

# CITY OF NEWARK CITY COUNCIL

37101 Newark Boulevard, Newark, CA 94560-3796 • 510-578-4266 • E-mail: [city.clerk@newark.org](mailto:city.clerk@newark.org)

City Administration Building  
7:30 p.m.  
City Council Chambers

## AGENDA

Thursday, March 8, 2018

A. ROLL CALL

B. MINUTES

B.1 Approval of Minutes of the City Council meeting of February 22, 2018.  
(MOTION)

C. PRESENTATIONS AND PROCLAMATIONS

D. WRITTEN COMMUNICATIONS

E. PUBLIC HEARINGS

F. CITY MANAGER REPORTS

(It is recommended that Items F.1 through F.2 be acted on simultaneously unless separate discussion and/or action is requested by a Council Member or a member of the audience.)

### CONSENT

F.1 Approval to re-designate the classifications of Finance Technician I and Finance Technician II to the City Officials, Management, Supervisory, and Professional Employee Group by amending the Employee Classification Plan, the Compensation and Benefit Plan for City Officials, Management, Supervisory, and Professional Employees, and the Memorandum of Understanding Between the City of Newark and the Newark Association of Miscellaneous Employees – from Human Resources Director Abe.  
(RESOLUTIONS – 3)

F.2 Approval of Police Recruiting Incentive Program – from Police Chief Carroll.  
(RESOLUTION)

**NONCONSENT**

**F.3 Presentation of Draft Long-Range Recycling Plan – from Administrative Services Director Woodstock. (INFORMATIONAL)**

**F.4 Presentation on Police and Fire Department service levels – Police Chief Carroll and Fire Chief Rocha. (INFORMATIONAL)**

**G. CITY ATTORNEY REPORTS**

**H. ECONOMIC DEVELOPMENT CORPORATION**

**I. CITY COUNCIL MATTERS**

**J. CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY**

**K. ORAL COMMUNICATIONS**

**L. APPROPRIATIONS**

**Approval of Audited Demands for the City Council meeting of March, 8, 2018. (MOTION)**

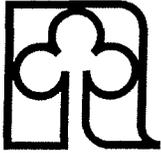
**M. CLOSED SESSION**

**M.1 Closed session for conference with Legal Counsel on existing litigation pursuant to Government Code Section 54956.9(d)(1): Timothy Jones v. City of Newark, Workers Compensation Appeals Board, Claim # 160300120 – from City Attorney Benoun and Human Resources Director Abe.**

**N. ADJOURNMENT**

Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of the City Council, will be made available for public inspection at this meeting and at the City Clerk's Office located at 37101 Newark Boulevard, 5<sup>th</sup> Floor, during normal business hours. Materials prepared by City staff and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.

For those persons requiring hearing assistance, please make your request to the City Clerk two days prior to the meeting.



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City Administration Building  
7:30 p.m.  
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## AGENDA

Thursday, March 8, 2018

### CITY COUNCIL:

Alan L. Nagy, Mayor  
Michael K. Hannon, Vice Mayor  
Luis L. Freitas  
Sucy Collazo  
Mike Bucci

### CITY STAFF:

John Becker  
City Manager  
  
Terrence Grindall  
Assistant City Manager  
  
Susie Woodstock  
Administrative Services Director  
  
Sandy Abe  
Human Resources Director  
  
Soren Fajeau  
Public Works Director  
  
Michael Carroll  
Police Chief  
  
David Zehnder  
Recreation and Community  
Services Director  
  
David J. Benoun  
City Attorney  
  
Sheila Harrington  
City Clerk

*Welcome* to the Newark City Council meeting. The following information will help you understand the City Council Agenda and what occurs during a City Council meeting. Your participation in your City government is encouraged, and we hope this information will enable you to become more involved. The Order of Business for Council meetings is as follows:

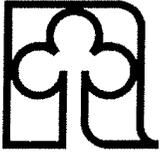
- |                                     |                         |
|-------------------------------------|-------------------------|
| A. ROLL CALL                        | I. COUNCIL MATTERS      |
| B. MINUTES                          | J. SUCCESSOR AGENCY     |
| C. PRESENTATIONS AND PROCLAMATIONS  | TO REDEVELOPMENT AGENCY |
| D. WRITTEN COMMUNICATIONS           | K. ORAL COMMUNICATIONS  |
| E. PUBLIC HEARINGS                  | L. APPROPRIATIONS       |
| F. CITY MANAGER REPORTS             | M. CLOSED SESSION       |
| G. CITY ATTORNEY REPORTS            | N. ADJOURNMENT          |
| H. ECONOMIC DEVELOPMENT CORPORATION |                         |

Items listed on the agenda may be approved, disapproved, or continued to a future meeting. Many items require an action by motion or the adoption of a resolution or an ordinance. When this is required, the words **MOTION**, **RESOLUTION**, or **ORDINANCE** appear in parenthesis at the end of the item. If one of these words does not appear, the item is an informational item.

The attached *Agenda* gives the *Background/Discussion* of agenda items. Following this section is the word *Attachment*. Unless "none" follows *Attachment*, there is more documentation which is available for public review at the Newark Library, the City Clerk's office or at [www.newark.org](http://www.newark.org). Those items on the Agenda which are coming from the Planning Commission will also include a section entitled *Update*, which will state what the Planning Commission's action was on that particular item. *Action* indicates what staff's recommendation is and what action(s) the Council may take.

**Addressing the City Council:** You may speak once and submit written materials on any listed item at the appropriate time. You may speak once and submit written materials on any item not on the agenda during **Oral Communications**. To address the Council, please seek the recognition of the Mayor by raising your hand. Once recognized, come forward to the lectern and you may, but you are not required to, state your name and address for the record. Public comments are limited to five (5) minutes per speaker, subject to adjustment by the Mayor. Matters brought before the Council which require an action may be either referred to staff or placed on a future Council agenda.

No question shall be asked of a council member, city staff, or an audience member except through the presiding officer. No person shall use vulgar, profane, loud or boisterous language that interrupts a meeting. Any person who refuses to carry out instructions given by the presiding officer for the purpose of maintaining order may be guilty of an infraction and may result in removal from the meeting.



# CITY OF NEWARK CITY COUNCIL

37101 Newark Boulevard, Newark, CA 94560-3796 • 510-578-4266 • E-mail: city.clerk@newark.org

City Administration Building  
7:30 p.m.  
City Council Chambers

## MINUTES

Thursday, February 22, 2018

### A. ROLL CALL

Mayor Nagy called the meeting to order at 7:30 p.m. Present were Council Members, Collazo, Freitas, Bucci and Vice Mayor Hannon.

### B. MINUTES

#### B.1 Approval of Minutes of the special and regular City Council meetings of February 8, 2018. **MOTION APPROVED**

Vice Mayor Hannon moved, Council Member Collazo seconded, to approve the Minutes of the regular City Council meeting. The motion passed, 5 AYES.

### C. PRESENTATIONS AND PROCLAMATIONS

#### C.1 Commending K9 Eliot on his retirement.

Mayor Nagy presented the commendation to K9 Eliot and his handler, Officer Britain Jackman.

### D. WRITTEN COMMUNICATIONS

#### D.1 JS-18-1, a Joint Staff Committee Review, to construct a duplex at 37136 Magnolia Street (APN: 92-61-15).

Council Member Freitas left the council chambers after announcing that he owns property within 500 feet of this location.

City Manager Becker gave the staff report noting it was review optional.

Council Members Collazo and Bucci stated that they had questions regarding the project.

City Manager Becker stated that staff would place this on a future agenda to allow Council to review the project.

Council Member Freitas returned to the meeting.

**E. PUBLIC HEARINGS****E.1 Hearing to consider amendments to the Fiscal Year 2017-2018 Master Fee Schedule to add new Waiver, Minor Use, and Sign Permit Fees.****RESOLUTION NO. 10744**

City Manager Becker gave the staff report recommending approval of the new fees for services associated with the new zoning regulations adopted on January 25, 2018.

Mayor Nagy opened the public hearing at 7:45 p.m.

No one came forward to speak.

Mayor Nagy closed the public hearing at 7:46 p.m.

Council Member Bucci moved, Council Member Collazo seconded to recommended that the City Council, by resolution, amend the 2017-2018 Master Fee Schedule to add new Waiver, Minor Use Permit, and Sign Permit fees. The motion passed, 5 AYES.

**F. CITY MANAGER REPORTS**

Council Member Bucci requested that item F.7 be removed for separate consideration.

Vice Mayor Hannon moved, Council Member Collazo seconded, to approve Consent Calendar Items F.1 through F.6 and F.8, that the resolutions be numbered consecutively, and that reading of the titles suffice for adoption of the resolutions. The motion passed, 5 AYES.

**CONSENT**

**F.1 Authorization for the City Manager to sign a Bill of Sale for the sale of retired Police Service Canine Eliot. RESOLUTION NO. 10745**

**F.2 Approval to add two Child Care Instructor positions by amending the 2016-2018 Biennial Budget. RESOLUTION NO. 10746**

**F.3 Approval of the allocation of anticipated Community Development Block Grant (CDBG) Jurisdiction Improvement Project funds for fiscal year 2018-19. MOTION APPROVED**

- F.4 Acceptance of work with Rosas Brothers Construction for 2017 Curb, Gutter, and Sidewalk Replacement, Project 1143 . RESOLUTION NO. 10747**
- F.5 Acceptance of work with G. Bortolotto & Company, Inc. for Enterprise Drive Complete Streets and Road Diet, Project 1066. RESOLUTION NO. 10748**
- F.6 Approval of the Final Map and Subdivision Improvement Agreement for Tract 8311 – Phase III Bayshores (William Lyon Homes, Inc.), an 82-unit residential subdivision at the intersection of Willow Street and Central Avenue in the Dumbarton Transit-Oriented Development Specific Plan project area. RESOLUTION NO. 10749**
- F.8 Authorization for the purchase of a replacement light control board for the Silliman Family Aquatic Center, and declaration of Syserco, Inc., as the single source vendor. RESOLUTION NO. 10750**

## **NONCONSENT**

- F.7 Acceptance of public improvements for Tract 8028 (Casa Bella), a 14-unit residential townhome-style subdivision at 6249 Thornton Avenue, west of Newark Boulevard. RESOLUTION NO. 10751**

Council Member Bucci stated that there was not enough parking at this location. He stated that minimum parking should be the exception not the rule.

City Manager Becker stated that the project design was previously approved and this item was to accept the public improvements.

Vice Mayor Hannon moved, Council Member Collazo seconded to , by resolution, accept the public improvements for Tract 8028 (Casa Bella), a 14-unit residential townhome-style subdivision located on the north side of Thornton Avenue, approximately 570 feet west of Newark Boulevard. The motion passed, 4 AYES, 1 NO (Bucci).

- F.9 Overview of the 2018-2020 Capital Improvement Plan.**

Public Works Director Fajeau gave the presentation (on file with the City Clerk).

The City Council provided input on details that they would like to see in the Capital Improvement Plan.

**G. CITY ATTORNEY REPORTS**

**H. ECONOMIC DEVELOPMENT CORPORATION**

**I. CITY COUNCIL MATTERS**

Mayor Nagy announced that the dog park at Newark Community Park meeting would be held on February 27, 2018 and encouraged the public to attend.

Vice Mayor Hannon announced that city of Dublin Council Member Don Biddle died unexpectedly. He extended his condolences to the Biddle family and Dublin community.

Council Member Collazo listed presidents and other famous people who did not have a college education. She shared her work experience, starting at 8 years old, and her love of serving the community.

Council Member Bucci and Mayor Nagy each wished their wives happy birthday.

**J. CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY**

**K. ORAL COMMUNICATIONS**

No one came forward to speak.

**L. APPROPRIATIONS**

**Approval of Audited Demands for the City Council meeting of February 22, 2018. MOTION APPROVED**

City Clerk Harrington read the Register of Audited Demands: Check numbers 113573 to 113703.

Vice Mayor Hannon moved, Council Member Bucci seconded, to approve the Register of Audited Demands. The motion passed, 5 AYES.

**M. CLOSED SESSION**

**N. ADJOURNMENT**

Mayor Nagy adjourned the meeting at 9:09 p.m.

SHEILA HARRINGTON  
City Clerk

**F.1 Approval to re-designate the classifications of Finance Technician I and Finance Technician II to the City Officials, Management, Supervisory, and Professional Employee Group by amending the Employee Classification Plan, the Compensation and Benefit Plan for City Officials, Management, Supervisory, and Professional Employees, and the Memorandum of Understanding Between the City of Newark and the Newark Association of Miscellaneous Employees – from Human Resources Director Abe. (RESOLUTIONS – 3)**

**Background/Discussion** – The Administrative Services Department has two management level classifications assigned to Finance, an Accounting Manager and a Senior Accountant. The Senior Accountant position is currently being under-filled by a Finance Technician I.

To appropriately reflect the supervisory duties performed by the position and its management role and responsibilities, the Administrative Services Department has requested the re-designation of Finance Technician I and II to an exempt Finance Technician classification in the Management, Supervisory and Professional Employees Group.

As proposed, the recommended salary range for Finance Technician is Range 10, \$6,783 to \$9,836 per month (upper range set between the top steps of Finance Technician I and II). The current salary of the incumbent remains unchanged as a re-designation is not considered a promotion.

**Action** - It is recommended that the City Council approve by resolutions: (1) amending Resolution No. 2505, Employee Classification Plan, to add the Finance Technician classification and delete the Finance Technician I and Finance Technician II classifications (2) amending Resolution No. 10678, the Compensation and Benefit Plan for City Officials, Management, Supervisory and Professional Employees to add the classification, entitled Finance Technician, and (3) amending Resolution No. 10675, the Memorandum of Understanding Between the City of Newark and the Newark Association of Miscellaneous Employees by deleting the classifications of Finance Technician I and II.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AMENDING RESOLUTION NO. 2505, EMPLOYEE CLASSIFICATION PLAN, TO ADD THE FINANCE TECHNICIAN CLASSIFICATION AND DELETE THE FINANCE TECHNICIAN I AND FINANCE TECHNICIAN II CLASSIFICATIONS

BE IT RESOLVED by the City Council of the City of Newark that Resolution No. 2505, adopting an Employee Classification Plan, be amended as set forth in the following, effective December 14, 2017:

**ADD**

---

<b>Classification Title</b>	<b>Classification Code</b>
FINANCE TECHNICIAN	44

---

**DELETE**

---

<b>Classification Title</b>	<b>Classification Code</b>
FINANCE TECHNICIAN I	44
FINANCE TECHNICIAN II	61

---



Class Code: 044  
WP Code: M:FINTECH  
Established: 3/25/93  
Revised: 12/14/2017  
EEO Code: Management

## CLASS SPECIFICATION

City of Newark, California

### FINANCE TECHNICIAN

Nature of Work: Under general supervision, performs difficult financial, treasury, and accounting work; assists in the preparation and control of City's annual budget and annual state reports; prepares statistical and financial reports; provides management accounting support to the Finance Director and other City staff; and does related work as required.

Class Characteristics: This is a specialized classification involving a variety of technical support duties related to accounting, budget, and management analysis. This class performs assignments requiring independent judgment and the application of technical and sub-professional accounting skills. This class differs from Accounting Technician in that it performs assignments requiring a higher level of accounting knowledge and involving work on special projects related to the budget and management analysis.

Illustrative Examples of Work: Prepares journal entries and maintains the general ledger and subsidiary ledgers; prepares, updates and reconciles various worksheets; assists in the performance of the year-end review of accounts, preparation of adjusting and closing entries, and preparation of year-end financial statements; assists auditors by locating records and explaining City policies and procedures; reviews drafts of audit reports; assists in maintaining assessment district records; compares actual expenditures with appropriations and researches and resolves any problems or issues; confers with other department's staff on accounting matters; assists with development of the City's five year forecast and annual budget, assists in assembling revenue estimate information; prepares various graphics, tapes and files in the budget preparation process; researches and assembles information from a variety of sources for the completion of forms or the preparation of reports; assists with preparing, analyzing and verifying statements of financial condition; calculates monthly ISF charges for equipment replacement activity; maintains spreadsheets on City projects and ensures compliance with grants and other legal requirements; works with Finance Director and other department staff to develop and refine management accounting systems; provides technical assistance on management analysis projects; makes complex arithmetic, financial or statistical calculations; provides information to representatives of financial institutions, the public or City staff; uses a personal or on-line computer system to enter and generate reports; performs a variety of administrative support work such as organizing and maintaining various files, typing correspondence, reports, forms, and specialized documents, editing, proofreading and checking materials for accuracy, completeness, and compliance with City policies and regulations; operates standard office equipment. May provide lead supervision over technical and clerical accounting personnel as assigned.

## QUALIFICATIONS

### Knowledge, Abilities and Skills

#### Knowledge of:

Financial recordkeeping, bookkeeping and basic governmental accounting principles and practices.  
Basic auditing principles and practices.  
Office management practices and procedures, including filing and the operation of standard office equipment.  
Mini and micro computers and related software such as word processing and spreadsheets.  
Business arithmetic, including percentages and decimals.  
Correct business English usage and the standard format for typed materials.  
Basic policies and practices related to municipal budgeting.  
Relevant laws, rules, and regulations

#### Ability or Skill to:

Prepare, maintain, and reconcile various complex financial, accounting, payroll, statistical, auditing, and numerical records.  
Read, interpret and apply rules, policies and procedures.  
Organize, research, and maintain office files.  
Make arithmetic calculations with speed and accuracy and create spreadsheets.  
Use initiative and sound independent judgment within established guidelines.  
Operate standard office equipment, including a personal computer.  
Establish and maintain effective working relationships with those contacted in the course of the work.  
Deal effectively and courteously with co-workers, other departments and the public.  
Review and interpret financial reports.

Education and Experience: Any combination of education, training, or experience equivalent to graduation from high school and five years of bookkeeping, payroll, accounting, treasury or financial support experience at a level equivalent to Accounting Assistant I/II or three years of similar experience at a level equivalent to Senior Accounting Assistant. Specialized business or college level course work in accounting or bookkeeping and experience in a governmental or municipal setting are desirable. A college degree in business or accounting may be substituted for some of the required work experience.

Special Requirement: Possession of a valid California driver's license.

**Probationary Period: 6 months**

**FLSA: Exempt**

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AMENDING RESOLUTION NO. 10678, THE COMPENSATION AND BENEFIT PLAN FOR CITY OFFICIALS AND THE MANAGEMENT, SUPERVISORY, AND PROFESSIONAL EMPLOYEE GROUP TO ADD THE CLASSIFICATION ENTITLED FINANCE TECHNICIAN

BE IT RESOLVED by the City Council of the City of Newark that Resolution No. 10678, The Compensation and Benefit Plan for City Officials and the Management, Supervisory, and Professional Employee Group, be amended to add a new classification as follows, effective December 14, 2017:

**ADD**

<b>Add Classification Title</b>	<b>Salary Range</b>
Finance Technician	10

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWARK AMENDING RESOLUTION NO. 10675, THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NEWARK AND THE NEWARK ASSOCIATION OF MISCELLANEOUS EMPLOYEES TO DELETE TWO CLASSIFICATIONS, ENTITLED FINANCE TECHNICIAN I AND FINANCE TECHNICIAN II

BE IT RESOLVED by the City Council of the City of Newark that Resolution No. 10675, the Memorandum of Understanding between City of Newark and Newark Association of Miscellaneous Employees, be amended to delete two classifications as follows, effective December 14, 2017:

**DELETE**

<b>Delete Classification Title</b>	<b>Salary Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
Finance Technician I	\$7,692	\$8,077	\$8,482	\$8,906	\$9,350
Finance Technician II	\$8,357	\$8,772	\$9,212	\$9,671	\$10,154

**F.2 Approval of Police Recruiting Incentive Program – from Police Chief Carroll.  
(RESOLUTION)**

**Background/Discussion** – The Newark Police Department has been hiring officers continuously for the past several years and anticipates that these efforts will continue for the next few years. The competition amongst agencies for high quality police officer recruits and lateral officers has increased tremendously over the past few years.

The Newark Police Department has three options for hiring potential officers. The first is to hire recruits with no police officer experience and sponsor them fully through the police academy. This takes over a year from job announcement to the end of training. The second option is to hire an officer during or upon completion of the police academy. Most academies are filled with sponsored cadets (already committed to another agency), leaving a very limited field of qualified candidates. The third option is hiring a lateral candidate who currently works for another agency. This is the fastest option from hire to having an officer on the street.

The Newark Police Department has experienced success with all three options. However, the department is still not fully staffed and must continue to look at new methods to recruit officers. Implementing a formal “Police Recruiting Incentive Program” would allow the department to be more competitive with other police departments in attracting police officer recruits by having the ability of offer incentives to recruits who may have multiple agencies competing for their services. The program would also make the Newark Police Department more attractive to lateral officers who are considering changing agencies.

This program will include a number of hiring incentives. These include:

1. Reimbursement for moving expenses which includes actual moving and initial rent expenses up to \$2,500 in cases where employee lives further than 75 miles from the City of Newark and relocates within 30 miles of the city, or the employee lives further than 50 miles away from the City of Newark and moves into the city.
2. Reimbursement for police academy costs. Newly hired police officers who have completed the academy within one year of hire and who have not yet been employed by another agency as a police officer will be eligible to be reimbursed for all out of pocket academy tuition and related costs. The academy graduate must provide evidence of his/her expenses and the reimbursement is limited to \$2,500.
3. A \$500 referral fee to Newark Police Department employees who refer a candidate to the City. Payment of the referral fee is contingent upon the recommended candidate completing probation.

Staff estimates this Program to cost approximately \$10,000 per year and will request that this funding be included in the 2018-2020 Biennial Budget.

**Attachment**

**Action** - It is recommended that the City Council, by resolution, approve the Police Recruiting Incentive Program.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
NEWARK APPROVING THE POLICE RECRUITING  
INCENTIVE PROGRAM

WHEREAS, the Newark Police Department has been hiring officers continuously for the past several years and anticipates our efforts will continue for the next few years; and

WHEREAS, the Newark Police Department has three options for hiring potential officers: 1) hire recruits with no police officer experience and sponsor them fully through the police academy; 2) hire an officer during or upon completion of the police academy; 3) hire a lateral candidate who currently works for another agency; and

WHEREAS, all three options have been successful over the years; however, we must continue to expand our recruiting strategies and compete with other local agencies over a very limited pool of viable candidates; and

WHEREAS, a Police Recruiting Incentive Program would allow us to provide reimbursement for moving expenses and academy costs, as well as a referral fee to existing Police employees; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Newark does hereby approve the Police Recruiting Incentive Program as follows:

**Reimbursement for moving expenses** - includes actual moving and initial rent expenses up to \$2,500 in cases where an employee lives further than 75 miles from the City of Newark and relocates within 30 miles of the city, or the employee lives further than 50 miles away from the City of Newark and moves into the city.

**Police academy cost reimbursement** - newly hired police officers who have completed the academy within one year of hire and who have not yet been employed by another agency as a police officer will be eligible to be reimbursed for all out of pocket academy tuition and related costs. The academy graduate must provide evidence of his/her expenses and the reimbursement is limited to \$2,500.

**Referral Fee** - Police employees who refer a successful candidate to the City may receive a \$500 referral fee. Payment of the referral fee is contingent upon the recommended candidate completing probation.

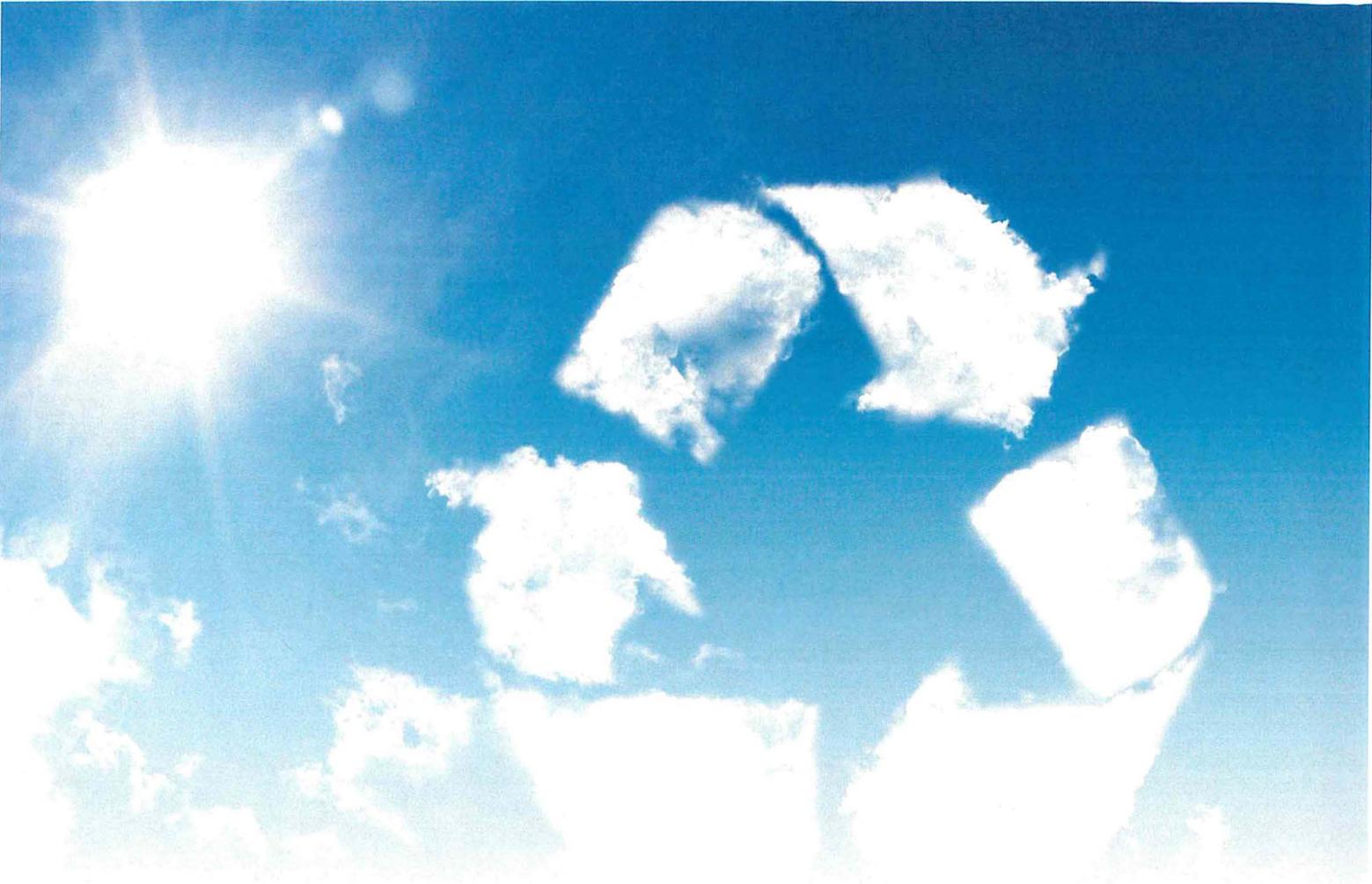
**F.3 Presentation of Draft Long-Range Recycling Plan – from Administrative Services Director Woodstock. (INFORMATIONAL)**

**Background/Discussion** – In December 2016, the Alameda County Waste Management Authority (Stopwaste.org) and the City of Newark agreed upon an Expenditure Plan for the Measure D (recycling) money that the City receives. The Expenditure Plan included hiring a consultant to prepare a long-range recycling plan, assist the City with implementing a commercial organics collection program and audit the material stream reporting. In February 2017, Abbe & Associates was hired for these tasks. The material stream reporting was audited in the spring of 2017 and found the reporting methodology used by Republic Services is in compliance with industry standards. The commercial organics collection program was approved by the City Council on November 9, 2017 and the commercial organics collection started January 1, 2018.

The Long-Range Recycling Plan is currently in draft form. The purpose of this document is to provide an understanding of state and local requirements related to waste diversion. The plan also provides information on methods to increase waste diversion in the City. The Plan divides the methods into short-term, medium-term, and long-term policies and programs. The Plan is being presented to the City Council in draft form for feedback on policies and programs. The final Plan will be brought back at a future City Council meeting for approval.

**Attachment**

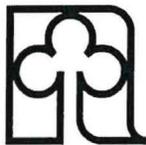
**Action** – Informational Item



CITY OF NEWARK

# Long-Range Recycling Plan

DRAFT – March 2018



City of Newark  
37101 Newark Boulevard  
Newark, CA 94560

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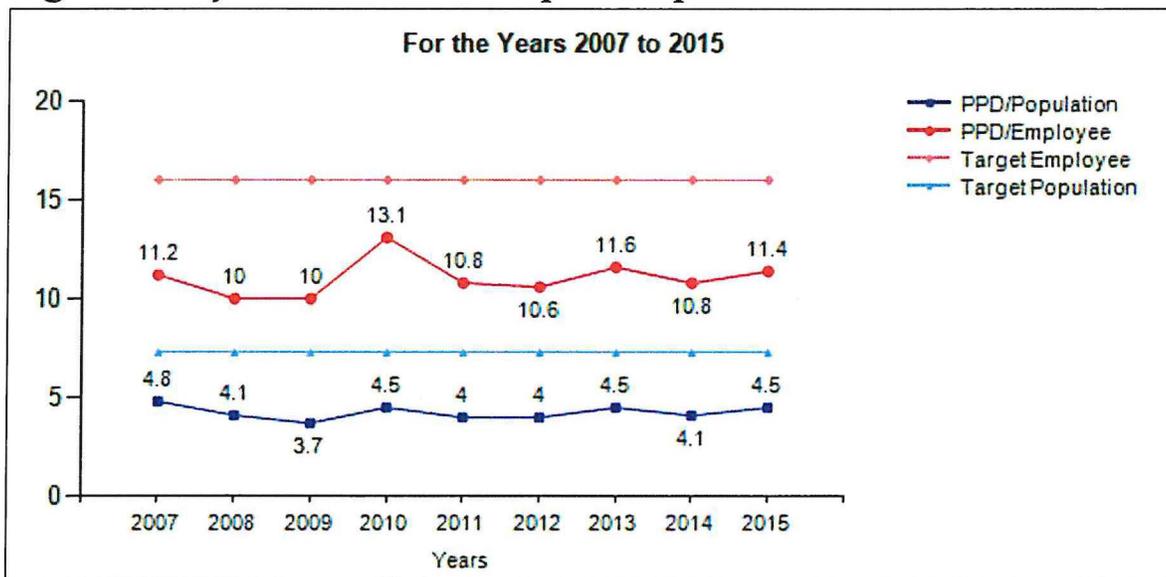
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## SECTION 1 BACKGROUND

The City of Newark (City) has implemented 45 policies and programs to manage solid waste and divert materials from disposal for the residents and businesses within the City. This has resulted in a 38 percent reduction in disposal from 58,298 tons in 1990 to 36,190 tons in 2015.

The City has consistently met its targets under the state thresholds measured in pounds per person per day (PPD) disposed per capita and per employee.

**Figure 1 City of Newark Per Capita Disposal Rate Trends**



Source: CalRecycle, City of Newark Per Capita Disposal Rate Trends, 2007-2016

The City has “opted in” to the countywide mandatory commercial recycling ordinance (ACWMA Ordinance 2012-01) requiring all commercial and multifamily generators to divert readily recyclable materials and organics from disposal.

New state requirements also place an emphasis on commercial recycling and organics diversion.

- **California Assembly Bill 341** (Statutes of 2011)  
Establishes at statewide goal of 75% source reduction, recycling and composting. Requires large commercial generators and multi-family complexes to recycle.
- **California Assembly Bill 1826** (Statutes of 2014)  
Requires large commercial generators and multi-family complexes to divert organics from landfill by subscribing to collection service, managing organics on-site or self-hauling organics to a processing facility.
- **California Senate Bill 1383** (Statutes of 2016)  
Establishes targets to achieve a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction by 2025. The law grants CalRecycle the regulatory authority required to achieve the organic waste disposal reduction targets and establishes an additional target that not less than 20 percent of currently disposed edible food is recovered for human consumption by 2025.

The City is implementing this long-range recycling plan to ensure compliance with these state and local requirements.

## SECTION 2 TARGETED SECTORS

Republic Services (doing business as Allied Waste of Alameda County) provides collection and processing of recyclable materials, organics, construction & demolition debris, and garbage collection from all residential and commercial generators in the City of Newark. Table 1 shows the tons diverted and disposed by generator type, including both single-family and multi-family residential customers and commercial customers, which are serviced by front-load and roll-off trucks, and city services, including schools. The single-family residential sector has a relative high diversion rate at 53 percent. However, with 11 percent or less diversion in each of the other generator sectors, there is opportunity for improvement.

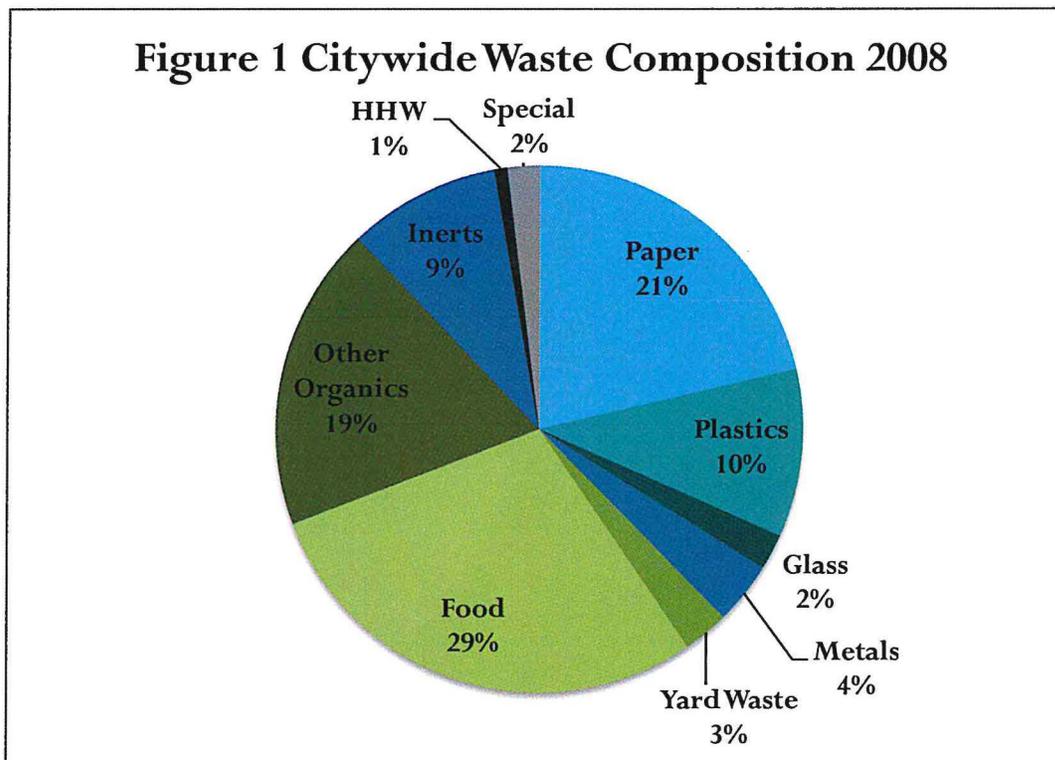
**Table 1 Tons Diverted and Disposed by Generator Type**

Material	Single-Family	Multi-Family	Commercial Front-Load	Commercial Roll-Off	City and Schools
Recyclables	3,657	140	838	0	341
Organics	6,000	-	-	-	-
Landfill	8,520	1,350	9,421	7,719	2,785
Diversion Rate	53%	9%	8%	0%	11%

Source: City of Newark Year-to-Date Summary, Allied Waste Services of Alameda County, 2016

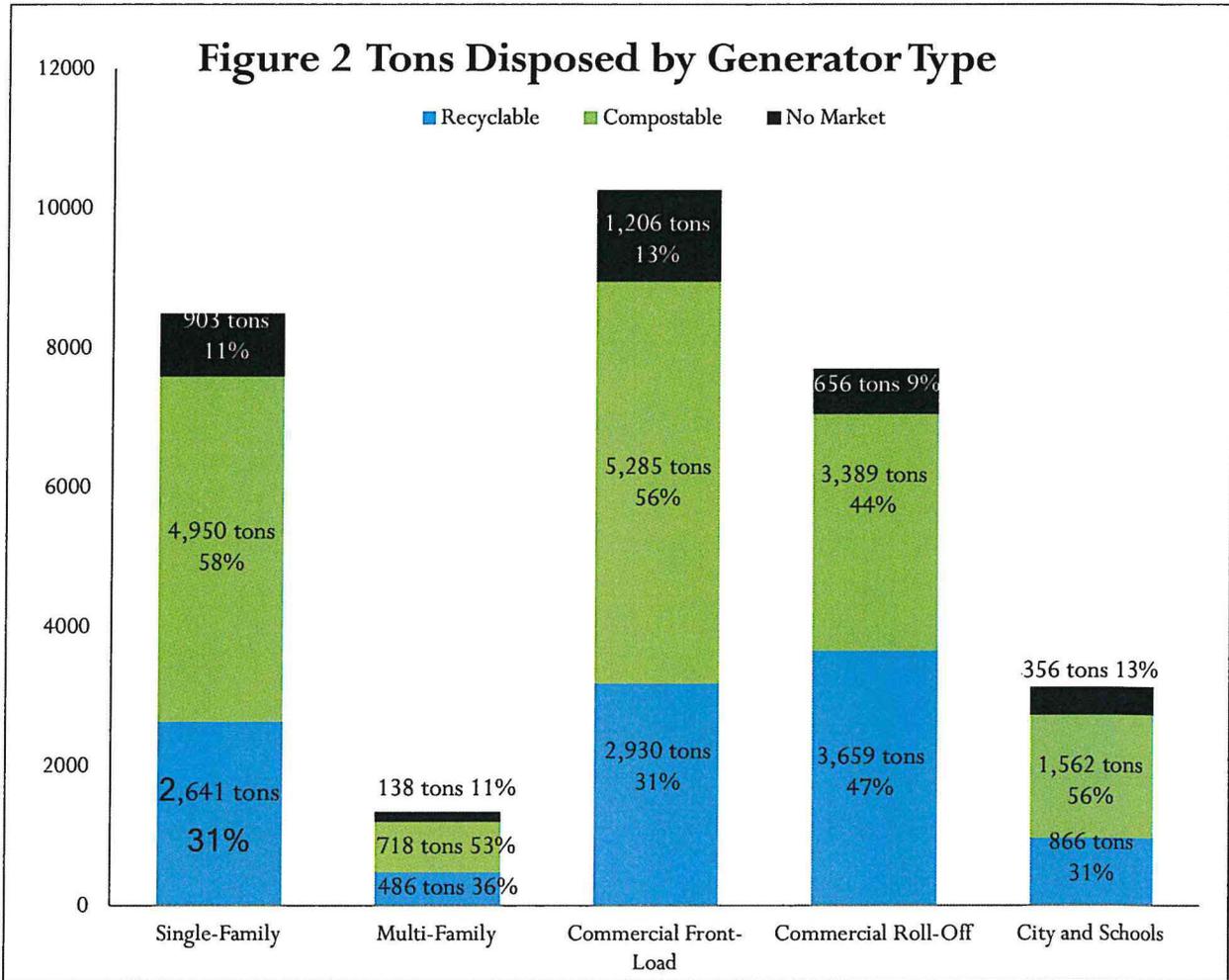
## DISPOSAL CHARACTERIZATION

The most recent waste composition study completed for the City was conducted by the Alameda County Waste Management Authority (StopWaste) in 2008. Figure 1 depicts the citywide waste composition by material type. Materials shown in sections shaded in blue are potentially recyclable and those shaded green are potentially compostable. Special waste, such as bulky items and composite materials, and household hazardous waste (HHW), such as chemicals, require special handling and may not be readily diverted from disposal.



Source: City of Newark, Aggregate Waste Composition, StopWaste.org, 2008

Most materials currently placed in the garbage by residents and businesses in Newark can be diverted from disposal through existing recycling or composting programs. Figure 2 lists the tons disposed in 2016 that were potentially recyclable or compostable or for which there is no market (and would continue to be landfilled). Examples include treated wood waste, diapers, and composite items (things stuck to other things). This figure illustrates that there is potential to significantly increase diversion from each generator sector in the City. However, based on the total volume of materials currently being landfilled, the single-family residential sector and the commercial front-load and roll-off sectors offer the most opportunity for substantially increasing the City’s diversion rate.



Source: City of Newark Waste Composition by Generator, StopWaste.org, 2008, City of Newark Year-to-Date Summary, Allied Waste Services of Alameda County, 2016

## DIVERSION CHARACTERIZATION

Allied Waste periodically conducts studies of the recyclable and organic materials collected from generators in the City. Eighteen loads were characterized in May 2017. Eleven single stream recycling loads were sorted and weighed – five residential and six commercial. In addition, five residential organic loads and two construction & demolition debris (C&D) loads were visually characterized and estimated by volume since there are no scales on the landfill top where the materials were sorted. Table 2 lists the diversion characterization observations by generator sector.

**Table 2 Diversion Characterization Observations By Sector, May 2017**

	Loads	Diversion Rate	Contamination Rate <sup>1</sup>
Residential Single Stream Recycling	5	70%	30%
Commercial Single Stream Recycling	6	58%	42%
Residential Organics	5	99%	1%
Construction & Demolition Recycling	1	70%	30%

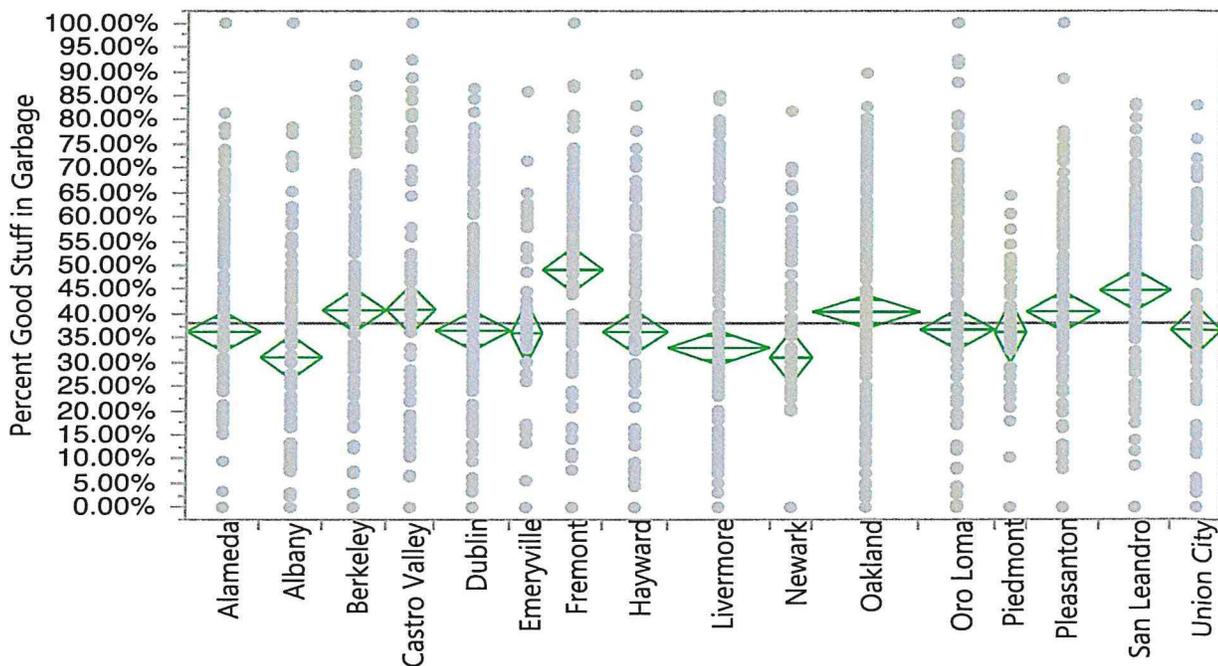
<sup>1</sup>Contamination Rate refers to non-recyclable items in the recycling and non-compostable material in the organics.

Ideally single-stream/commingled recyclable material loads should have less than 10 percent contamination. The diversion characterization identified 30 percent contamination in the residential recycling stream and over 40 percent contamination in the commercial recycling stream. The residential organics loads were very clean with just over 1 percent contamination. However, the materials consisted mostly of yard trimmings with a relatively low level of food scraps observed.

## BENCHMARK DATA

StopWaste conducts benchmark studies to measure progress toward the countywide goal of less than 10 percent of “good stuff” (readily recyclable and compostable material) in the garbage by 2020. In 2016, approximately 31 percent of “good stuff” was observed in Newark’s residential garbage. This was significantly better than the countywide average of 37 percent.

**Figure 3 Residential Benchmark Data**



Source: 2016 Benchmark Data, StopWaste.org

## CONCLUSION

The City can make improvements in all generator sectors. By improving participation and reducing contamination in the single-family residential sector, the City can increase residential diversion by at least 10 percent. The City plans to roll-out organics collection to each of the other generator sectors in January 2018. This, along with improvements in recycling, could increase diversion by at least 30 percent in those sectors. Improvements to the C&D recycling program could increase diversion in the roll-off sector by 30 percent or more. Table 3 lists the diversion potential for each generator sector. This would result in an increase in measured diversion citywide from 27 percent to 50 percent.

**Table 3 Diversion Potential of Increasing Recycling Participation and Expanding Organics Services**

Material	Single-Family	Multi-Family	Commercial Front-Load	Commercial Roll-Off	City and Schools
Recyclables	4,317	261	1,570	915	558
Organics	7,238	359	2,643	1,694	781
Landfill	6,622	869	6,046	5,110	1,787
Diversion Rate	64%	42%	41%	34%	43%

Assumes 25% increase in recycling participation and 50% capture rate of multi-family and commercial organics  
Original Data Source: City of Newark Year-to-Date Summary, Allied Waste Services of Alameda County, 2016

## SECTION 3 CURRENT PROGRAMS

The City has a significant number of policies and programs to address waste reduction and recycling in the residential and commercial sectors. This section provides an overview of the current policies and programs implemented by the City, its franchised hauler Republic Services, StopWaste, and other local businesses and agencies.

### POLICIES

**75% diversion goal.** The City set a goal of 75% diversion for City operations which was reflected in its 2010 Climate Action Plan. This is consistent with the statewide goal of 75% by 2020. In addition, the StopWaste Strategic Plan, adopted in 2010, includes an ambitious goal that by 2020, less than 10 percent of landfill-bound material in Alameda County will be readily recyclable or compostable.

**Mandatory Recycling and Composting.** The City has “opted in” to the countywide ordinance (ACWMA Ordinance 2012-01) requiring commercial businesses and multi-family complexes to participate in recycling and composting programs.

**Reusable Bag Ordinance.** The City has also “opted in” to the countywide reusable bag ordinance (ACWMA Ordinance 2012-02) regulating the distribution of single-use carryout bags and promoting the use of reusable bags at grocery stores and pharmacies. The ordinance has been expanded (ACWMA Ordinance 2016-02) to include retail store and restaurants in 2017.

**Green Building and Construction and Demolition Recycling ordinance.** The City’s ordinance was adopted in June 2007 to minimize or avoid a variety of adverse impacts by regulating the design, construction, and operation of buildings and landscaping. Several policies are codified in the ordinance, including:

- Construction and demolition debris recycling requirements including waste management plans for all construction projects valued at \$100,000 or more or demolition projects valued at \$20,000 or more.
- Green building practices for City building projects, including LEED Silver certification for building projects that are over 5,000 square feet.
- Voluntary green building practices for private buildings.
- Environmentally Preferable Purchasing Policy for City purchases.
- Bay-friendly landscaping practices for City facilities and all projects requiring development review and approval.



Reusable Bag Ordinance Expanded to all retail stores and restaurants in 2017.



Ohlone College Newark Center for Health Sciences and Technology LEED Platinum Green Building - first “green” community college campus in the nation

## PROGRAMS

**Single-Stream Recycling.** The City contracts with Republic Services to provide single-stream recycling for all customers, including single-family, multifamily, commercial, city facilities and schools.

**Organics Collection.** Under its contract with the City, Republic Services provides organics collection for single-family customers and will make this service available to all customers, including multifamily, commercial, city facilities and schools in January 2018.

**Recycling at Public Events.** Recycling is provided at all public events hosted by the City, including Newark Days and Music at the Grove.

**Bulky Item Collection.** Three times each year, each single-family and multifamily residential customer may request collection up to three cubic yards of materials, including solid waste, recycling, organics, appliance, electronics, and construction and demolition debris (except concrete).

**Fix-It Clinics.** The Newark Library hosts periodic Fix-It Clinics celebrating repair by conveying basic troubleshooting skills. Fix-It Clinics are do-it-together hands-on STEM-oriented fix-n-learn community-based exploration and discovery workshops staffed by volunteer coaches who share their time, tools and expertise to consult with residents on the disassembly, troubleshooting, and repair of their broken items.

**Outreach and Technical Assistance.** Public education and outreach is provided by the Republic Services Recycling Coordinator. Activities include tabling at community events, presentations to classes at K-12 schools and at the community college, site visits, and distribution of outreach materials (newsletters, invoice letters, flyers and move-in kits). Republic Services also assists its commercial and multifamily customers to comply with the mandatory recycling and composting requirements. StopWaste also provides technical assistance to customers who have received a Notice of Violation or a warning letter.

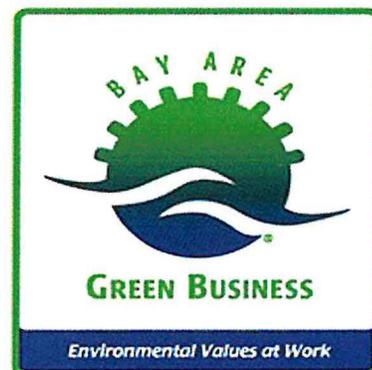
**Green Business Program.** Coordinated by the Association of Bay Area Governments, the Bay Area Green Business Program certifies companies, non-profits and local public agencies throughout the nine Bay Area counties as Green Businesses if they meet the program's standards, and helps them get recognized for their efforts. Bay Smile Dental, Deluxe Janitorial Service, and Kateeva, Inc. are all certified Green Businesses in Newark.



Republic Services "Touch a Truck" event at Family Day



Fix-It Clinic at Newark Library – volunteers guide residents to repair their broken household goods, electronics and clothing



## FACILITIES

**Newby Island Resource Recovery Park.** Located nearby in Milpitas, the Newby Island Resource Recovery Park includes multiple facilities used by Republic Services for the City, including recyclables processing, composting, and construction and demolition processing. The Recyclery at Newby Island is considered one of the most advanced recycling facilities in the world with the ability to process more material per hour and recover very high percentages of recyclables. The Newby Island Organics Facility turns yard and food waste scraps into certified organic compost that is used by local businesses, residents, school districts and parks. The construction and demolition material processing facility is able to divert approximately 90 percent of construction and demolition material from the landfill. Materials like concrete, asphalt, drywall, wood and scrap metals are recovered for recycling.



Material conveyor at the Recyclery at Newby Island

**Fremont Recycling & Transfer Station.** Solid waste collected by Republic Services is delivered to the Fremont Recycling & Transfer Station. Designed, constructed and operated by BLT Enterprises, Inc., it opened in 2006 to serve the needs of the tri-cities. The transfer station also hosts one of Alameda County's four Household Hazardous Waste Facilities. The Household Hazardous Waste Facility accepts hazardous materials, including medications, solvents, automotive fluids, oils, paints and pesticides from Alameda County residents free of charge. The facility is open to the public Wednesday through Friday from 8:30 am until 2:30 pm, and Saturday from 8:00 am until 4:30 pm.



Unloading at the Fremont Recycling & Transfer Station

**Altamont Landfill & Resource Recovery Facility.** Solid waste transferred from the Fremont Recycling & Transfer Station is taken to the Altamont Landfill near Livermore for disposal. Owned and operated by Waste Management, the landfill opened in 1980 and has 50 years of remaining capacity.



Altamont Landfill & Resource Recovery Facility

The Altamont Landfill maintains a gas to liquefied natural gas plant which produces bio-fuel from landfill gas which fuels Waste Management's collection vehicles and commercial fleets.

**Vision Recycling.** Vision Recycling located on Central Avenue in Newark (and at six other locations throughout the Bay Area) creates compost, mulch and soil amendment from wood and yard trimmings, clean lumber, pallets and plywood. Not open to the general public, Vision accepts commercial trucks only for material drop-off and product pick up.



Mulch products produced by Vision Recycling

## SECTION 4 RECOMMEND NEW OR EXPANDED PROGRAMS

In the short-term, the City of Newark's diversion rate is expected to increase significantly with the implementation of commercial and multifamily organics collection. With the implementation of this new program, the City will have all of the collection and processing infrastructure needed for compliance with state and county requirements. The following new and expanded polices, programs and facilities will assist the City in meeting its high diversion goals. Each of these initiatives is categorized for implementation in the short-term (1-3 years), medium-term (4-7 years) or long-term (8-10 years).

### POLICIES

#### Short-Term

**Adopt "10% Good Stuff" Goal.** Consistent with the StopWaste goal, this policy would commit the City to reducing the amount of readily recyclable and compostable materials to less than 10% in trash sent to landfill from City facilities. This policy is consistent with the goal included in the City's Climate Action Plan to aspire to Zero Waste for municipal operations. By implementing model recycling and composting programs at City Hall and at City facilities, the City will show leadership for the rest of the community.

**Sustainable Foodware Ordinance.** 12 communities in Alameda County have implemented ordinances addressing take-out packaging and other foodware. This ordinance would encourage the use of reusable foodware and require that disposable foodware used at restaurants and other food service establishments be recyclable or compostable. The City of Alameda recently adopted an ordinance banning single use plastics and requiring that straws only be distributed at the request of a customer. As a city on the Bay, impacted by litter that flows through storm drains and creeks, Newark may wish to further address single use plastics through the implementation of a sustainable foodware ordinance.



City of Mountain View Compostable Foodware

**Space Requirements for Recycling and Composting.** This ordinance would require that all new construction and significant remodels be required to provide sufficient space for recycling and composting. City staff or Republic Services staff would be involved in the review of building plans when they are submitted to Planning Department. Projects would be required to ensure sufficient access and room to maneuver three-stream carts and/or cubic yard dumpsters.

#### Medium-Term

**Event Recycling Requirements.** The City provides recycling and composting at up to seven public events through its contract with Republic. This ordinance would require that organizers of all events that require a city permit provide recycling and composting collection stations at the event, ideally with multiple three-stream stations (recycling, compost, trash). The ordinance may also address requirements that food vendors provide foodware that is recyclable or compostable. The ordinance may also require that events in excess of 500 attendees include recycling and compost monitors to educate attendees about proper sorting.

#### Case Study: San José Zero Waste Events

The Zero Waste Event Program works with Event Organizers to minimize waste and provide for collection of recyclables and organics at events held in the City of San José. Vendors, caterers, and samplers are required to: use the food & beverage products in the Food & Beverage Products: The Do's & Don'ts of Sustainable Selection guide; use City-loaned Eco-stations (specially designed receptacles for recycling, compost, and trash collection); and announce messages at an event stage during each day of the event.

**Long-Term**

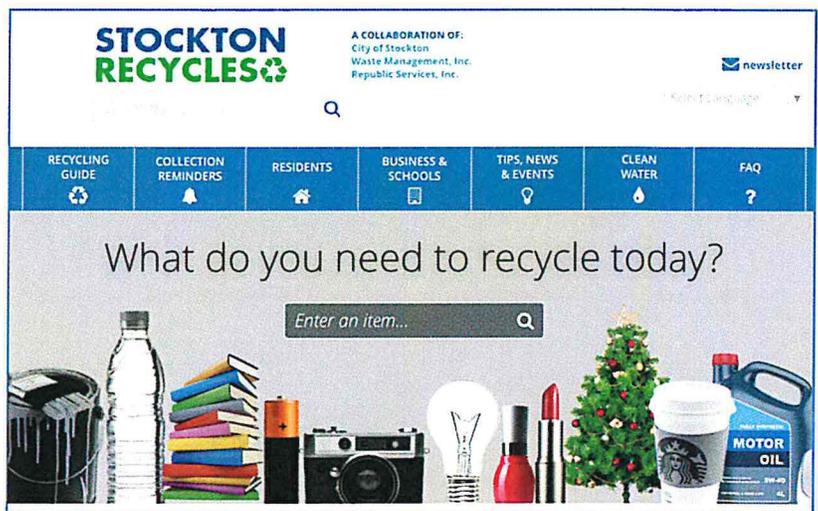
**Expansion of Mandatory Recycling and Composting.** The City has “opted-in” to the countywide mandatory recycling and composting ordinance for commercial buildings and multifamily complexes. The City may wish to consider a long-term strategy of requiring recycling and composting for all customers. Currently, all customers are required to have service and commercial customers are required to have less than 10% readily recyclable and compostable materials in their trash. In the long-term, the City may wish to expand this requirement to all customers.

**Require Construction Projects to Use Designated Facilities.** The City’s construction and demolition debris ordinance requires waste management plans for all construction valued at \$100,000 or more or demolition projects valued at \$20,000 or more. These projects must demonstrate that they have achieved 100% diversion of concrete and asphalt and 50% diversion of all other materials. State building code (Cal Green) requires 65% diversion of construction and demolition materials. This ordinance would require that all projects direct mixed construction and demolition materials to designated recycling facilities and no readily recyclable or compostable material be sent directly to disposal.

**PROGRAMS**

**Short-Term**

**Enhanced Outreach Materials and Website.** The City and Republic Services provide basic recycling information on their websites and Republic Services provides invoice letters, newsletters, flyers and posters to its customers. For this program, the City would expand the information available on its website and provide more social media and marketing to its residents and businesses. This function could be outsourced to a contractor, such as Recyclist, to provide a turn-key website with a local recycling guide, collection reminders, e-newsletters, social media, blog posts - all mobile-friendly. <http://recyclist.co/public-education/>



Revamped City of Stockton website: <http://www.stocktonrecycles.com>

**Enhanced Outreach and Technical Assistance.** Currently, Republic Services provides outreach and technical assistance to its customers and StopWaste provides compliance assistance to customers that receive citations or warning letters. This program would provide enhanced technical assistance to residents and businesses within the City through contract staff or third-party contractors. The City’s technical assistance staff would help customers “right-size” their services, trouble-shoot issues before they become a problem, and serve as an advocate for the customer getting the services and equipment that they need. As a component of this service, the City would supplement StopWaste and Republic Services resources and provide internal containers, signs and stickers to help customers fully implement the recycling and composting program.

**Technical Assistance to Self-Haulers.** A significant amount of materials are disposed at transfer stations and landfills by self-haulers from the City. These include roofers, landscapers and other contractors. For this program, the City would provide additional technical assistance through the building permit process. Waste management plans would be reviewed and City staff or contractors would make recommendations to enhance diversion efforts.

**Outreach and Technical Assistance to Schools.** The City provides recycling to the Newark Unified School District through its contract with Republic Services. As the district comes into compliance with the mandatory recycling and composting requirements, this program would provide additional outreach and technical assistance. Implementing recycling and composting programs in a sustainable fashion requires both a top-down and bottom-up approach. This program would engage district facility managers and custodians as well as administrators, faculty and students to ensure that there is sufficient buy-in from all parties and does not burden one group over another. Model lesson plans, outreach materials, signs and stickers are available through StopWaste and the Altamont Education Advisory Board. The Board also funds third-party contractors to provide free technical assistance to school districts. An emphasis on schools is important because much of community life revolves around the schools. As students and faculty learn to recycle and compost at school, they can more effectively recycle and compost at home. The City can assist the school district in obtaining more services through StopWaste by encouraging the district to become a priority school district. StopWaste priority school districts commit to reducing the amount of readily recyclable and compostable materials to less than 10% in trash sent to landfill and receive enhanced program services through StopWaste. Ten out of the 17 districts in the county are priority school districts.

<http://www.stopwaste.org/recycling/schools/school-districts>

**Outreach and Technical Assistance to the Faith-Based Community.** Churches, mosques, temples and synagogues are typically also at the center of community life. The greening of faith-based organizations can have a multiplier effect. As people learn to recycle and compost at church, they can more effectively recycle or compost at home and at work. Under this program, the City would provide outreach and technical assistance to faith-based organizations and help them to implement model recycling and composting programs, provide outreach materials and partner with faith-organizations to sponsor workshops and movie showings.

#### Case Study: Castro Valley Sanitary District Green Hearts Program

The Castro Valley Sanitary District Green Hearts Team was founded in the Summer of 2013 for members of the Castro Valley community who want to give back to the environment and Castro Valley. Under the direction of the Solid Waste Department, Green Hearts Team volunteers will wear their hearts on their sleeve with the goal to help others compost, recycle, reduce waste, and beautify Castro Valley all year round. Green Hearts volunteers:

- Host and provide demonstrations at composting workshops
- Support the formation of Zero Waste or Green Teams at local organizations and businesses.
- Support the formation of Zero Waste Youth Castro Valley.
- Organize and/or promote multi-home or multi-family garage sales.
- Organize and/or promote children's clothing and toy swap events.

**Green Team Newark.** This program takes a community based social marketing approach to outreach and education. It may be easy for customers to ignore outreach materials and solicitations from service providers or staff, however, it is hard for them to say “no” to friends and neighbors. For this program, the City would invite key community members – those already active in reuse and recycling like the Fix-It Clinic and Holiday Give Aways, as well as other sustainability related issues plus elected officials to help spread the message and organize door-to-door outreach for residents and businesses.

A good example is the Miss Alameda Says, “Compost!” program in the City of Alameda. Miss Alameda ran for Miss California in 2011 and then volunteered her time going door-to-door at restaurants to encourage them to participate in the City’s compostable materials collection program. The results were highly successful and all the contacted restaurants agreed to participate. The program grew to include student volunteers assisting in going door-to-door at multi-family buildings. Miss Alameda also provides assemblies and training at schools. In Castro Valley, the “Green Hearts” program

recruits and trains volunteer community members to support the outreach and education at public events.

#### Medium Term

**Textile Recycling.** Textiles are a sizable portion of the disposal stream (contributing up to five percent of residential disposal), and a contaminant in the recycling collection system. For this program the City would evaluate:

- Collection of textiles through the bulky-item collection program
- Addition of clean, bagged textiles in the recycling collection program

- No-cost collection service to get textiles and other reusable items to a charity or textile processor
- Promotion and partnerships with Goodwill and other local non-profits to offer more drop-off locations, and/or quarterly curbside collection

**Citywide Garage Sales.** The City sponsored citywide garage sales in 2008 and 2011. This program can support community-building while ensure that unwanted reusable materials are redistributed to those who want them. To formalize the program as an annual event, the City would advertise the availability and then ask participants to sign on a month in advance and pay a nominal (\$10) fee to be included in an on-line map.

**Holiday Reuse Exchanges.** Holiday reuse exchanges for Halloween costumes in September and holiday decorations and gifts in November can support reuse efforts and reduce costs to families. Faith-based organizations or other community partners could be engaged to host the events in their social halls. Reuse events raise consciousness around waste prevention and recycling issues and provide an opportunity for the City to engage with residents. The City can support the effort through outreach and advertising.



The Antioch Halloween Costume Exchange is in its 9<sup>th</sup> year

**Expansion of Fix-It Clinics.** The Newark Library hosts periodic Fix-It Clinics where expert coaches guide residents in repairing their broken items. The City can partner with the library and support the on-going efforts through outreach and advertising. The City can also support the library in expanding the program and institutionalizing it to ensure that it is sustainable.

**Expansion of Voluntary or Mandatory Take-Backs.** Some local hardware, automotive and paint stores take-back products that are difficult to recycle such as batteries, fluorescent lamps, used motor oil and paint. The City can work with local retailers to encourage or require take-back of certain items. The Mayor could write to all retailers in the City and ask if they would like to be listed in a City website that tells residents where to take-back products that retailers sell. The City could then support the retailers through outreach and advertising. Alameda County requires pharmacies in the unincorporated area to take-back medicines. The City could also partner with local pharmacies and health care organizations to ensure proper collection and disposal of pharmaceuticals and sharps (hypodermic needles and lancets).

### Long-Term

#### Case Study: Central Contra Costa Solid Waste Authority Reuse Days

As a part of its twice per year Clean Up Days, the Authority also provides Reuse Days where residents can put out reusable items like housewares, clothes and books. Those items are collected by Mt. Diablo Recycling and then distributed to those in need or sold in thrift stores.

**Expansion of Bulky Item Reuse and Recycling Program.** The City's bulky item collection program is provided to single-family and multifamily customers through its contract with Republic Services. Through this program, solid waste, source-separated recyclable materials, organic materials, and construction debris (except concrete) are collected by Republic Services and delivered to the Fremont Recycling & Transfer Station. This program would increase the strategies for diverting as much of these materials from disposal. This could involve partnerships with third-party reuse and recycling organizations or more specific diversion requirements of Republic Service, the Fremont Recycling & Transfer Station or other future contractor.

**Enhancements to Franchise Agreement.** There are potential opportunities for increasing diversion through enhancements to the franchise agreement. When the City negotiates or conducts a procurement for its next franchise agreement, it can consider adding specific diversion requirements. Other Bay Area communities have implemented minimum measured diversion target requirements in their franchises. For example, in the 2016 franchise agreement between Republic Services and the Town of Colma there are overall measured diversion requirements outlined in Section 13.3.3 as reprinted below. Failure to meet the requirements subjects Republic Services to imposition of liquidated damages per Section 10.8 of the Agreement excerpted below.

**Table 4 Sample Franchise Requirements**

<b>Town of Colma Franchise Agreement Section 3.13.3 Diversion Requirements</b>	
The Town’s intent is for Contractor to improve the performance of its programs over time in order to meet the following Diversion requirements, subject to the penalties specified in Article 10. Contractor shall:	
A.	Achieve and maintain a Diversion rate of 22 percent by no later than January 1, 2018;
B.	Maintain a minimum Diversion rate of 22 percent from January 1, 2018 through December 31, 2019;
C.	Achieve and maintain a Diversion rate of 28 percent by January 1, 2020;
D.	Maintain a minimum Diversion rate of 28 percent from January 1, 2020; through December 31, 2022;
E.	Achieve and maintain a Diversion rate of 34 percent by January 1, 2023;
F.	Maintain a minimum Diversion rate of 34 percent from January 1, 2023; through December 31, 2024; and
G.	Achieve and maintain a Diversion rate of 40 percent by January 1, 2025.

<b>Town of Colma Franchise Agreement Section 10.8 Liquidated Damages</b>					
13.	Failure to meet Minimum Diversion Requirements: Diversion Requirements. Contractor is to meet and maintain these diversion minimums: 30% by 1/1/2018, maintain thru 12/31/2019 36% by 1/1/2020, maintain thru 12/31/22 42% by 1/1/2023, maintain thru 21/31/2024 50% by 1/1/2025, maintain thereafter	No failures or in this category are acceptable;	Not meeting minimum Diversion Requirement as detailed in Agreement	Contractor shall provide documentation to the Town as required under the Agreement	Failure to meet the minimum diversion requirements are calculated per calendar year Non-compliance liquidated damages are \$100.00 for each ton that should have been diverted in order to meet the minimum diversion requirement

## FACILITIES

### Short-Term

**Tool Lending Library.** The Newark Library shown leadership in waste prevention and recycling in the City through hosting the periodic Fit-It Clinics and electronics swap and drop events. The City and the library could explore other partnership opportunities including a small tool lending library and periodic “Museum of Bad Design” displays to educate residents about problem products and hard to recycle materials.

### Medium Term

**Center for Hard to Recycle Materials.** A medium-term option, which would require the collaboration of the cities Fremont and Union City, would be the development of a Center for Hard to Recycle Materials at the Fremont Recycling & Transfer Station. This might involve just an expansion of the number of materials accepted for recycling at the self-haul area of the transfer station.

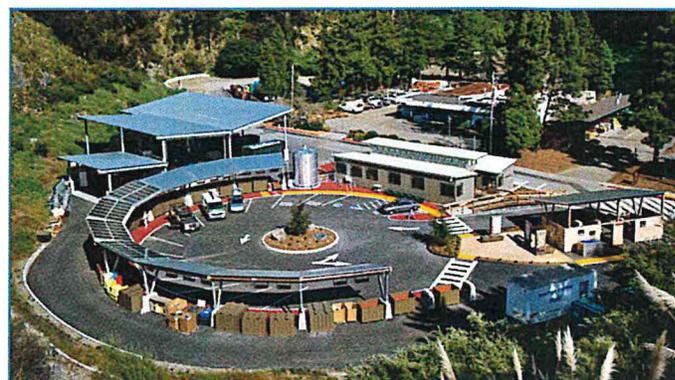
In Boulder, Colorado, Eco-Cycle, a grassroots recycling program under contract with the City, has started a Center for Hard to Recycle Materials (CHaRM) to address the need to manage new products that enter the discard stream and are not readily recyclable or reusable. The CHaRM Center accepts computers, printers, TVs, cell phones, textiles, plastic bags, white block foam, and other hard-to-recycle materials. CHaRM insures that electronic components are dismantled in the US and that toxins are handled in a responsible manner. The program is funded through a “trash tax” on the private waste haulers. Most recently, in an effort to put the responsibility for hard-to-recycle materials back on manufacturers, CHaRM has launched the Partners for Responsible Recycling that encourages retailers and brand manufacturers to assist CHaRM in developing in-store take-back programs. Eco-Cycle now gets financial support from industries that produce the products that are dropped off at that CHaRM facility. <http://www.ecocycle.org/charm/index.cfm>

### Long-Term

**12-Category Resource Recovery Center.** A long-term option, which would require the collaboration of the cities of Fremont and Union City, would be the development of a 12-category resource recovery center for self-haul customers at the Fremont Recycling & Transfer Station. A resource recovery center is the co-location of reuse, recycling and compost collection in a central facility to which the public can bring all their 12 market categories of recoverable and discarded materials at one time.



Museum of Bad Design display at the Castro Valley Library



City of El Cerrito Recycling Center

Materials delivered by self-haul customers are often highly recoverable, including:

- Materials leftover from construction projects (dimensional lumber and wood, gypsum wallboard, and other C&D)
- Traditional recyclables (metal, paper, plastic, and glass)
- Compostable materials (yard trimmings, food, and other compostable organics)
- Bulky items (furniture, carpet, and mattresses).

Different material types require different handling approaches in order to maximize diversion. This might require more of an expansion of the self-haul area of the transfer station to ensure that there is space sufficient to address all potentially divertable material types. The City of El Cerrito recently reconfigured its recycling center to expand the number of items that could be collected from the public, including both CHaRM and resource recovery center elements.

## SECTION 5 ESTIMATED COSTS AND IMPLEMENTATION SCHEDULE

Many of the policies and programs recommended in this plan can be implemented by the City without increasing staff or service provider resources. Updates to the City's ordinances and policies can be accomplished by existing staff through their regular duties.

However, new dedicated staff or contractor resources will be needed to provide technical assistance to commercial businesses, multi-family complexes, and City departments; organics technical assistance; and the development of enhanced outreach materials and website updates.

Staffing and program costs should be evaluated based on the following estimated costs for the programs described in the phased implementation approach.

**Table 5 Estimated Costs for Recommended Programs**

Recommended Programs	Cost Estimate	Annual Cost
Enhanced Outreach Materials and Website	200 hours per year at \$125/hour	\$25,000
Enhanced Outreach and Technical Assistance	1,000 hours per year at \$75/hour	\$75,000
Recycling Equipment and Containers	500 internal recycling and composting containers at \$25 each	\$12,500
	1,200 stickers and posters at \$5 each	\$6,000
	Miscellaneous custodial carts, pickers and aprons	\$1,500
<b>Total</b>		<b>\$120,000</b>

The City receives an allocation of approximately \$120,000 per year in Measure D funds. These funds fluctuate from year to year based on a per capita allocation of the Measure D fees assessed on tons disposed at landfills in Alameda County. In addition, the City can apply for grants through the Altamont Education Advisory Board. This board administers a mitigation fund from tipping fee surcharges at the Altamont and Vasco Road landfills in Alameda County. The funds are disbursed to schools, cities, non-profits and other project proponents through an annual grant program for waste prevention and recycling job training and education.

Future enhancements to the City's franchise agreement would be negotiated or competitively procured and could result in changes to customer collection rates. Future facility developments at the Fremont Transfer Station require collaboration with the cities Fremont and Union City and could be implemented over the long-term.

The following table summarizes the policies and programs that would be implemented by the City over the next 10 years, including short-term (1-3 years), medium-term (4-7 years), and long-term (8-10 year) priorities.

**Table 6 Implementation Schedule**

2018-2020 Short-Term	2021-2024 Medium-Term	2025-2027 Long-Term
Adopt “10% Good Stuff” Goal  Sustainable Foodware Ordinance Space Requirements for Recycling and Composting	Event Recycling Requirements	Expansion of Mandatory Recycling and Composting  Require Construction Projects to Use Designated Facilities
Enhanced Outreach Materials and Website Enhanced Outreach and Technical Assistance  Technical Assistance to Self-Haulers Outreach and Technical Assistance to Schools Outreach and Technical Assistance to the Faith-Based Community Green Team Newark	Textile Recycling  Citywide Garage Sales  Holiday Reuse Exchanges Expansion of Fix-It Clinics  Expansion of Voluntary or Mandatory Take-Backs	Expansion of Bulky Item Reuse and Recycling Program   Enhancements to Franchise Agreement
Tool Lending Library	Center for Hard to Recycle Materials	12-Category Resource Recovery Center

## CONCLUSION

The City has implemented many successful programs resulting in a 38 percent reduction in disposal from 58,298 tons in 1990 to 36,190 tons in 2015. Based on the research undertaken for this plan, the City can make improvements in all generator sectors. The City can increase measured diversion citywide from 27 percent to 50 percent through the planned implementation of commercial organics collection and enhancements to its existing recycling and composting programs. Enhanced technical assistance and outreach materials will build on these programs and ensure increased participation from residential and commercial customers, as well as school and City government generators.

**F.4 Presentation on Police and Fire Department service levels – Police Chief Carroll and Fire Chief Rocha. (INFORMATIONAL)**

**Background/Discussion** – The City Council will receive a presentation on Police and Fire Department service levels.

**Action** – Informational item



City of Newark

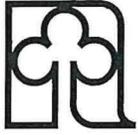
**MEMO**

**DATE:** February 26, 2018  
**TO:** City Council  
**FROM:** Sheila Harrington, City Clerk *A. H.*  
**SUBJECT:** Approval of Audited Demands for the City Council Meeting of Mar. 08, 2018.

**REGISTER OF AUDITED DEMANDS**

US Bank General Checking Account

<u>Check Date</u>		<u>Check Numbers</u>	
February 16, 2018	Page 1-2	113704 to 113762	Inclusive
February 22, 2018	Page 1-2	113763 to 113824	Inclusive



**City of Newark**

**MEMO**

**DATE:** February 26, 2018  
**TO:** Sheila Harrington, City Clerk  
**FROM:** Susie Woodstock, Administrative Services Director *SKW*  
**SUBJECT:** Approval of Audited Demands for the City Council Meeting of  
Mar. 08, 2018.

The attached list of Audited Demands is accurate and there are sufficient funds for payment.

1

Final Disbursement List. Check Date 02/16/18, Due Date 02/26/18, Discount Date 02/26/18. Computer Checks.

Bank 100 US BANK

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
113704	11592	AIRBORNE PUBLIC SAFETY ASSOCIATION	02/16/18	450.00	NON-POST PATROL TRAINING
113705	1129	ALAMEDA COUNTY CLERK RECORDER'S OFFICE	02/16/18	150.00	NOTICE OF EXEMPTION HANDLING FEE PROJECT
113706	344	ALAMEDA COUNTY WATER DISTRICT	02/16/18	1,486.45	CITY WATER USE
113707	5821	ALL CITY MANAGEMENT SERVICES, INC	02/16/18	3,487.50	CROSSING GUARD SVCS
113708	12	ALLIED AUTO STORES INC	02/16/18	135.47	FLEET PARTS
113709	11289	ALTA LANGUAGE SERVICES	02/16/18	120.00	LISTENING & SPEAKING TEST (LIVE) FOR LUZ
113710	11362	ANNETTE PAREDES	02/16/18	42.16	EXPENSE REIMBURSEMENT
113711	348	AT&T	02/16/18	176.91	AT & T MONTHLY TELECOM
113712	214	CENTRAL VETERINARY HOSPITAL	02/16/18	59.00	K9 VET SVCS
113713	11401	CHRISTI WALLACE	02/16/18	1,500.00	EDUCATIONAL REIMBURSEMENT FOR KRISTI WAL
113714	6304	CLASSIC GRAPHICS T & J LEWIS INC	02/16/18	127.31	FLEET SUPPLIES AND MAINT
113715	1109	CAPITAL ONE COMMERCIAL	02/16/18	154.36	SUPPLIES
113716	10649	YEN-LINH LUU	02/16/18	15,000.00	PERFORMANCE BOND RTN EP# 2018-0010
113717	10649	CAL WEST CONCRETE CUTTING ATTN: WELDON B	02/16/18	1,763.61	BP# TI2017-0063 CANCELLED 80% REFUND
113718	10793	MARY SCOTT	02/16/18	300.00	RENTAL DEPOSIT REFUND
113719	11259	KATHRYN DENNIS	02/16/18	45.66	EXPENSE REIMBURSEMENT
113720	3728	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	02/16/18	288.00	FINGERPRINTING FEES
113721	9511	DWYS LLC DBA RENAISSANCE TOTS, LLC ATTN	02/16/18	378.00	RECREATION CONTRACT
113722	10451	EAST BAY REGIONAL COMMUNICATIONS SYSTEM	02/16/18	71,160.00	800MHZ ACCESS FEES
113723	10725	SEAN ERIKSEN	02/16/18	1,569.49	EE COMPUTER LOAN PROGRAM
113724	11343	ENVIRONMENTAL LOGISTICS, INC.	02/16/18	1,872.25	CONTRACT 17043 HAZARDOUS WASTER E-WASTER
113725	310	EQUIFAX INFORMATION SVCS LLC	02/16/18	101.27	CREDIT BUREAU REPORTS Reinstated from cl
113726	10642	FASTENAL COMPANY	02/16/18	154.23	MISC PARTS
113727	11597	FBI-LEEDS-CA	02/16/18	990.00	SUPERVISORY/MGMT TRAINING
113728	11027	FITGUARD, INC	02/16/18	95.00	FITNESS EQUIP MAINT
113729	234	FREMONT ALARM C/O JOE TRIMBLE	02/16/18	201.68	ALARM CONTRACT
113730	5106	CITY OF FREMONT REVENUE DIVISION	02/16/18	111,379.75	SHELTER OPERATING EXPS
113731	11112	FREMONT CHRYSLER DODGE JEEP RAM	02/16/18	604.18	FLEET SERVICE & PARTS
113732	313	FREMONT URGENT CARE CENTER	02/16/18	54.00	PRE-EMPLOYMENT/DOT PHYSICALS
113733	11157	JASON GERMANO	02/16/18	200.00	RESERVE UNIF ALLOWANCE
113734	11508	BRANDON GORDON	02/16/18	250.00	EXPENSE REIMBURSEMENT
113735	4845	HINDERLITTER DELLAMAS & ASSOCIATES	02/16/18	7,649.51	BUSINESS LICENSE SOFTWARE
113736	1591	PHILIP H HOLLAND	02/16/18	200.00	RESERVE UNIF ALLOWANCE
113737	18	HORIZON	02/16/18	240.00	PROJECT 1133 IRIGATION PARKS
113738	10663	HOSE & FITTING ETC	02/16/18	93.49	FLEET PARTS
113739	7593	BRUCE HOWCROFT	02/16/18	200.00	RESERVE UNIF ALLOWANCE
113740	11546	INDUSTRIAL PLUMBING SUPPLY, LLC.	02/16/18	1,628.28	PLUMBING SUPPLIES
113741	187	INDUSTRIAL SAFETY SUPPLY CORPORATION	02/16/18	70.15	RAIN GEAR AND SAFETY SUPPLIES
113742	190	LC ACTION POLICE SUPPLY LTD	02/16/18	1,227.80	UB GRENADES & LAUNCHING CUPS
113743	11082	STEVEN LOSIER	02/16/18	2,851.50	EXPENSE REIMBURSEMENT
113744	11357	MISSION UNIFORM SERVICE	02/16/18	1,777.63	UNIFORMS, MATS, AND TOWELS
113745	6	KAREN MORADA	02/16/18	24.61	EXPENSE REIMBURSEMENT
113746	11217	ANDREW MUSANTRY	02/16/18	2,649.83	EXPENSE REIMBURSEMENT
113747	611	KKR AUTOMOTIVE DBA NAPA AUTO PARTS	02/16/18	791.01	FLEET PARTS
113748	10947	NET TRANSCRIPTS	02/16/18	360.30	TRANSCRIPTION SVCS
113749	10865	NEW IMAGE LANDSCAPE	02/16/18	13,973.00	LANDSCAPE MAINTENANCE
113750	349	PACIFIC GAS & ELECTRIC	02/16/18	30,966.02	CITY ELECTRIC & GAS
113751	78	PERFORMANCE PEST MANAGEMENT LPC SERVICES	02/16/18	142.00	PEST CONTROL
113752	11234	RAY MORGAN COMPANY	02/16/18	8,642.57	COPIER LEASE AGREEMENT
113753	10864	JEFF REVAY	02/16/18	3,081.45	EXPENSE REIMBURSEMENT
113754	7744	T-MOBILE USA, INC.	02/16/18	255.00	CALL DETAIL RECORDS

Final Disbursement List. Check Date 02/16/18, Due Date 02/26/18, Discount Date 02/26/18. Computer Checks.

Bank 1001 US BANK

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
113755	679	TARGET SPECIALTY PRODUCTS	02/16/18	176.26	PESTICIDES
113756	6797	US BANK CORPORATE PAYMENT	02/16/18	10,991.37	US BANK CC PAYMENT 01/22/18
113757	688	UNION SANITARY DISTRICT ATTENTION ACCOUN	02/16/18	1,817.72	EMERGENCY STREET WORK
113758	853	VALLEY OIL COMPANY LOCKBOX# 138719	02/16/18	620.70	FUEL
113759	5623	VERIZON WIRELESS	02/16/18	93.62	GPS TRACKERS
113760	3307	WHAT'S HAPPENING	02/16/18	488.50	LEGAL ADS
113761	11417	WHOLESALE DISTRIBUTION ALLIANCE	02/16/18	384.90	RETAIL MERCHANDISE
113762	11466	YORK RISK SERVICES GROUP ATTN: CLIENT TR	02/16/18	25,000.00	PREFUND PAYMENT FOR CLAIM# NEWA-0515
Total				330,693.50	

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Final Disbursement List. Check Date 02/22/18, Due Date 03/05/18, Discount Date 03/05/18. Computer Checks.  
 Bank 1001 US BANK

MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
113763	149	ABAG PLAN CORPORATION C/O BICKMORE	02/22/18	14,175.37	DEDUCTIBLE COSTS
113764	11539	ACCESS INFORMATION HOLDINGS, LLC.	02/22/18	80.00	SHREDDING SVCS
113765	10223	LEXISNEXIS RISK SOLUTIONS ACCT# 1415640	02/22/18	424.20	BACKGROUND CHECKS
113766	11094	ACME AUTO LEASING, LLC	02/22/18	1,909.44	ARMORED RESCUE VEH LEASE
113767	1774	AIRGAS USA, LLC	02/22/18	61.12	FLEET SUPPLIES
113768	3853	COUNTY OF ALAMEDA INTERNAL AUDIT UNIT RI	02/22/18	1,832.50	CITATION PROCESSING FEES - JAN'18
113769	287	ALAMEDA COUNTY SHERIFF'S OFFICE GREGORY	02/22/18	3,558.25	CRIME LAB FEES
113770	8414	ANDRE'S MECHANICAL & GENERAL ENGINEERING	02/22/18	4,953.00	PROJECT 1129 BUILDING UPGRADES
113771	11511	AQUATIC DESIGN GROUP, INC.	02/22/18	997.18	AQUATIC CENTER DESIGN
113772	11227	GUSTAVO ARROYO	02/22/18	1,440.76	EXPENSE REIMBURSEMENT
113773	9680	BAY CENTRAL PRINTING	02/22/18	63.78	BUSINESS CARD IMPRINTING
113774	1131	BAY ISLAND OFFICIALS ASSOCIATION ATTN FR	02/22/18	1,392.00	SPORTS OFFICIATING
113775	1905	BEAR COLLISION & SERVICE CENTER	02/22/18	2,048.43	FLEET REPAIR
113776	11083	BURKE, WILLIAMS & SORENSEN, LLP	02/22/18	3,757.95	LITIGATION & LEGAL CONSULTING
113777	458	CHEVRON AND TEXACO BUSINESS CARD SERVICE	02/22/18	305.29	FUEL
113778	6304	CLASSIC GRAPHICS T & J LEWIS INC	02/22/18	197.55	FLEET SUPPLIES AND MAINT
113779	10649	VIVINT SOLAR	02/22/18	193.60	BP# ELEC2018-0015 80% REFUND
113780	7183	DEMARAY'S GYMNASTICS ACADEMY	02/22/18	1,187.55	RECREATION CONTRACT
113781	5012	DLT SOLUTIONS, LLC	02/22/18	1,022.59	AUTOCAD RENEWAL
113782	1352	DRIVERS LICENSE GUIDE COMPANY	02/22/18	47.74	BOOKS & BULLETINS
113783	10642	FASTENAL COMPANY	02/22/18	102.00	MISC PARK SUPPLIES
113784	234	FREMONT ALARM C/O JOE TRIMBLE	02/22/18	3,876.00	ALARM CONTRACT
113785	11465	FRONTIER BUILDING PRODUCTS PACIFIC	02/22/18	500.00	DOOR REPAIR
113786	10655	GRANITEROCK	02/22/18	1,740.00	STREET REPAIR SUPPLIES
113787	167	HARRIS COMPUTER SYSTEMS	02/22/18	4,517.02	SELECT ERP MAINTENANACE
113788	11595	SALVADOR HERNANDEZ	02/22/18	260.94	EXPENSE REIMBURSEMENT
113789	11594	JUAN HERRERA	02/22/18	180.94	EXPENSE REIMBURSEMENT
113790	10663	HOSE & FITTING ETC	02/22/18	23.36	FLEET PARTS
113791	10908	IMPERIAL SPRINKLER SUPPLY	02/22/18	1,814.11	BACKFLOW SUPPLIES
113792	11546	INDUSTRIAL PLUMBING SUPPLY, LLC.	02/22/18	140.03	PLUMBING PARTS
113793	11494	KANEN TOURS, INC.	02/22/18	3,220.00	ROLLING WITH THE BAKER - 02/13/18
113794	11025	ETHAN KATZ	02/22/18	5,171.21	ADPP - 02/18
113795	6690	KELLY MOORE PAINTS	02/22/18	675.13	PAINT
113796	6786	STACEY KENISON	02/22/18	29.83	EXPENSE REIMBURSEMENT
113797	10486	SHAKATI KHALSA	02/22/18	302.00	RECREATION CONTRACT
113798	9904	CYNTHIA M KIRBY	02/22/18	1,200.00	POLYGRAPH TESTS
113799	4064	ADECELI KOVACH	02/22/18	567.15	EXPENSE REIMBURSEMENT
113800	10943	KRONOS INC	02/22/18	5,580.20	TELESTAFF ACCESS
113801	293	LANGUAGE LINE SERVICES INC	02/22/18	163.79	INTERPRETATION SVCS
113802	3644	RELX INC. DBA LEXISNEXIS	02/22/18	176.00	ONLINE LEGAL RESOURCE SUBSCRIPTION
113803	11246	LOOMIS ARMORED	02/22/18	410.49	ARMORED CAR SERVICE
113804	7335	MUNICIPAL MAINTENANCE EQUIPMENT INC	02/22/18	16.38	FLEET SUPPLIES AND MAINT
113805	11048	MURPHY, PEARSON, BRADLEY & FEENEY	02/22/18	97.50	LEGAL CONSULTING SRVCS
113806	349	PACIFIC GAS & ELECTRIC	02/22/18	2,008.52	STREETLIGHTS AND TRAFFIC SIGNALS
113807	1136	PAPER DIRECT	02/22/18	86.98	UB CERTIFICATE JACKETS
113808	11591	PORTER RENTS, LLC.	02/22/18	1,112.45	EQUIPMENT RENTAL
113809	10770	PRECISION TUNE AUTO CARE	02/22/18	290.50	FLEET SERVICE
113810	9811	REDFLEX TRAFFIC SYSTEMS	02/22/18	18,800.00	REDLIGHT CAMERA MONITORING
113811	4610	RIVERSIDE COUNTY SHERIFF/BEN CLARK TRAIN	02/22/18	186.00	PATROL POST TRAINING
113812	10116	SAFETY COMPLIANCE MANAGEMENT	02/22/18	895.00	HAZWOPER REFRESHER COURSE
113813	2017	SANCRA MIKE MAINE, HAYWARD AREA RECREATI	02/22/18	25.00	MEMBERSHIP RENEWAL FOR BRYAN COBB

Final Disbursement List. Check Date 02/22/18, Due Date 03/05/18, Discount Date 03/05/18. Computer Checks.  
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MICR Check#	Vendor Number	Payee	Check Date	Check Amount	Description
113814	11098	SILVER & WRIGHT LLP	02/22/18	7,212.71	LITIGATION & LEGAL CONSULTING
113815	11223	SOUTHERN COMPUTER WAREHOUSE	02/22/18	6,012.18	9 HP ELITEDESK 705 G3 #2018-8
113816	503	STANDARD INSURANCE COMPANY	02/22/18	685.80	EMPLOYEE LIFE INSURANCE AND AD&D COVERAG
113817	40	STAPLES ADVANTAGE DEPT LA	02/22/18	1,184.90	OFFICE SUPPLIES
113818	9476	YSERCO INC	02/22/18	970.00	SILLIMAN QUARTERLY MAINTENANCE
113819	10998	GARY M SHELDON VBS SERVICES	02/22/18	450.00	BLOOD WITHDRAWAL SVC
113820	5623	VERIZON WIRELESS	02/22/18	418.11	WIRELESS SERVICE FOR IPADS
113821	10484	MATTHEW WARREN	02/22/18	842.35	EXPENSE REIMBURSEMENT
113822	11598	MIKE WAYNE	02/22/18	211.80	EXPENSE REIMBURSEMENT
113823	11466	YORK RISK SERVICES GROUP ATTN: CLIENT TR	02/22/18	32,461.15	WORKERS' COMPENSATION CLAIMS #NEWAR-0131
113824	11466	YORK	02/22/18	3,028.92	WORKERS' COMPENSATION ADMINISTRATION FEE
Total				147,294.75	

**M.1 Closed session for conference with Legal Counsel on existing litigation pursuant to Government Code Section 54956.9(d)(1): Timothy Jones v. City of Newark, Workers Compensation Appeals Board, Claim # 160300120 – from City Attorney Benoun and Human Resources Director Abe.**

**Background/Discussion** – The City Attorney has requested that the City Council convene in closed session pursuant to Government Code Section 54956.9(d)(1).