

# Human Welfare and Community Action Commission

## AGENDA

Wednesday, June 15, 2016

7:00 PM

South Berkeley Senior Center, 2939 Ellis St. (Corner Ellis/Ashby)  
Berkeley, CA 94703

### Preliminary Matters

1. Roll Call
2. Public Comment

### Update/Action Items

*The Commission may take action related to any subject listed on the agenda, except where noted.*

3. Approve Minutes from the 5/18/2016 Regular Meeting (Attachment A)
4. Review Community Services Block Grant (CSBG) 2016 Contract Amendment (Attachment B)
5. Review Key CSBG Reports (Attachment C)
  - A. Agency Program Reports
  - B. Agency Financial Reports
6. Review HWCAC Vacancies Flyer (Attachment D)
7. City Council Referral Ratings (Attachment E)
8. Review Letter on Air Quality in West Berkeley
9. Discuss Possible Action Regarding Bike Stations And Bikers Not Using Reflectors at Night (Attachment F)
10. Review City of Berkeley Homeless Policy (Attachment G)
11. Update of Berkeley Community Fund
12. Discuss Commission Process Improvement
13. Review Latest City Council Meeting Agenda (Attachment H)
14. Announcements
15. Future Agenda Items

### Adjournment

### Attachments

- A. Draft Minutes of the 5/18/2016 Meeting
- B. CSBG contract amendment
- C. CSBG Work Plan and agency reports

- D. HWCAC Vacancy Flyer
- E. City Council Referral Ratings  
Link for supporting documents:  
<http://records.cityofberkeley.info/Agenda/Meetings/ViewMeeting?id=220&doctype=1>
- F. Transportation Commission Bike Safety at Night
- G. In Favor of Eradicating Homelessness
- H. Review City Council Meeting Agenda at City Clerk Dept. or  
<http://www.cityofberkeley.info/citycouncil>

### **Communications**

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 Housing and Community Services Department located at 2180 Milvia Street, 2nd Floor.

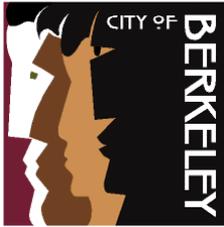
This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least three business days before the meeting date. **Please refrain from wearing scented products to this meeting.**

**Secretary:**

Wing Wong  
Health, Housing & Community Services Department  
510-981-5428  
[wywong@CityofBerkeley.info](mailto:wywong@CityofBerkeley.info)

**Mailing Address:**

Human Welfare and Community Action Commission  
Wing Wong, Secretary  
2180 Milvia Street, 2<sup>nd</sup> Floor  
Berkeley, CA 94704



## Human Welfare and Community Action Commission

### DRAFT MINUTES

Wednesday, May 18, 2016

7:00 PM

South Berkeley Senior Center, 2939 Ellis St. (Corner Ellis/Ashby)  
Berkeley, CA 94703

#### Preliminary Matters

1. Roll Call: 7:15PM  
Present: Dunner, Bookstein, Sood, Omodele, DaSilva, Trigueros, McMullan (7:20PM), Browne (7:23PM)  
Absent: Fishman, Davila  
Quorum: 6 (Attended: 8)  
Staff Present: Kristen Lee and Wing Wong
2. Public Present: 2  
Public Comment: 1

#### Update/Action Items

3. Approve Minutes from the 4/20/2016 Regular Meeting  
**Action:** M/S/C (Dunner/Omodele) to approve the 4/20/2016 minutes as submitted.  
**Vote:** Ayes – Dunner, Bookstein, Sood, Omodele, DaSilva, Trigueros; Noes – None; Abstain – None; Absent – Browne, McMullan, Fishman, Davila.

4. Review Letter on Air Quality in West Berkeley  
Speaker: 1  
Public comment: 1

A representative from Berkeleyairmonitor.org spoke about air quality in West Berkeley. He requested that the HWCAC recommend that City Council provide \$25,000 in funding for the organization to monitor downwind of the industrial zone in residential neighborhoods in West Berkeley. Commissioners did not take action.

5. Review Key CSBG Reports (Attachment B)  
Commissioners reviewed the following reports.
  - A. Building Opportunities For Self Sufficiency (BOSS) Program and Financial Reports. BOSS has 3 programs: Singles Emergency Shelter Program, Families Transitional Housing Program and the Representative Payee Program. Commissioners discussed the outcomes and the number of clients served under these programs.
  - B. 2015 City of Berkeley Single Audit. Staff presented the results of the 2015 Singles audit which included one finding in the CSBG program.
  - C. 2015 CSBG Information Survey Report. Commissioners reviewed the report.
6. Discuss Revisions to Chapter 3.78 of the Berkeley Municipal Code Regarding Elections of Low-Income Representatives  
Commissioners reviewed the Berkeley Municipal Code (BMC) Chapter 3.78, which is the ordinance governing the commission. The Commission discussed the functions of the commission and preferred the functions to remain broadly defined. Commissioners also suggested expanding the low-income

representatives to be City-wide, instead of limiting to three districts. Staff will review these suggestions against the CSBG regulations, incorporate these changes if possible, and return with a revised draft Ordinance. Commissioners continued this item to the 6/15/2016 meeting.

7. Discuss Strategies for Filling HWCAC Vacancies

Commissioners requested that the Secretary update the recruitment flyer for the commissioners to use when they outreach at community events. This flyer will also be posted at various non-profit community agencies and affordable housing sites. Continued to 6/15/2016 meeting.

8. Update on Commission Process Improvement Resolution

The Commission submitted a report to City Council requesting the City Manager to add language to the BMC regarding the removal and appointment of commissioners. Chair Sood reported back to the commission that the City Council chose to take no action at its May 24, 2016 meeting and therefore, the matter will die.

9. Discuss Possible Action Regarding Bike Stations And Bikers Not Using Reflectors at Night

Commissioners discussed bike safety issues and possible remedies. The Secretary will solicit more information from Transportation Commission on this item. Continued to 6/15/2016.

10. Update on Berkeley Housing Authority (BHA) Project Move-Up

Project Move-up is a partnership between the City and the Berkeley Housing Authority (BHA) to assist 5 previously homeless individuals living in Single Room Occupancy Units (SRO) and 5 families in the City's Shelter Plus Care Program (SPC) each year for 5 years to move from supportive housing into private market housing with a Section 8 Voucher. This will create opportunities for currently homeless individuals and families to move into the vacated SRO and SPC units.

11. Review Latest City Council Meeting Agenda (Attachment E)

Continued to 6/15/2016.

**Adjournment**

**Adjourned at: 9:53 pm**

**Minutes approved on: \_\_\_\_\_**

**Commission Secretary: \_\_\_\_\_**



LINNÉ K. STOUT  
DIRECTOR

State of California-Health and Human Services Agency  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
 2389 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833  
 Telephone: (916) 576-7109 | Fax: (916) 263-1406  
[www.csd.ca.gov](http://www.csd.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

May 25, 2016

Dear Executive Director:

On April 1, 2016 the Department of Community Services and Development (CSD) received the Notice of Grant Award distributed by the U.S. Department of Health and Human Services (HHS). The Notice of Grant Award provides the final award allotment, which includes a 6 percent increase, as well as spending authorization through the third quarter in the amount of \$47,593,917.

Attached is your agency's 2016 CSBG Contract Amendment 2, which releases the total CSBG award and authorizes agencies to expend up to 75 percent of the total contract amount identified on the face sheet (STD 213). The revised 2016 CSBG Allocation spreadsheet dated April 20, 2016 details the release of funds and the total year-to-date 2016 CSBG contract amounts for all agencies. CSD will issue a notification at a later date authorizing the network to expend 100 percent of the grant funds.

Since your 2016 CSBG allocation has increased, contractors are required to submit a revised budget and budget narrative based on your final total contract amount as identified on the contract face sheet (STD 213). If applicable, contractors may choose to submit a revised CSD Form 801 CSBG/National Performance Indicator Work plan. All required forms have been posted on the CSD Provider's website at <https://providers.csd.ca.gov/> under the CSBG Forms tab.

Upon execution of the 2016 CSBG contract amendment, CSD will issue a second advance to bring the total of your contract advance up to 25 percent of the total allocation. CSD will only provide additional advance checks to those agencies that would receive \$500 or more. Please contact your field representative if this causes undue hardship.

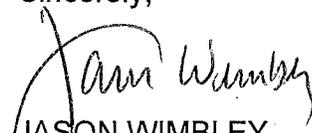
The OMB Circulars have also been updated and are now known as the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS awards or "OMB Super Circulars." The regulations can be found under Title 45 of the Code of Federal Regulations, Part 75. The majority of regulations reflect only a change in the citation and not a change in agency practices. Some of changes of this update include:

- Contractors are no longer required to submit pre-approval requests for services, however the agency must submit a Request for Pre-Approval for any equipment having a per unit cost of \$5,000 or more (Section 4, Subsection 10F).
- Contractors are required to calculate use and disposition of equipment by allocating and computing its depreciation (Section 4, Subsection 11).

In lieu of a contract matrix that outlines the contract changes, CSD has posted a red-lined version of the contract on the Provider's Site. This version shows all the changes made to the contract. CSD hopes this enables a better understanding of the changes. Please visit <http://providers.csd.ca.gov/CSBG/Contracts/2016CSBG.aspx> for a red-lined and final version of the contract.

Thank you for your dedication and commitment to serve low-income individuals and families throughout the state. I look forward to working in partnership with you to develop innovative and effective programs as well as strengthen our capacity to improve the lives of those living in poverty, and ultimately reduce poverty in California.

Sincerely,



JASON WIMBLEY  
Chief Deputy Director

Attachment

State of California  
 Department of Community Services and Development  
 2016 CSBG Allocation  
 CAAS

Attachment A

County	Agency	Contract Number	2016 ALLOCATION					ADVANCE			
			A Total Allocation (For Budgeting)	B First Release (10/22/15)	C Second Release (2/19/16)	D Third Release (4/20/16)	E Total 2016 Contract*	First Available (10/22/15)	Second Available (2/19/16)	Third Available (4/20/16)	Total Advance Available**
Alameda	Berkeley Community Action Agency	16F-5001	285,577	66,580	66,208	132,789	285,577	62,569	0	3,825	66,394
Alameda	City of Oakland, Department of Human Services	16F-5002	1,347,798	337,893	336,006	673,899	1,347,798	317,536	0	19,414	336,950
Alpine	Inyo Mono Advocates for Community Action, Inc.	16F-5003	1,302	326	325	651	1,302	307	0	19	326
Amador/Tuolumne	Amador/Tuolumne Community Action Agency	16F-5004	260,024	65,188	64,824	130,012	260,024	61,261	0	3,745	65,006
Butte	Community Action Agency of Butte County, Inc.	16F-5005	359,551	90,139	89,636	179,776	359,551	84,709	0	5,179	89,888
Calaveras/Mariposa	Calaveras-Mariposa Community Action Agency	16F-5006	259,357	65,021	64,658	129,678	259,357	61,104	0	3,735	64,839
Colusa	SEE GLENN										
Contra Costa	Contra Costa Employment & Human Services Dept/CSB	16F-5007	846,479	212,212	211,027	423,240	846,479	199,427	0	12,193	211,620
Del Norte	Del Norte Senior Center, Inc.	16F-5008	50,930	12,768	12,697	25,465	50,930	11,999	0	734	12,733
El Dorado	El Dorado County Health and Human Services Agency	16F-5009	284,569	71,342	70,943	142,284	284,569	67,044	0	4,098	71,142
Fresno	Fresno County Economic Opportunities Commission	16F-5010	1,845,708	462,720	460,135	922,853	1,845,708	434,842	0	26,585	461,427
Glenn/Colusa/Trinity	Glenn County Health and Human Services Agency	16F-5011	260,812	65,366	65,020	130,406	260,812	61,446	0	3,757	65,203
Humboldt	Redwood Community Action Agency	16F-5012	267,889	67,160	66,785	133,944	267,889	63,114	0	3,858	66,972
Imperial	Campesinos Unidos, Inc.	16F-5013	311,839	78,178	77,741	155,920	311,839	73,468	0	4,492	77,960
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	16F-5014	257,594	64,579	64,218	128,797	257,594	60,688	0	3,711	64,399
Kern	Community Action Partnership of Kern	16F-5015	1,482,354	371,626	369,550	741,178	1,482,354	349,237	0	21,352	370,589
Kings	Kings Community Action Organization, Inc.	16F-5016	301,228	76,646	74,721	149,861	301,228	70,990	0	4,317	75,307
Lake/Mendocino	North Coast Opportunities, Inc.	16F-5017	543,874	136,349	135,588	271,937	543,874	128,135	0	7,834	135,969
Lassen/Plumas/Sierra	Plumas County Community Development Commission	16F-5018	259,025	64,938	64,575	129,512	259,025	61,025	0	3,731	64,756
Los Angeles	Foothill Unity Center, Inc.	16F-5019	320,768	80,417	79,967	160,384	320,768	75,572	0	4,620	80,192
Los Angeles	Long Beach Community Action Partnership	16F-5020	783,295	196,372	195,275	391,648	783,295	184,541	0	11,283	195,824
Los Angeles	County of Los Angeles Dept. of Public Social Services	16F-5021	6,042,821	1,514,937	1,506,474	3,021,410	6,042,821	1,423,666	0	87,039	1,510,705
Los Angeles	City of Los Angeles Housing & Community Investment Dept	16F-5022	6,544,449	1,640,694	1,631,531	3,272,224	6,544,449	1,541,848	0	94,264	1,636,112
Madera	Community Action Partnership of Madera County, Inc.	16F-5023	277,728	69,627	69,238	138,863	277,728	65,432	0	4,000	69,432
Marin	Community Action Marin	16F-5024	268,395	67,287	66,911	134,197	268,395	63,233	0	3,866	67,099
Mariposa	SEE CALAVERAS										
Mendocino	SEE LAKE										
Merced	Merced County Community Action Agency	16F-5025	496,996	124,597	123,901	248,498	496,996	117,091	0	7,158	124,249
Modoc/Siskiyou	Modoc-Siskiyou Community Action Agency	16F-5026	283,652	88,226	85,020	130,406	283,652	67,156	0	3,757	70,913
Mono	SEE INYO										
Monterey	Monterey County Community Action Partnership	16F-5027	497,973	124,842	124,144	248,987	497,973	117,321	0	7,172	124,493
Napa	Community Action Napa Valley	16F-5028	285,603	71,601	71,201	142,801	285,603	67,287	0	4,114	71,401
Nevada	Nevada County Dept. of Housing & Community Services	16F-5029	269,979	67,684	67,306	134,989	269,979	63,606	0	3,889	67,495
Orange	Community Action Partnership of Orange County	16F-5030	2,720,085	681,926	678,117	1,360,042	2,720,085	640,842	0	39,179	680,021

## FY 2016-2017 Community Agencies Report Review Schedule

	Month	Agency	Program
1	January	Alzheimers Services of the East Bay (ASEB)	Dementia Specific Services
2	January	Bay Area Outreach & Recreation Program	Recreational Services for Disabled
3	February	Berkeley Community Gardening Collab. (Ecology Ctr) (Com.Gardens)	Urban Agriculture & Healthy Food
4	February	Berkeley Free Clinic	Funding for free women and transgender health care services at the Berkeley Free Clinic
5	March	Berkeley Place, Inc.	Deaf/Disability Project
6	March	Bonita House	Creative Wellness Center (CWC)
7	April	BFHP	Dwight Way Shelter for Women & Children
8	April	BFHP	Men's Overnight Shelter
9	May	BOSS	Representative Payee Program
10	May	BOSS	Ursula Sherman Village Shelter Program
11	May	BOSS	Ursula Sherman Village Families Program
12	June	East Bay Community Law Center	Housing Advocacy
13	June	East Bay Community Law Center	Neighborhood Justice Clinic
14	July	Family Violence Law Center	Domestic Violence & Homeless Prevention (DVHP)
15	July	J-Sei	Senior Services
16	September	Lifelong Medical Care	Acupuncture Drop-in Clinic
17	September	Lifelong Medical Care	Access to Primary Care for the Low-Income/Uninsured
18	September	Lifelong Medical Care	Hypertension Drop-in Clinic
19	September	Lifelong Medical Care	Primary Geriatric Care
20	October	McGee Avenue Baptist Church	Meals Program
21	October	Multicultural Institute	Lifeskills Program
22	October	SEEDS Community Resolution Center	Comm Mediation & Conflict Res.
23	November	South Berkeley Community Church	Nutrition Program
24	November	Through The Looking Glass	Berkeley Parenting & Disability Project
25	November	Women's Day-time Drop-in Center	Meals Program

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**CITY OF BERKELEY  
COMMUNITY AGENCY STATEMENT OF EXPENSE  
01/01/2016 TO 03/31/2016**

Note: Any variation from the Approved Budget exceeding ten percent (10%) requires a Budget Modification Form.

Agency Name: [East Bay Community Law Center](#)

Contract #: 10002

Program Name: [Housing Advocacy](#)

PO #: 105584

Funding Source : General Fund

Expenditure Category	Approved Budget	Budget Mod Q2	Revised Budget	Jul-Sep 2015	Oct-Dec 2015	Jan-Mar 2016	Apr-Jun 2016	Total Expenditure	Budget Balance
<a href="#">Sr Housing Attorney</a>	\$1,611.00	\$2,850.00	\$4,461.00	\$1,114.50	\$1,114.50	\$1,114.50		\$3,343.50	\$1,117.50
<a href="#">Housing Attorney 1</a>	\$2,850.00	\$-2,850.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
<a href="#">Housing Paralegal</a>	\$5,415.00	\$0.00	\$5,415.00	\$1,354.50	\$1,354.50	\$1,354.50		\$4,063.50	\$1,351.50
<a href="#">Taxes/Benefits</a>	\$2,243.00	\$0.00	\$2,243.00	\$561.00	\$561.00	\$561.00		\$1,683.00	\$560.00
<a href="#">Indirect Expenses @ 10%</a>	\$1,346.00	\$0.00	\$1,346.00	\$336.00	\$336.00	\$336.00		\$1,008.00	\$338.00
<b>TOTAL</b>	<b>\$13,465.00</b>	<b>\$0.00</b>	<b>\$13,465.00</b>	<b>\$3,366.00</b>	<b>\$3,366.00</b>	<b>\$3,366.00</b>		<b>\$10,098.00</b>	<b>\$3,367.00</b>

Advances Received \$10,099.00  
Underspent/(Overspent) \$1.00

**Quarter 2 Budget Modification:**

Note we have shifted the allocation for a second housing attorney on this project to the Senior Housing Attorney, who we anticipate will be the sole attorney working on this project now. Please advise if we need to submit a budget modification to reflect this change.

Explain any staffing changes and/or spending anomalies that do not required a budget modification at this time:

- Expenditures reported in this statement are in accordance with our contract agreement and are taken books of account which are supported by source documentation.
- All federal and state taxes withheld from employees for this reporting period were remitted to the appropriate government agencies. Furthermore, the employer's share or contributions for Social Security, Medical Unemployment and State Disability insurance, and any related government remitted as well.

Prepared By: [Martha Brown](#)

Email: [mbrown@ebclc.org](mailto:mbrown@ebclc.org)

Date: 04/18/2016

Authorized By: [Martha Brown](#)

Email: [mbrown@ebclc.org](mailto:mbrown@ebclc.org)

Name of Authorized Signatory with Signature on File

<b>Approved By:</b> <a href="#">Rhianna Babka</a> 04/18/2016 Project Manager Date	<b>Examined By:</b> _____ CSA Fiscal Unit Date	<b>Approved By:</b> _____ CSA Fiscal Unit Date
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**City of Berkeley  
Community Agency  
CLIENT CHARACTERISTICS REPORT**

Contract No: 10002

Agency: **East Bay Community Law Center**

Period of: **3rd Qtr 2016**

Program: **Housing Advocacy**

Report Prepared By: **Laura Lane**

Phone: **548-4040 x309**

E-mail: **lane@ebclc.org,  
mbrown@ebclc.org,  
vflores@ebclc.org**

**1. CLIENT SUMMARY - QTR 3**

	QTR 3	YTD
A. Total Clients Served by the Program (Berkeley and Non-Berkeley)	0	902
B. Total New Berkeley Clients Served for Whom You Were Able to Gather Statistics on Age, Race/Ethnicity, and Income:	0	23
C. Total New Berkeley Clients Served for Whom You Were <b>NOT</b> Able to Gather Statistics on Age, Race/Ethnicity, and Income:	0	0
D. Total New Berkeley Clients Served:	0	23

**2. DEMOGRAPHIC DATA**

RACE - Unduplicated Count	Previous Periods		Report Period		Year-To-Date	
	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity?	Non-Hispanic	Hispanic Ethnicity
<b>Single Race Categories</b>						
American Indian/Alaskan Native	0	0	0	0	0	0
Asian	2	0	0	0	2	0
Black/African American	14	0	0	0	14	0
Native Hawaiian/Pacific Islander	0	0	0	0	0	0
White	1	0	0	0	1	0
<b>Combined Race Categories</b>						
American Indian/Alaskan Native & White	1	0	0	0	1	0
Asian & White	0	0	0	0	0	0
Black/African American & White	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American	0	0	0	0	0	0
Other Combined Race Categories	2	3	0	0	2	3
<b>TOTALS</b>	<b>20</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>3</b>
<b>TOTAL SERVED</b>	<b>23</b>		<b>0</b>		<b>23</b>	

**3. INCOME LEVEL**

Income Level - Unduplicated Count	Previous Periods	This Period	YTD
Poverty	3	0	3
Poverty to 30% of AMI (Ex. Low)	16	0	16
31-50% of AMI (Low)	4	0	4
51-80% of AMI (Moderate)	0	0	0
Above 80% of AMI	0	0	0
<b>TOTALS</b>	<b>23</b>	<b>0</b>	<b>23</b>

**4. AGE**

Age - Unduplicated Count	Previous Periods	This Period	YTD
0-5	0	0	0
6-11	0	0	0
12-17	0	0	0
18-24	1	0	1
25-44	4	0	4
45-54	8	0	8
55-61	7	0	7
62 and Over	3	0	3
Unknown	0	0	0
<b>TOTALS</b>	<b>23</b>	<b>0</b>	<b>23</b>

**5. OTHER CHARACTERISTICS**

Other Characteristics - Unduplicated Count	Previous Periods	This Period	YTD
Female	19	0	19
Male	4	0	4
Disabled	5	0	5
Homeless	2	0	2
Chronically Homeless	0	0	0

Female Head of Household | 15 | 0 | 15

**6. SERVICE MEASURES**

Service Measures	Annual Goal		Q1		Q2		Q3		Q4		Served YTD		% Served	
	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients
***** Legal / Mediation Services *****														
1 Legal/Mediation Sessions	45	45	0	0	23	23	0	0			23	23	51%	51%

**Quarter 1 Narrative**

**Quarter 2 Narrative**

During the reporting period EBCLC provided limited scope to 23 Berkeley residents with housing related issues. Of the 23 Berkeley residents that were served, 8 were referred and assisted through the Berkeley Housing Retention Program.

**Quarter 3 Narrative**

No program reporting required for third quarter; updated information will be provided at the end of the grant period.

**7. OUTCOMES**

Outcomes	Annual Goal	Q1	Q2	Q3	Q4	Achieved Outcome YTD	% Achieved Outcome of Annual Goal	% Achieved Outcome of Total Served
		Achieved Outcome	Achieved Outcome	Achieved Outcome	Achieved Outcome			
1 Clients remained stably housed	10	0	8	0		8	80%	35%
1 Clients rights protected, restored or acquired	25	0	15	0		15	60%	65%

**Quarter 1 Narrative**

REPORTING FOR THIS PROGRAM IS SEMI-ANNUAL. PLEASE SEE Q2 FOR FIRST HALF YEAR.

**Quarter 2 Narrative**

**Quarter 3 Narrative**

No program reporting required for third quarter; updated information will be provided at the end of the grant period.

Date Signed 05/12/2016

Approved By Rhianna Babka

Date Signed 05/12/2016

Initially submitted: May 12, 2016 - 10:47:58

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**CITY OF BERKELEY  
COMMUNITY AGENCY STATEMENT OF EXPENSE  
01/01/2016 TO 03/31/2016**

*Note: Any variation from the Approved Budget exceeding ten percent (10%) requires a Budget Modification Form.*

Agency Name: [East Bay Community Law Center](#) Contract #: 10002  
 Program Name: [Neighborhood Justice Clinic](#) PO #: 105584  
 Funding Source : General Fund

Expenditure Category	Approved Budget	Jul-Sep 2015	Oct-Dec 2015	Jan-Mar 2016	Apr-Jun 2016	Total Expenditure	Budget Balance
<a href="#">Neighborhood Justice Clinic Director</a>	\$3,825.00	\$955.50	\$955.50	\$955.50		\$2,866.50	\$958.50
<a href="#">Staff Attorney</a>	\$4,200.00	\$1,050.00	\$1,050.00	\$1,050.00		\$3,150.00	\$1,050.00
<a href="#">Client Services Advocate</a>	\$2,070.00	\$516.00	\$521.50	\$517.50		\$1,555.00	\$515.00
<a href="#">Program Coordinator</a>	\$2,300.00	\$574.50	\$574.50	\$574.50		\$1,723.50	\$576.50
<a href="#">Taxes/Benefits</a>	\$3,178.00	\$795.00	\$795.00	\$795.00		\$2,385.00	\$793.00
<a href="#">Indirect expense @ 10%</a>	\$1,730.00	\$432.00	\$432.00	\$432.00		\$1,296.00	\$434.00
<b>TOTAL</b>	<b>\$17,303.00</b>	<b>\$4,323.00</b>	<b>\$4,328.50</b>	<b>\$4,324.50</b>		<b>\$12,976.00</b>	<b>\$4,327.00</b>

Advances Received \$12,978.00  
 Underspent/(Overspent) \$2.00

Explain any staffing changes and/or spending anomalies that do not required a budget modification at this time:

- Expenditures reported in this statement are in accordance with our contract agreement and are taken from our books of account which are supported by source documentation.
- All federal and state taxes withheld from employees for this reporting period government agencies. Furthermore, the employer's share or Unemployment and State Disability insurance, and any related government contributions remitted as well.

Prepared By: [Martha Brown](#) Email: [mbrown@ebclc.org](mailto:mbrown@ebclc.org) Date: 04/17/2016  
 Authorized By: [Martha Brown](#) Email: [mbrown@ebclc.org](mailto:mbrown@ebclc.org)  
 Name of Authorized Signatory with Signature on File

<b>Approved By:</b> <a href="#">Rhianna Babka</a> 04/18/2016 Project Manager Date	<b>Examined By:</b> _____ CSA Fiscal Unit Date	<b>Approved By:</b> _____ CSA Fiscal Unit Date
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Initially submitted: Apr 17, 2016 - 13:13:26

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**City of Berkeley  
Community Agency  
CLIENT CHARACTERISTICS REPORT**

Contract No: 10002

Agency: [East Bay Community Law Center](#)

Period of: **3rd Qtr 2016**

Program: [Neighborhood Justice Clinic](#)

Report Prepared By: [Elisa Della-Piana](#)

Phone: [548-4040 x308](#)

E-mail: [vflores@ebclc.org](mailto:vflores@ebclc.org),  
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[edellapiana@ebclc.org](mailto:edellapiana@ebclc.org)

**1. CLIENT SUMMARY - QTR 3**

	QTR 3	YTD
A. Total Clients Served by the Program (Berkeley and Non-Berkeley)	0	193
B. Total New Berkeley Clients Served for Whom You Were Able to Gather Statistics on Age, Race/Ethnicity, and Income:	0	29
C. Total New Berkeley Clients Served for Whom You Were <b>NOT</b> Able to Gather Statistics on Age, Race/Ethnicity, and Income:	0	0
D. Total New Berkeley Clients Served:	0	29

**2. DEMOGRAPHIC DATA**

RACE - Unduplicated Count	Previous Periods		Report Period		Year-To-Date	
	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity?	Non-Hispanic	Hispanic Ethnicity
<b>Single Race Categories</b>						
American Indian/Alaskan Native	0	0	0	0	0	0
Asian	0	0	0	0	0	0
Black/African American	13	0	0	0	13	0
Native Hawaiian/Pacific Islander	0	0	0	0	0	0
White	10	0	0	0	10	0
<b>Combined Race Categories</b>						
American Indian/Alaskan Native & White	0	0	0	0	0	0
Asian & White	0	0	0	0	0	0
Black/African American & White	1	0	0	0	1	0
American Indian/Alaskan Native & Black/African American	0	0	0	0	0	0
Other Combined Race Categories	5	0	0	0	5	0
<b>TOTALS</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>0</b>
<b>TOTAL SERVED</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>0</b>

**3. INCOME LEVEL**

Income Level - Unduplicated Count	Previous Periods	This Period	YTD
Poverty	8	0	8
Poverty to 30% of AMI (Ex. Low)	19	0	19
31-50% of AMI (Low)	1	0	1
51-80% of AMI (Moderate)	1	0	1
Above 80% of AMI	0	0	0
<b>TOTALS</b>	<b>29</b>	<b>0</b>	<b>29</b>

**4. AGE**

Age - Unduplicated Count	Previous Periods	This Period	YTD
0-5	0	0	0
6-11	0	0	0
12-17	0	0	0
18-24	4	0	4
25-44	8	0	8
45-54	7	0	7
55-61	3	0	3
62 and Over	7	0	7
Unknown	0	0	0
<b>TOTALS</b>	<b>29</b>	<b>0</b>	<b>29</b>

**5. OTHER CHARACTERISTICS**

Other Characteristics - Unduplicated Count	Previous Periods	This Period	YTD
Female	9	0	9
Male	20	0	20
Disabled	16	0	16
Homeless	3	0	3
Chronically Homeless	0	0	0

Female Head of Household | 9 | 0 | 9

**6. SERVICE MEASURES**

Service Measures	Annual Goal		Q1		Q2		Q3		Q4		Served YTD		% Served	
	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients	UOS	New Clients
***** Legal / Mediation Services *****														
1 Legal/Mediation Sessions	65	65	0	0	29	29	0	0			29	29	45%	45%

**Quarter 1 Narrative**

**Quarter 2 Narrative**

During the reporting period EBCLC assisted 18 clients with limited scope services and 11 clients with direct representation. Most of the clients served were homeless or formerly homeless and were assisted with wrap around services including, legal issues related to homeless citations, DMV/drivers license issues, and issues related to various types of debt. Of the 29 clients that received assistance with their legal issues, 28 (97%) were successfully resolved and one case is still pending.

**Quarter 3 Narrative**

No program reporting required for third quarter; updated information will be provided at the end of the grant period.

**7. OUTCOMES**

Outcomes	Annual Goal	Q1 Achieved Outcome	Q2 Achieved Outcome	Q3 Achieved Outcome	Q4 Achieved Outcome	Achieved Outcome YTD	% Achieved Outcome of Annual Goal	% Achieved Outcome of Total Served
1 Clients rights protected, restored or acquired	52	0	28	0		28	54%	97%

**Quarter 1 Narrative**

THIS PROGRAM REPORT IS SEMI-ANNUAL. PLEASE SEE Q2 REPORT FOR FIRST HALF YEAR.

**Quarter 2 Narrative**

**Quarter 3 Narrative**

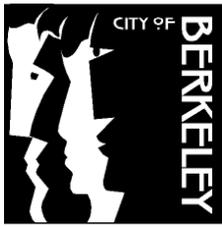
No program reporting required for third quarter; updated information will be provided at the end of the grant period.

Date Signed 05/12/2016

Approved By Rhianna Babka

Date Signed 05/12/2016

Initially submitted: May 12, 2016 - 10:49:49



Health, Housing &  
Community Services Department  
Human Welfare and Community  
Action Commission

## THE HWCAC IS RECRUITING FOR VACANCIES ON THE COMMISSION

### What is the HWCAC?

The Human Welfare Community Action Commission (HWCAC) acts as an advisory board to the City Council in allocating funds for programs that serve low-income people and in developing city policies that affect the poor. The commission meets ten times a year.

### Why Serve on the HWCAC?

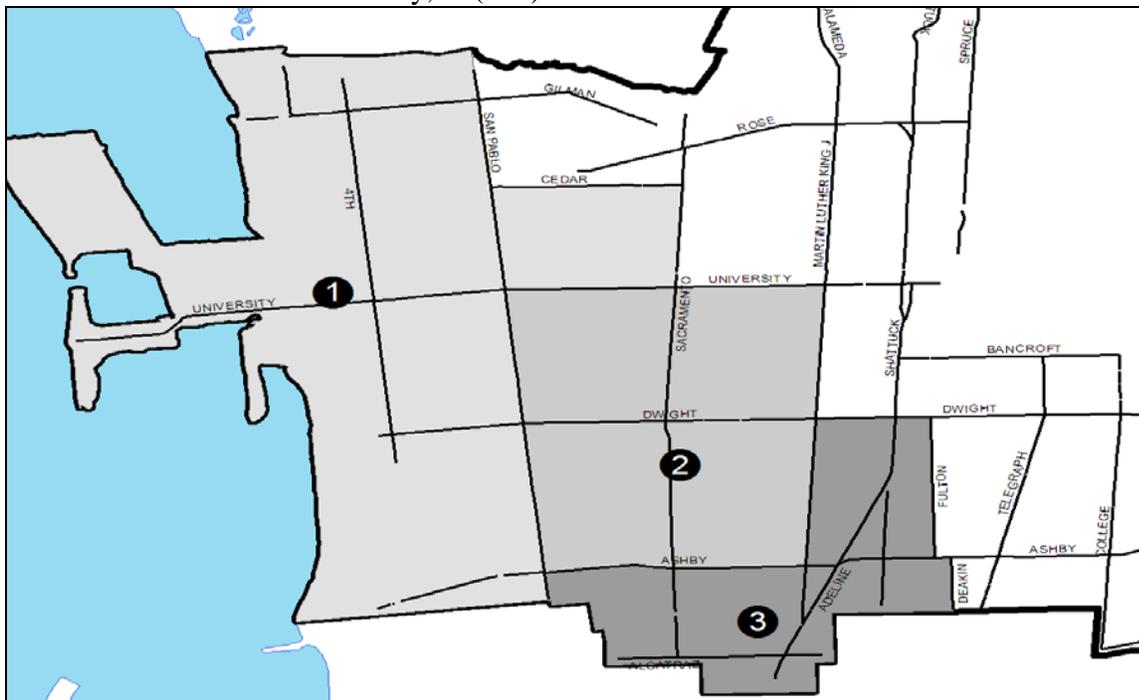
The City of Berkeley receives Community Services Block Grant (CSBG) funding from the State of California to assist low-income people. To receive this funding, it is required that the HWCAC have six members who live in low-income areas in Berkeley. These "Representatives of the Poor" serve on the HWCAC for four years. There is a \$40 stipend per meeting for qualifying low-income residents for participating on the Commission.

### Who qualifies as a Representative of the Poor?

The HWCAC is currently recruiting people who live in Areas 1, 2 and 3 (see map below). Anyone who lives in this areas can serve on the HWCAC as an elected Representative of the Poor. Candidates do not have to be low-income. Candidates will be asked to attend a meeting of the HWCAC at which time the remaining representatives of the Poor will vote for all qualifying candidates.

### How do find out more?

Anyone wishing to serve on the HWCAC should call Wing Wong, HWCAC Secretary, at (510)981-5428 for more information.



Berkeley Low-Income Areas



Office of the City Manager

ACTION CALENDAR  
May 24, 2016

To: Honorable Mayor and Members of the City Council

From: *Dee* Dee Williams-Ridley, City Manager

Submitted by: Mark Numainville, City Clerk

Subject: City Council Referral Prioritization Process Using Re-Weighted Range Voting

RECOMMENDATION

- 1) Review the completed Re-Weighted Range Voting rankings for all outstanding City Council referrals;
- 2) Approve the removal of referrals that have been marked as rescinded by the sponsoring Councilmember;
- 3) Adopt a Resolution approving the list of prioritized referrals to city staff.

FISCAL IMPACTS OF RECOMMENDATION

There are no direct fiscal impacts related to the review and approval of the referral list.

CURRENT SITUATION AND ITS EFFECTS

Currently there are 79 outstanding referrals from January 17, 2012 – April 5, 2016 that have not yet been completed by staff. At its March 8, 2016, meeting, the City Council adopted a system of Re-weighted Range Voting (RRV) to prioritize City Council referrals to staff. The RRV system enables City Council to provide direction to staff on which referrals are highest priority and should be completed first.

The Mayor and Council have assigned a rating to each outstanding referral and the RRV spreadsheet shows the raw ratings of each Councilmember (Attachment 1). Staff has pre-ranked the referrals based on the raw scoring using the RRV formula. These pre-ranked results will be used to guide the staff in the order that the referrals will be addressed. Some flexibility in the order in which the referrals are assigned will need to be exercised by the City Manager to ensure that the work is more evenly distributed among departments and that staff in each department has the available capacity to start work on the highly rated referrals.

During the scoring process, Councilmembers had the option to mark an “X” for the referrals they sponsored to indicate that the referral is no longer needed and should be removed from the prioritization process (Attachment 2). The full Council will have an opportunity to vote to remove or retain the referrals that were marked with an “X” by sponsoring Councilmembers.

Reweight Range Voting (RRV) is a proportional representation voting system designed for a blend of fairness and consensus, meaning that it ensures some representation for minority views as well. It accomplishes this by reducing the influence of Councilmembers in proportion to the points they have awarded to the referrals prioritized thus far.

Under RRV, Each Councilmember rates every referral on a scale of 0-5 (zero being the least support and five being the most support) using a basic scoresheet. There is no limit to repeat scores (i.e. a Councilmember could give every referral a five). When the scores are tallied, the referral with the highest total score becomes the 1st priority. Once the first referral is assigned, the scores for the remaining referrals are reweighted based on how much influence each Councilmember has had up to that point (based on the score they assigned, 0-5). If a Councilmember assigns high scores to several referrals, they use up the strength of their weighted vote more quickly and exercise diminishing influence when the scores are reweighted for subsequent referrals. This guarantees equal influence throughout the full list.

Councilmembers rated each referral by placing a number from 0 (low priority) – 5 (high priority) in the “RRV Rating” column. If a Councilmember did not rate a referral, the default score was set to zero.

There were two instances wherein the scores for items were the same value. The first instance was Items 41 and 42. In this case, staff ranked the oldest referral above the newer referral.

6/24/2014	Imposing Fees When Multifamily Properties are Destroyed Due to Fault of Property Owner
10/21/2014	Fair Chance Ordinance

The second instance of a tie, was Items 48 and 49. In this case staff ranked the public safety item ahead of the warning label item.

11/3/2015	City Manager Referral: Campus National Night Out to Reduce Crime
11/18/2014	Fuel Station Carbon Dioxide Labels

## BACKGROUND

The spreadsheet in Exhibit A to Attachment 3 includes all referrals adopted by City Council from January 17, 2012 – April 5, 2016 that have not yet been completed by staff. Any referral that was already completed by staff or that will be completed within the next approximately three months is not listed in the spreadsheet, because complete or near-complete referrals do not need to be included in the RRV prioritization process.

The spreadsheet includes a basic staff analysis of each adopted referral based on the following criteria:

- Staff time required to complete the referred project
- Cost required to complete the referred project, including cost of staff time
- Benefit of the referred project, including potential cost savings and how broadly the benefit would be experienced across the community

For each referral, staff gave the criteria a value of 1 – 5 (Note that for “staff time” and “cost,” 1 is low and 5 is high, whereas for “benefit,” 1 is high and 5 is low. Thus, the lowest possible score would be 3, which would be referral that can be completed with the least staff time and cost and highest benefit). The analysis is qualitative and based on the knowledge and experience of senior staff. The analysis was intended as a helpful reference as Council rated the adopted referrals.

Under the new referral prioritization system, the following steps will occur:

- Staff will schedule an annual meeting for City Council to review and approve its prioritization of adopted referrals.
- Staff will provide an interim status report between annual prioritization meetings on the referrals that have been completed and which new referrals have been taken up by staff.
- “New” referrals adopted in between annual referral prioritization sessions will go into a holding position until they are prioritized at the next annual prioritization session, unless Council designates the referral as urgent to protect life safety or to avoid losing time-sensitive funding, or unless staff designates the referral as “short-term,” meaning that it can be addressed within approximately three months.
- To assist Council to prioritize referrals, staff will provide City Council with a basic score of each referral based on estimated staff time, cost, and benefit of the referred work.
- Sponsoring City Councilmembers will have an opportunity to identify any referrals that are no longer needed and that should therefore be removed from the referral prioritization process.
- Once the Berkeley Strategic Plan is completed, all referrals should have a nexus to the Strategic Plan.

#### ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

#### RATIONALE FOR RECOMMENDATION

This recommendation carries out the direction of the Council to implement a prioritization process for City Council referrals to staff.

ALTERNATIVE ACTIONS CONSIDERED

Council may decide to forgo a prioritization process and continue the referral process with no structured tracking or prioritization of referrals.

CONTACT PERSON

Mark Numainville, City Clerk, 981-6900

Attachments:

- 1: Complete ratings provided by the Mayor and each Councilmember
- 2: List of referrals marked by sponsoring Councilmember for removal
- 3: Resolution

Exhibit A: RRV Prioritized Referral List

Referrals in Ranked Order

Meeting Date	Title	Recommendation	Council District #	Responsible Department/ Division	Rank
10/27/2015	27. Green Affordable Housing Package (Continued from October 6, 2015)	Refer that the Planning Commission and City Manager investigate the following two policies as ways to reduce barriers for the creation of affordable housing. City Council requests that commissions and staff address and propose solutions and/or an implementation plan using the recommendations in the report by September 1, 2016. Policy 1: Designate units and funding for affordable housing by prioritizing housing over parking spaces in new developments. Policy 2: Remove the structural and procedural barriers to creating more housing.	8	Planning	1
4/5/2016	Analyzing All City-Owned Properties for Potential for Housing Development	Request that the City Manager explore the opportunity for the City of Berkeley to build housing on city-owned property: conduct an inventory of city owned properties and return to City Council as soon as possible with an evaluation and analysis of those properties that are appropriate for the development of affordable housing.	6	HHCS	2
4/5/2016	Neighborhood Preference in Affordable Housing to Reduce the Impact of Displacement and Ellis Act Evictions (Continued from March 29, 2016)	Refer to the City Manager and Planning Commission an ordinance to clarify existing preferences in allocating City affordable housing units to Berkeley residents living within ½ mile of any new development and tenants evicted under the Ellis Act, expand the second category of preference for eligible tenants displaced under the Ellis Act to include certain tenants displaced through an Owner Move-In or (Measure Y) eviction.	1, 2, 5, 8	Planning	3
2/10/2015	Berkeley Police Department Use of Police Vehicle In-Vehicle and Body-Worn Cameras	Refer to the City Manager to develop a plan to implement the use of dash cameras and body-worn cameras for the Berkeley Police Department. The report should be presented to the City Council within 3 months.	4, 1, 2	Police	4
1/26/2016	Customer Service Improvements to Land Use Permit Process	Direct staff to make structural improvements to the Zoning Ordinance, communication improvements to better explain complex technical and procedural elements to the public, and organizational improvements to the Land Use Planning Division; and authorize the issuance of a request for proposals (RFP) for the selection of consultants to make structural improvements to the Zoning Ordinance and develop graphic communication elements in an amount not to exceed \$300,000.	CMO	Planning	5

Referrals in Ranked Order

11/17/2015	Protecting our Parks from Unsafe, Unsanitary Conditions	<p>Request the City Manager to implement the following recommendations for Ohlone Park and utilize them for other parks where appropriate.</p> <ol style="list-style-type: none"> <li>1. Increase nighttime enforcement and enable police to enter the parks at night with their cars (being sensitive to landscaping), to enforce park rules and ordinances.</li> <li>2. (Requires further discussion.)</li> <li>3. Consider the presence of needles, traces of drugs like meth and heroin, human feces, a public health threat and involve the Health Department to cordon off areas of encampment for the purpose of clearing the areas of contamination and insuring the areas are safe for public use. Monitor areas used for encampment for public health risks to enable additional action.</li> <li>4. Determine where additional signage is needed regarding camping rules, park hours, and use of the park especially in locations where encampments frequently occur.</li> <li>5. Place covered trash and recycling receptacles in high use areas in Ohlone, such as at McGee/Hearst. Determine other areas where such receptacles are needed.</li> <li>6. Assess Ohlone Park for need of additional porta potties. Northwest area of park at Grant and Hearst has been reported as "public bathroom."</li> </ol>	1	City Manager	<b>6</b>
10/21/2014	City Manager Referral: Consider Potential Additional Ambulances a High Priority for an Amendment to This City Budget	<p>Refer to the City Manager to consider the addition of new ambulances to the Berkeley Fire and EMS Services as a high priority for an amendment to the city budget if determined necessary by the Fire Chief and City Manager.</p>	7	Fire	<b>7</b>
3/29/2016	Multi-Departmental Homelessness Working Group	<ol style="list-style-type: none"> <li>1. Establish a Multi-Departmental Homelessness Working Group (modeled after the City Sustainability Working Group)</li> <li>2. Initiate a public process to develop a comprehensive plan to address homelessness in Berkeley, taking into consideration all of the ideas put forward by the Homeless Commission and Homeless Task Force, with the goal of creating more transitional and permanent housing for our city homeless population.</li> </ol>	4	Health, Housing & Community Services	<b>8</b>

Referrals in Ranked Order

11/17/2015	Improve Conditions on Our Community Sidewalks; Amending Berkeley Municipal Code Chapters 13.36 and 14.48	Discuss and refer the following services and ordinances to the City Manager for implementation, and adopt first reading of three Ordinances: 1. Adding Section 13.36.085 to the Berkeley Municipal Code prohibiting urination and defecation in public places. 2. Amending Sections 14.48.020 and 14.48.170 of the Berkeley Municipal Code regulating use of sidewalks. 3. Adding Section 13.36.040 to the Berkeley Municipal Code prohibiting obstruction of City-owned planters and trees. Additional Services: 1. Create a secure storage facility for personal belongings; bins must be of adequate size, of reasonable number (estimate of 50 – 100 at the outset) and ensure reasonable access, with posted hours. 2. Provide additional bathrooms in the Downtown and Telegraph areas. 3. Provide mobile showers and bathrooms for public use.	1, 5, 8	Health, Housing & Community Services	<b>9</b>
11/18/2014	City Manager Referral: Implement the PayByPhone Parking Technology as Used by San Francisco and UC Berkeley	Refer to the City Manager to examine the feasibility of implementing the PayByPhone parking technology as used by the City of San Francisco and UC Berkeley.	7, 8	Public Works	<b>10</b>
7/14/2015	Referral to Planning Commission: Guiding Development on San Pablo Avenue	Refer to the Planning Commission the development of a Plan to guide development on San Pablo Avenue.	1, 2	Planning	<b>11</b>
1/19/2016	City Manager Referral: Streamline the Permit Process for Housing Projects with a Majority or More Affordable Units	Refer to City Manager to create an ordinance that will streamline the permit process for housing projects with a majority or more affordable units if it includes at least 20 percent of units at 50% AMI, after consideration of Austin and Santa Fe policies and policies proposed in San Francisco.	7	Planning	<b>12</b>
1/26/2016	Condition of Approval for Major Development Projects	Refer to the City Manager to generate an ordinance requiring all projects that include new construction of greater than 30,000 square feet and that are not subject to local, state or federal prevailing wage requirements or do not have a valid Project Labor or Community Workforce Agreement to adhere to the requirements as outlined below. The City Manager is requested to provide a history of the wage theft problem in Berkeley.	5, 2, 7, 1	Attorney	<b>13</b>

Referrals in Ranked Order

1/20/2015	Referral to Planning Commission to Amend Zoning Ordinance	Refer to the Planning Commission an amendment to the Zoning Ordinance to create a use permit process to allow non-commercial use on the ground floor where commercial might otherwise be required.	6	Planning	14
10/6/2015	Referral to the City Manager: Prioritize Climate Action Plan's Policy to Redesign/Rebuild the Berkeley Transfer Station and Material Recovery Facility into a State of the Art Zero Waste Facility	Referral to the City Manager: Prioritize the City of Berkeley's Climate Action Plan's policy to redesign/rebuild the Berkeley Transfer Station and the material recovery facility into a state of the art Zero Waste facility.	7	Planning	15
9/9/2014	Creating Additional Administrative Powers of Zoning Officer to Grant or Recommend New Permits as Related to Code Enforcement	Refer to the City Manager and Berkeley Planning Commission to explore the creation of a mechanism that would explicitly allow staff new discretionary powers to prevent applicants from being granted new residential permits until they have abated outstanding noncompliance issues or code violations in other buildings they own in Berkeley within a reasonable time frame or taken good faith measures to commence doing so.	Commission	Planning	16
9/15/2015	Mandatory Green Stormwater Infrastructure in New Developments	Refer to the City Manager and Planning and Community Environmental Advisory Commissions to develop an ordinance requiring large residential developments of 100 units or more or commercial developments that result in 5,000 square feet of new or replaced impervious surface, to incorporate Green Stormwater Infrastructure (GSI) and water conservation features into new projects.	4	Planning	17
1/26/2016	Response to PRC Report on BPD Response to December 6 Protests, Revision of Police Crowd Management Policies (Continued from December 15, 2015)	Direct the City Manager to have the Berkeley Police Department collaborate with the Police Review Commission to further develop mutually agreed upon revisions to the Berkeley Police Department's policies and procedures regarding response to protest activity and to report back to the Council within 180 days for an update.	CMO	Police	18
2/9/2016	City Manager Referral: Expanding Gun Safety Measures in Berkeley	Refer to the City Manager to consider the following ordinances: 1. Banning Unsecured Firearms And Ammunition Located In Unattended Vehicles In The Public Right Of Way And "Public Places" As Defined In The Ordinance; and 2. Requiring That City-Issued Firearms In Unattended Vehicles Be Secured.	7, 6	City Manager	19

Referrals in Ranked Order

12/1/2015	City Manager Referral: Implementation of Tier One Recommendations from the Homeless Task Force (Continued from November 17, 2015)	Refer to the City Manager to develop a plan to implement the Tier One Recommendations of the Homeless Task Force, which involve expanding the city's Homeless Outreach Team and Mobile Crisis Team, increasing funding for the Crisis Intervention Training (CIT), increasing the number of public restrooms, and providing additional storage spaces and warming centers for the homeless population.	4	City Manager	<b>20</b>
1/19/2016	Declare a Homeless Shelter Crisis in Berkeley and Potential Implementation Strategies	Adopted Resolution No. 67,357–N.S. amended to include direction that the City Manager review the resolution for accuracy and have the power to add or subtract from the resolution, to make whatever changes are necessary to maximize our chances for additional funding.	7	City Manager	<b>21</b>
7/8/2014	Support Selected NAACT Housing Recommendations	Refer the HAC recommendation "Remove the R-4 requirement that new residential buildings must provide one parking space per 1000 square feet of floor space" to the Planning Commission	1	Planning	<b>22</b>
9/29/2015	City Council Referral to Develop a Comprehensive Plan for Funding the Undergrounding of Utility Wires on All Major and Collector Streets in Berkeley (Continued from July 14, 2015)	Postpone implementation of a Utility Undergrounding Work Plan and direct the City Manager to return to Council in Fall 2015 with a report detailing the budget and staffing required to implement a Utility Undergrounding Work Plan and Special Commission. The report would also identify projects in the City's adopted Work Plan that would be delayed in order to implement the Commissions' recommendations.	CMO	Public Works	<b>23</b>
9/30/2014	City Manager Referral: Implementing BigBelly Solar Compactor Bins	Refer to the City Manager to examine the feasibility of procuring BigBelly Solar Compactor Bins to save money, meet zero waste goals, and reduce Berkeley's greenhouse gas emissions.	7, 8	Public Works	<b>24</b>
11/19/2013	9. Portable Sign Pilot Program	Refer to the City Manager, the Commission on Disability, and the Transportation Commission for consideration the expansion of the existing portable sign program that enables businesses to place portable signs on sidewalks and medians.	4	Public Works	<b>25</b>
12/15/2015	Explore the Feasibility of Installing Utility-Free Restrooms in Cesar Chavez and Aquatic Parks	Refer to the City Manager to explore installing utility-free restrooms at Cesar Chavez and Aquatic Park.	2	City Manager	<b>26</b>

Referrals in Ranked Order

2/9/2016	Restrict Parking in the Hills Hazardous Fire Area (Continued from January 12, 2016)	Refer to staff the design of a parking restriction program in the Hills Fire Zone to ensure access for emergency vehicles and to allow for safe evacuations in an emergency and to hold public meetings to get community input in the design of such a program.	6	Public Works	<b>27</b>
2/23/2016	Public Restrooms in City Parks	Refer to the City Manager and the Parks and Waterfront Commission the idea of constructing permanent public restrooms in all parks with one or more acres that are maintained by the City of Berkeley and ensure that existing permanent public restrooms are maintained to an adequate standard.	4	City Manager	<b>28</b>
9/15/2015	Refer to the City Manager, Disability Commission, and Planning Commission to Develop an Ordinance Requiring New Residential Buildings to Provide Auto-door Openers and Roll-in Showers	Refer to the City Manager, Disability Commission, and Planning Commission to require new residential buildings in Berkeley to include essential wheelchair-accessible modifications such as auto door openers and roll-in showers.	7	Planning	<b>29</b>
12/11/2012	21. Streamlining Enforcement of Zoning and Municipal Code Violations and Public Nuisance Abatement Procedures	Direct the City Manager to propose methods of enforcing the zoning and municipal codes that would result in more timely compliance of problematic uses, including those in undisputable violation of our laws, and/or propose ways in which to streamline the nuisance abatement procedure and return with a report and suggestions to improve the process in 6 months.	5, 1, 2, 6	City Manager	<b>30</b>
7/8/2014	31. City Manager Referral: Refer CPTED Streetscape for Action and Exploration of Grant or Other Funding Opportunities to Find the Funds to Construct the Proposed Improvements	Refer the Crime Prevention Through Environmental Design (CPTED) streetscape to the City Manager for action and exploration of grant or other funding opportunities to find the funds to construct the proposed improvements.	7, 8	Public Works	<b>31</b>

Referrals in Ranked Order

2/10/2015	Amendments to BPD General Orders C-64 (Crowd Control), M-2 (Mutual Aid) and U-2 (Use of Force)	Refer to the Police Review Commission (PRC) and City Manager the attached changes to BPD General Orders C-64, M-2, U-2, and request that they return to the City Council with recommended revisions to the General Orders. The proposed changes are modeled after the Oakland Police Department's recent amendments to their Crowd Control Policy and address issues raised with the police response to the December 6, 2014 Ferguson protests. 2. Adopt a motion declaring as a temporary City of Berkeley policy that the use of chemical agents (tear gas etc.), Specialty Impact Less-Lethal Weapons ("projectiles" or rubber bullets, wooden dowels, stinger grenades, rubber bullets) and over the shoulder baton strikes, are prohibited uses of force in responding to crowd situations, until such time as an investigation is conducted as to the Police response to the December 6, 2014 protests, and a review of General Orders C-64, M-2, and U-2 is completed.	4	Police	<b>32</b>
7/14/2015	Referral to Planning Commission: Clarifying Front and Rear Units	Refer to the Planning Commission a request to clarify the relationship (height, bulk) between front and rear units when a rear unit is proposed for the rear yard.	1	Planning	<b>33</b>
12/16/2014	Referral to Planning Commission and City Manager Regarding the Feasibility of Requiring the Installation of Water Fountains/Filling Stations for New Commercial Development Projects	Refer to the Planning Commission and the City Manager the development of an ordinance requiring all new commercial development projects and remodels above a specified amount to incorporate a publicly available drinking fountain and/or water bottle filling station or locations on the premises where one may be installed without additional cost to the city for piping water to the location. Report back to council within 6 months.	5	Planning	<b>34</b>
12/17/2013	36. Revising the Berkeley Municipal Code to More Effectively Address Illegal Dumping	Direct the City Manager to propose potential revisions to the Berkeley Municipal Code to better address illegal dumping in the city.	2	Public Works	<b>35</b>

Referrals in Ranked Order

11/19/2013	19. Referral to City Manager: Changes to the Municipal Code Regarding Affordable Housing Requirement Implementation	Refer to the City Manager and Housing Advisory Commission: 1. The proposed changes to Berkeley Municipal Code (B.M.C.) Section 22.20.065, relating to affordability requirements and implementation of the Affordable Housing Mitigation Fee. Request that the City Manager and HAC review these concepts and provide a recommendation to the City Council on possible changes to the ordinance. 2. Requesting a report from the City Manager about how staff implement the provision allowing for reductions or waiver of fees, B.M.C. Section 22.20.080, including: a. What information is requested of the applicant to provide "satisfactory factual proof" that the waiver/reduction is a "hardship"? b. What process does city staff go through to determine how fee requirements make a project "infeasible"? What standard does the city use to determine "infeasibility"? The report should also explore requiring that the applicant pay for a third party to evaluate financial information to determine how the fees affect financial feasibility. The City of San Carlos requires the applicant to pay for a third party to evaluate their pro forma to determine whether the fee would make the project infeasible.	4, 5	Planning	<b>36</b>
1/17/2012	Referral to the Commission on the Status of Women (PDF)	Refer to the Commission on the Status of Women the alleged offensive treatment of women in custody at Santa Rita Jail, as reported below with the aim of ensuring that searches of women not be conducted in the presence of men (be they male officers or inmates) and any other changes in protocol that might be needed to ensure appropriate policies are followed during searches of women in custody.	1	Health, Housing & Community Services	<b>37</b>
12/17/2013	48. City Manager Referral: Preparations to Apply for Telegraph Pedestrian Safety Funds (Continued from December 3, 2013)	Refer to the City Manager to apply for Telegraph Ave pedestrian safety funds and to produce a preliminary plan for Telegraph pedestrian safety improvements as requested by the Telegraph Merchants Association.	7	Public Works	<b>38</b>
1/27/2015	Request that the City Manager work with Caltrans to upgrade the intersection at San Pablo and Cedar	Request the City Manager analyze the subject intersection and work with Caltrans to make improvements to prevent long back-ups at the intersection of San Pablo and Cedar, particularly focused on the need to create a left-turn lane onto San Pablo heading north.	1	Public Works	<b>39</b>
10/21/2014	City Manager Referral: Consider Implementing a Neighborhood Notification System for the City of Berkeley	Refer to the City Manager to look into a mass communication system for the City of Berkeley as a way for Berkeley's government departments to send residents important notifications through text messages, email, and the web.	7, 8	Information Technology	<b>40</b>

Referrals in Ranked Order

6/24/2014	56a. Imposing Fees When Multifamily Properties are Destroyed Due to Fault of Property Owner	Adopt a Resolution that directs staff to make changes to the Demolition Ordinance or other City ordinances to accomplish the following:1. Make changes to the Demolition Ordinance requiring Owners of buildings that are destroyed due to the "fault" of the owner, including gross negligence or other conduct by the owner or his/her agents which constitutes the predominant cause of the destruction, to comply with the replacement unit provisions, tenant protections and relocation requirements under Sections 23C.08.020.A.4 and 23C.08.020.B and C; 2. Consider the establishment of a penalty schedule – either through the Rental Housing Safety Program or another mechanism – to facilitate compliance with habitability and life safety codes; 3. Impose a fee on property owners who decide to rebuild at the same site for each below-market rate unit destroyed through fault of the property owner; 4. Levy a fine, equivalent to the fee described above, against the owner of demolished property in the event that this owner elects to sell the site or retain it as an undeveloped parcel. If the property owner refuses to pay this fee, then it should be become a lien against the property; and 5. Revise the Relocation Ordinance to confer the same rights onto the tenants of buildings that are voluntarily demolished as other tenant situations specified under the Relocation Ordinance.	4	Health, Housing & Community Services	41
10/21/2014	Fair Chance Ordinance	1. Refer to the Labor Commission for review a Fair Chance Ordinance that would extend the City's "Ban the Box" policy to private employers within the City of Berkeley, which would remove any questions regarding an individual's conviction history from an initial application and delaying background check inquiries until later in the hiring process; additionally, the Ordinance would regulate background check inquiries to ensure that applicants are considered fairly for a job position 2. Adopt a Resolution urging our State Representatives and to introduce legislation extending the State's "Ban the Box" law to private employers and to reform employment background checks, which are often private companies that may provide inaccurate, incomplete and/or expunged conviction information. Copies of the Resolution are to be sent to Governor Jerry Brown, Senate President Pro Tem Kevin de León, State Senator Loni Hancock, Assembly Speaker Toni Atkins, Assemblymembers Nancy Skinner and Roger Dickinson, and the National Employment Law Project.	3, 4, 2, 7	Health, Housing & Community Services	42

Referrals in Ranked Order

2/9/2016	Supporting Worker Cooperatives and Referral to City Manager to Develop a Worker Cooperative Ordinance (Continued from January 12, 2016 – Item includes revised materials.)	Adopt a Resolution to support worker cooperatives, and refer to the City Manager to develop a Worker Cooperative Ordinance, which includes: 1. Revising the existing Buy Local contracting preference and adding a worker cooperative preference; 2. Revising the business permit application; 3. Incentivizing existing businesses to convert to cooperatives; 4. Creating business tax and land use incentives, and 5. Developing educational materials.	4	City Manager	<b>43</b>
10/21/2014	Installation of Automatic External Defibrillators (AEDs) in City Buildings	Review and consider implementation of a third party administered, citywide AED program. This program would be referred to the city's budget process for FY 2015 - FY 2016.	7	Fire	<b>44</b>
7/14/2015	Referral to Public Works Commission: Onsite Water Systems	Refer to the Public Works Commission an evaluation of onsite water systems, for non-potable use, with new developments in Berkeley and report to Council on its recommendations.	1	Planning	<b>45</b>
3/15/2016	City Manager Referral: Plan for Lighting and Signage at the Ohlone Greenway at Cedar, Rose, and Hopkins	Refer to the City Manager to develop a plan to improve the lighting and signage (e.g. stop signs) at the Ohlone Greenway crossing at Cedar, Rose, and Hopkins, particularly for bicycle transit.	1	Public Works	<b>46</b>
1/19/2016	City Manager Referral: Consider Adding Ygrene as an Additional Property Assessed Clean Energy Program	Refer to the City Manager to consider adding Ygrene as an additional property assessed clean energy program.	7	Planning	<b>47</b>
11/3/2015	City Manager Referral: Campus National Night Out to Reduce Crime	Refer to the City Manager to create a Campus National Night Out to help reduce crime in the campus area.	7	Police	<b>48</b>
11/18/2014	Fuel Station Carbon Dioxide Labels	Fuel station carbon dioxide labels	Commission	Attorney	<b>49</b>
5/1/2012	Amend the Zoning Code to Facilitate Toxic Remediation in Manufacturing Districts (PDF)	Refer to the Planning Commission recommendations for amending the zoning code in order to facilitate toxic remediation in manufacturing districts and to develop a streamlined process that would allow for one application process, rather than separate application processes for the City's Planning Department and the Toxics Division.	2	Planning	<b>50</b>

Referrals in Ranked Order

9/9/2014	Expansion of Residential Preferential Parking Citywide, Adjacent to Commercial Areas		1, 2	Public Works	51
3/8/2016	Electric Vehicles for the City Fleet	Request that the City Manager return to the Council with a Fleet Climate Action Plan for transition to all-electric vehicles (EVs) or plug-hybrids for the City fleet. The plan could: 1. set annual targets for greenhouse gas (GHG) reductions from City fleet operations in support of the City's Climate Action Plan; 2. require replacing all non-emergency vehicles and all possible emergency vehicles with EVs or plug-in hybrids by April 1, 2025, with an interim goal of a certain percent by April 1, 2018; 3. require conversion wherever possible to hybrid vehicles in cases where EVs or plug-in hybrids are not yet feasible; and	Mayor, 6	Public Works	52
2/10/2015	Evaluation of Possible Ban on New Planting of Certain Tree Species	Take action to either: a) Direct the City Manager to proceed with Option 1, and continue the City's current practice regarding tree plantings on City property, which currently do not include Eucalyptus, and Monterey Pine (except at the Marina).-OR- b) Adopt a Resolution as described in Option 2 that would ban the new planting of certain tree species on City property. -OR-c) Direct the City Manager to develop an ordinance for Council adoption that bans the new planting of certain tree species on both public and private property, and includes enforcement mechanisms.	6	Parks, Rec, Waterfront	53
2/10/2015	B. Amending BMC Chapter 11.60 for Compostable or Recyclable Foodware	Direct the City Manager to analyze the Zero Waste Commission's recommendation; refer the fiscal impacts of the recommendation to the budget process; and report back on the impact to the City's Zero Waste operations of implementing the requirement for compostable or recyclable foodware.	Commission	Public Works	54
1/27/2015	City Manager Referral: Add Easily Accessible Language Translation on City Website	Refer to the City Manager to add an easily accessible language translation feature on the City website.	7	Information Technology	55
10/27/2015	Private Parking Lot Regulations	Refer to the City Manager the development of an ordinance that would allow parking lot operators to manage their parking facilities so as to meet the needs of local businesses and their customers.	2	Attorney	56

Referrals in Ranked Order

11/17/2015	Installation of Solar Panels at the Donna Spring Animal Shelter Parking Area	Request that the City Manager pursue grant funding for a solar installation at the Donna Spring Animal Shelter parking area.	6, 2	Public Works	57
4/1/2014	9. Conversion of Loading Zones on Telegraph Avenue between Bancroft Avenue and Dwight Way into Regular Metered Parking with Morning Commercial-Loading Hours	The City Manager should examine the costs and time associated with yellow-zone conversion and present to the City Council a cost and implementation plan including recommended hours for restricted commercial loading.	Mayor	Public Works	58
12/6/2011	Classify Home Occupation Activities Receiving Five or Fewer Visits as Moderate Impact Home Operation (PDF)	Refer to the City Manager that the zoning code for Moderate Impact Home Operation (Moderate Impact HO) be amended to include home occupation activities receiving five or fewer visits weekly, requiring an AUP rather than a Use Permit with public hearing.	1	Planning	59
10/7/2014	City Manager Referral on "Digital Divide" in Ultrafast Fiber Optic Internet Technology	Refer to the City Manager to address the growing "Digital Divide" through making ultrafast fiber technology available to middle class and low income residents.	7	Office of Economic Development	60
10/21/2014	Westbrae Traffic Plan	Refer to the Transportation Commission and City Manager the development of a traffic management plan for the Westbrae Area.	1	Public Works	61
7/1/2014	18. City Manager Referral: Updating Graffiti Ordinance and Policies Based on a Review of San Francisco's New Ordinance	Refer to the City Manager and the Public Works and Parks and Recreation Commissions to create an ordinance that revises Berkeley's policies regarding graffiti, focusing on prevention and enforcement of regulations.	7	Public Works	62
11/18/2014	Future Development of the 4th Street Area	Request that the Planning Commission return to Council with possible options to ensure that future development of the 4th Street area is harmonious with the successful existing retail district.	5, 1	Planning	63
9/16/2014	City Manager Referral: Reform Berkeley's 3 Strike Rule, Whereby 3 Parking Tickets Can End An Entire Business	Refer to the City Manager to look into the unintended consequences of the 3 strikes law on Berkeley taxi cab owners, which can revoke a cab company's business license after receiving 3 parking tickets.	7	City Manager	64
9/29/2015	City Manager Referral: Creating an Animal Friendly Menu Policy for the Berkeley Animal Care Shelter at Official Sponsored Events	Refer to the City Manager to examine the feasibility of creating an animal friendly menu policy for the Berkeley Animal Care Shelter at official sponsored events.	7	City Manager	65

Referrals in Ranked Order

2/10/2015	Independent Investigation of Police Response to December 6, 2014 Protest	Direct the City Manager to initiate an independent investigation into the police response to protests on December 6, 2014 and to return to Council as soon as possible, but no later than 60 days with a contract to hire a qualified independent investigator. In considering who to select to conduct the investigation, the City Manager should give preference to former police chiefs or law enforcement officials with experience conducting internal investigations. To avoid the appearance of or possibility of conflicts of interests, the City Manager should avoid selecting an individual or firm who previously worked for the Berkeley Police Department or who previously or currently worked for any law enforcement agency in the San Francisco Bay Area. The City Manager shall ensure that the selected individual or firm has no apparent conflicts of interest. The Council also refers the questions attached to the report for the City Manager and outside investigator to consider in conducting their investigation.	4	Police	<b>66</b>
9/18/2012	6. City Manager Referral: Standardize Finance Categories of Software and Exclusively Internet Companies	Refer to the City Manager creating one simple clear standard for categorizing software companies and exclusively internet companies that do business in Berkeley	7	Finance	<b>67</b>
9/9/2014	Establish Pedicab Policy and Regulations	Refer to the City Manager and Transportation Commission the creation of an ordinance that would establish regulations for pedicab operators.	2	Public Works	<b>68</b>
3/15/2016	Referral to City Manager: Donation of Unsold Food to Charities (Continued from February 23, 2016)	Refer to the City Manager and Zero Waste Commission to develop an ordinance for Council consideration requiring supermarkets in Berkeley to donate their unsold food to charity. If no longer edible for human consumption require that it be donated for animal feed or compost.	4	Public Works	<b>69</b>
12/17/2013	43. City Manager Referral: Updating a Mandated Reporting Policy Under the California Child Abuse and Reporting Act	Refer to the City Manager to review the California Child Abuse Reporting Act to consider updating a Mandated Reporting Policy so that all appropriate city employees and volunteers are aware of their obligations in reporting abuse.	7	Attorney	<b>70</b>

Referrals in Ranked Order

5/21/2013	38. Referral to City Manager: Amendments to Affordable Housing Fee Ordinance	Refer to the City Manager and Housing Advisory Commission: 1. The proposed changes below to Berkeley Municipal Code (B.M.C.) Section 22.20.065 (Affordable Housing Fee Ordinance) for review and recommendation, and to develop an ordinance for Council discussion and action. 2. Amendments to Berkeley Municipal Code (B.M.C.) Section 22.20.080 (Hardship waiver) to establish more specific criteria for determining whether the fee requirements make a project infeasible and therefore make it eligible for a fee reduction. Is there a baseline standard that staff uses? A specific rate of return on the project? Additionally, explore removing language allowing fees to be waived entirely.	4	Planning	<b>71</b>
6/10/2014	49. Urban Agriculture Incentive Zones(Continued from May 20, 2014)	Direct the City Manager to to proceed with the next steps for implementing an Urban Agriculture Incentive Zone in Berkeley and to refer the matter to the Planning Commission.	4	Planning	<b>72</b>
2/9/2016	Extend the Berkeley Police Department Drone Moratorium for One Additional Year	Extend the moratorium on the use of unmanned aircraft systems, or "drones," by the Berkeley Police Department for one additional year.	7	Police	<b>73</b>
2/11/2014	17. Referral to City Manager: Exemption of Fire-Damaged Buildings from Affordable Housing Mitigation Fee (Continued from January 21, 2014)	Refer to the City Manager and Housing Advisory Commission (HAC) issues relating to the applicability of the Affordable Housing Mitigation fee to buildings destroyed by fire.	3, 4, 7	Health, Housing & Community Services	<b>74</b>
1/21/2014	26. Pending and Outstanding Referrals to the City Manager's Office and City Commissions by the City Council	1. Request the City Manager report on pending and outstanding referrals made to the City Manager's Office and City Commissions by the City Councilmembers. 2. The Referral Report will be sent to the Councilmember who made the referral for them to prioritize their top five referrals. 3. After the prioritizing has taken place, the City Manager will provide an estimate of cost, staff time and any other related costs likely to be incurred by the implementation of the referral. 4. Council shall then determine its priority of implementation so they may be reflected in the adoption of its budget.	Mayor	City Manager	<b>75</b>

Referrals in Ranked Order

11/18/2014	Expansion of Medical Cannabis Cultivation Beyond the Manufacturing (M) District Presentation	Request the Planning Commission consider amending the Zoning Ordinance to allow for medical cannabis cultivation in zoning districts beyond the Manufacturing (M) District.	Commission	Planning	<b>76</b>
2/19/2013	19. Driving Under the Influence (DUI) Policy Recommendations	Instruct the Mental Health, Community Health, Transportation, and Police Review Commissions to research and submit recommendations to the Peace and Justice Commission's DUI Subcommittee within six (6) months of referral. Research and recommendations should focus on improvements to Harm Reduction and Minimization policies with respect to DUI in Berkeley.	Commission	Health, Housing & Community Services	<b>77</b>
9/9/2014	Review of Occupancy Level as Part of Zoning Adjustments Approval Process	Include occupancy level to be established as part of the Zoning Adjustments review process.	1	Planning	<b>78</b>
1/31/2012	Tow Away Zones on MLK JR Way between Berkeley Way and Hearst Avenue (PDF)	Request that the City Manager consider possible parking and traffic configurations on the MLK block between University and Hearst Avenues that eliminate the need for commute hour Tow Away Zones.	4	Public Works	<b>79</b>



# TRANSPORTATION COMMISSION SPECIAL MEETING AGENDA

June 11, 2015

**North Berkeley Senior Center  
Multi-Purpose Room  
1901 Hearst Ave. (at MLK)  
Berkeley, CA 94709**

**Thursday  
June 11, 2015  
6:00 PM**

## **A. PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Public Comment on items not on the Agenda
4. Approval and Order of Agenda
5. Update on Administration/Staff
7. Announcements

## **B. DISCUSSION/ACTION ITEMS**

\* Written material included in packet

\*\* Written material to be delivered at meeting

\*\*\* Written material previously mailed

The public may speak at the beginning of any item.

### **1. Berkeley Strategic Transportation Projects\*\***

Discussion and ranking of all eligible Berkeley transportation projects under consideration for funding by Measure BB and other funding sources; Action to be taken at the June 18 meeting.

Secretary Javandel and Transportation Planning staff: Willa Ng, Eric Anderson

### **2. It's Up to All of Us- Pedestrian Safety Campaign\***

Final review and approval of proposed recommendations to Council.  
Commissioners Zander and Thomas

### **3. Parking Meter Hours and Revenue Policies\***

Discussion and approval of proposed recommendations to Council  
Commissioner Bruzzone

### **4. Bicycle Safety- Night Light Program\***

Review of amended recommendations to Council; Possible action  
Commissioner Roberts

## **C. INFORMATION ITEMS AND SUBCOMMITTEE REPORTS**

Information items can be moved to Discussion or Action by majority vote of the TC.

1. Subcommittee Reports (Verbal reports from Bicycle, Parking TDM, Pedestrian, Traffic Calming, Transit, Subcommittees and Public Works Liaison)
2. Excerpts from Commissioners Manual re *Commission Functions and Coordination with Council, Staff, and Others* \*

Transportation Commission Agenda  
Thursday, June 11, 2015

**D. COMMUNICATIONS-** None received

**E. FUTURE AGENDA ITEMS**

Ashby/Hwy 13 Projects Update - July	Subcommittee Appointments: Confirm BAC - June
It's Up to All of Us Safety Campaign- June	College/Alcatraz - July
Evening parking & revenue distribution- June	BHS Safety Issue (Staff Update) - Fall
BPD Speaker: School Crossing Guard Update-TBD?	Bicycle Safety- Night Light Program - June

**F. ADJOURNMENT**

Agenda Posted: June 8, 2015

**A complete agenda packet is available for public review at the Main Branch Library and at the Transportation Division front desk.**

**ADA Disclaimer**



*"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 981-6346 (V) or 981-6345 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting."*

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*Commission Secretary: Farid Javandel, Transportation Division Manager, 1947 Center St., 3rd Floor, Berkeley, CA, 94704, Telephone (510) 981-7061, Fax: (510) 981-7060 TDD: (510) 981-6345 email: [Fjavandel@ci.berkeley.ca.us](mailto:Fjavandel@ci.berkeley.ca.us)*

November 20, 2014 Minutes

**4. Bike Safety/Night Lighting Program**

Speakers: 0

TC discussed proposal for action by Commissioner Roberts.

Actions: It was moved, seconded (Zander/Thomas) carried unanimously, that Commissioner Roberts prepare a report on behalf of the TC recommending Council grant authority to the Transportation Commission to create a Task Force that will invite participation of community agencies in developing a bike light safety education and equipment subsidy program for bicyclists as outlined in Commissioner Roberts' proposal; and that the TC report its program recommendations to Council. (6-0-0-0)

It was moved, seconded (Gerhardstein, Zander), carried, unanimously, that the Bicycle Subcommittee (McCaughrin and Gerhardstein) and Commissioner Roberts comprise the coordinating team for the bike light safety Task Force; that the Task Force encourage participation by other agencies that might benefit from, or contribute to, the goal of improving awareness of, and rate of compliance with, State of California law CVC 21201 (d) regarding night time safety equipment requirements through education, thereby improving cycling safety and bicycle use in Berkeley . (6-0-0-0)

To: The Berkeley City Council

From: The Berkeley Transportation Commission

Date: January 7, 2015

Subject: Proposed Plan to Improve Bicycle Night Lighting and Bicycle Riding Safety after Dark

### **Recommendation**

The Berkeley Transportation Commission (TC) recommends that the City Council take the following actions: approve the framework for a plan to improve bicycle night lighting and safety as described herein; authorize the TC to take the lead in establishing a community task force to develop the plan details, schedule and funding necessary for implementation; direct the staff to provide professional and grant application advice and support the plan development as much as possible within the current budget; and direct the TC to report back to the Council for final plan approval.

### **Summary**

The TC believes that there is a clear need for better bicycle night lighting in Berkeley. This can be seen by anyone driving Berkeley streets after dark. The lack of adequate lighting on many bicycles is a safety issue not only for cyclists but pedestrians and motorists. State law is very specific as to the lighting and reflectors required for night time riders, and while many cyclists comply with night lighting safety requirements, a significant number do not. The state law requirements are contained in CVC 21201 (d) which is attached.

The TC's Bicycle Subcommittee has met and discussed the issue with members of BikeEastBay (formerly the East Bay Bicycle Coalition). BikeEastBay has indicated its support and desire to participate in the development and implementation of such a plan. A summary of the proposal along with suggested follow up actions are presented below.

The TC approved the plan at its November 20, 2014 meeting and authorized that the plan be submitted to the Council with a recommendation that the Council move forward with the plan. The TC authorized Commissioner Terry Roberts to be the project leader for the TC, which includes representing the TC at the City Council and in other public forums, sending correspondence and making community contacts on behalf of the TC as needed to organize the program, and organizing and participating on the community task force. Other TC members will also be participating in various capacities.

### **Fiscal Impacts**

Since a precise program is yet to be developed the implementation costs are still to be determined. But the cost of purchasing some lights for the free assistance program, promotional material, and some city staff time, would likely be a maximum of \$10-

\$20,000 annually depending on the size and scope of the approved plan. The more volunteers we can get, the less the cost. BikeEastBay would be donating some time and expertise towards plan implementation. If council members, TC members, and other community leaders and organizations volunteer to participate and support the plan, costs can be minimized and effectiveness maximized.

The TC is well aware that funding for new programs is very tight but is committed to help develop some new funding sources that might share the funding responsibility for this important community safety effort. The commission was compelled by the notion that bicycle safety should be given a very high priority in Berkeley.

Possible funding sources are:

1. State Office of Traffic Safety grant
2. Alameda County Transportation Commission grant
3. City of Berkeley
4. UCB
5. Berkeley schools
6. Possible funding support from bike stores in Berkeley
7. Others as can be developed

The task force would develop funding needs and request funding commitments from possible sources as part of the plan development and return to Council with recommendations.

### **Plan Proposal**

Reasonable goals for the program would be to achieve the required level of night lighting on several hundred bicycles annually plus provide heightened community awareness and education on proper bicycle night lighting. To achieve these goals the following program is proposed.

1. A task force of interested parties would be formed to address the issues including:
  - The TC
  - BikeEastBay
  - Appropriate city staff
  - Berkeley Police Dept.
  - UCB representatives (campus, students, UC police)
  - Local bicycle store representatives
  - Berkeley Public Schools
  - Others as needed
2. The plan would generally consist of the following:
  - Development of educational materials that can be displayed at key locations (bike stores, on campus, bike locker and rack areas, etc.) indicating night lighting requirements and offering simplified suggestions about what level of safety lighting is required.

- Develop a limited, free lighting/reflector assistance program in conjunction with BikeEastBay that provides required lights and reflectors to riders not meeting the required safety standards, similar to the annual program in San Francisco but fashioned to meet Berkeley's needs.
- Develop a similar assistance program with UCB that reaches out and engages students with the goal of making night lighting an important, cool thing to do and encouraging and assisting students to install bike lighting.
- Work with bike stores to package and possibly discount the required lights/reflectors and promote them in their stores and in the community, along with clear information in their stores as to lighting requirements.
- Promote night lighting and general cycling safety throughout the Berkeley community including youth and beginners. BikeEastBay already has an excellent website (BikeEastBay.org) to help begin addressing improved night lighting and other safety promotional material that the task force can use as a resource for building a Berkeley program.

### **Actions and Timing**

The following steps are needed to move the plan forward.

1. Berkeley City Council approval to begin plan development.
2. The TC will take the lead to develop a community task force made up of key community stakeholders for bike safety.
3. The task force will develop details of the plan including funding recommendations and return to council for approval in the spring or summer in preparation for plan implementation in late summer or fall.

Thank you for the opportunity to have our recommendations considered. For questions please contact Terry Roberts at 415.999.5700 cell.

Let's make it happen for a safer Berkeley!

Sincerely,

Terry Roberts  
Commissioner  
TC designated leader for this project

Dear Chair Sood, VC Bookstein, Fellow Commissioners, Manager HCS Kristen Lee, Secretary Wing Wong,

The question before us is “Can homelessness be eradicated?” If ‘not’, why? If ‘yes’, how?

Stubborn and ubiquitous, homelessness can be hard to uproot once it plants itself. This is why it has become one of today’s most puzzling problems. What is perhaps even more challenging is the manner in which this misfortune polarizes the community, dissipating us of the energy we need to bring about permanent solutions. Yet, the effects of homelessness are not limited, as it is often assumed, on the homeless alone. As a fellow Commissioner once said, “It affects us all” albeit in a variety of ways.

I would like us at HWCAC to play a more active role by taking a definitive stand on homelessness in Berkeley by maintaining that the only goal worth pursuing might just be the eradication of homelessness itself. Once we accept this notion, it becomes self-evident that permanent housing is the main solution. Next is the hard, but not insurmountable task of creating permanent housing for all categories of the homeless people in our City. A natural outcome of this approach should be the strengthening of the safety nets intended to prevent homelessness.

To date Berkeley has responded to the plague of homelessness by materializing and nurturing a throng of agencies and programs to care for the homeless. Our City boasts one of the highest resources and inventory of homeless services in Alameda County--if not in Northern California. We spend approximately \$3million annually on programs, projects and physical spaces to accommodate the homeless. The majority of Contra Costa County’s homeless people are often directed to Berkeley for care.

In spite of Berkeley’s constant efforts and a long list of services, the homeless population is underserved as evident during the particularly harsh winter season of 2015 when many homeless people were unsheltered. According to a recent head count by EveryOne Home, “There were an estimated 834 people homeless in Berkeley as of January 2015, showing a 23% increase over 2009. Of those, 266 were in shelters or transitional housing, and 568 were unsheltered..., a 53% increase over 2009.”

Perhaps even more challenging to reconcile is the long-term effect or outcome of the care and services that cost the City millions of dollars annually. As Guy Lee (an advocate for the homeless) said recently, “The City’s current approach is charity-based, which helps individuals in the short term but does little to solve problems in the long term.” Many observers--lawmakers and a study conducted by the City in 2014 among them--have blamed some of the failures on poor coordination between agencies, committees and service providers. To address this failure, another agency becomes necessary.

The long list of Berkeley’s homeless advocates, experts and programs—justifiable as they may seem--also may have produced the unintended consequences of lengthening and thickening the observable tedious bureaucracy as well as increasing expenditure. Perhaps the biggest danger is that an industrial complex has now grown bringing with it all manners of distraction and duplication, dissipating resources and stealing time while the problem festers. This is a recipe for frustration, cynicism and even pessimism, leading some of us, indeed lawmakers to--and I have heard one--conclude categorically that “eradicating homelessness is impossible”. Yet we know of cities that have successfully brought an end to homelessness.

We need to come to terms with the fact that ultimately, the victims of homelessness and the disastrous circumstances it creates are not only the homeless, but also, we as a community. It is incumbent upon us as a community therefore to take on the hard and honest task of pursuing permanent solutions rather than seeking better ways to perfect temporary solutions. Luckily the globe is full of cities that have successfully eradicated homelessness or are on their way to accomplishing this hard goal--and many of these once thought it could not be done. In addition to some permanent housing models here in Berkeley, I have a couple of others to share, and I hope you will bring your own examples, too. I look forward to a productive discussion and a positive outcome.

With appreciation and respect,  
Remi Omodele  
Commissioner, HWCAC, Berkeley, Ca