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Office of the City Manager

CONSENT CALENDAR
December 1, 2026

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Jamie Parks, Director, Public Works Department

Subject: Staffing Amendment for Measure FF, the SAFE STREETS Initiative

RECOMMENDATION

Adopt a Resolution to amend the FY 2027 budget to add one permanent full-time Associate Management Analyst position to support the implementation of projects associated with Measure FF, the SAFE STREETS Initiative.

FISCAL IMPACTS OF RECOMMENDATION

Public Works' Measure FF program requires an Associate Management Analyst position to effectively administer the program. Staff requests authorization to add one permanent full-time Associate Management Analyst position to support the Measure FF program, Fund 166-Measure FF, which would require an estimated $238,450 in annual costs and would increase over time subject to any wage or benefit increases. Fund 166-Measure FF, which generates an estimated $15 million annually over the 14-year duration of the program, would fully cover the cost for the position.

Staff submitted a report to the City Council at the July 29, 2025 Council meeting, recommending repurposing two positions within the Public Works Department to the Measure FF program: (1) Associate Management Analyst and (2) Program Manager I. The City filled the Program Manager I position.

The Associate Management Analyst was originally intended to be a shared position with the Parks, Recreation, and Waterfront (PRW) Department, and the adopted FY27-28 biennial budget includes $98,743 of Measure FF funding to cover 40 percent of the position cost.

Subsequently, the PRW Department identified funding for the full costs of an Associate Management Analyst, dedicated solely to park projects. As such, Public Works needs to fund the remaining 60 percent of the position costs through Measure FF to add an Associate Management Analyst dedicated to Measure FF.

CURRENT SITUATION AND ITS EFFECTS

Staff have been working to establish the Measure FF program, including filling staff vacancies. Currently, the Principal Program Manager, Supervising Civil Engineer, and

Program Manager I positions are filled, and a recruitment is in process for an Associate Engineer.

An Associate Management Analyst to support program administration is also required, as indicated in the staff report submitted for the July 29, 2025 Council meeting. While this was originally intended as a jointly funded and shared position, the PRW Department has subsequently identified full funding for an Associate Management Analyst dedicated solely to park projects. As a result, staff recommend that the City establish a new Associate Management Analyst position in the Public Works Department to support the Measure FF program. The description of this position remains unchanged from the staff report dated July 29, 2025 (RE: Project Implementation Staffing for Measure FF, the SAFE STREETS Initiative), which states that "this position will maintain all administrative paperwork for reporting, in alignment with Measure FF guidelines. This position will also serve as supporting staff to the newly created SAFE STREETS Citizens Oversight Committee…"

Adding this position is in alignment with the City's Strategic Plan Priorities, advancing our goal to provide state-of-the art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

Measure FF, also known as the Sustainable and Accountable Funding for Equitable Street Transformation, Revitalization, Enhancements, and Essential Traffic Safety (SAFE STREETS) Initiative was passed by voters on November 5, 2024, and adopted as Ordinance 7,952-N.S. on December 10, 2024.

The SAFE STREETS Initiative authorizes an annual parcel tax of $0.17 per square foot for residential properties and $0.25 per square foot for other properties over a 14-year period. This measure is projected to generate approximately $15 million annually, dedicated to funding street and sidewalk repairs, safety improvements, and environmental infrastructure projects.

At the regular City Council Meeting on July 29, 2025, the Council approved Resolution 71,926-N.S. authorizing the City Manager to add three permanent full-time employees to the Public Works Department – Principal Program Manager, Supervising Civil Engineer, and Associate Transportation Engineer – to support the implementation of prioritized projects associated with Measure FF. These positions were intended to be in addition to two repurposed roles, Associate Management Analyst and Program Manager I, that would be assigned to work on the Measure FF program.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities directly associated with adding an Associate Management Analyst

position. This position will support the implementation of a host of projects that will promote environmental sustainability and fight climate change.

RATIONALE FOR RECOMMENDATION

Existing staffing levels cannot meet the current and future project delivery and administrative needs associated with implementing Measure FF, the SAFE STREETS Initiative.

ALTERNATIVE ACTIONS CONSIDERED

Adding an FTE is in alignment with existing City practice and current MOUs, ensuring that long-term work that is assigned to full-time benefited staff is not assigned to outside contractors. Contractors cannot be hired for the work referenced within this report.

CONTACT PERSON

Wahid Amiri, Deputy Public Works Director, 510-981-6396
Manoj Madhavan, Principal Program Manager, 510-542-6153

Attachments:
1: Resolution

RESOLUTION NO. ##,###-N.S.

STAFFING AMENDMENT FOR MEASURE FF, THE SAFE STREETS INITIATIVE

WHEREAS, Measure FF, also known as the Sustainable and Accountable Funding for Equitable Street Transformation, Revitalization, Enhancements, and Essential Traffic Safety (SAFE STREETS) Initiative, was passed by voters on November 5, 2024 and adopted as Ordinance 7,952-N.S. on December 10, 2024; and

WHEREAS, the oversight, contracting requirements, and management of Measure FF projects for street and sidewalk repairs, safety improvements, and environmental infrastructure projects require administrative staff support; and

WHEREAS, the position of Associate Management Analyst is a new position requiring a full-time employee and not a contractor; and

WHEREAS, the Associate Management Analyst is an existing classification in the City's civil service system and would increase in cost over time subject to any wage or benefit increases associated with the classification's bargaining unit agreement with Service Employees International Union Local 1021 – Community Services & Part-Time Recreation Leaders Association and would be funded by Measure FF, Fund 166.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Fiscal Year 2027 budget is amended to authorize the City Manager to add a permanent, full-time position of Associate Management Analyst to the Public Works Department, to ensure ongoing implementation of prioritized projects associated With Measure FF, to be funded by Measure FF, Fund 166.