

## ATTACHMENT 1

### **Land Acknowledgement Statement**

The City of Berkeley recognizes that the community we live in was built on the territory of xučyun (Huchiun (Hooch-yoon)), the ancestral and unceded land of the Chochenyo (Cho-chen-yo)-speaking Ohlone (Oh-low-nee) people, the ancestors and descendants of the sovereign Verona Band of Alameda County. This land was and continues to be of great importance to all of the Ohlone Tribes and descendants of the Verona Band. As we begin our meeting tonight, we acknowledge and honor the original inhabitants of Berkeley, the documented 5,000-year history of a vibrant community at the West Berkeley Shellmound, and the Ohlone people who continue to reside in the East Bay. We recognize that Berkeley's residents have and continue to benefit from the use and occupation of this unceded stolen land since the City of Berkeley's incorporation in 1878. As stewards of the laws regulating the City of Berkeley, it is not only vital that we recognize the history of this land, but also recognize that the Ohlone people are present members of Berkeley and other East Bay communities today. The City of Berkeley will continue to build relationships with the Lisjan Tribe and to create meaningful actions that uphold the intention of this land acknowledgement.



Department of Public Works

**MEMORANDUM**

To: Safe Streets Citizen Oversight Committee  
 From: Terrance Davis, Director, Public Works  
 Date: June 2, 2025  
 Subject: Project Implementation Staffing for Phase 1 of Measure FF, the SAFE STREETS Initiative

To initiate and maintain the work required by Measure FF, also known as the Sustainable and Accountable Funding for Equitable Street Transformation, Revitalization, Enhancements, and Essential Traffic Safety (SAFE STREETS) Initiative, a staffing plan was developed with input from current Public Works Department staff and leadership. Current staffing levels cannot meet the needs associated with implementation of the SAFE STREETS Initiative. In July, the Department will submit to Council the first phase of the staffing plan to manage project implementation.

Council will be asked to adopt a Resolution to amend the FY 2026 budget, authorizing the City Manager to add three permanent full-time employees in order to ensure ongoing implementation of prioritized projects associated with the SAFE STREETS Initiative.

Total expenses for three permanent full-time employees (FTE) with salary projections at mid-range, taken from “Step 3” within the City’s Salary Schedules, as agreed upon in their respective Public Employee Memorandums of Understanding (MOUs), including benefits, for FY 2025-2026 would be approximately \$932,630.73.

**Requested Positions**

Position Classification	Rate/Hour (Step 3)	Annual Salary	Annual Benefits	Total Annual Cost
Principal Program Manager	\$86.3546	\$179,617.57	\$147,825.26	\$327,442.83
Supervising Civil Engineer	\$83.8038	\$174,311.90	\$143,458.70	\$317,770.60
Associate Transportation Engineer	\$75.7989	\$157,661.71	\$129,755.59	\$287,417.30
<b>TOTALS</b>	-	\$511,591.18	\$421,039.55	\$932,630.73

To meet the extensive staffing needs of Measure FF, two additional roles will be repurposed within the department’s existing staffing allocation. This rebalancing of existing staffing funds will take place in the City Budget’s first amendment to the Annual Appropriation Ordinance (AAO1). (See table on following page.)

**Existing Staff Allocations To Be Repurposed in AAO1**

Position Classification	Rate/Hour (Step 3)	Annual Salary	Annual Benefits	Total Annual Cost
Program Manager I**	67.0967	\$139,561.14	\$114,858.81	\$254,419.95
Associate Management Analyst*	56.5435	\$117,610.48	\$96,793.43	\$214,403.91
<b>TOTALS</b>	-	\$257,171.62	\$211,652.24	\$468,823.86

\*Associate Management Analyst is an existing, budgeted position within Public Works, that is currently working on Measure T1 projects within both the Parks, Recreation and Waterfront and Public Works Department. As T1 projects are completed, this position will transition to Measure FF.

\*\*Program Manager 1 is a position that was developed and approved as result of transitioning existing unfilled roles, following Department staffing reorganizations.

**Phase 1 of Implementation Staffing**

The position details are as follows:

- Principal Program Manager – This position will be assigned to oversee Measure FF and the newly created SAFE STREETS Citizens Oversight Committee. This position will report directly to the Deputy Director of Public Works. Along with Measure FF oversight, this position will be responsible for supervising large-scale projects with Citywide impact. The Principal Program Manager will work alongside department leadership in managing organizational change to meet the needs of Measure FF implementation.
  - Allocation of Position: One FTE with benefits
- Supervising Civil Engineer – This position will oversee the technical work of the Measure FF projects, such as plan reviews and specifications before going out to bid, oversight of technical staff and consultants, any design and construction contracts, and other tasks as assigned. This position will report directly to the Principal Program Manager.
  - Allocation of Position: One FTE with benefits
- Associate Transportation Engineer – This position will function as a project leader for professional and technical support staff and as a technical expert in the traffic and transportation engineering field with responsibility for administrative and technical work in traffic and transportation engineering, as well as for planning, design, and specification. This position will report directly to the Principal Program Manager.
  - Allocation of Position: One FTE with benefits
- Program Manager I - This position will be responsible for all outreach, marketing and communications related to Measure FF projects and adjacent needs in the

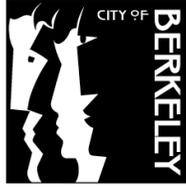
department. One of the most critical components of this position is advance notification to the community, City Council and City Manager's Office of any project implementation needs or issues that may arise. This position may report to the Director of Public Works or designee.

- Allocation of Position: One FTE with benefits
- Associate Management Analyst – 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 SSOC and may report to the Director of Public Works or designee.
  - Allocation of Position: One FTE with benefits

### **Alternative Actions Considered**

Contractors cannot be hired for the work referenced within this memorandum. Adding FTEs is in alignment with existing City practice and current MOUs, ensuring that long term work that is able to be assigned to full time benefitted staff is not assigned to outside contractors.





**SAFE STREETS CITIZENS OVERSIGHT COMMITTEE  
REGULAR MEETING**

**Wednesday, July 2, 2025  
5:30 PM**

North Berkeley Senior Center 1901 Hearst Avenue

**AGENDA**

**A. Preliminary Business**

1. Call to order
2. Roll call
3. Land Acknowledgement (Attachment 1)
4. Public comment on items not on the agenda

**B. Discussion/Action Items**

5. Officer Election: Chair and Vice Chair *-All/Staff*
6. Update and Action to Appointment of Subcommittee Members: Commission Workplan Subcommittee *-All/Staff*
7. Informational Presentation on Project Implementation Staffing for Phase 1 of Measure FF, the SAFE STREETS Initiative (Attachment 2)-  
*Public Works Director Terrance Davis*

**C. Communications**

**D. Adjournment**

**Attachments:**

1. Land Acknowledgement
2. Memorandum: Project Implementation Staffing for Phase 1 of Measure FF, the SAFE STREETS Initiative

~~~~~  
*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Commission Secretary, Amanda Montez, (510) 981-6317, [amontez@berkeleyca.gov](mailto:amontez@berkeleyca.gov).*

*Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: E-mail addresses, names, addresses, and other contact information are not required but, if included in any communication to a City board, commission, or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission, or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission, or committee for further information.*

*Any writings or documents provided to a majority of the commission regarding any item on this agenda will be made available for public inspection at Public Works Department located at 2180 Milvia Street, 3<sup>rd</sup> Floor.*



**COMMUNICATION ACCESS INFORMATION:**

This meeting is being held in a wheelchair-accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

~~~~~  
I hereby certify that the agenda for this regular/special meeting of the Berkeley City Commission on Commissions was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on June 26, 2025.

Commission Secretary Amanda Montez  
Senior Management Analyst, Department of Public Works