately 52.4%.

Audited financial statements are available from Silicon Valley Clean Water Authority, 1400 Radio Road, Redwood City, CA 94065.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 5 – INVESTMENT IN SILICON VALLEY CLEAN WATER AUTHORITY (CONTINUED)

The condensed unaudited financial information of the JPA as of June 30, 2021 is as follows:

Total Assets	\$	736,133,356
Deferred Outflows of Resources		28,637,273
Total Liabilities		(636,863,272)
Deferred Inflows of Resources		(1,624,556)
Total Net Position	<u>\$</u>	<u>126,282,801</u>
Total Operating Revenues	\$	54,106,188
Total Operating Expenses		(39,092,171)
Total Operating Income (loss)		15,014,017
Other Income (loss)		(11,843,201)
Net Income (loss)	<u>\$</u>	<u>3,170,816</u>
Cumulative Agency Balances:		
Belmont	\$	44,904,754
Redwood City		43,232,444
San Carlos		8,625,973
West Bay Sanitation District		29,519,630
Total Net Position	<u>\$</u>	<u>126,282,801</u>

NOTE 6 – GOVERNMENTAL ACTIVITIES LONG-TERM DEBT***A. Description*****Lease Revenue Bonds, Series 2021:**

In June 2021, \$56,885,000 Lease Revenue Bonds, Series 2021 (Veterans Memorial Building/Senior Center) are issued by the Redwood City Public Facilities and Infrastructure Authority (Authority), with a bond premium of \$7,231,809. The Bonds are issued to (a) finance a portion of the cost of construction of a new activity and community center known as the Veterans Memorial Building/Senior Center, (b) fund capitalized interest with respect to the bonds through January 1, 2024, and (c) pay the cost of the issuance of the bonds.

Principal and interest is payable in 28 annual installments of \$1,205,000 to \$3,000,000 from June 1, 2024 through June 1, 2051, with total principal and interest remaining of \$90,208,822.

The bonds are secured by a pledge of and lien on the Revenues, consisting primarily of lease payments. The City will lease the Project and the site thereof (collectively, the "Leased Property") from the Authority pursuant to a lease agreement, dated as of June 1, 2021 (the "Lease Agreement"), by and between the Authority and the City. Under the Lease Agreement, the City is required to make Lease Payments from legally available funds in amounts calculated to be sufficient to pay principal of and interest on the Bonds.

The Bonds are special limited obligations of the Authority, payable solely from and secured solely by certain proceeds of the Bonds held in certain funds and accounts pursuant to the Indenture and the Revenues and other payments made or caused to be made by the City pursuant to the Lease Agreement. The City has covenanted in the Lease Agreement to take such actions as may be necessary to include all Lease Payments due thereunder in its annual general fund budgets and to make the necessary annual appropriations therefor.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 6 – GOVERNMENTAL ACTIVITIES LONG-TERM DEBT***B. Changes in Long-Term Obligations***

As of June 30, 2021, the City had the following governmental long-term obligations outstanding:

	Beginning Balance	Additions	Retirements	Ending Balance	Due Within One Year
Governmental Activities:					
Accrued Sick Leave and Vacation	\$ 13,614,359	\$ 15,182,222	\$ 13,614,359	\$ 15,182,222	\$ 670,522
Revenue Bonds					
2021 Veterans Memorial Lease Revenue Bonds	-	56,885,000	-	56,885,000	-
Unamortized premium	-	7,231,809	-	7,231,809	-
	<u>-</u>	<u>64,116,809</u>	<u>-</u>	<u>64,116,809</u>	<u>-</u>
Total Governmental Activities					
Long-Term Obligations	<u>\$ 13,614,359</u>	<u>\$ 79,299,031</u>	<u>\$ 13,614,359</u>	<u>\$ 79,299,031</u>	<u>\$ 670,522</u>

At year-end, \$1,537,893 of internal service fund compensated absences is included in the above amounts. For the governmental activities, compensated absences are generally liquidated by the general fund.

C. Annual Repayment Requirements for Governmental Activities Long Term Debt

For the Year Ending June 30,	Principal	Interest	Total
2022	\$ -	\$ 265,139	\$ 265,139
2023	-	1,887,250	1,887,250
2024	1,205,000	1,887,250	3,092,250
2025	1,250,000	1,839,050	3,089,050
2026	1,300,000	1,789,050	3,089,050
2027-2031	7,330,000	8,121,850	15,451,850
2032-2037	10,895,000	7,641,150	18,536,150
2038-2042	10,845,000	4,604,100	15,449,100
2043-2047	12,575,000	2,876,700	15,451,700
2048-2051	<u>11,485,000</u>	<u>874,050</u>	<u>12,359,050</u>
Total	<u>\$ 56,885,000</u>	<u>\$ 31,785,589</u>	<u>\$ 88,670,589</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 7 – BUSINESS-TYPE ACTIVITIES LONG-TERM DEBT

A. Description

Revenue Bonds:

Port of Redwood City 2012 Revenue Bonds – In June 2012, bonds were issued in the amount of \$10,000,000 to finance construction of the Port's Wharf 1 & 2 Redevelopment Project. The bonds are due in annual installments of \$742,294 through 2032, with total principal and interest remaining of \$8,907,526. The bonds are payable out of net revenues of the Port, which are expected to equal at least 120% of the annual debt service requirement.

Port of Redwood City 2015 Revenue Bonds – In June 2015, bonds were issued in the amount of \$6,940,000 to (a) refund the 1999 Bonds, (b) purchase the 2016 Reserve Fund Policy in lieu of cash funding a reserve fund for the 2016 Bonds, and (c) pay a portion of the costs of issuance of the 2016 Bonds. The bonds are due in annual installments of \$561,600 to \$611,000 through 2030, with total principal and interest remaining of \$6,033,719. The bonds are payable out of net revenues of the Port, which are expected to equal at least 120% of the annual debt service requirement.

Water Revenue Bonds Series 2013 – In June 2013, Redwood City Public Financing Authority issued \$26,870,000 of bonds to refund the remaining Water Revenue Bonds Series 2005A. The refunding resulted in a decrease of total debt service payments of \$2,386,569 and an economic gain of \$1,231,113. Principal and interest is payable in 21 annual installments of \$2,058,000 to \$2,063,000 from August 2013 through February 2034, with total principal and interest remaining of \$28,851,300. The bonds are payable out of net revenues of the water utility fund which are expected to equal at least 120% of the annual debt service requirement.

Water Revenue Bonds Series 2015 – In May 2015, Redwood City Public Financing Authority issued \$20,235,000 of bonds to refund the remaining Water Revenue Bonds Series 2006A. The refunding resulted in a decrease of total debt service payments of \$3,243,691 and an economic gain of \$2,117,710. Principal and interest is payable in 20 annual installments of \$1,416,844 to \$1,421,544 from August 2016 through February 2035 with total principal and interest remaining of \$21,301,802. The bonds are payable out of net revenues of the water utility fund which are expected to equal at least 120% of the annual debt service requirement.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 7 – BUSINESS-TYPE ACTIVITIES LONG-TERM DEBT (CONTINUED)***D. Description, Continued***

Water Revenue Bonds Series 2017 – In February, 2017, Redwood City Public Financing Authority issued \$6,300,000 of bonds to refund the outstanding Water Revenue Bonds Series 2007A. The refunding resulted in a decrease of total debt service payments of \$8,191,968 and an economic gain of \$1,169,839. Principal and interest is payable in 18 annual installments of \$489,069 to \$497,669 from February 2018 through February 2035 with total principal and interest remaining of \$7,403,319. The bonds are payable out of net revenues of the water utility fund which are expected to equal at least 120% of the annual debt service requirement.

The Revenue Bonds are payable solely from the Net Revenue of the Water Utility Fund. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City. There were no such events occurred during the fiscal year ending June 30, 2021.

Pledges of Future Revenues – The pledge of future water utility fund revenues ends upon repayment of the \$67.1 million in remaining debt service on the bonds which is scheduled to occur in fiscal year 2035-36. For fiscal year 2019-20, Water Utility Fund operating revenues amounted to \$47,221,422 and operating expenses excluding depreciation and amortizations amounted to \$14,397,749. Net revenues available for debt service amounted to \$14,397,749 which represented a coverage ratio of 3.62 over the \$3,973,211 in debt service.

The pledge of future Port of Redwood City fund revenues ends upon repayment of the \$19 million in remaining debt service on the bonds which is scheduled to occur in fiscal year 2031-32. Port of Redwood City fund operating revenues amounted to \$8,761,928 and operating expenses excluding depreciation, amortizations, and subvention to the City amounted to \$5,890,142. Net revenues available for debt service amounted to \$4,602,672 which represented a coverage ratio of 3.42 over the \$1,344,331 in debt service.

E. Changes in Long-Term Obligations

As of June 30, 2021, the City had the following business-type long-term obligations outstanding:

Business-type Activities:	Interest Rate %	Beginning Balance	Additions	Retirements	Ending Balance	Due Within One Year
Revenue Bonds						
Port of Redwood City-2012 Series	4.20-4.20	\$ 6,987,439	\$ -	\$ 457,562	\$ 6,529,877	\$ 477,155
Port of Redwood City-2015 Series	2.00-4.00	4,975,000	-	435,000	4,540,000	445,000
Water Revenue Refunding Bonds Series 2013	3.00-5.00	20,430,000	-	1,060,000	19,370,000	1,105,000
Water Revenue Refunding Bonds Series 2015	3.00-4.00	16,450,000	-	840,000	15,610,000	875,000
Water Revenue Refunding Bonds Series 2017	2.00-5.00	5,535,000	-	265,000	5,270,000	275,000
Unamortized Premium-Water		3,300,345	-	231,055	3,069,290	-
Unamortized Discount-Port		(14,873)	-	(1,500)	(13,373)	-
Total Bonds and Loans		\$57,662,911	\$ -	\$ 3,287,117	\$54,375,794	\$ 3,177,155
Accrued Sick Leave and Vacation:		\$ 1,188,902	\$ 1,188,901	\$ 989,452	\$ 1,557,959	\$ 782,652

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 7 – BUSINESS-TYPE ACTIVITIES LONG-TERM DEBT (CONTINUED)***F. Annual Repayment Requirements for Business-type Activities Long Term Debt***

For The Fiscal Year Ending June 30	Principal	Interest	Total
2022	\$ 3,177,155	\$ 2,144,888	\$ 5,322,043
2023	3,302,586	2,020,908	5,323,494
2024	3,443,891	1,877,652	5,321,543
2025	3,596,109	1,727,542	5,323,651
2026	3,759,278	1,569,351	5,328,629
2027-2031	20,675,178	5,301,950	25,977,128
2032-2036	13,365,680	1,213,805	14,579,485
	\$ 51,319,877	\$ 15,856,096	\$ 67,175,973

NOTE 8 – DEBT WITHOUT CITY COMMITMENT***A. Successor Agency Private Purpose Trust Fund Debt*****Tax Increment Bonds:**

2003 Tax Allocation Bonds – In October 2003, the former Redevelopment Agency issued \$33,997,448 in bonds to finance various downtown improvements. These bonds consist of current coupon bonds and capital appreciation bonds. The current coupon bonds pay interest-only through January 15, 2010. Principal on the current coupon bonds is paid in annual installments of \$1,225,000 to \$3,045,000 from July 15, 2010 to July 15, 2014. Payments reflecting interest and principal on the capital appreciation bonds are due in annual installments of \$3,505,000 to \$3,510,000 from July 15, 2016 through July 15, 2032. Total principal and interest remaining on the bonds is \$42,070,000. Payments are made from property tax increment generated by the former redevelopment agency fund.

B. Community Facilities District (Mello-Roos) Bonds

On October 17, 2000, the Community Facilities District (CFD) issued \$21,000,000 of bonds on behalf of the developer of the Pacific Shores Project to fund various transportation system improvements within the City's right-of-way that were required as a condition of the development.

In July 2012, the CFD issued \$5,555,000 Community Facilities District No. 2000-1 Pacific Shores Special Tax Refunding Bonds, Series 2012 to refund \$8,655,000 of the Series 2000A bonds. The refunding reduced annual debt service payments by approximately 25% or \$52,000, and resulted in an economic gain of \$398,000, which equates to 7.61% of the refunding bonds. In September 2016, the final payment was made and this obligation was paid in full.

On January 17, 2001, the Shores Transportation Improvement District issued \$5,045,000 of Phase I CFD bonds, and on September 3, 2003 the District issued \$7,505,000 of Phase II CFD bonds. The proceeds of these bonds were used to fund various transportation projects that are required under development agreements with commercial property owners in the Redwood Shores area of the City.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 8 – DEBT WITHOUT CITY COMMITMENT (CONTINUED)

B. Community Facilities District (Mello-Roos) Bonds, Continued

In December 2012, the Shores Transportation District issued \$10,275,000 Redwood Shores Community Facilities District No. 99-1 Special Tax Refunding Bonds, Series 2012B to refund \$3,640,000 of the outstanding Series 2001A Bonds and \$6,675,000 of the outstanding Series 2003A Bonds. The refunding reduced annual debt service payments by approximately 16% or \$140,000, and resulted in an economic gain of \$1.7 million, which equates to 16.62% of the refunding bonds.

These bonds are solely obligations of the property owners in this district and are not obligations of the City, nor has any political subdivision of the State of California pledged its full faith and credit for the payment of these bonds. The City's only responsibilities with respect to any delinquent assessment installments are solely advancing funds from the reserve fund (established with bond proceeds) to the redemption fund, to the extent that such funds are available, and instituting foreclosure proceedings.

The City is not required to advance available funds of the City for payment of principal or interest or to purchase land at a delinquent foreclosure assessment sale. As of June 30, 2021, the outstanding principal amount was \$7,400,000.

On April 5, 2011, the Community Facilities District (CFD) issued \$5,760,000 of bonds on behalf of the developer of the One Marina Project to fund various transportation system improvements within the City's right-of-way that were required as a condition of the development.

These bonds are solely obligations of the property owners in this district and are not obligations of the City, nor has any political subdivision of the State of California pledged its full faith and credit for the payment of these bonds. The City's only responsibilities with respect to any delinquent assessment installments are solely advancing funds from the reserve fund (established with bond proceeds) to the redemption fund, to the extent that such funds are available, and instituting foreclosure proceedings.

In June 2016, Community Facilities District No. 2010-1 issued \$4,350,000 Community Facilities District No. 2010-1 (One Marina) 2016 Special Tax Refunding Bonds to refund the outstanding 2011 Bonds.

The City is not required to advance available funds of the City for payment of principal or interest or to purchase land at a delinquent foreclosure assessment sale. As of June 30, 2021, the outstanding principal amount was \$3,825,000.

NOTE 9 – EMPLOYEE BENEFITS

A. Pension Plan

General Information about the Pension Plan:

Plan Description – All qualified permanent and probationary employees are eligible to participate in the City's separate Safety (police and fire) and Miscellaneous (all other) Plans, agent multiple-employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS**A. Pension Plan, Continued**

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and/or their beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law (PERL).

The plans’ provisions and benefits in effect at June 30, 2021 are summarized as follows:

	<u>Public Safety Tier 1</u>	<u>Public Safety Tier 2</u>	<u>Public Safety Tier 3</u>
Benefit Vesting Schedule	5 years of service	5 years of service	5 years of service
Benefit payments	Monthly for life	Monthly for life	Monthly for life
Retirement age	50	55	57
Benefit factor for each year of service as a % of annual salary	3%	2.4%-3%	2%-2.7%
Required employee contribution rates	9%	9%	12.75%
Required employer contribution rates -normal cost	23.512%	23.512%	23.512%

	<u>Miscellaneous Tier 1</u>	<u>Miscellaneous Tier 2</u>	<u>Miscellaneous Tier 3</u>
Benefit Vesting Schedule	5 years of service	5 years of service	5 years of service
Benefit payments	Monthly for life	Monthly for life	Monthly for life
Retirement age	55	60	62
Benefit factor for each year of service as a % of annual salary	2%-2.7%	1.092%-2.418%	1%-2.5%
Required employee contribution rates	8%	7%	6.25%
Required employer contribution rates -normal cost	10.362%	10.362%	10.362%

Beginning in fiscal year 2016, CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded liability. The dollar amounts are billed on a monthly basis. The City’s required contribution for the unfunded liability was \$9,944,509 and \$9,224,773 for the safety and miscellaneous plans respectively in fiscal year 2021.

The City’s Tier 2 plans for public safety and miscellaneous cover new employees hired on or after October 13, 2011.

The City’s Tier 3 plans for public safety and miscellaneous cover new employees hired on or after January 1, 2013 pursuant to the Public Employees’ Pension Reform Act of 2013.

Police and fire safety employees hired before October 13, 2011 (Tier 1) are covered under the “3% at 50” formula. Under this retirement plan, an employee's retirement earnings at age 50 are calculated by multiplying 3% by the employee's years of service. This percentage factor increases with the employee's age upon retirement.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***A. Pension Plan, Continued***

Police and fire safety employees hired on or after October 13, 2011 (Tier 2) are covered under the “3% at 55” formula. Under this retirement plan, an employee’s retirement earnings at age 55 are calculated by multiplying 3% by the employee’s years of service. An employee with five years of service is eligible to retire at age 50 at a reduced pension amount. The pension amount increases with age and length of service, with the maximum percentage factor equal to 3%.

Police and fire safety employees hired on or after January 1, 2013 (Tier 3) are covered under the “2.7% at 57” formula. Under this retirement plan, an employee’s retirement earnings at age 57 are calculated by multiplying 2.7% by the employee’s years of service. An employee with five years of service is eligible to retire at age 50 at a reduced pension amount. The pension amount increases with age and length of service, with a maximum percentage factor equal to 2.7% at age 57.

Miscellaneous employees hired before October 13, 2011 (Tier 1) are covered under the “2.7% at 55” formula. Under this retirement plan, an employee’s retirement earnings, at age 55, are calculated by multiplying 2.7% by the employee’s years of service. An employee with five years of service is eligible to retire at age 50 at a reduced pension amount. The pension amount increases with age and length of service.

Miscellaneous employees hired on or after October 13, 2011 (Tier 2) are covered under the “2% at 60” formula. Under this retirement plan, an employee’s retirement earnings at age 60 are calculated by multiplying 2% by the employee’s years of service. An employee with five years of service is eligible to retire at age 50 at a reduced pension amount. The pension amount increases with age and length of service.

Miscellaneous employees hired on or after January 1, 2013 (Tier 3) are covered under the “2% at 62” formula. Under this retirement plan, an employee’s retirement earnings at age 62 are calculated by multiplying 2% by the employee’s years of service. An employee with five years of service is eligible to retire at age 52 at a reduced pension amount. The pension amount increases with age and length of service, with a maximum percentage factor equal to 2.5% at age 67.

Employees Covered – At June 30, 2021, the following employees were covered by the benefit terms for each Plan as of the most recent actuarial valuation date of June 30, 2019 and measurement date of June 30, 2020:

	Miscellaneous	Safety
Inactive employees or beneficiaries currently receiving benefits	568	344
Inactive employees entitled to but not yet receiving benefits	511	59
Active employees	378	165
Total	<u>1,457</u>	<u>568</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***A. Pension Plan, Continued***

Contributions – Section 20814(C) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Net Pension Liability:

The City’s net pension liability for each Plan is measured as the total pension liability, less the pension plan’s fiduciary net position. The net pension liability of each Plan is measured as of June 30, 2020, using an annual actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions – The total pension liabilities in the June 30, 2020 actuarial valuation were determined using the following assumptions:

	<u>Miscellaneous</u>	<u>Safety</u>
Valuation Date	June 30, 2019	June 30, 2019
Measurement Date	June 30, 2020	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method	
Actuarial Assumptions:		
Discount Rate	7.500%	7.500%
Inflation	2.625%	2.625%
Payroll Growth	2.875%	2.875%
Salary Increases	Varies by Entry Age and Service	
Investment Rate of Return	7.25% (1)	7.25% (1)
Mortality	Derived using CalPERS' Membership Data for all Funds (2).	
Post Retirement Benefit Increase	The lesser of contract COLA or 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter.	

(1) Net of pension plan investment and administrative expenses, including inflation.

(2) The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre-retirement and post-retirement mortality rates include 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2019 valuation were based on the results of a December 2017 actuarial experience study for the period 1997 to 2015. Further details of the Experience Study can be found on the CalPERS website.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***A. Pension Plan, Continued***

Discount Rate – The discount rate used to measure the total pension liability for each Plan was 7.15%. The projection of cash flows used to determine the discount rate for each Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, each Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members for all plans in the PERF. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability for each Plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound geometric returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrives at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the long-term expected real rates of return by asset class.

Asset Class (a)	New Strategic Allocation	Real Return Years 1 - 10(b)	Real Return Years 11+(c)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	100%		

(a) In the CalPERS Comprehensive Annual Financial Report, Fixed income is included in Global Equity and Fixed Income; Liquidity is included in Short-term investments; Inflation assets are included in both Global equity securities and global debt securities.

(b) An expected inflation of 2.0% used for this period.

(c) An expected inflation of 2.92% used for this period.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***A. Pension Plan, Continued*****Changes in the Net Pension Liability:**

The changes in the Net Pension Liability for each Plan follow:

Miscellaneous Plan:

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/(Asset)
Balance at June 30, 2019 (Measurement Date)	\$ 353,277,021	\$ 243,637,914	\$ 109,639,107
Changes in the year:			
Service cost	6,178,031	-	6,178,031
Interest on the total pension liability	24,840,488	-	24,840,488
Differences between actual and expected experience	(523,039)	-	(523,039)
Changes in assumptions	-	-	-
Changes in benefit terms	-	-	-
Net Plan to Plan Resource Movement	-	-	-
Contribution - employer	-	13,379,383	(13,379,383)
Contribution - employees	-	2,881,886	(2,881,886)
Net investment income	-	12,205,299	(12,205,299)
Administrative expenses	-	(343,470)	343,470
Benefit payments , including refunds of employee contributions	(16,847,184)	(16,847,184)	-
Other Miscellaneous Income/(expense)	-	-	-
Net changes	13,648,296	11,275,914	2,372,382
Balance at June 30, 2020 (Measurement Date)	\$ 366,925,317	\$ 254,913,828	\$ 112,011,489

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)**A. Pension Plan, Continued****Safety Plan:**

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/(Asset)
Balance at June 30, 2019 (Measurement Date)	\$ 412,710,772	\$ 264,967,021	\$ 147,743,751
Changes in the year:			
Service cost	8,659,505	-	8,659,505
Interest on the total pension liability	29,301,302	-	29,301,302
Differences between actual and expected experience	3,510,050	-	3,510,050
Changes in assumptions	-	-	-
Changes in benefit terms	-	-	-
Net Plan to Plan Resource Movement	-	-	-
Contribution - employer	-	16,718,593	(16,718,593)
Contribution - employees	-	3,294,361	(3,294,361)
Net investment income	-	13,292,662	(13,292,662)
Administrative expenses	-	(373,538)	373,538
Benefit payments , including refunds of employee contributions	(21,484,308)	(21,484,308)	-
Other Miscellaneous Income/(expense)	-	-	-
Net changes	19,986,549	11,447,770	8,538,779
Balance at June 30, 2020 (Measurement Date)	\$ 432,697,321	\$ 276,414,791	\$ 156,282,530

Sensitivity of Net Pension Liability to Changes in the Discount Rate – The following presents the net pension liability of the City for each Plan, calculated using the discount rate for each Plan, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1- percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous	Safety	Total
1% Decrease	6.15%	6.15%	6.15%
Net Pension Liability	\$ 159,955,983	\$ 214,696,585	\$ 374,652,568
Current Discount Rate	7.15%	7.15%	7.15%
Net Pension Liability	\$ 112,011,489	\$ 156,282,530	\$ 268,294,019
1% Increase	8.15%	8.15%	8.15%
Net Pension Liability	\$ 72,298,395	\$ 108,409,086	\$ 180,707,481

Pension Plan Fiduciary Net Position – Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)**A. Pension Plan, Continued****Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:**

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$13,087,567 for the Miscellaneous Plan and \$24,893,743 for the Safety Plan, with a total of \$37,981,310. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous Plan		Safety Plan		Total	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 13,310,635	\$ -	\$ 16,251,126	\$ -	\$ 29,561,761	\$ -
Changes of Assumptions	-	-	-	(286,951)	-	(286,951)
Differences between Expected and Actual	627,616	(329,321)	3,685,922	-	4,313,538	(329,321)
Net differences between projected and actual earnings on plan investments	1,867,428	-	2,025,308	-	3,892,736	-
Total	<u>\$ 15,805,679</u>	<u>\$ (329,321)</u>	<u>\$ 21,962,356</u>	<u>\$ (286,951)</u>	<u>\$ 37,768,035</u>	<u>\$ (616,272)</u>

\$29,561,761 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expenses as follows:

Fiscal Year Ending June 30:	Annual Amortization	
	Miscellaneous Plan	Safety Plan
2022	\$ (609,604)	\$ 664,702
2023	492,981	1,865,899
2024	1,254,698	1,780,810
2025	1,027,648	1,112,868
Total	<u>\$ 2,165,723</u>	<u>\$ 5,424,279</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits******Plan Description*****Redwood City:**

The City administers an agent multiple-employer defined benefit post-employment healthcare plan. Employees hired before the effective dates reflected below and retire under the City's retirement plan are, pursuant to their respective collective bargaining agreements, eligible to have their medical insurance premiums reimbursed by the City up to the CalPERS Bay Area Kaiser family premium rate (Health Benefit Tier1). Beginning in fiscal year 18-19, the City negotiated a new Retiree Health Benefit, Tier II with various bargaining units. Employees hired on or after the effective date reflected below and retire under the City's retirement plan will fall under the Retiree Health Benefit Tier II: The City's contribution shall not exceed ninety percent (90%) of the CalPERS Bay Area Kaiser Premium for employee only coverage.

Bargaining Unit	Effective Date of Retiree Health Tier 2
EXE	9/1/2019
POA	10/29/2019
PSA	9/2/2019
RCMEA	10/14/2020
COA	10/14/2019
IAFF	1/1/2019
SEIU	2/3/2020

The City is not required by law or contractual agreement to provide funding for retiree health costs other than the pay-as-you-go amount necessary to provide current benefits to retirees. The City's retiree health plan is being managed through the California Employer's Retiree Benefits Trust (CERBT), an irrevocable trust fund that allows public employers to prefund the future cost of their retiree health insurance benefits and other post-employment benefits for their covered employees or retirees.

The CERBT issues a publicly available financial report that included financial statements and required supplementary information for the City, not individualizing, but in aggregate with the other CERBT participants. That report may be obtained by contacting CalPERS.

Employees Covered

As of the June 30, 2020 measurement date, the following current and former employees were covered by the benefit terms under the OPEB Plan:

Active employees	553
Inactive employees or beneficiaries currently receiving benefits	417
Inactive employees entitled to, but not yet receiving benefits	115
	<u>1085</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued******Contributions***

The OPEB Plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreements between the Authority and the bargaining units. The annual contribution is based on the actuarially determined contribution. For the fiscal year ended June 30, 2021, the City's cash contributions were \$3,401,911 in payments to the trust plus \$3,611,902 cash benefit payments and the estimated implied subsidy was \$709,000 resulting in total payments of \$7,722,813.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2020, based on the following actuarial methods and assumptions:

Actuarial Assumption

Discount Rate	6.75%
Inflation	2.75% per annum
Salary Increases	Aggregate-3%
Investment Rate of Return	6.75%
Mortality Rate	(1) Derived using CalPERS' Membership Data for all funds
Pre-Retirement Turnover	(2) Derived using CalPERS' Membership Data for all funds
Healthcare Trend Rate	Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4% in 2076 and later years Medicare - 6.5% for 2020, decreasing to an ultimate rate of 4% in 2021 and later years

Notes:

(1) Pre-retirement mortality information was derived from data collected during 1997 to 2015 CalPERS Experience Study dated January 2014 and post-retirement mortality information was derived from the 2007 to 2011 CalPERS Experience Study. The Experience Study Reports may be accessed on the CalPERS website www.calpers.ca.gov under Forms and Publications.

(2) The pre-retirement turnover information was developed based on CalPERS' specific data. For more details, please refer to the 2007 to 2011 Experience Study Report. The Experience Study Report may be accessed on the CalPERS website www.calpers.ca.gov under Forms and Publications.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued***

The long-term expected rate of return on OPEB plan investments was determined using a building- block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Investment Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	59%	4.82%
Fixed Income	25%	1.47%
Treasury Inflation-Protected Securities (TIPS)	5%	1.29%
Commodities	3%	0.84%
Real Estate Investment Trusts	8%	3.76%
TOTAL	100%	

Discount Rate

The discount rate used to measure the total OPEB liability was 6.75 percent. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued******Changes in the OPEB Liability***

The changes in the net OPEB liability for the OPEB Plan are as follows:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
Balance at June 30, 2020			
(Measurement date 06/30/2019)	\$ 88,852,734	\$ 39,387,995	\$ 49,464,739
Changes in the year:			
Service cost	2,654,796	-	2,654,796
Interest	6,039,766	-	6,039,766
Benefit changes	-	-	-
Actual vs. expected experience	-	-	-
Assumption changes	-	-	-
Contribution - employer	-	8,091,673	(8,091,673)
Contribution - employee			
Net investment income	-	1,245,474	(1,245,474)
Benefit payments	(4,059,058)	(4,059,058)	-
Administrative expenses	-	(31,256)	31,256
Net changes	<u>4,635,504</u>	<u>5,246,833</u>	<u>(611,329)</u>
Balance at June 30, 2021			
(Measurement date 06/30/2020)	<u>\$ 93,488,238</u>	<u>\$ 44,634,828</u>	<u>\$ 48,853,410</u>

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the City if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2020:

	Current		
	1% Decrease (5.75%)	Discount Rate (6.75%)	1% Increase (7.75%)
Net OPEB Liability	\$ 61,181,391	\$ 48,853,410	\$ 38,716,887

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued******Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates***

The following presents the net OPEB liability of the City if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2020:

	1% Decrease	Current Trend Rate	1% Increase
Net OPEB Liability	\$ 36,948,191	\$ 48,853,410	\$ 65,564,953

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on OPEB plan investments	5 Years
All other amounts	Expected average remaining service lifetime (EARSLS)

OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB

For the fiscal year ended June 30, 2021, the City recognized OPEB expense of \$5,256,562. For the fiscal year ended June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 7,722,813	\$ -
Changes of Assumptions	925,677	-
Differences between expected and actual experience	-	(4,190,591)
Net differences between projected and actual earnings on plan investments	937,692	-
Total	<u>\$ 9,586,182</u>	<u>\$ (4,190,591)</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued***

The contributions made after the measurement date of the OPEB liability but before the end of the City's reporting period will be recognized as a reduction of the OPEB liability in the subsequent fiscal year rather than in the current fiscal year. Therefore, the \$4,021,200 related to contributions subsequent to the June 30, 2020 measurement date was reported as deferred outflows of resources and will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2022.

Other amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ending June 30:	Deferred Outflows/Inflows of Resources
2022	\$ (718,948)
2023	(576,026)
2024	(516,983)
2025	(515,265)
Total	<u>\$ (2,327,222)</u>

Port of Redwood City:***Plan Description***

The other post-employment benefits (other than pension) offered by the Port are limited to reimbursement of medical premiums only. Eligibility extends to those employees hired before January 1, 2011 who, prior to retirement, have (a) worked ten or more consecutive years at the Port on a full time basis, and (b) are enrolled in the Port's medical plan, and (c) age 55 or older, and (d) have not been voluntarily or involuntarily terminated from employment at the Port. Spouses and/or dependents are ineligible.

The reimbursement of medical premiums is limited to the lesser of (a) the medical insurance premium paid by the eligible retiree, or (b) the Port's cost to provide medical coverage for an active employee of the same age as the retiree, or (c) the insurance premium for a Medicare supplement plan at the retiree's earliest Medicare eligibility age, whether or not the retiree enrolls in Medicare.

Employees Covered

As of the June 30, 2019 actuarial valuation, the following current and former employees were covered by the benefit terms under the OPEB Plan:

Active employees	5
Inactive employees or beneficiaries currently receiving benefits	3
Inactive employees entitled to, but not yet receiving benefits	<u>-</u>
	<u>8</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)

B. Post Employment Benefits, Continued

Contributions

The OPEB Plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreements between the Authority and the bargaining units. The annual contribution is based on the actuarially determined contribution. For the fiscal year ended June 30, 2021, the Port did not make any cash contributions to the trust.

Net OPEB Liability

The Port’s net OPEB liability was measured as of June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2019, based on the following actuarial methods and assumptions:

Actuarial Assumption

Discount Rate	Based on the Fidelity General Obligation AA Index
Inflation	2.75% as of June 30, 2020
Salary Increases	3.0% including inflation
Investment Rate of Return	2.45%
Healthcare Trend Rate	Medical premiums assumed to increase 8.0% in 2019 and 2020, 7.0% in 2021 through 2030, and 6.0% each year thereafter.
Mortality Rate	Based on the 2017 CalPERS Valuation

Since the benefits are not funded, the discount rate is equal to the 20-Year Bond Rate. The Port has chosen to use the “Fidelity General Obligation AA Index” as its 20-year bond rate. That Index was 2.75% at June 30, 2020, and 2.45% at June 30, 2021.

Discount Rate

The discount rate used to measure the total OPEB liability was 2.75 percent. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)*Post Employment Benefits, Continued**Changes in the OPEB Liability*

The changes in the net OPEB liability for the OPEB Plan are as follows:

	Increase (Decrease)		
	Total OPEB	Plan Fiduciary	Net OPEB
	Liability	Net Position	Liability/(Asset)
Balance at June 30, 2020			
(Measurement date 06/30/2019)	\$ 614,366	\$ -	\$ 614,366
Changes in the year:			
Service cost	5,356	-	5,356
Interest	18,925	-	18,925
Benefit changes	-	-	-
Actual vs. expected experience	-	-	-
Assumption changes	72,042	-	72,042
Contribution - employer	-	19,445	(19,445)
Contribution - employee	-	-	-
Net investment income	-	-	-
Benefit payments	(19,445)	(19,445)	-
Administrative expenses	-	-	-
Net changes	76,878	-	76,878
Balance at June 30, 2020			
(Measurement date 06/30/2020)	\$ 691,244	\$ -	\$ 691,244

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the Port if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2020:

	1% Decrease	Current	1% Increase
	(1.45%)	Discount Rate	(3.45%)
		(2.45%)	
Net OPEB Liability	\$ 820,812	\$ 691,244	\$ 589,022

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued******Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates***

The following presents the net OPEB liability of the Port if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2020:

	1% Decrease 6.0% to 5.0%	Current Trend Rate 7.0% to 6.0%	1% Increase 8.0% to 7.0%
Net OPEB Liability	\$ 587,195	\$ 691,244	\$ 821,332

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on OPEB plan investments	5 Years
All other amounts	Expected average remaining service lifetime (EARSL) (6.1 Years at June 30, 2020)

OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB

For the fiscal year ended June 30, 2021, the Port recognized OPEB expense of \$10,522. For the fiscal year ended June 30, 2021, the City reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 31,427	\$ -
Changes of Assumptions	77,333	(27,315)
Differences between expected and actual experience	-	(85,767)
Total	\$ 108,760	\$ (113,082)

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***B. Post Employment Benefits, Continued***

The \$31,427 reported as deferred outflows of resources related to contributions subsequent to the June 30, 2020 measurement date will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2022. Other amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ending June 30:	Deferred Outflows/Inflows of Resources
2022	\$ (6,718)
2023	(6,718)
2024	(5,901)
2025	(14,936)
2026	(1,476)
Total	<u>\$ (35,749)</u>

C. Cafeteria Benefit Plan

The City has a cafeteria benefit plan established pursuant to section 125 of the IRS code. Under this plan eligible employees may direct a contribution, made by the City or elect to contribute pre-tax dollars, into any combination of the following three benefit categories:

1. Medical Insurance Premium Account
2. Out of Pocket Medical Spending Account
3. Dependent Care Spending Account

Under no circumstances may an employee direct more than \$5,000 annually into the Dependent Care Spending Account and \$2,550 annually into the Medical Spending Account. This cap applies to both City contributions and employee pre-tax contributions. There are no legal limits on contributions to the Health Premium Account.

All regular full-time and part-time employees employed on a regular and continuous basis, including certain contractual employees, are eligible to participate in this plan. Temporary and casual employees are not eligible. The plan year adopted by the City begins on January 1 and ends December 31.

To obtain reimbursement of expenses incurred within a plan year within the spending accounts (items 2 or 3), employees must submit claims within 90 days of the end of the plan year or separation of service from the City, whichever occurs first. Funds unclaimed after 90 days of the close of the plan year are then remitted to the City.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 9 – EMPLOYEE BENEFITS (CONTINUED)***D. Deferred Compensation Plans***

City employees may defer a portion of their compensation under four separate, optional City-sponsored deferred compensation plans created in accordance with Internal Revenue Code Section 457. Under these plans, participants are not taxed on the deferred portion of their compensation until distributed to them; distributions may be made only at termination, retirement, death, or in an emergency as defined by the plans.

Effective January 1, 1998, the City signed new deferred compensation plan administration agreements with the deferred compensation providers to provide for the administration and management of employees' deferred compensation plan assets. These agreements incorporate changes in the law governing deferred compensation plan assets which now require plan assets to be held for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these new plans are not the City's property and are not subject to claims by general creditors of the City, they have been excluded from these financial statements.

Effective January 28, 2003, the City implemented a retirement enhancement plan (401-A defined contribution plan) for certain executive management employees. In February 2005, a plan amendment was adopted to extend the 401-A plan to all members of the executive management employee classification. Under this plan, the City contributes 2% of the employees' compensation into the 401-A plan.

Effective October 1, 2002 for the Redwood City Management Employees Association, the City contributes an amount equal to 2% of the base monthly salary to a deferred compensation plan offered by the City to members of the Association.

NOTE 10 – NET POSITION AND FUND BALANCES

GASB Statement No. 63 adds the concept of net position, which is measured on the full accrual basis, to the concept of fund balance, which is measured on the modified accrual basis.

A. Net Position

Net position is the excess of all the City's assets over all its liabilities, regardless of fund. Net position is divided into three captions. These captions apply only to net position, which is determined only at the government-wide level and are described below:

Net investment in capital assets describes the portion of net position which is represented by the current net book value of the City's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of net position which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the City cannot unilaterally alter. These principally include developer fees received for use on capital projects, debt service requirements, and redevelopment funds restricted to low and moderate income purposes. At June 30, 2021, restricted net position for the governmental activities was \$149,965,124.

Unrestricted describes the portion of net position which is not restricted as to use.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 10 – NET POSITION AND FUND BALANCES (CONTINUED)

B. Fund Balances

In the fund financial statements, fund balances represent the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities. As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of June 30, 2021, fund balances for governmental funds are made up of the following:

Nonspendable Fund Balance – includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term loans receivable.

Restricted Fund Balance – includes amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

Committed Fund Balance – includes amounts that can only be used for the specific purposes determined by a formal action, adopting a resolution, of the City's highest level of decision-making authority, the City Council. Commitments may be changed or lifted only by the City adopting another resolution, as a resolution imposed the constraint originally.

Assigned Fund Balance – comprises amounts intended to be used by the City for specific purposes that are neither restricted nor committed. Intent is expressed by the City Council or City Manager, to which the City Council has delegated the authority through a resolution, to assign amounts to be used for specific purposes.

Pursuant to the authority delegated by City Council, the City Manager determines the amount of assigned fund balances, which includes items such as encumbrances, and constrained amounts when it is the City's intent to use proceeds or collections for a specific purpose, and residual fund balances, if any, of special revenue, capital projects and debt service funds which have not been restricted or committed.

Unassigned Fund Balance – is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. In other governmental funds, if expenditures exceed amounts restricted, committed, or assigned, the negative amount is reflected as negative unassigned fund balance. Within the unassigned fund balance of the general fund, the City Council has established a minimum balance representing a level not less than 15% of the following fiscal year's budgeted general fund revenues.

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is generally depleted in the order of restricted, committed, assigned, and unassigned.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

NOTE 10 – NET POSITION AND FUND BALANCES (CONTINUED)

C. Deficit Fund Equity/Net Position

The Successor Agency Private Purpose Trust Fund had negative net position of \$13,672,633 due to long-term debt outstanding for bonds used to finance various downtown improvements.

The Planning Cost Recovery Fund had a negative fund balance of \$51,277.

The Internal Services Fund had a negative net position of \$17,844,676 due to the recording of the net pension liability.

D. Closure of the Section 115 Trust Fund and Agency Funds and Restatement of Beginning Net Position

The City implemented the provisions of Governmental Accounting Standards Board Statement No. 84 – Fiduciary Activities during the year ended June 30, 2021. As a result, the activities of the former agency funds are now reported as custodial funds in the fiduciary funds statements. Custodial funds beginning net position at July 1, 2020, was restated and increased by \$34,506,604.

Due to the interpretation of GASB 68 and GASB 84 for the treatment of the secondary Trust other than CERBT when City has Pension managed by CalPERS, the PARS trust balance is incorporated as restricted cash with fiscal agent in General Fund, the contributing Fund. As a result, the activities of the former Section 115 Trust funds are now reported in the General Fund. The General Fund beginning fund balances was restated and increased by \$24,434,795, and the beginning net position for the Statement of Activities was restated and increased by the same amount.

NOTE 11 – FUNDS WITH EXPENDITURES EXCEEDING APPROPRIATIONS

Seaport Landscape Maintenance, Redwood Shores Landscape Maintenance and Supplemental Law Enforcement Services Special Revenue Funds expenditures exceeded appropriations due to unbudgeted expenditures for which there were sufficient revenue and/or fund balance available.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 12 – INTERFUND TRANSFERS AND TRANSACTIONS***A. Transfers***

The following interfund transfers were made during the year:

<u>Fund/Fund Type Receiving Transfers</u>	<u>Fund/Fund Type Making Transfers</u>	<u>Amount Transferred</u>
General Fund	Non Major Governmental Funds	\$ 642,192 (1)
	Internal Service Fund	163,764 (2)
Capital Outlay Fund	General Fund	12,666,149 (3)
	Internal Service Fund	2,318 (1)
Non Major Governmental Funds	General Funds	2,139,928 (1)
	Capital Outlay Fund	1,530,494 (1)
	Internal Service Fund	1,257 (1)
Water Utility Fund	General Fund	583,093 (1)
	Sewer Utility Fund	628,790 (1)
	Internal Service Fund	2,401 (1)
Sewer Utility Fund	General Fund	375,000 (1)
	Internal Service Fund	932 (1)
Parking Fund	General Fund	1,391,242 (1)
	Internal Service Fund	384 (1)
Docktown	General Fund	590,285 (1)
	Internal Service Fund	109 (1)
Internal Service Funds	General Fund	300,000 (1)
	Internal Services Fund	671 (1)
Total Interfund Transfers		<u>\$ 21,019,009</u>

The reasons for these transfers are set forth below:

(1) Allocation of funds to support operations.

(2) Reimburse General Fund for interest earned by funds supported by the General Fund.

(3) Allocation of funds to construct/purchase general capital assets

B. Short-Term Due to/From other Funds

At the end of the fiscal year the general fund had net utility users tax receivable in the amount of \$967,342. The policy of the City Council dictates the transfer of utility users tax to the capital outlay fund, and once the revenue is received, the general fund will transfer the cash to the capital outlay fund. The \$218,304 owned to the General Fund from the planning cost recovery fund is related to the negative cash in the planning cost recover fund at June 30, 2021. The \$300,000 is related to the long-term advance and is the current portion due.

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount Due to/From</u>
Capital Outlay Fund	General Fund	\$ 967,342
General Fund	Redwood Shores Landscape Maintenance Special Revenue Fund	26,585
General Fund	Planning Cost Recovery Special Revenue Fund	218,304
General Fund	Employee Benefits Internal Services Fund	367,564
Equipment Services Fund Internal Services Fund	Water Utility Fund	300,000
		<u>\$ 1,879,795</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 12 – INTERFUND TRANSFERS AND TRANSACTIONS (CONTINUED)***C. Long-Term Interfund Loans***

<u>Fund Receiving Advance</u>	<u>Fund Making Advance</u>	<u>Amount of Advance</u>
Water Utility Fund	Equipment Services Fund Internal Services Fund	\$ 300,000
	Total Long-term Interfund Loans	<u>\$ 300,000</u>

During FY 2012-13, the equipment services internal service fund advanced \$3,000,000 to the water utility enterprise fund for the implementation of the Automated Meter Infrastructure Project to replace water meters. During FY 2020-21 the water utility enterprise fund repaid \$300,000 to the equipment services internal service Fund. As of June 30, 2021, \$300,000 of this advance is considered current.

NOTE 13 – RISK MANAGEMENT AND SELF-INSURANCE FUND***A. Workers' Compensation and Property Insurance***

The City is self-insured for workers' compensation for the first \$350,000 per occurrence and has a commercial insurance policy that covers the City's exposure above the retained limits up to the statutory limits required by the State of California. The City paid \$611,856 during FY 2020-21 for the coverage.

The City's workers' compensation policy includes coverage for the Port of Redwood City. The Port carries property and liability insurance policies with limits of \$15,000,000 and \$150,000,000, respectively.

B. General Liability and Automobile

The City is a member of the Bay Cities Joint Powers Insurance Authority (BCJPIA), which is an insurance pool consisting of 19 San Francisco Bay Area government agencies, which the City uses for general liability and auto liability coverage. In FY 2020-21 the City maintained a \$350,000 self-insured retention with coverage from \$350,000 to \$1,000,000 through the BCJPIA. The purpose of the pool is to provide certain levels of liability coverage, claims administration, and loss control support to member agencies. Annually, each agency pays an actuarially-determined premium based upon a formula which takes into account loss experience, annual payroll, and population. This premium pays for administrative costs and funds liability reserves. The total premium paid in FY 2020-21 was \$2,048,541.

The BCJPIA belongs to the California Affiliated Risk Management Authority (CARMA) which is an excess liability pool comprised of the BCJPIA and four other local government insurance pools. CARMA provides coverage from \$1,000,000 to \$28,000,000. A layer from \$1,000,001 to \$4,000,000 is self-insured by CARMA, the layer from \$4,000,001 to \$28,000,000 is reinsured through agreements with commercial insurers.

The City also carries all risk coverage on buildings and their contents at replacement cost value.

Audited financial statements are available from the Bay Cities Joint Powers Insurance Authority at 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 13 – RISK MANAGEMENT AND SELF-INSURANCE FUND (CONTINUED)

C. Self-Insurance Fund

The City maintains a self-insurance internal service fund for its workers' compensation and general liability self-insurance programs. This fund accounts for revenues from departmental charges and operating expenses, including settlements within the City's self-insured retentions. Reserves for incurred but not reported claims are maintained within this fund. These reserves are based on an actuarial analysis performed by Richard E. Sherman & Associates, Inc. in accordance with GASB 10.

Changes in the self-insurance fund's claims payable liability for fiscal years ended 2019, 2020, and 2021 were:

<u>Fiscal Year</u>	<u>Beginning Balance</u>	<u>Current Year Claims/Changes in Estimates</u>	<u>Claim Payments</u>	<u>Ending Balance</u>
2018-19	\$ 26,546,683	\$ 6,698,913	\$ (4,030,648)	\$ 29,214,948
2019-20	29,214,948	4,642,347	(4,110,398)	29,746,897
2020-21	29,746,897	6,231,227	(3,894,628)	32,083,496

Settlements have not exceeded coverage for each of the past three fiscal years.

NOTE 14 – DISSOLUTION OF THE REDWOOD CITY REDEVELOPMENT AGENCY

As part of the FY 2011-12 State Budget package, and in an effort to help solve the State's budget problems, the California legislature enacted and the Governor signed two companion bills addressing redevelopment, AB X1 26 (Dissolution Act) and AB X1 27 (Voluntary Program Act), which took effect on June 29, 2011.

The Dissolution Act immediately suspended all new redevelopment activities and incurrence of indebtedness, and eliminated redevelopment agencies as of October 1, 2011.

The Voluntary Program Act allows the community that created the redevelopment agency to avoid dissolution by opting to pay a substantial community remittance beginning FY 2011-12 and each year thereafter.

On July 18, 2011, the California Redevelopment Association, the League of California Cities, and others filed a Petition for Writ of Mandate in the Supreme Court of the State of California (California Redevelopment Association, et al. v. Ana Matosantos, et al., Case No. 5194861), challenging the constitutionality of the companion bills, the Dissolution Act, and the Voluntary Program Act, on behalf of cities, counties, and redevelopment agencies, and requesting a stay of their enforcement.

On December 29, 2011, the California Supreme Court upheld the Dissolution Act and found the Voluntary Program Act to be unconstitutional and extended the date of dissolution to February 1, 2012.

The Dissolution Act provides that upon dissolution of a redevelopment agency, either the city or another unit of local government will agree to serve as the "Successor Agency" to hold the assets until they are distributed to other units of state and local government. The City Council elected to become Successor Agency on August 22, 2011 with resolution 15141, and reconfirmed this action on January 23, 2012 with resolution 15164.

**CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021**

**NOTE 14 – DISSOLUTION OF THE REDWOOD CITY REDEVELOPMENT AGENCY
(CONTINUED)**

Under the Dissolution Act, redevelopment agencies in the State of California cannot enter into new projects, obligations, or commitments. Subject to the control of a newly established oversight board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution (including the completion of any unfinished projects that were subject to legally enforceable contractual commitments).

In FY 2010-11, prior to AB X1 26 becoming law, \$3.3 million of real property assets (vacant land) were transferred from the RDA's Low and Moderate Income Housing Fund to the City in an attempt to protect these assets from being diverted for the benefit of the State. AB X1 26, however, specifically disallowed such transfers. Accordingly, the assets were transferred to the Low and Moderate Income Housing Asset Fund in FY 2011-12.

Prior to the dissolution of the redevelopment agency, under an agreement with San Mateo County to receive a cumulative \$25 million of the County's share of tax increment and an agreement with the Legal Aid Society to deposit the first \$11.9 million of the \$25 million into the Low and Moderate Income Housing Fund, the agency had deposited \$10.3 million into the Low and Moderate Income Housing Fund as of June 30, 2011. Pursuant to the agreement with the Legal Aid Society to restrict these funds to housing, after the dissolution of the redevelopment agency these funds were deposited into a new fund, Housing Legal Aid Society Fund, to be used for housing purposes. The State Department of Finance (DOF) has disputed that these funds are restricted for housing, and the City has filed a lawsuit against the State of California on this matter. On October 30, 2013, the Superior Court Judge hearing the lawsuit filed against the State of California Department of Finance concerning the \$10.3 million the City is holding in the Housing Legal Aid Society Fund as part of the dissolution of the former Redevelopment Agency issued a tentative ruling in favor of the State of California. On November 6, 2013, the Judge then issued a "Request for Further Briefing" to be held on November 22, 2013. On January 4, 2014, the Superior Court Judge ruled in favor of the State of California. In April 2014, the City filed an appeal, and as of the date of this report, a ruling on the appeal has not been issued. In December 2015, the City remitted \$10.3 million to the DOF, under protest, in order for the Successor Agency to receive a finding of completion. In December 2020, the appellate court ruled in the City's favor. The City received \$10.3 million from the DOF in June 2021, which is recorded in the Low & Moderate Income Housing Asset Fund as a Special Item.

In future fiscal years, successor agencies will only be allocated revenue in the amount that is necessary to pay the estimated annual installment payments on enforceable obligations of the former redevelopment agency until all enforceable obligations of the prior redevelopment agency have been paid in full and all assets have been liquidated.

The City's former Redevelopment Agency had entered into agreements with certain public entities whose jurisdictions were within the territory of the former Redevelopment Agency under which these entities received a specified share of the property tax increment received by the former Redevelopment Agency. Under Assembly Bill X1 26 the responsibility for making these payments has been shifted to the County of San Mateo.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

**NOTE 14 – DISSOLUTION OF THE REDWOOD CITY REDEVELOPMENT AGENCY
(CONTINUED)**

Capital Assets:

The following is a summary of the capital assets of the Successor Agency:

	Beginning Balance	Additions	Ending Balance
Capital assets not being depreciated:			
Land	\$ 2,560,739	\$ -	\$ 2,560,739
Total capital assets not being depreciated	<u>\$ 2,560,739</u>	<u>\$ -</u>	<u>\$ 2,560,739</u>
Capital assets being depreciated:			
Improvements other than buildings	\$ 13,231,503	\$ -	\$ 13,231,503
Accumulated depreciation	(4,557,957)	(356,054)	(4,914,011)
Traffic Signals	208,691	-	208,691
Accumulated depreciation	(109,565)	(10,435)	(120,000)
Storm Drains	4,101,302	-	4,101,302
Accumulated depreciation	(1,589,258)	(102,533)	(1,691,791)
Machinery & Equipment	953,244	-	953,244
Accumulated depreciation	(647,320)	(46,957)	(694,277)
Net capital assets being depreciated	<u>\$ 11,590,640</u>	<u>\$ (515,979)</u>	<u>\$ 11,074,661</u>
Total capital assets, net	<u>\$ 14,151,379</u>	<u>\$ (515,979)</u>	<u>\$ 13,635,400</u>

The following is a summary of the long-term obligations of the Successor Agency:

Tax Increment Bonds:

2003 Tax Allocation Bonds – In October 2003, the former Redevelopment Agency issued \$33,997,448 in bonds to finance various downtown improvements. These bonds consist of current coupon bonds and capital appreciation bonds. The current coupon bonds pay interest-only through January 15, 2010. Principal on the current coupon bonds is paid in annual installments of \$1,225,000 to \$3,045,000 from July 15, 2010 to July 15, 2014. Payments reflecting interest and principal on the capital appreciation bonds are due in annual installments of \$3,505,000 to \$3,510,000 from July 15, 2016 through July 15, 2032. Total principal and interest remaining on the bonds is \$42,070,000. Payments are made from property tax increment generated by the former redevelopment agency fund.

Change in Debt:

	Interest Rate %	Beginning Balance	Retirements	Ending Balance	Within One Year
Tax Increment Bonds					
2003 Tax Allocation Bonds	3.50-5.80	\$ 13,059,451	\$ 1,450,685	\$ 11,608,766	\$ 1,352,544
Accreted interest payable		20,028,204	337,504	19,690,700	2,152,456
Unamortized Premium		400,028	30,772	369,256	30,772
Total Bonds		<u>\$ 33,487,683</u>	<u>\$ 1,818,961</u>	<u>\$ 31,668,722</u>	<u>\$ 3,535,772</u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

**NOTE 14 – DISSOLUTION OF THE REDWOOD CITY REDEVELOPMENT AGENCY
(CONTINUED)**

Annual Repayment Requirements for Long-Term Debt:

Year End June 30	Tax Increment Bonds	
	Principal	Interest
2022	\$ 1,352,544	\$ 2,152,456
2023	1,256,332	2,248,668
2024	1,172,831	2,337,169
2025	1,090,125	2,414,875
2026-2030	4,574,937	12,950,063
2031-2033	2,161,997	8,358,002
	<u>\$ 11,608,766</u>	<u>\$ 30,461,233</u>

NOTE 15 – LITIGATION AND CONTINGENT LIABILITIES

The City generally follows the practice of recording liabilities resulting from claims and legal actions only when they become fixed or determinable in amount.

The City is involved in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of management and legal counsel, that the resolution of these matters will not have a material adverse effect on the City's financial statements. In the opinion of the City Attorney, the City has adequate legal defenses and/or reserves to cover such liability if it does arise.

The City has received various state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 16 – CONSTRUCTION, OTHER SIGNIFICANT COMMITMENTS AND ENCUMBRANCES

As of June 30, 2021, the City has the following significant commitments:

\$6,835,100	- Professional services related to California Water Tank, Pump Station and Transmission Improvements
\$3,526,142	- Professional services related to Middlefield Road Bicycle and Pedestrian Improvements
\$1,226,817	- Professional services related to 101/84 Highway Interchange
\$825,936	- Professional services related to ERP Software and Implementation
\$1,729,697	- Professional services related to US 101 Pedestrian Undercrossing Project
\$2,836,819	- Professional services related to YMCA/Senior Center Project
\$500,000	- Purchase of Residential and Commercial Water Meters
\$5,644,989	- Professional services related to Project and Construction Management of Veterans Memorial/Senior Center Project
\$1,284,360	- Purchase of One Aerial Fire Apparatus
\$1,298,369	- Professional services related to Peninsula Tank No.2 Seismic Improvement Project

Purchase orders are issued throughout the fiscal year to encumber the budgets in the governmental funds. Following are the outstanding encumbrances as of June 30, 2021:

Major Funds:

General Fund	\$ 3,579,722
Capital Outlay Fund	<u>2,527,464</u>
Total Major Funds	6,107,186
Non-Major Funds	<u>16,203,054</u>
Total Encumbrances	<u><u>\$ 22,310,240</u></u>

CITY OF REDWOOD CITY
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2021

NOTE 17 – SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY

The City is a member of the South Bayside Waste Management Authority (SBWMA), a joint powers authority established to purchase the solid waste transfer station located in San Carlos, California from Browning-Ferris Industries. Currently there are 12 public entities that are members of this organization. Each of these members also, by individual and separate legislative action, has entered into a franchise agreement with Recology for solid waste collection within their respective jurisdictions.

The SBWMA issued \$20 million in bonds in 1999 to provide funds for the purchase of the transfer station. The debt issued by the SBWMA is not an obligation of any of the member entities. During FY 2009-10, SBWMA issued \$58.5 million in bonds to finance improvements at the solid waste transfer station, and the remaining balance of the 1999 bonds were retired. On July 9, 2019 SWBMA issued Solid Waste Enterprise Refunding Revenue Bonds, Series 2019A, Non-Alternative Minimum Tax Green Bonds in the amount of \$31.86 million and Solid Waste Enterprise Revenue Bonds, Series 2019B, Alternative Minimum Tax Green Bonds in the amount of \$16.915 million.

The SBWMA also serves as a regional forum for member entities to collectively pursue other solid waste management matters such as rate setting, solid waste reduction, and meeting recycling goals as required by state law.

Audited financial statements are available from the SBWMA, c/o the City of Redwood City, 1017 Middlefield Road, Redwood City, CA 94063. The following is SBWMA's condensed unaudited financial results for the fiscal year ended June 30, 2021:

Total Assets	\$ 92,754,385
Total Liabilities	(66,268,393)
Total Net Position	<u>\$ 26,485,992</u>

NOTE 18 – SUBSEQUENT EVENT

A. Reduction of CalPERS Discount Rate

In July 2021, CalPERS reported a preliminary 21.3% net return on investments for the 12-month period that ended June 30, 2021. Under the Funding Risk Mitigation Policy approved by the CalPERS Board of Administration in 2015, the 21.3% net return was under the original expected return of 21.7%, which will trigger a reduction in the discount rate used to calculate employer and Public Employees' Pension Reform Act (PEPRA) member contributions. The Funding Risk Mitigation Policy seeks to reduce CalPERS funding risk over time, in which CalPERS investment performance that significantly outperforms the discount rate will trigger adjustments to the discount rate, expected investment return, and strategic asset allocation targets. This is the first time it has been triggered. The discount rate, or assumed rate of return, will drop to 6.8%, from its current level of 7%.

Based on these preliminary fiscal year returns, the CalPERS has announced the funded status of the overall PERF is an estimated 82%. This estimate is based on a 7% discount rate. Under the new 6.8% discount rate, however, CalPERS indicated the funded status of the overall PERF drops to 80%. This is because existing assets are assumed to grow at a slightly slower rate annually into the future. As intended under the Funding Risk Mitigation Policy, the lower discount rate increases the likelihood that CalPERS can reach its target over the longer term. The CalPERS Board of Administration will continue to review the discount rate through its Asset Liability Management process during the rest of the calendar year.

CalPERS' final fiscal year 2021 investment performance will be calculated based on audited figures and will be reflected in contribution levels for contracting cities, counties, and special districts in fiscal year 2024.

REQUIRED SUPPLEMENTARY INFORMATION

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

Formal budgetary integration is employed as a management control device during the year for the general fund, special revenue funds and capital projects funds.

Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) for the general, special revenue. Capital projects funds' budgets are adopted on a project length basis and are not presented here. As the Housing Legal Aid Society Fund was created after the February 1, 2012 dissolution of the former Redevelopment Agency and is currently under litigation, there is no adopted budget for this fund.

The City Manager submits a recommended operating budget in May each year to the City Council for the fiscal year commencing the following July 1, showing proposed expenditures by programs and the means of financing them.

The City Council conducts budget study sessions, which are open for public comment, before adopting the budget. Once the budget is adopted, expenditures may not legally exceed appropriations at program level except when the excess is attributable to a particular activity for which the City has been reimbursed. This is especially apparent in the Community Development Program where developers reimburse the City through sub-division fees and environmental impact report fees.

At the request of the department head through the City Manager, the City Council may, by resolution, transfer appropriations between sub-programs and funds. Any increase or decrease to the total appropriations provided for in the budget must also be carried through by resolution passed by the City Council. The City Manager may authorize the transfer of funds between object categories within a sub- program of a department. The adoption and administration of the Port of Redwood City budget, unless property tax revenues are requested, is exclusively under the control of the Board of Port Commissioners.

Budgeted amounts are as originally adopted, or as amended by the City Council during the fiscal year. Individual amendments were not material in relation to the original appropriations.

All unexpended appropriations lapse at the end of the fiscal year. Appropriations for capital projects or appropriations that are encumbered are re-appropriated and carried over in the following year's budget.

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual Amounts	
	\$	\$	\$	\$
Fund balance, July 1	80,192,346	80,192,346	80,192,346	
Resources (inflows):				
Property taxes/special assessments	61,833,525	64,049,868	67,641,407	3,591,539
Sales and other taxes	49,110,506	47,850,318	52,037,046	4,186,728
Licenses and permits	5,725,873	6,084,206	6,349,024	264,818
Fines, forfeitures and penalties	402,000	312,000	439,641	127,641
Use of money and property	5,117,632	6,942,632	8,297,933	1,355,301
Intergovernmental	4,567,651	16,949,131	8,172,483	(8,776,648)
Charges for current services	19,041,528	19,443,443	13,455,647	(5,987,796)
Other	793,663	617,000	659,620	42,620
Amounts available for appropriation	146,592,378	162,248,598	157,052,801	(5,195,797)
Charges to appropriations (outflows):				
Current Operations:				
City Council:				
City Council	336,966	336,964	315,539	21,425
Human Services Assistance	59,800	59,800	37,300	22,500
Total City Council	396,766	396,764	352,839	43,925
City Manager:				
Management/Policy execution/				
Organizational Efficiencies	1,146,047	1,956,202	1,225,915	730,287
Communications/Community Engagement	1,305,852	2,430,029	2,215,414	214,615
Affordable Housing	100,000	282,699		282,699
Homeless initiatives		2,099,680	130,060	1,969,620
Diversity, equity, inclusion initiatives	100,000	450,000	100,751	349,249
Economic development	491,393	2,059,622	561,975	1,497,647
Total City Manager	3,143,292	9,278,232	4,234,115	5,044,117
City Attorney	1,892,325	1,877,828	1,819,123	58,705
City Clerk:				
City Clerk	899,503	890,807	801,968	88,839
Elections	394,617	392,061	154,551	237,510
Council support	73,785	78,554	12,707	65,847
Total City Clerk	1,367,905	1,361,422	969,226	392,196

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
	\$	\$		
Community Development & Transportation:				
Planning	2,673,148	3,074,018	2,819,381	254,637
Strategic planning	1,039,041	1,848,677	999,739	848,938
Building regulation	4,680,835	6,019,560	4,874,835	1,144,725
Administration	523,818	1,576,843	610,972	965,871
General engineering	460,959	700,739	802,401	(101,662)
Subdivision engineering	515,119	757,636	830,780	(73,144)
Code enforcement	1,070,316	1,095,951	1,034,975	60,976
Flood and sea level rise resiliency	55,000	55,000	55,000	
Redevelopment	657,580	656,050	870,529	(214,479)
Total Community Development & Transportation	11,675,816	15,784,474	12,898,612	2,885,862
Finance:				
Financial services	2,046,429	1,959,470	1,939,859	19,611
Administrative support services	2,936,280	3,221,414	2,424,933	796,481
Total Finance	4,982,709	5,180,884	4,364,792	816,092
Fire:				
Administration	2,074,541	2,116,074	1,217,057	899,017
Operations	23,577,897	26,514,633	30,888,715	(4,374,082)
San Carlos Fire	7,577,956	7,552,496	3,216,123	4,336,373
Prevention	1,631,184	1,636,606	1,322,374	314,232
Training	763,813	778,653	325,008	453,645
Emergency medical services	29,155	168,550	154,754	13,796
Emergency operations	115,378	185,329	174,927	10,402
Total Fire	35,769,924	38,952,341	37,298,958	1,653,383
Human Resources	1,989,828	2,536,527	1,961,207	575,320
Library:				
Administrative services unit	1,747,370	1,754,322	1,702,124	52,198
Downtown library	3,795,309	3,817,742	3,734,617	83,125
Literacy services unit	1,071,291	1,540,382	1,615,965	(75,583)
Neighborhood libraries and outreach	2,612,034	2,621,208	2,651,595	(30,387)
Total Library	9,226,004	9,733,654	9,704,301	29,353

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
	\$	\$	\$	\$
Parks, Recreation and Community Services:				
Human Services	2,017,961	3,082,759	2,454,840	627,919
COVID-19 emergency rental assistance		991,075	(6,725)	997,800
Administration	1,851,410	1,982,556	1,588,580	393,976
Civic Cultural Commission	73,896	80,453	66,953	13,500
Landscape maintenance	5,305,606	5,331,715	5,510,875	(179,160)
Youth and teen services	3,084,258	3,311,755	2,244,953	1,066,802
Sports and aquatics	2,063,112	2,062,251	1,996,858	65,393
Special interest programming/marketing	1,939,262	1,964,279	1,712,780	251,499
Community services	1,559,446	1,556,382	1,394,068	162,314
Total Parks, Recreation and Community Services	17,894,951	20,363,225	16,963,182	3,400,043
Police:				
Administration	10,060,216	10,043,663	9,954,464	89,199
Records	1,263,445	1,391,921	1,094,696	297,225
Training	722,077	1,253,030	961,658	291,372
Property/Evidence	519,133	384,346	425,865	(41,519)
Police Activities League	104,439	104,439	86,078	18,361
Patrol services	27,000,662	26,963,272	25,622,786	1,340,486
Criminal investigation	6,533,199	6,524,623	6,874,518	(349,895)
Total Police	46,203,171	46,665,294	45,020,065	1,645,229
Public Works:				
Street system maintenance	296,391	296,391	331,906	(35,515)
Street cleaning	287,350	529,505	285,514	243,991
Sidewalk maintenance/Replacement	24,363	24,363	24,363	
Street tree maintenance	921,381	1,007,607	898,101	109,506
Trash and recycling efforts	20,862	20,764	21,244	(480)
Climate action plan programs	30,000	530,000	1,708	528,292
Downtown/Entry feature maintenance	11,889	12,518	8,752	3,766
Storm water collection/Disposal	30,793	30,793	28,635	2,158
Total Public Works	1,623,029	2,451,941	1,600,223	851,718
Non-Departmental:				
COVID-19 related costs of services		1,000,000	883,331	116,669
Department innovation initiatives		150,000		150,000
Mental health/law enforcement pilot program	200,000	200,000		200,000
Building study recommendations	450,000	450,000		450,000
Total Public Works	650,000	1,800,000	883,331	916,669
Reimbursement from Other Funds	(2,442,963)	(2,442,963)	(2,442,963)	
Total charges to appropriations	134,372,757	153,939,623	135,627,011	18,312,612
OTHER FINANCING SOURCES (USES)				
Transfers in	1,688,614	1,739,837	805,956	(933,881)
Transfers (out)	(14,144,245)	(17,714,560)	(18,045,697)	(331,137)
Total Other Financing Sources (Uses)	(12,455,631)	(15,974,723)	(17,239,741)	(1,265,018)
Fund balance, June 30	79,956,336	72,526,598	84,378,395	11,851,797

NOTE 2 – DEFINED BENEFIT PENSION PLANS

*A. Schedule of Changes in Net Pension Liability and Related Ratios During the Measurement Period***Miscellaneous Plan**

Measurement Period	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
TOTAL PENSION LIABILITY							
Service Cost	\$ 6,178,031	\$ 6,198,689	\$ 6,312,633	\$ 5,947,899	\$ 4,988,704	\$ 4,787,766	\$ 4,962,237
Interest	24,840,488	23,887,592	22,736,338	21,786,870	20,902,896	19,792,491	18,925,939
Difference Between Expected and Actual Experience	(523,039)	2,022,316	1,635,445	275,278	2,720,291	(546,244)	-
Changes of Assumptions	-	-	(2,534,753)	18,027,744	-	(4,797,291)	-
Benefit Payments, Including Refunds of Employee Contributions	(16,847,184)	(15,604,216)	(14,221,495)	(13,255,651)	(13,150,802)	(12,621,036)	(11,534,695)
Net Change in Total Pension Liability	13,648,296	16,504,381	13,928,168	32,782,140	15,461,089	6,615,686	12,353,481
Total Pension Liability - Beginning	353,277,021	336,772,640	322,844,472	290,062,332	274,601,243	267,985,557	255,632,076
Total Pension Liability - Ending (a)	\$ 366,925,317	\$ 353,277,021	\$ 336,772,640	\$ 322,844,472	\$ 290,062,332	\$ 274,601,243	\$ 267,985,557
PLAN FIDUCIARY NET POSITION							
Contributions - Employer	\$ 13,379,383	\$ 10,318,071	\$ 9,451,153	\$ 8,428,180	\$ 7,063,347	\$ 6,882,313	\$ 6,449,302
Contributions - Employee	2,881,886	2,676,853	2,789,791	2,778,380	2,605,290	2,372,657	2,592,457
Net Investment Income	12,205,299	15,241,419	18,389,970	22,220,866	1,020,359	4,413,116	29,955,563
Benefit Payments, Including Refunds of Employee Contributions	(16,847,184)	(15,604,216)	(14,221,495)	(13,255,651)	(13,150,802)	(12,621,036)	(11,534,695)
Other Changes in Fiduciary Net Position	-	-	(336,712)	(295,555)	(112,373)	(205,162)	-
Administrative Expense	(343,470)	(164,968)	-	-	-	-	-
Other Miscellaneous Income/(Expense) (1)	-	536	(638,404)	-	-	-	-
Net Change in Fiduciary Net Position	11,275,914	12,467,695	15,434,303	19,876,220	(2,574,179)	841,888	27,462,627
Plan Fiduciary Net Position - Beginning (2)	243,637,914	231,170,219	215,735,916	195,859,694	198,433,873	197,591,985	170,129,358
Plan Fiduciary Net Position - Ending (b)	\$ 254,913,828	\$ 243,637,914	\$ 231,170,219	\$ 215,735,914	\$ 195,859,694	\$ 198,433,873	\$ 197,591,985
Plan Net Position Liability/(Asset) - Ending (a) - (b)	\$ 112,011,489	\$ 109,639,107	\$ 105,602,421	\$ 107,108,558	\$ 94,202,638	\$ 76,167,370	\$ 70,393,572
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	69.47%	68.97%	68.64%	66.82%	67.52%	72.26%	73.73%
Covered Payroll (3)	\$ 36,686,645	\$ 36,047,273	\$ 33,401,807	\$ 34,756,799	\$ 31,484,407	\$ 28,944,841	\$ 28,592,551
Plan Net Pension Liability/(Asset) as a Percentage of Covered Payroll	305.32%	304.15%	316.16%	308.17%	299.20%	263.15%	246.20%

(1) During Fiscal Year 2017-18, as a result of Governmental Accounting Standards Board Statement (GASB) No. 75, Accounting and Financial Reporting for Postemployment Benefit Plans Other than Pensions (GASB 75), CalPERS reported its proportionate share of activity related to postemployment benefits for participation in the State of California's agent OPEB plan. Accordingly, CalPERS recorded a one-time expense as a result of the adoption of GASB 75.

Additionally, CalPERS employees participate in various State of California agent pension plans and during Fiscal Year 2017-18, CalPERS recorded a correction to previously reported financial statements to properly reflect its proportionate share of activity related to pensions in accordance with GASB Statement No. 68, Accounting and Financial Reporting for Pensions (GASB 68).

(2) Includes beginning of year adjustment.

(3) Includes one year's payroll growth using 2.75 percent payroll growth assumption for fiscal years ended June 30, 2018-19; 3.00 percent payroll growth assumption for fiscal years ended June 30, 2014-17.

NOTE 2 – DEFINED BENEFIT PENSION PLANS, CONTINUED

*A. Schedule of Changes in Net Pension Liability and Related Ratios During the Measurement Period, Continued***Safety Plan**

Measurement Period (1)	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
TOTAL PENSION LIABILITY							
Service Cost	\$ 8,659,505	\$ 8,897,078	\$ 8,929,972	\$ 8,853,629	\$ 7,609,467	\$ 7,620,719	\$ 6,630,333
Interest	29,301,302	27,912,442	26,705,230	25,379,781	24,274,395	22,992,406	21,880,004
Changes of Benefit Terms	-	-	-	-	-	-	-
Difference Between Expected and Actual Experience	3,510,050	876,561	4,400,726	1,130,542	2,056,832	210,529	-
Changes of Assumptions	-	-	(1,516,741)	21,432,755	-	(5,686,859)	-
Benefit Payments, Including Refunds of Employee Contributions	(21,484,308)	(20,068,009)	(19,154,486)	(18,081,124)	(16,758,122)	(15,054,516)	(14,361,985)
Net Change in Total Pension Liability	19,986,549	17,618,072	19,364,701	38,715,583	17,182,572	10,082,279	14,148,352
Total Pension Liability - Beginning	412,710,772	395,092,700	375,727,999	337,012,416	319,829,844	309,747,565	295,599,213
Total Pension Liability - Ending (a)	\$ 432,697,321	\$ 412,710,772	\$ 395,092,700	\$ 375,727,999	\$ 337,012,416	\$ 319,829,844	\$ 309,747,565
PLAN FIDUCIARY NET POSITION							
Contributions - Employer	\$ 16,718,593	\$ 13,102,512	\$ 12,005,986	\$ 11,975,338	\$ 11,288,655	\$ 9,993,967	\$ 7,791,669
Contributions - Employee	3,294,361	3,252,531	3,179,855	2,916,109	2,375,511	2,420,787	2,230,065
Net Investment Income	13,292,662	16,595,731	20,046,903	24,645,186	1,179,363	4,953,411	32,968,535
Benefit Payments, Including Refunds of Employee Contributions	(21,484,308)	(20,068,009)	(19,154,486)	(18,081,124)	(16,758,122)	(15,054,516)	(14,361,985)
Other Changes in Fiduciary Net Position	-	-	(370,299)	(210,549)	(132,896)	(245,450)	-
Administrative Expenses	(373,538)	(180,021)	-	-	-	-	-
Other Miscellaneous Income/ (Expense)(1)	-	586	(702,091)	-	-	-	-
Net Change in Fiduciary Net Position	11,447,770	12,703,330	15,005,868	21,244,960	(2,047,489)	2,068,199	28,628,284
Plan Fiduciary Net Position - Beginning (2)	264,967,021	252,263,691	237,257,823	216,012,863	218,060,352	215,992,153	187,363,869
Plan Fiduciary Net Position - Ending (b)	\$ 276,414,791	\$ 264,967,021	\$ 252,263,691	\$ 237,257,823	\$ 216,012,863	\$ 218,060,352	\$ 215,992,153
Plan Net Position Liability/(Asset) - Ending (a) - (b)	\$ 156,282,530	\$ 147,743,751	\$ 142,829,009	\$ 138,470,176	\$ 120,999,553	\$ 101,769,492	\$ 93,755,412
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	63.88%	64.20%	63.85%	63.15%	64.10%	68.18%	69.73%
Covered Payroll (3)	\$ 27,781,536	\$ 27,939,573	\$ 27,442,920	\$ 27,341,479	\$ 25,867,584	\$ 25,330,626	\$ 21,679,799
Plan Net Pension Liability/(Asset) as a Percentage of Covered Payroll	562.54%	528.80%	520.46%	506.45%	467.77%	401.76%	432.46%

(1) During Fiscal Year 2017-18, as a result of Governmental Accounting Standards Board Statement (GASB) No. 75, Accounting and Financial Reporting for Postemployment Benefit Plans Other than Pensions (GASB 75), CalPERS reported its proportionate share of activity related to postemployment benefits for participation in the State of California's agent OPEB plan. Accordingly, CalPERS recorded a one-time expense as a result of the adoption of GASB 75.

Additionally, CalPERS employees participate in various State of California agent pension plans and during Fiscal Year 2017-18, CalPERS recorded a correction to previously reported financial statements to properly reflect its proportionate share of activity related to pensions in accordance with GASB Statement No. 68, Accounting and Financial Reporting for Pensions (GASB 68).

(2) Includes beginning of year adjustment.

(3) Includes one year's payroll growth using 2.75 percent payroll growth assumption for fiscal years ended June 30, 2018-19; 3.00 percent payroll growth assumption for fiscal years ended June 30, 2014-17.

NOTE 2 – DEFINED BENEFIT PENSION PLANS, CONTINUED

*B. Schedule of Plan Contributions*Miscellaneous Plan

	2020-21	2019-20	2018-19	2017-18 (1)	2016-17	2015-16	2014-15
Actuarially determined contribution	\$ 13,251,126	\$ 13,379,346	\$ 10,135,737	\$ 7,527,907	\$ 7,428,605	\$ 6,923,087	\$ 6,799,358
Contribution in relation to the actuarially determined contributions	(13,310,635)	(13,379,346)	(10,135,737)	(7,527,907)	(7,428,605)	(6,923,087)	(6,799,358)
Contribution deficiency (excess)	<u>\$ (59,509)</u>	<u>\$ -</u>	<u>\$ -</u>	<u># \$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	39,894,208	38,158,385	36,054,508	33,401,807	34,756,799	31,484,407	28,944,841
Contributions as a percentage of covered payroll	33.22%	35.06%	28.11%	22.54%	21.37%	21.66%	23.49%

Safety Plan

	2020-21	2019-20	2018-19	2017-18 (1)	2016-17	2015-16	2014-15
Actuarially determined contribution	\$ 16,251,126	\$ 16,716,096	\$ 12,871,662	\$ 10,880,756	\$ 10,292,946	\$ 10,439,692	\$ 9,667,759
Contribution in relation to the actuarially determined contributions	(16,251,126)	(16,716,096)	(12,871,662)	(10,880,756)	(10,292,946)	(10,439,692)	(9,667,759)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 29,330,001	\$ 28,665,803	\$ 28,192,253	\$ 27,442,920	\$ 27,341,479	\$ 25,867,584	\$ 25,330,626
Contributions as a percentage of covered payroll	55.41%	58.31%	45.66%	39.65%	37.65%	40.36%	38.17%

(1) Historical information is required only for measurement periods for which GASB 68 is applicable.

Notes to Schedules	Miscellaneous Plan	Safety Plan
Actuarial cost method	Entry Age Normal	Entry Age Normal
Amortization method	Level percentage of payroll	Level percentage of payroll
Remaining amortization period	21 Years as of valuation date	29 Years as of valuation date
Asset valuation method	15-year smoothed market	15-year smoothed market
Inflation	2.75% for 2015 to 2019, and 2.875% for 2020	2.75% for 2015 to 2019, and 2.875% for 2020
Salary increases	Varies by Entry Age and Service	
Payroll growth	3.00%	
Investment rate of return	7.50% for 2015 to 2018, 7.375% for 2019, and 7.25% for 2020, net of pension plan investment expense; including inflation	
Retirement age	The probabilities of retirement are based on the CalPERS Experience Study.	
Mortality	The probabilities of mortality are based on the CalPERS Experience Study. Pre-retirement and Post-retirement mortality rates include 20 years of projected mortality improvement using Scale AA published by the Society of Actuaries. For 2019 and 2020, pre-retirement and post-retirement mortality rates include 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries.	

NOTE 3 – POST-EMPLOYMENT BENEFITS

*A. Schedule of Changes in the Net OPEB liability and Related Ratios*City of Redwood City

<i>Measurement Period</i>	2020	2019	2018	2017
Total OPEB Liability				
Service Cost	\$ 2,654,796	\$ 2,579,477	\$ 2,504,347	\$ 2,431,405
Interest on the total OPEB liability	6,039,766	6,059,446	5,741,299	5,420,908
Changes of benefit terms	-	(91,335)	-	-
Differences between expected and actual experience	-	(6,285,887)	-	-
Changes of assumptions	-	1,388,517	-	-
Benefit payments, including refunds of employee contributions	(4,059,058)	(3,975,125)	(3,239,884)	(3,117,523)
Net change in total OPEB liability	4,635,504	(324,907)	5,005,762	4,734,790
Total OPEB liability - beginning	88,852,734	89,177,641	84,171,879	79,437,089
Total OPEB liability - ending (a)	\$ 93,488,238	\$ 88,852,734	\$ 89,177,641	\$ 84,171,879
Plan Fiduciary Net Position				
Contributions - employer	\$ 8,091,673	\$ 8,553,676	\$ 6,830,404	\$ 6,163,000
Net investment income	1,245,474	2,293,756	2,158,132	2,270,291
Benefit payments, including refunds of employee contributions	(4,059,058)	(3,975,125)	(3,239,884)	(3,117,523)
Administrative expense	(31,256)	(16,917)	(50,216)	(11,547)
Net change in plan fiduciary net position	5,246,833	6,855,390	5,698,436	5,304,221
Plan fiduciary net position - beginning	39,387,995	32,532,605	26,834,169	21,529,949
Plan fiduciary net position - ending (b)	\$ 44,634,828	\$ 39,387,995	\$ 32,532,605	\$ 26,834,170
Net OPEB liability/(asset) - ending (a) - (b)	\$ 48,853,410	\$ 49,464,739	\$ 56,645,036	\$ 57,337,709
Plan fiduciary net position as a percentage of the total OPEB liability	47.7%	44.3%	36.5%	31.9%
Covered-employee payroll	77,259,985	73,074,208	73,121,435	71,831,235
Net OPEB liability as a percentage of covered-employee payroll	63.2%	67.7%	77.5%	79.8%

Notes to Schedule:

Changes in assumptions. Average per capita claims cost was updated to reflect actual 2017 premiums, the health care cost trend rate was updated to reflect 2018 industry survey data, and the mortality table was updated to reflect the most recent CalPERS studies.

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

NOTE 3 – POST-EMPLOYMENT BENEFITS, CONTINUED

*A. Schedule of Changes in the Net OPEB liability and Related Ratios, Continued***Port of Redwood City**

<i>Measurement Period</i>	2020	2019	2018	2017
Total OPEB Liability				
Service Cost	\$ 5,356	\$ 12,928	\$ 12,746	\$ 14,623
Interest on the total OPEB liability	18,925	24,324	23,193	20,261
Differences between expected and actual experience	-	(127,605)	-	-
Changes of assumptions	72,042	37,647	(5,925)	(68,366)
Benefit payments, including refunds of employee contributions	(19,445)	(9,711)	(9,426)	(8,400)
Net change in total OPEB liability	<u>76,878</u>	<u>(62,417)</u>	<u>20,588</u>	<u>(41,882)</u>
Total OPEB liability - beginning	<u>614,366</u>	<u>676,783</u>	<u>656,195</u>	<u>698,077</u>
Total OPEB liability - ending (a)	<u>\$ 691,244</u>	<u>\$ 614,366</u>	<u>\$ 676,783</u>	<u>\$ 656,195</u>
Covered-employee payroll	410,854	501,790	632,232	754,684
Net OPEB liability as a percentage of covered-employee payroll	168.2%	122.4%	107.0%	86.9%

Notes to Schedule:

Changes in assumptions. Average per capita claims cost was updated to reflect actual 2017 premiums, the health care cost trend rate was updated to reflect 2018 industry survey data, and the mortality table was updated to reflect the most recent CalPERS studies.

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

NOTE 3 – POST-EMPLOYMENT BENEFITS, CONTINUED

*B. Schedule of Contributions Last Ten Fiscal Years*City of Redwood City

Fiscal Year Ended June 30	2021	2020	2019	2018
Actuarially Determined Contribution (ADC)	\$ 6,703,000	\$ 6,504,000	\$ 6,983,000	\$ 6,777,000
Contributions in relation to the ADC	7,722,813	8,091,673	8,553,676	6,830,404
Contribution deficiency (excess)	<u>\$ (1,019,813)</u>	<u>\$ (1,587,673)</u>	<u>\$ (1,570,676)</u>	<u>\$ 53,404</u>
Covered-employee payroll	81,004,127	77,259,985	73,074,208	73,121,435
Contributions as a percentage of covered-employee payroll	9.5%	10.5%	11.7%	9.3%

Notes to Schedule:**Methods and assumptions used to determine contributions:**

Actuarial Cost Method	Entry Age Normal
Amortization Method/Period	Straightline Amortization
Asset Valuation Method	Market value
Inflation	2.75%
Payroll Growth	3% annual increases
Investment Rate of Return	6.75%
Healthcare cost-trend rates	Non-Medicare-6.25% decreasing to 4.75% Medicare-6.45% decreasing to 4.75%
Retirement Age	The probabilities of Retirement are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011.
Mortality	Pre-retirement mortality probability based on 2014 CalPERS 1997-2011 Experience Study covering CalPERS participants. Post-retirement mortality probability based on CalPERS Experience Study 2007-2011 covering participants in CalPERS.

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

NOTE 3 – POST-EMPLOYMENT BENEFITS, CONTINUED

*B. Schedule of Contributions Last Ten Fiscal Years, Continued*Port of Redwood City

Fiscal Year Ended June 30

	2021	2020	2019	2018
Actuarially Determined Contribution (ADC)	\$ -	\$ -	\$ -	\$ -
Contributions in relation to the ADC	31,427	15,869	9,949	9,426
Contribution deficiency (excess)	<u>\$ 31,427</u>	<u>\$ 15,869</u>	<u>\$ 9,949</u>	<u>\$ 9,426</u>
Covered-employee payroll	\$ 343,288	\$ 410,854	\$ 501,790	\$ 632,232
Contributions as a percentage of covered-employee payroll	9.2%	3.9%	2.0%	1.5%

Notes to Schedule:**Methods and assumptions used to determine contributions:**

Actuarial Cost Method	Entry Age Normal
Amortization Method/Period	Straightline Amortization
Asset Valuation Method	Market value
Inflation	2.75%
Payroll Growth	3% annual increases
Investment Rate of Return	3.56%
Healthcare cost-trend rates	6.0% to 8.0%
Retirement Age	The probabilities of Retirement are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011.
Mortality	Pre-retirement mortality probability based on 2014 CalPERS 1997-2011 Experience Study covering CalPERS participants. Post-retirement mortality probability based on CalPERS Experience Study 2007-2011 covering participants in CalPERS.

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.



City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021

GENERAL FUND

The general fund accounts for resources traditionally associated with governments that are not required to be accounted for in another fund. Library operations, whose expenditures must be approved by the Library Board, are accounted for as part of this fund along with the general governmental expenditures not accounted for in other funds.

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
COMPARATIVE BALANCE SHEET
JUNE 30, 2021 AND 2020

	2021	2020
ASSETS	\$	\$
Cash and investments available for operations	67,992,067	58,814,601
Cash and investments, restricted	28,305,202	
Receivables (net of allowance for uncollectibles):		
Taxes and assessments - current	8,064,444	9,935,997
Accounts	3,431,762	4,787,010
Accrued interest	723,503	1,109,093
Due from other governmental agencies	16,729,747	2,263,844
Due from other funds	612,453	674,177
Prepaid items	72,983	390,428
Total Assets	125,932,161	77,975,150
LIABILITIES		
Accounts payable	5,149,050	4,124,704
Accrued payroll	4,150,568	4,010,657
Deposits payable	10,228,358	8,442,066
Due to other funds	967,342	967,342
Unearned revenue	12,897,694	4,672,830
Total Liabilities	33,393,012	22,217,599
DEFERRED INFLOWS OF RESOURCES		
Unavailable revenue-Due from other governments	8,160,754	
Total Deferred Inflows of Resources	8,160,754	
FUND BALANCE		
Nonspendable:		
Loans		
Prepaid items	72,983	390,428
Restricted for:		
Pension Trust	28,305,202	
Other purposes	4,519,145	3,147,443
Committed to:		
General plan	5,229,231	4,049,872
Assigned to:		
Other purposes	3,512,252	5,319,419
Unassigned:		
City Council directed minimum balance	24,074,483	22,355,301
Residual balance	18,665,099	20,495,088
Total Fund Balance	84,378,395	55,757,551
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	125,932,161	77,975,150

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
COMPARATIVE SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET (GAAP BASIS) AND ACTUAL
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

	2021			2020		
	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES						
Property taxes	\$ 64,049,868	\$ 67,641,407	\$ 3,591,539	\$ 65,581,339	\$ 66,777,082	\$ 1,195,743
Sales and other taxes	47,850,318	52,037,046	4,186,728	50,381,475	53,826,307	3,444,832
Licenses and permits	6,084,206	6,349,024	264,818	5,946,439	5,246,650	(699,789)
Fines, forfeitures and penalties	312,000	439,641	127,641	140,800	(3,705)	(144,505)
Uses of money and property	6,942,632	11,019,043	4,076,411	5,060,632	8,015,044	2,954,412
Net increases (decreases) in fair value of investments		(2,721,110)	(2,721,110)		3,336,489	3,336,489
Intergovernmental	16,949,131	8,172,483	(8,776,648)	5,268,993	4,896,994	(371,999)
Charges for current services	19,443,443	13,455,647	(5,987,796)	21,383,744	22,180,094	796,350
Other	617,000	659,620	42,620	619,094	766,840	147,746
Total revenues	162,248,598	157,052,801	(5,195,797)	154,382,516	165,041,795	10,659,279
EXPENDITURES						
Community development	16,234,474	12,898,612	3,335,862	13,326,506	10,814,704	2,511,802
Human services	5,133,634	3,368,746	1,764,888	3,559,512	3,129,216	430,296
Public safety	85,817,635	82,319,023	3,498,612	83,085,390	77,943,100	5,142,290
Transportation	1,328,361	1,254,370	73,991	1,306,489	1,217,743	88,746
Environmental support and protection	1,123,580	345,853	777,727	362,932	360,964	1,968
Leisure, cultural, and information services	26,023,045	24,219,368	1,803,677	26,964,829	25,043,783	1,921,046
Policy development and implementation	18,278,894	11,221,039	7,057,855	25,003,724	23,869,120	1,134,604
Total expenditures	153,939,623	135,627,011	18,312,612	153,609,382	142,378,630	11,230,752
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	8,308,975	21,425,790	13,116,815	773,134	22,663,165	21,890,031
OTHER FINANCING SOURCES (USES)						
Transfers in	1,739,837	805,956	(933,881)	1,386,215	487,445	(898,770)
Transfers (out)	(17,714,560)	(18,045,697)	(331,137)	(17,639,623)	(18,673,440)	(1,033,817)
Total Other Financing Sources (Uses)	(15,974,723)	(17,239,741)	(1,265,018)	(16,253,408)	(18,185,995)	(1,932,587)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(7,665,748)	4,186,049	11,851,797	(15,480,274)	4,477,170	19,957,444
Fund balance at beginning of fiscal year, as restated		80,192,346			51,280,381	
Fund balance at end of fiscal year		84,378,395			55,757,551	

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
SCHEDULE OF REVENUES COMPARED WITH BUDGET (GAAP BASIS) AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE AMOUNTS FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	2021			2020
	Budget	Actual	Variance with Final Budget Positive (Negative)	Actual
Property Taxes:	\$	\$	\$	\$
Property taxes - secured and unsecured	64,049,868	67,641,407	3,591,539	66,777,082
Total Property Taxes	64,049,868	67,641,407	3,591,539	66,777,082
Sales and Other Taxes:				
Sales tax	31,622,000	34,730,936	3,108,936	32,559,083
Franchises	1,874,040	1,856,599	(17,441)	1,845,464
Transient occupancy tax	1,600,000	1,824,102	224,102	6,063,801
Property transfer tax	788,266	1,042,944	254,678	1,038,267
Business license tax	3,171,657	3,339,032	167,375	3,061,508
Utility users tax	8,794,355	9,243,433	449,078	9,258,184
Total Sales and Other Taxes	47,850,318	52,037,046	4,186,728	53,826,307
Licenses and Permits:				
Building permits	3,780,000	3,978,818	198,818	3,698,603
Cannabis permits	1,010,857	1,043,256	32,399	220,375
Fire and other permits	1,293,349	1,326,950	33,601	1,327,672
Total Licenses and Permits	6,084,206	6,349,024	264,818	5,246,650
Fines, Forfeitures and Penalties:				
Parking and library fines	312,000	439,641	127,641	(3,705)
Total Fines, Forfeitures and Penalties	312,000	439,641	127,641	(3,705)
Uses of Money and Property:				
Right-of-way rent	4,712,632	4,712,632		4,712,632
Rent and concessions	230,000	235,090	5,090	231,261
Interest income-restricted		3,370,407	3,370,407	
Interest income	2,000,000	2,700,914	700,914	3,071,151
Total Uses of Money and Property	6,942,632	11,019,043	4,076,411	8,015,044
Net Increase (Decrease) in Fair Value of Investments		(2,721,110)	(2,721,110)	3,336,489
Intergovernmental:				
Motor vehicle in lieu tax	50,000	63,629	13,629	67,526
Public safety sales tax	788,700	876,339	87,639	807,401
Police training allowance	50,000	27,522	(22,478)	39,127
Homeowners' property tax relief	207,316	175,893	(31,423)	173,938
State mandated programs grant	95,268	95,268		103,719
Grants - County, State, and Federal	15,757,847	6,933,832	(8,824,015)	3,705,283
Total Intergovernmental	16,949,131	8,172,483	(8,776,648)	4,896,994
Charges for Current Services:				
Fire services	8,825,828	877,491	(7,948,337)	8,499,317
Police services	238,000	224,332	(13,668)	429,375
Plan checking	2,384,364	2,897,962	513,598	3,023,758
Garbage collections - net	2,918,952	2,820,615	(98,337)	2,757,371
Planning services	390,000	336,191	(53,809)	545,688
Library fees		91	91	30,223
Recreation programs	1,013,000	1,141,399	128,399	3,055,243
Other current service charges	3,673,299	5,157,566	1,484,267	3,839,119
Total Charges for Current Services	19,443,443	13,455,647	(5,987,796)	22,180,094
Other:				
Port contribution	542,000	541,416	(584)	525,715
Miscellaneous	75,000	118,204	43,204	241,125
Total Other	617,000	659,620	42,620	766,840
Total Revenue	<u>162,248,598</u>	<u>157,052,801</u>	<u>(5,195,797)</u>	<u>165,041,795</u>

CITY OF REDWOOD CITY, CALIFORNIA
GENERAL FUND
SCHEDULE OF EXPENDITURES COMPARED WITH BUDGET (GAAP BASIS) AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE AMOUNTS FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	2021		Variance with Final Budget Positive (Negative)	2020 Actual
	Budget	Actual		
	\$	\$	\$	\$
Community Development:				
Community planning	3,074,018	2,819,381	254,637	2,405,928
Strategic planning	1,848,677	999,739	848,938	585,637
Building regulation	6,469,560	4,874,835	1,594,725	4,358,424
Administration	1,576,843	610,972	965,871	529,233
General engineering	700,739	802,401	(101,662)	576,307
Subdivision engineering	757,636	830,780	(73,144)	572,195
Code enforcement	1,095,951	1,034,975	60,976	783,386
Affordable housing	55,000	55,000		55,000
Redevelopment	656,050	870,529	(214,479)	948,594
Total Community Development	16,234,474	12,898,612	3,335,862	10,814,704
Human Services:				
Human services assistance program	59,800	37,300	22,500	34,800
COVID-19 emergency rental assistance	991,075	(6,725)	997,800	401,925
COVID-19 related cost of services	1,000,000	883,331	116,669	
Social services center	3,082,759	2,454,840	627,919	2,692,491
Total Human Services	5,133,634	3,368,746	1,764,888	3,129,216
Public Safety:				
Law enforcement	46,865,294	45,020,065	1,845,229	42,752,851
Fire safety	38,952,341	37,298,958	1,653,383	35,190,249
Total Public Safety	85,817,635	82,319,023	3,498,612	77,943,100
Transportation:				
Street system/sidewalk maintenance, repair	1,328,361	1,254,370	73,991	1,217,743
Total Transportation	1,328,361	1,254,370	73,991	1,217,743
Environmental Support and Protection:				
Trash and recycling efforts	20,764	21,244	(480)	20,360
Climate action plan programs	530,000	1,708	528,292	
Street cleaning/storm water collection, disposal	572,816	322,901	249,915	340,604
Total Environmental Support and Protection	1,123,580	345,853	777,727	360,964
Leisure, Cultural, and Information Services:				
Parks and recreation	16,289,391	14,515,067	1,774,324	15,531,373
Information services	9,733,654	9,704,301	29,353	9,512,410
Total Leisure, Cultural, and Information Services	26,023,045	24,219,368	1,803,677	25,043,783
Policy Development and Implementation:				
Legislative/policy determination	336,964	315,539	21,425	313,761
Management/policy execution	6,445,853	4,003,304	2,442,549	2,892,030
Legislative services/records management	1,361,422	969,226	392,196	770,169
Financial services	1,959,470	1,939,859	19,611	1,869,307
Legal services	1,877,828	1,819,123	58,705	1,615,994
Human Resources	2,536,527	1,961,207	575,320	1,826,770
Affordable housing	282,699		282,699	17,301
Department innovation initiatives	150,000		150,000	
Homeless initiatives	2,099,680	130,060	1,969,620	
Diversity, equity, inclusion initiatives	450,000	100,751	349,249	
Other administrative support services	3,221,414	2,424,933	796,481	16,892,421
Less reimbursements from other funds	(2,442,963)	(2,442,963)		(2,328,633)
Total Policy Development and Implementation	18,278,894	11,221,039	7,057,855	23,869,120
Total Expenditures	153,939,623	135,627,011	18,312,612	142,378,630



City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021

NON-MAJOR GOVERNMENTAL FUNDS

Special Revenue Funds

Special revenue funds are used to account for revenue derived from specific taxes or other dedicated revenue sources (other than for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

Special Gas Tax Street Improvement Fund - This fund accounts for revenue received from the State of California derived from gasoline taxes. These funds may only be used for street purposes as specified in the State of California Streets and Highway Code.

Transportation Grants Fund - This fund accounts for grants and developer contributions received for specific transportation projects.

Grants Fund - This fund accounts for grants received for specific purposes. These include funds received under the Housing and Community Development Act.

Traffic Safety Fund - This fund accounts for revenues received from traffic fines and used for traffic safety programs.

Transportation Fund - This fund accounts for the City's share of special sales tax for transportation. Expenditures from this fund may only be incurred on transportation-related programs.

Seaport Landscape Maintenance Fund - This fund accounts for funds to be provided by property owners in the Seaport Boulevard area for maintenance of landscaping on Seaport Boulevard.

Seaport Centre Maintenance Fund - This fund accounts for funds provided by property owners in the Seaport Centre area for the maintenance and repair of drains and sewer lines connecting the Centre facilities to the public facilities.

Redwood Shores Maintenance Fund - This fund accounts for funds collected from property owners in the Redwood Shores area for the maintenance of various public areas.

Redwood Shores Landscape Maintenance Fund - This fund accounts for funds collected from property owners for landscape maintenance of certain areas in Redwood Shores.

Supplemental Law Enforcement Services Fund - This fund accounts for funds from the State of California "Citizens Option for Public Safety" program.

Traffic Mitigation Fees Fund - This fund accounts for developer contributions received for general transportation projects.

Low and Moderate Income Housing Asset Fund - This fund accounts for the restricted and obligated balances (other than the Legal Aid Society balance) of the former redevelopment agency low and moderate income housing fund that were transferred to the City after the dissolution of the redevelopment agency on February 1, 2012.

Planning Cost Recovery Fund - This fund accounts for fees charged for reimbursement of the expenditures associated with processing planning applications related to major projects.

Special Revenue Funds (Continued)

Community Benefits Fund - This fund accounts for funds committed by the City to enhance community programs.

Housing Legal Aid Society Fund - This fund accounts for revenues previously deposited in the former redevelopment agency low and moderate income housing fund pursuant to an agreement with the Legal Aid Society to set aside general tax increment revenue for housing purposes. After the February 1, 2012 dissolution of the redevelopment agency, this fund was created to account for this accumulated balance.

DEBT SERVICES FUND

Public Financing Authority 2021 Veterans Memorial Lease Revenue Bond Fund - This fund accounts for a lease entered into with the Public Financing Authority for the 2021 Veterans Memorial Lease Revenue bonds. The bond payments are secured by lease payments from the City.

Capital Projects Funds

Capital project funds are established to account for resources used for the acquisition and construction of capital facilities by the City except for those financed by the proprietary funds or special revenue funds. Funding for these projects is provided by the general fund and by special assessment districts. Currently the City has the following funds:

Facilities Fee Construction Fund - This fund derives its revenue from fees collected from the developers in the Redwood Shores area. Funds are used for improvements to roads, drainage, water, traffic lights, canals, etc. in the area.

Parks Impact and In-Lieu Fee Fund - This fund accounts for parks impact fees and Quimby Act in lieu fees charged to developers on new development projects, to enable the City to expand and improve its system of parks, parkland, and recreational facilities to provide services to future development.

Shores Transportation Improvement District Fund - This fund accounts for community facility district bonds that were issued and developer contributions that were received by the City to fund various transportation projects in the Redwood Shores area.

One Marina Community Facilities District Fund - This fund accounts for certain public infrastructure improvements within the One Marina district that are financed by community facilities district bonds, and developer contributions.

Art in Public Places Fund - This fund accounts for revenues and expenditures related to the Art in Public Places Ordinance.



*City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021*

CITY OF REDWOOD CITY, CALIFORNIA
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2021

	SPECIAL REVENUE FUNDS				
	Special Gas Tax Street Improvement Fund \$	Transportation Grants Fund \$	Grants Fund \$	Traffic Safety Fund \$	Transportation Fund \$
ASSETS					
Cash and investments available for operations	5,136,166	4,904,409	2,070,543	319,576	4,757,283
Cash and investments, restricted			133,826		
Receivables (net of allowance for uncollectibles):					
Taxes and assessments - current	212,505			14,901	207,812
Accounts		37,631	10,031		
Loans			3,545,481		
Accrued interest			334,694		
Due from other governmental agencies	156,776	1,153,065	601,025		186,276
Prepaid items				2,100	
Deposits receivable					
Land held for redevelopment			2,410,000		
Total Assets	<u>5,505,447</u>	<u>6,095,105</u>	<u>9,105,600</u>	<u>336,577</u>	<u>5,151,371</u>
LIABILITIES					
Accounts payable	52,072	604,960	239,404	88,879	132,337
Deposits payable			31,957		
Due to other funds					
Unearned revenue		1,772,949			
Total Liabilities	<u>52,072</u>	<u>2,377,909</u>	<u>271,361</u>	<u>88,879</u>	<u>132,337</u>
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue-Interest			334,694		
Total Deferred Inflows of Resources			<u>334,694</u>		
FUND BALANCES					
Nonspendable:					
Loans			3,545,481		
Prepaid items				2,100	
Land held for redevelopment			2,410,000		
Restricted for:					
Community development			898,142		
Public safety				247,698	
Transportation	5,453,375	3,717,196			5,019,034
Leisure, cultural and information services			1,181,998		
Debt services					
Capital projects					
Housing purposes					
Committed to:					
Community benefits					
Human services financial assistance			463,924		
Housing purposes					
Unassigned:				(2,100)	
Total Fund Balances	<u>5,453,375</u>	<u>3,717,196</u>	<u>8,499,545</u>	<u>247,698</u>	<u>5,019,034</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>5,505,447</u>	<u>6,095,105</u>	<u>9,105,600</u>	<u>336,577</u>	<u>5,151,371</u>

SPECIAL REVENUE FUNDS

Seaport Landscape Maintenance Fund	Seaport Centre Maintenance Fund	Redwood Shores Maintenance Fund	Redwood Shores Landscape Mtc. Fund	Supplemental Law Enforcement Services Fund	Traffic Mitigation Fees Fund
\$	\$	\$	\$	\$	\$
562,624	2,500,764	1,604,796		766,041	3,383,267 4,256,295
					15
11,191 4,242		54,008	2,668		
<u>578,057</u>	<u>2,500,764</u>	<u>1,658,804</u>	<u>2,668</u>	<u>766,041</u>	<u>7,639,577</u>
3,643	2,561	122,874	513		124,001
			26,585		
<u>3,643</u>	<u>2,561</u>	<u>122,874</u>	<u>27,098</u>		<u>124,001</u>
4,242					
570,172	2,498,203	1,535,930		766,041	
					7,515,576
			(24,430)		
<u>574,414</u>	<u>2,498,203</u>	<u>1,535,930</u>	<u>(24,430)</u>	<u>766,041</u>	<u>7,515,576</u>
<u>578,057</u>	<u>2,500,764</u>	<u>1,658,804</u>	<u>2,668</u>	<u>766,041</u>	<u>7,639,577</u>

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2021

	SPECIAL REVENUE FUNDS				DEBT SERVICES FUND
	Low & Moderate Income Housing Asset Fund \$	Planning Cost Recovery Fund \$	Community Benefits Fund \$	Housing Legal Aid Society \$	Public Financing Authority 2021 Veterans Memorial Lease Revenue Bond Fund \$
ASSETS					
Cash and investments available for operations	17,535,163		2,429,917	176,217	
Cash and investments, restricted					4,791,518
Receivables (net of allowance for uncollectibles):					
Taxes and assessments - current	7,134				
Accounts	4,597				
Loans	5,629,124				
Accrued interest	1,379,614				
Due from other governmental agencies					
Prepaid items					
Deposits receivable		215,526			
Land held for redevelopment	710,241				
Total Assets	<u>25,265,873</u>	<u>215,526</u>	<u>2,429,917</u>	<u>176,217</u>	<u>4,791,518</u>
LIABILITIES					
Accounts payable	506,921	70,211			
Deposits payable					
Due to other funds		218,304			
Unearned revenue				32,304	
Total Liabilities	<u>506,921</u>	<u>288,515</u>		<u>32,304</u>	
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue-Interest	1,379,614				
Total Deferred Inflows of Resources	<u>1,379,614</u>				
FUND BALANCES					
Nonspendable:					
Loans	5,629,124				
Prepaid items					
Land held for redevelopment	710,241				
Restricted for:					
Community development	13,091,724			143,913	
Public safety					
Transportation					
Leisure, cultural and information services					
Debt services					4,791,518
Capital projects					
Housing purposes	2,735,522				
Committed to:					
Community benefits			2,429,917		
Human services financial assistance					
Housing purposes	1,212,727				
Unassigned:		(72,989)			
Total Fund Balances	<u>23,379,338</u>	<u>(72,989)</u>	<u>2,429,917</u>	<u>143,913</u>	<u>4,791,518</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>25,265,873</u>	<u>215,526</u>	<u>2,429,917</u>	<u>176,217</u>	<u>4,791,518</u>

CAPITAL PROJECTS FUNDS		CAPITAL PROJECTS FUNDS				
Facilities Fee Construction Fund	Parks Impact and In Lieu Fee Fund	Shores Transportation Improvement District Fund	One Marina Community Facilities District Fund	Art in Public Places Fund	PEG Fees Fund	Total Nonmajor Governmental Funds
\$	\$	\$	\$	\$	\$	\$
457,198	6,661,445	641,883	114,918	82,875	343,577	54,448,662 9,181,639
					40,170	482,522 52,259 9,174,605 1,714,323 2,165,009
					4,250	10,592 215,526 3,120,241
457,198	6,661,445	641,883	114,918	82,875	387,997	80,565,378
	260,878		63,106	3,636		2,275,996 31,957 244,889 1,805,253
	260,878		63,106	3,636		4,358,095
						1,714,308
						1,714,308
						9,174,605 10,592 3,120,241
					383,747	14,517,526 1,013,739 19,435,793 7,661,804 4,791,518 8,024,586 2,735,522
457,198	6,400,567	641,883	51,812	79,239		2,429,917 463,924 1,212,727 (99,519)
457,198	6,400,567	641,883	51,812	79,239	387,997	74,492,975
457,198	6,661,445	641,883	114,918	82,875	387,997	80,565,378

CITY OF REDWOOD CITY, CALIFORNIA
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	SPECIAL REVENUE FUNDS				
	Special Gas Tax Street Improvement Fund \$	Transportation Grants Fund \$	Grants Fund \$	Traffic Safety Fund \$	Transportation Fund \$
REVENUES					
Property taxes/special assessments					
Sales and other taxes					2,848,566
Licenses and permits					
Fines, forfeitures and penalties				130,251	
Use of money and property	1,620	(8,555)	41,656	(22,835)	35,289
Intergovernmental	3,449,165	2,956,775	1,855,900		
Contributions		5,993			
Charges for current services	6,541			88,595	
Other			389		
Total Revenues	3,457,326	2,954,213	1,897,945	196,011	2,883,855
EXPENDITURES					
Current Operations:					
Community development			1,944,466		120,537
Human services			109,250		
Public safety					
Transportation	2,945,609	305,894		2,201,978	534,414
Environmental support and protection	531,494	301,947	3,540		
Leisure, cultural and information services			18,298		
Policy development and implementation	1,329				227,496
Capital outlay	814,473	3,726,293			276,701
Debt service:					
Principal retirement					
Interest and fiscal charges					
Total Expenditures	4,292,905	4,334,134	2,075,554	2,201,978	1,159,148
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(835,579)	(1,379,921)	(177,609)	(2,005,967)	1,724,707
OTHER FINANCING SOURCES (USES)					
Bond proceeds					
Transfers in	1,480,949	21	140	2,094,895	88
Transfers (out)					
Total Other Financing Sources (Uses)	1,480,949	21	140	2,094,895	88
Net change in fund balances	645,370	(1,379,900)	(177,469)	88,928	1,724,795
Special Item					
Fund balances - beginning	4,808,005	5,097,096	8,677,014	158,770	3,294,239
Fund balances - ending	5,453,375	3,717,196	8,499,545	247,698	5,019,034

SPECIAL REVENUE FUNDS

Seaport Landscape Maintenance Fund \$	Seaport Centre Maintenance Fund \$	Redwood Shores Maintenance Fund \$	Redwood Shores Landscape Maintenance Fund \$	Supplemental Law Enforcement Services Fund \$	Traffic Mitigation Fees Fund \$
212,438	186,949	1,086,637	278,382		
1,071	8,243	9,030	(876)	3,873	(6,358)
		3,193		205,136	95,474
<u>213,509</u>	<u>195,192</u>	<u>1,098,860</u>	<u>277,506</u>	<u>209,009</u>	<u>89,116</u>
1,216	9,582				
				53,205	
	74,160				140,084
238,648	85,985	435,419	376,748		
					817,300
<u>239,864</u>	<u>169,727</u>	<u>435,419</u>	<u>376,748</u>	<u>53,205</u>	<u>957,384</u>
<u>(26,355)</u>	<u>25,465</u>	<u>663,441</u>	<u>(99,242)</u>	<u>155,804</u>	<u>(868,268)</u>
83	20	32	45,350		
		(642,192)			
<u>83</u>	<u>20</u>	<u>(642,160)</u>	<u>45,350</u>		
(26,272)	25,485	21,281	(53,892)	155,804	(868,268)
<u>600,686</u>	<u>2,472,718</u>	<u>1,514,649</u>	<u>29,462</u>	<u>610,237</u>	<u>8,383,844</u>
<u>574,414</u>	<u>2,498,203</u>	<u>1,535,930</u>	<u>(24,430)</u>	<u>766,041</u>	<u>7,515,576</u>

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	SPECIAL REVENUE FUNDS				DEBT SERVICES FUND
	Low & Moderate Income Housing Asset Fund	Planning Cost Recovery Fund	Community Benefits Fund	Housing Legal Aid Society	Public Financing Authority 2021 Veterans Memorial Lease Revenue Bond Fund
	\$	\$	\$	\$	\$
REVENUES					
Property taxes/special assessments					
Sales and other taxes	216,008				
Licenses and permits					
Fines, forfeitures and penalties					
Use of money and property	36,385		5,654	460	
Intergovernmental Contributions					
Charges for current services	997,975	566,993			
Other	234				
Total Revenues	1,250,602	566,993	5,654	460	
EXPENDITURES					
Current Operations:					
Community development	1,363,135	588,705			
Human services					
Public safety					
Transportation					
Environmental support and protection					
Leisure, cultural and information services					
Policy development and implementation					
Capital outlay					
Debt service:					
Principal retirement					
Interest and fiscal charges					
Total Expenditures	1,363,135	588,705			
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(112,533)	(21,712)	5,654	460	
OTHER FINANCING SOURCES (USES)					4,791,518
Transfers in	101				
Transfers (out)					
Total Other Financing Sources (Uses)	101				4,791,518
Net change in fund balances	(112,432)	(21,712)	5,654	460	4,791,518
Special Item	10,272,916				
Fund balances - beginning	13,218,854	(51,277)	2,424,263	143,453	
Fund balances - ending	23,379,338	(72,989)	2,429,917	143,913	4,791,518

CAPITAL PROJECTS FUNDS		CAPITAL PROJECTS FUNDS				
Facilities Fee Construction Fund \$	Parks Impact and In Lieu Fee Fund \$	Shores Transportation Improvement District Fund \$	One Marina Community Facilities District Fund \$	Art in Public Places Fund \$	PEG Fees Fund \$	Total Nonmajor Governmental Funds \$
					42,397	1,806,803
						3,064,574
	221,452					221,452
						130,251
1,192	(60,109)	1,676	(13,481)	158	939	35,032
					6,295	8,571,938
						5,993
						1,660,104
						623
1,192	161,343	1,676	(13,481)	158	49,631	15,496,770
						4,027,641
						109,250
						53,205
			30,576			6,232,715
						1,597,033
	33,176			23,518		451,740
						228,825
	5,262,632		375		6,153	10,903,927
	5,295,808		30,951	23,518	6,153	23,604,336
1,192	(5,134,465)	1,676	(44,432)	(23,360)	43,478	(8,107,566)
						4,791,518
				50,000		3,671,679
						(642,192)
				50,000		7,821,005
1,192	(5,134,465)	1,676	(44,432)	26,640	43,478	(286,561)
						10,272,916
456,006	11,535,032	640,207	96,244	52,599	344,519	64,506,620
457,198	6,400,567	641,883	51,812	79,239	387,997	74,492,975

CITY OF REDWOOD CITY, CALIFORNIA
BUDGETED NON-MAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	SPECIAL GAS TAX STREET IMPROVEMENT FUND			TRANSPORTATION GRANTS FUND		
	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
	\$	\$	\$	\$	\$	\$
REVENUES						
Property taxes/special assessments						
Sales and other taxes						
Licenses and permits						
Fines, forfeitures and penalties						
Use of money and property	18,000	1,620	(16,380)	37,000	(8,555)	(45,555)
Intergovernmental	3,517,403	3,449,165	(68,238)	8,553,215	2,956,775	(5,596,440)
Contributions					5,993	5,993
Charges for current services	1,000	6,541	5,541			
Other						
Total Revenues	<u>3,536,403</u>	<u>3,457,326</u>	<u>(79,077)</u>	<u>8,590,215</u>	<u>2,954,213</u>	<u>(5,636,002)</u>
EXPENDITURES						
Current operations:						
Community development						
Human services						
Public safety						
Transportation	3,040,234	2,945,609	94,625	879,767	305,894	573,873
Environmental support and protection	753,934	531,494	222,440	301,947	301,947	
Leisure, cultural and information services						
Policy development and implementation	1,500	1,329	171			
Capital outlay	4,942,155	814,473	4,127,682	11,585,477	3,726,293	7,859,184
Debt service:						
Principal retirement						
Interest and fiscal charges						
Total Expenditures	<u>8,737,823</u>	<u>4,292,905</u>	<u>4,444,918</u>	<u>12,767,191</u>	<u>4,334,134</u>	<u>8,433,057</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(5,201,420)</u>	<u>(835,579)</u>	<u>4,365,841</u>	<u>(4,176,976)</u>	<u>(1,379,921)</u>	<u>2,797,055</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	1,617,888	1,480,949	(136,939)	21	21	
Transfers (out)						
Total Other Financing Sources (Uses)	<u>1,617,888</u>	<u>1,480,949</u>	<u>(136,939)</u>	<u>21</u>	<u>21</u>	
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>(3,583,532)</u>	<u>645,370</u>	<u>4,228,902</u>	<u>(4,176,955)</u>	<u>(1,379,900)</u>	<u>2,797,055</u>
Special item						
Funds not budgeted:						
Facilities Fee Construction Fund						
Shores Transportation Improvement District						
One Marina Community Facilities District						
Art in Public Places						
Fund balances - beginning		<u>4,808,005</u>			<u>5,097,096</u>	
Fund balances - ending		<u>5,453,375</u>			<u>3,717,196</u>	

There were no material changes between the original and final budgeted amounts.

GRANTS FUND			TRAFFIC SAFETY FUND			TRANSPORTATION FUND		
Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
\$	\$	\$	\$	\$	\$	\$	\$	\$
						2,421,519	2,848,566	427,047
16,700	41,656	24,956	175,000	130,251	(44,749)			
3,812,067	1,855,900	(1,956,167)	1,400	(22,835)	(24,235)	18,000	35,289	17,289
			10,000	88,595	78,595			
	389	389						
3,828,767	1,897,945	(1,930,822)	186,400	196,011	9,611	2,439,519	2,883,855	444,336
	1,944,466	(1,944,466)				207,200	120,537	86,663
	109,250	(109,250)						
			2,331,930	2,201,978	129,952	1,596,742	534,414	1,062,328
	3,540	(3,540)						
	18,298	(18,298)						
2,128,989		2,128,989				256,037	227,496	28,541
						2,995,442	276,701	2,718,741
2,128,989	2,075,554	53,435	2,331,930	2,201,978	129,952	5,055,421	1,159,148	3,896,273
1,699,778	(177,609)	(1,877,387)	(2,145,530)	(2,005,967)	139,563	(2,615,902)	1,724,707	4,340,609
140	140		1,817,488	2,094,895	277,407	88	88	
140	140		1,817,488	2,094,895	277,407	88	88	
1,699,918	(177,469)	(1,877,387)	(328,042)	88,928	416,970	(2,615,814)	1,724,795	4,340,609
	8,677,014			158,770			3,294,239	
	8,499,545			247,698			5,019,034	

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
BUDGETED NON-MAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	SEAPORT LANDSCAPE MAINTENANCE FUND			SEAPORT CENTRE MAINTENANCE FUND		
	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
	\$	\$	\$	\$	\$	\$
REVENUES						
Property taxes/special assessments	212,500	212,438	(62)	187,000	186,949	(51)
Sales and other taxes						
Licenses and permits						
Fines, forfeitures and penalties						
Use of money and property	4,000	1,071	(2,929)	17,000	8,243	(8,757)
Intergovernmental						
Contributions						
Charges for current services						
Other						
Total Revenues	216,500	213,509	(2,991)	204,000	195,192	(8,808)
Current operations:						
Community development		1,216	(1,216)		9,582	(9,582)
Human services						
Public safety						
Transportation					74,160	(74,160)
Environmental support and protection		238,648	(238,648)		85,985	(85,985)
Leisure, cultural and information services						
Policy development and implementation						
Capital outlay	811		811	467,135		467,135
Debt service:						
Principal retirement						
Interest and fiscal charges						
Total Expenditures	811	239,864	(239,053)	467,135	169,727	297,408
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	215,689	(26,355)	(242,044)	(263,135)	25,465	288,600
OTHER FINANCING SOURCES (USES)						
Transfers in	83	83		20	20	
Transfers (out)						
Total Other Financing Sources (Uses)	83	83		20	20	
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	215,772	(26,272)	(242,044)	(263,115)	25,485	288,600
Special item						
Funds not budgeted:						
Facilities Fee Construction Fund						
Shores Transportation Improvement District						
One Marina Community Facilities District						
Art in Public Places						
Fund balances - beginning		600,686			2,472,718	
Fund balances - ending		574,414			2,498,203	

There were no material changes between the original and final budgeted amounts.

REDWOOD SHORES MAINTENANCE FUND			REDWOOD SHORES LANDSCAPE MAINTENANCE FUND			SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND		
Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
\$	\$	\$	\$	\$	\$	\$	\$	\$
1,035,564	1,086,637	51,073	279,393	278,382	(1,011)			
12,000	9,030	(2,970)		(876)	(876)	4,000	3,873	(127)
3,820	3,193	(627)				206,000	205,136	(864)
<u>1,051,384</u>	<u>1,098,860</u>	<u>47,476</u>	<u>279,393</u>	<u>277,506</u>	<u>(1,887)</u>	<u>210,000</u>	<u>209,009</u>	<u>(991)</u>
							53,205	(53,205)
718,630	435,419	283,211		376,748	(376,748)			
755,011		755,011						
<u>1,473,641</u>	<u>435,419</u>	<u>1,038,222</u>		<u>376,748</u>	<u>(376,748)</u>		<u>53,205</u>	<u>(53,205)</u>
<u>(422,257)</u>	<u>663,441</u>	<u>1,085,698</u>	<u>279,393</u>	<u>(99,242)</u>	<u>(378,635)</u>	<u>210,000</u>	<u>155,804</u>	<u>(54,196)</u>
32	32		39,659	45,350	5,691			
<u>(599,969)</u>	<u>(642,192)</u>	<u>(42,223)</u>						
<u>(599,937)</u>	<u>(642,160)</u>	<u>(42,223)</u>	<u>39,659</u>	<u>45,350</u>	<u>5,691</u>			
<u>(1,022,194)</u>	21,281	<u>1,043,475</u>	<u>319,052</u>	<u>(53,892)</u>	<u>(372,944)</u>	<u>210,000</u>	155,804	<u>(54,196)</u>
	<u>1,514,649</u>			<u>29,462</u>			<u>610,237</u>	
	<u>1,535,930</u>			<u>(24,430)</u>			<u>766,041</u>	

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
BUDGETED NON-MAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	TRAFFIC MITIGATION FEES FUND			LOW AND MODERATE INCOME HOUSING ASSET FUND		
	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
	\$	\$	\$	\$	\$	\$
REVENUES						
Property taxes/special assessments						
Sales and other taxes					216,008	216,008
Licenses and permits						
Fines, forfeitures and penalties						
Use of money and property	34,000	(6,358)	(40,358)	51,000	36,385	(14,615)
Intergovernmental	500,000	95,474	(404,526)			
Contributions						
Charges for current services				1,060,000	997,975	(62,025)
Other					234	234
Total Revenues	534,000	89,116	(444,884)	1,111,000	1,250,602	139,602
Current operations:						
Community development				7,210,821	1,363,135	5,847,686
Human services						
Public safety						
Transportation	187,364	140,084	47,280			
Environmental support and protection						
Leisure, cultural and information services						
Policy development and implementation						
Capital outlay	3,288,373	817,300	2,471,073	693,100		693,100
Debt service:						
Principal retirement						
Interest and fiscal charges						
Total Expenditures	3,475,737	957,384	2,518,353	7,903,921	1,363,135	6,540,786
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,941,737)	(868,268)	2,073,469	(6,792,921)	(112,533)	6,680,388
OTHER FINANCING SOURCES (USES)						
Transfers in				50,101	101	(50,000)
Transfers (out)						
Total Other Financing Sources (Uses)				50,101	101	(50,000)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(2,941,737)	(868,268)	2,073,469	(6,742,820)	(112,432)	6,630,388
Special item					10,272,916	
Funds not budgeted:						
Facilities Fee Construction Fund						
Shores Transportation Improvement District						
One Marina Community Facilities District						
Art in Public Places						
Fund balances - beginning		8,383,844			13,218,854	
Fund balances - ending		<u>7,515,576</u>			<u>23,379,338</u>	

There were no material changes between the original and final budgeted amounts.

PLANNING COST RECOVERY FUND			COMMUNITY BENEFITS FUND			HOUSING LEGAL AID SOCIETY		
Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)	Budget	Actual	Variance with Final Budget Positive (Negative)
\$	\$	\$	\$	\$	\$	\$	\$	\$
			18,000	5,654	(12,346)	1,200	460	(740)
410,000	566,993	156,993						
410,000	566,993	156,993	18,000	5,654	(12,346)	1,200	460	(740)
1,685,411	588,705	1,096,706						
1,685,411	588,705	1,096,706						
(1,275,411)	(21,712)	1,253,699	18,000	5,654	(12,346)	1,200	460	(740)
(1,275,411)	(21,712)	1,253,699	18,000	5,654	(12,346)	1,200	460	(740)
(51,277)				2,424,263			143,453	
(72,989)				2,429,917			143,913	

(Continued)

CITY OF REDWOOD CITY, CALIFORNIA
BUDGETED NON-MAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

PARK IMPACT AND IN LIEU FEE FUND			
	Budget	Actual	Variance with Final Budget Positive (Negative)
	\$	\$	\$
REVENUES			
Property taxes/special assessments			
Sales and other taxes			
Licenses and permits	1,000,000	221,452	(778,548)
Fines, forfeitures and penalties			
Use of money and property	91,000	(60,109)	(151,109)
Intergovernmental			
Contributions			
Charges for current services			
Other			
Total Revenues	1,091,000	161,343	(929,657)
Current operations:			
Community development			
Human services			
Public safety			
Transportation			
Environmental support and protection			
Leisure, cultural and information services	3,119,132	33,176	3,085,956
Policy development and implementation			
Capital outlay	15,211,923	5,262,632	9,949,291
Debt service:			
Principal retirement			
Interest and fiscal charges			
Total Expenditures	18,331,055	5,295,808	13,035,247
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(17,240,055)	(5,134,465)	12,105,590
OTHER FINANCING SOURCES (USES)			
Transfers in			
Transfers (out)			
Total Other Financing Sources (Uses)			
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(17,240,055)	(5,134,465)	12,105,590
Special item			
Funds not budgeted:			
Facilities Fee Construction Fund			
Shores Transportation Improvement District			
One Marina Community Facilities District			
Art in Public Places			
Fund balances - beginning		11,535,032	
Fund balances - ending		<u>6,400,567</u>	

There were no material changes between the original and final budgeted amounts.

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods and services provided by one City department to others on a cost reimbursement basis.

Equipment Services Fund - This fund accounts for the costs of operation, maintenance, and replacement of automotive equipment used by other departments. Such costs are billed to the consuming departments at a rate that includes operation, maintenance, and an amount necessary to provide replacement of the equipment at a future date. Additional equipment is budgeted by the consuming department and is then transferred to the equipment services fund after purchase.

Self-Insurance Fund - This fund accounts for the City's total insurance program which includes, but is not limited to, workers' compensation, comprehensive automobile and general liability, marinas, and property and crime insurance. Included are administrative costs and costs associated with self-insurance and the purchase of excess insurance to adequately protect the City. User departments are charged for workers' compensation insurance at rates based on loss experience and on departmental budget size.

Internal Services Fund - This fund accounts for the costs of operation of the City's telephone/communications service, maintenance and repair of buildings, custodial services, and information technology services. The costs are billed to the user departments based on actual use by the departments.

Employee Benefits Fund - This fund is used to account for providing City workers with self-insured dental and vision benefits, unemployment insurance, and health insurance to retired City employees.

CITY OF REDWOOD CITY, CALIFORNIA
INTERNAL SERVICE FUNDS
COMBINING STATEMENT OF NET POSITION
JUNE 30, 2021

	Equipment Services Fund	Self Insurance Fund	Internal Services Fund	Employee Benefits Fund	Total
ASSETS	\$	\$	\$	\$	\$
Current assets:					
Cash and investments available for operations	17,516,804	39,540,965	1,406,266		58,464,035
Receivables (net of allowance for uncollectibles):					
Accounts	(24,014)		(9,993)		(34,007)
Accrued interest	990				990
Due from other governmental agencies	48,225		146,829		195,054
Due from other funds	300,000				300,000
Inventory of supplies at cost	132,178				132,178
Deposits		745,946			745,946
Prepaid items and other assets	7,129		6,240	248,725	262,094
Total current assets	17,981,312	40,286,911	1,549,342	248,725	60,066,290
Noncurrent assets:					
Advances to other funds	300,000				300,000
Capital assets:					
Construction in progress	2,186,335				2,186,335
Equipment, net	9,573,225		640,578		10,213,803
Net capital assets	11,759,560		640,578		12,400,138
Total noncurrent assets	12,059,560		640,578		12,700,138
Total assets	30,040,872	40,286,911	2,189,920	248,725	72,766,428
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows - Pension	311,372	135,930	2,440,397		2,887,699
Deferred outflows - OPEB	201,528	77,783	1,302,858		1,582,169
Total deferred outflows of resources	512,900	213,713	3,743,255		4,469,868
LIABILITIES					
Current liabilities:					
Accounts payable	102,331	256,483	98,593	10,795	468,202
Due to other funds				367,564	367,564
Insurance claims payable - current portion		6,737,607			6,737,607
Accrued sick leave and vacation - current portion	59,320	12,449	484,439		556,208
Unearned revenue					
Total current liabilities	161,651	7,006,539	583,032	378,359	8,129,581
Noncurrent liabilities:					
Insurance claims payable		25,345,889			25,345,889
Accrued sick leave and vacation	88,691	12,450	880,544		981,685
Net OPEB Liability	585,908	230,838	4,106,906		4,923,652
Net pension liability	2,206,626	963,298	17,294,574		20,464,498
Total noncurrent liabilities	2,881,225	26,552,475	22,282,024		51,715,724
Total liabilities	3,042,876	33,559,014	22,865,056	378,359	59,845,305
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows - Pension	6,488	2,832	50,847		60,167
Deferred inflows - OPEB	47,189	18,191	307,780		373,160
Total deferred outflows of resources	53,677	21,023	358,627		433,327
NET POSITION					
Invested in capital assets	11,759,560		640,578		12,400,138
Unrestricted	15,697,659	6,920,587	(17,931,086)	(129,634)	4,557,526
Total net position	27,457,219	6,920,587	(17,290,508)	(129,634)	16,957,664

CITY OF REDWOOD CITY, CALIFORNIA
INTERNAL SERVICE FUNDS
COMBINING STATEMENT OF REVENUES,
EXPENSES, AND CHANGES IN FUND NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Equipment Services Fund \$	Self Insurance Fund \$	Internal Services Fund \$	Employee Benefits Fund \$	Total \$
OPERATING REVENUES					
Charges for services	5,474,677	12,498,306	13,076,982	8,068,863	39,118,828
OPERATING EXPENSES					
Employee services	1,291,946	641,081	10,017,972	8,059,134	20,010,133
Maintenance	30,199	5,045	804,743		839,987
Utilities	29,077	4,821	17,201		51,099
Contractual services	27,106	1,757,161	22,606	15,590	1,822,463
Supplies and services	(331,220)	610,180	1,042,324		1,321,284
Depreciation	1,333,658		130,820		1,464,478
Insurance and claims	254,464	8,311,573	332,644	948,861	9,847,542
Total operating expenses	2,635,230	11,329,861	12,368,310	9,023,585	35,356,986
Operating Income (Loss)	2,839,447	1,168,445	708,672	(954,722)	3,761,842
NONOPERATING REVENUES (EXPENSES)					
Gain (loss) on disposal of capital assets	6,940				6,940
Investment earnings	38,451	145,845	17,332	14,636	216,264
Insurance recovery					
Net Nonoperating Revenues (Expenses)	45,391	145,845	17,332	14,636	223,204
Net Income (Loss) Before Capital Contributions and Transfers	2,884,838	1,314,290	726,004	(940,086)	3,985,046
Capital contributions					
Transfers in	406	265		300,000	300,671
Transfers (out)			(171,836)		(171,836)
Total Capital Contributions and Transfers	406	265	(171,836)	300,000	128,835
Change in net position	2,885,244	1,314,555	554,168	(640,086)	4,113,881
Net position - beginning	24,571,975	5,606,032	(17,844,676)	510,452	12,843,783
Net position - ending	27,457,219	6,920,587	(17,290,508)	(129,634)	16,957,664

CITY OF REDWOOD CITY, CALIFORNIA
INTERNAL SERVICE FUNDS
COMBINING STATEMENT OF CASH FLOWS
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Equipment Services Fund	Self Insurance Fund	Internal Services Fund	Employee Benefits Fund	Total
	\$	\$	\$	\$	\$
Cash flows from operating activities:					
Cash received from interfund services provided	5,455,234	12,498,306	13,083,019	8,068,863	39,105,422
Cash payments to suppliers for goods and services	(301,922)	(8,398,673)	(2,154,770)	(834,817)	(11,690,182)
Cash payments to employees for services	(1,369,124)	(674,774)	(10,429,862)	(8,059,134)	(20,532,894)
Net cash provided by (used in) operating activities	3,784,188	3,424,859	498,387	(825,088)	6,882,346
Cash flows from noncapital financing activities					
Transfers in	406	265		300,000	300,671
Transfers out			(171,836)		(171,836)
Advances to other funds	300,000				300,000
Net cash provided by (used in) non-capital financing activities	300,406	265	(171,836)	300,000	428,835
Cash flows from capital and related financing activities:					
Acquisition and construction of capital assets	(3,917,281)		(26,307)		(3,943,588)
Net cash used in capital and related financing activities	(3,917,281)		(26,307)		(3,943,588)
Cash flows from investing activities:					
Interest on investments	44,076	145,845	17,332	14,636	221,889
Net cash provided by investing activities	44,076	145,845	17,332	14,636	221,889
Net increase (decrease) in cash and cash equivalents	211,389	3,570,969	317,576	(510,452)	3,589,482
Cash and cash equivalents at beginning of fiscal year	17,305,415	35,969,996	1,088,690	510,452	54,874,553
Cash and cash equivalents at end of fiscal year	17,516,804	39,540,965	1,406,266		58,464,035

Reconciliation of Net Cash Flow from Operating Activities

Operating income (loss)	2,839,447	1,168,445	708,672	(954,722)	3,761,842
Adjustments to reconcile operating income(loss) to net cash provided by operating activities:					
Depreciation	1,333,658		130,820		1,464,478
Change in assets and liabilities:					
Decrease (increase) in accounts receivable	28,782		118,300		147,082
Decrease (increase) in due from other governmental agencies	(48,225)		(146,829)		(195,054)
Decrease (increase) in due from other funds			34,566		34,566
Decrease (increase) in inventory/prepaid expense/deposits	13,168		48,366	(248,725)	(187,191)
Decrease (increase) in deferred outflows - pension	(65,795)	(28,723)	(515,673)		(610,191)
Decrease (increase) in deferred employer OPEB contributions	(96,092)	(37,088)	(621,224)		(754,404)
Increase (decrease) in vacation & sick leave payable	10,169	3,019	234,108		247,296
Increase (decrease) in accounts payable	(305,464)	(46,492)	16,382	10,795	(324,779)
Increase (decrease) in due to other funds				367,564	367,564
Increase (decrease) in deferred inflows - pension	(40,172)	(17,538)	(314,858)		(372,568)
Increase (decrease) in net pension liability	46,736	20,402	366,296		433,434
Increase (decrease) in net OPEB liability	85,276	32,913	551,302		669,491
Increase (decrease) in deferred inflows - OPEB	(17,300)	(6,678)	(111,841)		(135,819)
Increase (decrease) in insurance claims payable		2,336,599			2,336,599
Total adjustments	944,741	2,256,414	(210,285)	129,634	3,120,504
Net cash provided by (used in) operating activities	3,784,188	3,424,859	498,387	(825,088)	6,882,346

Statistical Section

This part of the City of Redwood City's Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

<u>Contents</u>	<u>Pages</u>
Financial Trends These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	138-145
Revenue Capacity These schedules contain information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.	146-149
Debt Capacity These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	150-155
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place and to help make comparisons over time and with other governments.	156-158
Operating Information These schedules contain information about the city's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.	159-161

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial report for the relevant year.

Schedule 1
CITY OF REDWOOD CITY, CALIFORNIA
NET POSITION BY COMPONENT
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year			
	2012	2013	2014	2015
	\$	\$	\$	\$
Governmental activities				
Net investment in capital assets	185,512,524	190,190,522	184,624,589	184,443,023
Restricted	39,238,667	43,957,061	49,268,810	57,862,400
Unrestricted	48,138,559	48,015,241	60,038,520	(92,052,768)
Total governmental activities net position	<u>272,889,750</u>	<u>282,162,824</u>	<u>293,931,919</u>	<u>150,252,655</u>
Business-type activities				
Net investment in capital assets	107,036,885	110,901,151	117,927,502	125,259,418
Restricted	5,868,399	6,637,669	6,553,008	5,741,555
Unrestricted	69,695,347	76,506,675	92,340,047	84,191,383
Total business-type activities net position	<u>182,600,631</u>	<u>194,045,495</u>	<u>216,820,557</u>	<u>215,192,356</u>
Primary government				
Net investment in capital assets	292,549,409	301,091,673	302,552,091	309,702,441
Restricted	45,107,066	50,594,730	55,821,818	63,603,955
Unrestricted	117,833,906	124,521,916	152,378,567	(7,861,385)
Total primary government net position	<u>455,490,381</u>	<u>476,208,319</u>	<u>510,752,476</u>	<u>365,445,011</u>

Schedule 1 (Continued)
CITY OF REDWOOD CITY, CALIFORNIA
NET POSITION BY COMPONENT

(accrual basis of accounting)

Fiscal Year					
2016	2017	2018	2019	2020	2021
\$	\$	\$	\$	\$	\$
191,852,192	192,119,780	199,264,092	225,965,791	247,094,297	281,208,983
60,812,081	59,815,017	64,923,970	54,296,252	50,199,995	149,965,124
(92,972,897)	(86,738,339)	(139,526,572)	(119,855,273)	(128,071,809)	(195,912,369)
159,691,376	165,196,458	124,661,490	160,406,770	169,222,483	235,261,738
132,569,634	142,830,042	161,938,470	163,030,574	169,692,416	188,639,524
5,662,466	6,227,197	9,543,183	9,922,077	10,262,988	10,317,442
98,141,410	107,756,549	86,001,351	111,682,916	132,068,276	136,479,897
236,373,510	256,813,788	257,483,004	284,635,567	312,023,680	335,436,863
324,421,826	355,707,344	361,202,562	388,996,365	416,786,713	469,848,507
66,474,547	61,099,810	74,467,153	64,218,329	60,462,983	160,282,566
5,086,791	25,203,092	(53,525,221)	(8,172,357)	3,996,467	(59,432,472)
396,064,886	442,010,246	382,144,494	445,042,337	481,246,163	570,698,601

Schedule 2
CITY OF REDWOOD CITY, CALIFORNIA
CHANGES IN NET POSITION
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year			
	2012	2013	2014	2015
Expenses	\$	\$	\$	\$
Governmental Activities:				
Community development	22,954,181	9,090,251	8,150,880	9,592,085
Human services	1,495,964	1,562,157	1,462,300	1,485,779
Public safety	50,621,439	51,355,424	59,435,400	62,453,649
Transportation	11,352,844	11,332,401	11,572,619	12,944,719
Environmental support and protection	2,327,751	1,996,098	2,746,600	2,722,610
Leisure, cultural and information services	21,681,720	21,548,736	22,823,528	23,747,419
Policy development and implementation	4,773,768	6,030,657	5,982,346	7,043,417
Interest on long term debt	1,616,333	314,022	48,341	38,762
Total governmental activities expenses	116,824,000	103,229,746	112,222,014	120,028,440
Business-type activities				
Water utility fund	28,680,794	31,123,859	30,591,894	30,937,175
Sewer utility fund	20,017,426	19,287,430	19,989,758	22,081,105
Parking fund	2,420,029	2,430,359	2,471,222	2,916,242
Port of Redwood City	4,739,397	5,628,403	5,091,265	5,231,644
Docktown Marina		243,335	705,388	763,211
Total business-type activities expenses	55,857,646	58,713,386	58,849,527	61,929,377
Total primary government expenses	172,681,646	161,943,132	171,071,541	181,957,817
Program Revenues				
Governmental activities:				
Charges for services:				
Community Development	4,852,265	4,651,706	8,553,508	5,171,299
Public Safety	3,199,818	3,131,805	6,922,702	7,744,775
Transportation	404,042	546,820	374,859	282,324
Environmental support and protection	1,330,208	1,335,544	1,417,353	1,456,889
Leisure, cultural, and information services	2,843,954	2,827,087	3,074,537	3,553,925
Policy development and implementation	1,817,823	1,780,367	1,871,774	1,736,648
Operating grants and contributions	6,193,090	6,716,207	7,072,772	7,721,851
Capital grants and contributions	8,503,363	12,658,933	9,505,357	17,492,948
Total governmental activities program revenues	29,144,563	33,648,469	38,792,862	45,160,659
Business-type activities:				
Water utility fund	28,465,337	33,202,194	36,271,106	37,082,113
Sewer utility fund	26,898,440	28,100,341	25,692,258	29,837,033
Parking fund	1,267,531	1,366,984	1,503,519	2,019,961
Port of Redwood City	7,638,585	6,262,660	6,824,474	6,721,955
Docktown Marina		493,262	665,819	681,115
Total business-type activities program revenues	64,269,893	69,425,441	70,957,176	76,342,177
Net (Expense)/Revenue				
Governmental activities	(87,679,437)	(69,581,277)	(73,429,152)	(74,867,781)
Business-type activities	8,412,247	10,712,055	12,107,649	14,412,800
Total primary government net expense	(79,267,190)	(58,869,222)	(61,321,503)	(60,454,981)
General Revenues and Other Changes in Net Position				
Governmental activities:				
Taxes:				
Property taxes	42,432,818	38,379,963	41,708,668	44,546,153
Sales taxes	16,998,443	19,240,290	20,781,613	22,372,756
Other taxes	19,595,982	20,335,928	21,612,376	23,364,156
Investment Earnings	579,394	301,171	992,221	1,055,417
Other	1,260,652	1,069,894	1,205,727	1,277,511
Extraordinary item	19,161,516			
Special Item				
Gain (loss) on retirement of capital assets			(3,359,063)	1,315,418
Transfers	(607,867)	(472,895)	2,314,350	(22,230)
Total governmental activities	99,420,938	78,854,351	85,255,892	93,909,181
Business-type activities:				
Property taxes	77,425	104,081	104,814	123,954
Investment Earnings	281,583	151,041	499,586	586,705
Incr. (decr.) in investment in sewer authority				
Other	14,585	4,792	4,132	2,536
Gain (loss) on retirement of capital assets			13,700,440	
Transfers	607,867	472,895	(2,314,350)	22,230
Total business-type activities	981,460	732,809	11,994,622	735,425
Total primary government	100,402,398	79,587,160	97,250,514	94,644,606
Change in Net Position				
Governmental activities	11,741,501	9,273,074	11,826,740	19,041,400
Business-type activities	9,393,707	11,444,864	24,102,271	15,148,225
Total primary government	21,135,208	20,717,938	35,929,011	34,189,625

Schedule 2 (Continued)
CITY OF REDWOOD CITY, CALIFORNIA
CHANGES IN NET POSITION

(accrual basis of accounting)

Fiscal Year					
2016	2017	2018	2019	2020	2021
\$	\$	\$	\$	\$	\$
10,471,987	11,283,201	15,606,312	20,209,904	18,010,124	21,427,691
1,673,308	1,829,157	2,082,688	2,207,239	3,446,039	3,655,114
65,192,296	70,531,632	81,254,909	81,714,725	86,704,991	87,558,205
13,001,063	15,543,459	11,395,963	12,415,300	13,207,698	11,938,272
3,524,036	1,918,929	3,061,832	2,991,575	3,825,093	1,688,207
25,392,603	27,413,602	29,865,949	28,346,520	27,041,650	27,305,627
6,122,280	8,709,696	19,190,179	12,338,662	25,473,041	12,884,545
23,269	63,308	8,655			
125,400,842	137,292,984	162,466,487	160,223,925	177,708,636	166,457,661
33,505,028	36,788,633	41,468,907	37,755,171	39,823,510	36,926,646
34,345,565	26,675,531	29,054,577	32,783,853	33,531,050	33,574,745
3,005,729	3,004,956	3,386,730	3,355,779	3,815,421	3,459,388
5,179,284	5,692,117	6,899,536	8,061,695	6,892,387	6,736,736
826,201	1,408,137	15,700,537	3,042,215	961,079	605,576
76,861,807	73,569,374	96,510,287	84,998,713	85,023,447	81,303,091
202,262,649	210,862,358	258,976,774	245,222,638	262,732,083	247,760,752
6,340,242	8,087,438	12,452,093	12,876,378	11,502,883	12,679,472
7,905,079	8,215,731	10,016,793	11,074,905	10,287,791	11,340,800
			41,499	27,647	6,541
1,460,797	1,541,388	1,585,832	1,710,325	1,696,024	1,793,170
3,090,945	3,534,018	3,718,902	4,489,120	3,377,144	1,146,856
1,775,752	4,906,365	4,872,753	5,558,607	5,832,595	5,984,211
7,755,830	8,524,425	10,368,250	7,008,964	6,045,072	11,249,205
12,592,165	7,354,555	14,278,202	29,078,550	14,733,955	25,681,546
40,920,810	42,163,920	57,292,825	71,838,348	53,503,111	69,881,801
38,227,757	38,495,923	44,709,197	47,629,068	47,807,844	52,252,418
45,533,365	37,294,965	37,483,243	38,604,488	42,453,335	40,534,048
2,401,924	6,891,197	5,968,659	2,636,786	1,724,109	912,233
6,862,662	7,131,948	8,630,600	9,367,305	8,799,270	9,023,602
663,658	693,355	329,112	37,555	18,773	15,932
93,689,366	90,507,388	97,120,811	98,275,202	100,803,331	102,738,233
(84,480,032)	(95,129,064)	(105,173,662)	(88,385,577)	(124,205,525)	(96,575,860)
16,827,559	16,938,014	610,524	13,276,489	15,779,884	21,435,142
(67,652,473)	(78,191,050)	(104,563,138)	(75,109,088)	(108,425,641)	(75,140,718)
48,033,490	52,616,638	58,400,498	67,714,530	66,951,020	67,817,300
23,513,420	24,825,685	25,233,175	28,454,859	36,264,329	38,455,837
24,200,427	24,299,061	25,706,747	27,282,251	24,946,753	20,811,655
1,424,919	1,242,098	1,743,818	5,175,591	10,092,576	3,671,237
199,510	332,294	295,538	208,943	187,438	94,821
					10,272,916
(3,453,013)	(2,681,630)	(6,390,848)	(4,705,317)	(5,420,878)	(2,943,446)
93,918,753	100,634,146	104,988,928	124,130,857	133,021,238	138,180,320
157,417	213,553	331,225	409,989	447,594	394,071
742,410	606,423	(2,094,124)	4,023,177	3,241,147	(80,648)
			4,737,591	2,498,610	(1,278,828)
755	658	10,436			
3,453,013	2,681,630	6,390,848	4,705,317	5,420,878	2,943,446
4,353,595	3,502,264	4,638,385	13,876,074	11,608,229	1,978,041
98,272,348	104,136,410	109,627,313	138,006,931	144,629,467	140,158,361
9,438,721	5,505,082	(184,734)	35,745,280	8,815,713	41,604,460
21,181,154	20,440,278	5,248,909	27,152,563	27,388,113	23,413,183
30,619,875	25,945,360	5,064,175	62,897,843	36,203,826	65,017,643

Schedule 3

CITY OF REDWOOD CITY, CALIFORNIA

FUND BALANCES - GOVERNMENTAL FUNDS

Last Ten Fiscal Years

(modified accrual basis of accounting)

	Fiscal Year				
	2012	2013	2014	2015	2016
	\$	\$	\$	\$	\$
General Fund					
Nonspendable	1,902,685	1,785,184	1,608,733	1,387,892	1,291,863
Restricted				1,230	96,338
Committed	551,640	370,927	536,108	700,783	837,563
Assigned	151,178	148,534	223,061	283,563	978,967
Unassigned	17,219,050	19,449,097	21,480,940	26,231,888	25,233,340
Total general fund	<u>19,824,553</u>	<u>21,753,742</u>	<u>23,848,842</u>	<u>28,605,356</u>	<u>28,438,071</u>
All Other Governmental Funds					
Nonspendable					105,702
Restricted	39,468,697	43,969,746	49,268,810	55,913,000	59,678,286
Committed	24,806,534	22,494,438	29,788,888	34,613,371	22,446,882
Assigned	7,424,963	7,817,738	8,128,032	8,060,682	14,270,412
Unassigned					
Total all other governmental funds	<u>71,700,194</u>	<u>74,281,922</u>	<u>87,185,730</u>	<u>98,587,053</u>	<u>96,501,282</u>
Total Governmental Funds	<u><u>91,524,747</u></u>	<u><u>96,035,664</u></u>	<u><u>111,034,572</u></u>	<u><u>127,192,409</u></u>	<u><u>124,939,353</u></u>

Schedule 3 (Continued)
 CITY OF REDWOOD CITY, CALIFORNIA
 FUND BALANCES - GOVERNMENTAL FUNDS

(modified accrual basis of accounting)

Fiscal Year				
2017	2018	2019	2020	2021
\$	\$	\$	\$	\$
1,131,814	956,207	733,648	390,428	72,983
96,338	1,118,953	2,498,135	3,147,443	32,824,347
837,563	2,078,791	2,761,836	4,049,872	5,229,231
884,838	1,036,150	4,036,548	5,319,419	3,512,252
29,421,956	25,019,617	41,250,214	42,850,389	42,739,582
32,372,509	30,209,718	51,280,381	55,757,551	84,378,395
124,395	5,799,838	13,066,183	12,823,386	12,752,808
58,674,542	60,025,546	51,798,117	47,052,552	117,140,777
34,219,577	5,323,534	5,236,423	5,131,093	4,106,568
5,230,911	32,083,477	33,310,870	29,119,677	26,490,496
(3,022)	(3,022)	(34,963)	(51,277)	(99,519)
98,246,403	103,229,373	103,376,630	94,075,431	160,391,130
130,618,912	133,439,091	154,657,011	149,832,982	244,769,525

Schedule 4

CITY OF REDWOOD CITY, CALIFORNIA

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

Last Ten Fiscal Years

	Fiscal Year			
	2012	2013	2014	2015
	\$	\$	\$	\$
REVENUES				
Property taxes/special assessments	43,732,410	39,709,199	43,092,377	45,973,909
Sales and other taxes	34,231,492	37,072,870	39,970,312	43,307,531
Licenses and permits	1,266,183	1,897,584	2,561,642	1,467,814
Fines, forfeitures and penalties	1,313,826	1,198,611	887,309	878,334
Use of money and property	2,302,262	2,476,647	1,771,829	1,918,899
Intergovernmental	10,223,281	10,505,927	10,835,761	12,416,110
Contributions	3,971,547	7,743,498	8,301,860	11,363,481
Charges for current services	10,830,462	10,411,028	15,345,006	16,420,416
Other	750,414	557,739	623,242	708,967
Total Revenues	<u>108,621,877</u>	<u>111,573,103</u>	<u>123,389,338</u>	<u>134,455,461</u>
EXPENDITURES				
Current Operations:				
Community development	22,125,748	8,595,743	7,864,788	9,479,762
Human services	1,389,422	1,462,092	1,347,136	1,400,276
Public safety	49,175,285	49,368,709	56,115,246	61,713,585
Transportation	6,472,378	6,452,755	6,714,370	8,685,224
Environmental support and protection	2,260,457	1,959,881	2,601,280	2,525,916
Leisure, cultural and information services	19,585,039	19,778,480	20,789,647	22,013,436
Policy development and implementation	2,617,522	5,470,098	3,598,453	5,202,537
Capital outlay	7,665,302	10,502,338	5,310,292	6,162,302
Debt service:				
Principal retirement	3,275,000	5,880,000	324,742	656,858
Interest and fiscal charges	930,487	326,059	31,755	43,348
Bond issue costs		67,252		
Total Expenditures	<u>115,496,640</u>	<u>109,863,407</u>	<u>104,697,709</u>	<u>117,883,244</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(6,874,763)</u>	<u>1,709,696</u>	<u>18,691,629</u>	<u>16,572,217</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	18,062,351	13,223,617	13,632,786	12,241,110
Transfers (out)	(18,655,801)	(13,782,396)	(17,325,507)	(14,448,618)
Bond proceeds/Refunding lease		3,360,000		
Sale of capital assets				1,793,128
Total Other Financing Sources (Uses)	<u>(593,450)</u>	<u>2,801,221</u>	<u>(3,692,721)</u>	<u>(414,380)</u>
Extraordinary gain (loss)/Special item	<u>(4,323,843)</u>			
NET CHANGE IN FUND BALANCES	<u>(11,792,056)</u>	<u>4,510,917</u>	<u>14,998,908</u>	<u>16,157,837</u>
Debt service as a percentage of non-capital expenditures	3.90%	6.25%	0.36%	0.63%

Schedule 4 (Continued)

CITY OF REDWOOD CITY, CALIFORNIA

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

Fiscal Year					
2016	2017	2018	2019	2020	2021
\$	\$	\$	\$	\$	\$
49,312,670	53,975,055	59,803,386	69,231,824	68,452,879	69,448,210
44,186,332	44,037,753	44,906,727	52,302,099	57,030,578	55,101,620
7,151,286	4,189,195	9,832,842	6,816,903	5,472,129	6,570,476
983,449	989,611	1,059,004	975,095	122,112	569,892
2,164,743	6,115,750	6,513,028	10,412,446	13,383,745	8,266,580
13,265,046	12,243,780	14,053,873	16,299,213	13,612,956	16,769,992
2,296,073	3,559,664	2,402,789	5,760,413	5,222,515	547,409
16,900,849	19,791,531	23,399,087	25,173,118	24,331,769	15,115,751
621,247	788,639	1,289,804	156,372	241,893	118,827
136,881,695	145,690,978	163,260,540	187,127,483	187,870,576	172,508,757
10,320,807	10,987,811	14,719,418	19,351,651	17,121,816	20,359,530
1,624,187	1,708,705	1,874,314	1,996,048	3,237,966	3,477,996
65,020,500	68,186,718	70,296,129	72,821,984	77,943,200	82,384,050
9,099,717	11,241,321	6,473,602	7,283,163	9,534,877	8,388,514
2,360,169	2,160,598	2,179,407	1,818,931	1,887,799	1,992,197
23,537,162	24,507,866	24,983,432	24,375,689	25,396,511	24,791,272
4,259,132	8,440,654	18,350,842	11,468,715	24,490,924	12,129,308
14,730,024	8,365,803	10,840,645	20,891,854	26,272,264	19,436,584
666,814	676,920	687,180	347,486		
74,696	61,958	13,842	2,725		
					365,002
131,693,208	136,338,354	150,418,811	160,358,246	185,885,357	173,324,453
5,188,487	9,352,624	12,841,729	26,769,237	1,985,219	(815,696)
10,795,891	11,997,013	11,845,559	14,902,667	13,603,597	17,146,102
(18,237,434)	(15,670,078)	(21,586,606)	(20,453,984)	(20,412,845)	(20,218,383)
					64,116,809
(7,441,543)	(3,673,065)	(9,741,047)	(5,551,317)	(6,809,248)	61,044,528
					10,272,916
(2,253,056)	5,679,559	3,100,682	21,217,920	(4,824,029)	70,501,748
0.63%	0.58%	0.50%	0.25%	n/a	n/a

Schedule 5

CITY OF REDWOOD CITY, CALIFORNIA

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

Last Ten Fiscal Years

Fiscal Year	Real Property		Personal Property	Less: Tax Exempt Property	Total Taxable Assessed Value	% Increase/ (Decrease) Over Prior Year	Effective Direct Tax Rate*
	State Assessed	Locally Assessed	Locally Assessed				
	\$	\$	\$	\$	\$	%	%
2012	1,466,946	14,712,120,582	674,899,038	646,459,575	14,742,026,991	(0.02)	0.2030
2013	1,466,946	15,154,966,352	763,901,657	766,118,316	15,154,216,639	2.80	0.2101
2014	1,466,946	16,187,528,735	785,538,767	726,787,642	16,247,746,806	7.22	0.1921
2015	1,466,946	17,089,497,213	816,665,290	791,008,571	17,116,620,878	5.35	0.1920
2016	1,591,555	18,644,533,868	801,908,976	731,483,833	18,716,550,566	9.35	0.1944
2017	1,591,555	20,475,454,077	844,061,306	758,856,031	20,562,250,907	9.86	0.1930
2018	1,591,555	22,264,350,439	803,417,774	754,963,061	22,314,396,707	8.52	0.1819
2019	1,591,555	23,987,541,814	839,857,951	1,060,343,422	23,768,647,898	6.52	0.1731
2020	1,818,920	25,835,418,178	894,770,528	1,321,568,277	25,410,439,349	6.91	0.1731
2021	1,818,920	27,566,263,855	1,277,695,321	1,448,711,548	27,397,066,548	7.82	0.1684

Note: In 1978 the voters of the State of California passed Proposition 13 which limited basic property tax to a total maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum of 2%). With few exceptions, property is only reassessed at the time that it is sold to a new owner. At that point, the new assessed value is the purchase price. The estimated market value of taxable property is not available.

The amount shown above includes assessed value data for both the City and the Successor Agency to the former Redevelopment Agency.

* The direct tax rate calculation does not include the property tax amount that is shifted from local agencies by the State of California to the Educational Revenue Augmentation Fund used to support K-14 education.

Source: San Mateo County Assessor's records

Schedule 6

CITY OF REDWOOD CITY, CALIFORNIA

DIRECT AND OVERLAPPING PROPERTY TAX RATES

Last Ten Fiscal Years

(rate per \$100 of assessed values)

	Fiscal Years									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Direct Rates										
City	0.2030	0.2101	0.1921	0.1920	0.1944	0.1930	0.1819	0.1731	0.1731	0.1684
County and All Others*	0.7970	0.7899	0.8079	0.8080	0.8056	0.8070	0.8181	0.8269	0.8269	0.8316
Total Direct Rate	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Overlapping Rates										
MidPeninsula Open Space**					0.0008	0.0006	0.0009	0.0018	0.0016	0.0015
Elementary School	0.0255	0.0256	0.0240	0.0230	0.0158	0.0461	0.0412	0.0384	0.0396	0.0299
High School	0.0358	0.0356	0.0313	0.0433	0.0434	0.0391	0.0383	0.0365	0.0340	0.0315
Community College	0.0199	0.0194	0.0194	0.0190	0.0250	0.0247	0.0235	0.0175	0.0231	0.0213
Total Overlapping Rate	0.0812	0.0806	0.0747	0.0853	0.0850	0.1105	0.1039	0.0942	0.0983	0.0842
Total Direct and Overlapping Rate	1.0812	1.0806	1.0747	1.0853	1.0850	1.1105	1.1039	1.0942	1.0983	1.0842

Source: San Mateo County Assessor's records (tax rate area 009-001)

* Elementary School, High School, Community College, MidPeninsula Open Space District, Bay Area Air Pollution, County Harbor District, Mosquito Abatement District, Sequoia Hospital District, and County Education tax.

** MidPeninsula Regional Open Space issued general obligation bonds through voter approved Measure AA in 2015-16.

Schedule 7

CITY OF REDWOOD CITY, CALIFORNIA
PRINCIPAL PROPERTY TAX PAYERS
Current Year and Nine Years Ago

Taxpayer	2021			2012		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
	\$			\$		
Google Inc.	782,765,883	1	2.86%			
Oracle Corporation	659,395,812	2	2.41%	536,946,988	1	3.64%
AIMCO Indigo LP	335,526,779	3	1.22%			
Improvement Blu Harbor LLC	325,620,000	4	1.19%			
Westport Office Park LLC	299,522,111	5	1.09%	215,540,264	5	1.46%
DWF IV 1400 1500 Seaport Blvd	284,625,254	6	1.04%			
Slough Redwood City LLC	272,469,065	7	0.99%	232,586,518	4	1.58%
Hudson Towers at Shore Center LLC	241,658,346	8	0.88%			
TGA 299 Franklin LLC	229,859,656	9	0.84%			
Electronic Arts Inc.	228,833,572	10	0.84%	264,035,562	3	1.79%
Pacific Shores Investors LLC				482,225,799	2	3.27%
SRI Eight Pacific Shores LLC				161,945,749	7	1.10%
Tishman Speyer Archstone Smith				135,388,897	8	0.92%
Irvine Co. LLC				130,868,261	9	0.89%
Metropolitan Life Insurance Co.				117,764,371	10	0.80%
SPK-Towers@Shores Center LLC				164,000,000	6	1.11%
	<u>3,660,276,478</u>		<u>13.36%</u>	<u>2,441,302,409</u>		<u>16.56%</u>

Source: San Mateo County Assessor via HdL Coren & Cone

Schedule 8

CITY OF REDWOOD CITY, CALIFORNIA

PROPERTY TAX LEVIES AND COLLECTIONS

Last Ten Fiscal Years

Fiscal Year	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy			Total Collections	
		Amount ¹	Percentage of Levy	Delinquent Tax Collections ²	Amount	Percentage of Levy
	\$	\$	%		\$	%
2012	25,004,405	24,713,562	98.84	NA	24,713,562	98.84
2013	25,724,570	25,478,547	99.04	NA	25,478,547	99.04
2014	27,363,041	27,345,209	99.93	NA	27,345,209	99.93
2015	28,944,353	28,862,898	99.72	NA	28,862,898	99.72
2016	31,236,465	31,170,596	99.79	NA	31,170,596	99.79
2017	33,650,661	33,580,370	99.79	NA	33,580,370	99.79
2018	35,664,083	35,757,150	100.26	NA	35,757,150	100.26
2019	37,659,043	37,595,784	99.83	NA	37,595,784	99.83
2020	40,016,245	40,035,839	100.05	NA	40,035,839	100.05
2021	43,133,607	42,971,448	99.62	NA	42,971,448	99.62

Source: Audited City financial records - general fund

¹ Amount collected is less than levy as refunds are deducted from the current year tax apportionment and tax roll adjustments are initiated by the County of San Mateo after the levy has been established. Amount collected could be more than the levy if prior fiscal year revenues are received in the next fiscal year.

² San Mateo County assesses properties and bills, collects, and distributes property taxes to all taxing entities including the City. Under State law, known as the Teeter Plan, the County remits the entire amount levied for secured property taxes and handles all delinquencies, retaining interest and penalties.

Schedule 9

CITY OF REDWOOD CITY, CALIFORNIA

RATIOS OF OUTSTANDING DEBT BY TYPE

Last Ten Fiscal Years

(amounts expressed in thousands, except per capita amount)

	Governmental Activities					Business-Type Activities		Total Primary Govt	Per Capita	Debt/ Personal Income
	Revenue Bonds	Refunding Lease	GID Bonds	Tax Increment Bonds	Loans*	Revenue Bonds	Loans			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
2012	5,882					84,217	1,789	91,888	1,174	2.94
2013		3,360				81,346	1,758	86,464	1,093	2.70
2014		3,035				80,393	424	83,852	1,038	2.51
2015		2,378				77,749		80,127	979	2.35
2016		1,712				74,814		76,526	890	1.72
2017		1,035				66,890		67,925	794	1.61
2018		347				63,886		64,233	745	1.28
2019						60,831		60,831	713	1.16
2020						57,663		57,663	665	1.26
2021	64,117					54,376		118,493	1,391	2.29

Schedule 10

CITY OF REDWOOD CITY, CALIFORNIA

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

As of June 30, 2021

<u>Governmental Unit</u>	<u>Estimated Percentage Applicable¹ %</u>	<u>Estimated Share of Direct and Overlapping Debt \$</u>
City Overlapping Debt		
Debt Repaid with Property Taxes		
San Mateo Community College District	10.729	81,680,517
Sequoia Union High School District	24.918	123,149,740
Belmont-Redwood Shores School District	40.533	23,706,876
Belmont-Redwood Shores School District School Facilities Improvement Distr.	91.147	17,664,289
Redwood City School District	62.627	115,800,117
San Carlos School District	0.960	1,052,747
Midpeninsula Regional Park District	8.162	7,051,968
Redwood City Redwood Shores Community Facilities District No. 99-1	100.000	6,985,000
Redwood City Community Facilities District 2010-1	100.000	3,825,000
TOTAL DEBT REPAYED WITH PROPERTY TAXES		380,916,254
Other Debt		
San Mateo County General Fund Obligations	10.729	52,262,498
San Mateo County Board of Education Certificates of Participation	10.729	733,864
Midpeninsula Regional Park District General Fund Obligations	8.162	8,651,769
Menlo Park Fire Protection District Certificates of Participation	0.020	1,920
TOTAL OTHER DEBT		61,650,051
Overlapping Tax Increment Debt (Successory Agency)	100.000	11,608,767
Total City Overlapping Debt		454,175,072
City Direct Debt		
City of Redwood City General Fund Obligations	100.000	64,116,809
Total City Direct Debt		64,116,809
Total Overlapping and Direct Debt		518,291,881

Source: California Municipal Statistics and City's Audited Financials

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Redwood City. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.

However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

¹ The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the county's taxable assessed value that is within the government's boundaries and dividing it by the county's total taxable assessed value.

Schedule 11

CITY OF REDWOOD CITY, CALIFORNIA

LEGAL DEBT MARGIN INFORMATION

Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Debt Limit</u>	<u>Total Net Debt Applicable to Limit</u>	<u>Total Legal Debt Margin</u>	<u>Total Net Debt Applicable to Limit as % of Debt Limit</u>
	\$	\$	\$	%
2011-12	577,068,246		577,068,246	
2012-13	597,012,561		597,012,561	
2013-14	636,545,042		636,545,042	
2014-15	671,536,104		671,536,104	
2015-16	729,301,290		729,301,290	
2016-17	799,541,510		799,541,510	
2017-18	865,100,991		865,100,991	
2018-19	931,087,175		931,087,175	
2019-20	1,002,450,286		1,002,450,286	
2020-21	1,081,716,679		1,081,716,679	

Legal Debt Margin Calculation for FY 2020-21

Assessed value	27,397,066,548
Add back: exempt real property	1,448,711,548
Total assessed value	<u>28,845,778,096</u>
Debt limit (3.75% of total assessed value)	1,081,716,679
Debt applicable to limit:	
General obligation bonds	
Less: Amount set aside for repayment	
of general obligation debt	
Total net debt applicable to limit	<u>1,081,716,679</u>
Legal debt margin	<u>1,081,716,679</u>

Note: Under state finance law, the city's outstanding general obligation debt should not exceed 15% of total assessed property value. However, the city has established a more conservative internal limit of not more than 3.75%. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.



City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021

Schedule 12

CITY OF REDWOOD CITY, CALIFORNIA

PLEDGED-REVENUE COVERAGE

Last Ten Fiscal Years

Fiscal Year	Water Revenue Bonds					
	Gross	Less:	Net	Debt Service		Coverage
	Revenue	Operating	Available	Principal	Interest	Ratio
	\$	Expenses	Revenue	\$	\$	
2012	28,110,646	22,103,449	6,007,197	1,795,000	2,868,003	1.29
2013	33,167,501	23,321,874	9,845,627	1,865,000	2,802,852	2.11
2014	35,655,559	23,173,261	12,482,298	1,845,000	2,269,566	3.03
2015	35,323,680	25,430,020	9,893,660	1,905,000	2,943,480	2.04
2016	35,508,299	28,248,490	7,259,809	1,995,000	2,214,629	1.72
2017	36,752,635	31,411,452	5,341,183	2,080,000	2,352,256	1.21
2018	43,031,133	36,469,678	6,561,455	1,975,000	1,999,194	1.65
2019	46,708,545	32,725,719	13,982,826	2,000,000	1,965,763	3.53
2020	48,757,896	34,777,766	13,980,130	2,085,000	1,888,213	3.52
2021	46,666,247	31,927,204	14,739,043	2,165,000	1,768,729	3.75

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Operating expenses do not include interest, depreciation, amortization expenses, or noncapitalized project costs.

*For transparency and consistency, Schedule 12 has been restated to reflect gross operating revenues and investment earnings per the Proprietary Funds Statements of Revenues, Expenses and Changes in Fund Net Position for all years listed above.

Schedule 12 (Continued)
CITY OF REDWOOD CITY, CALIFORNIA
PLEDGED-REVENUE COVERAGE
Last Ten Fiscal Years

Fiscal Year	Port Revenue Bonds					
	Gross	Less:	Net	Debt Service		Coverage
	Revenues	Operating	Available	Principal	Interest	Ratio ²
	\$	Expenses ¹	Revenue	\$	\$	
2012	6,159,871	2,746,082	3,413,789	305,273	471,085	4.40
2013	6,262,660	2,703,564	3,559,096	644,144	875,483	2.34
2014	6,824,474	2,786,181	4,038,293	646,186	819,930	2.75
2015	6,721,955	3,033,231	3,688,724	710,341	807,953	2.43
2016*	6,779,863	2,823,939	3,955,924	772,130	630,193	2.82
2017	7,127,814	3,106,577	4,021,237	771,916	577,965	2.98
2018	8,627,231	4,245,795	4,381,436	798,483	556,144	3.23
2019	9,335,548	5,252,241	4,083,307	825,604	538,926	2.99
2020	8,761,928	4,159,256	4,602,672	853,775	510,405	3.37
2021	9,023,602	3,926,925	5,096,677	892,563	478,033	3.72

	Tax Increment Bonds			
	Property	Debt Service		Coverage
	Tax	Principal	Interest	Ratio
	Increment	\$	\$	
2012 ³		1,265,000	585,975	
2013 ³		2,480,000	511,075	
2014 ³		2,895,000	385,481	
2015 ³		3,045,000	229,556	
2016 ³		3,142,669	292,144	
2017 ³		1,889,861	1,615,139	
2018 ³		1,773,916	1,731,084	
2019 ³		1,663,894	1,841,106	
2020 ³		1,557,657	1,947,343	
2021 ³		1,450,684	2,054,316	

¹ Port operating expenses above exclude subvention payment to the City and depreciation.

² Debt service coverage is calculated using maximum annual debt service as required for the annual disclosure report.

³ As a result of the California Supreme Court upholding AB X1 26, Redevelopment Agencies were eliminated as of January 31, 2012. Consequently, all former tax increment revenue is retained by the County of San Mateo Controller's Office and deposited into the "Redevelopment Property Tax Trust Fund" (RPTTF) and is disbursed according to the provisions of AB X1 26 and AB 1484, the clean-up legislation that became law effective June 27, 2012. Under these laws the Successor Agencies to the Redevelopment Agencies now receive funding from the RPTTF to pay these types of debt obligations as the Redevelopment Agency is no longer in existence to receive tax increment revenue.

*2016 Port Operating Expenses were restated in FY 2017.

Schedule 13

CITY OF REDWOOD CITY, CALIFORNIA

DEMOGRAPHIC AND ECONOMIC STATISTICS

Last Ten Calendar Years

Calendar Year	Population	Personal Income (\$000)	Per Capita Personal Income	Unemployment Rate	Number of Water System Customers
		\$	\$	%	
2012	78,244	3,125,218	39,942	7.10	24,119
2013	79,074	3,204,632	40,527	5.40	24,296
2014	80,768	3,342,018	41,378	4.20	24,347
2015	81,838	3,408,940	41,655	3.00	24,472
2016	85,992	4,459,975	51,865	3.00	24,485
2017	85,601	4,206,433	49,140	2.70	24,508
2018	86,271	5,008,894	58,060	2.40	24,600
2019	85,319	5,224,936	61,240	2.00	24,627
2020	86,754	4,587,725	52,882	5.40	24,642
2021	85,182	5,180,343	60,815	4.10	23,562

Sources:

Population is provided by the State of California Department of Finance. Population numbers in this schedule reflect the Department of Finance's annual adjustments.

Personal income and per capita personal income is provided by United States Census Data via MuniServices, LLC and is adjusted for inflation.

The unemployment rate for the City of Redwood City is provided by the State of California Employee Development Department and is not seasonally adjusted.

The number of water system customers is provided by the City's utility billing system.

Schedule 14
CITY OF REDWOOD CITY, CALIFORNIA
PRINCIPAL EMPLOYERS
Current and Nine Years Ago

Employer	2021			2012		
	Employees*	Rank	% of Total City Employment	Employees**	Rank	% of Total City Employment
Oracle Corporation	5,243	1	10.72%	6,218	1	15.39%
County of San Mateo	2,452	2	5.01%			
Stanford Hospital and Clinics	2,279	3	4.66%	750	4	1.86%
Box Inc.	1,576	4	3.22%			
Guardant Health, Inc.	1,495	5	3.06%			
Auris Surgical Robotics, Inc.	1,482	6	3.03%			
Electronic Arts	1,400	7	2.86%	1,320	2	3.27%
Google	952	8	1.95%			
Geonomic Health	842	9	1.72%	435	7	1.08%
The Permanente Medical Group	717	10	1.47%			
Kaiser Permanente				867	3	2.15%
Pacific Data Images (Dreamworks)				553	5	1.37%
Silver Spring Networks				496	6	1.23%
Starvista				330	8	0.82%
Abbott Vascular				327	9	0.81%
Equinix Operating Co.				304	10	0.75%

Source: *As of 2015, data from City of Redwood City Business License Database; non-profit organizations' data was via published annual reports or direct inquiry to the organization.

**2012 Data from Redwood City Chamber of Commerce.

Schedule 15

CITY OF REDWOOD CITY, CALIFORNIA

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION/DEPARTMENT

Last Ten Fiscal Years

Function	Fiscal Year				
	2012	2013	2014	2015	2016
Community Development	69.33	62.63	64.76	56.98	64.31
Human Services	7.82	7.82	7.82	7.82	7.82
Public Safety	180.34	181.84	207.00	210.00	213.00
Transportation	16.05	16.05	16.09	16.09	16.29
Environmental Support/Protection	5.85	3.15	3.55	3.71	4.71
Leisure/Cultural/Information Services	127.94	124.74	103.80	104.59	106.23
Policy Development/Implementation	60.42	59.57	80.90	83.69	87.05
Water	30.85	35.05	30.97	34.37	34.77
Sewer	15.70	18.40	17.88	18.62	18.92
Parking	5.65	5.65	5.65	5.65	5.65
Docktown Marina*				0.13	0.13
Port	10.00	10.00	9.00	9.00	8.00
Total	529.95	524.90	547.42	550.65	566.88

Department**	Fiscal Year				
	2017	2018	2019	2020	2021
City Council	7.00	7.00	7.00	7.00	7.00
City Manager	7.49	8.59	10.89	10.89	12.64
City Attorney	6.83	5.97	5.97	5.97	5.97
City Clerk	4.41	3.78	3.78	3.78	3.78
Administrative Services	41.99	41.13	39.13	41.13	33.33
Community Development	70.31	65.46	59.03	59.23	57.88
Fire	93.00	89.50	91.00	91.00	87.00
Human Resources***					7.00
Library	40.72	38.53	40.30	40.30	38.24
Parks, Recreation, Community Svcs	71.66	71.74	71.11	69.11	66.11
Police	128.00	124.00	130.00	130.00	121.00
Public Works	97.39	101.52	106.15	105.95	105.95
Port	8.00	9.00	10.00	8.5	10.5
	576.80	566.22	574.36	572.86	556.40

*The City took over the management of Docktown Marina in FY 2012-13, and began supporting operations with FTE in 2014-15.

**City began to report FTE by Department in FY 2016-17.

***Prior to FY 2021, Human Resources was included in Administrative Services

Source: Redwood City Adopted Budget

Schedule 16

CITY OF REDWOOD CITY, CALIFORNIA

OPERATING INDICATORS BY FUNCTION/PROGRAM

Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Community Development:										
Building permits	1,972	2,320	2,549	2,650	3,493	3,310	3,017	2,888	2,571	3,042
Building inspections conducted	13,391	11,844	16,669	17,547	20,383	21,640	25,201	25,999	20,547	19,631
Public Safety:										
Police:										
Moving citations (per 1,000 population)	112	94	97	120	103	68	61	68	26	21
Fire:										
Emergency responses - all calls*	7,111	7,656	9,096	10,078	10,245	10,479	10,742	10,690	10,401	11,757
Leisure/Cultural/Information Services:										
Number of items in collection	326,251	332,776	299,673	292,781	277,520	273,391	244,106	236,705	236,926	224,124
Water:										
Average daily consumption (thousands of gallons)	9,446	9,402	9,910	10,401	7,507	7,729	8,536	8,328	8,588	8,566

*Redwood City began providing fire services to the residents of San Carlos in FY 13-14 as a result of a shared services agreement between the two cities.

Sources: Various City departments

Schedule 17

CITY OF REDWOOD CITY, CALIFORNIA

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM

Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Public Safety:										
Police:										
Number of stations	1	1	1	1	1	1	1	1	1	1
Fire:										
Number of stations*	5	5	7	7	7	7	7	7	7	7
Transportation										
Miles of streets	155	155	155	155	155	155	155	155	155	157
Number of street lights**	4,512	4,512	5,035	5,055	5,076	5,076	5,076	5,076	5,076	5,076
Leisure/Cultural/Information Services										
Number of parks	24	24	24	25	25	25	25	25	25	25
Number of libraries	4	4	4	4	4	4	4	4	4	4
Number of recreation center facilities	5	5	5	5	5	5	5	5	5	5
Water										
Miles of water mains	264	264	262	262	262	262	262	262	262	262
Miles of recycled water system lines	15	15	17	17	18	18	18	18	18	18
Sewer										
Miles of sanitary sewers	193	193	196	198	198	198	198	198	198	198
Miles of storm sewers	129	129	130	133	133	133	133	133	133	133

Sources: Various city departments

Notes:

* In FY 2013-14 Redwood City entered into a shared services agreement with the City of San Carlos. Redwood City provides fire services to the residents of San Carlos out of the two fire stations located in San Carlos.

**In 2012 the Public Works Services division employed a consultant to create a physical inventory of street lights. Criteria was updated and applied for a more accurate count of the number of street lights in the City's right-of-way.

Schedule 18

CITY OF REDWOOD CITY, CALIFORNIA

CONSTRUCTION VALUES

Last Ten Fiscal Years

Fiscal Year	Residential Construction		All Other Construction		Residences/Additions and Alterations		Other Buildings Additions/Alterations		Total Property Values
	Number of Permits Issued	Property Value	Number of Permits Issued	Property Value	Number of Permits Issued	Property Value	Number of Permits Issued	Property Value	
		\$		\$		\$		\$	\$
2012	200	40,914,805	22	402,509	912	21,119,778	1,011	64,738,238	127,175,330
2013	605	126,141,306	3	19,333,650	1,226	28,200,872	1,041	56,330,964	230,006,792
2014	426	82,816,188	5	94,930,847	1,270	30,617,300	1,213	73,184,001	281,548,336
2015	86	194,571,550	8	36,583,115	1,485	37,474,855	1,071	119,773,839	388,403,359
2016	120	133,448,208	14	44,186,444	1,762	51,966,358	1,597	116,225,763	345,826,773
2017	85	29,578,614	10	16,375,200	1,463	41,937,060	1,419	271,670,621	359,561,495
2018	3	398,600	2	39,150,000	149	3,499,075	2,863	643,620,383	686,668,058
2019	-	-	1	14,685,722	46	300,000	2,841	383,824,579	398,810,301
2020	-	-	-	-	41	-	2,530	311,805,401	311,805,401
2021	-	-	-	-	40	3,000	3,002	377,393,192	377,396,192



City of Redwood City
Annual Comprehensive Financial Report
June 30, 2021



Respond. Restore. Reimagine.



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Annual self-insured assessment fee for the City's Workers' Compensation Program

RECOMMENDATION

Adopt a resolution authorizing the City Manager to pay to the State of California Department of Industrial Relations the City's Fiscal Year (FY) 2021-22 assessment for administering the State of California's Workers' Compensation Program in an amount not to exceed \$257,233.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

The State of California Department of Industrial Relations (DIR) regulates the workers' compensation insurance industry. Under California Labor Code Sections 62.5 and 62.6, every year, each employer is assessed a fee by the DIR to support the administration of the State's workers' compensation program. Labor Code Sections 62.5 and 62.6 require allocation of the total assessment between insured and self-insured employers. The Human Resources Department oversees the administration of the City's workers' compensation program. The City is a self-insured employer for purposes of workers' compensation, and, for the reasons discussed above, is required to pay an annual assessment fee to the DIR to maintain its self-insured status.

ANALYSIS

Each fiscal year the City is responsible for paying an annual assessment to maintain its certificate of self-insurance with the DIR. The assessment is calculated based upon an actuarially determined loss rate that is applied to the City's projected payroll. The City's current loss rate is \$8.82 per \$100 of payroll according to the actuarial analysis completed by Bickmore in January 2021. Based on the foregoing, the total annual assessment for FY 2021-22 is \$257,233.07. The amount owed by the City is a percentage of the DIR's total indemnity statewide for self-insured employers.

The annual assessment collected by the DIR has a nexus to the City's status as a self-insured employer because the funds collected are used for the following State funds: State's Workers' Compensation Revolving Fund; Uninsured Employers Benefits Trust Fund; Subsequent Injuries Benefits Trust Fund; Occupational Safety and Health Fund; Workers' Compensation Fraud Account Fund; and the Labor Enforcement Compliance Fund.

If the City does not pay its annual assessment, it risks losing consent from the State of California to operate as a self-insured employer for the purposes of workers' compensation.

FISCAL IMPACT

The fee assessed by the DIR for FY 2021-22 is \$257,233.07. Funding for this annual assessment is included in the FY 2021-22 Workers' Compensation Budget.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

None. This is a state-mandated fee assessment.

ATTACHMENTS

Attachment A – Resolution

REPORT PREPARED BY:

Felicia Ruiz, Principal Analyst – Workers' Compensation
fruiz@redwoodcity.org
(650) 780-7279

APPROVED BY:

Michelle Katsuyoshi, Human Resources Director
Melissa Stevenson Diaz, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY AUTHORIZING THE CITY MANAGER TO PAY TO THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS THE FISCAL YEAR 2021-2022 ASSESSMENT FOR ADMINISTERING THE STATE'S WORKERS' COMPENSATION PROGRAM IN AN AMOUNT NOT TO EXCEED \$257,233.07

WHEREAS, the City of Redwood City is self-insured for workers' compensation;
and

WHEREAS, California Labor Code Sections 62.5 and 62.6 authorizes the State of California Department of Industrial Relations to assess fees to employers for costs of administering the State's workers' compensation program; and

WHEREAS, the City of Redwood City is assessed every year by the Department of Industrial Relations to support the State program; and

WHEREAS, for FY 2021-22, the City's share of assessments authorized by Labor Code Sections 62.5 and 62.6 is \$257,233.07.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:

1. The City Manager is authorized to pay the State of California Department of Industrial Relations invoice setting forth the FY 2021-22 assessment of \$257,233.07.
2. This resolution is effective upon its adoption.

* * *



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Investment Report for period ended September 30, 2021

RECOMMENDATION

By motion, approve the City's Investment Report for the period ended September 30, 2021.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

The City has an investment portfolio that consists of reserves and fund balances held by the City for general operations, capital projects, utilities, and various other special purpose funds.

In June 2016, the City Council adopted an investment policy that requires staff to provide an Investment Report to Council at a public meeting. In July 2016, the City hired an investment manager, PFM Asset Management LLC (PFM), to manage the City's funds pursuant to the newly adopted policy. In July 2021, a new agreement was entered into with PFM, after an open procurement process that yielded three responses. The City's primary investment objectives continue to be safety, liquidity, and return on investment (yield), in that order.

There are no current or planned fossil fuel holdings in the City's investment portfolio. The Finance and Audit Subcommittee has discussed the topic of Socially Responsible Investing (SRI); Environmental, Social and Governance (ESG) investing; and/or impact investing at their two most recent Subcommittee meetings (October 18, 2021 and December 9, 2021). Staff plans to bring proposed changes to the City's Investment Policy, that include the Finance and Audit Subcommittee's recommended SRI and ESG updates, to the City Council at the January 25, 2022 meeting.

The attached report represents all areas in which City invests funds, excluding trust funds and bond proceeds held with a trustee.

ANALYSIS

The attached investment report indicates that as of September 30, 2021, funds (excluding cash with fiscal agents) from all sources were producing an annual earnings rate of 1.26%, slightly down from 1.29% as of June 30, 2021. The market value of the portfolio as of September 30 was \$285,850,072, down from \$318,270,598 as of June 30, 2021. The decrease of \$32.4 million, or 10.2%, is primarily due to the annual prepayment of required pension contributions to CalPERS in July (realizing an annual savings of \$717,257) in the amount of \$20.8 million and debt service for City bonds in the amount of \$12.1 million, also paid in July. This balance includes the funds held in the San Mateo County Treasurer's investment pool and with the State Treasurer's investment pool. All of these investments comply with the City's investment policy. The City has sufficient liquid resources available to meet expenditure requirements for the next six months.

The portion of the City's portfolio that is managed by PFM has a total market value of \$161,483,148, up from \$160,781,667 as of June 30, 2021. As of September 30, the portfolio was earning an annual yield at cost of 1.38%, down from 1.49% as of June 30, and the yield at market was 0.61%, up from 0.54% as of June 30.

The market benchmark, selected with consultation from the City Council Finance/Audit Subcommittee, is the Bank of America Merrill Lynch (BoFA ML) 1-5 year U.S. Treasury Index. Below is a table summarizing the City's portfolio performance compared to the benchmark, for the period ending September 30, 2021.

Portfolio/Benchmark	Total Return Quarter Ended 9/30/21	Total Return Since Inception (12/31/16)	Effective Duration
Redwood City	0.02%	2.33%	2.61
BoFA ML 1-5 year U.S. Treasury Index	0.00%	2.13%	2.59

The third quarter 2021 investment market themes were:

- COVID-19 continues to overshadow the economic and market landscape
- The U.S. economy is characterized by:
 - Continued recovery aided by supportive monetary policy
 - Potentially stagnating labor market growth
 - Heightened inflationary pressures
- Federal Reserve contemplating the end of unprecedented support
 - Near-term tapering of asset purchases
 - Fed Funds Rate hike now seen as possible in late 2022

- Significant turnover of Federal Open Market Committee leadership
- Fixed income market reacting to changing market dynamics
 - Short-term yields anchored by Fed rate policy
 - Long-term yields rising due to inflationary pressures and tapering of asset purchases

The overall message from the September 30, 2021 investment report is: the path of the economy continues to depend on the course of the virus.

With progress on vaccinations and strong policy support, indicators of economic activity and employment have continued to strengthen. The sectors most adversely affected by the pandemic have improved in recent months, but the rise in COVID-19 cases has slowed their recovery. The recent discovery of the Omicron variant may further slow the economic recovery.

PFM's strategy for this report period encompassed the following:

- U.S. Treasury Bills were under pressure near the end of the quarter from debt ceiling concerns. Short-term yields remain range-bound due to Fed policy, while longer-term yields have climbed due to changing policy and economic expectations, offering extension and roll-down opportunities.
- Federal Agency/GSE securities offer essentially zero additional yield benefit against Treasury securities out to seven years. There is little room for further spread narrowing.
- Supranational debt issuance increased during the quarter, widening spreads and creating good investment opportunities.
- Corporate Notes have benefitted from economic tailwinds, strong profits, improving credit fundamentals, and supportive global monetary policy. Overall, valuations remain rich and spreads have narrowed.
- Asset-Backed Securities issuance has picked up ahead of forecasts. Collateral performance continues to be strong and yield spreads remain narrow. Shorter tranches offer good relative value.
- Mortgage-Backed Securities have experienced some spread widening, especially in lower coupon issues where collateral is most susceptible to rising Treasury yields.
- Taxable municipal bond yield spreads narrowed as issuance slowed. Short maturities are especially tight. Proposed legislation that would again permit advance refundings could shift issuance to tax-exempt bonds.
- Commercial Paper and certificate of deposit (CD) rates have remained range-bound and near historical lows. Value can selectively be found in longer maturities, although rates remain anchored by Fed rate policy which is not expected to change in the near term.

PFM will continue to be selective when evaluating new issues in all sectors.

PFM has provided an in-depth market update in the attached investment report.

FISCAL IMPACT

The City's portfolio received \$1,060,416 in net interest earnings over the reporting period, up from \$861,227 for the quarter ended June 30, 2021. All interest earnings are allocated monthly through a preset methodology that spreads earnings to the appropriate funds. Fees for PFM's services during this period were \$26,594, up from \$26,203 last quarter, and are deducted from the total interest earnings. There is no additional budget appropriation required.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. After approval, the Investment Report will be posted on the City Website under Financial Information – Investments at the following link: [Redwood City Investments](#).

ALTERNATIVES

The City Council can ask staff to provide the investment report in a different format, or to include different information. Staff could return at a future Council meeting with an updated report.

ATTACHMENTS

Attachment A – PFM Asset Management Investment Performance Review for the quarter ended September 30, 2021

REPORT PREPARED BY:

Derek Rampone, Financial Services Manager
drampone@redwoodcity.org
(650) 780-7071

APPROVED BY:

Michelle Poché Flaherty, Assistant City Manager and Administrative Services Director
Melissa Stevenson Diaz, City Manager



CITY OF REDWOOD CITY

Investment Performance Review For the Quarter Ended September 30, 2021

Client Management Team

Monique Spyke, Managing Director
Allison Kaune, Senior Analyst
Joseph Creason, Portfolio Manager

PFM Asset Management LLC

44 Montgomery Street, 3rd Floor
San Francisco, CA 94104
415-982-5544

213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

Account Summary

Account Summary

Security Type	Market Value as of September 30, 2021	% of Portfolio	Permitted by Policy
U.S. Treasury	\$59,965,155	21%	100%
Federal Agency/GSE	\$46,699,339	16%	100%
Federal Agency CMBS	\$980,068	<1%	100%
Supranational	\$2,356,226	1%	30%
Municipal Obligations	\$5,721,249	2%	20%
Corporate Notes	\$30,791,291	11%	30%
Certificates of Deposit	\$8,361,621	3%	30%
Asset-Backed Securities	\$5,959,200	2%	20%
Money Market Fund	\$122,076	<1%	20%
Security Sub-Total	\$160,956,225	56%	
Accrued Interest	\$526,923		
Securities Total	\$161,483,148		
Local Agency Investment Fund (LAIF)	\$27,086,372	10%	\$75 million
General Fund Reserve Account (LAIF)	\$22,451,832	8%	\$75 million
San Mateo County Pool	\$74,828,720	26%	\$75 million
Total Investments	\$285,850,072	100%	
Portfolio Earnings	Earnings Rate	Earnings	
Individual Securities	1.38%	\$844,406	
San Mateo County Pool	0.91%	\$176,541	
Local Agency Investment Fund (LAIF)	0.24%	\$25,797	
General Fund Reserve Account (LAIF)	0.24%	\$13,672	
Average/Total	1.26%	\$1,060,416	

Note: Individual security values are market values excluding accrued interest. County Pool and LAIF values are at cost. Individual Securities' earnings rate is yield at cost on 9/30/21, and earnings are accrual basis earnings for the quarter ended 9/30/21. San Mateo County Pool and LAIF balances and earnings provided by the City. LAIF earnings rate is the quarterly apportionment rate as stated on the LAIF website. County Pool earnings rate is the Pool net earnings rate as provided by County's website. Current investment policy as of February 2021.

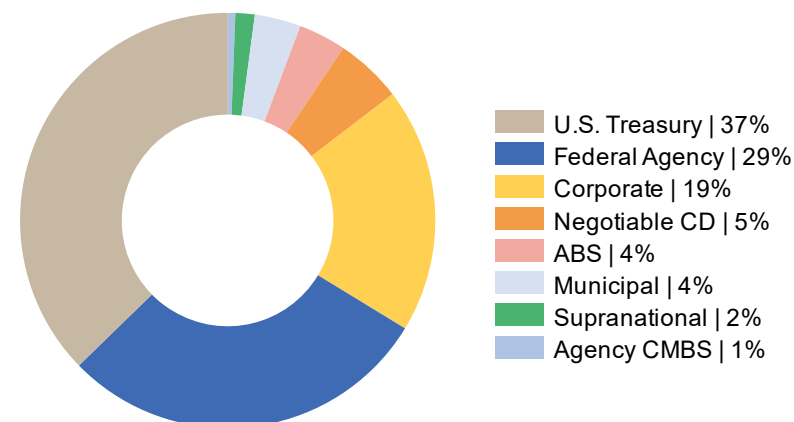
Portfolio Review

Portfolio Snapshot¹

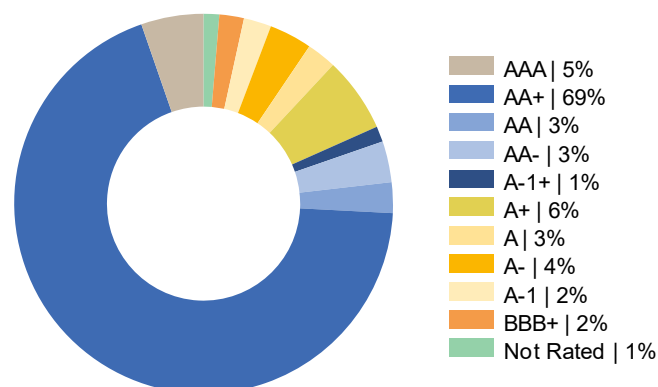
Portfolio Statistics

Total Market Value	\$161,483,148.60
Portfolio Effective Duration	2.61 years
Benchmark Effective Duration	2.59 years
Yield At Cost	1.38%
Yield At Market	0.61%
Portfolio Credit Quality	AA

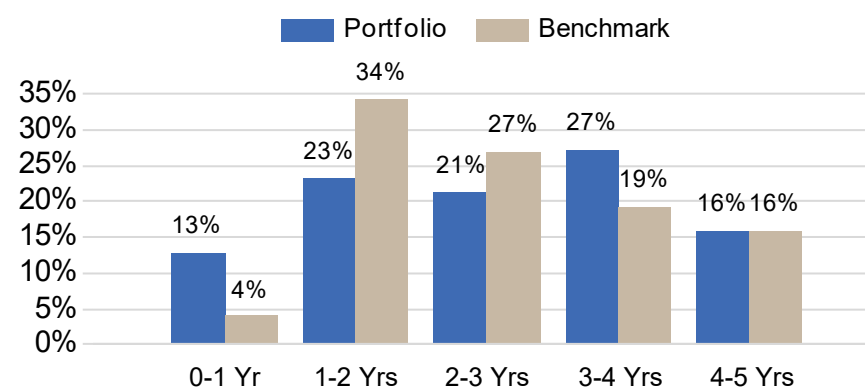
Sector Allocation



Credit Quality - S&P



Duration Distribution



1. The portfolio's benchmark is the ICE BofAML 1-5 Year U.S. Treasury Index. Source: Bloomberg.
An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.

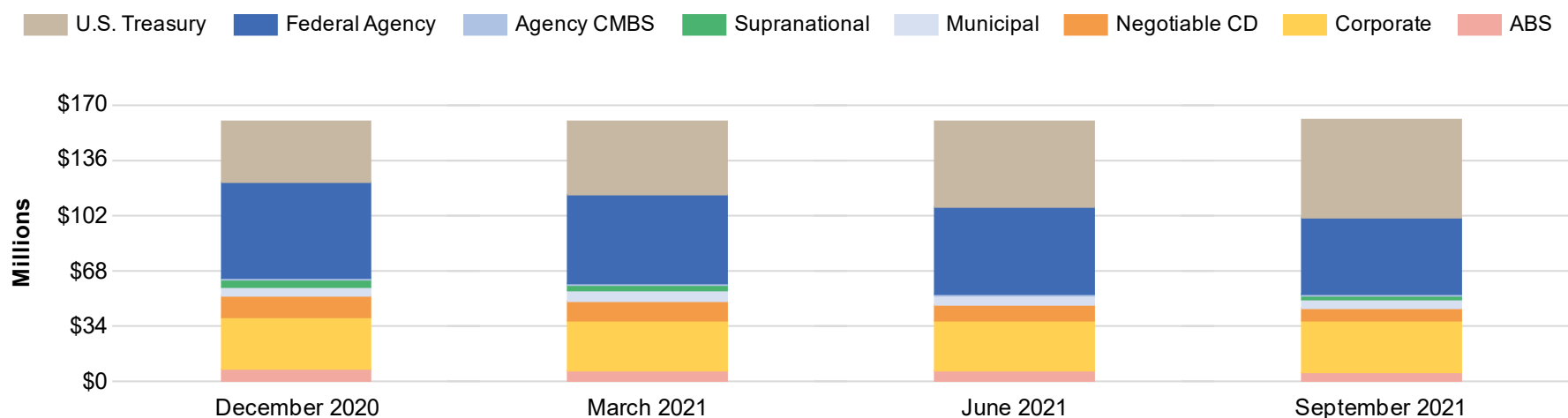
Portfolio Summary

REDWOOD CITY			
Portfolio Values	September 30, 2021	Analytics ¹	September 30, 2021
PFM Managed Account	\$160,834,149	Yield at Market	0.61%
Amortized Cost	\$158,997,579	Yield on Cost	1.38%
Market Value	\$160,834,149	Portfolio Duration	2.61
Accrued Interest	\$526,923		

1. Yield at market, yield on cost, and portfolio duration only include investments held within the separately managed account(s).

Sector Allocation Review

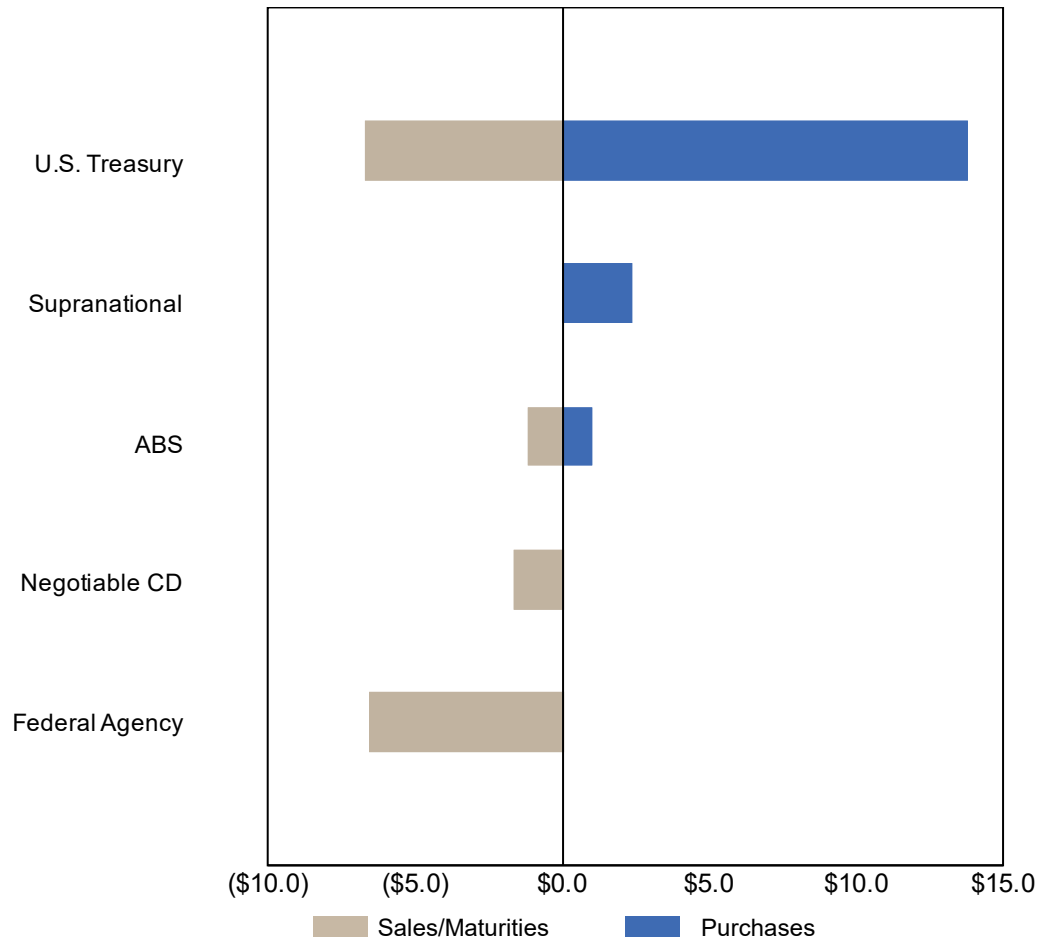
Security Type	Dec-20	% of Total	Mar-21	% of Total	Jun-21	% of Total	Sep-21	% of Total
U.S. Treasury	\$38.0	23.6%	\$44.5	27.9%	\$53.1	33.2%	\$60.0	37.3%
Federal Agency	\$58.8	36.6%	\$55.0	34.4%	\$53.3	33.2%	\$46.7	29.0%
Agency CMBS	\$1.0	0.6%	\$1.0	0.6%	\$1.0	0.6%	\$1.0	0.6%
Supranational	\$4.7	2.9%	\$3.7	2.3%	\$0.0	0.0%	\$2.4	1.5%
Municipal	\$5.5	3.4%	\$5.7	3.6%	\$5.7	3.6%	\$5.7	3.6%
Negotiable CD	\$12.9	8.1%	\$12.9	8.1%	\$10.0	6.3%	\$8.4	5.2%
Corporate	\$32.4	20.2%	\$30.2	18.9%	\$31.0	19.3%	\$30.8	19.1%
ABS	\$7.4	4.6%	\$6.7	4.2%	\$6.1	3.8%	\$6.0	3.7%
Total	\$160.6	100.0%	\$159.7	100.0%	\$160.2	100.0%	\$160.8	100.0%



Market values, excluding accrued interest. Only includes investments held within the separately managed account(s). Detail may not add to total due to rounding.

Portfolio Activity

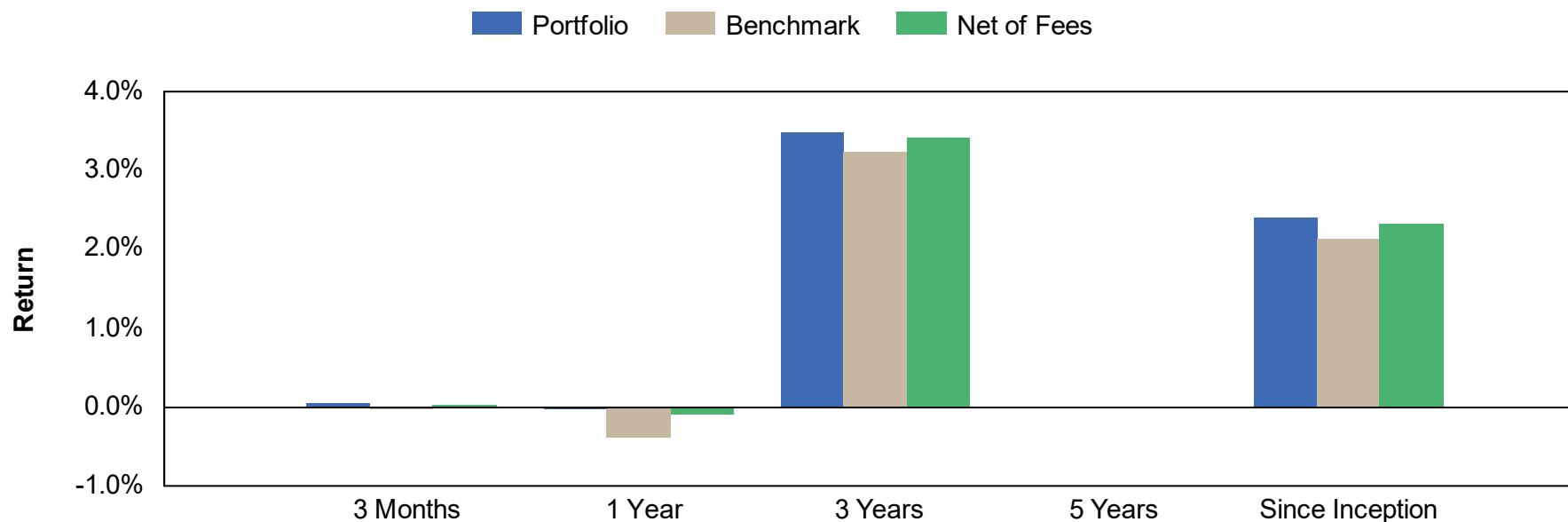
Net Activity by Sector
(\$ millions)



Sector	Net Activity
U.S. Treasury	\$7,092,030
Supranational	\$2,358,254
ABS	(\$100,163)
Negotiable CD	(\$1,637,273)
Federal Agency	(\$6,530,870)

Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.

Portfolio Performance



Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	Since Inception ¹
Interest Earned ²	\$626,977	\$2,736,836	\$9,771,940	-	\$13,997,839
Change in Market Value	(\$572,819)	(\$2,796,114)	\$6,410,476	-	\$3,520,431
Total Dollar Return	\$54,158	(\$59,278)	\$16,182,416	-	\$17,518,270
Total Return³					
Portfolio	0.03%	-0.04%	3.48%	-	2.39%
Benchmark ⁴	0.00%	-0.40%	3.24%	-	2.13%
Basis Point Fee	0.02%	0.07%	0.07%	-	0.07%
Net of Fee Return	0.02%	-0.10%	3.41%	-	2.33%

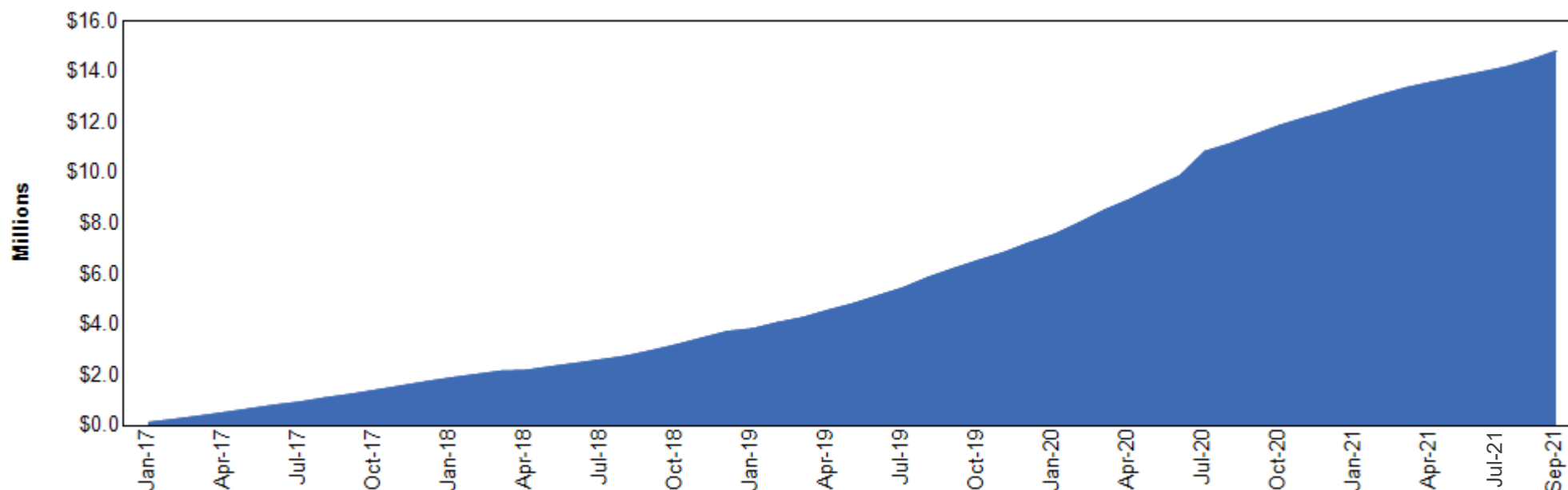
1. The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is December 31, 2016.

2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.

3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.

4. The portfolio's benchmark is the ICE BofAML 1-5 Year U.S. Treasury Index. Source: Bloomberg.

Accrual Basis Earnings



Accrual Basis Earnings	3 Months	1 Year	3 Years	5 Year	Since Inception
Interest Earned	\$626,977	\$2,736,836	\$9,771,940	-	\$13,997,839
Realized Gains / (Losses)	\$278,818	\$801,119	\$2,335,327	-	\$1,337,316
Change in Amortized Cost	(\$61,390)	(\$224,365)	(\$248,884)	-	(\$516,339)
Total Earnings	\$844,406	\$3,313,589	\$11,858,384	-	\$14,818,816

1. The lesser of 10 years or since inception is shown. Performance inception date is December 31, 2016.

2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.

3. Realized gains / (losses) are shown on an amortized cost basis.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	37.3%	
UNITED STATES TREASURY	37.3%	AA / Aaa / AAA
Federal Agency	29.0%	
FANNIE MAE	17.4%	AA / Aaa / AAA
FEDERAL FARM CREDIT BANKS	0.9%	AA / Aaa / AAA
FEDERAL HOME LOAN BANKS	3.5%	AA / Aaa / NR
FREDDIE MAC	7.2%	AA / Aaa / AAA
Agency CMBS	0.6%	
FREDDIE MAC	0.6%	AA / Aaa / AAA
Supranational	1.5%	
INTER-AMERICAN DEVELOPMENT BANK	1.5%	AAA / Aaa / AAA
Municipal	3.6%	
FLORIDA STATE BOARD OF ADMIN FIN CORP	0.7%	AA / Aa / AA
LOS ANGELES COMMUNITY COLLEGE DISTRICT	0.4%	AA / Aaa / NR
NEW JERSEY TURNPIKE AUTHORITY	0.2%	A / A / A
SAN DIEGO COMMUNITY COLLEGE DISTRICT	0.3%	AAA / Aaa / NR
STATE OF CALIFORNIA	1.3%	AA / Aa / AA
STATE OF MARYLAND	0.3%	AAA / Aaa / AAA
UNIVERSITY OF CALIFORNIA	0.3%	AA / Aa / AA
Negotiable CD	5.2%	
CREDIT SUISSE GROUP K	0.8%	A / A / A
DNB ASA	0.8%	AA / Aa / NR
NORDEA BANK ABP	1.3%	AA / Aa / AA
SKANDINAVISKA ENSKILDA BANKEN AB	1.5%	A / Aa / AA
SUMITOMO MITSUI FINANCIAL GROUP INC	0.8%	A / Aa / A
Corporate	19.1%	
AMAZON.COM INC	1.5%	AA / A / AA

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Corporate	19.1%	
APPLE INC	1.6%	AA / Aa / NR
BANK OF AMERICA CO	0.7%	A / A / AA
BLACKROCK INC	1.4%	AA / Aa / NR
BRISTOL-MYERS SQUIBB CO	0.3%	A / A / NR
CITIGROUP INC	0.9%	BBB / A / A
GOLDMAN SACHS GROUP INC	0.7%	BBB / A / A
HERSHEY COMPANY	0.8%	A / A / NR
HOME DEPOT INC	0.4%	A / A / A
INTEL CORPORATION	0.8%	A / A / A
JP MORGAN CHASE & CO	1.4%	A / A / AA
MICROSOFT CORP	0.9%	AAA / Aaa / AAA
MORGAN STANLEY	0.5%	BBB / A / A
NATIONAL RURAL UTILITIES CO FINANCE CORP	0.6%	A / A / A
PACCAR FINANCIAL CORP	0.8%	A / A / NR
PFIZER INC	1.4%	A / A / A
THE BANK OF NEW YORK MELLON CORPORATION	1.4%	A / A / AA
TOYOTA MOTOR CORP	0.8%	A / A / A
TRUIST FIN CORP	0.9%	A / A / A
US BANCORP	1.3%	A / A / A
ABS	3.7%	
ALLY AUTO RECEIVABLES TRUST	0.0%	NR / Aaa / NR
CAPITAL ONE FINANCIAL CORP	0.1%	AAA / Aaa / AAA
CARMAX AUTO OWNER TRUST	1.0%	AAA / NR / AAA
DISCOVER FINANCIAL SERVICES	0.3%	AAA / Aaa / NR
HONDA AUTO RECEIVABLES	1.1%	AAA / Aaa / AAA

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
ABS	3.7%	
HYUNDAI AUTO RECEIVABLES	0.4%	AAA / NR / AAA
MERCEDES-BENZ AUTO RECEIVABLES	0.0%	AAA / Aaa / NR
NISSAN AUTO RECEIVABLES	0.4%	AAA / Aaa / AAA
TOYOTA MOTOR CORP	0.4%	AAA / Aaa / NR
Total	100.0%	

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Certificate of Compliance

During the reporting period for the quarter ended September 30, 2021, the account(s) managed by PFM Asset Management ("PFMAM") were in compliance with the applicable investment policy and guidelines as furnished to PFMAM.

Acknowledged : *PFM Asset Management LLC*

Note: Pre- and post-trade compliance for the account(s) managed by PFM Asset Management is provided via Bloomberg Asset and Investment Management ("AIM").

Market Update

Current Market Themes



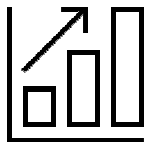
- COVID-19 continues to overshadow the economic and market landscape



- The U.S. economy is characterized by:
 - Continued recovery aided by supportive monetary policy
 - Potentially stagnating labor market growth
 - Heightened inflationary pressures



- Federal Reserve is contemplating the end of unprecedented support
 - Near-term tapering of asset purchases
 - Fed Funds Rate hike now seen possible in late 2022
 - Significant turnover of FOMC leadership

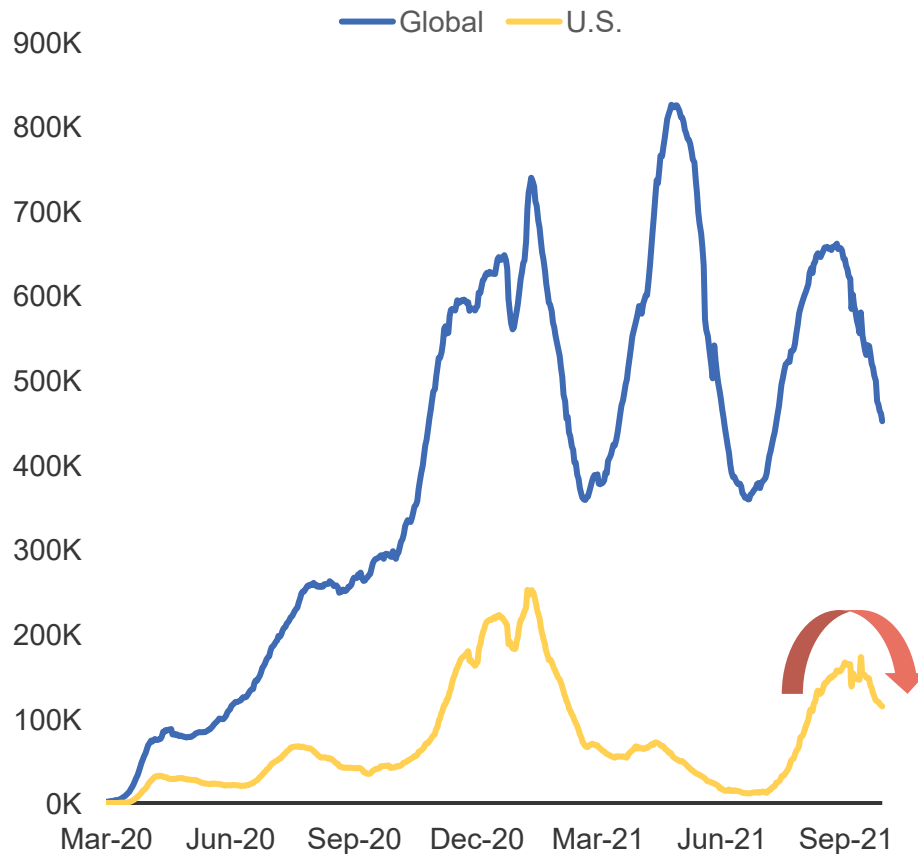


- Fixed income market reacting to changing market dynamics
 - Short-term yields anchored by Fed rate policy
 - Long-term yields rising due to inflationary pressures and tapering

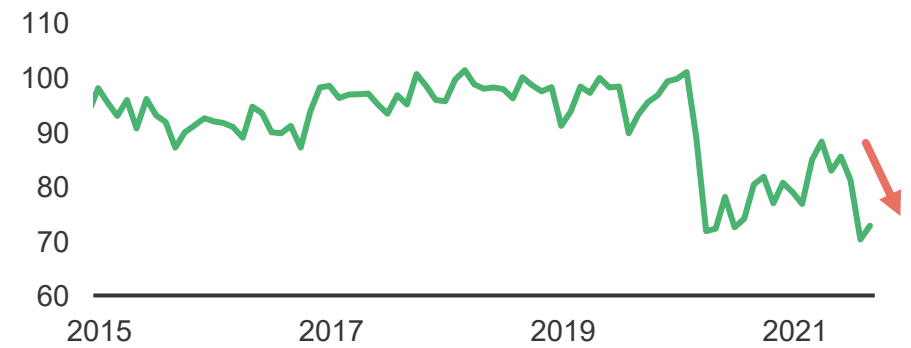
As COVID Goes, So Goes the Economy

U.S. New Cases Reported Daily

7-Day Moving Average

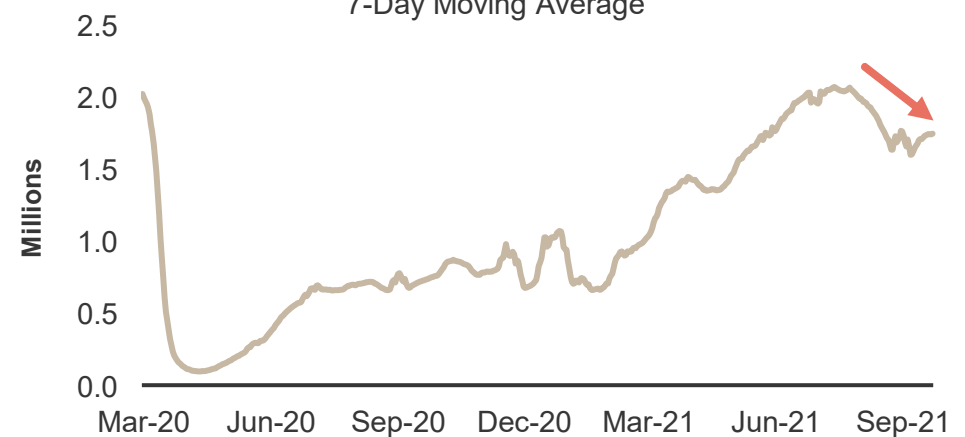


University of Michigan Consumer Sentiment Index



TSA Checkpoint Travel Numbers

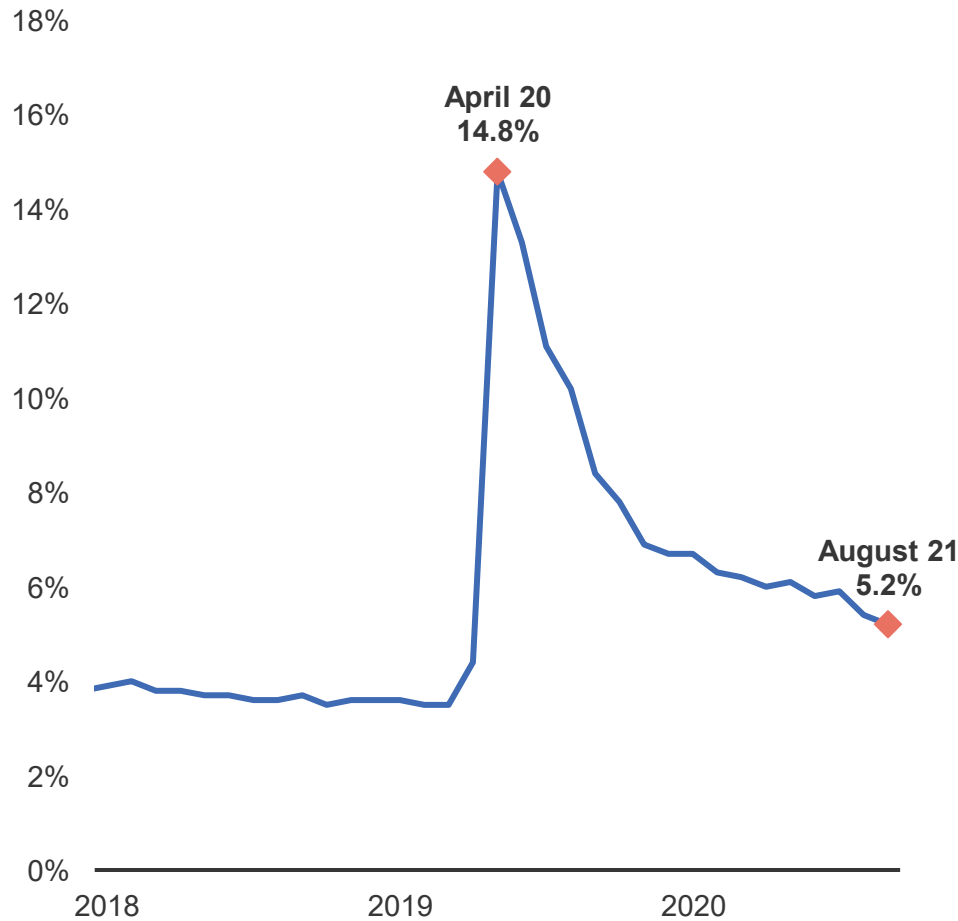
7-Day Moving Average



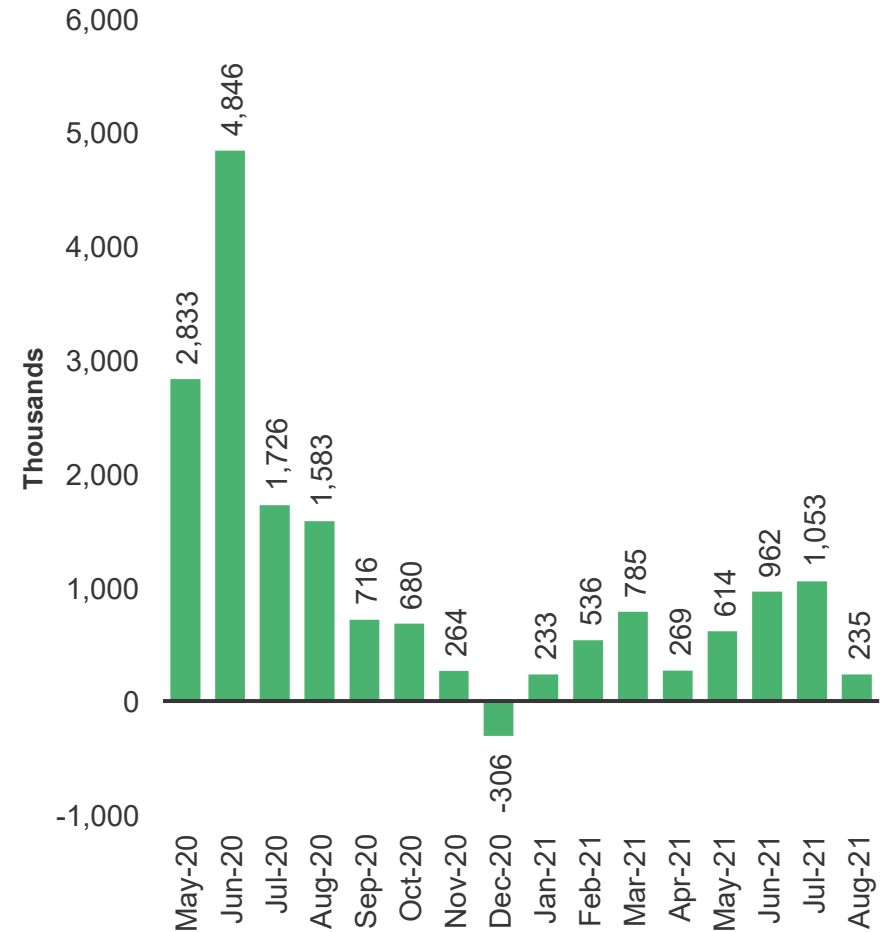
Source: John Hopkins University Coronavirus Resource Center, PFM calculations (left); Bloomberg (top right, bottom right) as of 9/30/2021.

U.S. Hiring Slowed in August as New Covid-19 Cases Impede Job Gains

Unemployment Rate



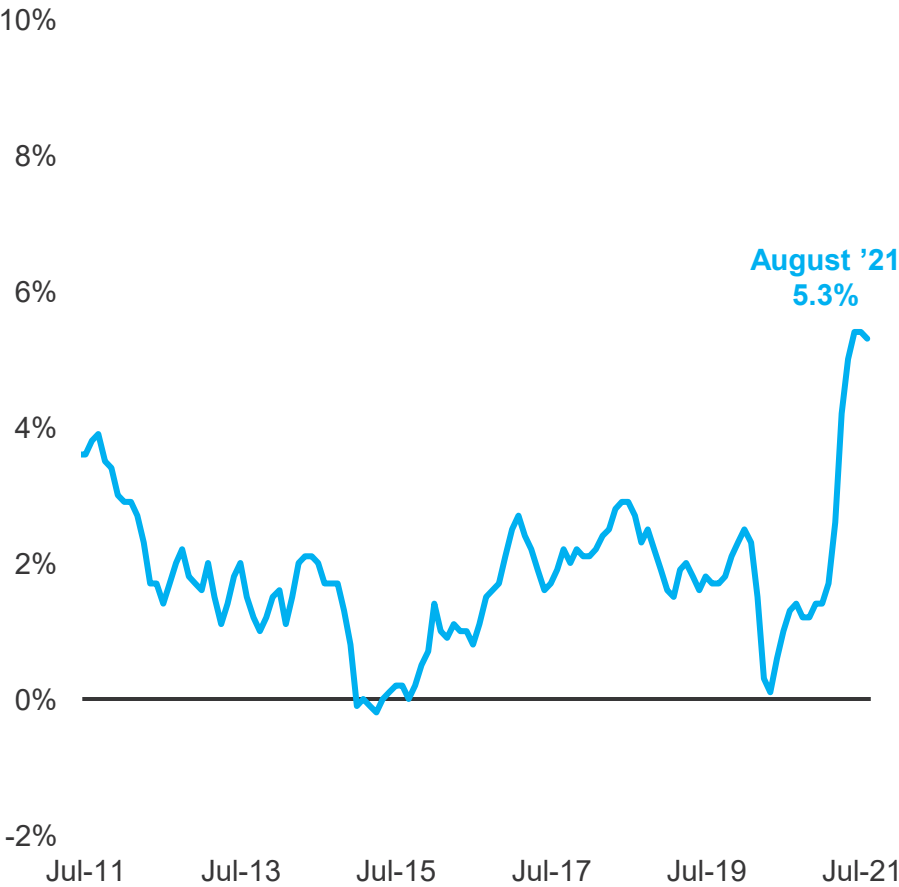
Monthly Change In Nonfarm Payrolls



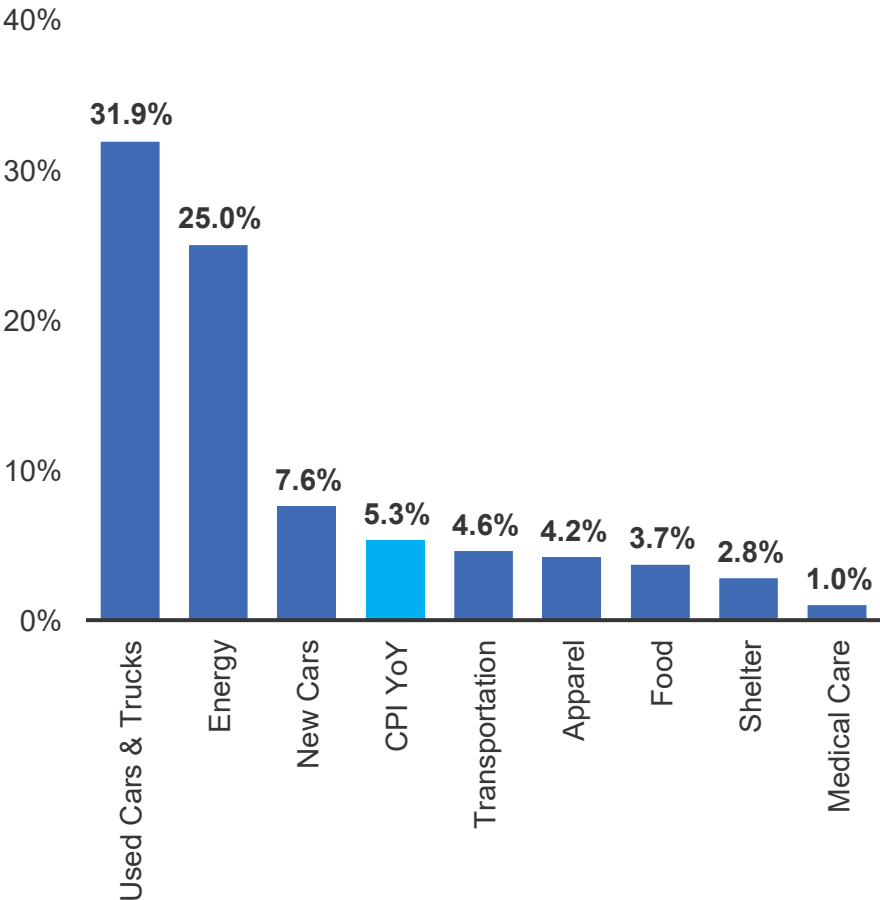
Source: Bloomberg, as of September 2021. Data is seasonally adjusted.

Consumer Prices High; Investors Still Appear To Believe It Is Transitory

Consumer Price Index
% Change YoY



Key Consumer Price Index Components
% Change YoY



Source: Bloomberg, as of September 2021.

FOMC Acknowledges Economic Progress, Queues up Taper

September

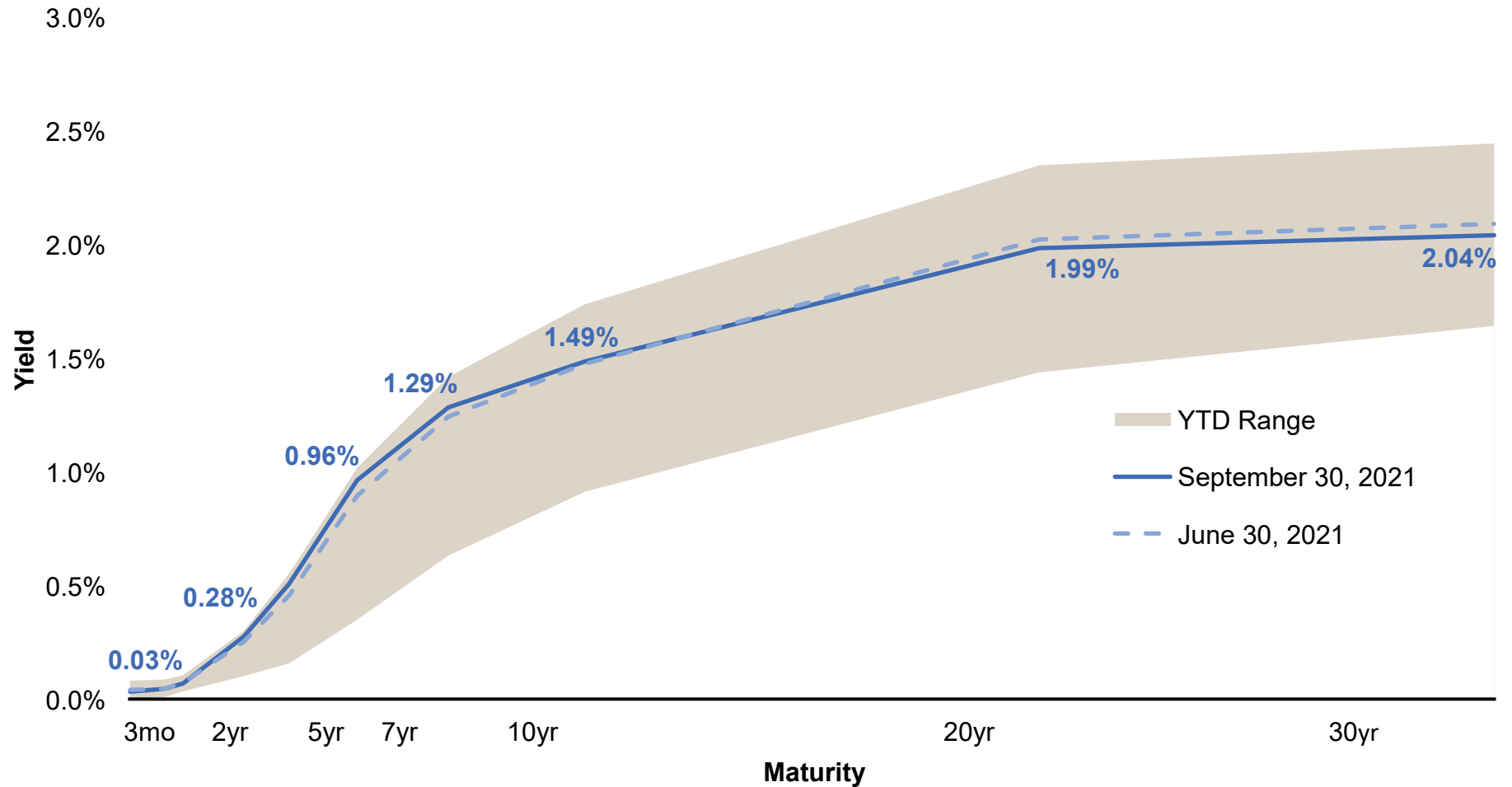
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- With progress on vaccinations and strong policy support, ***indicators of economic activity and employment have continued to strengthen***. The sectors most adversely affected by the pandemic have improved in recent months, but the rise in COVID-19 cases has slowed their recovery.
- ***Inflation is elevated, largely reflecting transitory factors***. Overall financial conditions remain accommodative, in part reflecting policy measures to support the economy and the flow of credit to U.S. households and businesses.
- The path of the economy ***continues to depend on the course of the virus***.
- The Committee ***decided to keep the target range for the federal funds rate at 0 to 1/4 percent*** and expects it will be appropriate to maintain this target range ***until*** labor market conditions have reached levels consistent with the Committee's assessments of ***maximum employment and inflation has risen to 2 percent and is on track to moderately exceed 2 percent for some time***.
- Last December, the Committee indicated it would continue to increase its holdings of Treasury and of agency mortgage-backed securities until substantial further progress has been made toward its maximum employment and price stability goals. Since then, the economy has made progress toward these goals. ***If progress continues broadly as expected, the Committee judges that a moderation in the pace of asset purchases may soon be warranted***.

Source: Federal Reserve.

Despite Volatility, Yields Ended Little Changed in the Third Quarter

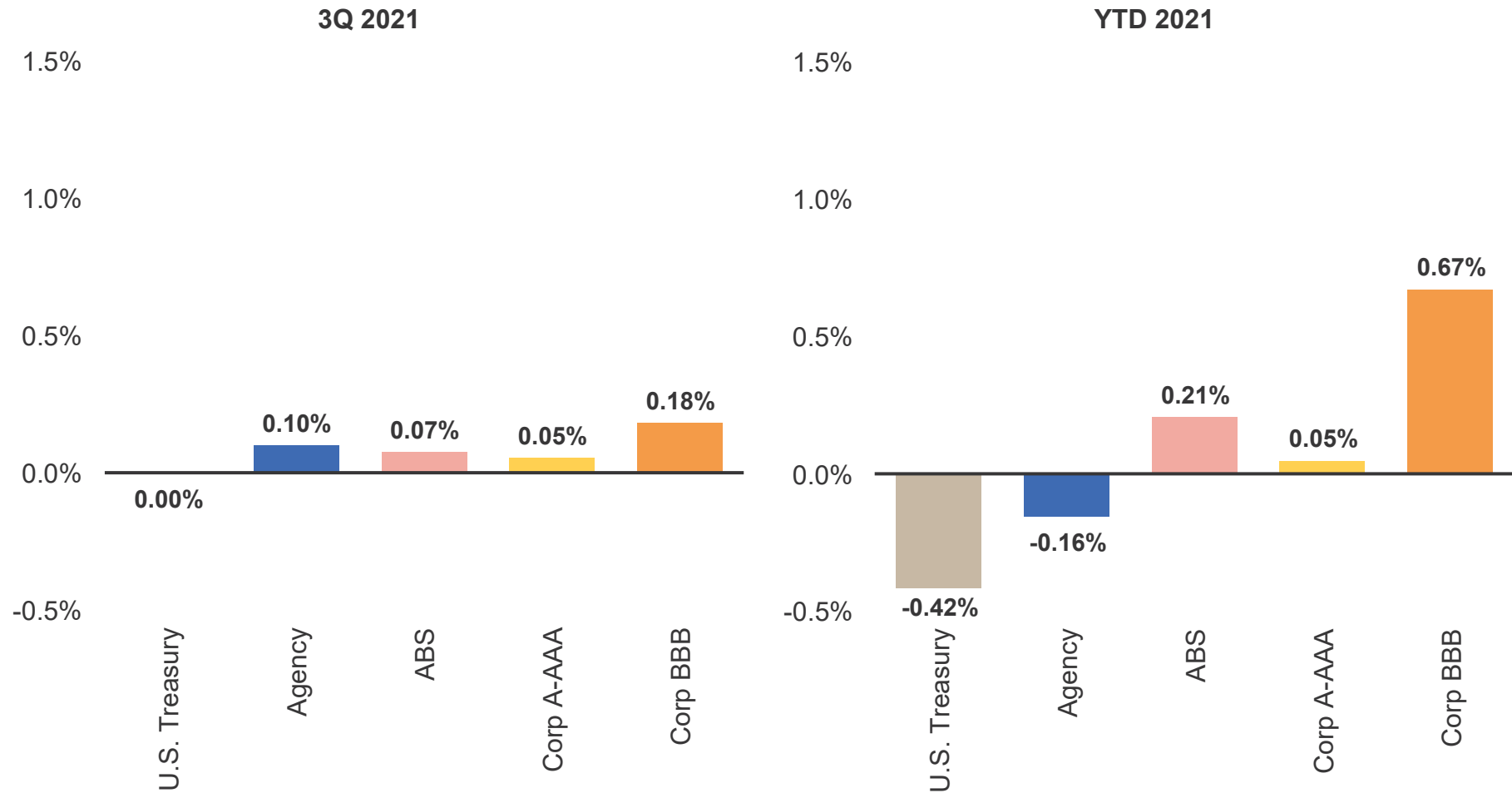
U.S. Treasury Yield Curve



Source: Bloomberg, as of 9/30/2021.

Total Return Performance

1-5 Year Indices



Source: ICE BofAML Indices. ABS indices are 0-5 year, based on weighted average life. As of 9/30/2021.

Fixed-Income Sector Commentary – Third Quarter 2021

- ◆ **U.S. Treasury** Bills were under pressure near the end of the quarter from debt ceiling concerns. Short-term yields remain range-bound due to Fed policy, while longer-term yields have climbed due to changing policy and economic expectations, offering extension and roll-down opportunities.
- ◆ **Federal Agency/GSE** securities offer essentially zero additional yield benefit against Treasury securities out to seven years. There is little room for further spread narrowing.
- ◆ **Supranational** debt issuance increased during the quarter, widening spreads and creating good investment opportunities.
- ◆ **Corporate Notes** have benefitted from economic tailwinds, strong profits, improving credit fundamentals, and supportive global monetary policy. Overall, valuations remain rich and spreads have narrowed, approaching June tights.
- ◆ **Asset-Backed Securities** issuance has picked up ahead of forecasts. Collateral performance continues to be strong and yield spreads remain narrow. Shorter tranches offer good relative value.
- ◆ **Mortgage-Backed Securities** have experienced some spread widening, especially in lower coupon issues where collateral is most susceptible to rising Treasury yields.
- ◆ **Taxable Municipal** yield spreads narrowed as issuance slowed. Short maturities are especially tight. Proposed legislation that would again permit advance refundings could shift issuance to tax-exempts.
- ◆ **Commercial Paper and CD** rates have remained range-bound and near historical lows. Value can selectively be found in longer maturities, although rates remain anchored by Fed rate policy which is not expected to change in the near term.

Portfolio Transactions and Holdings

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
BUY									
7/2/21	7/7/21	2,300,000	91282CBH3	US TREASURY NOTES	0.37%	1/31/26	2,259,537.56	0.80%	
8/11/21	8/12/21	376,000	9128286G0	US TREASURY NOTES	2.37%	2/29/24	399,479.57	0.33%	
8/11/21	8/12/21	1,315,000	9128286G0	US TREASURY NOTES	2.37%	2/29/24	1,396,756.46	0.35%	
9/7/21	9/9/21	3,765,000	91282CBT7	US TREASURY N/B NOTES	0.75%	3/31/26	3,776,027.87	0.76%	
9/7/21	9/9/21	3,835,000	91282CAM3	US TREASURY NOTES	0.25%	9/30/25	3,774,827.63	0.67%	
9/15/21	9/23/21	2,360,000	4581X0DZ8	INTER-AMERICAN DEVEL BK NOTES	0.50%	9/23/24	2,358,253.60	0.52%	
9/20/21	9/27/21	450,000	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/26	449,903.66	0.58%	
9/21/21	9/27/21	565,000	89239BAC5	TAOT 2021-C A3	0.43%	1/15/26	564,954.97	0.43%	
9/27/21	9/28/21	2,200,000	91282CAM3	US TREASURY NOTES	0.25%	9/30/25	2,154,337.14	0.81%	
Total BUY		17,166,000					17,134,078.46		
INTEREST									
7/1/21	7/1/21	1,180,000	341271AD6	FL ST BOARD OF ADMIN TXBL REV BONDS	1.25%	7/1/25	7,422.20		
7/1/21	7/1/21	335,000	646140DP5	NJ TURNPIKE AUTHORITY TXBL REV BONDS	1.04%	1/1/26	1,432.21		
7/1/21	7/1/21	0	MONEY0002	MONEY MARKET FUND			3.45		
7/1/21	7/25/21	920,000	3137BGK24	FHMS K043 A2	3.06%	12/1/24	2,347.53		
7/7/21	7/7/21	3,260,000	3135G0X24	FANNIE MAE NOTES	1.62%	1/7/25	26,487.50		
7/8/21	7/8/21	1,285,000	86565CKU2	SUMITOMO MITSUI BANK NY CERT DEPOS	0.70%	7/8/22	4,522.49		
7/10/21	7/10/21	2,385,000	3135G05G4	FANNIE MAE NOTES	0.25%	7/10/23	2,981.25		
7/15/21	7/15/21	1,888	44891KAD7	HART 2018-AA A3	2.79%	7/15/22	4.39		
7/15/21	7/15/21	260,385	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	544.64		
7/15/21	7/15/21	333,413	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	739.06		
7/15/21	7/15/21	560,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	882.00		
7/15/21	7/15/21	268,555	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	684.81		

CITY OF REDWOOD CITY

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
7/15/21	7/15/21	165,922	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	414.81		
7/15/21	7/15/21	340,000	44933LAC7	HART 2021-AA A3	0.38%	9/15/25	107.67		
7/15/21	7/15/21	184,391	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	454.83		
7/15/21	7/15/21	166,670	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	420.84		
7/15/21	7/15/21	515,000	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/26	223.17		
7/15/21	7/15/21	255,000	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/25	72.25		
7/15/21	7/15/21	382,633	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	854.55		
7/15/21	7/15/21	582,836	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	1,214.24		
7/18/21	7/18/21	209,728	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	494.61		
7/21/21	7/21/21	521,354	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	1,094.84		
7/21/21	7/21/21	850,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	1,140.42		
7/21/21	7/21/21	430,000	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/25	96.75		
7/21/21	7/21/21	1,545,000	3137EAEU9	FREDDIE MAC NOTES	0.37%	7/21/25	2,896.88		
7/29/21	7/29/21	2,145,000	06406RAE7	BANK OF NY MELLON CORP NOTES (CALLABLE)	2.95%	1/29/23	31,638.75		
7/31/21	7/31/21	2,780,000	9128286A3	US TREASURY NOTES	2.62%	1/31/26	36,487.50		
7/31/21	7/31/21	1,270,000	912828P38	US TREASURY NOTES	1.75%	1/31/23	11,112.50		
7/31/21	7/31/21	3,250,000	91282CBH3	US TREASURY NOTES	0.37%	1/31/26	6,093.75		
7/31/21	7/31/21	1,715,000	912828S92	US TREASURY NOTES	1.25%	7/31/23	10,718.75		
7/31/21	7/31/21	3,225,000	912828XQ8	US TREASURY NOTES	2.00%	7/31/22	32,250.00		
7/31/21	7/31/21	1,750,000	9128282N9	US TREASURY NOTES	2.12%	7/31/24	18,593.75		
8/1/21	8/25/21	920,000	3137BGK24	FHMS K043 A2	3.06%	12/1/24	2,347.53		
8/1/21	8/1/21	605,000	54438CYK2	LOS ANGELES CCD, CA TXBL GO BONDS	0.77%	8/1/25	2,338.33		
8/1/21	8/1/21	435,000	574193TQ1	MD ST TXBL GO BONDS	0.51%	8/1/24	1,109.25		
8/1/21	8/1/21	475,000	797272QN4	SAN DIEGO CCD, CA TXBL GO BONDS	1.99%	8/1/23	4,740.50		
8/2/21	8/2/21	0	MONEY0002	MONEY MARKET FUND			3.27		
8/5/21	8/5/21	1,325,000	3135G0V34	FANNIE MAE NOTES	2.50%	2/5/24	16,562.50		
8/6/21	8/6/21	1,255,000	69371RQ66	PACCAR FINANCIAL CORP CORPORATE NOTES	1.80%	2/6/25	11,295.00		
8/9/21	8/9/21	2,500,000	037833CM0	APPLE INC CORP NOTES	2.50%	2/9/22	31,250.00		
8/12/21	8/12/21	1,415,000	594918BB9	MICROSOFT CORP (CALLABLE) NOTES	2.70%	2/12/25	19,102.50		
8/13/21	8/13/21	1,260,000	89236TGT6	TOYOTA MOTOR CREDIT CORP CORP NOTES	1.80%	2/13/25	11,340.00		

CITY OF REDWOOD CITY

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
8/15/21	8/15/21	236,009	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	493.65		
8/15/21	8/15/21	560,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	882.00		
8/15/21	8/15/21	531,288	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	1,106.85		
8/15/21	8/15/21	113,768	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	284.42		
8/15/21	8/15/21	230,494	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	587.76		
8/15/21	8/15/21	351,964	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	786.05		
8/15/21	8/15/21	515,000	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/26	223.17		
8/15/21	8/15/21	340,000	44933LAC7	HART 2021-AA A3	0.38%	9/15/25	107.67		
8/15/21	8/15/21	255,000	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/25	72.25		
8/15/21	8/15/21	295,128	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	654.20		
8/15/21	8/15/21	131,811	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	325.13		
8/15/21	8/15/21	129,073	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	325.91		
8/17/21	8/17/21	2,155,000	3130AJ7E3	FEDERAL HOME LOAN BANKS NOTES	1.37%	2/17/23	14,815.63		
8/18/21	8/18/21	186,964	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	440.92		
8/21/21	8/21/21	850,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	1,140.42		
8/21/21	8/21/21	430,000	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/25	96.75		
8/21/21	8/21/21	473,129	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	993.57		
8/22/21	8/22/21	2,425,000	023135AW6	AMAZON.COM INC BONDS	2.40%	2/22/23	29,100.00		
8/24/21	8/24/21	1,440,000	3137EAEV7	FREDDIE MAC NOTES	0.25%	8/24/23	1,800.00		
8/25/21	8/25/21	1,545,000	3135G05X7	FANNIE MAE NOTES	0.37%	8/25/25	2,896.88		
8/26/21	8/26/21	2,455,000	83050PDR7	SKANDINAV ENSKILDA BANK LT CD	1.86%	8/26/22	22,958.34		
8/26/21	8/26/21	2,105,000	65558TLL7	NORDEA BANK ABP NEW YORK CERT DEPOS	1.85%	8/26/22	19,579.42		
8/31/21	8/31/21	1,000,000	912828P79	US TREASURY NOTES	1.50%	2/28/23	7,500.00		
8/31/21	8/31/21	2,160,000	91282CBQ3	US TREASURY NOTES	0.50%	2/28/26	5,400.00		
8/31/21	8/31/21	1,691,000	9128286G0	US TREASURY NOTES	2.37%	2/29/24	20,080.63		
9/1/21	9/1/21	0	MONEY0002	MONEY MARKET FUND			15.14		
9/1/21	9/25/21	920,000	3137BGK24	FHMS K043 A2	3.06%	12/1/24	2,347.53		
9/12/21	9/12/21	2,795,000	3135G0U43	FANNIE MAE NOTES	2.87%	9/12/23	40,178.13		
9/15/21	9/15/21	485,178	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	1,010.79		
9/15/21	9/15/21	96,432	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	243.49		

CITY OF REDWOOD CITY

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
9/15/21	9/15/21	255,000	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/25	72.25		
9/15/21	9/15/21	515,000	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/26	223.17		
9/15/21	9/15/21	194,540	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	496.08		
9/15/21	9/15/21	211,987	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	443.41		
9/15/21	9/15/21	323,653	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	722.82		
9/15/21	9/15/21	2,145,000	91159HHC7	US BANCORP (CALLABLE) NOTE	3.00%	3/15/22	32,175.00		
9/15/21	9/15/21	2,070,000	717081ES8	PFIZER INC CORP NOTES	2.95%	3/15/24	30,532.50		
9/15/21	9/15/21	84,429	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	208.26		
9/15/21	9/15/21	340,000	44933LAC7	HART 2021-AA A3	0.38%	9/15/25	107.67		
9/15/21	9/15/21	259,517	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	575.26		
9/15/21	9/15/21	64,611	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	161.53		
9/15/21	9/15/21	560,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	882.00		
9/16/21	9/16/21	245,000	46647PBS4	JPMORGAN CHASE & CO CORPORATE NOTES (CAL	0.65%	9/16/24	799.93		
9/18/21	9/18/21	164,704	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	388.43		
9/18/21	9/18/21	2,080,000	09247XAL5	BLACKROCK INC CORP NOTES	3.50%	3/18/24	36,400.00		
9/21/21	9/21/21	850,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	1,140.42		
9/21/21	9/21/21	1,420,000	3133EMAM4	FEDERAL FARM CREDIT BANK (CALLABLE)	0.25%	9/21/23	1,775.00		
9/21/21	9/21/21	427,869	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	898.53		
9/21/21	9/21/21	430,000	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/25	96.75		
9/23/21	9/23/21	2,230,000	3137EAEX3	FREDDIE MAC NOTES	0.37%	9/23/25	4,181.25		
9/25/21	9/25/21	1,150,000	458140BP4	INTEL CORP CORPORATE NOTES	3.40%	3/25/25	19,550.00		
9/30/21	9/30/21	3,765,000	91282CBT7	US TREASURY N/B NOTES	0.75%	3/31/26	14,118.75		
9/30/21	9/30/21	265,000	9128285D8	US TREASURY NOTES	2.87%	9/30/23	3,809.38		
9/30/21	9/30/21	995,000	912828L57	US TREASURY NOTES	1.75%	9/30/22	8,706.25		
9/30/21	9/30/21	6,035,000	91282CAM3	US TREASURY NOTES	0.25%	9/30/25	7,543.75		
9/30/21	9/30/21	145,000	9128282Y5	US TREASURY NOTES	2.12%	9/30/24	1,540.63		
9/30/21	9/30/21	1,095,000	912828Q29	US TREASURY NOTES	1.50%	3/31/23	8,212.50		
Total INTEREST		98,486,321					656,729.49		

CITY OF REDWOOD CITY

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
MATURITY									
9/28/21	9/28/21	1,675,000	3134GWTLO	FREDDIE MAC NOTES (CALLED, OMD 9/28/23)	0.30%	9/28/21	1,677,512.50		0.00
Total MATURITY		1,675,000					1,677,512.50		0.00
PAYDOWNS									
7/15/21	7/15/21	24,377	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	24,376.78		0.00
7/15/21	7/15/21	30,669	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	30,669.42		0.00
7/15/21	7/15/21	52,580	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	52,580.22		0.00
7/15/21	7/15/21	52,154	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	52,154.48		0.00
7/15/21	7/15/21	37,597	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	37,597.09		0.00
7/15/21	7/15/21	51,549	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	51,548.65		0.00
7/15/21	7/15/21	38,061	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	38,060.73		0.00
7/15/21	7/15/21	1,888	44891KAD7	HART 2018-AA A3	2.79%	7/15/22	1,887.69		0.00
7/15/21	7/15/21	38,285	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	38,285.21		0.00
7/18/21	7/18/21	22,764	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	22,764.19		0.00
7/21/21	7/21/21	48,225	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	48,225.13		0.00
8/15/21	8/15/21	35,611	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	35,610.67		0.00
8/15/21	8/15/21	28,311	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	28,310.88		0.00
8/15/21	8/15/21	46,110	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	46,110.25		0.00
8/15/21	8/15/21	49,157	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	49,156.99		0.00
8/15/21	8/15/21	47,382	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	47,381.87		0.00
8/15/21	8/15/21	32,641	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	32,640.70		0.00
8/15/21	8/15/21	24,022	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	24,022.09		0.00
8/15/21	8/15/21	35,954	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	35,954.10		0.00
8/18/21	8/18/21	22,261	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	22,260.57		0.00
8/21/21	8/21/21	45,260	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	45,259.66		0.00
9/15/21	9/15/21	31,475	58772RAD6	MBART 2018-1 A3	3.03%	1/15/23	31,475.32		0.00

CITY OF REDWOOD CITY

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
9/15/21	9/15/21	21,725	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/23	21,725.06		0.00
9/15/21	9/15/21	35,333	65479GAD1	NAROT 2018-B A3	3.06%	3/15/23	35,332.88		0.00
9/15/21	9/15/21	46,483	02007JAC1	ALLYA 2018-3 A3	3.00%	1/15/23	46,482.65		0.00
9/15/21	9/15/21	26,849	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/24	26,848.50		0.00
9/15/21	9/15/21	46,638	89238TAD5	TAOT 2018-B A3	2.96%	9/15/22	46,637.65		0.00
9/15/21	9/15/21	33,650	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/23	33,649.75		0.00
9/15/21	9/15/21	44,952	65479HAC1	NAROT 2019-B A3	2.50%	11/15/23	44,951.88		0.00
9/18/21	9/18/21	20,278	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/23	20,278.45		0.00
9/21/21	9/21/21	42,782	43815MAC0	HAROT 2019-2 A3	2.52%	6/21/23	42,781.84		0.00
Total PAYDOWNS		1,115,021					1,115,021.35		0.00
SELL									
7/6/21	7/7/21	1,610,000	83369XDL9	SOCIETE GENERALE NY CERT DEPOS	1.80%	2/14/22	1,637,273.40		15,761.90
8/11/21	8/12/21	375,000	3130AFW94	FHLB BONDS	2.50%	2/13/24	400,267.71		21,272.18
8/11/21	8/12/21	1,325,000	3135G0V34	FANNIE MAE NOTES	2.50%	2/5/24	1,397,737.35		74,545.58
9/7/21	9/9/21	3,225,000	912828XQ8	US TREASURY NOTES	2.00%	7/31/22	3,287,692.51		48,314.29
9/7/21	9/9/21	3,000,000	3135G0T45	FANNIE MAE NOTES	1.87%	4/5/22	3,055,352.50		33,358.39
9/15/21	9/23/21	2,230,000	912828Y5	US TREASURY NOTES	2.12%	9/30/24	2,365,332.74		72,247.91
9/22/21	9/27/21	565,000	91282CAW1	US TREASURY NOTES	0.25%	11/15/23	565,385.75		(114.13)
9/22/21	9/27/21	425,000	912828Y5	US TREASURY NOTES	2.12%	9/30/24	450,525.58		13,431.84
Total SELL		12,755,000					13,159,567.54		278,817.96

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	995,000.00	AA+	Aaa	6/4/2018	6/6/2018	954,383.79	2.76	47.84	985,625.05	1,011,324.17
US TREASURY NOTES DTD 02/01/2016 1.750% 01/31/2023	912828P38	1,270,000.00	AA+	Aaa	10/2/2018	10/4/2018	1,209,377.35	2.93	3,744.43	1,251,314.41	1,296,789.13
US TREASURY NOTES DTD 02/29/2016 1.500% 02/28/2023	912828P79	1,000,000.00	AA+	Aaa	7/2/2018	7/5/2018	946,093.75	2.74	1,284.53	983,659.97	1,018,750.00
US TREASURY NOTES DTD 03/31/2016 1.500% 03/31/2023	912828Q29	1,095,000.00	AA+	Aaa	2/8/2019	2/12/2019	1,054,664.65	2.44	45.12	1,080,395.82	1,116,557.81
US TREASURY NOTES DTD 05/31/2018 2.750% 05/31/2023	9128284S6	3,410,000.00	AA+	Aaa	5/30/2019	5/31/2019	3,504,041.41	2.03	31,514.55	3,449,071.28	3,553,326.39
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	1,115,000.00	AA+	Aaa	2/8/2019	2/12/2019	1,059,206.45	2.44	2,348.16	1,092,134.91	1,135,383.54
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	600,000.00	AA+	Aaa	4/2/2019	4/4/2019	574,593.75	2.28	1,263.59	589,251.82	610,968.72
US TREASURY NOTES DTD 10/01/2018 2.875% 09/30/2023	9128285D8	265,000.00	AA+	Aaa	5/1/2019	5/3/2019	271,966.60	2.25	20.93	268,152.48	278,622.64
US TREASURY NOTES DTD 11/15/2013 2.750% 11/15/2023	912828WE6	5,000,000.00	AA+	Aaa	3/6/2019	3/8/2019	5,050,585.94	2.52	51,936.14	5,022,886.23	5,257,812.50
US TREASURY NOTES DTD 11/15/2020 0.250% 11/15/2023	91282CAW1	1,305,000.00	AA+	Aaa	4/16/2021	4/19/2021	1,304,949.02	0.25	1,232.30	1,304,957.97	1,303,164.91
US TREASURY NOTES DTD 11/30/2016 2.125% 11/30/2023	912828U57	3,000,000.00	AA+	Aaa	1/7/2019	1/9/2019	2,946,328.13	2.52	21,424.18	2,976,259.36	3,116,718.60
US TREASURY NOTES DTD 12/31/2018 2.625% 12/31/2023	9128285U0	225,000.00	AA+	Aaa	1/30/2019	1/31/2019	225,667.97	2.56	1,492.61	225,305.52	236,460.94
US TREASURY NOTES DTD 02/28/2019 2.375% 02/29/2024	9128286G0	1,315,000.00	AA+	Aaa	8/11/2021	8/12/2021	1,382,753.32	0.35	2,674.50	1,379,114.58	1,377,873.44
US TREASURY NOTES DTD 02/28/2019 2.375% 02/29/2024	9128286G0	376,000.00	AA+	Aaa	8/11/2021	8/12/2021	395,475.63	0.33	764.72	394,429.68	393,977.50
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	3,285,000.00	AA+	Aaa	7/1/2019	7/3/2019	3,318,876.57	1.78	16,603.53	3,303,628.40	3,423,072.49

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 07/31/2017 2.125% 07/31/2024	9128282N9	1,750,000.00	AA+	Aaa	8/1/2019	8/5/2019	1,777,070.31	1.80	6,265.29	1,765,362.62	1,830,937.50
US TREASURY NOTES DTD 10/02/2017 2.125% 09/30/2024	9128282Y5	145,000.00	AA+	Aaa	10/1/2019	10/3/2019	149,333.01	1.50	8.46	147,601.23	151,910.15
US TREASURY NOTES DTD 10/31/2017 2.250% 10/31/2024	9128283D0	1,990,000.00	AA+	Aaa	11/1/2019	11/5/2019	2,055,063.67	1.57	18,737.36	2,030,209.49	2,093,853.13
US TREASURY NOTES DTD 11/30/2017 2.125% 11/30/2024	9128283J7	1,720,000.00	AA+	Aaa	1/3/2020	1/7/2020	1,759,842.18	1.63	12,283.20	1,745,744.86	1,804,118.66
US TREASURY NOTES DTD 09/30/2020 0.250% 09/30/2025	91282CAM3	3,835,000.00	AA+	Aaa	9/7/2021	9/9/2021	3,770,583.98	0.67	26.34	3,771,540.22	3,753,506.25
US TREASURY NOTES DTD 09/30/2020 0.250% 09/30/2025	91282CAM3	2,200,000.00	AA+	Aaa	9/27/2021	9/28/2021	2,151,617.19	0.81	15.11	2,151,716.40	2,153,250.00
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	2,300,000.00	AA+	Aaa	4/5/2021	4/7/2021	2,245,464.84	0.89	2,179.69	2,251,047.68	2,254,000.00
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	4,225,000.00	AA+	Aaa	1/11/2021	1/12/2021	4,199,253.91	0.50	4,003.99	4,202,972.47	4,140,500.00
US TREASURY NOTES DTD 01/31/2019 2.625% 01/31/2026	9128286A3	2,780,000.00	AA+	Aaa	2/4/2021	2/5/2021	3,075,809.38	0.46	12,294.70	3,037,147.86	2,988,500.00
US TREASURY NOTES DTD 01/31/2021 0.375% 01/31/2026	91282CBH3	2,300,000.00	AA+	Aaa	7/2/2021	7/7/2021	2,255,796.88	0.80	1,453.13	2,258,074.57	2,250,765.74
US TREASURY NOTES DTD 01/31/2021 0.375% 01/31/2026	91282CBH3	950,000.00	AA+	Aaa	2/26/2021	2/26/2021	930,332.03	0.80	600.20	932,703.11	929,664.11
US TREASURY NOTES DTD 02/28/2021 0.500% 02/28/2026	91282CBQ3	2,160,000.00	AA+	Aaa	3/4/2021	3/9/2021	2,131,312.50	0.77	924.86	2,134,564.91	2,123,550.00
US TREASURY N/B NOTES DTD 03/31/2021 0.750% 03/31/2026	91282CBT7	3,765,000.00	AA+	Aaa	9/7/2021	9/9/2021	3,763,529.30	0.76	77.58	3,763,548.74	3,739,115.63
US TREASURY N/B NOTES DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	1,430,000.00	AA+	Aaa	6/7/2021	6/7/2021	1,426,760.16	0.80	3,604.30	1,426,966.77	1,417,934.37
US TREASURY N/B NOTES DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	3,230,000.00	AA+	Aaa	6/2/2021	6/4/2021	3,222,934.38	0.79	8,141.19	3,223,395.86	3,202,746.88

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Security Type Sub-Total		59,036,000.00					59,113,668.05	1.38	207,012.53	59,148,784.27	59,965,155.20
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVEL BK NOTES DTD 09/23/2021 0.500% 09/23/2024	4581X0DZ8	2,360,000.00	AAA	Aaa	9/15/2021	9/23/2021	2,358,253.60	0.52	262.22	2,358,266.35	2,356,226.36
Security Type Sub-Total		2,360,000.00					2,358,253.60	0.52	262.22	2,358,266.35	2,356,226.36
Municipal Bond / Note											
CA ST TXBL GO BONDS DTD 10/26/2017 2.500% 10/01/2022	13063DDF2	1,000,000.00	AA-	Aa2	10/18/2017	10/26/2017	1,013,930.00	2.20	12,500.00	1,002,823.13	1,023,930.00
SAN DIEGO CCD, CA TXBL GO BONDS DTD 10/16/2019 1.996% 08/01/2023	797272QN4	475,000.00	AAA	Aaa	9/18/2019	10/16/2019	475,000.00	2.00	1,580.17	475,000.00	488,447.25
CA ST TXBL GO BONDS DTD 10/24/2019 2.400% 10/01/2023	13063DRJ9	1,090,000.00	AA-	Aa2	10/16/2019	10/24/2019	1,111,810.90	1.87	13,080.00	1,101,072.29	1,136,662.90
MD ST TXBL GO BONDS DTD 08/05/2020 0.510% 08/01/2024	574193TQ1	435,000.00	AAA	Aaa	7/23/2020	8/5/2020	434,878.20	0.52	369.75	434,913.48	435,743.85
UNIV OF CAL TXBL REV BONDS DTD 07/16/2020 0.883% 05/15/2025	91412HGE7	155,000.00	AA	Aa2	7/14/2020	7/16/2020	155,561.10	0.81	517.05	155,418.07	156,209.00
UNIV OF CAL TXBL REV BONDS DTD 07/16/2020 0.883% 05/15/2025	91412HGE7	350,000.00	AA	Aa2	7/10/2020	7/16/2020	350,000.00	0.88	1,167.52	350,000.00	352,730.00
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	850,000.00	AA	Aa3	9/3/2020	9/16/2020	850,000.00	1.26	2,673.25	850,000.00	859,035.50
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	330,000.00	AA	Aa3	9/3/2020	9/16/2020	332,333.10	1.11	1,037.85	331,826.19	333,507.90
LOS ANGELES CCD, CA TXBL GO BONDS DTD 11/10/2020 0.773% 08/01/2025	54438CYK2	605,000.00	AA+	Aaa	10/30/2020	11/10/2020	605,000.00	0.77	779.44	605,000.00	602,096.00

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Municipal Bond / Note											
NJ TURNPIKE AUTHORITY TXBL REV BONDS DTD 02/04/2021 1.047% 01/01/2026	646140DP5	335,000.00	A+	A2	1/22/2021	2/4/2021	335,000.00	1.05	876.86	335,000.00	332,886.15
Security Type Sub-Total		5,625,000.00					5,663,513.30	1.45	34,581.89	5,641,053.16	5,721,248.55
Federal Agency Commercial Mortgage-Backed Security											
FHMS K043 A2 DTD 03/01/2015 3.062% 12/01/2024	3137BGK24	920,000.00	AA+	Aaa	3/19/2020	3/25/2020	965,568.75	1.95	2,347.53	950,796.17	980,068.18
Security Type Sub-Total		920,000.00					965,568.75	1.95	2,347.53	950,796.17	980,068.18
Federal Agency Bond / Note											
FEDERAL HOME LOAN BANKS NOTES DTD 02/21/2020 1.375% 02/17/2023	3130AJ7E3	2,155,000.00	AA+	Aaa	2/20/2020	2/21/2020	2,151,034.80	1.44	3,621.60	2,153,169.91	2,189,842.04
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	2,540,000.00	AA+	Aaa	5/20/2020	5/22/2020	2,532,354.60	0.35	2,275.42	2,535,824.70	2,540,863.60
FREDDIE MAC NOTES DTD 06/11/2018 2.750% 06/19/2023	3137EAEN5	3,500,000.00	AA+	Aaa	1/7/2019	1/9/2019	3,524,570.00	2.58	27,270.83	3,509,482.63	3,650,447.50
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAES4	1,510,000.00	AA+	Aaa	6/24/2020	6/26/2020	1,505,590.80	0.35	996.18	1,507,451.12	1,510,280.86
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	2,385,000.00	AA+	Aaa	7/8/2020	7/10/2020	2,379,872.25	0.32	1,341.56	2,381,970.18	2,385,238.50
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	1,440,000.00	AA+	Aaa	8/19/2020	8/21/2020	1,438,531.20	0.28	370.00	1,439,074.31	1,439,608.32
FANNIE MAE NOTES DTD 09/14/2018 2.875% 09/12/2023	3135G0U43	2,795,000.00	AA+	Aaa	12/3/2018	12/6/2018	2,789,354.10	2.92	4,241.02	2,792,694.29	2,935,504.65
FEDERAL FARM CREDIT BANK (CALLABLE) DTD 09/21/2020 0.250% 09/21/2023	3133EMAM4	1,420,000.00	AA+	Aaa	10/7/2020	10/9/2020	1,417,586.00	0.31	98.61	1,418,386.18	1,417,885.62

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Bond / Note											
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	1,320,000.00	AA+	Aaa	12/2/2020	12/4/2020	1,318,693.20	0.28	1,072.50	1,319,052.42	1,317,303.24
FEDERAL HOME LOAN BANKS NOTES DTD 12/09/2013 3.375% 12/08/2023	3130A0F70	1,700,000.00	AA+	Aaa	1/30/2019	1/31/2019	1,750,105.61	2.72	18,009.38	1,722,564.49	1,812,106.50
FANNIE MAE NOTES DTD 01/10/2020 1.625% 01/07/2025	3135G0X24	3,260,000.00	AA+	Aaa	3/4/2020	3/5/2020	3,381,239.40	0.84	12,360.83	3,341,831.45	3,368,528.66
FEDERAL HOME LOAN BANK NOTES DTD 04/16/2020 0.500% 04/14/2025	3130AJHU6	1,645,000.00	AA+	Aaa	4/15/2020	4/16/2020	1,636,840.80	0.60	3,815.49	1,639,225.04	1,635,565.93
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	2,315,000.00	AA+	Aaa	6/3/2020	6/5/2020	2,326,852.80	0.52	6,390.37	2,323,640.17	2,311,800.67
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	1,100,000.00	AA+	Aaa	5/21/2020	5/26/2020	1,103,619.00	0.56	3,036.46	1,102,623.37	1,098,479.80
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	2,215,000.00	AA+	Aaa	4/22/2020	4/24/2020	2,210,437.10	0.67	6,114.32	2,211,750.43	2,211,938.87
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	2,275,000.00	AA+	Aaa	10/1/2020	10/5/2020	2,285,669.75	0.40	3,286.11	2,283,425.12	2,257,996.65
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	2,065,000.00	AA+	Aaa	8/3/2020	8/4/2020	2,075,758.65	0.39	2,982.78	2,073,199.08	2,049,566.19
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	485,000.00	AA+	Aaa	9/17/2020	9/18/2020	486,726.60	0.42	700.56	486,350.00	481,375.11
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	2,550,000.00	AA+	Aaa	6/17/2020	6/19/2020	2,544,721.50	0.54	3,683.33	2,546,078.75	2,530,941.30
FREDDIE MAC NOTES DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	1,545,000.00	AA+	Aaa	7/21/2020	7/23/2020	1,537,305.90	0.48	1,126.56	1,539,140.84	1,521,339.87
FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	1,545,000.00	AA+	Aaa	8/25/2020	8/27/2020	1,537,769.40	0.47	579.38	1,539,355.06	1,521,937.79
FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	2,230,000.00	AA+	Aaa	9/23/2020	9/25/2020	2,223,287.70	0.44	185.83	2,224,652.98	2,195,194.16
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	895,000.00	AA+	Aaa	11/19/2020	11/24/2020	894,659.90	0.51	1,790.00	894,718.37	881,896.30

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Bond / Note											
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	1,455,000.00	AA+	Aaa	11/9/2020	11/12/2020	1,449,791.10	0.57	2,910.00	1,450,715.03	1,433,697.35
Security Type Sub-Total		46,345,000.00					46,502,372.16	0.93	108,259.12	46,436,375.92	46,699,339.48
Corporate Note											
CITIGROUP INC CORP (CALLABLE) NOTE DTD 12/08/2016 2.900% 12/08/2021	172967LC3	595,000.00	BBB+	A3	11/20/2017	11/22/2017	599,063.85	2.72	5,416.15	595,106.72	596,473.82
APPLE INC CORP NOTES DTD 02/09/2017 2.500% 02/09/2022	037833CM0	2,500,000.00	AA+	Aa1	1/7/2019	1/9/2019	2,462,900.00	3.01	9,027.78	2,495,687.58	2,515,637.50
US BANCORP (CALLABLE) NOTE DTD 03/02/2012 3.000% 03/15/2022	91159HHC7	2,145,000.00	A+	A2	5/30/2019	5/31/2019	2,174,558.10	2.49	2,860.00	2,149,086.24	2,166,417.83
BB&T CORP (CALLABLE) NOTES DTD 03/21/2017 2.750% 04/01/2022	05531FAX1	1,425,000.00	A-	A3	4/3/2018	4/5/2018	1,398,537.75	3.25	19,593.75	1,421,694.49	1,439,238.60
NATIONAL RURAL UTIL COOP CORP NOTES DTD 04/25/2017 2.400% 04/25/2022	637432NM3	1,000,000.00	A-	A1	4/3/2018	4/5/2018	972,650.00	3.12	10,400.00	996,195.75	1,010,348.00
BANK OF NY MELLON CORP NOTES (CALLABLE) DTD 01/29/2018 2.950% 01/29/2023	06406RAE7	2,145,000.00	A	A1	5/30/2019	5/31/2019	2,165,999.55	2.67	10,897.79	2,152,288.83	2,214,669.60
AMAZON.COM INC BONDS DTD 06/06/2018 2.400% 02/22/2023	023135AW6	1,450,000.00	AA	A1	4/11/2019	4/15/2019	1,436,036.50	2.66	3,770.00	1,444,955.70	1,490,282.45
AMAZON.COM INC BONDS DTD 06/06/2018 2.400% 02/22/2023	023135AW6	975,000.00	AA	A1	8/28/2019	8/30/2019	996,381.75	1.75	2,535.00	983,556.06	1,002,086.48
HOME DEPOT INC CORP NOTES DTD 04/05/2013 2.700% 04/01/2023	437076AZ5	575,000.00	A	A2	4/3/2018	4/5/2018	564,075.00	3.11	7,762.50	571,720.10	592,429.98
PFIZER INC CORP NOTES DTD 03/11/2019 2.950% 03/15/2024	717081ES8	2,070,000.00	A+	A2	4/2/2019	4/4/2019	2,095,316.10	2.68	2,714.00	2,082,344.80	2,183,607.81
BLACKROCK INC CORP NOTES DTD 03/18/2014 3.500% 03/18/2024	09247XAL5	2,080,000.00	AA-	Aa3	5/30/2019	5/31/2019	2,173,912.00	2.50	2,628.89	2,128,161.37	2,227,885.92

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	195,000.00	BBB+	A1	4/19/2021	4/22/2021	195,000.00	0.73	629.57	195,000.00	195,499.79
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	595,000.00	BBB+	A1	4/20/2021	4/22/2021	595,749.70	0.69	1,921.01	595,579.36	596,524.98
JP MORGAN CHASE BANK CORP NOTE DTD 05/13/2014 3.625% 05/13/2024	46625HJX9	1,600,000.00	A-	A2	8/28/2019	8/30/2019	1,714,256.00	2.02	22,233.33	1,663,512.50	1,719,699.20
JPMORGAN CHASE & CO CORPORATE NOTES (CAL DTD 09/16/2020 0.653% 09/16/2024	46647PBS4	245,000.00	A-	A2	9/9/2020	9/16/2020	245,000.00	0.65	66.66	245,000.00	245,496.37
BANK OF AMERICA CORP (CALLABLE) CORPORAT DTD 10/21/2020 0.810% 10/24/2024	06051GJH3	1,200,000.00	A-	A2	10/16/2020	10/21/2020	1,200,000.00	0.81	4,239.00	1,200,000.00	1,204,623.60
HERSHEY COMPANY CORPORATE NOTES DTD 10/31/2019 2.050% 11/15/2024	427866BC1	1,215,000.00	A	A1	5/4/2020	5/6/2020	1,274,778.00	0.94	9,409.50	1,256,237.42	1,264,958.37
PACCAR FINANCIAL CORP CORPORATE NOTES DTD 02/06/2020 1.800% 02/06/2025	69371RQ66	1,255,000.00	A+	A1	5/11/2020	5/13/2020	1,275,117.65	1.45	3,451.25	1,269,233.53	1,290,424.89
MICROSOFT CORP (CALLABLE) NOTES DTD 02/12/2015 2.700% 02/12/2025	594918BB9	1,415,000.00	AAA	Aaa	3/23/2021	3/25/2021	1,516,073.45	0.83	5,200.13	1,501,612.64	1,498,998.65
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	730,000.00	A+	A1	5/20/2020	5/26/2020	737,132.10	1.58	1,752.00	735,092.58	749,126.00
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	530,000.00	A+	A1	5/20/2020	5/26/2020	535,178.10	1.58	1,272.00	533,697.36	543,886.00
INTEL CORP CORPORATE NOTES DTD 03/25/2020 3.400% 03/25/2025	458140BP4	1,150,000.00	A+	A1	5/4/2020	5/6/2020	1,271,589.50	1.17	651.67	1,236,625.70	1,241,167.40

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
CITIGROUP INC CORPORATE NOTES DTD 05/04/2021 0.981% 05/01/2025	172967MX6	390,000.00	BBB+	A3	4/27/2021	5/4/2021	390,000.00	0.98	1,562.24	390,000.00	390,943.41
CITIGROUP INC CORPORATE NOTES DTD 05/04/2021 0.981% 05/01/2025	172967MX6	415,000.00	BBB+	A3	4/28/2021	5/4/2021	416,099.75	0.91	1,662.39	415,986.61	416,003.89
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 05/22/2015 3.750% 05/22/2025	38148LAE6	1,080,000.00	BBB+	A2	2/12/2021	2/17/2021	1,206,554.40	0.94	14,512.50	1,187,044.65	1,168,129.08
JPMORGAN CHASE & CO CORPORATE NOTES DTD 06/01/2021 0.824% 06/01/2025	46647PCH7	270,000.00	A-	A2	5/24/2021	6/1/2021	270,000.00	0.82	741.60	270,000.00	268,933.50
BRISTOL-MYERS SQUIBB CO CORPORATE NOTES DTD 11/13/2020 0.750% 11/13/2025	110122DN5	565,000.00	A+	A2	6/17/2021	6/21/2021	559,372.60	0.98	1,624.38	559,730.01	557,797.95
Security Type Sub-Total		29,810,000.00					30,441,331.85	2.04	148,535.09	30,275,150.00	30,791,291.07
Certificate of Deposit											
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	1,285,000.00	A-1	P-1	7/10/2020	7/14/2020	1,285,000.00	0.70	2,123.82	1,285,000.00	1,289,958.82
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	2,455,000.00	A-1	P-1	8/29/2019	9/3/2019	2,455,000.00	1.85	4,566.30	2,455,000.00	2,491,454.30
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	2,105,000.00	A-1+	P-1	8/27/2019	8/29/2019	2,105,000.00	1.84	3,894.25	2,105,000.00	2,136,067.70
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	1,205,000.00	AA-	Aa2	12/5/2019	12/6/2019	1,205,000.00	2.03	8,262.28	1,205,000.00	1,230,514.67
CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	1,210,000.00	A+	A1	3/19/2021	3/23/2021	1,210,000.00	0.59	3,807.47	1,210,000.00	1,213,625.16
Security Type Sub-Total		8,260,000.00					8,260,000.00	1.52	22,654.12	8,260,000.00	8,361,620.65

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
TAOT 2018-B A3 DTD 05/16/2018 2.960% 09/15/2022	89238TAD5	37,791.64	AAA	Aaa	5/9/2018	5/16/2018	37,791.08	2.96	49.72	37,791.52	37,823.99
ALLYA 2018-3 A3 DTD 06/27/2018 3.000% 01/15/2023	02007JAC1	18,128.18	AAA	Aaa	6/19/2018	6/27/2018	18,126.94	3.00	24.17	18,127.83	18,143.58
MBART 2018-1 A3 DTD 07/25/2018 3.030% 01/15/2023	58772RAD6	64,956.57	AAA	Aaa	7/17/2018	7/25/2018	64,954.07	3.03	87.47	64,955.85	65,087.54
NAROT 2018-B A3 DTD 07/25/2018 3.060% 03/15/2023	65479GAD1	159,207.15	AAA	Aaa	7/17/2018	7/25/2018	159,201.99	3.06	216.52	159,205.54	160,005.34
HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	144,425.20	AAA	NR	2/19/2019	2/27/2019	144,421.32	2.83	147.59	144,423.80	145,609.43
HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	225,867.11	AAA	NR	4/3/2019	4/10/2019	225,837.40	2.66	267.03	225,855.01	227,501.42
HAROT 2019-2 A3 DTD 05/29/2019 2.520% 06/21/2023	43815MAC0	385,087.29	NR	Aaa	5/21/2019	5/29/2019	385,072.93	2.52	269.56	385,081.21	388,776.00
COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	190,261.49	AAA	Aaa	5/21/2019	5/30/2019	190,222.95	2.51	212.25	190,243.17	191,973.71
NAROT 2019-B A3 DTD 05/28/2019 2.500% 11/15/2023	65479HAC1	440,225.62	NR	Aaa	5/21/2019	5/28/2019	440,126.09	2.51	489.14	440,178.36	444,536.05
CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	296,804.46	AAA	NR	4/9/2019	4/17/2019	296,774.11	2.68	353.53	296,789.30	300,743.44
HAROT 2020-1 A3 DTD 02/26/2020 1.610% 04/22/2024	43813RAC1	850,000.00	NR	Aaa	2/19/2020	2/26/2020	849,833.40	1.61	380.14	849,897.43	858,851.14
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	560,000.00	AAA	NR	1/14/2020	1/22/2020	559,890.13	1.89	470.40	559,928.06	567,514.98
HAROT 2021-1 A3 DTD 02/24/2021 0.270% 04/21/2025	43813GAC5	430,000.00	NR	Aaa	2/17/2021	2/24/2021	429,992.13	0.27	32.25	429,993.27	429,444.10
HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	340,000.00	AAA	NR	4/20/2021	4/28/2021	339,964.23	0.38	57.42	339,967.72	339,785.15
CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	255,000.00	AAA	NR	1/20/2021	1/27/2021	254,949.61	0.34	38.53	254,956.59	254,429.51

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
TAOT 2021-C A3 DTD 09/27/2021 0.430% 01/15/2026	89239BAC5	565,000.00	AAA	Aaa	9/21/2021	9/27/2021	564,954.97	0.43	26.99	564,955.08	564,305.45
CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	515,000.00	AAA	NR	4/13/2021	4/21/2021	514,889.02	0.52	119.02	514,899.28	515,821.01
DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	450,000.00	AAA	Aaa	9/20/2021	9/27/2021	449,903.66	0.58	29.00	449,903.87	448,847.69
Security Type Sub-Total		5,927,754.71					5,926,906.03	1.48	3,270.73	5,927,152.89	5,959,199.53
Managed Account Sub Total		158,283,754.71					159,231,613.74	1.38	526,923.23	158,997,578.76	160,834,149.02
Securities Sub-Total		\$158,283,754.71					\$159,231,613.74	1.38%	\$526,923.23	\$158,997,578.76	\$160,834,149.02
Accrued Interest											\$526,923.23
Total Investments											\$161,361,072.25

Bolded items are forward settling trades.

Important Disclosures

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- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

Glossary

- **Accrued Interest:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **Agencies:** Federal agency securities and/or Government-sponsored enterprises.
- **Amortized Cost:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **Asset-Backed Security:** A financial instrument collateralized by an underlying pool of assets – usually ones that generate a cash flow from debt, such as loans, leases, credit card balances, and receivables.
- **Bankers' Acceptance:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **Commercial Paper:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **Contribution to Total Return:** The weight of each individual security multiplied by its return, then summed for each sector to determine how much each sector added or subtracted from the overall portfolio performance.
- **Effective Duration:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **Effective Yield:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **Interest Rate:** Interest per year divided by principal amount and expressed as a percentage.
- **Market Value:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.
- **Negotiable Certificates of Deposit:** A CD with a very large denomination, usually \$1 million or more, that can be traded in secondary markets.
- **Par Value:** The nominal dollar face amount of a security.
- **Pass-through Security:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.

Glossary

- Repurchase Agreements: A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- Settle Date: The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- Supranational: A multinational union or association in which member countries cede authority and sovereignty on at least some internal matters to the group, whose decisions are binding on its members.
- Trade Date: The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- Unsettled Trade: A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- U.S. Treasury: The department of the U.S. government that issues Treasury securities.
- Yield: The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- YTM at Cost: The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- YTM at Market: The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Award Veterans Memorial Offsite Traffic Calming Project

RECOMMENDATION

By motion, approve and authorize the City Manager to execute the contract documents and award the standard form contract for Veterans Memorial Offsite Traffic Calming - Package One to Lewis and Tibbitts, Inc. of San Jose for their responsive and responsible low total bid of \$1,066,076; and authorize the City Manager or their designee to increase the contract amount, if necessary, up to 10% of the amount awarded in an amount not to exceed \$106,608.

STRATEGIC PLAN GUIDING PRINCIPLE

Transportation

BACKGROUND

The City has worked on reimagining the Veterans Memorial Senior Center Campus at Red Morton Park since 2011. During the public outreach process over the course of nearly a decade, community members requested that transportation improvements be evaluated to address traffic-related concerns.

The City held six public workshops and numerous stakeholder meetings during the first half of 2018 that lead to the City Council approval of Veterans Memorial Building/Senior Center - YMCA Project Schematic Design and further engagement and study of traffic calming concepts as requested by the community members.

On June 25, 2018, the City Council approved the Professional Design Services Agreement with ELS Architecture and Urban Design to complete the design development and construction drawing phase of the Project. The approved Scope of Work included the related traffic calming solutions requested by

residents. At this meeting, the City Council directed staff to report back to Council and provide: the feedback residents provided on traffic calming measures; short-term and long-term solutions for identified intersections near the Project; and the cost estimates for the recommended improvements.

On September 10, 2018, the City Council received an update regarding the neighborhood recommendations from the five community traffic calming workshops and intersection/street demonstration. The City Council approved the recommendations and directed staff to design pilot traffic calming improvements for the priority intersections identified through the community workshops, and to study these measures during the CEQA analysis for the Phase I plans for the Veterans Memorial Building/Senior Center-YMCA Project.

On March 25, 2019, the City Council approved the design development documents, including the traffic calming improvements and directed staff to advance these to the construction documentation phase.

On May 24, 2021, the City Council approved the sale of revenue bonds to provide financing and award the construction contract for the Veterans Memorial Building/Senior Center Project. The approved Scope of Work also included the related traffic calming solutions requested during community engagement.

ANALYSIS

Veterans Memorial Offsite Traffic Calming - Package One will reconfigure the intersection of Vera Avenue and Valota Road to construct a roundabout, along with new medians, new curb ramps and new striping/signage for three pedestrian crossings. At the intersection of Hudson Street and Madison Avenue, the intersection will have new bulb outs, new curb ramps, new striping/signage and the existing traffic circle will be reconstructed. The new roundabout and traffic circle will have colored concrete to create additional contrast, along with reflective signage. Additional reflective striping and reflective markers can be added to the circle as needed based on evaluation of actual field conditions. The planned improvements at Vera and Valota directly address concerns that have been raised by residents who enjoy visiting the Magical Bridge Playground at Red Morton Park. This issue has also been raised recently by the Farm Hill Neighborhood Association. Having designated crosswalks across Valota Road into the park will improve safety for bikers and pedestrians.

Six bids were received prior to the November 3, 2021 deadline. The bid opening was conducted via Zoom on November 3, 2021.

Bidder (lowest to highest)	Total Bid Amount
Lewis and Tibbitts, Inc.	\$1,066,076.00
Sposeto Engineering, Inc.	\$1,215,756.40
Ray's Electric	\$1,216,246.00
GradeTech, Inc.	\$1,218,336.00
Granite Rock Company	\$1,219,118.00
Redgwick Construction Co.	\$1,349,599.00

The low bid of \$1,066,076.00 submitted by Lewis and Tibbitts, Inc. of San Jose is approximately 7% higher than the Engineer's estimate of \$1,000,000.00. The bid package contains all the required bid documents per the Notice to Bidders and the contract documents. Based on the bids received, staff believes that the low bid is reasonable, balanced, and recommends awarding the contract to Lewis and Tibbitts, Inc.

Construction on the traffic calming improvements should begin in January 2022 and conclude within 90 days. Staff will notify all residents and businesses who might be affected by the construction within a 300' radius of the two intersections. As a part of the notification, staff will put out a mobile sign in advance of commencement of work. Additionally, the contractor is obligated to notify residents and businesses within the vicinity of the project two weeks prior to the start of work. Staff will post construction updates on the City's website.

FISCAL IMPACT

On May 24, 2021, the City Council approved the sale of bonds to finance Phase 1 of the Veterans Memorial Building/Senior Center - YMCA project in the aggregate principal amount not to exceed \$65,400,000 to the Redwood City Public Facilities and Infrastructure Authority. The sale of bonds and proceeds to the City was successfully completed on June 17, 2021.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment. The City Council adopted a resolution certifying the Final Environmental Impact Report for the Veterans Memorial Building/Senior Center Project on December 16, 2019. The Mitigation, Monitoring and Reporting Plan were made part of the Project Documents to provide for the compliance with all CEQA guidelines.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to award the project and direct staff to re-bid the project.

ATTACHMENTS

Attachment A – Project Location Map – Hudson and Madison

Attachment B – Project Location Map – Vera and Valota

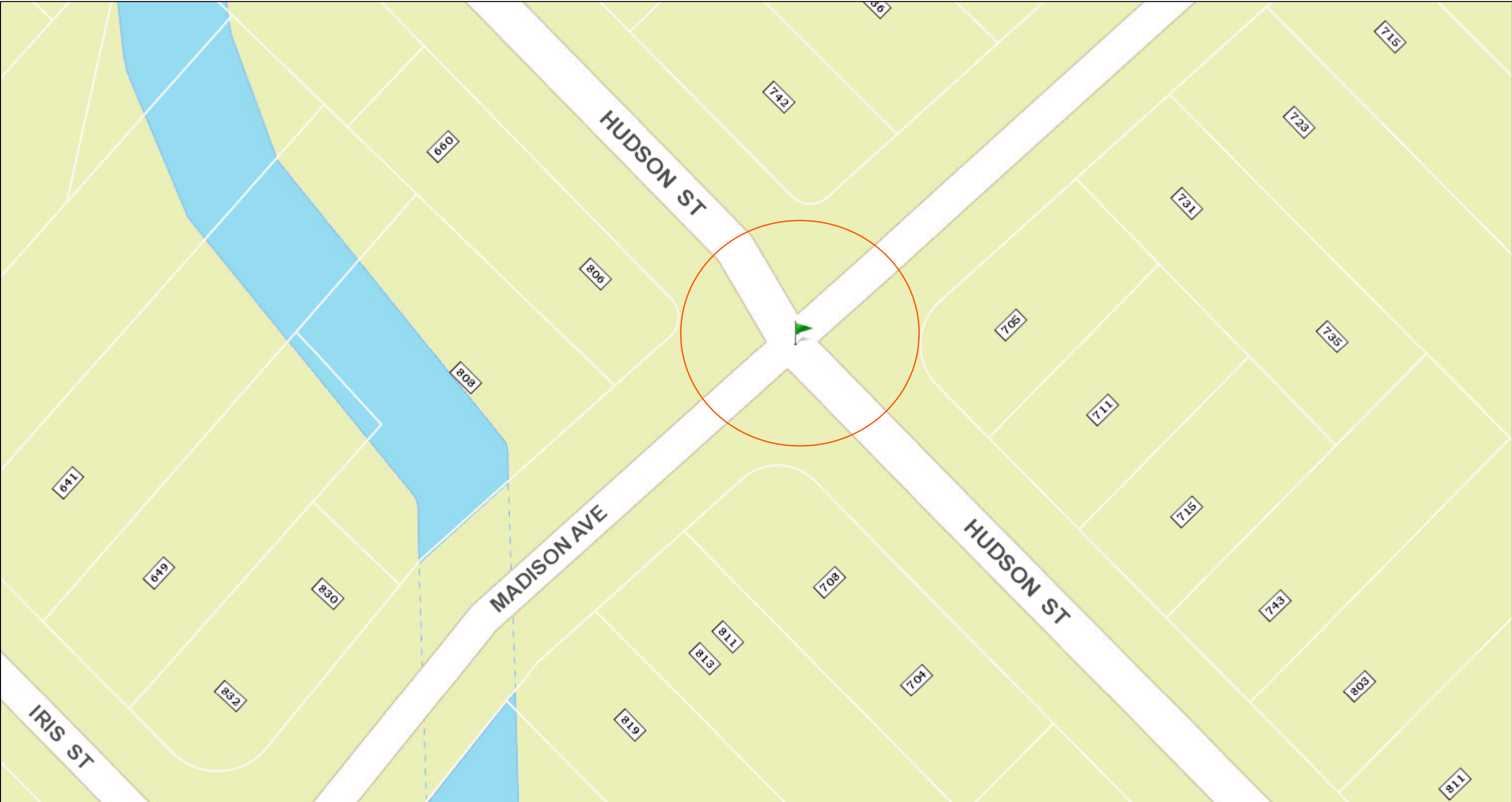
REPORT PREPARED BY:

Alex Chan, Assistant Engineer II
achan@redwoodcity.org
(650) 780-7307

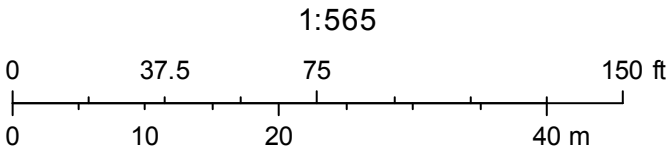
APPROVED BY:

Mark Muenzer, Community Development & Transportation Director
Melissa Stevenson Diaz, City Manager

Project Location Map - Hudson/Madison



November 19, 2021

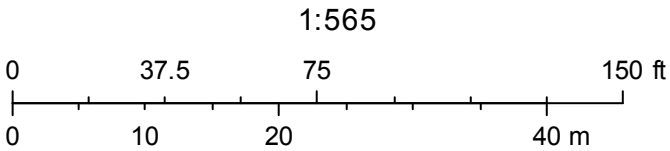


RWC-GIS

Project Location Map - Vera/Valota



November 19, 2021



RWC-GIS



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Final acceptance of 2019-2020 Watermain Replacement Project – Arlington Neighborhood (Edgewood Park)

RECOMMENDATION

By motion, accept the 2019-2020 Watermain Replacement Project – Arlington (Edgewood Park), and authorize the release of bonds and retention according to City procedures.

STRATEGIC PLAN GUIDING PRINCIPLE

Public Safety

BACKGROUND

On September 21, 2020, the City Council awarded the construction contract for the 2019-2020 Watermain Replacement Project – Arlington Neighborhood to Casey Construction, Inc. of Emerald Hills CA, for their response and low bid of \$1,479,195.00. Casey Construction, Inc. replaced 4,290 linear feet of potable water main, 77 water services, 6 fire hydrants, and all associated valves and appurtenances.

The project area included the southwestern third of the Edgewood Park Neighborhood and two adjacent blocks of Whipple Avenue. The City completed the pipeline replacement in the Edgewood Park Neighborhood in three phases as the City completed the northeast third in 2017 and the central blocks in 2018. The 2019-2020 Watermain Replacement Project finalized the replacement of all of the remaining old, undersized water distribution mains in Edgewood Park.

ANALYSIS

The project was awarded for a base bid of \$1,479,195.00. The project was successfully completed in accordance with the plans and specifications. Change orders were authorized for a total of \$101,636.12. The final contract amount is \$1,580,831.12, which is 6.87% over the original bid amount.

Health orders issued by San Mateo County from March-May 2020 prevented a thorough site investigation by Engineering and Public Works staff, and Engineering staff removed work associated with a pressure zone change from the original scope of the project. A pressure zone change would require significant time from Public Works Staff and Public Works only had enough staff to respond to emergency work orders. The CDT Engineering Division advertised the project for bid in July 2020. Subsequently, Public Works staff returned to full operations and Engineering and Public Works staff performed the postponed site investigations. The City's representatives issued a change order to Casey Construction, Inc. for the scope of the work that was originally removed from the project. The new scope accounted for 79% of the total value of the change orders. The remaining change orders were issued for unforeseen conditions and utility conflicts.

The original contract completion date was in April 12, 2021, but was extended to May 4, 2021 for additional project scope. Casey Construction, Inc. constructed the project on time and achieved substantial completion by April of 2021.

The completion of this project is a significant milestone for the City's potable water system. The Edgewood Park Neighborhood had some of the lowest fire hydrant flow rates in the entire Main City Pressure Zone. The very lowest fire hydrant flow rate ever measured in the City's entire water system was measured at a hydrant in the Edgewood Park Neighborhood. That particular hydrant, which originally had a fire hydrant flow rate of only thirty-one gallons per minute (gpm), now boasts a fire flow rate of over 2,000 gpm, a fire hydrant flow well beyond the City's minimum fire hydrant flow rate of 1,000 gallons per minute for new single family homes. The project demonstrates the benefit of systematic pipe replacement and investment in the City's water distribution system on the life and safety of the City's residents and property.

FISCAL IMPACT

Sufficient funding for this contract was previously approved under Water Fund Capital Projects - Distribution System Replacement Program, which has a remaining balance of \$5,460,480.25, as of November 30, 2021.

ENVIRONMENTAL REVIEW

On September 21, 2020, the City, as the lead agency, determined that the 2019-2020 Watermain Replacement Project - Arlington (Edgewood Park) met the California Environmental Quality Act (CEQA)

exemption criteria as set forth in Section 15302(C) (Class 2. Replacement or reconstruction of existing utility system and/or facilities involving negligible or no expansion of capacity).

This project also did not require a National Pollutant Discharge Elimination System (NPDES) General Permit for stormwater discharges associated with construction and land disturbance activities pursuant to Attachment A.2 of Order 2010-0014-DWQ, which exempts projects to update existing lines and facilities. The project construction did employ stormwater pollution prevention best methods and practices.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to accept the project or authorize the release of bonds and retention; however, this would be contrary to the terms of the contract, prior Council action, and the Public Contracting Code.

ATTACHMENTS

Attachment A – Project Location Map

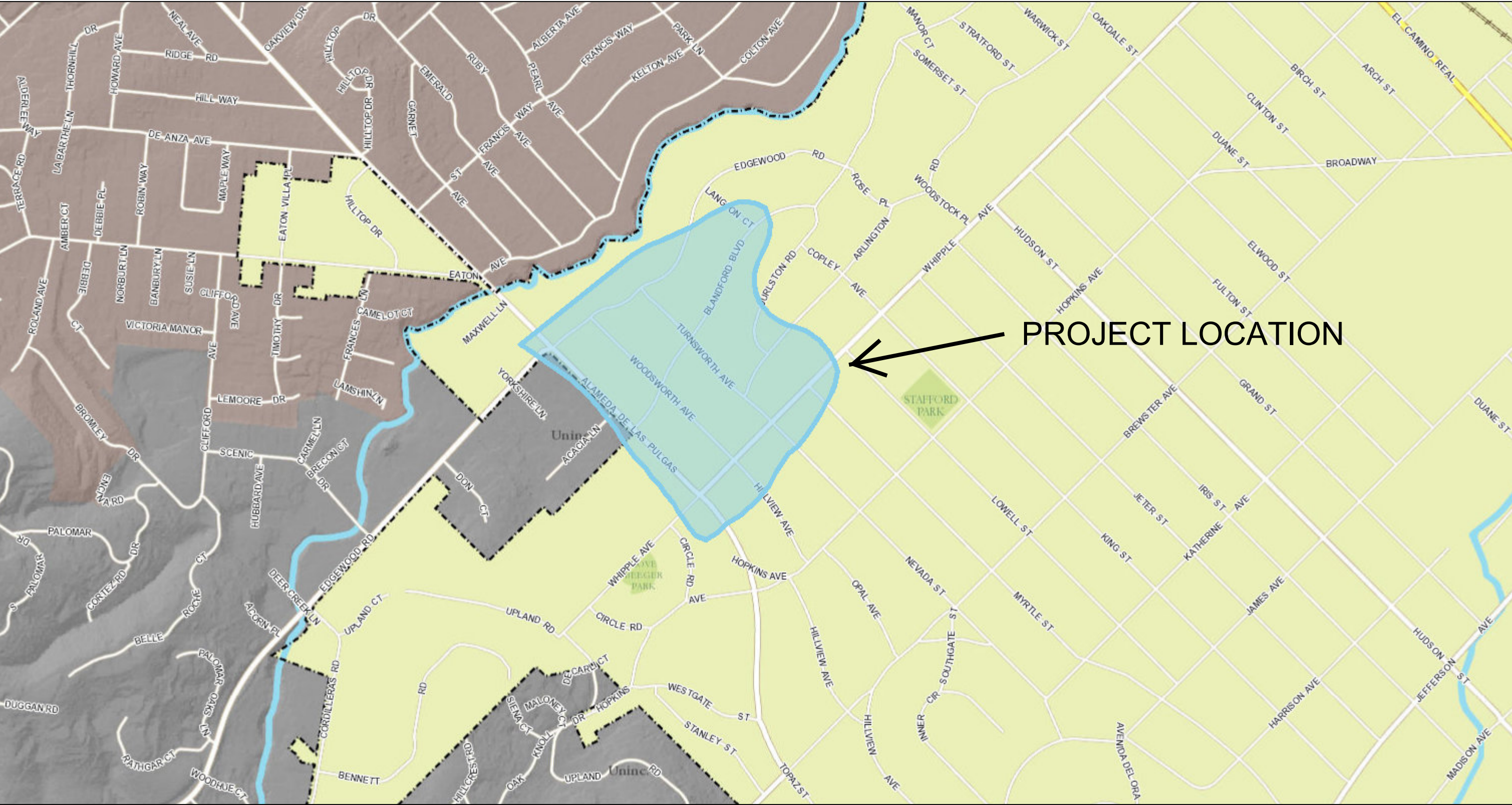
REPORT PREPARED BY:

Patrick LaBruzzo, Assistant Engineer II
plabruzzo@redwoodcity.org
(650) 780-7366

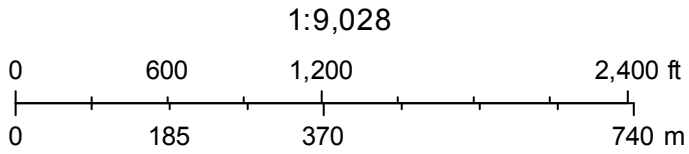
APPROVED BY:

Mark Muenzer, Community Development & Transportation Director
Melissa Stevenson Diaz, City Manager

Project Location Map - 2019-2020 Watermain Replacement Map - Arlington (Edgewood Park Neighborhood)



November 9, 2021



RWC-GIS



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Final acceptance of 2019-2020 Sanitary Sewer Replacement Project

RECOMMENDATION

By motion, accept the 2019-2020 Sanitary Sewer Replacement Project and authorize the release of bonds and retention according to City procedures.

STRATEGIC PLAN GUIDING PRINCIPLE

Public Safety

BACKGROUND

On August 24, 2020 the City Council awarded the construction contract for the 2019-2020 Sanitary Sewer Replacement Project to Casey Construction, Inc. of Emerald Hills for their responsive and responsible low bid of \$3,936,252.

The project replaced and furnished approximately 12,538 lineal feet of 8-inch and 195 lineal feet of 10-inch vitrified clay pipe (VCP) sewer main with new 8-inch and 10-inch, polyvinyl chloride pipe (PVC), 72 sanitary sewer manholes, and 242 sanitary sewer laterals.

The project area included Maple Street, Spring Street, Stambaugh Street, Heller Street, Cedar Street, Chestnut Street, Middlefield Road, Lathrop Street, Manzanita Street, Hilton Street, Laurel Street, Willow Street and Silver Hill Road within incorporated Redwood City.

ANALYSIS

The project was awarded for a base bid of \$3,936,252. The project was successfully completed in accordance with the plans and specifications. The final contract amount is \$3,737,338.19, which is 5% less than the original bid amount. Adjustment of quantities, including additions/deletions of work, were made and some minor change orders were issued due to unforeseen field conditions that resulted in additional work that was not within the original scope of work, but was necessary to complete the project.

FISCAL IMPACT

Sufficient funding for this contract were previously approved as Sewer Fund Capital Projects – Collection System Replacement Program. The Sewer Fund Capital Projects–Collection System Replacement Program and Capital Outlay Fund has an available current balance of \$3,334,321 as of December 6, 2021.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment. As the lead agency, the City of Redwood City has determined that the 2019-2020 Sanitary Sewer Replacement Project meets the California Environmental Quality Act (CEQA) exemption criteria as set forth in Section 15302(C) (Class 2. Replacement or reconstruction of existing utility system and/or facilities involving negligible or no expansion of capacity). A Notice of Exemption was filed with the office of San Mateo County on September 1, 2020.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to accept the project or authorize the release of bonds and retention, however, this would be contrary to the terms of the contract, prior Council action, and public contracting code.

ATTACHMENTS:

Attachment A – Project Location Map 1 – Downtown Area

Attachment B – Project Location Map 2 – Along Silver Hill Road

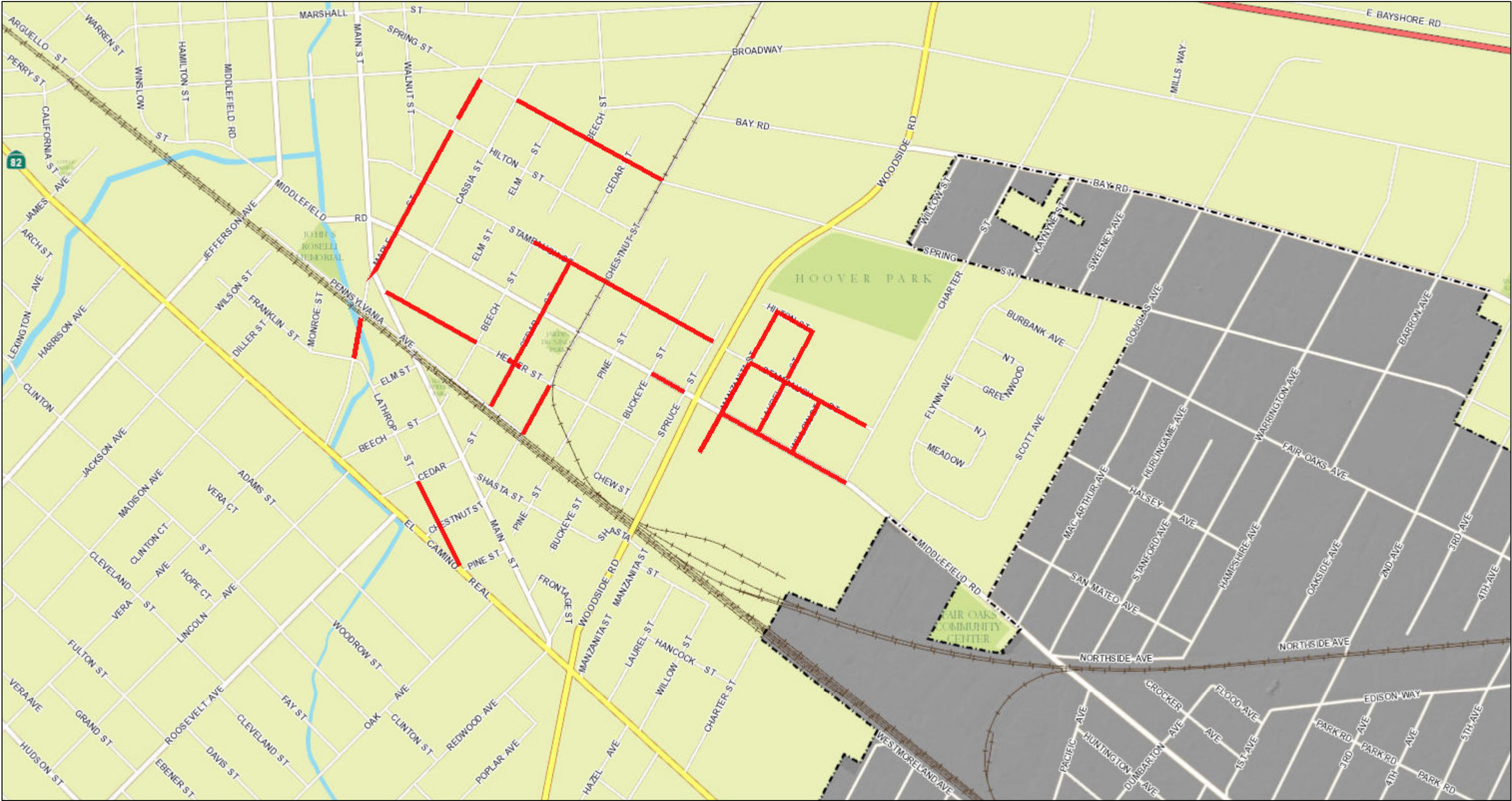
REPORT PREPARED BY:

Joel Evora, Associate Engineer
jevora@redwoodcity.org
(650) 780-7328

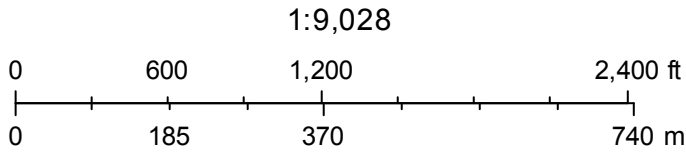
APPROVED BY:

Mark Muenzer, Community Development & Transportation Director
Melissa Stevenson Diaz, City Manager

2019 -2020 Sanitary Sewer Replacement project



August 4, 2020

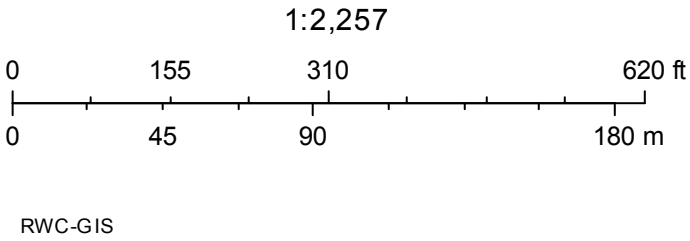


RWC-GIS

2019 -2020 Sanitary Sewer Replacement project



August 4, 2020





STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Agreement with BKF Engineers for on-call surveying services related to the City's Sanitary Sewer Capital Improvement Program

RECOMMENDATION

By motion, approve and authorize the City Manager to execute an Agreement for Survey Services with BKF Engineers of San Jose in an amount not to exceed \$487,000 for topographic surveying services, base map preparation, boundary surveys, legal descriptions etc. on an on-call, as needed basis for various City-approved projects and tasks.

STRATEGIC PLAN GUIDING PRINCIPLE

Public Safety

BACKGROUND

The City annually replaces existing potable water, sanitary sewer, storm drain and recycled water pipelines as part of the Capital Improvement Program (CIP). These CIP projects are intended to replace aging pipes that are close to failure, to increase the size of mains for additional flow and capacity and to improve the overall systems' performance, service and reliability to local residents and businesses. The priority in replacing these pipelines is determined by City staff based on the pipe's existing condition and capacity of potable water, sanitary sewer, storm drain and recycled water pipelines that will need to be newly constructed, replaced or rehabilitated.

The recommended contract for utilities and street survey will provide information related to these prioritized pipelines. The survey will provide the City with topographic drawings that show the depths and alignments of existing underground utilities. The survey will also detail the locations of above ground structures. This information will be utilized during the design stage to determine the depths and alignments of the proposed utility mains and avoid conflicts with existing utilities during construction.

ANALYSIS

City staff issued a request for proposals (RFP) on August 27, 2021 for the two year on-call surveying services. The RFP was sent to all consultant firms on the City's pre-qualified list of firms. Proposals were received on September 17, 2021 from the following five firms: BKF Engineers, Bellecci and Associates, Rey Engineers Inc., RJA (Rugger-Jensen-Azar) and Sandis. The proposals were evaluated by Community Development & Transportation Department staff and were based upon the proposal's effectiveness and efficiency in supporting each of the following below criteria.

CRITERIA:

- Understanding of the Request for Proposal
- Overall responsiveness to the Request for Proposal
- Deliverable schedule outlining each phase and associated sub-tasks
- Qualifications and experience of a designated Project Manager. The Project Manager shall preferably have successfully completed at least two projects of similar nature, complexity and size during the last 2 years
- Completeness of proposal content
- Understanding of RFP and the City's needs for services
- Approach, understanding, effective and innovative strategy (realistic solution proposed)
- Adequate personnel effort proposed
- Ability to provide quality control and management
- Ability to sign the City's professional agreement template

PROPOSALS RANKING SUMMARY:

CONSULTANTS	BKF ENGINEERS	REY ENGINEERS INC.	SANDIS (CIVIL ENGR.'S SURVEYORS AND PLANNERS)	BELLECCI AND ASSOCIATES	RJA (RUGGERI-JENSEN-AZAR)
TOTAL POINTS	202	191	187.5	173	170
RANKING	1	2	3	4	5

Based on the evaluations, staff recommends BKF Engineers based on their qualifications, experience, and overall ranking.

FISCAL IMPACT

Funds for this project have been previously appropriated as Sewer Fund Capital Projects – Collection System Replacement Program and Capital Outlay Fund with available balance of \$3,334,321.00, Water Fund Capital Projects–Distribution System Replacement Program with an available balance of \$5,460,480.25 and Water Fund Capital Projects-Recycled Water with an available balance of \$455,404.00 as of November 24, 2021.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to approve the proposed agreement with BKF Engineers and direct staff to interview or select other qualified survey consulting firms.

ATTACHMENTS

Attachment A – Agreement for Services (BKF Engineers)

REPORT PREPARED BY:

Joel Evora, Associate Engineer
jevora@redwoodcity.org
(650) 780-7328

APPROVED BY:

Mark Muenzer, Community Development & Transportation Director
Melissa Stevenson Diaz, City Manager

**AGREEMENT FOR SERVICES
(BKF Engineers]**

THIS AGREEMENT is made and entered into as of the _____ day of _____, 2021, by and between the CITY OF REDWOOD CITY, a charter city and municipal corporation of the State of California ("City"), and BKF Engineers, a California corporation ("Consultant") collectively, the "Parties").

RECITALS

A. City requires the professional services of a consulting engineering firm to provide land surveying

B. Consultant has the necessary experience in providing professional services and advice.

C. Selection of Consultant is expected to achieve the desired results in an expedited fashion.

D. Consultant has submitted a proposal to City and has affirmed its willingness and ability to perform such work.

NOW, THEREFORE, in consideration of these recitals and the mutual covenants contained herein, the Parties agree as follows:

1. Scope of Work. City retains Consultant to perform, and Consultant agrees to render, those services (the "Services") that are defined in attached Exhibit "A", which is incorporated herein by reference. This contract will be performed on an on-call, as needed basis per approved project and task proposals as specified in Exhibit "A". City will have the right to modify the scope of work to delete tasks in whole or in part. Any individuals listed as "Key Personnel" on Exhibit "A" will perform the roles ascribed to them in Exhibit "A". Consultant may not change the list of Key Personnel without the prior written consent of the City.

Services will be authorized by City, as needed, with a task order assigned and approved by the City's City Engineer. Each task order will be in substantially the same form as attached Exhibit "A"-1, which is incorporated herein by reference. Each task order will designate a City Project Manager and will contain a specific scope of work, a specific schedule of performance, and a specific compensation amount. The total price of all task orders may not exceed the amount of compensation set forth in Section 6 below. Consultant will only be compensated for work performed under an authorized task order.

2. Standard of Performance. While performing the Services, Consultant will exercise the reasonable professional care and skill customarily exercised by reputable members of Consultant's profession practicing in the urban Northern California Area. Consultant will also use reasonable diligence and best judgment while exercising its professional skill and expertise.

3. Term. Unless terminated earlier pursuant to Section 21, the term of this Agreement will be for a period of two (2) years on an on-call, as needed basis from the

Effective Date. The foregoing notwithstanding, continuation of the Agreement beyond the first year of the term is contingent upon the City Council appropriating necessary funds for this Agreement. The City Manager may amend the Agreement to extend it for two additional periods of six months in the amount of Ninety Nine Thousand Dollars (\$99,000.00) for each extension term. Any extension will require a written amendment executed by both parties indicating the effective date and length of the extended Agreement.

4. Schedule. Consultant will adhere to the schedule set forth in Exhibit "A", provided, that City, in its discretion, may grant reasonable extensions when performance of the Services is delayed due to unusually lengthy governmental reviews or other unexpected, unavoidable circumstances. Such circumstances will not include strikes, lockouts, work stoppages, or other labor disturbances conducted by, or on behalf of, Consultant's officers or employees.

5. Time is of the Essence. Time is of the essence for each and every provision of this Agreement.

6. Compensation. City will pay to Consultant a not-to-exceed amount of Four Hundred Eighty Seven Thousand Dollars (\$487,000.00) for the completion of all the work and services described herein, which sum will include all costs or expenses incurred by Consultant, payable as set forth in Exhibit "A". City will have the authority to withhold a 10% retention until it has accepted all of the Services as complete.

6.1 Consultant must submit applications for payment that contain the following:

6.1.1. A clear, detailed invoice reflecting Services for which Consultant is billing City;

6.1.2. A summary sheet showing hourly rates (if applicable);

6.1.3. Number of hours worked;

6.1.4. Percentage of Services completed to date;

6.1.5. Amount/percent billed to date;

6.1.6. Current status of all tasks within a project;

6.1.7. Any backup documentation reasonably necessary to substantiate the preceding items; and

6.1.8. Any changes to the anticipated work schedule.

6.2. The payment made to Consultant pursuant to the Agreement will be the full and complete compensation to which Consultant is entitled. City will not make any federal or state tax withholdings on behalf of Consultant or its officers, agents, employees, consultants, or subcontractors (collectively, "Consultant Personnel"). City will not be required to pay any workers' compensation insurance or unemployment contributions on behalf of Consultant or any Consultant Personnel. Consultant agrees to reimburse City

within thirty (30) days for any tax, retirement contribution, social security, overtime payment, unemployment payment or workers' compensation payment, which City makes on behalf of Consultant or any Consultant Personnel for work done under this Agreement. At the City's election, City may deduct the reimbursable amount from any balance owing to Consultant.

7. Status of Consultant. Consultant will perform the Services as an independent contractor and not as an employee of City. The persons used by Consultant to provide services under this Agreement will not be considered employees of City for any purposes.

8. Labor Code Prevailing Wage. To the extent required by law, Consultant will comply with the requirements of the California Labor Code including but not limited to hours of labor, nondiscrimination, payroll records, apprentices, workers' compensation and prevailing wages. When prevailing wage rules are applicable, the following provisions apply:

8.1. No less than the general prevailing rate of per diem wages for holidays and overtime work, for each craft, classification or type of worker needed to execute the Services under this Agreement will be paid to all workers, laborers and mechanics employed in the execution of the Services by the Consultant or any subcontractor doing or contracting to do any part of the Services.

8.2. The appropriate determination of the Director of the California Department of Industrial Relations will be filed with and available for inspection at City offices.

8.3. Consultant will post, at each job site, a copy of the prevailing rate of per diem wages.

8.4. The Consultant will forfeit fifty dollars (\$50.00) for each calendar day or portion thereof for each worker paid less than the stipulated prevailing rates for any public work done under the Agreement by it or by any subcontractor under Consultant.

9. Subcontracting. Consultant will not subcontract any portion of the Services without prior written approval of the City Manager or their designee. If Consultant subcontracts any of the Services, Consultant will be fully responsible to City for the subcontractor's acts and omissions as Consultant is for the acts and omissions of persons directly employed by Consultant. Such responsibility will include responsibility for the acts and omissions of the subcontractor's officers, employees, consultants, subcontractors, and agents. Nothing contained in this Agreement will create any contractual relationship between City and any subcontractor, and Consultant will be responsible for paying subcontractors. Consultant will bind every subcontractor and every subcontractor of a subcontractor by the terms of this Agreement that bind Consultant unless specifically noted to the contrary in the subcontract and approved in writing by the City Manager or their designee.

10. Other Consultants. City reserves the right to employ other consultants in connection with the Services.

11. Indemnification.

11.1 Consultant will defend, indemnify and hold harmless (collectively "Indemnify") City and its officers, boards and commissions, agents, employees and volunteers (collectively "Indemnitees") from and against all claims, damages, losses and expenses including attorney fees (collectively "Losses") that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, or any Consultant Personnel or anyone for whose acts any of them may be liable. Consultant's duty to Indemnify will not include any Losses arising from the sole negligence or willful misconduct of City.

11.2 Notwithstanding Consultant's obligation to defend City hereunder, City has the right to conduct its own defense and seek reimbursement for reasonable costs of defense from Consultant, if City chooses to do so.

11.3 Consultant agrees to pay any and all costs City incurs enforcing the provisions set forth in this Section 11.

11.4 Subsection 11.1 notwithstanding, in accordance with California Civil Code Section 1668, as amended, nothing in this Agreement will be construed to exempt the City from its own fraud, willful injury to the person or property of another, or violation of law.

11.5 Nothing contained in this Agreement will be construed to require Consultant to Indemnify Indemnitees against any responsibility or liability in contravention of California Civil Code Section 2782.8, as amended. To the extent this Agreement is a "construction contract" as defined by California Civil Code section 2783, as amended, such duties of Consultant to indemnify will not apply when to do so would be prohibited by California Civil Code Section 2782 as amended.

11.6 The Parties expressly agree that any reasonable payment, attorney's fee, cost or expense City incurs or makes to or on behalf of an injured employee under the City's self-administered workers' compensation plan is included as a loss, expense or cost for the purposes of this Section 11.

11.7 Acceptance by City of Consultant's services and duties will not operate as a waiver of City's rights under this Section 11.

11.8 The parties expressly agree that this Section 11 will survive the expiration or early termination of the Agreement.

12. Insurance. Consultant will obtain and maintain for the duration of the Agreement and any and all amendments, insurance against claims for injuries to persons or damage to property, which may arise out of or in connection with performance of the Services by Consultant or Consultant's agents, representatives, employees or subcontractors. The insurance carrier is required to maintain an A.M. Best rating of not less than "A-:VII".

12.1 Coverages and Limits. Consultant, at its sole expense, will maintain the types of coverages and minimum limits indicated below, unless otherwise approved by City in writing. These minimum amounts of coverage will not constitute any limitations or cap on Consultant's indemnification obligations under this Agreement.

12.1.1 Commercial General Liability Insurance. Consultant will maintain occurrence based coverage with limits not less than \$2,000,000 per occurrence. If the submitted policies contain aggregate limits, such limits will apply separately to the Services, project, or location that is the subject of this Agreement or the aggregate will be twice the required per occurrence limit. The Commercial General Liability insurance policy will be endorsed to name the City, its officers, agents, employees and volunteers as additional insureds, and to state that the insurance will be primary and not contribute with any insurance or self-insurance maintained by the City.

12.1.2 Business Automobile Liability Insurance. Consultant will maintain coverage with limits not less than \$1,000,000 per each accident for owned, hired and non-owned automobiles. For on-call services agreements, the Business Automobile Liability insurance policy will be endorsed to name the City, its officers, agents, employees and volunteers as additional insureds, and to state that the insurance will be primary and not contribute with any insurance or self-insurance maintained by the City.

12.1.3 Workers' Compensation Insurance. Consultant will maintain coverage as required by the California Labor Code. The Workers' Compensation policy will contain an endorsement stating that the insurer waives any right to subrogation against the City, its officers, agents, employees and volunteers.

12.1.4 Employer's Liability Insurance. Consultant will maintain coverage with limits not less than \$1,000,000 per each accident for bodily injury or disease.

12.1.5 Professional Liability Insurance. Consultant will maintain coverage with limits not less than \$1,000,000 per occurrence. Professional Liability may be written as claims-made coverage.

12.2. Notice of Cancellation. This insurance will be in force during the life of the Agreement and any extensions of it and will not be canceled without Consultant providing thirty (30) days prior written notice to City sent pursuant to the Notice provisions of this Agreement.

12.3 Providing Certificates of Insurance and Endorsements. Prior to City's execution of this Agreement, Consultant will provide to City certificates of insurance and above-referenced endorsements sufficient to satisfaction of City's Risk Manager. In no event will Consultant commence any work or provide any Services under this Agreement until certificates of insurance and endorsements have been accepted by City's Risk Manager.

12.4 Failure to Maintain Coverage. If Consultant fails to comply with these insurance requirements, then City will have the option to declare Consultant in breach, or may purchase replacement insurance or pay the premiums that are due on existing policies in order to maintain the required coverages. Consultant is responsible for any payments made by City to obtain or maintain insurance and

City may collect these payments from Consultant or deduct the amount paid from any sums due Consultant under this Agreement.

12.5 Submission of Insurance Policies. City reserves the right to require, at any time, complete copies of any or all required insurance policies and endorsements.

13. Business License. Consultant will obtain and maintain a City of Redwood City Business License for the term of the Agreement, including any extension terms.

14. Ownership of Documents. If Exhibit "A" or any task order or purchase order under this Agreement lists a document, report, or other material as an item to be provided by Consultant to City (a "Deliverable"), such Deliverable will be and remain the property of City. Consultant will provide a copy of all Deliverables to City in their native format. Consultant may retain one copy of any Deliverable for its internal records, but it may not use a Deliverable for any other purpose without the prior written consent of City. Any reports and other material prepared by or on behalf of Consultant under this Agreement that are not Deliverables (collectively, the "Consultant Documents") will be and remain the property of Consultant. City may request copies of Consultant Documents, and to the extent Consultant agrees to provide copies of such Consultant Documents, they may be used by City and its agents, employees, representatives, and assigns, in whole or in part, or in modified form, for all purposes City may deem appropriate without further employment of or payment of any compensation to Consultant.

15. Maintenance of Records. Consultant will maintain complete and accurate records with respect to costs incurred under this Agreement. All records will be clearly identifiable. Such records will not be Deliverables prepared for City and will be Consultant Documents for purposes of this Agreement. Nothing herein will convert such records into public records, and they will be available only to City and any specified public agencies. Consultant will allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of records and any other documents created pursuant to this Agreement. Consultant will allow City to inspect of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

16. Copyrights. Consultant agrees that all copyrights that arise from the Services will be vested in City, and Consultant relinquishes all claims to the copyrights in favor of City.

17. Notices. The name of the persons who are authorized to give written notices or to receive written notice on behalf of City and on behalf of Consultant under this Agreement.

For City:
City of Redwood City
Attention: City Manager
1017 Middlefield Road
Redwood City, CA 94063
(650) 780-7000

For Consultant:
BKF Engineers
David Thresh, PLS, Vice President
1730 N. First Street, Suite 600
San Jose, CA 96112
DThresh@BKF.com
(408) 467 9474
(650) 455 9469

Except as otherwise stated, all notices provided under this Agreement must be in writing and delivered by regular and certified mail. Each party will notify the other immediately of any changes of address that would require any notice or delivery to be directed to another address.

18. Conflict of Interest. If disclosure under the Political Reform Act and City's Conflict of Interest Code is required of Consultant or any Consultant Personnel, Consultant or Consultant Personnel will complete and file with the City Clerk the Statement of Economic Interests Form 700.

Consultant, for Consultant and on behalf of all Consultant Personnel, warrants by execution of this Agreement that they have no interest, present or contemplated, in the projects affected by this Agreement. Consultant further warrants that neither Consultant, nor any Consultant Personnel have any ancillary real property, business interests or income that will be affected by this Agreement or, alternatively, that Consultant will file with City an affidavit disclosing this interest.

19. General Compliance with Laws. Consultant will keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Consultant, or in any way affect the performance of the Services by Consultant. Consultant will at all times observe and comply with these laws, ordinances, and regulations and will be responsible for the compliance of the Services with all applicable laws, ordinances and regulations.

20. Discrimination and Harassment Prohibited. Consultant will comply with all applicable local, state and federal laws and regulations prohibiting discrimination and harassment.

21. Termination.

21.1 Either party upon tendering thirty (30) days written notice to the other party may terminate this Agreement.

21.2 If Consultant fails or refuses to perform any of the provisions of this Agreement, and if Consultant does not cure the default within five (5) days of the City providing a written notice specifying the nature of the default, City may terminate this Agreement immediately by giving written notice to Consultant.

21.3 If City materially fails or refuses to perform any of the provisions of this Agreement, and if City does not cure the default within thirty (30) days of Consultant providing a written notice specifying the nature of the default, Consultant may terminate this Agreement immediately by giving written notice to City.

21.4 Within ten (10) days of termination pursuant to this Section 21 or of the natural expiration of this Agreement, Consultant will assemble any Deliverables without charge and put it in order for proper filing and closing and deliver it to City. Consultant will be paid for work performed up to the termination date; however, the total will not exceed the amount payable under this Agreement. City will determine the final

payment amount based upon the value of the work product delivered to City and the percentage of the Services performed.

22. Covenants against Contingent Fees. Consultant warrants that Consultant has not employed or retained any company or person, other than a bona fide employee working for Consultant, to solicit or secure this Agreement, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City will have the right to annul this Agreement without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of the fee, commission, percentage, brokerage fees, gift, or contingent fee.

23. Claims and Lawsuits. Consultant acknowledges that if a false claim is submitted to City by Consultant, Consultant may be subject to criminal prosecution for fraud. Consultant also acknowledges that California Government Code sections 12650 *et seq.* (the False Claims Act), as amended, applies to this Agreement and provides for civil penalties where a person knowingly submits a false claim to a public entity. These provisions include false claims made with deliberate ignorance of the false information or in reckless disregard of the truth or falsity of information. If City seeks to recover penalties pursuant to the False Claims Act, it is entitled to recover its litigation costs, including attorney's fees. Consultant acknowledges that the filing of a false claim may subject Consultant to an administrative debarment proceeding. As a result of such proceeding, Consultant may be prevented to act as a Consultant on any public work or improvement for a period of up to five (5) years. Consultant acknowledges that disbarment by another jurisdiction is grounds for City to terminate this Agreement.

24. Jurisdiction and Venue. Any action at law or in equity brought by either of the Parties for the purpose of enforcing a right or rights provided for by this Agreement will be tried in a court of competent jurisdiction in the County of San Mateo, State of California. The Parties waive all provisions of law providing for a change of venue in these proceedings to any other county.

25. Successors and Assigns. This Agreement will be binding upon the Parties and their respective successors and assigns. Consultant may not assign this Agreement, nor any part of it, nor any monies due or to become due under it without the prior written consent of City, which City may withhold in its sole discretion.

26. Paragraph Headings. Headings in this Agreement are for convenience only and are not part of any provision in this Agreement. No heading will be construed to change the meaning of any provision.

27. Entire Agreement; Conflicts. This Agreement, together with any other written document referred to or contemplated by it, along with any purchase order or task order for this Agreement, embodies the entire Agreement and understanding between the parties relating to the subject matter of it. In case of conflict, the terms of the Agreement supersede any purchase order or task order and any other attachment or exhibit.

28. Amendments. This Agreement may only be amended, modified, waived or discharged in a writing signed by both Parties.

29. Authority. The individuals executing this Agreement and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Agreement.

30. Electronic Signatures. If all Parties agree, electronic signatures may be used in place of original signatures on this Agreement. Each Party intends to be bound by the signatures on the electronic document, is aware that the other Parties will rely on the electronic signatures, and hereby waives any defenses to the enforcement of the terms of this Agreement based on the use of an electronic signature. After all Parties agree to the use of electronic signatures, all Parties must sign the document electronically.

CITY: City of Redwood City,
1017 Middlefield Road
Redwood City, CA 94063

By: _____
Melissa Stevenson Diaz, City Manager

ATTEST:

Pamela Aguilar, City Clerk

CONSULTANT: BKF Engineers
1730 N. First Street, Suite 600
San Jose, CA 96112
(408) 467-9474
(650) 455-9469

*By: *Davis Thresh*
Davis Thresh (Dec 6, 2021 10:47 PST)

**By: _____

Printed Name: Davis Thresh

Printed Name: _____

Title: Vice President

Title: _____

If required by City, proper notarial acknowledgment of execution by Consultant must be attached. If a Corporation, Agreement must be signed by one corporate officer from each of the following two groups.

***Group A.**
Chairman,
President, **or**
Vice-President

****Group B.**
Secretary,
Assistant Secretary,
CFO **or** Assistant Treasurer

Otherwise, the corporation must attach a resolution certified by the secretary or assistant secretary under corporate seal empowering the officer(s) signing to bind the corporation.

EXHIBIT " A "

SCOPE OF SERVICES AND FEE

The Consultant shall provide on-call, as needed Surveying Services; as requested and as specified for various City approved projects and tasks in each particular "On-Call, As Needed Surveying Services" request. Such work shall be within the Consultant's area of competence, experience and expertise; as outlined on the Statement of Qualifications submitted by the Consultant to the City of Redwood City Engineering and Transportation Division and previous Request for Proposals of Surveying Services.

Under this task, the Consultant shall prepare for the City, topographic survey base maps, boundary surveys, legal descriptions, etc. for various City approved projects and tasks. Base maps will be utilized during the design stage of upcoming Capital Improvement Projects to determine all necessary physical features within the project limits and the project scope as listed, but not limited to below.

1.1 SCOPE OF WORK:

The Consultant is to provide the following Scope of Services described herein as the minimum necessary to meet the City's objectives. The Consultant is expected to expand on the scope by 'incorporating their expertise and may provide additional services that are not included in the work with the consent of the City's Engineer.

1. The Consultant shall perform preparation of base map, as requested, and shall include, but not limited to the following:
 - a. Project's Kick-off Meeting with the City.
 - i. Consultant shall meet with the City and prepare an agenda to discuss and clarify the project's scope and goals, design assumptions, etc.
 - b. Ground Survey: Topographic survey shall include all physical features within the project limit listed, include also any grade breaks or man-made improvements not listed:
 - i. Sanitary sewer manhole rim and invert elevations, manhole pipe inverts and top of pipe, pipe inverts at manhole for each and all pipes, pipe diameters, sanitary sewer lateral cleanouts and sanitary sewer lines. Locate and determine exact locations of existing sanitary sewer lateral cleanouts. Cleanouts that are not found shall be labeled "CO NOT FOUND" on the base map.
 - ii. Storm drain or storm sewer manhole rim and invert elevations, manhole pipe inverts and top of pipe, pipe inverts at manhole for each and all pipes, pipe diameters, drain inlets bottom, drain inlets pipe inverts, catch basin grate elevations and storm drain lines.
 - iii. Water valve boxes, meter boxes, anode boxes, fire hydrants and water lines. Measure the distance to the top of the valve nuts. If the top of valve nut is not exposed; a note of the field condition shall be added to the base map.

- iv. Gas valve boxes and gas lines.
 - v. Traffic signal boxes, street light boxes, utility vaults, electrical poles, loop detectors, traffic sign posts, street lights, and electrical lines.
 - vi. Cable TV boxes, Cable TV lines, telephone poles, telephone lines and overhead lines.
 - vii. Fiber optics communication lines.
 - viii. Street monuments and benchmarks.
 - ix. Tax assessors lot lines, Property line or lot boundaries, easements and right-of-way lines, house addresses (approximate, from City Block Books and County Recorder/Maps office), water services, gas services and sewer laterals.
 - x. Curb & gutter, sidewalks, driveways and wheelchair ramps within the right of way with minimum diameter 6-inches at breast height and street facing fences within the right of way (indicate fence type/material).
 - xi. Trees and fences.
- c. Base map shall be completed in Autodesk Civil 3D, 2018 or latest version (using the City's standard CAD layers) at a scale of 1"=20'. The City's standard CAD layers will be provided to Consultant upon request. Text information and other entities shall be readable at this scale when plotted on a plan and profile sheet. Final plotted text height shall be 0.1". Civil 3D surface shall be provided in the drawing with 1-foot contour intervals. Each major contour interval shall be labeled accordingly.
- i. Survey station shall be at center line of street at 50 foot intervals, 25 feet stations on curves, beginning at centerline of street intersections or manholes as noted on the location map (see attached location map). Indicate the following items: spot elevations at each 50-foot station, centerline, lip of gutter or edge of pavement, face of curb at flow line, back of curb, sidewalk, planting strip or landscape area and right-of-way line or property line.
 - ii. Base map topographic survey shall extend 25 feet beyond centerline of end manholes and/or shall extend 50 feet beyond street intersections in all possible directions. Please see attached location map for reference.
 - iii. Survey stationing 1+00 shall start at centerline of street intersection or centerline of manholes unless otherwise noted. Please see attached location map with notations of recommended starting point of Station.
 - iv. Redwood City Datum shall be used in preparing the topographic survey. The City will provide the location of the nearest benchmark if required. Benchmark information used shall be noted on the topographic survey. North American Vertical Datum of 1988 (NAVD88) shall be used. All data on other vertical datum's shall be converted to NAVD88. Please refer to City's Attachment J –Comparison of Datum on EXHIBIT "D" of the RFP. The North American Datum of 1983 (NAD83) shall be used as horizontal and geometric control datum.
 - v. The Consultant shall request the As-Built/Record Drawings from utility companies (e.g. Comcast, PG&E, AT&T, Pacific Bell, SVCW, MCI, SFPUC, Calwater, RCN, SVCW, etc.) to the selected consultant for inclusion in the survey base map. The City will provide an endorsement letter stating that the Consultant is requesting

the information on behalf of the City.

- vi. The City will provide a sample of an approved topographic survey drawing to be used as reference to conform to City requirements.
- vii. The City will provide block book drawings to be used as reference in conjunction with the surveyed features stated above to determine alignment of underground utilities. The size and materials of the utilities from the block book drawings shall be checked against the field measurements. Sizes and materials of the utilities shall be shown on the base map.

d. Project's Close-Out Meeting with the City.

- i. Consultant shall meet with the City and prepare an agenda to discuss, clarify and confirm the project's deliverables.

Deliverables of the base map include but not limited to:

- City approved Civil 3D drawing files (including all point files) of the Project.
 - Record drawings requested from utility companies in PDF format.
2. The Consultant shall perform Boundary Survey, as requested, for the City by researching record maps on file with the County of San Mateo, City right-of-way and title records, and applicable deeds under the supervision of a Licensed Land Surveyor. The Consultant shall locate all controlling monuments shown and reference in public records. The Consultant shall also tie the controlling monuments to the project boundaries.
 3. The Consultant shall prepare, as requested, a Legal Description of the real properties and right-of- way within the RAUUD; and shall be written, signed & stamped by the Consultant's Licensed Land Surveyor.
 4. Other requested surveying task from the City.

1.2 TIME SCHEDULE:

The duration of the Agreement will be effective for a period of two (2) years from the date first above written and may be extended with City Manager's approval.

The schedule for the survey work shall be on an on-call, as needed, as requested basis.

Final approved deliverables schedule will be determined and coordinated by the City and Consultant at the time of request.

1.3 FEE SCHEDULE:

The Consultant shall perform the above-mentioned services as requested for a not-to-exceed fee of \$487,000.00. This contract is purely time and material on an on-call, as- needed basis to be determined by the City. The Consultant shall be paid incrementally at an hourly rate based on actual survey work performed and delivered.

6.H. - Page 16 of 17

The Consultant shall perform the work at the prices outlined on the Fee Schedule below. Final approved scope of work including total cost will be determined and negotiated by the City and Consultant at the time of request.

FEES

Role

Hourly Rate

Senior Associate	\$220.00
Associate	\$214.00
Project Manager	\$204.00 - \$210.00
Surveyor I, II, III, IV	\$134.00 - \$154.00 - \$174.00 - \$189.00
Survey Party Chief	\$175.00
Survey Chainman	\$113.00
Apprentice I, II, III, IV	\$70.00 - \$93.00 - \$103.00 - \$109.00
Instrumentman	\$150.00
Surveying Assistant	\$82.00
Junior Surveyor	\$70.00
Utility Locating Superintendent	\$176.00
Utility Locator I, II, III	\$91.00 - \$129.00 - \$155.00
BIM Specialist I, II, III	\$134.00 - \$154.00 - \$174.00

EXHIBIT "A-1"
TASK ORDER

TASK ORDER NO. ____ TO AGREEMENT FOR SERVICES

This Task Order No. ____ ("Task Order") is made and entered into by and between the CITY OF REDWOOD CITY, a charter city and municipal corporation of the State of California ("City"), and BKF Engineers a California Corporation ("Consultant").

RECITALS

- A.** City and Consultant entered into an agreement entitled Two Year On Call, As Needed Surveying Services ("Agreement"), by which the Consultant agreed to perform services in accordance with Task Orders issued by the City.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

- 1. INCORPORATION BY REFERENCE.** This Task Order hereby incorporates by reference all terms and conditions set forth in the Agreement.
- 2. SCOPE OF TASK ORDER.** Consultant will perform the services described in Attachment "A", attached hereto and incorporated herein by reference, in accordance with the terms and conditions of the Agreement. For purposes of this Task Order, the City's Project Manager will be _____.
- 3. PAYMENT.** For services performed by Consultant in accordance with this Task Order, City will compensate Consultant in accordance with the terms and conditions of the Agreement, in an amount not to exceed _____ dollars (\$_____).
- 4. AUTHORITY.** The individuals executing this Task Order and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Task Order.

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

CITY OF REDWOOD CITY

By: _____

Title: City Engineer

Date: _____

BKF ENGINEERS INC.

By: _____

Title: _____

Date: _____



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Reappointment of Redwood City's representative to the San Mateo County Mosquito and Vector Control District

RECOMMENDATION

By motion, reappoint Kathryn Lion to a four-year term on the San Mateo County Mosquito and Vector Control District.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

On February 24, 2014, the City Council appointed Redwood City resident Kathryn Lion as the Redwood City representative to the San Mateo County Mosquito and Vector Control District for a period of two years. After expressing her continued interest in serving in this capacity, Kathryn was reappointed in January 2016 for another two-year term, and again in December 2017 for a four-year term. As that term is term expiring on December 31, 2021, Kathryn Lion has expressed interest in continuing to represent Redwood City and the District has requested that she be re-appointed for the ensuing term.

ANALYSIS

Pursuant to the California Health and Safety Code Section 2020-2030, which dictates appointments to Vector Control District Boards, the city council of a town or city may appoint one person to the Board of

Trustees. As such, the City Council of Redwood City is the designated appointing body for the Redwood City representative for the San Mateo County Mosquito and Vector Control District.

Additionally, the term of office shall be a two-year term or four-year term, and the length of representation is at the discretion of the appointing body. In an interest letter to the City Council, dated December 7, 2021, Ms. Lion stated her desire to serve a four-year term. The letter is included as Attachment A to this staff report. Several cities within San Mateo County currently appoint their Board of Trustee representative to four-year terms.

Additional requirements to serve as a Board of Trustee for the San Mateo County Mosquito and Vector Control District are that applicants must reside in the city they wish to represent and be at least 21 years of age. Kathryn Lion has been a resident of Redwood City since 2010 and meets the age requirement.

Lastly, the term of office will begin at noon on the first Monday in January. If re-appointed to the San Mateo County Mosquito and Vector Control District Board of Trustees, Ms. Lion's term will begin on Monday, January 3 at 12 noon and expire on December 31, 2025.

FISCAL IMPACT

Funding for all aspects of the administration of Boards, Commissions and Committees is factored into the City Clerk's Office budget.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may direct staff to conduct a recruitment process to fill the appointment. However, as the ensuing term begins on January 3, 2022 there may be delays in appointing a new representative.

ATTACHMENTS

Attachment A – Letter of interest from Kathryn Lion dated December 7, 2021

REPORT PREPARED BY:

Yessika Dominguez, Assistant City Clerk
ydominguez@redwoodcity.org
(650) 780-7221

APPROVED BY:

Pamela Aguilar, City Clerk
Melissa Stevenson Diaz, City Manager

7 December 2021

Dear Mayor Hale and City Council Members,

My current term as Redwood City's Trustee and representative on the San Mateo County and Vector Control District Board of Trustees will end this December 2021 and I would be honored if you would consider allowing me to continue in this role. As you know, I have been serving as Redwood City's representative since 2014. I currently serve as the Board Vice President, Chair of the Manager's Evaluation Committee, as a member of both the Policy and Ad Hoc Real Estate Committees, and have been nominated to continue as the Board Vice President for another 2-year term.

I greatly value being able to contribute to an organization that works to protect the health of our community, as well as the unique perspective participating in the governance of a Special District that this experience provides me. I feel that I have contributed significantly to the Board and the District governance in my years of service and would very much like to continue to serve the community in this manner. For these reasons, I kindly ask for you to re-appoint me for a four-year term.

Thank you for your consideration.

Sincerest Regards,

A handwritten signature in blue ink, appearing to read 'Kat Wuelfing Lion', with a stylized, flowing script.

Kat Wuelfing Lion



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Resolution declaring the continued state of local emergency and affirming findings on the need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue remote meetings pursuant to AB 361 to preserve public health and safety

RECOMMENDATION

Adopt a resolution of the City Council of the City of Redwood City declaring the continued state of local emergency and need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue to teleconference in order to ensure the health and safety of the public.

STRATEGIC PLAN GUIDING PRINCIPLES

Healthy Community for All

BACKGROUND

On March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of Coronavirus (COVID-19).

Subsequently on March 12, 2020, the City of Redwood City adopted a [resolution](#) proclaiming the existence of a local emergency caused by the COVID-19, as cases began rising rapidly throughout San Mateo County. Following Governor Newsom's Executive Order [N-29-20](#) on March 17, 2020, Redwood City began holding virtual meetings using the Zoom teleconference platform. Provisions of N-29-20 were extended to September 30, 2021 through succeeding Executive Order [N-08-21](#).

The persistence of the Covid-19 pandemic necessitated a longer-term solution for conducting remote public meetings, as new variants of the virus emerged and local agencies remained under a state of local emergency. On September 16, 2021 Governor Newsom signed [Assembly Bill \(AB\) 361 \(Rivas\)](#) to allow local agencies to continue teleconferencing without adhering to the Brown Act's teleconferencing requirements during a state of emergency proclaimed by the Governor.

On October 11, 2021 the City Council adopted [Resolution 15991](#) declaring a continued state of local emergency and made findings caused by the COVID-19 pandemic supporting continuation of remote meetings to preserve public health and safety. Under AB 361, the legislative body is required to make specified findings every 30 days in order to continue to meet under these abbreviated teleconferencing procedures. These findings apply to all other City bodies subject to the Ralph M. Brown Act.

The City Council has since adopted [Resolution 15995](#) (October 25, 2021) and [Resolution 16005](#) (November 22, 2021) further declaring the continued state of local emergency and affirming the findings on the need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue remote meetings pursuant to AB 361 to preserve public health and safety.

ANALYSIS

AB 361 allows local legislative bodies to continue to meet remotely in any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. (Gov. Code § 54953(e)(1)(A)-(C).)

Staff has determined the following findings can be made to meet the above provisions of AB 361:

- The state of California remains under the COVID-19 state of emergency proclaimed by the Governor pursuant to the California Emergency Services Act.
- The emergency continues to directly impact the ability of members to meet safely in person.
- State or local officials continue to impose or recommend measures to promote social distancing (Gov. Code § 54953(e)(3)(B)(i)-(ii).).

Staff recommends that the City Council declare a continued state of local emergency and affirm the above findings so that the City may continue to teleconference public meetings without adhering to all of the Brown Act's teleconferencing requirements, in order to ensure the health and safety of the public.

FISCAL IMPACT

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

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to adopt the resolution, resulting in the City being unable to use the Brown Act exemptions allowed under AB 361.

ATTACHMENTS

Attachment A – Draft Resolution

REPORT PREPARED BY:

Yessika Dominguez, Assistant City Clerk
ydominguez@redwoodcity.org
(650) 780-7221

APPROVED BY:

Pamela Aguilar, City Clerk
Melissa Stevenson Diaz, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY DECLARING THE CONTINUED STATE OF LOCAL EMERGENCY AND NEED FOR THE CITY COUNCIL AND OTHER CITY LEGISLATIVE BODIES SUBJECT TO THE RALPH M. BROWN ACT TO CONTINUE TO TELECONFERENCE IN ORDER TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC

WHEREAS, on March 4, 2020, the Governor of the State of California (“Governor”) proclaimed a State of Emergency pursuant to Government Code Section 8265 due to the COVID-19 pandemic, which State of Emergency remains in effect as of the date of this Resolution, as do the existence of conditions of extreme peril to the safety of persons within the state under which the proclamation was issued; and

WHEREAS, on March 16, 2020, the City Council adopted Resolution No. 15827 declaring a local emergency due to COVID-19, which local emergency remains in effect as of the date of this Resolution, as do the facts, circumstances, and emergency under which the declaration was issued; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other electronic means; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which terminated Executive Order N-29-20’s suspension of those Ralph M. Brown Act provisions related to teleconferencing on September 30, 2021; and

WHEREAS, the City, including its City Council and all other City legislative bodies subject to the Ralph M. Brown Act (“Brown Act Bodies”) have been holding meetings using teleconferencing and virtual meeting technology in an effort to help protect City officials, the public and City staff from COVID-19; and

WHEREAS, COVID-19 continues to spread and the Delta variant (a highly infectious COVID-19 strain) has emerged, resulting in ten times the number of confirmed COVID-19 cases throughout San Mateo County since June 2021; and

WHEREAS, the California Occupation Health and Safety Administration has issued COVID-19 Prevention Emergency Temporary Standards (“ETS”) which, among other things, require employees to wear masks indoors with limited exceptions, such as when they are eating and drinking, provided they can maintain six feet of distance from other persons; and

WHEREAS, on August 2, 2021, in response to the Delta variant, the San Mateo County Health Department issued Order C19-12, which requires all individuals to wear face coverings when indoors in workplaces and public settings; and

WHEREAS, the City has made social distancing recommendations to its employees, including the recommendation that they maintain six feet of distance from each other whenever possible, that only two people use a shared bathroom at a time, and that employees should refrain from sharing food; and

WHEREAS, because of the rise in COVID-19 cases due to the Delta variant, the City is concerned about the health and safety of all individuals who intend to attend public meetings of the City in person; and

WHEREAS, on September 16, 2021, the Governor signed AB 361 into law as an urgency measure that went into effect immediately; and

WHEREAS, AB 361 authorizes local legislative bodies to continue to conduct meetings using teleconferencing without complying with the Ralph M. Brown Act's standard teleconferencing requirements if certain conditions are met; and

WHEREAS, AB 361 requires local findings that meeting in person would present an imminent risk to the health and safety of attendees; and

WHEREAS, on October 11, 2021 the City Council adopted Resolution No. 15991 declaring the continued state of local emergency caused by the COVID-19 pandemic and making findings on the need for the City Council and other Brown Act Bodies to continue to teleconference in order to ensure the health and safety of the public; and

WHEREAS, on October 25, 2021 and November 22, 2021 the City Council adopted Resolution Nos. 15995 and 16005, respectively, declaring the continued state of local emergency and affirming the findings on the need for the City Council and other City legislative bodies subject to the Ralph M. Brown Act to continue to teleconference as authorized by AB 361 to preserve public health and safety; and

WHEREAS, the City desires to continue conducting public meetings of its Brown Act Bodies using teleconferencing as authorized by AB 361.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDWOOD CITY RESOLVES AS FOLLOWS:

1. The City Council hereby finds and determines that the foregoing recitals are true and correct; the recitals are hereby incorporated by reference into each of the findings as though fully set forth therein.

2. The City Council has reviewed the need for continuing the local emergency as identified in Resolution No. 15827 and finds that such proclamation remains in effect as of the date of this Resolution, as do the facts, circumstances, and emergency under which they were issued, and finds that there is a need for continuing the local emergency.

3. In compliance with AB 361, the City Council makes the following findings:

a. The City Council has reconsidered the circumstances of the state of emergency, and the state of emergency remains active; and

- b. The state of emergency continues to directly impact the ability of the City's Brown Act Bodies, as well as staff and members of the public, to meet safely in person.
 - c. State or local officials continue to impose or recommend measures to promote social distancing.
4. Meetings of the City's Brown Act Bodies will continue to be conducted via teleconference, pursuant to AB 361.
5. The City Council and the City's Brown Act Bodies will comply with the requirements to provide the public with access to the meetings as prescribed in Government Code § 54953(e)(2).
6. This Resolution will be effective upon adoption.

* * *



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Second Addendum to the Loan Agreement with HIP Housing Development Corporation for acquisition and preservation of seven affordable housing units at 1512 Stafford Street

RECOMMENDATION

By motion, approve the Second Addendum to the Loan Agreement with HIP Housing Development Corporation for funds to acquire 1512 Stafford Street for the preservation of affordable housing and authorize the City Manager to execute the Second Addendum to the Loan Agreement, subject to any minor, clarifying and conforming changes approved by the City Attorney, and to take all actions necessary to carry out the Second Addendum to the Loan Agreement.

STRATEGIC PLAN GUIDING PRINCIPLE

Housing

BACKGROUND

On April 24, 2017, the City Council approved a \$1,577,750 loan to assist HIP Housing Development Corporation ("HIP Housing") with the acquisition of 1512 Stafford Street ("Stafford") in Redwood City for the preservation of affordable housing. The City's loan is comprised of \$1,099,000 from the City's Affordable Housing Fund, \$189,000 of Home Investment Partnership (HOME) funds and \$289,750 of Community Development Block Grant (CDBG) funds. The Stafford property includes seven apartments and one 1,500 square foot commercial space. The apartments consist of one 2-bedroom unit, five 1-bedrooms units, and one studio. Six of the units are for low-income households earning 80% of area median income (AMI) or less, and the seventh unit is for a very-low income household, earning 50% AMI or less. Under the current agreement, the very-low income unit is the HOME assisted unit and will remain at this affordability level for the first ten years and then will convert to a low income, non-HOME assisted

unit for the remaining 45 years of the affordability period. HIP Housing acquired the Stafford site in June 2017.

In July 2019, the U.S. Department of Housing and Urban Development (HUD) conducted an onsite monitoring of the City's fiscal year 2017-2018 CDBG and HOME programs, including a review of the Stafford project. The City received one HOME finding: the Stafford project did not have a stand-alone HOME agreement with all the required HOME provisions written in sufficient detail. The City had utilized its standard loan agreement and affordability restriction document to convey the City's Affordable Housing Fund, CDBG, and HOME funding requirements. To address this deficiency, on October 12, 2020, the City Council approved an addendum ("First Addendum") to the loan agreement that established a stand-alone HOME agreement with all the HOME provisions written in sufficient detail.

ANALYSIS

In November 2021, HUD cleared the City of its initial finding from the 2019 HOME monitoring. However, after further reviewing the HOME loan agreement and the First Addendum, HUD identified a subsequent finding of non-compliance. In accordance with the HOME regulations at 24 CFR 92.252, the affordability period for a rental acquisition project should be at least 15 years, if it has received more than \$40,000 per unit in HOME funding. However, the HOME affordability period for the Stafford project was for only 10 years. To address this issue, staff has prepared a second addendum to the loan agreement that extends the HOME affordability period from 10 years to 15 years (included as Attachment A). This Second Addendum will bring the Stafford project into compliance with the HOME regulations and extend the very-low income affordability level for the HOME assisted unit an additional five years.

FISCAL IMPACT

There is no fiscal impact as a result of this action.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may choose not to approve the second addendum to the loan agreement however the Stafford project would remain out of compliance with the HOME regulations and this could put the City at risk of having to pay back HUD for its \$189,000 HOME contribution to this project.

ATTACHMENTS

Attachment A – Second Addendum to Loan Agreement

REPORT PREPARED BY:

Alin Lancaster, Housing Leadership Manager
alancaster@redwoodcity.org
(650) 780-7299

APPROVED BY:

Alex Khojikian, Assistant City Manager
Melissa Stevenson Diaz, City Manager

**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

City of Redwood City
1017 Middlefield Road
Redwood City, CA 94063
Attn: City Clerk

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE §§6103, 27383

Space above this line for Recorder's use.

SECOND ADDENDUM TO LOAN AGREEMENT

This Second Addendum to Loan Agreement (this "**Agreement**") is entered into effective as of _____, 2021 ("**Effective Date**") by and between the City of Redwood City, a charter city and municipal corporation ("**City**") and HIP Housing Development Corporation, a California nonprofit public benefit corporation ("**Owner**"). The City and Owner are collectively referred to herein as the "**Parties**."

RECITALS

A. City and Owner entered into that certain Agreement with HIP Housing Development Corporation for Funds to Acquire 1512 Stafford Street dated as of June 27, 2017 (the "**Loan Agreement**").

B. Pursuant to the Loan Agreement, to assist Owner in the acquisition of the property located at 1512 Stafford Street in the City of Redwood City (as more particularly described in Exhibit A attached hereto, the "**Property**"), the City made a loan to Owner in the amount of One Million, Five Hundred Seventy-Seven Thousand, Seven Hundred Fifty Dollars (\$1,577,750) (the "**Loan**") funded with One Million, Ninety-Nine Thousand Dollars (\$1,099,000) of City Affordable Housing Funds (the "**City Funds**"), Two Hundred Eighty-Nine Thousand, Seven Hundred Fifty Dollars (\$289,750) of Community Development Block Grant funds (the "**CDBG Funds**"), and One Hundred Eighty-Nine Thousand Dollars (\$189,000) of HOME Investment Partnership Program funds (the "**HOME Funds**"). Owner's obligation to repay the Loan is evidenced by a Promissory Note dated as of June 27, 2017 and executed by Owner for the benefit of City (the "**Note**") and is secured by a Short Form Deed of Trust and Assignment of Rents executed by Owner as trustor for the benefit of City and recorded in the Official Records on June 29, 2017 as instrument no. 2017-055495 (the "**Deed of Trust**").

C. The Loan Agreement was subsequently amended by that certain Addendum to Loan Agreement dated October 12, 2020 and recorded in the Official Records on October 21, 2020 as instrument no. 2020-115-102 (the "**First Addendum**"), by which the Parties entered into an agreement to clarify the requirements applicable to the Project and the Property in accordance with the HOME Program, and to satisfy the requirements set forth in 24 CFR 92.504(c) (3).

D. As a condition to providing the City financing described in Recital B, the City requires Owner to maintain all of the residential units in the Project as rental housing occupied or available for occupancy, by Low- Income Households at Affordable Rent for a period of fifty-

five (55) years commencing upon Owner's acquisition of the Property (the "**General Affordability Restriction Period**"). In addition, for the first fifteen (15) years of the General Affordability Restriction Period (the "**HOME Affordability Restriction Period**"), one (1) two-bedroom unit in the Project (the "**HOME Unit**") is required to be occupied, or available for occupancy, by Very Low-Income Households at Affordable Rent. Following the HOME Affordability Restriction Period, the HOME Unit is required to be occupied or available for occupancy by Low-Income Households at Affordable Rent for the remaining 40 years of the General Affordability Restriction Period.

E. The Parties desire to amend certain terms as set forth in this Second Addendum.

NOW THEREFORE, in consideration of the foregoing, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows.

1. The definition of the "HOME Affordability Restriction Period" in Section 1.2 of the First Addendum is hereby replaced with the following definition:

"HOME Affordability Restriction Period" means the first fifteen (15) years of the General Affordability Restriction Period.

2. Section 3.1.1 of the of the First Addendum is hereby amended by the following additions (indicated by double underlining) and deletions (indicated by double strikethroughs):

3.1.1 HOME Unit. Throughout the ~~(10) ten-year~~ (15) fifteen-year HOME Affordability Restriction Period, one (1) two-bedroom unit in the Project shall be a HOME Unit and shall be subject to the affordability and occupancy requirements of the HOME Program. The HOME Unit shall be a ["fixed unit."] The HOME Unit shall be restricted for occupancy by Eligible Households who qualify, as Very Low-Income Households, and rent for the HOME Unit shall be restricted to Low HOME Rent. For purposes of calculating allowable rents for the HOME Unit, imputed household size shall be 1.5 persons per bedroom. Following the HOME Affordability Restriction Period, the HOME Unit is required to be occupied or available for occupancy, by Low-Income Households at Affordable Rent for the remaining ~~45~~ 40 years of the General Affordability Restriction Period.

3. Conflicts; Ratification. The terms of this Second Addendum shall govern and control over any conflicting provisions in the First Addendum. Except in the case of such conflicts and as expressly amended by the Second Addendum, the terms and provisions of the First Addendum remain unchanged and in full force and effect.

4. Counterparts. This Second Addendum may be executed in counterparts, each of which shall be an original, and all of which together shall constitute one original of this Second Addendum.

5. Entire Agreement. The Loan Agreement and First Addendum, including all exhibits attached thereto, and this Second Addendum, constitute the entire agreement concerning the

matters set forth in the Loan Agreement and there are no agreements between the parties except as expressed in the Loan Agreement, as amended by the First Addendum and this Second Addendum.

6. Severability. If any term, provision or condition contained in this Second Addendum shall, to any extent, be invalid or unenforceable, then the remainder of this Second Addendum (or the application of such term, provision or condition to persons or circumstances other than those in respect to which it is invalid or unenforceable) shall not be affected thereby, and each term, provision and condition of this Second Addendum shall be valid and enforceable to the fullest extent permitted by law.

7. Recordation of Second Addendum. On execution of this Second Addendum, the City shall record this Second Addendum in the Official Records of Santa Mateo County.

SIGNATURES ON FOLLOWING PAGE.

IN WITNESS WHEREOF, the Parties have executed this Second Addendum to Loan Agreement as of the date first written above.

CITY:

City of Redwood City, a charter city and municipal corporation

By:

Melissa Stevenson Diaz, City Manager

OWNER:

HIP Housing Development Corporation, a California nonprofit public benefit corporation

By: Kate Comfort Harr

Kate Comfort Harr (Dec 9, 2021 15:31 PST)

Print Name: Kate Comfort Harr

Title: Executive Director

SIGNATURES MUST BE NOTARIZED.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
) ss
County of _____)

On _____, before me, _____,
(Name of Notary)

notary public, personally appeared _____
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Notary Signature)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
) ss
County of _____)

On _____, before me, _____,
(Name of Notary)

notary public, personally appeared _____
 who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
 subscribed to the within instrument and acknowledged to me that he/she/they executed the same
 in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
 the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.
WITNESS my hand and official seal.

(Notary Signature)

Exhibit A

LEGAL DESCRIPTION OF THE PROPERTY

The land referred to is situated in the County of San Mateo, City of Redwood City, State of California, and is described as follows:

LOT 8 IN BLOCK 7, AS SHOWN ON THAT CERTAIN MAP ENTITLED "LENOLT, REDWOOD CITY, CALIFORNIA", WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, ON MAY 7, 1925, IN BOOK 12 OF MAPS AT PAGES 30 AND 31.

JPN: 052-011-112-12A

APN: 052-112-120



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Agreement with Silicon Valley Community Foundation (SVCF) for grant from Chan Zuckerberg Initiative DAF, an advised fund of Silicon Valley Community Foundation

RECOMMENDATION

By motion, approve and authorize the City Manager to sign a Grant Agreement between the Silicon Valley Community Foundation (SVCF) and the City of Redwood City (City) for a \$200,000 grant award to the City for general operating support of the Fair Oaks Community Center from December 31, 2021 to June 29, 2023.

STRATEGIC PLAN GUIDING PRINCIPLE

Healthy Community for All

BACKGROUND

The City has received multiple grants for the Fair Oaks Community Center from Chan Zuckerberg Initiative (CZI) since 2017.

At the end of 2019, the City received a two-year \$200,000 grant to support safety net and homeless services for 2020 and 2021. These funds were used to support the Temporary Recreational Vehicle (RV) Safe Parking Program – including the early outreach and engagement efforts and the direct client services funding made available as part of the LifeMoves Services Agreement for the Temporary RV Safe Parking Program.

As part of the Fiscal Year (FY) 2019-2020 budget, the City Council allocated funds from the FY 2018-2019 Year-End Operating Balance to fund a three year contract Human Services Coordinator position. Adding

this temporary help has allowed the Human Services Manager to serve as citywide Homeless Services Manager, coordinating on homeless initiatives across City departments. Funding for the contract Human Services Coordinator will sunset on September 15, 2022.

ANALYSIS

The City has received a grant award of \$200,000 for general operating support of the Fair Oaks Community Center from the Silicon Valley Community Foundation (SVCF) Chan Zuckerberg Initiative Donor Advised Fund (DAF) for the grant period of December 31, 2021 to June 29, 2023.

Due to the City's ambitious Homelessness Initiatives Work Plan over the next two years, there is a continued need for the Human Services Coordinator position at the Fair Oaks Community Center to allow the Human Services Manager to continue her existing work and simultaneously serve as the citywide Homeless Services Manager.

Funds from the SVCF Chan Zuckerberg Initiative DAF will be used towards extending the Human Services Coordinator Contract position another two years.

FISCAL IMPACT

Revenue and expenditures from the \$200,000 grant will be included with the mid-year budget amendment for FY 2021-22 as well as part of the budget for FY 2022-23.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council could choose not to approve the agreement, and not accept funding from Silicon Valley Community Foundation for the general operations of the Fair Oaks Community Center. Without these additional funds, the City would need to fully fund the Human Services Coordinator Contract position with

other funds or discontinue the role of the Human Services Manager as the citywide Homeless Services Manager, jeopardizing the ability of the City to implement the Homelessness Initiatives Two Year Work Plan.

ATTACHMENTS

Attachment A – Grant Agreement between Silicon Valley Community Foundation and City of Redwood City

Attachment B – Silicon Valley Community Foundation Chan Zuckerberg Initiative DAF award letter

REPORT PREPARED BY:

Teri Chin, Human Services Manager
tchin@redwoodcity.org
(650) 780-7510

APPROVED BY:

Chris Beth, Parks and Recreation Director
Melissa Stevenson Diaz, City Manager

Chan Zuckerberg Initiative DAF

Silicon Valley Community Foundation Grant Agreement

Grant Number: 2021-239378

Amount: \$200,000.00

Date: October 22, 2021

Grantee Name:

City of Redwood City / Fair Oaks Community Center
("Grantee")

Grantee Contact:

Ms. Teri Chin
Community Services Manager
City of Redwood City / Fair Oaks Community Center
2600 Middlefield Road
Redwood City, CA 94063
Email: tchin@redwoodcity.org

Foundation Staff:

Silicon Valley Community Foundation
2440 West El Camino Real, Suite 300
Mountain View, CA 94040-1498
Phone: 650.450.5400
Email: svcfteam@siliconvalleycf.org

Grant Purpose:

For general operating support

Grant Period:

December 31, 2021 to June 29, 2023

Role of Chan Zuckerberg Initiative:

The Chan Zuckerberg Initiative ("CZI") and the Grantee acknowledge that CZI has not in the past pledged, and in this Grant Agreement is not making a pledge or any contractually binding obligation, to provide funding to the Grantee. CZI shall submit grant recommendations from the Chan Zuckerberg Initiative DAF to the sponsoring organization, Silicon Valley Community Foundation ("SVCF"), and the sole authority for implementing those grant recommendations will be with SVCF. SVCF will provide all guidance regarding the administration of this grant and any administrative grant related questions should be directed to SVCF.

Reporting Requirements:

Silicon Valley Community Foundation (SVCF) requires progress reports at specified dates. *Please note that, if a grantee has failed to submit a required report, remaining grant disbursements may not be made and future grant requests will not be considered.* Please submit the following reports using the templates enclosed:

Final Report Due: July 14, 2023

Additional Reports:

From time to time, SVCF evaluates its grant making programs by requesting further information and follow-up from Grantees after the expiration of the Grant Period. Grantee agrees to provide such further information and follow-up as reasonably requested from time to time.

Chan Zuckerberg Initiative DAF

Payment Schedule:

SVCF will fund this grant to Grantee in one installment. The first and final installment of \$200,000.00 will be made upon receipt and approval of the signed grant agreement (the "Agreement").

Use of Funds:

By signing below, Grantee acknowledges that this Agreement is a contract with SVCF for the purposes stated in this Agreement. Please inform SVCF if there are changes in agency personnel who are important to the administration of the grant, or if the grant funds cannot be expended in the time period described above. Grantee may not use the funds in any way other than as described above unless Grantee receives written permission from SVCF. Grantee shall repay to SVCF any portion of the amount granted that is not used for the purpose of this grant. If funds remain at the end of the Grant period, Grantee must contact Silicon Valley Community Foundation at svcfteam@siliconvalleycf.org prior to returning any funds not used for the purposes specified in this grant agreement.

Grantee Discretion:

Once granted to Grantee by SVCF, the grant funds are the property of the Grantee, who has discretion and control over the use and investment of such funds. Thus, any use of grant funds by Grantee constitutes a decision of Grantee that is wholly independent of SVCF.

Hold Harmless:

Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless SVCF, its officers, directors, trustees, employees, and agents from and against any and all claims, liabilities, losses and expenses (including reasonable attorney's fees) directly, indirectly, wholly or partially arising from or in connection with the grant, the application of funds furnished pursuant to the grant, the program or project funded or financed by the grant or in any way relating to the subject of this Agreement. This paragraph shall survive the termination of this Agreement.

Recordkeeping:

Grantee shall keep adequate records to substantiate the charitable purposes of its expenditures from the grant funds. Grantee shall make its books and records pertaining to the grant funds available to SVCF at reasonable times for review and audit, and shall comply with all reasonable requests of SVCF for information and interviews regarding use of grant funds. Grantee shall keep copies of all books and records related to this grant and all reports to SVCF for at least four years after Grantee has expended the last of the grant funds.

Prohibited Uses:

Grantee shall not use or permit any subgrantee or independent contractor to use any portion of the funds granted in a manner inconsistent with Internal Revenue Code ("IRC") Section 501(c)(3), including:

- a. Influencing the outcome of any specific candidate election for public office, including, without limitation, travel expenses, direct costs, or compensation-related expenses incurred in connection with raising funds for any candidate campaign; or
- b. Inducing or encouraging violations of law or public policy, or causing any private inurement or improper private benefit to occur, or taking any other action inconsistent with IRC Section

Chan Zuckerberg Initiative DAF

501(c)(3).

No Pledge:

Neither this Agreement nor any other statement, oral or written, nor the making of any contribution or grant to Grantee, shall be interpreted to create any pledge or any commitment by SVCF or by any related person or entity to make any other grant or contribution to Grantee or any other entity for this or any other project. The grant contemplated by this Agreement shall be a separate and independent transaction from any other transaction between SVCF and Grantee or any other entity.

No Agency:

Grantee is solely responsible for all activities supported by the grant funds, the content of any product created with the grant funds and the manner in which such products may be disseminated. This Agreement shall not create any agency relationship, partnership or joint venture between the parties, and Grantee shall make no such representation to anyone.

Remedies:

If SVCF determines, in its sole discretion, that Grantee has substantially violated or failed to carry out any provision of this Agreement, including but not limited to failure to submit reports when due, SVCF may, in addition to any other legal remedies it may have, refuse to make any further grant payments to Grantee under this or any other grant agreement, and SVCF may demand the return of all or part of the unexpended grant funds, which Grantee shall immediately repay to SVCF. SVCF may also avail itself of any other remedies available by law.

Further Acknowledgments of Grantee:

Grantee acknowledges that it understands its obligations imposed by this Agreement, including but not limited to those obligations imposed by reference to the IRC. Grantee agrees that if Grantee has any doubts about its obligations under this Agreement, including those incorporated by reference to the IRC, Grantee will promptly contact SVCF or knowledgeable legal counsel.

Entire Agreement:

This Agreement supersedes any prior or contemporaneous oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to its subject matter. This Agreement may not be amended or modified, except in a writing signed by both parties.

Governing Law:

This Agreement shall be governed by the laws of the State of California applicable to contracts to be performed entirely within the State.

Recognition and Media:

No external communications about the Grant shall be made without obtaining SVCF's prior written approval, in consultation with CZI.

Acknowledgement of Grant Support:

If you choose to acknowledge SVCF's support of your program in publications such as newsletters, program activity announcements and in all media coverage, we suggest you use the following wording: "This project has been made possible in part by a grant from the Chan Zuckerberg Initiative DAF, an advised fund of Silicon Valley Community Foundation."

Chan Zuckerberg Initiative DAF

Accepted on behalf of City of Redwood City / Fair Oaks Community Center by:

Signature

(Must be signed by authorized signer or representative)

Melissa Stevenson Diaz

Printed or Typed Name

City Manager

Title

Date

Chan Zuckerberg Initiative DAF



December 12, 2021

Ms. Teri Chin
Community Services Manager
Fair Oaks Community Center of Redwood City
2600 Middlefield Road
Redwood City, CA 94063

Dear Ms. Chin:

Congratulations, Fair Oaks Community Center of Redwood City (Grantee) has been accepted to receive a grant of \$200,000.00 from the Chan Zuckerberg Initiative DAF, an advised fund of Silicon Valley Community Foundation.

This grant is for general operating support. Please sign, date and return the attached grant agreement to svcfteam@siliconvalleycf.org via DocuSign as soon as possible. Once we receive the signed agreement, we will arrange for payment of the grant according to the schedule outlined in the grant agreement.

The foundation requires reports on the use of the funds, as outlined in the grant agreement. Guidelines for these reports are enclosed.

On behalf of the Chan Zuckerberg Initiative DAF and Silicon Valley Community Foundation, we are pleased to support Fair Oaks Community Center of Redwood City and we look forward to hearing about the impact of this work.

Please contact svcfteam@siliconvalleycf.org with questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Nicole Taylor". The signature is fluid and cursive, with a large, stylized "N" and "T".

Nicole Taylor
President and Chief Executive Officer

Grant #: 2021-239378 (5022)



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Agreement with California Water Service for limited emergency water supply interconnection

RECOMMENDATION

By motion, approve and authorize the City Manager to execute the agreement with California Water Service for a limited emergency water supply interconnection.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

Redwood City and California Water Service (Cal-Water) operate separate drinking water distribution systems which provide water to customers within their respective service areas. Under normal conditions neither Redwood City nor Cal-Water have a need to purchase water from each other and each utilizes their own water supplies to provide water service to their respective customers. The water distribution systems are adjacent to each other near Godetia Drive in the Town of Woodside, and it is in the public interest to arrange for a two-way interconnection between both systems for temporary emergency use.

ANALYSIS

The availability of a new emergency interconnection will provide a benefit to the community during an emergency or temporary service disruption for maintenance if water is available to be provided. To make the interconnection Cal-Water will construct 1,170 feet of pipeline, a fire hydrant, and other appurtenances to extend their water distribution system to the intersection of Godetia Drive and Jefferson Avenue for an estimated cost of \$390,000 which will be paid for by Cal-Water. Redwood City

has an existing fire hydrant at this location and no improvements are needed to Redwood City's water distribution system for this interconnection.

Per the agreement, when a request is made from either party to use the interconnection, the requesting party must receive written approval from the party who will supply the water prior to using the interconnection. No permanent physical connections will be made between each water distribution system, and when use of the interconnection is approved a temporary connection will be made through the fire hydrants. In addition, because Redwood City's water system operates at a higher water pressure Public Works will utilize its portable emergency water pump to maintain water pressure within our service area while utilizing the interconnection from Cal-Water.

This agreement does not increase or decrease the contracted individual water supply guarantee (ISG) Redwood City or Cal Water has through the Water Supply Agreement with the San Francisco Public Utilities Commission and use of water through the interconnection will count against the ISG as the recipient of the water.

FISCAL IMPACT

There is no immediate fiscal impact to Redwood City because of this agreement. Should Redwood City require the use of the interconnection, the City will be responsible to pay Cal-Water for the cost of the water the City uses. In kind, Cal-Water will be responsible to pay Redwood City for water they use through the interconnection from Redwood City. Additionally, Cal-Water will pay all costs to construct improvements to their water distribution system and will reimburse the City for any costs to repair the City infrastructure if it is damaged during construction.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may decide to not approve this agreement and direct staff to negotiate different terms.

ATTACHMENTS

Attachment A – Agreement with California Water Service for a Limited Emergency Water Supply Interconnection

REPORT PREPARED BY:

Justin Chapel, Public Works Superintendent
jchapel@redwoodcity.org
(650) 780-7469

APPROVED BY:

Terence Kyaw, Public Works Director
Melissa Stevenson Diaz, City Manager

**AGREEMENT BETWEEN THE CITY OF
REDWOOD CITY AND CALIFORNIA WATER
SERVICE FOR LIMITED EMERGENCY WATER
SUPPLY INTERCONNECTION**

THIS AGREEMENT BETWEEN THE CITY OF REDWOOD CITY AND CALIFORNIA WATER SERVICE FOR LIMITED EMERGENCY WATER SUPPLY INTERCONNECTION ("Agreement") is made as of this _____ day of _____, 2021 ("Effective Date"), by and between the City of Redwood City ("City"), a municipal corporation and charter city of the State of California, with its primary business address at 1017 Middlefield Road, Redwood City, California 94063 and California Water Service Company ("Cal Water"), a California corporation. Cal Water and City may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties provide water service to their respective, adjacent service areas in the City's and Cal Water's "Bear Gulch" service area, which includes the communities of Atherton, Portola Valley, Woodside, parts of Menlo Park and adjacent unincorporated portions of San Mateo County including West Menlo Park, Ladera, North Fair Oaks, Menlo Oaks, and several rural communities along Highway 35 between Page Mill Road and Highway 92;
- B. Each Party has its own water supply and under usual and ordinary operating conditions neither Party would have occasion to purchase water from the other Party; and
- C. The Parties determined that it is in the public interest to arrange for two-way mutual relief connections between their water distribution systems so that each can provide the other with water in an emergency or temporary service disruption, if water is available; and
- D. The Parties desire an emergency interconnection at Godetia Road and Jefferson to be constructed in the future. The Emergency Interconnection is referred to herein as the "Interconnection;" and
- E. The Parties desire to enter into an agreement to establish the terms and conditions for the construction, maintenance, and use of the Interconnection.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Incorporation of Recitals.** The Parties agree to, and attest to the truth and accuracy of, the provisions contained in the Recitals of this Agreement as set forth above. The Recitals are hereby incorporated into, and made a part of, the terms of this Agreement by this reference. The Parties agree that this Agreement has been entered into, at least in part, in consideration of the provisions contained in the Recitals, in addition to all of the following provisions of this Agreement.

2. **Interconnection Location.** The Interconnection, as conceptually shown on the drawings attached as Exhibit "A", is anticipated to be located along Godetia Road, and is anticipated to begin construction in 2021. The scope will include the following facilities: portable booster connection (fire hydrant, ports, valve), gate valves, and a ductile iron main extension totaling approximately 1,170 linear feet.
3. **Use of Interconnection.** In the event either Party requires supplemental water for a limited period of time due to an Emergency or Maintenance (as defined and described in Section 6(C), titled Sale of Water), such Party shall have the right to obtain supplemental water from the other Party via the Interconnection pursuant to Sections 6 and 7 of this Agreement. When the Intertie is activated, it shall operate only when and to the extent the supplying Party is capable of providing supplemental water above and beyond that which is required to service its own needs.
4. **Water Supply is for a Limited Purpose Only.** Nothing herein shall be deemed to constitute a dedication of the water supply of either Party to service the territory of the other Party or to constitute a commitment to supply water to the other Party as a regular customer.
5. **Construction of Godetia Rd Interconnection.** The estimated current cost to design, purchase materials and construct the Interconnection is THREE HUNDRED NINETY THOUSAND AND NO/100 DOLLARS (\$390,000.00). Cal Water will assume primary responsibility for the design, material purchase, and construction of the Interconnection. City will not be required to compensate Cal Water for this transaction. Specifically, Cal Water will complete the following tasks:
 - A. **Cal Water Construction Obligations.** In connection with the Interconnection, Cal Water shall be responsible for the following:
 - i. Prepare contract specifications and drawings;
 - ii. Obtain necessary permits and approvals (i.e. Encroachment permit);
 - iii. Cal Water's master contractor, West Valley Construction, will perform the work via competitively bid line item contract rates;
 - iv. Perform inspections and construction oversight;
 - v. Provide all final testing and commissioning activities to accept the completed work (i.e. pressure testing, disinfection, and water quality sampling).
 - vi. Reimburse City for any and all costs to repair City pipelines, valves, and related water system appurtenances that are damaged during construction.
 - B. **Cal Water Construction Costs/ City's Obligations.** Cal Water will pay for all costs pertaining to the design, material purchase, and construction of the main extension and one (1) new portable booster connection. The City maintains an existing fire hydrant, which may be utilized to facilitate any future temporary emergency interconnections. Cal Water will install all facilities pursuant to the approved plans. Each Party will maintain and retain ownership of their individual, physically separated systems. City shall reasonably cooperate as necessary to support Cal Water's completion of construction obligations set forth in Section 5.A above, such as providing existing maps, drawings, plans and surveys and other documents

showing the locations and design of City's existing pipelines, valves and water system facilities and reviewing, approving, and/or executing any necessary requirements without unreasonable delay (i.e., applications for permits or other government approvals).

6. Maintenance of Interconnection.

- A. City Responsibility. The City, at its sole cost, will be responsible for maintaining and repairing all pipelines, valves, and related water system appurtenances for the City side of the portable booster connection.
- B. Cal Water Responsibility. Cal Water, at its sole cost, will be responsible for maintaining and repairing all pipelines, valves, and related water system appurtenances up to the Cal Water side of the portable booster connection.
- C. Sale of Water. The City and Cal Water each agree to sell water to the other, upon request, in cases of Emergency or for Maintenance needs, through the Interconnection in accordance with this Section. For purposes of this Agreement, an Emergency is an unforeseen event that causes a temporary outage of potable water to either Cal Water or City, such as a natural disaster, contaminated water, or a major pipeline break. Maintenance may include, but is not limited to, seismic retrofitting, infrastructure testing, upgrade or replacement, or other work on either Party's water system facilities.
- D. Manner of Request for Water.
 - i. If either Party requires water because of an Emergency or Maintenance need, the Requester ("Requester") will request to obtain water from the other Party ("Supplier").
 - ii. The Supplier will provide water to the Requester to the extent Supplier has water available in view of its circumstances and demands at that time as determined by the Supplier in its sole discretion. In all circumstances, the Requester will provide the Supplier with a written, e-mail or verbal request for water with as much advance notice as possible given the circumstances. Requests for water for Maintenance shall be delivered to the addressees listed in Section 20 of this Agreement in advance of Requester's use. Requests for water for Emergency needs shall be permitted by telephone, e-mail or in-person.
- E. Obligation to Supply Water is Limited. The Requester shall not operate the Supplier's water system appurtenances, such as valves or hydrants without the other Party's written approval. The obligation of each Party to supply water hereunder is limited: (1) to surplus water above and beyond that required to service the needs of the Supplier's regular customers as determined by the Supplier in its sole discretion, and (2) to a reasonable period of time to alleviate the Emergency or Maintenance. The Supplier shall provide written consent to the Requester prior to the delivery of water, and representatives of each Requester and Supplier may require that they be present during the commencement and cessation of delivery of water.
- F. Metering, Accounting, and Reporting. The amount of water provided by one Party

to the other will be monitored, metered, and documented. Metered volumes of water provided by the Supplier shall count toward the Requester's volume of water used for purposes of reporting to the San Francisco Public Utilities Commission (SFPUC), the State Water Resources Control Board (SWRCB), the Bay Area Water Supply and Conservation Agency (BAWSCA), or any other public agency, as applicable. Metered volumes of water provided by the Supplier shall not be construed to increase or otherwise affect the Supplier's Individual Supply Guarantee under Section 3.02 of the Water Supply Agreement executed by both Parties in July 2009, or the Supplier's Interim Supply Allocation adopted by the SFPUC in resolution no. 10-0213 dated December 14, 2010. The Requester is responsible for compliance with any reporting requirements required by Section 3.07(B) (2) of the Water Supply Agreement that are triggered by any sale of water under this Agreement.

7. **Compensation for Water Usage.** The Requester will compensate the Supplier at Supplier's applicable tariff rate charged to customers in Supplier's surrounding service area at the time of delivery. Invoices will be delivered by Supplier only for months in which water is actually delivered and Requester shall make payment within forty-five (45) days after receipt of an invoice. Meter readings will be made by and at the convenience of the Supplier. The amount of water delivered shall be reasonably estimated if conditions do not permit metered measurement. Water supplied pursuant to this Agreement shall be accessed only through the Interconnection.
8. **Failure to Supply Water.** Neither Party shall be responsible for damages for any failure to supply water or for interruption of the supply.
9. **Access to Valve Site.** The representatives of the Parties shall at all times have access to the Interconnection for the purpose of reading meter registration and/or examining the meter and valve to ascertain whether or not they are in good condition.
10. **Compliance with Laws.** Each Party will have responsibility for compliance with applicable local, state or federal regulations applicable to the construction, repair and replacement of the facilities that each Party is responsible for maintaining as set forth in this Agreement. Each Party shall exercise reasonable care in the performance of its obligations and rights under this Agreement to ensure that the other Party's facilities and operations are not impaired or damaged. If any occurrence or condition during operation or maintenance of the Interconnection threatens the physical integrity or operational capacity of either Party's separate facilities, the affected Party may stop operation or maintenance of the Interconnection in question and/or take any action that the affected Party deems necessary to protect its own separate facilities. The affected Party will give Notice to the other Party of any actions taken pursuant to this Section as soon as practical.
11. **Records.** The Parties shall maintain accurate and complete records of the maintenance and use of the Interconnection, and shall make those records available to the other Party upon request. Each Party shall maintain records of all its costs with respect to its activities under

this Agreement and make those records available to the other Party. The Parties shall retain such records for three (3) years after the termination of this Agreement.

12. **Term.** This Agreement shall be effective on the date set forth in the first paragraph of this Agreement. Either Party may terminate this Agreement for default by the other Party, if the defaulting Party fails to cure the default within ninety (90) days from the date of the written notice of the default, or such longer period as may be agreed to by both Parties.
13. **Water Quantity, Quality and Pressure** Neither the City nor Cal Water make any representation or warranty of any kind regarding the quantity, quality or pressure of water available at any time through the Interconnection; provided, however, that all water shall be in full compliance with the California State Water Resources Control Board's Division of Drinking Water requirements applicable at the time of use. Requestor shall independently verify the quality of water entering its system and ensure that the interaction of the water sources does not cause water quality issues.
14. **Indemnity.**
 - A. **Indemnification of Cal Water.** To the extent permitted by law, the City agrees to protect, defend, hold harmless and indemnify Cal Water, its officers, employees, contractors and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and reasonable attorney's fees in providing a defense to any claim arising therefrom, to the extent arising from City's negligent, reckless or wrongful acts, errors, or omissions with respect to or in connection with the maintenance, assistance and services performed by City pursuant to this Agreement, except for claims, liabilities and damages caused by Cal Water's negligence or willful misconduct.
 - B. **Indemnification of City.** To the extent permitted by law, Cal Water agrees to protect, defend, hold harmless and indemnify the City, its boards, committees, commissions, officers, employees, contractors and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and reasonable attorney's fees in providing a defense to any claim arising therefrom, to the extent arising from Cal Water's negligent, reckless or wrongful acts, errors, or omissions with respect to or in connection with the design, construction, maintenance, assistance and services performed by Cal Water pursuant to this Agreement, except for claims, liabilities and damages caused by City's negligence or willful misconduct.
15. **Assignments and Successors in Interest.** The parties bind themselves, their successors, assigns, executors, and administrators to all covenants of this Agreement. Neither party shall assign or transfer this Agreement or any part thereof, either voluntarily or by operation of law, without the prior written approval of the other party.
16. **Integrated Document Totality of Agreement.** This Agreement constitutes the entire contract between Cal Water and the City relating to the subject matter hereof and

supersedes any and all previous agreements and understandings, oral or written, relating to the subject matter hereof.

17. **No Third-Party Beneficiary.** This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.
18. **Captions.** The captions of the various sections, paragraphs and subparagraphs of this Agreement are for convenience only and shall not be considered or referred to in resolving questions or interpretation.
19. **Amendments.** This Agreement may be changed only by a written amendment signed by both of the Parties.
20. **Notice.** Any notice required or permitted to be given by this Agreement shall be in writing, delivered personally or deposited by reputable overnight courier or by certified United States mail, return receipt requested, postage prepaid, addressed as follows.

If to Cal Water:

California Water Service
120 Reservoir Rd
Atherton, CA 94027
Attention: Operations Manager
Telephone: (650) 854-5454 x7416 or (650) 561-0014
E-mail: wtorsch@calwater.com or
dsmithson@calwater.com

With a Copy to:

California Water Service
1720 N. First Street
San Jose, CA 95112
Attn: Associate General Counsel
Telephone: 408.367.8200
E-mail: jkelsey@calwater.com

If to City:

City of Redwood City
Public Works Services Department
1400 Broadway, CA 94063
Attention: Public Works Superintendent, Water Utilities
Telephone: 650.780.7464
E-mail: watermanager@redwoodcity.org


Either Party by notice given as described above may change the address to which notice shall thereafter be delivered. If notice is sent via email, a signed, hard copy of the material shall also be mailed. Notice is effective as of the day following the date of mailing or the date of delivery reflected upon a return receipt, whichever occurs first.

- 21. Electronic Signature and Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same Agreement. If all Parties agree, electronic signatures may be used in place of original signatures on this Agreement. Each Party intends to be bound by the signatures on the electronic document, is aware that the other Parties will rely on the electronic signatures, and hereby waives any defenses to the enforcement of the terms of this Agreement based on the use of an electronic signature. After all Parties agree to the use of electronic signatures, all Parties must sign the document electronically.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this Agreement by their duly authorized representatives as of the day and year first above written.


CALIFORNIA WATER SERVICE COMPANY,
a California corporation

By 
Thomas Smegal (Dec 2, 2021 11:09 PST)
Thomas Smegal, III
VP, CFO, & Treasurer

CITY OF REDWOOD CITY,
a California municipal corporation

By _____
Name: Melissa Stevenson Diaz
Title: City Manager

APPROVED AS TO FORM:

By 
Name: Veronica Ramirez
Title: City Attorney



CALIFORNIA WATER SERVICE

EMERGENCY INTERCONNECT WITH CITY OF REDWOOD INSTALL 8” DI MAIN ALONG GODETIA DR

GENERAL NOTES:

- CONTRACTOR SHALL BECOME FAMILIAR WITH PROJECT SURROUNDINGS, WORKING CONDITIONS, AND SITE LIMITATIONS AND WILL INCLUDE ALLOWANCES IN THEIR BID TO COVER ANY PROJECT CONSTRAINTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ADHERING TO AND COMPLYING WITH LOCAL GOVERNING AGENCY PERMIT RESTRICTIONS, WHICH MAY AFFECT ALLOWABLE WORKING HOURS AND NOISE LEVELS.
- CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL AS REQUIRED BY APPLICABLE LOCAL GOVERNING AGENCY. CONTRACTOR SHALL SUBMIT A TRAFFIC CONTROL PLAN PER CALTRANS STANDARDS TO OWNER PRIOR TO CONSTRUCTION, IF REQUIRED. WORK REQUIRING TRAFFIC CONTROL SHALL BE CONDUCTED BETWEEN THE HOURS OF 9:00 A.M. AND 3:30 P.M., MONDAY THRU FRIDAY, OR AS OTHERWISE AUTHORIZED BY LOCAL GOVERNING AGENCY REPRESENTATIVE.
- CONTRACTOR SHALL APPLY CALIFORNIA STORMWATER QUALITY ASSOCIATION (CASQA) BEST MANAGEMENT PRACTICES TO PREVENT WATER AND SEDIMENT FROM ENTERING NAVIGABLE WATERWAYS. THE CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING AND INSTALLING THE APPLICABLE AND APPROPRIATE BMPs IDENTIFIED IN THE CASQA – STORMWATER BEST MANAGEMENT PRACTICES HANDBOOK AVAILABLE ONLINE AT WWW.CASQAHANDBOOKS.COM. SOME OF THE REQUIRED PRACTICES MAY OR MAY NOT BE SHOWN ON THIS SITE PLAN.
- CONTRACTOR TO CONTACT "UNDERGROUND SERVICE ALERT" 48 HOURS PRIOR TO ANY EXCAVATION.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXACT LOCATION AND DEPTH OF ALL EXISTING UTILITIES.
- TRENCH TO BE SHORED IN ACCORDANCE WITH CALIFORNIA OSHA REGULATIONS.
- PLACE A CONTINUOUS WIRE AND STRIP OF DETECTOR TAPE OVER ALL PIPES AND EXTEND UP INTO ALL VALVE BOXES. TRACER WIRE IS REQUIRED ON ALL PIPE. (SEE LATEST REVISION OF DRAWING CW-850).
- SEE LATEST REVISION OF DRAWING CW-435 FOR TYPICAL THRUST BLOCK INSTALLATION.
- FACILITIES SEPARATION:
 - WATER MAIN SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY FROM AND ONE FOOT VERTICALLY ABOVE ANY PARALLEL PIPELINE CONVEYING SEWAGE (UNTREATED, PRIMARY, OR SECONDARY), DISINFECTED SECONDARY RECYCLED WATER, OR HAZARDOUS FLUIDS.
 - WATER MAIN SHALL BE INSTALLED AT LEAST 4 FEET HORIZONTALLY FROM AND ONE FOOT VERTICALLY ABOVE ANY PIPELINE CONVEYING TERTIARY RECYCLED WATER OR STORM DRAINAGE.
 - AT CROSSINGS, WATER MAIN SHALL BE CONSTRUCTED NO LESS THAN 45-DEGREES TO AND AT LEAST ONE FOOT VERTICALLY ABOVE ANY PIPELINES INDICATED IN A AND B ABOVE.
 - NO CONNECTION JOINTS SHALL BE MADE IN THE WATER MAIN WITHIN EIGHT (8) HORIZONTAL FEET OF CROSSING ANY PIPELINES INDICATED IN A AND B ABOVE.
 - ABANDONED FACILITIES NO LONGER CONVEYING SEWAGE OR STORM DRAIN WATER ARE EXEMPT.
 - WATER MAIN SHALL NOT BE INSTALLED WITHIN 100 HORIZONTAL FEET OF ANY SANITARY LANDFILL, WASTEWATER DISPOSAL POND, OR HAZARDOUS WASTE DISPOSAL SITE.
 - WATER MAIN SHALL NOT BE INSTALLED WITHIN 25 HORIZONTAL FEET OF ANY CESSPOOL, SEPTIC TANK, SEWAGE LEACH FIELD, SEEPAGE PIT, UNDERGROUND HAZARDOUS MATERIAL STORAGE TANK, OR GROUNDWATER RECHARGE PROJECT SITE.
- WHEN ASSEMBLING A PVC C-900 PIPE TO AN IRON FITTING (PUSH-ON OR MECHANICAL JOINT), REMOVE ALL BUT 1/4 INCH OF THE FACTORY-MADE BEVEL FROM THE SPIGOT END OF THE PIPE PRIOR TO INSTALLATION.
- VALVE CANS AND COVERS SHALL BE PLACED OVER ALL VALVES. COVERS SHALL BE SET TO EXISTING FINISHED GRADE AND RESET IF NECESSARY ONCE THE STREET IS AT FINAL GRADE. (SEE LATEST REVISION OF DRAWINGS CW-14 AND CW-439).
- NO VALVE COVERS ARE TO USE IN SIDEWALKS, CROSS GUTTER, CURB OR DRIVEWAYS. EACH SERVICE SHOULD ALSO BE LOCATED TO PROVIDE PROTECTION TO THE METER BOX FROM VEHICLE TRAFFIC AND PARKING.
- PROTECT UNDERGROUND FLEXIBLE COUPLINGS, BARE STEEL, MJ x MJ SLEEVES, AND ALL BOLTS (INCLUDING STAINLESS STEEL) AS FOLLOWS:
 - THE ENTIRE AREA OF THE FITTING MUST BE DRY AND FREE OF DUST, DIRT, AND OTHER FOREIGN MATTER. RUST OR OTHER FOREIGN MATTER MUST BE REMOVED BY SCRAPING OR WIRE BRUSHING. WIPING WITH A DRY CLEAN CLOTH MAY BE NECESSARY TO REMOVE THE PARTICLES FROM BRUSH CLEANING. ANY OIL OR GREASE MUST BE REMOVED BY USING A LOW RESIDUE, VOLATILE PETROLEUM SOLVENT BEFORE APPLICATION OF GREASE AND WRAPPING.
 - THE EXPOSED AREA SHOULD BE COATED WITH A HEAVY COATING OF METALGUARD 301 GREASE BY THE GLOVE METHOD TO A THICKNESS OF AT LEAST 1/4".
 - FIRMLY WRAP THE ENTIRE GREASE AREA WITH ONE LAYER, HALF-LAPPED, OF A WOVEN GLASS FILAMENT MESH (RES OR BIT WRAP, 4" WIDE).
 - APPLY A SECOND LAYER OF METALGUARD 301 GREASE ON TOP OF THE GLASS FILAMENT BY THE GLOVE METHOD TO A THICKNESS OF AT LEAST 1/4".
 - FIRMLY WRAP THE ENTIRE GREASE AREA WITH A SECOND LAYER, HALF-LAPPED, OF THE WOVEN GLASS FILAMENT MESH.
 - COVER THE ENTIRE MESH WRAPPED AREA OF THE FITTING WITH A THIRD AND FINAL COATING AT LEAST 1/4" THICK OF METALGUARD 301 GREASE BY THE GLOVE METHOD.
 - FIRMLY APPLY 2 LAYERS OF POLYWRAP, HALF-LAPPED, OVER ALL AREAS OF THE COATED AND WRAPPED FITTING. BACKFILLING MAY FOLLOW IMMEDIATELY AFTER THIS WRAPPING.
- TRENCH BACKFILL AND PAVING SHALL CONFORM TO TRENCH SECTION DETAILS AND ALL GOVERNING AGENCY REQUIREMENTS.
- NEW PIPELINE SHALL BE INSTALLED WITH 4 FEET OF COVER, EXCEPT WHERE SPECIFIED.
- CONTRACTOR SHALL LIMIT DAILY TRENCHING OPERATIONS TO THE LENGTH OF PIPE THAT CAN BE INSTALLED AND BACKFILLED THAT DAY.
- CONTRACTOR SHALL INSTALL NEW MAIN AND ADJUST FROM NOMINAL LINE AND GRADE TO MATCH THE EXISTING FACILITIES AT ALL LOCATIONS. THE CONTRACTOR SHALL INSTALL A TEMPORARY CAP AND BLOW-OFF AT TIE-IN LOCATIONS FOR TESTING. (SEE LATEST REVISION OF DRAWINGS CW-122 & CW-638). CONTRACTOR WILL TIE THE NEW MAIN FROM THIS LOCATION.
- THE NEW PIPELINE SHALL BE TESTED AT 150 PSI FOR A PERIOD OF 4 HOURS. SEE SPECIFICATIONS TO DETERMINE EXACT TESTING REQUIREMENTS.
- TIE-INS TO BE MADE AT A TIME THAT IS CONVENIENT TO OWNER WHICH MAY BE AT NIGHTS OR WEEKENDS. THE ADDITIONAL COST DUE TO OVERTIME PAY SHALL BE AT OWNER'S EXPENSE.

- CONTRACTOR SHALL PROVIDE MISC. MATERIAL REQUIRED TO COMPLETE THE TIE-IN SUCH AS, BUT NOT LIMITED TO:
PROTECTION COATING MATERIAL FOR PIPE AND FITTINGS, LINEGUARD TAPE, CONCRETE FOR THRUST BLOCKS, EMBEDMENT BACKFILL AROUND AND OVER THE PIPE, FINAL BACKFILL TO MEET COMPACTION REQUIREMENTS, AND PAVEMENT REPLACEMENT.
- CONTRACTOR SHALL BE RESPONSIBLE TO ABANDON ALL PIPE ENDS BY PLUGGING WITH BRICK AND MORTAR. ABANDON ALL GATE VALVES BY REMOVING COVER, CUT CASING DOWN TO SUBGRADE, AND BACKFILL VALVE CASING WITH CONCRETE SLURRY TO REMOVE VOIDS. REPLACE BASE ROCK AND PERMANENT PAVEMENT AS NECESSARY. WHEN REMOVING EXISTING FITTINGS, CONTRACTOR SHALL ALSO REMOVE EXISTING CONCRETE THRUST BLOCK.
- CONTRACTOR SHALL RESTORE LAWN, GUTTER, PAVEMENT, BERM, AND CURB TO MATCH EXISTING PER GOVERNING AGENCY'S STANDARDS.
- SPOILS SHALL NOT REMAIN ON-SITE. DISPOSAL OF ALL PROJECT-GENERATED SPOILS SHALL BE AT A FACILITY LICENSED AND CLASSIFIED TO ACCEPT THE MATERIALS. CONTRACTOR TO PROVIDE OWNER WITH A FORMAL RECEIPT FROM THE ACCEPTING FACILITY. ALL MATERIALS THAT WILL REQUIRE TESTING PRIOR TO DISPOSAL SHALL BE SAMPLED AND TESTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE DISPOSAL FACILITY IN ADVANCE OF THE NEED FOR DISPOSAL.
- THE LIST OF MATERIALS FOR THIS PROJECT IS FOR CWS CO. ESTIMATING AND REFERENCE PURPOSES ONLY, AND IS NOT INTENDED AS A FULL TAKE-OFF OF ALL MATERIALS REQUIRED TO COMPLETE THE PROJECT PER CWS CO. STANDARD SPECIFICATIONS.
- AT TIE-INS, CONTRACTOR SHALL SPRAY OR SWAB ALL FITTINGS WITH CHLORINE SOLUTION FOR DISINFECTION PRIOR TO FINAL CONNECTIONS.
- CONTRACTOR TO ENSURE AIR IN THE PIPELINE IS REMOVED USING EXISTING OUTLETS SUCH AS FIRE HYDRANTS AND BLOW OFFS. CONTRACTOR IS RESPONSIBLE FOR INSTALLING AIR RELEASES IF EXISTING OUTLETS ARE INSUFFICIENT.
- ALL WORK SHALL COMPLY WITH CAL WATER SPECIFICATIONS FOR MATERIALS, INSTALLATION, DISINFECTION AND DECHLORINATION PER LATEST REVISION OF DRAWING CW-863.
- ALL SLIP-ON WELDING FLANGES SHALL BE RAISED-FACE SLIP-ON WELDING FLANGES.
- ⊙ = Indicates fire hydrant (Polos Verdes)

Limits of CWS ownership for each hydrant:
1 - 6 inch Fire Hydrant (See Below)
1 - 6 inch Outlet Tee PO, DI
1 - 6 inch Gate Valve PO
3 - 6 inch Restraint PO Gaskets
1 - Valve Casing & Cover Assembly
+/- 10 Feet of 6 inch Ductile Iron Pipe
1 - 6x42 inch Fire Hydrant Bury FLOWM
1 - 6x12 inch Fire Hydrant Extension
1 - Set 3/4" x 3-1/2" #304 SS Bolts & Nuts, and Gaskets for Hydrant
1 - Set 3/4" x 3-1/2" SS Bolts & Nuts, and Gaskets for Hydrant Break-off

Polywrap Tubing, PVC Tape, Line Guard and Misc. Coating Material.

IF FIELD CONDITIONS OR FIRE PROTECTION AGENCY REQUIRE AN ALTERNATIVE INSTALLATION, THE OUTLET TEE AND GATE VALVE MAY BE REPLACED WITH:
1 - 6 inch Outlet Tee POxFLG, DI
1 - 6 inch Gate Valve FLGxPO
1 - 6 inch Gasket for Flanged Joint
1 - Set 3/4" x 3-1/2" #304 SS Bolts & Nuts, and Gaskets

FIRE HYDRANT: JAMES JONES 3701 2-1/2" & 4 CLOW L&L, 850 #405

(The fire chief will make the final choice of fire hydrant head with Cal Water approval.)

A break-off check valve may be required if specified by district personnel. Use Clow Model LB400 or approved equal.

The center line of the lowest outlet shall be 18" to 24" above finished grade.

PIPELINE CROSSING

INFORMATION:

NOTE:

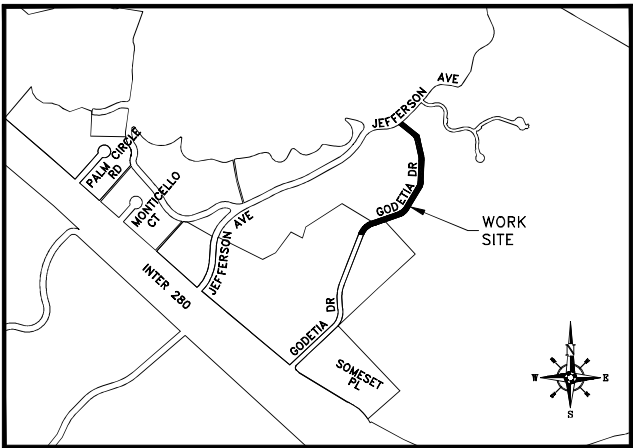
AT WATER MAIN CROSSINGS IN CONFLICT WITH OTHER FACILITIES: WHEN THE WATER MAIN IS IN CONFLICT WITH EXISTING FACILITIES OR PROPOSED FACILITIES THAT REQUIRE MORE THAN A 2 FOOT ADJUSTMENT FROM THE NOMINAL 4 FEET OF COVER, A FABRICATED STEEL CEMENT MORTAR LINED AND CEMENT MORTAR COATED OFFSET SHALL BE INSTALLED AT THE CROSSING PER CWS COMPANY STANDARDS.

- 2" WATER FINISHED GRADE ELEV. = 605.60'
FIELD VERIFY EXACT DEPTH OF (2" WATER) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE OVER (2" WATER) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 633.00'
FIELD VERIFY EXACT DEPTH OF (2" WATER) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE OVER (2" WATER) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 651.42'
ELECTRICAL INVERT ELEV. = VERIFY
FIELD VERIFY EXACT DEPTH OF (ELECTRICAL) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE UNDER (ELECTRICAL) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 663.29'
CABLE INVERT ELEV. = VERIFY
FIELD VERIFY EXACT DEPTH OF (CABLE) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE UNDER (CABLE) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 659.90'
ELECTRICAL INVERT ELEV. = VERIFY
FIELD VERIFY EXACT DEPTH OF (ELECTRICAL) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE UNDER (ELECTRICAL) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 653.62'
FIELD VERIFY EXACT DEPTH OF (2" WATER) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE OVER (2" WATER) WITH 4ft MIN. COVER.
- 2" WATER FINISHED GRADE ELEV. = 644.00'
FIELD VERIFY EXACT DEPTH OF (2" WATER) PRIOR TO INSTALLATION. INSTALL NEW WATER LINE OVER (2" WATER) WITH 4ft MIN. COVER.

BILL OF MATERIALS

QUANTITY	DESCRIPTION
±1,170 LF	8" DUCTILE IRON PIPE, PO
2	8" ELL, 11', PO, W/PO RESTRAINT
6	8" GATE VALVE, PO W/PO RESTRAINT
1	8" CAP
1	TIE IN'S (A) MATERIAL PER DETAILS ON SHEET 5
4	FIRE HYDRANT ASSEMBLY (PER CW-380)
10	VALVE COVER CASING AND ASSEMBLY
GPM	GALLONS PER MINUTE
HORIZ.	HORIZONTAL
HP	HORSEPOWER
IBC	INTERNATIONAL BUILDING CODE
INV	PIPE INVERT
L	LENGTH
MH	MANHOLE
MIP	MALE IRON PIPE
MJ	MECHANICAL JOINT
MPT	MALE PIPE THREAD
(N)	NEW/PROPOSED
NEC	NATIONAL ELECTRIC CODE
MISC	MATERIALS INCLUDING CAPS FOR TESTING, DISINFECTION, AND FLUSHING
MISC	POLY WRAP, TRACER WIRE, LINE GUARD, METAL GUARD, PVC TAPE, AND PVC TAPE FOR FIRE HYDRANT ASSEMBLY

REFER ALSO TO CW-863 R5 STANDARD SPECIFICATIONS. REFERENCE LIST ONLY - CONTRACTOR TO VERIFY AND OBTAIN ALL MATERIALS REQUIRED TO COMPLETE THE PROJECT.



VICINITY MAP
N.T.S.

ABBREVIATIONS:

ABAND.	= ABANDONED	NC	= NORMALLY CLOSED
APN	= ASSESSORS' PARCEL NUMBER	NO	= NORMALLY OPEN
AB	= AGGREGATE BASE	NPT	= NATIONAL PIPE THREAD
AC	= ASPHALT CONCRETE	NRS	= NOT-RISING STEM
CB	= CATCH BASIN	N.T.S.	= NOT TO SCALE
CI	= CAST IRON	OIL	= OVERHEAD ELECTRICAL
CL&C	= CEMENT LINED & COATED	PO	= PORTABLE BOOSTER CONNECTION
CONC.	= CONCRETE	PBC	= PLAIN BOTH ENDS
CPLD	= COUPLING	PBE	= PUSH-ON
CU, YD.	= CUBIC YARD(S)	POE	= PLAIN ON END
CWS	= CALIFORNIA WATER SERVICE	PRV	= PRESSURE REDUCING VALVE/
DI	= DUCTILE IRON	RE	= PRESSURE RELIEF VALVE
EL	= ELEVATION	RCP	= RENEWED CONCRETE PIPE
ELEC	= ELECTRICAL	SD	= STORM DRAIN
ELL	= ELBOW JOINT	SDMH	= STORM DRAIN MANHOLE
EOP	= EDGE OF PAVEMENT	SOW	= SLIP ON WELD FLANGE
EP	= ELECTRICAL PANEL	SS	= SANITARY SEWER
EX./(E)	= EXISTING	SSMH	= SANITARY SEWER MANHOLE
FBE	= FLANGE BOTH ENDS	STD BLK	= STANDARD STEEL PIPE
FH	= FIRE HYDRANT	STL	= STEEL
FIP	= FEMALE IRON PIPE	S.U.W.	= SUBSURFACE UTILITY MAPPING
FL	= FLOW LINE	SO, FT.	= SQUARE FEET
FOC	= FACE OF CURB	TDH	= TOTAL DYNAMIC HEAD
FOE	= FLANGE ON END	TOC	= TOP OF CURB
FPT	= FEMALE PIPE THREAD	TON	= TOP OF NUT
FS	= FINISH SURFACE	TRYP	= TYPICAL
GB	= GROUND BOX	UMC	= UNIFORM MECHANICAL CODE
GPM	= GALLONS PER MINUTE	UPC	= UNIFORM PLUMBING CODE
HORIZ.	= HORIZONTAL	VBE	= VICTAULIC BOTH ENDS
HP	= HORSEPOWER	VCP	= VITRIFIED CLAY PIPE
IBC	= INTERNATIONAL BUILDING CODE	VVE	= VICTAULIC ON END
INV	= PIPE INVERT	W	= WIDTH
L	= LENGTH	WV	= WATER VALVE
MH	= MANHOLE	VERT.	= VERTICAL
MIP	= MALE IRON PIPE	VOL.	= VOLUME
MJ	= MECHANICAL JOINT		
MPT	= MALE PIPE THREAD		
(N)	= NEW/PROPOSED		
NEC	= NATIONAL ELECTRIC CODE		

LEGEND:

=====	ABANDON	⋈	BLOWOFF (PROPOSED)
--- CTV ---	CABLE TV - BURIED	⊗	BLOWOFF (EXISTING)
-----	CENTER LINE	⊙	BUTTERFLY VALVE
---	EASEMENT	⌒	CAP & PLUG
USE	ELECTRICAL - BURIED	⌐	CATCH BASIN
DIE	ELECTRICAL - OVERHEAD	⊗	CHECK VALVE
EX. " DI	EXISTING WATER	↘	ELBOW, 45°
X	CHAINLINK FENCE	↖	ELBOW, 90°
FO	FIBER OPTIC	⊗	FIRE HYDRANT (PROPOSED)
GAS	GAS	⊗	FIRE HYDRANT (EXISTING)
---	INTERIOR LOT LINES	⌐	FLEX CPLG. (OR AS NOTED)
e	PROPERTY LINE	⌐	FLOW/MAG METER
di	PROPOSED WATER	⊙	GATE VALVE (PROPOSED)
SS	RIGHT-OF-WAY (R/W)	⊗	GATE VALVE (EXISTING)
12" SD	SANITARY SEWER	⊗	GATE VALVE (PROPOSED)
12" SD	STORM DRAIN	⊗	NORMALLY CLOSED
T	STRUCTURE	⊗	GATE VALVE (PROPOSED)
TELECOMMUNICATIONS	TELECOMMUNICATIONS	⊗	NORMALLY OPEN
WALL - BLOCK	WALL - BLOCK	⊗	PRV
WROUGHT IRON FENCE	WROUGHT IRON FENCE	⊗	POT HOLE
ASPHALT	ASPHALT	⊗	POWER POLE
BUS PAD	BUS PAD	⊗	REDUCER (PROPOSED)
CONCRETE PAVEMENT	CONCRETE PAVEMENT	⊗	REDUCER (EXISTING)
DIRT/EARTH	DIRT/EARTH	⊗	SEWER MANHOLE
LANDSCAPE	LANDSCAPE	⊗	SINGLE POLE SIGN
SECTION CALLOUT	SECTION CALLOUT	⊗	STORM DRAIN MANHOLE
BENCHMARK	BENCHMARK	⊗	STREET LIGHT
		⊗	TEE
		⊗	TRAFFIC LIGHT
		⊗	TREE
		⊗	WATER METER
		⊗	WELL (PROPOSED)



ENGINEERING



DEPARTMENT

REVISIONS:

NO.	DATE	DESCRIPTION

DESCRIPTION	DATE	BY
PLAN		
REVISION		
SYSTEM		
STATION		
REVISION		

PLAT SHEET NO.:

BG-27-23

SCALE:

AS SHOWN

DRAWN BY:

R. LEMUS

DESIGNED BY:

J. LEVITUS

TECH REVIEW:

DATE:

CHECKED BY:

DATE:

APPROVED BY:

DATE:

11/12/2021

11/12/2021



EMERGENCY INTERCONNECT WITH
CITY OF REDWOOD INSTALL 8" DI
MAIN ALONG GODETIA DRIVE

TITLE:

DISTRICT:

BEAR GULCH

DATE:

11/12/2021

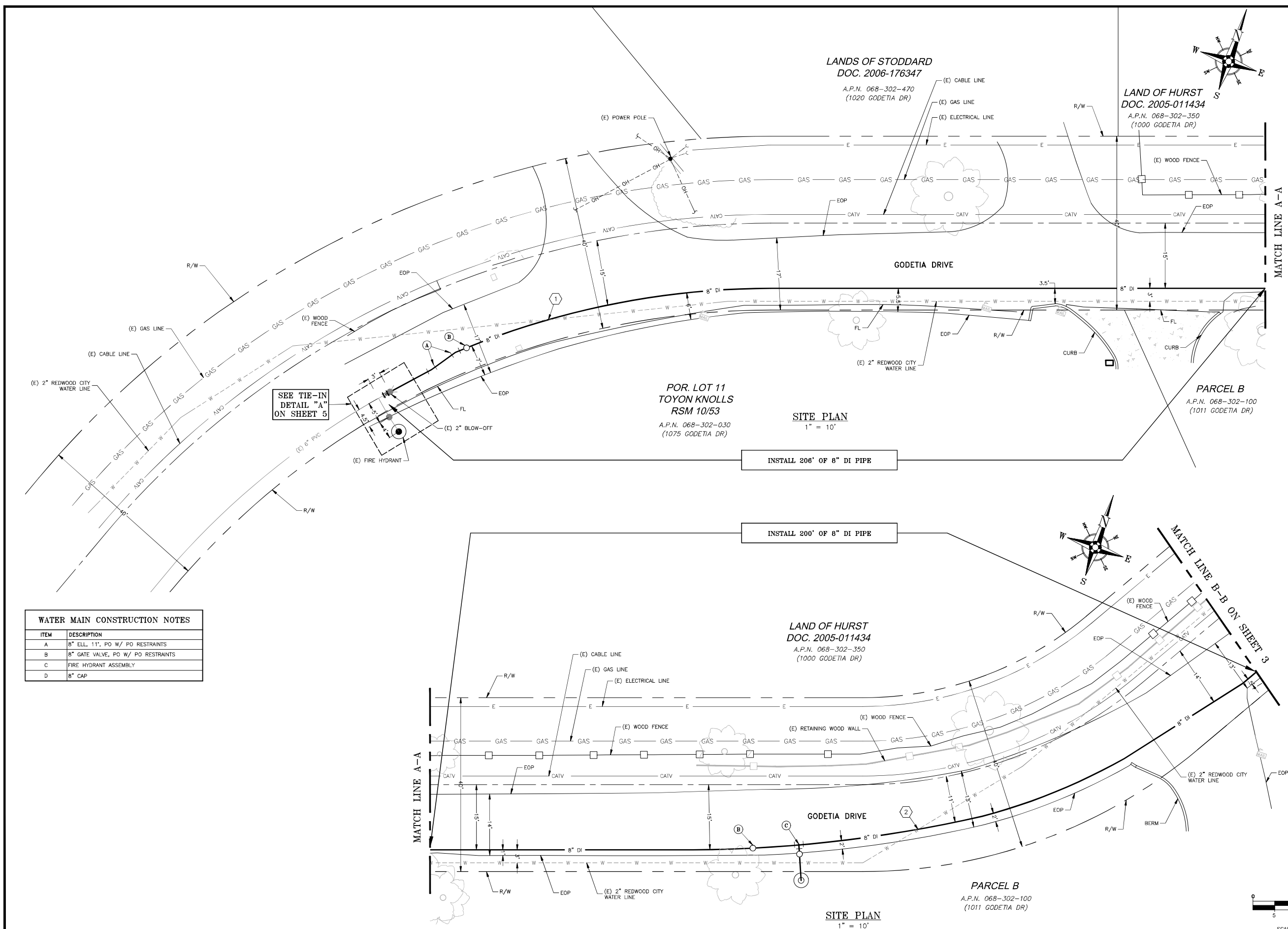
PROJECT ID.:

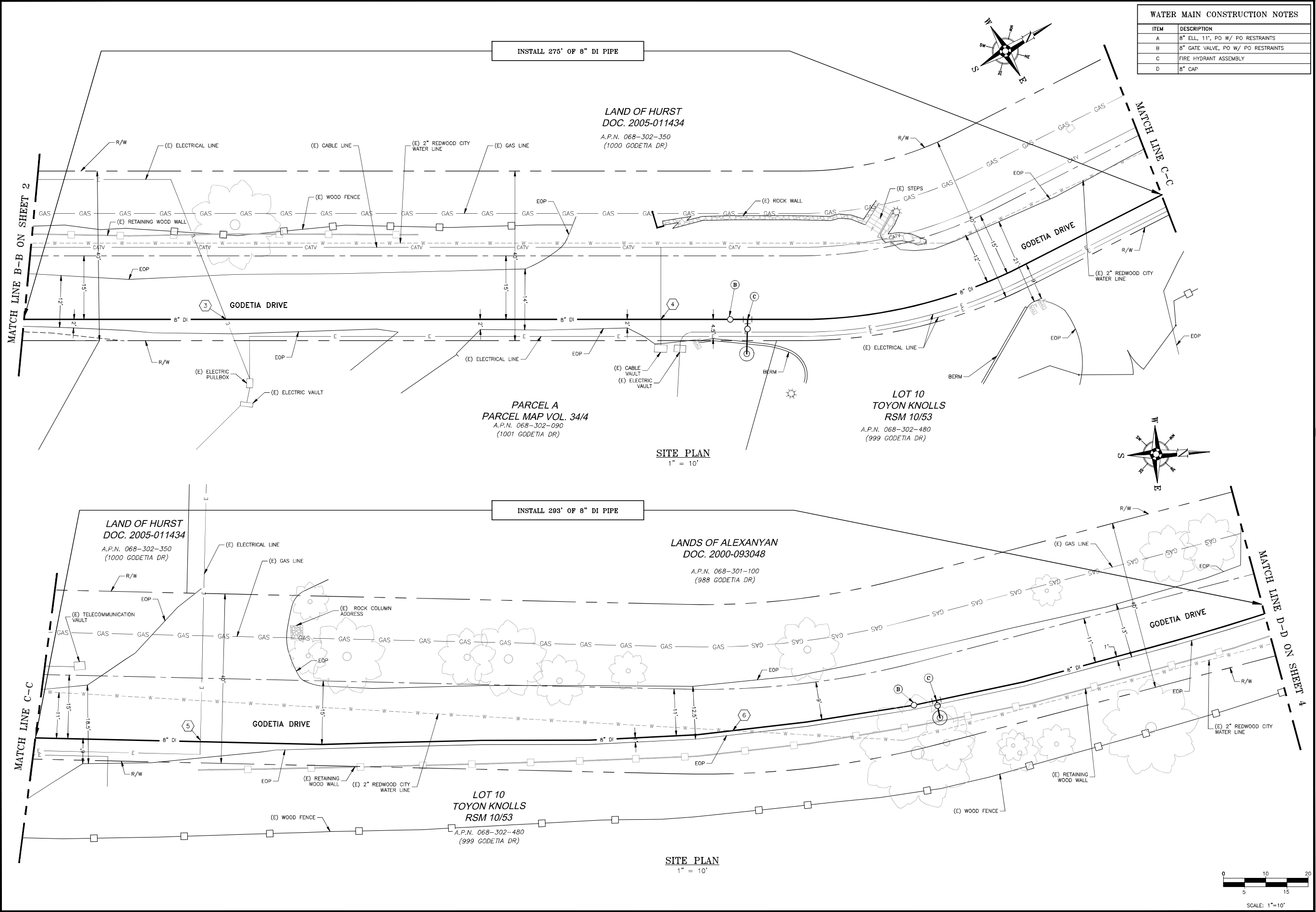
00126620

DRAWING NO.:

BG-8500

SHT 1 OF 6





WATER MAIN CONSTRUCTION NOTES	
ITEM	DESCRIPTION
A	8" ELL, 11", PO W/ PO RESTRAINTS
B	8" GATE VALVE, PO W/ PO RESTRAINTS
C	FIRE HYDRANT ASSEMBLY
D	8" CAP

ENGINEERING

DEPARTMENT

REVISIONS:

DESCRIPTION MAP PLAT SHEET SYSTEM INFORMATION STATION ELEVATION

PLAT SHEET NO.: BG-27-23

SCALE: AS SHOWN

DRAWN BY: R. LEMUS

DESIGNED BY: J. LEVITUS

TECH REVIEW: DATE:

CHECKED BY: DATE: 11/12/2021

APPROVED BY: DATE: 11/12/2021

TITLE: EMERGENCY INTERCONNECT WITH CITY OF REDWOOD INSTALL 8" DI MAIN ALONG GODETIA DRIVE

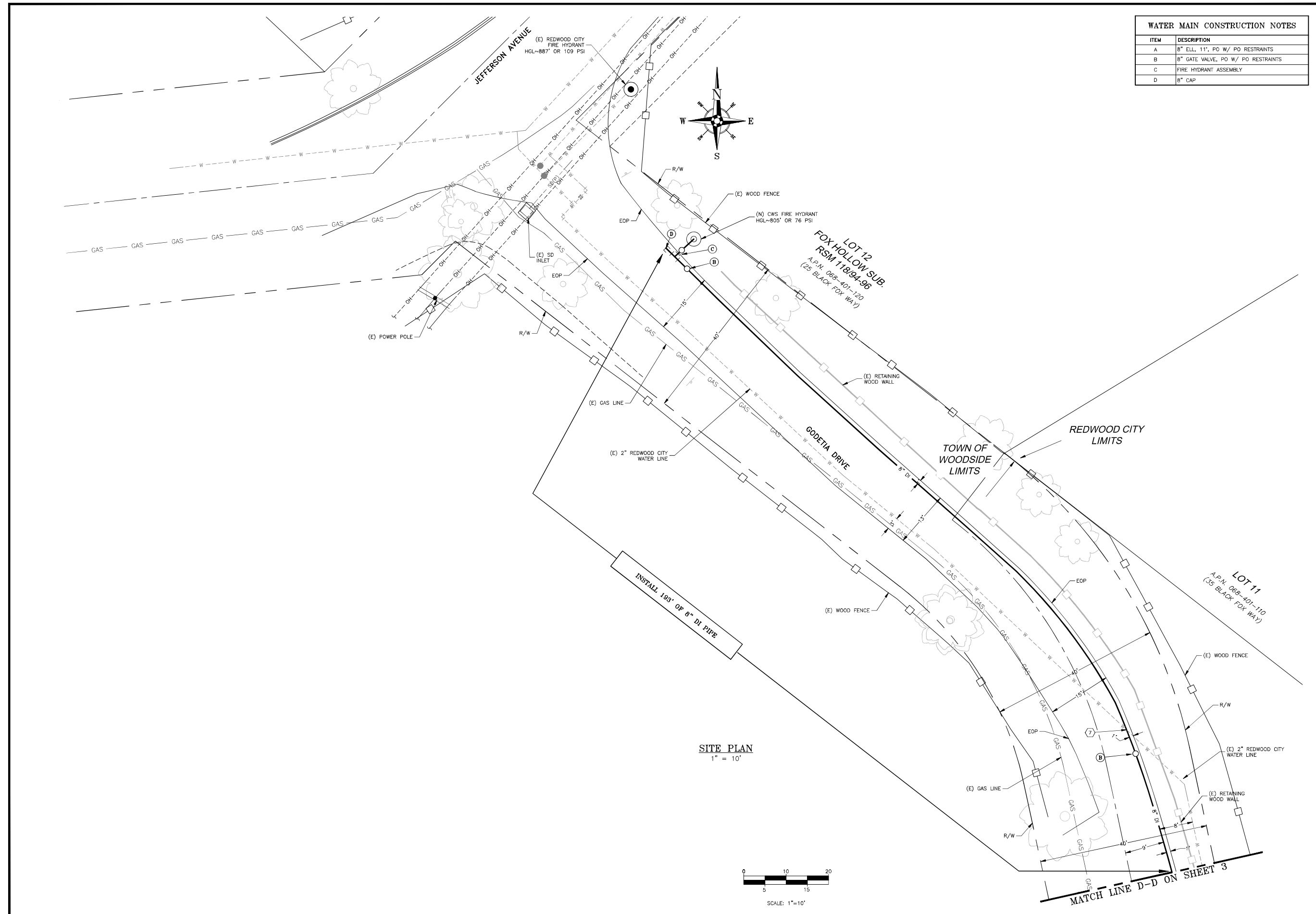
DISTRICT: BEAR GULCH

DATE: 11/12/2021

PROJECT ID: 00126620

DRAWING NO.: BG-8500

SHT 3 OF 6



WATER MAIN CONSTRUCTION NOTES	
ITEM	DESCRIPTION
A	8" ELL, 11", PO W/ PO RESTRAINTS
B	8" GATE VALVE, PO W/ PO RESTRAINTS
C	FIRE HYDRANT ASSEMBLY
D	8" CAP

ENGINEERING



DEPARTMENT

[illegible]

	DATE	INIT.
DISTRIBUTION MAP	<input type="checkbox"/>	_____
PLAY SHEET	<input type="checkbox"/>	_____
SYSTEM SCHEMATIC	<input type="checkbox"/>	_____
STATION SCHEMATIC	<input type="checkbox"/>	_____

PLAT SHEET NO.:

BG-27-23

SCALE:

AS SHOWN
DRAWN BY:

R. LEMUS

DESIGNED BY:
I. I. LEVITUS


TECH REVIEW: _____ DATE: _____

CHECKED BY: DATE:


11/12/2021

APPROVED BY: DATE: 11/12/2021

11/12/2021



C79167



EMERGENCY INTERCONNECT WITH
CITY OF REDWOOD INSTALL 8" DI
MAIN ALONG GODETIA DRIVE

TITLE:

DISTRICT:
BEAR GULCH

DATE: 11/12/2021

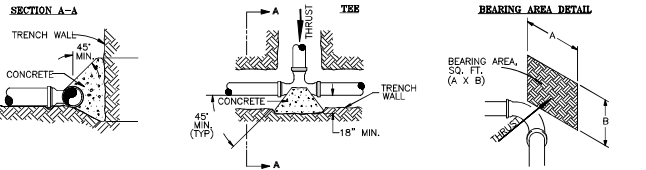
PROJECT ID.:
00126620

DRAWING NO.:

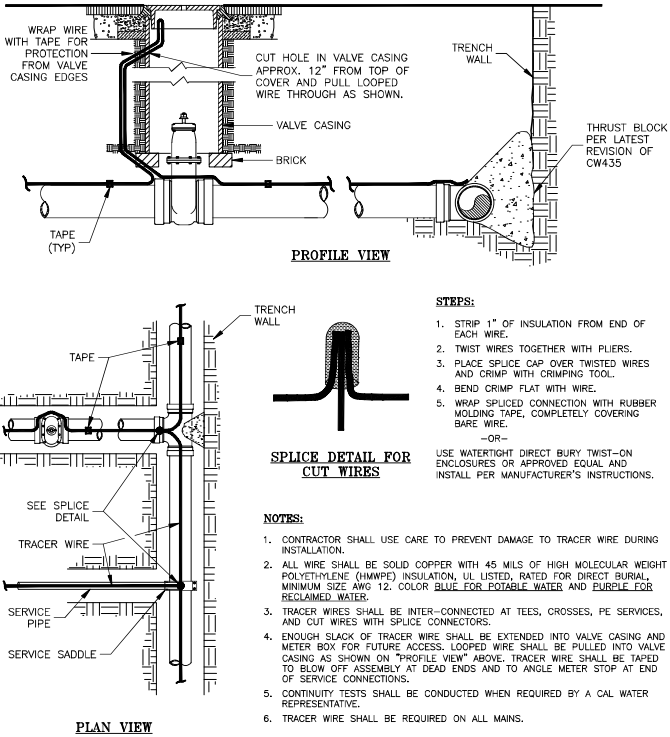
BG-8500

BT-8500
SHT 4 OF 6

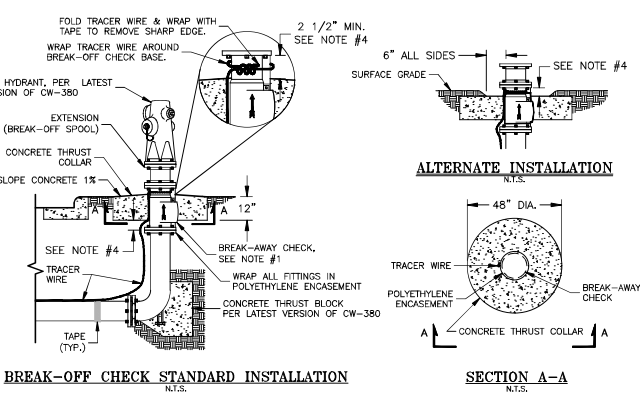
THRUST BLOCK SCHEDULE											
PIPE SIZE	FITTING	TYPE OF SOIL									
		SOFT CLAY (1000 P.S.F.)				SAND (2000 P.S.F.)				ROCK (5000 P.S.F.)	
		MIN. BEARING AREA (SQ. FT.)		MIN. BEARING AREA (SQ. FT.)		MIN. BEARING AREA (SQ. FT.)		MIN. BEARING AREA (SQ. FT.)		MIN. BEARING AREA (SQ. FT.)	
		A	B	A	B	A	B	A	B	A	B
6"	PLUG, CAP	3	2	2	2	1.5	1	2	1	1	1
	90° ELL	8	3.2	2.5	4.1	2.7	1.5	3	2	1.5	1
	45° ELL	4.4	2.2	2	2.3	1.5	1.5	1.5	1.5	1	1
	22 1/2" ELL	2.3	1.5	1	1	1	1	1	1	1	1
	TEE W/ 6" OUTLET	6	3	2	3	2	1.5	2	2	2	2
8"	PLUG, CAP	10	4	2.5	5	2.5	2	3.5	2.2	1.5	1
	90° ELL	14	4	3.5	7	2.8	2.5	5	3.5	2	1.5
	45° ELL	7.5	3	2.5	3.8	2	1.9	2.6	1.7	1.5	1
	22 1/2" ELL	4	2	2	2	2	1	1.5	1.5	1	1
	TEE W/ 8" OUTLET	10	4	2.5	5	2.5	2	3.5	2.2	1.5	1
12"	PLUG, CAP	24	6	4	12	4	3	7.5	3	2.5	2
	90° ELL	32.5	6.5	5	16.1	4.6	3.5	10.8	3.8	3	2
	45° ELL	17.5	5	3.5	8.8	3.5	2.5	6	3	2	1.5
	22 1/2" ELL	9	3.6	2.5	4.6	2.3	2	3	2	1.5	1
	TEE W/ 12" OUTLET	24	6	4	12	4	3	7.5	3	2.5	2
14"	PLUG, CAP	31.5	6.3	5	15.8	4.5	3.5	10.5	3.5	3	2
	90° ELL	44.4	7.4	6	22	5.5	4	14.7	4.2	3.5	2
	45° ELL	24	6	4	12	4	3	6.1	3	2.7	2
	22 1/2" ELL	12	4	3	6	3	2	4	2	2	2
	TEE W/ 14" OUTLET	31.5	6.3	5	15.8	4.5	3.5	10.5	3.5	3	2
16"	PLUG, CAP	40.7	7.4	5.5	20	5	4	13.5	4.5	3	2
	90° ELL	56	8	7	28.8	6.4	4.5	20	4	3	2
	45° ELL	31	6.2	3	15.8	4.5	3.5	10.5	3.5	3	2
	22 1/2" ELL	15.8	4.5	3.5	7.8	3	2.6	5.2	2.6	2	2
	TEE W/ 16" OUTLET	40.7	7.4	5.5	20	5	4	13.5	4.5	3	2
18"	PLUG, CAP	52	8	6.5	26.4	6.6	4	17.5	5	3.5	2
	90° ELL	75	10	7.5	37	7.4	5	24.8	6.2	4	3
	45° ELL	40.7	7.4	5.5	20	5	4	14	4	3.5	2
	22 1/2" ELL	20	5	4	10.5	3.5	3	6.9	3	2.3	2
	TEE W/ 18" OUTLET	52	8	6.5	26.4	6.6	4	17.5	5	3.5	2
NOTE:											
1. THRUST BLOCKS DESIGNED FOR A MAXIMUM OF 150 PSI WATER PRESSURE.											
2. ALL CONCRETE SHALL CONTAIN 6 BAGS OF CEMENT PER CUBIC YARD.											
3. THRUST BLOCKS SHALL BE POURED AGAINST UNDISTURBED SOIL.											
4. KEEP ALL CONCRETE CLEAR OF THE JOINTS ON ALL FITTINGS.											
5. FORMS ARE REQUIRED ON ALL THRUST BLOCKS AND TO BE SUPPLIED BY CONTRACTOR.											
ALL FITTINGS TO BE WRAPPED WITH POLYETHYLENE PRIOR TO POURING THRUST BLOCKS.											



DETAIL "G"
TYPICAL THRUST BLOCK INSTALLATION
CWS STANDARD DWG NO.: CW-435-R4
NOT TO SCALE

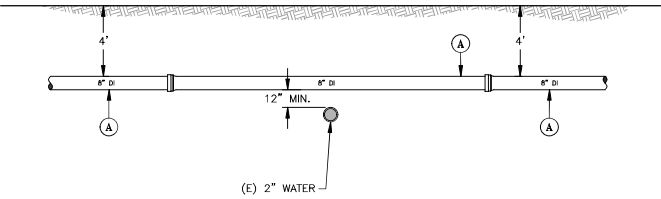


DETAIL "H"
STANDARD INSTALLATION DETAILS FOR TRACER WIRE ON MAINS
CWS STANDARD DWG NO.: CW-850-R4
NOT TO SCALE



- NOTES:
- USE CLOW MODEL LB400 OR APPROVED EQUAL.
 - ALL CONCRETE SHALL CONTAIN 6 SACS OF CEMENT PER CUBIC YARD.
 - FORMS ARE REQUIRED ON CONCRETE THRUST COLLAR AND TO BE SUPPLIED BY CONTRACTOR.
 - INSTALL CONCRETE COLLAR AROUND BREAK-OFF CHECK AS SHOWN IN DETAIL. CONTRACTOR SHALL LEAVE MINIMUM 2 1/2" CLEARANCE BETWEEN BREAK-AWAY CHECK TOP FLANGE AND TOP OF CONCRETE COLLAR TO ALLOW FOR REPLACEMENT NUTS AND BOLTS DURING FUTURE MAINTENANCE. CONTRACTOR SHALL KEEP ALL CONCRETE CLEAR OF THE JOINTS ON ALL FITTINGS.
 - CONCRETE COLLAR SHALL BE INSTALLED AT GRADE. SURFACE SHALL BE GENTLY SLOPED FOR WATER DRAINAGE AWAY FROM HYDRANT. IF CONCRETE COLLAR IS IN CONFLICT WITH PROPOSED OR EXISTING SIDEWALK OR FACILITIES, LOCAL GOVERNING AGENCY STANDARDS SHALL GOVERN CONCRETE SURFACE PREPARATION AND SLOPE. ALTERNATE INSTALLATION MAY BE USED PER CAL WATER REPRESENTATIVE APPROVAL.
 - BREAK-AWAY CHECK AND EXTENSION SHALL BE INSTALLED PER CALIFORNIA WATER SERVICE CO. SPECIFICATIONS AND MANUFACTURE'S RECOMMENDATION, INCLUDING PROTECTION FOR BELOW GROUND DUCTILE IRON AND CAST IRON FITTINGS, NUTS AND BOLTS. SEE LATEST VERSION OF CW-863 FOR PROTECTION OF UNDERGROUND FACILITIES.
 - ALL MACHINE BOLTS AND NUTS SHALL BE 304 STAINLESS STEEL. BREAK-AWAY BOLTS MAY NOT BE INSTALLED TO SECURE HYDRANT TO EXTENSION OR TO SECURE EXTENSION TO BREAK-AWAY CHECK.
 - TRACER WIRE SHALL BE INSTALLED BETWEEN CONCRETE COLLAR & BREAK-AWAY CHECK. EXPOSE MINIMUM 3' OF WIRE. CONTRACTOR SHALL WRAP WIRE AROUND BREAK-AWAY CHECK TO SECURE WIRE & PREVENT TRIPPING HAZARD. SEE LATEST REVISION OF CW-850 FOR TRACER WIRE INSTALLATION.
 - USE AMERICAN TORUSEAL, OR FLANGE-TYTE (FULL FACE OR RING) GASKETS, AS SPECIFIED BY DRAWINGS OR DISTRICT PERSONNEL.
 - IN STOCKTON, VERIFY BREAK-OFF CHECK ASSEMBLY WITH FIRE PROTECTION AGENCY THAT HAS JURISDICTION.

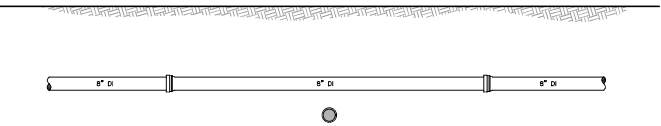
DETAIL "I"
TYPICAL BREAK-AWAY CHECK INSTALLATION
NOT TO SCALE



WATER MAIN CONSTRUCTION NOTES	
ITEM	DESCRIPTION
A	8" DI PIPE (CLASS 350)

NOTE:
CONTRACTOR TO POT HOLE TO VALIDATE DEPTH
AT MINIMUM OF (2) WEEKS IN ADVANCE OF
CONSTRUCTION.

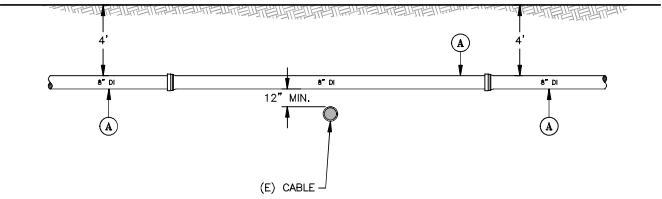
CROSSING DETAIL 1x2x6x7
N.T.S.



WATER MAIN CONSTRUCTION NOTES	
ITEM	DESCRIPTION
A	8" DI PIPE (CLASS 350)

NOTE:
CONTRACTOR TO POT HOLE TO VALIDATE DEPTH
AT MINIMUM OF (2) WEEKS IN ADVANCE OF
CONSTRUCTION.

CROSSING DETAIL 3x5
N.T.S.



WATER MAIN CONSTRUCTION NOTES	
ITEM	DESCRIPTION
A	8" DI PIPE (CLASS 350)

NOTE:
CONTRACTOR TO POT HOLE TO VALIDATE DEPTH
AT MINIMUM OF (2) WEEKS IN ADVANCE OF
CONSTRUCTION.

CROSSING DETAIL 4
N.T.S.

ENGINEERING



DEPARTMENT

REVISIONS:

NO.	DATE	DESCRIPTION

PLAT SHEET NO.:
BG-27-23
SCALE:
AS SHOWN
DRAWN BY:
R. LEMUS
DESIGNED BY:
J. LEVITUS
TECH REVIEW: DATE:

CHECKED BY: DATE:

APPROVED BY: DATE:

REGISTERED PROFESSIONAL ENGINEER
JONATHAN J. LEVITUS
C79167
CIVIL
STATE OF CALIFORNIA

EMERGENCY INTERCONNECT WITH
CITY OF REDWOOD INSTALL 8" DI
MAIN ALONG CODETIA DRIVE

TITLE:

DISTRICT:

BEAR GULCH

DATE:

11/12/2021

PROJECT ID:

00126620

DRAWING NO.:

BG-8500

SHT 6 OF 6



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Actuarial Report regarding impact of proposed changes to terms and conditions of employment for bargaining unit represented by Chief Officers Association

RECOMMENDATION

By motion, receive and review the findings in the actuarial report reflecting proposed changes to retiree health benefits for employees represented by the Redwood City Chief Officers Association (COA or Association).

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

The City of Redwood City provides health benefits in retirement to represented employees who have worked for the City for 10 years or more, and who retire from the City at the time of separation.

Retiree health benefits are commonly called Other Post-Employment Benefits (OPEB), and the City routinely conducts actuarial studies to determine annual contributions the City must make to fund this long term benefit, and to assesses the gap between total funding required for the benefit and funds currently set aside.

California Government Code Section 7507 requires the City to secure the services of an actuary to provide a statement of the actuarial impact upon future annual costs, including normal costs and any additional accrued liability, before authorizing changes in public retirement plan benefits or other postemployment benefits. Additionally, at least two weeks before changes are considered for adoption, the City is required to make public at a public meeting the actuary's determinations.

The City is in the process of negotiating new agreements regarding public employee compensation. Employees in classifications represented by the COA (Fire Marshal, Battalion Chief, and Deputy Fire Chief) are entitled to retiree health benefits if they have a minimum of ten years of City service, and retire via a service retirement within one hundred twenty days of separation from City employment. Retiree health benefits consist of the amount of the premium for single party coverage, not to exceed the amount of the CalPERS Bay Area Kaiser premium for family coverage for retirees hired by the City before October 1, 2018 (Tier 1), or not to exceed 90% of the CalPERS Bay Area Kaiser Premium for single party coverage for retirees hired by the City on or after October 1, 2018 (Tier 2). Upon reaching the age of Medicare eligibility, the City's contribution is reduced to the cost of single party coverage in the Kaiser Permanente Senior Advantage Plan. These payments exceed the minimum employer contribution required under the Public Employees' Medical & Hospital Care Act (PEMHCA).

In 2018, the City and Association agreed to create a second tier of lesser retiree health benefits for new hires in order to decrease the City's cost of retiree health benefits over time. In the same successor Memorandum of Understanding (MOU), the City and COA agreed to split the cost of an actuarial study to determine the cost of extending the current service retiree health benefits to employees who retire on an Industrial Disability Retirement. An Industrial Disability Retirement is available to public safety employees who sustain a work injury which renders the employee substantially incapacitated from performing the usual duties of his or her position. Currently, COA members who retire on an Industrial Disability Retirement only receive the minimum employer contribution required under PEMCHA.

The COA is the only City public safety bargaining unit that is not entitled to retiree health benefits in excess of the minimum employer contribution required under PEMHCA when an employee retires solely under an Industrial Disability Retirement.

ANALYSIS

The City and Association are in the process of meeting and conferring over a successor MOU. In negotiations, the COA proposed that the City amend current retiree health benefits for Tiers 1 and 2 to allow employees in each tier to receive current retiree health benefits pursuant to a service and/or Industrial Disability Retirement concurrent with separation from City service.

While the parties are still engaged in successor MOU negotiations, the attached report allows the City to comply with the requirements of Government Code Section 7507, subsection (c), in regard to potential changes to retiree health benefits for the COA, in the event the parties may agree to such modifications in the future.

Changes to the retiree health benefit described in the attached actuarial report cannot be considered for adoption until two weeks following this meeting. Upon adoption of any changes, the City Manager must acknowledge in writing that they understand the current and future cost of the benefit as determined by the actuary.

FISCAL IMPACT

The attachment to the staff report provides a total assessment of the impact of the proposed change for the City. The proposed change is estimated to increase the present value of benefits for the COA bargaining unit by \$77,000, to increase the City's unfunded actuarial accrued liability by \$50,000, and to increase the City's actuarially determined contribution by \$12,000 per year. Results are based on the June 30, 2019 OPEB valuation for the City, including census data and actuarial methods and assumptions. A budget amendment is not required at this time. The increased cost would be included in the FY 2022-23 recommended budget if the COA and the City agree to the modifications and the change is approved. The proposed changes do not exceed one-half of 1 percent of the future annual costs of existing benefits for the City.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

This agenda item provides disclosure that is required by State law; there is no alternative to providing this report. Separately, the City Council provides direction to the City's bargaining team in closed session. Once tentative agreements are reached with employee organizations, the City Council considers them in open session at a City Council meeting.

ATTACHMENTS

Attachment A – Redwood City Safety IDR Alternative Benefit Costing, February 7, 2020

REPORT PREPARED BY:

Laurel Blaemire, Annuitant - Sr. Human Resources Analyst
lblaemire@redwoodcity.org
(650) 780-7283

APPROVED BY:

Michelle Katsuyoshi, Human Resources Director
Melissa Stevenson Diaz, City Manager

REDWOOD CITY
SAFETY IDR ALTERNATIVE BENEFIT COSTING
BASED ON THE JUNE 30, 2019 OPEB ACTUARIAL VALUATION

Safety IDR Benefit same as Service Retirement Benefit
COA

(Amounts in thousands)

Same as current retiree medical benefit except:

- For future COA work-related disability retirees, same benefit as service retirement (single coverage capped at Kaiser Bay Area family for Tier 1, single coverage capped at 90% Kaiser Bay Area single for Tier 2)¹
- All other benefit provisions remain the same
- No change to benefit for current retirees

	COA		
	Results with Current IDR Benefit	Results with IDR Same as Service Retirement Bft	Impact
■ 6/30/19 Present Value of Benefits			
• Actives	\$ 584	\$ 661	\$ 77
• Retirees	<u>623</u>	<u>623</u>	<u>-</u>
• Total	1,207	1,284	77
■ 6/30/19 Actuarial Accrued Liability (AAL)			
• Actives	\$ 503	\$ 553	\$ 50
• Retirees	<u>623</u>	<u>623</u>	<u>-</u>
• Total	1,126	1,176	50
■ 6/30/19 Actuarial Value of Assets²	<u>(547)</u>	<u>(547)</u>	<u>-</u>
■ 6/30/19 Unfunded AAL	579	629	50
■ 2019/20 Actuarially Determined Contribution			
• Normal Cost & Administrative Expense	\$ 25	\$ 33	\$ 8
• Amortization of Unfunded AAL	<u>43</u>	<u>47</u>	<u>4</u>
• Total	68	80	12
■ 2019/20 Projected Payroll	1,101	1,101	-
■ 2019/20 ADC as a % of Projected Payroll			
• Normal Cost & Administrative Expense	2.3%	3.0%	0.7%
• Amortization of Unfunded AAL	<u>3.9%</u>	<u>4.3%</u>	<u>0.4%</u>
• Total	6.2%	7.3%	1.1%

Note - Results are based on the June 30, 2019 OPEB valuation, including census data and actuarial methods and assumptions. Changes in unfunded AAL are amortized over 15 years.

¹ All 5 COA actives in the 6/30/19 valuation data are in OPEB Tier 1. Average age is 55.1 and average City service is 22.1 years as of 6/30/19.

² Assets allocated to Misc/Police/Fire based on 6/30/19 valuation Actuarial Accrued Liability.



February 7, 2020





STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Waive first reading and introduce an ordinance amending Chapter 11 (Privately Owned Utilities) of the Municipal Code related to Cable/Video Franchises (Articles III and IV)

RECOMMENDATION

Waive the first reading and introduce an Ordinance Amending Chapter 11 (Privately Owned Utilities) of the Municipal Code related to Cable/Video Franchises (Articles III and IV) to remove provisions that no longer apply and to provide for the automatic reauthorization of the public, educational and governmental (PEG) access fee.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

In 2006, the state Legislature enacted the Digital Infrastructure and Video Competition Act of 2006 (DIVCA), codified in California Public Utilities Code Section 5800, and following. Before DIVCA went into effect on January 1, 2007, local governments had the authority to issue franchises to companies to install their cable systems in public rights of way and provide cable service to City residents. The City exercised this authority pursuant to Article III of Chapter 11 of the Municipal Code, and had granted local cable franchises to both Comcast and Astound Broadband. These Municipal Code provisions and the franchise agreements together set the terms and conditions applicable to the cable operators, including paying franchise fees and PEG fees, and satisfying other requirements relating to construction, consumer protection, security and insurance, and transfers of ownership.

This report concerns a proposed ordinance to repeal Article III of Chapter 11 and to amend Article IV of Chapter 11 of the Redwood City Municipal Code, for the purposes of (1) removing provisions that no longer apply to any provider of cable or video services operating within Redwood City and (2) providing for the automatic reauthorization of the public, educational and governmental (PEG) access fee collected from holders of state video franchises upon their future franchise renewals.

ANALYSIS

DIVCA created a new regulatory scheme for state video franchising, essentially shifting franchising authority away from local government to the California Public Utilities Commission (CPUC). Under DIVCA, the CPUC issues a 10 year state franchise to any provider that completes a simple application form and meets minimum insurance and bonding requirements. New entrants into a market are permitted to obtain a state franchise at any time. Incumbent cable operators were required to continue to operate under their local franchises until either their local franchise expired or a new provider began offering services under a state franchise, at which point an incumbent could elect to terminate its local franchise early and obtain a state franchise. Once a state franchise is issued to a company, new cities are added via a simple amendment to the state franchise. Renewals of expiring franchises are also streamlined.

In order to exercise the limited regulatory authority preserved for local governments under DIVCA, the City Council adopted Ordinance 2387 in 2012, adding Article IV to Chapter 11. When the City adopted its DIVCA ordinance, there were already companies operating under state franchises:

- AT&T had obtained a 10 year state franchise from the CPUC for an area which included Redwood City effective March 30, 2007. AT&T's state franchise was later renewed by the CPUC for another 10 years in 2017.
- Astound obtained a state franchise in 2008 but only added Redwood City to its state franchise in 2009, after its local franchise expired. Astound's state franchise was later renewed by the CPUC for another 10 years in 2018.
- Comcast also obtained a state franchise in 2008 and included a small portion of Redwood City where the Redwood Mobile Estates mobile home park is located in that state franchise. However, Comcast elected to continue to operate elsewhere in the City under its local franchise and Article III of Chapter 11 of the Municipal Code until its expiration. Because Comcast had renewed its local franchise with the City in 2006 shortly before DIVCA was adopted, its local franchise was not set to expire until 2021. In 2018 Comcast's state franchise was renewed for another 10 years but except for the Redwood Mobile Estates mobile home park, Comcast continued to operate in Redwood City under its local franchise until its expiration this year, at which time Comcast added the entirety of Redwood City to its state franchise via an amendment effective March 1, 2021.

In summary, AT&T, Comcast and Astound now all operate under state video franchises in the City which will expire and be eligible for another renewal by the CPUC on March 30, 2027, January 2, 2028, and October 26, 2028, respectively.

Repeal of Outdated Code Provisions: One purpose of the proposed ordinance presented to the Council is to repeal the portions of the Municipal Code that applied only to local cable franchise holders as these provisions no longer apply to any cable or video services provider. If adopted, the ordinance would repeal Article III (Sections 11.70 through 11.72).

Amendments to Public, Educational, and Governmental (PEG) Fee Provision: The other purpose of the proposed ordinance presented to the Council is to amend the portions of the Municipal Code related to PEG fees collected from state franchise holders. DIVCA allows local governments to establish a fee by ordinance to support PEG channel facilities, subject to certain limitations. The PEG fee may be between 1% and 3% of gross revenues from cable/video services, depending on the fee a local government was charging an incumbent cable provider as of December 31, 2006. In certain circumstances, DIVCA provides for an interim PEG fee to be established that is applicable until the expiration of the incumbent cable operator's local franchise with the City.

Section 11.78 of Article IV established both an interim PEG fee and a PEG fee that would apply upon expiration of the incumbent's local franchise. Section 11.78(A) established an interim PEG fee of \$0.55 per subscriber per month which was applicable to all three companies until the expiration of Comcast's local franchise with the City earlier this year. Now that the interim PEG fee no longer applies, the one percent (1%) PEG fee currently in Section 11.78(B) of Article IV now applies. Therefore, Section 11.78(A) can be repealed, and paragraph (B) can be relabeled as paragraph (A).

DIVCA (specifically Pub. Util. Code 5870(n)) requires that the PEG fee be adopted by ordinance, which, as noted above, was done by the City Council in 2012. However, Pub. Util. Code 5870(n) also provides: "The ordinance shall expire, and may be reauthorized, upon the expiration of the state franchise." This reauthorization requirement is very ambiguous and there is no clear guidance as to what it means and when it would be triggered, particularly in circumstances where there are multiple companies serving the City under state franchises with different expiration and renewal dates. In the first round of franchise renewals in 2017 and 2018, some companies argued that local governments must take some action to "reauthorize" the PEG fee or they would cease to pay it. Therefore, as a precautionary measure, the proposed ordinance would amend Section 11.78 of Article IV to add a new paragraph (B) to reauthorize the PEG fee and provide for future reauthorizations to be automatic without the need for City Council action.

FISCAL IMPACT

The City received PEG fee revenue of approximately \$48,700 in fiscal year 2020-2021. The amendment to the ordinance would increase the PEG fee revenue by approximately 100%.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council could choose to:

1. Not approve the amendments to Chapter 11 of the Municipal Code at this time and review again at a future date.
2. Direct staff to modify the proposed amendments to Chapter 11 of the Municipal Code.

ATTACHMENTS

Attachment A – Proposed ordinance amending Chapter 11 of the Municipal Code

REPORT PREPARED BY:

Jun Nguyen, Revenue Services Manager
jnguyen@redwoodcity.org
(650) 780-7213

APPROVED BY:

Michelle Poché Flaherty, Assistant City Manager and Administrative Services Director
Melissa Stevenson Diaz, City Manager

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY AMENDING CHAPTER 11 OF THE MUNICIPAL CODE RELATED TO CABLE/VIDEO FRANCHISES (ARTICLES III AND IV) TO REMOVE PROVISIONS THAT NO LONGER APPLY AND TO PROVIDE FOR THE AUTOMATIC REAUTHORIZATION OF THE PUBLIC, EDUCATIONAL AND GOVERNMENTAL (PEG) ACCESS FEE

WHEREAS, in 2006, the legislature enacted the Digital Infrastructure and Video Competition Act of 2006 ("DIVCA"), codified in California Public Utilities Code Section 5800, to create a new regulatory scheme for state video franchising; and

WHEREAS, before DIVCA went into effect on January 1, 2007, the City of Redwood City ("City") had the authority under Article III of the Chapter 11 of the Municipal Code to issue franchises to companies to install their cable systems in public rights of way and provide cable service to City residents; and

WHEREAS, in order to exercise the limited regulatory authority preserved for local governments under DIVCA, the City Council adopted Ordinance 2387 ("DIVCA Ordinance") in 2012, adding Article IV to Chapter 11; and

WHEREAS, incumbent cable operators were required to continue to operate under their local franchises until either their local franchise expired or a new provider began offering services under a state franchise; and

WHEREAS, when the City adopted its DIVCA ordinance, there were already two companies (AT&T and Astound) operating under state franchises; and

WHEREAS, Comcast elected to continue to operate under its local franchise and Article III of Chapter 11 of the Municipal Code until its expiration in 2021; and

WHEREAS, now all three companies (AT&T, Comcast and Astound) operate under state video franchises in the City, which will expire and be eligible for another renewal by the CPUC on March 30, 2027, January 2, 2028, and October 26, 2028, respectively; and

WHEREAS, the proposed ordinance ("Ordinance") amends Chapter 11 of the Municipal Code to remove provisions that no longer apply to any provider of cable or video services operating within City and to provide for the automatic reauthorization of the public, educational and governmental (PEG) access fee collected from holders of state video franchises upon their future franchise renewals.

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

Section 1. The recitals set forth above are true and correct, and are hereby incorporated herein by this reference as if fully set forth in their entirety.

Section 2. The Ordinance has been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines (California

Code of Regulations, Title 14, Sections 15000 et seq.). The implementation of this Ordinance is not a project under Section 15378 because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

Section 3. If any section, subsection, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion or sections of the ordinance. The City Council declares that it would have adopted the ordinance and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional.

Section 4. Article III of Chapter 11 is hereby repealed in its entirety.

Section 5. Section 11.78 of Article IV of Chapter 11, as shown in Exhibit A, is amended by adding the text shown in double underline (example) and deleting the text shown in strikeout (~~example~~). Wording in brackets ([example]) is informational only and is not to be included in the published ordinance.

Section 6. The City Clerk is directed to cause this Ordinance to be published in the manner required by law.

Section 7. This Ordinance shall go into effect 30 days following its adoption.

* * *

Exhibit A

[Section 11.78 of Article IV of Chapter 11 of the Municipal Code is amended to read as follows]

Sec. 11.78. - PEG FEES:

- ~~A. Pursuant to Section 5870(l) of the California Public Utilities Code, every state franchise holder operating within the boundaries of the City shall be responsible for a PEG fee in the amount of fifty-five cents (\$0.55) per subscriber per month, until the expiration of the incumbent cable operator's local franchise with the City.~~
- A. As permitted by section 5870(n) of the California Public Utilities Code, upon the expiration of the current incumbent cable operator's local franchise, every state franchise holder operating within the boundaries of the City shall pay PEG fee in the amount of one percent (1%) of the state franchise holder's gross revenues to be used to support PEG facilities consistent with law.
- B. To the extent reauthorization is required by law, this Article IV of Chapter 11, including the PEG fee specified in subsection A of this section in the amount of one percent (1%) of gross revenues, is automatically reauthorized as to each affected state video franchise holder upon the expiration of any state franchise. Any and all reauthorizations shall be effective for so long as such reauthorization is required by law.



STAFF REPORT

To the Honorable Mayor and City Council
From the City Manager

DATE: December 20, 2021

SUBJECT

Waive second reading and adopt an ordinance prohibiting the sale or distribution of flavored tobacco products, prohibiting the sale or distribution of electronic cigarettes and smoking devices, and prohibiting the sale of all tobacco products by businesses containing a pharmacy

RECOMMENDATION

Waive the second reading and adopt Ordinance of the City Council of the City of Redwood City Adding Article VI to Chapter 15 (Smoking Regulations) of the City Code of the City of Redwood City Prohibiting the Sale of Flavored Tobacco and Electronic Cigarettes and the Sale of Tobacco Product in Pharmacies, and Amending Article III (Tobacco Retail Permit) of Chapter 15 (Smoking Regulations) to Clarify that Pharmacies Cannot Obtain a Tobacco Retailer's Permit.

STRATEGIC PLAN GUIDING PRINCIPLE

Healthy Community for All

BACKGROUND

At their meeting on [November 22, 2021](#), the City Council voted 6-1 (Councilmember Espinoza-Garnica voted no to waive the first reading and introduce an ordinance prohibiting the sale or distribution of flavored tobacco products, prohibiting the sale or distribution of electronic cigarettes and smoking devices, and prohibiting the sale of all tobacco products by pharmacies. The November 22, 2021 staff report is attached for reference (Attachment A).

ANALYSIS

Below is an overview of the ordinance (Attachment B).

Sale or distribution of flavored tobacco products prohibited

Following the example set by many other cities and counties, the ordinance prohibits the sale and distribution of flavored tobacco products in Redwood City. The prohibition extends to the sale of menthol and mint-flavored tobacco products.

The ordinance includes an exception for businesses which sell flavored tobacco exclusively for on-site hookah consumption pursuant to a properly issued tobacco retailer's permit from the San Mateo County Environmental Health Services as of November 22, 2021. Three restaurants in Redwood City qualify for this exception and will be allowed to continue selling flavored tobacco exclusively for on-site hookah consumption: Pasha, Rockn' Wraps, and The Sandwich Spot. In order to qualify for the exception, these establishments will be required to maintain valid tobacco retailer's permits issued by San Mateo County Environmental Health Services and no new businesses may obtain a tobacco retailer's permit for the purposes of selling flavored tobacco for on-site hookah consumption.

At the November 22 meeting, the City Council directed staff to add language to the ordinance prohibiting the exception from being transferred or assigned to a subsequent owner of a qualifying business. The revised ordinance language is included below (additional language is underlined):

“No person or tobacco retailer shall sell or distribute any flavored tobacco product, except those businesses with a valid tobacco retailer's permit selling flavored tobacco exclusively for on-site hookah consumption as of November 22, 2021. Such exception cannot be transferred or assigned to a subsequent owner of a qualifying business.”

Further, the City Council asked staff to return with an update in November 2022 following the outcome of a statewide veto referendum on [SB-793](#), the state legislation prohibiting the sale of flavored tobacco and electronic cigarette products with limited exception that was signed into law in August 2020 but is on hold pending the outcome of the November 8, 2022 election.

Sale or distribution of electronic cigarettes and electronic smoking devices prohibited (except for electronic smoking devices used for cannabis consumption)

The ordinance prohibits the sale or distribution of electronic cigarettes and electronic smoking devices. Electronic smoking devices used for cannabis consumption are not subject to the prohibition on the sale and distribution of electronic smoking devices in Redwood City.

Sale or distribution of tobacco products by a pharmacy prohibited

The ordinance prohibits the sale or distribution of all tobacco products by any business that contains a pharmacy.

Implementation and timeline

The ordinance will take effect on April 1, 2022. Delayed implementation, which has been common in neighboring cities who have adopted similar prohibitions, will allow City staff adequate time to inform affected retailers about the steps they can take to comply with new local prohibitions.

Following ordinance adoption staff will send correspondence to all tobacco license holders in Redwood City informing them of the change in local regulation and letting them know how they can comply. Outreach to businesses will be bolstered by the expertise of staff from the San Mateo County Tobacco Prevention Program, who will conduct direct outreach to businesses and provide further education about the changes they can expect. Other neighboring cities have also successfully leveraged the County's expertise in conducting outreach to businesses during their implementation phase.

Enforcement

Once the ordinance takes effect, tobacco retailers who continue to sell flavored tobacco products place themselves at risk of receiving a fine and/or having their tobacco retailer license suspended for non-compliance. Redwood City Code Enforcement Division staff will work with the Environmental Health Department of San Mateo County to administer complaint-driven enforcement beginning with investigation by the Redwood City Code Enforcement Division and referral of any violations to the County.

In addition, staff will consider mechanisms for bolstering enforcement by examine the feasibility of conducting unannounced compliance checks on a semi-annual basis. Feasibility of enhanced enforcement will be dependent upon staffing resources and staff analysis of complain-driven enforcement outcomes.

FISCAL IMPACT

Staff anticipates a minimal loss in sales tax revenues as a result of the prohibition on these products.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council can direct staff to make revisions to the ordinance and return to the City Council for further consideration.

ATTACHMENTS

Attachment A – November 22, 2021 staff report

Attachment B – Ordinance

REPORT PREPARED BY:

Kimberly Daniel, Management Analyst
kdaniel@redwoodcity.org
(650) 780-7209

APPROVED BY:

Alex Khojikian, Assistant City Manager
Melissa Stevenson Diaz, City Manager



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: November 22, 2021

SUBJECT

Waive first reading and introduce an ordinance prohibiting the sale or distribution of flavored tobacco products, the sale or distribution of electronic cigarettes and smoking devices, and prohibiting the sale of all tobacco products by pharmacies

RECOMMENDATION

Waive the first reading and introduce Ordinance of the City of Redwood City Adding Article VI to Chapter 15 (Smoking Regulations) of the City Code of the City of Redwood City Prohibiting the Sale of Flavored Tobacco and Electronic Cigarettes and the Sale of Tobacco Product in Pharmacies, and Amending Article III (Tobacco Retail Permit) of Chapter 15 (Smoking Regulations) to Clarify that Pharmacies cannot Obtain Tobacco Retailer's Licenses.

STRATEGIC PLAN GUIDING PRINCIPLE

Healthy Community for All

BACKGROUND

Tobacco has a well-documented history of negative health and social impacts on individuals and communities. According to the [U.S. Food and Drug Administration](#), all nicotine products are addictive and increase the risk of developing serious health problems such as cancer, heart disease, and emphysema. [Research consistently](#) illustrates the inequitable marketing strategies employed by tobacco companies and the negative health outcomes related to tobacco use for low-income communities, communities of color, and youth.

Flavored tobacco

Flavored tobacco products have been shown to be especially harmful and are often marketed to new tobacco users, particularly youth and young adults. Flavored tobacco products are frequently viewed as [“starter” products](#) that create habitual use patterns and promote addiction to other tobacco products, making it harder to quit and may lead to increased tobacco consumption. According to a [2015 study](#), more than 80% of youth who reported using tobacco products began by using a flavored tobacco product. The [CDC estimates](#) that if smoking continues at the current rate in the United States, approximately 5.6 million of today’s youth under the age of 18 will die early from smoking-related illnesses.

A flavored tobacco product is generally considered to be a nicotine or tobacco product, including but not limited to smokeless/chew, cigarettes, cigars, cigarillos, vape liquid (used in electronic cigarettes), and hookah tobacco, that contains an aroma and/or flavor, such as menthol, mint, fruit, spice, sweet, or a food or drink product.

In 2009, prompted by the advocacy of the Campaign for Tobacco-Free Kids, the Federal Government passed the [Family Smoking Prevention and Tobacco Control Act](#) that prohibited the manufacture of cigarettes containing any “characterizing flavor”, with the exception of menthol and tobacco flavor. While the federal law may contribute to an overall decrease in the number of youth and young adults smoking cigarettes, a recent publication by the [California Department of Public Health](#) suggests these changes may lead to an increase in the use of menthol and other flavored tobacco products and devices by youth.

In August 2020 the California legislature passed [SB-793](#), a statewide prohibition on the sale and distribution of flavored tobacco products, with exceptions for flavored shisha tobacco products smoked or intended to be smoked in a hookah, flavored premium cigars, and flavored loose leaf tobacco. The legislation subjects retailers who violate the prohibition to an infraction punishable by a fine of \$250 for each violation. Governor Gavin Newsom signed SB-793 into law on August 28, 2020. Shortly after the bill was signed into law, proponents of a veto referendum filed with the California Secretary of State seeking to repeal the law. The referendum effort successfully gathered enough signatures from California voters to place a referendum on the ballot at the next statewide election, which will be held November 8, 2022. Pending the outcome of the election, implementation of SB-793 is currently on hold.

In the absence of an enforceable statewide ban, many cities and counties throughout California have exercised the right to impose local restrictions on the sale of flavored tobacco products. In San Mateo County, flavored tobacco ordinances have been adopted in eight cities - Burlingame, East Palo Alto, Half Moon Bay, Menlo Park, Portola Valley, San Carlos, San Mateo, and South San Francisco - in addition to the County’s ordinance prohibiting sales in unincorporated San Mateo County. The City of Pacifica is also considering a local ordinance at this time.

Electronic cigarettes and smoking devices

Many cities and counties throughout California, including San Mateo County, have taken action to prohibit the sale of electronic cigarettes and smoking devices. In San Mateo County the cities of East Palo Alto, Menlo Park, San Mateo, and South San Francisco all restrict the sale of electronic cigarettes in addition to the sale of flavored tobacco. San Mateo County has also restricted electronic cigarette sales in unincorporated areas.

Commonly used among youth and young adults, electronic cigarettes deliver flavorings, nicotine and other additives via an inhaled aerosol. Young adults are [three times more likely](#) to use electronic cigarettes than adults ages 30 and older. Marketing tactics targeting youth and young adults have [accelerated electronic cigarette use](#) among this demographic. According to the [American Cancer Society](#), while electronic cigarettes are often marketed as safer smoking alternatives to regular cigarettes, more research is still needed over a longer period of time to fully understand the long-term health effects resulting from the use of electronic cigarettes.

According to a [publication by the California Department of Public Health](#), in 2019, more than 5 million high school and middle school students used electronic cigarettes. Electronic cigarette use increased 135 percent in high schools and 218 percent in middle schools from [2017-2019](#).

In early 2020, the Food and Drug Administration (FDA) responded to the risk posed by flavored tobacco products and electronic cigarettes by issuing nonbinding guidance on its enforcement priorities regarding the premarket review requirements (the federal Tobacco Control Act's requirements for new tobacco products prior to legal marketing for sale) for various types of such products. The FDA specified that it would be prioritizing enforcement against:

- flavored, cartridge-based electronic cigarette products (except for tobacco- or menthol-flavored products);
- all other electronic cigarette or products for which the manufacturer has failed to take (or is failing to take) adequate measures to prevent minors' access; and
- any electronic cigarette products targeted to, or whose marketing is likely to promote use by, minors.

The FDA specified that this enforcement guidance applies to retailers selling such products.

Previous City Council Consideration

At the [October 28, 2019 City Council meeting](#), the Council considered a referral from former Councilmember Shelly Masur and asked staff to return with more information to consider prohibiting the sale of flavored tobacco and electronic cigarettes within Redwood City. Staff returned to the City Council with a [Study Session on March 9, 2020](#) to present data and examples of local flavored tobacco and electronic cigarette ordinances from the County of San Mateo and the City of South San Francisco for City Council consideration. During the Study Session, several Councilmembers expressed interest in pursuing a local prohibition on flavored tobacco and electronic cigarettes and provided initial feedback for staff to consider when preparing to return to the Council with a draft ordinance. City Council direction included the following:

- Prohibit the sale of tobacco products in pharmacies
- Prohibit the sale of electronic cigarettes
- Consider an exception for businesses that offer hookah for on-site consumption, with restrictions such as requiring smoking areas to be restricted to patrons 21+, prohibiting sales for off-site consumption, restricting smoking hours, and prohibiting flavored hookah
- Consider shortening the six-month grace period staff recommended for beginning enforcement

- Consider legal possibility of prohibiting retail tobacco businesses from operating in close proximity to sensitive receptors
- Clarity how the City will enforce the ordinance

ANALYSIS

Since the March 9, 2020 Study Session, City staff have considered a variety of factors when preparing to return to the City Council with a draft ordinance, including review of similar legislation enacted within the county, consideration of newly available data, and consideration of public sentiment around flavored tobacco and the threat posed to youth and young adults in our community. As a result, staff present a draft ordinance (Attachment A) for City Council review and consideration.

Sale or distribution of flavored tobacco products prohibited

Following the example set by many other cities and counties, the draft ordinance calls for a ban on the sale and distribution of flavored tobacco products in Redwood City. Based on feedback received from Councilmembers during the Study Session, the draft ordinance extends to the sale of menthol and mint-flavored tobacco products. It should be noted that three current Councilmembers were not serving on the City Council at the time of the Study Session in 2020.

Based on individual Councilmember feedback received during the March 2020 Study Session, the draft ordinance includes an exception for businesses which sell flavored tobacco for on-site hookah consumption pursuant to a properly issued tobacco retailer's permit as of November 22, 2021. At this time, three restaurants in Redwood City could qualify for this exception and be allowed to continue selling flavored tobacco for on-site hookah consumption: Pasha, Rockn' Wraps, and The Sandwich Spot. . Per the draft ordinance, these establishments will be required to maintain valid tobacco retailer's permits issued by San Mateo County Environmental Health Services in order to continue their current business practices. Redwood City does not issue tobacco-related permits. As written, the draft ordinance would prohibit new tobacco retail license holders who obtain their permits after November 22, 2021 from offering flavored tobacco for on-site hookah consumption.

Sale or distribution of electronic cigarettes and electronic smoking devices prohibited (except for electronic smoking devices used for cannabis consumption)

In alignment with some other neighboring cities and counties, the ordinance prohibits the sale or distribution of electronic cigarettes and electronic smoking devices. It should be noted that electronic smoking devices used for cannabis consumption are not subject to staff's proposed prohibition on the sale and distribution of electronic smoking devices in Redwood City.

Sale or distribution of tobacco products by a pharmacy prohibited

In alignment with some other neighboring cities and counties, the proposed ordinance prohibits the sale or distribution of all tobacco products by a business that contains a pharmacy.

Proposed implementation and timeline

If no changes are proposed during the first reading, staff plans to return the City Council on December 20, 2021 for the second reading and adoption of the ordinance. As written, the ordinance will take effect on April 1, 2022 in order to provide time to adequately inform affected retailers about the steps they can take to comply with the new prohibitions. Delayed implementation has been common among neighboring cities who have adopted similar ordinances.

Building upon existing outreach, as discussed below, following ordinance adoption staff will send correspondence to all tobacco license holders in Redwood City informing them of the change in local regulation and letting them know how they can comply. Outreach to businesses will be bolstered by the expertise of staff from the San Mateo County Tobacco Prevention Program, who will conduct direct outreach to businesses and provide further education about the changes they can expect. Other neighboring cities have also successfully leveraged the County's expertise in conducting outreach to businesses during their implementation phase.

Enforcement

Once the ordinance takes effect, tobacco retailers who continue to sell flavored tobacco products place themselves at risk of receiving a fine and/or having their tobacco retailer license suspended for non-compliance. Redwood City Code Enforcement Division staff will work with the Environmental Health Department of San Mateo County to administer complaint driven enforcement beginning with investigation by the Redwood City Code Enforcement Division and referral of any violations to the County. The Redwood City Police Department will continue to enforce against the sale of all tobacco products to minors.

San Mateo County Tobacco Retail License Holders

According to the San Mateo County Environmental Health Department, which administers the tobacco retail licensing program locally, there are 58 tobacco retail license holders in Redwood City. Staff have categorized the permit holders based on business type to illustrate which businesses may be impacted most by the proposed ordinance.

Business Category	Number of License Holders*
Pharmacy	2
Tobacco Retail	3
Restaurant/Hookah Lounge	3 [®]
Grocery Store	9
Gas Station	19
Liquor Store/Convenience Store	22
Total	58

*San Mateo County Environmental Health Services list of Tobacco Retailers licensed to sell tobacco products in Redwood City

[®]Restaurants are the three establishments currently offering flavored tobacco for on-site hookah consumption and who would be granted the exception under the draft ordinance

Based on analysis of the types of businesses with tobacco retail licenses issued by the County, staff anticipate the most significant impacts will likely be experienced by those retailers who derive the majority of their revenue from the sale of tobacco-related products. Three businesses fall into this category.

Outreach to stakeholders

Prior to the March 9, 2020 City Council Study Session, staff met personally with over a dozen tobacco retailers to discuss how a future ordinance may impact their business. Business owners were encouraged to attend the Study Session and share their feedback with the City Council. During the Study Session, staff proposed a robust outreach campaign to engage stakeholders before planning to return to the City Council with a draft ordinance in September 2020. In the days following the March 9, 2020 City Council meeting, the San Mateo County Chief Health Officer declared a County-wide state of emergency due to the growing concerns around the Covid-19 virus. Due to restrictions imposed, the City was unable to conduct the planned outreach activities.

Ahead of current City Council consideration, staff mailed letters to all tobacco retail license holders informing them of upcoming City Council consideration and again encouraging them to take part in the conversation. Staff have also continued to provide periodic updates in the City's Economic Development Newsletter.

Additionally, staff reached out to all three restaurant businesses that offer on-site hookah to inform them of the requirements to maintain an exemption under the proposed ordinance. In speaking with each business owner, staff learned that all three businesses currently restrict hookah service to patrons 21 years and older and do not offer hookah service until after 5 p.m. While these business practices are commendable, if SB 793 is upheld by the voters and takes effect, the legislation would require businesses offering hookah for on-site consumption to prohibit patrons below the age of 21 years at all times, not just during specified hours. Finally, all three business owners stated that if they were prohibited from offering hookah to their patrons they would most likely experience significant economic hardship due to the associated loss of revenue. It should be noted that if SB 793 passes, the possible economic hardship referenced by the business owners would be beyond the City's control.

In addition to engaging the business community, City staff have engaged organizations and community members who advocate for stronger legislation around flavored tobacco and electronic cigarettes. In December 2020, staff met with representatives from the County's Tobacco Prevention Program to discuss partnership opportunities to reduce the negative effects of flavored tobacco and e-cigarettes in our community and to educate local retailers about the dangers associated with the products they sell.

In late October 2021, staff attended a meeting of the Tobacco Retail Workgroup ("Workgroup") to receive an update on similar efforts to impose flavored tobacco and electronic cigarette prohibitions throughout the region. The Workgroup is hosted by the San Mateo County Tobacco Education Coalition (TEC) and meeting attendees included representatives from the American Heart Association, the Bay Area Community Health Advisory Council (BACHAC), San Mateo County's Tobacco Prevention Program and Stanford University. At the meeting, representatives from the various agencies shared their experience and encouraged Redwood City to take a strong stance against the sale of flavored tobacco and electronic

cigarettes through the proposed ordinance. The Workgroup strongly advocated against offering any exceptions, such as the one currently proposed for businesses that currently offer on-site hookah consumption. The Workgroup also shared that there is an ongoing effort to strengthen San Mateo County's flavored tobacco ban by encouraging the County to do more to actively enforce the ban and ensure compliance by retailers rather than relying on a complaint-driven approach. City staff will continue to monitor action taken by the County and keep the City Council apprised of changes that may impact local enforcement.

FISCAL IMPACT

Staff anticipates a minimal loss in sales tax revenues as a result of the prohibition on these products.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

The City sent a letter to all businesses in Redwood City with an active tobacco retail license on file with the County of San Mateo informing them of the proposed legislation and the meeting date at which the City Council would consider the proposal. Public notification was also achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council may direct staff to pursue one or more of the following alternatives.

General alternatives:

1. Do not prohibit the sale of flavored tobacco;
2. Do not prohibit the sale of electronic cigarettes;
3. Do not prohibit the sale of tobacco products in pharmacies;
4. Postpone City Council action pending the outcome of the referendum vote on SB 793;
5. Direct staff to return with a revised ordinance based on feedback provided by the City Council.

Hookah-related alternatives:

1. Direct staff to modify the ordinance to prohibit all flavored tobacco products with no exceptions for businesses that offer on-site hookah consumption pursuant to a tobacco retailer's permit at the time the ordinance goes into effect;

2. Direct staff to develop a new permit program for businesses that offer flavored tobacco for consumption at on-site at establishments serving hookah, which would require staff to return to the City Council with an updated proposal identifying the staff resources required to administer a new program.

ATTACHMENTS

Attachment A – Draft Ordinance

REPORT PREPARED BY:

Kimberly Daniel, Management Analyst
kdaniel@redwoodcity.org
(650) 780-7209

APPROVED BY:

Alex Khojikian, Assistant City Manager
Melissa Stevenson Diaz, City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY ADDING ARTICLE VI TO CHAPTER 15 (SMOKING REGULATIONS) OF THE CITY CODE OF THE CITY OF REDWOOD CITY PROHIBITING THE SALE OF FLAVORED TOBACCO AND ELECTRONIC CIGARETTES AND THE SALE OF TOBACCO PRODUCTS IN PHARMACIES, AND AMENDING ARTICLE III (TOBACCO RETAIL PERMIT) OF CHAPTER 15 (SMOKING REGULATIONS) TO CLARIFY THAT PHARMACIES CANNOT OBTAIN A TOBACCO RETAILER'S PERMIT

WHEREAS, tobacco use causes death and disease and continues to be an urgent public health threat; and

WHEREAS, flavored tobacco products are commonly sold by California tobacco retailers; and

WHEREAS, about 2,500 children in the United States try their first cigarette each day and 81% of youth who have ever used a tobacco product report that the first tobacco product they used was flavored; and

WHEREAS, electronic smoking device (or e-cigarette, vape, vape pen, e-hookah, etc.) usage by youth has been rising and the devices are now the most commonly used tobacco products among middle and high school students; and

WHEREAS, the 2018 Monitoring the Future Study found that over 60% of 10th grade students said it was easy to get vaping devices and e-liquids and the 2018 National Youth Tobacco Survey found that middle and high school students can obtain devices and e-liquids from vape shops, gas stations and convenience stores; and

WHEREAS, the United States Surgeon General has stated that the brains of youth and young adults are more vulnerable to the negative consequences of nicotine exposure; and

WHEREAS, by selling tobacco products of any type, pharmacies reinforce positive social perceptions of smoking, convey tacit approval of tobacco use, and send a message that it is not dangerous to smoke or vape; and

WHEREAS, the Tobacco and Education Research Oversight Committee for California, as well as the American Pharmacists Association, the California Pharmacists Association, and the California Medical Association have called for the adoption of state and local prohibitions of tobacco sales in drug stores and pharmacies; and

WHEREAS, there is no Constitutional right to smoke or use electronic smoking devices; and

WHEREAS, local governments have broad latitude to regulate activities that are injurious to the public's health and safety.

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

Section 1. Section 15.21 of Article III (Tobacco Retail Permit) of Chapter 15 (Smoking Regulations) of the City Code of Redwood City is hereby amended by adding the text shown in double underline (underline) and deleting the text shown in ~~strikeout~~ (~~example~~) to read as follows:

Sec. 15.21. - PERMIT REQUIRED:

It shall be unlawful for any retailer, individual, or entity to sell or offer for sale any tobacco products without first obtaining and maintaining a valid tobacco retailer's permit from the Environmental Health Division of the San Mateo County Department of Health (the "Environmental Health Division") for each location where such sales are conducted. Permits are valid for one (1) year and shall be renewed annually. Pharmacies, as defined in Section 15.40 of Article VI of this Chapter, may not obtain a tobacco retailer's permit.

Section 2. Article VI is hereby added to Chapter 15 (Smoking Regulations) of the City Code of Redwood City to read as follows:

ARTICLE VI. – PROHIBITING THE SALE OF FLAVORED TOBACCO, ELECTRONIC CIGARETTES, AND THE SALE OF TOBACCO PRODUCTS IN PHARMACIES

Sec. 15.40. – DEFINITIONS.

For the purposes of this Article the following definitions shall govern unless the context clearly requires otherwise:

CHARACTERIZING FLAVOR means a distinguishable taste, aroma, or both, other than the taste or aroma of tobacco, imparted by a tobacco product or any byproduct produced by the tobacco product. Characterizing flavors include, but are not limited to, tastes or aroma relating to any fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, menthol, mint, wintergreen, herb, or spice. A tobacco product shall not be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. Rather, it is the presence of a distinguishable taste or aroma or both, as described in the first sentence of this definition that constitutes a characterizing flavor.

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CONSTITUENT means any ingredient, substance, chemical, or compound, other than tobacco, water, or reconstituted tobacco sheet that is added by the manufacturer to a tobacco product during the processing, manufacture, or packing of the tobacco product.

DISTINGUISHABLE means perceivable by either the sense of smell or taste.

DISTRIBUTE or DISTRIBUTION means the transfer by any person other than a common carrier, at any point from the place of manufacture or thereafter, to a person who sells the electronic cigarette or other electronic smoking device.

ELECTRONIC CIGARETTE has the meaning set forth in Section 30121 of the California Revenue and Taxation Code, as may be amended from time to time.

ELECTRONIC SMOKING DEVICE means an electronic device that can be used to deliver an inhaled dose of nicotine, including any component, part, or accessory of such a device, whether or not sold separately. "Electronic Smoking Device" includes any such device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, or any other product name or descriptor.

FLAVORED TOBACCO PRODUCT means any tobacco product that contains a constituent that impacts a characterizing flavor.

HOOCAH means a tobacco pipe with one or more long and flexible tubes, which draws smoke from tobacco products through water contained in a bowl.

LABELING means written, printed, pictorial, or graphic matter upon any tobacco product or any of its packaging.

PACKAGING means a pack, box, carton, or container of any kind or, if no other container, any wrapping (including cellophane) in which a tobacco product is sold or offered for sale to a consumer.

PERSON has the meaning set forth in Section 1.2.18 of this Code.

PHARMACY means any retail establishment in which the profession of pharmacy is practiced by a pharmacist licensed by the State of California in accordance with the Business and Professions Code and where prescription pharmaceuticals are offered for sale, regardless of whether the retail establishment sells other retail goods in addition to prescription pharmaceuticals.

SELL, SALE or TO SELL mean any transaction where, for any consideration, ownership is transferred from one person or entity to another including, but not limited to any transfer

6.P. - Page 16 of 17

of title or possession for consideration, exchange or barter, in any manner or by any means.

TOBACCO PRODUCT means any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, and snuff; and any electronic device that delivers nicotine to the person inhaling from the device, including, but not limited to, an electronic cigarette, electronic cigar or electronic pipe. "Tobacco Product" does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where such product is marketed and sold solely for such an approved purpose.

TOBACCO RETAILER means any store, stand, booth, concession or any other enterprise that engages in the retail sale of tobacco products.

Sec. 15.41. – SALE OR DISTRIBUTION OF FLAVORED TOBACCO PRODUCTS PROHIBITED.

- A. No person or tobacco retailer shall sell or distribute any flavored tobacco product, except those businesses with a valid tobacco retailer's permit selling flavored tobacco exclusively for on-site hookah consumption as of November 22, 2021. Such exception cannot be transferred or assigned to a subsequent owner of a qualifying business.
- B. There shall be a rebuttable presumption that a tobacco product is a flavored tobacco product if a manufacturer or any of the manufacturer's agents or employees, in the course of their agency or employment, has made a statement or claim directed to consumers or to the public that the tobacco product has or produces a characterizing flavor including, but not limited to, text, color, and/or images on the product's labeling or packaging that are used to explicitly or implicitly communicate that the tobacco product has a characterizing flavor.

Sec. 15.42 – SALE OR DISTRIBUTION OF ELECTRONIC CIGARETTES AND ELECTRONIC SMOKING DEVICES PROHIBITED.

No person or tobacco retailer shall sell or distribute any electronic cigarette or electronic smoking device.

Sec. 15.43 – SALE OR DISTRIBUTION OF TOBACCO PRODUCTS BY A PHARMACY PROHIBITED.

6.P. - Page 17 of 17

- A. No pharmacy or pharmacy employee or agent shall sell or offer for sale any tobacco product.
- B. No new tobacco retailer permit may be issued to a pharmacy under Article III of this Chapter.
- C. No existing tobacco retailer permit issued under Article III of this Chapter may be renewed by a pharmacy.

Sec. 15.44 – ENFORCEMENT.

The City Manager, or their designee, may enforce the provisions of this Article. Additionally, the County's Health System Chief, or their designee, may enforce the provisions of this Article.

Section 3. If any section, paragraph, sentence or word of this ordinance or of the Code hereby adopted should for any reason, be found invalid, it is intended that all other portions of this ordinance independent of any such portion as may be declared invalid shall be valid.

Section 4. This adoption of this ordinance is exempt from CEQA pursuant to Section 15061(b) (3) because it can be seen with certainty that adoption of this ordinance will not have a significant adverse effect on the environment.

Section 5. The City Clerk shall publish this ordinance in accordance with applicable law.

Section 6. This ordinance shall take effect on April 1, 2022.

* * *

Diane Howard, Mayor
Giselle Hale, Vice Mayor
Alicia C. Aguirre, Council Member
Lissette Espinoza-Garnica,
Council Member
Jeff Gee, Council Member
Diana Reddy, Council Member
Michael A. Smith, Council Member



DRAFT MINUTES
TELECONFERENCE MEETING
BROADCAST LIVE VIA
CITY WEBSITE:
www.redwoodcity.org
LOCAL CHANNEL 26
COMCAST CHANNEL 27
AT&T U-VERSE CHANNEL 99

**JOINT CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY
REGULAR MEETING**

Monday, December 6, 2021

6:00 PM

1. **CALL TO ORDER** – Mayor Howard called the meeting to order at 6:00 p.m.

2. **ROLL CALL** – All Council Members were present.

Staff present: City Manager Melissa Stevenson Diaz, City Attorney Veronica Ramirez and City Clerk Pamela Aguilar.

3. **PLEDGE OF ALLEGIANCE** – Council Member Gee led the pledge of allegiance.

4. **PUBLIC COMMENT ON THE CONSENT CALENDAR AND ON ITEMS NOT ON THE AGENDA**

The following members of the public spoke:

- Alison Madden

5. **CONSENT CALENDAR**

Motion and second, Hale and Smith, to approve all items on the Consent Calendar, passes unanimously by roll call vote.

5.A. **Agreement with CSG Consultants, Inc. for construction inspection services**
(304) MO 21-216

Recommendation:

By motion, approve and authorize the City Manager to execute an Agreement for Services with CSG Consultants, Inc. for construction inspection services in the amount of \$200,000.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

5.B. Landscape Maintenance and Stormwater Treatment Agreements for the development at 101 Westpoint Harbor Drive by Westpoint Harbor LLC (304) MO 21-217

Recommendation:

1. By motion, approve and authorize the City Manager to execute a Landscape Maintenance Agreement with Westpoint Harbor LLC; and
2. By motion, approve and authorize the City Manager to execute a Stormwater Treatment Measures Maintenance Agreement with WestPoint Harbor LLC.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

5.C. Amendment No. 1 to agreement with Gray-Bowen-Scott for funding plan services for the US 101/84 Interchange Reconstruction Project (304) MO 21-218

Recommendation:

By motion, (1) determine that due to the nature of the services, competitive bidding does not serve the public interest for Amendment No. 1 to the Agreement for Services with William R. Gray and Company DBA Gray-Bowen-Scott; and (2) approve and authorize the City Manager to execute Amendment No. 1 to the Agreement for Services with William R. Gray and Company DBA Gray-Bowen-Scott in an amount not-to-exceed \$50,000 for a total not-to-exceed amount of \$149,879 for additional consulting services on the US 101/84 Interchange Reconstruction Project (requires 5/7 vote for passage). amount of \$149,879 for additional consulting services on the US 101/84 Interchange Reconstruction Project (requires 5/7 vote passage).

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

5.D. Resolution adopting the Hazard Mitigation Update (704) Reso 16010 (101)

Recommendation:

Adopt a resolution adopting all of Volume 1 and the City of Redwood City portion of Volume 2 of the San Mateo County Hazard Mitigation Plan (HMP).

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

**5.E. Reject bids – Redwood Shores Library Pirate Ship Art Installation Project
(304) MO 21-219**

Recommendation:

By motion, reject all bids for the Redwood Shores Library Pirate Ship Art Installation Project.

CEQA:

Categorically Exempt - Class 4. Minor alterations to land; and Class 11. Accessory Structures

**5.F. Amendment No. 2 to agreement with Eric Daniel dba The EDCCO Group
(304) MO 21-220**

Recommendation:

By motion, 1) determine that due to the nature of the services, competitive bidding does not serve the public interest for Amendment No. 2 to the Agreement for Professional Services with Eric Daniel dba The EDCCO Group; and 2), approve and authorize the City Manager to execute Amendment No. 2 to the Agreement for Professional Services with Eric Daniel dba The EDCCO Group in an amount not to exceed \$210,000, for a total not-to-exceed agreement amount of \$620,000 (requires 5/7 vote for passage).

CEQA:

Categorically Exempt - Class 1. Existing Facilities

**5.G. Agreement with Crosby Group Engineers Architects, Inc. dba Crosby Group for architectural design services
(304) MO 21-221**

Recommendation:

By motion, approve and authorize the City Manager to execute a three-year Agreement for Services with Crosby Group Engineers Architects, Inc. dba Crosby Group in an amount not to exceed \$300,000, including City Manager authority to extend the Agreement for one additional two-year term in an amount not to exceed \$200,000, for a total contract amount not to exceed \$500,000.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

5.H. Approve Minutes of November 22, 2021 City Council meeting (301) MO 21-222

**5.I. Approve claims and checks from December 6, 2021 - December 20, 2021 and the usual and necessary payments through December 20, 2021
(303) MO 21-223**

6. CITY COUNCIL TRANSITION

6.A. Recognition of outgoing Mayor Diane Howard

City Manager Melissa Stevenson Diaz gave remarks and presented gifts from staff to Mayor Howard.

Council Members Aguirre, Gee, Smith, Espinoza-Garnica, Reddy and Vice Mayor Hale gave remarks and presented gifts from the Council to Mayor Howard.

The following local and regional elected officials spoke:

- Senator Josh Becker
- Mayor Laura Parmer-Lohan, San Carlos
- Zachary Ross on behalf of Assemblymember Marc Berman
- San Mateo County Supervisor Warren Slocum
- Vice Mayor Sara McDowell, San Carlos

The following members of the public spoke:

- Pamela Estes
- Beth Mostovoy
- Kristen Petersen
- Bill Newell
- Kent Manske
- Ed Bendoragel

Mayor Howard gave her remarks.

6.B. Selection and installation of Mayor and Vice Mayor to each serve for a term of two years (301) MO 21-224

Mayor Howard introduced the item, and City Clerk Pamela Aguilar gave a summary of City Council Policy No. 2019-02 Selection of Mayor and Vice Mayor.

The following members of the public spoke:

- Kristen Petersen
- Rhovy Lyn Antonio
- Mayor Laura Parmer-Lohan, San Carlos
- Vice Mayor Sara McDowell, San Carlos

Recommendation:

Select Vice Mayor Giselle Hale to serve as Mayor for a term of two years and select Councilmember Diana Reddy to serve as Vice Mayor for a term of two years, in accordance with the procedure outlined in City Council Policy No. 2019-02 Selection of Mayor and Vice Mayor.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

Council Member Aguirre nominated Vice Mayor Hale for Mayor.

Nomination passes unanimously by roll call vote.

Mayor Hale took her Oath of Office, administered by her husband Brian.

Council Member Howard nominated Council Member Reddy for Vice Mayor.

Nomination passes unanimously by roll call vote.

Vice Mayor Reddy took her Oath of Office, administered by her granddaughter Lakhi.

Newly installed Vice Mayor Reddy gave her remarks.

Newly installed Mayor Hale gave her remarks.

7. ADJOURNMENT – Mayor Hale adjourned the meeting at 7:23 p.m.

Respectfully submitted for approval.

Pamela Aguilar, CMC
City Clerk



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 20, 2021

SUBJECT

Public Hearing No. 3 to receive public testimony on the City Council redistricting process and receive a report on draft City Council district maps recommended for City Council consideration by the Advisory Redistricting Committee (ARC)

RECOMMENDATION

1. Receive a report regarding ongoing redistricting efforts and draft City Council district maps considered and recommended by the Advisory Redistricting Committee (ARC);
2. Hold a Public Hearing to receive public testimony on the City Council redistricting process and draft City Council district maps being considered; and
3. Provide feedback and direction to City staff and consulting staff regarding additional maps, modifications to recommended maps, and/or adoption of a draft map for future consideration.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

In May 2019 the City Council transitioned from electing City Councilmembers at-large to electing them by-district. Pursuant to federal and state law, the City Council must now complete the redistricting process following the 2020 United States Census to ensure each City Council district has a substantially equal population. State law requires significant community input in the redistricting process and authorizes the City Council to appoint an advisory body to lead community engagement and make map recommendations for City Council consideration. On [June 28, 2021](#), the City Council appointed 11 community members to serve on the Advisory Redistricting Committee (ARC). One ARC member was

selected from each of the seven existing City Council districts (seven members total) and four members were selected from the City at-large.

The Advisory Redistricting Committee's Work

The ARC was tasked with conducting a robust, community-driven redistricting effort on behalf of the City Council. The ARC's work satisfied the first three phases of the City's redistricting process, as illustrated in the timeline below.

Figure 1. Redistricting Timeline



Following extensive training on redistricting laws, final map criteria, Communities of Interest (COI), and community engagement strategies, the ARC and City staff hosted a series of eight virtual community workshops between August 25, 2021 and October 9, 2021. At each workshop staff from the City's contracted demographer, Redistricting Partners, presented an overview of redistricting requirements, and demonstrated how to use Community of Interest (COI) and census data mapping tools. Community members were invited to join numerous workshops and encouraged to give Community of Interest (COI) testimony to inform the ARC about unique community characteristics and needs.

Community members were also encouraged to submit draft maps using paper maps and the [DistrictR](#) online mapping tool. In total, 49 maps were submitted and details for each are viewable on the [City's redistricting webpage](#) by selecting *Atlases of Publicly Submitted Maps* and a Submitted Public Plans Report is included as Attachment A. All community-submitted maps were reviewed by the ARC except one. Map ID 92082 was submitted via DistrictR on December 9, 2021, after the ARC held their final meeting on November 17. Thus, Map ID 92082 is included for City Council review and consideration (Attachment B). According to the City's demographer, Map 92082 appears to be compliant with traditional redistricting criteria and contains two Majority-Minority Latino CVAP districts (D2 and D3). Maps received in the time

between the publication of this staff report and the public hearing on December 20 may be considered by the City Council during the public hearing and the City's demographer will conduct analysis if time permits.

Following the community workshop series the ARC held two map drafting meetings on October 20, 2021 and November 3, 2021. During each meeting the ARC discussed draft maps prepared by Redistricting Partners that were informed by COI testimony, draft maps submitted by community members, 2020 U.S. Census data, and ARC feedback. The ARC held a public hearing on November 17, 2021, during which they voted unanimously to recommend two draft maps for City Council consideration, details of which are discussed below.

All ARC meetings and workshops offered Spanish translation with the final community workshop conducted in Spanish with English translation. Recordings of all ARC meetings and community workshops, meeting agendas, and meeting minutes are available on the [City's redistricting webpage](#).

Community Education and Engagement

Efforts to amplify messages about the City's redistricting initiative are ongoing and span traditional and new media platforms. City staff has published numerous paid and non-paid advertisements in local news publications, including Chinese and Spanish language print and digital media, and authored several informational articles for publication. Redistricting information was featured in the City's print newsletter that was mailed to all households during the summer and all outreach and engagement materials are available in print at numerous City facilities.

Materials and key messages continue to be shared with an extensive list of community partners who have been instrumental in ensuring members of their own networks are kept apprised of ongoing redistricting efforts and the various ways in which they can participate. Community members have several options for receiving updates about redistricting directly from the City, including signing up to receive information through the City's weekly eNewsletter and text message alerts about upcoming redistricting meeting and workshops.

The City's redistricting webpage is a repository for all items related to this redistricting initiative. The website contains background information on the redistricting process, an overview of the ARC and its members, and links to all relevant documents and draft maps, as well as video recordings of all meetings and tutorials on how to use the mapping software. Also available is an interactive map tool that allows users to view various maps and boundaries including current City Council district lines as they consider their feedback on the redistricting process. The webpage will remain active for 10 years following the completion of the redistricting process, as required by law.

Prior to map drafting and ARC deliberation, the ARC engaged in robust community outreach to bolster staff efforts. In addition to the eight community workshops, all ARC members were equipped with curated redistricting toolkits to share information with their neighbors and community members through direct outreach. Several ARC members hosted information booths at local events such as the farmers market and attended Neighborhood Association meetings. Toolkits include branded materials such as flyers and mapping placemats, a PowerPoint presentation, and a redistricting fact sheet with key messaging.

Materials are available electronically and in print, and in accordance with state requirements all are available in English and Spanish. Though not required by law, outreach materials and portions of the redistricting webpage are also available in Chinese.

In an effort to support community members seeking in-person assistance, City Hall front counter staff and Downtown Library staff have been trained to collect Community of Interest (COI) feedback and draft district maps using printed forms available in both locations. In addition, Downtown Library staff are versed in providing technical support for the DistrictR online mapping tool and continue to provide drop-in support seven days per week.

ANALYSIS

ARC Recommendation

Following extensive community engagement at over 17 meetings/workshops and after consideration of public testimony and map submissions, the ARC considered a series of draft maps prepared by Redistricting Partners. At their first map drafting meeting on November 3, 2021, the ARC considered three maps, titled [Plan A](#), [Plan B](#), and [Plan C](#). Following deliberation, the ARC voted (9-0-2; Members Covey and Brown abstaining) to remove Plan C from consideration. The ARC further indicated an interest in maps with two districts with Latino Citizen Voting Age Population (CVAP) over 50%, also known as Majority-Minority CVAP districts, while also adhering to traditional redistricting criteria as well as state and federal law.

City staff and Redistricting Partners staff returned to the ARC on November 17, 2021 with five maps for consideration – [Plan A](#) and [Plan B](#) first considered November 3 with no changes, [Plan C2](#), [Plan D](#), and [Plan E](#). Following deliberation, the ARC voted (10-0-1; Member Hicks-Dumanske abstaining) to remove Plan E from consideration. Following further deliberation, the ARC voted (10-0-1; Member Brown abstaining) to remove Plan D from consideration. After voting to eliminate Plan E and Plan D from consideration, the ARC voted unanimously to recommend Plan B and Plan C2 (Attachment C) for City Council consideration. Further, the ARC voted unanimously to authorize City staff and consulting staff to make minor changes to maps between the time the ARC made their recommendation and when the Council receives the report in order to ensure compliance with the Fair And Inclusive Redistricting for Municipalities And Political Subdivisions Act (Fair Maps Act) and all applicable laws. As of December 16, 2021 no changes were required. All demographer-drawn maps considered by the ARC are included as Attachment D.

Both recommended maps were guided by 2020 U.S. Census population data and based on traditional redistricting criteria, themes highlighted by COI testimony, and elements brought forth in community map submissions. Distinguishing features of each of the recommended maps are illustrated in Figure 2 below.

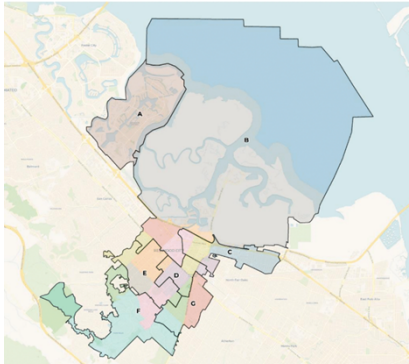
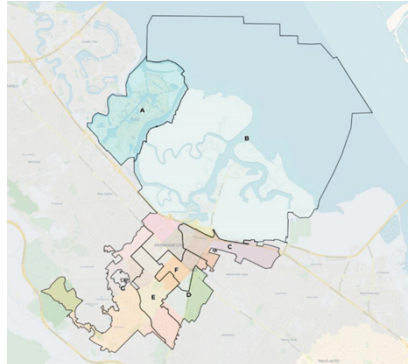
Plan B	Plan C2
 <p>https://redistrictingpartners.com/wp-content/uploads/2021/11/Redwood-City-Draft-Plan-B.html</p> <ul style="list-style-type: none"> • Total plan deviation of 9.6% • Creates two districts that are 50%+ Latino Citizen Voting Age Population in districts "C" and "D" • Preserves 6 of 17 whole neighborhoods • Keeps Redwood Shores in one district • Keeps Farm Hill and Canyon in one district • Keeps majority of Mt. Carmel in one district 	 <p>https://redistrictingpartners.com/wp-content/uploads/2021/11/Redwood-City-Draft-Plan-C2.html</p> <ul style="list-style-type: none"> • Total plan deviation of 9.6% • Creates two districts that are 50%+ Latino Citizen Voting Age Population in districts "C" and "F" • Preserves 8 of 17 whole neighborhoods • Keeps Redwood Shores in one district • Keeps much of Redwood Oaks neighborhood together abutting Woodside Road • Splits Mt. Carmel neighborhood into multiple districts

Figure 2. Distinguishing features of recommended maps

Final Map Requirements

Now that the ARC has recommended maps for consideration, it is the ultimate responsibility of the City Council to decide on the final district map. The City Council may consider the recommendations of the ARC, all draft maps prepared by community members and the City's demographer, and/or may direct the City's demographer to create new or modified maps for further consideration. During the December 20 public hearing, the City Council may consider maps submitted by community members after December 9, 2021, however, the demographer may not be able to review them prior to the hearing. The final map must be adopted by the City Council and all associated administrative work must be completed by City staff no later than April 17, 2022.

The final map must comply with the United States Constitution, the Federal Voting Rights Act of 1965, the California State Constitution, and the California Fair Maps Act. Each City Council district shall be substantially equal in population (maximum 10% total plan deviation allowed) and population equality shall be determined based on the 2020 U.S. Census. Additionally, the Fair Maps Act prescribes a ranked list of criteria that must be adhered to by the City Council when developing the final district map. These criteria include:

1. To the extent practicable, council districts shall be geographically contiguous.
2. To the extent practicable, the geographic integrity of any local neighborhood or local community of interest shall be respected in a manner that minimizes its division. A “community of interest” is a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation. Communities of interest do not include relationships with political parties, incumbents, or political candidates.
3. To the extent practicable, council districts shall be bounded by natural and artificial barriers, by streets, or by the boundaries of the city. Council district boundaries should be easily identifiable and understandable by residents.
4. To the extent practicable, and where it does not conflict with the preceding criteria in this section, council districts shall be drawn to encourage geographical compactness in a manner that nearby areas of population are not bypassed in favor of more distant populations (Elec. Code § 21621(c)).

Next Steps

In accordance with the State’s Fair Maps Act, the City Council is required to hold additional public hearings to solicit community feedback on draft maps under consideration. Following the December 20, 2021 public hearing, if the City Council proceeds with one of the ARC-recommended maps without making changes, the City Council would only be required to hold one additional public hearing at which a vote on the final map would be held. If the City Council directs staff to make changes to the recommended maps, or directs staff to create new maps for consideration, at least two more public hearings would be required. A draft map must be published on the City’s redistricting webpage for at least seven days prior to being adopted by the City Council. Members of the public are permitted and encouraged to submit draft map recommendations for City Council consideration until a final map has been adopted. In order to be considered by the City Council at the next public hearing, maps must be received by the City no later than January 12, 2022. The next redistricting public hearing is scheduled for January 24, 2022.

Following the adoption of a new City Council district map, the City’s demographer will work with the City Council to determine the number sequencing of each City Council district. This process will involve using a formula to minimize the number of voters who would vote in back-to-back elections or voters who would not have an opportunity to vote in two consecutive elections based on which district seats are on the ballot.

FISCAL IMPACT

Sufficient appropriation (\$150,000) is currently budgeted within the Office of the City Clerk for all costs associated with the redistricting process.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

On Friday, December 10, 2021 a public hearing notice was published in the *San Mateo Daily Journal* and on the City's website on the public notices webpage and the dedicated redistricting webpage. Public notification was also achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

The City Council must hold at least four public hearings in order to meet the requirements outlined by the Fair Maps Act. The City Council may decide not to further pursue either of the ARC recommended draft maps and may direct City staff and consulting staff to revise or redraw maps based on Council feedback.

ATTACHMENTS

Attachment A – Submitted Plans Report

Attachment B – Map ID 92082

Attachment C – Plans recommended by the Advisory Redistricting Committee for City Council consideration – Plan B and Plan C2

Attachment D – All demographer maps considered by the Advisory Redistricting Committee (Plan A, Plan C, Plan D, and Plan E)

Attachment E – Public comment on the redistricting process received by the ARC and the City Council through December 16, 2021 at 12 p.m.

REPORT PREPARED BY:

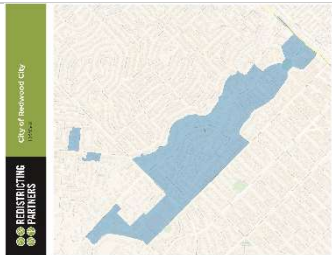
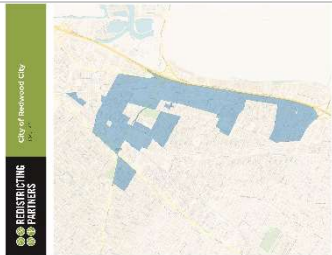
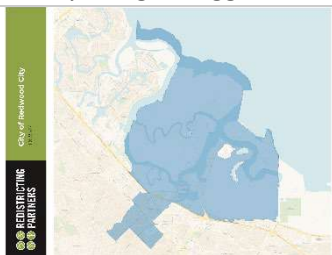
Kimberly Daniel, Management Analyst
kdaniel@redwoodcity.org
(650) 780-7209

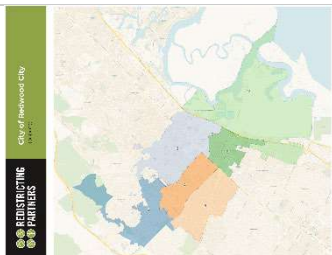
APPROVED BY:

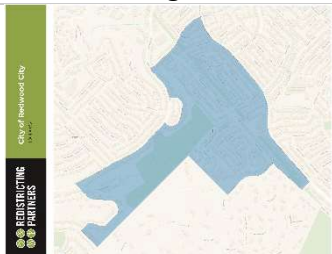
Alex Khojikian, Assistant City Manager
Melissa Stevenson Diaz, City Manager

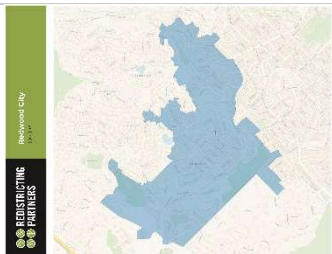
City of Redwood City | Submitted Public Plans Report

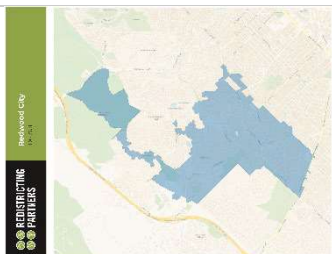
The following 11 plans are publicly submitted COIs that have been unchanged from the files pulled from the city's instance of DistrictR.

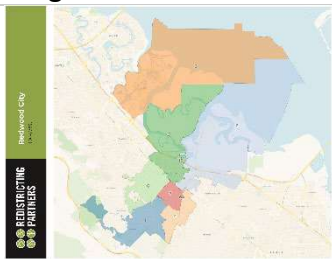
ID: 38681		Submitted: August 24, 2021	
			
	Plan Description from Submitter	<p><i>Edgewood Park:</i></p> <p><i>Single family homes with larger lots in the neighborhood</i></p>	
District 3 Elections ID: 45142		Submitted: September 10, 2021	
			
	Plan Description from Submitter	<p><i>Community 1:</i></p> <p><i>Dense community housing, Senior housing, low-income housing, Middle-Class homeownership, condo ownership, high immigrant population, single households, housing for mentally ill, housing for developmentally disabled, supportive social services, Wings (Autism) School K-12, Christian K-8, Hoover Middle School (public), Hoover Pediatric Clinic, Taft Elementary School, Family Centers, Boys & Girls Club, PAL program, Summit Preparatory Charter High School, Satelite Stanford Clinics and supportive social services programs. A community with new three major projects supporting modern housing units with retail space on the ground floor. Prior projects also included the Franklin Project.</i></p>	
Jimmy Hedges Suggestion 2 ID: 58517		Submitted: October 4, 2021	
			
	Themes from COI testimony	<p><i>Population: 12,312</i></p> <p><i>Deviation: 2.09%</i></p>	

RCSD-Zones ID: 60020		Submitted: October 7, 2021
	Plan Description from Submitter	<i>Blue: Neighborhood School Attendance Area Yellow: Roy Cloud Area Teal: Clifford Area Green: Roosevelt Area Pink: Henry Ford Purple: Hoover Area Light Blue: Taft Area</i>

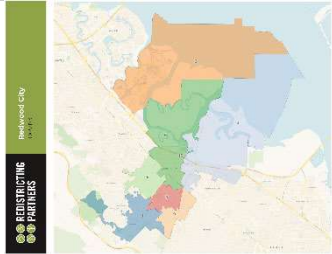
Fernside Neighborhood ID: 60032		Submitted: October 6, 2021
	Plan Description from Submitter	<i>COI submitted as district map</i>

Farm Hills ID: 61194		Submitted: October 8, 2021
	Plan Description from Submitter	<i>COI submitted as district map Population: 5,034</i>


District 7 ID: 61368		Submitted: October 9, 2021
	Themes from COI testimony	<i>-Farm Hill and Stulsaft Park in a single district</i>


Neighborhoods and Schools ID: 64786		Submitted: October 15, 2021
	Plan Description from Submitter	<p><i>Rosevelt Hills</i> <i>neighborhoods:</i> <i>West Roosevelt + Farm Hill</i> <i>school attendance zones:</i> <i>Roy Cloud (K-8), Roosevelt (K-8), Kennedy (6-8), Woodside HS (9-12)</i> <i>parks:</i> <i>Stulsaft, Red Morton, Westwood, Edgewood</i> <i>shopping centers:</i> <i>Roosevelt Center, Jefferson Plaza</i> <i>main transportation routes:</i> <i>Jefferson Ave, Alameda de Las Pulgas Roosevelt Ave,</i> <i>freeway access:</i> <i>Woodside Rd, Jefferson/Farm Hill Blvd.</i> <i>borders to:</i> <i>Emerald Hills, Woodside Hills, Woodside Rd, Jefferson Ave,</i> <i>Arroyo Ojo Creek</i></p>
		<p><i>Friendly Acres Village</i> <i>neighborhoods:</i> <i>Friendly Acres, Redwood Village, Stambaugh Heller</i> <i>school attendance zones:</i> <i>Hoover (K-8), Taft (K-5), Kennedy (6-8), Woodside HS (9-12), Sequoia HS (9-12)</i> <i>parks:</i> <i>not much</i> <i>shopping centers:</i> <i>Delucchi's, Middlefield Rd, Downtown</i> <i>main transportation routes:</i> <i>Woodside Rd., Broadway, Bay Rd., Middlefield Rd.</i> <i>freeway access:</i> <i>Woodside Rd., Marsh Rd.</i> <i>borders to:</i> <i>Caltrain, US 101, NFO</i></p>
		<p><i>Redwood Shores</i> <i>They want to be left alone</i></p>
		<p><i>Woodside Redwood Oaks</i> <i>neighborhoods:</i> <i>Redwood Oaks, Woodside Plaza, Palm</i> <i>school attendance zones:</i> <i>Ford (K-5), Kennedy (6-8), Woodside HS (9-12)</i> <i>parks:</i> <i>only very small ones: Fleishmann, Palm , Selby Lane</i> <i>School, Maddux, Union Cemetery</i> <i>shopping centers:</i> <i>Woodside Plaza, Woodside Rd, El Camino Real</i> <i>main transportation routes:</i> <i>Woodside Rd, El Camino Real</i> <i>freeway access:</i> <i>Woodside Rd.</i> <i>borders to:</i> <i>Woodside Rd, El Camino, Caltrain, Arroyo Ojo Creek</i></p>
		<p><i>Downtown Centennial</i></p>

	<p><i>neighborhoods:</i> <i>Centennial, Bair Island, Downtown</i></p> <p><i>school attendance zones:</i> <i>Clifford (K-8), Hoover (K-8), Sequoia HS (9-12)</i></p> <p><i>parks:</i> <i>Mezes, Bair Island</i></p> <p><i>shopping centers:</i> <i>along Whipple Ave., Veterans Blvd., Downtown</i></p> <p><i>main transportation routes:</i></p> <p><i>freeway access:</i> <i>Whipple Ave., Woodside Rd.</i></p> <p><i>borders to:</i> <i>Caltrain, US 101, San Carlos</i></p> <p><i>Mt Carmel Canyon</i> <i>Mt. Carmel, Eagle Hill, Canyon, Edgewood</i></p> <p><i>school attendance zones:</i> <i>Clifford (K-8), Sequoia HS (9-12)</i></p> <p><i>parks:</i> <i>Garrett, Stafford, Edgewood, Dove Beeger</i></p> <p><i>shopping centers:</i> <i>Oak Knoll, Sequoia Station, El Camino Real</i></p> <p><i>main transportation routes:</i> <i>Edgewood Rd., Alameda de Las Pulgas, Jefferson Ave, El Camino Real</i></p> <p><i>freeway access:</i> <i>Edgewood Rd, Whipple Ave, Jefferson/Farm Hill Blvd.</i></p> <p><i>borders to:</i> <i>Emerald Hills, San Carlos, Jefferson Ave., Caltrain</i></p> <p><i>Palm Central</i></p> <p><i>neighborhoods:</i> <i>Central, Palm</i></p> <p><i>school attendance zones:</i> <i>Roosevelt (K-8), Ford (K-5), Kennedy (6-8), Sequoia HS (9-12), Woodside HS (9-12)</i></p> <p><i>parks:</i> <i>Red Morton, Palm, Cemetery</i></p> <p><i>shopping centers:</i> <i>El Camino Real</i></p> <p><i>main transportation routes:</i> <i>Roosevelt Ave, El Camino Real, Woodside Rd</i></p> <p><i>freeway access:</i> <i>Woodside Rd.</i></p> <p><i>borders to:</i> <i>Jefferson Ave, Woodside Rd, Red Morton</i></p>
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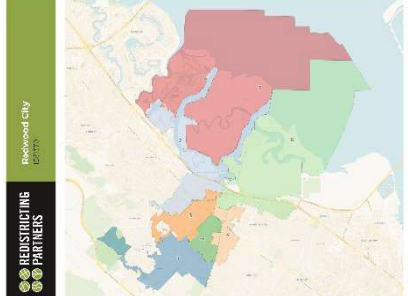
Voting Population Balance ID: 65873		Submitted: October 18, 2021	
	Plan Description from Submitter	<i>Roosevelt Hills neighborhoods: West Roosevelt + Farm Hill</i>	
		<i>Friendly Acres Village neighborhoods: Friendly Acres, Redwood Village, Stambaugh Heller school attendance zones: Hoover (K-8), Taft (K-5), Kennedy (6-8), Woodside HS (9-12), Sequoia HS (9-12) parks: not much shopping centers: Delucchi's, Middlefield Rd, Downtown main transportation routes: Woodside Rd., Broadway, Bay Rd., Middlefield Rd. freeway access: Woodside Rd., Marsh Rd. borders to: Caltrain, US 101, NFO</i>	
		<i>Redwood Shores They want to be left alone.</i>	
		<i>Woodside Redwood Oaks neighborhoods: Redwood Oaks, Woodside Plaza, Palm school attendance zones: Ford (K-5), Kennedy (6-8), Woodside HS (9-12) parks: only very small ones: Fleishmann, Palm , Selby Lane School, Maddux, Union Cemetery shopping centers: Woodside Plaza, Woodside Rd, El Camino Real main transportation routes: Woodside Rd, El Camino Real freeway access: Woodside Rd. borders to: Woodside Rd, El Camino, Caltrain, Arroyo Ojo Creek</i>	
		<i>Downtown Centennial neighborhoods: Centennial, Bair Island, Downtown school attendance zones: Clifford (K-8), Hoover (K-8), Sequoia HS (9-12) parks: Mezes, Bair Island shopping centers: along Whipple Ave., Veterans Blvd., Downtown main transportation routes: freeway access: Whipple Ave., Woodside Rd. borders to: Caltrain, US 101, San Carlos</i>	

		<p><i>Mt. Carmel Canyon</i> <i>Mt. Carmel, Eagle Hill, Canyon, Edgewood</i> <i>school attendance zones:</i> <i>Clifford (K-8), Sequoia HS (9-12)</i> <i>parks:</i> <i>Garrett, Stafford, Edgewood, Dove Beeger</i> <i>shopping centers:</i> <i>Oak Knoll, Sequoia Station, El Camino Real</i> <i>main transportation routes:</i> <i>Edgewood Rd., Alameda de Las Pulgas, Jefferson Ave, El Camino Real</i> <i>freeway access:</i> <i>Edgewood Rd, Whipple Ave, Jefferson/Farm Hill Blvd.</i> <i>borders to:</i> <i>Emerald Hills, San Carlos, Jefferson Ave., Caltrain</i></p> <p><i>Palm Red Morton</i></p>
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Redwood Shores ID: 68135		Submitted: October 21, 2021
		
	Themes from COI testimony	<p><i>-Keep Redwood Shores together</i> <i>-Follows neighborhood lines</i></p>

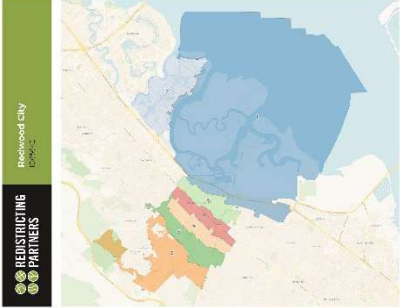
Keep_RedwoodShores_One District ID: 69003		Submitted: October 23, 2021
		
	Plan Description from Submitter	<p><i>District1 – Redwood Shores</i> <i>Redwood Shores, a master-planned community, meets the FAIR MAPS Act and Ranked Criteria.</i></p>

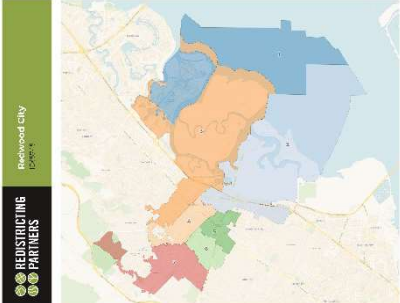
The following 37 plans are publicly submitted plans that have been unchanged from the files pulled from the city's instance of DistricR and from files submitted to the city. For a map to be in compliance it must have 7 contiguous districts, a deviation no more than 10%. In addition, the ARC voted to move forward plans with 1 Latino CVAP Districts.

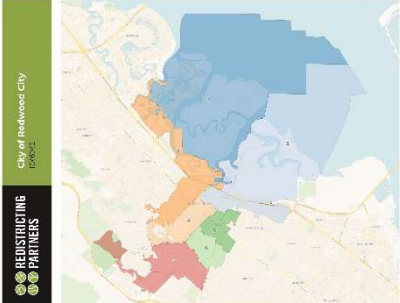
7 Districts ID: 61370		Submitted: October 10, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Farm Hill and Stulsaft Park in a single district - Portions of Woodside Plaza and Palm are in a single district - Keeps neighborhoods together 		

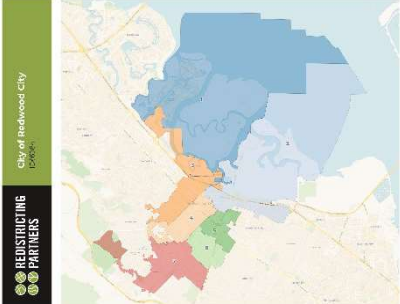
Farmhill Neighborhood Assn ID: 61669		Submitted: October 10, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.9%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Drew Friendly Acres with portions of Stambaugh-Heller and Downtown - Include Farm Hills and Stulsaft Park in a single district - Portions of Woodside Plaza and Palm are in a district - Drew Seaport with Centennial and portions of Downtown - Keeps Neighborhoods together 		

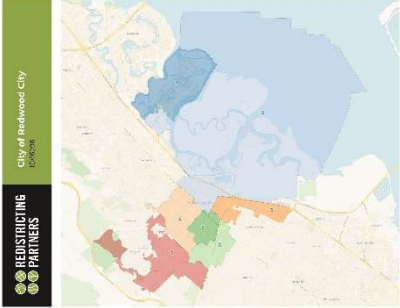
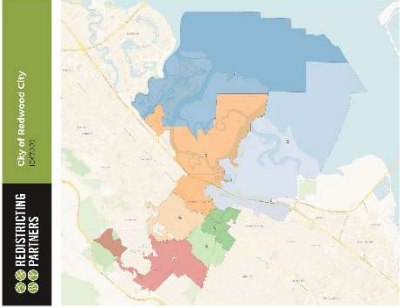
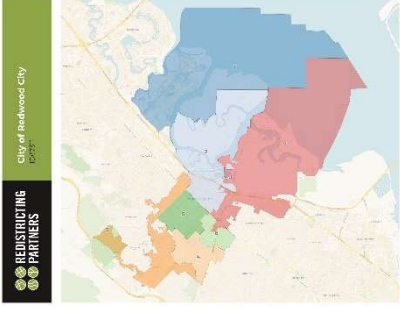
Farmhill Neighborhood Assn. ID: 61691		Submitted: October 10, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	.9%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Drew Friendly Acres with portions of Stambaugh-Heller and Downtown - Include Farm Hills and Stulsaft Park in a single district - Portions of Woodside Plaza and Palm are in a district - Drew Seaport with Centennial and portions of Downtown - Keeps Neighborhoods together 		

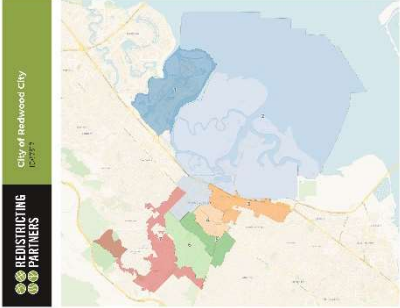
N to S district map ID: 65642		Submitted: October 17, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	5.3%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps Redwood Shores in a single district - Include Farm Hills and Stulsaft park in a single district - Portions of Woodside Plaza and Palm are in a district - Drew Farm Hills and Canyon together - Drew Seaport with portions of Centennial and Downtown 		

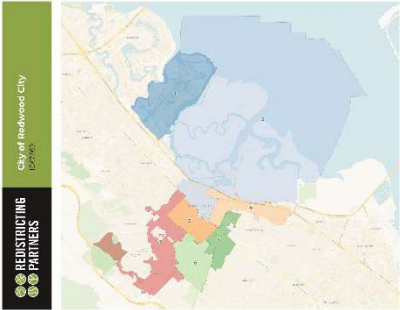
Balanced and compact plan ID: 65745		Submitted: October 18, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	2.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Drew district with Friendly Acres, and portions of Stambaugh-Heller and Downtown. - Include Farm Hills and Stulsaft park in a single district 		

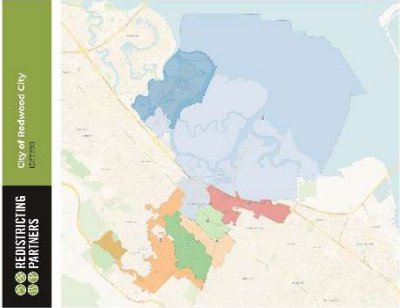
Balanced and compact plan ID: 66962		Submitted: October 19, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	2.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Drew district with Friendly Acres, and portions of Stambaugh-Heller and Downtown. - Include Farm Hills and Stulsaft park in a single district 		

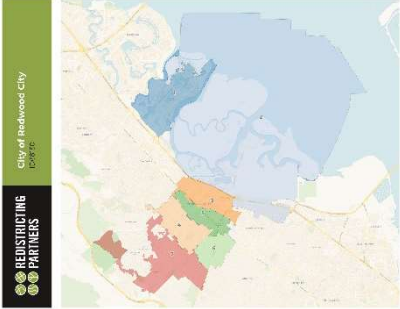
Balanced and compact plan ID: 66984		Submitted: October 19, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.9%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in one district - Drew Friendly Acres, and portions of Stambaugh-Heller and Downtown - Portions of Woodside Plaza and Palm are in a district - Farm Hills and Stulsaft Park are in a single district. 		

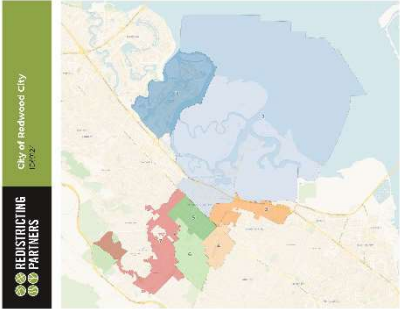
Central Plan 2 ID: 66996		Submitted: October 19, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.8%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Drew district with Friendly Acres, Redwood Village and portions of Stambaugh-Heller. This district is also 50%+ Latino CVAP - Farmhill and Stulsaft Park in a single district - Portions of Woodside Plaza and Palms are in a district - Drew Seaport with Centennial and parts of Downtown - Follows neighborhood lines 		
Another balanced and compact plan ID: 67009		Submitted: October 19, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	1.1%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Drew district with Friendly Acres, portions of Stambaugh-Heller and Downtown - Have portions of Woodside Plaza and Palm in a district - Portions of Seaport with Centennial and Downtown 		
Greater Neighborhoods ID: 67511		Submitted: October 20, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	10.9%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keeps Redwood Shores in a single district - Draw district with Friendly Acres, Redwood Village and portions of Stambaugh-Heller. The district is also 50%+ Latino CVAP - Keep Farm Hill and Stulsaft park in a single district - District with portions of Woodside Plaza and Palm in a district - Farm Hills, Canyon and Edgewood Park are in a single district - Portions of Seaport in a district with portions of Centennial and Downtown - Follows neighborhood lines 		

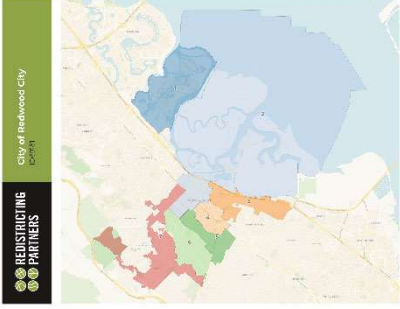
Rebalancing current districts ID: 67517		Submitted: October 20, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	9%	Latino Majority	Minority Districts
	Themes from COI testimony	1		
		<ul style="list-style-type: none"> - Keeps Redwood Shores in a single district - Draw district with Friendly Acres, Redwood Village, and portions of Stambaugh-Heller and downtown. - Includes Farmhill and Stulsaft park in a single district - Have portions of Woodside Plaza and Palm in a single district - Farmhill, Canyon and Edgewood Park are in a single district - Seaport, Centennial and portions of Downtown are in a single district - Follows neighborhood lines 		

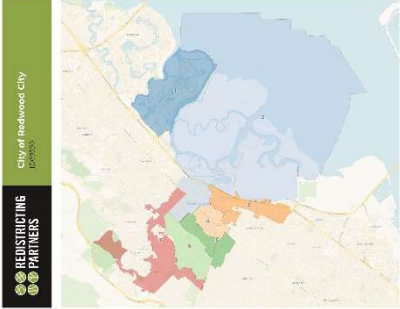
Districts by Neighborhoods ID: 67669		Submitted: October 20, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	9.3%	Latino Majority	Minority Districts
	Themes from COI testimony	No		
		<ul style="list-style-type: none"> - Keeps Redwood Shores in a single district - Draw district with Friendly Acres, Stambaugh-Heller and portion of downtown. - Includes Farmhill and Stulsaft park in a single district - Have portions of Woodside Plaza and Palm in a single district - Farmhill, Canyon and Edgewood Park are in a single district - Seaport, Centennial and portions of Downtown are in a single district - Follows neighborhood lines 		

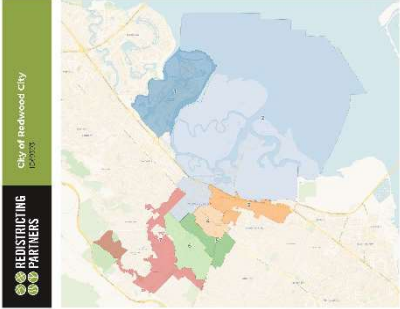
Intersecting Corridors ID: 67690		Submitted: October 20, 2021		
	Complete:	Yes	Contiguous	Yes*
	Deviation:	2.8%	Latino Majority	Minority Districts
	Themes from COI testimony	1		
		<ul style="list-style-type: none"> - Keeps most of Redwood Shores in a single district - Draw district with Friendly Acres, Redwood Village, and split Stambaugh-Heller and portion of downtown. The district is also 50%+ Latino CVAP - Includes Farmhill and Stulsaft park in a single district - Have portions of Woodside Plaza and Palm in a district - Farmhill, Canyon and Edgewood Park are in a single district - Seaport, Centennial and portions of Downtown are in a single district - Follows neighborhood lines 		

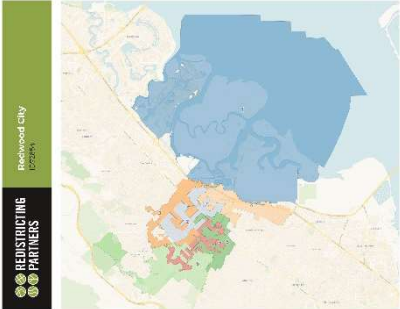
#redwood_city Francine ID: 68150		Submitted: October 21, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	11.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - <i>-Most of Redwood Shores is in a single district</i> - <i>-Include Farmhill and Stulsaft park in a single district</i> - <i>-Portion of Woodside Plaza and Palm are in a district</i> - <i>-Farmhill and Canyon are in a district</i> 		

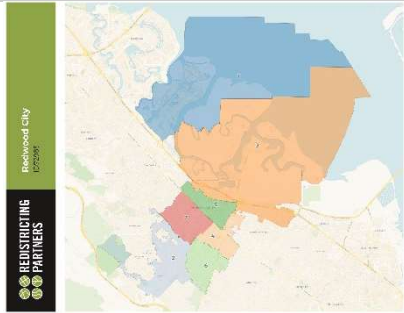
Equitable distribution ID: 69124		Submitted: October 23, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	8.6%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - <i>-Keep Redwood Shores together</i> - <i>-Draw district with Friendly Acres, Redwood Village, and split Stambaugh-Heller and portion of downtown. The district is also 50%+ Latino CVAP</i> - <i>-Includes Farmhill and Stulsaft park in a single district</i> - <i>Woodside Plaza and Palm in a single district</i> - <i>-Farmhill, Canyon and Edgewood Park are in a single district</i> - <i>-Seaport, Centennial and portions of Downtown are in a single district</i> - <i>- Follows neighborhood lines</i> 		

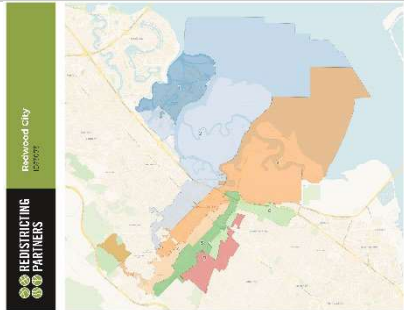
Current districts balanced ID: 69181		Submitted: October 23, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	9%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - <i>-Keep Redwood Shores together</i> - <i>-Draw district with Friendly Acres, Redwood Village, and split Stambaugh-Heller and portion of downtown. The district is also 50%+ Latino CVAP</i> - <i>-Includes Farmhill and Stulsaft park in a single district</i> - <i>Woodside Plaza and Palm in a single district</i> - <i>-Farmhill, Canyon and Edgewood Park are in a single district</i> - <i>-Seaport, Centennial and portions of Downtown are in a single district</i> - <i>- Follows neighborhood lines</i> 		

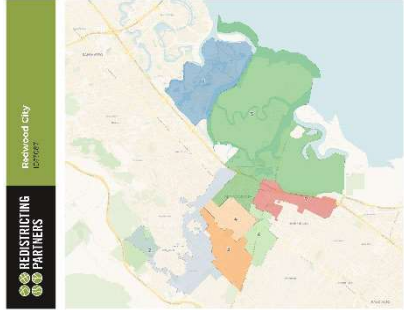
Preserve core of existing districts ID: 69390		Submitted: October 24, 2021	
	Complete:	Yes	Contiguous No
	Deviation:	9%	Latino Majority Minority Districts 1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly Acres, Redwood Village, and split Stambaugh-Heller and portion of downtown. The district is also 50%+ Latino CVAP - Includes Farmhill and Stulsaft park in a single district - Have portions of Woodside Plaza and Palm in a single district - Farmhill, Canyon and Edgewood Park are in a single district - Seaport, Centennial and portions of Downtown are in a single district - Follows neighborhood lines 	

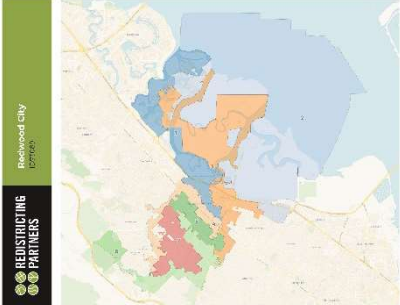
Minimize changes to election cycle ID: 69393		Submitted: October 24, 2021	
	Complete:	Yes	Contiguous No
	Deviation:	9%	Latino Majority Minority Districts 1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly Acres, Redwood Village, and split Stambaugh-Heller and portion of downtown. The district is also 50%+ Latino CVAP - Includes Farmhill and Stulsaft park in a single district - Have portions of Woodside Plaza and Palm in a single district - Farmhill, Canyon and Edgewood Park are in a single district - Seaport, Centennial and portions of Downtown are in a single district - Follows neighborhood lines 	

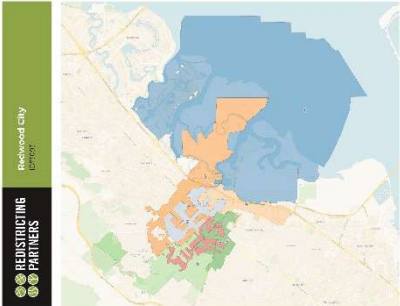
ID: 72854		Submitted: October 30, 2021	
	Complete:	Yes	Contiguous No
	Deviation:	49.5%	Latino Majority Minority Districts No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Portions of Palm Neighborhoods in a district 	

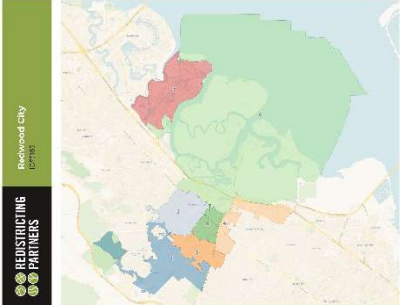
ID: 72985		Submitted: October 30, 2021	
	Complete:	Yes	Contiguous: Yes
	Deviation:	22.6%	Latino Majority Minority Districts: No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 	

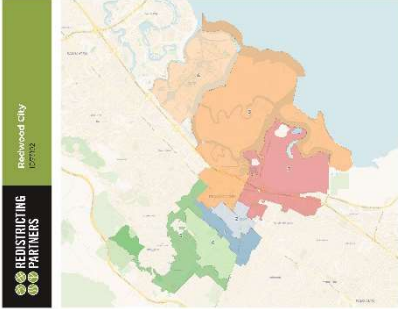
ID: 73075		Submitted: October 30, 2021	
	Complete:	Yes	Contiguous: No
	Deviation:	.7%	Latino Majority Minority Districts: No
	Themes from COI testimony	<ul style="list-style-type: none"> - Draw Seaport with Centennial and parts of Downtown 	


ID: 73087		Submitted: October 30, 2021	
	Complete:	No	Contiguous: Yes
	Deviation:	9.3%	Latino Majority Minority Districts: 1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly acres, redwood village, split Stambaugh hellter. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 	

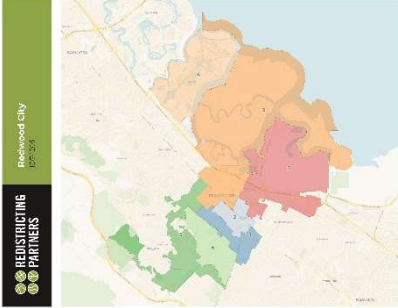
ID: 73089		Submitted: October 30, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Have Woodside Plaza and Palm Neighborhoods in a district - Have portions of Farmhill Canyon, and Edgewood Park in a single district 		

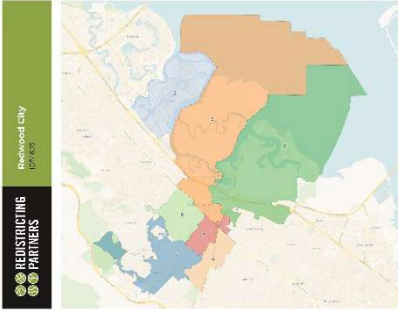
ID: 73093		Submitted: October 30, 2021		
	Complete:	No	Contiguous	No
	Deviation:	22.1%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. - Include Farmhill and Stulsافت park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have portions of Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown 		

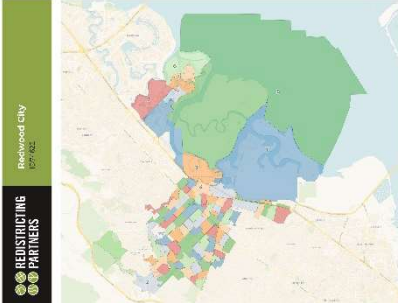
ID: 73183		Submitted: October 31, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	5.8%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Include Farmhill and Stulsافت park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

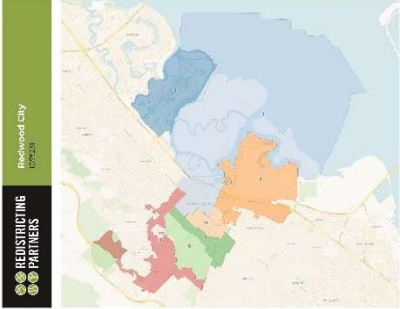
ID: 73192		Submitted: October 31, 2021		
	Complete:	No	Contiguous	No
	Deviation:	12.7%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		


ID: 73260		Submitted: October 31, 2021		
	Complete:	No	Contiguous	No
	Deviation:	12.7%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood Shores together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

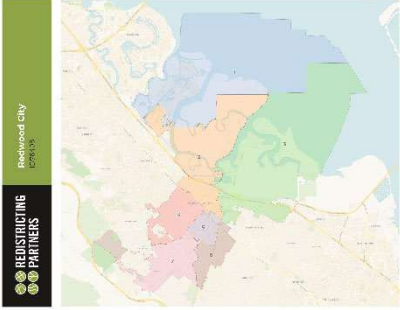
ID: 74205		Submitted: November 2, 2021		
	Complete:	No	Contiguous	Yes*
	Deviation:	8.2%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		


ID: 74603		Submitted: November 2, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	8.3%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		


ID: 74622		Submitted: November 3, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.2%	Latino Majority Minority Districts	No
	Themes from COI testimony			

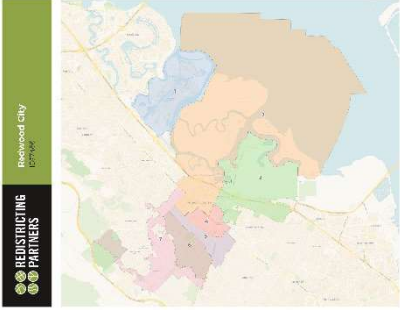
ID: 75261		Submitted: November 3, 2021		
	Complete:	Yes	Contiguous	Yes*
	Deviation:	9%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

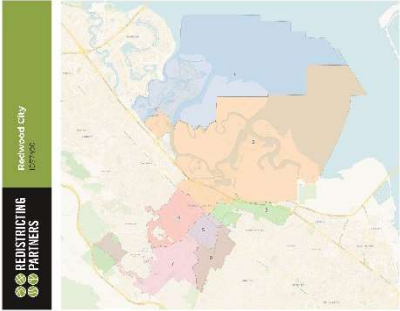
ID: 76399		Submitted: November 5, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	2.1%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

ID: 76408		Submitted: November 5, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	.8%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

ID: 76414		Submitted: November 5, 2021		
	Complete:	Yes	Contiguous	Yes*
	Deviation:	.9%	Latino Majority Minority Districts	No
	Themes from COI testimony	<ul style="list-style-type: none"> - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Follows neighborhoods lines 		

ID: 76578		Submitted: November 6, 2021		
	Complete:	Yes	Contiguous	Yes
	Deviation:	21.6%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood together - Draw district with Friendly acres, redwood village, The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

ID: 77486		Submitted: November 8, 2021		
	Complete:	Yes	Contiguous	Yes*
	Deviation:	9%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Keep Redwood together - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Have Farmhill Canyon, and Edgewood Park in a single district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

ID: 77490		Submitted: November 8, 2021		
	Complete:	Yes	Contiguous	No
	Deviation:	.4%	Latino Majority Minority Districts	1
	Themes from COI testimony	<ul style="list-style-type: none"> - Draw district with Friendly acres, redwood village, split Stambaugh hellter and portions of downtown. The district is also 50%+ cvap - Include Farmhill and Stulsaft park in a single district - Have Woodside Plaza and Palm Neighborhoods in a district - Draw Seaport with Centennial and parts of Downtown - Follows neighborhoods lines 		

Additional Community of Interest Testimony:

- Keep Redwood Shores in a single district
- Fernside should not be a dividing line, Alameda should be a boundary between communities
- Stulsaft Park and Farm Hill should be in the same district
- Keep Stambaugh/Heller neighborhood together. Keep Jardin de ninos in a single district.
- Keep the three neighborhoods around Red Morton Park together: Roosevelt, Central and EagleHill
- Consider the police beat when drawing district lines
- Look at the area of Palm and Woodside Plaza Neighborhoods. Specifically look at Popular Aveunue. Ballota road to El Camino. Woodside to Roseville avenue. Sequoia YMCA and woodside plaza
- Look at police beat information. Consider bus routes and parks.
- Keep Farmhill together
- Homeless community, mobile support mental health crisis team,
- Casias house, catholic worker house,
- Youth housing for foster care
- Mt Carmel/Eagle Hill/Edgewood Park Neighborhoods.
 - o Care about Downtown because it is walkable and has shops
 - o Care about Centennial because it is the way to get to the 101 and other Neighborhoods. However access to the 101 is an issue.
 - o Love walkability and access to lots of parks

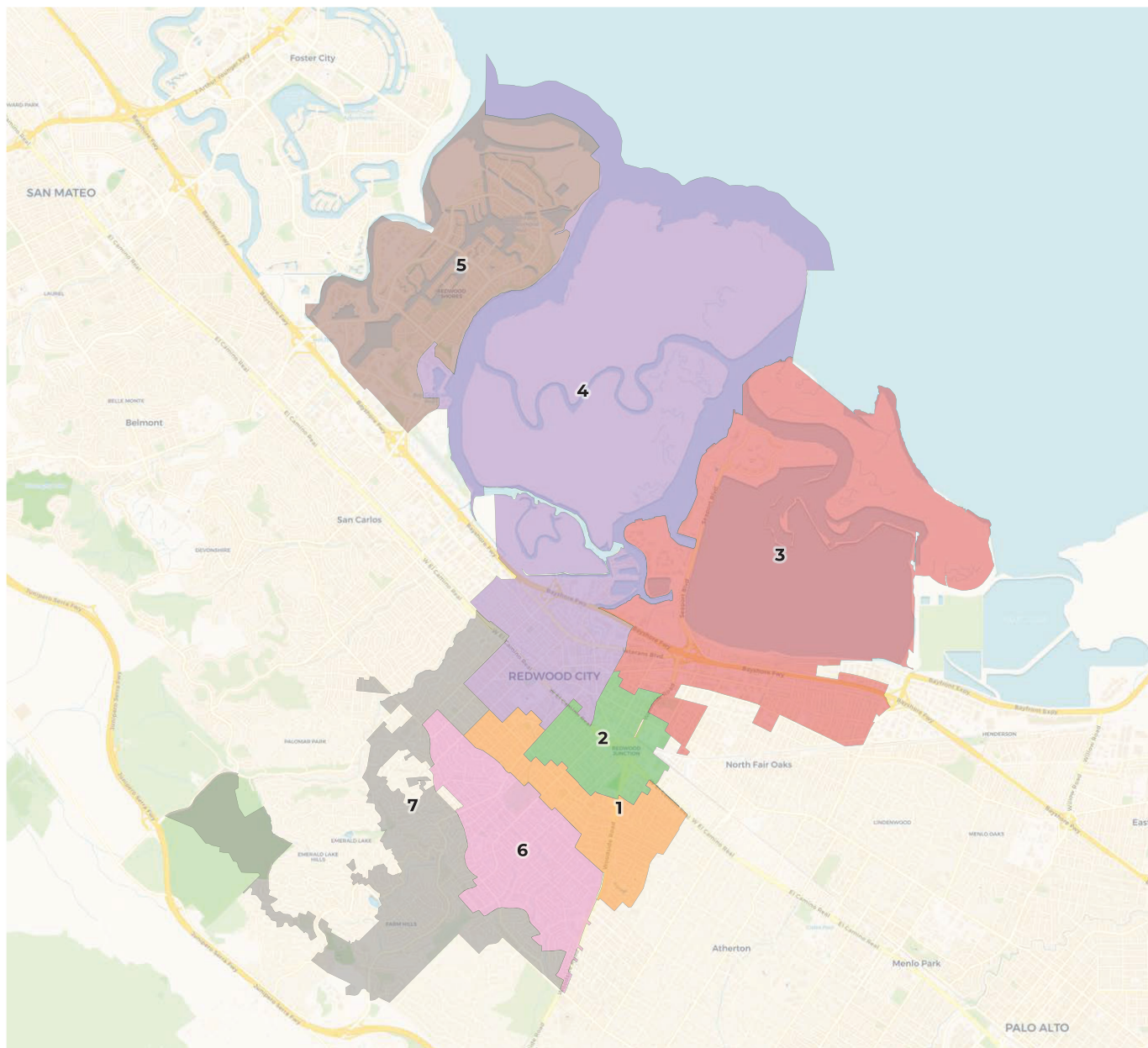
Themes

- Keep Redwood Shores together
- Draw district with Friendly acres, redwood village, split Stambaugh Heller and portions of downtown. The district is also 50%+ cvap
- Keep current districts 3 and 4 intact
- Draw a map that makes minimal changes to current map
- Include Farmhill and Stulsaft park in a single district
- Have Woodside Plaza and Palm Neighborhoods in a district
- Have Farmhill Canyon, and Edgewood Park in a single district
- Draw Seaport with Centennial and parts of Downtown
- Follows neighborhoods lines

City of Redwood City

ID92082

REDISTRICTING
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City of Redwood City ID92082

2020 Census

	1	2	3	4	5	6	7
Population	12,274	11,712	12,178	11,920	12,508	11,799	11,846
Deviation	240	-322	144	-114	474	-235	-188
Deviation %	2.0%	-2.7%	1.2%	-0.9%	3.9%	-2.0%	-1.6%
Other	6,054	2,557	2,910	5,859	5,959	7,491	8,380
Other %	49.3%	21.8%	23.9%	49.2%	47.6%	63.5%	70.7%
Latino	4,666	8,049	8,236	3,255	979	3,042	1,884
Latino %	38.0%	68.7%	67.6%	27.3%	7.8%	25.8%	15.9%
Asian	1,346	860	773	2,517	5,403	1,150	1,462
Asian %	11.0%	7.3%	6.3%	21.1%	43.2%	9.7%	12.3%
Black	208	246	259	289	167	116	120
Black %	1.7%	2.1%	2.1%	2.4%	1.3%	1.0%	1.0%

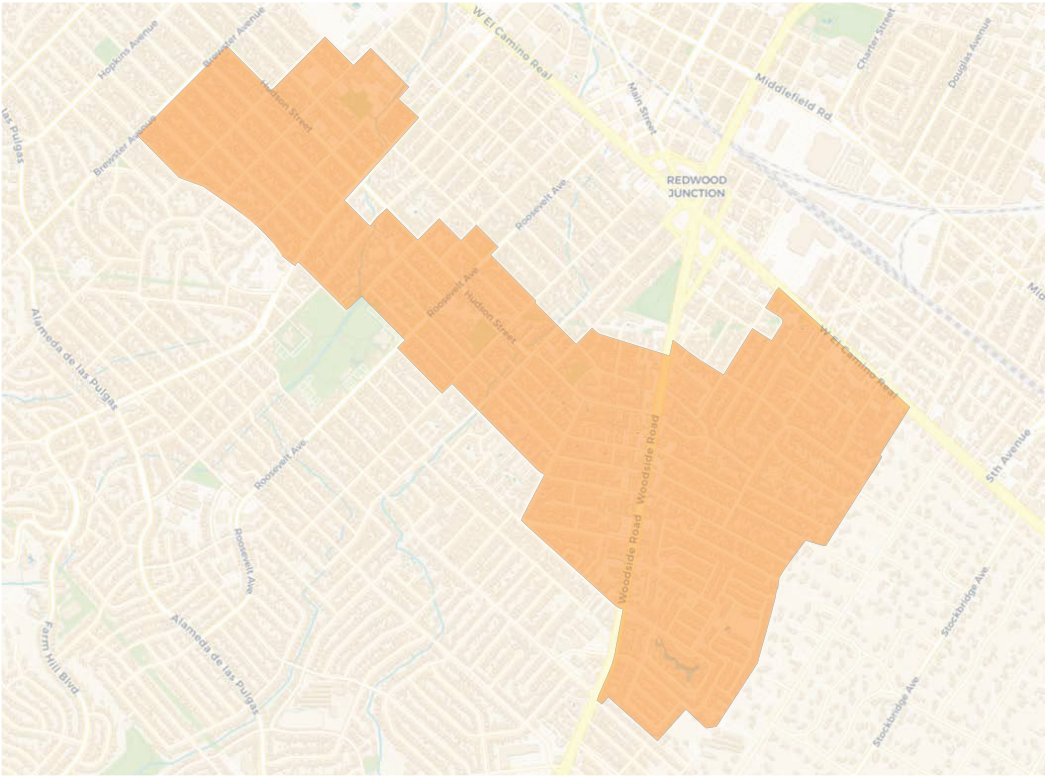
Citizen Voting Age Population (CVAP)

	1	2	3	4	5	6	7
Total CVAP	7,578	5,115	6,512	5,966	7,537	8,772	8,471
Other CVAP	4,857	1,994	2,308	3,613	3,927	6,070	6,727
Other CVAP %	64.1%	39.0%	35.5%	60.6%	52.1%	69.2%	79.4%
Latino CVAP	1,742	2,562	3,306	1,402	566	1,961	925
Latino CVAP %	23.0%	50.1%	50.8%	23.5%	7.5%	22.4%	10.9%
Asian CVAP	789	330	674	686	2,845	648	782
Asian CVAP %	10.4%	6.5%	10.4%	11.5%	37.7%	7.4%	9.2%
Black CVAP	191	230	223	265	199	92	36
Black CVAP %	2.5%	4.5%	3.4%	4.4%	2.6%	1.1%	0.4%

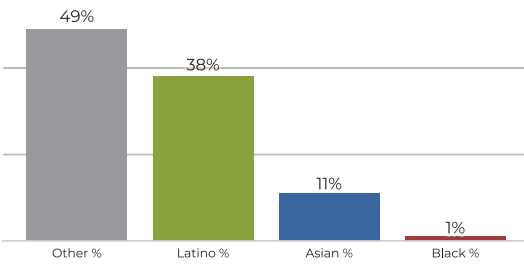
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City of Redwood City
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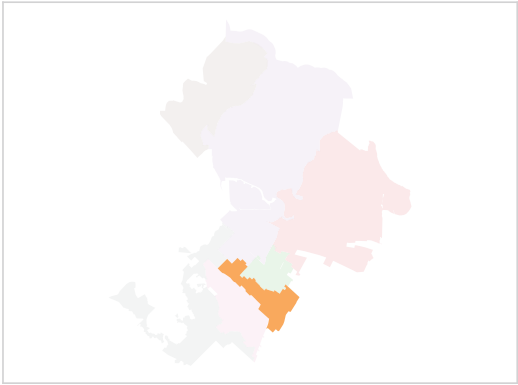
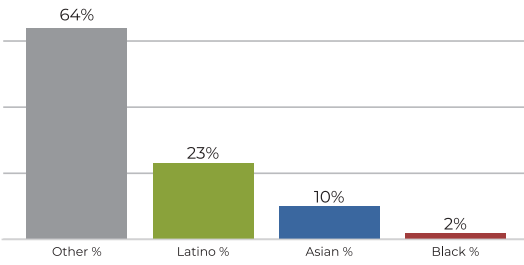
District 1



2020 Census



Citizen Voting Age Population

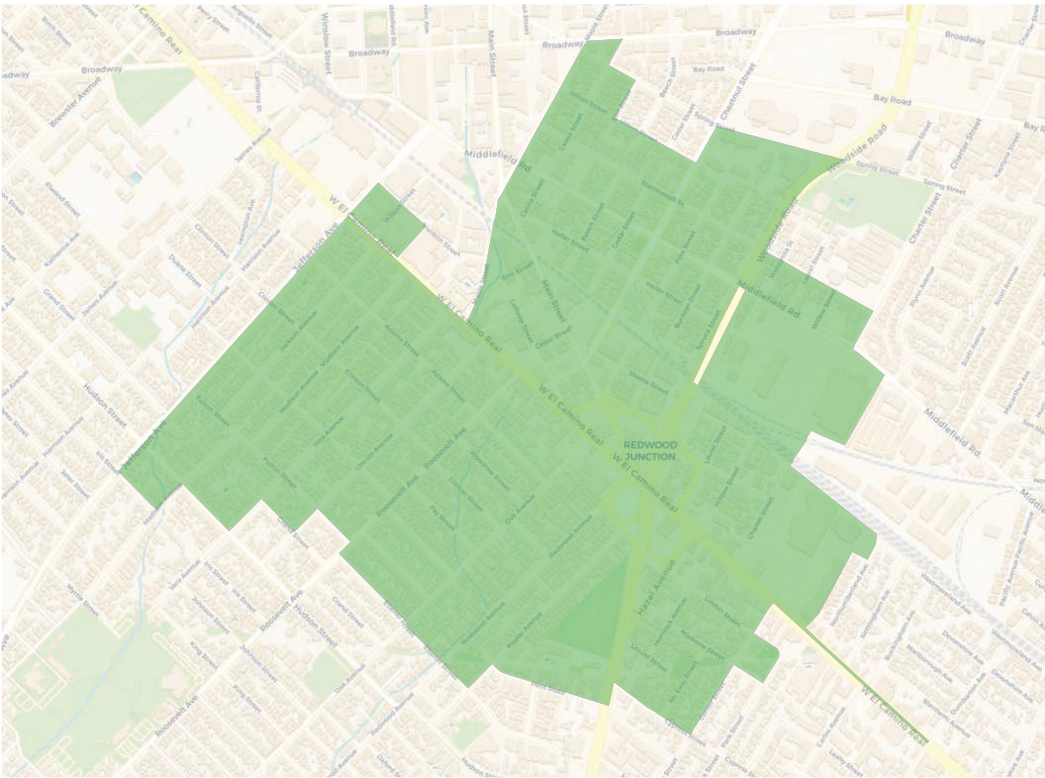


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,274	240	2.0%	6,054	49.3%	4,666	38.0%	1,346	11.0%	208	1.7%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,578	4,857	64.1%	1,742	23.0%	789	10.4%	191	2.5%		

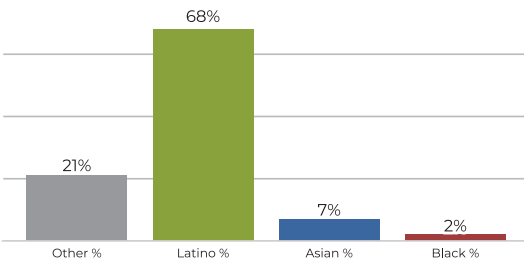
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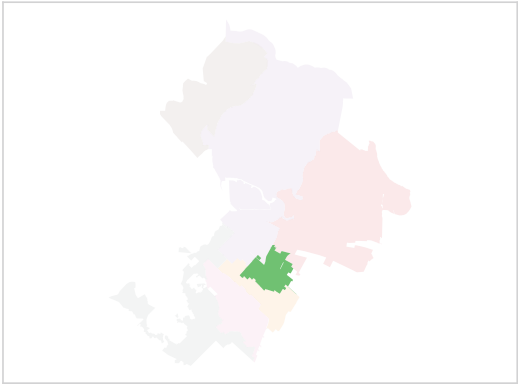
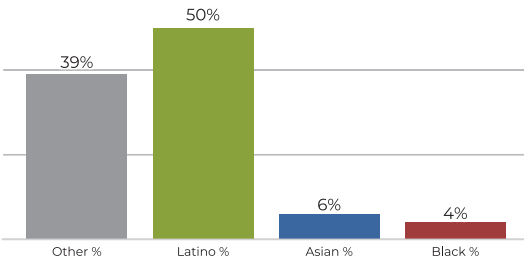
District 2



2020 Census



Citizen Voting Age Population

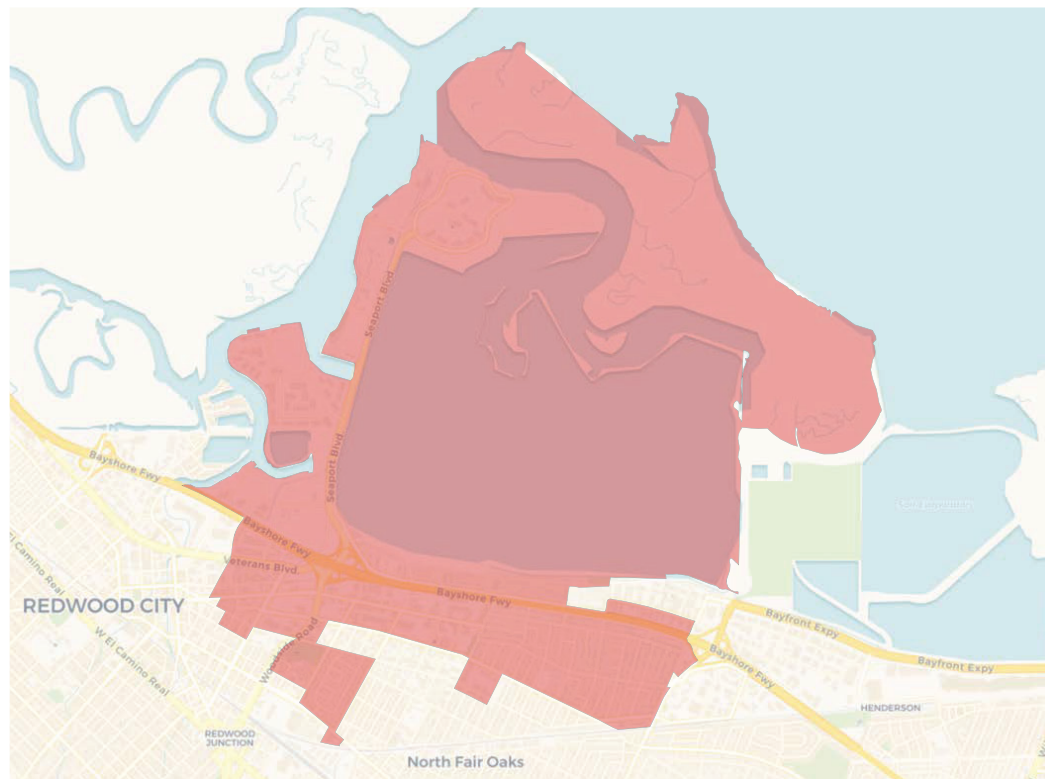


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,712	-322	-2.7%	2,557	21.8%	8,049	68.7%	860	7.3%	246	2.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
5,115	1,994	39.0%	2,562	50.1%	330	6.5%	230	4.5%		

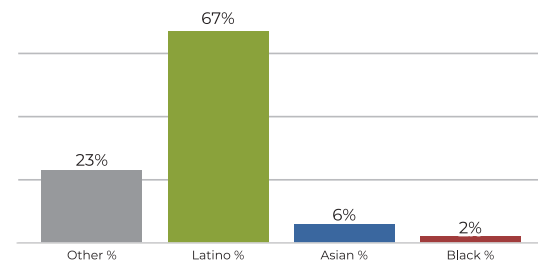


City of Redwood City
ID92082

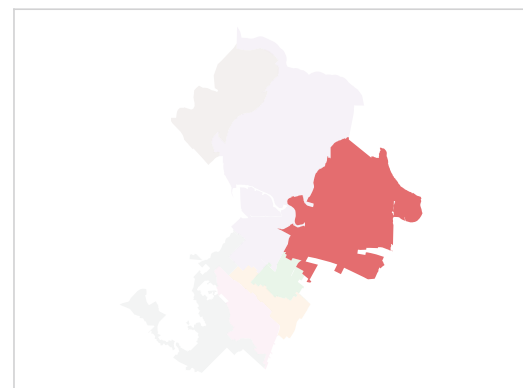
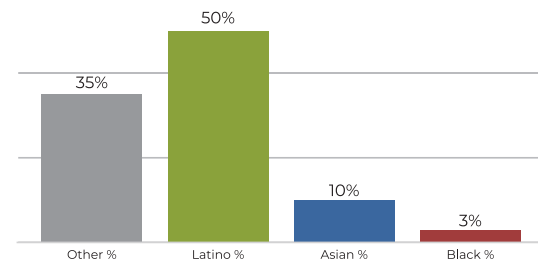
District 3



2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,178	144	1.2%	2,910	23.9%	8,236	67.6%	773	6.3%	259	2.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
6,512	2,308	35.5%	3,306	50.8%	674	10.4%	223	3.4%		

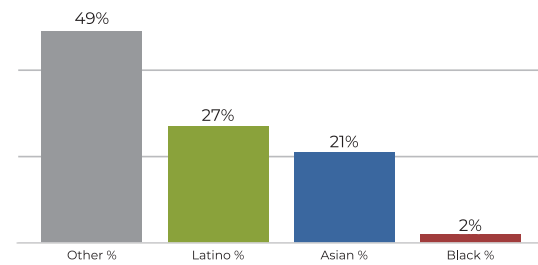


City of Redwood City
ID92082

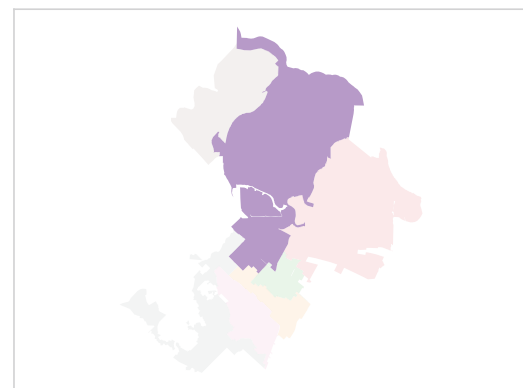
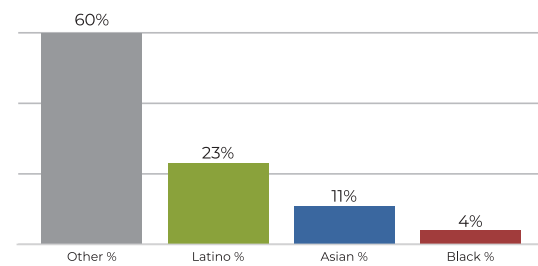
District 4



2020 Census



Citizen Voting Age Population

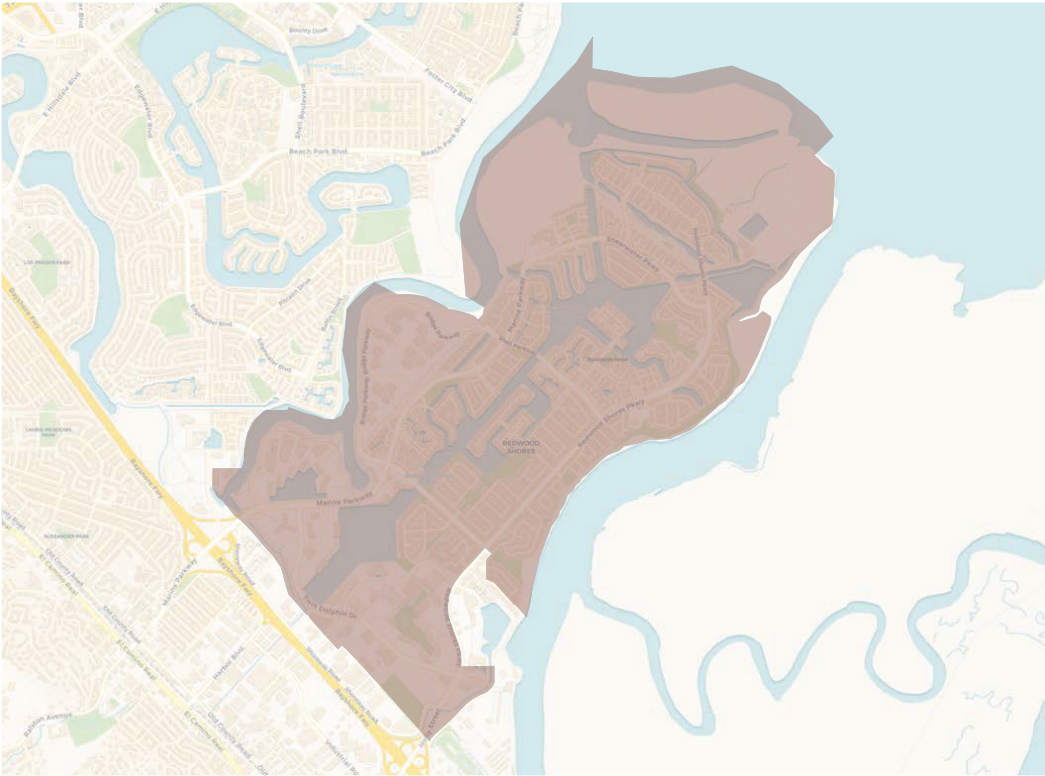


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,920	-114	-0.9%	5,859	49.2%	3,255	27.3%	2,517	21.1%	289	2.4%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
5,966	3,613	60.6%	1,402	23.5%	686	11.5%	265	4.4%		

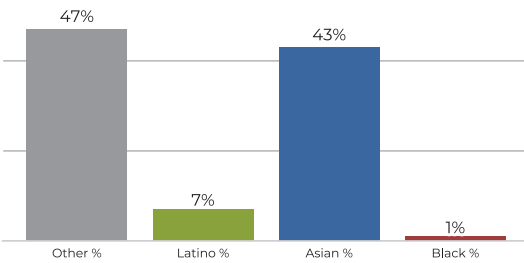
 **REDISTRICTING
PARTNERS**

City of Redwood City
ID92082

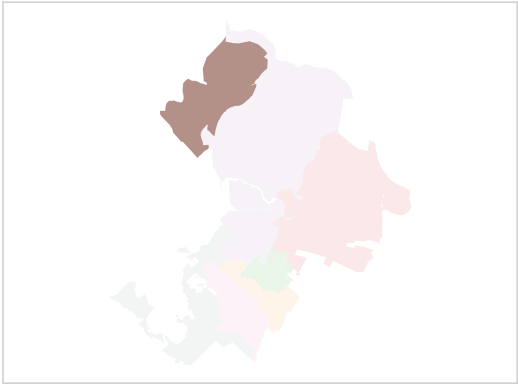
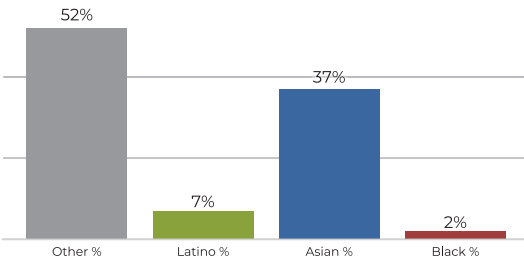
District 5



2020 Census



Citizen Voting Age Population



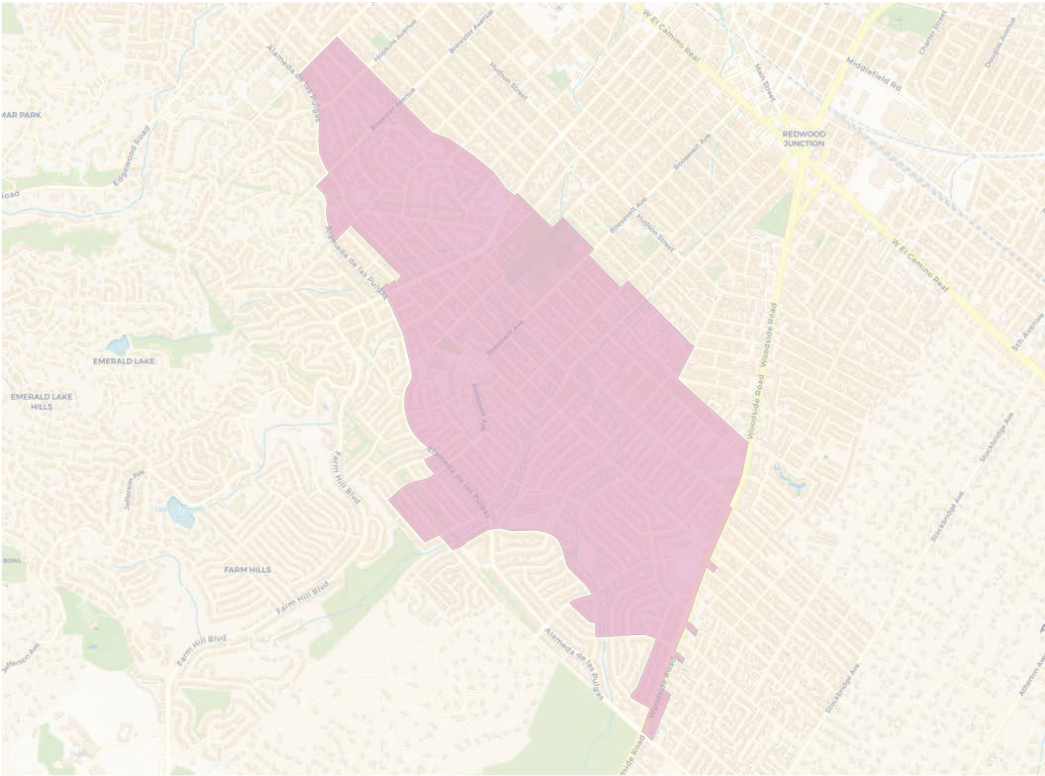
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,508	474	3.9%	5,959	47.6%	979	7.8%	5,403	43.2%	167	1.3%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,537	3,927	52.1%	566	7.5%	2,845	37.7%	199	2.6%		

 REDISTRICTING
PARTNERS

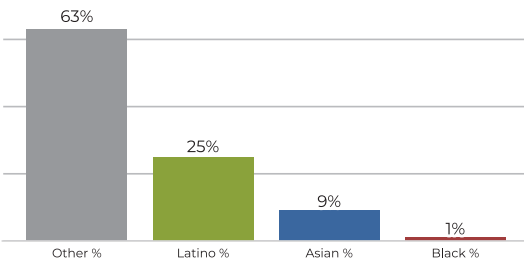
City of Redwood City

ID92082

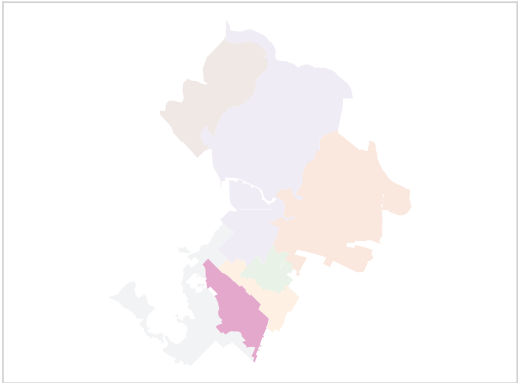
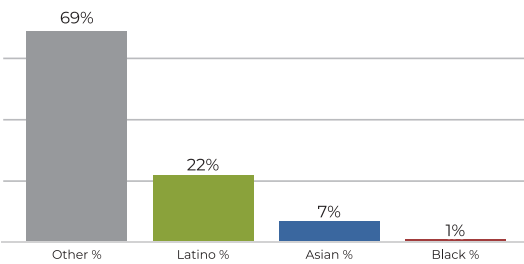
District 6



2020 Census



Citizen Voting Age Population

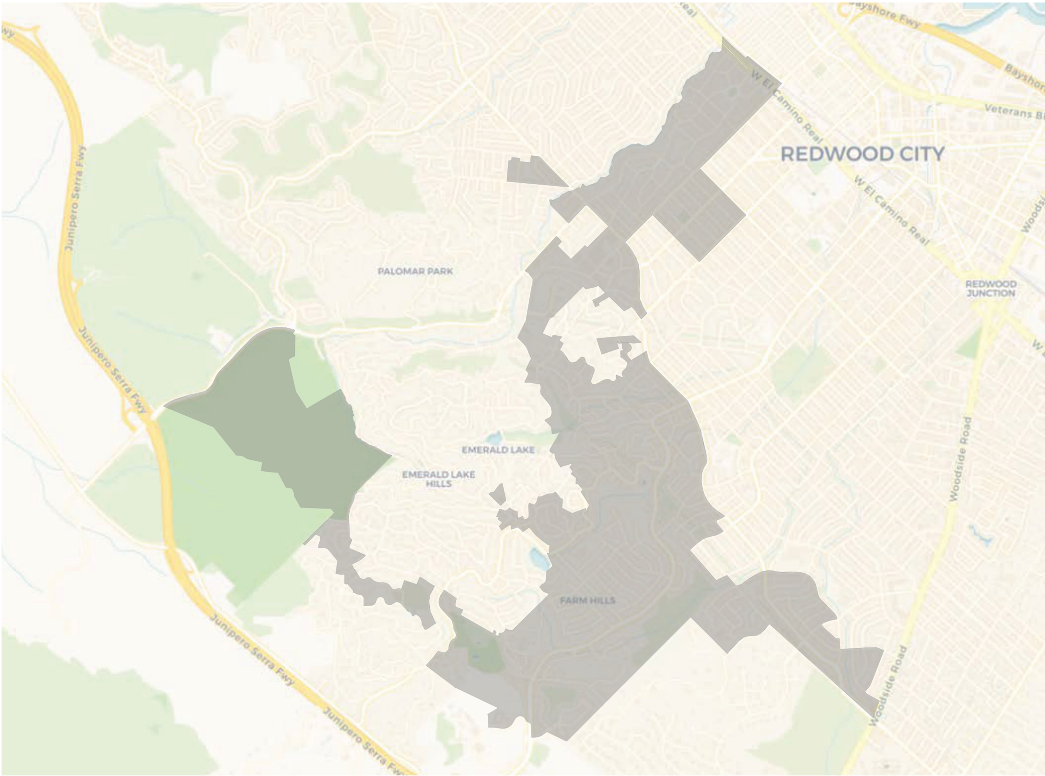


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,799	-235	-2.0%	7,491	63.5%	3,042	25.8%	1,150	9.7%	116	1.0%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
8,772	6,070	69.2%	1,961	22.4%	648	7.4%	92	1.1%		

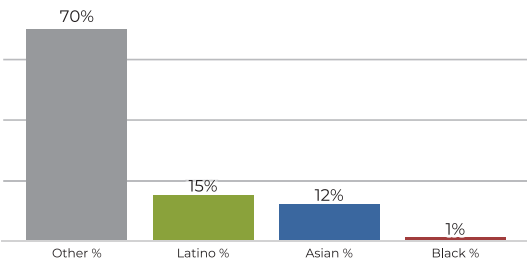


City of Redwood City
ID92082

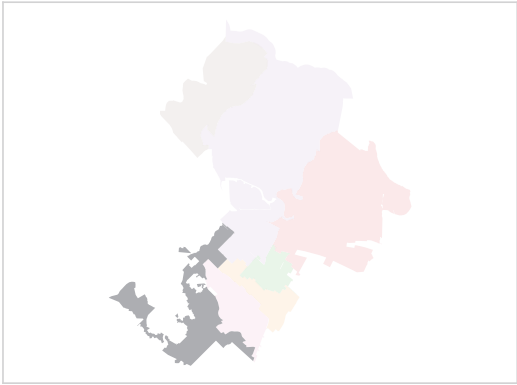
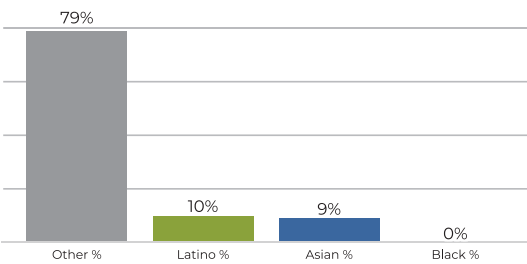
District 7



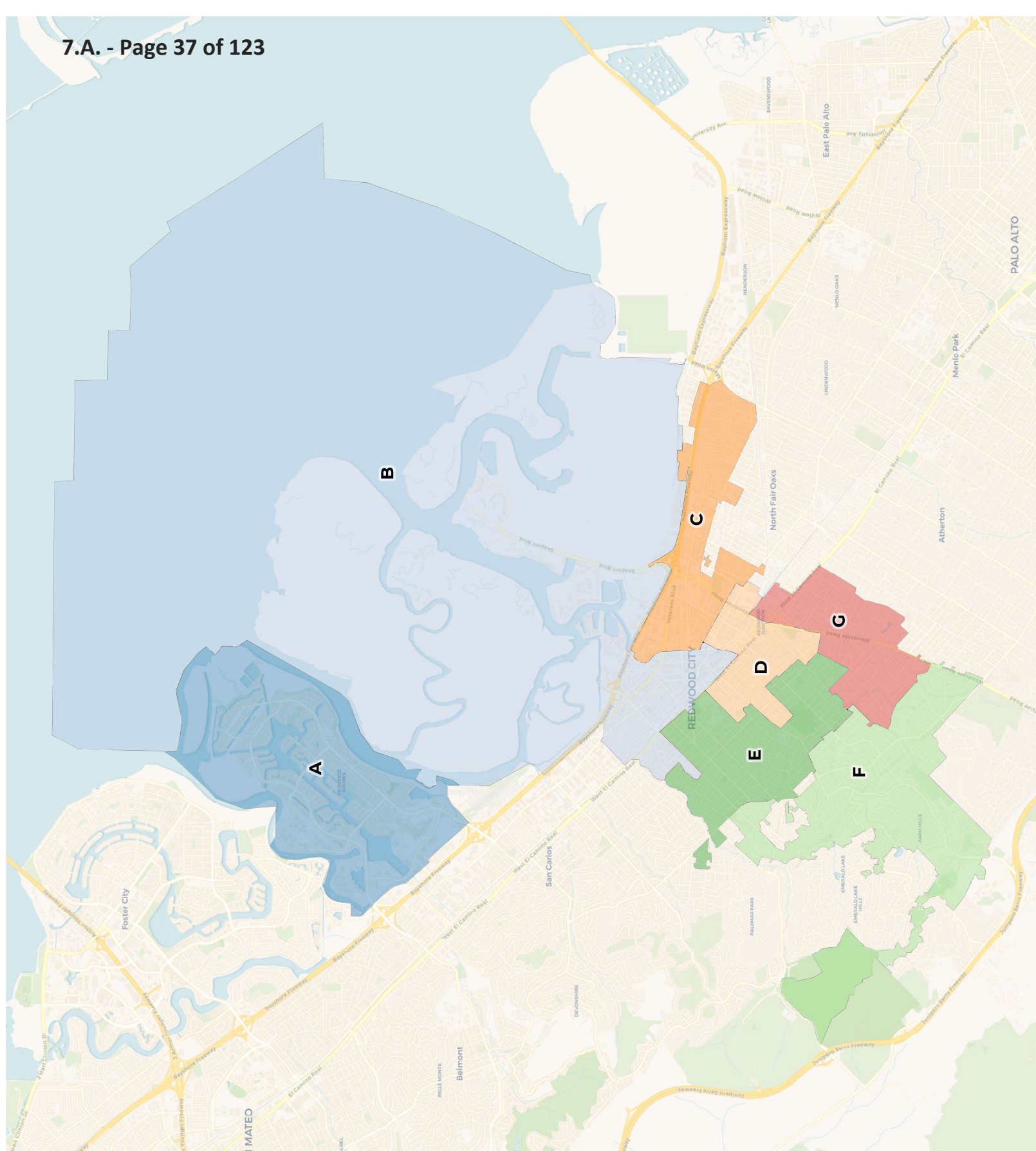
2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,846	-188	-1.6%	8,380	70.7%	1,884	15.9%	1,462	12.3%	120	1.0%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
8,471	6,727	79.4%	925	10.9%	782	9.2%	36	0.4%		



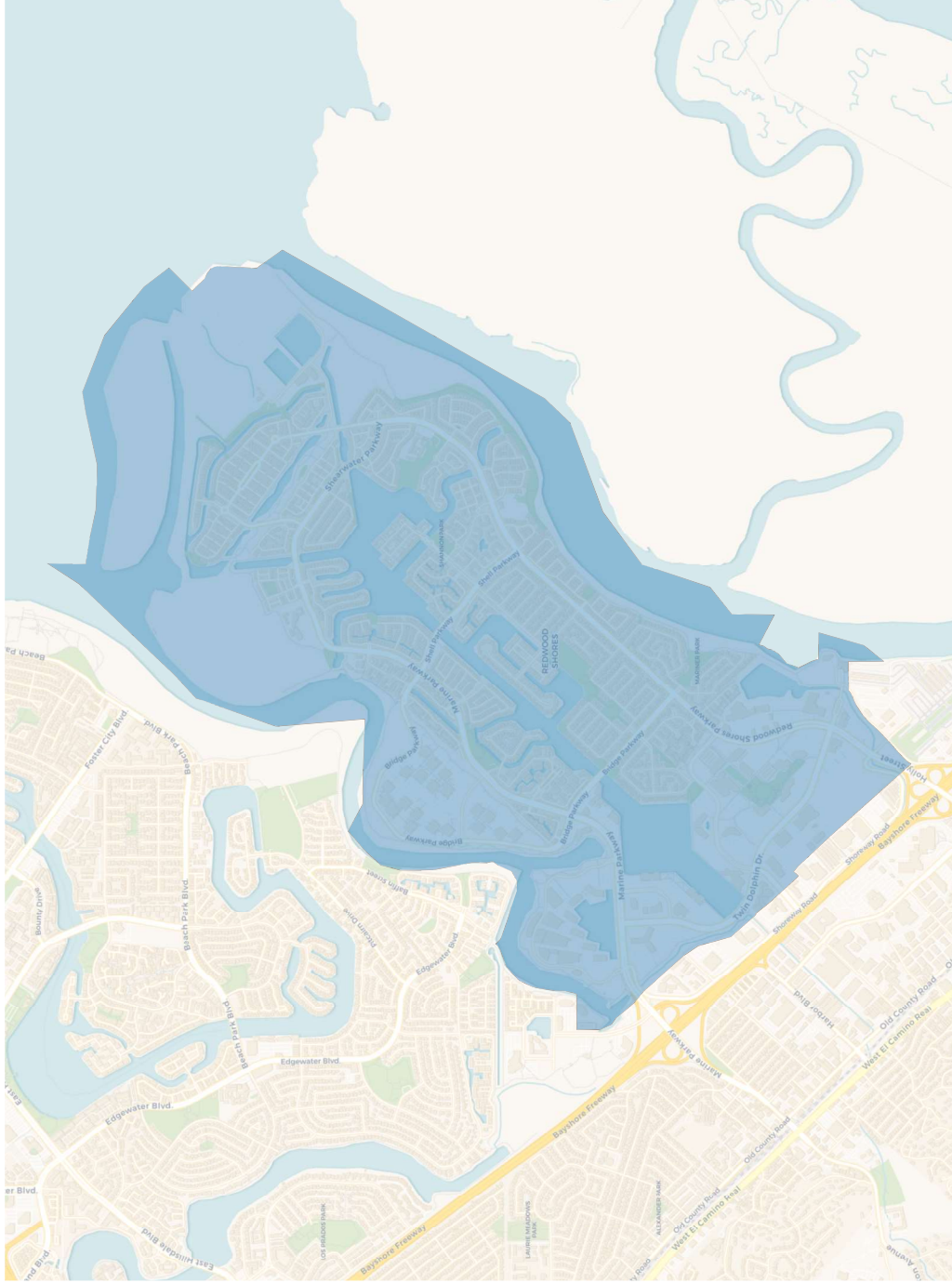
2020 Census

A	B	C	D	E	F	G
Population	12,796	11,681	11,638	12,174	12,549	11,730
Deviation	736	-379	-422	114	489	-330
Deviation %	6.1%	-3.1%	-3.5%	0.9%	4.1%	-2.9%
Other	6,083	5,184	2,873	7,598	8,801	5,867
Other %	47.5%	44.4%	24.6%	62.4%	70.1%	50.1%
Latino	995	3,927	7,750	3,287	2,145	4,291
Latino %	7.8%	33.6%	66.6%	27.0%	17.1%	36.6%
Asian	5,547	2,227	827	1,150	1,478	1,316
Asian %	43.3%	19.1%	7.1%	9.4%	11.8%	11.2%
Black	171	343	188	139	125	236
Black %	1.3%	2.9%	1.6%	1.1%	1.0%	2.0%

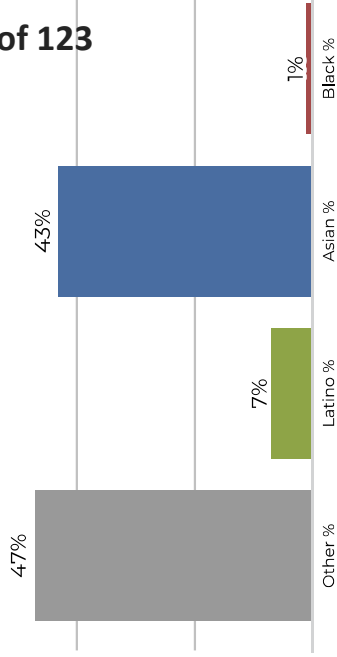
Citizen Voting Age Population (CVAP)

A	B	C	D	E	F	G
Total CVAP	7,710	5,434	5,281	8,624	9,220	7,704
Other CVAP	3,975	3,137	1,988	6,071	7,355	5,018
Other CVAP %	51.6%	57.7%	37.7%	70.4%	79.8%	65.1%
Latino CVAP	595	1,386	2,711	1,949	1,045	1,587
Latino CVAP %	7.7%	25.5%	51.3%	22.6%	11.3%	20.6%
Asian CVAP	2,890	732	369	508	771	890
Asian CVAP %	37.5%	13.5%	7.0%	5.9%	8.4%	11.6%
Black CVAP	250	179	213	96	49	209
Black CVAP %	3.2%	3.3%	4.0%	1.1%	0.5%	2.7%

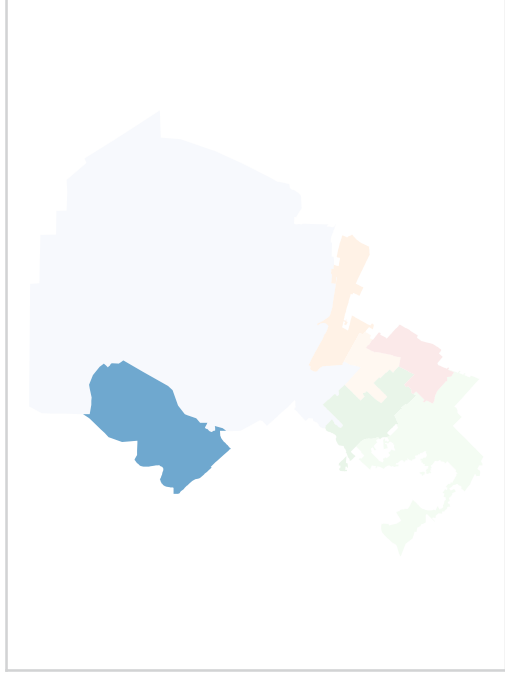
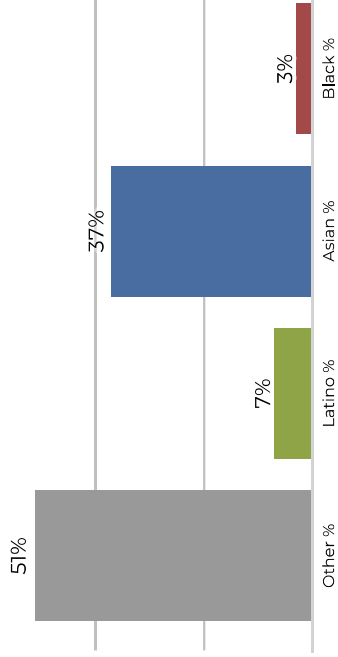
District A



2020 Census

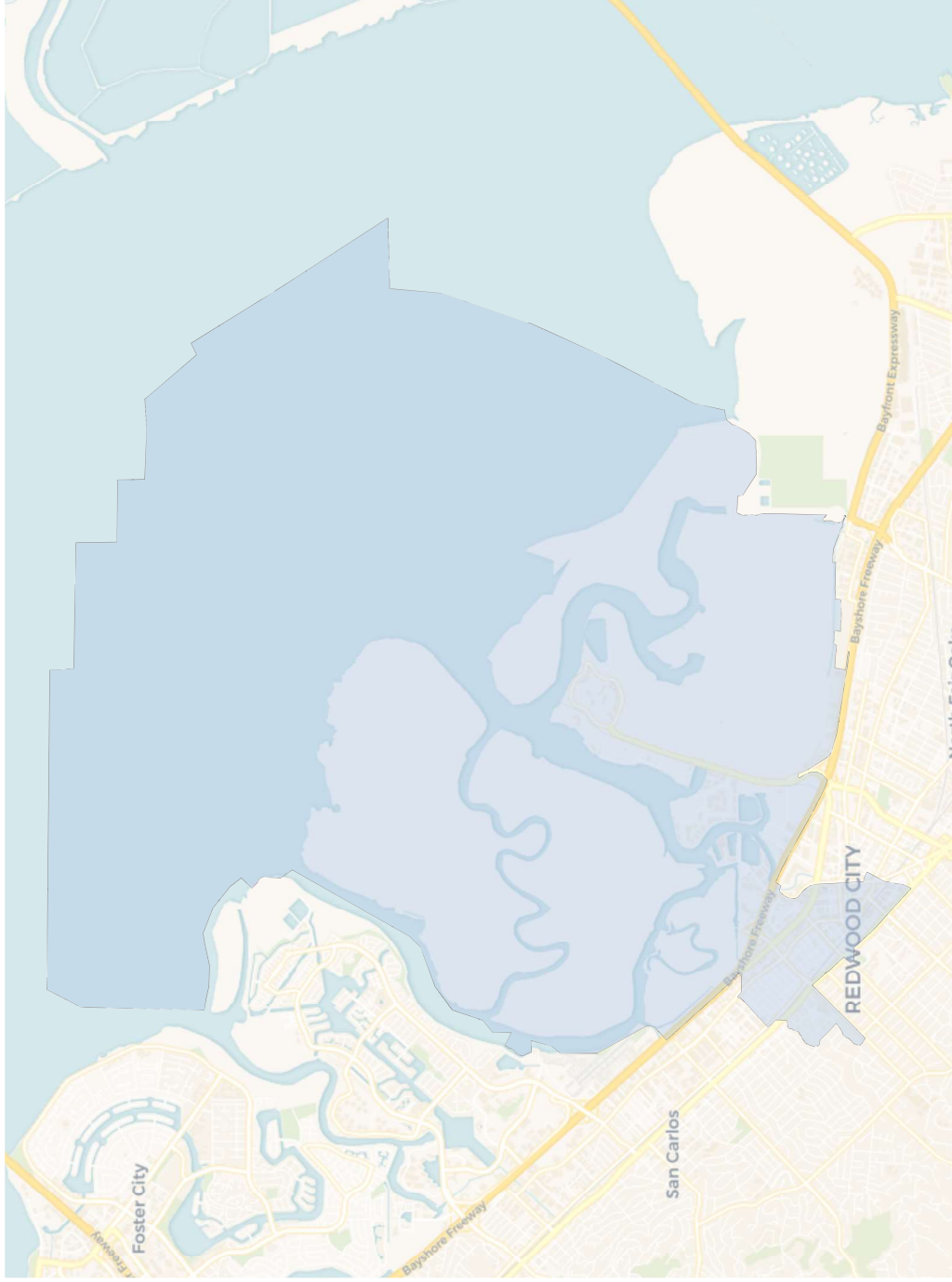


Citizen Voting Age Population

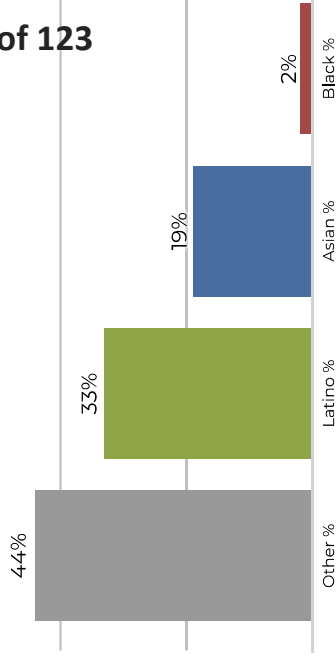


Population	Deviation	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,796	736	6,083	47.5%	995	7.8%	5,547	43.3%	171	1.3%
Total CVAP									
7,710	3,975	51.6%	595	7.7%	2,890	37.5%	250	3.2%	

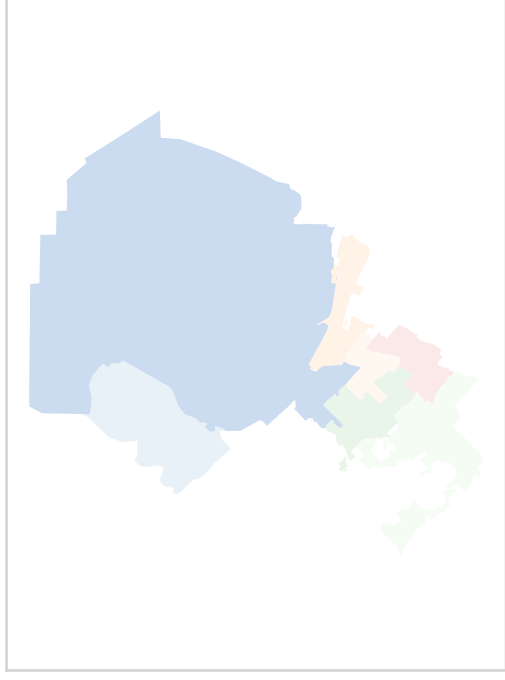
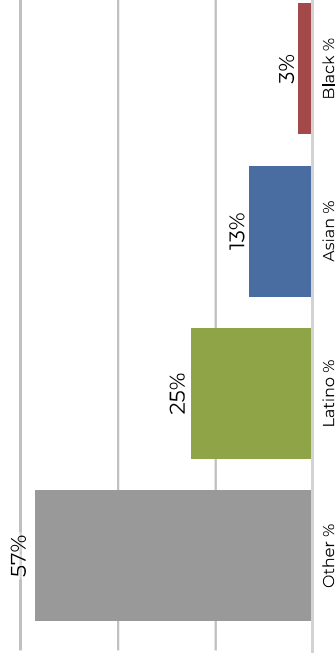
District B



2020 Census

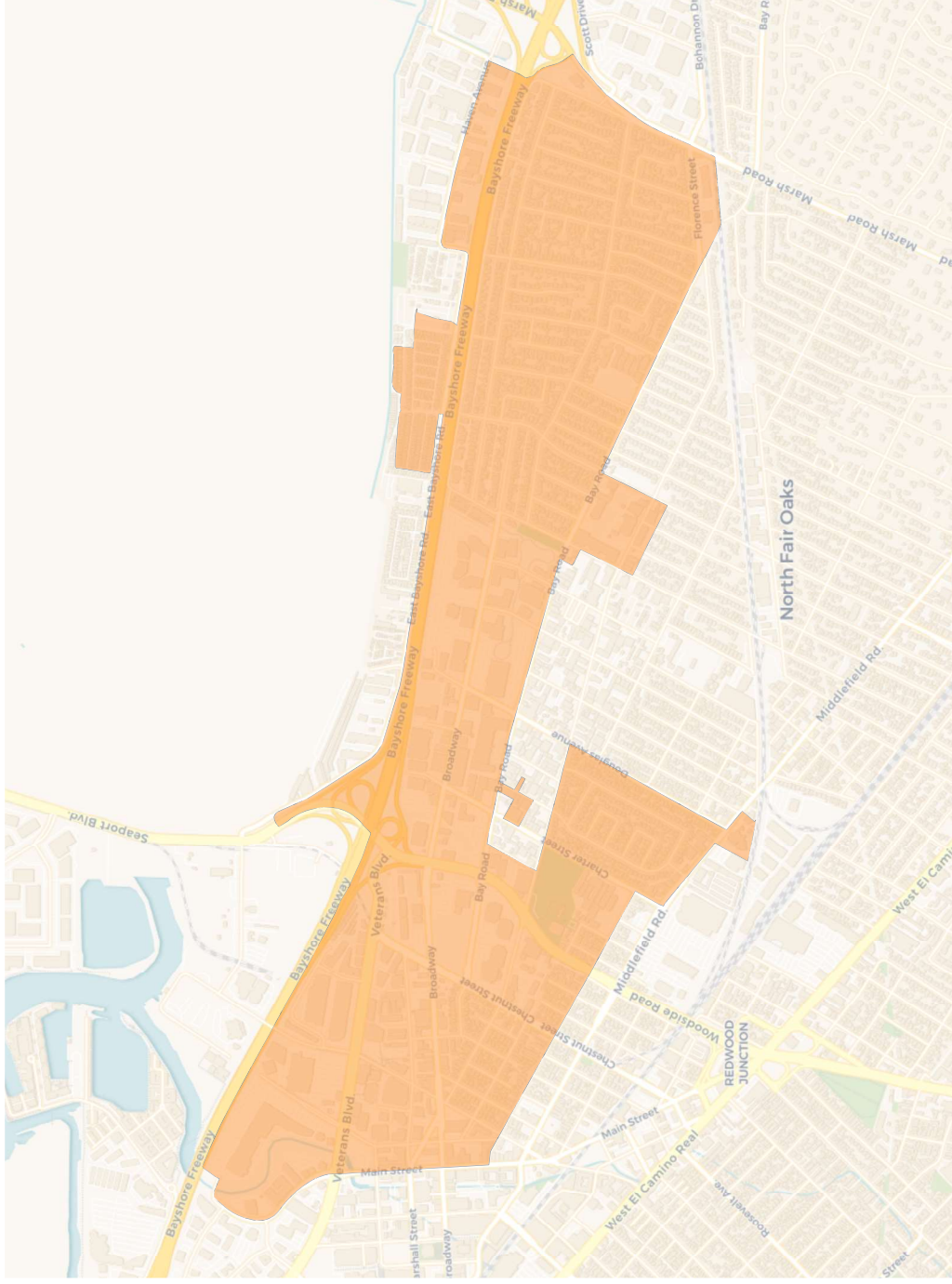


Citizen Voting Age Population

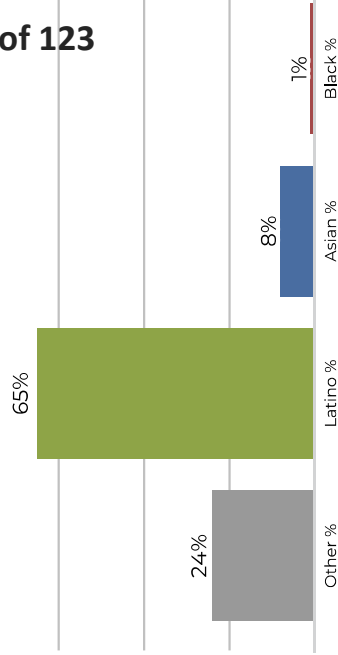


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,681	-379	-3.1%	5,184	44.4%	3,927	33.6%	2,227	19.1%	343	2.9%
Total CVAP										
5,434	3,137	57.7%	1,386	25.5%	732	13.5%	179	3.3%		

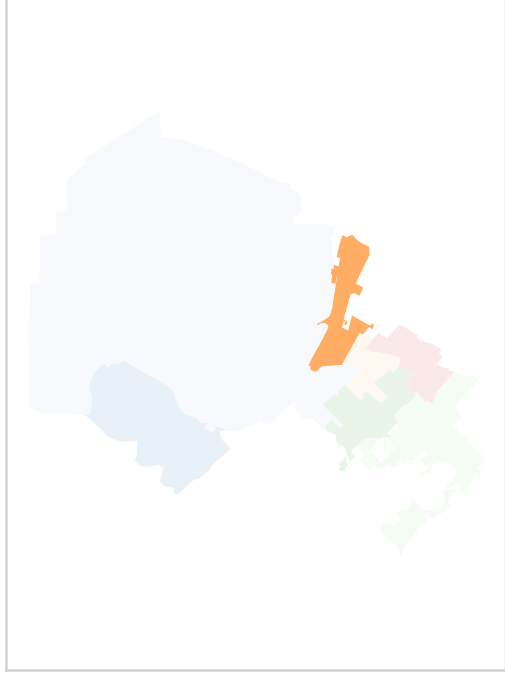
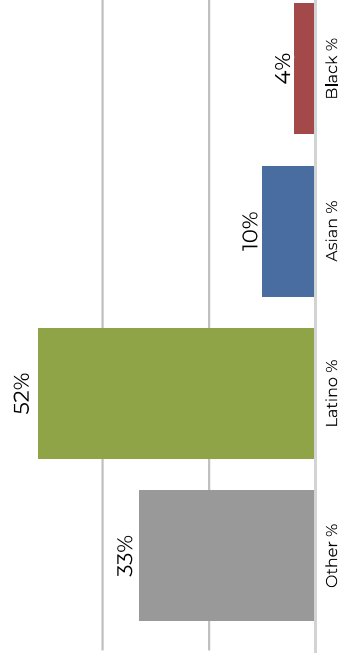
District C



2020 Census

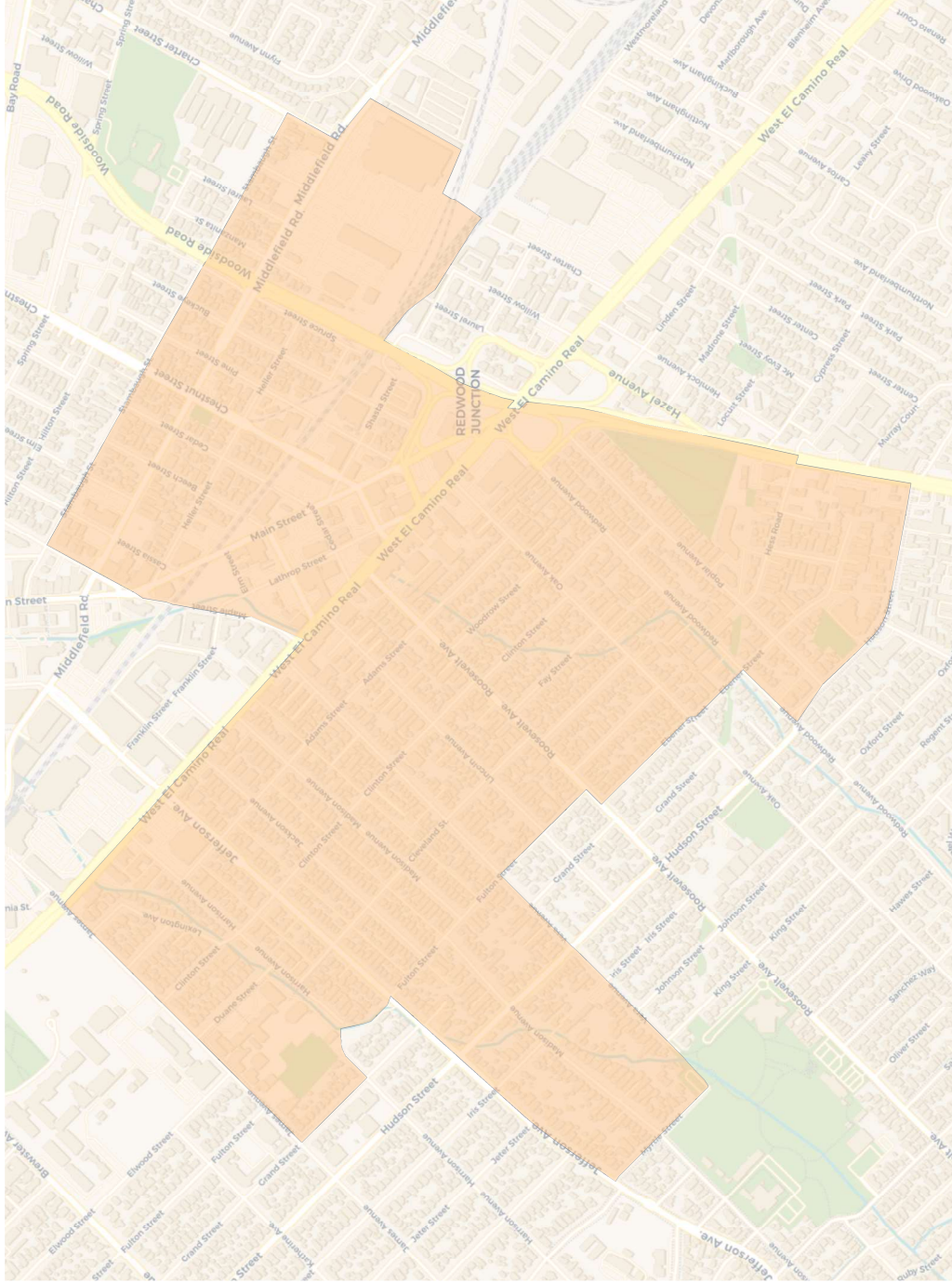


Citizen Voting Age Population

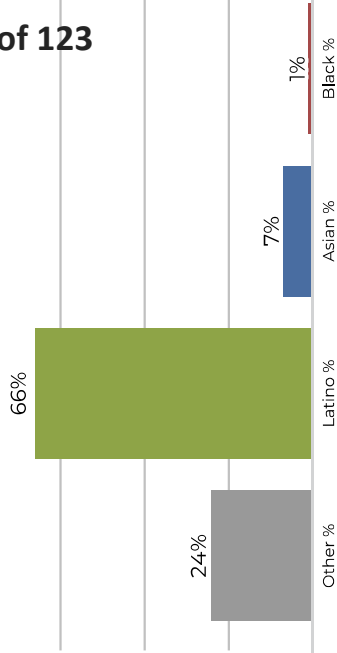


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,875	-185	-1.5%	2,918	24.6%	7,776	65.5%	978	8.2%	203	1.7%
Total CVAP										
6,063	2,017	33.3%	3,201	52.8%	604	10.0%	242	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

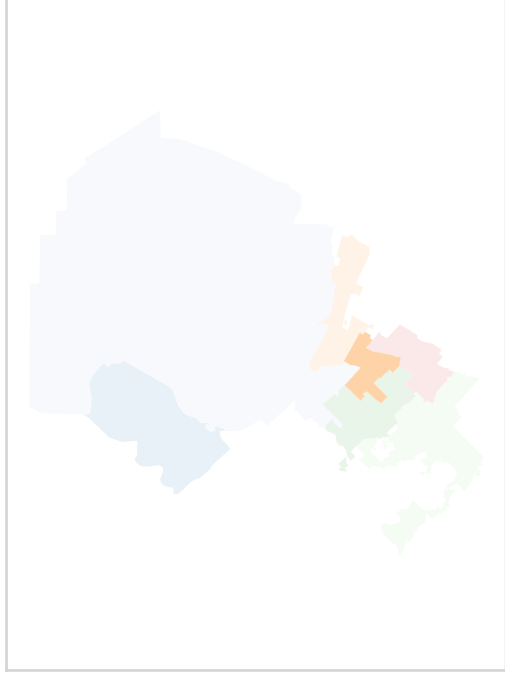
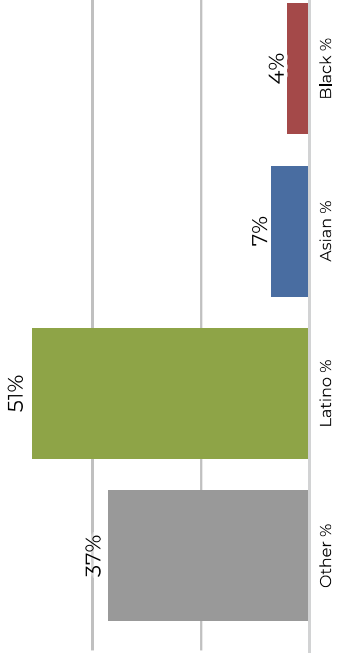
District D



2020 Census

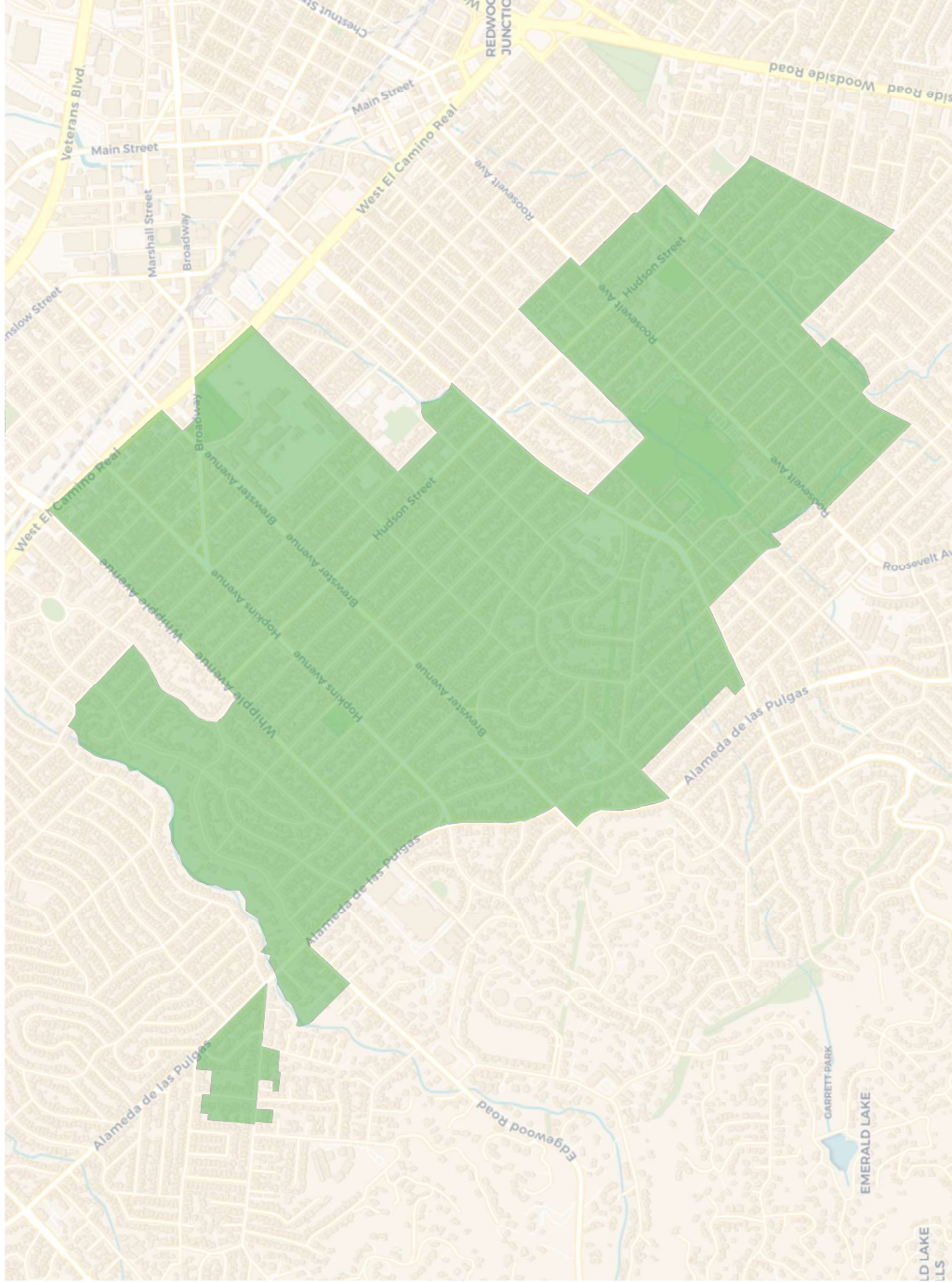


Citizen Voting Age Population

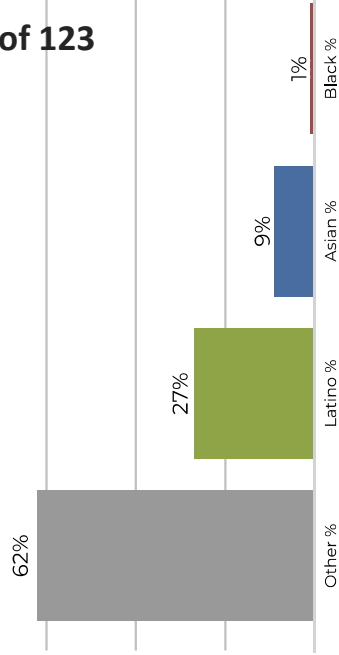


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,638	-422	-3.5%	2,873	24.7%	7,750	66.6%	827	7.1%	188	1.6%
Total CVAP										
5,281	1,988	37.7%	2,711	51.3%	369	7.0%	213	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

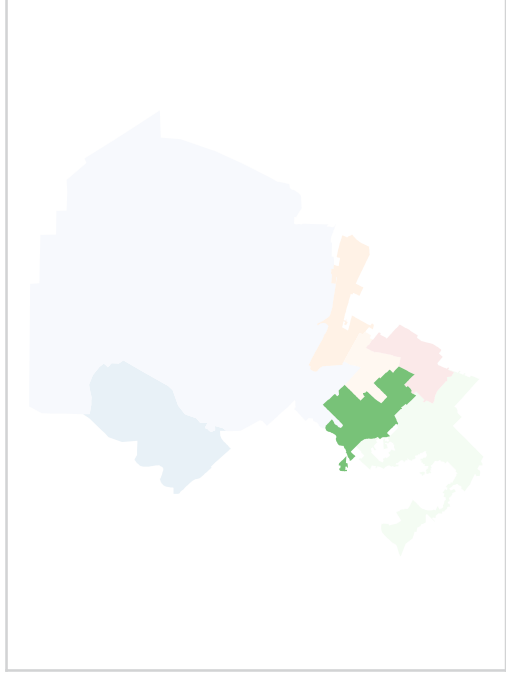
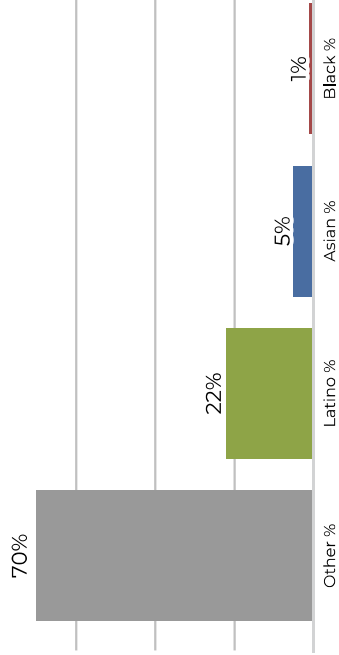
District E



2020 Census

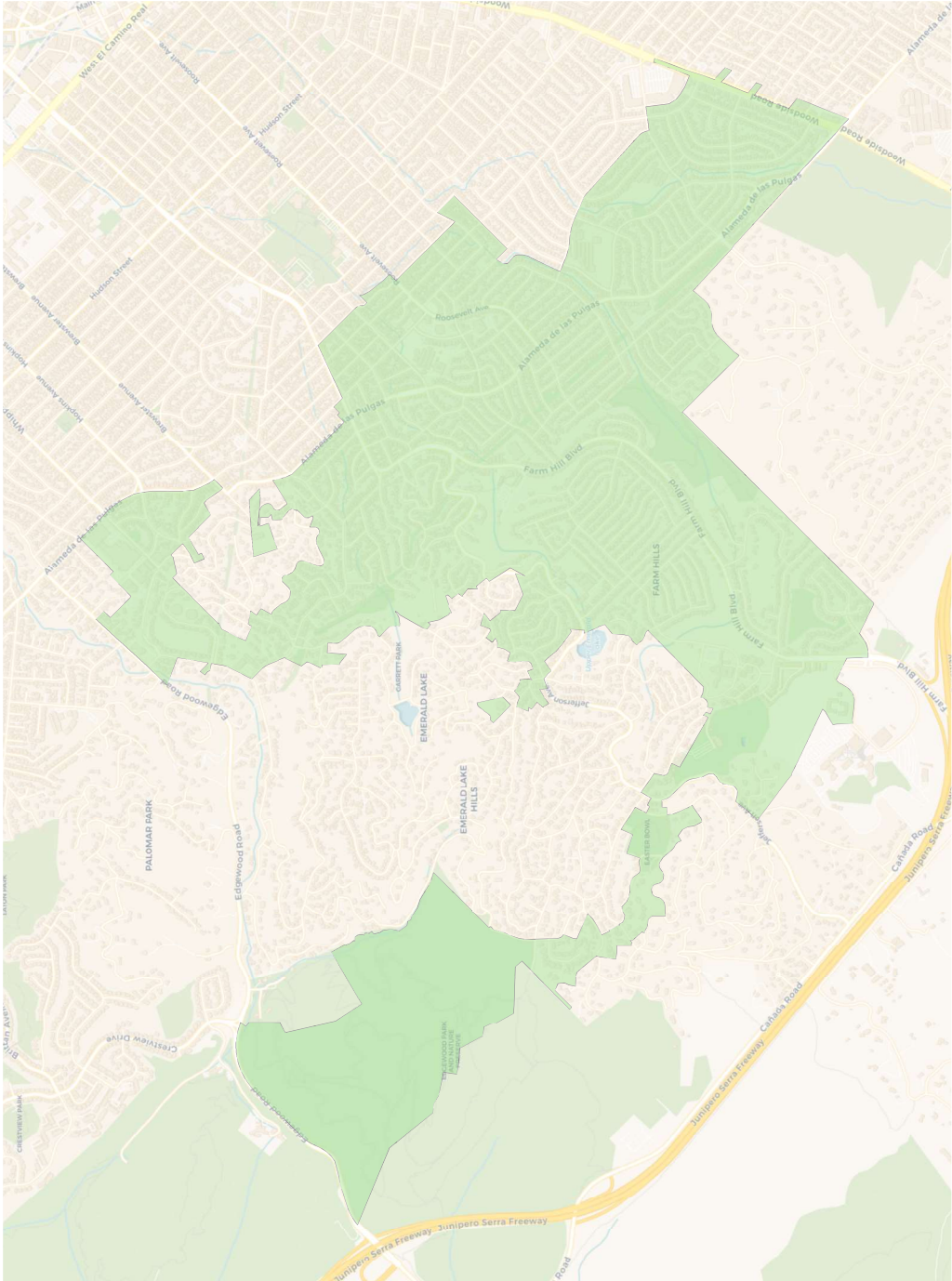


Citizen Voting Age Population

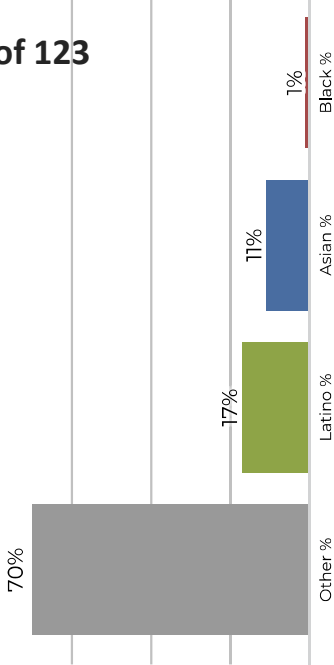


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,174	114	0.9%	7,598	62.4%	3,287	27.0%	1,150	9.4%	139	1.1%
Total CVAP										
8,624	6,071	70.4%	1,949	22.6%	508	5.9%	96	1.1%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

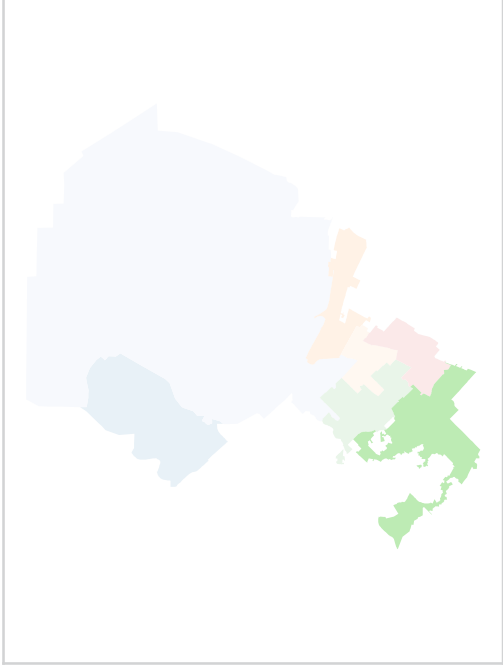
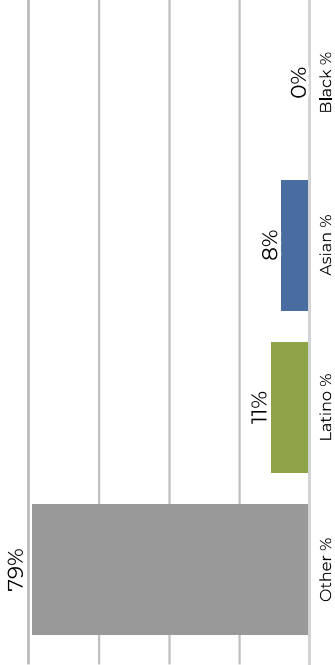
District F



2020 Census



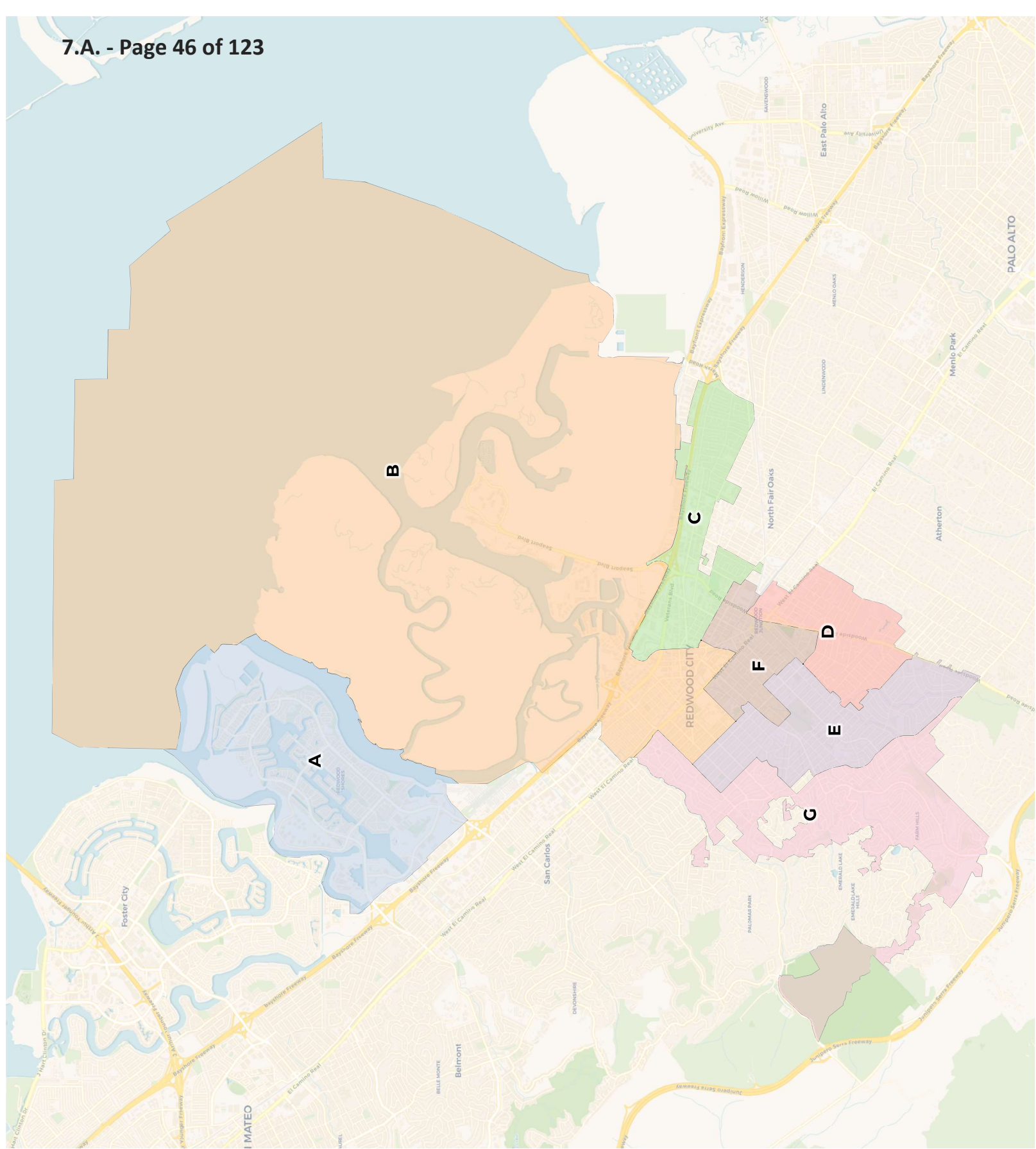
Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,549	489	4.1%	8,801	70.1%	2,145	17.1%	1,478	11.8%	125	1.0%
Total CVAP										
9,220	7,355	79.8%	1,045	11.3%	771	8.4%	49	0.5%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,710	-350	-2.9%	5,867	50.1%	4,291	36.6%	1,316	11.2%	236	2.0%
449										
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,704	5,018	65.1%	1,587	20.6%	890	11.6%	209	2.7%		



2020 Census

	A	B	C	D	E	F	G
Population	12,796	12,262	11,875	12,160	11,857	11,638	11,835
Deviation	736	202	-185	100	-203	-422	-235
Deviation %	6.1%	1.7%	-1.5%	0.8%	-1.7%	-3.5%	-1.9%
Other	6,083	5,582	2,918	5,699	7,803	2,873	8,366
Other %	47.5%	45.5%	24.6%	46.9%	65.8%	24.7%	70.7%
Latino	995	4,070	7,776	4,843	2,875	7,750	1,862
Latino %	7.8%	33.2%	65.5%	39.8%	24.2%	66.6%	15.7%
Asian	5,547	2,248	978	1,355	1,075	827	1,493
Asian %	43.3%	18.3%	8.2%	11.1%	9.1%	7.1%	12.6%
Black	171	362	203	263	104	188	114
Black %	1.3%	3.0%	1.7%	2.2%	0.9%	1.6%	1.0%

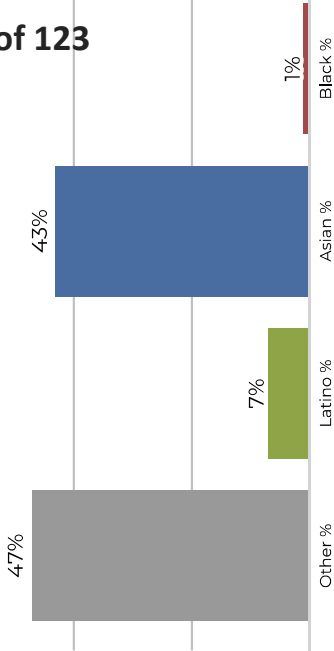
Citizen Voting Age Population (CVAP)

	A	B	C	D	E	F	G
Total CVAP	7,710	6,054	6,064	7,833	8,654	5,246	8,476
Other CVAP	3,975	3,695	2,017	4,959	6,150	1,970	6,795
Other CVAP %	51.6%	61.0%	33.3%	63.3%	71.1%	37.6%	80.2%
Latino CVAP	595	1,451	3,201	1,667	1,993	2,701	866
Latino CVAP %	7.7%	24.0%	52.8%	21.3%	23.0%	51.5%	10.2%
Asian CVAP	2,890	701	604	956	464	364	785
Asian CVAP %	37.5%	11.6%	10.0%	12.2%	5.4%	6.9%	9.3%
Black CVAP	250	207	242	251	47	210	31
Black CVAP %	3.2%	3.4%	4.0%	3.2%	0.5%	4.0%	0.4%

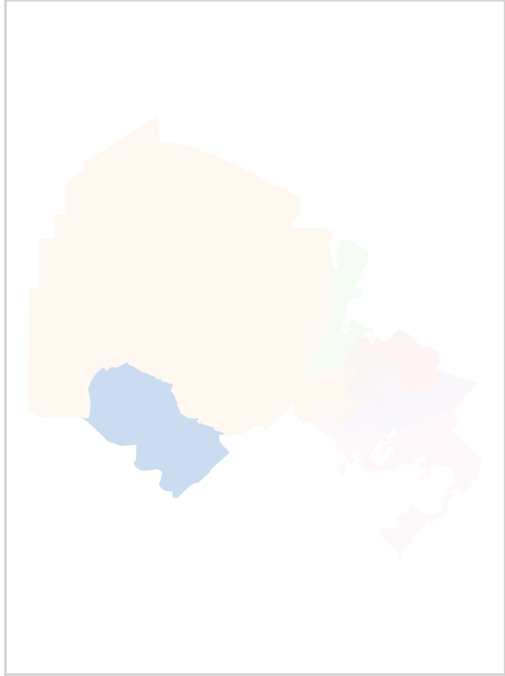
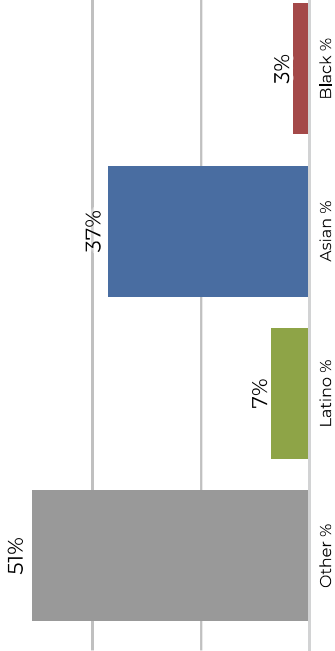
District A



2020 Census

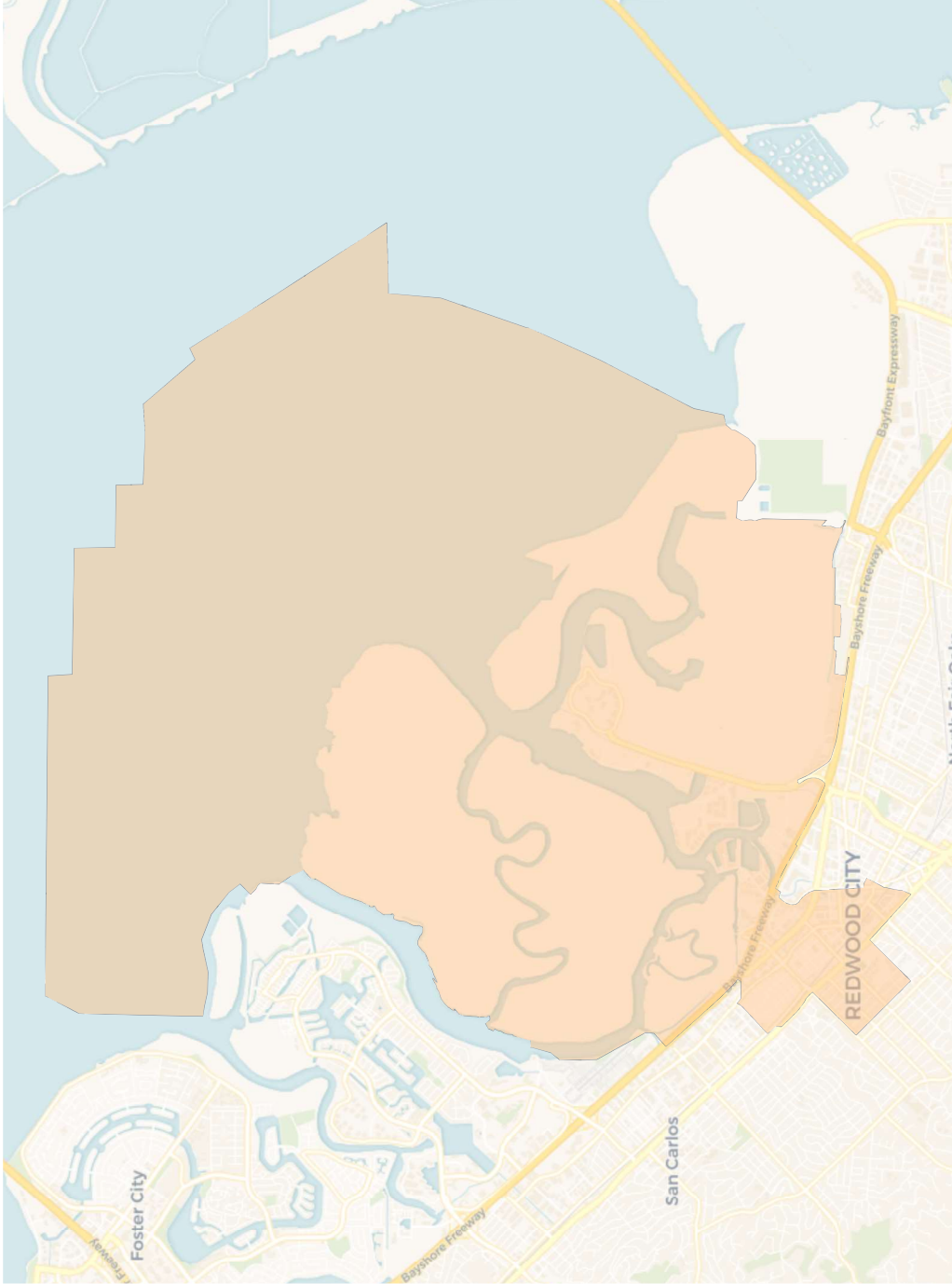


Citizen Voting Age Population

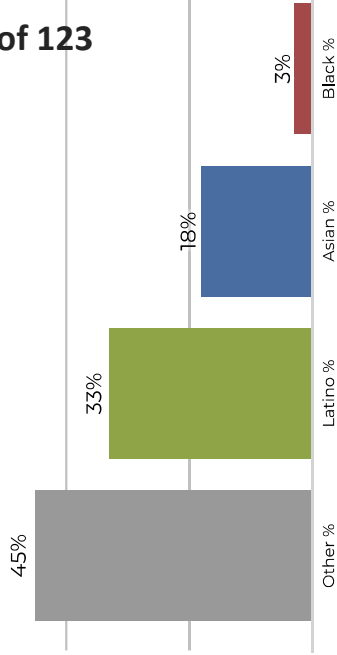


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,796	736	6.1%	6,083	47.5%	995	7.8%	5,547	43.3%	171	1.3%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,710	3,975	51.6%	595	7.7%	2,890	37.5%	250	3.2%		

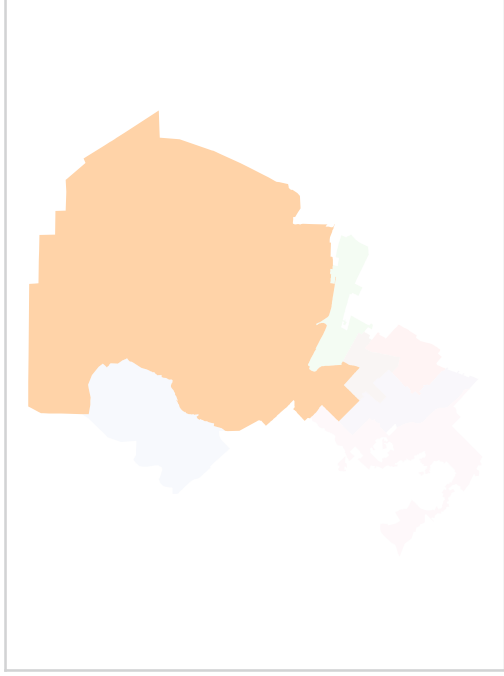
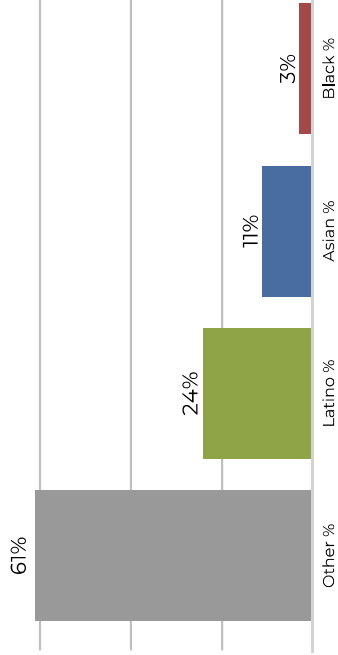
District B



2020 Census



Citizen Voting Age Population

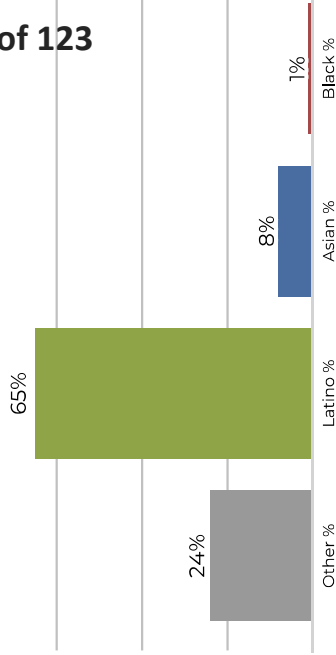


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,262	202	1.7%	5,582	45.5%	4,070	33.2%	2,248	18.3%	362	3.0%
Total CVAP										
6,054	3,695	61.0%	1,451	24.0%	701	11.6%	207	3.4%		

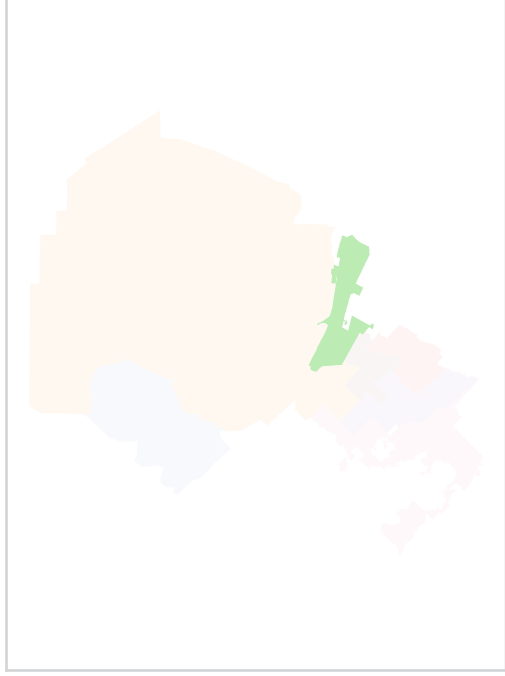
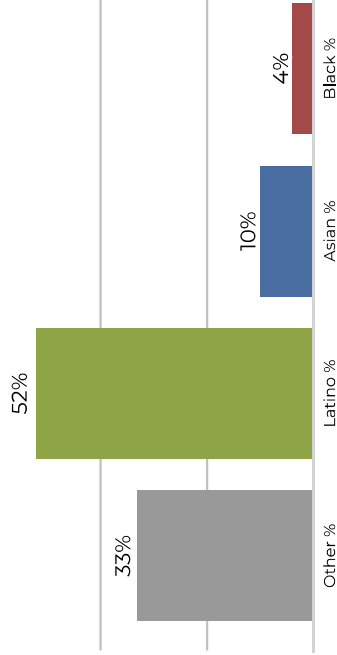
District C



2020 Census

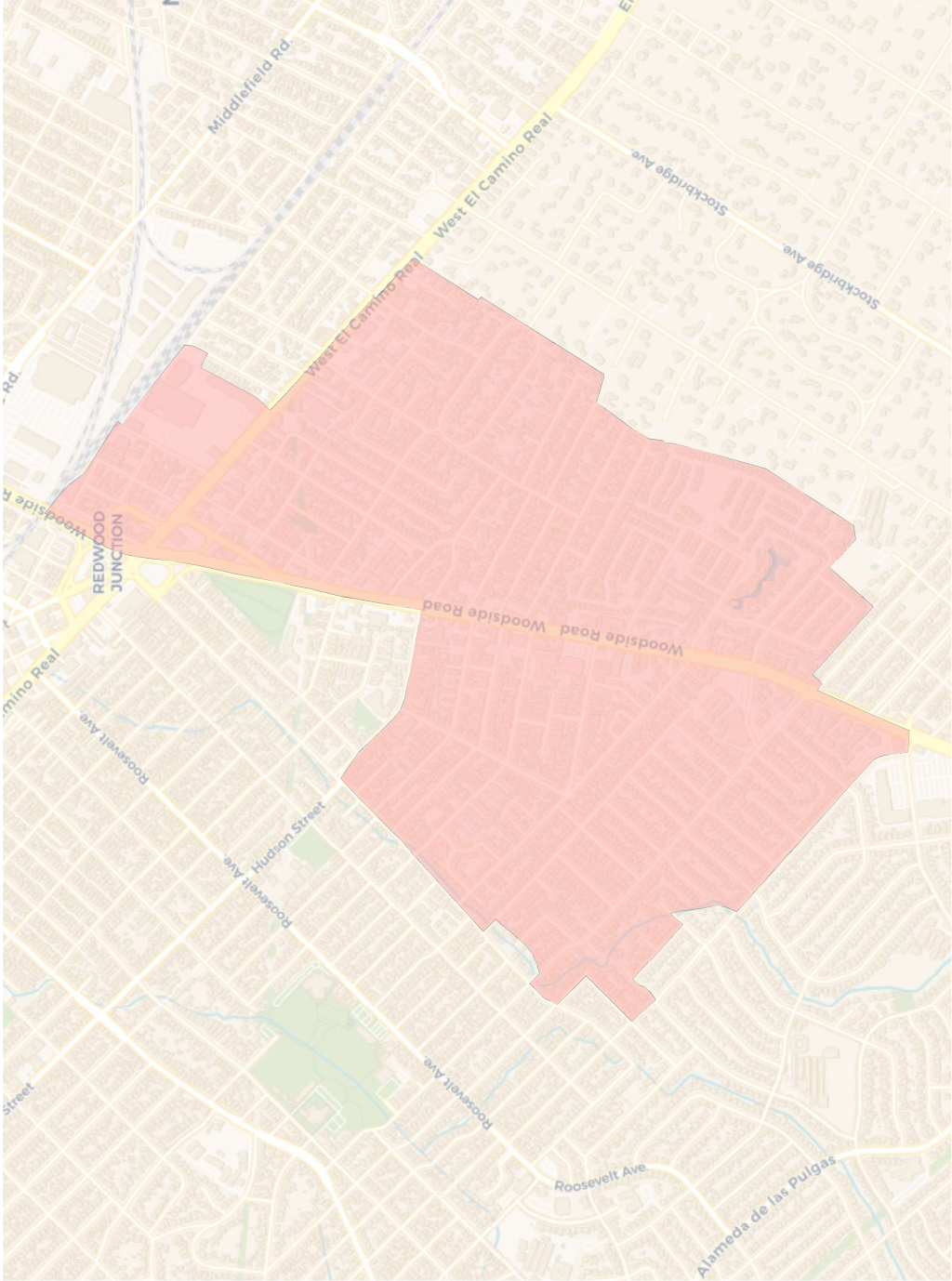


Citizen Voting Age Population

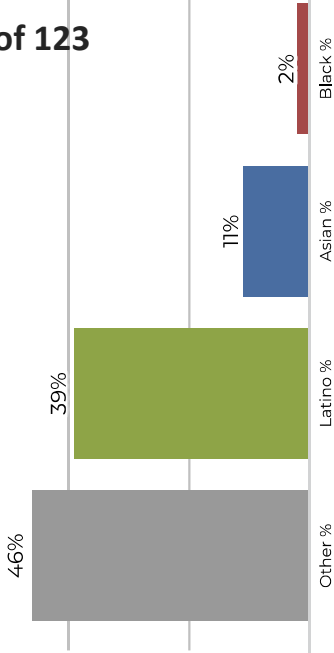


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,875	-185	-1.5%	2,918	24.6%	7,776	65.5%	978	8.2%	203	1.7%
454										
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
6,064	2,017	33.3%	3,201	52.8%	604	10.0%	242	4.0%		

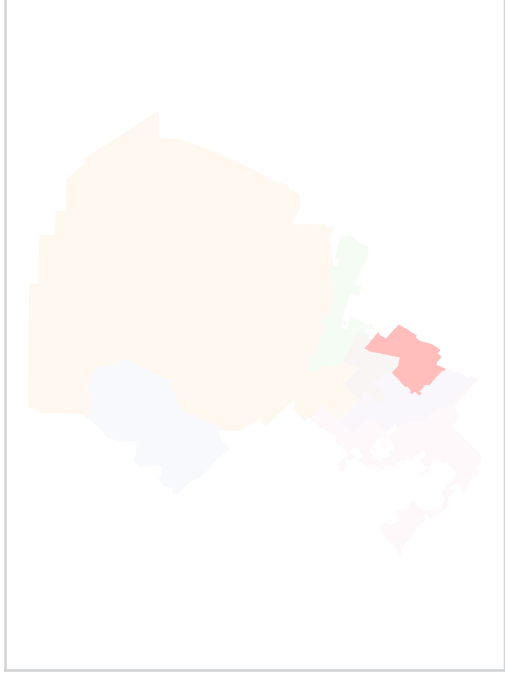
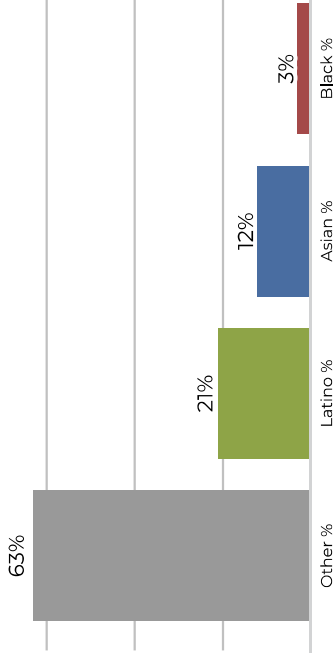
District D



2020 Census



Citizen Voting Age Population

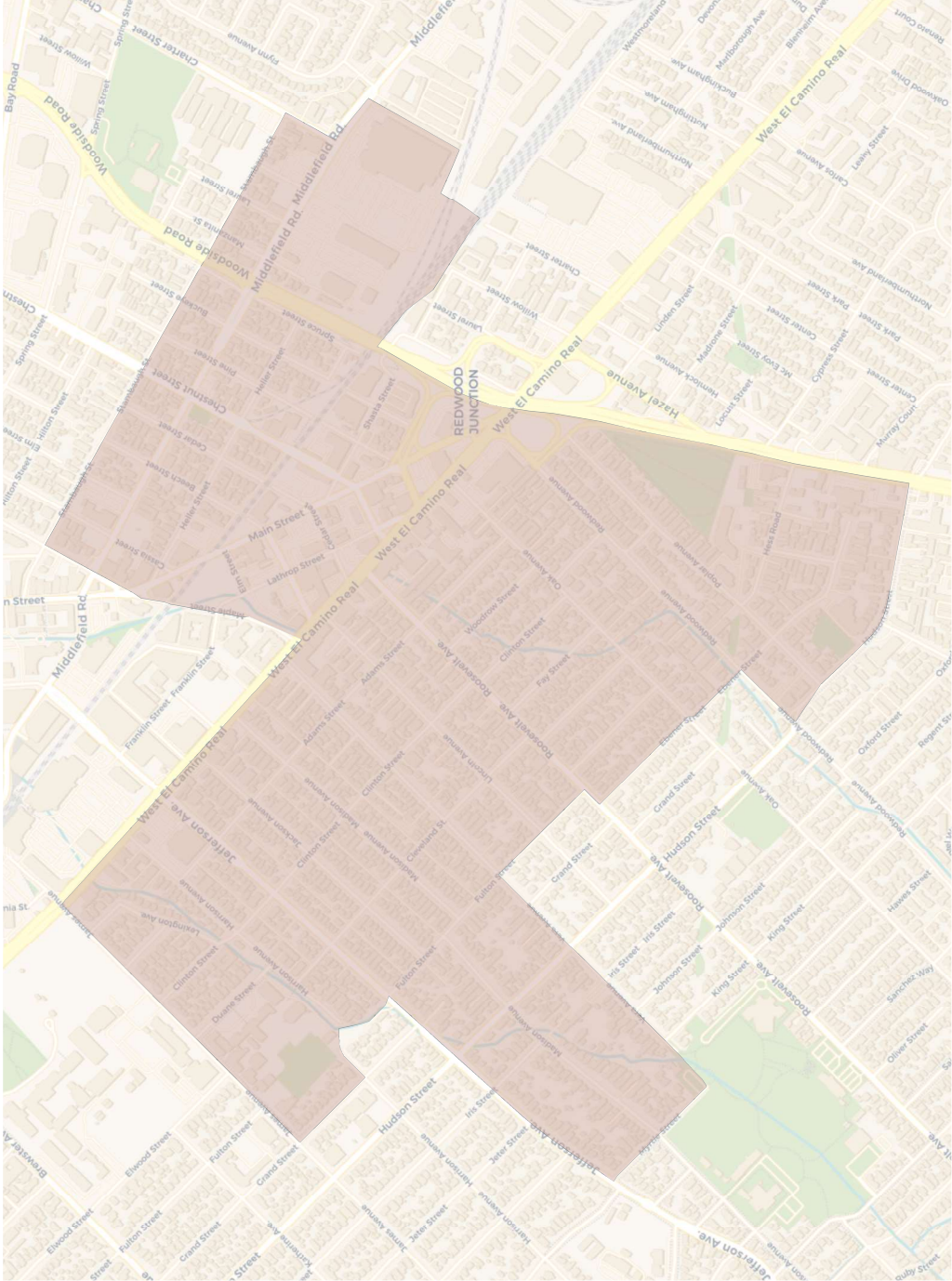


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,160	100	0.8%	5,699	46.9%	4,843	39.8%	1,355	11.1%	263	2.2%
Total CVAP										
7,833	4,959	63.3%	1,667	21.3%	956	12.2%	251	3.2%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

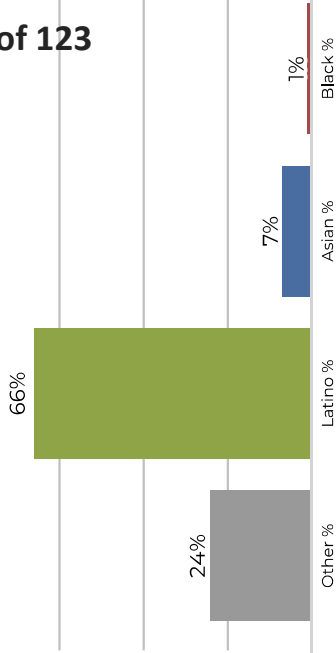


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,857	-203	-1.7%	7,803	65.8%	2,875	24.2%	1,075	9.1%	104	0.9%
456										
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
8,654	6,150	71.1%	1,993	23.0%	464	5.4%	47	0.5%		

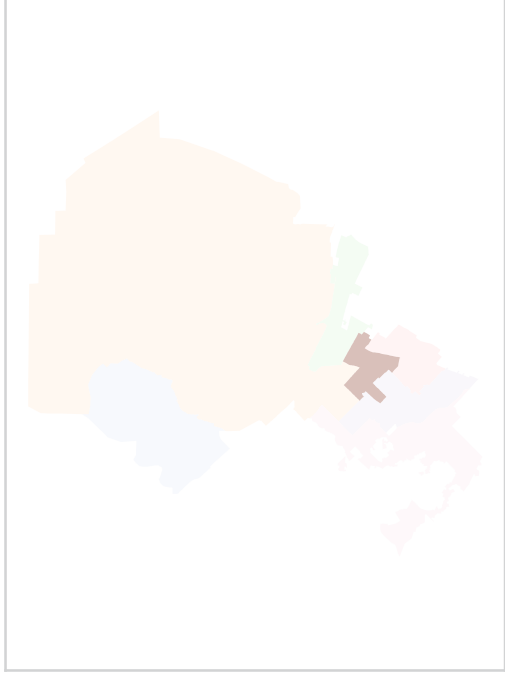
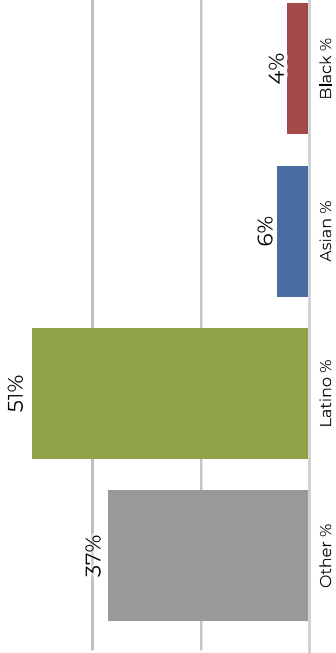
District F



2020 Census

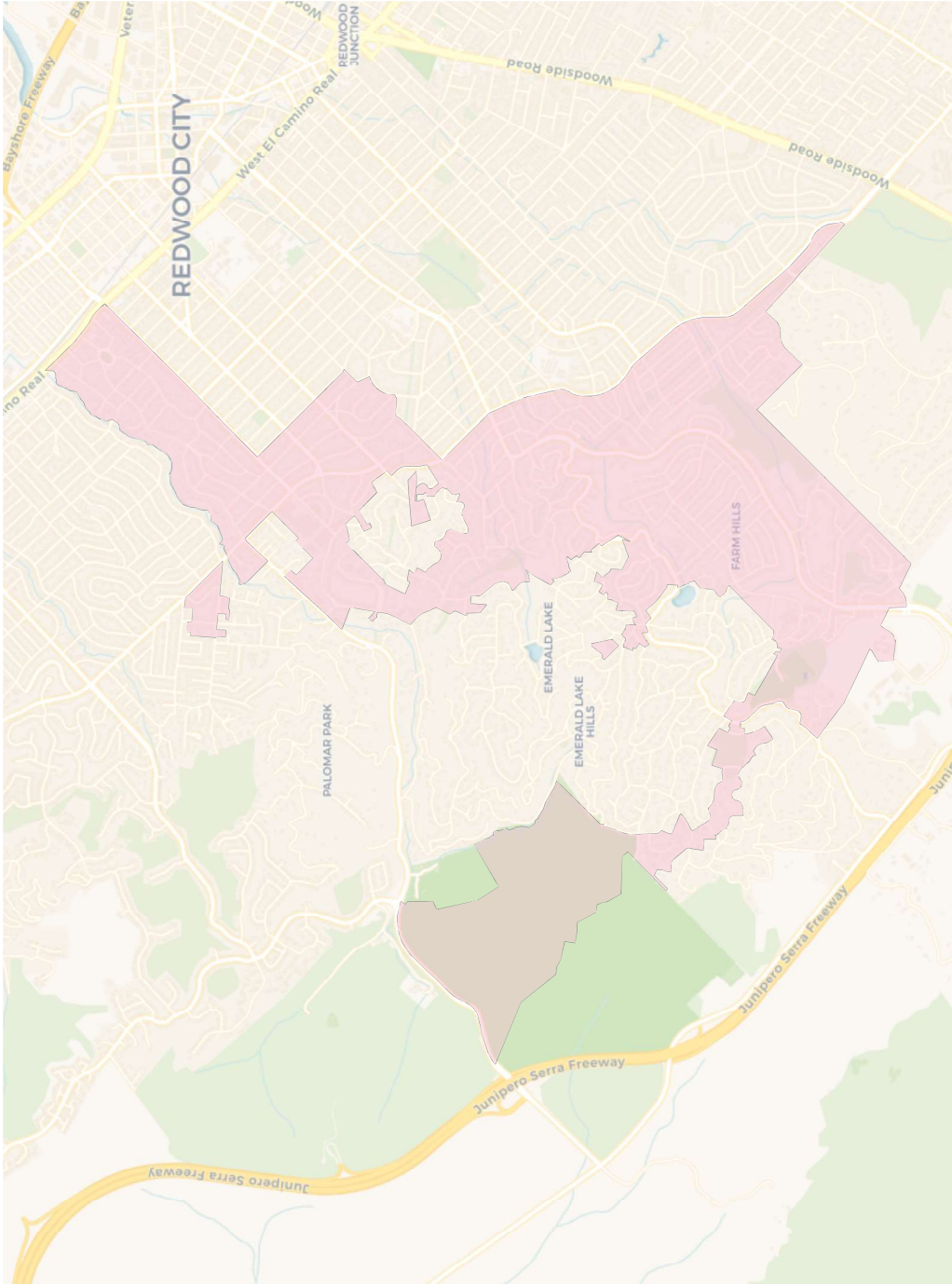


Citizen Voting Age Population

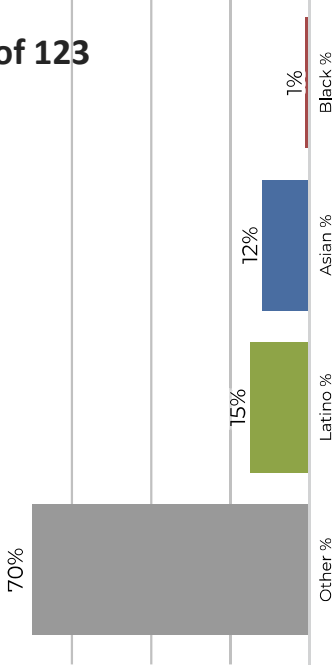


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,638	-422	-3.5%	2,873	24.7%	7,750	66.6%	827	7.1%	188	1.6%
Total CVAP										
5,246	1,970	37.6%	2,701	51.5%	364	6.9%	210	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

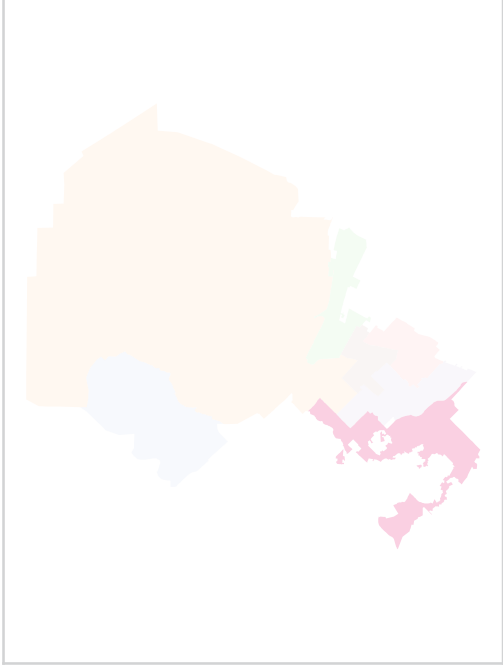
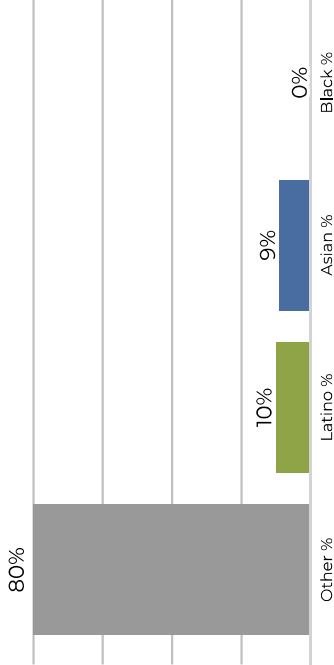
District C



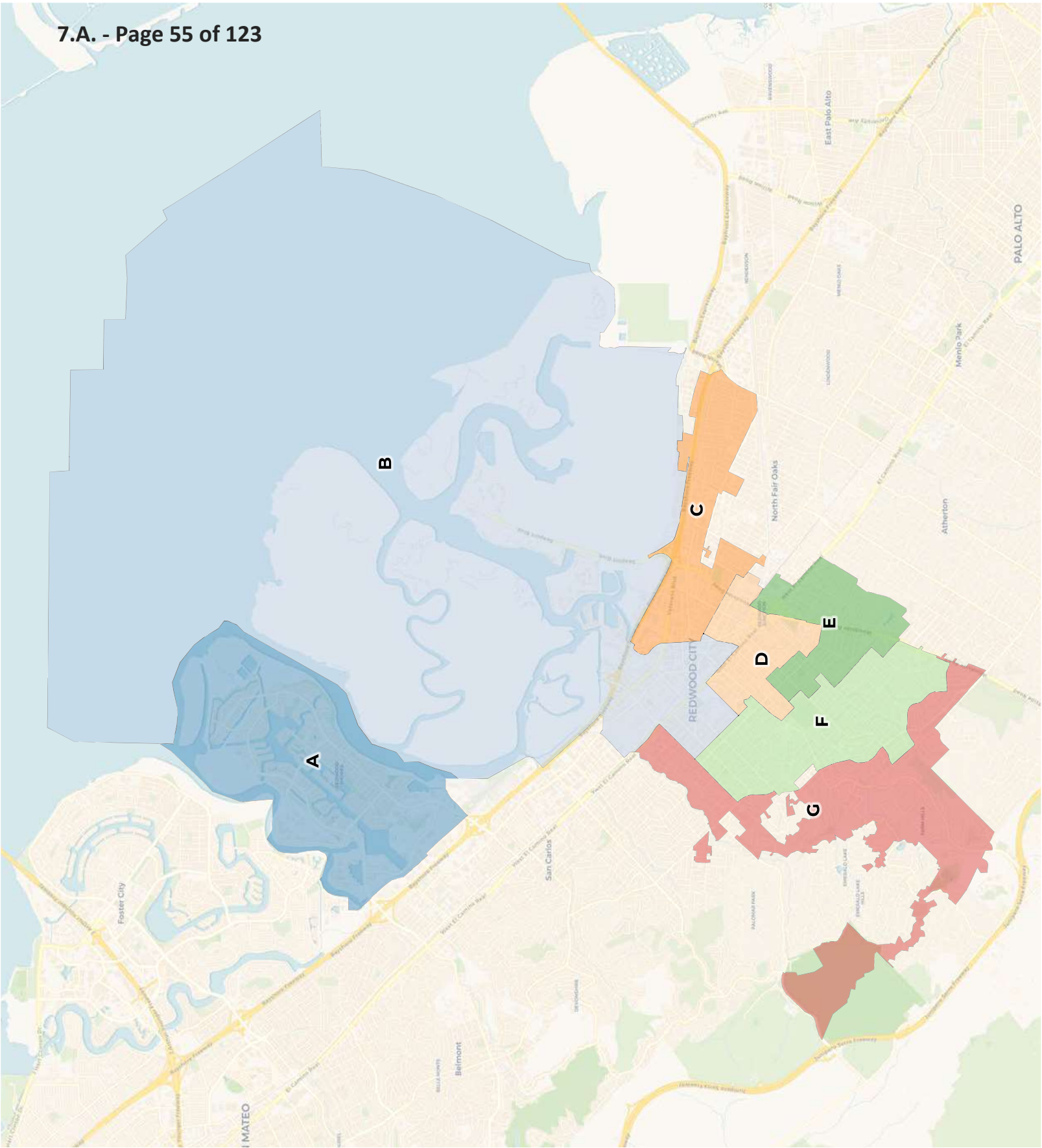
2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,835	-225	-1.9%	8,366	70.7%	1,862	15.7%	1,493	12.6%	114	1.0%
Total CVAP										
4,518	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
8,476	6,795	80.2%	866	10.2%	785	9.3%	31	0.4%		



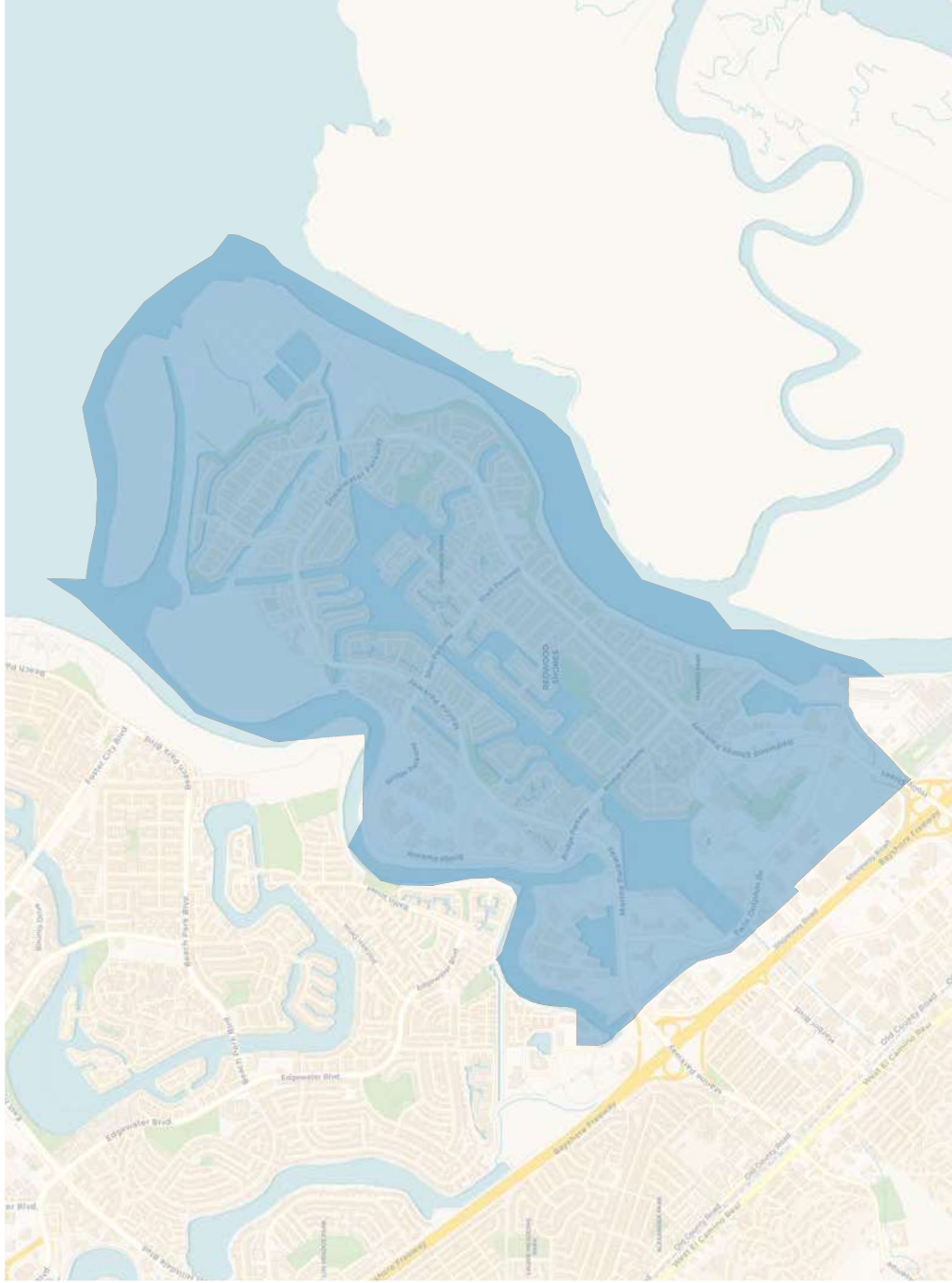
2020 Census

A	B	C	D	E	F	G
Population	12,796	12,262	11,638	11,962	12,151	11,739
Deviation	736	202	-422	-98	91	-51
Deviation %	6.1%	1.7%	-3.5%	-0.8%	0.8%	-2.7%
Other	6,083	5,582	2,873	5,440	8,269	8,159
Other %	47.5%	45.5%	24.7%	45.5%	68.1%	69.5%
Latino	995	4,070	7,750	4,911	2,674	1,995
Latino %	7.8%	33.2%	66.6%	41.1%	22.0%	17.0%
Asian	5,547	2,248	827	1,351	1,101	1,471
Asian %	43.3%	18.3%	7.1%	11.3%	9.1%	12.5%
Black	171	362	188	260	107	114
Black %	1.3%	3.0%	1.6%	2.2%	0.9%	1.0%

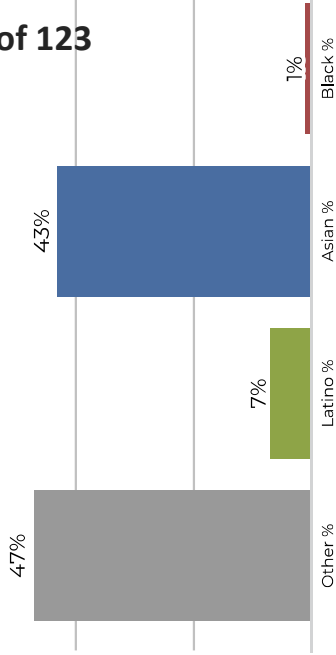
Citizen Voting Age Population (CVAP)

A	B	C	D	E	F	G
Total CVAP	7,710	6,053	5,281	7,383	9,231	8,315
Other CVAP	3,975	3,695	1,988	4,706	6,571	6,610
Other CVAP %	51.6%	61.0%	37.7%	63.7%	71.2%	79.5%
Latino CVAP	595	1,451	2,711	1,597	2,035	884
Latino CVAP %	7.7%	24.0%	51.3%	21.6%	22.0%	10.6%
Asian CVAP	2,890	701	369	850	566	784
Asian CVAP %	37.5%	11.6%	7.0%	11.5%	6.1%	9.4%
Black CVAP	250	207	213	230	59	37
Black CVAP %	3.2%	3.4%	4.0%	3.1%	0.6%	0.4%

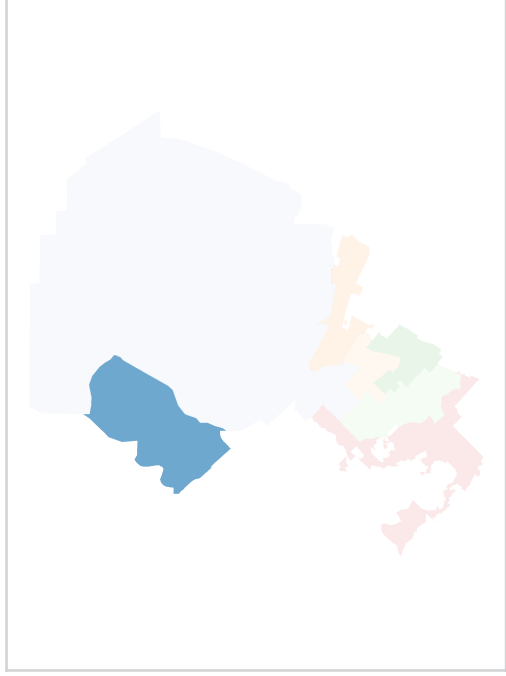
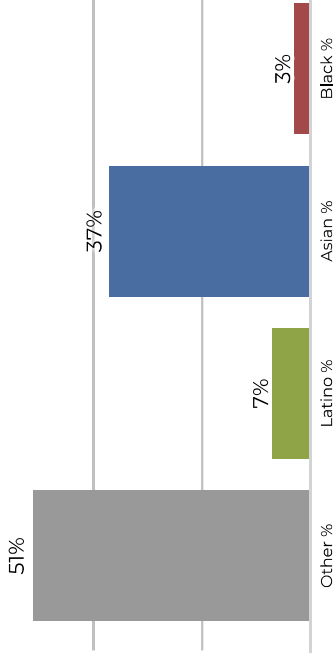
District A



2020 Census

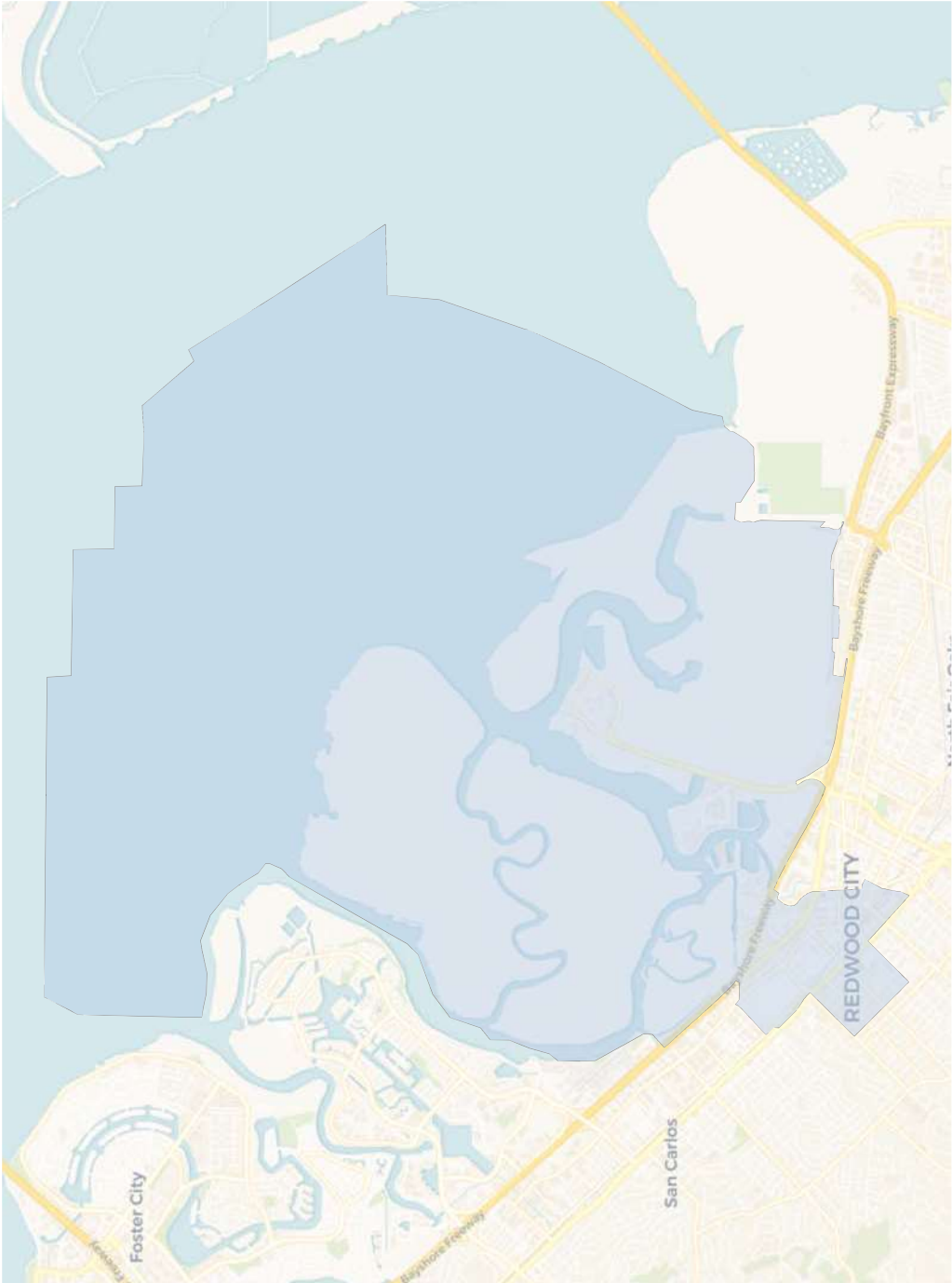


Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,796	736	6.1%	6,083	47.5%	995	7.8%	5,547	43.3%	171	1.3%
Total CVAP										
7,710	3,975	51.6%	595	7.7%	2,890	37.5%	250	3.2%		

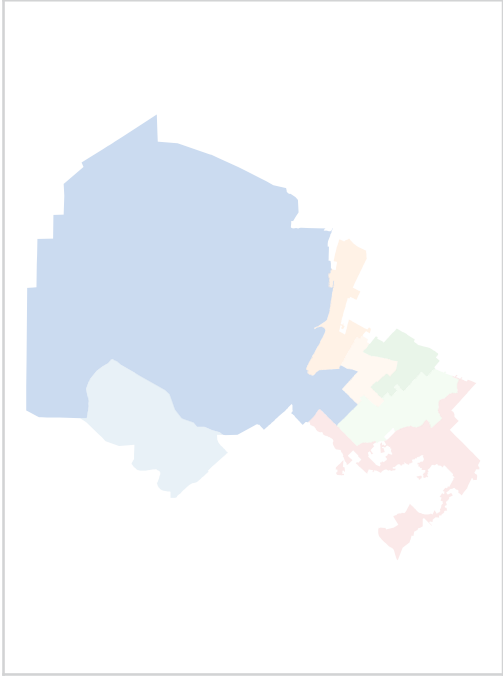
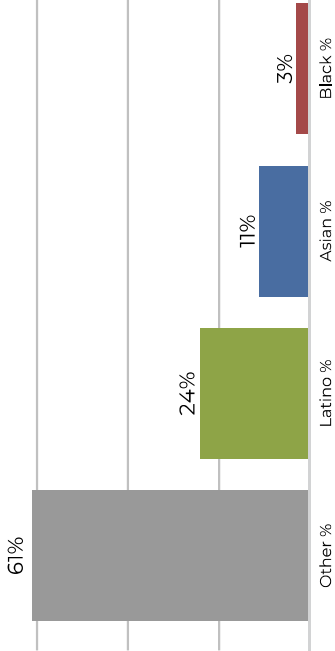
District B



2020 Census

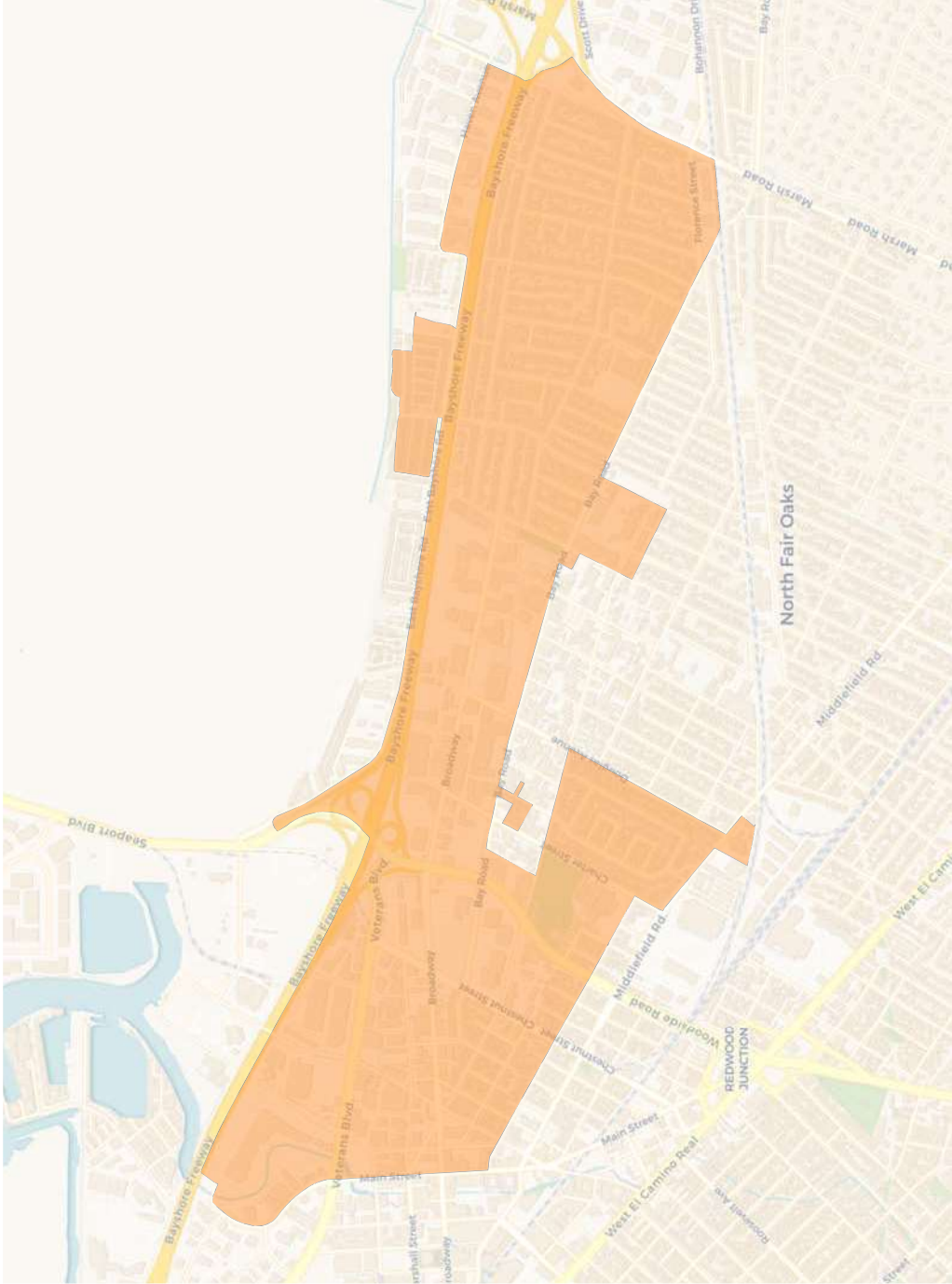


Citizen Voting Age Population

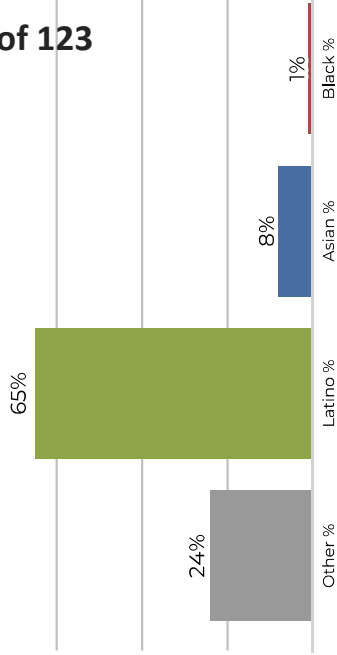


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,262	202	1.7%	5,582	45.5%	4,070	33.2%	2,248	18.3%	362	3.0%
Total CVAP										
6,053	3,695	61.0%	1,451	24.0%	701	11.6%	207	3.4%		

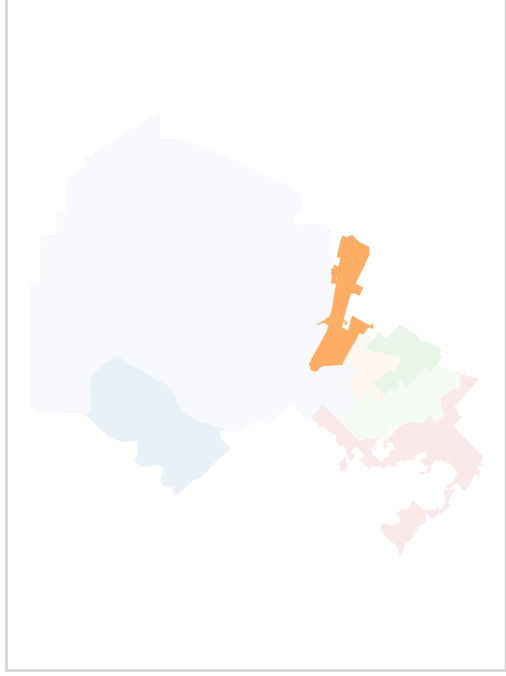
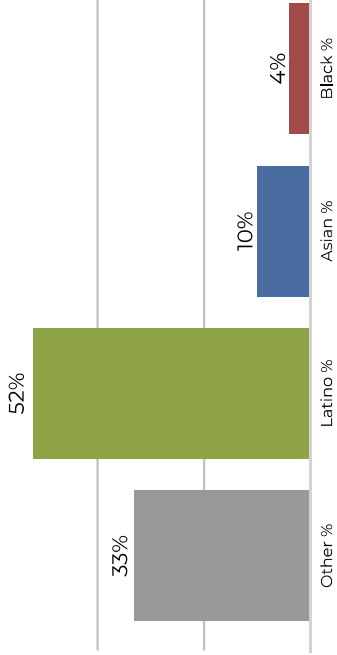
District C



2020 Census

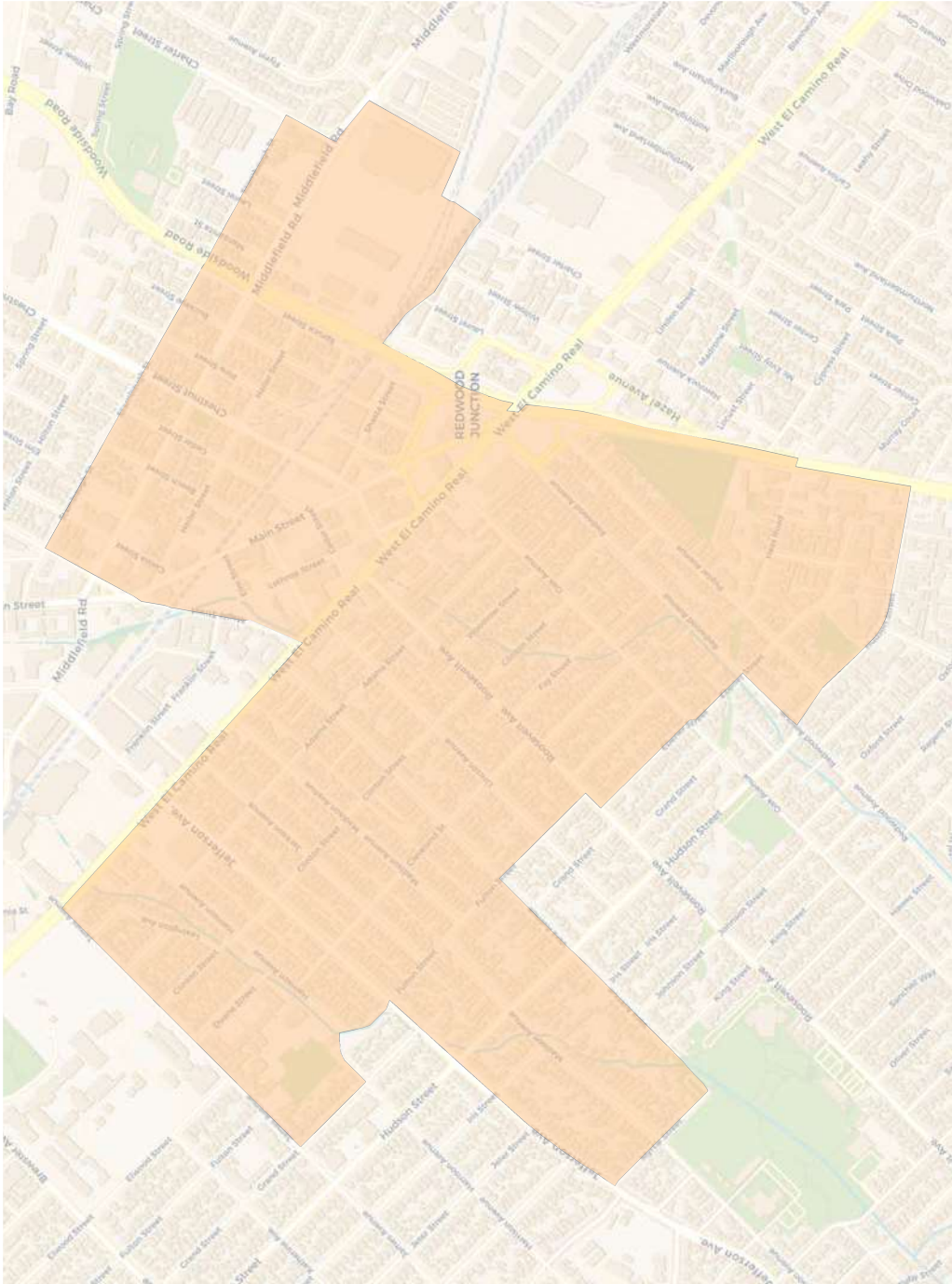


Citizen Voting Age Population

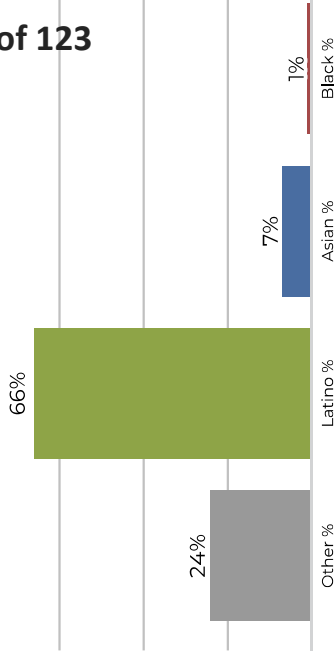


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,875	-185	-1.5%	2,918	24.6%	7,776	65.5%	978	8.2%	203	1.7%
Total CVAP										
6,063	2,017	33.3%	3,201	52.8%	604	10.0%	242	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

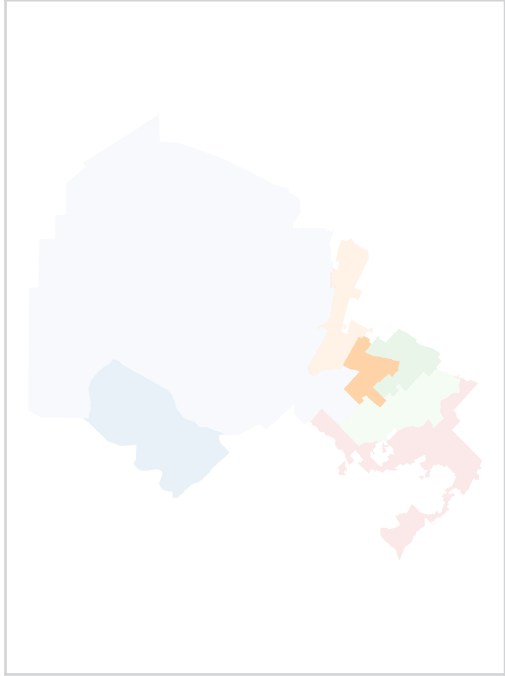
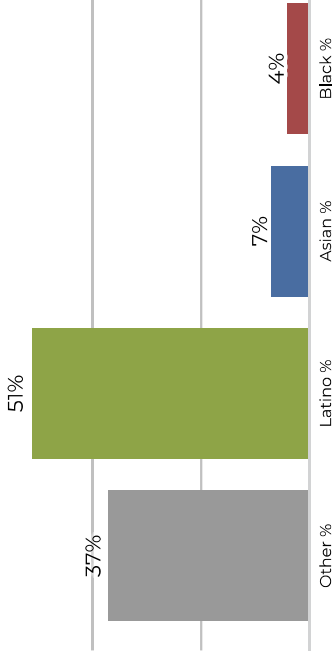
District D



2020 Census



Citizen Voting Age Population

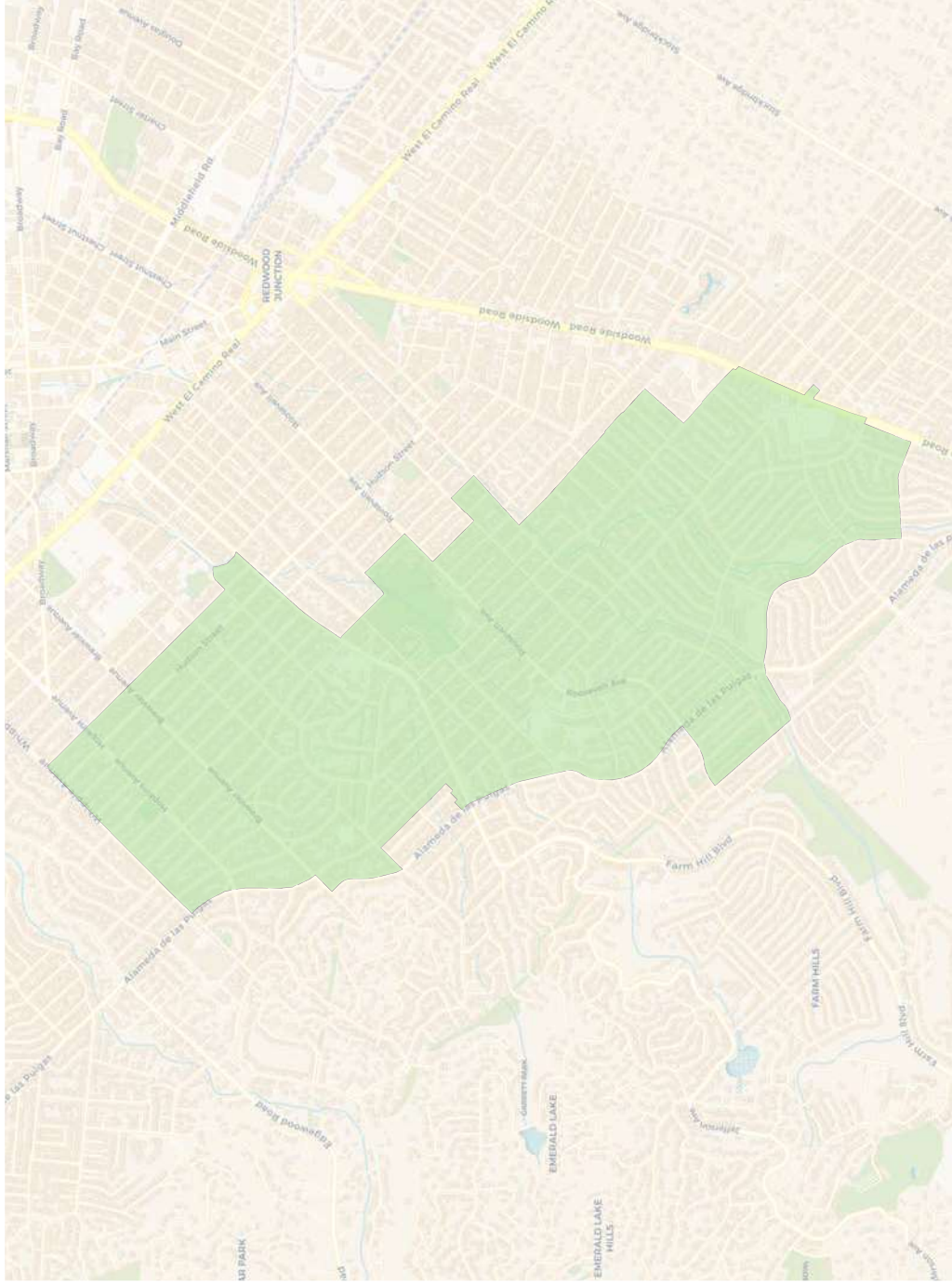


Population	Deviation	Other CVAP %	Latino CVAP %	Latino	Latino %	Asian CVAP %	Asian	Asian %	Black CVAP %	Black	Black %
11,638	-422	-3.5%	2,873	24.7%	7,750	66.6%	827	7.1%	188	1.6%	
Total CVAP											
5,281	1,988	37.7%	2,711	51.3%	369	7.0%	213	4.0%			

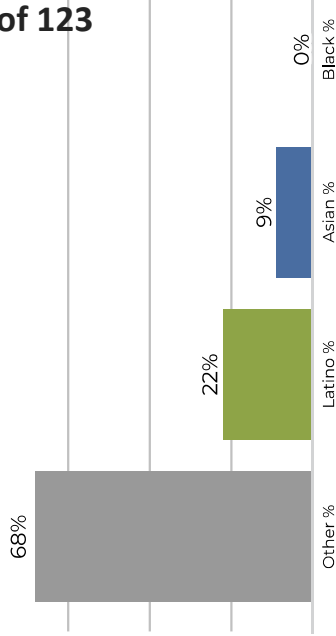


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,962	-98	-0.8%	5,440	45.5%	4,911	41.1%	1,351	11.3%	260	2.2%
46%										
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,383	4,706	63.7%	1,597	21.6%	850	11.5%	230	3.1%		

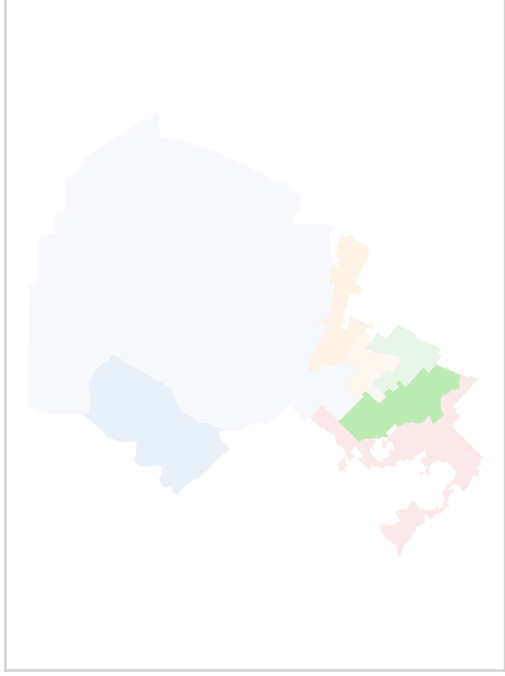
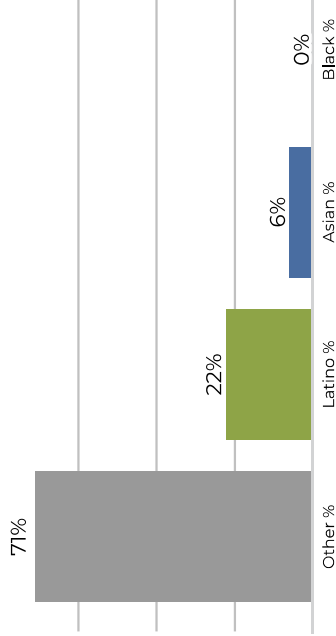
District F



2020 Census

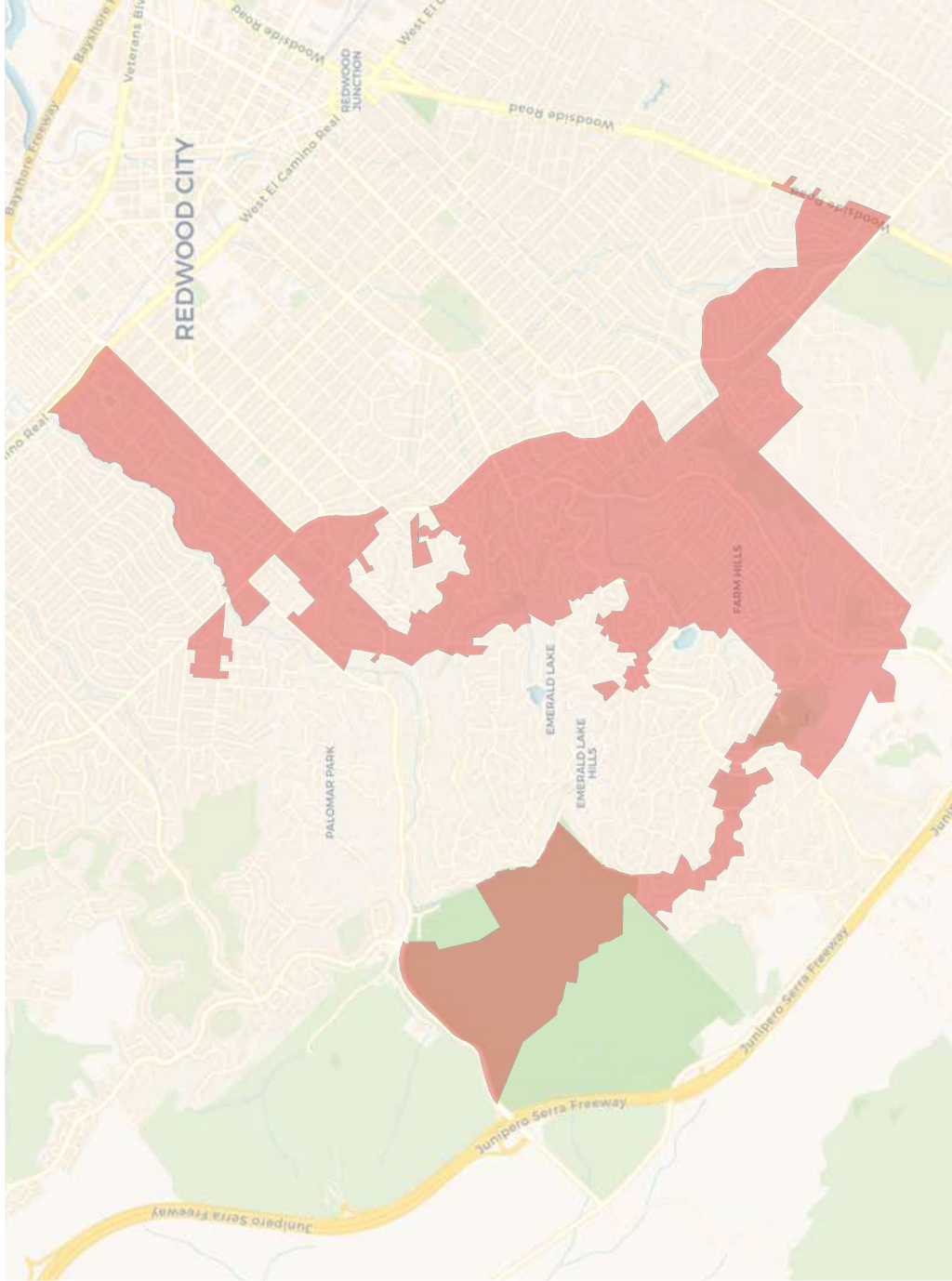


Citizen Voting Age Population

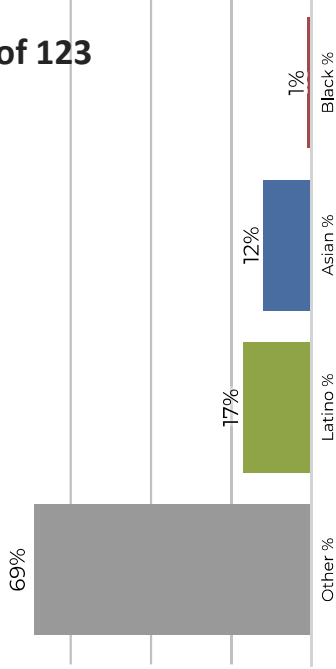


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,151	91	0.8%	8,269	68.1%	2,674	22.0%	1,101	9.1%	107	0.9%
Total CVAP										
9,231	6,571	71.2%	2,035	22.0%	566	6.1%	59	0.6%		

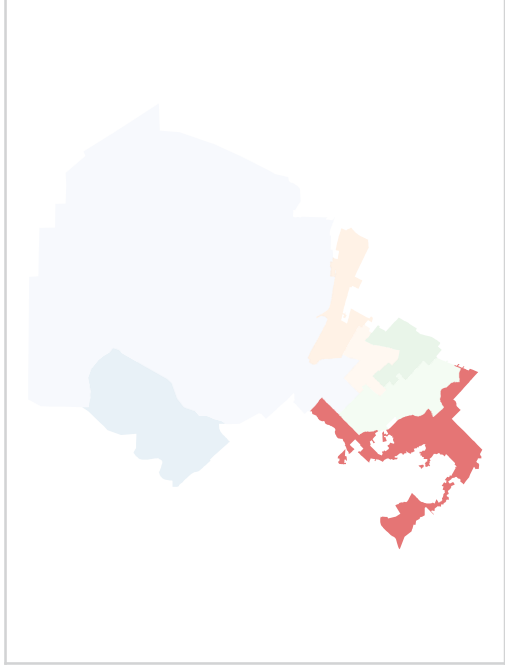
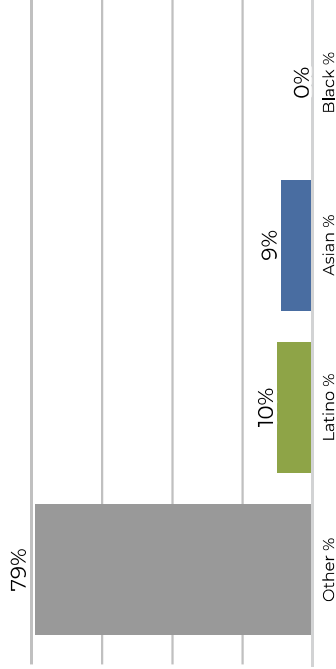
District C



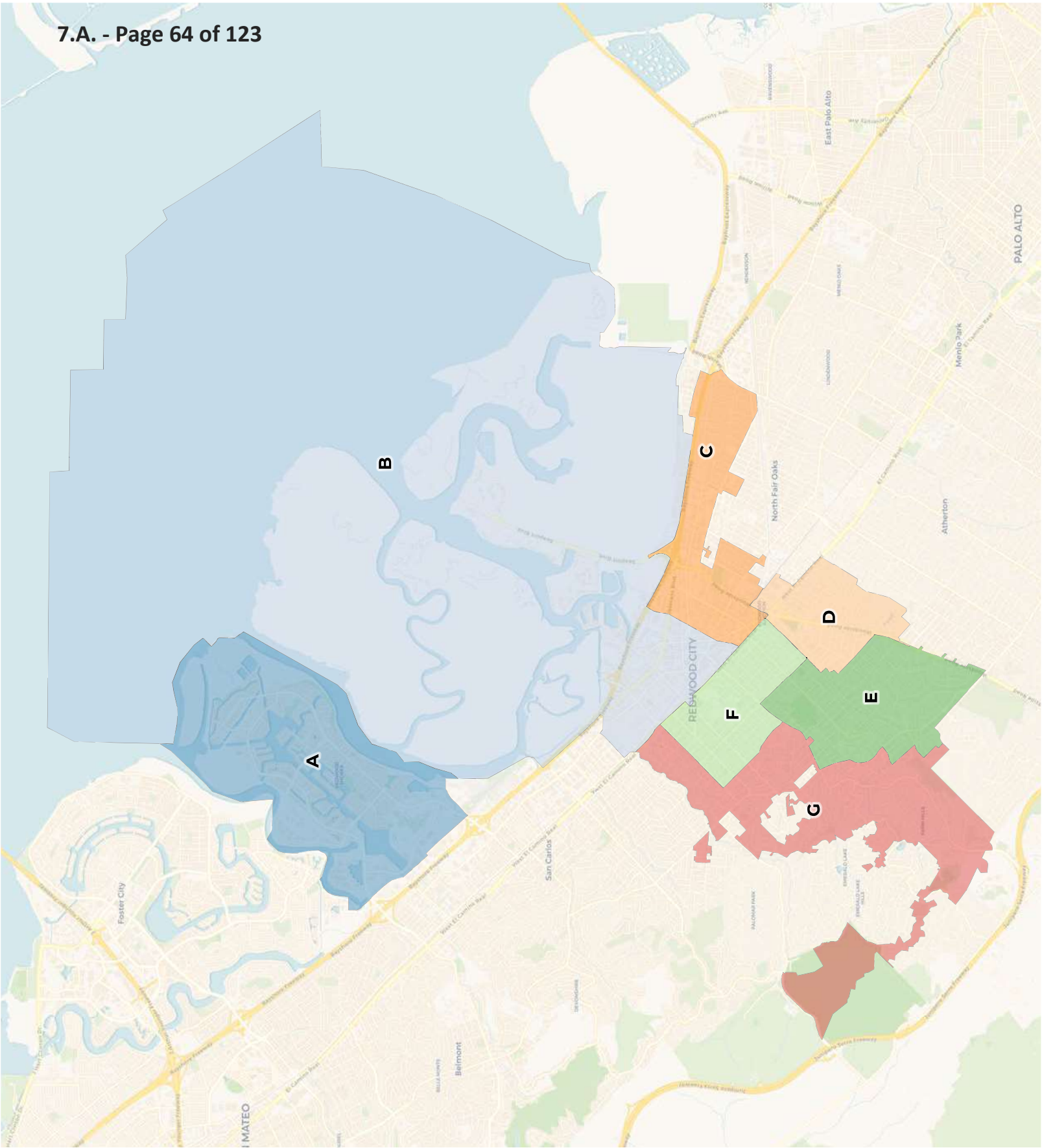
2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,739	-321	-2.7%	8,159	69.5%	1,995	17.0%	1,471	12.5%	114	1.0%
Total CVAP										
8,315	6,610	79.5%	884	10.6%	784	9.4%	37	0.4%		



2020 Census

	A	B	C	D	E	F	G
Population	12,796	11,646	12,636	11,882	11,675	11,623	12,165
Deviation	736	-414	576	-178	-385	-437	111
Deviation %	6.1%	-3.4%	4.8%	-1.5%	-3.2%	-3.6%	0.9%
Other	6,083	5,016	2,603	4,699	7,344	4,986	8,593
Other %	47.5%	43.1%	20.6%	39.5%	62.9%	42.9%	70.6%
Latino	995	4,047	8,989	5,588	3,111	5,519	1,922
Latino %	7.8%	34.8%	71.1%	47.0%	26.6%	47.5%	15.8%
Asian	5,547	2,236	826	1,307	1,110	958	1,539
Asian %	43.3%	19.2%	6.5%	11.0%	9.5%	8.2%	12.7%
Black	171	347	218	288	110	160	111
Black %	1.3%	3.0%	1.7%	2.4%	0.9%	1.4%	0.9%

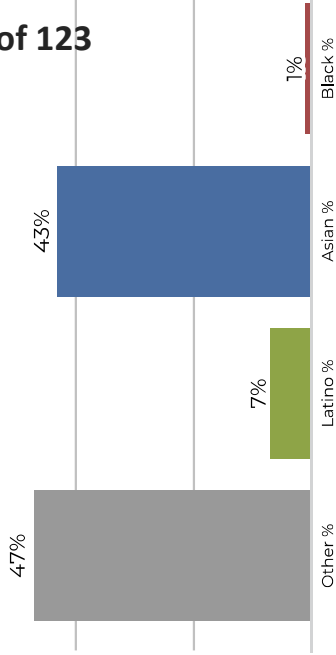
Citizen Voting Age Population (CVAP)

	A	B	C	D	E	F	G
Total CVAP	7,710	5,178	6,314	6,865	8,445	6,808	8,716
Other CVAP	3,975	2,904	1,915	4,154	5,740	4,003	6,870
Other CVAP %	51.6%	56.1%	30.3%	60.5%	68.0%	58.8%	78.8%
Latino CVAP	595	1,396	3,569	1,551	1,978	2,340	1,046
Latino CVAP %	7.7%	27.0%	56.5%	22.6%	23.4%	34.4%	12.0%
Asian CVAP	2,890	689	561	880	640	332	771
Asian CVAP %	37.5%	13.3%	8.9%	12.8%	7.6%	4.9%	8.9%
Black CVAP	250	189	269	280	87	134	29
Black CVAP %	3.2%	3.6%	4.3%	4.1%	1.0%	2.0%	0.3%

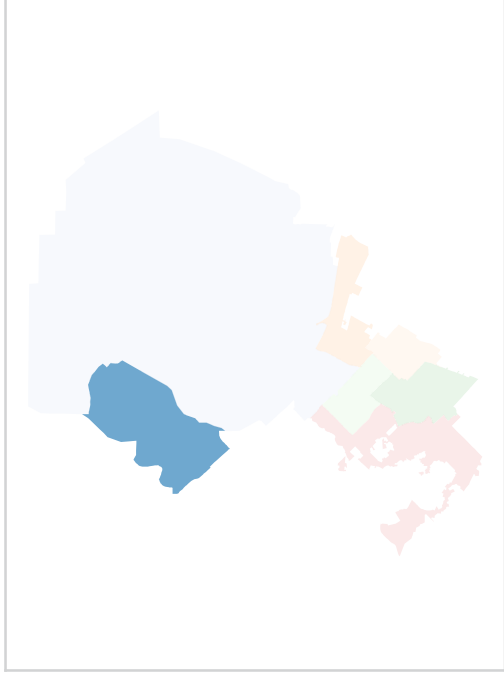
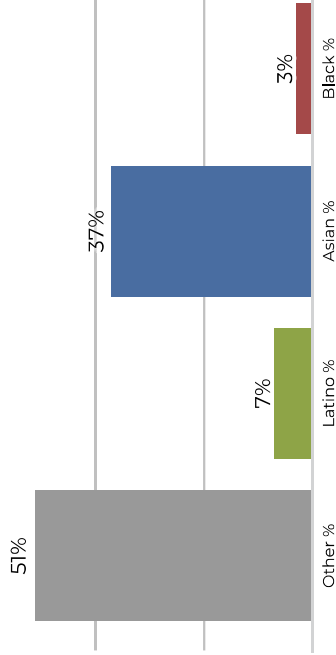
District A



2020 Census

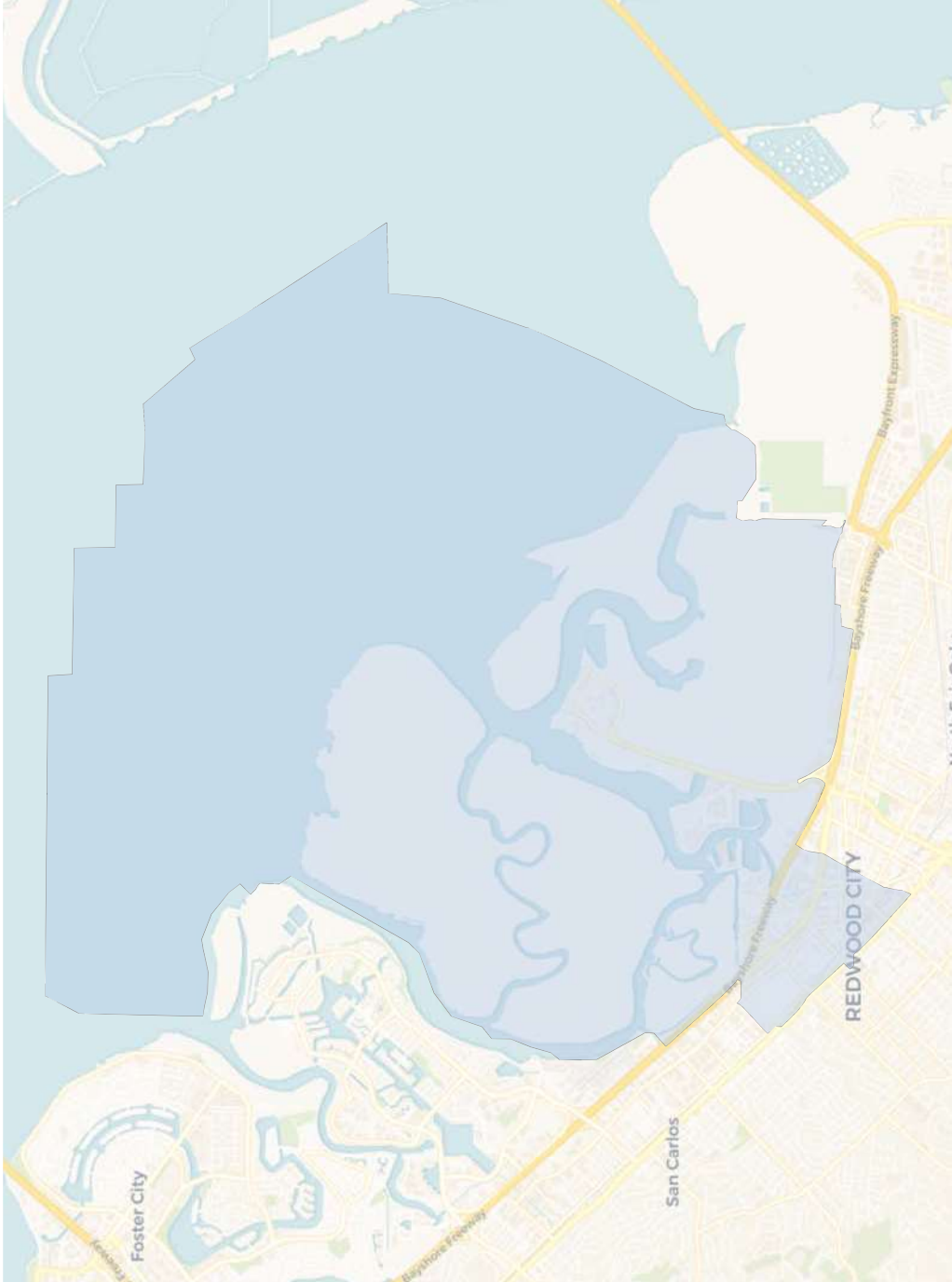


Citizen Voting Age Population

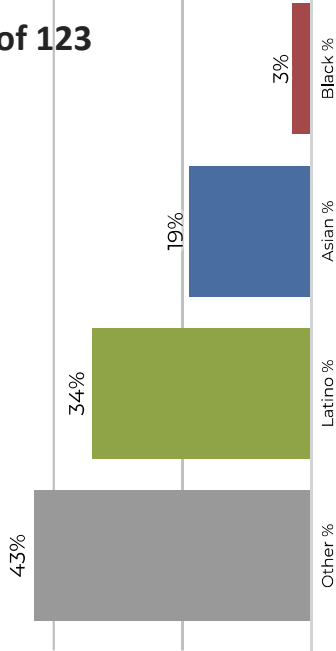


Population	Deviation	Other %	Latino	Latino %	Asian	Asian %	Black	Black %		
12,796	736	6.1%	6,083	47.5%	995	7.8%	5,547	43.3%	171	1.3%
Total CVAP										
7,710	3,975	51.6%	595	7.7%	2,890	37.5%	250	3.2%		

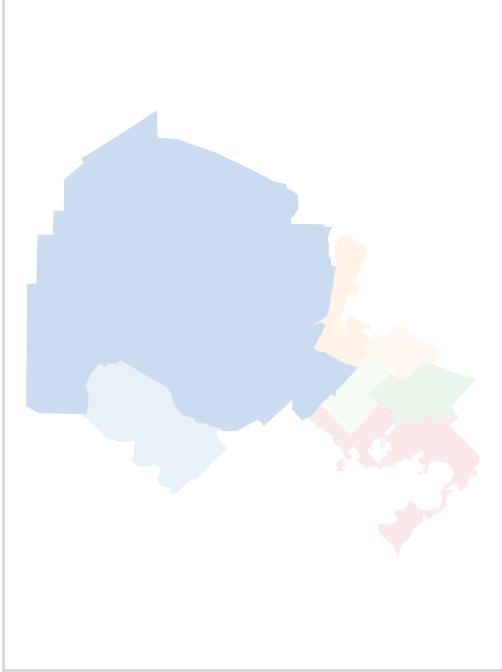
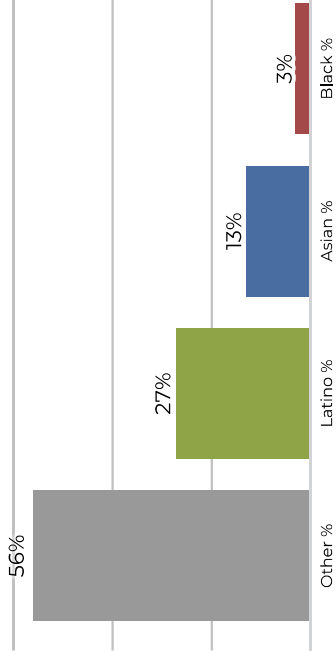
District B



2020 Census

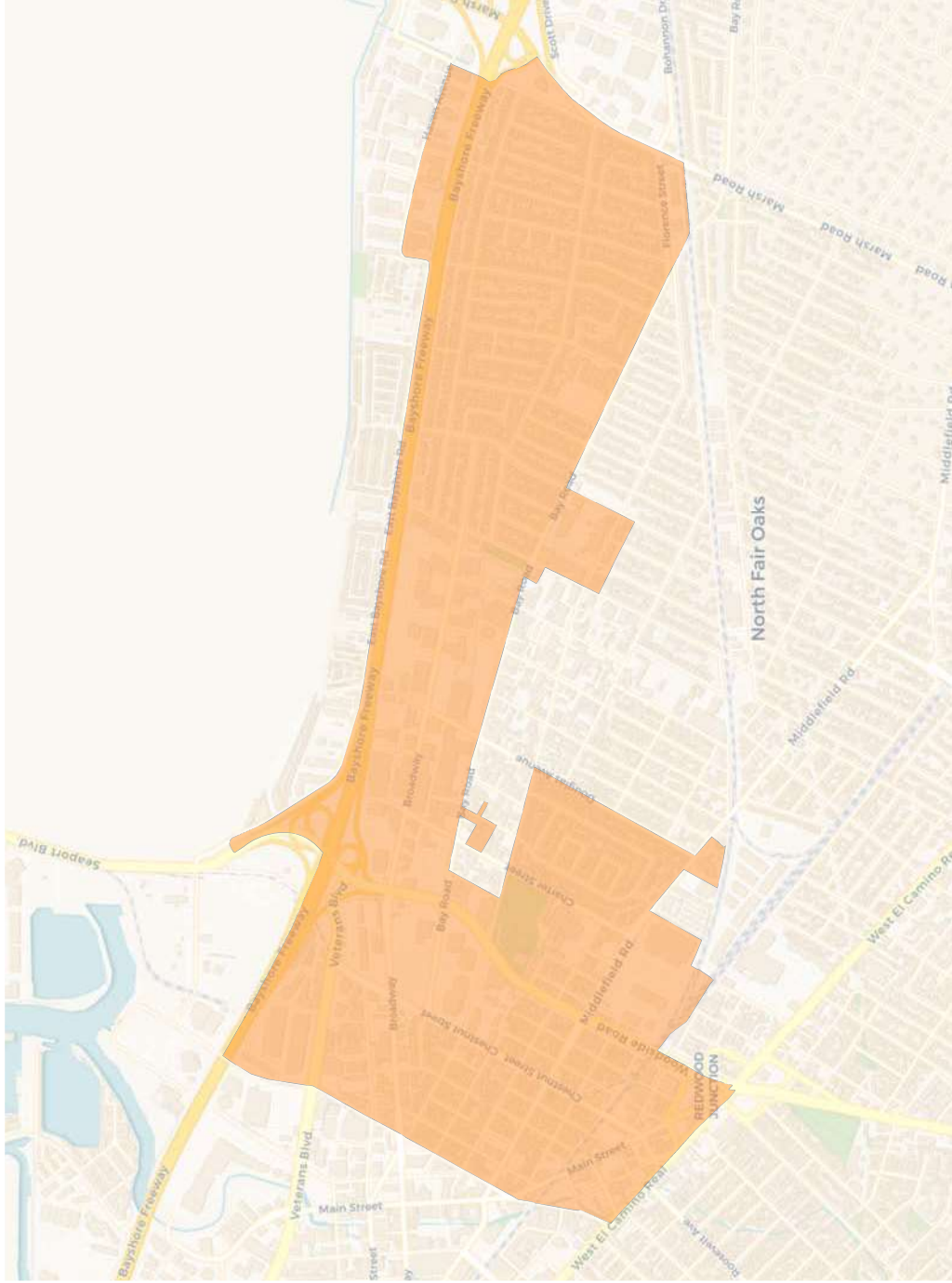


Citizen Voting Age Population

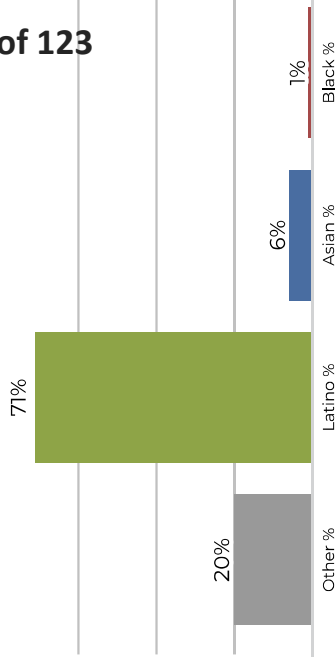


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Latino CVAP	Latino CVAP %	Asian	Asian %	Asian CVAP	Asian CVAP %	Black	Black %	Black CVAP	Black CVAP %
11,646	-414	-3.4%	5,016	43.1%	4,047	34.8%	2,236	19.2%	347	3.0%						
Total CVAP																
5,178	2,904	56.1%	1,396	27.0%	689	13.3%	189	3.6%								

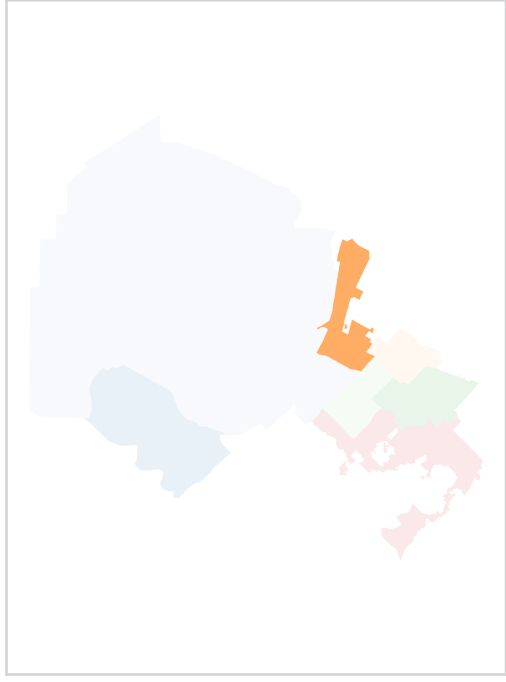
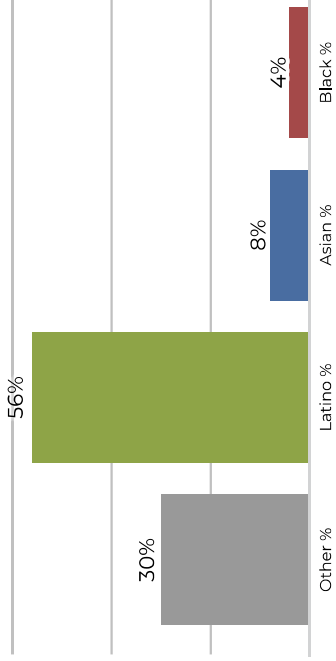
District C



2020 Census

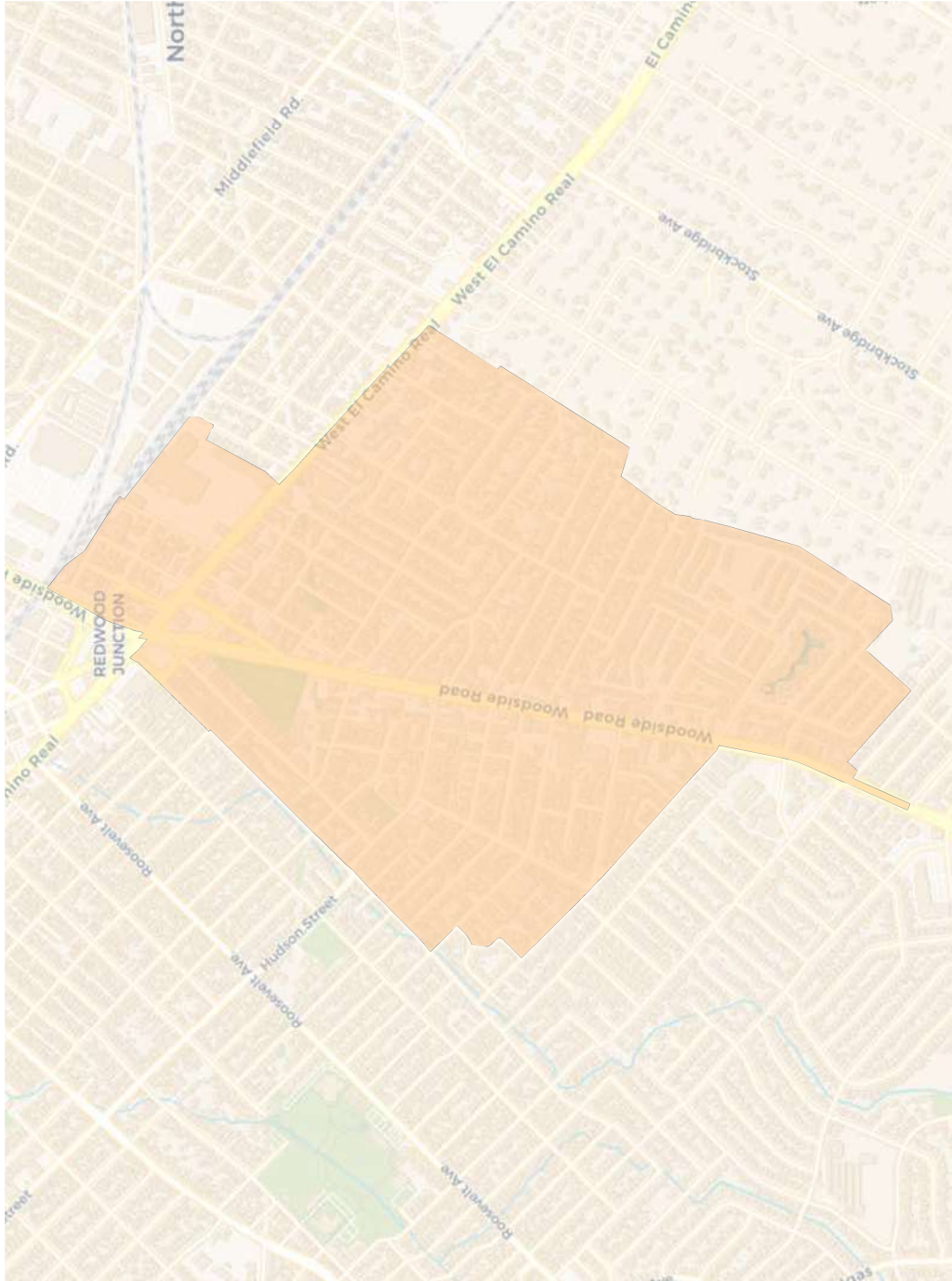


Citizen Voting Age Population

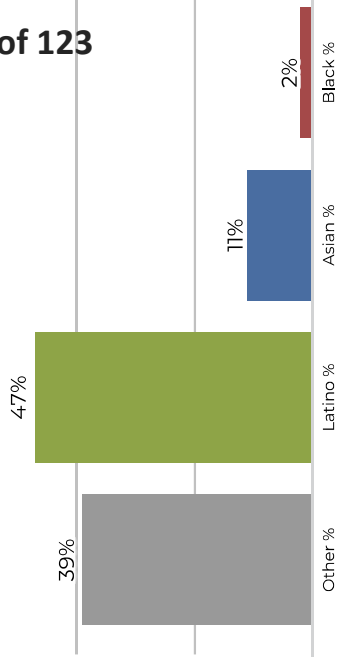


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,636	576	4.8%	2,603	20.6%	8,989	71.1%	826	6.5%	218	1.7%
Total CVAP										
6,314	1,915	30.3%	3,569	56.5%	561	8.9%	269	4.3%		

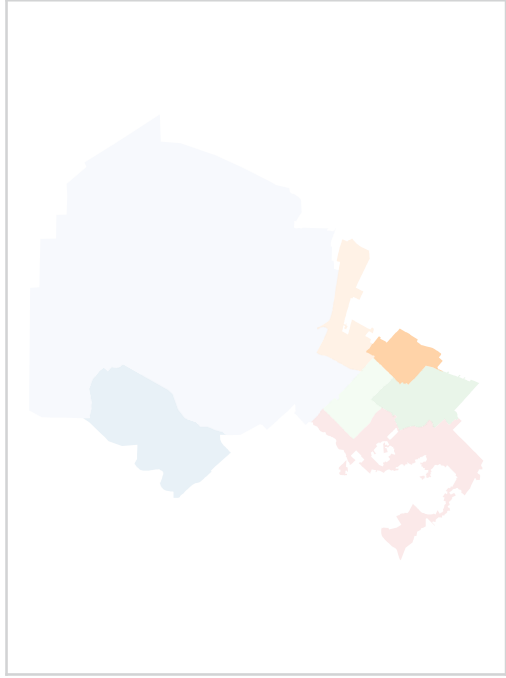
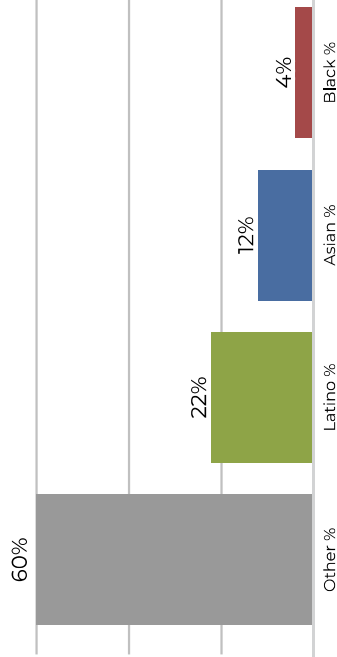
District D



2020 Census

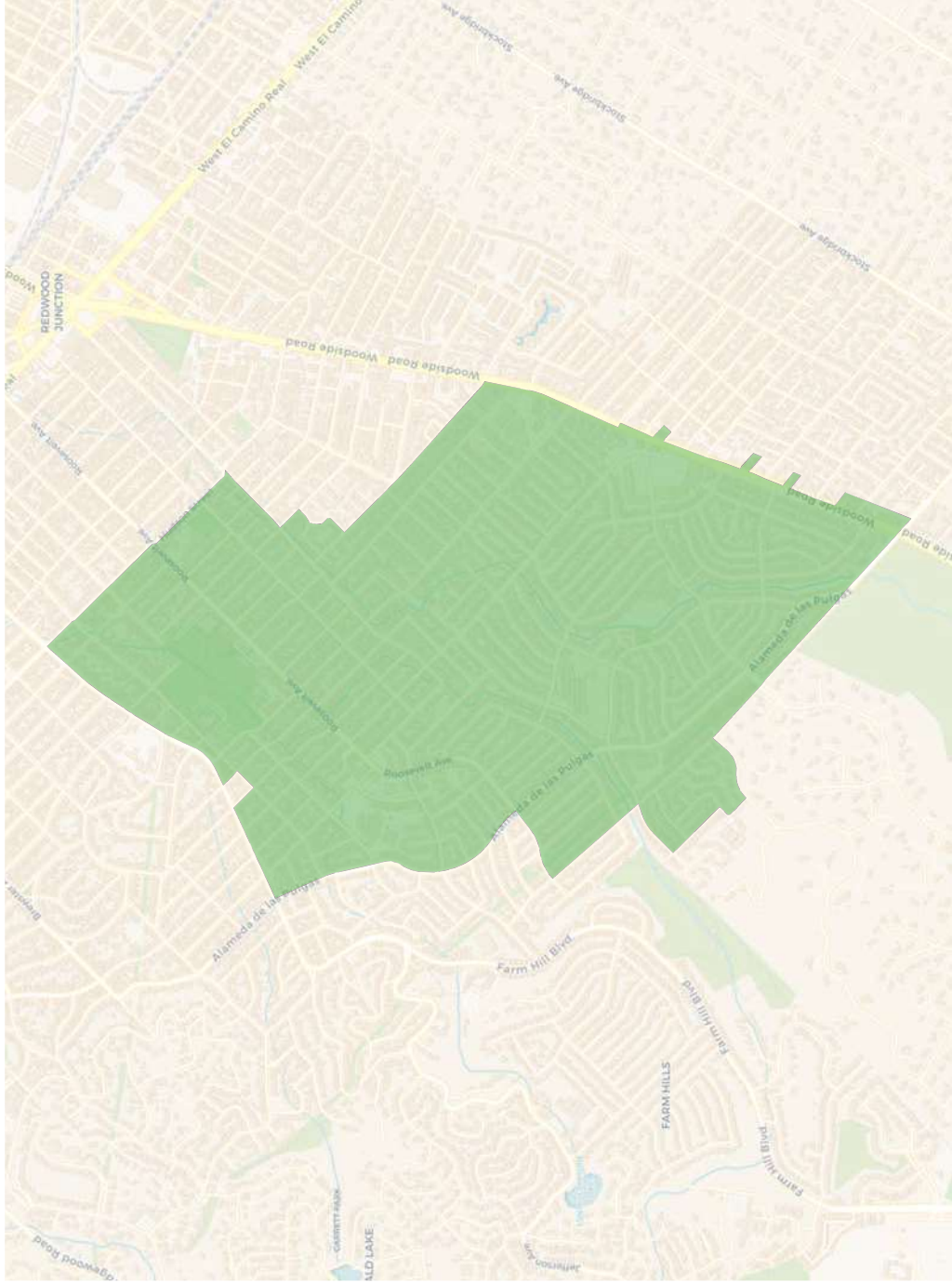


Citizen Voting Age Population

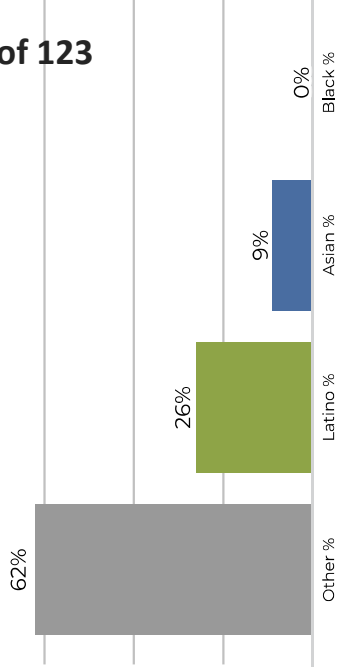


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,882	-178	-1.5%	4,699	39.5%	5,588	47.0%	1,307	11.0%	288	2.4%
Total CVAP										
6,865	4,154	60.5%	1,551	22.6%	880	12.8%	280	4.1%		

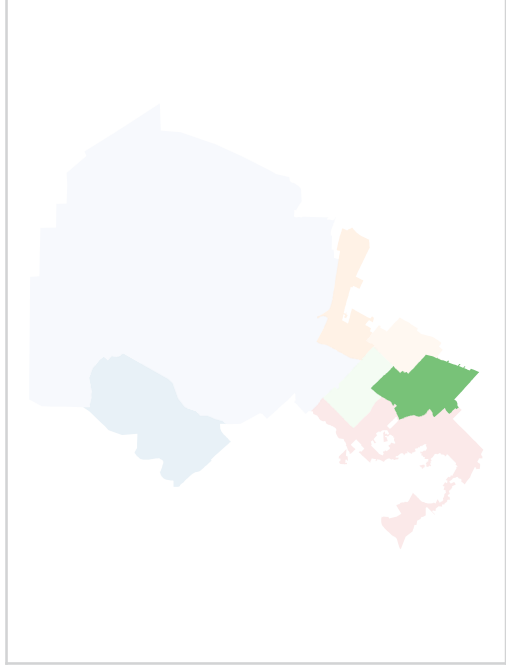
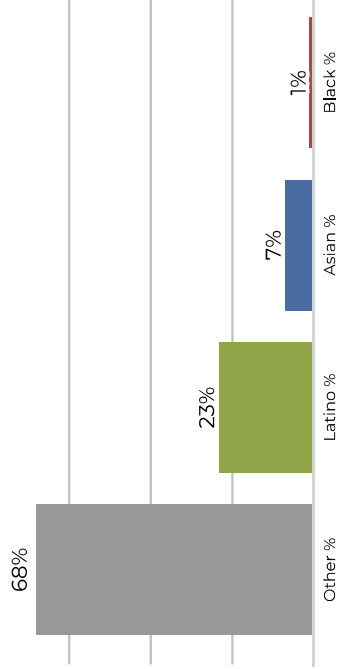
District E



2020 Census

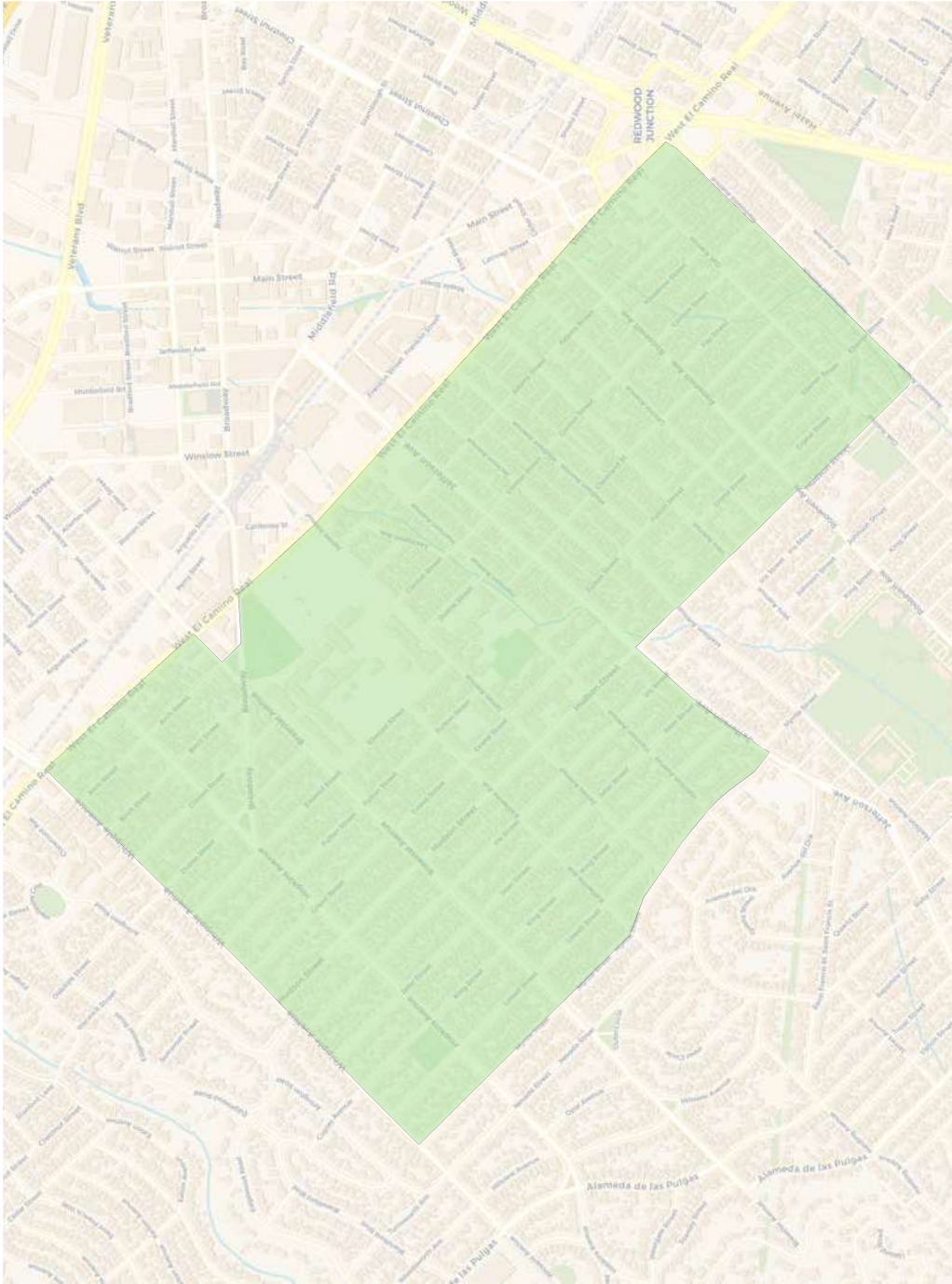


Citizen Voting Age Population

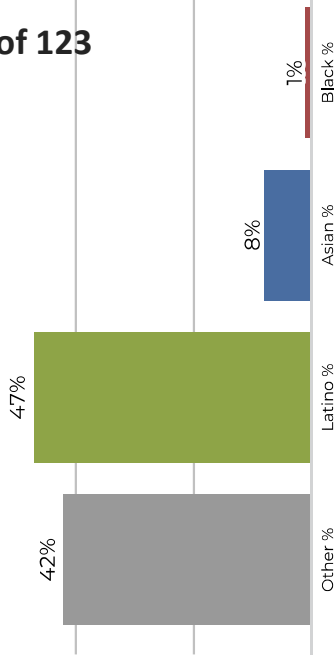


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,675	-385	-3.2%	7,344	62.9%	3,111	26.6%	1,110	9.5%	110	0.9%
Total CVAP										
8,445	5,740	68.0%	1,978	23.4%	640	7.6%	87	1.0%		

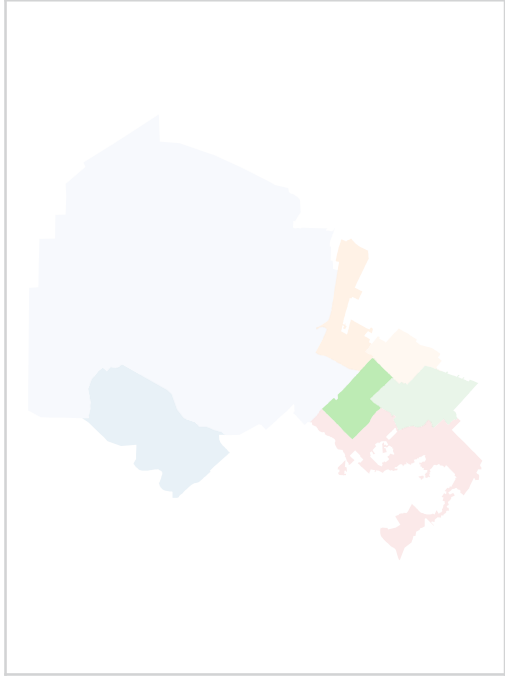
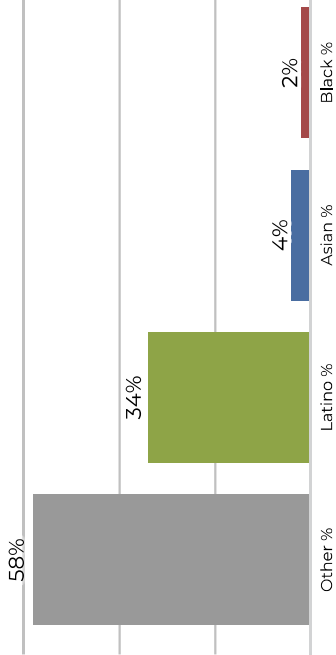
District F



2020 Census

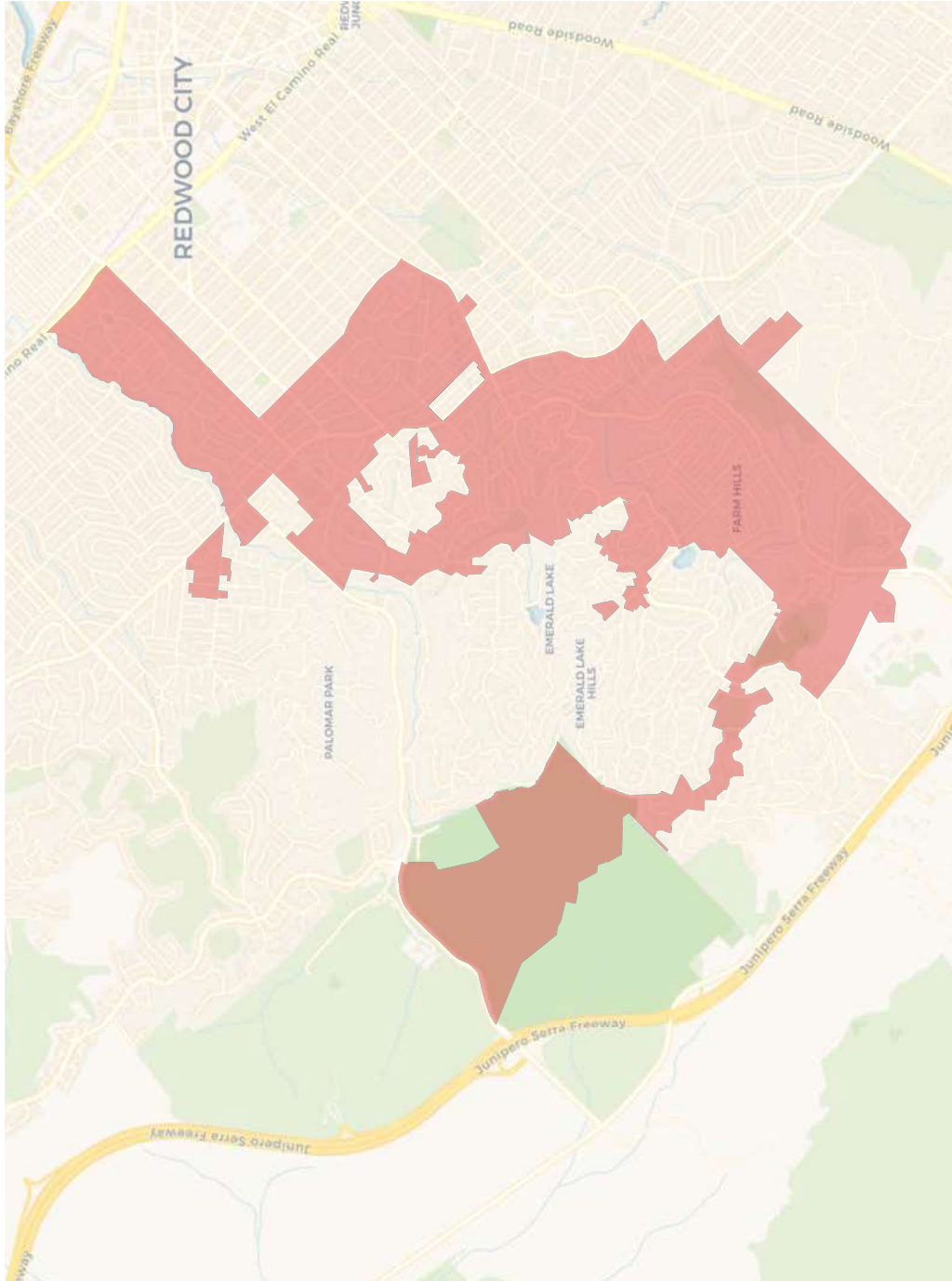


Citizen Voting Age Population

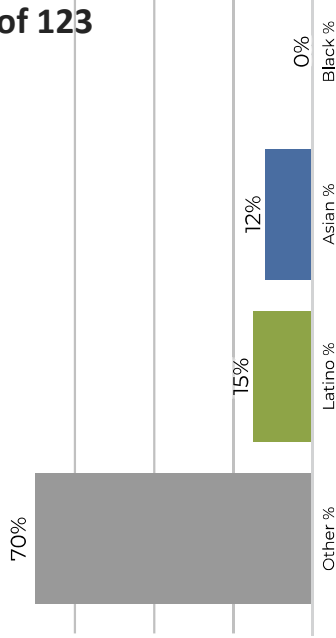


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,623	-437	-3.6%	4,986	42.9%	5,519	47.5%	958	8.2%	160	1.4%
Total CVAP										
6,808	4,003	58.8%	2,340	34.4%	332	4.9%	134	2.0%		

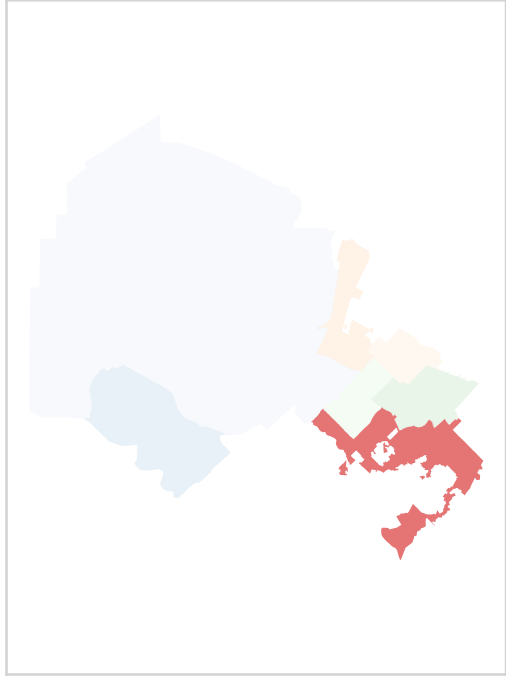
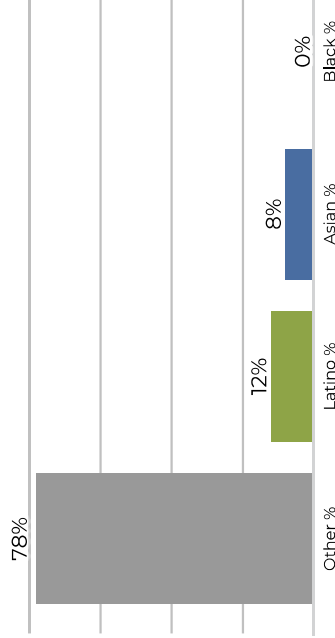
District C



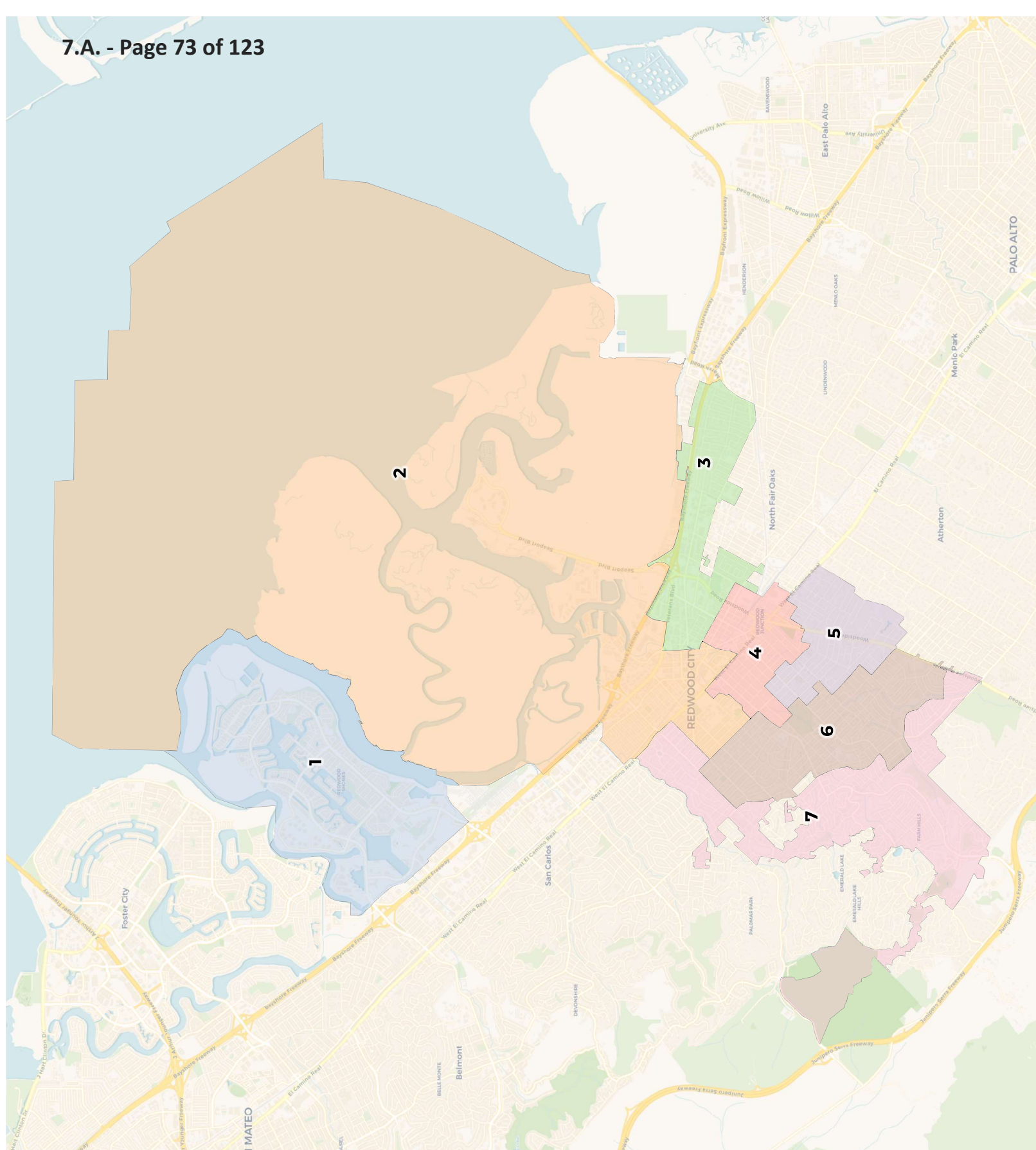
2020 Census



Citizen Voting Age Population



Population	Deviation	Other	Latino	Latino %	Asian	Asian %	Black	Black %
12,165	105	8,593	1,922	15.8%	1,539	12.7%	111	0.9%
Total CVAP								
8,716	6,870	78.8%	1,046	12.0%	771	8.9%	29	0.3%



2020 Census

	1	2	3	4	5	6	7
Population	12,796	12,187	11,607	11,577	11,944	11,637	12,675
Deviation	736	127	-453	-483	-116	-423	635
Deviation %	6.1%	1.1%	-3.8%	-4.0%	-1.0%	-3.5%	5.1%
Other	6,083	5,513	2,796	2,705	5,586	7,874	8,767
Other %	47.5%	45.2%	24.1%	23.4%	46.8%	67.7%	69.2%
Latino	995	4,054	7,748	7,883	4,730	2,600	2,161
Latino %	7.8%	33.3%	66.8%	68.1%	39.6%	22.3%	17.0%
Asian	5,547	2,263	868	770	1,398	1,066	1,611
Asian %	43.3%	18.6%	7.5%	6.7%	11.7%	9.2%	12.7%
Black	171	357	195	219	230	97	136
Black %	1.3%	2.9%	1.7%	1.9%	1.9%	0.8%	1.1%

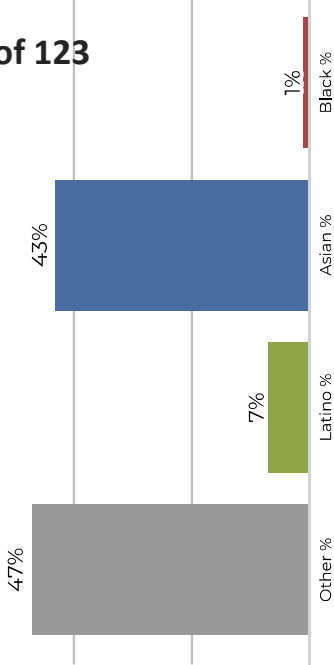
Citizen Voting Age Population (CVAP)

	1	2	3	4	5	6	7
Total CVAP	7,710	5,716	6,065	5,299	7,332	8,918	8,997
Other CVAP	3,975	3,394	2,017	2,077	4,633	6,334	7,131
Other CVAP %	51.6%	59.4%	33.3%	39.2%	63.2%	71.0%	79.3%
Latino CVAP	595	1,438	3,202	2,661	1,605	1,989	984
Latino CVAP %	7.7%	25.2%	52.8%	50.2%	21.9%	22.3%	10.9%
Asian CVAP	2,890	683	604	343	870	543	830
Asian CVAP %	37.5%	11.9%	10.0%	6.5%	11.9%	6.1%	9.2%
Black CVAP	250	201	242	218	224	52	52
Black CVAP %	3.2%	3.5%	4.0%	4.1%	3.1%	0.6%	0.6%

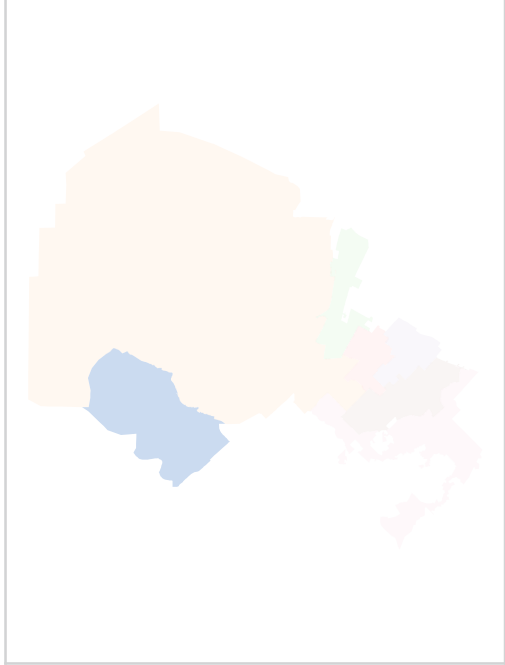
District 1



2020 Census

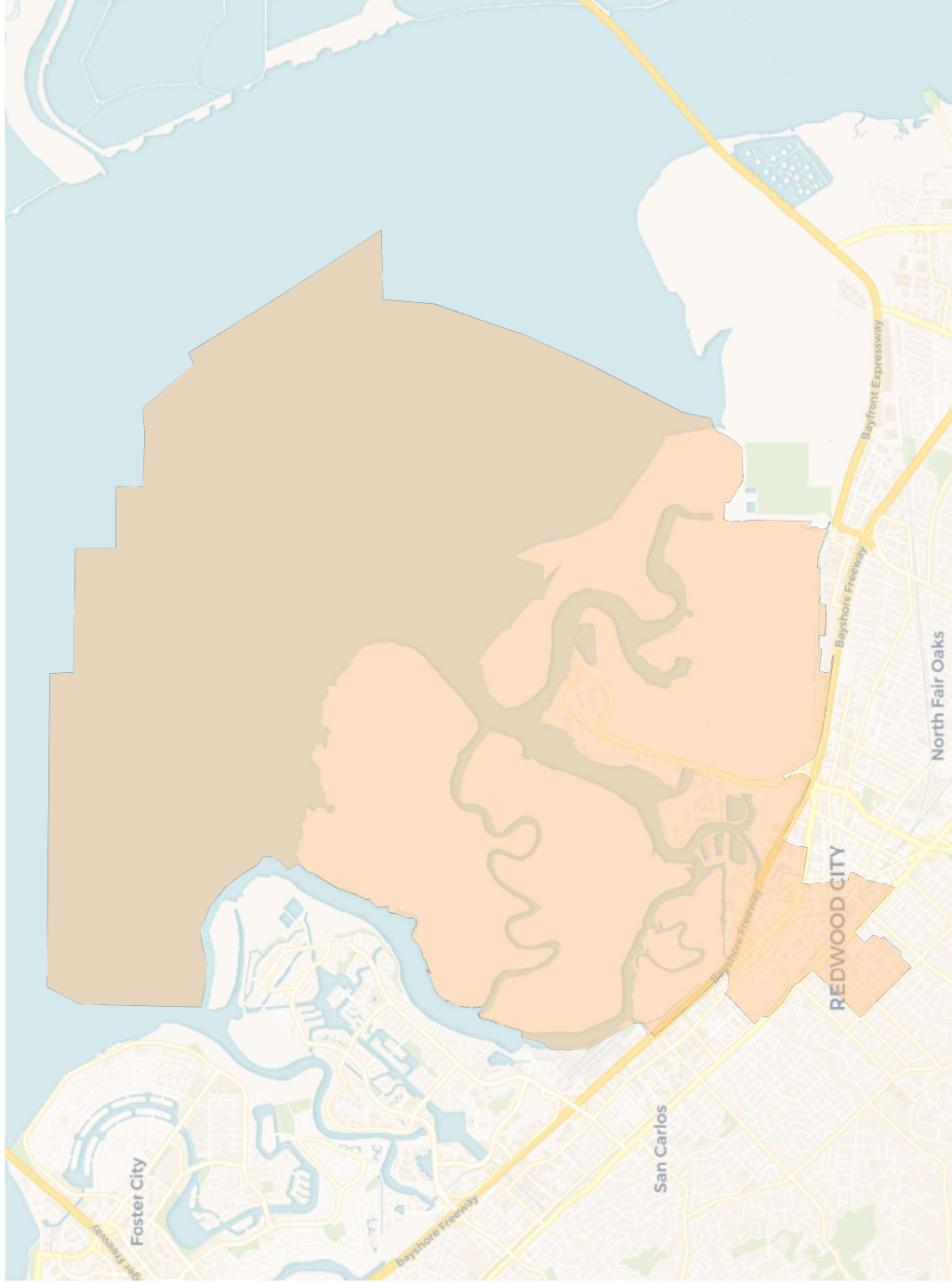


Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,796	736	6.1%	6,083	47.5%	995	7.8%	5,547	43.3%	171	1.3%
Total CVAP										
7,710	3,975	51.6%	595	7.7%	2,890	37.5%	37.5%	250	3.2%	

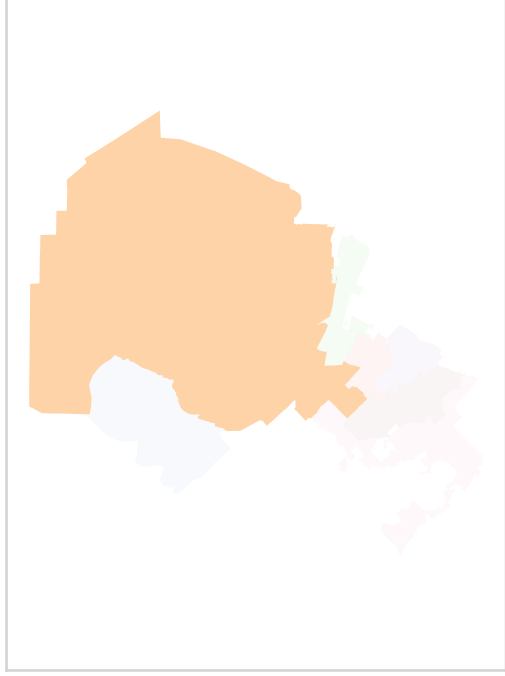
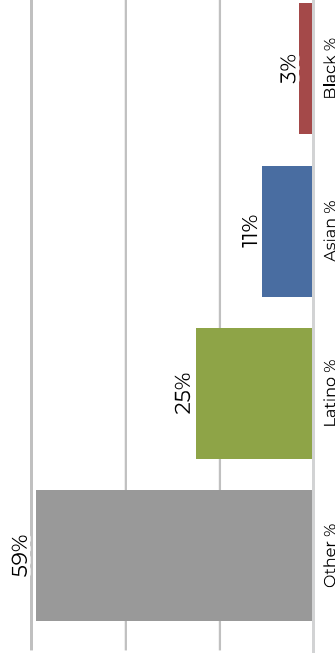
District 2



2020 Census

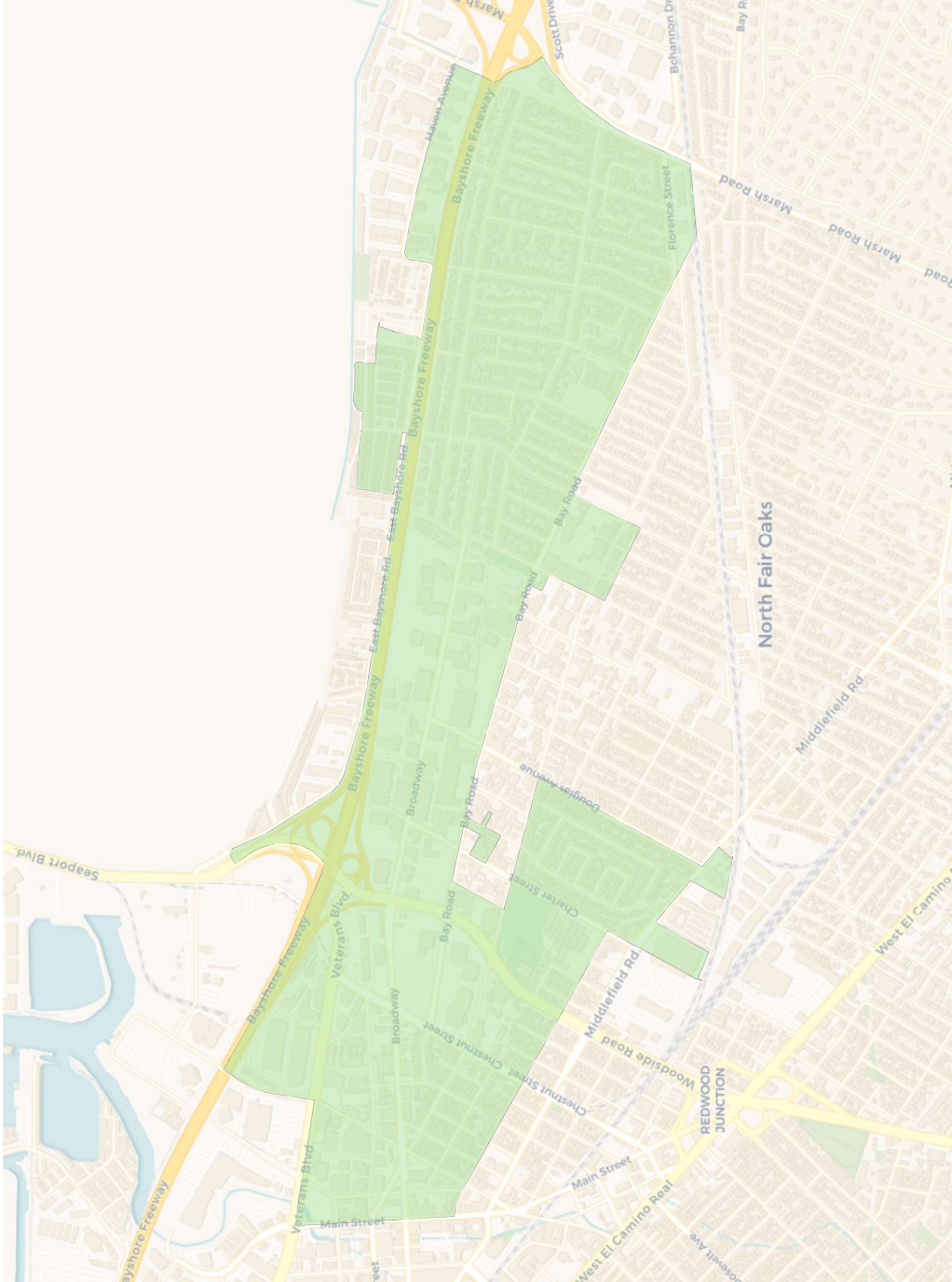


Citizen Voting Age Population

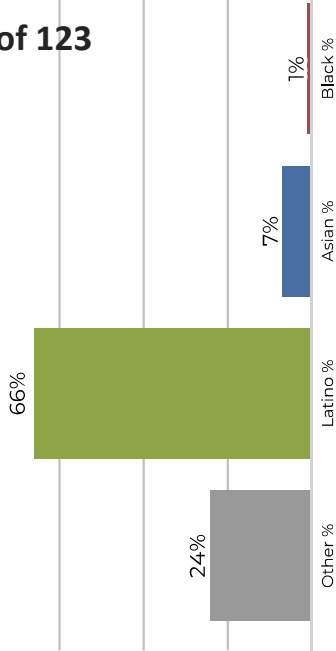


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,187	127	1.1%	5,513	45.2%	4,054	33.3%	2,263	18.6%	357	2.9%
Total CVAP										
5,716	3,394	59.4%	1,438	25.2%	683	11.9%	201	3.5%		

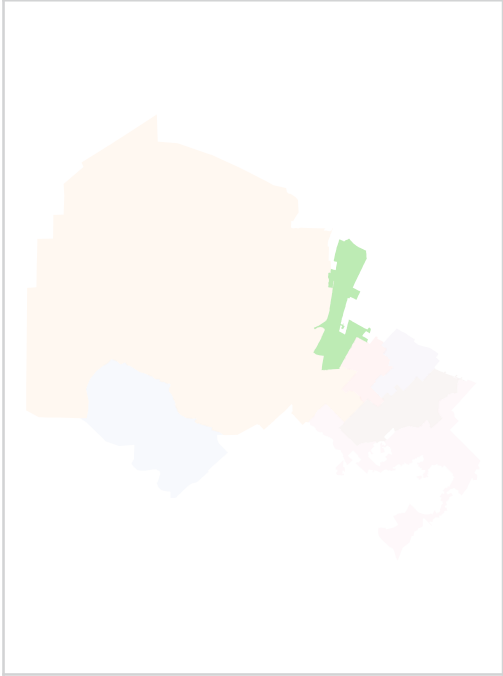
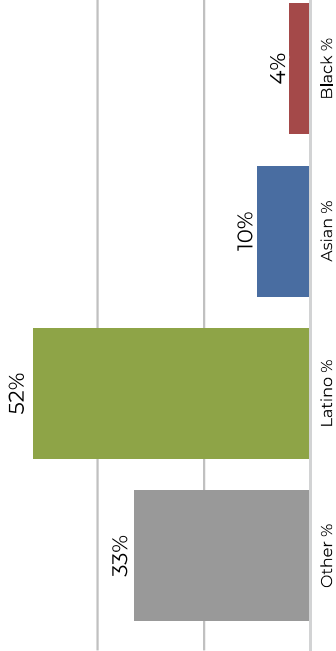
District 3



2020 Census

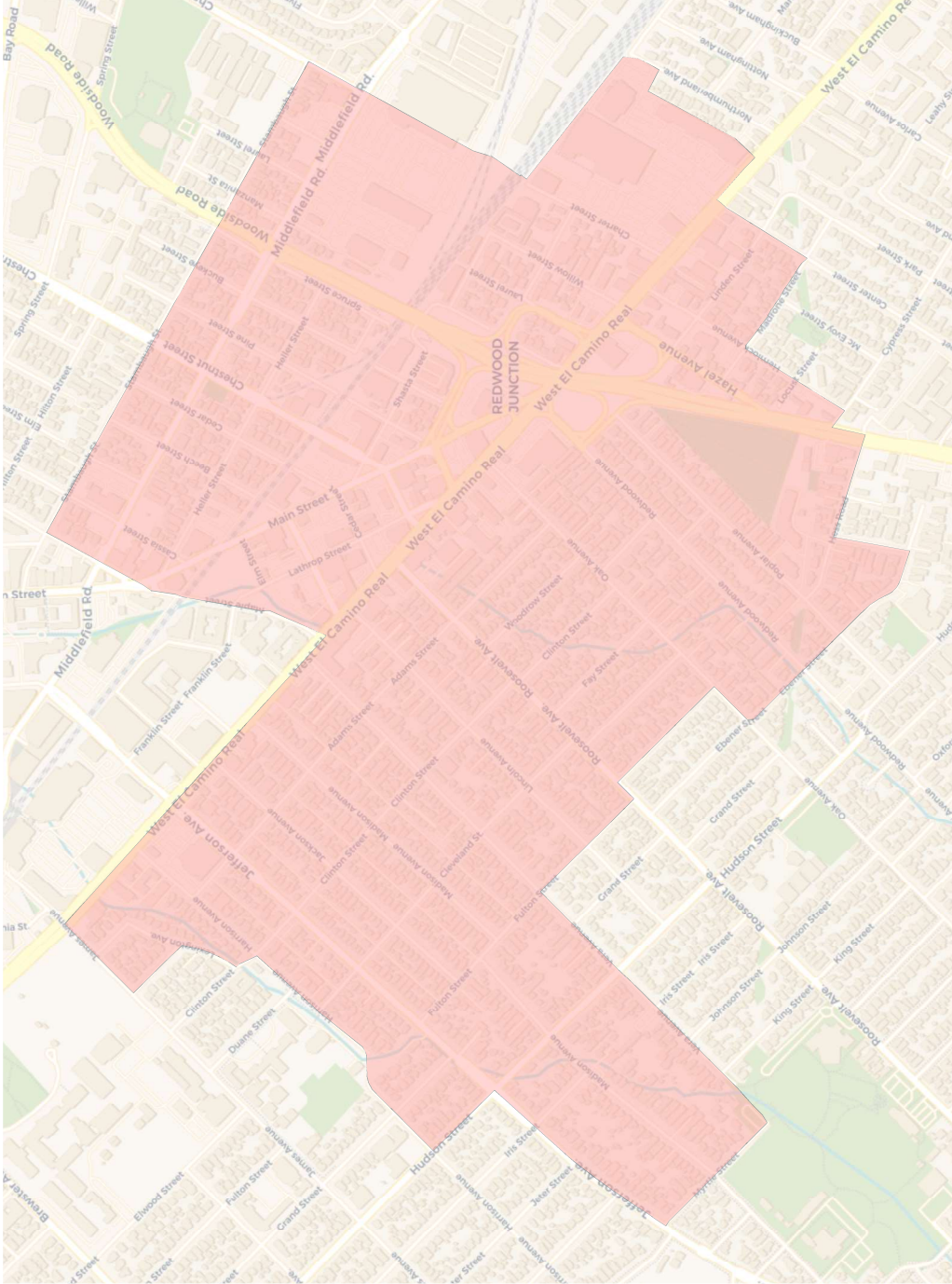


Citizen Voting Age Population

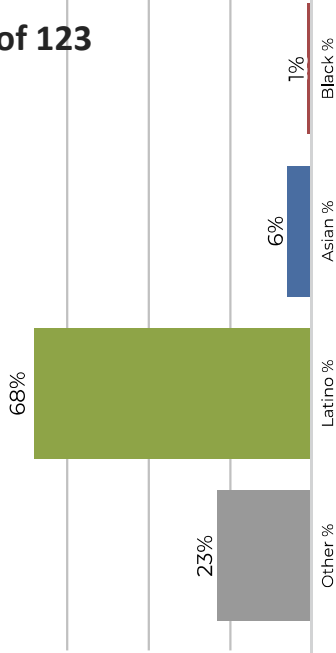


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,607	-453	-3.8%	2,796	24.1%	7,748	66.8%	868	7.5%	195	1.7%
Total CVAP										
6,065	2,017	33.3%	3,202	52.8%	604	10.0%	242	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

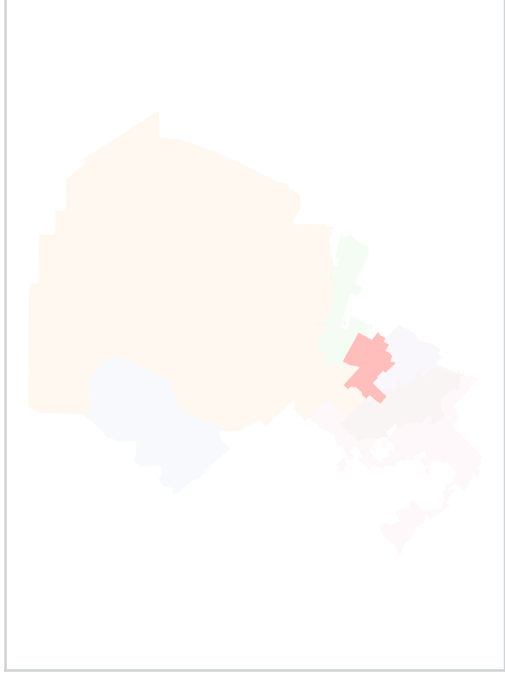
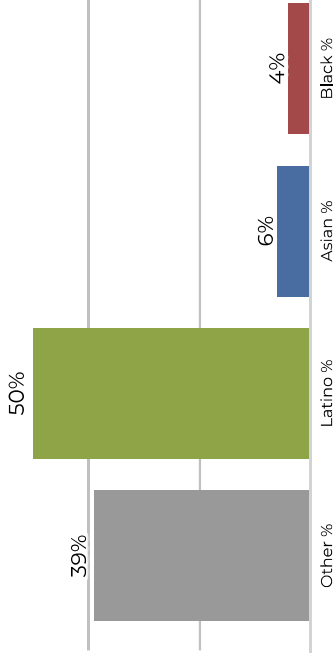
District 4



2020 Census

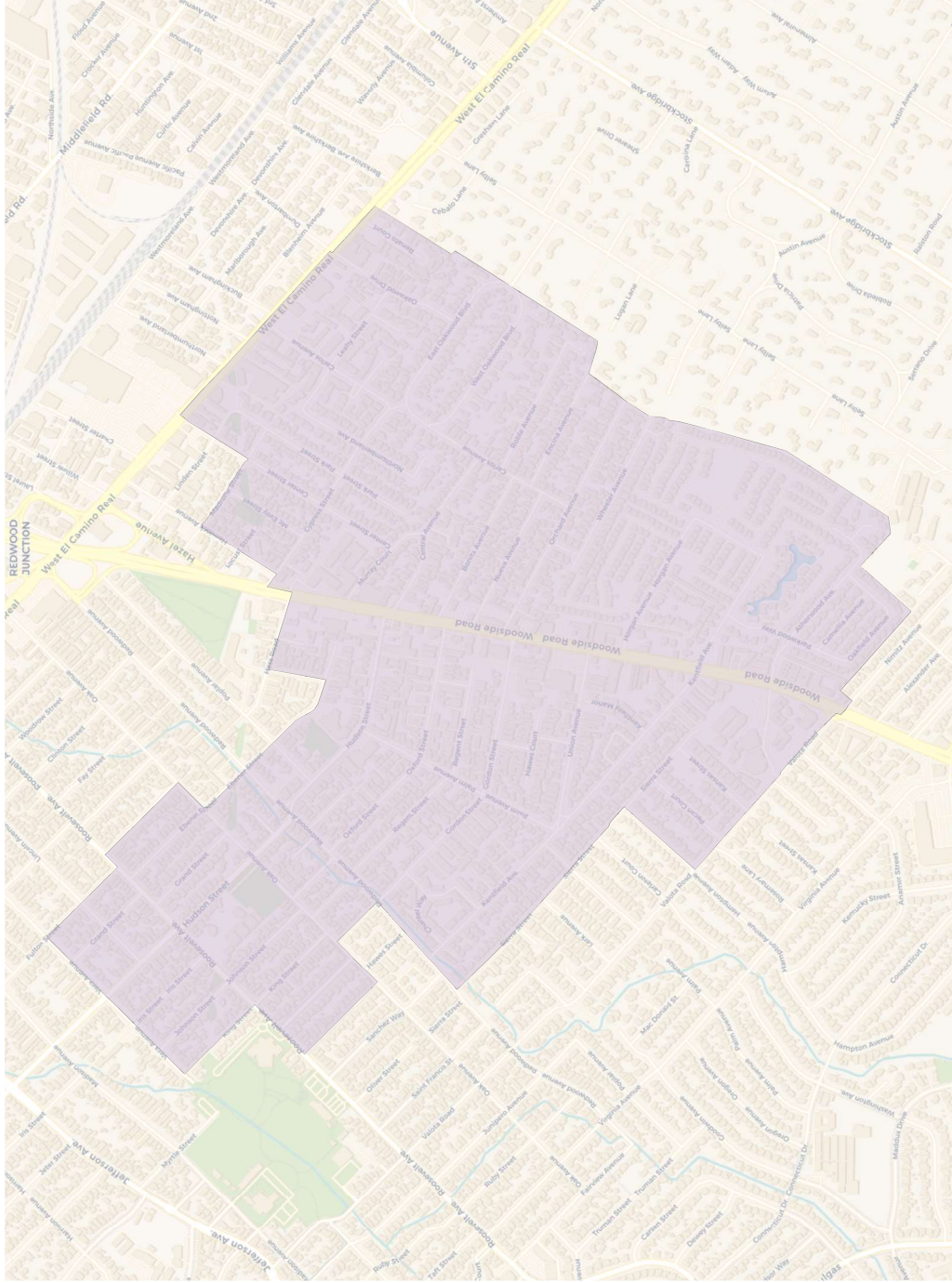


Citizen Voting Age Population

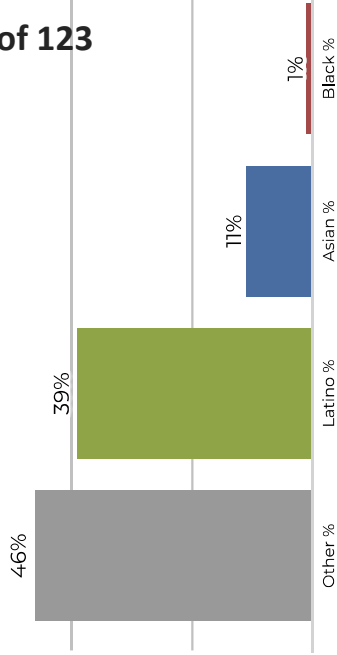


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,577	-483	-4.0%	2,705	23.4%	7,883	68.1%	770	6.7%	219	1.9%
Total CVAP										
5,299	2,077	39.2%	2,661	50.2%	343	6.5%	218	4.1%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

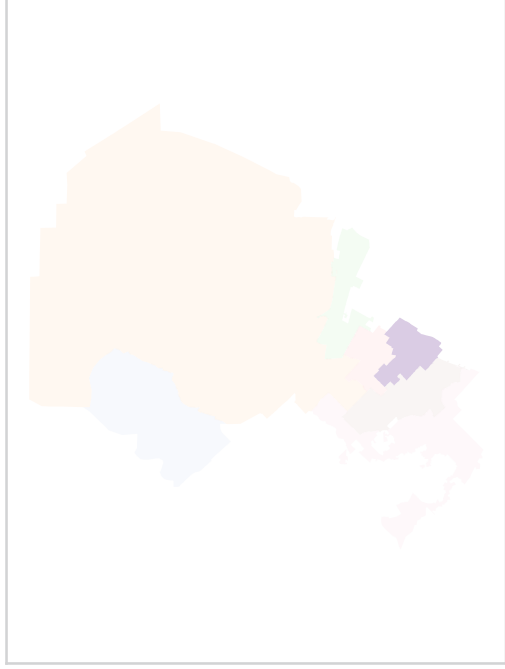
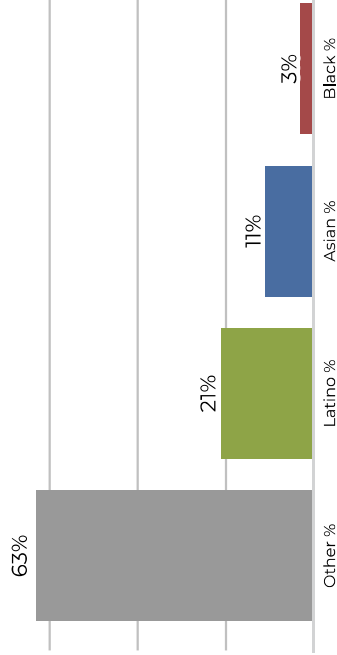
District 5



2020 Census

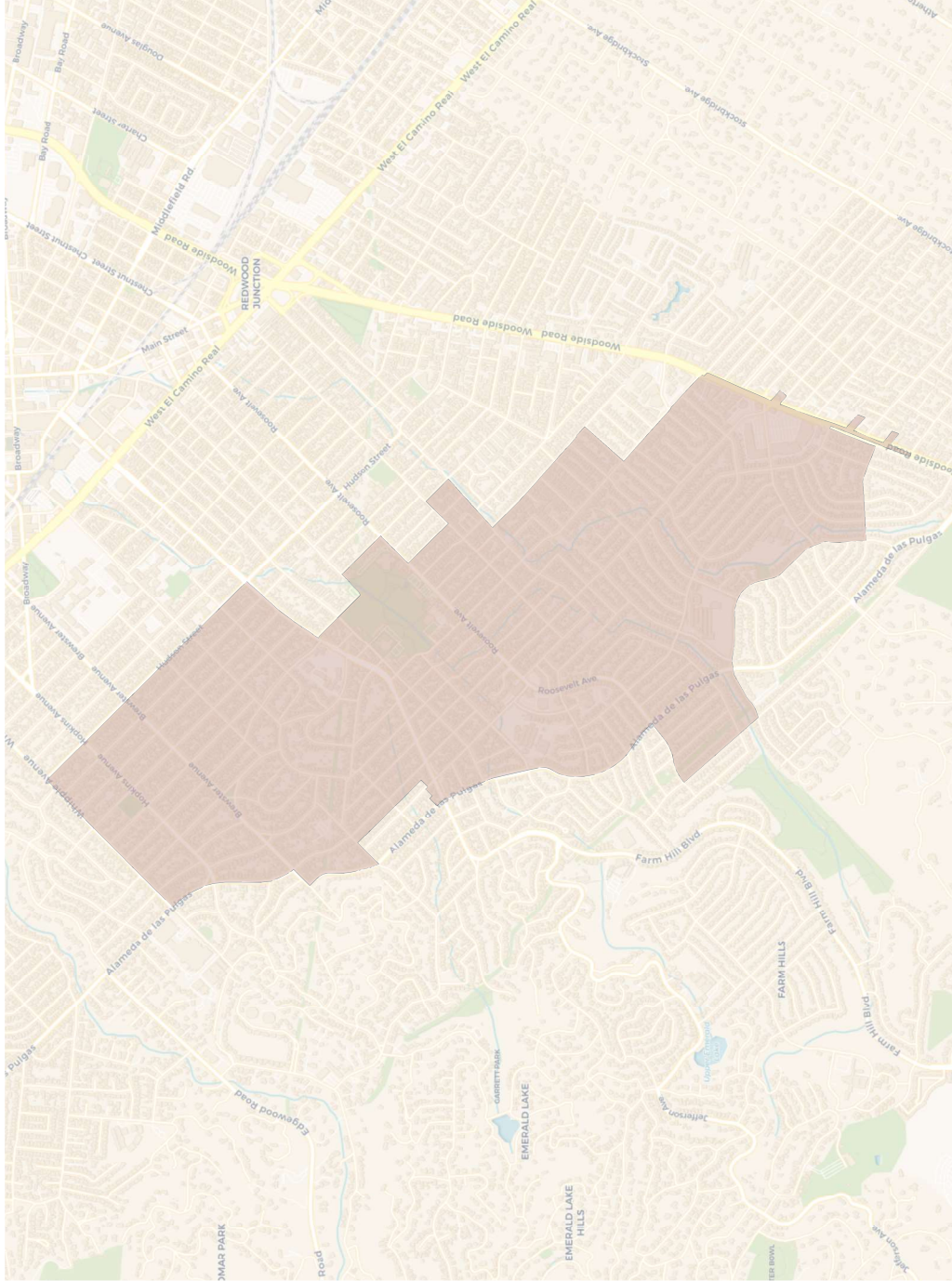


Citizen Voting Age Population

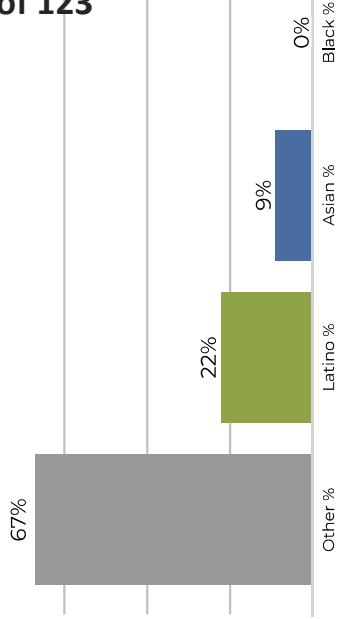


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,944	-116	-1.0%	5,586	46.8%	4,730	39.6%	1,398	11.7%	230	1.9%
Total CVAP										
7,332	4,633	63.2%	1,605	21.9%	870	11.9%	224	3.1%		
Other CVAP										
7,332	4,633	63.2%	1,605	21.9%	870	11.9%	224	3.1%		
Latino CVAP										
7,332	4,633	63.2%	1,605	21.9%	870	11.9%	224	3.1%		
Asian CVAP										
7,332	4,633	63.2%	1,605	21.9%	870	11.9%	224	3.1%		
Black CVAP										
7,332	4,633	63.2%	1,605	21.9%	870	11.9%	224	3.1%		

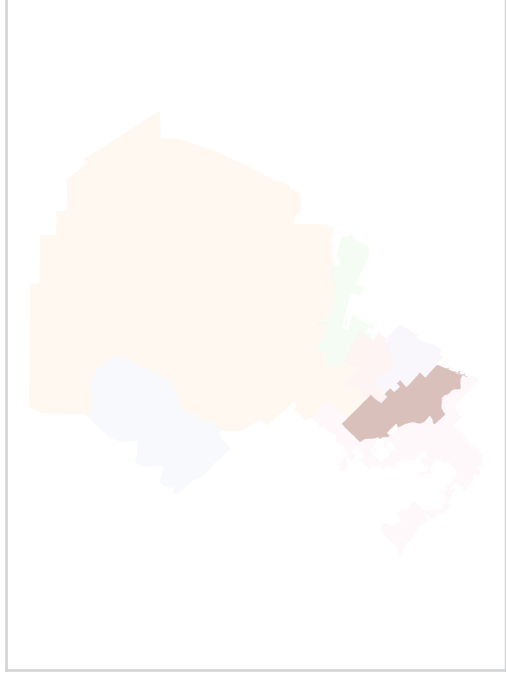
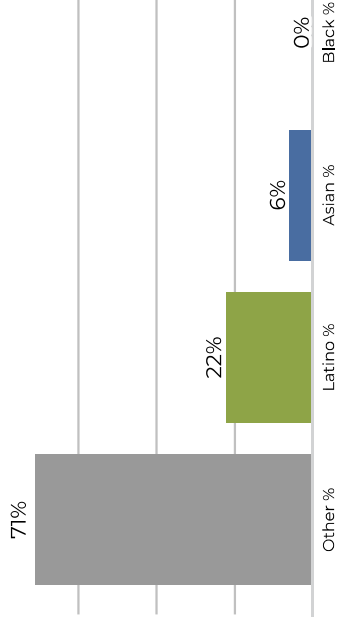
District 6



2020 Census

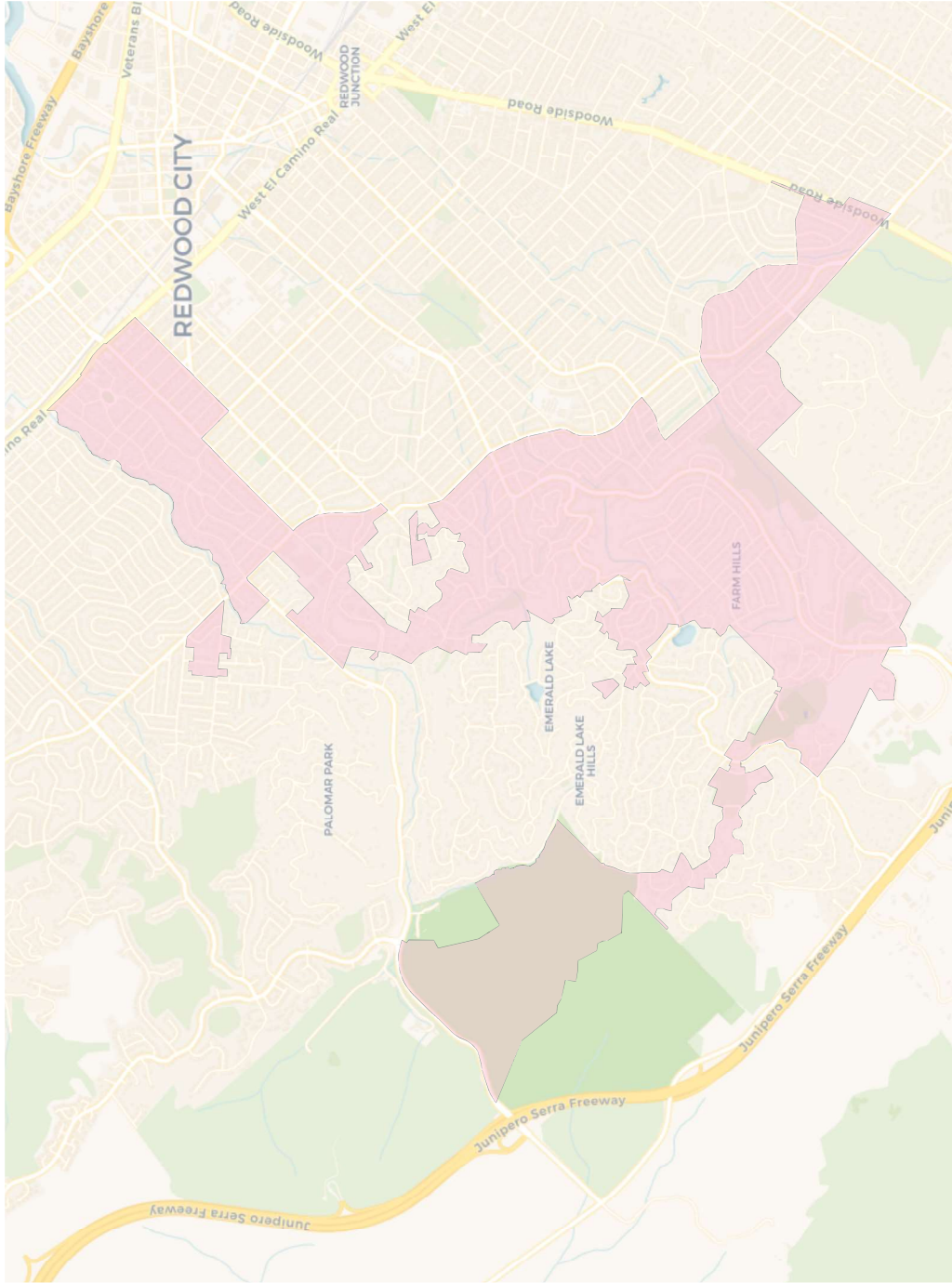


Citizen Voting Age Population

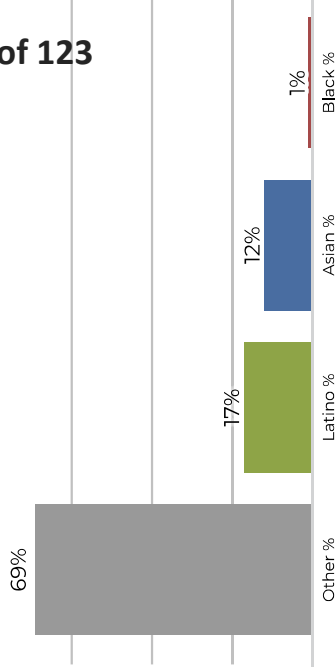


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,637	-423	-3.5%	7,874	67.7%	2,600	22.3%	1,066	9.2%	97	0.8%
Total CVAP										
8,918	6,334	71.0%	1,989	22.3%	543	6.1%	52	0.6%		

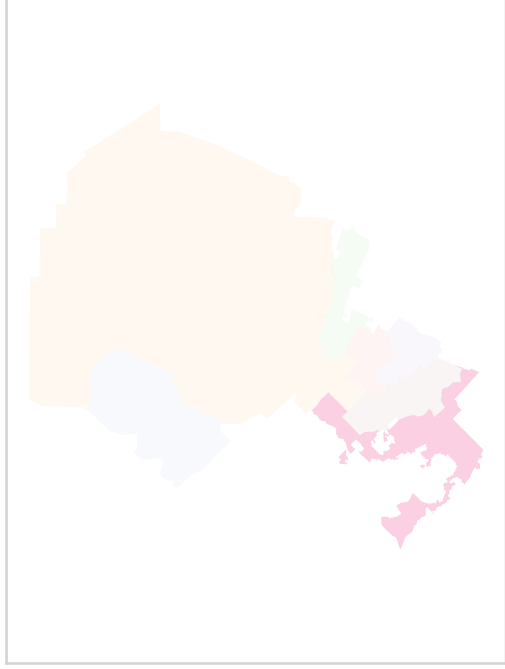
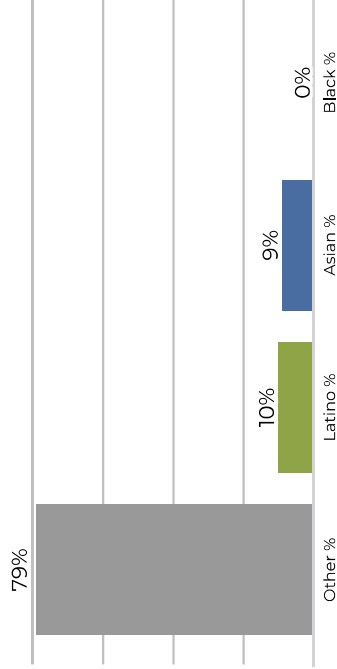
District 7



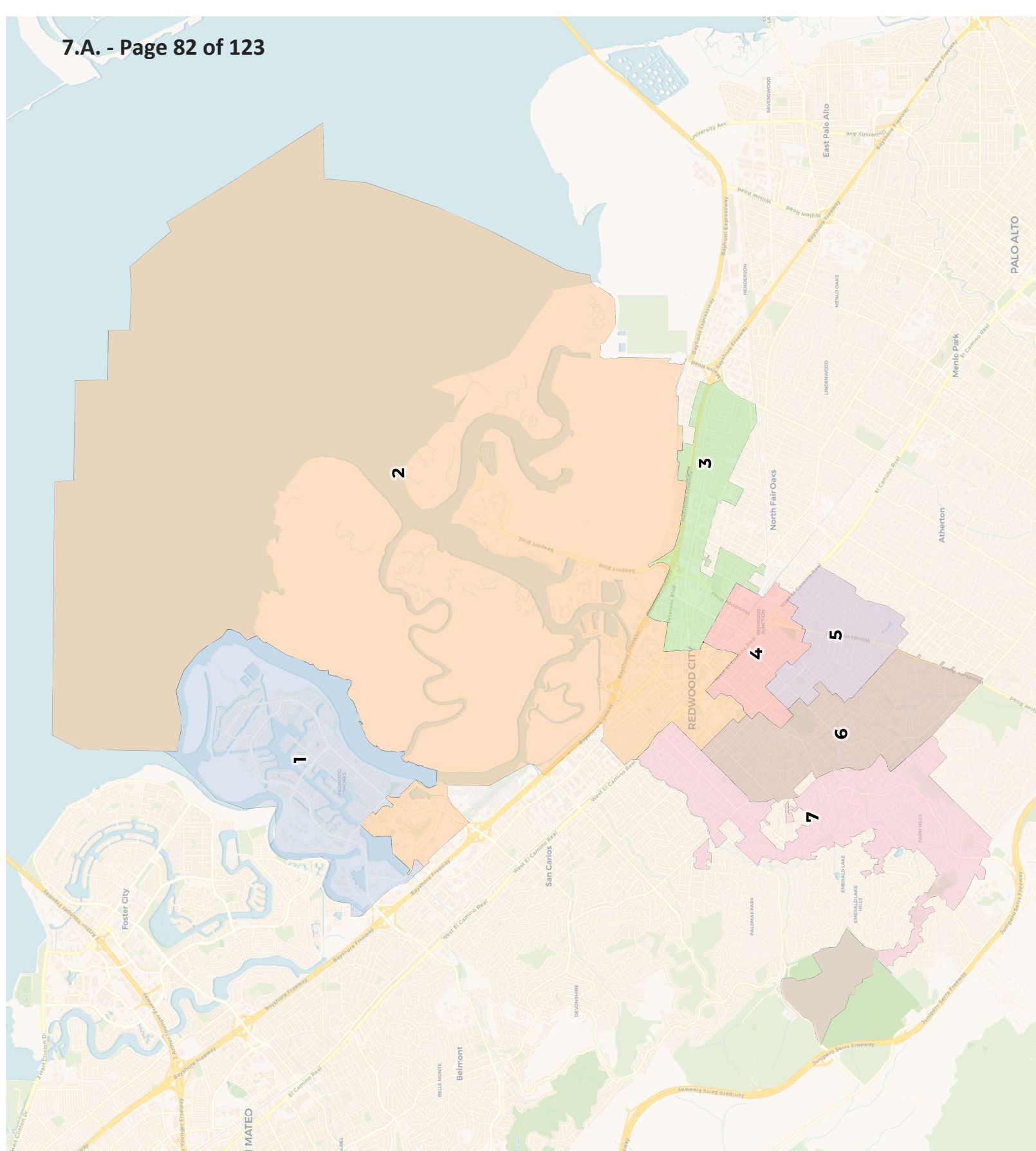
2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,675	615	5.1%	8,767	69.2%	2,161	17.0%	1,611	12.7%	136	1.1%
Total CVAP										
8,997	7,131	79.3%	984	10.9%	830	9.2%	52	0.6%		



2020 Census

	1	2	3	4	5	6	7
Population	11,929	12,614	11,607	11,577	12,491	12,645	11,580
Deviation	-131	554	-453	-483	431	585	-589
Deviation %	-1.1%	4.6%	-3.8%	-4.0%	3.6%	4.9%	-4.1%
Other	5,736	5,514	2,796	2,705	5,922	8,529	8,122
Other %	48.1%	43.7%	24.1%	23.4%	47.4%	67.4%	70.3%
Latino	833	4,141	7,748	7,883	4,897	2,837	1,832
Latino %	7.0%	32.8%	66.8%	68.1%	39.2%	22.4%	15.8%
Asian	5,243	2,553	868	770	1,437	1,174	1,478
Asian %	44.0%	20.2%	7.5%	6.7%	11.5%	9.3%	12.8%
Black	117	406	195	219	235	105	128
Black %	1.0%	3.2%	1.7%	1.9%	1.9%	0.8%	1.1%

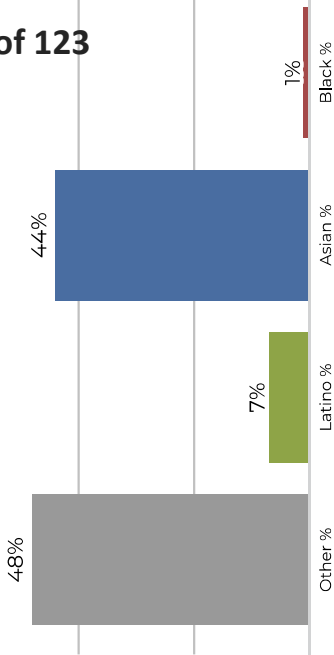
Citizen Voting Age Population (CVAP)

	1	2	3	4	5	6	7
Total CVAP	7,115	6,071	6,065	5,299	7,651	9,619	8,217
Other CVAP	3,810	3,366	2,017	2,077	4,836	6,911	6,545
Other CVAP %	53.5%	55.4%	33.3%	39.2%	63.2%	71.8%	79.7%
Latino CVAP	496	1,505	3,202	2,661	1,659	2,121	831
Latino CVAP %	7.0%	24.8%	52.8%	50.2%	21.7%	22.0%	10.1%
Asian CVAP	2,734	829	604	343	918	541	795
Asian CVAP %	38.4%	13.6%	10.0%	6.5%	12.0%	5.6%	9.7%
Black CVAP	75	372	242	218	238	47	46
Black CVAP %	1.1%	6.1%	4.0%	4.1%	3.1%	0.5%	0.6%

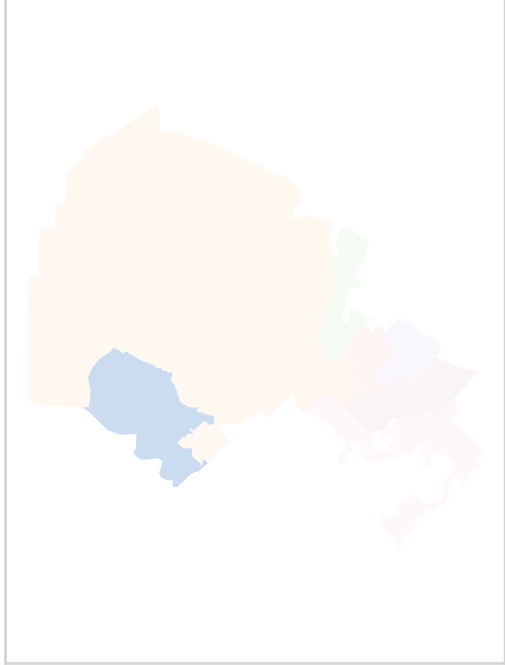
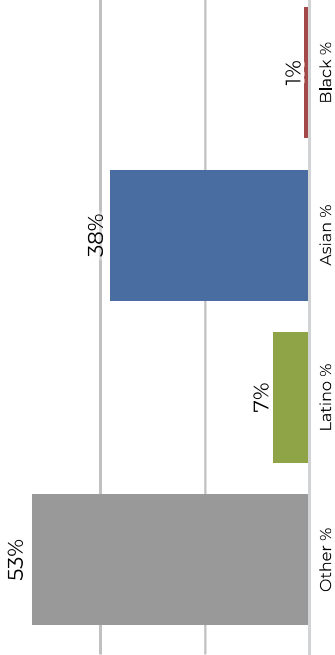
District 1



2020 Census



Citizen Voting Age Population

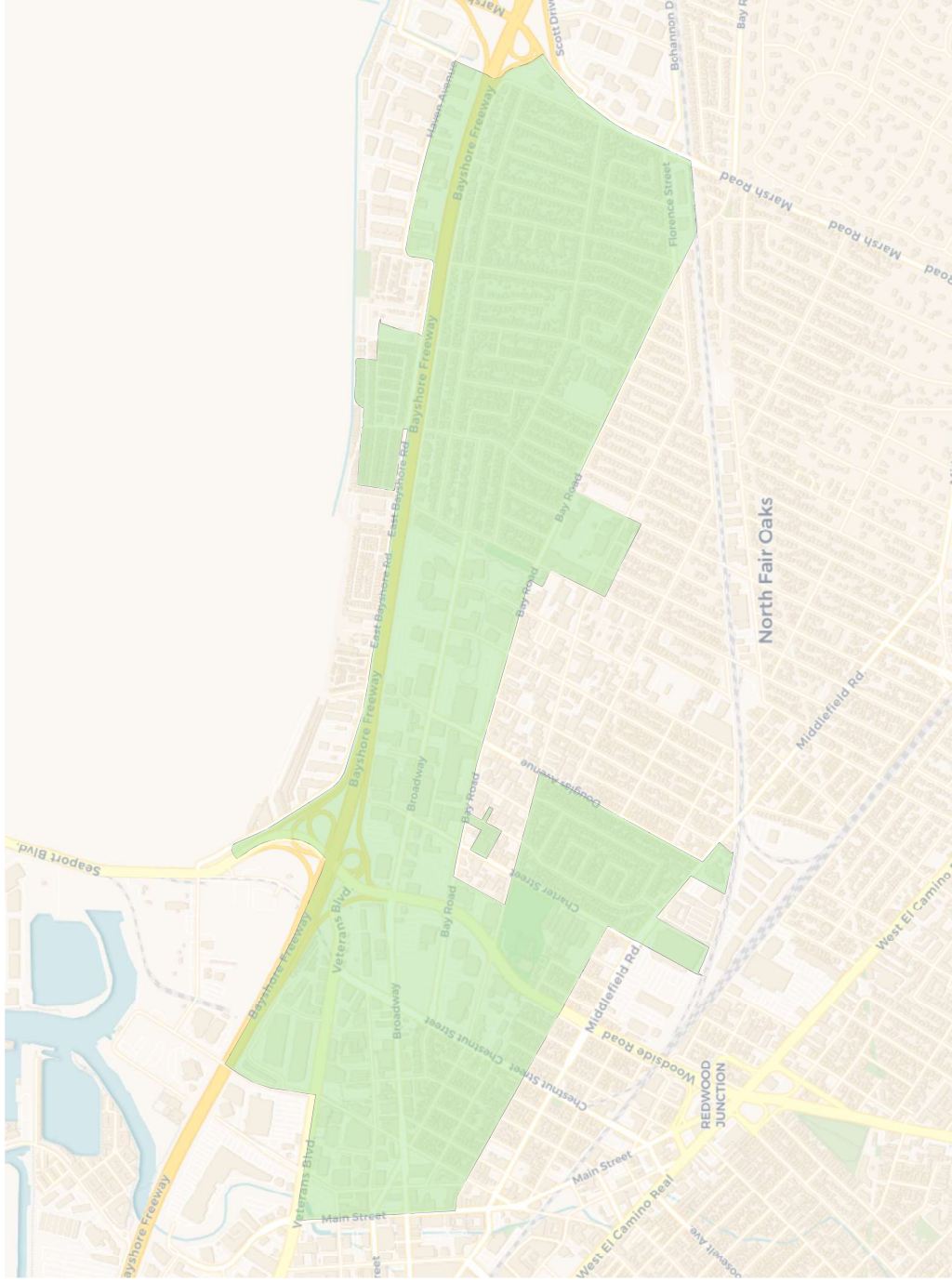


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,929	-131	-1.1%	5,736	48.1%	833	7.0%	5,243	44.0%	117	1.0%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
7,115	3,810	53.5%	496	7.0%	2,734	38.4%	75	1.1%		

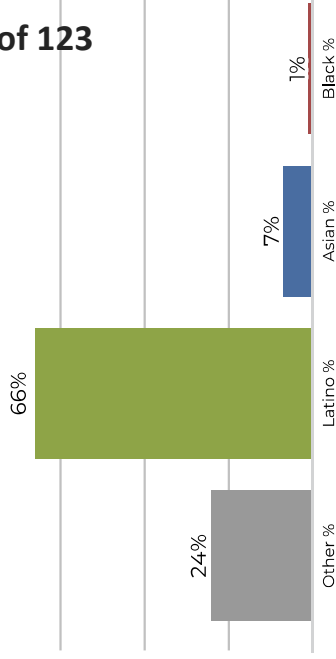


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,614	554	4.6%	5,514	43.7%	4,141	32.8%	2,553	20.2%	406	3.2%
489										
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
6,071	3,366	55.4%	1,505	24.8%	829	13.6%	372	6.1%		

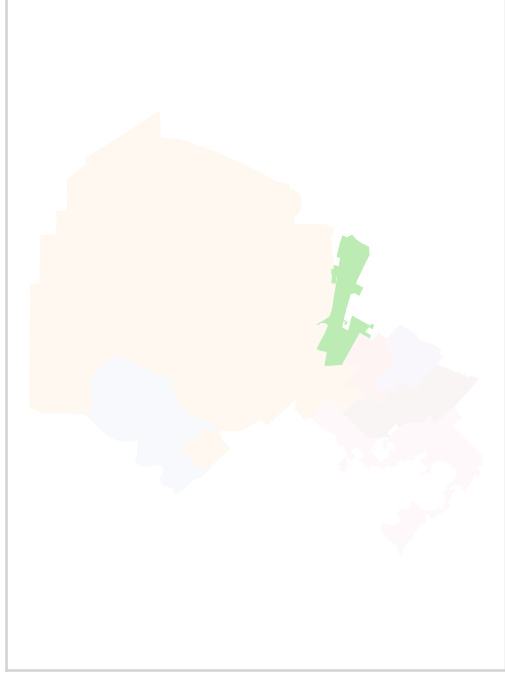
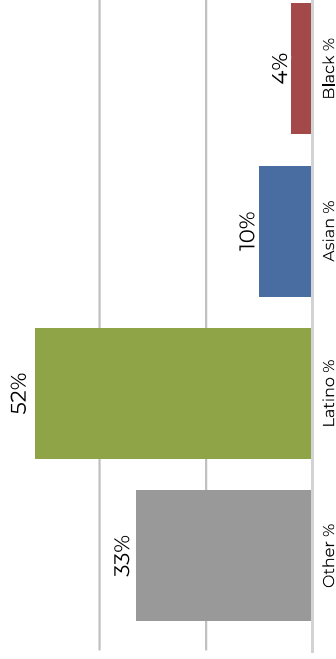
District 3



2020 Census

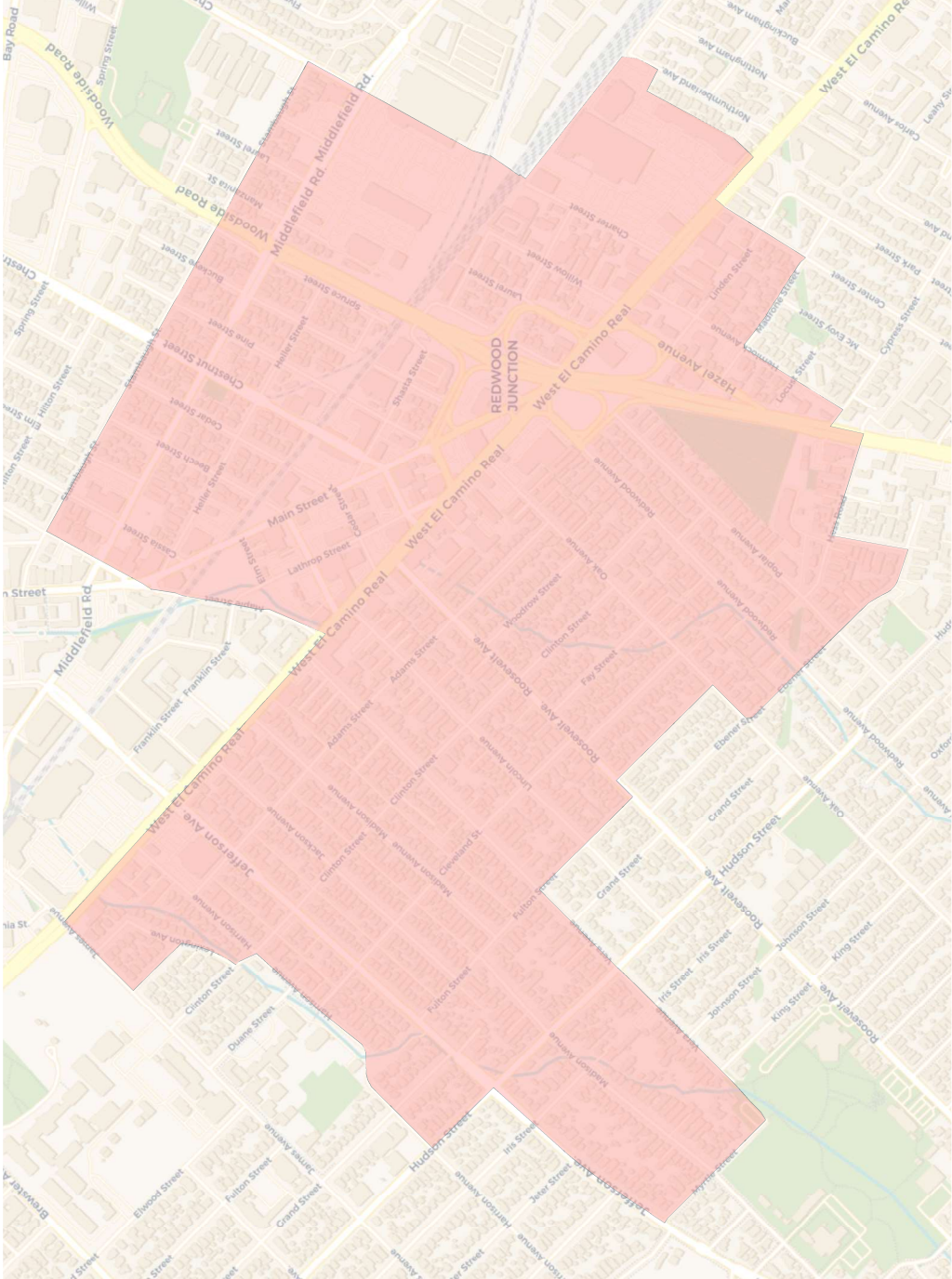


Citizen Voting Age Population

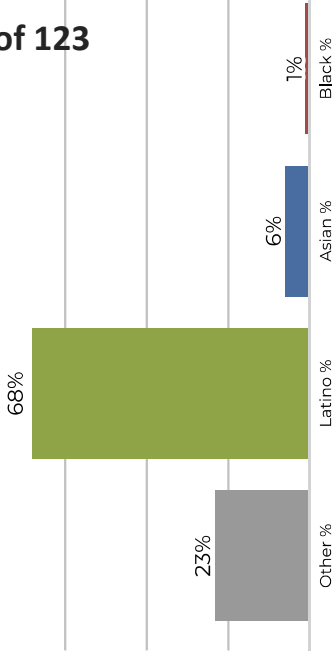


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,607	-453	-3.8%	2,796	24.1%	7,748	66.8%	868	7.5%	195	1.7%
Total CVAP										
6,065	2,017	33.3%	3,202	52.8%	604	10.0%	242	4.0%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

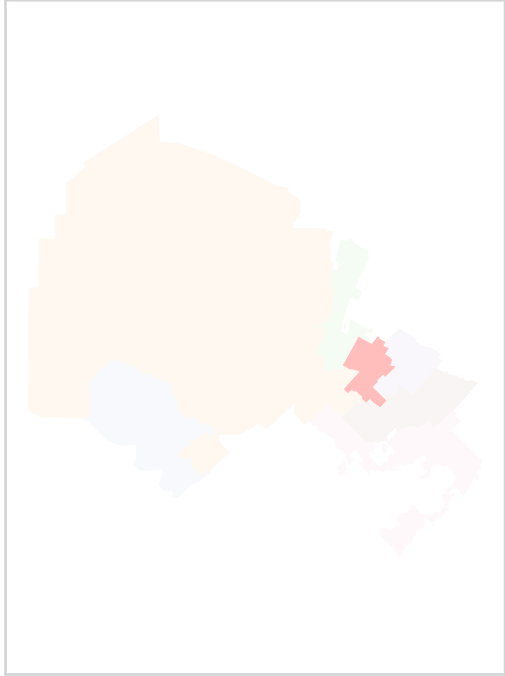
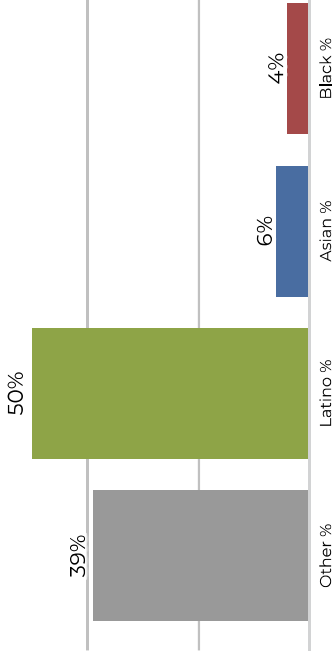
District 4



2020 Census

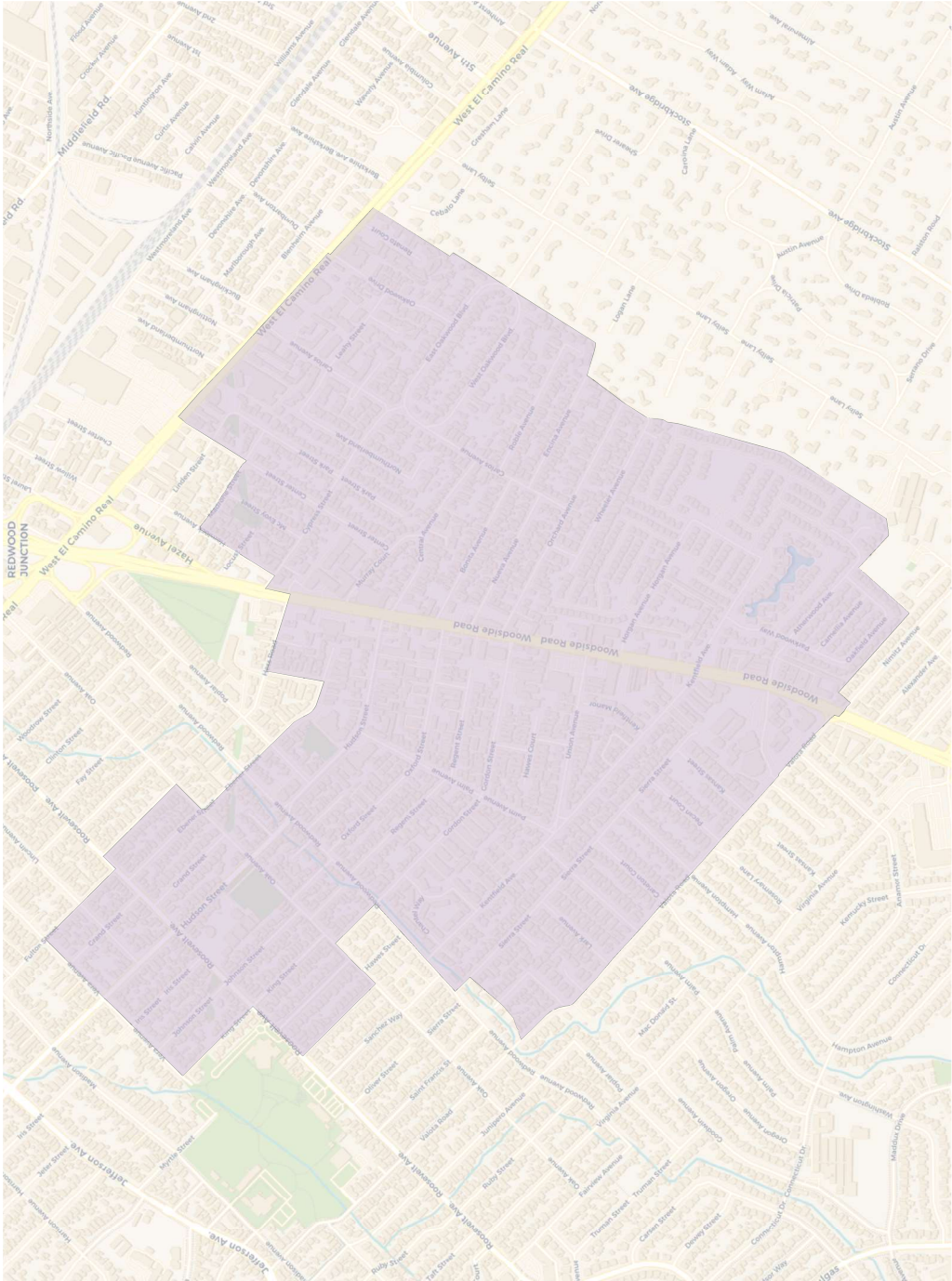


Citizen Voting Age Population

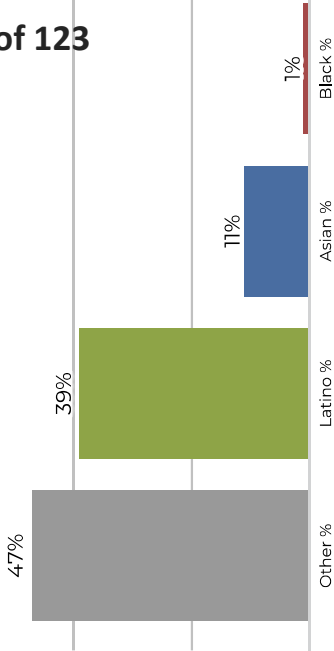


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,577	-483	-4.0%	2,705	23.4%	7,883	68.1%	770	6.7%	219	1.9%
Total CVAP										
5,299	2,077	39.2%	2,661	50.2%	343	6.5%	218	4.1%		
Other CVAP										
Latino CVAP										
Asian CVAP										
Black CVAP										

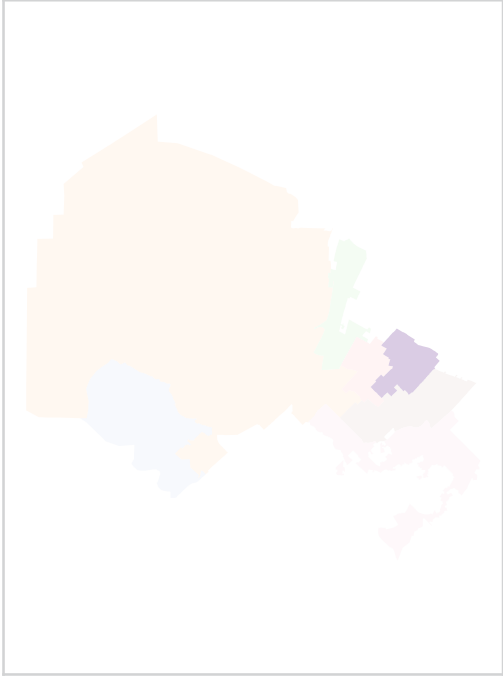
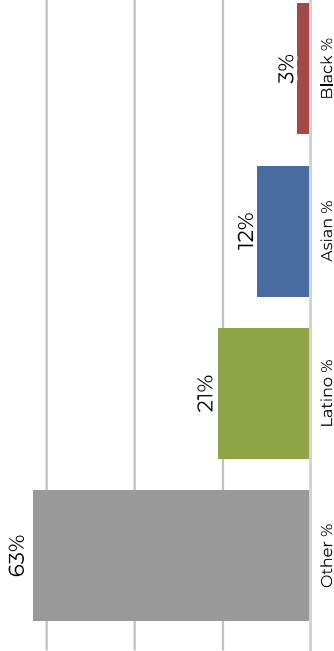
District 5



2020 Census

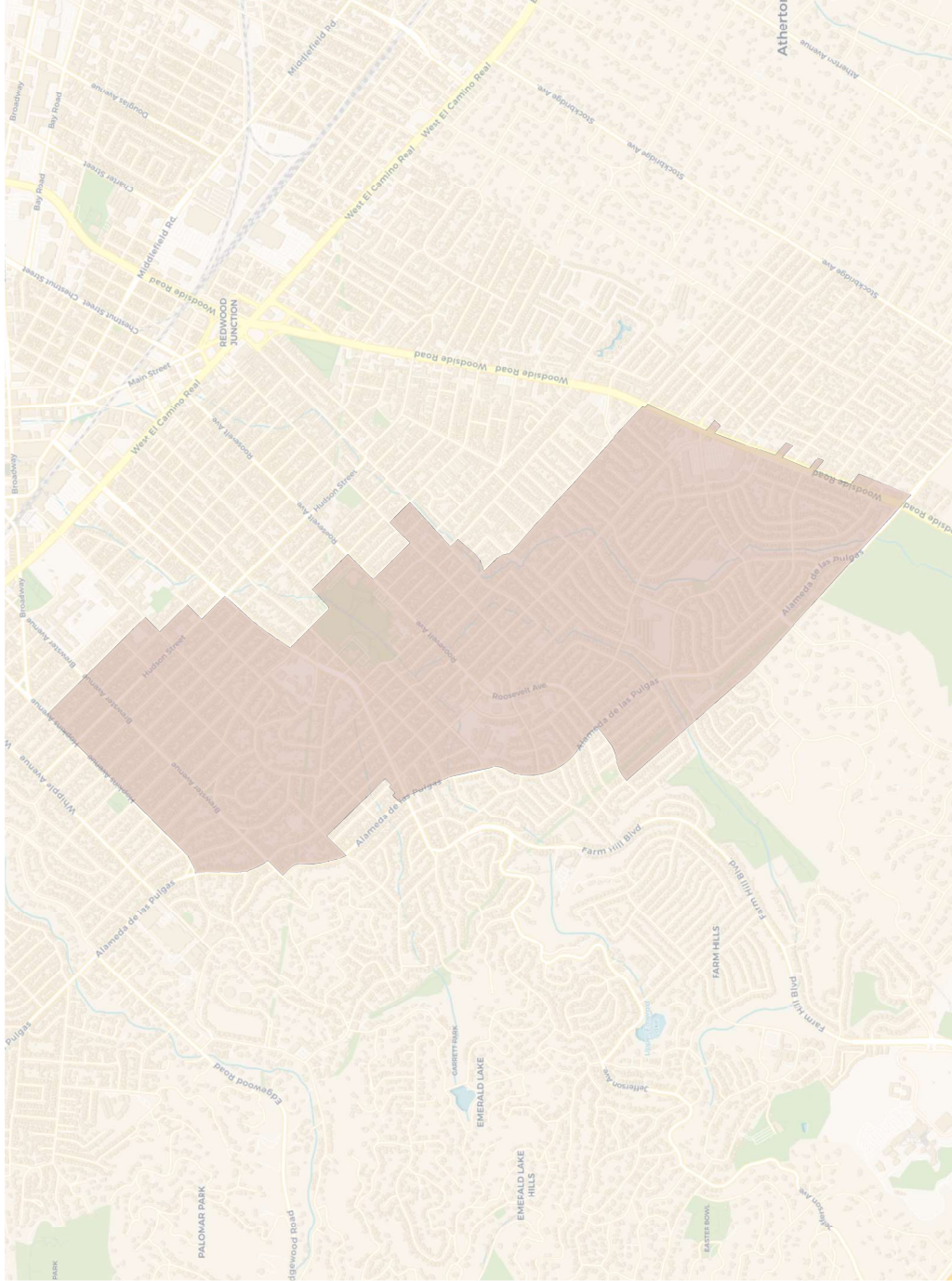


Citizen Voting Age Population

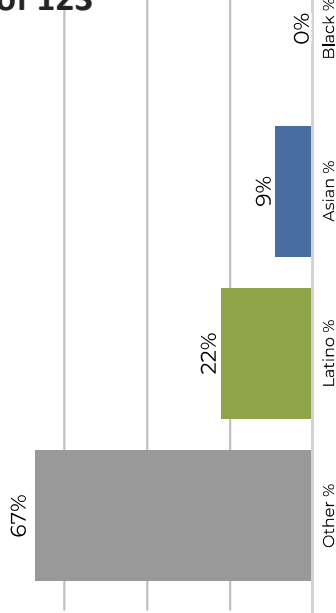


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,491	431	3.6%	5,922	47.4%	4,897	39.2%	1,437	11.5%	235	1.9%
Total CVAP										
7,651	4,836	63.2%	1,659	21.7%	918	12.0%	238	3.1%		

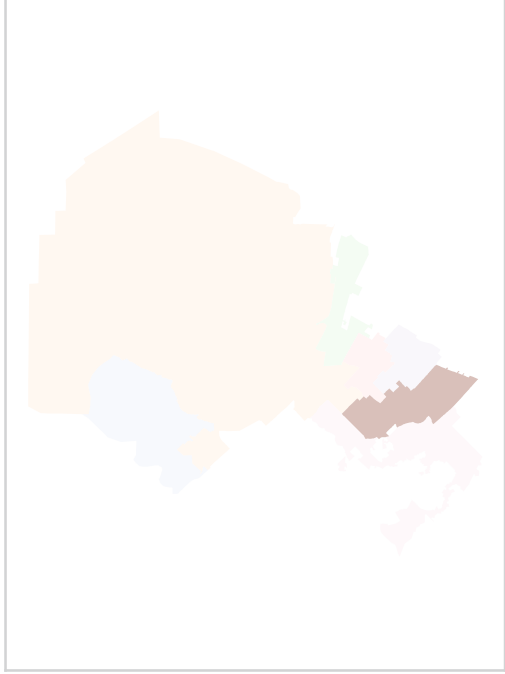
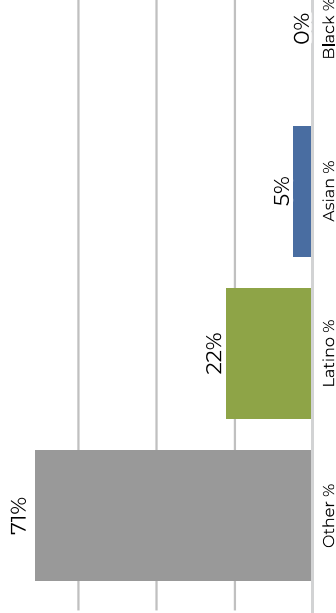
District 6



2020 Census

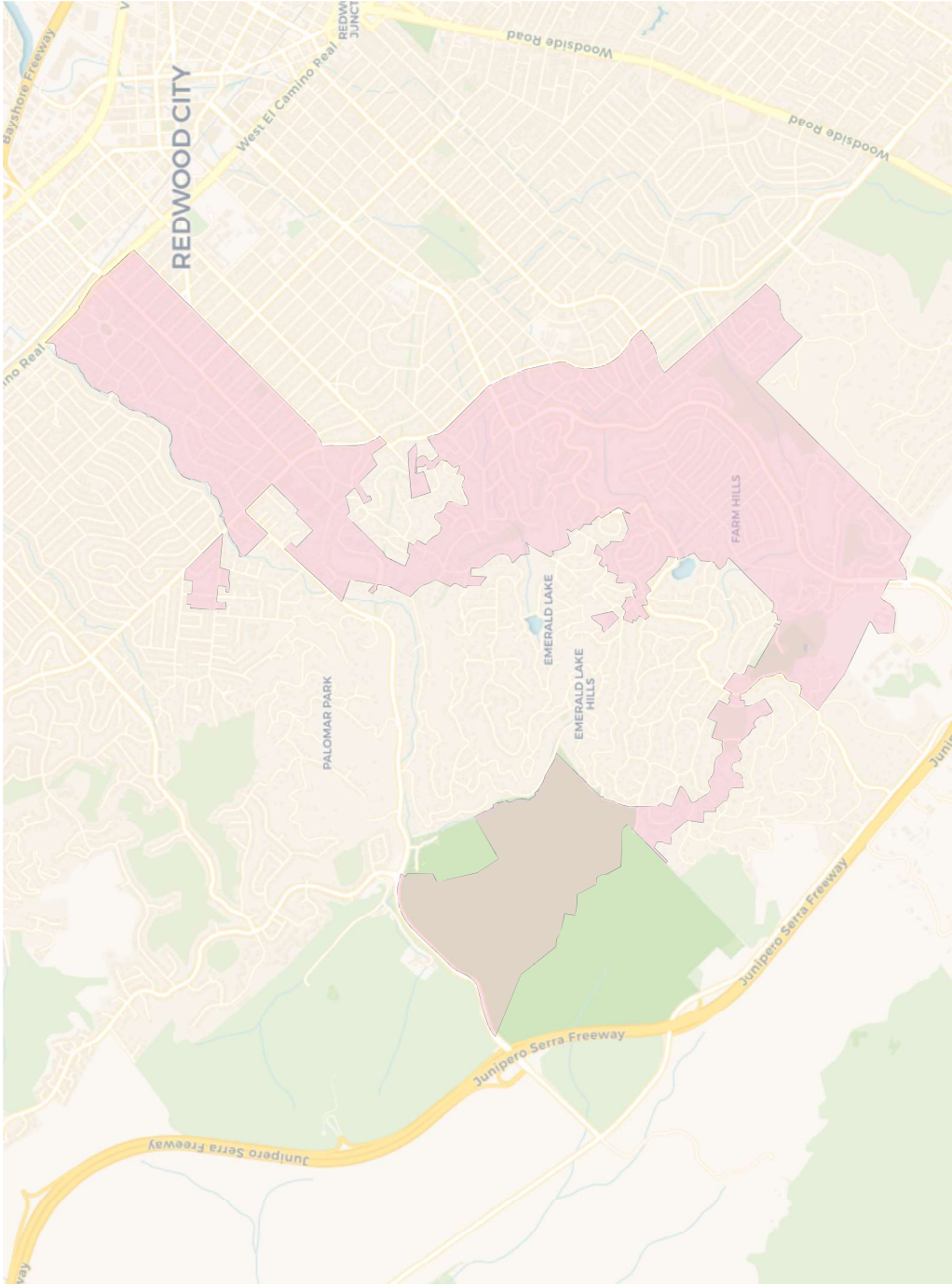


Citizen Voting Age Population

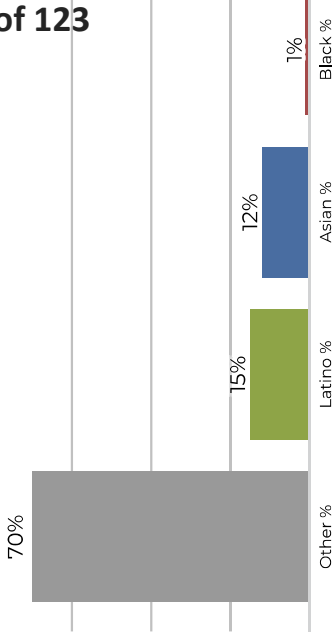


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
12,645	585	4.9%	8,529	67.4%	2,837	22.4%	1,174	9.3%	105	0.8%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
9,619	6,911	71.8%	2,121	22.0%	541	5.6%	47	0.5%		

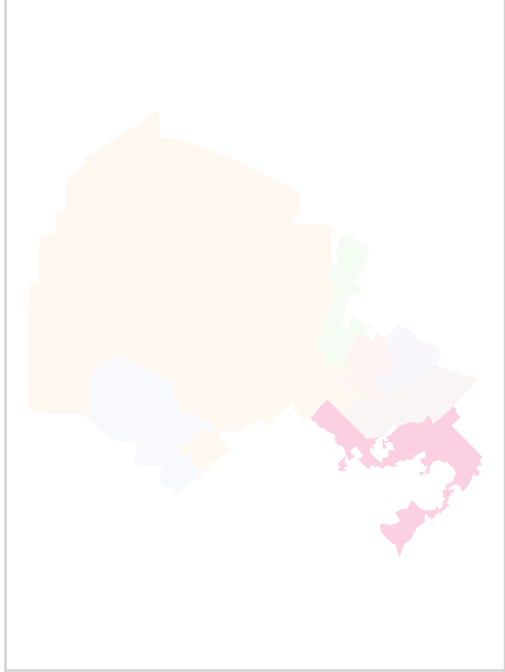
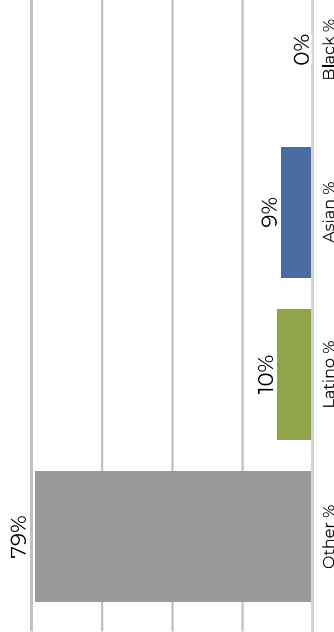
District 7



2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
11,560	-500	-4.1%	8,122	70.3%	1,832	15.8%	1,478	12.8%	128	1.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
8,217	6,545	79.7%	831	10.1%	795	9.7%	46	0.6%		

Redwood Shores is my Community Of Interest.

Redwood Shores is a diverse community comprised of all ethnicities, ages, backgrounds, and income levels. The Shores is a master planned community of single-family homes, town homes, condominiums and apartments, along with business, retail and restaurants.

The Shores is east of Hwy 101, separated from Redwood City and located on the bay with lagoon waterways, parks, walking, jogging, biking paths and levees that offer outdoor recreation desired and enjoyed by the entire community. The community is served by the Belmont-Redwood Shores school district. Our library, community center and Marlin Park serve as the main gathering areas for the community.

While the Shores is comprised of dozens of neighborhoods and homeowner associations, all are united under the Redwood Shores Community Association that sponsors community events, keeps the community informed via “The Pilot” publication, and advocates for the community, bringing to the forefront, topical matters of concern, and advising civic and community leaders on relevant matters that the community is passionate about such as the environment, levees, traffic, building development and overall quality of life in the Shores.

The peaceful, quiet and uniqueness of Redwood Shores and its diversity is something that all Shores residents embrace and celebrate. To best serve our unique community interests, Redwood Shores should continue as one district, and not divided or merged with other areas of Redwood City.

Rona Gundrum
District 1
Redwood Shores resident, 33 years
ronagundrum@yahoo.com

From: [Joseph Kuspa](#)
To: [GRP-District Elections](#)
Subject: Redistricting
Date: Sunday, October 10, 2021 5:18:36 PM

Some people who received this message don't often get email from jkuspa@hotmail.com. [Learn why this is important](#)

Please keep Redwood Shores as ONE district and not divided or somehow merged w/ other areas of Redwood City.

Thank you.

Joe Kuspa

From: [Mary Rodriguez](#)
To: [GRP-District Elections](#)
Subject: Redistricting
Date: Friday, October 08, 2021 2:55:33 PM

[Some people who received this message don't often get email from maryj21@gmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hello,

I think Redwood Shores should be kept as one district. We can better address our unique needs. Other Redwood City residents don't understand the needs of Redwood Shpres.

Thank You,

Mary Rodriguez
Cork Harbour Resident

Redwood Shores Community Association
274 Redwood Shores Parkway, PMB #603
Redwood Shores, CA 94065

October 25, 2021

Advisory Redistricting Committee
1017 Middlefield Road
Redwood City, CA 94063
districtelections@redwoodcity.org

Sent Via E-Mail

RE: Redistricting

Dear Committee Members,

The Redwood Shores Community Association ("RSCA") is a volunteer Association representing all of Redwood Shores. We are writing to express our community's desire that Redwood Shores (District 1) continues to be one separate district.

Redwood Shores meets the FAIR MAPS Act and Ranked Criteria:

- Relatively equal size of the total population
- Contiguous
- Maintains the integrity of neighborhoods and communities of interest
- Bound by natural barriers, streets and city boundaries
- Compact
- Does not favor or discriminate against any political party

Redwood Shores is a master planned community of single-family homes, town homes, condominiums and apartments, along with business, retail and restaurants located on the bay east of Hwy 101, separated from Redwood City.

Redwood Shores is a diverse community comprised of all ethnicities, ages, backgrounds, and income levels. Our location on the bay with lagoon waterways, parks, walking, jogging, biking paths and levees offer outdoor recreation desired and enjoyed by the entire community. The community is served by the Belmont-Redwood Shores school district. Our library, community center and Marlin Park serve as the main gathering areas for the community.

While the Shores is comprised of dozens of neighborhoods and homeowner associations, all are united under the Redwood Shores Community Association that sponsors community events, keeps the community informed via "The Pilot" publication and electronic sign boards, and advocates for the community, bringing to the forefront, topical matters of concern, and advising civic and community leaders on relevant matters that the community is passionate about such as the environment, levees, traffic, building development and overall quality of life in the Shores.

The peaceful, quiet and uniqueness of Redwood Shores and its diversity is something that all Shores residents embrace and celebrate. To best serve our unique community interests, Redwood Shores should continue as one district, and not be divided or merged with other areas of Redwood City.

Sincerely,
Redwood Shores Community Association's Board of Directors

From: [Francine](#)
To: [GRP-District Elections](#)
Subject: Council Members
Date: Wednesday, November 03, 2021 4:52:41 PM

[Some people who received this message don't often get email from taylor.francine@yahoo.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Can the public be notified of where current council members reside in these three proposed maps?

Thank you

Francine Taylor

From: [Vivian Crisman](#)
To: [GRP-District Elections](#)
Subject: District maps and creating neighborhoods
Date: Tuesday, November 09, 2021 9:24:25 AM

Some people who received this message don't often get email from vhcrisman@gmail.com. [Learn why this is important](#)

Dear Committee Members,

I believe the goal of the new maps that will delineate 7 neighborhoods for city council elected officials should be to create logical, clear neighborhoods instead of creating unnecessary/unclear divisions. I am writing to support keeping Redwood Shores as one district and not dividing it into two districts which is nonsensical. Redwood Shores is clearly one contiguous community and its residents see itself as having one unified neighborhood with shared concerns. We also share one school district that is distinct from Redwood City's school district. We also have one community association, RSCA, that represents the entirety of the Shores.

Please keep Redwood Shores as one single district, having one elected official to represent us.

Thank you
Vivian Crisman
561 Cringle Dr, Redwood City, CA 94065
(650) 483-5620

From: [Heather Woods](#)
To: [GRP-District Elections](#)
Subject: input
Date: Friday, November 05, 2021 3:41:44 PM

[Some people who received this message don't often get email from teamwoods@mac.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hi,

I would like to share the input that I think the Latino community in RWC should have increased political representation on city council and significant voting power in as many districts as possible.

I don't know which maps would accomplish this, but I think this is important to consider.

This is important for equity, representation, and investment in the areas of our city that are not as well resourced and served.

Thank you,

Heather Woods

2658 Carolina Ave., RWC

From: [Maywun Wong](#)
To: [GRP-District Elections](#)
Subject: Keep Redwood Shores as ONE district
Date: Sunday, November 07, 2021 10:30:21 PM

[Some people who received this message don't often get email from maywun_wong@yahoo.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hello,

I feel like we just had this discussion a few years ago, and yet here we are again. As a 15-year resident of Redwood Shores, I know what a special community it is. Its commercial real estate with Oracle, EA, Provident, and so many other companies bring revenues to Redwood City while the schools like Sandpiper, Redwood Shores Elementary, and Design Tech help make Redwood City an attractive place to live and do business. The community is tight knit, while keeping our diverse backgrounds, making is stronger.

Please keep Redwood Shores as ONE district, and do not divide up the district. We can fight stronger as one, not as multiple factions.

Thank you,
Maywun Wong

From: [Martha Cullimore](#)
To: [GRP-District Elections](#)
Subject: Redwood Shores
Date: Monday, November 08, 2021 11:30:59 AM

Some people who received this message don't often get email from martha.cullimore@gmail.com.
[Learn why this is important](#)

As a 47-year resident of Redwood Shores, I want to emphasize how important it is to keep Redwood Shores as a separate and entire district. While Redwood Shores may be recognized on paper as a “part of Redwood City“, we are incongruent in many ways. We are physically isolated from Redwood City and RWC neighborhoods. Our children do not even attend Redwood City Schools —they are part of the Belmont Redwood Shores district. There are a myriad of differences between the island of RWS and the city of RWC and the businesses we support and the neighborhoods we frequent. There are many in Redwood City - including officials - that are completely unfamiliar with the location of RWS, or its neighborhoods, population, and businesses in Redwood Shores, and even more who have never actually visited RWS.

Redwood Shores has successfully been one separate district based on past data, and the results of the 2020 Census further supports our need to remain as one, as your professional consultants recommended. Redwood Shores residents should not be penalized or responsible for the City’s desire to support two Latino districts. We have our own diversity in Redwood Shores and have always been successful in representing and supporting that diversity.

Please, when remapping the districts, consider keeping RWS as a separate district as your consultants and many officials suggested. This is not the time to use RWS as a pawn to satisfy remapping wishes not associated with the residents of Redwood Shores.

MARTHA CULLIMORE

~~~~~  
*Email: [martha.cullimore@gmail.com](mailto:martha.cullimore@gmail.com)*

**From:** [Debra Herz](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood Shores  
**Date:** Monday, November 08, 2021 7:18:29 AM

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[Some people who received this message don't often get email from dkherz@gmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hi,

I reside at Admiralty Place in Redwood Shores. I have lived here for 19 years now after over 20 years in San Mateo.

I would like to see this area remain to be 1 (one) district. Please take this into consideration when voting and know that the Shores is so unique in it's appearance and population it should remain the same.

Thank you,  
Debbie Herz

**From:** [M. Kedkad](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood shores one representation  
**Date:** Sunday, November 07, 2021 8:38:45 AM

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[Some people who received this message don't often get email from mkedkad@hotmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hi

I am a long resident of Redwood shores and for keeping redwood shores intact.

Redwood shores differs already in its demographics and breaking it will impacted negatively as we share resources.

Mahmoud kedkad

348 meridian dr

RS, ca.94065

650-630-7943

Dr. M. Kedkad;PhDne

**From:** [Nancy Kelly](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood shores remaining one. District  
**Date:** Tuesday, November 09, 2021 12:28:07 PM

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[Some people who received this message don't often get email from nkellydc@hotmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

It is my opinion that Redwood Shores needs to remain one district. I have been living here for 10 years. If we are broken up we will have even less of a chance to get what we need. We need our population to get our voice heard. Please leave Redwood Shores alone. Don't break is up.

Thank you,

Nancy

Sent from my iPhone

**From:** [jowanieder@comcast.net](mailto:jowanieder@comcast.net)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood Shores  
**Date:** Sunday, November 07, 2021 3:00:20 PM

---

[Some people who received this message don't often get email from [jowanieder@comcast.net](mailto:jowanieder@comcast.net). Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Sent from my iPh

**From:** [Brian Segerstedt](#)  
**To:** [GRP-District Elections](#)  
**Subject:** maps  
**Date:** Tuesday, November 16, 2021 11:26:08 AM

---

[Some people who received this message don't often get email from segerstedt@sbcglobal.net. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

I don't like any of the maps. I live on 420 Arch street and feel that Jefferson Ave is a natural neighborhood boundary. The area to the NW of Jefferson is part of the Mt. Carmel neighborhood that should all be together. Please don't split up the Mt. Carmel area!

Thanks,  
Brian

**From:** [rslsru@earthlink.net](mailto:rslsru@earthlink.net)  
**To:** [GRP-District Elections](#)  
**Subject:** Draft Plan A  
**Date:** Wednesday, November 17, 2021 11:07:01 AM

---

Some people who received this message don't often get email from [rslsru@earthlink.net](mailto:rslsru@earthlink.net). [Learn why this is important](#)

I support Draft Plan A.

Redwood Shores should remain as a single district because it is not directly connected to the main body of Redwood City.

Redwood Shores has defined physical boundaries with US 101 highway on the west, Belmont Slough on the north, San Francisco Bay on the east, and Steinberger Slough on the south.

We are a community with shared interests as our children attend schools in the Belmont-Redwood Shores School District and participate in Belmont leagues for baseball, soccer and other social activities.

To enter or leave Redwood Shores we must use roads and traffic intersections in Belmont and San Carlos and are directly impacted by decisions made by those cities.

Robert Slusser

**From:** [Cary Bloomquist](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Choice of draft redistricting maps  
**Date:** Tuesday, November 16, 2021 10:06:32 AM

---

Some people who received this message don't often get email from cbloomquist30@gmail.com.  
[Learn why this is important](#)

My number one choice is draft map B  
My second choice is draft map E

Thank you,

Cary Bloomquist  
940 Taft Street



**From:** [Peter Sommer](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Draft Plan B - Yes  
**Date:** Tuesday, November 16, 2021 2:45:22 PM

---

Some people who received this message don't often get email from  
pete.sommer94061@gmail.com. [Learn why this is important](#)

Dear Planners of RWC,

We think Draft Plan B best reflects the needs of Redwood City and we hope it will be adopted.  
Thank you for a fantastic effort.

Sincerely,

Pete & Maria Sommer

**From:** [Centennial Neighborhood](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Map overlay  
**Date:** Tuesday, November 16, 2021 6:02:24 PM

---

Some people who received this message don't often get email from rwcna@gmail.com. [Learn why this is important](#)

I still would like to see over lay of old districts over the new districts..  
This is only way to see what changes are being made and significant.  
Regards  
Jimmy Hedges

**From:** [Maxine Lang](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Redistricting  
**Date:** Tuesday, November 16, 2021 9:13:37 AM

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[Some people who received this message don't often get email from maxinelang@wavecable.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Why change anything? What are you really trying to do? Leave it the way it is.

Sent from my iPhone

**From:** [Derald Blackmore](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Totally confused!  
**Date:** Tuesday, November 16, 2021 4:18:23 PM

---

[Some people who received this message don't often get email from blackda@comcast.net. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

I must be dense, but I have no idea how to interpret the charts you showed. As for community representation, I feel the City Council and ancillary boards should reflect the various area of the community. This should be noted: I did not say the cultural or racial composition. Often this is reflected in the community parts, but hopefully, our whole community will be integrated by all our cultures and ethnic makeup.

Derald Blackmlore

**From:** [MGR-Nancy Ramirez](#)  
**To:** [MGR-Alex Khojikian](#)  
**Cc:** [CLK-Kimberly Daniel](#)  
**Subject:** FW: Feedback for City of Redwood City  
**Date:** Wednesday, November 24, 2021 10:01:57 AM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image004.png](#)  
[image006.png](#)

---

Good Morning,

Please see email below regarding the redistricting committee.

Thank you.

*Nancy Ramirez*

Administrative Clerk III, City Manager's Office

City of Redwood City

Phone: (650) 780-7000

E-mail: [nancyramirez@redwoodcity.org](mailto:nancyramirez@redwoodcity.org)

[www.redwoodcity.org](http://www.redwoodcity.org)



**From:** City of Redwood City <noreply@redwoodcity.org>

**Sent:** Saturday, November 20, 2021 9:50 AM

**To:** Forward of Internet E-Mail <CITY@redwoodcity.org>

**Subject:** Feedback for City of Redwood City

You have received this feedback from Cindy Q. <[canelatina75@yahoo.com](mailto:canelatina75@yahoo.com)> for the following page:

<https://www.redwoodcity.org/departments/city-clerk/redistricting-process/district-elections-faq>

I think dividing up the city into 7 separate districts complicates an already broken system that is set up to financially isolate the better neighborhoods and schools. Why not set up one Redwood City School district & instead divide up the funds that support the schools equally and have the future district advisory board members work together as a team to improve all the schools equally. Why not start with the quality of food that we serve kids. Lets go Organic foods prepared thoughtfully and tasty on site, for our kids & stop the large buddy contracts outsourced to large corporations. Next why not encourage learning 2 languages at every school from Kindergarten?? We're going to need to fullfill the language for admittance to Colleges/ Universities, so why not start early?? Lets also encourage fitness , cooking skills, wood shop and farming skills. These are basic, life survival skills. Throw in coding, music, and mental health support, & you've got a well rounded schools. Stop pushing our kids to meet STate unreasonable standards that keep increasing every year and instead support their

development and growth at their pace. Lets teach them to care for themselves and others. Lets teach them to live happy, well balanced lives where they take care of their Health, fitness, work, & family.

**From:** [Joseph Kuspa](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Keep Redwood Shores as ONE District  
**Date:** Saturday, December 04, 2021 3:35:41 PM

---

Some people who received this message don't often get email from jkuspa@hotmail.com. [Learn why this is important](#)

Joe Kuspa  
2017 Rockport Avenue  
Redwood City, CA 94065

**From:** [rockysmouse@aol.com](mailto:rockysmouse@aol.com)  
**To:** [GRP-District Elections](#)  
**Subject:** Keep Redwood Shores as One District  
**Date:** Friday, December 03, 2021 2:59:06 PM

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Some people who received this message don't often get email from rockysmouse@aol.com. [Learn why this is important](#)

We have resided in Redwood Shores for over 40 years--since it's early days. We've seen the Shores grow and become diverse in architecture, population, age groups and backgrounds. Yet, the Shores remains a cohesive group of neighborhoods and businesses with common interests. Redwood Shores is not only geographically different, it is a distinct district.

We ask that you keep the Shores as ONE DISTRICT for all of the obvious and legitimate reasons.

Thank you for your consideration.



**From:** [Feng Guo](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Keep redwood shores as one district  
**Date:** Monday, December 06, 2021 8:45:31 PM

---

Some people who received this message don't often get email from guof@yahoo.com. [Learn why this is important](#)

Hi, I am a Redwood City resident. I want to strongly encourage that the committee to keep redwood shores as one district.

Feng guo  
[Sent from Yahoo Mail for iPhone](#)

**From:** [brigitaiken@gmail.com](mailto:brigitaiken@gmail.com)  
**To:** [GRP-District Elections](#)  
**Subject:** No to redistrict Redwood Shores  
**Date:** Monday, December 06, 2021 5:19:56 PM

---

Some people who received this message don't often get email from brigitaiken@gmail.com. [Learn why this is important](#)

Hi,

I am a resident of Redwood Shores and like to keep Redwood Shores as ONE district.

Thanks,

Brigitte Aiken  
3033 Whisperwave Circle  
Redwood City, CA 94065

**From:** [vidyut lingamneni](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Please keep Redwood Shores as ONE district  
**Date:** Thursday, December 16, 2021 8:35:37 AM

---

Some people who received this message don't often get email from  
vidyut\_lingamneni@yahoo.com. [Learn why this is important](#)

Dear members of City Council

Please keep Redwood Shores as ONE district.

Thank you and Happy Holidays,  
Vidyut L  
255 Nice Ct  
Redwood City, CA 94065

**From:** [Rona Gundrum](#)  
**To:** [GRP-District Elections](#); [GRP-City Council](#)  
**Subject:** Redistricting map 92082 - Public Comment  
**Date:** Monday, December 13, 2021 9:05:03 AM

---

Some people who received this message don't often get email from ronagundrum@yahoo.com.  
[Learn why this is important](#)

I feel that both maps submitted by the ARC for Council consideration have significant drawbacks, and that another map should be considered.

Map 92082 is different than all the maps that have been considered to date. Map 92082 meets the ranked criteria, community of interest testimony, and achieves the objectives of preserving the core of the existing districts while creating two majority-minority districts that are 50+% latino & black citizen voting age. In addition, as the title indicates, map 92082 ensures that our communities are represented without disruption.

I strongly urge the Council to adopt map 92082.

Respectfully,  
Rona Gundrum

**From:** [eha9@comcast.net](mailto:eha9@comcast.net)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood Shores redistricting  
**Date:** Tuesday, December 07, 2021 8:41:38 AM

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Some people who received this message don't often get email from eha9@comcast.net. [Learn why this is important](#)

I strongly wish to keep Redwood Shores as a single election district.

Regards,

Earl Aiken  
3033 Whisperwave Circle, Redwood Shores

**From:** [Jennifer Kan](#)  
**To:** [GRP-District Elections](#)  
**Subject:** Redwood Shores should be ONE District  
**Date:** Friday, November 19, 2021 8:52:33 AM

---

Some people who received this message don't often get email from [jennifer.kan@comcast.net](mailto:jennifer.kan@comcast.net).  
[Learn why this is important](#)

Hello,

I have lived in Redwood Shores for over 15 years and love this community. Even though Redwood City has provided support for our community, I always felt we were/are on an island unto itself and not always had the same interests as Redwood City residents. In order to have a unified voice and representation, Redwood Shores should be kept as ONE district. If it is split up and/or merged with other communities, I am afraid that we will lose our ability to be heard, and we will not be served in the same capacity as is now. Thank you for considering my input.

Jennifer Kan

**From:** [Lynda Vaughan](#)  
**To:** [GRP-City Council](#)  
**Subject:** Redistricting  
**Date:** Sunday, November 07, 2021 12:35:45 PM

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[Some people who received this message don't often get email from lyndadjv@gmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

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[Some people who received this message don't often get email from lyndadjv@gmail.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

I support keeping Redwood Shores as one district.

I know it is a challenge to deal with diversity, fairness, and all, but it seems to me as a resident that RS is a fairly diverse community representing many cultures and ancestries. To gerrymander Redwood Shores doesn't make much sense if it is possible to preserve at least one majority-minority district in the main part of RC.

For my own curiosity I'd like to see a breakdown of the ethnicity percentages in Redwood Shores. Where would I find that?

Lynda Vaughan  
789 Mediterranean Lane  
Redwood Shores

**From:** [Brett Weber](#)  
**To:** [MGR-Alex Khojikian](#); [Council-Giselle Hale](#); [Council-Diana Reddy](#); [Council-Alicia Aguirre](#)  
**Cc:** [Council-Lisette Espinoza-Garnica](#); [Council-Jeff Gee](#); [Council-Diane Howard](#)  
**Subject:** letter to the City Council regarding the Redistricting Map  
**Date:** Wednesday, December 15, 2021 4:52:05 PM

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Dear Council Members of Redwood City,

I have lived in Redwood City since 1987, and I love our wonderful community.

After watching the redistricting meeting on November 17<sup>th</sup>, I became truly concerned by what I witnessed when a few Members (not many) of the Citizen's Advisory Committee were lobbying to pick a map that possibly favored their own political ambitions to run for City Council or, had an alternative agenda to disrupt the makeup of our City Council regardless of the consequences. To be more specific, it was when I saw one of the Members of the Committee trying to recommend Map B.

I couldn't understand why the preference of recommending only one favorite map to the City Council was so important.

This did not sit well with me, so I did a little digging to find out why this Map B was such a favorite map for some of the committee members.

It is also not clear to me why minor changes were not made to the existing District Map, which already was close to checking all of the required redistricting guidelines.

After spending some time researching, I discovered that Map B, as proposed, basically wipes out three (3) current Council Members seats because it has four (4) current Members located in one district.

**Did you know that one of the Council Members term expires in 2024, and it would make it impossible for the other current three (3) Members to run in this next election cycle for 2022?**

**If this map were approved, three (3) City Council Members would then be automatically termed out at the end of 2022. This consequence is unnecessary firstly, and would hurt the City as all that governing knowledge and experience would be gone.**

It would be naïve to think that certain Members of the Committee, who promoted Map B, were not aware of where these four (4) Council Members lived.

Based upon this knowledge, I am hopeful that you will remove Map B from any consideration.

**City Council members should only be elected or removed by the voters, not by a map. Especially not by a map that is meant to be for the betterment of the COMMUNITY, not for the betterment of a few malcontents or ambitious politicians.**

Now, as a result of this discovery, I am requesting that the City Council Members consider a map that I have submitted today (December 15<sup>th</sup>). This is an update to the map #92082 that I originally submitted on December 9<sup>th</sup>.

The link to the Map is: <https://districtr.org/plan/93875>

I believe this map meets all the required criteria AND maintains the Council Members in individual districts as this would best serve Redwood City overall

As an alternative, if for any reason the map(s) I have submitted does not meet all the requirements, I would suggest and hope that the Council Members propose a minor adjustment to Map C2 to comply with the



requirements, and, by doing so, allow the existing Council Members to run in individual districts.

Thank you so much for considering my suggestions.

Sincerely,

Brett Weber

650-771-3000



## STAFF REPORT

To the Honorable Mayor and City Council  
From the City Manager

**DATE:** December 20, 2021

### **SUBJECT**

Amendments to the Affordable Housing Impact Fee for specified nonresidential development projects

### **RECOMMENDATION**

Adopt a resolution updating the affordable housing impact fee for specified nonresidential development projects.

### **STRATEGIC PLAN GUIDING PRINCIPLE**

Housing

### **BACKGROUND**

In 2015, the City of Redwood City ("City") adopted an affordable housing impact fee that applied to new residential and nonresidential development. The fees contribute to the construction of new affordable housing, acquisition of land, and/or conversion of existing units to low or very low-income units. In 2018, the City established an affordable housing construction requirement for residential developments (also called "inclusionary" housing). An Affordable Housing Ordinance ([Article 29 of the Zoning Code](#)) was created to consolidate the City's inclusionary housing policies and affordable housing impact fee in one location within the zoning code.

The Affordable Housing Ordinance has requirements for both residential and nonresidential development. Large residential developments (20 units or more) are required to provide affordable housing units on-site. More specifically, the Affordable Housing Ordinance requires large rental projects to provide 20% affordable units, of which 10% must be provided for moderate-income households, 5% for low-income households and 5% for very low-income households. Large ownership projects are required to provide 15% of total units for moderate-income households.

Small residential developments (5 to 19 units) and nonresidential development are subject to the affordable housing impact fee established by [Resolution No. 15462](#) ("Affordable Housing Impact Fee Resolution"). The adopted resolution includes information on fee amounts and fee calculation methodology. The fee amount has not increased since the 2015 adoption, although the City has the administrative authority to do so annually based on increases in the Engineering News-Record Construction Cost Index for San Francisco ("CCI").

The Affordable Housing Ordinance also allows for developers of residential or nonresidential development to propose an alternative means of compliance, such as providing off-site affordable units, donation of land for the construction of affordable units, or purchase of existing units for conversion to affordable units. Recently, the City has had several nonresidential developers propose an alternative means of compliance by providing on-site or off-site affordable units instead of paying the affordable housing impact fee.

The City has been implementing the Affordable Housing Ordinance and the Affordable Housing Impact Fee for several years now and staff identified components within the Ordinance and Affordable Housing Impact Fee Resolution that require updating to improve clarity and effectiveness.

On [April 26, 2021](#), the City Council formally initiated proceedings (by motion) to consider these amendments to the Affordable Housing Ordinance, affordable housing impact fee, and implementing resolutions, policies, and standards.

On [August 17, 2021](#), the Planning Commission voted 7-0 to adopt a resolution recommending that City Council adopt the amendments to the Affordable Housing Ordinance. Staff also presented on the proposed changes to the affordable housing impact fee for informational purposes only.

On [September 27, 2021](#), the City Council voted 6-0 to adopt amendments to the Affordable Housing Ordinance to include the adoption of a live/work preference for affordable units, provisions to ensure that affordable housing units are delivered concurrently with new development, and miscellaneous clarifications to improve the understanding and implementation of the ordinance. Amendments to the Ordinance went into effect on October 28, 2021. The proposed amendments to the Affordable Housing Impact Resolution were scheduled for a later date so that City Council could consider the amended resolution in conjunction with the proposed updates to the Park Impact Fee Ordinance.

### ANALYSIS

During the adoption of the amendment to the Affordable Housing Ordinance, City Council was made aware of the coming updates to the Affordable Housing Impact Fee Resolution. Updates to the Affordable Housing Impact Fee Resolution was planned to be considered in conjunction with the proposed updates to the Park Impact Fee ordinance. However, a recent state law, [Assembly Bill \(AB\) 602 \(2021\) \(Development fees: impact fee nexus study\)](#), would significantly delay the adoption of the amendments to the Affordable Housing Impact Fee Resolution, if the resolution were adopted after

January 1, 2022. For this reason, staff is recommending that City Council consider the updates to the Affordable Housing Impact Fee Resolution in 2021.

The proposed changes include:

- Increase in the affordable housing impact fee for nonresidential development projects
- Miscellaneous clarifications to provide transparency on how the affordable housing impact fee is calculated for nonresidential developments

#### Increase in Nonresidential Affordable Housing Impact Fee

The City has not increased affordable housing impact fees since their adoption in December 2015, although it has the administrative authority to do so annually based on the percentage increase of the Engineering News-Record Construction Cost Index for San Francisco (“CCI”). Staff is recommending an 18.1 percent (18.1%) increase to the affordable housing impact fees charged to nonresidential projects and no increases to the affordable housing impact fees charged to residential projects.

The proposed increase on nonresidential development is based on the cumulative annual percent change in CCI January 2016 to November 2021. This increase would mitigate affordable housing impacts caused by nonresidential development by allowing nonresidential fees to “catch up” with the general rise in construction costs over the last six years. In short, the increase would result in the same fee levels as if the City had annually increased the fees by CCI, as allowed in the Affordable Housing Impact Fee Resolution. Existing and proposed nonresidential fees are shown below in **Table 1**. Moving forward, the City plans to increase the nonresidential fees annually based on the annual percent change of the CCI, which the City has the administrative authority to do so.

Staff recommends keeping the existing residential affordable housing impact fee levels the same as the City faces a housing shortage and should not create additional barriers to housing production. Barriers include increases in development costs caused by increased fees, which could potentially dis-incentivize or slow new housing development and exacerbate the existing housing shortage.

| Table 1: Existing and Proposed Nonresidential Housing Impact Fees |                               |                               |                                                                             |
|-------------------------------------------------------------------|-------------------------------|-------------------------------|-----------------------------------------------------------------------------|
| Unit Type                                                         | Existing Fees per Square Foot | Proposed Fees per Square Foot | Minimum Project Size                                                        |
| Office, Medical Office and Research and Development Uses          | \$20.00                       | \$23.62                       | More than 5,000 square feet of Net New Construction for Commercial Projects |
| Hotel                                                             | \$5.00                        | \$5.91                        |                                                                             |
| Retail, Restaurants and Services                                  | \$5.00                        | \$5.91                        |                                                                             |

#### Miscellaneous Clarifications

Since adoption of the affordable housing impact fees, questions have arisen regarding fee calculations. Staff is recommending that the Affordable Housing Impact Fee Resolution be amended to more clearly reflect how the City calculates the affordable housing impact fees and ensure consistency between the

Affordable Housing Ordinance and the Affordable Housing Impact Fee Resolution. This includes language that more clearly reflect how fees are determined for new development on properties with existing permitted uses, demolished structures, and abandoned uses.

Stakeholder Engagement:

On May 13 and May 26, 2021, staff held information sessions on the proposed amendments including the proposed fee increase. Past and current development applicants, including nonprofit housing providers, were invited to participate in these sessions and the City had eleven attendees.

Additionally, in advance of tonight's meeting, City staff contacted stakeholders to notify them that the affordable housing fee amendment item is on tonight's agenda.

**FISCAL IMPACT**

The increase in the nonresidential affordable housing impact fees will result in higher fees collected per project and more funding for City-led affordable housing initiatives. There would be no additional staff costs associated with collecting and administering the higher fee. If necessary, the proposed revenue increase would be included in the preparation of the next budget and/or a budget amendment would be proposed, depending on the time of year.

**ENVIRONMENTAL REVIEW**

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

**PUBLIC NOTICE**

On April 26, 2021, the City Council formally initiated proceedings (by motion) to consider amendments to the Affordable Housing Ordinance and the affordable housing impact fee. A Notice Under Government Code Section 66474.2(b) Regarding Initiation of Proceedings to Adopt Amendments was published in the San Mateo County Daily Journal on April 29, 2021.

On May 13 and 26, 2021, staff held information sessions on the proposed amendments including the proposed fee increase. Past and current development applicants, including nonprofit housing providers, were invited to participate in these sessions and the City had eleven attendees.

Public notification of this City Council Meeting was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Pursuant to Government Code Sections 6062a and 66018, notice of the public hearing was published at least 10 days in advance and was published twice in the newspaper with at least five days between publications. On December 10, 2021, at least ten days

before the hearing date, notice of the City Council hearing was posted on the City website, placed in the *San Mateo Daily Journal*, emailed to an interested parties list, and posted to [www.RedwoodCity.org/AffordableHousingOrdinance](http://www.RedwoodCity.org/AffordableHousingOrdinance). Notice of the City Council hearing was posted again in the *San Mateo Daily Journal* on December 15, 2021, at least five days after the first notice was published.

#### **ALTERNATIVES**

1. Request modifications to the proposed amendments to the affordable housing impact fee
2. Consider a different impact fee amount for nonresidential and/or applying increases to residential development.
3. Request more information, which may require an additional City Council hearing date.

#### **ATTACHMENTS**

Attachment A – Affordable Housing Impact Fee resolution

#### **LINKED DOCUMENTS:**

1. [Affordable Housing Ordinance \(Article 29 of the Zoning Code\)](#)
2. [Resolution No. 15462](#)
3. [Staff Report for Initiation of Proceedings – City Council \(April 26, 2021\)](#)
4. [Staff Report – Planning Commission, August 17, 2021](#)
5. [Staff Report – City Council, September 27, 2021](#)

#### **REPORT PREPARED BY:**

Jenny Lin, Management Fellow  
jlin@redwoodcity.org  
(650) 780-7207

Alin Lancaster, Housing Leadership Manager  
alancaster@redwoodcity.org  
(650) 780-7299

#### **APPROVED BY:**

Alex Khojikian, Assistant City Manager  
Melissa Stevenson Diaz, City Manager

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY UPDATING HOUSING IMPACT FEES FOR SPECIFIED NONRESIDENTIAL DEVELOPMENT PROJECTS**

**WHEREAS**, on June 25, 2018, the City Council of the City of Redwood City (the "City Council") adopted Ordinance 1130-375, the Affordable Housing Ordinance, set forth in Article 29 of the Redwood City Zoning Code (the "Ordinance"); and

**WHEREAS**, the purpose of the Ordinance is to: (1) increase the supply of affordable housing by imposing an inclusionary requirement for residential development projects; (2) ensure that smaller-size developments continue to be encouraged as an important component of the City of Redwood City's (the "City") housing strategy; and (3) implement the City's Housing Element by creating a mechanism to provide affordable housing, intended to meet the needs of all community members; and

**WHEREAS**, impacts of California's housing crises are creating tremendous pressure on the local housing market. Displacement pressures have increased over the last decade for lower income households in the City given the combination of (1) rapid increase in housing prices and rents since 2010, (2) lack of production or limited housing stock available to lower income households; and (3) wage stagnation for lower income workers; and

**WHEREAS**, stability of housing for the City's low income residents is critical to the overall wellbeing of the community; and

**WHEREAS**, the City desires to increase the impact fee for specified nonresidential developments in an effort to increase the supply of affordable housing in the City; and

**WHEREAS**, on October 24, 2014, the City Council of the City of Redwood City adopted its 2015-2023 Housing Element which contemplates, among other things, an ordinance to provide a mechanism to increase the supply of affordable housing in the City pursuant to Housing Element Programs H-3 and H-14; and

**WHEREAS**, to implement the affordable housing goals, policies and programs of the City's 2015-2023 Housing Element, the City Council adopted Resolution 15462 establishing housing impact fees for residential and nonresidential development projects and established a standardized list of uses and exemptions with respect to the payment of nonresidential housing impact fees; and

**WHEREAS**, the City received and considered reports from Strategic Economics and Vernazza Wolfe Associates, Inc. dated September 2015 entitled "Residential Impact Fee Nexus Study" and "Commercial Linkage Fee Nexus Study" (together, the

"Nexus Study") that uses widely used, appropriate methodology to determine the maximum amount needed to fully mitigate the burdens created by residential and nonresidential development on the need for affordable housing; and

**WHEREAS**, the housing impact fees adopted in 2015 applicable to nonresidential development projects were significantly lower than the maximum amount needed to fully mitigate the housing burdens created by new development on the need for affordable housing as determined by the Nexus Study; and

**WHEREAS**, the City Council now desires to increase the housing impact fees applicable to nonresidential development projects within the scope of justified fees pursuant to the Nexus Study for nonresidential development projects to further mitigate burdens created by new nonresidential development on the need for affordable housing as authorized by the Ordinance; and

**WHEREAS**, these fees do not exceed the justified fees needed to mitigate the actual affordable housing impacts attributable to the development projects to which the fees relate, as determined by the Nexus Study; and

**WHEREAS**, the Municipal Zoning Code Section 29.5 authorizes the City Council from time to time to adopt by resolution housing impact fees for residential and nonresidential development, and the City Council desires to do so; and

**WHEREAS**, notice was provided to any persons or organizations who had requested notice, in accordance with Government Code Section 66019; and

**WHEREAS**, a notice of the hearing on the fee increase was published twice in the manner set forth in Government Code Section 6062a as required by Government Code Sections 66004 and 66018; and

**WHEREAS**, the City Council has reviewed the information contained in this Resolution and the accompanying staff report and any attachments at a meeting held on December 20, 2021.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD CITY, AS FOLLOWS:**

1. The foregoing recitals are true and correct and incorporated into this Resolution by this reference.
2. The findings of the Nexus Study have been considered and are hereby incorporated into this Resolution by this reference.
3. The facts and substantial evidence in the record establish that there is a reasonable relationship between the need for affordable housing and the impacts of the



development described in the Nexus Study for which the corresponding fee is charged, and that there is also a reasonable relationship between the housing impact fee's use and the type of development for which the fee is charged, as is described in more detail in the Nexus Study.

4. In December 2015, City Council adopted Resolution Number 15462 permitting City Council to review housing impact fees from time to time. For any ~~and~~ period during which the City Council does not review the housing impact fee, fee amounts shall be adjusted once by the Community Development Director based on the percentage increase in the Engineering News-Record Construction Cost Index for San Francisco, California. The housing impact fees have not been adjusted since 2015 to account for the percentage increase in the Engineering News-Record Construction Cost Index for San Francisco, California.

5. The City Council hereby adopts the amendments to the housing impact fees for nonresidential development projects shown on Exhibit "B", and attached hereto and incorporated by reference herein. No changes are being made to the housing impact fees for residential developments; the fees show in the attached Exhibit "A" reflect those originally adopted under Resolution 15462 and are included herein solely for reference.

6. All housing impact fees collected shall be deposited into the City's Affordable Housing Fund to be used to increase and preserve the supply of housing affordable to households of extremely low, very low, low, and moderate incomes (including necessary administrative costs).

7. The City Council finds that the amended housing impact fees for nonresidential developments adopted pursuant to this Resolution do not exceed the actual affordable housing impacts of the development projects to which those housing impact fees relate, as further set forth in the Nexus Study.

8. Adoption of this Resolution is exempt from the California Environmental Quality Act because the adoption of this resolution is not a project, in that it is a government funding mechanism which does not involve any commitment to any specific project (CEQA Guidelines Section 15378(b)(4)), and because it can be seen with certainty that there is no possibility that the fees may have a significant effect on the environment, in that this resolution contains no provisions modifying the physical design, development, or construction of residences or nonresidential structures (CEQA Guidelines Section 15061(b)(3)).

9. Under Resolution 15462, the City Council made the determination that the chart below (included in this Resolution for reference and convenience) illustrates the number of affordable units needed to mitigate the impacts of nonresidential development on the need for affordable housing:

| <b>Required Affordable Units per 100,000 sf in a Nonresidential Project</b> |                        |                   |                        |              |
|-----------------------------------------------------------------------------|------------------------|-------------------|------------------------|--------------|
|                                                                             | <b>Moderate Income</b> | <b>Low Income</b> | <b>Very Low Income</b> | <b>Total</b> |
| Office, Medical Office and Research and Development Uses                    | 3                      | 5                 | 2                      | <b>10</b>    |
| Retail, Restaurants and Services                                            | --                     | 2                 | 2                      | <b>4</b>     |
| Hotel                                                                       | --                     | 2                 | 2                      | <b>4</b>     |

10. Under Resolution 15462, the City Council adopted the "Land Use Exemptions". The Land Use Exemptions shown in the attached Exhibit "C" reflect those originally adopted under Resolution 15462 and are included herein solely for reference and convenience.

11. Under Resolution 15462, the City Council adopted a fee for processing applications for waivers or modifications of requirements under the Affordable Housing Ordinance. The fees shown in the attached Exhibit "D" reflect those originally adopted under Resolution 15462 and are included herein solely for reference and convenience.

12. This Resolution shall take effect sixty (60) days after the date of its adoption.

\* \* \*

**EXHIBIT "A"**

**Housing Impact Fees for Residential Development Projects**

(CONTENTS COPIED FROM RESOLUTION 15462; INCLUDED FOR REFERENCE AND CONVENIENCE)

Calculation of Square Footage: Housing impact fees for residential projects shall be calculated using the net new square footage of Residential Floor Area for the dwelling unit to which the housing impact fee relates.

As used in the Nexus Study, "Residential Floor Area" for Single-Family Detached Homes, Townhomes, Duplexes, and Triplexes includes all horizontal areas of the several floors of such buildings measured from the exterior faces of exterior walls or from the center line of party walls separating two (2) buildings, minus the horizontal areas of such buildings used exclusively for parking.

As used in the Nexus Study, "Residential Floor Area" for Apartments and Condominiums includes all horizontal areas of the several floors of such buildings measured from the exterior faces of exterior walls or from the center line of party walls separating two (2) buildings, minus the horizontal areas of such buildings used exclusively for covered porches, patios, or other outdoor space, amenities and common space, parking, elevators, stairwells or stairs between floors, hallways, and between-unit circulation.

Affordable Units: Square footage of units that are affordable in the moderate, low, very low, or extremely low income ranges are exempt from this calculation. For a unit to qualify as affordable, it must be deed-restricted.

State Density Bonus: For Residential Development Projects that are granted a density bonus pursuant to California Government Code Section 65915 et seq. (the "State Density Bonus Law") and Chapter 32.19 of the Redwood City Municipal Code, the Housing Impact Fee shall apply to all market-rate units, including any additional market-rate units provided under the State Density Bonus Law and Chapter 32.19. The required Housing Impact Fee shall be reduced proportionately to the extent that any Affordable Units mitigate the market-rate units' impact on the need for affordable housing in the City. The Community Development Director may issue guidelines from time to time regarding the calculation of any fee reduction.

Time of Payment: Fees shall be paid that are in effect at the time of issuance of the building permit for the residential development, based on the effective rate at the time of building permit issuance.

| Type of Residential Unit           | Fee per Square Foot of Net<br>New Residential Floor Area |
|------------------------------------|----------------------------------------------------------|
| Single-Family Detached Home        | \$25                                                     |
| Townhomes, Duplexes, and Triplexes | \$25                                                     |
| Apartments and Condominiums        | \$20                                                     |

**EXHIBIT "B"****Housing Impact Fees for Nonresidential Development Projects**

All housing impact fees for nonresidential projects, including new construction and conversion of a residential use to a nonresidential use shall be calculated using the gross floor area of net new nonresidential space, excluding structured parking. As used in the Nexus Study, the commercial use types are broadly categorized as i) commercial hotel, ii) retail/restaurants/services, or iii) office/R&D/medical office. In calculating the housing impact fee for the gross floor area of net new commercial construction, a credit based on existing permitted commercial use type shall be given for the square footage of the existing commercial building that: i) were legally constructed on the same parcel as the new commercial project; and ii) the planning application for the new commercial development project is submitted: (a) within one (1) year of the damage or destruction by fire or other calamity (as specified in Section 29.5(C)(5)), or (b) within two (2) years of the demolition (as specified in Section 29.5(C)(6)); or (c) within two (2) years of the occupied permitted use of an abandoned structure (as specified in Section 29.5(C)(7)). If and to the extent there is a change in the permitted use or an increase in the square footage, then the housing impact fee shall be calculated based on the net new square footage at the rate applicable to the type of permitted use (residential or non-residential).

| <b>Nonresidential Use</b>                                | <b>Fee per Square Foot of Net New Gross Floor Area</b> |
|----------------------------------------------------------|--------------------------------------------------------|
| Hotel                                                    | \$5.91                                                 |
| Retail, Restaurants and Services                         | \$5.91                                                 |
| Office, Medical Office and Research and Development Uses | \$23.62                                                |

**EXHIBIT "C"**  
**Land Use Exemptions**

(CONTENTS COPIED FROM RESOLUTION 15462; INCLUDED FOR REFERENCE AND CONVENIENCE)

In accordance with section 18-270(A) (8) of the Affordable Housing Ordinance, the following specific nonresidential uses are exempt from the payment of the housing impact fee:

1. Public Uses, as defined by Article 2, Section 2. 2 of the Redwood City Zoning Code, including, but not limited to, public schools, parks, playgrounds, hospitals, and administrative and service facilities;
2. Quasi- Public Uses, as defined by Article 2, Section 2. 2 of the Redwood City Zoning Code, including, but not limited to, houses of worship, schools and colleges, recreational facilities, cultural institutions and private hospitals;
3. Child Care Centers, including Family Child Care Homes;
4. Recreational facilities for public use and enjoyment within commercial or industrial developments;
5. Housing for the Elderly, nursing homes, rest homes, residential care facilities, and skilled nursing facilities as defined by Article 2, Section 2.2 of the Redwood City Zoning Code;
6. Schools, public and private, as defined by Article 2, Section 2. 2 of the Redwood City Zoning Code; and
7. Property eligible for the California Property Tax Welfare Exemption in that it is (1) used exclusively for charitable purposes, and (2) owned or held in trust by nonprofit organizations operating for those purposes and that have a current tax exempt letter from the Internal Revenue Service or the Franchise Tax Board.

**EXHIBIT "D"**

**Fee for Waivers and Modifications**

**(CONTENTS COPIED FROM RESOLUTION 15462; INCLUDED FOR REFERENCE AND CONVENIENCE)**

Waivers and Modifications of Requirements of Affordable Housing Ordinance:

Initial Deposit of \$1,500, subject to requirement to replenish funds on deposit if necessary

To be charged on a cost recovery basis, where the staff charges their time and other costs against the initial deposit, recovering the actual cost of project review.



## STAFF REPORT

To the Honorable Mayor and City Council  
From the City Manager

**DATE:** December 20, 2021

### SUBJECT

Waive first reading and introduce ordinance amending the Municipal Code of the City of Redwood City to add a Transportation Demand Management (TDM) Program

### RECOMMENDATION

Waive the first reading and introduce an ordinance adding Chapter 48 Transportation Demand Management (TDM) to the Municipal Code of the City of Redwood City.

### STRATEGIC PLAN GUIDING PRINCIPLE

Transportation

### BACKGROUND

In 2000, Redwood City started implementing Transportation Demand Management (TDM) requirements on new development based on the City/County Association of Governments of San Mateo County's (C/CAG) Congestion Management Program (CMP). The CMP identified trip reduction goals for projects that would produce net new trips over the previous site use. It provided a list of TDM measures that could be implemented and provided a credit against those newly generated trips. To be eligible for Measure A funding, grants for congestion relief, and for transportation safety, every jurisdiction in San Mateo County is required to have a TDM plan/program.

Redwood City further committed to the implementation of a TDM program in its 2010 General Plan. The plan identified the efforts Redwood City was taking and provided recommendations on initiatives that the City should undertake to achieve trip reduction goals. Included in these recommendations is the development of a formal TDM policy. The strategies highlighted in the General Plan focused on reducing the number of trips generated by projects.



In 2018, the Citywide Transportation Plan, *RWCmoves*, was adopted by the City Council. The Plan's goal is to reach over 50% of all trips being by non-driving modes by 2040; the remaining 50% of automobile trips should be shared rides and/or zero-emission trips. The Plan includes Redwood City's TDM Program as its Appendix E (see Attachment A). Since the adoption of the Plan, staff have required new developments to add TDM plans based on the criteria established by the program document. Of note, the proposed ordinance will codify the TDM Program requirements and offer a mechanism to enforce compliance if a project's TDM goal is not met.

Prior to the City's TDM program adoption in 2018, projects developed TDM plans based on C/CAG's Congestion Management Program. Under that program, TDM plan goals were set to reduce the number of vehicle trips to a site. Two significant projects that adopted and implemented plans based on this program are *Stanford in Redwood City* and the *Crossing 900* (Box building) development. Both projects implemented plans with robust TDM measures and have seen participation in their programs of over 50%. Both projects have offered shuttles to connect employees to their sites and have provided transit subsidies to encourage Caltrain use. Box discontinued operation of their shuttles when employees shifted to riding Caltrain.

Projects approved since adoption of the City's TDM program include 601 Marshall and 550 Allerton, which are commercial/office developments. The TDM plans for these projects were developed largely due to their downtown locations and proximity to Caltrain. Their lower parking ratios encourage use of alternative transportation modes. The tenants of both sites provide transit passes to their employees. Each site has had approximately 40% of their employees take advantage of the transit passes. Specifically, tenants at 601 Marshall had the following mode split in 2019:

- 20% Drive alone
- 10% Carpool
- 39% Caltrain
- 8% Bike
- 4% Walk
- 19% Other (Rideshare, Teleconference, Combination)

Other recently completed projects have adopted TDM plans, but have had their implementation delayed due to the Covid-19 pandemic.

### ANALYSIS

TDM refers to a set of comprehensive strategies to reduce vehicle trips and vehicle miles traveled (VMT) by promoting alternatives such as public transit, carpooling, bicycling, walking, and telecommuting. TDM programs encourage multi-modal travel by incentivizing alternatives to single-occupancy auto trips. The goal of the City's TDM program is to encourage sustainable development to reduce single-occupancy trips and to expand commute options for the employees or residents of the project site. Successful implementation will reduce the need for on-site parking and reduce vehicle congestion on City streets.

The development of the City's TDM Program was based on the best practices review and case studies of peer cities, which included Mountain View, Palo Alto, South San Francisco, and the San Mateo Rail

Corridor. A series of stakeholder meetings were held with the business community and developers active in Redwood City to ensure that the program addresses local needs and provides proper solutions.

The proposed ordinance is based on the TDM Program in *RWCmoves* and follows its established criteria and thresholds. Like the program document, the ordinance is divided into the following sections: participation requirements, TDM goals, implementation, compliance, monitoring, and enforcement.

### Participation Requirements

As new development occurs, TDM plans are developed during the City development project review process and adopted before occupancy. Participation in the TDM Program is required for the following project sizes and types:

- New residential:
  - 25+ units for single and multi-family developments, or
  - 5+ units with a homeowner's association
- New commercial (including retail, office, industrial, and institutional properties):
  - 10,000+ sq. ft., or
  - 10+ employees
- Existing residential or commercial:
  - An existing site that meets the above requirements for new development AND requests a discretionary City planning permit. These requests include:
    - Change in parking supply
    - Change in use or density
    - Change in number of units or square footage

### TDM Program Goals

Each TDM plan has goals set based on the project's land use, location, and size. Individual goals were created to meet the citywide goal of achieving a maximum 50% drive-alone trips given current mode splits in Redwood City. The target maximum drive-alone mode share goals are as follows:

- Residential
  - 5 to 24 units - N/A (For small projects it is more efficient to have the project focus on implementing TDM measures than to allocate staff resources monitoring implementation percentages)
  - Downtown, 25+ units - 33%
  - Suburban (all areas outside the Downtown), 25+ units - 44%
- Commercial
  - 10 to 49 employees - N/A (See above for small residential projects)
  - Downtown, 50+ employees - 33%
  - Suburban, 50+ employees - 52%
- Mixed-Use projects have separate goals according to land use. The residential portion will follow the residential goals above and the commercial portion will follow the commercial goals above.

### Implementation

Through the plan review period, each project is free to decide which TDM measures they want to include in their plan to meet their target mode split. The Ordinance and TDM Program document list several potential TDM measures. City staff works with developers to find measures most appropriate for the project. Once a TDM plan is approved, the project is responsible for implementing all identified measures by the time the project is 50% occupied. Projects are required to give good faith reporting of percentage occupied to the City once the project is 50% occupied.

As part of the TDM program, the ordinance allows the City Council to set an annual TDM fee, discussed below, that projects will pay upon acceptance of their annual report by the City. The fees collected, once approved and implemented, will support the City's monitoring of the program and TDM efforts implemented by the City. Examples of City-implemented efforts include a pilot project in partnership with Caltrain and Commute.org to give transit passes to low-income Redwood City employees/residents at no cost.

Per the proposed ordinance, the annual fee will be waived for all projects that meet their mode share goal that year. Waiving the fee will offer an incentive for projects to make a good faith effort in achieving their plan goal every year.

### Compliance Process

Once a project is 50% occupied, all TDM measures must be implemented. After the first full year following 50% occupancy, the project must submit an annual report by January 31<sup>st</sup> of that calendar year. The annual report includes the following:

- Site location and description of use
- Number of employees or tenants
- Survey method and results
- Number of responses received
- Commute mode share
- Requirement of on-site coordinator
- Number of parking spaces available for each land use
- Number of shared parking spaces
- Number of occupied parking spaces during peak use
- Presence of transit lines within ½ and ¼ mile of the site including shuttle routes
- Frequency of transit service including shuttle routes
- Presence of bikeshare/micro-mobility stations within ½ and ¼ mile of the site
- Any other trip reduction measures: parking cash out program, transit pass subsidy, bicycle locker or bike room, shower, rideshare, telecommuting, on-site ATM, café, or childcare
- Marketing strategies used to promote mode shift

Staff is implementing an online portal in the second quarter of 2022 to ease the submittal of the annual TDM reports. This online option will offer a consistent format for the submission of project information. Staff will verify the report and recommend more TDM measures if the project is not achieving its mode share goal. During the first two years of reporting, the project is not required to make any changes to their

TDM plan should they not reach their targeted goal. Following the third year of not achieving the goal, the project must adjust its TDM plan and offer more TDM measures to meet its target goal.

Per the proposed ordinance, the City Council may establish an annual TDM fee by resolution. Collected funds would support site monitoring and TDM activities performed by the City. Staff is hiring a third-party consultant to conduct a fee study to determine the appropriate fee. Following completion of this fee study, staff will draft a resolution for City Council consideration, likely in 2022. Anticipated expenditures for the TDM program fluctuate from year to year, but will likely include \$20-30,000 in data collection, \$10-20,000 for the online platform to administer the program and \$10-20,000 for supplemental TDM efforts. The total estimated program cost of \$40-70,000. Staff will also leverage regional TDM planning initiatives minimize costs to the extent feasible.

Per the TDM ordinance, all sites that meet their annual mode share target would have their annual TDM fee waived. By allowing the fee to be waived, projects will also have an incentive to continue to work towards their TDM goal. For projects whose fee is not waived, the fee will be due once staff has reviewed their annual TDM report and they have been notified that the site did not meet their annual TDM goal.

### Monitoring and Enforcement

The proposed ordinance establishes criteria for code violations and projects in violation of the TDM Ordinance that are subject to code enforcement. These criteria include a project failing to send an annual report or not finalizing its TDM plan before occupancy. City staff from the Transportation Division will conduct the monitoring and enforcement of the proposed ordinance and they will issue notices of violation and issue any administrative penalties per Section 1.7 (General Penalty; Continuing Violations) and Article II (Administrative Code Enforcement) of Chapter 1, should they be required.

The City will use the information from the TDM annual reports to track the City's progress towards reducing the citywide drive-alone rate. Projects may also be found in violation of the code if they miss their targeted mode...

### *Transportation Management Associations (TMAs)*

TMAs are a tool used to aid cities in implementing TDM policies and connecting benefits to underserved community members. Currently, successful TMAs are operating in the cities of Mountain View, Palo Alto and San Mateo. If the City chooses to set up a TMA for a specific area, the TMA will establish area-specific TDM goals and aid in monitoring area projects. They will also fund TDM measures and commuter benefits for the employees of businesses in that area from any collected fees. Staff will bring a separate ordinance to the City Council for their consideration to establish the responsibilities and functions of TMAs.

## **FISCAL IMPACT**

The costs associated with the proposed ordinance is in line with current expenditures for the City's TDM program. The total estimated annual program cost is in a range of \$40,000-\$70,000. For the implementation of the program, it is estimated that the initial cost will be \$20,000 for data collection, \$20,000 for the online platform to administer the program, and \$10,000 for supporting TDM efforts. The initial cost to roll out the TDM program has been budgeted as part of the City's effort to develop a Transportation Management Association, which has a current available budget balance of \$600,000.

Per the TDM ordinance the City may establish an Annual TDM Fee. If approved, the Annual TDM Fee would be used to administer the TDM Program. Staff is hiring a third-party consultant to conduct a fee study to determine the appropriate fee. Following completion of this fee study, staff will draft a resolution for the City Council to consider.

If an annual fee is not approved, staff anticipate that administration of the TDM Program would be funded by previously allocated budget and future annual budget allocations as part of the annual budget process.

#### **ENVIRONMENTAL REVIEW**

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because adopting an administrative program and a fee have no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

#### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

#### **ALTERNATIVES**

The City Council may consider the following alternatives:

1. Not approve the ordinance as proposed and ask staff to consider other factors
2. Approve the ordinance with modifications

#### **ATTACHMENTS**

Attachment A – TDM Program document

Attachment B – Proposed TDM ordinance

#### **REPORT PREPARED BY:**

Christian Hammack, Parking and Transportation Demand Manager  
chammack@redwoodcity.org  
(650) 780-7378

**APPROVED BY:**

Mark Muenzer, Community Development & Transportation Director  
Melissa Stevenson Diaz, City Manager

## Appendix E



# Redwood City Transportation Demand Management (TDM) Program

Revised: July 13, 2018

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# Transportation Demand Management Program

## Introduction & Overview

The TDM Program outlined in this document serves as the guiding policy to formally establish a TDM program. To fully implement the TDM Program, the City must first adopt an ordinance allowing for the City to require compliance with the policy and penalize non-compliance.

### Purpose

Redwood City's RWCmoves Citywide Transportation Plan recognizes that the City can most effectively address congestion and limit neighborhood cut-through traffic by providing a robust transportation network for all travel modes. The citywide plan has several goals that support the vision of promoting mobility for all and increasing alternatives to driving-alone. The goals stated in the draft plan are:

- **Goal 1:** Eliminate traffic fatalities and severe injuries for all modes by 2030

- **Goal 1:** Create a walking and bicycling-friendly community that provides a safe, balanced, and convenient transportation system
- **Goal 3:** Provide seamless connections and improved street access to all areas within the City, but especially along mixed-use corridors designated in the General Plan and Citywide Transportation Plan
- **Goal 4:** Embrace innovation in all forms of emerging technologies, especially in ways to creatively manage congestion and the transportation system
- **Goal 5:** Reach over 50% of all trips being by non-driving modes by 2040; remaining automobile trips should be shared rides and/or zero emission trips
- **Goal 6:** Invest in projects that support a resilient, equitable and sustainable transportation system

Transportation Demand Management (TDM) is one tool that the City plans to use to progress towards these goals. TDM combines policies to help individuals learn about and use various transportation options such as transit, carpooling/ridesharing, carsharing, bicycling, walking, and telecommuting. TDM works most effectively when applied to a specific area with common needs such as a business park or downtown area. It encourages businesses, property owners, homeowners' associations, and others to provide information, incentives, advocacy, and specific services for enhanced transportation options for the benefit the whole participating area.



This TDM Program supports each of the citywide goals by providing resources at residences and places of employment to encourage and incentivize alternatives to driving-alone, creating opportunities for new mobility programs and innovative strategies to improve transportation choices, and collecting information for the City to guide transportation investment and monitor results. The TDM Program helps achieve an average citywide 50% non-driving mode split through the strategies to improve and provide incentives for use of non-drive-alone modes. The components of the TDM Program were developed based on a review of best practices in Transportation Demand Management and a series of stakeholder meetings, both summarized in **Attachment A**.

## TDM Program Goals

The TDM Program adopts the citywide transportation goals as overarching goals for the program. Additionally, the plan establishes the following goals specific to TDM:

- Partner with private developers and communities to reduce the drive-alone mode share.
- Prioritize non-driving modes at new developments.
- Increase the accessibility and convenience of alternatives to driving-alone options for RWC residents, employees, and visitors.
- Increase awareness of all transportation choices and costs.
- Provide high-quality and financially sustainable TDM services to RWC residents, employees, visitors, and businesses.

- Monitor and report on progress in support of the Citywide Transportation Plan.
- Encourage use of innovative programs and new technologies to reduce driving-alone.

The program will also strive to operate efficiently, take advantage of existing resources and programs (such as the San Mateo County Guaranteed Ride Home Program), and leverage partnerships to avoid repeating the work of other agencies. For example, the City and/or TMAs may choose to partner with other existing commute and TDM programs such as commute.org, which provides transportation resources to Bay Area commuters and operates several commuter shuttles in San Mateo County.

## Plan Overview

This TDM Program achieves the above goals by requiring new developments which equal or exceed a set minimum size to complete a Site TDM Plan and implement measures to encourage non-driving modes. This document sets out the process and guidelines for complying with the program by:

1. Identifying which sites are subject to the requirements of the TDM program and setting initial mode share targets for participating sites, in **Section 2** below. This section also introduces areas within the city which may have additional TDM requirements or targets, and the process for developing these.



2. Creating a menu of programs and services designed to help achieve TDM goals for specific projects or geographic areas within the City in **Section 3**. Developers and employers will choose from this menu activities most appropriate to their site. While the menu is intended to be a helpful starting point, there will be flexibility in how projects meet the goals; as the City is most interested in results.
3. Establishing the process for developing and approving plans for proposed and ongoing TDM programs in **Section 4**. This includes participation requirements for new development, expansion of existing uses, or change of use projects.
4. Recommending mechanisms for monitoring, evaluation and enforcement in **Section 5**, including penalties for non-compliance.
5. Describing the activities and steps necessary for the City to implement the program, in **Section 6**.

Triggers for participation and requirements for complying with the plan were developed based on feedback received in stakeholder meetings and were designed to be flexible and customized to the size and type of development. This plan details these and other plan requirements and implementation steps.

## Participation and Targets

### Triggers for Participation

This section sets out triggers for participation for individual sites. The triggers are based on the type and size of a site to ensure that requirements are appropriate and achievable for each site. Small sites generally do not have the resources to participate in a TDM program, and thus mandatory participation for new development shall be required based on the size of the development. The triggers for participation were set based on observations of how other cities have approached and implemented TDM, and which practices have proven to work the best. Existing sites are only required to comply with the program if they meet the minimum size requirements AND undergo a significant change in use, size of developed space, or a significant increase in density, which requires a discretionary permit.

The following are development sizes that would trigger the requirement of preparing a Site TDM Plan:

- New Residential with:
  - 25+ units for single and multi-family developments, or
  - 5+ Units with a homeowner's association
- New Commercial, Office, and Institutional with:
  - 10,000+ sq. ft., or
  - 10+ employees
- Existing Residential, Commercial, or Institutional.

- An existing site that meets above requirements for new development AND requests a discretionary permit. These requests include:
  - Change in parking supply
  - Change in use or density
  - Change in number of units or square footage

Developments which meet any of the above requirements would be required to, at a minimum, prepare a site TDM plan, provide information to residents and employees, and participate in monitoring efforts. The steps required for these sites to comply with the program are described in **Section 3**, which include developing a Site TDM Plan, implementing a number of TDM measures, and participating in annual monitoring and enforcement.

### Goals and Targets

Citywide, the collective goal is to meet the City’s goal of reducing drive-alone trips by 50% by 2040. Data was collected for the RWCmoves Transportation Plan showing the mode shares at various land uses in Redwood City. **Table E-1** below shows the drive-alone mode shares for four land use types that would be included in the TDM Program.

**Table E-1: Existing Drive-Alone Mode Share**

| Land Use           | Existing Drive-alone Mode Share<br>(Average of AM and PM) |
|--------------------|-----------------------------------------------------------|
| Downtown Apartment | 50%                                                       |

|                    |     |
|--------------------|-----|
| Suburban Apartment | 66% |
| Downtown Office    | 49% |
| Suburban Office    | 78% |

Source: RWCmoves Citywide Transportation Plan.

A 1% decrease each year in the drive-alone mode share throughout the City would result in approximately a 50% mode share by 2040. However, a more aggressive target should be set for new projects, as they will likely cause a larger proportion of the mode shift. The projected results of a 2% average annual decrease in drive-alone mode share for 20 years was used to determine the initial target drive-alone mode share for new projects, shown in **Table E-2**. As shown in the table, it is recommended that the smallest category of residential and commercial sites be included in the program without a target mode share. These properties would still be required to submit a TDM plan showing how they will comply with the minimum TDM measures and participate in annual monitoring and reporting, though they will not be subject to a specific mode share target, and thus will not receive penalty for failing to meet mode share goals.



**Table E-2: Target Drive-Alone Mode Share**

| Land Use              | Size and Type           | Target Mode Share |
|-----------------------|-------------------------|-------------------|
| Residential           | 5 to 24 units*          | N/A               |
|                       | Downtown, 25+ units     | 33%               |
|                       | Suburban, 25+ units     | 44%               |
| Office and Commercial | 10 to 49 employees      | N/A               |
|                       | Downtown, 50+ employees | 33%               |
|                       | Suburban, 50+ employees | 52%               |

\*Residential properties with 5 to 24 units are only required to participate if they have a homeowners' association.

Sites within the city that are not subject to an Area TDM Plan (**Section 2.3** below) will have a drive-alone mode share target initially set based on **Table E-2**. In the first year, the site would be required to meet this to be in compliance with the plan. After the first year, the site target may be adjusted based on area conditions or factors specific to the site. This process is described in **Section 3**.

## Transportation Management Associations and Area TDM Plans

Implementation of the TDM Program may involve setting up one or more Transportation Management Associations (TMAs). TMA's have proven to be very effective at developing and implementing the elements of TDM program in other cities. The responsibilities of the TMAs will be to coordinate transportation related programs and services in specific geographic areas, conduct monitoring and evaluation, and serve as liaison with the City. Establishment of TMAs also encourages collaborative, cooperative efforts within

communities for a simpler, more seamless transportation network and user-friendliness. If one or more TMAs are formed, they will perform many of the program management and monitoring functions, which are indicated throughout this report as City/TMA actions. A TMA may be specific to one geographic area or manage multiple areas.

The TMA can be primary liaison for initial review of Site TDM Plans (before submittal to City), confirm pre-Certificate of Occupancy conditions have been met, and conduct annual surveys. A TMA can also track and manage community contributions from those sites contributing to 'community benefit' programs and services and prepare an annual report on behalf of an entire area. If no TMA is established, the City must perform these functions (or hire a consultant or other organization to do so). As such it is strongly recommended that the City encourage or require early formation of the TMA to establish monitoring systems early. If penalties are to be imposed, the City must be the enforcing agency. The recommended TMA Framework is attached to this policy as **Attachment B**.

If one or more TMAs are implemented in the City, they will be responsible for preparing Area TDM plans for the geographic area over which they have jurisdiction. Area TDM Plans would include alternative targets and requirements for these areas. Areas recommended to have Area TDM Plans are those that have high growth potential or within which sites have similar needs and would benefit from coordination.



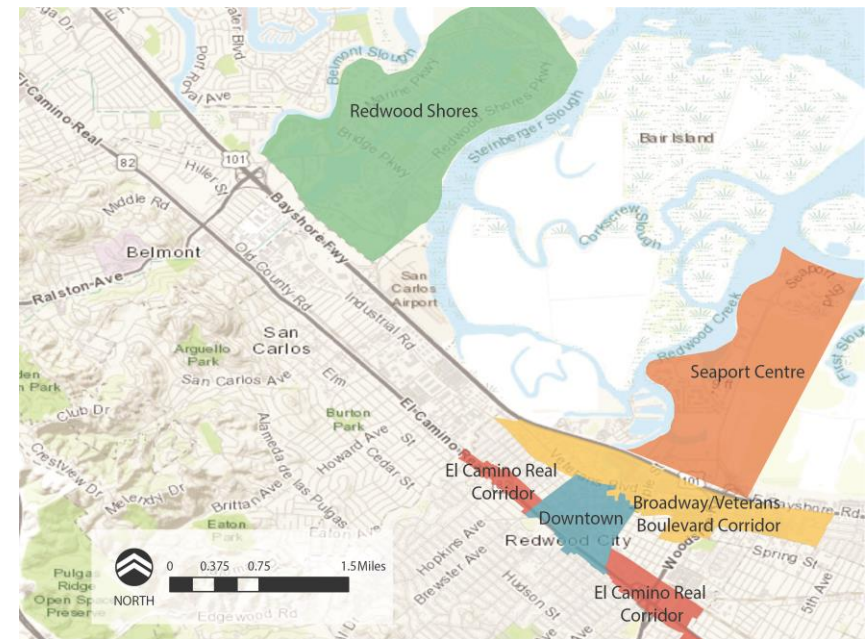
Two major existing business parks within Redwood City, Seaport and Redwood Shores, are recommended for Area TDM Plans. Additionally, the City may consider including the defined Priority Development Areas: Downtown, El Camino Real Corridor, and Broadway/Veterans Boulevard Corridor. These areas are mapped for reference in **Figure E-1**.

Generally, all sites within these geographic areas, regardless of size, will be included in the Area Plan. However, only sites that meet the triggers listed in section 2.1 would be required to develop individual Site TDM Plans and meet specific targets. Smaller sites would have access to the resources and programs provided in their area and participate in the dissemination of information and annual monitoring, but would not have individual mode shift targets.

### Area TDM Plans

A TMA, if established, would prepare Area TDM plans for each area that it has jurisdiction over. The Area TDM Plan will include existing conditions, determination of area-specific drive-alone mode share reduction targets, and a description of the projects and programs that will be implemented by the TMA to help reach these targets.

Figure E-1: Recommended Area TDM Plans



The Area TDM Plan will first establish the existing conditions with a benchmark survey of all existing development to determine overall mode share. The TMA may also choose to do driveway or intersection counts to determine trip generations rates, or other data collection relevant to the area. The plan will also describe the existing transportation infrastructure, transit service, and quality of pedestrian and bicycle routes.

Based on the benchmark survey, as well as area trends and planned development, the TMA will set a drive-alone mode share target for the area as a whole. For a large area, an annual drive-alone mode



share reduction target may be appropriate, rather than a single target value. Previous experience in similar areas indicates that an annual target of 2-3% reduction in drive-alone mode share is realistic and fair. Mode share targets for sites within each area will also be set in the Area TDM Plan based on these area-wide targets.

In order to meet the mode share target, the Area TDM Plans will also describe the projects and programs that the TMA will implement and manage within the area. Appropriate transportation improvements will vary based on the location. For example, Downtown can reduce trips by encouraging more people to walk, bike and use existing public transit because of existing mix of uses, densities, and proximity to transit. Redwood Shores, on the other hand, may fund shuttles and carpooling programs, which may be more appropriate to their population and geographic needs. The TMA will be able to identify the local needs and challenges, and collect local input on what may be most effective in each area. The Area Plan will also describe how sites within the area may contribute to area-wide programs in order to meet some or all of their Site TDM Plan targets.

Area TDM plans would also need approval from the City. In practice the recommended approach is for the TMA to prepare the Area TDM Plan and list the local programs and measures which would be implemented. The City would then review these and make suggestions or comments. After the program is implemented, the TMA will report to the City annually on the performance of the program and the extent to which the mode share goals are met. At

that time the City could require that the TMA make changes to the program to improve performance if the goals are not being met.

## Compliance Process

This section describes the process for complying with the plan. The steps to be taken by the property owner, TMA, or City from the site development permit application to ongoing monitoring and enforcement are listed in **Table E-3**, with required actions for the property developer/owner and the City/TMA detailed in two columns.

Most actions that could be performed by the City or TMA would be performed by the TMA if one exists for the area in which the site is located, and would otherwise be performed by City staff. Actions that would need to be performed by the City in either scenario or would only occur if there is a TMA are described as such in the steps below. In all other cases "City/TMA" is used to indicate the actions could be performed by either. If one or more TMAs are established, the City and TMA should work together to develop a site plan review process that give most of the approval responsibility to the TMA, with oversight by the City. A common practice is for the TMA to review the Site TDM Plan, approve or return the plan to the property owner for revision, and when approved provide a summary of the approval to the City for final approval.



**Table E-3: TDM Program Process and Roles**

| <b>TDM Program Steps</b>        | <b>Property Owner/ Developer</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>City/TMA</b>                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Prepare Site TDM Plan</b> | Property owner prepares and City/TMA reviews and approves a Site TDM Plan. This process is detailed in steps 1a through 1d below.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Determine Applicability</b>  | <p>Determines if the TDM Program Requirements are applicable to the site (Section 2.1). If yes, the remaining steps should be completed. If no, the site is not required to complete the remaining components of step 1, or steps 2 or 3, but may be required by a TMA (if any) to participate in the step 4 evaluation.</p> <p>Determines the drive-alone mode share target for the site, based on the Area TDM Plan if one exists, or else the Citywide targets (Section 2.2)</p>                                                 | <p>Provides participation thresholds and initial mode share reduction targets.</p> <p>Aids property owner in determining applicability and identifying targets.</p>                                                                                                                                                                                                                                                                |
| <b>Develop Site TDM Plan</b>    | <p>Prepares the Site TDM Plan identifying the TDM Measures (Section 4 below) they will implement, and describing quantitatively and qualitatively how the measures will achieve the mode split target.</p> <p>For uses with high percentages of visitors, alternative monitoring should be identified in the plan to capture travel that cannot easily be surveyed, such as conducting spot surveys, visually monitoring and recording access modes, etc. Monitoring methods and time periods must be approved by the City/TMA.</p> | Provides a checklist with required steps to take as part of the development review process and instructions for preparing a Site TDM Plan.                                                                                                                                                                                                                                                                                         |
| <b>Site TDM Plan Review</b>     | <p>Submits Site TDM Plan prior to final permit application</p> <p>If plan is not approved, revises and resubmits for review</p>                                                                                                                                                                                                                                                                                                                                                                                                     | <p>Reviews the plan for compliance with program standards and determines whether the strategies to be implemented are sufficient to meet the drive-alone mode share target.</p> <p>If the approved, provides a summary of the approval to be included with the conditions for final approval by the City.</p> <p>If the Site TDM Plan is not approved, identifies the reason and what additions would be required for approval</p> |
| <b>File Application</b>         | Property owner submits application for the development project with approved Site TDM Plan attached.                                                                                                                                                                                                                                                                                                                                                                                                                                | Reviews applications without TDM Plan included to determine if a TDM Plan must be prepared. If so, property owner/developer must complete TDM Plan prior to development permit application approval.                                                                                                                                                                                                                               |

**Table E-3: TDM Program Process and Roles**

| <b>TDM Program Steps</b>                                       | <b>Property Owner/ Developer</b>                                                                                                                                                                                                                                                                                                                                        | <b>City/TMA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2. Planning Permit Approval and Site TDM Plan Recording</b> | None                                                                                                                                                                                                                                                                                                                                                                    | <p>City must approve Site TDM Plan as part of development approval</p> <p>If Site TDM Plan was reviewed by a TMA, the City may return the plan for additional review by the TMA if additional measures are deemed necessary. If there is no TMA, the City will return the Plan to the Property owner directly for revision.</p> <p>The Site TDM Plan must run with the life of a development project; be binding on all current and future tenants, and be referenced as part of the condition of approval.</p> |
| <b>3. Site TDM Plan Implementation</b>                         | <p>Implements all planned elements in the Site TDM Plan.</p> <p>Prior to issuance of a Certificate of Occupancy (COO), must show that all TDM measures will be available as soon as the site is occupied. Physical TDM measures such as bike racks, showers, etc., must be installed and fully operational and any contracts must be signed with service providers.</p> | <p>Confirms implementation of planned measures by reviewing information provided by property owner and conducting site checks if necessary.</p>                                                                                                                                                                                                                                                                                                                                                                 |
| <b>4. Monitoring and Enforcement</b>                           | <p>Collects survey responses from employees and tenants, conducts driveway counts to determine trip generation, and prepares a brief annual report.</p> <p>Complies with all monitoring efforts lead by City or TMA. Monitoring requirements and penalties are described Section 5.</p>                                                                                 | <p>Designs and distributes annual surveys and determines compliance of each site. If a site is found to be in non-compliance, may impose penalties.</p> <p>Prepares area and/or citywide annual report, publishes aggregated survey results, and reports on best practices and areas for improvement.</p> <p>Monitoring requirements and penalties are described Section 5.</p>                                                                                                                                 |

# TDM Measures

As described in the previous section, each site that triggers the TDM program participation will be required to complete a Site TDM Plan describing the drive-alone trip reduction measures planned for the site and how these activities will help the site reach its drive-alone mode share target. TDM measures are projects and programs that incentivize alternatives to driving-alone and increase transportation options through subsidies and pricing, new and improved transportation services, and educational activities.

At a minimum, all sites subject to the TDM program will be expected to provide no- or low-cost items which provide information on available transportation services and encourage alternative mode choice. Basic improvements such as bike racks may also be required by the City zoning code. On top of the requirements, the measures that will best help a site meet its drive-alone mode share targets will vary based on the site’s location, mix of employees and/or residents, and other individual factors. Sites will have flexibility in planning for TDM measures that will best meet the needs of their employees or tenants.

**Table E-4** is a list of required and recommended TDM Measures. Section A in the table includes measures which are required for most sites, and Section B includes additional measures required for large

sites. Whether measures are required for each type or size of development is indicated by green shading in the table. Section C, D, and E include the remaining measures divided by type: information, physical improvement, and programmatic, respectively. For maximum flexibility, measures in sections C, D, and E are generally not required of any site, but most will have difficulty meeting their individual targets without implementing some of them.

Sites should implement a number, variety, and scale of measures based on the site type and size, in order to meet the area drive-alone mode share target. **Table E-4** indicates which measures are most appropriate for each site type and size in dark blue, other optional measures in light blue, and measures not recommended for that type or size in grey. The table also includes estimated mode share reductions for each measure, which may be used as a guide for sites to determine the effectiveness of their planned measures. However, the impact of any one TDM measure is difficult to evaluate, and data on existing TDM programs is not yet robust. Additionally, the particular combination and implementation of TDM measures at a site will affect the success of a plan. The impact estimations should be used only for reference and do not constitute an exact projection of the effectiveness of a plan.



Table E-4: Recommended TDM Measures

|                             |                                                                            | <div></div> = Required                                  | <div></div> = Recommended Options | <div></div> = Other Options | <div></div> = Not recommended       |       |     |                                                                             |
|-----------------------------|----------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|-----------------------------|-------------------------------------|-------|-----|-----------------------------------------------------------------------------|
| Measure                     |                                                                            | Commercial or Institutional<br>(by number of employees) |                                   |                             | Residential<br>(by number of units) |       |     | Estimated Percent Reduction in<br>Drive-alone Trips/Mode Share <sup>1</sup> |
|                             |                                                                            | 10-49                                                   | 50 -299                           | 300 +                       | 5-24 <sup>2</sup>                   | 25-50 | 51+ |                                                                             |
| A<br>Required for All Sites | Preparation of Site TDM Plan                                               |                                                         |                                   |                             |                                     |       |     | N/A                                                                         |
|                             | Provide on-site information                                                |                                                         |                                   |                             |                                     |       |     | 1% to 1.5% (max 4% for all information improvements combined)               |
|                             | Offer employees pre-tax deduction                                          |                                                         |                                   |                             |                                     |       |     | 1 to 5%                                                                     |
|                             | Annual commute survey                                                      |                                                         |                                   |                             |                                     |       |     | N/A                                                                         |
|                             | Participation in area- and city-wide monitoring and promotional activities |                                                         |                                   |                             |                                     |       |     | N/A                                                                         |
|                             | Bike racks for customers or employees <sup>3</sup>                         |                                                         |                                   |                             |                                     |       |     | 1 to 4% for residential<br>2 to 8% for non-residential                      |
|                             | Indoor bike parking for residents or employees <sup>3</sup>                |                                                         |                                   |                             |                                     |       |     | 2 to 5% for residential<br>4 to 10% for non-residential                     |
|                             | Well-lit pedestrian paths to transit <sup>3</sup>                          |                                                         |                                   |                             |                                     |       |     | 0 to 2%                                                                     |

Table E-4: Recommended TDM Measures

|                                              |                                                                                                                   | <div></div> = Required                                  | <div></div> = Recommended Options | <div></div> = Other Options | <div></div> = Not recommended       |       |                                                                             |                                                                                              |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|-----------------------------|-------------------------------------|-------|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Measure                                      |                                                                                                                   | Commercial or Institutional<br>(by number of employees) |                                   |                             | Residential<br>(by number of units) |       | Estimated Percent Reduction in<br>Drive-alone Trips/Mode Share <sup>1</sup> |                                                                                              |
|                                              |                                                                                                                   | 10-49                                                   | 50 -299                           | 300 +                       | 5-24 <sup>2</sup>                   | 25-50 |                                                                             | 51+                                                                                          |
| B<br>Additional Requirements for Large Sites | New/improved bus service OR shuttle open to the public (can be met through participation in TMA-operated service) |                                                         |                                   |                             |                                     |       |                                                                             | 0 to 2% for improved bus service<br>2 to 10% for new shuttle service                         |
|                                              | Transit passes for TMA to distribute in TMA area                                                                  |                                                         |                                   |                             |                                     |       |                                                                             | 10 to 15% if provided to potential site visitors                                             |
|                                              | Land/facilities for transit stops, hubs, program administration, bike share, etc.                                 |                                                         |                                   |                             |                                     |       |                                                                             | 0 to 2% for pedestrian and bike connections<br>5 to 10% for new transit stops within 1 mile  |
|                                              | Ongoing real time displays in shared or public spaces                                                             |                                                         |                                   |                             |                                     |       |                                                                             | 1% to 1.5% (max 4% for all information improvements combined)                                |
|                                              | On-site amenities that reduce trips i.e., café, ATM, childcare                                                    |                                                         |                                   |                             |                                     |       |                                                                             | 1 to 12%, ATM at lower end, Café in the middle, Childcare at the high end                    |
|                                              | Shared parking among multiple uses (If site is multi-use)                                                         |                                                         |                                   |                             |                                     |       |                                                                             | 0 to 20%, depending on reduction in parking supply compared to required parking for each use |
|                                              | Local hiring, housing subsidies or other incentives                                                               |                                                         |                                   |                             |                                     |       |                                                                             | 1 to 15% depending on percent of employees within five miles of site                         |

Table E-4: Recommended TDM Measures

|                                         |                                                                      | <div></div> = Required                                  | <div></div> = Recommended Options | <div></div> = Other Options | <div></div> = Not recommended       |       |                                                                             |                                                               |
|-----------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|-----------------------------|-------------------------------------|-------|-----------------------------------------------------------------------------|---------------------------------------------------------------|
| Measure                                 |                                                                      | Commercial or Institutional<br>(by number of employees) |                                   |                             | Residential<br>(by number of units) |       | Estimated Percent Reduction in<br>Drive-alone Trips/Mode Share <sup>1</sup> |                                                               |
|                                         |                                                                      | 10-49                                                   | 50 -299                           | 300 +                       | 5-24 <sup>2</sup>                   | 25-50 |                                                                             | 51+                                                           |
| C<br>Information and Marketing Measures | New employee/resident orientation                                    |                                                         |                                   |                             |                                     |       |                                                                             | 1% to 1.5% (max 4% for all information improvements combined) |
|                                         | New tenant information                                               |                                                         |                                   |                             |                                     |       |                                                                             | 1% to 1.5% (max 4% for all information improvements combined) |
|                                         | Designated on-site boards or kiosks with TDM and transit information |                                                         |                                   |                             |                                     |       |                                                                             | 0.5% to 1% (max 4% for all information improvements combined) |
|                                         | Real time transportation information                                 |                                                         |                                   |                             |                                     |       |                                                                             | 1% to 1.5% (max 4% for all information improvements combined) |
|                                         | Info on website prioritizing directions via alt modes                |                                                         |                                   |                             |                                     |       |                                                                             | 0.5% to 1% (max 4% for all information improvements combined) |
|                                         | Annual promotion                                                     |                                                         |                                   |                             |                                     |       |                                                                             | 0.5% to 1% (max 4% for all information improvements combined) |
|                                         | Quarterly promotion                                                  |                                                         |                                   |                             |                                     |       |                                                                             | 0.5% to 1% (max 4% for all information improvements combined) |
|                                         | Signage for TDM features                                             |                                                         |                                   |                             |                                     |       |                                                                             | 0.5% to 1% (max 4% for all information improvements combined) |

Table E-4: Recommended TDM Measures

|                                          |                                                                    | <span style="display: inline-block; width: 15px; height: 10px; background-color: #92d050; border: 1px solid black;"></span> = Required <span style="display: inline-block; width: 15px; height: 10px; background-color: #00728f; border: 1px solid black;"></span> = Recommended Options <span style="display: inline-block; width: 15px; height: 10px; background-color: #a6c9ec; border: 1px solid black;"></span> = Other Options <span style="display: inline-block; width: 15px; height: 10px; background-color: #d9d9d9; border: 1px solid black;"></span> = Not recommended |         |       |                                     |       |                                                                              |
|------------------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------|-------------------------------------|-------|------------------------------------------------------------------------------|
|                                          |                                                                    | Commercial or Institutional<br>(by number of employees)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |       | Residential<br>(by number of units) |       | Estimated Percent Reduction in<br>Drive-alone Trips/Mode Share <sup>1</sup>  |
| Measure                                  |                                                                    | 10-49                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 50 -299 | 300 + | 5-24 <sup>2</sup>                   | 25-50 | 51+                                                                          |
| <b>D</b><br>Physical Facilities Measures | Preferred parking for carpools                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 1 to 3%                                                                      |
|                                          | Car-share spaces                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 0.5% to 2%                                                                   |
|                                          | Showers, lockers for cyclists                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 2 to 8% for non-residential                                                  |
|                                          | Drop off area (TNC, pools, shuttles)                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 0 to 2%                                                                      |
|                                          | EV plug-in stations                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | N/A                                                                          |
|                                          | Reserve parking for occasional drivers (instead of permit holders) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 1 to 5% if free or very low cost<br>5 to 10% if priced based on market rates |
| <b>E</b><br>Programs and Policies        | Flex time/telecommuting                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 0.5% to 7%                                                                   |
|                                          | Transit subsidies                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 10 to 15%                                                                    |
|                                          | Transit passes for all employees/households                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 15 to 20%                                                                    |
|                                          | Car/bikeshare memberships or subsidies                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 0 to 2%                                                                      |
|                                          | Unbundled parking                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 2 to 20%                                                                     |
|                                          | Parking cashout                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 5 to 8%                                                                      |
|                                          | Rideshare/vanpool ride matching service                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |       |                                     |       | 10 to 20%                                                                    |

<sup>1</sup>Sources: "Quantifying Greenhouse Gas Mitigation Measures", California Air Pollution Control Officers Association 2010; "Guidelines for Implementing the Land Use Component of the Congestion Management Program", City/County Association of Government of San Mateo County; "Transportation Demand Management Ordinance Guide", Contra Costa County 2009; "West Berkeley Transportation Demand Management Plan", Wilbur Smith Associates.

<sup>2</sup>Residential properties with 5 to 24 units are only required to participate if they have a homeowners' association.

<sup>3</sup>Required for some or all sites by the RWC Zoning Code



Property owners and TMAs shall not be limited to these measures when planning for reducing the drive-alone mode share at their properties. Developing Site and Area TDM Plans is an opportunity to pilot new transportation services and programs. Developers and business owners will be looking for efficient and effective ways to comply with their targets, and individual sites will be looking for new and innovative solutions that will help them change their commute behavior. New transit service, technologies and apps, or ways of communicating information to users could all be tried out on a relatively small scale within TDM areas or individual sites. TMAs and/or the City will approve pilot programs or new technologies if a reasonable connection can be made to the projected mode share shift, and if appropriate monitoring measures are included in the Plan.

## Monitoring and Enforcement

Monitoring and enforcement of the TDM program can be completed by the City, or a TMA if it is established, but the City shall be the enforcing agency for any potential penalties imposed. The following steps will be coordinated by the City or TMA with cooperation by owners and managers of all TDM Program sites. Most actions that could be performed by the City or TMA would be performed by the TMA if one exists for the area in which the site is located, and would otherwise be performed by the relevant City staff. Any monitoring and enforcement actions undertaken by a TMA would need to be done in consultation with the City. Actions that would need to be

performed by the City in either scenario or would only occur if there is a TMA are described as such in the steps below. In all other cases "City/TMA" is used to indicate the actions could be performed by either.

1. **Annual Survey:** The City/TMA will prepare and coordinate an annual survey of occupants of all participating sites. Property owners will distribute annual surveys to all employees and/or residents and be responsible for a minimum response rate of 51%. The property owner should report the total number of employees and residents prior to administering the survey to set a baseline for determining 51% participation (though this should be allowed to be amended if major changes happen before the annual report is submitted). A response rate lower than 51% will be considered non-compliant and may trigger penalties as described below.
2. **Annual Report:** All sites with a Site TDM Plan will prepare a short annual report describing the operation and utilization of TDM measures. Sites will also be required to conduct driveway counts and report trip generation in the annual report.
3. **Additional Monitoring:** Certain uses where the daily population includes significant visitors who may be difficult to survey, such as medical or retail uses, may also be required to complete spot surveys, intersection counts, or other metrics. The site will identify how they plan to capture



the needed data in their initial Site TDM Plan, which will be approved by the City/TMA prior to development of the site.

4. **Determination of Compliance:** The City/TMA will collect survey responses and annual reports, and determine whether a site has met their annual target. For non-compliant sites, the City/TMA will also determine whether the site has made a “good-faith effort”, defined as all programs and services promised in the Site TDM Plan being operational, with proof of promotional efforts and costs. This determination will be used by the City in imposing penalties in Step 6 below. Sites in the smallest residential and commercial categories do not need to meet a minimum mode share target, but may still be considered non-compliant if they do not achieve the required survey response rate or complete an annual report.
5. **Report Results:** The City/TMA will report all non-compliant sites. If one or more TMAs are established, each TMA will provide a summary of overall performance for the geographic area(s) covered by the TMA. Individual survey results may be aggregated into a public report for the entire City.
6. **Penalties:** If a site is determined to be non-compliant (did not fulfil the requirements of the Site TDM Plan, meet the drive-alone reduction targets, or achieve the required survey response rate) as reported by the City/TMA, the City as the enforcing agency may impose penalties as follows:

- a. **Year 1 Non-Compliance:** If the City determines, based on the site’s annual report and confirmation by the City/TMA, that a good-faith effort has been made to implement the Site TDM Plan and meet the drive-alone mode share target, there will be no financial penalty. The property owner must update the Site TDM Plan to show how results will be improved in year two. The City/TMA may provide success stories or areas of improvement based on results from other participating sites to aid the improvement of the plan. If the site has not made a good-faith effort to implement the program, year 2 non-compliance penalties may be applied.
- b. **Year 2 Non-Compliance:** If a site is not in compliance for two years in a row, financial penalties may be applied. Financial penalties will be determined by the City and represent the value of their drive-alone target shortfall. Penalties will be paid to support general community services or to provide additional funding for other sites, to be determined by the City/TMA. In general, the amount of support for community programs will be based on the degree of non-compliance, and per-person costs of delivering programs. For example, if a company subsidizes a monthly transit pass for its employees but falls short of its targets, it may be required to fund monthly transit passes for the same number of



employees in the area which would bring it up to compliance.

- c. **Continued Non-Compliance:** If a site is in non-compliance for more than two consecutive years, the City can impose an ongoing requirement for the site to support community programs and limit future expansions or permits granted until the site is shown to be in compliance.

The details of monetary and discretionary penalties would be determined in the ordinance that the City would adopt in the future to fully implement this TDM Program (see Plan Implementation).

7. **Adjust Mode Share Target:** Regardless of a determination of compliance or non-compliance, the City/TMA may, at its own discretion or on the request of a property owner, adjust the target mode share for a site based on conditions unique to the site. The reasons for the adjustment must be documented, and the decision shall not be made solely based on whether the site met the target in the previous year. This could result in a higher or lower target for the site.
8. **Update or Refine Site TDM Plan:** The property owner may submit a revised Site Plan for review and approval as described in **Section 3**. A revised plan will be required if the site is not in compliance or if the mode share target for the site is adjusted, and in all other cases will be optional. A property owner may choose to optionally update the plan in

response to changing area-wide conditions, changes at the site, or based on the results of the evaluation of the site but must still meet the previous mode share target.

## Plan Implementation

This section provides the near-term steps necessary to implement this TDM Program.

9. **Adopt Policies:** The first step is for the City to adopt the TDM Program as the guiding policy document to formally establish the program and recognize the goals and process. To impose penalties, the City must adopt an ordinance allowing for the City to require compliance with the policy and penalize non-compliance.
10. **Establish a TMA:** If one or more TMAs are to be formed, they should be established early so that they can take on many of the implementation steps. First, the role of each TMA, its geographic area of responsibility, and its funding must be identified. It must have 3 to 5 years of committed and ongoing funding. To form a TMA, possible options are to have an existing non-profit take on the TMA function (e.g. as a subsidiary) or start a new independent organization. The recommended TMA Framework, including details on these formation options, is attached to this plan as **Attachment B**.
11. **Benchmark Studies:** Collect existing conditions data to determine the current mode share within each defined area



and establish annual incremental targets to reach at least 50% by 2040. In areas where the alternative mode split is already over 50%, the City may set new goals for 2040, with incremental attainment goals based on current metrics and uses.

12. **Develop Forms and Materials:** City and TMA, if applicable, to work together to integrate TDM requirements into forms for development permit applications. Develop a TDM toolkit for sites requiring a plan, including a checklist or other forms to guide plan preparation and information about operation and expected utilization of TDM measures. Begin development of educational materials and programs that will be distributed by program participants as part of the required TDM measures as well as to the community at large.
13. **Education and Outreach:** Begin communication to existing businesses and sites in the pipeline regarding how and when the policy will affect their sites, if at all. In coordination with the TMA, if any are implemented, the City should help implement educational and outreach programs for developers and business owners to familiarize them with the program and the requirements. Educational programs for residents and employees will also help coordinate the messaging for individuals.
14. **Annual Survey and Evaluation:** Design and implement an annual survey, evaluation process and report. Develop systems for tracking performance of each site, each geographic area, and the program as a whole. Begin to track and share success stories and areas of improvement.

## Attachment A: Stakeholder Meeting Summary and Case Studies

## Introduction

Redwood City is developing a transportation demand management (TDM) plan and transportation management association (TMA) framework. To identify the existing context for traffic and transportation options in Redwood City, community and stakeholder meetings were held. To gather best practices for TDM plans and TMA structures, a series of case studies of TDM programs in peer cities were developed. This memo describes the results of the community meetings and of the peer city case studies.

## Stakeholder Meetings

The City and the project team held four stakeholder meetings to introduce community members to TDM programs and gather feedback about traffic and transportation alternatives in Redwood City. The meetings were held in locations throughout the city, within or near areas identified as possible locations for TDM implementation including Downtown, Redwood Shores, and Seaport Centre. Each meeting was open to all participants regardless of their home, work, or business locations.

Overall, participants were open to the concept of the TDM ordinance or policy. They were not opposed to it being applied to existing development, especially in built out areas like Pacific Shores and Redwood Shores. Most agreed that flexibility in the program was

necessary, allowing businesses and property owners some choice in how to comply with the program.

Participants identified a variety of issues and potential solutions during the meetings. The following sections summarize the topics discussed.

## Roadway and Private Vehicles

Meeting participants identified several problems with traffic and access in downtown redwood city, including unsynchronized traffic signals and heavy traffic at the US-101 interchange. Participants also described new developments affecting traffic issues in Redwood City. For example, a new school is opening soon which participants commented could further exacerbate traffic and parking issues in the Redwood Shores area.

Participants supported new park-and-ride lots with shuttle or bus service, expanding ridesharing and carsharing programs, improved signal timing, and wayfinding. Residents also commented that they would like access improvements to downtown, including more parking and free or low-cost parking, but also supported incentives for developers to reduce parking requirements and unbundle parking.



## Redwood Shores

Parking is a problem in Redwood Shores. Each development has limited parking and many households have 2 or more vehicles. Residents are also concerned about traffic and parking impacts from the new school, which will have 700 students and no parking spaces. Comments indicated that residents were also worried about spillover parking and traffic from development in nearby cities—because of its northern location, projects in Belmont and San Carlos could affect Redwood Shores. Participants suggested a residential permit program (RPP) could be established to lessen these impacts.

## Public and Private Transit

According to comments received at the meetings, there are not enough transit connections to the places people want to go, and the existing connections are too infrequent. Participants requested additional transit service, and also commented that there is a need for informational signage and campaigns to let people know what services are available. For example, one participant noted that Redwood Shores residents are not aware that they can use the Redwood Shores shuttles, and it may be a challenge getting residents to try transit. On the other hand, residents are using technology more and might be interested in smartphone enabled transit; the idea of an on-demand transit service was suggested.

The existing and new Stanford campuses on Broadway were discussed often by participants as major employers and possible



contributors to traffic in downtown and on Broadway. The participants felt the need for more bus routes along Broadway to serve commuters, and in particular requested more midday service to help access downtown during lunch. Some participants were aware of the Marguerite service to the Stanford campus, and thought it would be a great benefit to the city as a whole.

Participants also expressed concern about the behavior of private transit operators, describing shuttles speeding or parking illegally in travel lanes.

In discussing solutions and new transportation options, participants were very interested in expanding existing options and trying new services and programs. Potential new transportation services that were suggested by participants included ferry service to and from the Port of Redwood City (this is supported by the Port Commissioner as well as tenants of the Port, Pacific Shores, and Chesapeake), and shuttles to popular Redwood City destinations, Belmont, and San Carlos. A new idea was proposed to reactivate the old rail spurs between downtown and Pacific Shores. Participants agreed that transit or other new services should be publicly accessible, run with extended hours and high frequencies, and be simple to use for a diverse population (and not just those with smart phones).

A participant who works at Oracle described some of the TDM measures that Oracle has implemented. Although Oracle does not regularly survey their employees about transportation, this participant had observed that the company-provided transportation

amenities are heavily used, indicating high demand for alternative options. This participant agreed that participation in a TMA would be beneficial to help encourage less single-occupant vehicle use and coordinate programs and services among multiple campuses, but requested that the requirements not be prescriptive.

## Bicycle and Pedestrian

Participants were concerned with cyclists' safety, and with unsafe behaviors often that participants had observed by cyclists. Participant comments included the observation that the existing bike lanes and sharrows downtown are dangerous due to heavy traffic and narrow lanes. Participants also described observing cyclists failing to obey traffic signals. While the participants supported bike share and improved bike infrastructure such as bike lanes, sharrows, and wayfinding, they requested that improvements to these modes include increased enforcement of traffic laws. Awareness campaigns and improved signage were also brought up by participants as possible solutions to these problems.

Another potential new downtown service supported by participants is pedicabs. However, bike lanes are currently too narrow to support this.

## Case Studies

Four case studies of existing TDM programs and TMAs were prepared to showcase the structures and programs used in similar Bay Area cities. TDM programs in Mountain View, Palo Alto, San Mateo County, and South San Francisco are described below.

### Mountain View TMA

#### Background

In 2013, the City of Mountain View mandated participation in a TMA as part of the approval of large development projects and formed the Mountain View TMA. This TMA can operate beyond the city limits, but its Bylaws require a benefit to the City, which includes both Downtown and the large corporate tech campuses on the eastern side of the City.

#### Structure

The TMA was structured as a 'large developer' organization, with a hefty \$75,000 one-time membership fee. In addition, members must either participate in joint funding of one or more of the TMA's shuttle routes, or pay a \$10,000 membership fee annually if they receive any benefit from the TMA but are not funding an active program. This has limited membership to large development



projects and employers such as Samsung, LinkedIn, Google, and Intuit.

The TMA is staffed by a part time (30%) Executive Director and a part time (40%) administrative assistant. The TMA outsources its website, shuttle contract, accounting, and other functions.

### Programs

The primary program of the Mountain View TMA is provision of a shuttle service, which supports the Whisman-to-Downtown Mountain View corridor with six shuttle routes. The operating expense is approximately \$1.3 million/year.

The TMA also funded three bicycle hubs in a six-month pilot program and is planning to support LimeBike, a new bikeshare program, when it launches in Mountain View.

Mountain View TMA has also been an advocate for Measure B and electrification of Caltrain. It is a member of the Caltrain Commuter Coalition.

### Effectiveness

The Mountain View TMA does not have a specific mandate. The TMA's shuttle program measures effectiveness through overall ridership, but does not have any other specific metrics or performance measures.

The TMA is currently studying how it might lower the barrier to entry to enable smaller, more diverse employers and developers to join and participate in programs. The study will evaluate various membership structures (e.g., fees based on square footage, head count, use, etc.). The growing residential community in Mountain View has also put pressure on the TMA to address residential issues.

## Palo Alto TMA

### Background

The Palo Alto TMA was formed in response to the City's goal of reducing single occupant vehicle (SOV) use in downtown by 30 percent. It was formed in early 2016.

A benchmark survey in 2015 indicated that about 55 percent of downtown's approximate 10,000 employees drive-alone. The TMA crafted a five-year plan to reduce the drive-alone rate to 38 percent (a 30 percent reduction). It set fairly specific goals by mode, including carpooling, transit, walking, biking and ride-share services.

### Structure

Because downtown Palo Alto is comprised largely of small businesses, the TMA has no membership fees. Funding to date has been through local funding sources; it is anticipated permanent funding will come from parking revenues. Members of the Board of



Directors pay annual fees based on whether they're classified as Large, Medium or Small businesses.

## Programs

The downtown employee survey revealed that approximately one third of the population are 'low income' workers in the hospitality and restaurant industries. Another third, while not low income, work for small to medium sized employers who are not eligible to buy discount transit passes and don't provide a commute benefits program. The remaining third work for large employers who do offer these benefits to their employees, and in most cases, have low SOV rates. Low income workers have the highest drive-alone rates (over 80 percent) of any category; followed by higher income workers in small companies. Tech workers have the lowest drive-alone rates (30 percent).

The TMA's programs are designed to reduce the drive-alone rate by 8 percent in 2017; by 14 percent in 2018; by 18 percent in 2019; by 25 percent in 2020; and reach the 30 percent goal in 2021.

In 2017 and 2018, the TMA is focusing on low income and small-employer workers. It is subsidizing transit passes, carpooling and shared rides for these workers. The TMA is also subsidizing Lyft 'last mile' rides for low income workers. Its budget for 2017 was just over \$200,000.

The TMA is also developing an advocacy campaign to encourage transit agencies to develop fare policies and structures that allow TMAs and other groups to buy 'bulk' passes at a discounted rate and be able to pass on those savings to low income and small-employer workers.

The Palo Alto TMA will also pilot a bicycle program later in 2017, whereby low income workers will receive a free bike, helmet, lights and training. They will be given a bike to use for commuting for up to six months.

## Effectiveness

To date, over 200 employees are using one of the transportation alternatives promoted by the TMA's programs. In its first year, the TMA reduced the drive-alone rate in Palo Alto by about 4 percent. It is on track to reduce the SOV rate by another 4 percent by the end of 2017.

## San Mateo Rail Corridor TMA

### Background

The San Mateo Rail Corridor TMA (SMRCTMA) was formed in 2012 along San Mateo's Priority Development Area (PDA) corridor between the Hayward Park Caltrain Station and Hillsdale Station – where six commercial and residential development projects were either underway or planned. The projects ranged from relatively



small (60 units) low-income residential developments to redevelopment of large existing retail and commercial sites (Concar Village and Hines offices); to new mixed-use construction (Station Park Green). To date, some are built and occupied; others are still in progress.

The TMA was called for as part of the City's Rail Corridor Transit Oriented Development Plan and all projects in this corridor were mandated to join.

### Programs

Each project has different TDM requirements. Some are required to reduce trips by a certain percentage; others were allowed a maximum number of trips in AM and PM peak. Some are required to provide transit passes; others are not. The only common thread (other than mandatory TMA membership) is that all are required to conduct annual traffic counts and submit an annual report to the City. The TMA's activities have been limited to this function to date.

The differing requirements, types of uses and sizes of projects have made it difficult for the TMA to find 'common ground' upon which to build programs, other than coordinating the annual counts and reports. The Board meets three times a year, and has only approved a barebones budget to cover the cost of these limited activities, and the administrative costs of the organization (tax filings, etc.).

Only recently are projects starting to reach 'critical mass' and be at a dues-paying level, with certificates of occupancy, which trigger the dues requirement. Even now, there are no formal TMA programs, although as occupancy increases, the TMA may be able to provide 'concierge' services to the various properties and their tenants.

### Effectiveness

This TMA is managed by Commute.org. While each project is managing TDM independently of the TMA, the aggregated traffic and driveway counts have exceeded the mandated reductions, and the TMA/PDA area as a whole is considered successful.

### South San Francisco (TDM Ordinance)

The City of South San Francisco's Zoning Ordinance specifies performance requirements for all projects subject to TDM based on where the project is located, land use, and floor-area ratio (FAR). The minimum threshold applies to non-residential projects resulting in more than 100 average daily trips. The minimum alternative mode use starts at 28 percent.

Based on requested floor area ratio and location, the minimum alternative mode increases to a maximum of 45 percent (for business and professional offices requesting a FAR of 2.00 to 2.30). Projects located in the City's Business and Technology Park district must achieve between 30 and 40 percent alternative mode use, depending



on FAR. Hotels in the Business Commercial and Freeway district must achieve between 30 and 35 percent.

The City must approve a preliminary Trip Reduction Plan as part of its overall approval process for each project. All projects subject to alternative mode use targets must include certain trip reduction measures in the TRP. Included in this mandatory list are:

1. Carpool and vanpool ride-matching services
2. Appointing a designated employer contact
3. Providing direct routes to transit (paths or sidewalks)
4. Providing Guaranteed Ride Home services
5. Providing information about alternative forms of transportation and promotional programs
6. Passenger loading zones
7. Pedestrian connections
8. Showers and lockers to support bicycle facilities
9. Shuttle program
10. Participation in a TMA or other approved organization

Additionally, projects may provide other TDM measures such as:

1. Commute subsidies/parking cash out
2. Bicycle connections
3. Compressed work week and/or flex time
4. Dedicated land for transit/bus shelters



5. Onsite amenities (food, banking, dry cleaning, exercise, etc)
6. Paid parking
7. Telecommute

Once occupied, projects must conduct an annual survey to determine alternative mode use, and prepare an annual report to the City detailing their results. If they fall short of meeting the target, they may be subject to financial penalties. In addition, if awarded a FAR bonus, projects must submit a triennial report to the City, performed by an independent surveyor. Again, penalties may include either requiring additional TDM activities and/or monetary fines, based on project size, actual mode use and the good faith effort that has been made to achieve the target.

The large developments in the East 101 (technology park) area subject to this TDM requirement are in compliance and meet or exceed the alternative mode split targets prescribed. It is unclear whether smaller projects in other districts are meeting their targets. The City recently commissioned an independent audit to evaluate the effectiveness of its TDM policies more thoroughly.

## Attachment B: Transportation Management Association Framework

## TMA Functions

The most successful TMA's tailor their activities to the needs of the specific community (or communities) they serve. While the menu of possible TMA programs and services is a long one, usually, a TMA-area has one or two areas which are its top priorities. While all TMA's generally are a 'resource' for multiple modes and general transportation and commuting information, some are more passive than others, such as providing information via a website and periodic newsletters; others actively promote programs through events and campaigns and have significant marketing presence.

The following are a list of programs that could be initiated and managed by a TMA:

- Transit subsidies
- Carpool, vanpool subsidies
- Emergency Ride Home
- Commuter website
- Transit passes
- Shuttles (last mile, regional, circulators)
- Bike-share
- Car-share
- General marketing and information
- Traffic monitoring and surveys
- Employee and residential surveys

- Compliance assistance
- Development of TDM Plans for new projects
- Parking management
- Public policy advocacy

For instance, both the Emeryville TMA and the Mission Bay TMA's top priority is the provision of a 'last mile' shuttle service to and from regional transit hubs.

The newly-formed Alameda TMA is focusing on providing residents and employees with free annual bus passes, subsidizing carpools and making biking a more attractive option.

Palo Alto TMA subsidizes carpools for downtown workers and furnishes low income employees with a free monthly transit pass on the transit system of their choice.

TMASF provides advanced real-time information and mapping on its website for its 80+ member buildings, including specific directions, transit options and other information. TMASF was formed in 1989 to promote commute alternatives and provide commute assistance programs. Over the years, its programs have expanded to local workforce development, LEED certification, and compliance programs for the City and County of San Francisco's Sections 163 and 164 planning codes.

Contra Costa Centre and other more suburban 'business park' oriented TMA's focus on providing discounted BART and other

transit fares to qualifying employees. Others also run local 'last mile' shuttles as well as regional shuttles.

The exact nature of activities for a Redwood City TMA will depend on which area(s) are to be served and what each area's priorities are. Even within Redwood City, the needs can be quite diverse. As an example, the Downtown community may wish to focus on subsidizing transit passes, due to the proximity of the Caltrain station and availability of local bus service. In contrast, projects located east of highway 101 may prioritize shared ride and shuttle services to alleviate the bottlenecks that occur during peak times into those communities.

## TMA Structure: Two Options

There are two basic options for establishing a TMA (or multiple TMA's): 1) working with an existing organization or, 2) establishing a new entity. In either scenario, the TMA can work within one closely defined area or have a broader charge.

1. Working under the umbrella of an existing organization can take one of several shapes. Within this broad category, a TMA can:
  - a. A TMA may become a **division or subsidy of another community organization or business with similar interests** such as a local business improvement district or Chamber of Commerce. An example of being part of another community

organization is found in Bellevue, Washington, where the TMA is a part of a larger business association. Locally, the Mountain View TMA is an example of an independent organization (governed by its own Board of Directors) but which operates under one of its larger members, Intuit, who provides staffing and oversight.

- b. Another approach is to organize under the umbrella of an **existing organization already operating with a similar focus and purpose**, such as the Peninsula Congestion Relief Alliance, or another TMA. The Alliance, for example, has served as the TMA on behalf of the San Mateo Rail Corridor TMA since its inception. The SMRCTMA is a separately recognized non-profit but utilizes The Alliance as its virtual organization.
- c. A third option is for a TMA to become a **program under a philanthropic organization**. An example of this is the Palo Alto TMA, which has been a program of Silicon Valley Community Foundation since it began. Community Focus, another organization which specializes in facilitating TDM throughout the Bay Area, is a program of the San Francisco Foundation. In each of these cases, the organizations have their own Board and Bylaws, but programs and finances are directly contracted and held through the philanthropic entity.





- d. A fourth option is to **contract with a for-profit business entity** which specializes in providing TMA programs and services for employers, cities, and other groups. AECOM, an international company, is one such provider; Altrans is a Bay Area vendor who offers TMA contract management. In addition, there are several independent contractors who provide TMA 'management' services.
2. Establishing a new organization expressly to serve as a Redwood City TMA is the second way to provide local TDM

programs and services. Historically, this has been the more common practice. Starting a TMA 'from scratch' is very similar to starting up any new business or partnership – creating Bylaws and a Board of Directors, registering with the State and IRS, opening bank accounts and establishing credit, setting up an office and staffing.

The following matrix summarizes some of the differences between operating a TMA under the umbrella of another organization and as a separate entity:

| Governance                          | Under an Umbrella Organization                                                                                                                                                                                                                                                                                                                                                                                                  | As a Separate, Stand-Alone Entity                                                                                                                                                                                                                                                                                   |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bylaws needed?                      | Yes, in most cases, unless operating fully as a program under another 501 entity                                                                                                                                                                                                                                                                                                                                                | Yes                                                                                                                                                                                                                                                                                                                 |
| Separate Board of Directors needed? | Either a Board or a Sub-committee is needed (if part of a Chamber or other such group)                                                                                                                                                                                                                                                                                                                                          | Yes                                                                                                                                                                                                                                                                                                                 |
| Separate IRS status required?       | Not necessarily                                                                                                                                                                                                                                                                                                                                                                                                                 | Yes                                                                                                                                                                                                                                                                                                                 |
| Contracts approved and held by:     | Umbrella organization                                                                                                                                                                                                                                                                                                                                                                                                           | Separate entity                                                                                                                                                                                                                                                                                                     |
| Membership                          | As a division of a business organization such as a Chamber or BID, it's likely that membership in the umbrella organization would be required for committee members and it may be required for any TMA participant or beneficiary. (These are conditions to be negotiated with the host organization) Membership may be optional under other umbrella scenarios (i.e., philanthropic organizations who are the project sponsor) | Membership by Board members is mandatory; it is an optional requirement for others (e.g., businesses who will benefit from the TMA programs and services). A TMA may also have 'members' who have no legal voting or other governance rights per their Bylaws. These can either be specified as dues-paying or not. |
| Cost of Getting Started             | Less expensive than setting up a brand-new entity. Agreements with the umbrella organization are needed and agreements amongst committee members. Potential use of umbrella organization's 'back office' i.e., accounting and other functions; office, etc. contributes to economic advantage                                                                                                                                   | Typical cost is \$5,000 to \$20,000 for preparation of Bylaws, registration with State, IRS application process and normal cost of business start-up (accounting, office, etc.)                                                                                                                                     |
| Ongoing Costs                       | Staff, office, insurance, overhead expenses, etc., may be shared or billed on a pro-rate basis                                                                                                                                                                                                                                                                                                                                  | Entity is responsible for 100% of staffing, office, insurance, overhead, etc. needed                                                                                                                                                                                                                                |

| <b>Governance</b>               | <b>Under an Umbrella Organization</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>As a Separate, Stand-Alone Entity</b>                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Timing - Process                | Fast. Start-up can begin as soon as agreements are executed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Several months to 2 years. Bylaws are required to register with State (also a prerequisite to opening a bank account or entering into leases, other relationships). Start-up operations can begin as soon as State recognizes entity                                                                                                                                                                   |
| Other Structural Considerations | The Directors of the umbrella organization are legally responsible for any activities of its subsidiaries, divisions, so careful attention must be given to responsibilities, authorities of committees or divisions. Fiscal sponsors such as SVCF or SF Foundation manage all accounting and reporting functions for programs; IRS status and separate bank accounts may not be needed. If contract is with a for-profit company for services, each 'member' may contract directly for TMA services. This may negate any cost efficiencies as administrative costs are higher | The organization must always have its minimum number of Board members committed to attending meetings and providing ultimate oversight.<br><br>Can still use a 'fiscal sponsor' to provide accounting, but the separate entity is ultimately responsible for filing returns and reports as legally required. Independent TMA may contract with for-profit business to provide TMA management/programs. |
| Staffing                        | Allows sharing of common business expenses such as rent, office supplies, insurance, etc.<br>Potential to share staff (accounting, administrative, marketing, web, etc.) as needed at lower cost                                                                                                                                                                                                                                                                                                                                                                               | Responsible for either running 'virtually' (Independent consultant with no office) or with for-hire staff, but must carry insurance, etc. regardless<br>Must staff all functions as needed (employees, IC, part time/shared)                                                                                                                                                                           |

Selection among these two options would depend on the priorities of potential TMA members and their ability to fund the organization, as well as options for a potential umbrella organization. The common steps required to start a TMA as part of an existing organization or as a stand-alone organization are listed below.

### Steps to Become Part of an Existing Organization:

1. Form a 'board of directors' or exploratory committee (group of committed individuals)
2. Develop initial work plan, budget, geographic scope, revenue sources. Decisions regarding membership, membership 'rights' and dues are also made at this time.
3. Identify potential partners (umbrella organizations); evaluate working requirements of each
4. Develop Participation Agreements, other contracts with host organization
5. Implement programs

4. Decide whether TMA will have members or not; if so, what rights (if any) members have, dues, etc.
5. Draft Bylaws and Articles on Incorporation
6. File with State of California
7. Open bank account once State registration is complete
8. Implement programs and hire staff; develop business systems (accounting, etc.)
9. Draft three-year plan including sources of revenues as required in IRS application
10. Apply to IRS for non-profit status

### Steps to Become a New Non-Profit Organization:

1. Form a board of directors, or exploratory committee
2. Develop initial work plan, budget, geographic scope, revenue sources
3. Decide whether TMA is a 501C3, C4 or C6



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY ADDING CHAPTER 48, TRANSPORTATION DEMAND MANAGEMENT, TO THE CITY CODE**

**WHEREAS**, there has been an increase in traffic congestion and Vehicle Miles Traveled (“VMT”) in the City of Redwood City (“City” or “Redwood City”) and in the region; and

**WHEREAS**, the City Council adopted the Citywide Transportation Plan in August 2018 known as “RWCmoves” with the goals of reducing VMT and promoting mobility for all road users and improving alternatives to driving alone; and

**WHEREAS**, Transportation Demand Management (“TDM”) is one tool that Redwood City can use to achieve the goals of RWCmoves; and

**WHEREAS**, the Redwood City TDM Program adopted as Appendix E to RWCmoves serves as the guiding policy to formally establish a TDM Program, subject to adopting an implementing ordinance; and

**WHEREAS**, this ordinance is intended to implement the policies set forth in Appendix E of RWCmoves and to formally adopt the City’s TDM Program.

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

**SECTION 1.** Chapter 48 of the Redwood City Municipal Code is established to read as follows:

**CHAPTER 48 - TRANSPORTATION DEMAND MANAGEMENT**

**Section 48. 1. - PURPOSE:**

The purpose of this Chapter is to implement Redwood City’s adopted TDM Program, as outlined in Appendix E of RWCmoves, and its goals and policies regarding traffic congestion management, sustainable growth, reducing greenhouse gas emissions, enhancing transportation options for all, and promoting safety and equity in Redwood City’s transportation system. Goals of RWCmoves that will be advanced by the TDM Program include:

- A. Create a walking and bicycling-friendly community that provides a safe, balanced, and convenient transportation system;
- B. Provide seamless connections and improved street access to all areas within the City, but especially along mixed-use corridors designated in the General Plan and Citywide Transportation Plan;

- C. Embrace innovation in all forms of emerging technologies, especially in ways to creatively manage congestion and the transportation system; and
- D. Reach over 50% of all trips being by non-driving modes by 2040; remaining automobile trips should be shared rides and/or zero emission trips.

#### **Section 48.2. - DEFINITIONS:**

For the purpose of this Chapter the following words and phrases shall have the following meanings:

**Annual Report:** Report prepared for sites with a Site TDM Plan describing the operation and utilization of TDM measures.

**Area TDM Plan:** A Transportation Demand Management Plan for a specific area within the City, which includes existing conditions, determination of area-specific drive-alone mode share reduction targets, and a description of the projects and programs that will be implemented by the Transportation Demand Management Association to help reach these targets.

**Bikeshare:** A shared bicycle service that is available to the public, usually for short trips, made up of either regular pedal or electric bicycles and whether docked or not.

**Carpool:** Motor vehicle occupied by two or more persons traveling together to and/or from a destination.

**Certificate of Occupancy:** A document issued by the City certifying that a building is compliant with City building codes and other ordinances and in a condition suitable for occupancy. References to a Certificate of Occupancy in this section shall refer to the first issued.

**Commercial Site:** Any property that is used for commercial activities; including retail, office, industrial, and institutional uses.

**Director:** The Community Development and Transportation Director, or assignee.

**Discretionary Permit:** Any permit requiring a decision-maker to exercise judgment prior to its approval, conditional approval, or denial.

**Downtown Area:** Area as defined by the Downtown Precise Plan, generally bounded by Veterans Boulevard, Maple Street, specified parcels on the west side of El Camino Real and Brewster Avenue.

EV: Electric Vehicle.

Mode Share: The percentage of trips using a particular type of transportation either driving, taking transit, walking, biking, etc.

On-Site Coordinator: An employee or a third party, hired by the applicant, property owner, property manager or employer, who assists with implementation of the approved Site TDM Plan. Duties of an on-site coordinator may include promoting and marketing for mode shift, preparation and submittal of Annual Reports, or revisions to the project specific Site TDM Plan if needed.

Parking Cash Out: An incentive tool to reduce driving, mostly for office buildings; paying employees for not driving to work and not occupying a parking space at a work site.

Rideshare: Any vehicular mode of transportation other than a Single Occupancy Vehicle that transports more than one person to a destination.

Single Occupancy Vehicle: A privately operated motor vehicle whose only occupant is the driver.

Survey: The annual commute survey that is prepared by property owners, employers or property managers that are subject to a Site TDM Plan and distributed to and asks all tenants or employees about their daily commute routine.

Site TDM Plan: A transportation demand management plan that is submitted to the City for review and approval by an applicant, property owner, property manager or employer outlining the site-specific Trip Reduction and TDM measures.

TDM: Transportation Demand Management or TDM is a tool that includes services, policies and incentives to help individuals learn about and use various transportation options such as transit, Carpooling/Ridesharing, car-sharing, bicycling, walking, and Telecommuting.

Telecommuting: Employee working at home, off-site, or at a telecommuting center for a full workday, eliminating the trip to work.

Template Survey: A model for the survey with a list of the minimum recommended questions that is provided by the City to applicants, property owner, employers, business owners, and property managers.

Trip Reduction: Reduction in Single Occupancy Vehicle trips.

### **Section 48.3. – APPLICABILITY:**

The following trigger the requirement to prepare a Site TDM Plan in accordance with the terms of this Chapter:

- A. New residential development either: (1) with twenty-five (25) or more units of single or multi-family homes; or (2) with five (5) or more units and a homeowner's association.
- B. New Commercial Site development either: (1) of ten thousand (10,000) square feet or more; or (2) with ten (10) employees or more.
- C. Existing residential development either: (1) with twenty-five (25) or more units of single or multi-family homes and after request and approval of a Discretionary Permit to change parking supply, use, density, number of units, or square footage; or (2) with five (5) or more units and a homeowner's association and after request and approval of a Discretionary Permit to change parking supply, use, density, number of units, or square footage.
- D. Existing Commercial Site either: (1) of ten thousand (10,000) square feet or more and after request and approval of a Discretionary Permit to change parking supply, use, density, number of units, or square footage; or (2) with ten (10) employees or more and after request and approval of a Discretionary Permit to change parking supply, use, density, number of units, or square footage.
- E. Mixed-use development with at least one component of the development meeting one of the requirements listed above in subsections A to D.

### **Section 48.4. – ANNUAL TDM FEE:**

The Council may establish by resolution an annual TDM fee for TDM activities performed by the City and monitoring of all sites subject to the requirements of this Chapter. The TDM fee may be waived for all sites that meet their annual mode share target as set forth in their Site TDM Plan. If the TDM fee is not waived, the TDM fee is due within 30 days of receipt of the City's notice of review and acceptance of the Annual Report.

### **Section 48.5. – SITE TDM PLAN SUBMITTAL REQUIREMENTS & PROCEDURE:**

- A. All sites to which this Chapter is applicable shall prepare and submit to the City a Site TDM Plan for review and approval.
- B. The City shall prepare and provide a checklist to the applicant, property owner, property manager or employer with required steps to take as part of the development review process and instructions for preparing a Site TDM Plan, including the mode share target.
- C. All TDM Plans shall include a designated contact for the TDM plan. This may be the future on-site TDM coordinator.

- D. The Site TDM Plan is subject to approval by the Director prior to issuance of a Certificate of Occupancy. The Site TDM Plan shall run for the life of a project, be binding on any current and future property owner, property manager or employer and be referenced as part of the conditions of project approval.
- E. Prior to issuance of a Certificate of Occupancy, applicant, property owner, property manager or employer must show that all TDM measures included in the Site TDM Plan will be available as soon as the site is occupied.
- F. All sites subject to a Site TDM Plan and subject to a mode share target as set forth in Section 48.7 shall pay an annual TDM fee to the City as set forth in Section 48.4.
- G. Property owner or developer may submit a request to the City to revise a Site TDM Plan. The revised Site TDM Plan is subject to review and approval by the Director.

#### **Section 48.6. RECOMMENDED TDM MEASURES:**

All sites that are subject to this Chapter shall implement one or a combination of the measures listed below, or other equally effective measures as approved by the Director, to achieve the mode share target defined in their Site TDM Plan:

- A. On-site information and brochures about transit, bicycling, Carpool, Rideshare, and shuttle programs, in a kiosk, board or similar installation;
- B. Employee pre-tax deduction for transit passes;
- C. Bike racks or indoor bike parking;
- D. Bikeshare station or dedicated bikeshare parking;
- E. Shower for people who commute to work by bicycle;
- F. Well-lit pedestrian path to any adjacent transit stop;
- G. Free or discounted transit passes;
- H. Space for transit stop or hub;
- I. On-site amenities to achieve Trip Reduction such as cafeteria, ATM, or childcare;
- J. Shared parking among multiple uses for mixed-use sites;
- K. Shuttle service or participation in an area-wide shuttle service. Shuttle service shall be open to the public;
- L. Local hiring and/or housing subsidies;
- M. Information about alternative transportation for new employees or new tenants;
- N. Website TDM information page on residential website portals or an internal website for employees;
- O. Participation in annual or regional events promoting TDM programs or services;
- P. Signage for TDM features such as a bus stop or shuttle signs;
- Q. Telecommuting;
- R. Flexible working hours;
- S. Payment in lieu of parking to encourage employees to not drive to work; or
- T. Unbundled parking for residential buildings.



**Section 48.7. - MODE SHARE TARGETS:**

All sites that are subject to this Chapter and are required to have a Site TDM Plan or an Area TDM Plan, shall have a drive-alone mode share target as follows:

- A. Residential Sites with twenty-five (25) or more units within the Downtown Area shall adopt 33% target mode share.
- B. Residential Sites with twenty-five (25) or more units outside the Downtown Area shall adopt 44% target mode share.
- C. Commercial Sites within the Downtown Area with fifty (50) employees or more shall adopt 33% target mode share.
- D. Commercial Sites outside the Downtown Area with fifty (50) employees or more shall adopt 52% target mode share.
- E. Residential sites with five (5) to twenty-four (24) units are not required to have a target mode share.
- F. Commercial Sites with forty-nine (49) employees or less are not required to have a target mode share.
- G. For mixed-use sites, each land use will have a separate mode share target based on Section 48.7, Subsections A. through F.

**Section 48.8. - MONITORING AND COMPLIANCE REQUIREMENTS:**

Any site that is subject to this Chapter and has a Site TDM Plan shall monitor the performance of its Site TDM Plan and submit an Annual Report to the City.

- A. An Annual Report is due to the Director on or before January 31, reporting on the previous year. The first annual report shall be submitted after the site has been 50% occupied for a full calendar year. For example, if a site is 50% occupied on September 2022, the first annual report is due on January 31, 2024.
- B. The Annual Report shall include:
  - 1. Site location and description of use.
  - 2. Number of employees or tenants.
  - 3. Survey method and results.
  - 4. Number of responses received.
  - 5. Commute mode share of employees or tenants.
  - 6. Identification of On-Site Coordinator.
  - 7. Number of parking spaces available for each use.
  - 8. Number of shared parking spaces.
  - 9. Number of utilized parking spaces during peak use.
  - 10. Identification of transit line(s) within  $\frac{1}{2}$  and  $\frac{1}{4}$  mile of the site, including shuttle routes.
  - 11. Frequency of transit line(s), including shuttle routes.
  - 12. Presence of bikeshare station(s) within  $\frac{1}{2}$  and  $\frac{1}{4}$  mile of the site.
  - 13. If any other Trip Reduction measure is available, for example: Parking Cash Out program, transit pass subsidy, bicycle locker or bike room, shower, Rideshare, Telecommuting, on-site ATM, café, or childcare.
  - 14. Marketing strategies used to promote mode shift.

- C. City will provide a Template Survey to the applicant, property owner, property manager or employer to use in creating the Survey, the results of which are reported in the Annual Report.
- D. The applicant, property owner, property manager or employer shall collect Survey responses from at least 51% of employees or tenants. A response rate lower than 51% will be considered non-compliant and may trigger penalties.
- E. Within forty-five (45) calendar days of submittal, the Director shall provide the applicant, property owner, property manager or employer with a written response stating whether or not the Annual Report is complete and compliant with the Site TDM Plan.
- F. An Annual Report will be deemed incomplete, and the property owner or developer shall address the incompleteness item within forty-five (45) calendar days, where:
  - 1. Any of the items listed under Section 48.8.B are not included in the Annual Report.
  - 2. Survey responses are not collected from at least 51% of employees or tenants.
  - 3. Failure to report progress made towards a mode share target, if applicable.
- G. Sites that are required to adopt a mode share target (section 48.7) shall report whether or not the mode share target is being met and if and how they are making a good faith effort toward compliance.
- H. In the first and second year, if the Site TDM Plan fails to meet mode share targets as described in Section 48.7, the applicant, property owner, property manager or employer may, in coordination with the City, update and adjust the Site TDM Plan within 60 days of notification from the City that the site's TDM Plan mode share target had not been met, to offer additional incentives to tenant or employees.
- I. In the third year, if the Site TDM Plan fails to meet Trip Reduction targets, property owner or developer in coordination with the City shall update and adjust the Site TDM Plan within 60 days to offer additional incentives to tenant or employees.
- J. If performance of the Site TDM Plan falls below the mode share target for more than three consecutive years, future expansion of the site or additional Discretionary Permits shall not be permitted until the Site TDM Plan makes progress for at least two consecutive years towards the mode share target. Progress shall be defined as a demonstrated quantifiable reduction in the drive alone rate for the site compared to the previous year.
- K. Combined Annual Reports are allowed for sites that are in close proximity and have the same property manager.

#### **Section 48.9. - FAILURE TO SUBMIT TDM PLAN OR ANNUAL REPORT:**

Failure to submit a Site TDM Plan, Annual Report, or plan update when due, or failure to implement an approved Site TDM Plan as determined by the City is a violation of this Chapter.

- A. If the applicant, property owner, property manager or employer fails to submit and get City approval of a Site TDM Plan, the City may withhold the issuance of building

permit, Certificate of Occupancy, or business license until the Site TDM plan is submitted and approved by the Director.

- B. If the property owner or developer fails to submit the Annual Report, the City shall send a non-compliance notice to the property owner or developer and will give forty-five (45) days to submit their Annual Report.
- C. Upon receipt of notice of non-compliance and until the report is received by the City, the owner shall be deemed in violation of this Chapter.

#### **Section 48.10. – ENFORCEMENT:**

A violation of this Chapter is subject to enforcement under Section 1.7 (General Penalty; Continuing Violations) and Article II (Administrative Code Enforcement) of Chapter 1.

**SECTION 2.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this ordinance shall nonetheless remain in full force and effect. The Council of the City of Redwood City hereby declares that it would have adopted each section, subsection, sentence, clause, phrase, or portion of this ordinance, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions of this Ordinance be declared invalid or unenforceable.

**SECTION 3.** Adoption of this Ordinance is exempt from environmental review as the adoption of this Ordinance does not qualify as a “project” pursuant to the California Environmental Quality Act (“CEQA”), CEQA Guidelines Section 15061(b)(3), as there is no possibility that such action would cause either a direct, or reasonably foreseeable indirect, physical change in the environment.

**SECTION 4.** The City Clerk shall certify to the adoption of this Ordinance.

**SECTION 5.** The City Clerk shall publish this ordinance in accordance with the provisions of the City Charter.

**SECTION 6.** This Ordinance shall go into effect thirty (30) days after the date of its passage and adoption.

\* \* \*



## STAFF REPORT

To the Honorable Mayor and City Council  
From the City Manager

**DATE:** December 20, 2021

### SUBJECT

Amendments to the Executive Management Summary of Benefits and related amendments to the City of Redwood City's Classification and Wage and Salary Plan, and amendments to the City's Classification and Wage and Salary Plan to comply with the 2022 minimum wage

### RECOMMENDATION

Adopt a resolution 1) amending the City's Classification and Wage and Salary Plan to update salary ranges for classifications within Executive Management and to update the salary ranges for certain classifications to meet local minimum wage requirements, and 2) amending the Executive Management Summary of Benefits.

### STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

### BACKGROUND

The City strives to maintain a compensation structure that provides salaries and benefits that are competitive within the labor market to attract and retain highly qualified employees. Also, in accordance with the City's Municipal Code and Personnel Rules, the City maintains a classification and wage and salary plan encompassing all positions of employment with the City. Periodically, salary ranges for the various classifications are updated in accordance with approved Memorandums of Understanding or salary resolutions, and employment agreements with unrepresented employees. When considering changes to compensation, the City takes into account factors such as the cost of living, recruitment and retention goals, and compensation survey data from comparable Bay Area cities, as well as the current financial condition of the City, and any anticipated fiscal challenges.

## ANALYSIS

### **Executive Management Summary of Benefits:**

Amendments to the Executive Summary of Benefits include:

- Recommending a 2% COLA increase for classifications and employees within the Executive Management Group effective the first full pay period on or after July 1, 2021, and make respective changes to the Classification and Wage and Salary Plan. Changes to the Executive Management Summary of Benefits typically occur after negotiations have concluded with the other City represented groups, but the City is still in negotiations with five of the six employee groups.
- Adding the classification of Assistant Community Development and Transportation Director to the list of classifications that receive executive management benefits. The City Council approved the Assistant Community Development and Transportation Director classification and salary range at the September 14, 2020 City Council meeting.
- Change “he/she” gender specific pronouns to “they” to be more inclusive. Under Sick Leave Cash Out: Update language to reflect current practice regarding submittal of request.
- Under Bereavement Leave: Change the description of immediate family members from gender specific nouns to gender neutral nouns ( “brother” to “sibling”, “father” to “parent”, etc.)
- Adding Juneteenth holiday (Observed June 19)

The City is using the services of a classification and compensation firm to conduct a market equity and internal compaction study and we anticipate receiving the results in spring 2022. Upon review of the study’s results, the labor market comparison, and the City’s financial condition, staff may recommend new salary ranges within the Executive Management Group in late spring, 2022.

### **2022 Minimum Wage:**

The recommended changes to the City’s classification and salary plan for classifications affected by the 2022 minimum wage increase support compliance with the City’s Minimum Wage Ordinance in the Redwood City Code.

On April 9, 2018, the City Council adopted an ordinance to add Chapter 46, “Minimum Wage Ordinance”, to the Redwood City Code, adopting an increase of the minimum wage for employees working within the City of Redwood City to no less than fifteen dollars (\$15.00) per hour by 2020. On December 10, 2018, the City Council approved an amendment to the City’s salary plan to comply with the subject ordinance’s first increase to the minimum wage in Redwood City, which increased the local minimum wage to thirteen dollars and fifty cents (\$13.50) per hour. On December 16, 2019, the City Council approved an amendment to comply with the subject ordinance’s second increase to the minimum wage in Redwood City, which increased the local minimum wage to fifteen dollars and thirty eight cents (\$15.38) per hour (\$15.00 plus the prior year’s increase, if any, in the consumer price index (CPI) ending August). CPI for the year ending August 2019 was 2.5 percent (2.5%). On December 21, 2020, the City Council approved an amendment to comply with the subject ordinance’s third increase to the minimum wage in Redwood City, which increased the local minimum wage to fifteen dollars and sixty-two cents (\$15.62) per hour (\$15.38 plus the prior year’s increase, if any, in the consumer price index (CPI) ending August). CPI for the year ending August 2020 was 1.59 percent (1.59%). The subject ordinance’s next increase will be effective January 1, 2022, and will increase the minimum wage in Redwood City to Sixteen dollars and twenty cents (\$16.20)

per hour (\$15.62 plus the prior year's increase, if any, in the CPI ending August 2021, which was 3.7 percent (3.7%). Staff recommends adjustments to the salary ranges for certain classifications to ensure compliance with increased local minimum wage.

#### **FISCAL IMPACT**

Proposed COLA for Executive Management employees will result in an estimated increase to total annual costs of approximately \$195,000. The amount includes salary, salary-driven benefits (such as pension contributions), and required payroll taxes, and funds are already included in the Fiscal Year 2021-22 Adopted Budget. Increasing the minimum wage to \$16.20 per hour as required by the ordinance increases current annual costs by approximately \$8,500 including adjustments to wages for certain classifications and affected employees, and funds are included in the Fiscal Year 2021-22 Adopted Budget.

#### **ENVIRONMENTAL REVIEW**

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

#### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

#### **ALTERNATIVES**

1. Council may direct staff to conduct further evaluations and recommend alternative salary changes.
2. Council may take no action and advise staff to continue using existing salary ranges.

#### **ATTACHMENTS**

Attachment A – Resolution Amending Executive Management Summary of Benefits effective 7-1-21, and amending Classification and Wage and Salary Plan to update salary ranges for Executive Management 2021 COLA, and for certain classifications to meet local minimum wage ordinance.

Attachment B – Exhibit A to Attachment A – Executive Management Summary of Benefits 7-1-21

Attachment C – Exhibit B to Attachment A – Redwood City Full Classification and Salary Plan

**REPORT PREPARED BY:**

Laurel Blaemire, Annuitant - Sr. Human Resources Analyst  
lblaemire@redwoodcity.org  
(650) 780-7283

**APPROVED BY:**

Michelle Katsuyoshi, Human Resources Director  
Melissa Stevenson Diaz, City Manager

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY 1) AMENDING THE CITY'S CLASSIFICATION AND WAGE AND SALARY PLAN TO UPDATE SALARY RANGES FOR CLASSIFICATIONS IN EXECUTIVE MANAGEMENT AND TO UPDATE THE SALARY RANGES FOR CERTAIN CLASSIFICATIONS TO MEET LOCAL MINIMUM WAGE REQUIREMENTS, AND 2) AMENDING THE EXECUTIVE MANAGEMENT SUMMARY OF BENEFITS**

**WHEREAS**, pursuant to its authority, the Redwood City Council periodically determines whether to make adjustments to the salary and benefits plan for appointed and Executive Management classifications; and

**WHEREAS**, Redwood City Council approved a cost-of-living adjustment in the amount of 2% for Executive Management, effective the first full pay period on or after July 1, 2021; and

**WHEREAS**, staff recommend that the Executive Management Summary of Benefits be updated to accurately reflect the list of classifications, show a 2% COLA increase for classifications within Executive Management effective first full pay period on or after July 1, 2021, amend language to reflect current practice on how sick leave cash out requests are submitted, add the Juneteenth Holiday, and to update terminology; and

**WHEREAS**, the City Council adopted an Ordinance to increase minimum wage for employees that work within the City of Redwood City to \$16.20 per hour, effective January 1, 2022, and the wage ranges for certain hourly and temporary positions must be adjusted accordingly.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:**



1. The recitals set forth above are true and correct and are hereby incorporated by this reference as if fully set forth in their entirety.

2. The Executive Management Summary of Benefits shall be amended as set forth in Exhibit A to accurately reflect list of classifications, show a 2% COLA for classifications within Executive Management effective first full pay period on or after July 1, 2021, amend language to reflect current practice on how sick leave cash out requests are submitted, add Juneteenth Holiday, and to update terminology.

3. The City's Classification and Salary Plan is hereby amended as listed in the full salary plan attached as Exhibit B.

4. This resolution shall be effective upon the date of its adoption.

\* \* \*

EXHIBIT A  
PROPOSED EXECUTIVE MANAGEMENT SUMMARY OF BENEFITS 7-1-21

**CITY OF REDWOOD CITY**



**EXECUTIVE MANAGEMENT  
SUMMARY OF BENEFITS**

**Revised  
July 1, 2021**

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The purpose of the Executive Management Summary of Benefits is to establish and maintain benefits that will attract and retain the best available talent for the City of Redwood City. Additionally, the Summary of Benefits is established to ensure Executive Management benefits stay in balance with other city employees.

**I. EXECUTIVE MANAGEMENT BENEFITS APPLY TO THE FOLLOWING CLASSIFICATIONS:**

|                                                             |                                                   |
|-------------------------------------------------------------|---------------------------------------------------|
| Assistant City Attorney                                     | Deputy City Manager                               |
| Assistant City Manager                                      | Deputy Police Chief                               |
| Assistant Community Development and Transportation Director | Economic Development Manager                      |
| Assistant Parks, Recreation and Community Services Director | Finance Director                                  |
| Assistant Public Works Director                             | Financial Services Manager                        |
| City Clerk                                                  | Fire Chief                                        |
| Community Development and Transportation Director           | Human Resources Director                          |
| Community Development Services Manager – Building           | Information Technology Manager                    |
| Community Development Services Manager – Engineering        | Library Director                                  |
| Community Development Services Manager - Planning           | Parks, Recreation and Community Services Director |
| Communications Manager                                      | Police Captain                                    |
| Deputy City Attorney                                        | Police Chief                                      |
|                                                             | Public Works Services Director                    |
|                                                             | Senior Assistant City Attorney                    |

Individuals in the above classifications are at-will employees.

The following Council appointed positions will receive at a minimum all benefits of the Executive Management Group and at Council discretion any additional benefits:

City Attorney  
City Manager

## **II. COMPENSATION**

### **MARKET EQUITY and SALARY SETTING**

The comparable labor market will include those cities that provide full-service, are in the Bay Area job pool, recognized as excellent organizations, and have comparable service outputs. These cities include Alameda, Berkeley, Hayward, Mt. View, Palo Alto, San Leandro, San Mateo, South San Francisco, and Sunnyvale. The market study shall be based on total compensation, including such factors as salary, benefits, and other employer payments typically considered when determining total compensation.

Upon Council direction the City Manager shall request external labor market comparisons for all classifications in the Executive Management Group. Upon review of the labor market comparison and the City's financial condition the City Council may approve implementation of new salary ranges for the Executive Management Group.

Individual Executive Management salaries for Department Heads are reviewed by the City Manager on an annual basis and are set anywhere within the established range based on performance. Individual Executive Management salaries for Division Managers are reviewed by the Department Head and recommended to the City Manager on an annual basis and are set anywhere within the established range based on performance.

### **INTERNAL ALIGNMENT**

All Executive Management classifications shall maintain a minimum differential of 10% above subordinate classifications. The comparative analysis shall include the top of the range of the executive classification and the top of the range (or top step) of the subordinate classification. Premium pay received by the subordinate classification will be included in the comparison if such pay is received on a regular and continuous basis, and the supervising classification is not similarly eligible for such pay. Adjustments in salary ranges to maintain the differential will be effective the same date the subordinate class received the adjustment.

The classifications of Police Captain, Deputy Police Chief, and Police Chief shall be exempt from the internal alignment standard through June 30, 2021. Salary adjustments for these classifications shall be granted annually, with the intent of achieving the ten percent (10%) internal alignment standard over time.

Adjustments to salary ranges due to compaction may be approved by the City Manager for immediate effect, and such changes shall be submitted for Council approval as soon as practical.

## **EXCEPTIONAL PERFORMANCE BONUS**

The City Council shall continue to provide a bonus program for the Executive Management Group that will offer incentives and commensurate rewards for exceptional service or contributions. Any bonus granted under this program is at the discretion of the City Manager and is awarded when previously established stretch goals have been met or when the City Manager deems it appropriate. Employees in the Executive Management Group are eligible to receive up to a 5% of their base salary one time each fiscal year. It is not expected that all positions will receive bonuses each year since this program is intended to recognize only exceptional performance. This program is not a method of recognizing expected or above average performance. Again, the bonus program is only for exceptional service to the city or community. Any bonus awarded under this program is not considered part of base salary nor is there any intention that any bonus serve as the basis for any future compensation.

Annually as part of the budget process, the City Manager recommends to Council an amount to be appropriated for this program for the ensuing fiscal year. This amount may be based upon experience and may be expanded or reduced in accordance with the City's financial prospects and the City Manager's/City Council's satisfaction with the program.

## **CITY PAID DEFERRED COMPENSATION CONTRIBUTION**

Effective October 1, 2001, the City shall contribute 2% of compensation to a deferred compensation program for all Executive Management classifications.

## **RETIREMENT ENHANCEMENT PLAN (401-A)**

All Executive Management employees shall be eligible to participate in the plan if they are employed as the City Manager, City Attorney, City Clerk, or are a Department Head, Deputy or Assistant Department Head, or Division Manager of the City of Redwood City.

The City paid contribution of 2% of compensation will go into a 401-A plan for the applicable classifications, as defined in plan document. Employee contributions shall be mandatory and determined by the City in accordance with the plan document and I.R.S. guidelines. Employee contributions effective January 1, 2017, or upon Council approval of the amended plan, whichever occurs later, shall be as listed in Appendix A.

For the purposes of this section compensation shall be defined as all regular pay and any applicable retroactive payments relating to said regular pay.

For the purposes of this section regular pay shall be defined as the amount appearing in the regular pay line on the participant's pay stub.

All Executive Management personnel will participate in the City's payroll direct deposit program. Employees shall be paid biweekly in accordance with City-wide payroll procedures.

### III. LEAVE

- a. **Vacation** – Vacation accruals will be set by the City Manager based on years of service with City and total public sector years or years in the industry.

Executive Management will accrue vacation based on years of service based on the following schedule:

- Date of Hire through the fourth year of service – 3.077 hours per pay period, yields 80 hours of vacation per year).
- Fifth through the ninth year of service – 4.615 hours per pay period, yields 120 hours of vacation per year.
- Tenth through the sixteen year of service – 6.154 hours per pay period, yields 160 hours of vacation per year.
- Seventeenth through the nineteenth year of service – 6.923 hour per pay period, yields 180 hours of vacation per year.
- Twentieth and subsequent years of service – 7.692 hour per pay period, yields 200 hours of vacation per year.

Vacation leave shall not be accumulated in excess of two (2) years' worth of vacation accrual computed to the 31<sup>st</sup> of December, except upon written authorization of the City Manager. In certain unique circumstances, the City Manager may authorize a payout of excess vacation leave over the maximum accrual cap.

- **Illness During Vacation** - An employee who commences a scheduled vacation period and subsequently becomes ill before their vacation period has been completed shall be placed on sick leave.

When the employee's vacation leave is converted to sick leave, the appropriate vacation credit shall be restored to the employee's earned vacation balance, and a reasonable opportunity to utilize this vacation credit shall be provided within the City's existing practices in order to avoid loss of vacation credit.

- b. **In-Lieu Hours** - In-Lieu Hours are established to recognize the inherent and distinctive terms and conditions of employment of Executive Management

classifications. These positions are distinguished from all other merit system positions in that they serve solely at the pleasure of the City Manager or appointing authority in an exempt at will capacity, they may be removed without cause, and they are expected to work on call numerous hours beyond the regular work week without any additional form of compensation.

In partial recognition of the extra work hours expected of these positions, in-lieu hours are established. Executive Management employees are eligible to receive one hundred sixty (160) hours per calendar year of in-lieu hours. This leave may be taken as time off, or paid in cash for any portion of this leave remaining as of the payroll period which includes December 31 of the calendar year or may go into the employee's 401(a) account (where permitted by the plan document). Newly appointed Executive Management employees who have served less than one full calendar year may receive a prorated portion of this leave at the discretion of the City Manager.

**c. Holidays** - The following are recognized holidays:

New Year's Day  
Martin Luther King, Jr. Day (observed on the third Monday in January)  
President's Day (observed on the third Monday in February)  
Memorial Day (observed on the last Monday in May)  
Juneteenth (observed June 19)  
Independence Day  
Labor Day (observed on the first Monday in September)  
Veterans Day (observed November 11)  
Thanksgiving Day  
The Day After Thanksgiving  
Christmas Eve  
Christmas Day  
New Year's Eve  
Two Administrative Holidays

- **Administrative Holiday** - At the option of the employee, an employee may receive pay at the employee's straight-time rate of pay in lieu of one or both of the administrative holidays at eight (8) hours per administrative holiday. In the event that one or both of the administrative holidays are not used by the last pay period paid in the year (based on the preceding twenty-six (26) pay periods), payment will be made no later than the first pay period in February.
- **Holiday During Vacation** - In the event any of the holidays above occur while an employee is on vacation or sick leave, the holiday shall not be charged as vacation or sick leave.



- d. **Sick Leave** - Sick leave with pay shall be granted to all regular employees except as hereinafter provided, at the rate of one (1) working day for each full calendar month of service (3.693 hours per pay period), credited on a biweekly basis.

Sick leave shall be defined as the non-job related absence from work due to illness, bodily injury, exposure to contagious disease, and caring of family members or domestic partner whose illness required the employee's care. Sick leave may also be utilized for specified circumstances as provided for by City Policy and State and Federal law, including use of up to one-half of sick leave accrued in any calendar year to obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:

- A temporary restraining order or restraining order.
- Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
- To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
- To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
- To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
- To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

Unused sick leave may be accumulated to maximum sick leave credits of 1200 hours.

In the event an employee has accumulated the maximum sick leave credits of 1200 hours and the employee becomes so severely ill that he exhausts his/her sick leave, the City Manager may authorize additional sick leave to include any sick leave in excess of the 1200 hours maximum which may have been lost due to the maximum limitation; provided, however, that sick leave credits were not accumulated for a period of six (6) months or longer.

An employee may elect to receive compensation in lieu of sick leave credits for any calendar year (based on the first twenty-six (26) pay periods in the calendar year) by requesting payment of unused sick leave in writing to Finance no later than December 1 prior to the calendar year in which leave is earned. Payment shall be made at fifty percent (50%) of the unused sick leave hours accrued for that calendar year at the salary for the year the payment is being made and shall be made after December 31. There shall be no payment in lieu of accumulated sick leave benefits for years prior to such calendar year.

Accumulated sick leave credits shall be reduced by the value of the sick leave compensated as provided in the above paragraph and the remaining balance shall be accumulated to a maximum of 1200 hours.

If an employee terminates their employment, for reasons other than death, retirement or discharge, compensation in lieu of unused sick leave shall be paid in accordance with the terms provided for an employee who may elect to receive compensation in lieu of sick leave credits, prorated to the date of termination of service.

Employees who retire from City employment with benefits from PERS or who die while in the employ of the City shall be eligible to receive fifty percent (50%) of accrued unused sick leave. In the event of the death of an employee, such payments shall be made to the designated beneficiary filed with the Human Resources Division, or, in the event no designated beneficiary has been chosen, the beneficiary listed in the employee's insurance policy will receive the payment of such unused sick leave as provided under the provisions for an employee who elects to receive compensation in lieu of sick leave credits.

Employees discharged shall not be eligible for payment of unused sick leave.

- **PERS Sick Leave Credit** - In the event the PERS sick leave credit contract option is provided to any employee organization in the miscellaneous group of employees, all Executive Management employees shall be granted this benefit.
- e. **Absences Less Than One (1) Day** - Executive Management shall charge the appropriate leave balances (vacation, sick, administrative) only for absences of one (1) or more working days.
- f. **Industrial Disability Leave**

Non-Safety employees hired on or after April 1, 1983, shall be entitled to industrial disability leave without loss of compensation for the period of such disability to a maximum of sixty (60) days or until retirement, whichever occurs first. In accordance with Labor Code 4850, public safety employees shall be entitled to industrial disability leave without loss of compensation for the period of such disability to a maximum of one (1) year, or until retirement, whichever occurs first. During the period the employee is paid by the City, the employee shall assign or endorse to the City any salary replacement benefit payments received as a result of workers' compensation insurance coverage. The City reserves the right to withhold payment of any disability benefits until such time as it is determined whether or not the illness or injury is covered by workers' compensation.

- g. Bereavement Leave** – In the event of a death in the immediate family member of an employee in the Executive Management Group that employee, upon request, shall be granted such time off with pay as is necessary to make arrangements for and/or attend the funeral not to exceed three (3) regularly scheduled working days or four (4) days in the event the funeral is 300 or more miles from the City. For bereavement leave, immediate family shall be restricted to parent, sibling, spouse, domestic partner, child, half-sibling, stepsibling, parent-in-law, grandparent, grandchild, and stepparent, stepchild in those cases where direct child rearing-parental relationship may be demonstrated to have existed.
- h. Military Leave** - The provisions of the Military and Veterans Code of the State of California shall govern the granting of military leaves of absence and the rights of employees returning from such leaves.
- i. Parental Leave of Absence Without Pay** - Qualifying employees shall be granted upon request a leave of absence without pay for the purpose of parent-child bonding following the birth of a child or the placement of a child in the employee's family for adoption or foster care for a period of up to one (1) year.

The employee on leave shall be returned to their original position or if that position is not in existence, to an equivalent position within their classification.

A parental leave is granted without pay for the duration of leave. Where an employee has accrued paid vacation, NAVL, compensatory time, or sick leave, that paid leave may be substituted for all or part of any unpaid parental leave. The City may also require use of paid accrued leave during parental leave in accordance with City policy and Family Medical Leave Act (FMLA), California Family Rights Act (CFRA), and Pregnancy Disability Leave (PDL) regulations.

The employee may elect to continue medical and dental insurance coverage for up to one (1) year during this leave. Medical and dental insurance coverage during any portion of parental leave that does not run concurrently with FMLA, CFRA or PDL shall be at the employee's own expense.

Parental Leave shall run concurrently with leave provisions provided under the Family and Medical Leave Act (FMLA) and the California Family Rights Act (CFRA), in accordance with State and Federal Law and City policy.

In any case in which two employees of the City are entitled to parental leave for the same child, the aggregate number of workweeks of parental leave to which both may be entitled shall be limited to fifty-two (52) workweeks during any twelve (12) month period.

- j. **Leave for Pregnancy Disability** – In accordance with the California Fair Employment and Housing Act and City policy, employees are entitled to pregnancy disability leave.
- k. **Family and Medical Leave**  
In accordance with the California Family Rights Act of 1991 and the Family and Medical Leave Act of 1993, and City policy, qualifying regular part-time and full-time employees are entitled to leave.
- l. **Court Appearance Leave** - Leave for court appearance shall be granted by the City for court appearance on behalf of the City with no loss of salary.
- m. **Jury Duty** - Any employee whose name shall be selected from the list of trial jurors to serve as a juror in a civil or criminal action pending in a Superior, Municipal, or Justice Court of the State of California, or any Federal court convening in the State of California, or any employee required to report for the selection of a jury in any of these courts shall receive pay for the time such service requires his absence from work; provided, however, that the City may require proof of the time such service was required and any moneys received from jury service shall be turned into the City; provided, further, that the employee shall report to work whenever a reasonable portion of the workday or shift remains for completion. Any employee required to serve as a juror shall not have their regular starting or quitting time changed as a result of being called for jury service.
- n. **Leave of Absence** - Upon written request of an employee, the City Manager may grant a leave of absence without pay for a period not to exceed one (1) year. Any authorization for a leave of absence without pay shall be made in writing by the City Manager.

During an approved leave of absence, the employee shall not engage in gainful employment unless authorized to do so by written permission of the City. The City may cancel the leave of absence or terminate any employee who violates the terms and conditions of the written permission for the leave.

Unless required by law, employees shall not receive City contributions to benefits or accrue vacation, sick leave or other paid leave, during leave of absence without pay. Employees on unpaid leave of absence may continue group health insurance coverage provided the employee pays the entire cost of coverage for the option selected. Late payment may result in cancellation of health plan coverage with no-reinstatement allowed.

#### **IV. HEALTH BENEFITS**

**Medical Insurance/Cafeteria Plan** - The City agrees to contract with the California Public Employee's Retirement System (CalPERS) for participation under the Public Employees Medical and Hospital Care Act (Government Code Section 22750, et, seq.), for the purpose of providing medical insurance benefits for employees

The City's maximum contribution for each eligible, active employee for a Health Benefit Plan (as referenced in Government Code Section 22892) shall not exceed the CalPERS minimum contribution, adjusted annually by the CalPERS Board to reflect any change to the medical care component of the Consumer Price Index.

All costs incurred by the City to maintain the Group Health Benefits Plan in compliance with Government Code Section 22751, et. Seq., and all costs incurred by the City to maintain the Cafeteria Plan in compliance with IRS Code Section 125, shall be paid from the aforementioned monthly dollar caps. Such costs include, but are not limited to, premiums, surcharges, and/or administrative fees. In the event there are any costs not charged to the City due to delays by CalPERS and/or other administrative agencies in calculating, or reporting these costs, said costs shall be carried over and charged as administrative costs to the following plan year and deducted from the aforementioned monthly dollar caps accordingly.

The health plans offered shall be those of the California Public Employee's Retirement System (PERS) or any other reasonably comparable health plan options.

The City shall establish in accordance with Section 125 of the IRS Code a Cafeteria Plan establishing the following individual accounts for each active employee:

- A. Group Health Plan Medical Premiums
- B. Flexible Spending Account for Dependent Care
- C. Flexible Spending Account for Medical Expenses

Effective January 1, 2012, the City's monthly contribution for each eligible full-time employee for the aforementioned Cafeteria Plan shall be equal to ninety percent (90%) of the premium of the health plan and level of coverage selected by the employee, up to ninety percent (90%) of the CalPERS Bay Area Kaiser Family Premium per employee, minus applicable administration fees.

**Health Savings/Cash Option** – Effective January 1, 2012, if an employee elects no City-offered health insurance coverage and provides attestation of alternate "minimum essential coverage" for the employee and all individuals in their tax family, \$200 per month may be taken as cash. The employee may also elect to have such funds deposited in a Flexible Spending Account (FSA) or Dependent Care Reimbursement Account.

**Retiree Health** – For Executive Management employees hired before January 1, 2013 who have five (5) years of service, or hired on or after January 1, 2013 who have ten (10) years of service, and retire under the City's retirement plan within one hundred twenty (120) days of separation from City employment, the retirement stipend paid by the City shall be as follows:

Retiree Health Tier 1: For retirees hired by the City before September 1, 2018, the City's stipend shall be the amount of the premium for single party coverage in the plan selected by the retiree, not to exceed the amount of the CalPERS Bay Area Kaiser Premium for family coverage. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in premium amount.

For Retiree Health Tier 1 retirees hired by the City before September 1, 2018, who reside in other higher priced regions, the City's stipend shall be the amount of the premium for single party coverage in the plan selected by the retiree, not to exceed the amount of the CalPERS Bay Area Kaiser Premium for family coverage based on the Bay Area Regional pricing schedule. The retiree will be required to pay the additional premium amount that is in excess of the Bay Area rates. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

Retiree Health Tier 2: For retirees hired by the City on or after September 1, 2018, the City's stipend shall not exceed ninety percent (90%) of the CalPERS Bay Area Kaiser Premium for single party coverage. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

For Retiree Health Tier 2 retirees hired by the City on or after September 1, 2018, who reside in other higher priced regions, the City's stipend shall not exceed ninety percent (90%) of the CalPERS Bay Area Kaiser Premium for single party coverage. The retiree will be required to pay the additional premium amount that is in excess of the Bay Area rates. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

For Retiree Health Tier 2 employees who separate employment via a service retirement during the term of this MOU, this benefit shall continue until the retiree becomes eligible for Medicare. Once the retiree becomes eligible for Medicare, the City's stipend shall not exceed the single party cost of the "Kaiser Permanente SR Advantage Plan." Should that plan be abolished, the City's stipend will not exceed the single party cost of the next most comparable plan. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in premium amount.

**Dental Insurance** - The City shall continue to provide to eligible employees and dependents, including domestic partners, dental insurance. Coverage to be as follows:

\$2,100 annual cap for basic coverage and \$2,500 lifetime cap for orthodonture effective October 1, 2001. The City will pay ninety percent (90%) of the dental insurance premium for eligible employees and dependents.

**Vision Care** - The City shall continue to contract with Vision Service Plan (VSP) or a comparable vision care provider to provide vision care benefits for employees and their dependents including domestic partners. The Vision Service Plan B provides for an exam every twelve (12) months, lenses every twelve (12) months if needed, and frames every twenty-four (24) months if needed. There will be no deductible for employees, but a twenty dollar (\$20.00) per person deductible will apply to dependents each time benefits are available and will be paid by the employee. The City will pay ninety percent (90%) of the vision insurance premium for eligible employees and dependents.

**Savings Clause** – If, pursuant to any federal or state law which may become effective subsequent to the effective date of this policy, the City is required to pay contributions or taxes for hospital-medical-surgical, dental care, prescription drug or other health benefits to be provided its employees under such federal or state act, the City's obligation to furnish the same benefits under the hospital-medical programs shall be suspended and the contributions agreed to be paid monthly hereunder by the City shall be reduced each month by the amounts which the city is required to expend during such month in the form of contributions or taxed to support said federal or state health plan.

If, as a result of such law, the level of benefits provided by such law for any group of employees, or their dependents, is lower in certain categories of services than that provided under the existing major plan, the City shall, to the extent practical, provide a plan of benefits supplementary to the federal or state benefits so as to make benefits in each category of coverage as nearly comparable as possible to the benefits provided under the existing major plan. The City need only expend for this purpose the actual amount required to achieve parity between the benefits provided under any federal or state plan as supplemented in the manner hereinabove described. In no event shall the City be required to expend for such purposes an amount which when added to the contributions or taxes required of the City under the federal or state act, shall exceed the amounts paid at the time such legislation becomes effective.

If the benefits provided under the federal or state act exceed the benefits provided hereunder in each category of coverage, the City shall be under no further obligation to make any contribution.

**Life Insurance** – The City shall provide "basic" life insurance coverage of three thousand dollars (\$3,000) to all members of the Executive Management Group. The City shall offer to eligible employee's additional life insurance equal to one and one-half (1-1/2) times the employee's annual salary at a 60/40 premium contribution split between the City and the employee respectively.

**Long Term Disability** - The City will contract to provide Long Term Disability Insurance for Executive Management employees. The City will pay the full cost of the basic rate (basic rate provides for up to a three thousand dollars (\$3,000) maximum monthly payout). A buy-up option will be included to offer the employee the opportunity to increase their coverage, at their own expense, up to an additional three thousand dollars (\$3,000) monthly payout. The total maximum monthly payout available will be six thousand dollars (\$6,000).

**Social Security** - In the event the City and its employees are required to participate in the Federal Social Security Program, the contribution designated by law to be the responsibility of the employee shall be paid in full by the employee and the City shall not be obligated to pay or "pick up" any portion thereof.

**COBRA** - The City may cause employees not entitled to the benefits set forth in this Article who are allowed to remain on a City health insurance plan following separation from employment pursuant to the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) to be charged for such coverage at the maximum rate permissible by law (presently 102% of the premium for an active employee).

## **V. RETIREMENT**

### **Public Employees' Retirement System (PERS) -**

**Tier 1:** For employees hired before October 24, 2011, the City shall provide the Local Miscellaneous Members Section 21354.5 two and seven-tenths percent (2.7%) at age fifty-five (55) retirement formula, and the Public Safety members Section 21362.2 three percent (3%) at age fifty (50) retirement formula. Final compensation is calculated based on the single highest year in accordance with Government Code Section 20042.

**Tier 2:** - Retirement benefits for employees hired on or after October 24, 2011, and do not meet the definition of "new member" as set forth in Government Code Section 7522.02(f), shall be those established by the Public Employees' Retirement System (PERS) for Local Miscellaneous Members two percent (2%) at sixty (60) formula retirement plan in accordance with Government Code Section 21353, and for Safety Members three percent (3%) at Age Fifty-Five (55) formula retirement plan in accordance with Government Code Section 21363.1. Final compensation is calculated based on the average of three years of employment in accordance with Government Code Section 20037.

**Tier 3:** - For employees hired on or after January 1, 2013 and meet the definition of "new member" as set forth in Government Code Section 7522.02(f) the City will provide the CalPERS two percent (2%) at age sixty-two (62) formula retirement plan for Local Miscellaneous Members, and two and seven-tenths percent (2.7%) at age fifty-seven (57) formula retirement plan for Local Safety members in accordance with Government Code



Section 7522.20. Final compensation is calculated based on the average of three years of employment, in accordance with Government Code Section 7522.32.

The City shall pay the rate prescribed by the Public Employees' Retirement System for employer contributions to the Public Employees' Retirement System in accordance with the rules and regulations governing such employer contributions, which consists of one-half of the total normal costs for pension. New members shall be subject to the provisions of the Public Employee Pension Reform Act (PEPRA), including provisions governing reportable compensation.

### **Employee Member Contribution**

Effective October 31, 2016 the employee shall pay the full required employee contribution in accordance with the established plan. The current required contribution rates are as follows:

|         | Miscellaneous Members | Public Safety Members |
|---------|-----------------------|-----------------------|
| Tier 1  | 8%                    | 9%                    |
| Tier 2  | 7%                    | 9%                    |
| Tier 3* | 6.25%                 | 12.75%                |

\*The mandatory contribution for Tier 3 Members is 50% of the normal cost of the benefit, subject to change each fiscal year.

**Employee Contribution to Employer Share of Pension** - The City shall pay the rate prescribed by the Public Employees' Retirement System for employer contributions to the Public Employees' Retirement System in accordance with the rules and regulations governing such employer contributions.

Effective July 10, 2017 in accordance with Section 20516(f) of the Government Code, Miscellaneous Member employees in Tier 1 and Tier 2 retirement formula plans shall pay a total of seven percent (7%) of salary toward the employer cost of retirement. Public Safety Member employees in Tier 1 and Tier 2 retirement formula plans shall continue to pay a total of nine percent (9%) of salary toward the employer cost of retirement. All employees in the Tier 3 retirement formula plans shall continue to pay a total of two percent (2%) of salary toward the employer cost of retirement. The current contribution rates are as follows:

|         | Miscellaneous Members | Public Safety Members |
|---------|-----------------------|-----------------------|
| Tier 1  | 7%                    | 9%                    |
| Tier 2  | 7%                    | 9%                    |
| Tier 3* | 2%                    | 2%                    |

The contributions to the employer share of pension shall not be credited to the employee account at CalPERS and shall not be reimbursed to the contributor by the City at any time for any reason.

**PERS Military Leave Credit Option** – Members who are qualified may apply to PERS for up to four- (4) year's military credit. The individual employee would be responsible for payment of all the costs of this benefit except for the contractual option between the City of Redwood City and the Public Employees Retirement System.

## **VI. REIMBURSEMENTS/ALLOWANCES**

- a. **Educational Expense Reimbursement** - Executive Management employees shall be eligible for reimbursement of costs of tuition, registration fees, books and supplies, and other educational expenses incurred in connection with enrollment in and successful completion of courses of instruction related to the employee's position with the City or a higher position with the City.

An Executive Management employee shall be eligible to receive reimbursement not to exceed one thousand five hundred dollars (\$1,500.00) per fiscal year, provided that the courses of instruction require attendance at an accredited community college or university, are part of a curriculum leading to a degree, are approved in advance of enrollment by the Human Resources Department, and the employee successfully completes such course submitted for reimbursement with a grade of "C" or better. The Educational Expense Reimbursement Program may be used for professional development workshops or seminars, and with approval of both the Department Head and City Manager, for participation in leadership development programs.

- b. **Professional Development Reimbursement** – Reimbursement for authorized personal development and improvements will be granted to Executive Management up to a maximum of seven hundred and fifty dollars (\$750.00) per fiscal year. The following items are examples: Civic, community and professional organizations; professional development costs such as purchase of personal computers and related devices, tuition for job-related seminars, conferences and educational work or other professional development membership costs not included in the departmental budget. With department head and City Manager approval, personal well-being activities such as fitness and gym membership fees can be applied to the \$750.00 per year.

Professional development requires approval by both the Department Head and City Manager.

Taxability of this benefit allowance is governed by the provisions of the Internal Revenue Code and State and local regulations. Upon separation of employment,

the employee retains ownership of any devices purchased with Professional Development funds.

- c. **Auto Allowance** - Executive Management employees who are required to keep available a privately-owned vehicle for use in traveling on City business during their working days as a condition of employment shall receive an amount equal to estimated actual costs, including costs of fuel, maintenance, repairs insurance and depreciation, which amount shall not exceed \$400.00 per month for Department Heads and \$300.00 for all other Executive Management employees.

Executive Management employees may receive additional compensation based on the current prescribed IRS mileage reimbursement rate per mile for work-related travel outside the Bay Area, where the total round-trip exceeds 150 miles from the employee's regular work location. Mileage records shall be maintained for establishing such payment.

For travel where the total round-trip exceeds three hundred (300) miles, additional compensation shall not exceed actual coach air fare when such fare is less than the amount computed at the aforesaid rates. For the purposes of this subsection, the actual cost of fuel, maintenance, repairs, insurance and depreciation, shall be deemed equal to the maximum allowance provided.

Executive Management employees may be eligible to receive a city vehicle in-lieu of auto allowance upon authorization from the City Manager.

- d. **Uniform Allowance** – Effective July 1, 2018, Fire Chief, Police Chief, Deputy Police Chief and Police Captains shall be paid an annual uniform allowance of eight hundred dollars (\$800.00). Uniform allowance will be paid on a pay period basis at twenty eight dollars and forty-six cents (\$30.77) per pay period as part of their regular paychecks. For classic CalPERS members as defined by PEPR, the City will report to CalPERS the monetary value of this uniform allowance on a per pay period basis.
- e. **Cellular Phone Stipend** – Employees required to use a cell phone for City business shall receive a cellular phone stipend of thirty-four dollars and sixty-two cents (\$34.62) per pay period. Employees who are issued a City-owned cellular phone for City business are ineligible for the cellular phone stipend. The City Manager may authorize a cell phone stipend for certain employees in the Confidential Unit.
- f. **Other Expenses** - Upon approval of the City Manager and department head, the City will reimburse employees for expenses incurred in performance of their assigned job duties when such other expenses are other than, or in addition to,

expenses based upon mileage transportation costs, in accordance with the City's travel policy.

- g. Compensation for Vehicular Damage** - The existing City policy on Use of City Owned and Private Vehicles for City Business in effect currently and as subsequently amended, shall be followed.
- h. Licenses and Certificates** - Employees who are required by State or Federal agencies to be licensed or certified shall be reimbursed for the fees for such license or certificate, excluding licenses required by the Department of Motor Vehicles.
- i. Service Credit** - Executive Management employees shall have all years of service with the City of Redwood City credited toward accrual rates and benefit vesting privileges.

## **Appendix A**

### **401(a) Retirement Plan Employee Contributions**

Effective January 1, 2017, or upon Council approval of the amended 401(a) plan document, employee contributions shall be as follows:

Group 1: Executive members appointed prior to January 1, 2015 shall continue with the mandatory employee contribution designated at the time of appointment

Group 2: Executive members appointed on or after January 1, 2015 shall have mandatory employee contributions as follows:

|                                                                                                                                 |                          |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| City Manager and City Attorney                                                                                                  | 5% of Salary             |
| <u>Department Heads:</u> <ul style="list-style-type: none"><li>• Public Safety</li><li>• Miscellaneous Tier 3 (PEPRA)</li></ul> | 5% of Salary             |
| All other Executive Members                                                                                                     | No Employee Contribution |

**EXECUTIVE MANAGEMENT  
SALARY RANGES  
2% COLA Effective July 5, 2021**

|                                                   | Minimum Monthly Salary | Maximum Monthly Salary |
|---------------------------------------------------|------------------------|------------------------|
| Department Heads                                  |                        |                        |
| Assistant City Manager                            | \$16,661               | \$22,493               |
| City Clerk                                        | \$10,958               | \$14,793               |
| Community Development and Transportation Director | \$14,956               | \$20,189               |
| Deputy City Manager                               | \$14,210               | \$19,182               |
| Fire Chief                                        | \$19,106               | \$23,883               |
| Human Resources Director                          | \$14,673               | \$19,809               |
| Library Director                                  | \$14,642               | \$19,768               |
| Police Chief                                      | \$17,981               | \$24,274               |
| PRCS Director                                     | \$15,305               | \$20,662               |
| PWS Director                                      | \$15,305               | \$20,662               |

|                                                                 | Minimum Monthly Salary | Maximum Monthly Salary |
|-----------------------------------------------------------------|------------------------|------------------------|
| Division Heads, Deputy/Assistant Director, and Other Executives |                        |                        |
| Assistant City Attorney                                         | \$13,019               | \$17,577               |
| Assistant Community Development and Transportation Director     | \$12,626               | \$17,045               |
| Assistant PRCS Director                                         | \$12,626               | \$17,045               |
| Assistant Public Works Director                                 | \$12,626               | \$17,045               |
| CD Manager Building                                             | \$11,560               | \$15,605               |
| CD Manager Engineering                                          | \$13,924               | \$18,799               |
| CD Manager Planning                                             | \$12,179               | \$16,441               |
| Communications Manager                                          | \$10,958               | \$14,793               |
| Deputy City Attorney                                            | \$10,093               | \$13,626               |
| Deputy Police Chief                                             | \$17,120               | \$23,111               |
| Economic Development Manager                                    | \$12,656               | \$17,085               |
| Financial Services Manager                                      | \$12,656               | \$17,085               |
| Information Technology Manager                                  | \$12,656               | \$17,085               |
| Police Captain                                                  | \$16,295               | \$22,009               |
| Senior Assistant City Attorney                                  | \$14,322               | \$19,334               |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                                      | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE         | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE         | STEP 6 | COMP |
|-----------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------|------|
| ACCOUNT CLERK I                                           | E730       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,017.00<br>2,315.54<br>28.94    | 5,267.00<br>2,430.92<br>30.39  | 5,531.00<br>2,552.77<br>31.91  | 5,808.00<br>2,680.62<br>33.51  | 6,097.00<br>2,814.00<br>35.18    |        | 8810 |
| ACCOUNT CLERK II                                          | E700       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,514.00<br>2,544.92<br>31.81    | 5,791.00<br>2,672.77<br>33.41  | 6,081.00<br>2,806.62<br>35.08  | 6,384.00<br>2,946.46<br>36.83  | 6,706.00<br>3,095.08<br>38.69    |        | 8810 |
| ACCOUNTANT                                                | C440       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,434.00<br>3,892.62<br>48.66    |                                |                                |                                | 10,123.00<br>4,672.15<br>58.40   |        | 9410 |
| ACCOUNTING TECHNICIAN I                                   | E620       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,763.00<br>2,659.85<br>33.25    | 6,045.00<br>2,790.00<br>34.88  | 6,352.00<br>2,931.69<br>36.65  | 6,672.00<br>3,079.38<br>38.49  | 7,006.00<br>3,233.54<br>40.42    |        | 8810 |
| ACCOUNTING TECHNICIAN II                                  | E735       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,340.00<br>2,926.15<br>36.58    | 6,655.00<br>3,071.54<br>38.39  | 6,990.00<br>3,226.15<br>40.33  | 7,336.00<br>3,385.85<br>42.32  | 7,707.00<br>3,557.08<br>44.46    |        | 8810 |
| ADMINISTRATIVE ASSISTANT                                  | C715       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,723.00<br>3,564.46<br>44.56    |                                |                                |                                | 9,275.00<br>4,280.77<br>53.51    |        | 8810 |
| ADMINISTRATIVE CLERK I                                    | E795       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,591.00<br>2,118.92<br>26.49    | 4,820.00<br>2,224.62<br>27.81  | 5,059.00<br>2,334.92<br>29.19  | 5,315.00<br>2,453.08<br>30.66  | 5,581.00<br>2,575.85<br>32.20    |        | 8810 |
| ADMINISTRATIVE CLERK II                                   | E770       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,053.00<br>2,332.15<br>29.15    | 5,306.00<br>2,448.92<br>30.61  | 5,569.00<br>2,570.31<br>32.13  | 5,850.00<br>2,700.00<br>33.75  | 6,139.00<br>2,833.38<br>35.42    |        | 8810 |
| ADMINISTRATIVE CLERK III                                  | E710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,553.00<br>2,562.92<br>32.04    | 5,832.00<br>2,691.69<br>33.65  | 6,123.00<br>2,826.00<br>35.33  | 6,430.00<br>2,967.69<br>37.10  | 6,750.00<br>3,115.38<br>38.94    |        | 8810 |
| ADMINISTRATIVE SECRETARY                                  | C710       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,386.00<br>3,408.92<br>42.61    |                                |                                |                                | 8,861.00<br>4,089.69<br>51.12    |        | 8810 |
| ASSISTANT CITY ATTORNEY                                   | C415       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,019.00<br>6,008.77<br>75.11   |                                |                                |                                | 17,577.00<br>8,112.46<br>101.41  |        | 9410 |
| ASSISTANT CITY CLERK                                      | C675       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50    |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 8810 |
| ASSISTANT CITY MANAGER                                    | C110       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 16,661.00<br>7,689.69<br>96.12   |                                |                                |                                | 22,493.00<br>10,381.38<br>129.77 |        | 9410 |
| ASSISTANT COMMUNITY DEVELOPMENT & TRANSPORTATION DIRECTOR | C140       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSISTANT ENGINEER I                                      | G700       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,098.00<br>3,737.54<br>46.72    | 8,506.00<br>3,925.85<br>49.07  | 8,932.00<br>4,122.46<br>51.53  | 9,378.00<br>4,328.31<br>54.10  | 9,845.00<br>4,543.85<br>56.80    |        | 9410 |
| ASSISTANT ENGINEER II                                     | G600       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,907.00<br>4,110.92<br>51.39    | 9,355.00<br>4,317.69<br>53.97  | 9,823.00<br>4,533.69<br>56.67  | 10,318.00<br>4,762.15<br>59.53 | 10,829.00<br>4,998.00<br>62.48   |        | 9410 |
| ASSISTANT PARKS, RECREATION & COMMUNITY SERVICES DIRECTOR | C135       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSISTANT PLANNER                                         | H750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,005.00<br>3,694.62<br>46.18    | 8,409.00<br>3,881.08<br>48.51  | 8,826.00<br>4,073.54<br>50.92  | 9,269.00<br>4,278.00<br>53.48  | 9,732.00<br>4,491.69<br>56.15    |        | 9410 |
| ASSISTANT PUBLIC WORKS DIRECTOR                           | C204       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSOCIATE ENGINEER                                        | G500       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,804.00<br>4,524.92<br>56.56    | 10,292.00<br>4,750.15<br>59.38 | 10,809.00<br>4,988.77<br>62.36 | 11,347.00<br>5,237.08<br>65.46 | 11,916.00<br>5,499.69<br>68.75   |        | 9410 |
| ASSOCIATE PLANNER                                         | H700       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,808.00<br>4,065.23<br>50.82    | 9,248.00<br>4,268.31<br>53.35  | 9,708.00<br>4,480.62<br>56.01  | 10,199.00<br>4,707.23<br>58.84 | 10,707.00<br>4,941.69<br>61.77   |        | 9410 |
| BATTALION CHIEF                                           | C300       | COA             | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,674.00<br>6,772.62<br>60.47   |                                |                                |                                | 17,837.00<br>8,232.46<br>73.50   |        | 7706 |
| BATTALION CHIEF - 40 HR                                   | C301       | COA             | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,921.00<br>7,348.15<br>91.85   |                                |                                |                                | 19,351.00<br>8,931.23<br>111.64  |        | 7706 |
| BODY WORN CAMERA PROGRAM MANAGER                          | C528       | RCMEA           | 6/28/2021             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50    |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| BUILDING ATTENDANT III                                    | N810       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,254.00<br>1,501.85<br>18.77    | 3,414.00<br>1,575.69<br>19.70  | 3,584.00<br>1,654.15<br>20.68  | 3,762.00<br>1,736.31<br>21.70  | 3,952.00<br>1,824.00<br>22.80    |        | 8810 |
| BUILDING INSPECTOR                                        | K710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53    | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |        | 9410 |
| BUILDING MAINTENANCE WORKER                               | N670       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,669.00<br>3,078.00<br>38.48    | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76    |        | 9420 |
| CAPITAL IMPROVEMENT PROGRAM MANAGER                       | C435       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,177.00<br>5,620.15<br>70.25   |                                |                                |                                | 14,607.00<br>6,741.69<br>84.27   |        | 9410 |
| CDBG/HOME ADMINISTRATOR                                   | C323       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,766.00<br>4,968.92<br>62.11   |                                |                                |                                | 12,920.00<br>5,963.08<br>74.54   |        | 9410 |
| CHILD CARE SPECIALIST                                     | E925       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,098.00<br>3,276.00<br>40.95    | 7,455.00<br>3,440.77<br>43.01  | 7,829.00<br>3,613.38<br>45.17  | 8,220.00<br>3,793.85<br>47.42  | 8,628.00<br>3,982.15<br>49.78    |        | 9410 |
| CITY ATTORNEY                                             | A170       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 23,756.00<br>10,964.31<br>137.05 |                                |                                |                                | 23,756.00<br>10,964.31<br>137.05 |        | 9410 |
| CITY CLERK                                                | A180       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,958.00<br>5,057.54<br>63.22   |                                |                                |                                | 14,793.00<br>6,827.54<br>85.34   |        | 9410 |
| CITY COUNCIL MEMBER                                       | A000       | NOT REPRESENTED | 1/22/2001             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 750.00<br>346.15<br>4.33         |                                |                                |                                | 750.00<br>346.15<br>4.33         |        | 9410 |
| CITY MANAGER                                              | A100       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 27,854.00<br>12,855.69<br>160.70 |                                |                                |                                | 27,854.00<br>12,855.69<br>160.70 |        | 9410 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                                        | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE        | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE         | STEP 6 | COMP |
|-------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------|------|
| CODE ENFORCEMENT OFFICER I                                  | K750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,490.00<br>3,456.92<br>43.21   | 7,864.00<br>3,629.54<br>45.37  | 8,260.00<br>3,812.31<br>47.65  | 8,670.00<br>4,001.54<br>50.02  | 9,103.00<br>4,201.38<br>52.52    |        | 9410 |
| CODE ENFORCEMENT OFFICER II                                 | K755       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53   | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - BUILDING                    | C406       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,560.00<br>5,335.36<br>66.69  |                                |                                |                                | 15,605.00<br>7,202.31<br>90.03   |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - ENGINEERING                 | C408       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,924.00<br>6,426.46<br>80.33  |                                |                                |                                | 18,799.00<br>8,676.46<br>108.46  |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - PLANNING                    | C407       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,179.00<br>5,621.08<br>70.26  |                                |                                |                                | 16,441.00<br>7,588.15<br>94.85   |        | 9410 |
| COMMUNICATIONS DISPATCHER                                   | E670       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,971.00<br>3,678.92<br>45.99   | 8,366.00<br>3,861.23<br>48.27  | 8,790.00<br>4,056.92<br>50.71  | 9,229.00<br>4,259.54<br>53.24  | 9,692.00<br>4,473.23<br>55.92    |        | 8810 |
| COMMUNICATIONS MANAGER                                      | C412       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,958.00<br>5,057.54<br>63.22  |                                |                                |                                | 14,793.00<br>6,827.54<br>85.34   |        | 9410 |
| COMMUNICATIONS MULTIMEDIA ANALYST                           | C542       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.95<br>51.77   |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15   |        | 8810 |
| COMMUNICATIONS SUPERVISOR                                   | C800       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,765.00<br>4,968.46<br>62.11  |                                |                                |                                | 12,919.00<br>5,962.62<br>74.53   |        | 9410 |
| COMMUNITY DEVELOPMENT AND TRANSPORTATION DIRECTOR           | B130       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,956.00<br>6,902.77<br>86.28  |                                |                                |                                | 20,189.00<br>9,318.00<br>116.48  |        | 9410 |
| COMMUNITY SERVICE OFFICER                                   | E705       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,229.00<br>2,874.92<br>35.94   | 6,542.00<br>3,019.38<br>37.74  | 6,868.00<br>3,169.85<br>39.62  | 7,215.00<br>3,330.00<br>41.63  | 7,577.00<br>3,497.08<br>43.71    |        | 9410 |
| CONSUMER SERVICE TECHNICIAN                                 | M750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,282.00<br>2,899.38<br>36.24   | 6,597.00<br>3,044.77<br>38.06  | 6,921.00<br>3,194.31<br>39.93  | 7,269.00<br>3,354.92<br>41.94  | 7,633.00<br>3,522.92<br>44.04    |        | 9410 |
| CUSTODIAL SERVICES SUPERVISOR                               | C825       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,023.00<br>3,702.92<br>46.29   |                                |                                |                                | 9,629.00<br>4,444.15<br>55.55    |        | 9410 |
| DEPUTY CITY ATTORNEY                                        | C107       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,093.00<br>4,658.31<br>58.23  |                                |                                |                                | 13,626.00<br>6,288.92<br>78.61   |        | 9410 |
| DEPUTY CITY MANAGER                                         | C855       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,210.00<br>6,558.46<br>81.98  |                                |                                |                                | 19,182.00<br>8,853.23<br>110.67  |        | 9410 |
| DEPUTY FIRE CHIEF                                           | C319       | COA             | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 18,197.00<br>8,398.62<br>104.98 |                                |                                |                                | 21,286.00<br>9,824.31<br>122.80  |        | 7706 |
| DEPUTY FIRE MARSHAL                                         | F800       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,587.00<br>5,347.85<br>66.85  | 12,165.00<br>5,614.62<br>70.18 | 12,774.00<br>5,895.69<br>73.70 | 13,412.00<br>6,190.15<br>77.38 | 14,083.00<br>6,499.85<br>81.25   |        | 7706 |
| DEPUTY POLICE CHIEF                                         | C230       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 17,120.00<br>7,901.54<br>98.77  |                                |                                |                                | 23,111.00<br>10,666.62<br>133.33 |        | 7720 |
| ECONOMIC DEVELOPMENT MANAGER                                | C403       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02  |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57   |        | 9410 |
| EMERGENCY PREPAREDNESS & OUTREACH COORDINATOR               | C518       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50   |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST I  | C682       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77   |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15   |        | 8810 |
| ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST II | C692       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,877.00<br>4,558.62<br>56.98   |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38   |        | 8810 |
| ENGINEERING TECHNICIAN I                                    | G730       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,015.00<br>2,776.15<br>34.70   | 6,318.00<br>2,916.00<br>36.45  | 6,633.00<br>3,061.98<br>38.27  | 6,967.00<br>3,215.54<br>40.19  | 7,314.00<br>3,375.69<br>42.20    |        | 9410 |
| ENGINEERING TECHNICIAN II                                   | G710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,611.00<br>3,051.23<br>38.14   | 6,943.00<br>3,204.46<br>40.06  | 7,292.00<br>3,365.54<br>42.07  | 7,657.00<br>3,534.00<br>44.18  | 8,040.00<br>3,710.77<br>46.38    |        | 9410 |
| ENVIRONMENTAL INITIATIVES COORDINATOR                       | C541       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50   |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| EQUIPMENT MECHANIC I                                        | N710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,417.00<br>2,961.69<br>37.02   | 6,741.00<br>3,111.23<br>38.89  | 7,074.00<br>3,264.92<br>40.81  | 7,428.00<br>3,428.31<br>42.85  | 7,802.00<br>3,600.92<br>45.01    |        | 9420 |
| EQUIPMENT MECHANIC II                                       | N600       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,056.00<br>3,256.62<br>40.71   | 7,407.00<br>3,418.62<br>42.73  | 7,776.00<br>3,588.92<br>44.86  | 8,167.00<br>3,769.38<br>47.12  | 8,574.00<br>3,957.23<br>49.47    |        | 9420 |
| EQUIPMENT SERVICE WORKER                                    | N750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,579.00<br>2,574.92<br>32.19   | 5,853.00<br>2,701.38<br>33.77  | 6,144.00<br>2,835.69<br>35.45  | 6,454.00<br>2,978.77<br>37.23  | 6,781.00<br>3,129.69<br>39.12    |        | 9420 |
| FACILITIES MAINTENANCE SUPERVISOR                           | C385       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,240.00<br>4,726.15<br>59.08  |                                |                                |                                | 12,286.00<br>5,670.46<br>70.88   |        | 9410 |
| FACILITY AIDE                                               | N790       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,595.00<br>2,120.77<br>26.51   | 4,824.00<br>2,226.46<br>27.83  | 5,064.00<br>2,337.23<br>29.22  | 5,319.00<br>2,454.92<br>30.69  | 5,584.00<br>2,577.23<br>32.22    |        | 9420 |
| FACILITY LEADER                                             | N745       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,305.00<br>2,448.46<br>30.61   | 5,569.00<br>2,570.31<br>32.13  | 5,848.00<br>2,699.08<br>33.74  | 6,138.00<br>2,832.92<br>35.41  | 6,447.00<br>2,975.54<br>37.19    |        | 9420 |
| FINANCE DIRECTOR                                            | B135       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,956.00<br>6,902.77<br>86.28  |                                |                                |                                | 20,189.00<br>9,318.00<br>116.48  |        | 9410 |
| FINANCIAL SERVICES MANAGER                                  | C360       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02  |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57   |        | 9410 |
| FIRE CAPTAIN                                                | F630       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY              | 10,929.00<br>5,044.15           | 11,472.00<br>5,294.77          | 12,048.00<br>5,560.62          | 12,647.00<br>5,837.08          | 13,279.00<br>6,128.77            |        | 7706 |



**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                         | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE        | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE         | STEP 6                         | COMP |
|----------------------------------------------|------------|-----------------|-----------------------|----------------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------------------------------|------|
|                                              |            |                 |                       | HRLY RATE                        | 45.04                           | 47.27                          | 49.65                          | 52.12                          | 54.72                            |                                |      |
| FIRE CHIEF                                   | B150       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 19,106.00<br>8,818.15<br>110.23 |                                |                                |                                | 23,883.00<br>11,022.92<br>137.79 |                                | 7706 |
| FIRE FIGHTER/ENGINEER                        | F700       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,392.00<br>3,873.23<br>34.58   | 8,813.00<br>4,067.54<br>36.32  | 9,254.00<br>4,271.08<br>38.13  | 9,720.00<br>4,486.15<br>40.06  | 10,205.00<br>4,710.00<br>42.05   | 10,712.00<br>4,944.00<br>44.14 | 7706 |
| FIRE FIGHTER/ENGINEER - 40 HR                | F702       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,392.00<br>3,873.23<br>48.42   | 8,813.00<br>4,067.54<br>50.84  | 9,254.00<br>4,271.08<br>53.39  | 9,720.00<br>4,486.15<br>56.08  | 10,205.00<br>4,710.00<br>58.88   | 10,712.00<br>4,944.00<br>61.80 | 7706 |
| FIRE MARSHAL                                 | C306       | COA             | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,921.00<br>7,348.15<br>91.85  |                                |                                |                                | 19,351.00<br>8,931.23<br>111.64  |                                | 7706 |
| FIRE PLAN CHECKER                            | K760       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,338.00<br>4,309.85<br>53.87   | 9,806.00<br>4,525.85<br>56.57  | 10,294.00<br>4,751.08<br>59.39 | 10,809.00<br>4,988.77<br>62.36 | 11,349.00<br>5,238.00<br>65.48   |                                | 9410 |
| FIRE PREVENTION OFFICER                      | K715       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,853.00<br>4,547.54<br>56.84   | 10,351.00<br>4,777.38<br>59.72 | 10,863.00<br>5,013.69<br>62.67 | 11,409.00<br>5,265.69<br>65.82 | 11,980.00<br>5,529.23<br>69.12   |                                | 9410 |
| FLEET SUPERVISOR                             | C835       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,320.00<br>4,301.54<br>53.77   |                                |                                |                                | 11,323.00<br>5,226.00<br>65.33   |                                | 9410 |
| GIS MANAGER                                  | C335       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,408.00<br>5,265.23<br>65.82  |                                |                                |                                | 13,688.00<br>6,317.54<br>78.97   |                                | 9410 |
| GIS TECHNICIAN                               | G750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53   | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |                                | 9410 |
| GRAPHIC DESIGN SPECIALIST                    | L748       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,876.00<br>2,712.00<br>35.68   | 6,172.00<br>2,848.62<br>37.48  | 6,476.00<br>2,988.92<br>39.33  | 6,799.00<br>3,138.00<br>41.29  | 7,142.00<br>3,296.31<br>43.37    |                                | 8810 |
| HOUSING & ECONOMIC DEVELOPMENT SPECIALIST I  | K740       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,490.00<br>3,456.92<br>43.21   | 7,861.00<br>3,628.15<br>45.35  | 8,260.00<br>3,812.31<br>47.65  | 8,670.00<br>4,001.54<br>50.02  | 9,100.00<br>4,200.00<br>52.50    |                                | 9410 |
| HOUSING & ECONOMIC DEVELOPMENT SPECIALIST II | K745       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53   | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |                                | 9410 |
| HOUSING LEADERSHIP MANAGER                   | C409       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,298.00<br>5,676.00<br>70.95  |                                |                                |                                | 16,602.00<br>7,662.46<br>95.78   |                                | 9410 |
| HUMAN RESOURCES ANALYST I                    | C741       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,270.00<br>3,816.92<br>47.71   |                                |                                |                                | 9,924.00<br>4,590.31<br>57.25    |                                | 8810 |
| HUMAN RESOURCES ANALYST II                   | C742       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,553.00<br>4,409.08<br>55.11   |                                |                                |                                | 10,879.00<br>5,021.08<br>62.76   |                                | 8810 |
| HUMAN RESOURCES DIRECTOR                     | B190       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,673.00<br>6,772.15<br>84.65  |                                |                                |                                | 19,809.00<br>9,142.62<br>114.28  |                                | 9410 |
| HUMAN RESOURCES TECHNICIAN                   | C740       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,723.00<br>3,564.46<br>44.56   |                                |                                |                                | 9,275.00<br>4,280.77<br>53.51    |                                | 8810 |
| HUMAN SERVICES SPECIALIST I                  | E210       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,591.00<br>2,118.92<br>26.49   | 4,821.00<br>2,225.08<br>27.81  | 5,057.00<br>2,334.00<br>29.18  | 5,312.00<br>2,451.69<br>30.65  | 5,581.00<br>2,575.85<br>32.20    |                                | 8810 |
| HUMAN SERVICES SPECIALIST II                 | E220       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,050.00<br>2,330.77<br>29.13   | 5,305.00<br>2,448.46<br>30.61  | 5,563.00<br>2,567.54<br>32.09  | 5,845.00<br>2,697.69<br>33.72  | 6,139.00<br>2,833.38<br>35.42    |                                | 8810 |
| HUMAN SERVICES SPECIALIST III                | R230       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,553.00<br>2,562.92<br>32.04   | 5,832.00<br>2,691.69<br>33.65  | 6,123.00<br>2,826.00<br>35.33  | 6,430.00<br>2,967.69<br>37.10  | 6,750.00<br>3,115.38<br>38.94    |                                | 8810 |
| INFORMATION TECHNOLOGY ANALYST I             | C680       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77   |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15   |                                | 8810 |
| INFORMATION TECHNOLOGY ANALYST II            | C690       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,877.00<br>4,558.62<br>56.98   |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38   |                                | 8810 |
| INFORMATION TECHNOLOGY MANAGER               | C295       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02  |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57   |                                | 9410 |
| JUVENILE AND FAMILY SERVICES SPECIALIST      | C850       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,813.00<br>4,067.54<br>50.84   |                                |                                |                                | 10,578.00<br>4,862.15<br>61.03   |                                | 9410 |
| LANDSCAPE ARCHITECT                          | C332       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,478.00<br>5,297.54<br>66.22  |                                |                                |                                | 13,774.00<br>6,357.23<br>79.47   |                                | 9410 |
| LANDSCAPE EQUIPMENT OPERATOR                 | R705       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,600.00<br>3,046.15<br>38.08   | 6,927.00<br>3,197.08<br>39.96  | 7,275.00<br>3,357.69<br>41.97  | 7,637.00<br>3,524.77<br>44.06  | 8,020.00<br>3,701.54<br>46.27    |                                | 9420 |
| LANDSCAPE GARDENER                           | R720       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00   | 6,365.00<br>2,937.69<br>36.72  | 6,684.00<br>3,084.92<br>38.56  | 7,020.00<br>3,240.00<br>40.50  | 7,367.00<br>3,400.15<br>42.50    |                                | 9420 |
| LANDSCAPE SUPERVISOR                         | C870       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,023.00<br>3,702.92<br>46.29   |                                |                                |                                | 9,629.00<br>4,444.15<br>55.55    |                                | 9410 |
| LEAD EQUIPMENT MECHANIC                      | N500       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,766.00<br>3,584.31<br>44.80   | 8,150.00<br>3,761.54<br>47.02  | 8,559.00<br>3,950.31<br>49.38  | 8,985.00<br>4,146.92<br>51.84  | 9,437.00<br>4,355.54<br>54.44    |                                | 9420 |
| LEAD LANDSCAPE GARDENER                      | R680       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,669.00<br>3,078.00<br>38.46   | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76    |                                | 9420 |
| LEAD MAINTENANCE CUSTODIAN                   | N780       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,554.00<br>2,563.38<br>32.04   | 5,834.00<br>2,692.62<br>33.66  | 6,128.00<br>2,828.31<br>35.35  | 6,431.00<br>2,968.15<br>37.10  | 6,753.00<br>3,116.77<br>38.96    |                                | 9420 |
| LEAD POLICE CLERK                            | E685       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,264.00<br>2,891.08<br>36.14   | 6,576.00<br>3,035.08<br>37.94  | 6,906.00<br>3,187.38<br>39.84  | 7,250.00<br>3,346.15<br>41.83  | 7,613.00<br>3,513.69<br>43.92    |                                | 8810 |
| LEAD PUBLIC SAFETY DISPATCHER                | E675       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,770.00<br>4,047.69<br>50.60   | 9,208.00<br>4,249.85<br>53.12  | 9,666.00<br>4,461.23<br>55.77  | 10,148.00<br>4,683.69<br>58.55 | 10,661.00<br>4,920.46<br>61.51   |                                | 8810 |
| LEAD PUBLIC WORKS MAINTENANCE WORKER         | M620       | SEIU            | 2/1/2021              | MONTHLY                          | 6,931.00                        | 7,275.00                       | 7,638.00                       | 8,021.00                       | 8,419.00                         |                                | 9420 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                              | CLASS CODE | BARGAINING UNIT    | SALARY EFFECTIVE DATE | SALARY    | STEP 1 / BOTTOM OF RANGE | STEP 2   | STEP 3   | STEP 4    | STEP 5 / BOTTOM OF RANGE | STEP 6 | COMP |
|---------------------------------------------------|------------|--------------------|-----------------------|-----------|--------------------------|----------|----------|-----------|--------------------------|--------|------|
|                                                   |            |                    |                       | BIWEEKLY  | 3,198.92                 | 3,357.69 | 3,525.23 | 3,702.00  | 3,885.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 39.99                    | 41.97    | 44.07    | 46.28     | 48.57                    |        |      |
| LEAD PUBLIC WORKS MAINTENANCE WORKER - WASTEWATER | M621       | SEIU               | 2/1/2021              | MONTHLY   | 7,069.00                 | 7,420.00 | 7,789.00 | 8,178.00  | 8,586.00                 |        | 9420 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,262.62                 | 3,424.62 | 3,594.92 | 3,774.46  | 3,962.77                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 40.78                    | 42.81    | 44.94    | 47.18     | 49.53                    |        |      |
| LEAD WATER RESOURCES TECHNICIAN                   | M825       | SEIU               | 2/1/2021              | MONTHLY   | 7,271.00                 | 7,635.00 | 8,016.00 | 8,416.00  | 8,840.00                 |        | 9420 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,355.85                 | 3,523.85 | 3,699.69 | 3,884.31  | 4,080.00                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 41.95                    | 44.05    | 46.25    | 48.55     | 51.00                    |        |      |
| LIBRARIAN I                                       | L720       | SEIU               | 8/2/2021              | MONTHLY   | 6,549.00                 | 6,881.00 | 7,223.00 | 7,578.00  | 7,961.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,022.62                 | 3,175.85 | 3,333.69 | 3,497.54  | 3,674.31                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 39.77                    | 41.79    | 43.86    | 46.02     | 48.35                    |        |      |
| LIBRARIAN II                                      | L700       | SEIU               | 8/2/2021              | MONTHLY   | 7,200.00                 | 7,563.00 | 7,943.00 | 8,338.00  | 8,756.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,323.08                 | 3,490.62 | 3,666.00 | 3,848.31  | 4,041.23                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 43.72                    | 45.93    | 48.24    | 50.64     | 53.17                    |        |      |
| LIBRARY ASSISTANT I                               | L780       | SEIU               | 2/1/2021              | MONTHLY   | 4,857.00                 | 5,100.00 | 5,353.00 | 5,619.00  | 5,901.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,241.69                 | 2,353.85 | 2,470.62 | 2,593.38  | 2,723.54                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 29.50                    | 30.97    | 32.51    | 34.12     | 35.84                    |        |      |
| LIBRARY ASSISTANT II                              | L760       | SEIU               | 2/1/2021              | MONTHLY   | 5,347.00                 | 5,613.00 | 5,891.00 | 6,182.00  | 6,495.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,467.85                 | 2,590.62 | 2,718.92 | 2,853.23  | 2,997.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 32.47                    | 34.09    | 35.78    | 37.54     | 39.44                    |        |      |
| LIBRARY DIRECTOR                                  | B160       | EXEC. SERV.        | 7/5/2021              | MONTHLY   | 14,642.00                |          |          |           | 19,768.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 6,757.85                 |          |          |           | 9,123.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 84.47                    |          |          |           | 114.05                   |        |      |
| LIBRARY DIVISION MANAGER                          | C531       | RCMEA              | 10/12/2020            | MONTHLY   | 11,187.00                |          |          |           | 13,422.00                |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 5,163.23                 |          |          |           | 6,194.77                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 64.54                    |          |          |           | 77.43                    |        |      |
| LIBRARY INFORMATION TECHNOLOGY TECHNICIAN         | L805       | SEIU               | 2/1/2021              | MONTHLY   | 6,956.00                 | 7,304.00 | 7,670.00 | 8,051.00  | 8,455.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,210.46                 | 3,371.08 | 3,540.00 | 3,715.85  | 3,902.31                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 42.24                    | 44.36    | 46.58    | 48.89     | 51.35                    |        |      |
| LIBRARY PROGRAM SPECIALIST                        | L800       | SEIU               | 2/1/2021              | MONTHLY   | 7,094.00                 | 7,451.00 | 7,826.00 | 8,215.00  | 8,627.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,274.15                 | 3,438.92 | 3,612.00 | 3,791.54  | 3,981.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 43.08                    | 45.25    | 47.53    | 49.89     | 52.39                    |        |      |
| LIBRARY SERVICES SUPERVISOR                       | C661       | RCMEA              | 10/12/2020            | MONTHLY   | 9,734.00                 |          |          |           | 11,680.00                |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 4,492.62                 |          |          |           | 5,390.77                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 56.16                    |          |          |           | 67.38                    |        |      |
| LITERACY TUTOR - STUDENT COORDINATOR              | L690       | SEIU               | 2/1/2021              | MONTHLY   | 7,094.00                 | 7,451.00 | 7,826.00 | 8,215.00  | 8,627.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,274.15                 | 3,438.92 | 3,612.00 | 3,791.54  | 3,981.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 43.08                    | 45.25    | 47.53    | 49.89     | 52.39                    |        |      |
| MAINTENANCE CUSTODIAN                             | N770       | SEIU               | 2/1/2021              | MONTHLY   | 5,056.00                 | 5,306.00 | 5,573.00 | 5,851.00  | 6,140.00                 |        | 9420 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,333.54                 | 2,448.92 | 2,572.15 | 2,700.46  | 2,833.85                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 29.17                    | 30.61    | 32.15    | 33.76     | 35.42                    |        |      |
| MANAGEMENT ANALYST I                              | C513       | RCMEA              | 10/12/2020            | MONTHLY   | 9,274.00                 |          |          |           | 11,125.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 4,280.31                 |          |          |           | 5,134.62                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 53.50                    |          |          |           | 64.18                    |        |      |
| MANAGEMENT ANALYST II                             | C516       | RCMEA/CONFIDENTIAL | 10/12/2020            | MONTHLY   | 10,201.00                |          |          |           | 12,237.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 4,708.15                 |          |          |           | 5,647.85                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 58.85                    |          |          |           | 70.60                    |        |      |
| MANAGERIAL ACCOUNTANT                             | C991       | NOT REPRESENTED    |                       | MONTHLY   | 5,200.00                 |          |          |           | 8,667.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,400.00                 |          |          |           | 4,000.00                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 30.00                    |          |          |           | 50.00                    |        |      |
| PARALEGAL                                         | C100       | RCMEA              | 10/12/2020            | MONTHLY   | 7,995.00                 |          |          |           | 9,600.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,890.00                 |          |          |           | 4,430.77                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 46.13                    |          |          |           | 55.38                    |        |      |
| PARKING ENFORCEMENT OFFICER I                     | E807       | SEIU               | 2/1/2021              | MONTHLY   | 4,202.00                 | 4,411.00 | 4,631.00 | 4,862.00  | 5,108.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 1,939.38                 | 2,035.85 | 2,137.38 | 2,244.00  | 2,357.54                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 24.24                    | 25.45    | 26.72    | 28.05     | 29.47                    |        |      |
| PARKING ENFORCEMENT OFFICER II                    | E810       | SEIU               | 2/1/2021              | MONTHLY   | 4,769.00                 | 5,007.00 | 5,255.00 | 5,520.00  | 5,796.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,201.08                 | 2,310.92 | 2,425.38 | 2,547.69  | 2,675.08                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 27.51                    | 28.89    | 30.32    | 31.85     | 33.44                    |        |      |
| PARKING METER COLLECTOR                           | E750       | SEIU               | 2/1/2021              | MONTHLY   | 4,769.00                 | 5,007.00 | 5,255.00 | 5,520.00  | 5,796.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,201.08                 | 2,310.92 | 2,425.38 | 2,547.69  | 2,675.08                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 27.51                    | 28.89    | 30.32    | 31.85     | 33.44                    |        |      |
| PARKING/TDM MANAGER                               | C543       | RCMEA              | 10/12/2020            | MONTHLY   | 10,404.00                |          |          |           | 12,484.00                |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 4,801.85                 |          |          |           | 5,761.85                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 60.02                    |          |          |           | 72.02                    |        |      |
| PARKS & RECREATION PROGRAM ASSISTANT I            | E935       | SEIU               | 2/1/2021              | MONTHLY   | 5,183.00                 | 5,442.00 | 5,715.00 | 6,001.00  | 6,300.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,392.15                 | 2,511.69 | 2,637.69 | 2,769.69  | 2,907.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 29.90                    | 31.40    | 32.97    | 34.62     | 36.35                    |        |      |
| PARKS & RECREATION PROGRAM ASSISTANT II           | E940       | SEIU               | 2/1/2021              | MONTHLY   | 5,760.00                 | 6,048.00 | 6,350.00 | 6,667.00  | 7,001.00                 |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,658.46                 | 2,791.38 | 2,930.77 | 3,077.08  | 3,231.23                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 33.23                    | 34.89    | 36.63    | 38.46     | 40.39                    |        |      |
| PARKS, RECREATION & COMMUNITY SERVICES MANAGER    | C400       | RCMEA              | 10/12/2020            | MONTHLY   | 11,158.00                |          |          |           | 13,387.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 5,149.85                 |          |          |           | 6,178.62                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 64.37                    |          |          |           | 77.23                    |        |      |
| PARKS, RECREATION & COMMUNITY SERVICES DIRECTOR   | B140       | EXEC. SERV.        | 7/5/2021              | MONTHLY   | 15,305.00                |          |          |           | 20,662.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 7,083.85                 |          |          |           | 9,536.31                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 88.30                    |          |          |           | 119.20                   |        |      |
| PERMITS TECHNICIAN                                | E540       | SEIU               | 2/1/2021              | MONTHLY   | 6,860.00                 | 7,209.00 | 7,564.00 | 7,944.00  | 8,340.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,168.15                 | 3,327.23 | 3,491.08 | 3,666.46  | 3,849.23                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 39.58                    | 41.59    | 43.64    | 45.83     | 48.12                    |        |      |
| PLAN CHECK ENGINEER                               | C330       | RCMEA              | 10/12/2020            | MONTHLY   | 11,976.00                |          |          |           | 14,372.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 5,527.38                 |          |          |           | 6,633.23                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 69.09                    |          |          |           | 82.92                    |        |      |
| PLAN CHECKER                                      | H780       | SEIU               | 2/1/2021              | MONTHLY   | 9,065.00                 | 9,520.00 | 9,994.00 | 10,494.00 | 11,019.00                |        | 9410 |
|                                                   |            |                    |                       | BIWEEKLY  | 4,183.85                 | 4,393.85 | 4,612.62 | 4,843.38  | 5,085.69                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 52.30                    | 54.92    | 57.66    | 60.54     | 63.57                    |        |      |
| POLICE CAPTAIN                                    | C241       | EXEC. SERV.        | 7/5/2021              | MONTHLY   | 16,295.00                |          |          |           | 22,009.00                |        | 7720 |
|                                                   |            |                    |                       | BIWEEKLY  | 7,520.77                 |          |          |           | 10,158.00                |        |      |
|                                                   |            |                    |                       | HRLY RATE | 94.01                    |          |          |           | 126.98                   |        |      |
| POLICE CHIEF                                      | B120       | EXEC. SERV.        | 7/5/2021              | MONTHLY   | 17,981.00                |          |          |           | 24,274.00                |        | 7720 |
|                                                   |            |                    |                       | BIWEEKLY  | 8,298.92                 |          |          |           | 11,203.38                |        |      |
|                                                   |            |                    |                       | HRLY RATE | 103.74                   |          |          |           | 140.04                   |        |      |
| POLICE CLERK                                      | E690       | SEIU               | 2/1/2021              | MONTHLY   | 5,699.00                 | 5,981.00 | 6,278.00 | 6,595.00  | 6,921.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,630.31                 | 2,760.46 | 2,897.54 | 3,043.85  | 3,194.31                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 32.88                    | 34.51    | 36.22    | 38.05     | 39.93                    |        |      |
| POLICE EVIDENCE & PROPERTY CLERK                  | E605       | SEIU               | 2/1/2021              | MONTHLY   | 5,699.00                 | 5,981.00 | 6,278.00 | 6,595.00  | 6,921.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 2,630.31                 | 2,760.46 | 2,897.54 | 3,043.85  | 3,194.31                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 32.88                    | 34.51    | 36.22    | 38.05     | 39.93                    |        |      |
| POLICE EVIDENCE & PROPERTY ROOM COORDINATOR       | E610       | SEIU               | 2/1/2021              | MONTHLY   | 8,017.00                 | 8,418.00 | 8,838.00 | 9,280.00  | 9,743.00                 |        | 8810 |
|                                                   |            |                    |                       | BIWEEKLY  | 3,700.15                 | 3,885.23 | 4,079.08 | 4,283.08  | 4,496.77                 |        |      |
|                                                   |            |                    |                       | HRLY RATE | 46.25                    | 48.57    | 50.99    | 53.54     | 56.21                    |        |      |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                                                  | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE       | STEP 2                         | STEP 3                         | STEP 4                          | STEP 5 / BOTTOM OF RANGE        | STEP 6 | COMP |
|-----------------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|--------|------|
| POLICE LIEUTENANT                                                     | C315       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,028.00<br>6,936.00<br>86.70 | 15,780.00<br>7,283.08<br>91.04 | 16,568.00<br>7,646.77<br>95.58 | 17,397.00<br>8,029.38<br>100.37 | 18,267.00<br>8,430.92<br>105.39 |        | 7720 |
| POLICE LIEUTENANT - ADVANCED                                          | C314       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,403.00<br>7,109.08<br>88.86 | 16,174.00<br>7,464.92<br>93.31 | 16,982.00<br>7,837.85<br>97.97 | 17,832.00<br>8,230.15<br>102.88 | 18,723.00<br>8,641.38<br>108.02 |        | 7720 |
| POLICE OFFICER                                                        | P700       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,309.00<br>4,758.00<br>59.48 | 10,821.00<br>4,994.31<br>62.43 | 11,362.00<br>5,244.00<br>65.55 | 11,931.00<br>5,506.62<br>68.83  | 12,531.00<br>5,783.54<br>72.29  |        | 7720 |
| POLICE OFFICER - ADVANCED                                             | P710       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,566.00<br>4,876.62<br>60.96 | 11,091.00<br>5,118.92<br>63.99 | 11,646.00<br>5,375.08<br>67.19 | 12,230.00<br>5,644.62<br>70.56  | 12,844.00<br>5,928.00<br>74.10  |        | 7720 |
| POLICE OFFICER TRAINEE                                                | P750       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,309.00<br>4,758.00<br>59.48 | 10,821.00<br>4,994.31<br>62.43 | 11,362.00<br>5,244.00<br>65.55 |                                 |                                 |        | 7720 |
| POLICE SERGEANT                                                       | P601       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,522.00<br>5,779.38<br>72.24 | 13,150.00<br>6,069.23<br>75.87 | 13,807.00<br>6,372.46<br>79.66 | 14,497.00<br>6,690.92<br>83.64  | 15,222.00<br>7,025.54<br>87.82  |        | 7720 |
| POLICE SERGEANT - ADVANCED                                            | P602       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,836.00<br>5,924.31<br>74.05 | 13,478.00<br>6,220.62<br>77.76 | 14,152.00<br>6,531.69<br>81.65 | 14,859.00<br>6,858.00<br>85.73  | 15,603.00<br>7,201.38<br>90.02  |        | 7720 |
| PRINCIPAL ANALYST - FINANCE                                           | C363       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,220.00<br>5,178.46<br>64.73 |                                |                                |                                 | 13,462.00<br>6,213.23<br>77.67  |        | 9410 |
| PRINCIPAL ANALYST - WORKERS COMPENSATION                              | C535       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,220.00<br>5,178.46<br>64.73 |                                |                                |                                 | 13,462.00<br>6,213.23<br>77.67  |        | 8810 |
| PRINCIPAL PLANNER                                                     | C325       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,975.00<br>5,526.92<br>69.09 |                                |                                |                                 | 14,371.00<br>6,632.77<br>82.91  |        | 8810 |
| PROJECT READ ASSISTANT                                                | E915       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,556.00<br>2,564.31<br>32.05  | 5,836.00<br>2,693.54<br>33.67  | 6,128.00<br>2,828.31<br>35.35  | 6,437.00<br>2,970.92<br>37.14   | 6,755.00<br>3,117.69<br>38.97   |        | 8810 |
| PUBLIC WORKS FIELD SUPERVISOR                                         | C837       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,320.00<br>4,301.54<br>53.77  |                                |                                |                                 | 11,323.00<br>5,226.00<br>65.33  |        | 9410 |
| PUBLIC WORKS MAINTENANCE WORKER I                                     | M775       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,708.00<br>2,634.46<br>32.93  | 5,993.00<br>2,766.00<br>34.58  | 6,294.00<br>2,904.92<br>36.31  | 6,608.00<br>3,049.85<br>38.12   | 6,940.00<br>3,203.08<br>40.04   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER I - WASTEWATER                        | M776       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,822.00<br>2,687.08<br>33.59  | 6,111.00<br>2,820.46<br>35.26  | 6,417.00<br>2,961.69<br>37.02  | 6,741.00<br>3,111.23<br>38.89   | 7,076.00<br>3,265.85<br>40.82   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER II                                    | M735       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,282.00<br>2,899.38<br>36.24  | 6,597.00<br>3,044.77<br>38.06  | 6,921.00<br>3,194.31<br>39.93  | 7,269.00<br>3,354.92<br>41.94   | 7,633.00<br>3,522.92<br>44.04   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER II - WASTEWATER                       | M736       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,407.00<br>2,957.08<br>36.96  | 6,725.00<br>3,103.85<br>38.80  | 7,059.00<br>3,258.00<br>40.73  | 7,415.00<br>3,422.31<br>42.78   | 7,783.00<br>3,592.15<br>44.90   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER III / EQUIPMENT OPERATOR              | M700       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,600.00<br>3,046.15<br>38.08  | 6,927.00<br>3,197.08<br>39.96  | 7,275.00<br>3,357.69<br>41.97  | 7,637.00<br>3,524.77<br>44.06   | 8,020.00<br>3,701.54<br>46.27   |        | 9420 |
| PUBLIC WORKS SERVICES DIRECTOR                                        | B200       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,305.00<br>7,083.85<br>88.30 |                                |                                |                                 | 20,662.00<br>9,536.31<br>119.20 |        | 9410 |
| PUBLIC WORKS SUPERINTENDENT                                           | C525       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,457.00<br>5,749.38<br>71.87 |                                |                                |                                 | 14,953.00<br>6,901.38<br>86.27  |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER III / EQUIPMENT OPERATOR - WASTEWATER | M701       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,732.00<br>3,107.08<br>38.84  | 7,065.00<br>3,260.77<br>40.76  | 7,420.00<br>3,424.62<br>42.81  | 7,788.00<br>3,594.46<br>44.93   | 8,177.00<br>3,774.00<br>47.18   |        | 9420 |
| REAL PROPERTY MANAGER                                                 | C544       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,506.00<br>4,387.38<br>54.84  |                                |                                |                                 | 11,408.00<br>5,265.23<br>65.82  |        | 9410 |
| RECORDS SUPERVISOR                                                    | C570       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,918.00<br>4,116.00<br>51.45  |                                |                                |                                 | 10,827.00<br>4,997.08<br>62.46  |        | 8810 |
| RECREATION & COMMUNITY SERVICES PROGRAM COORDINATOR                   | E930       | SEIU - TERM     | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,777.00<br>3,127.85<br>39.10  | 7,115.00<br>3,283.85<br>41.05  | 7,471.00<br>3,448.15<br>43.10  | 7,844.00<br>3,620.31<br>45.25   | 8,237.00<br>3,801.69<br>47.52   |        | 9410 |
| RECREATION PROGRAM COORDINATOR/SPECIAL EVENTS                         | E920       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,098.00<br>3,276.00<br>40.95  | 7,455.00<br>3,440.77<br>43.01  | 7,829.00<br>3,613.38<br>45.17  | 8,220.00<br>3,793.85<br>47.42   | 8,628.00<br>3,982.15<br>49.78   |        | 9410 |
| RECREATION SPECIALIST I                                               | R765       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,910.00<br>1,343.08<br>16.79  | 3,056.00<br>1,410.46<br>17.63  | 3,210.00<br>1,481.54<br>18.52  | 3,370.00<br>1,555.38<br>19.44   |                                 |        | 9410 |
| RECREATION SPECIALIST II                                              | R766       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,474.00<br>1,603.38<br>20.04  | 3,648.00<br>1,683.69<br>21.05  | 3,831.00<br>1,768.15<br>22.10  |                                 |                                 |        | 9410 |
| RECREATION SPECIALIST III                                             | R767       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,942.00<br>1,819.38<br>22.74  | 4,138.00<br>1,909.85<br>23.87  | 4,345.00<br>2,005.38<br>25.07  |                                 |                                 |        | 9410 |
| RECREATION SUPERVISOR                                                 | C500       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,003.00<br>4,155.33<br>51.94  |                                |                                |                                 | 10,801.00<br>4,885.08<br>62.31  |        | 9410 |
| REVENUE SERVICES MANAGER                                              | C480       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,177.00<br>5,620.15<br>70.25 |                                |                                |                                 | 14,607.00<br>6,741.69<br>84.27  |        | 9410 |
| SECRETARY                                                             | E600       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,137.00<br>2,832.46<br>35.41  | 6,446.00<br>2,975.08<br>37.19  | 6,761.00<br>3,120.46<br>39.01  | 7,099.00<br>3,276.46<br>40.96   | 7,458.00<br>3,442.15<br>43.03   |        | 8810 |
| SENIOR ACCOUNTANT                                                     | C445       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,172.00<br>4,694.77<br>58.68 |                                |                                |                                 | 12,203.00<br>5,632.15<br>70.40  |        | 9410 |
| SENIOR ASSISTANT CITY ATTORNEY                                        | C414       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,322.00<br>6,610.15<br>82.63 |                                |                                |                                 | 19,334.00<br>8,923.38<br>111.54 |        | 9410 |
| SENIOR BUILDING INSPECTOR                                             | K700       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,195.00<br>4,705.38<br>58.82 |                                |                                |                                 | 12,396.00<br>5,721.23<br>71.52  |        | 9410 |
| SENIOR BUILDING MAINTENANCE WORKER                                    | N630       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY              | 7,331.00<br>3,383.54           | 7,704.00<br>3,555.69           | 8,089.00<br>3,733.38           | 8,492.00<br>3,919.38            | 8,914.00<br>4,114.15            |        | 9420 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

| CLASSIFICATION TITLE                                            | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE       | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE       | STEP 6 | COMP |
|-----------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------|------|
|                                                                 |            |                 |                       | HRLY RATE                        | 42.29                          | 44.45                          | 46.67                          | 48.99                          | 51.43                          |        |      |
| SENIOR CIVIL ENGINEER                                           | C310       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,693.00<br>5,858.31<br>73.23 |                                |                                |                                | 15,231.00<br>7,029.69<br>87.87 |        | 9410 |
| SENIOR CONSTRUCTION TECHNICIAN                                  | N815       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,229.00<br>4,259.54<br>53.24  | 9,692.00<br>4,473.23<br>55.92  | 10,176.00<br>4,696.62<br>58.71 | 10,684.00<br>4,931.08<br>61.64 | 11,220.00<br>5,178.46<br>64.73 |        | 8810 |
| SENIOR CRAFTS SPECIALIST                                        | R675       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,669.00<br>3,078.00<br>38.48  | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76  |        | 9420 |
| SENIOR ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST | C642       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR ENGINEERING TECHNICIAN                                   | G680       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53  | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77 |        | 9410 |
| SENIOR HUMAN RESOURCES ANALYST                                  | C512       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,201.00<br>4,708.15<br>58.85 |                                |                                |                                | 12,237.00<br>5,647.85<br>70.60 |        | 9410 |
| SENIOR INFORMATION TECHNOLOGY ANALYST                           | C640       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR LIBRARY ASSISTANT                                        | L745       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,876.00<br>2,712.00<br>35.68  | 6,172.00<br>2,848.62<br>37.48  | 6,476.00<br>2,988.92<br>39.33  | 6,799.00<br>3,138.00<br>41.29  | 7,142.00<br>3,296.31<br>43.37  |        | 8810 |
| SENIOR LIBRARY PAGE                                             | E910       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,842.00<br>1,311.69<br>16.40  | 2,978.00<br>1,374.46<br>17.18  | 3,133.00<br>1,448.00<br>18.08  | 3,290.00<br>1,518.46<br>18.98  | 3,455.00<br>1,594.62<br>19.93  |        | 8810 |
| SENIOR PLANNER                                                  | C320       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,887.00<br>5,024.77<br>62.81 |                                |                                |                                | 13,066.00<br>6,030.46<br>75.38 |        | 9410 |
| SENIOR SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST       | C641       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR TRANSPORTATION COORDINATOR                               | C333       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,693.00<br>5,858.31<br>73.23 |                                |                                |                                | 15,231.00<br>7,029.69<br>87.87 |        | 9410 |
| SENIOR TRANSPORTATION PLANNER                                   | H650       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,271.00<br>4,740.46<br>59.26 | 10,786.00<br>4,978.15<br>62.23 | 11,324.00<br>5,226.46<br>65.33 | 11,891.00<br>5,488.15<br>68.60 | 12,484.00<br>5,761.85<br>72.02 |        | 9410 |
| SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST I            | C681       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.95<br>51.77  |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15 |        | 8810 |
| SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST II           | C691       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,877.00<br>4,556.62<br>56.98  |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38 |        | 8810 |
| SPECIALIST LIBRARIAN                                            | L590       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,451.00<br>3,438.92<br>45.25  | 7,819.00<br>3,608.77<br>47.48  | 8,215.00<br>3,791.54<br>49.89  | 8,627.00<br>3,981.69<br>52.39  | 9,056.00<br>4,179.69<br>55.00  |        | 8810 |
| SUPERVISING INFORMATION TECHNOLOGY ANALYST                      | C645       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,690.00<br>5,856.92<br>73.21 |                                |                                |                                | 15,226.00<br>7,027.38<br>87.84 |        | 9410 |
| SUPERVISING CIVIL ENGINEER                                      | C220       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,965.00<br>6,445.38<br>80.57 |                                |                                |                                | 16,754.00<br>7,732.62<br>96.66 |        | 9410 |
| TREE MAINTENANCE WORKER I                                       | R710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,771.00<br>2,663.54<br>33.29  | 6,061.00<br>2,797.38<br>34.97  | 6,356.00<br>2,933.54<br>36.67  | 6,678.00<br>3,082.15<br>38.53  | 7,013.00<br>3,236.77<br>40.46  |        | 9420 |
| TREE MAINTENANCE WORKER II                                      | R730       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,350.00<br>2,930.77<br>36.63  | 6,669.00<br>3,078.00<br>38.48  | 6,998.00<br>3,229.85<br>40.37  | 7,354.00<br>3,394.15<br>42.43  | 7,720.00<br>3,563.08<br>44.54  |        | 9420 |
| TREE MAINTENANCE LEADER                                         | R690       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,980.00<br>3,221.54<br>40.27  | 7,329.00<br>3,382.62<br>42.28  | 7,699.00<br>3,553.38<br>44.42  | 8,080.00<br>3,729.23<br>46.62  | 8,486.00<br>3,916.62<br>48.96  |        | 9420 |
| UTILITIES FIELD SUPERVISOR                                      | C520       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,375.00<br>4,788.46<br>59.86 |                                |                                |                                | 12,448.00<br>5,745.23<br>71.82 |        | 9410 |
| UTILITIES SPECIALIST                                            | M690       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| UTILITIES SPECIALIST - WASTEWATER                               | M691       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,159.00<br>3,765.69<br>47.07  | 8,568.00<br>3,954.46<br>49.43  | 8,994.00<br>4,151.08<br>51.89  | 9,446.00<br>4,359.69<br>54.50  | 9,914.00<br>4,575.69<br>57.20  |        | 9420 |
| UTILITIES WORKER                                                | M680       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,271.00<br>3,355.85<br>41.95  | 7,635.00<br>3,523.85<br>44.05  | 8,016.00<br>3,699.69<br>46.25  | 8,416.00<br>3,884.31<br>48.55  | 8,840.00<br>4,080.00<br>51.00  |        | 9420 |
| UTILITIES WORKER - WASTEWATER                                   | M681       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,417.00<br>3,423.23<br>42.79  | 7,784.00<br>3,592.62<br>44.91  | 8,174.00<br>3,772.62<br>47.16  | 8,582.00<br>3,960.92<br>49.51  | 9,016.00<br>4,161.23<br>52.02  |        | 9420 |
| UTILITY LOCATOR                                                 | M650       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,931.00<br>3,198.92<br>39.99  | 7,275.00<br>3,357.69<br>41.97  | 7,638.00<br>3,525.23<br>44.07  | 8,021.00<br>3,702.00<br>46.28  | 8,419.00<br>3,885.69<br>48.57  |        | 9420 |
| WATER QUALITY SPECIALIST                                        | M810       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| WATER RESOURCES SPECIALIST                                      | M820       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| WATER RESOURCES TECHNICIAN                                      | M830       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,407.00<br>2,957.08<br>36.96  | 6,730.00<br>3,106.15<br>38.83  | 7,059.00<br>3,258.00<br>40.73  | 7,415.00<br>3,422.31<br>42.78  | 7,786.00<br>3,593.54<br>44.92  |        | 9420 |

WEEKLY HOURLY RATE=  
38 HOURS FOR LIBRARY PERSONNEL  
56 HOURS FOR FIRE SHIFT PERSONNEL  
40 HOURS FOR ALL OTHER PERSONNEL

EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021

| CLASSIFICATION TITLE                          | CLASS<br>CODE | BARGAINING UNIT | SALARY<br>EFFECTIVE DATE | SALARY                           | STEP 1 /<br>BOTTOM OF<br>RANGE | STEP 2 | STEP 3 | STEP 4 | STEP 5 /<br>BOTTOM OF<br>RANGE   | STEP 6 | COMP |
|-----------------------------------------------|---------------|-----------------|--------------------------|----------------------------------|--------------------------------|--------|--------|--------|----------------------------------|--------|------|
| MANAGERIAL / PROFESSIONAL LEVEL I             | X111          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,333.00<br>1,999.85<br>25.00  |        |        |        | 6,933.00<br>3,199.85<br>40.00    |        | 9410 |
| MANAGERIAL / PROFESSIONAL LEVEL II            | X110          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00  |        |        |        | 9,533.00<br>4,399.85<br>55.00    |        | 9410 |
| OFFICE CLERICAL                               | X150          | NOT REPRESENTED | 1/1/2022                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 5,027.00<br>2,320.15<br>29.00    |        | 8810 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL I   | X105          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,933.00<br>3,199.85<br>40.00  |        |        |        | 10,400.00<br>4,800.00<br>60.00   |        | 9410 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL II  | X104          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,533.00<br>4,400.00<br>55.00  |        |        |        | 13,867.00<br>6,400.15<br>80.00   |        | 9410 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL III | X103          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,867.00<br>6,400.15<br>80.00 |        |        |        | 29,466.00<br>13,599.69<br>170.00 |        | 9410 |
| PARAPROFESSIONAL                              | X140          | NOT REPRESENTED | 1/1/2022                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 6,413.00<br>2,959.85<br>37.00    |        | 9410 |
| PROTECTIVE SERVICE                            | X130          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,120.00<br>1,440.00<br>18.00  |        |        |        | 11,267.00<br>5,200.15<br>65.00   |        | 7706 |
| SERVICE MAINTENANCE                           | X170          | NOT REPRESENTED | 1/1/2022                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 5,027.00<br>2,320.15<br>29.00    |        | 9420 |
| SKILLED CRAFT                                 | X160          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,467.00<br>1,600.15<br>20.00  |        |        |        | 6,933.00<br>3,199.85<br>40.00    |        | 9420 |
| TECHNICAL LEVEL I                             | X121          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,467.00<br>1,600.15<br>20.00  |        |        |        | 6,067.00<br>2,800.15<br>35.00    |        | 9410 |
| TECHNICAL LEVEL II                            | X120          | NOT REPRESENTED | 7/1/2017                 | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00  |        |        |        | 9,533.00<br>4,399.85<br>55.00    |        | 9410 |

**EXHIBIT A  
PROPOSED EXECUTIVE MANAGEMENT SUMMARY OF BENEFITS 7-1-21**

**CITY OF REDWOOD CITY**



**EXECUTIVE MANAGEMENT  
SUMMARY OF BENEFITS**

**Revised  
July 1, 20210**

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The purpose of the Executive Management Summary of Benefits is to establish and maintain benefits that will attract and retain the best available talent for the City of Redwood City. Additionally, the Summary of Benefits is established to ensure Executive Management benefits stay in balance with other city employees.

**I. EXECUTIVE MANAGEMENT BENEFITS APPLY TO THE FOLLOWING CLASSIFICATIONS:**

|                                                                             |                                                   |
|-----------------------------------------------------------------------------|---------------------------------------------------|
| Assistant City Attorney                                                     | Deputy City Manager                               |
| Assistant City Manager                                                      | Deputy Police Chief                               |
| <a href="#">Assistant Community Development and Transportation Director</a> | Economic Development Manager                      |
| Assistant Parks, Recreation and Community Services Director                 | Finance Director                                  |
| Assistant Public Works Director                                             | Financial Services Manager                        |
| City Clerk                                                                  | Fire Chief                                        |
| Community Development and Transportation Director                           | Human Resources Director                          |
| Community Development Services Manager – Building                           | Information Technology Manager                    |
| Community Development Services Manager – Engineering                        | Library Director                                  |
| Community Development Services Manager - Planning                           | Parks, Recreation and Community Services Director |
| Communications Manager                                                      | Police Captain                                    |
| Deputy City Attorney                                                        | Police Chief                                      |
|                                                                             | Public Works Services Director                    |
|                                                                             | Senior Assistant City Attorney                    |

Individuals in the above classifications are at-will employees.

The following Council appointed positions will receive at a minimum all benefits of the Executive Management Group and at Council discretion any additional benefits:

City Attorney  
City Manager



## **II. COMPENSATION**

### **MARKET EQUITY and SALARY SETTING**

The comparable labor market will include those cities that provide full-service, are in the Bay Area job pool, recognized as excellent organizations, and have comparable service outputs. These cities include Alameda, Berkeley, Hayward, Mt. View, Palo Alto, San Leandro, San Mateo, South San Francisco, and Sunnyvale. The market study shall be based on total compensation, including such factors as salary, benefits, and other employer payments typically considered when determining total compensation.

Upon Council direction the City Manager shall request external labor market comparisons for all classifications in the Executive Management Group. Upon review of the labor market comparison and the City's financial condition the City Council may approve implementation of new salary ranges for the Executive Management Group.

Individual Executive Management salaries for Department Heads are reviewed by the City Manager on an annual basis and are set anywhere within the established range based on performance. Individual Executive Management salaries for Division Managers are reviewed by the Department Head and recommended to the City Manager on an annual basis and are set anywhere within the established range based on performance.

### **INTERNAL ALIGNMENT**

All Executive Management classifications shall maintain a minimum differential of 10% above subordinate classifications. The comparative analysis shall include the top of the range of the executive classification and the top of the range (or top step) of the subordinate classification. Premium pay received by the subordinate classification will be included in the comparison if such pay is received on a regular and continuous basis, and the supervising classification is not similarly eligible for such pay. Adjustments in salary ranges to maintain the differential will be effective the same date the subordinate class received the adjustment.

The classifications of Police Captain, Deputy Police Chief, and Police Chief shall be exempt from the internal alignment standard through June 30, 2021. Salary adjustments for these classifications shall be granted annually, with the intent of achieving the ten percent (10%) internal alignment standard over time.

Adjustments to salary ranges due to compaction may be approved by the City Manager for immediate effect, and such changes shall be submitted for Council approval as soon as practical.

### **EXCEPTIONAL PERFORMANCE BONUS**

The City Council shall continue to provide a bonus program for the Executive Management Group that will offer incentives and commensurate rewards for exceptional service or contributions. Any bonus granted under this program is at the discretion of the City Manager and is awarded when previously established stretch goals have been met or when the City Manager deems it appropriate. Employees in the Executive Management Group are eligible to receive up to a 5% of their base salary one time each fiscal year. It is not expected that all positions will receive bonuses each year since this program is intended to recognize only exceptional performance. This program is not a method of recognizing expected or above average performance. Again, the bonus program is only for exceptional service to the city or community. Any bonus awarded under this program is not considered part of base salary nor is there any intention that any bonus serve as the basis for any future compensation.

Annually as part of the budget process, the City Manager recommends to Council an amount to be appropriated for this program for the ensuing fiscal year. This amount may be based upon experience and may be expanded or reduced in accordance with the City's financial prospects and the City Manager's/City Council's satisfaction with the program.

### **CITY PAID DEFERRED COMPENSATION CONTRIBUTION**

Effective October 1, 2001, the City shall contribute 2% of compensation to a deferred compensation program for all Executive Management classifications.

### **RETIREMENT ENHANCEMENT PLAN (401-A)**

All Executive Management employees shall be eligible to participate in the plan if they are employed as the City Manager, City Attorney, City Clerk, or are a Department Head, Deputy or Assistant Department Head, or Division Manager of the City of Redwood City.

The City paid contribution of 2% of compensation will go into a 401-A plan for the applicable classifications, as defined in plan document. Employee contributions shall be mandatory and determined by the City in accordance with the plan document and I.R.S. guidelines. Employee contributions effective January 1, 2017, or upon Council approval of the amended plan, whichever occurs later, shall be as listed in Appendix A.

For the purposes of this section compensation shall be defined as all regular pay and any applicable retroactive payments relating to said regular pay.

For the purposes of this section regular pay shall be defined as the amount appearing in the regular pay line on the participant's pay stub.

All Executive Management personnel will participate in the City's payroll direct deposit program. Employees shall be paid biweekly in accordance with City-wide payroll procedures.

### III. LEAVE

- a. **Vacation** – Vacation accruals will be set by the City Manager based on years of service with City and total public sector years or years in the industry.

Executive Management will accrue vacation based on years of service based on the following schedule:

- Date of Hire through the fourth year of service – 3.077 hours per pay period, yields 80 hours of vacation per year).
- Fifth through the ninth year of service – 4.615 hours per pay period, yields 120 hours of vacation per year.
- Tenth through the sixteen year of service – 6.154 hours per pay period, yields 160 hours of vacation per year.
- Seventeenth through the nineteenth year of service – 6.923 hour per pay period, yields 180 hours of vacation per year.
- Twentieth and subsequent years of service – 7.692 hour per pay period, yields 200 hours of vacation per year.

Vacation leave shall not be accumulated in excess of two (2) years' worth of vacation accrual computed to the 31<sup>st</sup> of December, except upon written authorization of the City Manager. In certain unique circumstances, the City Manager may authorize a payout of excess vacation leave over the maximum accrual cap.

- **Illness During Vacation** - An employee who commences a scheduled vacation period and subsequently becomes ill before ~~his or her~~ their vacation period has been completed shall be placed on sick leave.

When the employee's vacation leave is converted to sick leave, the appropriate vacation credit shall be restored to the employee's earned vacation balance, and

a reasonable opportunity to utilize this vacation credit shall be provided within the City's existing practices in order to avoid loss of vacation credit.

- b. In-Lieu Hours** - In-Lieu Hours are established to recognize the inherent and distinctive terms and conditions of employment of Executive Management classifications. These positions are distinguished from all other merit system positions in that they serve solely at the pleasure of the City Manager or appointing authority in an exempt at will capacity, they may be removed without cause, and they are expected to work on call numerous hours beyond the regular work week without any additional form of compensation.

In partial recognition of the extra work hours expected of these positions, in-lieu hours are established. Executive Management employees are eligible to receive one hundred sixty (160) hours per calendar year of in-lieu hours. This leave may be taken as time off, or paid in cash for any portion of this leave remaining as of the payroll period which includes December 31 of the calendar year or may go into the employee's 401(a) account (where permitted by the plan document). Newly appointed Executive Management employees who have served less than one full calendar year may receive a prorated portion of this leave at the discretion of the City Manager.

- c. Holidays** - The following are recognized holidays:

New Year's Day  
Martin Luther King, Jr. Day (observed on the third Monday in January)  
President's Day (observed on the third Monday in February)  
Memorial Day (observed on the last Monday in May)  
Juneteenth (observed June 19)  
Independence Day  
Labor Day (observed on the first Monday in September)  
Veterans Day (observed November 11)  
Thanksgiving Day  
The Day After Thanksgiving  
Christmas Eve  
Christmas Day  
New Year's Eve  
Two Administrative Holidays

- **Administrative Holiday** - At the option of the employee, an employee may receive pay at the employee's straight-time rate of pay in lieu of one or both of the administrative holidays at eight (8) hours per administrative holiday. In the event that one or both of the administrative holidays are not used by the last pay period paid in the year (based on the preceding twenty-six (26) pay periods), payment will be made no later than the first pay period in February.

- **Holiday During Vacation** - In the event any of the holidays above occur while an employee is on vacation or sick leave, the holiday shall not be charged as vacation or sick leave.

- d. **Sick Leave** - Sick leave with pay shall be granted to all regular employees except as hereinafter provided, at the rate of one (1) working day for each full calendar month of service (3.693 hours per pay period), credited on a biweekly basis.

Sick leave shall be defined as the non-job related absence from work due to illness, bodily injury, exposure to contagious disease, and caring of family members or domestic partner whose illness required the employee's care. Sick leave may also be utilized for specified circumstances as provided for by City Policy and State and Federal law, including use of up to one-half of sick leave accrued in any calendar year to obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:

- A temporary restraining order or restraining order.
- Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
- To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
- To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
- To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
- To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

Unused sick leave may be accumulated to maximum sick leave credits of 1200 hours.

In the event an employee has accumulated the maximum sick leave credits of 1200 hours and the employee becomes so severely ill that he exhausts his/her sick leave, the City Manager may authorize additional sick leave to include any sick leave in excess of the 1200 hours maximum which may have been lost due to the maximum limitation; provided, however, that sick leave credits were not accumulated for a period of six (6) months or longer.

An employee may elect to receive compensation in lieu of sick leave credits for any calendar year (based on the first twenty-six (26) pay periods in the calendar year) by requesting payment of unused sick leave in writing to ~~the Director of~~

Finance no later than December 1 prior to the calendar year in which leave is earned. Payment shall be made at fifty percent (50%) of the unused sick leave hours accrued for that calendar year at the salary for the year the payment is being made and shall be made after December 31. There shall be no payment in lieu of accumulated sick leave benefits for years prior to such calendar year.

Accumulated sick leave credits shall be reduced by the value of the sick leave compensated as provided in the above paragraph and the remaining balance shall be accumulated to a maximum of 1200 hours.

If an employee terminates ~~his/her~~ their employment, for reasons other than death, retirement or discharge, compensation in lieu of unused sick leave shall be paid in accordance with the terms provided for an employee who may elect to receive compensation in lieu of sick leave credits, prorated to the date of termination of service.

Employees who retire from City employment with benefits from PERS or who die while in the employ of the City shall be eligible to receive fifty percent (50%) of accrued unused sick leave. In the event of the death of an employee, such payments shall be made to the designated beneficiary filed with the Human Resources Division, or, in the event no designated beneficiary has been chosen, the beneficiary listed in the employee's insurance policy will receive the payment of such unused sick leave as provided under the provisions for an employee who elects to receive compensation in lieu of sick leave credits.

Employees discharged shall not be eligible for payment of unused sick leave.

- **PERS Sick Leave Credit** - In the event the PERS sick leave credit contract option is provided to any employee organization in the miscellaneous group of employees, all Executive Management employees shall be granted this benefit.
- e. **Absences Less Than One (1) Day** - Executive Management shall charge the appropriate leave balances (vacation, sick, administrative) only for absences of one (1) or more working days.
- f. **Industrial Disability Leave**

Non-Safety employees hired on or after April 1, 1983, shall be entitled to industrial disability leave without loss of compensation for the period of such disability to a maximum of sixty (60) days or until retirement, whichever occurs first. In accordance with Labor Code 4850, public safety employees shall be entitled to industrial disability leave without loss of compensation for the period of such disability to a maximum of one (1) year, or until retirement, whichever occurs first. During the period the employee is paid by the City, the employee shall assign or

endorse to the City any salary replacement benefit payments received as a result of workers' compensation insurance coverage. The City reserves the right to withhold payment of any disability benefits until such time as it is determined whether or not the illness or injury is covered by workers' compensation.

**g. g. Bereavement Leave** – In the event of a death in the immediate family member of an employee in the Executive Management Group that employee, upon request, shall be granted such time off with pay as is necessary to make arrangements for and/or attend the funeral not to exceed three (3) regularly scheduled working days or four (4) days in the event the funeral is 300 or more miles from the City. For bereavement leave, immediate family shall be restricted to ~~father, mother~~ parent, ~~brother, sister~~ sibling, spouse, domestic partner, child, ~~half-brother, half-sister~~ half-sibling, ~~stepbrother, stepsister~~ stepsibling, ~~mother-in-law, father-in-law~~, parent-in-law, grandparent, grandchild, and ~~stepparent-stepfather, stepmother~~, stepchild in those cases where direct child rearing-parental relationship may be demonstrated to have existed.

**h. Military Leave** - The provisions of the Military and Veterans Code of the State of California shall govern the granting of military leaves of absence and the rights of employees returning from such leaves.

**i. Parental Leave of Absence Without Pay** - Qualifying employees shall be granted upon request a leave of absence without pay for the purpose of parent-child bonding following the birth of a child or the placement of a child in the employee's family for adoption or foster care for a period of up to one (1) year.

The employee on leave shall be returned to ~~his/her~~ their original position or if that position is not in existence, to an equivalent position within ~~his/her~~ their classification.

A parental leave is granted without pay for the duration of leave. Where an employee has accrued paid vacation, NAVL, compensatory time, or sick leave, that paid leave may be substituted for all or part of any unpaid parental leave. The City may also require use of paid accrued leave during parental leave in accordance with City policy and Family Medical Leave Act (FMLA), California Family Rights Act (CFRA), and Pregnancy Disability Leave (PDL) regulations.

The employee may elect to continue medical and dental insurance coverage for up to one (1) year during this leave. Medical and dental insurance coverage during any portion of parental leave that does not run concurrently with FMLA, CFRA or PDL shall be at the employee's own expense.

Parental Leave shall run concurrently with leave provisions provided under the Family and Medical Leave Act (FMLA) and the California Family Rights Act (CFRA), in accordance with State and Federal Law and City policy.

In any case in which two employees of the City are entitled to parental leave for the same child, the aggregate number of workweeks of parental leave to which both may be entitled shall be limited to fifty-two (52) workweeks during any twelve (12) month period.

- j. **Leave for Pregnancy Disability** – In accordance with the California Fair Employment and Housing Act and City policy, employees are entitled to pregnancy disability leave.
- k. **Family and Medical Leave**  
In accordance with the California Family Rights Act of 1991 and the Family and Medical Leave Act of 1993, and City policy, qualifying regular part-time and full-time employees are entitled to leave.
- l. **Court Appearance Leave** - Leave for court appearance shall be granted by the City for court appearance on behalf of the City with no loss of salary.
- m. **Jury Duty** - Any employee whose name shall be selected from the list of trial jurors to serve as a juror in a civil or criminal action pending in a Superior, Municipal, or Justice Court of the State of California, or any Federal court convening in the State of California, or any employee required to report for the selection of a jury in any of these courts shall receive pay for the time such service requires his absence from work; provided, however, that the City may require proof of the time such service was required and any moneys received from jury service shall be turned into the City; provided, further, that the employee shall report to work whenever a reasonable portion of the workday or shift remains for completion. Any employee required to serve as a juror shall not have ~~his/her~~ their regular starting or quitting time changed as a result of being called for jury service.
- n. **Leave of Absence** - Upon written request of an employee, the City Manager may grant a leave of absence without pay for a period not to exceed one (1) year. Any authorization for a leave of absence without pay shall be made in writing by the City Manager.

During an approved leave of absence, the employee shall not engage in gainful employment unless authorized to do so by written permission of the City. The City may cancel the leave of absence or terminate any employee who violates the terms and conditions of the written permission for the leave.



Unless required by law, employees shall not receive City contributions to benefits or accrue vacation, sick leave or other paid leave, during leave of absence without pay. Employees on unpaid leave of absence may continue group health insurance coverage provided the employee pays the entire cost of coverage for the option selected. Late payment may result in cancellation of health plan coverage with no-reinstatement allowed.

#### **IV. HEALTH BENEFITS**

**Medical Insurance/Cafeteria Plan** - The City agrees to contract with the California Public Employee's Retirement System (CalPERS) for participation under the Public Employees Medical and Hospital Care Act (Government Code Section 22750, et, seq.), for the purpose of providing medical insurance benefits for employees

The City's maximum contribution for each eligible, active employee for a Health Benefit Plan (as referenced in Government Code Section 22892) shall not exceed the CalPERS minimum contribution, adjusted annually by the CalPERS Board to reflect any change to the medical care component of the Consumer Price Index.

All costs incurred by the City to maintain the Group Health Benefits Plan in compliance with Government Code Section 22751, et. Seq., and all costs incurred by the City to maintain the Cafeteria Plan in compliance with IRS Code Section 125, shall be paid from the aforementioned monthly dollar caps. Such costs include, but are not limited to, premiums, surcharges, and/or administrative fees. In the event there are any costs not charged to the City due to delays by CalPERS and/or other administrative agencies in calculating, or reporting these costs, said costs shall be carried over and charged as administrative costs to the following plan year and deducted from the aforementioned monthly dollar caps accordingly.

The health plans offered shall be those of the California Public Employee's Retirement System (PERS) or any other reasonably comparable health plan options.

The City shall establish in accordance with Section 125 of the IRS Code a Cafeteria Plan establishing the following individual accounts for each active employee:

- A. Group Health Plan Medical Premiums
- B. Flexible Spending Account for Dependent Care
- C. Flexible Spending Account for Medical Expenses

Effective January 1, 2012, the City's monthly contribution for each eligible full-time employee for the aforementioned Cafeteria Plan shall be equal to ninety percent (90%) of the premium of the health plan and level of coverage selected by the employee, up to

ninety percent (90%) of the CalPERS Bay Area Kaiser Family Premium per employee, minus applicable administration fees.

**Health Savings/Cash Option** – Effective January 1, 2012, if an employee elects no City-offered health insurance coverage and provides attestation of alternate “minimum essential coverage” for the employee and all individuals in ~~his or her~~ their tax family, \$200 per month may be taken as cash. The employee may also elect to have such funds deposited in a Flexible Spending Account (FSA) or Dependent Care Reimbursement Account.

**Retiree Health** – For Executive Management employees hired before January 1, 2013 who have five (5) years of service, or hired on or after January 1, 2013 who have ten (10) years of service, and retire under the City's retirement plan within one hundred twenty (120) days of separation from City employment, the retirement stipend paid by the City shall be as follows:

Retiree Health Tier 1: For retirees hired by the City before September 1, 2018, the City's stipend shall be the amount of the premium for single party coverage in the plan selected by the retiree, not to exceed the amount of the CalPERS Bay Area Kaiser Premium for family coverage. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in premium amount.

For Retiree Health Tier 1 retirees hired by the City before September 1, 2018, who reside in other higher priced regions, the City's stipend shall be the amount of the premium for single party coverage in the plan selected by the retiree, not to exceed the amount of the CalPERS Bay Area Kaiser Premium for family coverage based on the Bay Area Regional pricing schedule. The retiree will be required to pay the additional premium amount that is in excess of the Bay Area rates. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

Retiree Health Tier 2: For retirees hired by the City on or after September 1, 2018, the City's stipend shall not exceed ninety percent (90%) of the CalPERS Bay Area Kaiser Premium for single party coverage. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

For Retiree Health Tier 2 retirees hired by the City on or after September 1, 2018, who reside in other higher priced regions, the City's stipend shall not exceed ninety percent (90%) of the CalPERS Bay Area Kaiser Premium for single party coverage. The retiree will be required to pay the additional premium amount that is in excess of the Bay Area rates. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in the premium amount.

For Retiree Health Tier 2 employees who separate employment via a service retirement during the term of this MOU, this benefit shall continue until the retiree becomes eligible for Medicare. Once the retiree becomes eligible for Medicare, the City's stipend shall not exceed the single party cost of the "Kaiser Permanente SR Advantage Plan." Should that plan be abolished, the City's stipend will not exceed the single party cost of the next most comparable plan. The City will pay the PEMHCA minimum employer contribution to CalPERS and reimburse the retiree for the remaining difference in premium amount.

**Dental Insurance** - The City shall continue to provide to eligible employees and dependents, including domestic partners, dental insurance. Coverage to be as follows: \$2,100 annual cap for basic coverage and \$2,500 lifetime cap for orthodonture effective October 1, 2001. The City will pay ninety percent (90%) of the dental insurance premium for eligible employees and dependents.

**Vision Care** - The City shall continue to contract with Vision Service Plan (VSP) or a comparable vision care provider to provide vision care benefits for employees and their dependents including domestic partners. The Vision Service Plan B provides for an exam every twelve (12) months, lenses every twelve (12) months if needed, and frames every twenty-four (24) months if needed. There will be no deductible for employees, but a twenty dollar (\$20.00) per person deductible will apply to dependents each time benefits are available and will be paid by the employee. The City will pay ninety percent (90%) of the vision insurance premium for eligible employees and dependents.

**Savings Clause** – If, pursuant to any federal or state law which may become effective subsequent to the effective date of this policy, the City is required to pay contributions or taxes for hospital-medical-surgical, dental care, prescription drug or other health benefits to be provided its employees under such federal or state act, the City's obligation to furnish the same benefits under the hospital-medical programs shall be suspended and the contributions agreed to be paid monthly hereunder by the City shall be reduced each month by the amounts which the city is required to expend during such month in the form of contributions or taxed to support said federal or state health plan.

If, as a result of such law, the level of benefits provided by such law for any group of employees, or their dependents, is lower in certain categories of services than that provided under the existing major plan, the City shall, to the extent practical, provide a plan of benefits supplementary to the federal or state benefits so as to make benefits in each category of coverage as nearly comparable as possible to the benefits provided under the existing major plan. The City need only expend for this purpose the actual amount required to achieve parity between the benefits provided under any federal or state plan as supplemented in the manner hereinabove described. In no event shall the City be required to expend for such purposes an amount which when added to the contributions or taxes required of the City under the federal or state act, shall exceed the amounts paid at the time such legislation becomes effective.

If the benefits provided under the federal or state act exceed the benefits provided hereunder in each category of coverage, the City shall be under no further obligation to make any contribution.

**Life Insurance** – The City shall provide “basic” life insurance coverage of three thousand dollars (\$3,000) to all members of the Executive Management Group. The City shall offer to eligible employee’s additional life insurance equal to one and one-half (1-1/2) times the employee's annual salary at a 60/40 premium contribution split between the City and the employee respectively.

**Long Term Disability** - The City will contract to provide Long Term Disability Insurance for Executive Management employees. The City will pay the full cost of the basic rate (basic rate provides for up to a three thousand dollars (\$3,000) maximum monthly payout). A buy-up option will be included to offer the employee the opportunity to increase their coverage, at their own expense, up to an additional three thousand dollars (\$3,000) monthly payout. The total maximum monthly payout available will be six thousand dollars (\$6,000).

**Social Security** - In the event the City and its employees are required to participate in the Federal Social Security Program, the contribution designated by law to be the responsibility of the employee shall be paid in full by the employee and the City shall not be obligated to pay or "pick up" any portion thereof.

**COBRA** - The City may cause employees not entitled to the benefits set forth in this Article who are allowed to remain on a City health insurance plan following separation from employment pursuant to the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) to be charged for such coverage at the maximum rate permissible by law (presently 102% of the premium for an active employee).

## **V. RETIREMENT**

### **Public Employees' Retirement System (PERS) -**

**Tier 1:** For employees hired before October 24, 2011, the City shall provide the Local Miscellaneous Members Section 21354.5 two and seven-tenths percent (2.7%) at age fifty-five (55) retirement formula, and the Public Safety members Section 21362.2 three percent (3%) at age fifty (50) retirement formula. Final compensation is calculated based on the single highest year in accordance with Government Code Section 20042.

**Tier 2:** - Retirement benefits for employees hired on or after October 24, 2011, and do not meet the definition of “new member” as set forth in Government Code Section 7522.02(f), shall be those established by the Public Employees’ Retirement System (PERS) for Local Miscellaneous Members two percent (2%) at sixty (60) formula

retirement plan in accordance with Government Code Section 21353, and for Safety Members three percent (3%) at Age Fifty-Five (55) formula retirement plan in accordance with Government Code Section 21363.1. Final compensation is calculated based on the average of three years of employment in accordance with Government Code Section 20037.

**Tier 3:** - For employees hired on or after January 1, 2013 and meet the definition of "new member" as set forth in Government Code Section 7522.02(f) the City will provide the CalPERS two percent (2%) at age sixty-two (62) formula retirement plan for Local Miscellaneous Members, and two and seven-tenths percent (2.7%) at age fifty-seven (57) formula retirement plan for Local Safety members in accordance with Government Code Section 7522.20. Final compensation is calculated based on the average of three years of employment, in accordance with Government Code Section 7522.32.

The City shall pay the rate prescribed by the Public Employees' Retirement System for employer contributions to the Public Employees' Retirement System in accordance with the rules and regulations governing such employer contributions, which consists of one-half of the total normal costs for pension. New members shall be subject to the provisions of the Public Employee Pension Reform Act (PEPRA), including provisions governing reportable compensation.

### **Employee Member Contribution**

Effective October 31, 2016 the employee shall pay the full required employee contribution in accordance with the established plan. The current required contribution rates are as follows:

|         | Miscellaneous Members | Public Safety Members |
|---------|-----------------------|-----------------------|
| Tier 1  | 8%                    | 9%                    |
| Tier 2  | 7%                    | 9%                    |
| Tier 3* | 6.25%                 | 12.75%                |

\*The mandatory contribution for Tier 3 Members is 50% of the normal cost of the benefit, subject to change each fiscal year.

**Employee Contribution to Employer Share of Pension** - The City shall pay the rate prescribed by the Public Employees' Retirement System for employer contributions to the Public Employees' Retirement System in accordance with the rules and regulations governing such employer contributions.

Effective July 10, 2017 in accordance with Section 20516(f) of the Government Code, Miscellaneous Member employees in Tier 1 and Tier 2 retirement formula plans shall pay a total of seven percent (7%) of salary toward the employer cost of retirement. Public Safety Member employees in Tier 1 and Tier 2 retirement formula plans shall continue to pay a total of nine percent (9%) of salary toward the employer cost of retirement. All

employees in the Tier 3 retirement formula plans shall continue to pay a total of two percent (2%) of salary toward the employer cost of retirement. The current contribution rates are as follows:

|         | Miscellaneous Members | Public Safety Members |
|---------|-----------------------|-----------------------|
| Tier 1  | 7%                    | 9%                    |
| Tier 2  | 7%                    | 9%                    |
| Tier 3* | 2%                    | 2%                    |

The contributions to the employer share of pension shall not be credited to the employee account at CalPERS and shall not be reimbursed to the contributor by the City at any time for any reason.

**PERS Military Leave Credit Option** – Members who are qualified may apply to PERS for up to four- (4) year's military credit. The individual employee would be responsible for payment of all the costs of this benefit except for the contractual option between the City of Redwood City and the Public Employees Retirement System.

## **VI. REIMBURSEMENTS/ALLOWANCES**

- a. Educational Expense Reimbursement** - Executive Management employees shall be eligible for reimbursement of costs of tuition, registration fees, books and supplies, and other educational expenses incurred in connection with enrollment in and successful completion of courses of instruction related to the employee's position with the City or a higher position with the City.

An Executive Management employee shall be eligible to receive reimbursement not to exceed one thousand five hundred dollars (\$1,500.00) per fiscal year, provided that the courses of instruction require attendance at an accredited community college or university, are part of a curriculum leading to a degree, are approved in advance of enrollment by the Human Resources ~~Division~~ Department, and the employee successfully completes such course submitted for reimbursement with a grade of "C" or better. The Educational Expense Reimbursement Program may be used for professional development workshops or seminars, and with approval of both the Department Head and City Manager, for participation in leadership development programs.

- b. Professional Development Reimbursement** – Reimbursement for authorized personal development and improvements will be granted to Executive Management up to a maximum of seven hundred and fifty dollars (\$750.00) per fiscal year. The following items are examples: Civic, community and professional organizations; professional development costs such as purchase of personal computers and related devices, tuition for job-related seminars, conferences and

educational work or other professional development membership costs not included in the departmental budget. With department head and City Manager approval, personal well-being activities such as fitness and gym membership fees can be applied to the \$750.00 per year.

Professional development requires approval by both the Department Head and City Manager.

Taxability of this benefit allowance is governed by the provisions of the Internal Revenue Code and State and local regulations. Upon separation of employment, the employee retains ownership of any devices purchased with Professional Development funds.

- c. **Auto Allowance** - Executive Management employees who are required to keep available a privately-owned vehicle for use in traveling on City business during ~~his/her~~ their working days as a condition of employment shall receive an amount equal to estimated actual costs, including costs of fuel, maintenance, repairs insurance and depreciation, which amount shall not exceed \$400.00 per month for Department Heads and \$300.00 for all other Executive Management employees.

Executive Management employees may receive additional compensation based on the current prescribed IRS mileage reimbursement rate per mile for work-related travel outside the Bay Area, where the total round-trip exceeds 150 miles from the employee's regular work location. Mileage records shall be maintained for establishing such payment.

For travel where the total round-trip exceeds three hundred (300) miles, additional compensation shall not exceed actual coach air fare when such fare is less than the amount computed at the aforesaid rates. For the purposes of this subsection, the actual cost of fuel, maintenance, repairs, insurance and depreciation, shall be deemed equal to the maximum allowance provided.

Executive Management employees may be eligible to receive a city vehicle in-lieu of auto allowance upon authorization from the City Manager.

- d. **Uniform Allowance** – Effective July 1, 2018, Fire Chief, Police Chief, Deputy Police Chief and Police Captains shall be paid an annual uniform allowance of eight hundred dollars (\$800.00). Uniform allowance will be paid on a pay period basis at twenty eight dollars and forty-six cents (\$30.77) per pay period as part of their regular paychecks. For classic CalPERS members as defined by PEPR, the City will report to CalPERS the monetary value of this uniform allowance on a per pay period basis.

- e. **Cellular Phone Stipend** – Employees required to use a cell phone for City business shall receive a cellular phone stipend of thirty-four dollars and sixty-two cents (\$34.62) per pay period. Employees who are issued a City-owned cellular phone for City business are ineligible for the cellular phone stipend. The City Manager may authorize a cell phone stipend for certain employees in the Confidential Unit.
- f. **Other Expenses** - Upon approval of the City Manager and department head, the City will reimburse employees for expenses incurred in performance of their assigned job duties when such other expenses are other than, or in addition to, expenses based upon mileage transportation costs, in accordance with the City's travel policy.
- g. **Compensation for Vehicular Damage** - The existing City policy on Use of City Owned and Private Vehicles for City Business in effect currently and as subsequently amended, shall be followed.
- h. **Licenses and Certificates** - Employees who are required by State or Federal agencies to be licensed or certified shall be reimbursed for the fees for such license or certificate, excluding licenses required by the Department of Motor Vehicles.
- i. **Service Credit** - Executive Management employees shall have all years of service with the City of Redwood City credited toward accrual rates and benefit vesting privileges.



## **Appendix A**

### **401(a) Retirement Plan Employee Contributions**

Effective January 1, 2017, or upon Council approval of the amended 401(a) plan document, employee contributions shall be as follows:

Group 1: Executive members appointed prior to January 1, 2015 shall continue with the mandatory employee contribution designated at the time of appointment

Group 2: Executive members appointed on or after January 1, 2015 shall have mandatory employee contributions as follows:

|                                                                                                                                 |                          |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| City Manager and City Attorney                                                                                                  | 5% of Salary             |
| <u>Department Heads:</u> <ul style="list-style-type: none"><li>• Public Safety</li><li>• Miscellaneous Tier 3 (PEPRA)</li></ul> | 5% of Salary             |
| All other Executive Members                                                                                                     | No Employee Contribution |

**EXECUTIVE MANAGEMENT  
SALARY RANGES  
3.5% COLA Effective July 6, 2020**

|                                                                                        | Minimum Monthly Salary | Maximum Monthly Salary |
|----------------------------------------------------------------------------------------|------------------------|------------------------|
| Department Heads                                                                       |                        |                        |
| Assistant City Manager                                                                 | \$16,334               | \$22,052               |
| City Clerk                                                                             | \$10,743               | \$14,503               |
| Comm. Devel. & Transp.<br><u>Community Development and<br/>Transportation Director</u> | \$14,663               | \$19,793               |
| Deputy City Manager                                                                    | \$13,931               | \$18,806               |
| Fire Chief                                                                             | \$18,731               | \$23,415               |
| Human Resources Director                                                               | \$14,385               | \$19,421               |
| Library Director                                                                       | \$14,355               | \$19,380               |
| Police Chief                                                                           | \$17,628               | \$23,798               |
| PRCS Director                                                                          | \$15,005               | \$20,257               |
| PWS Director                                                                           | \$15,005               | \$20,257               |

|                                                                        | Minimum Monthly Salary | Maximum Monthly Salary |
|------------------------------------------------------------------------|------------------------|------------------------|
| Division Heads, Deputy/Assistant<br>Director, and Other Executives     |                        |                        |
| Assistant City Attorney                                                | \$12,764               | \$17,232               |
| <u>Assistant Director of Administrative<br/>Services</u>               |                        |                        |
| <u>Assistant Community Development<br/>and Transportation Director</u> |                        |                        |
| Assistant PRCS Director                                                | \$12,378               | \$16,711               |
| Assistant Public Works Director                                        | \$12,378               | \$16,711               |
| CD Manager Building                                                    | \$11,333               | \$15,299               |
| CD Manager Engineering                                                 | \$13,651               | \$18,430               |
| CD Manager Planning                                                    | \$11,940               | \$16,119               |
| Communications Manager                                                 | \$10,743               | \$14,503               |
| Deputy City Attorney                                                   | \$9,895                | \$13,359               |
| Deputy Police Chief                                                    | \$16,784               | \$22,658               |
| Economic Development Manager                                           | \$12,408               | \$16,750               |
| Financial Services Manager                                             | \$12,408               | \$16,750               |
| Information Technology Manager                                         | \$12,408               | \$16,750               |
| Police Captain                                                         | \$15,975               | \$21,577               |
| Senior Assistant City Attorney                                         | \$14,041               | \$18,955               |

**EXECUTIVE MANAGEMENT**  
**SALARY RANGES**  
**2% COLA Effective July 5, 2021**

| <u>Department Heads</u>                                  | <u>Minimum Monthly Salary</u> | <u>Maximum Monthly Salary</u> |
|----------------------------------------------------------|-------------------------------|-------------------------------|
| <u>Assistant City Manager</u>                            | <u>\$16,661</u>               | <u>\$22,493</u>               |
| <u>City Clerk</u>                                        | <u>\$10,958</u>               | <u>\$14,793</u>               |
| <u>Community Development and Transportation Director</u> | <u>\$14,956</u>               | <u>\$20,189</u>               |
| <u>Deputy City Manager</u>                               | <u>\$14,210</u>               | <u>\$19,182</u>               |
| <u>Fire Chief</u>                                        | <u>\$19,106</u>               | <u>\$23,883</u>               |
| <u>Human Resources Director</u>                          | <u>\$14,673</u>               | <u>\$19,809</u>               |
| <u>Library Director</u>                                  | <u>\$14,642</u>               | <u>\$19,768</u>               |
| <u>Police Chief</u>                                      | <u>\$17,981</u>               | <u>\$24,274</u>               |
| <u>PRCS Director</u>                                     | <u>\$15,305</u>               | <u>\$20,662</u>               |
| <u>PWS Director</u>                                      | <u>\$15,305</u>               | <u>\$20,662</u>               |

| <u>Division Heads, Deputy/Assistant Director, and Other Executives</u> | <u>Minimum Monthly Salary</u> | <u>Maximum Monthly Salary</u> |
|------------------------------------------------------------------------|-------------------------------|-------------------------------|
| <u>Assistant City Attorney</u>                                         | <u>\$13,019</u>               | <u>\$17,577</u>               |
| <u>Assistant Community Development and Transportation Director</u>     | <u>\$12,626</u>               | <u>\$17,045</u>               |
| <u>Assistant Director of Administrative Services</u>                   | <u>TBD</u>                    | <u>TBD</u>                    |
| <u>Assistant PRCS Director</u>                                         | <u>\$12,626</u>               | <u>\$17,045</u>               |
| <u>Assistant Public Works Director</u>                                 | <u>\$12,626</u>               | <u>\$17,045</u>               |
| <u>CD Manager Building</u>                                             | <u>\$11,560</u>               | <u>\$15,605</u>               |
| <u>CD Manager Engineering</u>                                          | <u>\$13,924</u>               | <u>\$18,799</u>               |
| <u>CD Manager Planning</u>                                             | <u>\$12,179</u>               | <u>\$16,441</u>               |
| <u>Communications Manager</u>                                          | <u>\$10,958</u>               | <u>\$14,793</u>               |
| <u>Deputy City Attorney</u>                                            | <u>\$10,093</u>               | <u>\$13,626</u>               |
| <u>Deputy Police Chief</u>                                             | <u>\$17,120</u>               | <u>\$23,111</u>               |
| <u>Economic Development Manager</u>                                    | <u>\$12,656</u>               | <u>\$17,085</u>               |
| <u>Financial Services Manager</u>                                      | <u>\$12,656</u>               | <u>\$17,085</u>               |
| <u>Information Technology Manager</u>                                  | <u>\$12,656</u>               | <u>\$17,085</u>               |
| <u>Police Captain</u>                                                  | <u>\$16,295</u>               | <u>\$22,009</u>               |
| <u>Senior Assistant City Attorney</u>                                  | <u>\$14,322</u>               | <u>\$19,334</u>               |

**EXHIBIT B**  
**CITY OF REDWOOD CITY**  
**PROPOSED SALARY RANGES**  
**LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                                      | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                            | STEP 1 / BOTTOM OF RANGE         | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE         | STEP 6 | COMP |
|-----------------------------------------------------------|------------|-----------------|-----------------------|-----------------------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------|------|
| ACCOUNT CLERK I                                           | E730       | SEIU            | 2/1/2021              | MONTHLY<br>2,315.54<br>HRLY RATE  | 5,017.00<br>2,315.54<br>28.94    | 5,267.00<br>2,430.92<br>30.39  | 5,531.00<br>2,552.77<br>31.91  | 5,808.00<br>2,680.62<br>33.51  | 6,097.00<br>2,814.00<br>35.18    |        | 8810 |
| ACCOUNT CLERK II                                          | E700       | SEIU            | 2/1/2021              | MONTHLY<br>2,544.92<br>HRLY RATE  | 5,514.00<br>2,544.92<br>31.81    | 5,791.00<br>2,672.77<br>33.41  | 6,081.00<br>2,806.62<br>35.08  | 6,384.00<br>2,946.46<br>36.83  | 6,706.00<br>3,095.08<br>38.69    |        | 8810 |
| ACCOUNTANT                                                | C440       | RCMEA           | 10/12/2020            | MONTHLY<br>3,892.62<br>HRLY RATE  | 8,434.00<br>3,892.62<br>46.66    |                                |                                |                                | 10,123.00<br>4,672.15<br>58.40   |        | 9410 |
| ACCOUNTING TECHNICIAN I                                   | E620       | SEIU            | 2/1/2021              | MONTHLY<br>2,659.85<br>HRLY RATE  | 5,763.00<br>2,659.85<br>33.25    | 6,045.00<br>2,790.00<br>34.88  | 6,352.00<br>2,931.69<br>36.65  | 6,672.00<br>3,079.38<br>38.49  | 7,006.00<br>3,233.54<br>40.42    |        | 8810 |
| ACCOUNTING TECHNICIAN II                                  | E735       | SEIU            | 2/1/2021              | MONTHLY<br>2,926.15<br>HRLY RATE  | 6,340.00<br>2,926.15<br>36.58    | 6,655.00<br>3,071.54<br>38.39  | 6,990.00<br>3,226.15<br>40.33  | 7,336.00<br>3,385.85<br>42.32  | 7,707.00<br>3,557.08<br>44.46    |        | 8810 |
| ADMINISTRATIVE ASSISTANT                                  | C715       | RCMEA           | 10/12/2020            | MONTHLY<br>3,564.46<br>HRLY RATE  | 7,723.00<br>3,564.46<br>44.56    |                                |                                |                                | 9,275.00<br>4,280.77<br>53.51    |        | 8810 |
| ADMINISTRATIVE CLERK I                                    | E795       | SEIU            | 2/1/2021              | MONTHLY<br>2,118.92<br>HRLY RATE  | 4,591.00<br>2,118.92<br>26.49    | 4,820.00<br>2,224.62<br>27.81  | 5,059.00<br>2,334.92<br>29.19  | 5,315.00<br>2,453.08<br>30.66  | 5,581.00<br>2,575.85<br>32.20    |        | 8810 |
| ADMINISTRATIVE CLERK II                                   | E770       | SEIU            | 2/1/2021              | MONTHLY<br>2,332.15<br>HRLY RATE  | 5,053.00<br>2,332.15<br>29.15    | 5,306.00<br>2,448.92<br>30.61  | 5,569.00<br>2,570.31<br>32.13  | 5,850.00<br>2,700.00<br>33.75  | 6,139.00<br>2,833.38<br>35.42    |        | 8810 |
| ADMINISTRATIVE CLERK III                                  | E710       | SEIU            | 2/1/2021              | MONTHLY<br>2,562.92<br>HRLY RATE  | 5,553.00<br>2,562.92<br>32.04    | 5,832.00<br>2,691.69<br>33.65  | 6,123.00<br>2,826.00<br>35.33  | 6,430.00<br>2,967.69<br>37.10  | 6,750.00<br>3,115.38<br>38.94    |        | 8810 |
| ADMINISTRATIVE SECRETARY                                  | C710       | RCMEA           | 10/12/2020            | MONTHLY<br>3,408.92<br>HRLY RATE  | 7,386.00<br>3,408.92<br>42.61    |                                |                                |                                | 8,861.00<br>4,089.69<br>51.12    |        | 8810 |
| ASSISTANT CITY ATTORNEY                                   | C415       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>6,008.77<br>HRLY RATE  | 13,019.00<br>6,008.77<br>75.11   |                                |                                |                                | 17,577.00<br>8,112.46<br>101.41  |        | 9410 |
| ASSISTANT CITY CLERK                                      | C675       | RCMEA           | 10/12/2020            | MONTHLY<br>4,280.31<br>HRLY RATE  | 9,274.00<br>4,280.31<br>53.50    |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 8810 |
| ASSISTANT CITY MANAGER                                    | C110       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>7,689.69<br>HRLY RATE  | 16,661.00<br>7,689.69<br>96.12   |                                |                                |                                | 22,493.00<br>10,381.38<br>129.77 |        | 9410 |
| ASSISTANT COMMUNITY DEVELOPMENT & TRANSPORTATION DIRECTOR | C140       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>5,827.38<br>HRLY RATE  | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSISTANT ENGINEER I                                      | G700       | SEIU            | 2/1/2021              | MONTHLY<br>3,737.54<br>HRLY RATE  | 8,098.00<br>3,737.54<br>46.72    | 8,506.00<br>3,925.85<br>49.07  | 8,932.00<br>4,122.46<br>51.53  | 9,378.00<br>4,328.31<br>54.10  | 9,845.00<br>4,543.85<br>56.80    |        | 9410 |
| ASSISTANT ENGINEER II                                     | G600       | SEIU            | 2/1/2021              | MONTHLY<br>4,110.92<br>HRLY RATE  | 8,907.00<br>4,110.92<br>51.39    | 9,355.00<br>4,317.69<br>53.97  | 9,823.00<br>4,533.69<br>56.67  | 10,318.00<br>4,762.15<br>59.53 | 10,829.00<br>4,998.00<br>62.48   |        | 9410 |
| ASSISTANT PARKS, RECREATION & COMMUNITY SERVICES DIRECTOR | C135       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>5,827.38<br>HRLY RATE  | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSISTANT PLANNER                                         | H750       | SEIU            | 2/1/2021              | MONTHLY<br>3,694.62<br>HRLY RATE  | 8,005.00<br>3,694.62<br>46.18    | 8,409.00<br>3,881.08<br>48.51  | 8,826.00<br>4,073.54<br>50.92  | 9,269.00<br>4,278.00<br>53.48  | 9,732.00<br>4,491.69<br>56.15    |        | 9410 |
| ASSISTANT PUBLIC WORKS DIRECTOR                           | C204       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>5,827.38<br>HRLY RATE  | 12,626.00<br>5,827.38<br>72.84   |                                |                                |                                | 17,045.00<br>7,866.92<br>98.34   |        | 9410 |
| ASSOCIATE ENGINEER                                        | G500       | SEIU            | 2/1/2021              | MONTHLY<br>4,524.92<br>HRLY RATE  | 9,804.00<br>4,524.92<br>56.56    | 10,292.00<br>4,750.15<br>59.38 | 10,809.00<br>4,988.77<br>62.36 | 11,347.00<br>5,237.08<br>65.46 | 11,916.00<br>5,499.69<br>68.75   |        | 9410 |
| ASSOCIATE PLANNER                                         | H700       | SEIU            | 2/1/2021              | MONTHLY<br>4,065.23<br>HRLY RATE  | 8,808.00<br>4,065.23<br>50.82    | 9,248.00<br>4,268.31<br>53.35  | 9,708.00<br>4,480.62<br>56.01  | 10,199.00<br>4,707.23<br>58.84 | 10,707.00<br>4,941.69<br>61.77   |        | 9410 |
| BATTALION CHIEF                                           | C300       | COA             | 10/12/2020            | MONTHLY<br>6,772.62<br>HRLY RATE  | 14,674.00<br>6,772.62<br>60.47   |                                |                                |                                | 17,837.00<br>8,232.46<br>73.50   |        | 7706 |
| BATTALION CHIEF - 40 HR                                   | C301       | COA             | 10/12/2020            | MONTHLY<br>7,348.15<br>HRLY RATE  | 15,921.00<br>7,348.15<br>91.85   |                                |                                |                                | 19,351.00<br>8,931.23<br>111.64  |        | 7706 |
| BODY WORN CAMERA PROGRAM MANAGER                          | C528       | RCMEA           | 6/28/2021             | MONTHLY<br>4,280.31<br>HRLY RATE  | 9,274.00<br>4,280.31<br>53.50    |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| BUILDING ATTENDANT III                                    | N810       | SEIU            | 2/1/2021              | MONTHLY<br>1,501.85<br>HRLY RATE  | 3,254.00<br>1,501.85<br>18.77    | 3,414.00<br>1,575.69<br>19.70  | 3,584.00<br>1,654.15<br>20.68  | 3,762.00<br>1,736.31<br>21.70  | 3,952.00<br>1,824.00<br>22.80    |        | 8810 |
| BUILDING INSPECTOR                                        | K710       | SEIU            | 2/1/2021              | MONTHLY<br>3,802.62<br>HRLY RATE  | 8,239.00<br>3,802.62<br>47.53    | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |        | 9410 |
| BUILDING MAINTENANCE WORKER                               | N670       | SEIU            | 2/1/2021              | MONTHLY<br>3,078.00<br>HRLY RATE  | 6,669.00<br>3,078.00<br>38.48    | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76    |        | 9420 |
| CAPITAL IMPROVEMENT PROGRAM MANAGER                       | C435       | RCMEA           | 10/12/2020            | MONTHLY<br>5,620.15<br>HRLY RATE  | 12,177.00<br>5,620.15<br>70.25   |                                |                                |                                | 14,607.00<br>6,741.69<br>84.27   |        | 9410 |
| CDBG/HOME ADMINISTRATOR                                   | C323       | RCMEA           | 10/12/2020            | MONTHLY<br>4,968.92<br>HRLY RATE  | 10,766.00<br>4,968.92<br>62.11   |                                |                                |                                | 12,920.00<br>5,963.08<br>74.54   |        | 9410 |
| CHILD CARE SPECIALIST                                     | E925       | SEIU            | 2/1/2021              | MONTHLY<br>3,276.00<br>HRLY RATE  | 7,098.00<br>3,276.00<br>40.95    | 7,455.00<br>3,440.77<br>43.01  | 7,829.00<br>3,613.38<br>45.17  | 8,220.00<br>3,793.85<br>47.42  | 8,628.00<br>3,982.15<br>49.78    |        | 9410 |
| CITY ATTORNEY                                             | A170       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>10,964.31<br>HRLY RATE | 23,756.00<br>10,964.31<br>137.05 |                                |                                |                                | 23,756.00<br>10,964.31<br>137.05 |        | 9410 |
| CITY CLERK                                                | A180       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>5,057.54<br>HRLY RATE  | 10,958.00<br>5,057.54<br>63.22   |                                |                                |                                | 14,793.00<br>6,827.54<br>85.34   |        | 9410 |
| CITY COUNCIL MEMBER                                       | A000       | NOT REPRESENTED | 1/22/2001             | MONTHLY<br>346.15<br>HRLY RATE    | 750.00<br>346.15<br>4.33         |                                |                                |                                | 750.00<br>346.15<br>4.33         |        | 9410 |
| CITY MANAGER                                              | A100       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>12,855.69<br>HRLY RATE | 27,854.00<br>12,855.69<br>160.70 |                                |                                |                                | 27,854.00<br>12,855.69<br>160.70 |        | 9410 |
| CODE ENFORCEMENT OFFICER I                                | K750       | SEIU            | 2/1/2021              | MONTHLY                           | 7,490.00                         | 7,864.00                       | 8,260.00                       | 8,670.00                       | 9,103.00                         |        | 9410 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                                        | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE        | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE         | STEP 6 | COMP |
|-------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------|------|
|                                                             |            |                 |                       | BIWEEKLY<br>HRLY RATE            | 3,456.92<br>43.21               | 3,629.54<br>45.37              | 3,812.31<br>47.65              | 4,001.54<br>50.02              | 4,201.38<br>52.52                |        |      |
| CODE ENFORCEMENT OFFICER II                                 | K755       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53   | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77   |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - BUILDING                    | C406       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,560.00<br>5,353.38<br>66.69  |                                |                                |                                | 15,605.00<br>7,202.31<br>90.03   |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - ENGINEERING                 | C408       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,924.00<br>6,428.46<br>80.33  |                                |                                |                                | 18,799.00<br>8,678.46<br>108.46  |        | 9410 |
| COMMUNITY DEVELOPMENT MANAGER - PLANNING                    | C407       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,179.00<br>5,621.08<br>70.26  |                                |                                |                                | 16,441.00<br>7,588.15<br>94.85   |        | 9410 |
| COMMUNICATIONS DISPATCHER                                   | E670       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,971.00<br>3,678.92<br>45.99   | 8,366.00<br>3,861.23<br>48.27  | 8,790.00<br>4,056.92<br>50.71  | 9,229.00<br>4,259.54<br>53.24  | 9,692.00<br>4,473.23<br>55.92    |        | 8810 |
| COMMUNICATIONS MANAGER                                      | C412       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,958.00<br>5,057.54<br>63.22  |                                |                                |                                | 14,793.00<br>6,827.54<br>85.34   |        | 9410 |
| COMMUNICATIONS MULTIMEDIA ANALYST                           | C542       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77   |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15   |        | 8810 |
| COMMUNICATIONS SUPERVISOR                                   | C800       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,765.00<br>4,968.46<br>62.11  |                                |                                |                                | 12,919.00<br>5,962.62<br>74.53   |        | 9410 |
| COMMUNITY DEVELOPMENT AND TRANSPORTATION DIRECTOR           | B130       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,956.00<br>6,902.77<br>86.28  |                                |                                |                                | 20,189.00<br>9,318.00<br>116.48  |        | 9410 |
| COMMUNITY SERVICE OFFICER                                   | E705       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,229.00<br>2,874.92<br>35.94   | 6,542.00<br>3,019.38<br>37.74  | 6,868.00<br>3,169.85<br>39.62  | 7,215.00<br>3,330.00<br>41.63  | 7,577.00<br>3,497.08<br>43.71    |        | 9410 |
| CONSUMER SERVICE TECHNICIAN                                 | M750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,282.00<br>2,899.38<br>36.24   | 6,597.00<br>3,044.77<br>38.06  | 6,921.00<br>3,194.31<br>39.93  | 7,269.00<br>3,354.92<br>41.94  | 7,633.00<br>3,522.92<br>44.04    |        | 9410 |
| CUSTODIAL SERVICES SUPERVISOR                               | C825       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,023.00<br>3,702.92<br>46.29   |                                |                                |                                | 9,629.00<br>4,444.15<br>55.55    |        | 9410 |
| DEPUTY CITY ATTORNEY                                        | C107       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,093.00<br>4,658.31<br>58.23  |                                |                                |                                | 13,626.00<br>6,288.92<br>78.61   |        | 9410 |
| DEPUTY CITY MANAGER                                         | C855       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,210.00<br>6,558.46<br>81.98  |                                |                                |                                | 19,182.00<br>8,853.23<br>110.67  |        | 9410 |
| DEPUTY FIRE CHIEF                                           | C319       | COA             | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 18,197.00<br>8,398.62<br>104.98 |                                |                                |                                | 21,286.00<br>9,824.31<br>122.80  |        | 7706 |
| DEPUTY FIRE MARSHAL                                         | F800       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,587.00<br>5,347.85<br>66.85  | 12,165.00<br>5,614.62<br>70.18 | 12,774.00<br>5,895.69<br>73.70 | 13,412.00<br>6,190.15<br>77.38 | 14,083.00<br>6,499.85<br>81.25   |        | 7706 |
| DEPUTY POLICE CHIEF                                         | C230       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 17,120.00<br>7,901.54<br>98.77  |                                |                                |                                | 23,111.00<br>10,666.62<br>133.33 |        | 7720 |
| ECONOMIC DEVELOPMENT MANAGER                                | C403       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02  |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57   |        | 9410 |
| EMERGENCY PREPAREDNESS & OUTREACH COORDINATOR               | C518       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50   |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST I  | C682       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77   |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15   |        | 8810 |
| ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST II | C692       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,877.00<br>4,558.62<br>56.98   |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38   |        | 8810 |
| ENGINEERING TECHNICIAN I                                    | G730       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,015.00<br>2,778.15<br>34.70   | 6,318.00<br>2,916.00<br>36.45  | 6,633.00<br>3,061.38<br>38.27  | 6,967.00<br>3,215.54<br>40.19  | 7,314.00<br>3,375.69<br>42.20    |        | 9410 |
| ENGINEERING TECHNICIAN II                                   | G710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,611.00<br>3,051.23<br>38.14   | 6,943.00<br>3,204.46<br>40.06  | 7,292.00<br>3,365.54<br>42.07  | 7,657.00<br>3,534.00<br>44.18  | 8,040.00<br>3,710.77<br>46.38    |        | 9410 |
| ENVIRONMENTAL INITIATIVES COORDINATOR                       | C541       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50   |                                |                                |                                | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| EQUIPMENT MECHANIC I                                        | N710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,417.00<br>2,961.69<br>37.02   | 6,741.00<br>3,111.23<br>38.89  | 7,074.00<br>3,264.92<br>40.81  | 7,428.00<br>3,428.31<br>42.85  | 7,802.00<br>3,600.92<br>45.01    |        | 9420 |
| EQUIPMENT MECHANIC II                                       | N600       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,056.00<br>3,256.62<br>40.71   | 7,407.00<br>3,418.62<br>42.73  | 7,776.00<br>3,588.92<br>44.86  | 8,167.00<br>3,769.38<br>47.12  | 8,574.00<br>3,957.23<br>49.47    |        | 9420 |
| EQUIPMENT SERVICE WORKER                                    | N750       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,579.00<br>2,574.92<br>32.19   | 5,853.00<br>2,701.38<br>33.77  | 6,144.00<br>2,835.69<br>35.45  | 6,454.00<br>2,978.77<br>37.23  | 6,781.00<br>3,129.69<br>39.12    |        | 9420 |
| FACILITIES MAINTENANCE SUPERVISOR                           | C385       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,240.00<br>4,728.15<br>59.08  |                                |                                |                                | 12,286.00<br>5,670.46<br>70.88   |        | 9410 |
| FACILITY AIDE                                               | N790       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,595.00<br>2,120.77<br>26.51   | 4,824.00<br>2,226.46<br>27.83  | 5,064.00<br>2,337.23<br>29.22  | 5,319.00<br>2,454.92<br>30.69  | 5,584.00<br>2,577.23<br>32.22    |        | 9420 |
| FACILITY LEADER                                             | N745       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,305.00<br>2,448.46<br>30.61   | 5,569.00<br>2,570.31<br>32.13  | 5,848.00<br>2,699.08<br>33.74  | 6,138.00<br>2,832.92<br>35.41  | 6,447.00<br>2,975.54<br>37.19    |        | 9420 |
| FINANCE DIRECTOR                                            | B135       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,956.00<br>6,902.77<br>86.28  |                                |                                |                                | 20,189.00<br>9,318.00<br>116.48  |        | 9410 |
| FINANCIAL SERVICES MANAGER                                  | C360       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02  |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57   |        | 9410 |
| FIRE CAPTAIN                                                | F630       | FIRE            | 1/4/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,929.00<br>5,044.15<br>45.04  | 11,472.00<br>5,294.77<br>47.27 | 12,048.00<br>5,560.62<br>49.65 | 12,647.00<br>5,837.08<br>52.12 | 13,279.00<br>6,128.77<br>54.72   |        | 7706 |
| FIRE CHIEF                                                  | B150       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY              | 19,106.00<br>8,818.15           |                                |                                |                                | 23,883.00<br>11,022.92           |        | 7706 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                              | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE       | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE        | STEP 6                         | COMP |
|---------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------------|--------------------------------|------|
|                                                   |            |                 |                       | HRLY RATE                        | 110.23                         |                                |                                |                                | 137.79                          |                                |      |
| FIRE FIGHTER/ENGINEER                             | F700       | FIRE            | 1/4/2021              | MONTHLY<br>3,873.23<br>HRLY RATE | 8,392.00<br>3,873.23<br>34.58  | 8,813.00<br>4,067.54<br>36.32  | 9,254.00<br>4,271.08<br>38.13  | 9,720.00<br>4,486.15<br>40.06  | 10,205.00<br>4,710.00<br>42.05  | 10,712.00<br>4,944.00<br>44.14 | 7706 |
| FIRE FIGHTER/ENGINEER - 40 HR                     | F702       | FIRE            | 1/4/2021              | MONTHLY<br>3,873.23<br>HRLY RATE | 8,392.00<br>3,873.23<br>48.42  | 8,813.00<br>4,067.54<br>50.84  | 9,254.00<br>4,271.08<br>53.39  | 9,720.00<br>4,486.15<br>56.08  | 10,205.00<br>4,710.00<br>58.88  | 10,712.00<br>4,944.00<br>61.80 | 7706 |
| FIRE MARSHAL                                      | C306       | COA             | 10/12/2020            | MONTHLY<br>7,348.15<br>HRLY RATE | 15,921.00<br>7,348.15<br>91.85 |                                |                                |                                | 19,351.00<br>8,931.23<br>111.64 |                                | 7706 |
| FIRE PLAN CHECKER                                 | K760       | SEIU            | 2/1/2021              | MONTHLY<br>4,309.85<br>HRLY RATE | 9,338.00<br>4,309.85<br>53.87  | 9,806.00<br>4,525.85<br>56.57  | 10,294.00<br>4,751.08<br>59.39 | 10,809.00<br>4,988.77<br>62.36 | 11,349.00<br>5,238.00<br>65.48  |                                | 9410 |
| FIRE PREVENTION OFFICER                           | K715       | FIRE            | 1/4/2021              | MONTHLY<br>4,547.54<br>HRLY RATE | 9,853.00<br>4,547.54<br>56.84  | 10,351.00<br>4,777.38<br>59.72 | 10,863.00<br>5,013.69<br>62.67 | 11,409.00<br>5,265.69<br>65.82 | 11,980.00<br>5,529.23<br>69.12  |                                | 9410 |
| FLEET SUPERVISOR                                  | C835       | RCMEA           | 10/12/2020            | MONTHLY<br>4,301.54<br>HRLY RATE | 9,320.00<br>4,301.54<br>53.77  |                                |                                |                                | 11,323.00<br>5,226.00<br>65.33  |                                | 9410 |
| GIS MANAGER                                       | C335       | RCMEA           | 10/12/2020            | MONTHLY<br>5,265.23<br>HRLY RATE | 11,408.00<br>5,265.23<br>65.82 |                                |                                |                                | 13,688.00<br>6,317.54<br>78.97  |                                | 9410 |
| GIS TECHNICIAN                                    | G750       | SEIU            | 2/1/2021              | MONTHLY<br>3,802.62<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53  | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77  |                                | 9410 |
| GRAPHIC DESIGN SPECIALIST                         | L748       | SEIU            | 2/1/2021              | MONTHLY<br>2,712.00<br>HRLY RATE | 5,876.00<br>2,712.00<br>35.68  | 6,172.00<br>2,848.62<br>37.48  | 6,476.00<br>2,988.92<br>39.33  | 6,799.00<br>3,138.00<br>41.29  | 7,142.00<br>3,296.31<br>43.37   |                                | 8810 |
| HOUSING & ECONOMIC DEVELOPMENT SPECIALIST I       | K740       | SEIU            | 2/1/2021              | MONTHLY<br>3,456.92<br>HRLY RATE | 7,490.00<br>3,456.92<br>43.21  | 7,861.00<br>3,628.15<br>45.35  | 8,260.00<br>3,812.31<br>47.65  | 8,670.00<br>4,001.54<br>50.02  | 9,100.00<br>4,200.00<br>52.50   |                                | 9410 |
| HOUSING & ECONOMIC DEVELOPMENT SPECIALIST II      | K745       | SEIU            | 2/1/2021              | MONTHLY<br>3,802.62<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53  | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77  |                                | 9410 |
| HOUSING LEADERSHIP MANAGER                        | C409       | RCMEA           | 10/12/2020            | MONTHLY<br>5,676.00<br>HRLY RATE | 12,298.00<br>5,676.00<br>70.95 |                                |                                |                                | 16,602.00<br>7,662.46<br>95.78  |                                | 9410 |
| HUMAN RESOURCES ANALYST I                         | C741       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>3,816.92<br>HRLY RATE | 8,270.00<br>3,816.92<br>47.71  |                                |                                |                                | 9,924.00<br>4,580.31<br>57.25   |                                | 8810 |
| HUMAN RESOURCES ANALYST II                        | C742       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>4,409.08<br>HRLY RATE | 9,553.00<br>4,409.08<br>55.11  |                                |                                |                                | 10,879.00<br>5,021.08<br>62.76  |                                | 8810 |
| HUMAN RESOURCES DIRECTOR                          | B190       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>6,772.15<br>HRLY RATE | 14,673.00<br>6,772.15<br>84.65 |                                |                                |                                | 19,809.00<br>9,142.62<br>114.28 |                                | 9410 |
| HUMAN RESOURCES TECHNICIAN                        | C740       | RCMEA           | 10/12/2020            | MONTHLY<br>3,564.46<br>HRLY RATE | 7,723.00<br>3,564.46<br>44.56  |                                |                                |                                | 9,275.00<br>4,280.77<br>53.51   |                                | 8810 |
| HUMAN SERVICES SPECIALIST I                       | E210       | SEIU            | 2/1/2021              | MONTHLY<br>2,118.92<br>HRLY RATE | 4,591.00<br>2,118.92<br>26.49  | 4,821.00<br>2,225.08<br>27.81  | 5,057.00<br>2,334.00<br>29.18  | 5,312.00<br>2,451.69<br>30.65  | 5,581.00<br>2,575.85<br>32.20   |                                | 8810 |
| HUMAN SERVICES SPECIALIST II                      | E220       | SEIU            | 2/1/2021              | MONTHLY<br>2,330.77<br>HRLY RATE | 5,050.00<br>2,330.77<br>29.13  | 5,305.00<br>2,448.46<br>30.61  | 5,563.00<br>2,567.54<br>32.09  | 5,845.00<br>2,697.69<br>33.72  | 6,139.00<br>2,833.38<br>35.42   |                                | 8810 |
| HUMAN SERVICES SPECIALIST III                     | R230       | SEIU            | 2/1/2021              | MONTHLY<br>2,562.92<br>HRLY RATE | 5,553.00<br>2,562.92<br>32.04  | 5,832.00<br>2,691.69<br>33.65  | 6,123.00<br>2,826.00<br>35.33  | 6,430.00<br>2,967.69<br>37.10  | 6,750.00<br>3,115.38<br>38.94   |                                | 8810 |
| INFORMATION TECHNOLOGY ANALYST I                  | C680       | RCMEA           | 10/12/2020            | MONTHLY<br>4,141.85<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77  |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15  |                                | 8810 |
| INFORMATION TECHNOLOGY ANALYST II                 | C690       | RCMEA           | 10/12/2020            | MONTHLY<br>4,558.62<br>HRLY RATE | 9,877.00<br>4,558.62<br>56.98  |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38  |                                | 8810 |
| INFORMATION TECHNOLOGY MANAGER                    | C295       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>5,841.23<br>HRLY RATE | 12,656.00<br>5,841.23<br>73.02 |                                |                                |                                | 17,085.00<br>7,885.38<br>98.57  |                                | 9410 |
| JUVENILE AND FAMILY SERVICES SPECIALIST           | C850       | RCMEA           | 10/12/2020            | MONTHLY<br>4,067.54<br>HRLY RATE | 8,813.00<br>4,067.54<br>50.84  |                                |                                |                                | 10,578.00<br>4,882.15<br>61.03  |                                | 9410 |
| LANDSCAPE ARCHITECT                               | C332       | RCMEA           | 10/12/2020            | MONTHLY<br>5,297.54<br>HRLY RATE | 11,478.00<br>5,297.54<br>66.22 |                                |                                |                                | 13,774.00<br>6,357.23<br>79.47  |                                | 9410 |
| LANDSCAPE EQUIPMENT OPERATOR                      | R705       | SEIU            | 2/1/2021              | MONTHLY<br>3,046.15<br>HRLY RATE | 6,600.00<br>3,046.15<br>38.08  | 6,927.00<br>3,197.08<br>39.96  | 7,275.00<br>3,357.69<br>41.97  | 7,637.00<br>3,524.77<br>44.06  | 8,020.00<br>3,701.54<br>46.27   |                                | 9420 |
| LANDSCAPE GARDENER                                | R720       | SEIU            | 2/1/2021              | MONTHLY<br>2,800.15<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00  | 6,365.00<br>2,937.69<br>36.72  | 6,684.00<br>3,084.92<br>38.56  | 7,020.00<br>3,240.00<br>40.50  | 7,367.00<br>3,400.15<br>42.50   |                                | 9420 |
| LANDSCAPE SUPERVISOR                              | C870       | RCMEA           | 10/12/2020            | MONTHLY<br>3,702.92<br>HRLY RATE | 8,023.00<br>3,702.92<br>46.29  |                                |                                |                                | 9,629.00<br>4,444.15<br>55.55   |                                | 9410 |
| LEAD EQUIPMENT MECHANIC                           | N500       | SEIU            | 2/1/2021              | MONTHLY<br>3,584.31<br>HRLY RATE | 7,766.00<br>3,584.31<br>44.80  | 8,150.00<br>3,761.54<br>47.02  | 8,559.00<br>3,950.31<br>49.38  | 8,985.00<br>4,146.92<br>51.84  | 9,437.00<br>4,355.54<br>54.44   |                                | 9420 |
| LEAD LANDSCAPE GARDENER                           | R680       | SEIU            | 2/1/2021              | MONTHLY<br>3,078.00<br>HRLY RATE | 6,669.00<br>3,078.00<br>38.48  | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76   |                                | 9420 |
| LEAD MAINTENANCE CUSTODIAN                        | N780       | SEIU            | 2/1/2021              | MONTHLY<br>2,563.38<br>HRLY RATE | 5,554.00<br>2,563.38<br>32.04  | 5,834.00<br>2,692.62<br>33.66  | 6,128.00<br>2,828.31<br>35.35  | 6,431.00<br>2,968.15<br>37.10  | 6,753.00<br>3,116.77<br>38.96   |                                | 9420 |
| LEAD POLICE CLERK                                 | E685       | SEIU            | 2/1/2021              | MONTHLY<br>2,891.08<br>HRLY RATE | 6,264.00<br>2,891.08<br>36.14  | 6,576.00<br>3,035.08<br>37.94  | 6,906.00<br>3,187.38<br>39.84  | 7,250.00<br>3,346.15<br>41.83  | 7,613.00<br>3,513.69<br>43.92   |                                | 8810 |
| LEAD PUBLIC SAFETY DISPATCHER                     | E675       | SEIU            | 2/1/2021              | MONTHLY<br>4,047.69<br>HRLY RATE | 8,770.00<br>4,047.69<br>50.60  | 9,208.00<br>4,249.85<br>53.12  | 9,666.00<br>4,461.23<br>55.77  | 10,148.00<br>4,683.69<br>58.55 | 10,661.00<br>4,920.46<br>61.51  |                                | 8810 |
| LEAD PUBLIC WORKS MAINTENANCE WORKER              | M620       | SEIU            | 2/1/2021              | MONTHLY<br>3,198.92<br>HRLY RATE | 6,931.00<br>3,198.92<br>39.99  | 7,275.00<br>3,357.69<br>41.97  | 7,638.00<br>3,525.23<br>44.07  | 8,021.00<br>3,702.00<br>46.28  | 8,419.00<br>3,885.69<br>48.57   |                                | 9420 |
| LEAD PUBLIC WORKS MAINTENANCE WORKER - WASTEWATER | M621       | SEIU            | 2/1/2021              | MONTHLY<br>3,262.62<br>HRLY RATE | 7,069.00<br>3,262.62<br>40.78  | 7,420.00<br>3,424.62<br>42.81  | 7,789.00<br>3,594.92<br>44.94  | 8,178.00<br>3,774.46<br>47.18  | 8,586.00<br>3,962.77<br>49.53   |                                | 9420 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                            | CLASS CODE | BARGAINING UNIT    | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE        | STEP 2                         | STEP 3                         | STEP 4                          | STEP 5 / BOTTOM OF RANGE         | STEP 6 | COMP |
|-------------------------------------------------|------------|--------------------|-----------------------|----------------------------------|---------------------------------|--------------------------------|--------------------------------|---------------------------------|----------------------------------|--------|------|
| LEAD WATER RESOURCES TECHNICIAN                 | M825       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,271.00<br>3,355.85<br>41.95   | 7,635.00<br>3,523.85<br>44.05  | 8,016.00<br>3,699.69<br>46.25  | 8,416.00<br>3,884.31<br>48.55   | 8,840.00<br>4,080.00<br>51.00    |        | 9420 |
| LIBRARIAN I                                     | L720       | SEIU               | 8/2/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,549.00<br>3,022.62<br>39.77   | 6,881.00<br>3,175.85<br>41.79  | 7,223.00<br>3,333.69<br>43.86  | 7,578.00<br>3,497.54<br>46.02   | 7,961.00<br>3,674.31<br>48.35    |        | 8810 |
| LIBRARIAN II                                    | L700       | SEIU               | 8/2/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,200.00<br>3,323.08<br>43.72   | 7,563.00<br>3,490.62<br>45.93  | 7,943.00<br>3,666.00<br>48.24  | 8,338.00<br>3,848.31<br>50.64   | 8,756.00<br>4,041.23<br>53.17    |        | 8810 |
| LIBRARY ASSISTANT I                             | L780       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,857.00<br>2,241.69<br>29.50   | 5,100.00<br>2,353.85<br>30.97  | 5,353.00<br>2,470.62<br>32.51  | 5,619.00<br>2,593.38<br>34.12   | 5,901.00<br>2,723.54<br>35.84    |        | 8810 |
| LIBRARY ASSISTANT II                            | L760       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,347.00<br>2,467.85<br>32.47   | 5,613.00<br>2,590.62<br>34.09  | 5,891.00<br>2,718.92<br>35.78  | 6,182.00<br>2,853.23<br>37.54   | 6,495.00<br>2,997.69<br>39.44    |        | 8810 |
| LIBRARY DIRECTOR                                | B160       | EXEC. SERV.        | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,642.00<br>6,757.85<br>84.47  |                                |                                |                                 | 19,768.00<br>9,123.69<br>114.05  |        | 9410 |
| LIBRARY DIVISION MANAGER                        | C531       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,187.00<br>5,163.23<br>64.54  |                                |                                |                                 | 13,422.00<br>6,194.77<br>77.43   |        | 8810 |
| LIBRARY INFORMATION TECHNOLOGY TECHNICIAN       | L805       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,956.00<br>3,210.46<br>42.24   | 7,304.00<br>3,371.08<br>44.36  | 7,670.00<br>3,540.00<br>46.58  | 8,051.00<br>3,715.85<br>48.89   | 8,455.00<br>3,902.31<br>51.35    |        | 8810 |
| LIBRARY PROGRAM SPECIALIST                      | L800       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,094.00<br>3,274.15<br>43.08   | 7,451.00<br>3,438.92<br>45.25  | 7,826.00<br>3,612.00<br>47.53  | 8,215.00<br>3,791.54<br>49.69   | 8,627.00<br>3,981.69<br>52.39    |        | 8810 |
| LIBRARY SERVICES SUPERVISOR                     | C661       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,734.00<br>4,492.62<br>56.16   |                                |                                |                                 | 11,680.00<br>5,390.77<br>67.38   |        | 8810 |
| LITERACY TUTOR - STUDENT COORDINATOR            | L690       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,094.00<br>3,274.15<br>43.08   | 7,451.00<br>3,438.92<br>45.25  | 7,826.00<br>3,612.00<br>47.53  | 8,215.00<br>3,791.54<br>49.69   | 8,627.00<br>3,981.69<br>52.39    |        | 8810 |
| MAINTENANCE CUSTODIAN                           | N770       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,056.00<br>2,333.54<br>29.17   | 5,306.00<br>2,448.92<br>30.61  | 5,573.00<br>2,572.15<br>32.15  | 5,851.00<br>2,700.46<br>33.76   | 6,140.00<br>2,833.85<br>35.42    |        | 9420 |
| MANAGEMENT ANALYST I                            | C513       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,274.00<br>4,280.31<br>53.50   |                                |                                |                                 | 11,125.00<br>5,134.62<br>64.18   |        | 9410 |
| MANAGEMENT ANALYST II                           | C516       | RCMEA/CONFIDENTIAL | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,201.00<br>4,708.15<br>58.85  |                                |                                |                                 | 12,237.00<br>5,647.85<br>70.60   |        | 9410 |
| MANAGERIAL ACCOUNTANT                           | C991       | NOT REPRESENTED    |                       | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,200.00<br>2,400.00<br>30.00   |                                |                                |                                 | 8,667.00<br>4,000.00<br>50.00    |        | 9410 |
| PARALEGAL                                       | C100       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,995.00<br>3,690.00<br>46.13   |                                |                                |                                 | 9,600.00<br>4,430.77<br>55.38    |        | 8810 |
| PARKING ENFORCEMENT OFFICER I                   | E807       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,202.00<br>1,939.38<br>24.24   | 4,411.00<br>2,035.85<br>25.45  | 4,631.00<br>2,137.38<br>26.72  | 4,862.00<br>2,244.00<br>28.05   | 5,108.00<br>2,357.54<br>29.47    |        | 9410 |
| PARKING ENFORCEMENT OFFICER II                  | E810       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,769.00<br>2,201.08<br>27.51   | 5,007.00<br>2,310.92<br>28.89  | 5,255.00<br>2,425.38<br>30.32  | 5,520.00<br>2,547.69<br>31.85   | 5,796.00<br>2,675.08<br>33.44    |        | 9410 |
| PARKING METER COLLECTOR                         | E750       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,769.00<br>2,201.08<br>27.51   | 5,007.00<br>2,310.92<br>28.89  | 5,255.00<br>2,425.38<br>30.32  | 5,520.00<br>2,547.69<br>31.85   | 5,796.00<br>2,675.08<br>33.44    |        | 9410 |
| PARKING/TDM MANAGER                             | C543       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,404.00<br>4,801.85<br>60.02  |                                |                                |                                 | 12,484.00<br>5,761.85<br>72.02   |        | 8810 |
| PARKS & RECREATION PROGRAM ASSISTANT I          | E935       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,183.00<br>2,392.15<br>29.90   | 5,442.00<br>2,511.69<br>31.40  | 5,715.00<br>2,637.69<br>32.97  | 6,001.00<br>2,769.69<br>34.62   | 6,300.00<br>2,907.69<br>36.35    |        | 9410 |
| PARKS & RECREATION PROGRAM ASSISTANT II         | E940       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,760.00<br>2,658.46<br>33.23   | 6,048.00<br>2,791.38<br>34.89  | 6,350.00<br>2,930.77<br>36.63  | 6,667.00<br>3,077.08<br>38.46   | 7,001.00<br>3,231.23<br>40.39    |        | 9410 |
| PARKS, RECREATION & COMMUNITY SERVICES MANAGER  | C400       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,158.00<br>5,149.85<br>64.37  |                                |                                |                                 | 13,387.00<br>6,178.62<br>77.23   |        | 9410 |
| PARKS, RECREATION & COMMUNITY SERVICES DIRECTOR | B140       | EXEC. SERV.        | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,305.00<br>7,063.85<br>88.30  |                                |                                |                                 | 20,662.00<br>9,536.31<br>119.20  |        | 9410 |
| PERMITS TECHNICIAN                              | E540       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,860.00<br>3,166.15<br>39.58   | 7,209.00<br>3,327.23<br>41.59  | 7,564.00<br>3,491.08<br>43.64  | 7,944.00<br>3,666.46<br>45.83   | 8,340.00<br>3,849.23<br>48.12    |        | 8810 |
| PLAN CHECK ENGINEER                             | C330       | RCMEA              | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,976.00<br>5,527.38<br>69.09  |                                |                                |                                 | 14,372.00<br>6,833.23<br>82.92   |        | 9410 |
| PLAN CHECKER                                    | H780       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,065.00<br>4,183.85<br>52.30   | 9,520.00<br>4,383.08<br>54.92  | 9,994.00<br>4,612.62<br>57.66  | 10,494.00<br>4,843.38<br>60.54  | 11,019.00<br>5,085.69<br>63.57   |        | 9410 |
| POLICE CAPTAIN                                  | C241       | EXEC. SERV.        | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 16,295.00<br>7,520.77<br>94.01  |                                |                                |                                 | 22,009.00<br>10,158.00<br>126.98 |        | 7720 |
| POLICE CHIEF                                    | B120       | EXEC. SERV.        | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 17,981.00<br>8,298.92<br>103.74 |                                |                                |                                 | 24,274.00<br>11,203.38<br>140.04 |        | 7720 |
| POLICE CLERK                                    | E690       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,699.00<br>2,630.31<br>32.88   | 5,981.00<br>2,760.46<br>34.51  | 6,278.00<br>2,897.54<br>36.22  | 6,595.00<br>3,043.85<br>38.05   | 6,921.00<br>3,194.31<br>39.93    |        | 8810 |
| POLICE EVIDENCE & PROPERTY CLERK                | E605       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,699.00<br>2,630.31<br>32.88   | 5,981.00<br>2,760.46<br>34.51  | 6,278.00<br>2,897.54<br>36.22  | 6,595.00<br>3,043.85<br>38.05   | 6,921.00<br>3,194.31<br>39.93    |        | 8810 |
| POLICE EVIDENCE & PROPERTY ROOM COORDINATOR     | E610       | SEIU               | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,017.00<br>3,700.15<br>46.25   | 8,418.00<br>3,885.23<br>48.57  | 8,838.00<br>4,079.08<br>50.99  | 9,280.00<br>4,283.08<br>53.54   | 9,743.00<br>4,496.77<br>56.21    |        | 8810 |
| POLICE LIEUTENANT                               | C315       | PSA                | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,028.00<br>6,938.00<br>86.70  | 15,780.00<br>7,283.08<br>91.04 | 16,568.00<br>7,646.77<br>95.58 | 17,397.00<br>8,029.38<br>100.37 | 18,267.00<br>8,430.92<br>105.39  |        | 7720 |
| POLICE LIEUTENANT - ADVANCED                    | C314       | PSA                | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,403.00<br>7,109.08<br>88.86  | 16,174.00<br>7,464.92<br>93.31 | 16,982.00<br>7,837.85<br>97.37 | 17,832.00<br>8,230.15<br>102.88 | 18,723.00<br>8,641.38<br>108.02  |        | 7720 |

**EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                                                  | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE       | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE        | STEP 6 | COMP |
|-----------------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---------------------------------|--------|------|
| POLICE OFFICER                                                        | P700       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,309.00<br>4,758.00<br>59.48 | 10,821.00<br>4,994.31<br>62.43 | 11,362.00<br>5,244.00<br>65.55 | 11,931.00<br>5,506.62<br>68.83 | 12,531.00<br>5,783.54<br>72.29  |        | 7720 |
| POLICE OFFICER - ADVANCED                                             | P710       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,566.00<br>4,876.62<br>60.96 | 11,091.00<br>5,118.92<br>63.99 | 11,646.00<br>5,375.08<br>67.19 | 12,230.00<br>5,644.62<br>70.56 | 12,844.00<br>5,928.00<br>74.10  |        | 7720 |
| POLICE OFFICER TRAINEE                                                | P750       | POLICE          | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,309.00<br>4,758.00<br>59.48 | 10,821.00<br>4,994.31<br>62.43 | 11,362.00<br>5,244.00<br>65.55 |                                |                                 |        | 7720 |
| POLICE SERGEANT                                                       | P601       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,522.00<br>5,770.38<br>72.24 | 13,150.00<br>6,069.23<br>75.87 | 13,807.00<br>6,372.46<br>79.66 | 14,497.00<br>6,690.92<br>83.64 | 15,222.00<br>7,025.54<br>87.82  |        | 7720 |
| POLICE SERGEANT - ADVANCED                                            | P602       | PSA             | 9/14/2020             | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,836.00<br>5,924.31<br>74.05 | 13,478.00<br>6,220.62<br>77.76 | 14,152.00<br>6,531.69<br>81.65 | 14,859.00<br>6,858.00<br>85.73 | 15,603.00<br>7,201.38<br>90.02  |        | 7720 |
| PRINCIPAL ANALYST - FINANCE                                           | C363       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,220.00<br>5,178.46<br>64.73 |                                |                                |                                | 13,462.00<br>6,213.23<br>77.67  |        | 9410 |
| PRINCIPAL ANALYST - WORKERS COMPENSATION                              | C535       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,220.00<br>5,178.46<br>64.73 |                                |                                |                                | 13,462.00<br>6,213.23<br>77.67  |        | 8810 |
| PRINCIPAL PLANNER                                                     | C325       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 11,975.00<br>5,528.92<br>69.09 |                                |                                |                                | 14,371.00<br>6,632.77<br>82.91  |        | 8810 |
| PROJECT READ ASSISTANT                                                | E915       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,556.00<br>2,564.31<br>32.05  | 5,836.00<br>2,693.54<br>33.67  | 6,128.00<br>2,828.31<br>35.35  | 6,437.00<br>2,970.92<br>37.14  | 6,755.00<br>3,117.69<br>38.97   |        | 8810 |
| PUBLIC WORKS FIELD SUPERVISOR                                         | C837       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,320.00<br>4,301.54<br>53.77  |                                |                                |                                | 11,323.00<br>5,226.00<br>65.33  |        | 9410 |
| PUBLIC WORKS MAINTENANCE WORKER I                                     | M775       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,708.00<br>2,634.46<br>32.93  | 5,993.00<br>2,766.00<br>34.58  | 6,294.00<br>2,904.92<br>36.31  | 6,608.00<br>3,049.85<br>38.12  | 6,940.00<br>3,203.08<br>40.04   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER I - WASTEWATER                        | M776       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,822.00<br>2,687.08<br>33.59  | 6,111.00<br>2,820.46<br>35.26  | 6,417.00<br>2,961.69<br>37.02  | 6,741.00<br>3,111.23<br>38.89  | 7,076.00<br>3,265.85<br>40.82   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER II                                    | M735       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,282.00<br>2,899.38<br>36.24  | 6,597.00<br>3,044.77<br>38.06  | 6,921.00<br>3,194.31<br>39.93  | 7,269.00<br>3,354.92<br>41.94  | 7,633.00<br>3,522.92<br>44.04   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER II - WASTEWATER                       | M736       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,407.00<br>2,957.08<br>36.96  | 6,725.00<br>3,103.85<br>38.80  | 7,059.00<br>3,258.00<br>40.73  | 7,415.00<br>3,422.31<br>42.78  | 7,783.00<br>3,592.15<br>44.90   |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER III / EQUIPMENT OPERATOR              | M700       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,600.00<br>3,046.15<br>38.08  | 6,927.00<br>3,197.08<br>39.96  | 7,275.00<br>3,357.69<br>41.97  | 7,637.00<br>3,524.77<br>44.06  | 8,020.00<br>3,701.54<br>46.27   |        | 9420 |
| PUBLIC WORKS SERVICES DIRECTOR                                        | B200       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 15,305.00<br>7,063.85<br>88.30 |                                |                                |                                | 20,662.00<br>9,536.31<br>119.20 |        | 9410 |
| PUBLIC WORKS SUPERINTENDENT                                           | C525       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,457.00<br>5,749.38<br>71.87 |                                |                                |                                | 14,953.00<br>6,901.38<br>86.27  |        | 9420 |
| PUBLIC WORKS MAINTENANCE WORKER III / EQUIPMENT OPERATOR - WASTEWATER | M701       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,732.00<br>3,107.08<br>38.84  | 7,065.00<br>3,260.77<br>40.76  | 7,420.00<br>3,424.62<br>42.81  | 7,798.00<br>3,594.46<br>44.93  | 8,177.00<br>3,774.00<br>47.18   |        | 9420 |
| REAL PROPERTY MANAGER                                                 | C544       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,506.00<br>4,387.38<br>54.84  |                                |                                |                                | 11,408.00<br>5,265.23<br>65.82  |        | 9410 |
| RECORDS SUPERVISOR                                                    | C570       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,918.00<br>4,116.00<br>51.45  |                                |                                |                                | 10,827.00<br>4,997.08<br>62.46  |        | 8810 |
| RECREATION & COMMUNITY SERVICES PROGRAM COORDINATOR                   | E930       | SEIU - TERM     | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,777.00<br>3,127.85<br>39.10  | 7,115.00<br>3,283.85<br>41.05  | 7,471.00<br>3,448.15<br>43.10  | 7,844.00<br>3,620.31<br>45.25  | 8,237.00<br>3,801.69<br>47.52   |        | 9410 |
| RECREATION PROGRAM COORDINATOR/SPECIAL EVENTS                         | E920       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,098.00<br>3,276.00<br>40.95  | 7,455.00<br>3,440.77<br>43.01  | 7,829.00<br>3,613.38<br>45.17  | 8,220.00<br>3,793.85<br>47.42  | 8,628.00<br>3,982.15<br>49.78   |        | 9410 |
| RECREATION SPECIALIST I                                               | R765       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,910.00<br>1,343.08<br>16.79  | 3,056.00<br>1,410.46<br>17.63  | 3,210.00<br>1,481.54<br>18.52  | 3,370.00<br>1,555.38<br>19.44  |                                 |        | 9410 |
| RECREATION SPECIALIST II                                              | R766       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,474.00<br>1,603.38<br>20.04  | 3,648.00<br>1,683.69<br>21.05  | 3,831.00<br>1,768.15<br>22.10  |                                |                                 |        | 9410 |
| RECREATION SPECIALIST III                                             | R767       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,942.00<br>1,819.38<br>22.74  | 4,138.00<br>1,909.85<br>23.87  | 4,345.00<br>2,005.38<br>25.07  |                                |                                 |        | 9410 |
| RECREATION SUPERVISOR                                                 | C500       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,003.00<br>4,155.23<br>51.94  |                                |                                |                                | 10,801.00<br>4,985.08<br>62.31  |        | 9410 |
| REVENUE SERVICES MANAGER                                              | C480       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,177.00<br>5,620.15<br>70.25 |                                |                                |                                | 14,607.00<br>6,741.69<br>84.27  |        | 9410 |
| SECRETARY                                                             | E600       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,137.00<br>2,832.46<br>35.41  | 6,446.00<br>2,975.08<br>37.19  | 6,761.00<br>3,120.46<br>39.01  | 7,099.00<br>3,276.46<br>40.96  | 7,458.00<br>3,442.15<br>43.03   |        | 8810 |
| SENIOR ACCOUNTANT                                                     | C445       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,172.00<br>4,694.77<br>58.68 |                                |                                |                                | 12,203.00<br>5,632.15<br>70.40  |        | 9410 |
| SENIOR ASSISTANT CITY ATTORNEY                                        | C414       | EXEC. SERV.     | 7/5/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 14,322.00<br>6,610.15<br>82.63 |                                |                                |                                | 19,334.00<br>8,923.38<br>111.54 |        | 9410 |
| SENIOR BUILDING INSPECTOR                                             | K700       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,195.00<br>4,705.38<br>58.82 |                                |                                |                                | 12,396.00<br>5,721.23<br>71.52  |        | 9410 |
| SENIOR BUILDING MAINTENANCE WORKER                                    | N630       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,331.00<br>3,363.54<br>42.29  | 7,704.00<br>3,555.69<br>44.45  | 8,089.00<br>3,733.38<br>46.67  | 8,492.00<br>3,919.38<br>48.99  | 8,914.00<br>4,114.15<br>51.43   |        | 9420 |
| SENIOR CIVIL ENGINEER                                                 | C310       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,693.00<br>5,858.31<br>73.23 |                                |                                |                                | 15,231.00<br>7,029.69<br>87.87  |        | 9410 |
| SENIOR CONSTRUCTION TECHNICIAN                                        | N815       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,229.00<br>4,259.54<br>53.24  | 9,692.00<br>4,473.23<br>55.92  | 10,176.00<br>4,696.62<br>58.71 | 10,684.00<br>4,931.08<br>61.64 | 11,220.00<br>5,178.46<br>64.73  |        | 8810 |



**EXHIBIT B**  
**CITY OF REDWOOD CITY**  
**PROPOSED SALARY RANGES**  
**LAST UPDATED 12/20/2021**

ATTACHMENT C

| CLASSIFICATION TITLE                                            | CLASS CODE | BARGAINING UNIT | SALARY EFFECTIVE DATE | SALARY                           | STEP 1 / BOTTOM OF RANGE       | STEP 2                         | STEP 3                         | STEP 4                         | STEP 5 / BOTTOM OF RANGE       | STEP 6 | COMP |
|-----------------------------------------------------------------|------------|-----------------|-----------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------|------|
| SENIOR CRAFTS SPECIALIST                                        | R675       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,669.00<br>3,078.00<br>38.48  | 7,003.00<br>3,232.15<br>40.40  | 7,355.00<br>3,394.62<br>42.43  | 7,720.00<br>3,563.08<br>44.54  | 8,105.00<br>3,740.77<br>46.76  |        | 9420 |
| SENIOR ENDPOINT & INFRASTRUCTURE INFORMATION TECHNOLOGY ANALYST | C642       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR ENGINEERING TECHNICIAN                                   | G680       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,239.00<br>3,802.62<br>47.53  | 8,649.00<br>3,991.85<br>49.90  | 9,084.00<br>4,192.62<br>52.41  | 9,536.00<br>4,401.23<br>55.02  | 10,014.00<br>4,621.85<br>57.77 |        | 9410 |
| SENIOR HUMAN RESOURCES ANALYST                                  | C512       | CONFIDENTIAL    | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,201.00<br>4,708.15<br>58.85 |                                |                                |                                | 12,237.00<br>5,647.85<br>70.60 |        | 9410 |
| SENIOR INFORMATION TECHNOLOGY ANALYST                           | C640       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR LIBRARY ASSISTANT                                        | L745       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,876.00<br>2,712.00<br>35.68  | 6,172.00<br>2,848.62<br>37.48  | 6,476.00<br>2,988.92<br>39.33  | 6,799.00<br>3,138.00<br>41.29  | 7,142.00<br>3,296.31<br>43.37  |        | 8810 |
| SENIOR LIBRARY PAGE                                             | E910       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,842.00<br>1,311.69<br>16.40  | 2,978.00<br>1,374.46<br>17.18  | 3,133.00<br>1,446.00<br>18.08  | 3,290.00<br>1,518.46<br>18.98  | 3,455.00<br>1,594.62<br>19.93  |        | 8810 |
| SENIOR PLANNER                                                  | C320       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,887.00<br>5,024.77<br>62.81 |                                |                                |                                | 13,066.00<br>6,030.46<br>75.38 |        | 9410 |
| SENIOR SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST       | C641       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,865.00<br>5,014.62<br>62.68 |                                |                                |                                | 13,037.00<br>6,017.08<br>75.21 |        | 8810 |
| SENIOR TRANSPORTATION COORDINATOR                               | C333       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,693.00<br>5,858.31<br>73.23 |                                |                                |                                | 15,231.00<br>7,029.69<br>87.87 |        | 9410 |
| SENIOR TRANSPORTATION PLANNER                                   | H650       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,271.00<br>4,740.46<br>59.26 | 10,786.00<br>4,978.15<br>62.23 | 11,324.00<br>5,226.46<br>65.33 | 11,891.00<br>5,488.15<br>68.60 | 12,484.00<br>5,761.85<br>72.02 |        | 9410 |
| SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST I            | C681       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,974.00<br>4,141.85<br>51.77  |                                |                                |                                | 10,772.00<br>4,971.69<br>62.15 |        | 8810 |
| SOFTWARE DEVELOPMENT & APPLICATION SUPPORT ANALYST II           | C691       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,877.00<br>4,558.62<br>56.98  |                                |                                |                                | 11,853.00<br>5,470.62<br>68.38 |        | 8810 |
| SPECIALIST LIBRARIAN                                            | L590       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,451.00<br>3,438.92<br>45.25  | 7,819.00<br>3,608.77<br>47.48  | 8,215.00<br>3,791.54<br>49.89  | 8,627.00<br>3,981.69<br>52.39  | 9,056.00<br>4,179.69<br>55.00  |        | 8810 |
| SUPERVISING INFORMATION TECHNOLOGY ANALYST                      | C645       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 12,690.00<br>5,856.92<br>73.21 |                                |                                |                                | 15,226.00<br>7,027.38<br>87.84 |        | 9410 |
| SUPERVISING CIVIL ENGINEER                                      | C220       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,965.00<br>6,445.38<br>80.57 |                                |                                |                                | 16,754.00<br>7,732.62<br>96.66 |        | 9410 |
| TREE MAINTENANCE WORKER I                                       | R710       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 5,771.00<br>2,663.54<br>33.29  | 6,061.00<br>2,797.38<br>34.97  | 6,356.00<br>2,933.54<br>36.67  | 6,676.00<br>3,082.15<br>38.53  | 7,013.00<br>3,286.77<br>40.46  |        | 9420 |
| TREE MAINTENANCE WORKER II                                      | R730       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,350.00<br>2,930.77<br>36.63  | 6,669.00<br>3,078.00<br>38.48  | 6,998.00<br>3,229.85<br>40.37  | 7,354.00<br>3,394.15<br>42.43  | 7,720.00<br>3,563.08<br>44.54  |        | 9420 |
| TREE MAINTENANCE LEADER                                         | R690       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,980.00<br>3,221.54<br>40.27  | 7,329.00<br>3,382.62<br>42.28  | 7,699.00<br>3,553.38<br>44.42  | 8,080.00<br>3,729.23<br>46.62  | 8,486.00<br>3,916.62<br>48.96  |        | 9420 |
| UTILITIES FIELD SUPERVISOR                                      | C520       | RCMEA           | 10/12/2020            | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 10,375.00<br>4,788.46<br>59.86 |                                |                                |                                | 12,448.00<br>5,745.23<br>71.82 |        | 9410 |
| UTILITIES SPECIALIST                                            | M690       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| UTILITIES SPECIALIST - WASTEWATER                               | M691       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 8,159.00<br>3,765.69<br>47.07  | 8,568.00<br>3,954.46<br>49.43  | 8,994.00<br>4,151.08<br>51.89  | 9,446.00<br>4,359.69<br>54.50  | 9,914.00<br>4,575.69<br>57.20  |        | 9420 |
| UTILITIES WORKER                                                | M680       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,271.00<br>3,355.85<br>41.95  | 7,635.00<br>3,523.85<br>44.05  | 8,016.00<br>3,699.69<br>46.25  | 8,416.00<br>3,884.31<br>48.55  | 8,840.00<br>4,080.00<br>51.00  |        | 9420 |
| UTILITIES WORKER - WASTEWATER                                   | M681       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,417.00<br>3,423.23<br>42.79  | 7,784.00<br>3,582.62<br>44.91  | 8,174.00<br>3,772.62<br>47.16  | 8,582.00<br>3,960.92<br>49.51  | 9,016.00<br>4,161.23<br>52.02  |        | 9420 |
| UTILITY LOCATOR                                                 | M650       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,931.00<br>3,198.92<br>39.99  | 7,275.00<br>3,357.69<br>41.97  | 7,638.00<br>3,525.23<br>44.07  | 8,021.00<br>3,702.00<br>46.28  | 8,419.00<br>3,885.69<br>48.57  |        | 9420 |
| WATER QUALITY SPECIALIST                                        | M810       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| WATER RESOURCES SPECIALIST                                      | M820       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 7,998.00<br>3,691.38<br>46.14  | 8,401.00<br>3,877.38<br>48.47  | 8,819.00<br>4,070.31<br>50.88  | 9,264.00<br>4,275.69<br>53.45  | 9,725.00<br>4,488.46<br>56.11  |        | 9420 |
| WATER RESOURCES TECHNICIAN                                      | M830       | SEIU            | 2/1/2021              | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,407.00<br>2,957.08<br>36.96  | 6,730.00<br>3,106.15<br>38.83  | 7,059.00<br>3,258.00<br>40.73  | 7,415.00<br>3,422.31<br>42.78  | 7,786.00<br>3,593.54<br>44.92  |        | 9420 |

WEEKLY HOURLY RATE=  
38 HOURS FOR LIBRARY PERSONNEL  
56 HOURS FOR FIRE SHIFT PERSONNEL  
40 HOURS FOR ALL OTHER PERSONNEL

EXHIBIT B  
CITY OF REDWOOD CITY  
PROPOSED SALARY RANGES  
LAST UPDATED 12/20/2021

ATTACHMENT C

| CLASSIFICATION TITLE                          | CLASS<br>CODE | BARGAINING UNIT | SALARY<br>EFFECTIVE<br>DATE | SALARY                           | STEP 1 /<br>BOTTOM<br>OF RANGE | STEP 2 | STEP 3 | STEP 4 | STEP 5 /<br>BOTTOM<br>OF RANGE   | STEP 6 | COMP |
|-----------------------------------------------|---------------|-----------------|-----------------------------|----------------------------------|--------------------------------|--------|--------|--------|----------------------------------|--------|------|
| MANAGERIAL / PROFESSIONAL LEVEL I             | X111          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 4,333.00<br>1,999.85<br>25.00  |        |        |        | 6,933.00<br>3,199.85<br>40.00    |        | 9410 |
| MANAGERIAL / PROFESSIONAL LEVEL II            | X110          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00  |        |        |        | 9,533.00<br>4,399.85<br>55.00    |        | 9410 |
| OFFICE CLERICAL                               | X150          | NOT REPRESENTED | 1/1/2022                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 5,027.00<br>2,320.15<br>29.00    |        | 8810 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL I   | X105          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,933.00<br>3,199.85<br>40.00  |        |        |        | 10,400.00<br>4,800.00<br>60.00   |        | 9410 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL II  | X104          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 9,533.00<br>4,400.00<br>55.00  |        |        |        | 13,867.00<br>6,400.15<br>80.00   |        | 9410 |
| OFFICIAL / EXECUTIVE / PROFESSIONAL LEVEL III | X103          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 13,867.00<br>6,400.15<br>80.00 |        |        |        | 29,466.00<br>13,599.69<br>170.00 |        | 9410 |
| PARAPROFESSIONAL                              | X140          | NOT REPRESENTED | 1/1/2022                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 6,413.00<br>2,959.85<br>37.00    |        | 9410 |
| PROTECTIVE SERVICE                            | X130          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,120.00<br>1,440.00<br>18.00  |        |        |        | 11,267.00<br>5,200.15<br>65.00   |        | 7706 |
| SERVICE MAINTENANCE                           | X170          | NOT REPRESENTED | 1/1/2022                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 2,808.00<br>1,296.00<br>16.20  |        |        |        | 5,027.00<br>2,320.15<br>29.00    |        | 9420 |
| SKILLED CRAFT                                 | X160          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,467.00<br>1,600.15<br>20.00  |        |        |        | 6,933.00<br>3,199.85<br>40.00    |        | 9420 |
| TECHNICAL LEVEL I                             | X121          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 3,467.00<br>1,600.15<br>20.00  |        |        |        | 6,067.00<br>2,800.15<br>35.00    |        | 9410 |
| TECHNICAL LEVEL II                            | X120          | NOT REPRESENTED | 7/1/2017                    | MONTHLY<br>BIWEEKLY<br>HRLY RATE | 6,067.00<br>2,800.15<br>35.00  |        |        |        | 9,533.00<br>4,399.85<br>55.00    |        | 9410 |