

CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, November 22, 2021 - 7:00 PM

Visit Daly City's virtual meeting website to attend the virtual meeting via Zoom, watch the livestream of the meeting and view the agenda: <https://bit.ly/dalycitynov22livestream>

COVID-19 ANNOUNCEMENT - PUBLIC MEETINGS

Pursuant to Government Code section 54953(e) *et seq.*, members of the Daly City Council and staff will participate in this meeting via a teleconference. Members of the public are encouraged to watch the meeting via Livestream (City Council Meeting Livestream) at <https://bit.ly/dalycitynov22livestream> or on local Channel 27 (Comcast).

Public Participation:

There are two ways to submit public comment: (1) send written comments by 4:00 pm on meeting day and (2) join to speak at the meeting via Zoom.

To submit a comment in writing, please email cityclerk@dalycity.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 4:00 pm will be emailed to the City Council members prior to the meeting. Those comments received after 4:00 pm will be added to the record and shared with the City Council members following the public meeting. Comments are not read aloud into the record.

To speak at the meeting via Zoom, join at <https://bit.ly/dalycitynov22zoom>. Zoom will require an email address and name. The name entered will be visible online and will be used to notify you that it is your turn to speak. You may also join by visiting <https://zoom.us/join>. Enter meeting ID: 831 9992 6182, then enter email address and name. The November 22, 2021 Regular City Council meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local). Enter the meeting ID: 831 9992 6182, then press #.

When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. Public comment is limited to two (2) minutes maximum, and speakers may only comment once per item. You must familiarize yourself with Zoom prior to joining the meeting. The City will not be providing technical support.

If you do not wish to speak, the City requests that you watch the livestream of the meeting on the City's virtual meeting website at <https://bit.ly/dalycitynov22livestream>.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078 as soon as possible.

CALL TO ORDER:

PLEDGE TO THE FLAG:

AVAILABILITY OF PUBLIC RECORDS:

All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

ROLL CALL:

PRESENTATIONS:

1. Proclaiming November 27, 2021 as Small Business Saturday
2. DCPLA Grant for U.S. State Books to the Daly City Public Library, Teresa Proaño, Director, Daly City Public Library Associates

APPROVAL OF MINUTES:

3. Regular Meeting of November 8, 2021

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Communications:

4. 2021 Qtr Ending 09/30/2021

Resolutions:

5. Accepting and Appropriating a \$5,220 Grant from the Daly City Public Library Associates
6. Accepting Resolution for a Sister City Relationship with Davao City in the Republic of the Philippines
7. Amending Recurrent and Part-time Hourly Rates Schedule in Accordance with City Council Adopted Minimum Wage

Check Registers:

8. Check Registers for the Month October 2021

END OF CONSENT AGENDA

COMMUNICATIONS:

9. Status Update on the Body Worn and Patrol Vehicle Camera Program for the City of Daly City Police Department

STAFF: John Gamez

RECOMMENDATION: Information Only

RESOLUTIONS:

10. Adopting Budget Plan for American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds

STAFF: Stephen Stolte, Abby Veaser

RECOMMENDATION: Adopt Resolution by Roll Call Vote

ORDINANCES:

11. Second Reading, Ordinance No. 1452, Adding Chapter 8.80 to the Municipal Code Re: Mandatory Organic Waste Disposal Reduction

STAFF: Rose Zimmerman

RECOMMENDATION: Adopt Ordinance by Roll Call Vote

12. Second Reading, Ordinance No. 1453, Amending Chapter 17.36 of the Daly City Municipal Code Re: Home Occupations

STAFF: Rose Zimmerman

RECOMMENDATION: Adopt Ordinance by Roll Call Vote

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor. The Council cannot take action on any matter raised under this item.

APPOINTMENTS: Board/Commission Membership Committee Appointments

REPORTS:

13. Council Committee

a. Council Committee Meetings October 25 - November 22, 2021

14. City Council

15. Staff

ADJOURNMENT:

Proclamation

Small Business Saturday

November 27, 2021

- WHEREAS** City of Daly City celebrates our local small businesses and the contributions they make to our local economy and community. According to the United States Small Business Administration, there are 31.7 million small businesses in the United States, they represent 99.7% of firms with paid employees, and they are responsible for 65.1% of net new jobs created from 2000 to 2019; and
- WHEREAS,** small businesses employ 47.1% of the employees in the private sector in the United States, 88% of U.S. consumers feel a personal commitment to support small businesses in the wake of the pandemic, and 92% of small business owners have pivoted the way they do business to stay open during the pandemic; and
- WHEREAS,** 97% of Small Business Saturday shoppers recognize the impact they can make by shopping small, 85% of them also encouraged friends and family to do so, too; and
- WHEREAS,** 56% of shoppers reportedly shopped online with a small business on Small Business Saturday in 2020; and more than 50% of consumers who reported shopping small endorsed a local business on social media or shopped a local business because of a social media recommendation; and
- WHEREAS,** Daly City supports our local businesses that create jobs, boost our local economy, and preserve our communities; and
- WHEREAS,** advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, Juslyn C. Manalo, Mayor, and members of the City Council, hereby proclaim **November 27, 2021 as Small Business Saturday**, in the City of Daly City and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

Signed and sealed by the Mayor and City Council
of the City of Daly City this 18th day of November
2021.

Juslyn C. Manalo, Mayor

Roderick Daus-Magbual, Vice Mayor

Raymond A. Buenaventura, Councilmember

Pamela DiGiovanni, Councilmember

Glenn R. Sylvester, Councilmember

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View videos of the City Council meetings: <https://www.youtube.com/c/DalyCityVideoMeetings>

The meeting was called to order by Mayor Manalo at 7:00 P.M. by video conference call pursuant to Governor Gavin Newsom’s Executive Order N-29-20.

ROLL CALL: Councilmembers Present:
 Juslyn C. Manalo, Mayor
 Rod Daus-Magbual, Vice Mayor
 Raymond A. Buenaventura
 Pamela DiGiovanni
 Glenn R. Sylvester

Staff Present:
 Shawna Maltbie, City Manager
 Rose L. Zimmerman, City Attorney
 K. Annette Hipona, City Clerk

PRESENTATIONS:

Proclaiming Week of November 14 - 20, 2021 as United Against Hate Week

(Mayor Manalo proclaimed the week of November 14-20, 2021 as United Against Hate Week)

The following members of the public spoke to the importance of the proclamation and expressed concerns with Councilmember DiGiovanni’s accusations during the September 13th Council meeting. Speakers requested public acknowledgment and an apology from Councilmember DiGiovanni for her unfounded accusations of conflicts of interest against Filipino organizations and Filipino leaders relating to the Safer Together event which took place on May 23.

Stephanie Balon

Christi Morales-Kumasawa

Fernando Montanes

Mayor Manalo reported she has obtained documented proof from the FPPC saying that there is no wrongdoing by the Mayor and that there was no conflict of interest. Mayor Manalo addressed Councilmember DiGiovanni and stated to stop vilifying and having those accusatory actions because I have been exonerated and have the proof.

Vice Mayor Daus-Magbual addressed how his words were taken out of context in a previous meeting. The Vice Mayor quoted and commended Professor Dr. Joy DeGruy’s work on racism as it relates to power, noting the public comments received are a prime example of implicit bias and racism, but acknowledged there is room for growth and learning while uniting against hate. Councilmember Buenaventura reported an investigation by the FPPC determined there was no improper conduct by the Mayor and issued a rebuke of any notion of conflict of interest; the accusations filed against the Mayor were resolved in favor of the Mayor. Councilmember Buenaventura thanked and applauded the members of the public who had the courage and felt empowered to speak out when racism was evident to them.

Note on Public Comments: *For this meeting, members of the public were encouraged to watch the meeting via livestream and speak at the meeting via Zoom, and/or submit public comments via email to the City Clerk’s Office prior to the public meeting. Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting were instructed to call the office of the City Clerk at 991-8078 prior to the meeting.*

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Proclaiming November 2021 as National American Indian Heritage Month

(Sandra Moore, American Indian Committee Chair, San Andreas Lake Chapter of the Daughters of the American Revolution (DAR))

APPROVAL OF MINUTES:

Regular Meeting of October 25, 2021

It was moved by Mayor Manalo, seconded by Councilmember Buenaventura and carried to approve the minutes of the Regular Meeting of October 25, 2021.

APPROVAL OF AGENDA:

It was moved by Councilmember DiGiovanni, seconded by Vice Mayor Daus-Magbual and carried to approve the agenda.

CONSENT AGENDA:

It was moved by Councilmember DiGiovanni, seconded by Councilmember Sylvester and carried to approve the consent agenda with the exception of items #4, 5 and 6 which were removed for further discussion.

Resolutions:

Accepting Fiscal Year 2021 Annual Report on Collection and Use of Developer Public Facility Fees

Director of Finance and Administrative Services Tim Nevin provided background on the fees and addressed questions on which types of infrastructure the developer fees can be used for.

It was moved by Mayor Manalo, seconded by Councilmember Buenaventura and carried by voice vote to adopt the following resolution:

Resolution 21-146, Approving Fiscal Year 2021 Annual Report On Collection And Use Of Developer Public Facility Fees

Authorizing Submittal of One Bay Area Grant 2 Application to Metropolitan Transportation Commission for the Southgate Avenue and School Street Safety Improvements Project

Director of Public Works Richard Chiu provided information on the subject grant program and the associated safety improvement project. Councilmember DiGiovanni thanked Mr. Chiu and his staff for their work on obtaining grants for safety improvement.

It was moved by Mayor Manalo, seconded by Councilmember Buenaventura and carried by voice vote to adopt the following resolution:

Resolution 21-147, Authorizing The Filing Of An Application For Funding Assigned To MTC And Committing Any Necessary Matching Funds And Stating Assurance To Complete The Project

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Approving Application for California Department of Parks and Recreation Specified Grant and Authorize City Manager to Execute All Grant Documents for Margate Park Improvements Project

Mayor Manalo thanked Assemblymember Phil Ting for his support and the State's contribution of \$4 million and thanked City Manager Shawwna Maltbie, Assistant to the City Manager Leilani Ramos and Director Richard Chiu for their work. Mayor Manalo noted the importance of having public open spaces, including the need for a skate park and an all-abilities inclusive playground or tot lot similar to the Magical Bridge Playground. Mayor Manalo acknowledged the \$1 million donation from the Budish family for the project. Councilmember Buenaventura thanked Assemblymember Phil Ting for his support, and as the Chair of the Budget Committee, for being instrumental in obtaining funding for Daly City, and acknowledged the relationship that the Mayor and the City has built with Assemblymember Ting and his staff. Councilmember Buenaventura reported the community concern with having a skate park in Daly City and thanked staff for looking to provide this for the community.

It was moved by Mayor Manalo, seconded by Councilmember DiGiovanni and carried by voice vote to adopt the following resolution:

Resolution 21-148, Approving The Application(s) For Specified Grant Funds

Approving Proposed Revision and Title Change of Geographic Information System Analyst Job Specification (Civil Service)

Resolution 21-149, Adopting Revised Job Specification And Title Change For The Position Of Geographic Information System Analyst To Water And Wastewater Geographic Information Analyst

Authorizing the City to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361

Resolution 21-150, Authorizing Remote Teleconference Meetings By The City Council And All Boards, Commissions, And Standing Committees Of The City In Accordance With Assembly Bill 361 For A Period Of Thirty Days

Setting Time and Place for Public Hearing on Community Development and Housing Needs

Resolution 21-151, Setting Time And Place Of Public Hearing Re: Assessment Of Community Development And Housing Needs

Approving the 2021 San Mateo County Multijurisdictional Local Hazard Mitigation Plan

Resolution 21-152, Authorizing The Adoption Of The San Mateo County Multijurisdiction Local Hazard Mitigation Plan

END OF CONSENT AGENDA

PUBLIC HEARINGS

Public Hearing – Proposed Ordinance Adding Chapter 8.80 – Mandatory Organic Waste Disposal Reduction Ordinance

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Assistant to the City Manager Leilani Ramos provided an overview of Senate Bill (SB) 1383, its goals and requirements, and Daly City's plans to be compliant with the state mandates. Ms. Ramos reported SB 1383 is aimed at reducing greenhouse gas emissions by setting organic waste disposal reduction targets. Ms. Ramos provided the program's implementation timeline, City activities and action plan to ensure compliance. Compliance with SB 1383 includes adopting an ordinance for collection, recycling and food recovery requirements. Ms. Ramos addressed questions regarding the amount of a potential rate increase and whether the bill includes illegal dumping of debris and furniture.

Mayor Manalo opened the public hearing. There were no speakers on this matter.

It was moved by Councilmember Sylvester, seconded by Councilmember DiGiovanni and carried to close the public hearing.

It was moved by Mayor Manalo, seconded by Councilmember DiGiovanni and carried for the City Attorney to read the ordinance by title only. Mayor Manalo introduced the ordinance.

Ordinance 1452, Adding Chapter 8.80 Of The Daly City Municipal Code Re: Mandatory Organic Waste Disposal Reduction

It was moved by Councilmember Sylvester, seconded by Councilmember DiGiovanni to adopt the following resolutions:

Resolution 21-153, Authorizing Execution Of Memorandum Of Understanding Between The City Of Daly City And The County Of San Mateo For An Edible Food Recovery Program

Resolution 21-154, Approving The Recovered Organic Waste Product And Recycled-Content Paper Procurement Policy

Amendments to Daly City Municipal Code Chapter 17.36 – Home Occupations Zoning Ordinance to Allow Microenterprise Home Kitchen Operations (MEHKOs) - Zone Change ZC- 9-21-15240

Planning Manager Michael Van Lonkhuysen provided definition of MEHKO as a food facility that is operated by a resident from their private home kitchen and allows them to store, handle, prepare and serve food to the public as allowed by State law (AB 626/377) like a restaurant. State law places limits on the number of meals served and revenue received, among other requirements. While San Mateo County will issue health permits for these facilities, the resident must also file for a business license with the City. Mr. Van Lonkhuysen requested the home occupation regulations in the zoning ordinance to be changed to exclude MEHKOs so that they may operate in the City.

Mr. Van Lonkhuysen addressed questions on where the food may be consumed, limitations to food preparation and delivery, the type of license and/or permit required, proposed hours of operation, and whether alcohol could be served or produced by MEHKOs.

Mayor Manalo opened the public hearing. As there were no speakers on the matter, Mayor Manalo closed the public hearing.

It was moved by Councilmember Buenaventura, seconded by Councilmember DiGiovanni and carried for the City Attorney to read the ordinance by title only.

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Mayor Manalo introduced the ordinance and thanked the team who worked on the ordinance including the Planning staff and Ms. Maltbie.

Ordinance 1453, Amending Chapter 17.36 Of Title 17 Of The Daly City Municipal Code Re: Home Occupations

COMMUNICATIONS

Status Update for Hotel Site Request for Developer Qualifications and Proposals

Director of Economic and Community Development Tatum Mothershead reported the request for qualifications and proposals (RFQ/P) deadline to solicit hotel development firms for the 1850 Junipero Serra Boulevard site was extended from August 27 to October 15. Ken Hira, Kosmont, provided an update on the five RFQ/P submissions received for the site consisting of the following development teams: 1. AF Canta, Inc. & IBF Hospitality, 2. Majestic Hospitality & Equinox Hospitality, 3. JM McClellan Development, 4. LF George Properties Corp. and 5. Phase 3 Real Estate Partners, Inc. Mr. Hira provided a summary of each team's development proposal, on whether the team appeared to have the financial wherewithal for its proposal, and requested direction from Council for next steps.

The Council provided direction to give each of the five development teams the opportunity to give a presentation during an interview process at a City Council Study Session meeting. The Council was open to receiving and considering further proposals until the end of the year (December 31, 2021). The Council also provided the information they would like to have answered by the developer teams during the interview process. Mr. Hira took the Council's direction and stated he will work with staff and arrange for the interviews after the new year while remaining open to further development opportunities.

Cynthia Gomez, Unite Here Local 2, representing hotel workers, spoke to union members about their concerns regarding the proposed development on this site. Ms. Gomez requested that workers be able to organize a union if they choose to and for enforceable commitments from the potential developer chosen.

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

Call-in User_4 voiced complaint with Daly City officials' community service, noting they have yet to receive any responses to their questions. Caller requested that Daly City officials sign off on the Governor's laws which went into effect September; the laws included SB2 SB16, AB26, AB48, AB89, AB481, AB490, AB598 (aka police reform laws) to gain the trust of the community from the Police Department. Caller noted body-worn cameras are in effect and requested the City to place this information along with the police reform laws on its website to update the community.

APPOINTMENTS:

It was moved by Councilmember DiGiovanni, seconded by Councilmember Sylvester and carried by the following roll call vote to appoint Saul Miranda Cardenas to the Recreation Commission.

Ayes: DiGiovanni, Sylvester, Daus-Magbual
Noes: Buenaventura, Manalo

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Council Committee Meetings:

Peninsula Clean Energy (PCE) (Daus-Magbual)

City Council

Councilmember Sylvester requested an update on the staff report for the police body-worn cameras to which Ms. Maltbie responded that Police staff will be ready to provide the report on the November 22 City Council meeting.

Mayor Manalo attended the 60th anniversary celebration of the Philippine Nurses Association of Northern California; the nurses have been at the forefront before, during and after the pandemic and were honored for their leadership and service. Mayor Manalo attended the 4th annual adobo cook-off at Seven Mile House; all proceeds will go to their nonprofit organization. Mayor Manalo participated as a judge, along with colleagues, for the employee Halloween costume contest; the Mayor was also a judge, along with the Mayor of Colma, for the Chamber of Commerce Halloween online photo contest. Mayor Manalo joined the Burmese community for the Save Myanmar multi-ethnic cultural show and participated in the Daly City Public Library Associates (DCPLA) book sale at Westlake Shopping Center; the Mayor commended Phyllis Rizzi, the team and the youth volunteers for their work at the book sale. Mayor Manalo joined the 6th Annual CALNET Leadership Retreat with the elected API from California; Congressional, State, County Boards and Commissions and City Councilmembers convened at the retreat.

Councilmember DiGiovanni attended the Trunk or Treat Halloween event where Daly City Police Department won first place and the Tipper family won second place; Councilmember DiGiovanni thanked David Zetzer, Denise Brown, Edgardo Bolanos, and Romeo Benson (from Recreation), Water Wastewater and North County Fire staff for the success of the drive-thru event. Councilmember DiGiovanni attended the DCPLA's used books sale event and thanked Victoria Magbilang, Rosie Tejada, Tom Nuris, Adrienne Tissier, Teresa Proano, Susan Brissenden Smith, Phyllis Rizzi, Chela Anderson and the students for their participation. Councilmember DiGiovanni reported there will be a local event to celebrate Veteran's Day. Councilmember DiGiovanni thanked Leilani, the Vice Mayor and the Mayor for judging the employee Halloween costume contest.

ADJOURNMENT:

Mayor Manalo adjourned the meeting at 9:32 PM in memory of Sophia Christina Melendrez and Wilma Chan.

Approved as submitted, this 22nd

day of November, 2021.

City Clerk

Mayor

**CITY OF DALY CITY
NORTH SAN MATEO COUNTY SANITATION DISTRICT**

Pooled Cash Investments
As of September 30, 2021

Daneca Halvorson
City Treasurer

INSTITUTION	ACCOUNT NUMBER /CUSSIP	TYPE OF INVESTMENT	TERM	MATURITY DATE	INTEREST RATE	CURRENT YIELD	SHARES HELD	MARKET VALUE	UNREALIZED GAIN/LOSS	Market Value Factor	PERCENT OF PORTFOLIO
Local Agency Investment Fund City of Daly City Sacramento, CA	98-41-238	Pooled Investment				0.206	\$ 22,880,816	\$ 22,851,909	\$ (28,907)	0.9987	13%
Local Agency Investment Fund Sanitation District Sacramento, CA	70-41-005	Pooled Investment				0.206	\$ 397,979	\$ 397,476	\$ (503)	0.9987	0%
County of San Mateo Investment Pool Redwood City, CA	3364	Pooled Investment				1.008	\$ 146,915,744	\$ 147,459,332	\$ 543,588	1.0037	82%
Total Pooled Investment							\$ 170,194,539	\$ 170,708,717	\$ 514,178		

Union Bank 350 California Street, 11th Floor San Francisco, CA 94104	6736302210										
Farmer Mac	31422BAM2	BOND		1/3/2022	2.90%	2.88%	\$ 1,079,000	\$ 1,086,747	\$ 7,747		
Federal Home Loan Bank	3130AAML4	BOND		5/26/2016	0.95%	0.95%	\$ 1,020,000	\$ 1,017,848	\$ (2,152)		
	3622 MQW6	GNMA'S		7/15/2033	4.50%	3.96%	\$ 61,441	\$ 69,818	\$ 8,377		
	32691 HTQ7	GNMA'S		3/15/2034	5.50%	4.82%	\$ 49,906	\$ 56,929	\$ 7,023		
	36291 YRM1	GNMA'S		3/15/2035	5.50%	4.94%	\$ 2,432	\$ 2,709	\$ 277		
	36295 WJ24	GNMA'S		3/15/2038	5.00%	4.42%	\$ 25,449	\$ 28,783	\$ 3,334		
	36202 E6D6	GNMA'S		6/20/2039	4.50%	4.07%	\$ 391,020	\$ 432,655	\$ 41,636		
SubTotal Government Obligations							\$ 2,629,247	\$ 2,695,490	\$ 66,243		1%
American Express	02589AA44	CD	3 YR	3/17/2023	0.85%	0.84%	\$ 247,000	\$ 249,258	\$ 2,258		
Bank Hapaolim	06251A2Q2	CD	5 YR	12/15/2025	0.50%	0.51%	\$ 249,000	\$ 245,900	\$ (3,100)		
Baycoast Bank	072727BG4	CD	5 YR	3/31/2025	0.90%	0.89%	\$ 247,000	\$ 248,709	\$ 1,709		
Bell Bank	07815ABD8	CD	3 YR	3/24/2023	0.85%	0.84%	\$ 247,000	\$ 249,267	\$ 2,267		
BMO Harris Bank	05600XBQ2	CD	5 YR	12/18/2025	0.50%	0.51%	\$ 249,000	\$ 245,873	\$ (3,127)		
BMW Bank	05580ASH8	CD	3 YR	9/20/2022	1.85%	1.82%	\$ 245,000	\$ 249,170	\$ 4,170		
Captiol One	14042TCX3	CD	3 YR	3/27/2023	1.00%	0.99%	\$ 248,000	\$ 250,840	\$ 2,840		
EagleBank	27002YES1	CD	3.5 YR	10/4/2022	1.85%	1.82%	\$ 245,000	\$ 249,310	\$ 4,310		
EnerBank	29278TLL2	CD	3.5 YR	3/13/2023	1.80%	1.79%	\$ 245,000	\$ 250,606	\$ 5,606		
Goldman Sachs Bank	38149MXJ7	CD	5 YR	7/28/2026	0.95%	0.95%	\$ 249,000	\$ 248,965	\$ (35)		
JP Morgan Chase	48128UQJ1	CD	5 YR	10/30/2025	0.50%	0.50%	\$ 249,000	\$ 246,293	\$ (2,707)		
Live Oak	538036NE0	CD	5 YR	2/10/2026	0.50%	0.51%	\$ 249,000	\$ 245,380	\$ (3,620)		
Luana Savings	549104TK3	CD	5 YR	11/18/2025	0.40%	0.41%	\$ 249,000	\$ 245,126	\$ (3,874)		
Medallion Bank	58404DJN2	CD	5 YR	1/29/2026	0.45%	0.46%	\$ 249,000	\$ 244,959	\$ (4,041)		
Merrick bank	59013KEL6	CD	3 YR	12/30/2022	1.80%	1.76%	\$ 247,000	\$ 252,034	\$ 5,034		
Morgan Stanley	61690UQU7	CD	5 YR	12/26/2024	1.90%	1.83%	\$ 247,000	\$ 256,695	\$ 9,695		
Morgan Stanley	61768U2E6	CD	3.25 YR	1/27/2024	0.30%	0.30%	\$ 249,000	\$ 248,186	\$ (814)		
Prime Alliance	74160NHE3	CD	3 YR	3/27/2023	1.00%	0.99%	\$ 248,000	\$ 250,840	\$ 2,840		
Promiseone	74348HAG3	CD	5 YR	3/26/2025	0.90%	0.89%	\$ 247,000	\$ 248,714	\$ 1,714		
Raymond James	75472RAU5	CD	3 YR	12/30/2024	1.85%	1.78%	\$ 247,000	\$ 256,354	\$ 9,354		
Sallie Mae Bank	7954506X8	CD	5 YR	6/30/2026	0.90%	0.90%	\$ 249,000	\$ 248,607	\$ (393)		
State Bank of India, NY	856285XK2	CD	5 YR	9/28/2026	1.10%	1.09%	\$ 248,000	\$ 249,270	\$ 1,270		
Synchrony Bank	87165ET98	CD	5 YR	9/3/2026	0.90%	0.90%	\$ 248,000	\$ 247,072	\$ (928)		
Toyota	89235MLE9	CD	5 YR	7/29/2026	0.95%	0.95%	\$ 249,000	\$ 248,958	\$ (42)		
UBS Bank	90348JP61	CD	5 YR	7/8/2026	0.90%	0.90%	\$ 249,000	\$ 248,542	\$ (458)		
SubTotal Corporate Obligations							\$ 6,195,000	\$ 6,224,924	\$ 29,924		
Total Union Bank							\$ 8,824,247	\$ 8,920,414	\$ 96,167		4%

Grand Total Investments **\$ 179,018,786** **\$ 179,629,131** **\$ 610,345** 100%

Our profolio conforms to our Statement of Investement Policy and is in compliance with Government Code Section 53646, which requires the ability to meet its expenditure requirements for the next six months.

Market Value information provided by Local Agency Investment Fund, San Mateo County Investment Pool, and Union Bank.

**CITY OF DALY CITY
NORTH SAN MATEO COUNTY SANITATION DISTRICT**

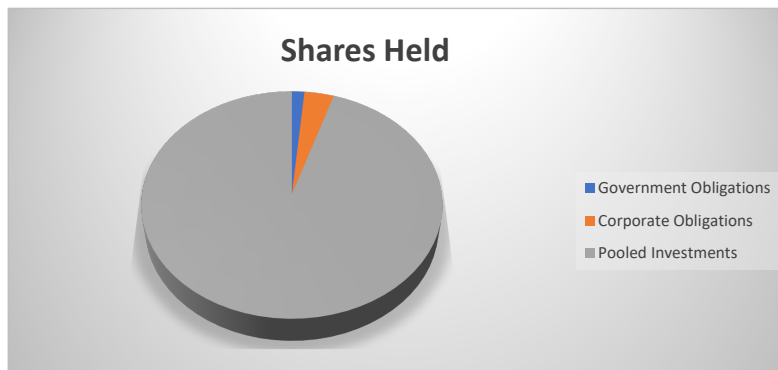
**Principal Portfolio Summary
Fiscal Year 2021-2022**

Quarter ending September 30, 2021

	<i>Shares Held</i> Current Quarter
Beginning Value	\$ 199,341,608
Ending Value	\$ 179,018,786
Investment Loss/Gain	\$ (20,322,822)

*Note: \$17.5 Million was used to pay for PERS Unfunded Accrued Liability

	Shares Held	Market Value	Percentage of Portfolio
Government Obligations	\$ 2,629,247	\$ 2,695,490	1%
Corporate Obligations	\$ 6,195,000	\$ 6,224,924	4%
Pooled Investments	\$ 170,194,539	\$ 170,708,717	95%
	\$ 179,018,786	\$ 179,629,132	100%



New Purchases in Quarter ending September 30, 2021

NAME	CUSIP	TYPE	TERM	PURCHASE DATE	INTEREST RATE	AMOUNT
UBS Bank USA	90348JP61	CD	5 YR	7/8/2021	0.90%	\$ 249,000
Goldman Sachs	38149MXJ7	CD	5 YR	7/28/2021	0.95%	\$ 249,000
Toyota Financial	89235MLE9	CD	5 YR	7/29/2021	0.95%	\$ 249,000
SYNCHRONY BANK	87165ET98	CD	5 YR	9/3/2021	0.90%	\$ 248,000
STATE BANK OF INDIA, NY	856285XK2	CD	5 YR	9/28/2021	1.10%	\$ 248,000

Matured Investments in Quarter ending September 30, 2021

NAME	CUSIP	TYPE	TERM	PURCHASE DATE	INTEREST RATE	AMOUNT
------	-------	------	------	---------------	---------------	--------



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

Subject: Accepting and Appropriating a \$5,220 Grant from the Daly City Public Library Associates

Recommended Action

It is recommended the City Council accept a grant of \$5,220 from the Daly City Public Library Associates and appropriate this amount for the purchase of books on the U.S. states for children.

Background/Discussion

This grant of \$5,220, awarded to the DCPLA by the Town of Colma, was provided to fund the purchase of new nonfiction books on the U.S. states for the children's collection. The new books will update the Library's available materials for young people learning about the history, people, geography, and industries of each of our states.

Fiscal Impact

The \$5,220 grant revenue from the Daly City Public Library Associates was not anticipated in the current Fiscal Year budget. These grant funds were received and will be expended in Fiscal Year 2021-22.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or City Council.

Respectfully submitted,

Chela Anderson
Library Services Manager



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

Subject: Accepting Resolution for a Sister City Relationship with Davao City in the Republic of the Philippines

Recommended Action

Accepting a Resolution for a Sister City Agreement between the cities of Daly City and Davao City in the Philippines to create a formal Sister City relationship.

Background

Mayor Juslyn Manalo received the attached letter dated August 19, 2021 from Consul General of the Philippines, Neil Frank R. Ferrer, and the attached letter dated July 26, 2021 from Mayor Sara Z. Duterte of the City of Davao in the Republic of the Philippines, requesting a desire to establish a Sister City Agreement between Daly City and Davao City. The purpose of establishing a Sister City Agreement is to promote joint development and common prosperity and develop a deeper understanding between the two cities through an exchange of ideas in three main areas: (1) tourism and culture, (2) trade and commerce, and (3) health and wellness.

Discussion

Davao City is known as the main trade, commerce and industry hub of Mindanao and is a prime entry point to the Brunei Darussalam-Indonesia-Malaysia-Philippines East ASEAN Grown Area (BIMP-EAGA). Davao City is the third largest city by population in the Philippines after Quezon City and Manila, with over 1.7 million residents.

Given the large population of Filipino descent in Daly City and that a significant number of the City's residents share common roots as Dabawenyos, a Sister City relationship would help bridge economic and cultural programs that could potentially provide mutual benefit to residents of both cities.

The attached Sister City Agreement is the first step in establishing a formal Sister City relationship, and at a high level outlines the areas in which both cities would collaborate. The City of Daly City will continue to engage in ongoing communication with both the Consul General of the Philippines and Davao City.

Fiscal Impact

There is no fiscal impact. The Sister City Agreement does not require funding or significant City staff time.

Summary/Conclusion

Recognizing the mutually shared cultural interests and the potential social and economic benefits that may arise through a Sister City relationship with Davao City, the City Council can accept a Resolution in support of the attached Sister City Agreement between the Cities of Daly City and Davao City.

City Council Agenda Report

Consideration of a Sister City Relationship with Davao City in the Republic of the Philippines

Meeting Date: November 22, 2021

Page 2 of 2

Staff is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Stephen Stolte". The signature is written in a cursive, flowing style.

Stephen Stolte
Assistant City Manager

Attachment: Letter from Consul General of the Philippines
Letter from Davao City Mayor
Sister City Agreement



LTR-334-2021
CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
SAN FRANCISCO

19 August 2021

Dear Mayor Manalo,

Greetings from the Philippine Consulate General in San Francisco! We hope this letter finds you well and in good health.

We would like to respectfully forward to your good office a letter from Davao City Mayor Sara Z. Duterte on the proposed sister city agreement between Davao City and Daly City. Also attached is a copy of the pending Sisterhood Agreement and Resolution No. 03015-2019, Series of 2019 (*ENACTING AN ORDINANCE GRANTING LEGISLATIVE AUTHORITY TO THE CITY MAYOR TO SIGN, FOR AND IN BEHALF OF THE CITY GOVERNMENT OF DAVAO, THE SISTER CITY AGREEMENT BY AND BETWEEN THE CITY GOVERNMENT OF DAVAO, REPUBLIC OF THE PHILIPPINES AND THE CITY GOVERNMENT OF DALY CITY, CALIFORNIA, UNITED STATES OF AMERICA*).

The Consulate wishes to highlight the following points in Mayor Duterte's letter:

1. The City Government of Davao would like to know if the initial proposal expressed in 2018 still stands and if Daly City is interested to push through with the sister city agreement.
2. They are inquiring if you are amenable to the terms previously agreed upon by both cities for cooperation in the areas of tourism and culture, trade and commerce and health and wellness.
3. Comments and suggestions from your office are well appreciated by Davao City to determine how both cities can best work together on the proposed cooperation.

The coordinator from the City Government of Davao is **Ms. April Marie C. Dayap**, Officer-in-Charge, Davao City Investment Promotion Center. She can be reached through email address dcipc@davaocity.gov.ph and through her mobile number (+63) 919-999-9688.

Thank you and best regards.

Sincerely yours,


NEIL FRANK R. FERRER
Consul General

Honorable JUSLYN MANALO
Mayor of Daly City
juslyn@juslynmanalo.com

Copy: **Ms. APRIL MARIE C. DAYAP**
Officer-in-Charge, Davao City Investment Promotion Center.

Email: dcipc@davaocity.gov.ph



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

July 26, 2021

HON. JUSLYN C. MANALO

City Mayor
Daly City
333 90th St, Daly City,
CA 94015, United States

Dear Hon. Manalo:

Madayaw! The City Government of Davao congratulates you on your second term as Mayor of Daly City. We are delighted that a city in the United States with a substantial Dabawenyo population is once again under the leadership of a Filipino-American woman.

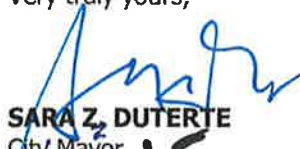
We write in reference to the letter we received in 2018 relative to the intention of Daly City to establish formal relations with Davao City. While the partnership proposal went through the necessary process and a Sisterhood Agreement was prepared, the agreement was not realized absent the official signing of the documents due to the leadership change in Daly City.

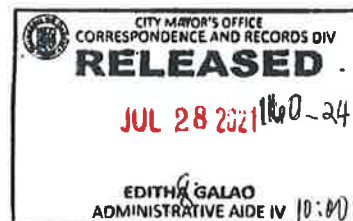
Given the foregoing, the City Government of Davao would like to know if the initial proposal expressed in 2018 still stands and if Daly City is interested in pushing through with the sisterhood agreement. Should you be amenable to the terms previously agreed upon by both our cities for cooperation in the areas of tourism and culture, trade and commerce, and health and wellness, may we respectfully request for your signature on the attached Sisterhood Agreement. However, should you have comments and concerns on said agreement, we would appreciate receiving them so that we can determine how our cities can best work together.

Ms. April Marie C. Dayap, Officer-In-Charge, Davao City Investment Promotion Center (DCIPC) will be coordinating with your office in this regard. You may reach her through mobile number **(63) 919-999-9688** or through the email address dcipc@davaocity.gov.ph. May we also request for a point of contact from Daly City with whom we can coordinate. We look forward to hearing from you and to fostering sisterhood relations towards maximizing opportunities for development and forging closer ties between the peoples of Daly City and Davao City.

Thank you.

Very truly yours,


SARA Z. DUTERTE
City Mayor



emailed

Ref. no. CRD072821-2



Republic of the Philippines
Office of the Sangguniang Panlungsod
City of Davao



18th City Council
4th Regular Session
Series of 2019

PRESENT:

Vice Mayor	Bernard E. Al-ag	- Presiding Officer
Councilor	Nilo M. Abellera Jr.	
Councilor	Marla Belen S. Acosta	
Councilor	Al Ryan S. Alejandre	
Councilor	Dante L. Apostol Sr.	
Councilor	Conrado C. Baluran	
Councilor	Joanne M. Bonguyan-Qullos	
Councilor	Ma. Cherry Ann M. Bonguyan	
Councilor	Pilar C. Braga	
Councilor	Carmelo J. Clarion	
Councilor	Danilo C. Dayanghirang	
Councilor	April Marie C. Dayap	
Councilor	Jimmy G. Dureza	
Councilor	Edgar P. Ibuyan Jr.	
Councilor	Rene Elias C. Lopez	
Councilor	Diosdado Angelo A. Mahipus	
Councilor	Jaffar U. Marohomsalic	
Councilor	Bonifacio E. Militar	
Councilor	Avegayle Dalodo Ortiz	
Councilor	Antoinette G. Principe-Castrodes	
Councilor	J. Melchor B. Quitain Jr.	
Councilor	Marissa P. Salvador-Abella	
Councilor	Halila Y. Sudagar	
Councilor	Mary Joselle D. Villafuerte	

ABSENT:

Councilor	Victorio U. Advincula Jr.	- On Sick Leave
Councilor	Edgar R. Ibuyan Sr.	- OB-Attended a Consultation/Meeting for the NEB Assembly of the Liga ng mga Barangay
Councilor	Leah A. Librado-Yap	- On Domestic Emergency Leave
Councilor	Jesus Joseph P. Zozobrado III	- On Domestic Emergency Leave

RESOLUTION NO. 03015-19
Series of 2019

**ENACTING AN ORDINANCE GRANTING LEGISLATIVE
AUTHORITY TO THE CITY MAYOR TO SIGN, FOR AND IN
BEHALF OF THE CITY GOVERNMENT OF DAVAO, THE SISTER
CITY AGREEMENT BY AND BETWEEN THE CITY GOVERNMENT
OF DAVAO, REPUBLIC OF THE PHILIPPINES AND THE CITY
GOVERNMENT OF DALY CITY, CALIFORNIA, UNITED STATES OF
AMERICA**

WHEREAS, on July 26, 2018, Mayor Juslyn C. Manalo of Daly City, California, United States of America (USA), wrote a letter to the Mayor of Davao City, Sara Z. Duterte, stating therein that their city boasts of the largest population of Filipinos in the US and has been approached by many Davaoeños living in their city to have a formal relationship with Davao City, such that she would like to request for the establishment of a Friendship City with Davao City;

WHEREAS, on August 19, 2018, Consul General Henry S. Bensurto Jr. of the Consulate General of the Republic of the Philippines, San Francisco, USA endorsed the said letter of Mayor Juslyn C. Manalo to Davao City Mayor Sara Z. Duterte;

WHEREAS, on October 18, 2018, the Davao City International Relations Board passed Resolution No. 17, Series of 2018, or "A RESOLUTION FAVORABLY INDORSING THE SISTER CITY AGREEMENT BETWEEN THE CITY GOVERNMENT OF DAVAO AND THE CITY GOVERNMENT OF DALY CITY, CALIFORNIA, UNITED STATES OF AMERICA, TO THE DAVAO CITY COUNCIL ON INTERNATIONAL RELATIONS FOR THE LEGISLATIVE AUTHORITY FOR MAYOR SARA Z. DUTERTE TO SIGN THE SAID AGREEMENT FOR AND ON BEHALF OF THE CITY GOVERNMENT OF DAVAO";

WHEREAS, on December 27, 2018, Atty. Elmer B. Rañon, Atty IV, as approved by Atty. Osmundo P. Villanueva, Jr. Officer-in-Charge of the Office of the City Legal Officer, made a Comment/Opinion returning to Mr. Lemuel G. Ortonio, the documents relative to the Sister City Agreement between the City Government of Davao, Philippines and Daly City, California, USA, stating that their office finds no legal infirmity for a local government unit to enter into an agreement or understanding with another city, domestic or foreign, that will foster greater cooperation between them and that it is thereby recommended that the matter be forwarded to the Sangguniang Panlungsod for the grant of legislative authority to allow the City Mayor to sign the agreement;

WHEREAS, the said Sister City Agreement is executed to establish a Sister City Relationship to promote the joint development and common prosperity and develop a deeper understanding between the Parties, through exchange of Ideas in the following fields: Tourism and Culture, Trade and Commerce and Health and Wellness, which shall be effective and valid for five (5) years from the date of signing;

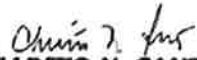
WHEREAS, being the City Mayor of Davao City, Sara Z. Duterte, is the legal and valid representative to sign the Sister City Agreement, for and in behalf of the City Government of Davao;

NOW THEREFORE, on motion of Councilor Al Ryan S. Alejandro, duly and jointly seconded by Councilors Ma. Cherry Ann M. Bonguyan, Pilar C. Braga, Mary Joselle D. Villafuerte, Edgar P. Ibuyan Jr., Avegayle Dalodo Ortiz, Antoinette G. Principe-Castrodes, Jaffar U. Marohomsalic, April Marie C. Dayap and Maria Belen S. Acosta, be it resolved, as it is hereby resolved, **TO ENACT AN ORDINANCE GRANTING AUTHORITY TO THE CITY MAYOR TO SIGN, FOR AND IN BEHALF OF THE CITY GOVERNMENT OF DAVAO, THE SISTER CITY AGREEMENT BY AND BETWEEN THE CITY GOVERNMENT OF DAVAO, REPUBLIC OF THE PHILIPPINES AND THE CITY GOVERNMENT OF DALY CITY, CALIFORNIA, UNITED STATES OF AMERICA;**

RESOLVED FURTHER, that copies of this Resolution be furnished the Office of the City Mayor through the City Administrator's Office, the Vice Mayor's Office, the City Legal Office, the Davao City Investment Promotion Center, the City Tourism Operations Office, Consul General Henry S. Bensurto Jr. of the Consulate General of the Republic of the Philippines, San Francisco, U.S.A. and all other offices/departments concerned, for their information, guidance and appropriate action;

ADOPTED, January 22, 2019, by a unanimous vote of all the Members of the Sanggunian present, there being a quorum.

CERTIFIED CORRECT:


CHARITO N. SANTOS

Secretary to the Sangguniang Panlungsod
(City Government Department Head II)

ATTESTED:


BERNARD E. ALAG

Vice Mayor
Presiding Officer
cns/richard

SISTER CITY AGREEMENT

**THE CITY OF DAVAO,
REPUBLIC OF THE PHILIPPINES**

AND

**THE CITY OF DALY, CALIFORNIA,
UNITED STATES OF AMERICA**

The City of Davao, Republic of the Philippines and the City of Daly, California, United States of America, herein to referred collectively as "the Parties";

ANTECEDENTS

1. The City of Davao and the City of Daly are always seeking for potential international partners for development and mutual cooperation;
2. Daly City boasts having the largest population of Filipinos in the United States. It currently has a population of over 100,000 and more than 35% are Filipinos.
3. On August 19, 2018, through the Office of the Consulate General of the Republic of the Philippines in San Francisco, the City Government of Davao received a letter of intent from Daly City, California, U.S.A. stating their interest in establishing a sisterhood relationship with Davao City;

NOW, THEREFORE, for and in consideration of the foregoing premises and their mutual covenant hereinafter set forth, the parties hereby agree on the following provisions:

Article 1. Objective of the Sister City Agreement

The objective of the Sister City Agreement is to establish a Sister City Relationship to promote the joint development and common prosperity, and develop a deeper understanding between the Parties, through an exchange of ideas in the fields identified in Article 2.

Article 2. Cooperation

Davao City and Daly City intend to create and fortify an open communicative atmosphere to induce a multifaceted cooperation, particularly in the following fields:

1.) Tourism and Culture:

Since the Parties gather a vast number of tourists and highly value their respective cultural heritages, it is deemed favorable to exchange tourism

practices and cultural preservation techniques. The parties shall share their methods used to attract and maintain tourist interest, including the promotion and preservation of their own respective cultures. The Parties will promote their respective Sister City, to each Parties mutual benefit, and support easy access to each city.

Considering that Daly City has a large Filipino community, it is important that the younger generation within the community maintain a linkage to both their American and Filipino heritage.

2.) Trade and Commerce:

Both cities are recognized for their accessibility within in their respected location. Davao City is known as the main trade, commerce, and industry hub of Mindanao and is a prime entry point to the BIMP-EAGA and Daly City is dubbed as the "Gateway to the Peninsula" due to its central location and transportation links, and is a regional hub for retail.

Seeing that both cities are recognized as gateways and entry points, conducting business ventures, investments, and product trade would be feasible between the Parties.

3.) Health and Wellness:

The Parties shall endeavor to share and exchange ideas on health and wellness practices and enhancement systems. The parties may provide, if within the capacity of the Parties, an exchange in the necessary machines, medicines, and programs that are lacking within their partnered Sister City.

The Parties may broaden the communication fields and make concerted efforts to promote best practices and exchanges in other fields that are beneficial to both Parties.

Article 3. Further Agreements

It is understood that this Memorandum of Agreement shall serve as a preliminary agreement of the Parties, and that the activities being contemplated herein, as well as the performance by the Parties of this undertaking, or in furtherance of this Memorandum of Agreement, shall be subject to more definitive agreements.

Article 4. Amendments and Approvals

No amendment or supplement to this Memorandum of Agreement, and no approval or consent constituting an amendment, shall be effective for any purpose unless made in writing and signed by a duly authorized officer of both Parties.

Article 5. Effectivity, Validity and Renewal

This Memorandum of Agreement shall be effective and valid for five (5) years from the date of signing hereof and shall be considered extended and/or renewed for another

five (5) years if no objection in writing from either side is served upon the other within thirty (30) days of the expiration of the initial five (5) year term.

IN WITNESS WHEREOF, the mayors of both cities have caused this Memorandum of Agreement to be executed in duplicate by placing their signatures thereon, each party retaining one (1) copy thereof, respectively on (Month) (Day,) 2021.

**FOR THE CITY OF DAVAO,
REPUBLIC OF THE
PHILIPPINES**

**THE CITY OF DALY,
CALIFORNIA,
UNITED STATES OF AMERICA**

**SARA Z. DUTERTE
MAYOR**

**JUSLYN C. MANALO
MAYOR**

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
) S.S.

BEFORE ME, A Notary Public for and in the above jurisdiction, this _____
day of _____, 2021, personally appeared:

NAME	COMPETENT EVIDENCE OF IDENTITY	DATE/PLACE ISSUED

known to me and to me known to be the same persons who executed the foregoing instrument, and they acknowledged to me that the same is their own free and voluntary act and deed as well as the free and voluntary act and deed of the cities represented herein, and that they are duly authorized to sign the same.

This instrument, consisting of four (4) pages, including this page whereon the acknowledgment clause is written, signed by the Parties and their instrumental witnesses on each and every page hereof, sealed with any notarial seal, refers to a Memorandum of Agreement executed and signed by the City of Davao, Republic of the Philippines and the City of Daly, California, United States of America.

WITNESS MY HAND AND SEAL on the date and at the place first above-written.

Doc. No. _____:
Page No. _____:
Book No. _____:
Series of 2021



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

Subject: Adoption of Resolution to Amend Recurrent and Part-time Hourly Rates Schedule in Accordance with City Council Adopted Minimum Wage

Recommended Action

That the City Council adopt a resolution to amend Recurrent and Part-time Hourly Rates Schedule.

Background

Effective January 1, 2022, the City of Daly City minimum wage will increase to \$15.53 an hour.

Discussion

The hourly rates have been amended to comply with the City of Daly City Minimum Wage Ordinance.

Fiscal Impact

Hourly rates have been increased to meet Daly City's Minimum Wage Ordinance requirements.

Summary/Conclusion

Staff requests that City Council adopt a resolution to amend the Recurrent and Part-time Hourly Rates schedule effective January 1, 2022 to conform with Daly City's Minimum Wage Ordinance. Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Natalie Sakkal
Director of Human Resources

Attachment

RECURRENT AND PART TIME HOURLY RATES
EFFECTIVE JANUARY 1, 2022

<u>Range H101</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
Kitchen Aide	15.53	16.31	17.12	17.98	18.88
Police Intern					
Recreator I					
<u>RANGE H102</u>					
Library Page	16.08	16.89	17.73	18.62	19.55
<u>RANGE H103</u>					
Clerical Aide	16.98	17.83	18.72	19.66	20.64
Delivery Clerk					
Materials and Supplies Delivery Clerk					
Recreator II					
<u>RANGE H104</u>					
Public Works Aide	17.24	18.10	19.01	19.96	20.95
Senior Library Page					
<u>RANGE H105</u>					
Food Services Assistant	18.06	18.96	19.91	20.91	21.95
Information Services Student					
Library Aide					
Lunch Program Assistant					
Nutrition Site Manager					
Police Cadet					
Recreation Leader					
Recreator III					
Video Technician					
<u>RANGE H106</u>					
Utility Worker Aide	18.69	19.63	20.61	21.64	22.72
<u>RANGE H107</u>					
Engineering Intern I	21.13	22.19	23.29	24.46	25.68
ISD Intern I					
Recreator IV					
<u>RANGE H108</u>					
Engineering Intern II	23.89	25.08	26.34	27.65	29.04
ISD Intern II					
Nutrition Education Coordinator					
Swim Team Coach					
<u>RANGE H109</u>					
Police Intern II	27.00	28.35	29.76	31.25	32.81
Recreator V					

RECURRENT AND PART TIME HOURLY RATES
EFFECTIVE JANUARY 1, 2022

<u>RANGE H110</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
Recreator VI	34.02	35.72	37.51	39.38	41.35
Greenhouse/Nursery Specialist					
<u>RANGE H111</u>					
	41.06	43.11	45.27	47.53	49.91
<u>RANGE H112</u>					
Administrative Support Technician	50.90	53.44	56.11	58.92	61.87
After School Education and Safety (ASES) Program Teacher					
Court Liaison					
Financial Administrator/Grants					
Per Diem Police Officer					
Rangemaster					
Red Light Photo Enforcement Program Administrator					

CITY OF DALY CITY
CHECK REGISTERS
FOR THE MONTH OF OCTOBER 2021

10/13/2021

CHASE CREDIT CARD - N/A – Electronic Payment

10/15/2021

CHECKS ISSUED - #393362 TO 393637

CANCELED CHECK - NONE

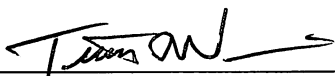
VOID CHECK - NONE

10/29/2021

CHECKS ISSUED - #393638 TO 393894

CANCELED CHECK - NONE

VOID CHECK - NONE

AUDITED  FINANCE DIRECTOR

APPROVED _____ CITY MANAGER

APPROVED _____ MAYOR

APPROVED _____ VICE MAYOR

ACCOUNTS PAYABLE CHECK RUN SUMMARY
FISCAL YEAR 2021-2022

	MONTH	TOTAL
2021	July	\$ 8,215,036.28
	August	7,147,595.02
	September	6,462,709.20
	October	5,663,311.73
	November	
	December	
2022	January	
	February	
	March	
	April	
	May	
	June	
	TOTAL	\$ 27,488,652.23

OCTOBER 2021 BREAK DOWN OF EXPENSES BY FUND

Fund	Total for Month	Total for Year	% of Total
General Fund	\$ 1,748,856.10	\$ 10,398,842.41	37.8%
Gas Tax Fund	329,046.00	1,716,840.70	6.2%
Utility/Enterprise Funds	3,585,409.63	15,372,969.12	55.9%
Total:	\$ 5,663,311.73	\$ 27,488,652.23	100.0%

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
CB CHK 00101321	49024	JP MORGAN CHASE BANK N	10/13/21	33,944.98	HW	IS	Hand Written

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	33,944.98	Number of Checks Processed:	1
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 33,944.98

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00393362	46218R	24/7 ROOTER & PLUMBING SERV	10/15/21	8,000.00	MW	IS	
AP CHK 00393363	47324JPA	ABD INSURANCE AND FINANCIAL	10/15/21	20,605.00	MW	IS	
AP CHK 00393364	50236	ABM BUILDING SOLUTIONS SAN	10/15/21	1,048.68	MW	IS	
AP CHK 00393365	53561	ACTION TOWING	10/15/21	387.00	MW	IS	
AP CHK 00393366	32391R	AGUIRRE III, BALTAZAR	10/15/21	827.31	MW	IS	
AP CHK 00393367	29880	AIRGAS USA LLC	10/15/21	4,331.43	MW	IS	
AP CHK 00393368	1465	ALBERTSONS SAFEWAY	10/15/21	1,206.57	MW	IS	
AP CHK 00393369	1025	ALHAMBRA	10/15/21	250.24	MW	IS	
AP CHK 00393370	1025	ALHAMBRA	10/15/21	40.42	MW	IS	
AP CHK 00393371	49642	ALL CITY MANAGEMENT SERVICE	10/15/21	15,339.25	MW	IS	
AP CHK 00393372	36102R	ALL FOUR SEASONS ROOFING	10/15/21	275.00	MW	IS	
AP CHK 00393373	37095	ALL INDUSTRIAL ELECTRIC SUP	10/15/21	566.84	MW	IS	
AP CHK 00393374	39657	ALL STAR GLASS	10/15/21	400.21	MW	IS	
AP CHK 00393375	55560R	ALLIANCE HOMES	10/15/21	3,000.00	MW	IS	
AP CHK 00393376	40755	AMAZON	10/15/21	208.53	MW	IS	
AP CHK 00393377	56231	AMAZON CAPITAL SERVICES INC	10/15/21	2,168.78	MW	IS	
AP CHK 00393378	2083	AMERICA COPY & PRINTING CO	10/15/21	3,351.19	MW	IS	
AP CHK 00393379	48472	AMERICAN GAGE	10/15/21	205.00	MW	IS	
AP CHK 00393380	45439JPA	AMERICAN MEDICAL RESPONSE	10/15/21	500.00	MW	IS	
AP CHK 00393381	38846	AMERICAN MESSAGING	10/15/21	764.40	MW	IS	
AP CHK 00393382	39041	ANGLIM FLAGS	10/15/21	438.56	MW	IS	
AP CHK 00393383	24868	ANIXTER INC	10/15/21	1,174.98	MW	IS	
AP CHK 00393384	46585	ANTHEM BLUE CROSS	10/15/21	94.40	MW	IS	
AP CHK 00393385	46585	ANTHEM BLUE CROSS	10/15/21	106.70	MW	IS	
AP CHK 00393386	1259	ARAMARK	10/15/21	446.40	MW	IS	
AP CHK 00393387	55833	ARAMARK	10/15/21	1,057.75	MW	IS	
AP CHK 00393388	1101	AT&T	10/15/21	258.56	MW	IS	
AP CHK 00393389	1101	AT&T	10/15/21	258.56	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393390	47392R	AT&T	10/15/21	4,120.00	MW	IS	
AP CHK 00393391	6413	AT&T MOBILITY	10/15/21	167.19	MW	IS	
AP CHK 00393392	6413	AT&T MOBILITY	10/15/21	19.03	MW	IS	
AP CHK 00393393	6413	AT&T MOBILITY	10/15/21	530.36	MW	IS	
AP CHK 00393394	6413	AT&T MOBILITY	10/15/21	175.97	MW	IS	
AP CHK 00393395	6413	AT&T MOBILITY	10/15/21	2,887.10	MW	IS	
AP CHK 00393396	6413	AT&T MOBILITY	10/15/21	1,005.89	MW	IS	
AP CHK 00393397	6413	AT&T MOBILITY	10/15/21	2,849.39	MW	IS	
AP CHK 00393398	6413	AT&T MOBILITY	10/15/21	1,005.89	MW	IS	
AP CHK 00393399	6413	AT&T MOBILITY	10/15/21	1,842.03	MW	IS	
AP CHK 00393400	6413	AT&T MOBILITY	10/15/21	531.45	MW	IS	
AP CHK 00393401	44649	ATLAS COPCO COMPRESSORS LLC	10/15/21	1,425.60	MW	IS	
AP CHK 00393402	53625	AVENU INSIGHTS & ANALYTICS	10/15/21	1,600.00	MW	IS	
AP CHK 00393403	56375R	BARER, OLEG	10/15/21	3,735.47	MW	IS	
AP CHK 00393404	35698	BARTEL ASSOCIATES LLC	10/15/21	487.50	MW	IS	
AP CHK 00393405	19892	BAY AREA PAVING COMPANY INC	10/15/21	5,987.00	MW	IS	
AP CHK 00393406	1562	BAY AREA WATER SUPPLY & CON	10/15/21	25,131.00	MW	IS	
AP CHK 00393407	8796	BAY CITY BOILER	10/15/21	10,037.50	MW	IS	
AP CHK 00393408	55874	BCM SERVICE & ENGINEERING I	10/15/21	30,266.67	MW	IS	
AP CHK 00393409	56390R	BERKE, AUSTIN	10/15/21	400.00	MW	IS	
AP CHK 00393410	48840	BK TECHNOLOGIES INC	10/15/21	744.09	MW	IS	
AP CHK 00393411	3064	BROWN & CALDWELL INC	10/15/21	13,727.25	MW	IS	
AP CHK 00393412	44468	BUDGET CONFERENCING INC	10/15/21	46.45	MW	IS	
AP CHK 00393413	48259	BWNVT MOTORS INC	10/15/21	6,058.15	MW	IS	
AP CHK 00393414	33941	C & A BROWN COMPANY	10/15/21	380.52	MW	IS	
AP CHK 00393415	42973	CAL SIGNAL CORP	10/15/21	1,351.41	MW	IS	
AP CHK 00393416	1289	CALIFORNIA DEPARTMENT OF TA	10/15/21	5,610.00	MW	IS	
AP CHK 00393417	9481	CALIFORNIA DEPARTMENT OF TA	10/15/21	747.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393418	1351	CALIFORNIA MUNICIPAL STATIS	10/15/21	500.00	MW	IS	
AP CHK 00393419	1196	CALIFORNIA WATER SERVICE CO	10/15/21	339.98	MW	IS	
AP CHK 00393420	43533	CAPE	10/15/21	50.00	MW	IS	
AP CHK 00393421	47296	CAPITAL ONE TRADE CREDIT	10/15/21	39.99	MW	IS	
AP CHK 00393422	9356	CASCADE FIRE EQUIPMENT	10/15/21	1,532.56	MW	IS	
AP CHK 00393423	28636	CDW GOVERNMENT INC	10/15/21	8,806.65	MW	IS	
AP CHK 00393424	48009	CENGAGE LEARNING INC / GALE	10/15/21	163.49	MW	IS	
AP CHK 00393425	10299JPA	CENTRAL COUNTY FIRE DEPARTM	10/15/21	15,888.00	MW	IS	
AP CHK 00393426	54918R	CFY CONSTRUCTION INC	10/15/21	550.00	MW	IS	
AP CHK 00393427	56407R	CHAN, VICKY	10/15/21	1,085.41	MW	IS	
AP CHK 00393428	54815R	CHU, JAMES	10/15/21	500.00	MW	IS	
AP CHK 00393429	3678	CINTAS CORPORATION #464	10/15/21	6,572.28	MW	IS	
AP CHK 00393430	35395	CITY AUTO SUPPLY	10/15/21	4,520.91	MW	IS	
AP CHK 00393431	46465JPA	CITY OF BELMONT	10/15/21	3,505.00	MW	IS	
AP CHK 00393432	6649JPA	CITY OF BRISBANE	10/15/21	2,492.00	MW	IS	
AP CHK 00393433	25602	CITY OF DALY CITY	10/15/21	122,462.78	MW	IS	
AP CHK 00393434	43155JPA	CITY OF DALY CITY	10/15/21	9,058.00	MW	IS	
AP CHK 00393435	5342JPA	CITY OF FOSTER CITY	10/15/21	4,061.00	MW	IS	
AP CHK 00393436	28211	CITY OF PACIFICA	10/15/21	25.00	MW	IS	
AP CHK 00393437	6034JPA	CITY OF PACIFICA	10/15/21	3,017.00	MW	IS	
AP CHK 00393438	55405JPA	CITY OF REDWOOD CITY	10/15/21	5,446.00	MW	IS	
AP CHK 00393439	20562JPA	CITY OF SAN BRUNO	10/15/21	1,645.00	MW	IS	
AP CHK 00393440	46083JPA	CITY OF SAN CARLOS	10/15/21	4,182.00	MW	IS	
AP CHK 00393441	25816JPA	CITY OF SAN MATEO	10/15/21	9,393.00	MW	IS	
AP CHK 00393442	54186	CIVICPLUS INC	10/15/21	600.00	MW	IS	
AP CHK 00393443	18465	CLEARLITE TROPHIES	10/15/21	357.09	MW	IS	
AP CHK 00393444	25819JPA	COLMA FIRE PROTECTION DISTR	10/15/21	2,053.00	MW	IS	
AP CHK 00393445	47244	COMCAST	10/15/21	89.96	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393446	48645	COMCAST	10/15/21	80.00	MW	IS	
AP CHK 00393447	52453	COMCAST	10/15/21	115.08	MW	IS	
AP CHK 00393448	40882RJPA	COMER, SHERYL	10/15/21	128.12	MW	IS	
AP CHK 00393449	56386	CONSUMMO TECHNOLOGIES INC	10/15/21	1,400.00	MW	IS	
AP CHK 00393450	2930	CONTRACTORS ELECTRICAL DIST	10/15/21	339.53	MW	IS	
AP CHK 00393451	56253	CORE & MAIN LP	10/15/21	824.96	MW	IS	
AP CHK 00393452	48323	CRYSTAL CREAMERY	10/15/21	539.90	MW	IS	
AP CHK 00393453	28906	CSG CONSULTANTS INC	10/15/21	2,175.00	MW	IS	
AP CHK 00393454	53761	CT WEST INC	10/15/21	4,614.45	MW	IS	
AP CHK 00393455	7274	CUMMINS SALES AND SERVICE	10/15/21	6,304.33	MW	IS	
AP CHK 00393456	25580	CWEA-MEMBERSHIP	10/15/21	106.00	MW	IS	
AP CHK 00393457	1836	DAILY JOURNAL CORPORATION	10/15/21	97.50	MW	IS	
AP CHK 00393458	48520	DALY CITY PARTNERSHIP	10/15/21	200,000.00	MW	IS	
AP CHK 00393459	1793	DALY CITY TOOL MART	10/15/21	414.68	MW	IS	
AP CHK 00393460	51806	DAVID J POWERS & ASSOCIATES	10/15/21	29,127.38	MW	IS	
AP CHK 00393461	1299	DEPARTMENT OF JUSTICE	10/15/21	277.00	MW	IS	
AP CHK 00393462	26138R	DISCOUNT PLUMBING & HEATING	10/15/21	12,508.90	MW	IS	
AP CHK 00393463	1061	DUNN EDWARDS CORPORATION	10/15/21	529.29	MW	IS	
AP CHK 00393464	56389R	DUONG, VO	10/15/21	1,200.00	MW	IS	
AP CHK 00393465	48177	EAST BAY TIRE CO	10/15/21	1,938.55	MW	IS	
AP CHK 00393466	40611	ECMS INC	10/15/21	2,248.04	MW	IS	
AP CHK 00393467	49830R	ECONOMY PLUMBING	10/15/21	2,000.00	MW	IS	
AP CHK 00393468	56297	EME ENTERPRISE INC	10/15/21	415.48	MW	IS	
AP CHK 00393469	56368	EMERGENT SYSTEMS EXCHANGE L	10/15/21	15,808.00	MW	IS	
AP CHK 00393470	26327	EWING IRRIGATION PRODUCTS I	10/15/21	745.09	MW	IS	
AP CHK 00393471	42544	FARMER BROTHERS COFFEE	10/15/21	652.95	MW	IS	
AP CHK 00393472	40843	FASTRAK INVOICE PROCESSING	10/15/21	6.00	MW	IS	
AP CHK 00393473	1383	FEDEX	10/15/21	6.35	MW	IS	

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AP CHK 00393474	52678	FERGUSON GROUP LLC, THE	10/15/21	6,500.00	MW	IS	
AP CHK 00393475	56391R	FERNANDEZ, ANNABELLE	10/15/21	400.00	MW	IS	
AP CHK 00393476	19787	FIRST CHOICE COFFEE SERVICE	10/15/21	190.34	MW	IS	
AP CHK 00393477	56191	FRANCHISE TAX BOARD	10/15/21	187.50	MW	IS	
AP CHK 00393478	G-HOLMES	FRANCHISE TAX BOARD	10/15/21	200.00	MW	IS	
AP CHK 00393479	G-HOLMES	FRANCHISE TAX BOARD	10/15/21	200.00	MW	IS	
AP CHK 00393480	48247	GCS ENVIRONMENTAL EQUIPMENT	10/15/21	819.91	MW	IS	
AP CHK 00393481	4581	GOLDEN BAY CONSTRUCTION INC	10/15/21	259,325.98	MW	IS	
AP CHK 00393482	55311	GOLDEN STATE EMERGENCY	10/15/21	591.15	MW	IS	
AP CHK 00393483	30509	GOODYEAR COMMERCIAL TIRE &	10/15/21	155.88	MW	IS	
AP CHK 00393484	1754	GRAINGER INC	10/15/21	9,971.31	MW	IS	
AP CHK 00393485	36985	GRAND INDUSTRIES INC	10/15/21	44,500.00	MW	IS	
AP CHK 00393486	37554R	GREGORIO, JOYCE	10/15/21	297.36	MW	IS	
AP CHK 00393487	30894	GRM	10/15/21	355.22	MW	IS	
AP CHK 00393488	3702	HARRINGTON INDUSTRIAL PLAST	10/15/21	613.07	MW	IS	
AP CHK 00393489	55667	HAZEN AND SAWYER	10/15/21	20,536.44	MW	IS	
AP CHK 00393490	17021	HF&H CONSULTANTS LLC	10/15/21	2,147.50	MW	IS	
AP CHK 00393491	9049	HI TECH EVS INC	10/15/21	4,377.14	MW	IS	
AP CHK 00393492	49700	HILL BROTHERS CHEMICAL CO	10/15/21	3,451.76	MW	IS	
AP CHK 00393493	15857	HOME DEPOT CREDIT SERVICES	10/15/21	11,554.33	MW	IS	
AP CHK 00393494	54590	HOME DEPOT PRO, THE	10/15/21	1,481.26	MW	IS	
AP CHK 00393495	56109	HONEY BUCKET	10/15/21	209.00	MW	IS	
AP CHK 00393496	41818	HUNTINGTON COURT REPORTERS	10/15/21	1,715.44	MW	IS	
AP CHK 00393497	37608R	IGNACIO JR, ANGELO	10/15/21	163.22	MW	IS	
AP CHK 00393498	55094	III GENERATION FENCE	10/15/21	418.91	MW	IS	
AP CHK 00393499	53460	INDEPENDENT CODE CONSULTANT	10/15/21	1,800.00	MW	IS	
AP CHK 00393500	31781	INNOVATIVE CLAIM SOLUTIONS	10/15/21	14,751.75	MW	IS	
AP CHK 00393501	24233	JACOBS ASSOCIATES	10/15/21	49,073.78	MW	IS	

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AP CHK 00393502	56388	JORDAN CONSULTING AND INVES	10/15/21	6,878.75	MW	IS	
AP CHK 00393503	7901	K 119 OF CALIFORNIA INC	10/15/21	333.67	MW	IS	
AP CHK 00393504	22450	KAPCO	10/15/21	438.15	MW	IS	
AP CHK 00393505	56402R	KAW, JAR AUNG	10/15/21	41.98	MW	IS	
AP CHK 00393506	56395R	KHIN, PHYU	10/15/21	500.00	MW	IS	
AP CHK 00393507	53295R	KHO, ANNA	10/15/21	449.00	MW	IS	
AP CHK 00393508	39604	KIMBALL MIDWEST	10/15/21	140.97	MW	IS	
AP CHK 00393509	56387	KNOWBE4 INC	10/15/21	39,816.00	MW	IS	
AP CHK 00393510	1108	L N CURTIS AND SONS	10/15/21	5,610.24	MW	IS	
AP CHK 00393511	52010	LAUDERDALE, SHANE	10/15/21	13,439.23	MW	IS	
AP CHK 00393512	12393	LAUTZENHISERS STATIONERY	10/15/21	2,368.28	MW	IS	
AP CHK 00393513	48008LAW	LAW OFFICES OF BURKE WILLIA	10/15/21	12,789.33	MW	IS	
AP CHK 00393514	1148	LAWSON PRODUCTS INC	10/15/21	74.36	MW	IS	
AP CHK 00393515	56396R	LEE, JACKIE	10/15/21	150.00	MW	IS	
AP CHK 00393516	56397R	LEE, JOHN AND BELINDA WB	10/15/21	500.00	MW	IS	
AP CHK 00393517	45083	LEHR	10/15/21	845.00	MW	IS	
AP CHK 00393518	56406R	LI, LUYUAN	10/15/21	3,330.15	MW	IS	
AP CHK 00393519	14431	LINDE INC	10/15/21	7,926.40	MW	IS	
AP CHK 00393520	56405	LUNA COMPANY LLC, THE	10/15/21	3,200.00	MW	IS	
AP CHK 00393521	17839R	MAH, AH SOON	10/15/21	3,198.00	MW	IS	
AP CHK 00393522	21044	MAKE ME A PRO SPORTS	10/15/21	10,290.00	MW	IS	
AP CHK 00393523	15619	MALTBY ELECTRIC SUPPLY CO I	10/15/21	563.89	MW	IS	
AP CHK 00393524	56401	MARTIN SCREEN SHOP	10/15/21	774.90	MW	IS	
AP CHK 00393525	14277	MAZE & ASSOCIATES INC	10/15/21	24,903.00	MW	IS	
AP CHK 00393526	49790R	MCQUADE, JOSHUA	10/15/21	221.65	MW	IS	
AP CHK 00393527	25805JPA	MENLO PARK FIRE PROTECTION	10/15/21	13,000.00	MW	IS	
AP CHK 00393528	23949	METRO MOBILE COMMUNICATIONS	10/15/21	1,545.00	MW	IS	
AP CHK 00393529	52240	MGT OF AMERICA CONSULTING L	10/15/21	2,500.00	MW	IS	

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AP CHK 00393530	24524	MICRO FOCUS US INC	10/15/21	7,297.42	MW	IS	
AP CHK 00393531	26465	MID PENINSULA BOYS & GIRLS	10/15/21	12,500.00	MW	IS	
AP CHK 00393532	22863	MIDWEST TAPE INC	10/15/21	702.69	MW	IS	
AP CHK 00393533	49436REN	MKD CEDAR HILL LLC	10/15/21	6,013.01	MW	IS	
AP CHK 00393534	42663	MUNICIPAL CODE CORPORATION	10/15/21	650.00	MW	IS	
AP CHK 00393535	15210	MUNICIPAL MAINTENANCE EQUIP	10/15/21	2,426.08	MW	IS	
AP CHK 00393536	56392R	NICOLAS, MARQUEZ	10/15/21	400.00	MW	IS	
AP CHK 00393537	55546	NORTH AMERICAN FENCE & RAIL	10/15/21	1,365.00	MW	IS	
AP CHK 00393538	54672	OCEAN TREASURES SERVICING I	10/15/21	450.00	MW	IS	
AP CHK 00393539	1055	OFFICE DEPOT	10/15/21	246.96	MW	IS	
AP CHK 00393540	15337	OFFICE DEPOT	10/15/21	320.95	MW	IS	
AP CHK 00393541	42500	OFFICE DEPOT	10/15/21	1,541.79	MW	IS	
AP CHK 00393542	56335	OPERATIONAL TECHNICAL SERVI	10/15/21	21,077.80	MW	IS	
AP CHK 00393543	18994	OTC BRANDS INC	10/15/21	379.21	MW	IS	
AP CHK 00393544	55555	OVERDRIVE INC	10/15/21	344.99	MW	IS	
AP CHK 00393545	32927	PACIFIC FIRE SAFE FIRE EXTI	10/15/21	4,323.44	MW	IS	
AP CHK 00393546	10360R	PACIFIC GAS & ELECTRIC	10/15/21	4,000.00	MW	IS	
AP CHK 00393547	1216	PACIFIC GAS & ELECTRIC	10/15/21	26,313.13	MW	IS	
AP CHK 00393548	56398R	PADILLA TR, RICARDO	10/15/21	500.00	MW	IS	
AP CHK 00393549	54718	PENINSULA HAULING & DEMOLIT	10/15/21	8,900.00	MW	IS	
AP CHK 00393550	3297	PENINSULA LIBRARY SYSTEM	10/15/21	3,616.60	MW	IS	
AP CHK 00393551	29738	PENINSULA UNIFORMS & EQUIPM	10/15/21	1,647.85	MW	IS	
AP CHK 00393552	55742	PENNE BROTHERS LLC DBA YOUN	10/15/21	1,120.00	MW	IS	
AP CHK 00393553	55834R	PERMIT SERVICES	10/15/21	111.06	MW	IS	
AP CHK 00393554	19678	PERS LONG TERM CARE PROGRAM	10/15/21	326.44	MW	IS	
AP CHK 00393555	47044	PETERSON TRUCKS INC	10/15/21	130.28	MW	IS	
AP CHK 00393556	25817JPA	POINT MONTARA HALF MOON BAY	10/15/21	7,152.00	MW	IS	
AP CHK 00393557	36106	POLYDYNE INC	10/15/21	51,078.77	MW	IS	

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AP CHK 00393558	52406	POWER WORKS INC	10/15/21	774.79	MW	IS	
AP CHK 00393559	16440	PRAXAIR DISTRIBUTION INC	10/15/21	113.83	MW	IS	
AP CHK 00393560	52581	PRI MANAGEMENT GROUP	10/15/21	500.00	MW	IS	
AP CHK 00393561	39968R	PRIETO, ADILIO	10/15/21	425.00	MW	IS	
AP CHK 00393562	53664	PROPRINT	10/15/21	6,033.90	MW	IS	
AP CHK 00393563	14449	R & S ERECTION OF SAN MATEO	10/15/21	308.00	MW	IS	
AP CHK 00393564	1687	RED WING SHOES	10/15/21	499.21	MW	IS	
AP CHK 00393565	54706R	REDWOOD ROOFING COMPANY	10/15/21	275.00	MW	IS	
AP CHK 00393566	14608	REEVES COMPANY INC	10/15/21	55.90	MW	IS	
AP CHK 00393567	56296R	REININGER, WILLIAM	10/15/21	250.00	MW	IS	
AP CHK 00393568	1200	REPUBLIC SERVICES OF NORTH	10/15/21	1,794,102.40	MW	IS	
AP CHK 00393569	56400R	REYES, JAVIER	10/15/21	650.00	MW	IS	
AP CHK 00393570	56162R	RLM DEVELOPMENT LLC	10/15/21	750.00	MW	IS	
AP CHK 00393571	51931	ROADPOST USA INC	10/15/21	640.39	MW	IS	
AP CHK 00393572	50491	RON TURLEY ASSOCIATES INC	10/15/21	1,233.00	MW	IS	
AP CHK 00393573	52843R	S F UNDERGROUND	10/15/21	14,000.00	MW	IS	
AP CHK 00393574	1087	SAFETY KLEEN SYSTEMS INC	10/15/21	2,095.15	MW	IS	
AP CHK 00393575	53427	SAGE CONSULTING ENGINEERS I	10/15/21	3,104.14	MW	IS	
AP CHK 00393576	9274	SAN FRANCISCO CHRONICLE	10/15/21	1,055.60	MW	IS	
AP CHK 00393577	53557	SAN FRANCISCO HARLEY DAVIDS	10/15/21	2,677.32	MW	IS	
AP CHK 00393578	51614	SAN MATEO CART SERVICE	10/15/21	562.50	MW	IS	
AP CHK 00393579	1643	SAN MATEO COUNTY ENVIRONMEN	10/15/21	58.50	MW	IS	
AP CHK 00393580	43158JPA	SAN MATEO COUNTY FIRE COUNT	10/15/21	13,099.00	MW	IS	
AP CHK 00393581	1578	SAN MATEO COUNTY SHERIFF'S	10/15/21	143,728.00	MW	IS	
AP CHK 00393582	35246	SAN MATEO COUNTY SHERIFFS O	10/15/21	9,164.00	MW	IS	
AP CHK 00393583	G1MARTINEZ	SAN MATEO COUNTY SHERIFF	10/15/21	112.50	MW	IS	
AP CHK 00393584	G1MARTINEZ	SAN MATEO COUNTY SHERIFF	10/15/21	112.50	MW	IS	
AP CHK 00393585	1790	SAN MATEO COUNTY TRANSIT DI	10/15/21	46,366.73	MW	IS	

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AP CHK 00393586	9666	SAN MATEO LAWN MOWER SHOP	10/15/21	4,099.29	MW	IS	
AP CHK 00393587	55607	SANTANA, BRUNO	10/15/21	1,500.00	MW	IS	
AP CHK 00393588	54717	SANTANA, VALERIA CRISTINA	10/15/21	5,900.00	MW	IS	
AP CHK 00393589	46427	SAVE OUR SKIN INC	10/15/21	386.13	MW	IS	
AP CHK 00393590	49441	SC FUELS	10/15/21	30,665.45	MW	IS	
AP CHK 00393591	56393R	SEKI, YUSUKE	10/15/21	537.06	MW	IS	
AP CHK 00393592	1111	SF - WATER	10/15/21	687,490.86	MW	IS	
AP CHK 00393593	50625R	SF CROWN ROOFING INC	10/15/21	550.00	MW	IS	
AP CHK 00393594	43132	SFPUC	10/15/21	3,023.52	MW	IS	
AP CHK 00393595	8782	SHERROD, RICHARD	10/15/21	4,228.00	MW	IS	
AP CHK 00393596	55916R	SHOOPMAN, COREY	10/15/21	188.61	MW	IS	
AP CHK 00393597	26499R	SIMS, RICHARD	10/15/21	350.00	MW	IS	
AP CHK 00393598	18862R	SMELLY MELS PLUMBING INC	10/15/21	2,000.00	MW	IS	
AP CHK 00393599	55095	SOCIAL PINPOINT INC	10/15/21	600.00	MW	IS	
AP CHK 00393600	54685	SOLAR ART	10/15/21	3,247.00	MW	IS	
AP CHK 00393601	55381R	SOLCOM INC	10/15/21	4,650.00	MW	IS	
AP CHK 00393602	37458	SOLUTIONWERKS INC	10/15/21	8,970.41	MW	IS	
AP CHK 00393603	55808	SOUTHERN COUNTIES LUBRICANT	10/15/21	4,496.85	MW	IS	
AP CHK 00393604	55731R	SRC ROOFING	10/15/21	275.00	MW	IS	
AP CHK 00393605	56399R	STANLEY, RONA	10/15/21	400.00	MW	IS	
AP CHK 00393606	47389	STARVISTA	10/15/21	25,311.17	MW	IS	
AP CHK 00393607	45319	T MOBILE USA INC	10/15/21	890.00	MW	IS	
AP CHK 00393608	24619	TALX UC EXPRESS	10/15/21	490.73	MW	IS	
AP CHK 00393609	42522R	TAN, ANDY	10/15/21	4,000.00	MW	IS	
AP CHK 00393610	1126	TAPCO	10/15/21	1,266.34	MW	IS	
AP CHK 00393611	46855	TELE WORKS INC	10/15/21	2,372.91	MW	IS	
AP CHK 00393612	1201	THOMSON REUTERS WEST	10/15/21	2,676.02	MW	IS	
AP CHK 00393613	53970	TRIDENT K9 CONSULTING	10/15/21	750.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393614	26803	TURBO DATA SYSTEMS INC	10/15/21	15,496.94	MW	IS	
AP CHK 00393615	11522	UNDERGROUND SERVICE ALERT	10/15/21	3,982.38	MW	IS	
AP CHK 00393616	50490	UNITEDHEALTHCARE INSURANCE	10/15/21	352.82	MW	IS	
AP CHK 00393617	32209	UNIVAR SOLUTIONS USA INC	10/15/21	3,448.76	MW	IS	
AP CHK 00393618	7873	URBAN FARMER STORE, THE	10/15/21	341.41	MW	IS	
AP CHK 00393619	52895LAW	VAKHARIA, MAZARIN A	10/15/21	2,941.00	MW	IS	
AP CHK 00393620	3376	VERITIV OPERATING COMPANY	10/15/21	70.08	MW	IS	
AP CHK 00393621	29329	VERIZON WIRELESS SERVICES L	10/15/21	3,516.05	MW	IS	
AP CHK 00393622	41809	VESTRA RESOURCES INC	10/15/21	270.25	MW	IS	
AP CHK 00393623	41056R	VIOLA, ANNA MARIE	10/15/21	769.50	MW	IS	
AP CHK 00393624	48249	VSS INTERNATIONAL INC	10/15/21	6,069.74	MW	IS	
AP CHK 00393625	50485	WAVE BROADBAND	10/15/21	185.57	MW	IS	
AP CHK 00393626	50485	WAVE BROADBAND	10/15/21	95.95	MW	IS	
AP CHK 00393627	29517	WEST-LITE SUPPLY COMPANY IN	10/15/21	813.02	MW	IS	
AP CHK 00393628	30684	WHITE CAP LP	10/15/21	339.18	MW	IS	
AP CHK 00393629	54330	WILLIAMS SCOTSMAN INC	10/15/21	665.39	MW	IS	
AP CHK 00393630	36417R	WILLIAMS, ANNE	10/15/21	721.54	MW	IS	
AP CHK 00393631	56394R	WILLIAMS, SHIRLEY	10/15/21	845.00	MW	IS	
AP CHK 00393632	25139	WITMER PUBLIC SAFETY GROUP	10/15/21	42.61	MW	IS	
AP CHK 00393633	18388JPA	WOODSIDE FIRE PROTECTION DI	10/15/21	8,625.00	MW	IS	
AP CHK 00393634	49017R	WOOLERY, PETER	10/15/21	175.00	MW	IS	
AP CHK 00393635	50357R	YOUNG, CADEN	10/15/21	195.00	MW	IS	
AP CHK 00393636	12694R	ZALINSKIS, KLAUS	10/15/21	721.54	MW	IS	
AP CHK 00393637	31451	ZEIGER ENGINEERS INC	10/15/21	1,250.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
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G R A N D T O T A L S:									
		Total Void Machine Written		0.00				Number of Checks Processed:	0
		Total Void Hand Written		0.00				Number of Checks Processed:	0
		Total Machine Written		4,336,468.46				Number of Checks Processed:	276
		Total Hand Written		0.00				Number of Checks Processed:	0
		Total Reversals		0.00				Number of Checks Processed:	0
		Total Cancelled		0.00				Number of Checks Processed:	0
		Total EFTs		0.00				Number of EFTs Processed:	0
		Total EPAYs		0.00				Number of EPAYs Processed:	0
		G R A N D T O T A L		4,336,468.46					

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393638	17838	A M LEONARD INC	10/29/21	983.99	MW	IS	
AP CHK 00393639	53561	ACTION TOWING	10/29/21	1,012.00	MW	IS	
AP CHK 00393640	31324	ACTIVE NETWORK LLC	10/29/21	4,800.00	MW	IS	
AP CHK 00393641	1514	ADAM HILL COMPANY, THE	10/29/21	390.94	MW	IS	
AP CHK 00393642	56124R	ADAMS, RYAN	10/29/21	175.43	MW	IS	
AP CHK 00393643	15226	AFSCME DISTRICT COUNCIL 57	10/29/21	4,010.34	MW	IS	
AP CHK 00393644	56430R	AGUON, ORLANDO	10/29/21	175.10	MW	IS	
AP CHK 00393645	29880	AIRGAS USA LLC	10/29/21	525.01	MW	IS	
AP CHK 00393646	14004	ALERT PEST CONTROL COMPANY	10/29/21	2,194.50	MW	IS	
AP CHK 00393647	49642	ALL CITY MANAGEMENT SERVICE	10/29/21	6,600.18	MW	IS	
AP CHK 00393648	37095	ALL INDUSTRIAL ELECTRIC SUP	10/29/21	7,553.64	MW	IS	
AP CHK 00393649	37116	ALPHA ANALYTICAL LABORATORI	10/29/21	14,123.30	MW	IS	
AP CHK 00393650	40755	AMAZON	10/29/21	8,309.07	MW	IS	
AP CHK 00393651	14988	AMERICAN TOWER CORPORATION	10/29/21	8,377.72	MW	IS	
AP CHK 00393652	42310	AMERINAT	10/29/21	395.70	MW	IS	
AP CHK 00393653	56234	ANCHOR ENGINEERING INC	10/29/21	12,296.25	MW	IS	
AP CHK 00393654	56426R	ANGOT, MARY	10/29/21	250.00	MW	IS	
AP CHK 00393655	24078	APWA NORTHERN CALIFORNIA CH	10/29/21	247.25	MW	IS	
AP CHK 00393656	55841	AQUA-METRIC SALES CO	10/29/21	6,171.54	MW	IS	
AP CHK 00393657	55833	ARAMARK	10/29/21	1,624.70	MW	IS	
AP CHK 00393658	1101	AT&T	10/29/21	97.45	MW	IS	
AP CHK 00393659	1101	AT&T	10/29/21	108.27	MW	IS	
AP CHK 00393660	32577	AT&T	10/29/21	1,588.57	MW	IS	
AP CHK 00393661	32577	AT&T	10/29/21	10,809.92	MW	IS	
AP CHK 00393662	32577	AT&T	10/29/21	388.59	MW	IS	
AP CHK 00393663	47003	AT&T	10/29/21	102.92	MW	IS	
AP CHK 00393664	47003	AT&T	10/29/21	102.92	MW	IS	
AP CHK 00393665	6413	AT&T MOBILITY	10/29/21	4,672.09	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393666	6413	AT&T MOBILITY	10/29/21	1,931.52	MW	IS	
AP CHK 00393667	6413	AT&T MOBILITY	10/29/21	764.56	MW	IS	
AP CHK 00393668	6413	AT&T MOBILITY	10/29/21	40.24	MW	IS	
AP CHK 00393669	6413	AT&T MOBILITY	10/29/21	172.83	MW	IS	
AP CHK 00393670	6413	AT&T MOBILITY	10/29/21	167.57	MW	IS	
AP CHK 00393671	29643	AUTO COLLISION CENTER	10/29/21	908.43	MW	IS	
AP CHK 00393672	53260	AXON ENTERPRISE INC	10/29/21	1,598.00	MW	IS	
AP CHK 00393673	47245	BADGER METER INC	10/29/21	3,467.70	MW	IS	
AP CHK 00393674	1232	BAKER & TAYLOR COMPANY INC	10/29/21	9,146.07	MW	IS	
AP CHK 00393675	35698	BARTEL ASSOCIATES LLC	10/29/21	1,445.00	MW	IS	
AP CHK 00393676	38585	BFI OF CALIFORNIA INC	10/29/21	16.44	MW	IS	
AP CHK 00393677	19200	BIRITE FOODSERVICE DISTRIBUTU	10/29/21	7,666.58	MW	IS	
AP CHK 00393678	21300	BRISBANE RECYCLING CO INC	10/29/21	1,664.63	MW	IS	
AP CHK 00393679	31458R	BROUSSARD, NANCY	10/29/21	47.14	MW	IS	
AP CHK 00393680	3064	BROWN & CALDWELL INC	10/29/21	43,391.66	MW	IS	
AP CHK 00393681	33981	CAGWIN & DORWARD	10/29/21	355.00	MW	IS	
AP CHK 00393682	42973	CAL SIGNAL CORP	10/29/21	241.73	MW	IS	
AP CHK 00393683	3028	CAL STEAM	10/29/21	49.73	MW	IS	
AP CHK 00393684	36927	CALCON SYSTEMS INC	10/29/21	12,955.88	MW	IS	
AP CHK 00393685	42619	CALIFORNIA BUILDING STANDAR	10/29/21	3,451.50	MW	IS	
AP CHK 00393686	17888	CARL WARREN & COMPANY INC	10/29/21	624.60	MW	IS	
AP CHK 00393687	28636	CDW GOVERNMENT INC	10/29/21	3,279.98	MW	IS	
AP CHK 00393688	42277	CEL ANALYTICAL INC	10/29/21	1,465.00	MW	IS	
AP CHK 00393689	48009	CENGAGE LEARNING INC / GALE	10/29/21	48.55	MW	IS	
AP CHK 00393690	24769	CENTER POINT LARGE PRINT	10/29/21	69.73	MW	IS	
AP CHK 00393691	54171	CENTURY CARPET	10/29/21	3,600.00	MW	IS	
AP CHK 00393692	54918R	CFY CONSTRUCTION INC	10/29/21	300.00	MW	IS	
AP CHK 00393693	56423R	CHEN, XIAO LAN	10/29/21	1,781.10	MW	IS	

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AP CHK 00393694	48727	CINTAS CORPORATION	10/29/21	732.62	MW	IS	
AP CHK 00393695	3678	CINTAS CORPORATION #464	10/29/21	5,283.82	MW	IS	
AP CHK 00393696	3073	CITY CLERKS ASSOCIATION OF	10/29/21	400.00	MW	IS	
AP CHK 00393697	55905	CITY CONSULTANTS & RESEARCH	10/29/21	2,425.00	MW	IS	
AP CHK 00393698	25602	CITY OF DALY CITY	10/29/21	3,605.07	MW	IS	
AP CHK 00393699	40147	CITY TOYOTA	10/29/21	475.73	MW	IS	
AP CHK 00393700	18465	CLEARLITE TROPHIES	10/29/21	264.75	MW	IS	
AP CHK 00393701	48517	COMCAST	10/29/21	281.44	MW	IS	
AP CHK 00393702	51804	COMCAST	10/29/21	381.11	MW	IS	
AP CHK 00393703	52652	COMCAST	10/29/21	165.17	MW	IS	
AP CHK 00393704	12578	COMPLETE LINEN SERVICES INC	10/29/21	381.08	MW	IS	
AP CHK 00393705	2599	CONTINUING EDUCATION OF THE	10/29/21	2,840.00	MW	IS	
AP CHK 00393706	2930	CONTRACTORS ELECTRICAL DIST	10/29/21	117.93	MW	IS	
AP CHK 00393707	56253	CORE & MAIN LP	10/29/21	3,305.46	MW	IS	
AP CHK 00393708	14930	COUNTY OF SAN MATEO	10/29/21	82.25	MW	IS	
AP CHK 00393709	43157JPA	COUNTY OF SAN MATEO	10/29/21	1,373.15	MW	IS	
AP CHK 00393710	1053	CPS HR CONSULTING	10/29/21	2,583.00	MW	IS	
AP CHK 00393711	42324	CRIME SCENE CLEANERS INC	10/29/21	170.00	MW	IS	
AP CHK 00393712	48323	CRYSTAL CREAMERY	10/29/21	1,879.52	MW	IS	
AP CHK 00393713	28906	CSG CONSULTANTS INC	10/29/21	420.00	MW	IS	
AP CHK 00393714	19907	CWEA-TCP	10/29/21	351.00	MW	IS	
AP CHK 00393715	1937	DALY CITY FIREFIGHTERS UNIO	10/29/21	17,562.00	MW	IS	
AP CHK 00393716	9290	DALY CITY POLICE OFFICERS A	10/29/21	1,840.00	MW	IS	
AP CHK 00393717	9290	DALY CITY POLICE OFFICERS A	10/29/21	15,036.48	MW	IS	
AP CHK 00393718	1793	DALY CITY TOOL MART	10/29/21	154.23	MW	IS	
AP CHK 00393719	56422R	DANG, LENA	10/29/21	3,713.80	MW	IS	
AP CHK 00393720	54283R	DAUS-MAGBUAL, ROD	10/29/21	133.45	MW	IS	
AP CHK 00393721	3364	DEPARTMENT OF CONSERVATION	10/29/21	11,796.72	MW	IS	

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AP CHK 00393722	1299	DEPARTMENT OF JUSTICE	10/29/21	196.00	MW	IS	
AP CHK 00393723	42371	DIAL GLASS AND WINDOW COMPA	10/29/21	1,948.00	MW	IS	
AP CHK 00393724	56421R	DOYLE DEVELOPMENTS INC	10/29/21	2,975.00	MW	IS	
AP CHK 00393725	48177	EAST BAY TIRE CO	10/29/21	2,425.94	MW	IS	
AP CHK 00393726	56420R	ELGARICO, MARIA	10/29/21	8,975.00	MW	IS	
AP CHK 00393727	56369	EMERGENCY REPORTING	10/29/21	667.58	MW	IS	
AP CHK 00393728	7685	ENTENMANN ROVIN COMPANY	10/29/21	378.64	MW	IS	
AP CHK 00393729	51076	ENVIRONMENTAL LEAD DETECT I	10/29/21	950.00	MW	IS	
AP CHK 00393730	3786	ENVIRONMENTAL RESOURCE ASSO	10/29/21	1,090.61	MW	IS	
AP CHK 00393731	46768R	ESPINOZA, MIGUEL	10/29/21	110.00	MW	IS	
AP CHK 00393732	56291	EUROFINS EPK BUILT ENVIRONM	10/29/21	317.22	MW	IS	
AP CHK 00393733	7839R	EXCELSIOR ROOFING COMPANY I	10/29/21	275.00	MW	IS	
AP CHK 00393734	53870	FAIRBANK MASLIN MAULLIN MET	10/29/21	4,000.00	MW	IS	
AP CHK 00393735	1383	FEDEX	10/29/21	30.09	MW	IS	
AP CHK 00393736	17884	FEDEX	10/29/21	29.48	MW	IS	
AP CHK 00393737	34698	FERROGROUP INC DBA	10/29/21	125.68	MW	IS	
AP CHK 00393738	27681	FIREMASTER	10/29/21	3,500.00	MW	IS	
AP CHK 00393739	19787	FIRST CHOICE COFFEE SERVICE	10/29/21	294.67	MW	IS	
AP CHK 00393740	56427R	FOONG, CORINNE	10/29/21	400.00	MW	IS	
AP CHK 00393741	G-HOLMES	FRANCHISE TAX BOARD	10/29/21	200.00	MW	IS	
AP CHK 00393742	56419R	GAJKOWSKI, STACEY	10/29/21	3,899.95	MW	IS	
AP CHK 00393743	56170	GAVIN'S PAINTING	10/29/21	5,100.00	MW	IS	
AP CHK 00393744	48247	GCS ENVIRONMENTAL EQUIPMENT	10/29/21	1,146.97	MW	IS	
AP CHK 00393745	56433R	GENEVA MOTEL	10/29/21	10,410.00	MW	IS	
AP CHK 00393746	36227	GOLDEN GATE TRUCK CENTER	10/29/21	3,000.81	MW	IS	
AP CHK 00393747	3942	GOVERNMENT FINANCE OFFICERS	10/29/21	280.00	MW	IS	
AP CHK 00393748	1754	GRAINGER INC	10/29/21	7,966.63	MW	IS	
AP CHK 00393749	36985	GRAND INDUSTRIES INC	10/29/21	50,000.00	MW	IS	

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AP CHK 00393750	56418R	GRATS DECOR INTERIOR DESIGN	10/29/21	470.00	MW	IS	
AP CHK 00393751	22404	GREG'S TRUCKING SERVICE INC	10/29/21	2,743.35	MW	IS	
AP CHK 00393752	37554R	GREGORIO, JOYCE	10/29/21	298.19	MW	IS	
AP CHK 00393753	19293	GYM DOCTORS	10/29/21	516.69	MW	IS	
AP CHK 00393754	2223	HACH COMPANY	10/29/21	1,626.35	MW	IS	
AP CHK 00393755	54753R	HARRINGTON, SIERRA	10/29/21	400.00	MW	IS	
AP CHK 00393756	1980	HARRISON & BONINI INC	10/29/21	689.74	MW	IS	
AP CHK 00393757	23318	HERC RENTALS INC	10/29/21	3,184.38	MW	IS	
AP CHK 00393758	17021	HF&H CONSULTANTS LLC	10/29/21	468.50	MW	IS	
AP CHK 00393759	9049	HI TECH EVS INC	10/29/21	12,122.64	MW	IS	
AP CHK 00393760	49700	HILL BROTHERS CHEMICAL CO	10/29/21	4,067.10	MW	IS	
AP CHK 00393761	54590	HOME DEPOT PRO, THE	10/29/21	1,661.10	MW	IS	
AP CHK 00393762	2665	HSQ TECHNOLOGY CORP	10/29/21	40,124.00	MW	IS	
AP CHK 00393763	38535R	HSU, LILY	10/29/21	200.00	MW	IS	
AP CHK 00393764	41818	HUNTINGTON COURT REPORTERS	10/29/21	1,547.88	MW	IS	
AP CHK 00393765	37457	IDEXX DISTRIBUTION INC	10/29/21	798.31	MW	IS	
AP CHK 00393766	48933	INFOSEND INC	10/29/21	6,307.93	MW	IS	
AP CHK 00393767	2104	INTERNATIONAL INSTITUTE OF	10/29/21	380.00	MW	IS	
AP CHK 00393768	14932	INTERSTATE BATTERY SYSTEM O	10/29/21	60.76	MW	IS	
AP CHK 00393769	38914	J P COOKE COMPANY	10/29/21	237.40	MW	IS	
AP CHK 00393770	1205	JEFFERSON UNION HIGH SCHOOL	10/29/21	79,878.00	MW	IS	
AP CHK 00393771	25311	JOHNSON CONTROLS SECURITY S	10/29/21	469.36	MW	IS	
AP CHK 00393772	56424R	JONES, DAVID JOHN A	10/29/21	40.00	MW	IS	
AP CHK 00393773	11281	JWC ENVIRONMENTAL INC	10/29/21	4,964.66	MW	IS	
AP CHK 00393774	47002MED	KAISER PERMANENTE	10/29/21	2,568.10	MW	IS	
AP CHK 00393775	10144	KAMAN INDUSTRIAL TECHNOLOGI	10/29/21	1,791.58	MW	IS	
AP CHK 00393776	22450	KAPCO	10/29/21	2,189.88	MW	IS	
AP CHK 00393777	56294	KELLYSPICERS FACILITIES SOL	10/29/21	6,737.53	MW	IS	

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AP CHK 00393778	39604	KIMBALL MIDWEST	10/29/21	149.85	MW	IS	
AP CHK 00393779	51402R	KLATT, JOHN	10/29/21	50.50	MW	IS	
AP CHK 00393780	33914	KOFFLER ELECTRICAL MECHANIC	10/29/21	48,882.50	MW	IS	
AP CHK 00393781	31870R	KRAUSS, GREGORY	10/29/21	298.65	MW	IS	
AP CHK 00393782	1108	L N CURTIS AND SONS	10/29/21	422.14	MW	IS	
AP CHK 00393783	56432R	LANGE, DANIELLA L	10/29/21	82.00	MW	IS	
AP CHK 00393784	13776	LANGUAGE LINE SERVICES	10/29/21	1,036.95	MW	IS	
AP CHK 00393785	56425R	LEE, JASON F	10/29/21	145.00	MW	IS	
AP CHK 00393786	33497	LEGACY MECHANICAL & ENERGY	10/29/21	2,455.00	MW	IS	
AP CHK 00393787	45083	LEHR	10/29/21	705.10	MW	IS	
AP CHK 00393788	37094	LEXISNEXIS RISK DATA MANAGE	10/29/21	510.00	MW	IS	
AP CHK 00393789	52256	LIFTOFF LLC	10/29/21	6,240.00	MW	IS	
AP CHK 00393790	14431	LINDE INC	10/29/21	17,749.17	MW	IS	
AP CHK 00393791	32870R	LINK, RYAN	10/29/21	271.68	MW	IS	
AP CHK 00393792	55400R	LIZANA, KODY	10/29/21	250.00	MW	IS	
AP CHK 00393793	29332	LORAL LANDSCAPING	10/29/21	9,151.37	MW	IS	
AP CHK 00393794	49874	LOU'S GLOVES INC	10/29/21	1,314.00	MW	IS	
AP CHK 00393795	56417R	M3 MECHANICAL	10/29/21	425.00	MW	IS	
AP CHK 00393796	15619	MALTBY ELECTRIC SUPPLY CO I	10/29/21	112.56	MW	IS	
AP CHK 00393797	28105	MANAGEMENT PARTNERS INC	10/29/21	2,000.00	MW	IS	
AP CHK 00393798	55840R	MARTIN, MATTHEW	10/29/21	500.00	MW	IS	
AP CHK 00393799	56366	MATRIX CONSULTING GROUP LTD	10/29/21	4,800.00	MW	IS	
AP CHK 00393800	54358	MAVERICK NETWORKS INC	10/29/21	88,534.80	MW	IS	
AP CHK 00393801	56429R	MCDERMOTT, ARIELLE	10/29/21	400.00	MW	IS	
AP CHK 00393802	15393	MCMASTER-CARR	10/29/21	621.03	MW	IS	
AP CHK 00393803	23949	METRO MOBILE COMMUNICATIONS	10/29/21	682.32	MW	IS	
AP CHK 00393804	26465	MID PENINSULA BOYS & GIRLS	10/29/21	12,500.00	MW	IS	
AP CHK 00393805	54757	MSI FUEL MANAGEMENT	10/29/21	748.44	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00393806	15210	MUNICIPAL MAINTENANCE EQUIP	10/29/21	9,538.19	MW	IS	
AP CHK 00393807	49974	NGLIC	10/29/21	1,532.24	MW	IS	
AP CHK 00393808	25761	NORTHERN SAFETY CO INC	10/29/21	173.78	MW	IS	
AP CHK 00393809	55490	NORTHSTAR CHEMICAL	10/29/21	132.95	MW	IS	
AP CHK 00393810	40765RJPA	ODLE, JOHN	10/29/21	130.25	MW	IS	
AP CHK 00393811	1055	OFFICE DEPOT	10/29/21	937.10	MW	IS	
AP CHK 00393812	15337	OFFICE DEPOT	10/29/21	114.74	MW	IS	
AP CHK 00393813	42500	OFFICE DEPOT	10/29/21	1,284.22	MW	IS	
AP CHK 00393814	55503	OLIVER PACKAGING & EQUIPMEN	10/29/21	3,339.40	MW	IS	
AP CHK 00393815	56335	OPERATIONAL TECHNICAL SERVI	10/29/21	5,560.00	MW	IS	
AP CHK 00393816	56416R	ORTH, ALEXIS	10/29/21	700.00	MW	IS	
AP CHK 00393817	39107	PACIFIC ECORISK	10/29/21	14,781.25	MW	IS	
AP CHK 00393818	32927	PACIFIC FIRE SAFE FIRE EXTI	10/29/21	428.22	MW	IS	
AP CHK 00393819	1216	PACIFIC GAS & ELECTRIC	10/29/21	163,286.79	MW	IS	
AP CHK 00393820	29252	PACIFIC PRODUCE INC	10/29/21	2,774.10	MW	IS	
AP CHK 00393821	19627	PARKSON CORPORATION	10/29/21	2,971.74	MW	IS	
AP CHK 00393822	1936	PENINSULA PEACE OFFICERS AS	10/29/21	264.60	MW	IS	
AP CHK 00393823	29738	PENINSULA UNIFORMS & EQUIPM	10/29/21	2,224.92	MW	IS	
AP CHK 00393824	27473	PENWORTHY COMPANY, THE	10/29/21	5,807.55	MW	IS	
AP CHK 00393825	10255MED	PERMANENTE MEDICAL GROUP IN	10/29/21	1,745.00	MW	IS	
AP CHK 00393826	51799	PET FOOD EXPRESS	10/29/21	104.98	MW	IS	
AP CHK 00393827	37921R	PETERSEN, MATTHEW	10/29/21	197.58	MW	IS	
AP CHK 00393828	47044	PETERSON TRUCKS INC	10/29/21	1,458.50	MW	IS	
AP CHK 00393829	54331	PIIAN SYSTEMS LLC	10/29/21	5,507.48	MW	IS	
AP CHK 00393830	56411R	POLIGRATES, LAURIER	10/29/21	40.00	MW	IS	
AP CHK 00393831	54462	PORAC RETIREE MEDICAL TRUST	10/29/21	17,900.00	MW	IS	
AP CHK 00393832	52406	POWER WORKS INC	10/29/21	2,805.84	MW	IS	
AP CHK 00393833	53942	PREFERRED ALLIANCE INC	10/29/21	369.20	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393834	51326R	PREMENKO, JONATHAN	10/29/21	218.27	MW	IS	
AP CHK 00393835	56415	PROFESSIONAL LAND SERVICES	10/29/21	4,330.00	MW	IS	
AP CHK 00393836	27398	R & S ERECTION NORTH PENINS	10/29/21	2,757.00	MW	IS	
AP CHK 00393837	52309	RATERMANN MANUFACTURING INC	10/29/21	229.78	MW	IS	
AP CHK 00393838	48668JPA	RAVNTECH CORPORATION	10/29/21	6,136.33	MW	IS	
AP CHK 00393839	50803	READYREFRESH BY NESTLE	10/29/21	269.19	MW	IS	
AP CHK 00393840	1687	RED WING SHOES	10/29/21	712.82	MW	IS	
AP CHK 00393841	56412R	ROBEDILLO, EVELYN	10/29/21	743.54	MW	IS	
AP CHK 00393842	38031	ROOTX	10/29/21	550.42	MW	IS	
AP CHK 00393843	41460	SABRE BACKFLOW LLC	10/29/21	135.65	MW	IS	
AP CHK 00393844	26957	SAN FRANCISCO BUSINESS TIME	10/29/21	150.00	MW	IS	
AP CHK 00393845	12544	SAN MATEO COUNTY CONTROLLER	10/29/21	61,939.60	MW	IS	
AP CHK 00393846	52312	SAN MATEO COUNTY EMERGENCY	10/29/21	100.00	MW	IS	
AP CHK 00393847	1643	SAN MATEO COUNTY ENVIRONMEN	10/29/21	1,802.00	MW	IS	
AP CHK 00393848	1074	SAN MATEO COUNTY FIRE CHIEF	10/29/21	1,500.00	MW	IS	
AP CHK 00393849	55607	SANTANA, BRUNO	10/29/21	1,500.00	MW	IS	
AP CHK 00393850	54717	SANTANA, VALERIA CRISTINA	10/29/21	7,900.00	MW	IS	
AP CHK 00393851	41081R	SCOLES, GREGORY	10/29/21	440.00	MW	IS	
AP CHK 00393852	50625R	SF CROWN ROOFING INC	10/29/21	275.00	MW	IS	
AP CHK 00393853	23742	SHOE DEPOT INC	10/29/21	1,921.77	MW	IS	
AP CHK 00393854	52666	SHRED WORKS INC	10/29/21	33.00	MW	IS	
AP CHK 00393855	55832	SILICON VALLEY PAVING INC	10/29/21	40,868.87	MW	IS	
AP CHK 00393856	46954	SILVERSPOT GRAPHICS	10/29/21	4,210.36	MW	IS	
AP CHK 00393857	46212R	SKEEHAN, PETER	10/29/21	242.40	MW	IS	
AP CHK 00393858	32237	SMART & FINAL STORES LLC	10/29/21	222.92	MW	IS	
AP CHK 00393859	30843R	SMAZENKO, BRIAN	10/29/21	168.24	MW	IS	
AP CHK 00393860	37110R	SOLIS, ELIZABETH	10/29/21	741.29	MW	IS	
AP CHK 00393861	55808	SOUTHERN COUNTIES LUBRICANT	10/29/21	5,850.31	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
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AP CHK 00393862	20534	ST FRANCIS ELECTRIC INC	10/29/21	1,535.00	MW	IS	
AP CHK 00393863	37940	STANDARD PLUMBING SUPPLY CO	10/29/21	101.89	MW	IS	
AP CHK 00393864	3613	STATIONARY ENGINEERS LOCAL	10/29/21	3,519.36	MW	IS	
AP CHK 00393865	45084	STEPFORD INC	10/29/21	328.00	MW	IS	
AP CHK 00393866	40900	STEVENS BAY AREA DIESEL SER	10/29/21	3,792.11	MW	IS	
AP CHK 00393867	51682R	SUNGA, JUSTIN	10/29/21	250.00	MW	IS	
AP CHK 00393868	51439	SWEET DELIGHT BAKERY	10/29/21	6,292.00	MW	IS	
AP CHK 00393869	2798	TEAMSTERS LOCAL 856	10/29/21	3,515.00	MW	IS	
AP CHK 00393870	13852	TELECOMMUNICATIONS ENGINEER	10/29/21	3,544.80	MW	IS	
AP CHK 00393871	42970JPA	TELECOMMUNICATIONS ENGINEER	10/29/21	16,053.00	MW	IS	
AP CHK 00393872	19071	TEREX SERVICES	10/29/21	1,697.18	MW	IS	
AP CHK 00393873	22184R	TOM LEE ROOFING INC	10/29/21	275.00	MW	IS	
AP CHK 00393874	4935	TOWILL INC	10/29/21	13,447.00	MW	IS	
AP CHK 00393875	52033	TRIEPEI SMITH & ASSOCIATES	10/29/21	1,627.50	MW	IS	
AP CHK 00393876	29829	TSAI FONG BOOKS INC	10/29/21	108.84	MW	IS	
AP CHK 00393877	37637	ULINE INC	10/29/21	1,445.85	MW	IS	
AP CHK 00393878	56413R	UNG, MICHAEL S	10/29/21	2,607.75	MW	IS	
AP CHK 00393879	32209	UNIVAR SOLUTIONS USA INC	10/29/21	11,176.99	MW	IS	
AP CHK 00393880	39811	UPS	10/29/21	34.78	MW	IS	
AP CHK 00393881	47099JPA	UTILITY TELECOM GROUP LLC	10/29/21	7,360.31	MW	IS	
AP CHK 00393882	29329	VERIZON WIRELESS SERVICES L	10/29/21	6,743.87	MW	IS	
AP CHK 00393883	1579	VWR INTERNATIONAL LLC	10/29/21	11,060.33	MW	IS	
AP CHK 00393884	36355	WASTEWATER SOLUTIONS INC	10/29/21	4,125.00	MW	IS	
AP CHK 00393885	50909R	WATERMAN, TRENTON	10/29/21	560.60	MW	IS	
AP CHK 00393886	50485	WAVE BROADBAND	10/29/21	2,773.30	MW	IS	
AP CHK 00393887	49085	WEST COAST ARBORISTS INC	10/29/21	22,313.55	MW	IS	
AP CHK 00393888	30684	WHITE CAP LP	10/29/21	1,632.06	MW	IS	
AP CHK 00393889	21984	WONG, ANTHONY	10/29/21	970.20	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00393890	56414R	WONG, WINNIE	10/29/21	3,462.54	MW	IS	
AP CHK 00393891	56428R	YABUT, MARY	10/29/21	400.00	MW	IS	
AP CHK 00393892	52320R	ZACCARO, CHRISTOPHER	10/29/21	830.00	MW	IS	
AP CHK 00393893	4510	ZAP MANUFACTURING INC	10/29/21	407.81	MW	IS	
AP CHK 00393894	55623R	ZHOU, EUGENE	10/29/21	2,079.19	MW	IS	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	1,292,898.29	Number of Checks Processed:	257
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 1,292,898.29



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

Subject: Status Update on the Body Worn and Patrol Vehicle Camera Program for the City of Daly City Police Department

Recommended Action

Receive an update on the Body Worn and Patrol Vehicle Camera Program.

Background

At a special meeting of the City Council on May 5, 2021, the City Council approved the implementation of a Body Worn and Patrol Vehicle Camera Program (BWCP) for the City of Daly City Police Department. The City Council approved the use of funding from Measure Q – The Daly City Local Recovery & Relief Measure – for the purchase costs of camera technology and ongoing costs for content management. Police Department Staff immediately began developing the testing, acquisition, infrastructure, policy, and implementation plan. The BWCP went live on October 18, 2021. The patrol vehicle cameras are still on back order and will be integrated into the system upon receipt of the hardware.

Discussion

The Daly City Police Department is fully committed to transparency and ensuring the development of modern and community-driven law enforcement policies. The Department has fully supported the use of body worn cameras. The May 5, 2021 City Council Resolution 21-52, section C, accurately outlines the benefits of BWCPs:

“Body worn and vehicle cameras are devices that record official interaction between the public and Police Department staff. The use of these cameras has proven useful in building relationships with the community by increasing transparency, and it reinforces accountability amongst officers and community members during official contacts. Cameras have been shown to reduce and resolve officer involved incidents and improve community interactions. Additionally, recorded content is widely relied upon as investigative evidence, improving successful prosecutions.”

Budgetary challenges since the Great Recession largely prevented the costly implementation of new programs across all City departments. In response to these challenges, in 2019, the City worked to place Measure Q on the November 2020 ballot for voter approval. The success of Measure Q represents the only major source of new revenue for the City since the Great Recession. Measure Q funds were appropriated for the Body Worn and Patrol Vehicle Camera Program with the adoption of the Comprehensive Operating and Capital Budget for Fiscal Year 2022 at the regular City Council meeting on May 24, 2021. In less than five months, the Police Department has fully implemented body worn cameras. The following sections contain information on vendor selection, policy development, extensive training to Department staff, and the latest use statistics.

City Council Agenda Report
Status Update on the Body Worn and Patrol Vehicle Camera Program for the City of Daly
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Selection:

The Daly City Police Department selected Axon as the vendor for the BWCP. Axon is a proven vendor in the law enforcement technology sector and provided all the hardware and software to implement a simple, effective, and secure system. One of the primary considerations was the integration with our current media storage and digital evidence solution, Evidence.com. Axon body cameras work seamlessly with Evidence.com, which is also the principal software used for electronic transmission of digital evidence to the District Attorney.

Policy:

The Daly City Police Department analyzed best practice policies from several agencies in the area to develop a framework for the current policy. Staff worked with the Police Officers Association and their counsel to reach agreement on the proposed policy. The City Attorney and the City's contracted counsel also reviewed the policy and provided feedback. Once finalized, all parties agreed the policy was ready for implementation.

Training:

The Police Department Training Unit developed a training plan for all users. This training plan included technical background, general operations, practical application exercises, and policy review. Each participant was mandated to pass a written test on policy prior to deployment of the BWCP.

Implementation:

On October 18, 2021, the Police Department went to full implementation of Body Worn Cameras. From October 18, 2021 to November 15, 2021, the Police Department logged 3,300 activations and downloads of video.

Summary/Conclusion

The Daly City Police Department welcomes the implementation of the Body Worn and Vehicle Patrol Camera Program and the opportunity to provide an update to the City Council and community on its implementation.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



John Gamez
Acting Chief of Police



Shawna Maltbie
City Manager

Attachment: Daly City Police Department Policy 303: Body-Worn Cameras

Body-Worn Cameras

303.1 PURPOSE AND SCOPE

The Daly City Police Department (DCPD) recognizes the use of Body-Worn Cameras (BWCs) by its officers conveys a sense of law enforcement legitimacy, accountability, and transparency. The DCPD believes video and audio recordings from BWCs will serve as a tool to maintain and enhance the community's trust in the Department. The recordings will capture interactions with the public and provide additional means of evidence collection for criminal investigations, administrative investigations, and civil litigation. In addition, BWCs will serve as a valuable training aid for officers.

While BWC recordings can provide an unbiased and objective account of a police contact, there are limitations to BWC video technology. Specifically, there are inherent differences between how human beings see and interpret their surroundings and how BWCs record video. In some cases, an officer may capture information not observed by a BWC just as a BWC may capture information not heard or seen by an officer. Therefore, it is critical to consider BWC footage as one piece of useful information regarding an incident, just as an officer's experience, state of mind, and input gleaned from his or her other senses would be considered useful information. Where these varied sources of information are combined, a more complete picture of an incident can be obtained.

303.1.1 DEFINITIONS

Manual Activation/Event Mode – Triggering the Body-Worn Camera, which initiates the audio and video recording functions, including the previous 30 seconds of buffered video, excluding audio.

De-Activation – Discontinuing audio and video recording and returning the camera to a standby mode in the on position.

Muting – A function of the BWC that allows for video recording while audio recording is disabled.

Sleep Mode – A function of the BWC that stops buffering and any automatic activation of event mode.

On Position – Switching the on/off switch of the camera into a standby mode which allows the camera, when activated, to capture the previous **30 seconds of** video, excluding audio.

Off Position – The camera does not record any video or audio.

Evidentiary Data – Refers to data of an incident or encounter that could prove useful for investigative purposes, including, but not limited to, a crime, an arrest or citation, a search, a use of force incident, or a confrontational encounter with a member of the public (Penal Code § 832.18(c)(1)).

Non-evidentiary Data – Refers to data that does not have value to aid in an investigation or prosecution, such as data of an incident or encounter that does not lead to an arrest or citation, or data of general activities the officer might perform while on duty (Penal Code § 832.18(c)(2)).

Body-Worn Cameras

303.2 POLICY

It is the policy of the Daly City Police Department to utilize BWCs in a manner that will assist in criminal investigations and prosecution as well as civil litigation, by providing a recording of the incident that may supplement an employee's report and help document police conduct, investigations, and enforcement activity.

303.3 MEMBER PRIVACY EXPECTATION

All recordings made by members shall remain the property of the Department. Members shall have no expectation of privacy or ownership interest in the content of these recordings.

303.4 PROCEDURE **GENERAL**

All personnel below the rank of Captain will be issued a BWC and are required to wear and use their BWCs while working in uniform. A "uniform" is to be considered the standard uniform of the day based on assignment. This would include, but is not limited to, any apparel (e.g. tactical/raid vests, visible badge and firearm) that identifies the wearer as a police officer.

Exceptions:

It is recognized that employees assigned to a specialized unit or a task force could face several practical and operational challenges that may, on occasion, prevent the use of BWCs while performing their duties. Employees issued a BWC system, and who are assigned to specialized units (non-uniformed positions), should have their BWC available to be used if needed. Such non-uniformed employees are responsible for ensuring the recording devices are in good working order prior to going on duty and shall use the device in accordance with this policy whenever they are involved in pre-planned events or pre-planned enforcement as outlined in section 303.5 (ACTIVATION/DEACTIVATION OF THE BWC) of this policy. These exceptions are:

- (a) Uniformed personnel attending a formal event, funeral or specified training assignment.
- (b) Personnel working in an undercover capacity or while conducting plain clothes surveillance where the intent is not to be identified as a police officer and no enforcement action is planned.
- (c) Personnel with written authorization by the Chief of Police or designee to maintain the BWC in the "off" position for a limited purpose or specific period of time.

303.4.1 OFFICER RESPONSIBILITIES

While on duty and/or working secondary employment in the capacity of a Daly City Police Officer or whenever in uniform executing a legal or contractual obligation on behalf of the city, personnel assigned a BWC are responsible for ensuring that they are equipped with a Department-issued BWC and the camera is fully charged and in good working order at the beginning of their shift.

Body-Worn Cameras

If a device is in need of repair, employees will notify their supervisor and turn the BWC into the BWC Administrator for repair or replacement.

On-duty uniformed personnel issued a BWC shall affix their issued BWC to their uniform (or outermost garment covering the uniform shirt) above the belt line in a conspicuous manner at a location that will facilitate an optimum recording field of view.

No employee shall remove, dismantle, or tamper with any hardware and/or the evidence management software component of the BWC.

All sworn personnel are responsible for ensuring their assigned BWC is docked and their videos tagged by the end of their shift.

303.4.2 SUPERVISOR RESPONSIBILITIES

Supervisors shall ensure personnel utilize the BWC according to this policy. Supervisors should take custody of the BWC, or ensure the recording is uploaded and saved, as soon as practicable when the device may have captured an Officer-Involved Critical Incident as defined within the San Mateo County OICI Team investigative protocol.

Supervisors may have the ability to immediately resolve citizen complaints by viewing video captured by the officer's BWC prior to contacting the citizen. At no time, except at the direction of the Chief of Police or designee, shall the supervisor allow the citizen to view the file footage.

303.4.3 WATCH COMMANDER RESPONSIBILITIES

Minor policy violations (not criminal in nature) discovered during any review, absent a citizen or administrative complaint, of recorded materials in accordance with departmental policy, should be viewed as training opportunities and not as routine disciplinary actions. Watch Commanders will continue to have discretion to resolve the minor violation with training or informal counseling. Should the behavior or action occur after it was informally addressed, the appropriate disciplinary or corrective action should be taken.

303.5 ACTIVATION/DEACTIVATION OF THE BWC

There are many situations when to activate the BWC; however, this policy is not intended to describe every possible circumstance. The safety of officers and members of the public is the highest priority, and the Department acknowledges there may be situations in which operation of the device is impractical or may be an impediment to public and officer safety. Additionally, the Department recognizes human performance limitations during particularly stressful, critical situations. Users shall activate the camera when safe to do so.

While on duty, officers will keep their BWCs in the "on" position and buffering mode. Under the following circumstances they can place the camera in Sleep Mode:

- When inside the Police Department
- When using a washroom

Body-Worn Cameras

In addition, the officer may keep the BWC in the "off" position while the camera is permitted off, per the Exceptions in Section 303.4.

303.5.1 WHEN TO ACTIVATE

While on duty and/or working secondary employment in the capacity of a Daly City police officer, officers shall activate the BWC prior to initiating investigations and enforcement activity, whether self-initiated or in response to a dispatched call. Personnel are not required to activate the BWC during routine, or incidental contact with a citizen, (i.e., giving directions or lunch breaks).

Personnel shall record non-enforcement contacts should they become confrontational, assaultive, or enforcement-oriented. In addition to the required conditions, personnel shall activate the system any time its use would be appropriate and/or valuable to document an incident.

Also, officers shall not be required to activate or deactivate their BWC based solely on the request, or demands of a citizen, but rather rely on their training and this policy to direct their use of the BWC.

While there may be circumstances in which the BWC cannot be activated immediately, the goal is to capture interactions with the public while providing police services. In the event, an officer decides not to turn on their BWC based on the belief that their safety or the safety of the public is in jeopardy, the onus of providing evidence of such fact is the employee's responsibility. Any failure to activate the BWC in a circumstance in which the objective facts dictate otherwise shall be cause for discipline.

303.5.2 AUTOMATIC ACTIVATION

The AXON BWC system has several methods of automatic activation external to the device itself. These methods of activation are as follows:

- Activation of the AXON TASER 7 Conducted Electrical Weapon (CEW)
- Removing a firearm from holster (for officers with a signal sidearm detection device)

No employee of this department shall intentionally disable any of the automatic activation features of this BWC system.

303.5.3 WHEN TO DEACTIVATE

BWC recordings shall not be intentionally deactivated until the conclusion of the encounter.

303.5.4 WHEN TO USE MUTE MODE

Personnel are authorized to utilize the mute function to discuss tactics, have administrative or investigative discussions with other personnel or when directed by a supervisor. When practicable and without compromising officer safety officers should remove themselves from the immediate area of suspects, witnesses, etc when in mute mode.

303.5.5 RECORDING STATEMENTS OF VICTIMS, WITNESSES, AND SUSPECTS

When conducting a field investigation, the officer shall attempt to record all statements with the BWC. The recording may be valuable evidence that contributes to or compliments an investigation.

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While evidence collection is important, the Department also recognizes it is important for officers to maintain credibility with people wanting to share information with law enforcement.

On occasion, an officer may encounter a reluctant crime victim or witness who does not wish to make a statement on camera. In these situations, the officer should continue to develop rapport with the individual while balancing the need for evidence collection with the individual's request for privacy. Officers should use their best discretion and consider not recording or turning their camera away so it is not facing the person in the following situations:

- (a) Obtaining victim and witness statements in Sexual Assault or Child Abuse cases.
- (b) In a facility whose primary purpose is to provide psychiatric or medical services, unless responding to a call involving a suspect, taking a suspect statement, or addressing an issue which requires police action.
- (c) In order to gain the cooperation of citizens who are reluctant to provide a statement while being recorded.
- (d) Conversations with agency personnel or personnel from another agency involving tactics and strategy.
- (e) When gathering sensitive intelligence or meetings with informants

303.5.6 EXPLOSIVE DEVICES

Many portable recorders, including body-worn cameras and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used when detailed to a bomb call, suspicious package call, a call where an explosive device may be present, or a call where an officer reasonably believes an explosive device may be present.

303.6 STORAGE AND RETENTION OF RECORDINGS

All BWC recordings will be stored in a cloud storage system (currently Evidence.com). The cloud storage service shall comply with Criminal Justice Information Systems (CJIS) requirements for law enforcement digital evidence storage. The period for retention of BWC recordings will vary based upon the nature of the police interaction or investigative proceedings (criminal or administrative). Retention periods for BWC recordings are as follows (Penal Code § 832.18):

- Non-enforcement and non-adversarial contacts: 9 Weeks
- Accidental or mistaken recordings: 9 Weeks
- BWC data captured during training: 9 Weeks
- Traffic enforcement stops: 2 years
- Other enforcement or adversarial contacts: 2 years
- Traffic collision reports (CHP-555) 3 years
- IA investigative evidence: 5 years (Penal Code § 832.5)
- Criminal Evidence: Held until the criminal matter is resolved and/or in accordance with other criminal evidentiary retention schedules, but no less than 2 years.

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Body-Worn Cameras

- Use of Force: Held until the criminal or civil action is resolved and/or in accordance with other criminal/civil litigation retention schedules, but no less than 2 years if no criminal or civil action is forthcoming.
- Officer-involved shooting: 10 years and held until the criminal or civil action is resolved and/or in accordance with other criminal/civil litigation retention schedules.

All BWC recordings related to any criminal proceeding, civil claim, pending litigation, or personnel complaint, shall be preserved until that matter is resolved in accordance with individual retention requirements of the evidence.

Records or logs of access and deletion of recordings should be retained permanently (Penal Code § 832.18).

303.6.1 UNAUTHORIZED ACCESS AND USE

All BWC recordings shall remain the property of the Department and constitute official records of investigation of the Department. Unauthorized access to, use, duplication, and/or distribution of BWC files is prohibited. Personnel shall not make copies of any BWC file for their personal use and are prohibited from using a recording device such as a phone camera or secondary video camera to record BWC files.

Personally owned BWCs shall not be used while on duty. This does not preclude personnel from using a secondary or “back-up” device should their BWC become disabled or is unavailable for any reason. Secondary devices include department-issued cell phones, digital recording devices, or device capable of capturing audio and video. Any such recording captured using a secondary device, will be considered the property of the Department and constitute official records of investigation of the Department.

303.7 RELEASE OF RECORDINGS

The Daly City Police Department's goal is to release BWC recordings of critical incidents to the greatest extent possible unless disclosure would:

- (a) Endanger the safety of a witness or another person involved in the investigation,
- (b) Jeopardize the successful completion of an investigation, or
- (c) Violate local, state and/or federal laws, including but not limited to, the right to privacy.

In the event the Police Department or City intends to release or publish, for any purpose, video recordings where officers are captured on video or the video depicts actions taken by them in the course of the performance of their official duties, those officers shall be given written notice of the intention to release or publish said video with as much advance notice possible.

The Department may, without prior notice to involved officers, share video footage of specific incidents with other law enforcement agencies outside of Daly City, when there is reasonable suspicion that criminal activity has occurred or is about to occur.

Non-Departmental Requests:

Body-Worn Cameras

- (a) The Department shall accept and process PRA requests in accordance with the provisions of federal, state and local statutes and Department policy.
- (b) Members shall provide discovery requests related to the rebooking process or other court proceedings by transferring the BWC recording to the requesting agency via evidence.com.
- (c) City Attorney or City Manager requests.
- (d) Other requests shall be reviewed on a case-by-case basis with access being granted as permitted by the Chief of Police or the authorized designee.

303.8 REVIEW OF RECORDINGS

All file viewing is for law enforcement use only and subject to a right to know and need to know basis. Department personnel may review BWC files relating to courtroom testimony, report preparation, training, and administrative interviews except as otherwise stated in this policy. Department supervisors may access BWC footage for the purposes consistent with the policy. Supervisors may review an officer's BWC footage to search for violations of Department policy with reasonable cause.

No employee shall modify, alter, reuse, erase, or tamper with video or audio recorded by the BWC except as authorized by the Chief of Police or designee.

303.8.1 TRAINING WITH BWC FILES

A BWC file may be utilized as a training tool for individuals, specific units, and the department as a whole. A person recommending utilization of a BWC file for training purposes shall submit the recommendation through the chain of command to the Chief of Police or designee. If an involved officer or employee objects to the showing of a recording, his/her objection will be submitted to staff to determine if the employee's objections outweigh the training value. The Chief of Police or designee shall review the recommendation and determine how best to utilize the BWC file considering: (a) The identity of the person(s) involved; (b) The sensitivity of the incident and; (c) The benefit of utilizing the file versus other means (e.g., General Order, Training Bulletin, Officer Safety Bulletin, briefing or other training).

Exception: Field Training Officers may use BWC files to provide immediate training to recruits and to assist with the completion of Daily Observation Reports.

303.8.2 OFFICER INVOLVED CRITICAL INCIDENTS

Members involved in critical incidents defined within the San Mateo County OICI Team investigative protocol shall not review any BWC video or audio in conjunction with the OICI Team investigation prior to providing a preliminary statement to the OICI investigators assigned to the incident. Accordingly, OICI investigators shall read the following statement to any member interviewed prior to beginning the preliminary statement:

In this case, there is audio and video evidence that has been captured by a body worn camera. Video and audio evidence has limitations and may depict the events differently than you recall and may not depict all of the events as seen or heard by you. Video has

Body-Worn Cameras

a limited field of view and may not capture events normally seen by the human eye. The "frame rate" of video may limit the camera's ability to capture movements normally seen by the human eye. Lighting as seen on the video may be different than what is seen by the human eye. Videos are a two-dimensional medium and may not capture depth, distance, or positional orientation as well as the human eye. Remember, the video evidence is intended to assist your memory and ensure that your initial statement explains your state of mind at the time of the incident. The field-based video systems are configured with high-quality audio and have the capability to capture a significant amount of video and audio when in operation, HOWEVER, THE SYSTEMS ARE LIMITED IN THE SCOPE OF THEIR AUDIO AND VISUAL CAPABILITIES. An individual officer's experience may not include everything captured by the system. SIMILARLY, THE FIELD-BASED VIDEO SYSTEMS MAY NOT CAPTURE EVERYTHING EXPERIENCED BY THE OFFICER.

Once an involved officer has provided an initial statement, they will have an opportunity to review any available recordings with their representative and/or legal counsel. The officer shall then be afforded an opportunity to provide a follow-up statement after having reviewed the recording(s).

303.9 USER TRAINING

All members who are authorized to use the BWC system must successfully complete an approved course of instruction prior to its use.

After completing the Department BWC training and being issued a BWC, officers will be afforded a three-month training period to adapt to the new equipment. After the training period, officers shall be in full compliance with this policy.



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

Subject: Resolution to Adopt Budget Plan for American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds

Recommended Action

It is recommended that the City Council adopt the proposed budget for the use of the portion of the federal American Rescue Plan Act (ARPA) funds made available to local jurisdictions, the State and Local Fiscal Recovery Funds, including the authorization of new capital improvement projects.

Discussion

President Biden signed the American Rescue Plan Act (ARPA) into law on March 11, 2021. The legislation provides \$1.9 trillion in economic stimulus funds to assist in the recovery from the COVID-19 pandemic. One component of the legislation is the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, which provides funds directly to local jurisdictions to respond to the economic and public health impacts of COVID-19. The City of Daly City expects to receive \$25.26 million in total SLFRF due to its size and demographics.

The SLFRF program allows for four main categories of funding:

- 1) To respond to the COVID-19 public health emergency or its negative economic impacts;
- 2) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to workers in eligible industries;
- 3) For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency; and
- 4) To make necessary investments in water, sewer, or broadband infrastructure.

In addition, the SLFRF program allows recipients to cover eligible costs incurred from March 3, 2021 to December 31, 2024. For capital improvement costs, the City can spend funding up until December 31, 2026 as long the funds are already obligated (i.e., in contract).

These program rules are based on the Interim Final Rule for implementation and use of the SLFRF program, which the U.S. Treasury Department issued on May 17, 2021. City staff has developed recommendations for categories of funding allocations based upon this Interim Rule. Once the Final Rule is released, staff will confirm that recommendations still meet eligibility criteria. If there are any necessary changes based on the Final Rule, staff will seek City Council approval.

During a Study Session on July 26, 2021, the City Council held a Town Hall meeting regarding the use of the City's ARPA program funds. City staff presented an overview of ARPA and an initial set of funding options, the public provided comment, and the City Council provided direction to staff for areas of further research.

Staff has revised the recommended funding options and now provides a formal SLFRF Budget Plan for adoption by the City Council. The recommended Daly City Budget Plan for the SLFRF program is fully described in Attachment A. A summary of the main funding categories from the Budget Plan are listed below.

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General Fund Revenue Loss - \$10 million

Due to the pandemic, the City has experienced a decrease in revenue to the General Fund, reducing its funding for basic government services. The SLFRF program allows the City to reimburse its General Fund for this revenue loss and support any increased expenses due to the pandemic. The City is permitted to reimburse revenue loss over four calendar years from 2020 through 2023. In calendar years 2020 and 2021, for which data is available, the City is estimated to have lost \$8.9 million. City staff continues to project ongoing revenue loss of about \$1.1 million through 2023 and is closely monitoring revenues.

At the Study Session in July 2021, staff highlighted the City's adopted FY 2021 and FY 2022 operating budgets with \$10 million in ARPA funds assigned to each year to cover revenue loss, showing a total of \$20 million in ARPA funds towards revenue loss. Based on Town Hall feedback from the City Council to reduce the allocation for revenue loss and direct more funding to other programs, staff has revised the recommended amount of ARPA reimbursement in this category. In addition, a new clarification from the federal government that the City must count revenue from Measure Q—the Daly City Local Recovery & Relief Measure—against any pandemic-related revenue loss, reduced staff's estimate of revenue loss. Measure Q was approved by voters in November 2020 and the City began receiving revenue in April of 2021. This new revenue loss calculation method significantly understates the impact of the pandemic on City revenues and reduces the amount of revenue loss eligible for reimbursement through APRA.

While many local jurisdictions are allocating nearly all their ARPA allocations to cover revenue loss, the City now recommends allocating \$10 million total to offset its General Fund revenue losses. The City will need to prepare a long-term fiscal sustainability plan to address General Fund deficits starting in FY 2022 and beyond.

Public Health Infrastructure - \$5.06 million

Daly City's Capital Improvement Plan has experienced a backlog since the Great Recession, and many public serving facilities need urgent repairs. Specific capital improvement projects are eligible for SLFRF if they implement COVID-19 mitigation measures at public serving facilities. Due to an increase in vaccination rates among the general population, the City is planning for a wider reopening of public facilities over phases in 2022. As COVID-19 becomes endemic around the world, it will be important to pursue capital improvement projects that ensure healthier indoor environments for the public, particularly by addressing aging or inadequate ventilation systems.

Staff recommends prioritized replacements to the HVAC (heating, ventilation, and air conditioning) systems at several public facilities that will improve ventilation and air circulation. Public facilities that host critical public services and are most in need of HVAC upgrades include City Hall, Civic Center North, Doelger Art Center, War Memorial Community Center, and Serramonte Main Library. This suite of HVAC improvements is expected to cost approximately \$5.06 million.

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Water Infrastructure - \$4.05 million

Another goal of the SLFRF program is to fund water infrastructure needs, which includes both drinking water projects and stormwater mitigation projects. The City faces a significant need for both types of water-related infrastructure improvements.

First, the City must maintain compliance with increasingly stringent and unfunded State mandates to mitigate stormwater. Without a dedicated local funding source, stormwater mandates place significant pressure on the City's General Fund. Staff recommends several high-priority and urgent storm drain rehabilitation and replacement projects—some of which have become urgent due to damage during the October 2021 atmospheric river—for a total \$1.3 million in ARPA funding. This allocation is critical to offsetting General Fund subsidies for stormwater projects.

Second, the City and all local jurisdictions across the State face unprecedented challenges in the provision of sustainable drinking water sources as the climate becomes more unpredictable and drought conditions become more prevalent due to climate change. Staff recommends a \$2 million drinking water well/reservoir project that will enable the City to better rely on local groundwater resources during times when the San Francisco Public Utilities Commission restricts water purchases due to drought. This allocation will also help offset pandemic-related revenue loss by the water enterprise fund.

Finally, staff also recommends allocating \$750,000 to the complex Vista Grande Drainage Basin Improvement Project to ensure ongoing commitment and support for the project's timeline. This project both improves stormwater mitigation efforts and allows for better recharge and management of groundwater resources for drinking water.

Nonprofit Program Funding - \$1.97 million

An important component of the SLFRF program is to respond to the negative economic impacts of COVID-19. The City is eligible to fund nonprofit agencies to provide direct assistance to households negatively impacted by pandemic. Staff recommends a suite of nonprofit programs totaling \$1.97 million that includes legal assistance to renters to prevent eviction, direct economic relief to immigrants who faced extraordinary pandemic-related challenges and barriers to other relief programs, improvements to food distribution infrastructure, and the provision of new childcare services in Daly City. These innovative programs are designed to address the most critical needs in Daly City and provide relief to the most vulnerable members of our community.

COVID-19 Mitigation Costs for City Employees - \$1.7 million

City staff has dedicated significant time to COVID-19 mitigation activities during the pandemic, including providing emergency food distribution, delivering meals to homebound seniors, and supporting the vaccination clinic at the Pacelli Event Center in collaboration with County Health. SLFRF reimbursement is allowed for staff time spent on these COVID-19 mitigation activities as well as paid COVID leave given to employees who are required to stay at home for various COVID-19 issues. Staff recommends a \$1.7 million allocation to reimburse the General Fund for these significant and unanticipated COVID-19 expenses.

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Premium Pay for Essential Public Employees – up to \$900,000

The SLFRF program also allows for premium pay for eligible workers. In acknowledgement of the work by public employees to maintain critical City operations during the pandemic, the City Council may consider an allocation of up to \$2,000 one-time premium pay bonus for all City staff that worked from the start of Emergency Orders during the pandemic in March 2020 to a negotiated end date in 2021. Please note, this item is subject to collective bargaining. The City recommends excluding Executive Management. SLFRF stipulates that premium pay can be provided to employees identified as essential workers who had regular in-person interactions or physical handling of items that were also handled by others during the pandemic. Some City employees do not fall under these guidelines, so Departments can utilize General Fund savings achieved through existing vacancies to provide premium pay to these employees as well.

Small Business Assistance - \$830,000

The SLFRF program can also be used to provide direct assistance to small businesses negatively affected by the pandemic. City staff recommends providing direct assistance to small businesses through two grant programs. One program is specifically focused on the restaurant industry that was particularly hard hit during the pandemic and the other program helps all types of small businesses that experienced negative economic impacts due to the pandemic.

Internet Access Projects and Programs - \$736,843

The SLFRF program includes a major focus on internet infrastructure, which continues to be a driver of inequality in Daly City and the rest of the country. SLFRF can be used to provide free internet access to assist households negatively impacted by the pandemic.

Staff recommends a robust funding allocation of approximately \$740,000 for two programmatic areas. The first package of programs totaling \$225,000 would address the internet needs of visitors to public facilities. The proposed internet access program budget includes the provision of technology to the Daly City Public Library system—both new laptops and wi-fi hotspots—for loan to patrons of all ages, including young students who face pandemic-related challenges with school schedules as well as vulnerable, older adults. It also includes the installation of wireless internet infrastructure at six community centers to provide free internet access to all visitors. Ongoing costs of internet service and software licensing fees are ineligible under SLFRF and would be added to the FY 2022 General Fund budget, totaling about \$19,000 annually.

In addition, staff recommends a funding allocation of \$511,843 to install a public, free wireless internet network for all households in the Bayshore neighborhood, which is in eligible census tract 6002. This innovative, leading edge capital project would bridge the digital divide and leverage SLFRF to fund the high up-front installation costs, which remain a barrier to public wi-fi provision. An ongoing cost of approximately \$41,000 would be added to the General Fund once the program extends beyond the SLFRF program timeline.

Fiscal Impact

The adoption of the operating budget of the SLFRF Budget Plan will affect the General Fund in two ways. For the portion of the activities in which the City is reimbursed for revenue losses and COVID-19 related expenses, the General Fund revenue estimates will increase by approximately

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\$12.6 million. The additional revenues will be appropriated from March 3, 2021 to December 30, 2024 as allowed under the ARPA. For the portion of the Budget Plan allocated to nonprofits, small businesses, and internet access programs, the City's General Fund expenses will increase by about \$2.76 million, supported by SLFRF program revenues. In addition, City staff recommends increasing the General Fund budget by \$19,000 in FY 2022 to pay for ongoing internet service at the six community centers and software licensing for new library technology.

The adoption of the capital budget of the SLFRF Budget Plan will increase the City's Capital Improvement Budget for FY 2022 by \$9.9 million, using SLFRF to invest in the HVAC systems at public facilities, drinking water projects, and stormwater projects.

Attachment A shows the detail on the budget items included in the SLFRF Budget Plan.

Summary/Conclusion

Staff recommends the City Council adopt the proposed SLFRF budget plan to authorize use of the ARPA funding.

Staff is available to provide any additional information desired by the Mayor or City Council Members.

Respectfully submitted,



Stephen Stolte
Assistant City Manager



S. Abby Veaser
Deputy Director of Finance and
Administrative Services

Attachment A: State and Local Fiscal Recovery Funds Budget Plan

**Attachment A - Daly City Budget Plan
State and Local Fiscal Recovery Funds (SLFRF)**

22-Nov-21

Operating Budget

Program/Project	SLFRF Amount
FY 2022 Revenue Loss Replacement	\$ 5,000,000
FY 2023 Revenue Loss Replacement	\$ 5,000,000
COVID-19 Mitigation Costs - Employee Mitigation Activities	\$ 900,000
COVID-19 Mitigation Costs - Employee Leave due to COVID-19	\$ 800,000
Premium Pay for City Employees	\$ up to 900,000*
Legal Aid Support - Eviction Protection	\$ 100,000
Immigrant Relief	\$ 720,000
Childcare Center/Early Learning Program	\$ 1,000,000
Small Business Assistance - Restaurant Program	\$ 330,000
Small Business Assistance - SMC Grants Program	\$ 500,000
Library Technology	\$ 105,000
Subtotal Operating Budget	\$ 14,455,000

Capital Budget

Program/Project	SLFRF Amount
Public Health CIP - Civic Center North HVAC system	\$ 240,000
Public Health CIP - City Hall HVAC system	\$ 2,160,000
Public Health CIP - Doelger Art Center HVAC system	\$ 1,291,500
Public Health CIP - War Memorial Community Center HVAC system	\$ 567,000
Public Health CIP - Serramonte Library HVAC system	\$ 810,000
Food Bank Refrigeration Unit and Upgrades - Civic Center North	\$ 150,000
Vista Grande Drainage Basin Improvement Project	\$ 750,000
Westline Drive Storm Drain Repair & Replacement	\$ 460,000
Zita Manor Storm Drain Repair	\$ 50,000
Avalon Canyon Road Realignment (Stormwater Project)	\$ 140,000
Storm Drain Rehabilitation and Replacement	\$ 650,000
Drinking Water Project (Well/Reservoir)	\$ 2,000,000
Community Center Broadband Project	\$ 120,000
Free Community Wi-Fi (Bayshore)	\$ 511,843
Subtotal Capital Budget	\$ 9,900,343

Total SLFRF Budget	\$ 24,355,343
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*This item requires collective bargaining.

Highlighted line items are new program categories since the July 2021 Town Hall on ARPA

ORDINANCE NO. 1452

AN ORDINANCE OF THE CITY OF DALY CITY ADDING CHAPTER 8.80 OF THE
DALY CITY MUNICIPAL CODE RE: MANDATORY ORGANIC WASTE
DISPOSAL REDUCTION

The City Council of the City of Daly City, DOES ORDAIN as follows:

SECTION 1. Findings.

The City Council finds and determines that:

- (a) State recycling law, Assembly Bill 939 of 1989, the California Integrated Waste Management Act of 1989 (California Public Resources Code Section 40000, et seq., as amended, supplemented, superseded, and replaced from time to time), requires cities and counties to reduce, reuse, and recycle (including composting) Solid Waste generated in their Jurisdictions to the maximum extent feasible before any incineration or landfill disposal of waste, to conserve water, energy, and other natural resources, and to protect the environment.
- (b) State recycling law, Assembly Bill 341 of 2011 (approved by the Governor of the State of California on October 5, 2011, which amended Sections 41730, 41731, 41734, 41735, 41736, 41800, 42926, 44004, and 50001 of, and added Sections 40004, 41734.5, and 41780.01 and Chapter 12.8 (commencing with Section 42649) to Part 3 of Division 30 of, and added and repealed Section 41780.02 of, the Public Resources Code, as amended, supplemented, superseded and replaced from time to time), places requirements on businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste to arrange for recycling services and requires Cities to implement a Mandatory Commercial Recycling program.
- (c) State organics recycling law, Assembly Bill 1826 of 2014 (approved by the Governor of the State of California on September 28, 2014, which added Chapter 12.9 (commencing with Section 42649.8) to Part 3 of Division 30 of the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time), requires businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste, Recycling, and Organic Waste per week to arrange for recycling services for that waste, requires Cities to implement a recycling program to divert Organic Waste from businesses subject to the law, and requires Cities to implement a Mandatory Commercial Organics Recycling program.
- (d) SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires CalRecycle to develop regulations to reduce organics in landfills as a source of methane. The regulations place requirements on multiple entities including Cities, residential households, Commercial Businesses and business owners, Commercial Edible Food Generators, haulers, Self-Haulers, Food Recovery Organizations, and Food Recovery Services to support achievement of Statewide Organic Waste disposal reduction targets.

- (e) SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires Cities to adopt and enforce an ordinance or enforceable mechanism to implement relevant provisions of SB 1383 Regulations. This ordinance will also help reduce food insecurity by requiring Commercial Edible Food Generators to arrange to have the maximum amount of their Edible Food, that would otherwise be disposed, be recovered for human consumption.
- (f) City has entered into a Franchise Agreement for the collection and disposition of Solid Waste with Franchisee, as those terms are defined and used herein, which provides the framework and mechanism for the City’s compliance with the requirements of SB 1383. To the extent that there is a conflict between the provisions of the Franchise Agreement and the provisions of SB 1383, the provisions of SB 1383 shall prevail and apply.

SECTION 2. Chapter 8.80 is hereby added to the Daly City Municipal Code to read as follows:

CHAPTER 8.80

MANDATORY ORGANIC WASTE DISPOSAL REDUCTION

8.80.010	Title of Ordinance
8.80.020	Definitions
8.80.030	Requirements for Single-Family Generators
8.80.040	Requirements for Commercial Businesses
8.80.050	Waivers for Generators
8.80.060	Requirements for Tier One and Tier Two Commercial Edible Food Generators
8.80.070	Requirements for Food Recovery Organizations and Services
8.80.080	Requirements for Haulers and Facility Operators
8.80.090	Self-Hauler Requirements
8.80.100	Compliance with CalGreen Recycling Requirements
8.80.110	Model Water Efficient Landscaping Ordinance Requirements
8.80.120	Procurement Requirements for City Departments, Direct Services Providers, and Vendors
8.80.130	Inspections and Investigations
8.80.140	Enforcement

8.80.010 – Title of Ordinance

This Chapter shall be entitled “Mandatory Organic Waste Disposal Reduction Ordinance”.

8.80.020 Definitions.

- (a) “Blue Container” has the same meaning as in 14 CCR Section 18982.2(a)(5) and shall be used for the purpose of storage and collection of Source Separated Recyclable Materials or Source Separated Blue Container Organic Waste.

- (b) CalRecycle” means California's Department of Resources Recycling and Recovery, which is the Department designated with responsibility for developing, implementing, and enforcing SB 1383 Regulations on Cities (and others).
- (c) “California Code of Regulations” or “CCR” means the State of California Code of Regulations. CCR references in this ordinance are preceded with a number that refers to the relevant Title of the CCR (e.g., “14 CCR” refers to Title 14 of CCR).
- (d) “Commercial Business” or “Commercial” means a firm, partnership, proprietorship, joint-stock company, corporation, or association, whether for-profit or nonprofit, strip mall, industrial facility, or a multifamily residential dwelling, or as otherwise defined in 14 CCR Section 18982(a)(6). A Multi-Family Residential Dwelling that consists of fewer than five (5) units is not a Commercial Business for purposes of implementing this ordinance.
- (e) “Commercial Edible Food Generator” includes a Tier One, or a Tier Two Commercial Edible Food Generator as defined in this Ordinance. For the purposes of this definition, Food Recovery Organizations and Food Recovery Services are not Commercial Edible Food Generators.
- (f) “Compliance Review” means a review of records by a City to determine compliance with this ordinance.
- (g) “Designee for Edible Food Recovery” means the County of San Mateo’s Office of Sustainability with which the City has a Memorandum of Understanding for the purposes of Edible Food Recovery including, but not limited to, inspection, investigation, and enforcement of the Edible Food Recovery provisions of this Ordinance. Contact information for the Designee for Edible Food Recovery can be found on the County of San Mateo Office of Sustainability website.
- (h) “Community Composting” means any activity that composts green material, agricultural material, food material, and vegetative food material, alone or in combination, and the total amount of feedstock and Compost on-site at any one time does not exceed 100 cubic yards and 750 square feet, as specified in 14 CCR Section 17855(a)(4); or, as otherwise defined by 14 CCR Section 18982(a)(8).
- (i) “Compliance Review” means a review of records by a City to determine compliance with this ordinance.
- (j) “Compost” has the same meaning as in 14 CCR Section 17896.2(a)(4), which stated, as of the effective date of this ordinance, that “Compost” means the product resulting from the controlled biological decomposition of organic Solid Wastes that are Source Separated from the municipal Solid Waste stream, or which are separated at a centralized facility.
- (k) “Compostable Plastics” or “Compostable Plastic” means plastic materials that meet the ASTM D6400 standard for compostability, or as otherwise described in 14 CCR Section 18984.1(a)(1)(A) or 18984.2(a)(1)(C).

- (l) “Container Contamination” or “Contaminated Container” means a container, regardless of color, that contains Prohibited Container Contaminants, or as otherwise defined in 14 CCR Section 18982(a)(55).
- (m) “C&D” means construction and demolition debris.
- (n) “Designee” means an entity that a City contracts with or otherwise arranges to carry out any of the City’s responsibilities of this ordinance as authorized in 14 CCR Section 18981.2. A Designee may be a government entity, a hauler, a private entity, or a combination of those entities.
- (o) “Edible Food” means food intended for and fit for human consumption and collected or received from a Tier One or Tier Two Commercial Edible Food Generator. For the purposes of this Ordinance, “Edible Food” is not Solid Waste if it is recovered and not discarded. Nothing in this Ordinance or in 14 CCR, Division 7, Chapter 12 requires or authorizes the recovery of Edible Food that does not meet the food safety requirements of the California Retail Food Code.
- (p) “Edible Food Recovery” means actions to collect, receive, and/or re-distribute Edible Food for human consumption from Tier One and Tier Two Commercial Edible Food Generators that otherwise would be disposed.
- (q) “Enforcement Action” means an action of the City to address non-compliance with this ordinance including, but not limited to, issuing administrative citations, fines, penalties, or using other remedies.
- (r) “Enforcement Officer” means the city manager or their authorized Designee(s) who is/are partially or whole responsible for enforcing the ordinance. See also “Regional or County Agency Enforcement Official”.
- (s) “Excluded Waste” means hazardous substance, hazardous waste, infectious waste, designated waste, volatile, corrosive, medical waste, infectious, regulated radioactive waste, and toxic substances or material that facility operator(s), which receive materials from the City and its generators, reasonably believe(s) would, as a result of or upon acceptance, transfer, processing, or disposal, be a violation of local, State, or Federal law, regulation, or ordinance, including: land use restrictions or conditions, waste that cannot be disposed of in Class III landfills or accepted at the facility by permit conditions, waste that in City’s, or its Designee’s reasonable opinion would present a significant risk to human health or the environment, cause a nuisance or otherwise create or expose City, or its Designee, to potential liability; but not including de minimis volumes or concentrations of waste of a type and amount normally found in Single-Family or Multi-Family Solid Waste after implementation of programs for the safe collection, processing, recycling, treatment, and disposal of batteries and paint in compliance with Sections 41500 and 41802 of the California Public Resources Code. Excluded Waste does not include used motor oil and filters, household batteries, and/or universal wastes when such materials are defined as allowable materials for collection through the City’s collection programs and the generator or customer has properly placed the materials for collection pursuant to instructions provided by City or its Designee for collection services.

- (t) “Food Distributor” means a company that distributes food to entities including, but not limited to, Supermarkets and Grocery Stores.
- (u) “Food Facility” has the same meaning as in Section 113789 of the Health and Safety Code.
- (v) “Food Recovery Organization” means an entity that engages in the collection or receipt of Edible Food from Tier One or Tier Two Commercial Edible Food Generators and distributes that Edible Food either directly or through other entities, including, but not limited to:
 - (1) A food bank as defined in Section 113783 of the Health and Safety Code;
 - (2) A nonprofit charitable organization as defined in Section 113841 of the Health and Safety code; and,
 - (3) A nonprofit charitable temporary food facility as defined in Section 113842 of the Health and Safety Code.

A Food Recovery Organization is not a Commercial Edible Food Generator for the purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).

- (w) “Food Recovery Service” means a person or entity that collects and transports Edible Food from a Tier One or Tier Two Commercial Edible Food Generator to a Food Recovery Organization or other entities for Edible Food Recovery. A Food Recovery Service is not a Commercial Edible Food Generator for the purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).
- (x) “Food Scraps” means all food such as, but not limited to, fruits, vegetables, meat, poultry, seafood, shellfish, bones, rice, beans, pasta, bread, cheese, and eggshells. Food Scraps excludes fats, oils, and grease when such materials are Source Separated from other Food Scraps.
- (y) “Food Service Provider” means an entity primarily engaged in providing food services to institutional, governmental, commercial, or industrial locations of others based on contractual arrangements with these types of organizations.
- (z) “Food-Soiled Paper” is compostable paper material that has come in contact with food or liquid, such as, but not limited to, compostable paper plates, paper coffee cups, napkins, pizza boxes, and milk cartons.
- (aa) “Food Waste” means Food Scraps and Food-Soiled Paper.
- (bb) “Franchise Agreement” means the agreement between the City and Allied Waste Services of North America, LLC that provides for Allied to have the exclusive right to collect Solid Waste, Recyclable Materials and Organic Waste within the City. In cases of conflict

between the provisions of this Ordinance and the Franchise Agreement, the provisions of the Franchise Agreement shall take precedence.

- (cc) “Franchisee” means Allied Waste Services of North America, LLC, the City’s solid waste handling services provider.
- (dd) “Gray Container” has the same meaning as in 14 CCR Section 18982.2(a)(28) and shall be used for the purpose of storage and collection of Gray Container Waste.
- (ee) “Gray Container Waste” means Solid Waste that is collected in a Gray Container that is part of a three-container Organic Waste collection service that prohibits the placement of Organic Waste in the Gray Container as specified in 14 CCR Sections 18984.1(a) and (b), or as otherwise defined in 14 CCR Section 17402(a)(6.5).
- (ff) “Green Container” has the same meaning as in 14 CCR Section 18982.2(a)(29) and shall be used for the purpose of storage and collection of Source Separated Green Container Organic Waste.
- (gg) “Greenhouse gas (GHG)” means carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), sulfur hexafluoride (SF₆), hydrofluorocarbons (HFC), perfluorocarbons (PFC), and other fluorinated greenhouse gases as defined in this section.
- (hh) “Greenhouse gas emission reduction” or “greenhouse gas reduction” means actions designed to achieve a calculated decrease in greenhouse gas emissions over time.
- (ii) “Grocery Store” means a store primarily engaged in the retail sale of canned food; dry goods; fresh fruits and vegetables; fresh meats, fish, and poultry; and any area that is not separately owned within the store where the food is prepared and served, including a bakery, deli, and meat and seafood departments.
- (jj) “Hauler Route” means the designated itinerary or sequence of stops for each segment of the City’s collection service area, or as otherwise defined in 14 CCR Section 18982(a)(31.5).
- (kk) “High Diversion Organic Waste Processing Facility” means a facility that is in compliance with the reporting requirements of 14 CCR Section 18815.5(d) and meets or exceeds an annual average Mixed Waste organic content Recovery rate of 50 percent between January 1, 2022 and December 31, 2024, and 75 percent after January 1, 2025, as calculated pursuant to 14 CCR Section 18815.5(e) for Organic Waste received from the “Mixed waste organic collection stream” as defined in 14 CCR Section 17402(a)(11.5); or, as otherwise defined in 14 CCR Section 18982(a)(33).
- (ll) “Inspection” For the purposes of Edible Food Recovery, “Inspection” means actions to review contracts and other records related to the recovery of Edible Food and may occur off-site via email and other forms of electronic communication, as well as the on-site review of an entity’s records and collection, handling, and other procedures for the recovery of Edible Food to determine if the entity is complying with the requirements of this Ordinance.

- (mm) “Large Event” means an event, including, but not limited to, a sporting event or a flea market, that charges an admission price, or is operated by a local agency, and serves an average of more than 2,000 individuals per day of operation of the event, at a location that includes, but is not limited to, a public, nonprofit, or privately owned park, parking lot, golf course, street system, or other open space when being used for an event. If the definition in 14 CCR Section 18982(a)(38) differs from this definition, the definition in 14 CCR Section 18982(a)(38) shall apply to this Ordinance.
- (nn) “Large Venue” means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the facility per day of operation of the venue facility. For purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12, a venue facility includes, but is not limited to, a public, nonprofit, or privately owned or operated stadium, amphitheater, arena, hall, amusement park, conference or civic center, zoo, aquarium, airport, racetrack, horse track, performing arts center, fairground, museum, theater, or other public attraction facility. For purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12, a site under common ownership or control that includes more than one Large Venue that is contiguous with other Large Venues in the site, is a single Large Venue. If the definition in 14 CCR Section 18982(a)(39) differs from this definition, the definition in 14 CCR Section 18982(a)(39) shall apply to this Ordinance.
- (oo) “Local Education Agency” means a school district, charter school, or county office of education that is not subject to the control of city or county regulations related to Solid Waste, or as otherwise defined in 14 CCR Section 18982(a)(40).
- (pp) “Mixed Waste Organic Collection Stream” or “Mixed Waste” means Organic Waste collected in a container that is required by 14 CCR Sections 18984.1, 18984.2 or 18984.3 to be taken to a High Diversion Organic Waste Processing Facility or as otherwise defined in 14 CCR Section 17402(a)(11.5).
- (qq) “Multi-Family Residential Dwelling” or “Multi-Family” means of, from, or pertaining to residential premises with four (4) or more dwelling units. Multi-Family premises do not include hotels, motels, or other transient occupancy facilities, which are considered Commercial Businesses.
- (rr) “MWELO” refers to the Model Water Efficient Landscape Ordinance (MWELO), 23 CCR, Division 2, Chapter 2.7.
- (ss) “Non-Compostable Paper” includes but is not limited to paper that is coated in a plastic material that will not breakdown in the composting process, or as otherwise defined in 14 CCR Section 18982(a)(41).
- (tt) “Non-Local Entity” means the following entities that are not subject to the Jurisdiction’s enforcement authority, or as otherwise defined in 14 CCR Section 18982(a)(42):
 - (1) Special district(s) located within the boundaries of the Jurisdiction, including the North San Mateo County Sanitation District, the Housing Development Finance

Agency, the Public Facilities Finance Corporation, and the Bayshore Sanitation District.

- (2) Facilities operated by the State park system located within the boundaries of the Jurisdiction, including San Bruno Mountain State Park.
- (3) State agencies located within the boundaries of the Jurisdiction, including the 1-A District Agricultural Association (“Cow Palace Arena and Event Center”).
- (uu) “Non-Organic Recyclables” means non-putrescible and non-hazardous recyclable wastes including but not limited to bottles, cans, metals, plastics and glass, or as otherwise defined in 14 CCR Section 18982(a)(43).
- (vv) “Notice of Violation (NOV)” means a notice that a violation has occurred that includes a compliance date to avoid an action to seek penalties, or as otherwise defined in 14 CCR Section 18982(a)(45) or further explained in 14 CCR Section 18995.4.
- (ww) “Organic Waste” means Solid Wastes containing material originated from living organisms and their metabolic waste products, including but not limited to food, green material, landscape and pruning waste, organic textiles and carpets, lumber, wood, Paper Products, Printing and Writing Paper, manure, biosolids, digestate, and sludges or as otherwise defined in 14 CCR Section 18982(a)(46). Biosolids and digestate are as defined by 14 CCR Section 18982(a).
- (xx) “Organic Waste Generator” means a person or entity that is responsible for the initial creation of Organic Waste, or as otherwise defined in 14 CCR Section 18982(a)(48).
- (yy) “Paper Products” include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling, or as otherwise defined in 14 CCR Section 18982(a)(51).
- (zz) “Printing and Writing Papers” include, but are not limited to, copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications, or as otherwise defined in 14 CCR Section 18982(a)(54).
- (aaa) “Prohibited Container Contaminants” means the following: (i) discarded materials placed in the Blue Container that are not identified as acceptable Source Separated Recyclable Materials for the Jurisdiction’s Blue Container; (ii) discarded materials placed in the Green Container that are not identified as acceptable Source Separated Green Container Organic Waste for the Jurisdiction’s Green Container; (iii) discarded materials placed in the Gray Container that are acceptable Source Separated Recyclable Materials and/or Source Separated Green Container Organic Wastes to be placed in Jurisdiction’s Green Container and/or Blue Container; and, (iv) Excluded Waste placed in any container.

- (bbb) “Recovered Organic Waste Products” means products made from California, landfill-diverted recovered Organic Waste processed in a permitted or otherwise authorized facility, or as otherwise defined in 14 CCR Section 18982(a)(60).
- (ccc) “Recovery” means any activity or process described in 14 CCR Section 18983.1(b), or as otherwise defined in 14 CCR Section 18982(a)(49).
- (ddd) “Recycled-Content Paper” means Paper Products and Printing and Writing Paper that consists of at least 30 percent, by fiber weight, postconsumer fiber, or as otherwise defined in 14 CCR Section 18982(a)(61).
- (eee) “Regional Agency” means regional agency as defined in Public Resources Code Section 40181.
- (fff) “Regional or County Agency Enforcement Official” means a regional or county agency enforcement official, designated by the Jurisdiction with responsibility for enforcing the ordinance in conjunction or consultation with Jurisdiction Enforcement Official.
- (ggg) “Remote Monitoring” means the use of the internet of things (IoT) and/or wireless electronic devices to visualize the contents of all Containers for purposes of identifying the quantity of materials in containers (level of fill) and/or presence of Prohibited Container Contaminants.
- (hhh) “Renewable Gas” means gas derived from Organic Waste that has been diverted from a California landfill and processed at an in-vessel digestion facility that is permitted or otherwise authorized by 14 CCR to recycle Organic Waste, or as otherwise defined in 14 CCR Section 18982(a)(62).
- (iii) “Restaurant” means an establishment primarily engaged in the retail sale of food and drinks for on-premises or immediate consumption, or as otherwise defined in 14 CCR Section 18982(a)(64).
- (jjj) “Route Review” means a visual Inspection of containers along a Hauler Route for the purpose of determining Container Contamination and may include mechanical Inspection methods such as the use of cameras, or as otherwise defined in 14 CCR Section 18982(a)(65).
- (kkk) “SB 1383” means Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a Statewide effort to reduce emissions of short-lived climate pollutants as amended, supplemented, superseded, and replaced from time to time.
- (III) “SB 1383 Regulations” or “SB 1383 Regulatory” means or refers to, for the purposes of this ordinance, the Short-Lived Climate Pollutants: Organic Waste Reduction regulations developed by CalRecycle and adopted in 2020 that created 14 CCR, Division 7, Chapter 12 and amended portions of regulations of 14 CCR and 27 CCR.

- (mmm) "Self-Hauler" means a person, who hauls, Organic Waste they have generated to a permitted solid waste processing facility using the generator's own vehicles, equipment and employees. Self-hauler also includes a person who back-hauls waste. Back-haul means generating and transporting Organic Waste to a destination owned and operated by the generator using the generator's own vehicles, employees and equipment. For the purposes of Edible Food Recovery, "Self-Hauler" means a Commercial Edible Food Generator which holds a contract with and hauls Edible Food to a Food Recovery Organization or other site for redistribution according to the requirements of this Ordinance.
- (nnn) "Single-Family," or "Single-Family Property," means a premise used as a Residential dwelling and includes single-family dwellings and each unit of a duplex, triplex, townhouse, condominium, or mobile home park dwelling unit where individual Collection services are provided separately to each dwelling unit.
- (ooo) "Solid Waste" has the same meaning as defined in State Public Resources Code Section 40191, which defines Solid Waste as all putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, abandoned vehicles and parts thereof, discarded home and industrial appliances, dewatered, treated, or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semisolid wastes, with the exception that Solid Waste does not include any of the following wastes:
- (1) Hazardous waste, as defined in the State Public Resources Code Section 40141.
 - (2) Radioactive waste regulated pursuant to the State Radiation Control Law (Chapter 8 (commencing with Section 114960) of Part 9 of Division 104 of the State Health and Safety Code).
 - (3) Medical waste regulated pursuant to the State Medical Waste Management Act (Part 14 (commencing with Section 117600) of Division 104 of the State Health and Safety Code). Untreated medical waste shall not be disposed of in a Solid Waste landfill, as defined in State Public Resources Code Section 40195.1. Medical waste that has been treated and deemed to be Solid Waste shall be regulated pursuant to Division 30 of the State Public Resources Code.
- (ppp) "Source Separated" means materials, including commingled recyclable materials, that have been separated or kept separate from the Solid Waste stream, at the point of generation, for the purpose of additional sorting or processing those materials for recycling or reuse in order to return them to the economic mainstream in the form of raw material for new, reused, or reconstituted products, which meet the quality standards necessary to be used in the marketplace, or as otherwise defined in 14 CCR Section 17402.5(b)(4). For the purposes of the ordinance, Source Separated shall include separation of materials by the generator, property owner, property owner's employee, property manager, or property manager's employee into different containers for the purpose of collection such that Source Separated materials are separated from Gray Container Waste or other Solid Waste for the purposes of collection and processing.

- (qqq) “Source Separated Blue Container Organic Waste” means Source Separated Organic Wastes that can be placed in a Blue Container that is limited to the collection of those Organic Wastes and Non-Organic Recyclables as defined in Section 18982(a)(43), or as otherwise defined by Section 17402(a)(18.7).
- (rrr) “Source Separated Green Container Organic Waste” means Source Separated Organic Waste that can be placed in a Green Container that is specifically intended for the separate collection of Organic Waste by the generator, excluding Source Separated Blue Container Organic Waste, carpets, Non-Compostable Paper, and textiles.
- (sss) “Source Separated Recyclable Materials” means Source Separated Non-Organic Recyclables and Source Separated Blue Container Organic Waste.
- (ttt) “State” means the State of California.
- (uuu) “Supermarket” means a full-line, self-service retail store with gross annual sales of two million dollars (\$2,000,000), or more, and which sells a line of dry grocery, canned goods, or nonfood items and some perishable items, or as otherwise defined in 14 CCR Section 18982(a)(71).
- (vvv) “Tier One Commercial Edible Food Generator” means a Commercial Edible Food Generator that is one of the following:
- (1) Supermarket.
 - (2) Grocery Store with a total facility size equal to or greater than 10,000 square feet.
 - (3) Food Service Provider.
 - (4) Food Distributor.
 - (5) Wholesale Food Vendor.

If the definition in 14 CCR Section 18982(a)(73) of Tier One Commercial Edible Food Generator differs from this definition, the definition in 14 CCR Section 18982(a)(73) shall apply to this Ordinance.

- (www) “Tier Two Commercial Edible Food Generator” means a Commercial Edible Food Generator that is one of the following:
- (1) Restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet.
 - (2) Hotel with an on-site Food Facility and 200 or more rooms.
 - (3) Health facility with an on-site Food Facility and 100 or more beds.
 - (4) Large Venue.

- (5) Large Event.
- (6) A State agency with a cafeteria with 250 or more seats or total cafeteria facility size equal to or greater than 5,000 square feet.
- (7) A Local Education Agency facility with an on-site Food Facility.

If the definition in 14 CCR Section 18982(a)(74) of Tier Two Commercial Edible Food Generator differs from this definition, the definition in 14 CCR Section 18982(a)(74) shall apply to this Ordinance.

- (xxx) “Uncontainerized Green Waste and Yard Waste Collection Service” or “Uncontainerized Service” means a collection service that collects green waste and yard waste that is placed in a pile or bagged for collection on the street in front of a generator’s house or place of business for collection and transport to a facility that recovers Source Separated Organic Waste, or as otherwise defined in 14 CCR Section 189852(a)(75).
- (yyy) “Wholesale Food Vendor” means a business or establishment engaged in the merchant wholesale distribution of food, where food (including fruits and vegetables) is received, shipped, stored, prepared for distribution to a retailer, warehouse, distributor, or other destination, or as otherwise defined in 14 CCR Section 189852(a)(76).

Section 8.80.030 Requirements for Single-Family Generators

Single-Family Organic Waste Generators shall comply with the following requirements except Single-Family generators that meet the Self-Hauler requirements in Section 12 of this ordinance:

- (a) Shall subscribe to City’s Organic Waste collection services for all Organic Waste generated as described below in Section 4(b). City shall have the right to review the number and size of a generator’s containers to evaluate adequacy of capacity provided for each type of collection service for proper separation of materials and containment of materials; and, Single-Family generators shall adjust its service level for its collection services as requested by the City. Generators may additionally manage their Organic Waste by preventing or reducing their Organic Waste, managing Organic Waste on site, and/or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).
- (b) Shall participate in the City’s Organic Waste collection service(s) by placing designated materials in designated containers as described below and shall not place Prohibited Container Contaminants in collection containers.
 - (1) Generator shall place Source Separated Green Container Organic Waste, including Food Waste, in the Green Container; Source Separated Recyclable Materials in the Blue Container; and Gray Container Waste in the Gray Container. Generators shall not place materials designated for the Gray Container into the Green Container or Blue Container.

8.80.040 Requirements for Commercial Businesses

Generators that are Commercial Businesses, including Multi-Family Residential Dwellings, shall:

- (a) Subscribe to City's three-container collection services provided by Franchisee and comply with requirements of those services as described below in Section 6(b).
- (b) Except Commercial Businesses that meet the Self-Hauler requirements in Section 12 of this ordinance, participate in the Jurisdiction's Organic Waste collection service(s) by placing designated materials in designated SB 1383 compliant Containers
- (c) Except Commercial Businesses that meet the Self-Hauler requirements in Section 12 of this ordinance, participate in the City's Organic Waste collection service(s) by placing designated materials in designated containers as described below.
 - (1) Generator shall place Source Separated Green Container Organic Waste, including Food Waste, in the Green Container; Source Separated Recyclable Materials in the Blue Container; and Gray Container Waste in the Gray Container. Generator shall not place materials designated for the Gray Container into the Green Container or Blue Container.
- (d) Supply and allow access to adequate number, size and location of collection containers with sufficient labels or colors (conforming with Sections 6(d)(1) and 6(d)(2) below) for employees, contractors, tenants, and customers, consistent with Jurisdiction's Blue Container, Green Container, and Gray Container collection service or, if self-hauling, per the Commercial Businesses' instructions to support its compliance with its self-haul program, in accordance with Section 12 (d) Excluding Multi-Family Residential Dwellings, provide containers for the collection of Source Separated Green Container Organic Waste and Source Separated Recyclable Materials in all indoor and outdoor areas where disposal containers are provided for customers, for materials generated by that business. Such containers do not need to be provided in restrooms. If a Commercial Business does not generate any of the materials that would be collected in one type of container, then the business does not have to provide that particular container in all areas where disposal containers are provided for customers. Pursuant to 14 CCR Section 18984.9(b), the containers provided by the business shall have either:
 - (1) A body or lid that conforms with the container colors provided through the collection service provided by the City and/or Franchisee, with either lids conforming to the color requirements or bodies conforming to the color requirements or both lids and bodies conforming to color requirements. A Commercial Business is not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the requirements of the subsection prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first.
 - (2) Container labels that include language or graphic images, or both, indicating the primary material accepted and the primary materials prohibited in that container, or containers with imprinted text or graphic images that indicate the primary materials

accepted and primary materials prohibited in the container. Pursuant 14 CCR Section 18984.8, the container labeling requirements are required on new containers commencing January 1, 2022.

- (e) Multi-Family Residential Dwellings are not required to comply with container placement requirements or labeling requirement in Section 6(d) pursuant to 14 CCR Section 18984.9(b).
- (f) To the extent practical through education, training, Inspection, and/or other measures, excluding Multi-Family Residential Dwellings, prohibit employees from placing materials in a container not designated for those materials per the City's Blue Container, Green Container, and Gray Container collection service or, if self-hauling, per the Commercial Businesses' instructions to support its compliance with its self-haul program, in accordance with Section 12.
- (g) Excluding Multi-Family Residential Dwellings, periodically inspect Containers for contamination and inform employees if containers are contaminated and of the requirements to keep contaminants out of those containers pursuant to 14 CCR Section 18984.9(b)(3).
- (h) Annually provide information to employees, contractors, tenants, and customers about Organic Waste Recovery requirements and about proper sorting of Source Separated Green Container Organic Waste and Source Separated Recyclable Materials.
- (i) Provide education information before or within fourteen (14) days of occupation of the premises to new tenants that describes requirements to keep Source Separated Green Container Organic Waste and Source Separated Recyclable Materials separate from Gray Container Waste (when applicable) and the location of containers and the rules governing their use at each property.
- (j) Provide or arrange access for City or Franchisee or its agent to their properties during all Inspections conducted in accordance with Section 16 of this ordinance to confirm compliance with the requirements of this ordinance.
- (k) Accommodate and cooperate with Jurisdiction's Remote Monitoring program for Inspection of the contents of containers for Prohibited Container Contaminants, which may be implemented at a later date, to evaluate generator's compliance with Section 6(b). The Remote Monitoring program shall involve installation of Remote Monitoring equipment on or in the Blue Containers, Green Containers
- (l) At Commercial Business's option and subject to any approval required from the Jurisdiction, implement a Remote Monitoring program for Inspection of the contents of its Blue Containers, Green Containers, and Gray Containers for the purpose of monitoring the contents of containers to determine appropriate levels of service and to identify Prohibited Container Contaminants. Generators may install Remote Monitoring devices on or in the Blue Containers, Green Containers, and Gray Containers subject to written notification to or approval by the Jurisdiction or its Designee.

- (m) If a Commercial Business wants to self-haul, meet the Self-Hauler requirements in Section 12 of this ordinance.
- (n) Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing Organic Waste on site, or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).
- (o) Commercial Businesses that are Tier One or Tier Two Commercial Edible Food Generators shall comply with Edible Food Recovery requirements contained in the Requirements for Tier One and Tier Two Commercial Edible Food Generators section of this Ordinance, including the self-hauling provisions.

Section 8.80.050 Waivers for Generators

- (a) De Minimis Waivers: City may waive a Commercial Business' obligation (including Multi-Family Residential Dwellings) to comply with some or all of the Organic Waste requirements of this ordinance if the Commercial Business provides documentation that the business generates below a certain amount of Organic Waste material as described in Section 8(a)(2) below. Commercial Businesses requesting a de minimis waiver shall:
 - (1) Submit an application specifying the services that they are requesting a waiver from and provide documentation as noted in Section 8(a)(2) below.
 - (2) Provide documentation that either:
 - (A) The Commercial Business' total Solid Waste collection service is two cubic yards or more per week and Organic Waste subject to collection in a Blue Container or Green Container comprises less than 20 gallons per week per applicable container of the business' total waste; or,
 - (B) The Commercial Business' total Solid Waste collection service is less than two cubic yards per week and Organic Waste subject to collection in a Blue Container or Green Container comprises less than 10 gallons per week per applicable container of the business' total waste.
 - (3) Notify the City if circumstances change such that Commercial Business's Organic Waste exceeds threshold required for waiver, in which case waiver will be rescinded.
 - (4) Provide written verification to City that it is still eligible for de minimis waiver every twelve (12) months, if City has approved application for de minimis waiver.
- (b) Physical Space Waivers: City may waive a Commercial Business' or property owner's obligations (including Multi-Family Residential Dwellings) to comply with some or all of the recyclable materials and/or Organic Waste collection service requirements if the City has evidence from its own staff, a hauler, licensed architect, or licensed engineer demonstrating that the premises lacks adequate space for the collection containers required for compliance with the Organic Waste collection requirements of Section 8.80.040.

A Commercial Business or property owner may request a physical space waiver through the following process:

- (1) Submit an application form specifying the type(s) of collection services for which they are requesting a compliance waiver.
- (2) Provide documentation that the premises lacks adequate space for SB 1383 compliant Containers including documentation from its hauler, licensed architect, or licensed engineer
- (3) Provide written verification to City that it is still eligible for physical space waiver every twelve (12) months, if City has approved application for a physical space waiver.

(c) Review and Approval of Waivers by Jurisdiction

All applications for any waiver under this Chapter shall be submitted in writing to the City Manager, or designee, for review and consideration. The City shall issue a written decision as to approval or denial of all wavier application, and the decision shall be final.

Section 8.80.060 Requirements for Tier One and Tier Two Commercial Edible Food Generators

- (a) Tier One Commercial Edible Food Generators must comply with the requirements of this Section commencing January 1, 2022, and Tier Two Commercial Edible Food Generators must comply commencing January 1, 2024, pursuant to 14 CCR Section 18991.3.
- (b) Large Venue or Large Event operators not providing food services, but allowing for food to be provided by others, shall require Food Facilities operating at the Large Venue or Large Event to comply with the requirements of this Section, commencing January 1, 2024.
- (c) Tier One and Tier Two Commercial Edible Food Generators shall comply with the following requirements:
 - (1) Arrange to recover the maximum amount of Edible Food that would otherwise be disposed.
 - (2) Use the CalRecycle Model Food Recovery Agreement or the contractual elements contained in the Requirements for Food Recovery Organizations and Food Recovery Services section of this Ordinance to contract with, or otherwise enter into a written agreement with Food Recovery Organizations or Food Recovery Services for:
 - (A) The collection of Edible Food for Edible Food Recovery from the Tier One or Tier Two Commercial Edible Food Generator's premises; or,
 - (B) the acceptance of Edible Food that the Tier One or Tier Two Commercial Edible Food Generator self-hauls to the Food Recovery Organization.

- (3) Contract with Food Recovery Organizations and Food Recovery Services able to demonstrate a positive reduction in greenhouse gas emissions from their Edible Food Recovery activity. A list of Food Recovery Organizations and Food Recovery Services is available on the County of San Mateo Office of Sustainability website.
- (4) Shall not intentionally spoil Edible Food that is capable of being recovered by a Food Recovery Organization or a Food Recovery Service.
- (5) Allow City's enforcement entity or their Designee for Edible Food Recovery to access the premises and inspect procedures and review records related to Edible Food Recovery and/or provide them electronically if requested by the Jurisdiction or the Designee for Edible Food Recovery.
- (6) Keep records that include the following information:
 - (A) A list of each Food Recovery Organization or a Food Recovery Service that collects or receives Edible Food from the Tier One or Tier Two Commercial Edible Food Generator pursuant to a contract or written agreement as required by this Ordinance.
 - (B) A copy of all contracts or written agreements established under the provisions of this Ordinance.
 - (C) A record of the following information for each of those Food Recovery Services or Food Recovery Organizations:
 - (i) The name, address and contact information of the Food Recovery Service or Food Recovery Organization.
 - (ii) The types of food that will be collected by or self-hauled to the Food Recovery Service or Food Recovery Organization.
 - (iii) The established schedule or frequency that food will be collected or self-hauled.
 - (iv) The quantity of food, measured in pounds recovered per month, collected or self-hauled to a Food Recovery Service or Food Recovery Organization for Food Recovery.
- (7) No later than June 30th of each year commencing no later than July 1, 2022 for Tier One Commercial Edible Food Generators and July 1, 2024 for Tier Two Commercial Edible Food Generators, they shall provide an annual Edible Food Recovery report to the Designee for Edible Food Recovery that includes, but is not limited to, the following information: a list of all contracts with Food Recovery Organizations and Food Recovery Services, the amount and type of Edible Food donated to Food Recovery Organizations and Food Recovery Services, the schedule of Edible Food pickup by Food Recovery Organizations and Food Recovery Services, a list of all types of Edible Food categories they generate, such

as “baked goods,” that are not accepted by the Food Recovery Organizations and Food Recovery Services with whom they contract, the contact information for the manager and all staff responsible for Edible Food Recovery, and certification that all staff responsible for Edible Food Recovery have obtained a food handler card through an American National Standards Institute (ANSI) accredited training provider that meets ASTM International E2659-09 Standard Practice for Certificate Programs, such as ServSafe. With the exception of the food safety and handling training certification, Tier One and Tier Two Commercial Edible Food Generators may coordinate with their Edible Food Recovery contractors to supply this information. The Designee for Edible Food Recovery will assist in the preparation of these reports by providing guidance and a template located on the County of San Mateo Office of Sustainability website.

- (8) Mandate their Edible Food Recovery staff learn and follow the donation guidelines and attend trainings conducted by Food Recovery Organizations or Food Recovery Services with which they contract regarding best practices and requirements for the timely identification, selection, preparation, and storage of Edible Food to ensure the maximum amount of Edible Food is recovered and to avoid supplying food for collection that is moldy, has been improperly stored, or is otherwise unfit for human consumption.
- (9) Tier One and Tier Two Commercial Edible Food Generators who self-haul Edible Food shall require those transporting Edible Food for recovery to obtain a food handler card through an American National Standards Institute (ANSI) accredited training provider that meets ASTM International E2659-09 Standard Practice for Certificate Programs, such as ServSafe and follow the best practices and standards for proper temperature control, methods, and procedures for the safe handling and transport of food.
- (d) Nothing in this Ordinance shall be construed to limit or conflict with the protections provided by the California Good Samaritan Food Donation Act of 2017, the Federal Good Samaritan Act, or share table and school food donation guidance pursuant to Senate Bill 557 of 2017 (approved by the Governor of the State of California on September 25, 2017, which added Article 13 [commencing with Section 49580] to Chapter 9 of Part 27 of Division 4 of Title 2 of the Education Code, and to amend Section 114079 of the Health and Safety Code, relating to food safety, as amended, supplemented, superseded and replaced from time to time).

Section 8.80.070 Requirements for Food Recovery Organizations and Services

- (a) Food Recovery Services operating in the City and collecting or receiving Edible Food directly from Tier One and/or Tier Two Commercial Edible Food Generators via a contract or written agreement established under the requirements of this Ordinance, shall maintain the following records:
 - (1) The name, address, and contact information for each Tier One and Tier Two Commercial Edible Food Generator from which the service collects Edible Food.

- (2) The quantity in pounds of Edible Food by type collected from each Tier One and Tier Two Commercial Edible Food Generator per month.
 - (3) The quantity in pounds of Edible Food by type transported to each Food Recovery Organization or redistribution site per month.
 - (4) The name, address, and contact information for each Food Recovery Organization or redistribution site that the Food Recovery Service Transports Edible Food to for Edible Food Recovery.
- (b) Food Recovery Organizations operating in the City and collecting or receiving Edible Food directly from Tier One and/or Tier Two Commercial Edible Food Generators via a contract or written agreement established under the requirements of this Ordinance, or receiving Edible Food from Food Recovery Services or from other Food Recovery Organizations, shall maintain the following records:
- (1) The name, address, and contact information for each Tier One and Tier Two Commercial Edible Food Generator, Food Recovery Service, or other Food Recovery Organization from which the organization collects or receives Edible Food. (2) The quantity in pounds of Edible Food by type collected or received from each Tier One or Tier Two Commercial Edible Food Generator, Food Recovery Service, or other Food Recovery Organization per month.
 - (2) The name, address, and contact information for other Food Recovery Organizations or redistribution sites that the Food Recovery Organization transports Edible Food to for Edible Food Recovery.
- (c) Food Recovery Organizations and Food Recovery Services operating in the City shall inform Tier One and Tier Two Commercial Edible Food Generators from which they collect or receive Edible Food about California and Federal Good Samaritan Food Donation Act protection in written communications, such as in their contract or agreement established as required by this Ordinance.
- (d) Commencing no later than July 1, 2022, Food Recovery Organizations and Food Recovery Services operating in the City and collecting or receiving Edible Food from Tier One and Tier Two Commercial Edible Food Generators or any other source shall report to the Designee for Edible Food Recovery the following: a detailed Edible Food activity report of the information collected as required under this Ordinance, including weight in pounds by type and source of Edible Food, the schedule/frequency of pickups/drop-offs of Edible Food from/to each Edible Food source or redistribution site, brief analysis of any necessary process improvements or additional infrastructure needed to support Edible Food Recovery efforts, such as training, staffing, refrigeration, vehicles, etc., and an up to date list of Tier One and Tier Two Commercial Edible Food Generators with whom they have contracts or agreements established as required under this Ordinance. The Designee for Edible Food Recovery will assist in the preparation of these reports by providing guidance and a template located on the County of San Mateo Office of Sustainability website. This Edible Food activity report shall be submitted quarterly, or at the discretion of the Designee for Edible Food Recovery, less frequently, and shall cover the activity that occurred since the period of the last submission.

- (e) Food Recovery Organizations and Food Recovery Services operating in the City shall contact the Designee for Edible Food Recovery to discuss the requirements of this Ordinance before establishing new contracts or agreements with Tier One or Tier Two Commercial Edible Food Generators and in order to maintain existing contracts or agreements for the recovery of Edible Food with Tier One and Tier Two Commercial Edible Food Generators.
- (f) In order to provide the required records to the State, the City or the Designee for Edible Food Recovery, and Tier One or Tier Two Commercial Edible Food Generators, contracts between Food Recovery Organizations and Food Recovery Services operating in the City and Tier One and Tier Two Commercial Edible Food Generators shall either:
 - (1) Use the Model Food Recovery Agreement developed by the State of California's Department of Resources Recycling and Recovery (CalRecycle) and include a clause requiring the Food Recovery Organization or Food Recovery Service to report to the Tier One and Tier Two Commercial Edible Food Generators with whom they have contracts the annual amount of Edible Food recovered and to inform them of the tax benefits available to those who donate Edible Food to non-profits
 - (2) Or include in their contracts the following elements:
 - (A) List/description of allowable foods the Food Recovery Organization/Food Recovery Service will receive.
 - (B) List/description of foods not accepted by the Food Recovery Organization/Food Recovery Service.
 - (C) Conditions for refusal of food.
 - (D) Food safety requirements, training, and protocols.
 - (E) Transportation and storage requirements and training.
 - (F) A protocol for informing the Tier One or Tier Two Commercial Edible Food Generators of a missed or delayed pickup.
 - (G) Notice that donation dumping is prohibited.
 - (H) Provisions to collect sufficient information to meet the record-keeping requirements of this Ordinance.
 - (I) Fees/financial contributions/acknowledgement of terms for the pickup and redistribution of Edible Food.
 - (J) Terms and conditions consistent with the CalRecycle Model Food Recovery Agreement.

- (K) Information supplying the Tier One or Tier Two Commercial Edible Food Generators with the annual amount of Edible Food recovered and informing them of the tax benefits that may be available to those who donate Edible Food to non-profits.
 - (L) Contact name, address, phone number, and email for both responsible parties, including the current on-site staff responsible for Edible Food Recovery.
 - (M) Food Recovery Organizations accepting self-hauling of Edible Food from Tier One and Tier Two Commercial Edible Food Generators must provide a schedule, including days of the week and acceptable times for drop-offs, and information about any limitation on the amount of food accepted, and/or the packaging requirements or other conditions of transport, such as, but not limited to, maintaining proper temperature control, and other requirements for the safe handling and transport of food, the self-hauler must follow for the Edible Food to be accepted.
- (g) Food Recovery Organizations and Food Recovery Services operating in the City shall demonstrate that all persons, including volunteers and contracted workers using their own vehicle, involved in the handling or transport of Edible Food, have obtained a food handler card through an American National Standards Institute (ANSI) accredited training provider that meets ASTM International E2659-09 Standard Practice for Certificate Programs, such as ServSafe.
- (h) Food Recovery Organizations and Food Recovery Services operating in the City shall use the appropriate temperature control equipment and methods and maintain the required temperatures for the safe handling of Edible Food recovered from Tier One and Tier Two Commercial Edible Food Generators for the duration of the transportation of the Edible Food for redistribution, including Edible Food transported by private vehicles.
- (i) In order to ensure recovered Edible Food is eaten and to prevent donation dumping, Food Recovery Organizations and Food Recovery Services operating in the City shall provide documentation that all redistribution sites which are not themselves Food Recovery Organizations to which they deliver Edible Food have a feeding or redistribution program in place to distribute, within a reasonable time, all the Edible Food they receive. Such documentation may include a website address which explains the program or pamphlets/brochures prepared by the redistribution site.
- (j) Food Recovery Organizations and Food Recovery Services operating in the City unable to demonstrate a positive reduction in GHG emissions for their Edible Food Recovery operational model cannot contract with Tier One and Tier Two Commercial Edible Food Generators in the City for the purpose of recovering Edible Food as defined in this Ordinance. Food Recovery Organizations and Food Recovery Services contracting to recover Edible Food from a Tier One and Tier Two Commercial Edible Food Generator for redistribution shall consult with the City's Designee for Edible Food Recovery to document that their overall operational model will achieve a greenhouse gas emissions

reduction. Such review may analyze route review, miles traveled for pick-up and redistribution, amount of food rescued, and the likelihood of consumption after redistribution.

- (k) Food Recovery Organizations and Food Recovery Services operating in the City shall visually inspect all Edible Food recovered or received from a Tier One and Tier Two Commercial Edible Food Generator. If significant spoilage is found, or if the food is otherwise found to be unfit for redistribution for human consumption, Food Recovery Organizations and Food Recovery Services shall immediately notify the Designee for Edible Food Recovery using the process found on the County of San Mateo Office of Sustainability's website. The notice shall include:
 - (1) The type and amount, in pounds, of spoiled food or food unfit for redistribution for human consumption, or provide a photographic record of the food, or both.
 - (2) The date and time such food was identified.
 - (3) The name, address and contact information for the Tier One or Tier Two Commercial Edible Food Generator which provided the food.
 - (4) The date and time the food was picked up or received.
 - (5) A brief explanation of why the food was rejected or refused.
- (l) Contracts between Tier One or Tier Two Commercial Edible Food Generators and Food Recovery Organizations or Food Recovery Services shall not include any language prohibiting Tier One or Tier Two Commercial Edible Food Generators from contracting or holding agreements with multiple Food Recovery Organizations or Food Recovery Services listed on the County of San Mateo Office of Sustainability website.
- (m) Food Recovery Organizations and Food Recovery Services operating in the City shall conduct trainings and develop educational material such as donation guidelines and handouts to provide instruction and direction to Tier One and Tier Two Commercial Edible Food Generators with whom they contract regarding best practices and requirements for the timely identification, selection, preparation, and storage of Edible Food to ensure the maximum amount of Edible Food is recovered and to avoid the collection of food that is moldy, has been improperly stored, or is otherwise unfit for human consumption.
- (n) Edible Food Recovery Capacity Planning
 - (1) Food Recovery Services and Food Recovery Organizations. In order to support Edible Food Recovery capacity planning assessments or other such studies, Food Recovery Services and Food Recovery Organizations operating in the City shall provide information and consultation to the City and its Designee for Edible Food Recovery upon request, regarding existing, or proposed new or expanded, Edible Food Recovery capacity that could be accessed by the City and its Tier One and Tier Two Commercial Edible Food Generators. A Food Recovery Service or Food

Recovery Organization contacted by the City or its Designee for Edible Food Recovery shall respond to such requests for information within 60 days.

- (o) Allow the City's enforcement entity or their Designee for Edible Food Recovery to access the premises and inspect procedures and review records related to Edible Food Recovery and/or provide them electronically if requested by the City or the Designee for Edible Food Recovery.

Section 8.80.080 Requirements for Haulers and Facility Operators

- (a) Requirements for Haulers

Option 1: Exclusive franchised hauler

- (1) City's exclusive franchised hauler providing residential, Commercial, or industrial Organic Waste collection services to generators within the City's boundaries shall meet the following requirements and standards as a condition of approval of a contract, agreement, or other authorization with the City to collect Organic Waste:
 - (A) Through written notice to the City annually on or before January 1st, _____
 - (i) identify the facilities to which they will transport Organic Waste including facilities for Source Separated Recyclable Materials, Source Separated Green Container Organic Waste, and Mixed Waste.
 - (B) Transport Source Separated Recyclable Materials, Source Separated Green Container Organic Waste, and Mixed Waste to a facility, operation, activity, or property that recovers Organic Waste as defined in 14 CCR, Division 7, Chapter 12, Article 2.
 - (C) Obtain approval from the City to haul Organic Waste, unless it is transporting Source Separated Organic Waste to a Community Composting site or lawfully transporting C&D in a manner that complies with 14 CCR Section 18989.1, Section 13 of this ordinance, and Jurisdiction's C&D ordinance.
- (2) The City's exclusive Franchisee authorization to collect Organic Waste shall comply with education, equipment, signage, container labeling, container color, contamination monitoring, reporting, and other requirements contained within its franchise agreement, permit, license, or other agreement entered into with Jurisdiction.

- (b) Requirements for Facility Operators and Community Composting Operations

- (1) Owners of facilities, operations, and activities that recover Organic Waste, including, but not limited to, Compost facilities, in-vessel digestion facilities, and publicly owned treatment works shall, upon City's request, provide information regarding available and potential new or expanded capacity at their facilities,

operations, and activities, including information about throughput and permitted capacity necessary for planning purposes. Entities contacted by the City shall respond within 60 days.

- (2) Community Composting operators, upon Jurisdiction request, shall provide information to the Jurisdiction to support Organic Waste capacity planning, including, but not limited to, an estimate of the amount of Organic Waste anticipated to be handled at the Community Composting operation. Entities contacted by the Jurisdiction shall respond within 60 days.

Section 8.80.090 Self-Hauler Requirements

- (a) Self-Haulers shall haul their Source Separated Recyclable Materials to an authorized facility that recovers those materials and provides receipts and documentation for acceptance of the material; and haul their Source Separated Organic Waste to a permitted Solid Waste facility that processes or recovers Source Separated Organic Waste. Alternatively, Self-Haulers may haul Organic Waste to a High Diversion Organic Waste Processing Facility.
- (b) Self-Haulers shall haul their Source Separated Recyclable Materials to a facility that recovers those materials; and haul their Source Separated Green Container Organic Waste to a Solid Waste facility, operation, activity, or property that processes or recovers Source Separated Organic Waste. Alternatively, Self-Haulers may haul Organic Waste to a High Diversion Organic Waste Processing Facility.
- (c) Self-Haulers that are Commercial Businesses (including Multi-Family Residential Dwellings) shall keep a record of the amount of Organic Waste delivered to each Solid Waste facility, operation, activity, or property that processes or recovers Organic Waste; this record shall be subject to Inspection by the City. The records shall include the following information:
 - (1) Delivery receipts and weight tickets from the entity accepting the waste.
 - (2) The amount of material in cubic yards or tons transported by the generator to each entity.
 - (3) If the material is transported to an entity that does not have scales on-site, or employs scales incapable of weighing the Self-Hauler's vehicle in a manner that allows it to determine the weight of materials received, the Self-Hauler is not required to record the weight of material but shall keep a record of the entities that received the Organic Waste.
- (d) Self-Haulers that are Commercial Businesses (including Multi-Family Self-Haulers) shall provide information collected in Section 12(c) to the City and/or Franchisee if requested.
- (e) A residential Organic Waste Generator that self-hauls Organic Waste is not required to record or report information in Section 12(c) and (d).

Section 8.80.100 Compliance with CalGreen Recycling Requirements

Under Daly City Municipal Code Chapter 15.64, the City requires recycling and diversion of construction and demolition debris in compliance with CalGreen's Recycling Requirements. To the extent that there is a conflict between any provisions of Chapter 15.64 and the provisions of SB 1383, the provisions of SB 1383 shall prevail and apply.

If, after adoption of this ordinance, if CalGreen amends the current Recycling Requirements in a manner that requires the City to incorporate the updated requirements in a local ordinance, the amended and more stringent requirements shall be enforced.

Section 8.80.110 Model Water Efficient Landscaping Ordinance Requirements

Under Municipal Code Section 17.71, the City requires property owners to comply with the requirements set forth in Sections 492.6(a)(3)(B) (C), (D), and (G) of the Model Water Efficient Landscaping Ordinance (MWELo). To the extent that there is any conflict between the provisions of Section 17.71 and the provisions of SB 1383, the provisions of SB 1383 shall prevail and apply.

If, after the adoption of this ordinance, the California Department of Water Resources, or its successor agency, amends 23 CCR, Division 2, Chapter 2.7, Sections 492.6(a)(3)(B) (C), (D), and (G) of the MWELo September 15, 2015 requirements in a manner that requires the City to incorporate the requirements of an updated MWELo in a local ordinance, and the amended requirements include provisions more stringent than those required in this Section, the revised requirements of 23 CCR, Division 2, Chapter 2.7 shall be enforced

Section 8.80.120 Procurement Requirements for City Departments, Direct Service Providers, and Vendors

- (a) City departments, and direct service providers to the City, as applicable, must comply with the City's Recovered Organic Waste Product and Recycled-Content Paper Procurement Policy adopted on November 8, 2021. .
- (b) All vendors providing Paper Products and Printing and Writing Paper shall comply with the City's Recovered Organic Waste Product and Recycled-Content Paper Procurement Policy.

Section 8.80.130 Inspections and Investigations

- (a) City representatives and/or its designated entity or Franchisee, including the Designee for Edible Food Recovery are authorized to conduct Inspections and investigations, at random or otherwise, of any collection container, collection vehicle loads, or transfer, processing, or disposal facility for materials collected from generators, or Source Separated materials to confirm compliance with this Ordinance by Organic Waste Generators, Commercial Businesses (including Multi-Family Residential Dwellings), property owners, Tier One and Tier Two Commercial Edible Food Generators, haulers, Self-Haulers, Food Recovery Services, and Food Recovery Organizations, subject to applicable laws. This Section does not allow the City to enter the interior of a private residential property for Inspection. For the purposes of inspecting Commercial Business containers for compliance with Section

6(b) or 7(b) of this Ordinance, the City may conduct container Inspections for Prohibited Container Contaminants using Remote Monitoring, and Commercial Businesses shall accommodate and cooperate with the Remote Monitoring pursuant to Section 6(k) or 7(k) of this Ordinance.

- (b) Regulated entity shall provide or arrange for access during all Inspections (with the exception of residential property interiors) and shall cooperate with the City's employee or its designated entity/Designee for Edible Food Recovery during such Inspections and investigations. Such Inspections and investigations may include confirmation of proper placement of materials in containers, Edible Food Recovery activities, records, or any other requirement of this Ordinance described herein. Failure to provide or arrange for: (i) access to an entity's premises; (ii) installation and operation of Remote Monitoring equipment; or (iii) access to records for any Inspection or investigation is a violation of this Ordinance and may result in penalties described.
- (c) Any records obtained by the City during its Inspections, Remote Monitoring, and other reviews shall be subject to the requirements and applicable disclosure exemptions of the Public Records Act as set forth in Government Code Section 6250 et seq.
- (d) City representatives, its designated entity, and/or Designee for Edible Food Recovery are authorized to conduct any Inspections, Remote Monitoring, or other investigations as reasonably necessary to further the goals of this Ordinance, subject to applicable laws.
- (e) The City shall receive written complaints from persons regarding an entity that may be potentially non-compliant with SB 1383 Regulations, including receipt of anonymous complaints.

Section 8.80.140 Enforcement

- (a) Violation of any provision of this Ordinance shall constitute grounds for issuance of a Notice of Violation and assessment of a fine by the City's Enforcement Official, Designee for Edible Food Recovery, or other representative, including Franchisee. Enforcement Actions under this Ordinance are issuance of an administrative citation and assessment of a fine. The City's procedures on imposition of administrative fines are hereby incorporated in their entirety, as modified from time to time, and shall govern the imposition, enforcement, collection, and review of administrative citations issued to enforce this Ordinance and any rule or regulation adopted pursuant to this Ordinance, except as otherwise indicated in this Ordinance.
- (b) Other remedies allowed by law may be used, including civil action or prosecution as misdemeanor or infraction. City or Designee for Edible Food Recovery may pursue civil actions in the California courts to seek recovery of unpaid administrative citations. City or Designee for Edible Food Recovery may choose to delay court action until such time as a sufficiently large number of violations, or cumulative size of violations exist such that court action is a reasonable use of City or Designee for Edible Food Recovery staff and resources.
- (c) Responsible Entity for Enforcement

- (1) Enforcement pursuant to this Ordinance may be undertaken by the City's Enforcement Official, which may be the city manager or their designated entity, legal counsel, Designee for Edible Food Recovery, or combination thereof.
 - (2) Enforcement may also be undertaken by a Designee for Edible Food Recovery, designated by the City, in consultation with City's Enforcement Official.
 - (A) City's Enforcement Official(s) or Designee for Edible Food Recovery, if using) will interpret Ordinance; determine the applicability of waivers, if violation(s) have occurred; implement Enforcement Actions; and, determine if compliance standards are met.
 - (B) City's Enforcement Official(s) (and/or Designee for Edible Food Recovery) may issue Notices of Violation(s).
- (d) Process for Enforcement
- (1) City's Enforcement Officials and/or their Designee for Edible Food Recovery will monitor compliance with the Ordinance randomly and through Compliance Reviews, Route Reviews, investigation of complaints, and an Inspection program (that may include Remote Monitoring). Section 16 establishes Jurisdiction's and Designee for Edible Food Recovery's right to conduct Inspections and investigations.
 - (2) City or their Designee for Edible Food Recovery may issue an official notification to notify regulated entities of its obligations under the Ordinance.
 - (3) For incidences of Prohibited Container Contaminants found in containers, City will issue a Notice of Violation to any generator found to have Prohibited Container Contaminants in a container. Such notice will be provided via a cart tag or other communication from either City or Franchisee immediately upon identification of the Prohibited Container Contaminants or within ten (10) days after determining that a violation has occurred. If the City and/or Franchisee observes Prohibited Container Contaminants in a generator's containers on more than three (3)) consecutive occasion(s), the City may assess contamination processing fees or contamination penalties on the generator).
 - (4) The City or its Designee for Edible Food Recovery will issue a Notice of Violation to any Tier One or Tier Two Commercial Edible Food Generator found to have Edible Food in any waste container or to any Food Recovery Organization or Food Recovery Service found to have Edible Food recovered from a Tier One or Tier Two Edible Food Generator in a waste collection container which has not been documented by a notice of significant spoilage as required in this Ordinance. Such notice will be provided by email communication immediately upon identification of the violation or within three (3) calendar days after determining that a violation has occurred. If the City or its Designee for Edible Food Recovery observes Edible

Food in a Tier One or Tier Two Commercial Edible Food Generator, or Food Recovery Organization, or Food Recovery Service waste container on more than two (2) consecutive occasion(s), the Jurisdiction or its Designee for Edible Food Recovery may assess an administrative citation and fine, pursuant to the Edible Food Recovery penalties provisions contained in this Ordinance, on the Tier One or Tier Two Commercial Edible Food Generator, Food Recovery Organization, or Food Recovery Service.

- (5) With the exception of violations of generator contamination of container contents addressed under Section 17(d)(3), City shall issue a Notice of Violation requiring compliance within 60 days of issuance of the notice
- (6) Absent compliance by the respondent within the deadline set forth in the Notice of Violation, City shall commence an action to impose penalties, via an administrative citation and fine, pursuant to Chapter 1.12 of the Daly City Municipal Code, any regulations promulgated under this Section, or the requirements contained in Section 17(k), Table 1, List of Violations.

For the purposes of Edible Food Recovery, the Designee for Edible Food Recovery shall commence an action to impose penalties, via an administrative citation and fine, pursuant to the Edible Food Recovery penalties provisions contained in this Ordinance.

Notices shall be sent to “owner” at the official address of the owner maintained by the tax collector for the City or if no such address is available, to the owner at the address of the dwelling or Commercial property or to the party responsible for paying for the collection services, depending upon available information

(e) Penalty Amounts for Types of Violations

The penalty levels are as follows:

- (1) For a first violation, the amount of the base penalty shall be \$100 per violation.
- (2) For a second violation, the amount of the base penalty shall be \$200 per violation.
- (3) For a third or subsequent violation, the amount of the base penalty shall be \$500 per violation.

(f) Factors Considered in Determining Penalty Amount

Guidance: Jurisdictions may consider including this Section if the penalty amounts are defined as a range (rather than a specific penalty amount). Note that the factors listed below are the factors that will be used by CalRecycle to determine penalties against Jurisdictions and other regulated entities, rather than Jurisdictions against generators, and have been included here for example purposes. Jurisdictions may consider including these factors, but this is not required. Jurisdictions should customize this Section, if including, to list relevant

factors or reference other sections of their municipal/county code if similar provisions already exist.

The following factors shall be used to determine the amount of the penalty for each violation within the appropriate penalty amount range:

- (1) The nature, circumstances, and severity of the violation(s).
- (2) The violator's ability to pay.
- (3) The willfulness of the violator's misconduct.
- (4) Whether the violator took measures to avoid or mitigate violations of this chapter.
- (5) Evidence of any economic benefit resulting from the violation(s).
- (6) The deterrent effect of the penalty on the violator.
- (7) Whether the violation(s) were due to conditions outside the control of the violator.

(g) Compliance Deadline Extension Considerations

The Jurisdiction may extend the compliance deadlines set forth in a Notice of Violation issued in accordance with Section 8.80.140(A) 17 if it finds that there are extenuating circumstances beyond the control of the respondent that make compliance within the deadlines impracticable, including the following:

- (1) Acts of God such as earthquakes, wildfires, flooding, and other emergencies or natural disasters.
- (2) Delays in obtaining discretionary permits or other government agency approvals; or,
- (3) Deficiencies in Organic Waste recycling infrastructure or Edible Food Recovery capacity and the City is under a corrective action plan with CalRecycle pursuant to 14 CCR Section 18996.2 due to those deficiencies.

(h) Appeals Process

Persons receiving an administrative citation containing a penalty for an uncorrected violation may request a hearing to appeal the citation. A hearing will be held only if it is requested within the time prescribed and consistent with City's or Designee for Edible Food Recovery's procedures in the Jurisdiction's or the Designee for Edible Food Recovery's codes for appeals of administrative citations. Evidence may be presented at the hearing. The City or Designee for Edible Food Recovery will appoint a hearing officer who shall conduct the hearing and issue a final written order.

(i) Education Period for Non-Compliance

Beginning January 1, 2022 and through December 31, 2023, Jurisdiction or Designee for Edible Food Recovery will conduct Inspections, Remote Monitoring, Route Reviews or waste evaluations, and Compliance Reviews, depending upon the type of regulated entity, to determine compliance, and if the City or Designee for Edible Food Recovery determines that an Organic Waste Generator, Self-Hauler, hauler, Tier One Commercial Edible Food Generator, Food Recovery Organization, Food Recovery Service, or other entity is not in compliance, it shall provide educational materials and/or, for the purposes of Edible Food Recovery, training to the entity describing its obligations under this Ordinance and a notice that compliance is required by January 1, 2022, and that violations may be subject to administrative civil penalties starting on January 1, 2024. Guidance: Jurisdictions may initiate the education period prior to January 1, 2022, but no later than that date pursuant to SB 1383 Regulations (14 CCR Section 18995.1(a)(4)).

(j) Civil Penalties for Non-Compliance

Beginning January 1, 2024, if the Jurisdiction or Designee for Edible Food Recovery determines that an Organic Waste Generator, Self-Hauler, hauler, Tier One or Tier Two Commercial Edible Food Generator, Food Recovery Organization, Food Recovery Service, or other entity is not in compliance with this Ordinance, it shall document the noncompliance or violation, issue a Notice of Violation, and take Enforcement Action pursuant to Section 17, as needed.

SECTION 3. Effective Date:

This Ordinance shall be effective commencing on January 1, 2022.

SECTION 4. Publication:

Pursuant to the provisions of Government Code Section 36933, a summary of this Ordinance shall be prepared by the City Attorney. At least five (5) days prior to the Council meeting at which this Ordinance is scheduled to be adopted, the City Clerk shall (1) publish the Summary, and (2) post in the City Clerk's Office a certified copy of this Ordinance. Within fifteen (15) days after the adoption of this Ordinance, the City Clerk shall (1) publish the summary, and (2) post in the City Clerk's Office a certified copy of the full text of this Ordinance along with the names of those City Council members voting for and against this Ordinance or otherwise voting.

SECTION 5. Environmental Determination:

The City Council of the City of Daly City finds and determines that the implementation of measures described in this Chapter is in furtherance police powers of the City of Daly City, and that these purposes are exempt from the provisions of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code, as provided in categorical exemption Classes 1, 4, 5, 7, 8, 9, and or 21 of the CEQA Guidelines (Title 14, *California Code of Regulations*, Sections 15301-15329). Further, the Ordinance is also exempt from the requirements of CEQA pursuant to CEQA Guidelines Sections 15307 and 15308 of Title 14 of the California Code of Regulations as actions taken by regulatory agencies to assure the maintenance, restoration, enhancement of natural resources, or protection of the environment

SECTION 6. Severability.

If any provision, section, subsection, sentence, clause, phrase, or word of this Chapter 8.64, or any application thereof to any person or circumstance, is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions or applications of the Chapter. The City Council hereby declares that it would have passed this Chapter, and each provision, section, subsection, sentence, clause, phrase, and word not declared invalid or unconstitutional without regard to whether any portion of this Chapter or application thereof would be subsequently declared invalid or unconstitutional.

Introduced this 8th day of November, 2021

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the _____ day of _____, 2021, by the following vote:

AYES, Councilmembers: _____

NOES, Councilmembers: _____

Absent, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY

ORDINANCE NO. 1453

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY
AMENDING CHAPTER 17.36 OF TITLE 17 OF THE DALY CITY MUNICIPAL CODE
RE: HOME OCCUPATIONS

The City Council of the City of Daly City, DOES ORDAIN as follows:

SECTION 1: Chapter 17.36 of the Daly City Municipal Code is hereafter amended to read as to read as follows:

Section 17.36.020 - Definition

A "home occupation" is a business, art or profession, the offering of a service, or the handicraft manufacture of products within a residential dwelling. A "home occupation" constitutes a secondary use of a residential dwelling and can be for profit or philanthropic. A "home occupation" is to be located and conducted such that the average neighbor, under normal circumstances, would not be aware of its existence. Any Microenterprise Home Kitchen Operation (MEHKO) as defined by Section 113825 of the California Health and Safety Code shall not be considered a "home occupation" for the purpose of this section. Such uses shall instead be permitted to operate subject to State and County laws and guidelines.

SECTION 2: Environmental Determination: The City Council of the City of Daly City finds and determines that the implementation of measures described in this Chapter is in furtherance police powers of the City of Daly City, and that these purposes are exempt from the provisions of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code, as provided in categorical exemption Classes 1, 4, 5, 7, 8, 9, and or 21 of the CEQA Guidelines (Title 14, *California Code of Regulations*, Sections 15301-15329).

SECTION 3: Effective Date and Publication: This Ordinance shall be in full force and effect thirty (30) days from and after its passage. This Ordinance shall be published according to law.

SECTION 4. Severability: If any section, subsection or sentence of this Ordinance is found by a court of competent jurisdiction to be invalid or unlawful, the City Council finds and declares that the remainder of this ordinance would be and is enforceable and would have been adopted notwithstanding the finding of invalidity as to any section, subsection or sentence.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY
AMENDING CHAPTER 17.36 OF TITLE 17 OF THE DALY CITY MUNICIPAL CODE
RE: HOME OCCUPATIONS

Introduced this _____ 8th _____ day of _____ November _____, 2021

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the _____ day of _____, 2021, by the following vote:

AYES, Councilmembers: _____

NOES, Councilmembers: _____

Absent, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY



City Council Meeting Agenda Report

Item # _____

Meeting Date: November 22, 2021

To: Honorable City Council

From: Angie Padilla, City Manager's Office

Date: November 22, 2021

Subject: Council Committee Meetings October 25 – November 22, 2021

Date of Meeting:

Meeting:

In Attendance:

November 15, 2021

**Combined Affordable Housing
Subcommittee and Development
Subcommittee re: Discuss Aspects
of JUHSD Project at Serramonte
Del Rey**

Manalo
Sylvester
Maltbie
Zimmerman
Stolte
Ramos
Mothershead
Van Lonkhuysen
Zobell
Suliguin
Morales



CITY OF DALY CITY INTER-OFFICE MEMORANDUM

DATE: November 16, 2021

TO: See Below

FROM: Angie Padilla, City Manager's Office

REVISED

SUBJECT: MEETING NOTICE

**RE: Affordable Housing Council Subcommittee Meeting—
Discuss Aspects of JUHSD Project at Serramonte del Rey**

DATE: Monday, November 15, 2021

TIME: 6:30 p.m.

PLACE: ZOOM MEETING (Meeting Invite via Outlook has been sent out)

ATTENDING:

City Participants:

Juslyn Manalo, Mayor

Glenn Sylvester, Councilmember

Shawwna Maltbie, City Manager

Rose Zimmerman, City Attorney

Stephen Stolte, Assist. City Mgr.

Leilani Ramos, Assist. to the City Mgr.

Tatum Mothershead, Dir. of ECD

Michael Van Lonkhuysen, Planning Mgr.

Betsy Zobell, HCD Supervisor

Lenelle Suliquin, Housing Coordinator

Carmelisa Morales, Associate Planner

Other Participants:

JUHSD-Andrew Lie, Trustee

JUHSD-Kalimah Salahuddin, Trustee

JUHSD-Toni Presta, Superintendent

JUHSD-Tina VanRaaphorst, Assoc. Sup. of Bus.

Brookwood Advisors-Alan Katz, Pres.

Brookwood Advisors-Chris White, Vice Pres.

Brookwood Advisors-Bruce Fukuji, Planng. Lead

HEART-Armando Sanchez, Exec. Director

Hanson Bridgett LLP--Rory J. Campbell

CONFIRMED MEETING: Wed., Nov. 10, 2021

DALY CITY INTER-OFFICE MEMORANDUM

DATE: November 15, 2021

TO: Affordable Housing Committee
Mayor Juslyn C. Manalo
Councilmember Glenn Sylvester

FROM: Tatum Mothershead, Director of Economic and Community Development
Betsy ZoBell, Housing and Community Development Supervisor
Lenelle Suliguin, Housing Coordinator

SUBJECT: Serramonte Del Rey Redevelopment/Affordable Housing

Staff is seeking comments and direction from the Affordable Housing Committee on the proposed affordable housing elements of the Serramonte Del Rey redevelopment proposed by the Jefferson Union High School District.

Background

The JUHSD Precise Plan envisions a multi-phased project that will result in approximately 1,235 rental residential units. In April, and in anticipation of a development agreement stipulating the terms of the development, the Jefferson Union High School District proposed discussion points for a potential Development Agreement relating to the Precise Plan for the 22 - acre Serramonte Del Rey former high school site (See Attachment A to this report). In addition to a description of project phasing, parking ratios and the schedule for planning entitlements the discussion points for a potential Development Agreement describe how the project will provide affordable housing and meet the terms of the City's Inclusionary Housing Ordinance.

The City's Inclusionary Housing Ordinance requires that 10% of the units built in a residential project be designated as Inclusionary Units and made available to lower income households with incomes at or below 80 Percent of the area median. For the JUHSD Precise Plan this would be 124 affordable units.

Additionally, the Ordinance requires that the units shall be provided concurrently with the market rate units and be geographically disbursed in the Project. For a phased development, each phase would be required to include ten percent affordable units.

The provision of affordable housing described in the discussion points for a Potential Development Agreement has implications for the overall Serramonte Del Rey redevelopment site plan. If it is determined that affordable housing arrangements described in the discussion points for a Potential Development Agreement are infeasible or unacceptable to the City, an

overall revision of the proposed Precise Plan will be needed in order for the project to meet the requirements of the City's Inclusionary Housing Ordinance.

JUHSD Affordable Housing Proposal For Serramonte Del Rey

The discussion points for a Potential Development Agreement for the Serramonte Del Rey campus envision a total of 123 affordable units to be developed pursuant to the City's Inclusionary Housing Ordinance at build out. Twelve of these units will be provided within the District staff housing complex currently under construction on Parcel A and are subject to the terms of the Affordable Housing Agreement executed in October 2020. The affordable units provided on Parcel A and memorialized in the Affordable Housing Agreement fully comply with the City's Inclusionary Housing Ordinance.

The majority of the Serramonte Del Rey affordable units (100) would be provided on Parcel C and would be constructed after construction of 313 market rate units on Parcels A and B and prior to occupancy of units proposed for Parcels D, E or F. The affordable units on Parcel C would be provided as a stand-alone affordable housing development.

The remaining 11 affordable units would be provided on Parcels E and/or F. The discussion points for a potential Development Agreement indicate that a Certificate of Occupancy for the 100 affordable units on Parcel C would be issued prior to occupancy of any other units at Parcels D, E and F.

Discussion

Inconsistencies with Inclusionary Housing Ordinance

The affordable housing proposed by JUHSD for the Serramonte Del Rey site is not strictly consistent with the terms of the City's Inclusionary Housing Ordinance in two ways:

1. The City's Inclusionary Housing Ordinance requires that affordable units are phased in at the same time as the market rate units. Subsequent to the development of housing for District staff on Parcel A, the JUHSD proposal envisions completion of 201 market rate¹ units on Parcel B before any affordable housing units for the general public are developed. The result of this phasing is that the 20 inclusionary units required from the 200 units developed on Parcel B, would be delayed for an estimated two years until the 100 affordable units on Parcel C are constructed.\
2. The City's Inclusionary Housing Ordinance requires that affordable units are physically distributed equally throughout a development. In the JUHSD proposal, the majority of the affordable units would be concentrated on one of six parcels.

¹ The District's Discussion Points reference the possibility that the 201 units within Parcel B may be developed as Moderate Income housing. A decision about this will be made later in the development process.

Other Considerations

- Affordable Housing Finance - As general rule, affordable housing developments of the sort envisioned for Parcel C require significant local jurisdiction subsidy in order to be financially feasible, typically a minimum of \$50,000 per unit. Since the affordable units are required under the City's Inclusionary Housing Ordinance, it is not anticipated that the City would provide any forms of financial subsidy to the project. JUHSD and/or the developer selected to build the affordable units would be responsible for raising the necessary subsidy financing to complete the affordable housing development. The City may wish to emphasize this point in the development agreement.
- Selection of Affordable Housing Developer - The JUHSD has not selected a developer for the 100 affordable units on Parcel C. The City may wish, as a condition of the Development Agreement, to set basic criteria for the selection of the Parcel C developer as well as confirmation of the proposed project's overall development feasibility.
- Project Phasing - The phasing of units described in the discussion points for a potential Development Agreement does not specifically limit construction of Parcels D, E and/or F until the affordable units within Parcel C have a Certificate of Occupancy. The City may wish to impose stronger restrictions and conditions on the construction of Parcels D, E and or F relative to the development of affordable units on Parcel C. As drafted, the discussion points for a potential Development Agreement could permit construction of units on Parcels D, E and F before construction and occupancy of the affordable units on Parcel C are completed and/or occupied. Rather than linking *occupancy* of units within Parcels D, E and/or F to the Certificate of Occupancy for Parcel C, the City might want to link *issuance of building permit* for these latter phases to the Parcel C Certificate of Occupancy.
- Income Target Clarification - The discussion points to potential Development Agreement make reference to certain units affordable housing at moderate income, an income target not referenced in the City's Inclusionary Housing Ordinance for rental housing. The purpose of this income target needs clarification.
- Obligations and In Lieu Fee - It is not clear from the discussion points to a potential Development Agreement what will happen to the affordable housing obligation created by Parcel B development in the event the 100 percent affordable development envisioned for Parcel C does not go forward. Staff recommends the Development Agreement include language to ensure Parcel B affordable obligations are met regardless of the Parcel C development status. One option would be to require the developer to post a bond that would result in payment of the estimated \$9 million alternative in lieu fee associated with Parcel B in the event the 100 affordable are not built by a specified date.

Recommendation

When we meet on November 15 staff seeks the Committee's comments and direction on the proposed phasing and physical distribution of affordable units proposed plan for providing affordable units within the Serramonte Del Rey redevelopment project.

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APRIL 21, 2021

ATTACHMENT A

Term

The Term of the Development Agreement (DA) shall be the latter of either:

1. 15 years from the date of the Approvals of the Precise Plan by the City Council of the City of Daly City ("City"), or
2. Upon the issuance of a Certificate of Occupancy by the City if a permit application has been submitted to the Planning Department for review and approval by the Design Review Committee (DRC) prior to 15 years from the date of the Approvals of the Precise Plan by the City Council of the City of Daly City.

This timeline may be extended due to exceptional and unanticipated circumstances that Jefferson Union High School District ("JUHSD") in collaboration with the City reasonably determines a materially negative impact to the Applicant's ability to develop the Project as contemplated in the DA, including, but not limited to, unfavorable market conditions, acts of God (such as pandemics or natural disasters), acts of war or civil unrest, labor stoppages, or boycotts or other limits on the availability of necessary building supplies, or upon mutual consent by both Parties to the Development Agreement.

Development Phasing

The Project is anticipated to be built in three phases:

Phase 1: Parcels A and B.

Phase 1 includes Overlook Park and Entry Plaza

Phase 2: Parcels C (Affordable Housing Parcel) and D.

The Certificate of Occupancy for Parcel C shall be issued concurrent with, or prior to, the issuance of the Certificate of Occupancy for Parcel D.

Phase 2 includes the Head Start Program relocation.

JUHSD, or its designated representative, shall coordinate in a reasonable manner with Head Start and make good faith efforts to work towards the start of operations of the Head Start Program at Parcel C concurrent with move-in of residential tenants at Parcel C. The City and JUHSD acknowledge and agree that their intent is that Head Start would occupy space in Parcel C as a tenant of the Affordable Housing developer, but that this is dependent on Head Start being able to secure funding to pay for such a move into Parcel C space. The City and JUHSD will collaborate to assist the Head Start program in applying for and receiving funding to pay for costs related to occupying space on Parcel C. Permits and certificates of occupancy for Parcels C and D shall not be dependent upon start-up of the Head Start Program at Parcel C.

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Phase 3: Parcels E and F.

Phase 3 Includes Central Green.

Phasing of the development may vary from the scenario noted above, but will comply with the criteria for the timing of the affordable housing outlined in Exhibit A.

Parks & Open Space Requirement

Projects submitted for DRC review and approval shall meet Daly City's current Open Space requirement by providing a minimum of 150 square feet of open space per dwelling unit. The requirement for open space is to be met parcel by parcel through any combination of the following:

1. Open space on-site, to include private balconies serving individual units, common area open space (such as the common area podium level courtyard, common area roof and deck terraces, applicable open space at grade), and
2. Allocation of open space that may be off-site from the specific parcel seeking approval, including the areas designated by easement that includes Overlook Park, Central Green, and the Recreation Trail at parcels B, C and D.

The Recreation Trail, Overlook Park, and Central Green will be counted towards satisfaction of the Open Space requirements for individual parcels as designated by the JUHSD. The allotted Open Space will be assigned to a specific parcel at the time the parcel is submitted for review and approval by the DRC.

The Open Space at the Retail Plaza at Entry Drive is allocated exclusively to Parcel B.

Land that does not meet the City's gradient criteria for usable space (e.g., excessive slopes at the Hillside Area) will not be counted toward satisfaction of Open Space requirements for any parcel.

Affordable Housing

The Affordable Housing Plan (Exhibit A, attached and incorporated by reference) establishes the requirements for the Project's Inclusionary Housing component. Exhibit A includes a detailed description of the phasing of the Project's Affordable Housing and the Plan's consistency with the intent of the City's Inclusionary Housing Ordinance.

Parking

Parking Ratios for Parcels B through F:

- The proposed parking ratio for the Project's market rate housing is at least 1.5 spaces per dwelling unit. By way of example, the Applicant will provide 302

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residential parking spaces for the 201 dwelling units that are proposed in the Project for Parcel B. The breakdown of units at Parcel B is as follows: 10.4% studio/junior one-bedroom units, 37.3% one-bedroom units, 43.3% two-bedroom units, and 9.0% three-bedroom units.

- At Parcel C, the parking ratio for the affordable housing to be provided pursuant to the Precise Plan and the Development Agreement is at least 1.0 parking space per dwelling unit. The affordable housing developer to be selected by JUHSD to develop Parcel C may choose to increase the parking ratio up to 1.5 spaces/unit, or reduce the parking ratio to 0.75 spaces/unit, with the final determination regarding the parking ratio to be included in the documents submitted to the City for the DRC review and approval for Parcel C.
- The parking ratio for retail to be at least 4.0 spaces per 1,000 square feet of rentable retail space.

The above-described parking ratios are based on current conditions and assumptions. The City and JUHSD acknowledge that future parking demand will be in considerable flux over the lifetime of this DA and may increase or decrease significantly. Therefore, JUHSD, or its designees, may request future adjustments to the applicable parking ratios to reflect parking trends and professional recommendations at the time of the individual parcel application and the City shall give reasonable consideration to such requests.

JUHSD, or its designees, may request a parking ratio up to 1.7 spaces per unit on any parcel without requiring additional studies.

If JUHSD requests a reduction in the parking ratios noted above, or to increase the parking ratio above 1.7 spaces per residential unit, the City may require a parking demand study be performed by a traffic engineering firm acceptable to the City that demonstrates the revised parking ratio will be appropriate to accommodate the parking demand to be generated by the Applicant.

When calculating the overall parking supply, the analysis for the residential parking may include parking provided on-street within the Plan Area, if recommended by a traffic engineering firm acceptable to the City and agreed to by City staff.

Parking for pick-up and drop-off for the Head Start Program at Parcel C may be accommodated by on-street parking marked by appropriate signage, with such signage reserving parking spaces for this use during the appropriate hours. Likewise, parking for Head Start Program staff may be accommodated with reserved on-street parking designated by appropriate signage.

Overflow parking for Parcel A may be accommodated within the Plan Area with surface parking, on-street parking, or within future parking podiums or structures on Parcels B through F. Alternatively, to the extent that JUHSD demonstrates that overflow parking is not needed for Parcel A, it will be eliminated as a requirement in the future.

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ATTACHMENT A

Parking stall and drive aisle dimensions for each buildable parcel may comply with either approach 1 or 2 below, or a combination of both approaches:

1. The then-current City standards for off-street parking (including the ratio of standard spaces to compact spaces) at the time of the Applicant's submittal for DRC review and approval, and/or
2. A "Uni-stall" standard size parking space which is based upon a stall dimension of 8' – 6" x 18' – 0", unless constrained by a wall on one or both sides, in which case the minimum stall width will be 9' – 0" minimum. The drive aisle shall maintain a minimum of 24' clear.

Residential parking may be accommodated in mechanical puzzle lifts.

No more than 10% of the parking spaces required for residential use may be tandem, and tandem spaces may only be assigned to users of the same dwelling unit. Tandem units may be designed as either front to rear spaces or mechanical lift spaces (stackers).

Unit Count

The Project may not exceed the total dwelling unit count of 1,235 units. Except as specifically set forth herein, JUHSD and selected developers will allocate the units across the parcels. The number of units within any parcel shall not exceed the limits outlined in the Precise Plan Guidelines on a parcel-by-parcel basis.

Fees

JUHSD will be charged administrative fees related to matters such as permit reviews, processing, and issuance at the then-current rate as development applications are submitted. The rates for water, sewer, parks, and other similar development impact fees that are currently assessed on development projects by the City will not increase over the term of the DA. No new fees not imposed by the City at the time that the DA is entered into will be assessed on any development within the scope of this DA for the term of the DA.

Fair Share Fees paid by JUHSD based on a pro rata commitment for utilities and streets will be based on the number of units that are built per parcel and shall be paid at the time of issuance of building permit, Certificate of Occupancy, or at such other time that is customary for the City, on a building-by-building basis.

Offsite Costs, Timing and Responsibilities

The City will serve as the liaison and the responsible party for designing and delivering offsite improvements, including traffic signalization, and water and sewer service capacity to the site. JUHSD will contribute a fair share to these costs as each parcel is built out, the payment for which to occur at the time of issuance of building permit or the Certificate of Occupancy of the units on a per unit basis of the overall unit count of the Project.

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Offsite Work at Serramonte Blvd. will be undertaken upon demolition of the existing H.S building and the construction of Parcel C, pending review of the TIA. Work required for Parcel A is underway and will be completed with the current construction at the site.

Subdivision Map Act Issues

The City and JUHSD agree that the tentative map submitted to the City for approval shall include each of the buildable Parcels A through F in the Precise Plan Area Update, as described herein, and shall reflect the maximum total number of residential units that may be developed in the Precise Plan Area and such subdivision map shall remain valid and fully vested during the full term of the DA. Subsequent to approval of the tentative map for the Precise Plan Area Update, and pursuant to Section 66456 of the Government Code and applicable provisions of the City's municipal code, JUHSD shall cause final subdivision maps to be prepared from time to time as the parcels in the Precise Plan Area are developed.

The City and JUHSD agree that, subject to the minimum and maximum residential unit counts for each parcel, as set forth in the Precise Plan, and the requirements set forth in this DA related to the development of below market rate ("BMR") and affordable units, JUHSD shall have discretion to determine the number of residential units to be developed on each parcel, provided that the maximum number of units authorized to be developed pursuant to the Precise Plan shall not be exceeded.

Timing of City Review and Approvals Process

When an Application for Planning Approvals on a parcel-by-parcel basis is required to be reviewed by the DRC, the application submitted will be reviewed by City staff and go to the DRC within four months of Initial Submittal, along with the staff's recommendations and conditions of approval.

A Planning Submittal will be considered complete and ready for review by the DRC if the checklist that is included in the Precise Plan documentation is completed in its entirety and addresses all items enumerated—both as guidelines and as requirements to be met by the Applicant.

Given the first of its kind nature of this undertaking by the District, having a clear and specific timeframe that the development community can rely upon is necessary to attract development interest—thereby benefiting both the District and the City to the greatest extent.

This four-month timeline is based upon one month for staff review upon receipt of planning application, one month of revisions as needed by the Applicant, one month for a second review by staff, one month for the staff report and scheduling of hearing with the DRC.

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DEVELOPMENT AGREEMENT DISCUSSION POINTS
EXHIBIT A – PHASING FOR INCLUSIONARY HOUSING
APRIL 21, 2021

This **Exhibit A** to the Development Agreement describes how the phasing of the Project's Affordable Housing Plan ("AHP") meets the intent of the City's Inclusionary Housing Ordinance requirements for the 1,113 units of housing--the maximum allowable total number of units on Parcels B through F.

The proposed phasing approach for development of affordable housing on these parcels is designed to accomplish the following:

- Provide the necessary financial flexibility in the timing of the development of affordable housing for JUHSD to provide the overall proposed program of affordable housing, below market rate ("BMR") housing, and faculty and staff housing, in addition to the market rate housing.
- Exceed the City's requirements for the number of BMR units, contribute to Daly City's regional share of housing, and implement the goals/objectives of the City's General Plan and housing element.

Exhibit A addresses the following:

- The synchronization of development of affordable and BMR units and market rate housing units,
- the distribution of the housing types throughout the Project parcels, and
- ensuring the same access to common amenities throughout the Plan Area and bedroom count of affordable/BMR units as the market rate units.

The BMR/Affordable Housing component of the Precise Plan does the following:

1. Exceeds Requirement. The Project, at build-out, will provide more BMR units (@ 70% AMI) than required by the City's Inclusionary Housing Ordinance. With the buildout of the proposed 1,113 dwelling units--representing the maximum number of units that will be developed at Parcels B through F, 111 BMR units (10%) will be provided pursuant to the City's Inclusionary Housing Ordinance at 70% AMI.

The AHP proposes that if the maximum 1,113 dwelling units are built at Parcels B through F, then the obligation for the additional 14 affordable units (@80% AMI) would be provided, bringing the total number of affordable units and BMR Units to 125 over the course of the DA (excluding the units provided at Parcel A)

2. Accelerates development of BMR Units within the City. JUHSD proposes to build 100 BMR Units (@ 70% AMI) at Parcel C as the next component of the Project following the development of Parcel B.
3. Offset of Parcel B Timing. The phasing anticipated per the AHP outlines the requirement that at a minimum, 100 BMR Units will receive their Certificate of Occupancy at Parcel C prior to the occupancy of any other units at Parcels D, E and F. Although this approach postpones the construction of 20 BMR units during the work at Parcel B, this accelerates the

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EXHIBIT A – PHASING FOR INCLUSIONARY HOUSING
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7. Pro-rata Buildout of BMR and Affordable Housing. If JUHSD ultimately builds fewer overall dwelling units than the maximum number of dwelling units allowed pursuant to the Precise Plan and the Development Agreement, the Applicant will provide BMR and Affordable Units (at 70% AMI and at 80% AMI) consistent with the ratio utilized as though the Plan Area is fully built out. With the phasing as planned, a minimum of 100 BMR Units will be built at Parcel C prior to other market rate housing. Therefore, the District can build out fewer dwelling units on the remaining parcels than the maximum up to that consistent with the Inclusionary Housing Ordinance.
8. State Housing Waivers. Per the City's BMR Ordinance and the intent of the State's Density Bonus Legislation, an applicant may submit to the City a request for specific incentives, concessions, or variances based on the percentage and income level of affordable units proposed in a development, with the purpose of decreasing the cost of developing affordable housing and increasing the supply of affordable housing. Given the overall number of affordable housing units that are being proposed in the Precise Plan Area, JUHSD is proposing that the phasing of the affordable/BMR housing and the distribution of the affordable/BMR housing be modified from the City's Inclusionary Ordinance.

The unit mix for the Parcel A that will be owned and operated by JUHSD, or its assignee is 12 units at or below 70% AMI, 49 units at or below 80% AMI (low income) and 61 units at or below 120% AMI (moderate income).

The proposed low and moderate-income units qualify for state density bonus incentives to reduce barriers to affordable housing. Although these units are restricted to faculty and staff of the District, they do qualify for the State's density bonus and concessions. Consolidating affordable housing to two sites--Parcel A and C (plus Parcels E and/or F rather than concurrent buildout with each market rate housing development utilizes the State's density bonus legislation.

Table 2		Serramonte Del Rey Plan Area Housing Program				
	% of AMI	Parcels A - F Market Rate Units	Parcel A	Parcels B - F	Total	% of Total
Low Income (BMR per City Ordinance)	Up to 70%	0	12	111	123	10%
Low Income (per State RHNA)	Up to 80%	0	49	14	63	5%
Moderate Income	Up to 120%	0	61	0	61	5%
Market Rate (*)	N/A	988	0	0	988	80%
TOTAL		988	122	125	1235	100%

(*) Refer to Item 10

(Table 2 above provides an overall breakdown of the Affordable, Workforce, and BMR Housing planned for the entire Serramonte Del Rey Neighborhood by percentage as outlined above.)

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EXHIBIT A – PHASING FOR INCLUSIONARY HOUSING
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ATTACHMENT A

9. RHNA Contribution. The City may apply both the BMR and affordable units that will be provided towards meeting the City's Regional Housing Needs Assessment (RHNA).
10. Moderate Income Units. Rather than build 201 market rate units at Parcel B, at JUHSD's discretion, Parcel B may be financed as an Affordable Housing Parcel at the Moderate Income Level (i.e. at or below 120% AMI). Although this decision will not have been made at the time of the Entitlements and Planning Approvals, a determination will be made by JUHSD based on available capital sources prior to submitting the Project for Building Permit Application.
11. In-lieu Alternative. In lieu of constructing fourteen (14) Affordable Units (at 80% AMI) proposed for Parcels E or F, JUHSD, at its discretion, may contribute to the City's affordable housing Inclusionary In-lieu fund for the development of these units.

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construction of 100 BMR units anywhere from three to ten years (depending on the ultimate buildout schedule) than if incorporated on a pro-rata basis with each of the parcels.

In 2027, at the completion of the stand-alone affordable housing project at Parcel C, the build-out of the plan at that time will have 26% of the units being BMR (or 17% if Parcel D is completed at the time that Parcel C is completed), not including the additional affordable housing units provided by the Faculty and Staff housing. In the event that the affordable housing development at Parcel C is delayed or not built during the term of this DA, but the market rate units contemplated for Parcel B are built, JUHSD, at its option, will either cause to be built 20 BMR units, or pay an in-lieu fee corresponding to the number of market rate units built on Parcel B at the rates set forth in the City's then-current Inclusionary Housing Ordinance.

(Table 1 below reflects the percentage of BMR Units that will be built as a percentage of all the units over the timeframe of the full buildout.)

Parcel	Estimated Year of Occupancy	Proposed Market Rate Units	Affordable Units (including Faculty and Staff)	BMR Units (including Faculty and Staff)	Total Residential Units on Parcel(s)	Plan Area Max. Total	BMR as Percent of Total Provided
A	2022	0	110	12	122	122	10%
B	2025	201(*)	0	0	201	323	4%
C	2027	0	0	100	100	423	26%
D	2027	240	0	0	240	663	17%
E	2030	547	14(**)	11	572	1,235	10%
F	2030						

(*) Refer to Item 10

(**) Refer to Item 11

Additional Considerations:

4. Geographic Distribution. Residents of affordable/BMR units and market rate units will have equal access to all common amenities and features of the neighborhood, regardless of which parcel the affordable dwelling units are built on. Affordable housing is distributed in the Plan Area, at Parcels A and C, (as well as possibly Parcels E and/or F) consistent with the City goal for affordable housing to be distributed.
5. Equivalency. BMR units will provide the same ratio for bedroom count per dwelling unit (or exceed the bedroom count per dwelling unit) as the ratio for the market rate units.
6. Initial Parcel C Buildout. JUHSD anticipates building out not less than 100 units of BMR housing in Phase II at Parcel C. The additional 25 affordable units (at 70% AMI and 80% AMI will be built at Parcels E and/or F.