

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

TUESDAY, NOVEMBER 7, 2023

SPECIAL CITY COUNCIL MEETING (5:00 PM)
Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

SPECIAL CITY COUNCIL MEETING (7:00 PM)
Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom (Closed Captions Available):

<https://us06web.zoom.us/j/89372450893?pwd=aDE1RU05YVdMdVNKcUJNYmc3WFZvZz09>

Meeting ID: 893 7245 0893 **Password:** 407543 **Dial in:** 1-408-638-0968

View:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations.

Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Council.

Public Comments:

1. *In-person* by submitting a request to speak to the City Clerk.
2. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting**.

5:00 PM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

2. **ORAL COMMUNICATIONS FROM THE PUBLIC**

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

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3. CLOSED SESSION CONFERENCE WITH NEGOTIATORS

Government Code Section 54856.8

Property: A portion of City property adjacent to the east side of the El Cerrito Plaza BART Station between Central Avenue and Fairmount Avenue

Agency negotiators: Melanie Mintz, Community Development Director, Community Development Department; Sky Woodruff, City Attorney, City Management

Negotiating parties: BART and The Related Companies of California, LLC

Under negotiation: Price and terms

Contact: Sky Woodruff, City Attorney, City Management

4. ADJOURN SPECIAL CITY COUNCIL MEETING

7:00 PM ROLL CALL – CONVENE SPECIAL CITY COUNCIL MEETING

1. CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449

2. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE

3. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS

4. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

5. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

6. PRESENTATIONS

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

7. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

A. Approval of Minutes

Action Proposed: Pass a motion to approve the minutes from the meetings of June 20, September 19, October 3 and 17, 2023.

Contact: Holly M. Charl  ty, City Clerk, City Management

B. United Against Hate Week

Action Proposed: Pass a motion to approve a proclamation declaring November 12 - 18, 2023 as United Against Hate Week in the City of El Cerrito.

Contact: Shannon Bassi, Senior Human Resources Analyst, Human Resources, Human Resources

C. Transgender Day of Remembrance Proclamation

Action Proposed: Approve a proclamation recognizing November 20, 2023 as a Transgender Day of Remembrance in El Cerrito.

Contact: Holly M. Charl  ty, City Clerk, City Management

D. Cooperative Funding Agreement between the City of El Cerrito and West Contra Costa Transportation Advisory Committee (WCCTAC) for the Ohlone Greenway Uptown District Improvements Project

Action Proposed: Adopt a resolution approving and authorizing the City Manager to execute a Subregional Transportation Mitigation Program (STMP) Cooperative Funding Agreement (Agreement) between the West Contra Costa Transportation Advisory Committee (WCCTAC) and City of El Cerrito (City) for the Ohlone Greenway Uptown District Improvements Project.

Contact: Jarrett Mullen, Sustainable Transportation Program Manager, Community Development Department; Marielle Cuisson, Associate Engineer, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

8. PUBLIC HEARINGS

Mayor
Lisa Motoyama
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Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

9. POLICY MATTERS

A. Consulting Services Agreement with PlaceWorks to update the City of El Cerrito Safety Element

Action Proposed: Adopt a resolution authorizing the City Manager to execute a consulting services agreement with PlaceWorks to develop an update of the El Cerrito Safety Element for \$167,517 plus a 10% contingency in an amount not to exceed \$184,269 and amending the Fiscal Year 2023-24 budget to appropriate \$184,269 from the General Fund Unrestricted Fund Balance to cover the costs for this work.

Contact: Sean Moss, Planning Manager, Community Development Department; Melanie Mintz, Director, Community Development Department

10. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.

11. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, November 21, 2023 at 6:00 p.m.

The City of El Cerrito serves, leads and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety and creating an economically and environmentally sustainable future.

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Agenda Item No. 7.A.

Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

EL CERRITO CITY COUNCIL DRAFT MINUTES

TUESDAY, JUNE 20, 2023

REGULAR CITY COUNCIL MEETING (6:00 PM)

City Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/82150718615?pwd=TUgveS9qUTJhUGZObnZTSWVuVGRIUT09>

Meeting ID: 821 5071 8615 **Password:** 451807 **Dial in:** 1-408-638-0968

View:

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2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

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Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Council.

Public Comments:

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2. *Via Zoom* using the "[Raise Hand](#)" icon to request to speak.
3. *By Phone* at 1-408-638-0968, dial *9 to "raise your hand".
4. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting**.

6:00 PM ROLL CALL – CONVENE REGULAR CITY COUNCIL MEETING

Mayor Motoyama called the meeting to order at 6:04 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Absent:** None

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

2. **PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**

3. **TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

4. **COUNCIL/STAFF COMMUNICATIONS**

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

Mayor Motoyama - spoke regarding recognition and value of the diversity of El Cerrito, and zero tolerance policy on hate speech; announced endorsement in support of a proposed regional housing bond for the November 2024 ballot; reported recognition of El Cerrito Centenarians May Honda, Rose Texara, Florence Pezzola, Ruby Adachi Hiramoto, and Esther Tanizawa, with a Mayoral Certificate of Recognition.

Councilmember Wysinger - addressed hate speech received as a councilmember.

Councilmember Fadelli - announced the upcoming July 4th event and recognized the retirement of Linda Martin Takimoto as principal at Harding Elementary.

A. **SB1383 Cart Swap Update**

Staff provided an overview of the upcoming rollout updating the color of the recycling and garbage bins to comply with SB1383.

5. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

All written comments submitted prior to and during the meeting were posted online as supplemental materials and incorporated into the official meeting record. Written public comments for matters not on the agenda were received from Cordell Hindler, and Robert J. Hrubes as Chair of Urban Forest Committee.

6. **PRESENTATIONS**

7. **ADOPTION OF THE CONSENT CALENDAR**

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

Moved/Seconded: Councilmember Fadelli/Councilmember Quinto

Action: Approved the consent calendar as indicated below.

Ayes: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

A. Approval of Minutes

Action Proposed: Pass a motion to approve the minutes from the meetings of May 16 and June 6, 2023.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved minutes with the following modifications to June 6, 2023, item #10 1) correct the reference of WCTTAC to "WCCTAC" and 2) modify the comma to a period at the end of Mayor Motoyama's comments.

B. National Night Out Proclamation

Action Proposed: Approve a proclamation calling upon all residents of the City of El Cerrito to participate in "National Night Out" on Tuesday, August 1, 2023.

Contact: Emily Graham, Executive Assistant, Police Department

Action: Approved proclamation

C. Celebrating Sakura Kai's 50th Anniversary and Recognizing Its Contribution to the Community of El Cerrito

Action Proposed: At the request of Mayor Motoyama, approve a proclamation celebrating Sakura Kai's 50th anniversary and recognizing its contribution to the community of El Cerrito.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

D. Temporary Suspension of Advisory Body Pre-Meeting Requirement

Action Proposed: Pass a motion authorizing the City Clerk to extend the suspension of the pre-meeting requirement adopted by Resolution 2021-55 to allow time for the City Council to discuss further as part of the upcoming Advisory Body Study session.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved action

E. SB 1 - The Road Repair and Accountability Act, List of Projects for Fiscal Year 2023-24

Action Proposed: Approve a resolution adopting a list of projects for Fiscal Year 2023-24 to receive funding from Senate Bill 1 – The Road Repair and Accountability Act of 2017 through the Local Streets and Roads Program.

Contact: Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Action: Approved Resolution No. 2023-43

F. Authorization of Gap Loan Agreement with Mayfair Affordable, LLC, for the Development of 11690 San Pablo Avenue

Action Proposed: Adopt a resolution approving and authorizing the City Manager to execute a Gap Loan Agreement with the non-profit developer, Mayfair Affordable, LLC (Developer), an affiliate of BRIDGE Housing Corporation, for that certain property located at 11690 San Pablo Avenue - APN 502-062-031-5 (Project) - for building permit costs associated with the development of 69 affordable housing units.

Contact: Aissia Ashoori, Housing Manager, Community Development Department; Melanie Mintz, Community Development Director

Moved/Seconded: Councilmember Fadelli/Councilmember Quinto

Action: Approved the consent calendar as indicated below. **Ayes:** Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None **Absent:** Mayor Motoyama (recused due to potential conflict of interest).

G. Amendment to Professional Services Agreement with Agnes Pabis for temporary support for the Finance Department

Action Proposed: Adopt a resolution to authorize the City Manager to amend the professional services agreement with Agnes Pabis for temporary Finance staffing support by \$8,000 for a total amount not to exceed amount of \$53,000.

Contact: Pete Salazar, Interim Finance Director/City Treasurer; Karen Pinkos, City Manager, City Management

Action: Approved Resolution No. 2023-45

8. PUBLIC HEARINGS

9. POLICY MATTERS

A. Management and Confidential Employees Resolution

Action Proposed: Adopt a resolution modifying salaries, benefits, and conditions of employment for Management and Confidential Employees.

Contact: Shannon Bassi, Senior Human Resources Analyst

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding bilingual pay.

Moved/Seconded: Councilmember Quinto/Mayor Pro Tem Rudnick

Action: Approved Resolution No. 2023-46. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

B. CITY COUNCIL/PUBLIC FINANCING AUTHORITY/EMPLOYEE PENSION BOARD

Approval of the City's Fiscal Year 2023-24 Proposed Budget and Spending Authority by Fund for the City, Employee Pension Board, and Public Financing Authority and Approval of the FY 2023-24 Annual Gann Appropriation Limit.

Action Proposed: Staff requests that the City Council 1) Adopt a City Council resolution authorizing Fiscal Year 2023-24 spending authority by fund for the City of El Cerrito; 2) Adopt an El Cerrito Public Financing Authority resolution authorizing Fiscal Year 2023-24 spending authority by fund; 3) Adopt an El Cerrito Employee Pension Board resolution authorizing Fiscal Year 2023-24 spending authority by fund; and 4) Adopt a City Council resolution approving the calculation and establishing the FY 2023-24 annual Gann Appropriation Limit.

Contact: Karen Pinkos, City Manager; Will Provost, Assistant to the City Manager, City Management

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding best use of fund balance for positive effect on city's bond rating, impact of moving forward with Financial Advisory Board (FAB) recommendations on one-time fund requests, funds for the Martin Luther King Jr. (MLK) parade event, wildfire prevention memorandum of understanding, frequency of budget updates, funds for Association of Bay Area Governments (ABAG) in City Council budget, funds for exploring red flag day parking restriction, funds for an Emergency Operation Center (EOC) training, differential between revenues and expenses regarding special and capital funds, Real Property Transfer Tax projections,

Moved/Seconded: Councilmember Wysinger/Councilmember Quinto

Action: Approved Resolution No. 2023-47 (City Council Spending Authority), PFA Resolution 2023-01, PB Resolution 2023-01, and Resolution 2023-48 (GANN Limit). **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

10. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS *Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.*

Councilmember Fadelli – reported on West Contra Costa Transportation Advisory Committee (WCCTAC) funding.

Mayor Pro Tem Rudnick - reported on attendance at Richmond Juneteenth event, and RecycleMore meeting.

Mayor Motoyama - reported on attendance at Marin Clean Energy (MCE) Board meeting, and annual ABAG general assembly meeting.

11. ADJOURN REGULAR CITY COUNCIL MEETING

The regular meeting adjourned at 7:29 PM

Lisa Motoyama, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of June 20, 2023 as approved by the El Cerrito City Council.

Holly M. Charléty, MMC, City Clerk

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

EL CERRITO CITY COUNCIL DRAFT MINUTES

TUESDAY, SEPTEMBER 19, 2023

SPECIAL CITY COUNCIL MEETING (5:15 PM)

Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/81993367330?pwd=a2dWOXdXR0FJeDIEb2RBb0VFK2tuUT09>

Meeting ID: 819 9336 7330 **Password:** 726359 **Dial in:** 1-408-638-0968

REGULAR CITY COUNCIL MEETING (6:00 PM)

Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/84731432246?pwd=NWQ3cWpKV0JMWHZJU0o4MmNuNDVTUT09>

Meeting ID: 847 3143 2246 **Password:** 542729 **Dial in:** 1-408-638-0968

View (Regular Meeting Only):

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2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

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Public Comments:

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2. *Via Zoom* using the "[Raise Hand](#)" icon to request to speak.
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4. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting**.

5:15 PM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Motoyama called the meeting to order at 5:23 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto **Present (Remotely):** Councilmember Wysinger **Absent:** None

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

2. **ORAL COMMUNICATIONS FROM THE PUBLIC**

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

3. **COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS**

Action Proposed: Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding ongoing recruitment(s), any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

Contact: Holly M. Charléty, City Clerk, City Management

City Council conducted one interview and made no appointments.

4. **ADJOURN SPECIAL CITY COUNCIL MEETING**

The special meeting adjourned at 5:56 PM

- 6:00 PM **ROLL CALL – CONVENE REGULAR CITY COUNCIL MEETING**

Mayor Motoyama called the meeting to order at 6:12 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto **Present (Remotely):** Councilmember Wysinger **Absent:** None

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

2. **PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**

3. **TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

4. **COUNCIL/STAFF COMMUNICATIONS**

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

City Manager Pinkos - provided an update on air quality, upcoming library forum on September 27th at 6:00 PM.

Councilmember Fadelli - reminded viewers that Council meetings are also broadcast on cable; reported attendance at local homeless community event with Mayor Motoyama and Supervisor John Gioia; announced September 23rd events in Richmond for Rosie the Riveter Gala and Auction, and Cerrito Vista Park's Play Like a Girl; announced the need for investors for Down Home Music

store to continue operating; reported attendance at Jewish community relations council meeting; and spoke against hate speech and racism.

Mayor Pro Tem Rudnick - announced her appointment as Vice Chair of the Cal Cities Public Safety Policy Committee.

Councilmember Wysinger - spoke against hate speech and racism.

Mayor Motoyama - reported attendance at El Cerrito Royale's Centenarian Day and issuance of Mayoral Certificate of Recognition to centenarians Aiko "Jean" Nakazono, Florence Bryndza, Dorothy Chambers, Phyllis Cobb, Aida Brenneis, Betty Moore, Rose Texara, Yetta "Geri" Wagner, and Roger Ferragallo; hosted a solutions summit for the unhoused; and announced El Cerrito Art Association annual art show at the community center on October 6-8th.

5. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Kristen Connelly, Contra Costa Registrar of Voters - announced National Voter Registration Day and encouraged voter registration and California High School Voter Education and pre-registration week.

Buddy Akacic - spoke regarding removal of senior center signs on Hana Gardens and need to communicate future plans for a senior center.

Bill Barish - commented on building electrification and climate action plans and presented signatures requesting staff to draft an ordinance requiring new construction electrification.

Linda Cain - commented regarding signage for senior center signage at Hana Gardens and need for a senior center.

Ira Sharenow - spoke on the need for council action regarding road maintenance.

Robin Mitchell - spoke in support of restoration of an Urban Forest Program fund.

Leanard Frank, H. Yagoto, Nate H., - provided antisemitic and racial comments.

6. PRESENTATIONS

7. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

Moved/Seconded: Councilmember Quinto/Councilmember Fadelli **Action:** Adopted the Consent Calendar as indicated below. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

A. Approval of Minutes

Action Proposed: Pass a motion to approve the minutes from the meetings of July 18 and August 15, 2023.

Contact: Holly M. Charl  ty, City Clerk, City Management

Action: Approved minutes with the following correction for 8/15/2023: Correct reference to the agency name for CCTA as the Contra Costa Transportation Authority under Council Liaison Assignments.

B. 55th Anniversary of Eden Housing Proclamation

Action Proposed: Pass a motion to approve a proclamation recognizing Eden Housing's 55th anniversary.

Contact: Holly M. Charl  ty, City Clerk, City Management

Action: Approved proclamation

C. Hispanic Heritage Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring September 15, 2023- October 15, 2023, as Hispanic Heritage Month, by recognizing and celebrating the histories, cultures, and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean, and Central and South America.

Contact: Shannon Bassi, Senior Human Resources Analyst, Human Resources

Action: Approved proclamation

D. Suicide Prevention Awareness Proclamation

Action Proposed: Pass a motion to approve a proclamation declaring September as Suicide Prevention Awareness Month in the City of El Cerrito.

Contact: Shannon Bassi, Senior Human Resources Analyst, Human Resources

Action: Approved proclamation

E. Proclamation Recognizing Asher Kessler

Action Proposed: Pass a motion to approve a proclamation recognizing Asher Kessler of East Bay Rough Riders and Coach Lawrence Pang for their outstanding accomplishment in the 16th World Dragon Boat Racing Championships.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

F. Monthly Disbursement and Check Register Report for August 2023

Action Proposed: Receive and file the Monthly Disbursement and Check Register Report for the month of August 2023.

Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department

Action: Received and Filed

G. 2nd Reading and Adoption of an Ordinance for a Contract Amendment between the City of El Cerrito and the Board of Administration of The California Public Employees' Retirement System (CalPERS) Related to Employee Members of United Professional Firefighters Association (Local 1230)

1st Reading 8/25/2023

Action Proposed: Waive the second reading and adopt Ordinance 2023-03 amending the City's existing California Public Employees' Retirement System (CalPERS) contract.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Adopted Ordinance 2023-03

H. Safe Streets for All (SS4A) Cooperative Agreement with Contra Costa Transportation Authority for Richmond Street Complete Streets Improvement Project

Action Proposed: Adopt a resolution approving the Cooperative Agreement between the Contra Costa Transportation Authority (CCTA) and the City of El Cerrito for all phases of project delivery for the Richmond Street Complete Streets Improvement Project consisting of planning, preliminary design and environmental clearance, design including preparation of plans, specifications and estimates (PS&E), right-of-way (ROW) work including utility relocations, and construction, and authorizing the City Manager to execute the agreement in a form approved by the City Attorney.

Contact: Marielle Cuisson, Associate Engineer, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer

Action: Approved Resolution 2023-66

I. Authorization of Consulting Services Agreements with Multiple Firms for On-call Building, Planning, Fire and Engineering Consulting Services

Action Proposed: Adopt a resolution authorizing the City Manager to execute professional services agreements with nine (9) consulting firms to provide on-call professional services for three years, with the option to extend for an additional two years, in a total amount not to exceed \$2,000,000.

Contact: Jennifer Bright, Management Assistant; Melanie Mintz, Community Development Director, Community Development Department; Yvetteh Ortiz, Public Works Director, Public Works Department; Chase Beckman, Fire Marshal/Battalion Chief, Fire Department

Action: Approved Resolution 2023-67

J. Amendment to Consulting Services Agreement with Baker Tilly to Provide Additional Consulting Services in Fiscal Year 2023-24

Action Proposed: Adopt a resolution authorizing the City Manager to execute a second amendment to the consulting services agreement with Baker Tilly US, LLP (formerly Management Partners) to provide consulting services to the City in an amount not to exceed \$25,610 in Fiscal Year 2023-24, with the total contract amount not to exceed \$100,000, and extending the term of the agreement to June 30, 2024.

Contact: Will Provost, Assistant to the City Manager, City Management

Action: Approved Resolution 2023-68

K. Safe Routes to Bay Area Rapid Transit District (BART) Funding Agreement for El Cerrito del Norte Transit-Oriented Development Complete Streets Improvement Project

Action Proposed: Adopt a resolution approving the Safe Routes to BART Funding Agreement (Agreement) between BART and the City of El Cerrito (City) for the El Cerrito del Norte Transit-Oriented Development (TOD) Complete Streets Improvement Project and authorizing the City Manager to execute the Agreement in a form approved by the City Attorney.

Contact: Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Action: Approved Resolution 2023-69

L. Purchase Authorization for Renewable Diesel and Unleaded Gasoline

Action Proposed: Adopt a resolution authorizing the City Manager to enter into fuel purchase agreements through Santa Clara County's contract bid process for renewable diesel and through the State of

California's contract bid process for unleaded gasoline.

Contact: Karineh Samkian, Senior Program Manager; Susan Kattchee, Interim Operations and Environmental Services Division Manager; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Action: Approved Resolution 2023-70

8. PUBLIC HEARINGS

A. Fire Hazard Abatement

Exempt from CEQA review pursuant to Sections 15304 and 15308, Notice published 9/9/2023

Action Proposed: 1) Adopt a resolution declaring weeds, rubbish, litter, or other flammable material on certain real property identified in the resolution constitutes a public nuisance; and 2) Conduct a public hearing and upon conclusion, adopt a resolution overriding objections by property owners and ordering the City Manager or their designee to abate certain public nuisances pursuant to El Cerrito Municipal Code Chapter 16.26.

Contact: Traviss Crumpacker, Fire Prevention Officer; Chase Beckman, Fire Marshal, Fire Department

Public Hearing: Mayor Motoyama opened the public hearing.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Shar Etebar - spoke regarding Troop 104 who has worked with individual property owners in the past to assist in mitigating properties and offers their services in the future to those who need assistance.

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember Quinto

Action: Closed the Public Hearing. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember Quinto

Action: Approved Resolution 2023-71 (Declaring Properties).

Ayes: Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember

Quinto **Action:** Approved Resolution 2023-72 (Overriding Objections).

Ayes: Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

B. Cost Hearing Regarding Fire Hazard Abatement of a Public Nuisance for Properties Identified and pursuant to El Cerrito Municipal Code Chapter 16.26

Notice published 9/9/2023

Action Proposed: Conduct a public hearing and upon conclusion adopt a resolution confirming the cost of abatement of public nuisance conditions resulting from the presence of weeds, rubbish, litter or other flammable material on private properties designated in Exhibit A to the resolution as authorized by El Cerrito Municipal Code Chapter 16.26.

Contact: Chase Beckman, Fire Marshal, Fire Department; Traviss Crumpacker, Fire Prevention Officer, Fire Department

Public Hearing: Mayor Motoyama opened the public hearing.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Moved/Seconded: Councilmember Quinto/Mayor Pro Tem Rudnick

Action: Closed the public hearing. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember

Quinto **Action:** Approved Resolution 2023-73. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

9. POLICY MATTERS

A. Establishment of the PARS Post-Employment Benefits Trust Program

Action Proposed: Adopt a Resolution authorizing participation in the PARS Post-Employment Benefits Trust Program to be administered by Public Agency Retirement Services (PARS) and U.S. Bank, appointing the City Manager as the City's Plan Administrator, authorizing the City Manager to execute the documents to implement the Program, and appropriating from fund balance and authorizing the deposit of \$1,000,000 as the initial contribution to the City's trust.

Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department; Karen Pinkos, City Manager, City Management

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding possible Financial Advisory Board direction related to an investment policy, and non-investment of fossil fuels.

Public Comments:

Ira Sharenow - commented on the need for Council to receive more information, questioned the use of consultants, and the need for additional data.

Richard C. - provided antisemitic and racial comments.

Linda Cain - spoke against offensive and hateful comments of the prior speaker and commented on the need for additional information to understand council action.

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember Quinto

Action: Approved Resolution 2023-74. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama, Councilmember Wysinger **Noes:** None

B. Consideration of a Financial Advisory Board Recommendation to Increase City Council Compensation

Notice published 9/9/2023

Action Proposed: Introduce by title and waive any further reading of an Ordinance to increase the City Council's compensation from \$441 per month to \$650 per month.

Contact: Crystal Reams, Finance Director/City Treasurer; Sky Woodruff, City Attorney

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding the need for increasing diversity of candidates for Council, looking into ahead further next year, and equity needs.

Public Comments: None

Moved/Seconded: Mayor Pro Tem Rudnick/Councilmember Wysinger

Action: Introduced and held the first reading of the ordinance. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Quinto, Councilmember Wysinger **Abstain:** Councilmember Fadelli **Noes:** None

C. Study Session on City Board, Commission, and Committees

Action Proposed: Conduct a study session on City Boards, Commissions, and Committees (Advisory Bodies), consider recommendations made by the City Council ad-hoc committee and if applicable, provide staff direction.

Contact: Holly M. Charl  ty, City Clerk, City Management on behalf of City Council Ad-hoc Subcommittee of Mayor Lisa Motoyama and Councilmember Paul Fadelli

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding leaving Crime Prevention Committee separate from fire issues, staff support needs, youth participation and type of voting, framing of the purview based on the name of the Crime Prevention Committee, exploring public safety areas including grants, evacuation planning, and oversight.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

John Stashik - spoke regarding concern about reducing the meeting frequency.

Linda Cain - concerned about restrictions to serving on more than two committees simultaneously.

Howdy Goudey - commented on clarity on communicating with staff and other advisory bodies, support of voting rights for youth members, and broadening or creating new committee to address emergency disaster preparedness.

Robin Mitchell - commented on concern about not having a chance to give feedback as a member of an advisory body, requested feedback on recommendations, and shared concern about reducing the frequency of meetings.

Ed K, Nate H., Ms. S., Dr. G. and Dennis R. - provided antisemitic and racist comments.

Council recessed from 8:35 PM to 8:52 PM

Mayor Motoyama continued the item to a future meeting. No action was taken.

10. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS *Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.*

Councilmember Quinto - reported attendance at Marin Clean Energy (MCE) meeting, attendance at upcoming Cal Cities annual conference.

Councilmember Wysinger - reported on attendance at a meeting of the West County Community Schools Collaboration Committee.

Mayor Motoyama - reported on attendance at the ribbon cutting for Freddie's Shop, meeting with PG&E representative following up on the recent City Council presentation, Roosevelt Awards dinner with El Cerrito Democratic club, Jewish Community Relations Council (JCRC) antisemitism event, tour of El Cerrito

Planned Parenthood, El Cerrito Royale Centenarian event, Contra Costa County Mayors Conference, Asian Pacific and Pacific Islander (AAPI) Leadership summit, moderated Solutions Summit for the unhoused, and Advisory Body Ad-Hoc subcommittee meeting.

11. CLOSED SESSION

City Council Convened to Closed Session at 8:57 PM.

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Action Proposed: Title: City Manager

Contact: Sky Woodruff, City Attorney, City Management

Action: No reportable action

B. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957

Action Proposed: Agency Designated Representatives: Mayor Pro Tem Tessa Rudnick and City Councilmember Gabe Quinto

Unrepresented Employee: City Manager

Contact: Sky Woodruff, City Attorney, City Management

Action: No reportable action

12. ADJOURN REGULAR CITY COUNCIL MEETING

The regular meeting adjourned at 9:40 PM.

Lisa Motoyama, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of September 19, 2023 as approved by the El Cerrito City Council.

Holly M. Charl  ty, MMC, City Clerk

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

EL CERRITO CITY COUNCIL DRAFT MINUTES

TUESDAY, OCTOBER 3, 2023

SPECIAL CITY COUNCIL MEETING (5:00 PM)

Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/89253098256?pwd=bmZXS3dNY1ZBNbGF3bTBqMXhBeVJBdz09>

Meeting ID: 892 5309 8256 **Password:** 017431 **Dial in:** 1-408-638-0968

REGULAR CITY COUNCIL MEETING (6:00 PM)

Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/83509889643?pwd=ajdWMEp3czBXb0JhcUI3N2NOUTFTdz09>

Meeting ID: 835 0988 9643 **Password:** 149405 **Dial in:** 1-408-638-0968

View (Regular Meeting Only):

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions available via zoom.

Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Council.

Public Comments:

1. *In-person* by submitting a request to speak to the City Clerk.
2. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Please note that remote public comments have been suspended.

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting.**

5:00 PM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Motoyama called the meeting to order at 5:01 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto **Absent:** Councilmember Wysinger

1. CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449

2. ORAL COMMUNICATIONS FROM THE PUBLIC

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

3. COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

Action Proposed: Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding ongoing recruitment(s), any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

Contact: Holly M. Charléty, City Clerk, City Management

The City Council conducted three interviews and made the following appointments:

Moved/Seconded: Councilmember Quinto/Mayor Motoyama **Action:** Appointed Nate Schaffran to a partial term on the Financial Advisory Board ending 3/1/2025. **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama **Noes:** None **Absent:** Councilmember Wysinger

Moved/Seconded: Councilmember Fadelli/Mayor Pro Tem Rudnick **Action:** Appointed Adam Levenson to a partial term on the Arts and Culture Commission ending 3/1/2024 **Ayes:** Councilmember Quinto, Councilmember Fadelli, Mayor Pro Tem Rudnick, Mayor Motoyama **Noes:** None **Absent:** Councilmember Wysinger

4. ADJOURN SPECIAL CITY COUNCIL MEETING

The special meeting adjourned at 5:57 PM

6:00 PM ROLL CALL – CONVENE REGULAR CITY COUNCIL MEETING

Mayor Motoyama called the meeting to order at 6:03 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger (arrived at 6:40 PM) **Absent:** None

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE

2. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS

3. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

Mayor Motoyama – announced decision to suspend public comments via zoom.

City Manager Pinkos – commented regarding impacts of recent hate speech on staff and suspension of public comments via zoom.

Mayor Pro Tem – commented regarding need to ensure democracy prevails despite recent hat speech.

Councilmember Fadelli – announced upcoming event at Rialto theater on the fight to make streets safer; and announced the upcoming 55th high school reunion for Kennedy High.

Mayor Motoyama - announced 10/15 Harvest Festival at Harding Elementary, acknowledged the ad-hoc committee will reconvene and asked the members to report any feedback they received from their advisory body liaison assignments.

4. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Jesse Walker - requested fee waiver for building permit fees.

Myra Menicon - commented on the high cost of parking permits and the need for senior discounts, concern on speed of vehicles on Cutting Blvd.

Brian Richmond - spoke on behalf of the Trail Trekkers to install signage in the Hillside Natural Area, asked for the process to move forward and offered assistance.

Sue Duncan - provided comments regarding the fifth anniversary of the Make El Cerrito Fire Safe, shared accomplishments and continued efforts.

Gary Prost - commented regarding the need to put funds towards what is needed to control the vegetation in the Hillside Natural Area, red flag day

parking restrictions, spoke in support of the action taken by council to reduce hate speech from public speakers, and suggested scenic overlook on Moeser Lane.

Stuart Sonatina - spoke regarding building protected bike lanes, and options for electric refuse trucks.

Sharon Miller - spoke regarding the lack of traffic controls on Cutting Blvd.

5. PRESENTATIONS

6. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

Moved/Seconded: Councilmember Fadelli/Mayor Pro Tem Rudnick

Action: Approved the consent calendar as indicated below. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto **Noes:** None **Absent:** Councilmember Wysinger

A. Filipino American History Month Proclamation

Action Proposed: Approve a proclamation recognizing October 2023 as Filipino American History Month in El Cerrito.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

B. Cyber Security Awareness Month Proclamation

Action Proposed: At the request of Mayor Pro Tem Rudnick, approve a proclamation recognizing October as Cyber Security Awareness month. **Contact:** Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

C. National Arts and Humanities Month Proclamation

Action Proposed: Approve a proclamation in support and recognition of October 2023 as National Arts and Humanities Month in El Cerrito.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

D. Indigenous Peoples Day Proclamation

Action Proposed: Approve a proclamation in recognition of Indigenous Peoples Day.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

E. Economic Development Committee Appointment

Action Proposed: Approve an Economic Development Committee recommendation to appoint Kevin Schenthal.

Contact: Aissia Ashoori, Housing-Economic Development Manager

Action: Approved appointment

F. 2nd Reading and Adoption of an Ordinance to increase City Council compensation from \$441 to \$650 per month

1st Reading 9/19/2023

Action Proposed: Waive the second reading and adopt Ordinance 2023-04 amending section 2.04.070 of the El Cerrito Municipal Code to modify the City Council's Monthly Compensation.

Contact: Holly M. Charl  ty, City Clerk, City Management

Action: Adopted Ordinance 2023-04

7. PUBLIC HEARINGS

8. POLICY MATTERS

A. Construction Contract Award and Budget Amendment for Arlington Park Improvements Project, City Project No. C3082

Action Proposed: Adopt a resolution approving plans and specifications for the Arlington Park Improvements Project, City Project No. C3082 (Project); rejecting the bids from NV Construction and JPB Designs as non-responsive and accepting the bid submitted by Streamline Builders for the Project; authorizing the City Manager to execute a contract in the amount of \$336,018 with Streamline Builders and to approve change orders in an amount not to exceed \$33,602 for the construction of the Project; and amending the Fiscal Year (FY) 2023-24 Adopted Budget and Capital Improvement Program to appropriate \$75,000 from the General Fund Balance for the Project.

Contact: Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding space for maintenance staff to access the facilities costs to the general fund, Prop 68 grant delay, available measure H funding, availability of unrestricted funds, and location of bocci ball court.

Moved/Seconded: Councilmember Fadelli/Mayor Pro Tem Rudnick **Action:** Approved Resolution 2023-75. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

B. Purchase Authorization and Budget Amendment for up to Two Residential Recycling Collection Trucks

Action Proposed: Adopt a resolution authorizing the City Manager to purchase through the Sourcewell bid process up to two residential recycling collection trucks at a total cost not to exceed \$1,100,000 and amending the Fiscal Year 2023-24 Adopted Budget to appropriate \$1,100,000 from the Integrated Waste Management Fund balance for the purchase of the trucks.

Contact: Susan Kattchee, Interim Operations & Environmental Services Manager, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding privatized collection services, number of vehicles authorized versus purchased, grants for electric vehicles, green hydrogen vehicles, documentation regarding unreliability and need for replacement, potential to wait to purchase and look into electric vehicles, amount authorized per vehicle, electric infrastructure needs, and cost difference between two vehicles.

Public Comments:

Howdy Goudy - spoke against the recommended action for diesel trucks and in support of purchasing an electric vehicle instead.

Linda Cain - commented on personal experience of changing to electric vehicle.

Moved/Seconded: Councilmember Quinto/Councilmember Fadelli

Action: Adopted Resolution 2023-76 with the following modification: Changing from two to one vehicle purchase with an amount not to exceed \$550,000; and provided staff direction to look further into putting funds towards modifications for electric vehicle infrastructure. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

C. Amendment to City Manager Employment Agreement

Action Proposed: Adopt a resolution approving a Second Amendment to the Employment Agreement with the City Manager to extend the agreement to December 31, 2024.

Contact: City Council Ad Hoc Subcommittee Sky Woodruff, City Attorney, City Management

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding eco-vehicle allowance.

Public Comments:

Howdy Goudey - spoke in support of the proposed action with more description for eco-friendly and concern regarding prior comments made by staff.

Moved/Seconded: Councilmember Quinto/Councilmember Fadelli

Action: Approved Resolution 2023-77. **Ayes:** Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

9. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.

Mayor Pro Tem Rudnick - reported attendance and presentation on a panel at the Cal Cities annual conference.

Councilmember Quinto - reported attendance at the Cal Cities annual conference.

Councilmember Fadelli - announced West Contra Costa Transportation Advisory Commission (WCCTAC) project grant awards in West Contra Costa County.

Mayor Motoyama - reported attendance at the Cal Cities annual conference, El Cerrito Play Like a Girl + event, library workshop, 5th Anniversary event for Make El Cerrito Fire Safe, El Cerrito Policy Swearing in Ceremony, and Dave's Hot Chicken ribbon cutting.

10. ADJOURN REGULAR CITY COUNCIL MEETING

The regular meeting adjourned at 8:08 PM

Lisa Motoyama, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of October 3, 2023 as approved by the El Cerrito City Council.

Holly M. Charléty, MMC, City Clerk

Mayor
Lisa Motoyama
Mayor Pro Tem
Tessa Rudnick



Councilmembers
Paul Fadelli
Gabriel Quinto
Carolyn Wysinger

EL CERRITO CITY COUNCIL DRAFT MINUTES

TUESDAY, OCTOBER 17, 2023

SPECIAL CITY COUNCIL MEETING (5:00 PM)

Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/89498217087?pwd=WVNjQWIPZ3RybVI3UTk2N3pmbmxQUT09>

Meeting ID: 894 9821 7087 **Password:** 830489 **Dial in:** 1-408-638-0968

REGULAR CITY COUNCIL MEETING (6:00 PM)

Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/84084043280?pwd=NIY2eGRwS2ZQbzY4QmtyeXJnaig1UT09>

Meeting ID: 840 8404 3280 **Password:** 448839 **Dial in:** 1-408-638-0968

View (Regular Meeting Only):

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510- 215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions available via zoom.

Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Council.

Public Comments:

1. *In-person* by submitting a request to speak to the City Clerk.
2. *By Email* to cityclerk@ci.el-cerrito.ca.us identified in the subject line as **Public Comments – Agenda Item #.**

Public Comment via zoom has been suspended.

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the City Council and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the City Council and will be posted **after the meeting.**

5:00 PM **ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING**
Mayor Pro Tem Rudnick called the meeting to order at 5:03 PM.
Present: Mayor Motoyama, Mayor Pro Tem Rudnick,

Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger (arrived at 5:18 PM) **Absent:** Mayor Motoyama (due to potential conflict of interest)

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

2. **ORAL COMMUNICATIONS FROM THE PUBLIC**

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

3. **CLOSED SESSION CONFERENCE WITH NEGOTIATORS**

Government Code Section 54856.8

Property: A portion of City property adjacent to the east side of the El Cerrito Plaza BART Station between Central Avenue and Fairmount Avenue **Agency negotiators:** Melanie Mintz, Community Development Director, Community Development Department; Sky Woodruff, City Attorney, City Management

Negotiating parties: BART and The Related Companies of California, LLC

Under negotiation: Price and terms

Contact: Sky Woodruff, City Attorney, City Management

The City Council convened to closed session at 5:04 PM. No reportable action.

4. **ADJOURN SPECIAL CITY COUNCIL MEETING**

The special meeting adjourned at 5:55 PM

- 6:00 PM ROLL CALL – CONVENE REGULAR CITY COUNCIL MEETING**

Mayor Motoyama called the meeting to order at 6:05 PM.

Present: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Absent:** None

1. **CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCILMEMBER TO PARTICIPATE IN THE MEETING REMOTELY DUE TO EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**
3. **TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

4. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.
Mayor Motoyama and Mayor Pro Tem Rudnick - shared words of support for those affected by the conflict in Israel and Gaza.

City Manager Pinkos - provided an update regarding work on the Strategic Plan and upcoming City Council workshop on 10/28/2023.

Councilmember Quinto - shared words of support for those affected by the conflict in Israel and Gaza.

Councilmember Wysinger - announced upcoming luncheon of the EL Cerrito Branch of the National Association for the Advancement of Colored People (NAACP) and commented on disagreement regarding discontinuing remote public comments and the need to work instead on dismantling the system.

Councilmember Fadelli - reported on attendance at the St. Peter's Methodist Church Layday, and EBMUD meeting on the wildcat pipeline replacement project.

Mayor Motoyama - announced ribbon cutting for Plank and Power Pilates on 10/21, NAACP Freedom Luncheon on 10/22, the Best of El Cerrito Celebration on 10/26, and Strategic Plan workshop on 10/28, ribbon cutting for Dolly's Italian Restaurant on 10/28, and senior resource fair on 11/3.

5. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Max Mankita - spoke regarding dangers for cyclists and pedestrians on Ashbury Avenue, and suggested modifications to increase safety.

Stuart Sonatina - commented on the need for increasing the bicycle infrastructure in the City and identified potential locations.

John Stashik - commented on the need for a reliable emergency backup generator for Fire Station 52.

Susan Duncan - spoke in support of the purchase of an emergency backup generator for Fire Station 52.

Kimberly White - spoke in support of having all financial items on the agenda be presented as a discussion item.

6. PRESENTATIONS

A. Annual Sundar Shadi Garden Club Awards

Action Proposed: Receive and file a brief presentation and acknowledgement of contest winners.

Contact: Pamela Austin, El Cerrito Garden Club Representative
(Heard out of Order)

Action: Received and filed

7. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

Moved/Seconded: Councilmember Quinto/Mayor Pro Tem Rudnick

Action: Approved the consent calendar as indicated below.

Ayes: Mayor Motoyama, Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None

A. Shelter in Place Education Day Proclamation

Action Proposed: Approve a proclamation recognizing November 1, 2023 as Shelter in Place Education Day in El Cerrito.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

B. Ujima Lodge #35 Proclamation

Action Proposed: Approve a proclamation recognizing Ujima Lodge #35 on its 102nd anniversary.

Contact: Holly M. Charléty, City Clerk, City Management

Action: Approved proclamation

C. Bullying Prevention Month and Unity Day Proclamation

Action Proposed: Approve a proclamation declaring October as National Bullying Prevention Month and October 18, 2023 as Unity Day in the City of El Cerrito.

Contact: Andrea Dwyer, Childcare Supervisor, Recreation Department

Action: Approved proclamation

D. 70th Anniversary of St. Peter Christian Methodist Episcopal Church

Action Proposed: Approve a proclamation recognizing the 70th anniversary of St. Peter Christian Methodist Episcopal Church of El Cerrito.

Contact: Holly Charléty, City Clerk, City Management

Action: Approved proclamation

E. Committee on Aging Appointment

Action Proposed: Approve a Committee on Aging recommendation to appoint Linda Cain to the Committee on Aging, effective October 17, 2023.

Contact: Bridget Cooney, Recreation Supervisor, Recreation Department

Action: Approved appointment

F. Resolution to Authorize the Purchase of an Emergency Replacement Generator for Station 52 and appropriate an amount not to exceed \$75,000.

Action Proposed: Adopt a Resolution amending the Fiscal Year 2023- 2024 adopted budget to appropriate \$75,000 from the general fund balance to purchase a renewable diesel emergency back-up generator at Fire Station 52, and authorize the City Manager to execute a purchase agreement with Leete Generator LLC.

Contact: Eric Saylor, Fire Chief; Joseph Torres, Battalion Chief, Fire Department

Action: Approved Resolution 2023-78

G. Authorization of Agreement for the Infill Infrastructure Grant – Catalytic Qualifying Infill Area Program of 2019 for the El Cerrito Plaza BART Transit-Oriented Development

Action Proposed: Adopt a resolution authorizing the City Manager to execute a standard agreement and all other required documents for the Infill Infrastructure Grant – Catalytic Qualifying Infill Area Program (IIGC) with the California Department of Housing and Community Development (HCD) to support the El Cerrito Plaza Station Transit- Oriented Development (TOD) Project.

Contact: Aissia Ashoori, Housing Manager; Melanie Mintz, Community Development Director, Community Development Department

Moved/Seconded: Councilmember Quinto/Mayor Pro Tem Rudnick **Action:** Approved Resolution 2023-79 **Ayes:** Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None **Absent:** Mayor Motoyama (recused due to potential conflict of interest).

H. Resolution Authorizing Execution of a Grant Pass-through Agreement Between the City and BART to Receive Funding from BART for Transportation Infrastructure Planning, Design, and Construction Around the El Cerrito Plaza BART Station.

Action Proposed: Adopt a resolution authorizing the City Manager to 1) execute a grant pass-through agreement with the San Francisco Bay Area Rapid Transit District (BART) to receive grant funding from the Transit and Intercity Capital Rail Program (TIRCP) Cycle 5, which was awarded to BART, in an amount not to exceed \$250,000 for the first allocation; and 2) authorize the City Manager to execute amendments to this agreement to receive additional allocations of grant funding from TIRCP Cycle 5 for an amount not to exceed \$10,000,000.

Contact: Jarrett Mullen, Sustainable Transportation Program Manager; Sean Moss, Planning Manager; Melanie Mintz, Community Development Director, Community Development Department

Moved/Seconded: Councilmember Quinto/Mayor Pro Tem Rudnick **Action:** Approved Resolution 2023-80 **Ayes:** Mayor Pro Tem Rudnick, Councilmember Fadelli, Councilmember Quinto, Councilmember Wysinger **Noes:** None **Absent:** Mayor Motoyama (recused due to potential conflict of interest).

I. Consulting Services Agreement with Ghirardelli Associates for the El Cerrito Del Norte Transit-Oriented Development Complete Streets Improvement Project, City Project No. C4014, Federal Project No. CML-5239(029)

Action Proposed: Adopt a resolution authorizing the City Manager to execute a Consulting Services Agreement with Ghirardelli Associates (Ghirardelli) to provide construction management services for the El Cerrito Del Norte Transit-Oriented Development Complete Streets Improvement Project, City Project No. C4014, Federal Project No. CML 5239(029) in the amount of \$1,584,372.83 and approve a contingency amount not to exceed \$110,000.

Contact: Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

Action: Approved Resolution 2023-80

- J. Monthly Disbursement and Check Register Report for September 2023**
Action Proposed: Receive and file the Monthly Disbursement and Check Register Report for the month of September 2023.
Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department
Action: Received and filed

K. FY 2023-24 First Quarter Cash and Investment Report

Action Proposed: Receive and file the City's first quarter cash and investment report for the period July 1, 2023 through September 30, 2023.
Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department
Action: Received and filed

8. PUBLIC HEARINGS

9. POLICY MATTERS

A. FY 2022-23 General Fund Budget Quarterly Update through June 2023

Action Proposed: Receive and file the FY 2022-23 General Fund Budget Quarterly Update through June 2023.

Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding real property transfer tax revenues, staff vacancy levels, expected variations from unaudited to audited numbers, and online sales tax revenues.

Action: Received and filed

B. Wildfire Safety and Preparedness

Action Proposed: Receive and file a presentation from the El Cerrito Fire Department with information on wildfires, including threats, impacts, prevention, and safety and provide staff direction on wildfire safety preparedness programs.

Contact: Eric Saylor, Fire Chief, Fire Department

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding potential money from Measure X funds, data tracking for Community Emergency Response Team (CERT) program,

community participation, vulnerable community engagement, regional agency collaboration, maintaining funding for fuel reductions in the Hillside Natural area, zone assignment for community warning systems, State readiness,

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Susan Duncan - Spoke in support of the City Council joining the East Bay Memorandum of Understanding for Wildfire Prevention and approval of a pilot project for parking restrictions on red flag warning days.

Action: Received and filed

- 10. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS** *Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.*
Mayor Pro Tem Rudnick - reported attendance at the Citywide Garage sale event.

Councilmember Fadelli - reported attendance at Contra Costa Mayors Conference, announced upcoming CCTA Retreat

Mayor Motoyama – reported attendance at Contra Costa County Mayors Conference, Mayor's choice selection for EC Art Association Show, Albany Film Fest.

- 11. ADJOURN REGULAR CITY COUNCIL MEETING**
The next regularly scheduled City Council meeting is Tuesday, November 7, 2023 at 6:00 p.m.
The regular meeting adjourned at 7:53 PM.

Lisa Motoyama, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of October 17, 2023 as approved by the El Cerrito City Council.

Holly M. Charl  ty, MMC, City Clerk

EL CERRITO CITY COUNCIL PROCLAMATION
Designating November 12 –18, 2023, as “United Against Hate Week”

WHEREAS, the United States is a nation of immigrants, whose strength comes from its diversity; and

WHEREAS, the Constitution enshrines equality on all individuals, regardless of race, gender, orientation, religion, or political views; and

WHEREAS, recent federal policies and rhetoric have generated a toxic environment that encourages the propagation of racist, xenophobic, sexist, homophobic, antisemitic, Islamophobic, and other bigoted views by emboldened hate groups and individuals; and

WHEREAS, deep divisions within our country allow for the festering of extreme ideology, further strengthening a cycle of mistrust and suspicion fueled by fear, anxiety, and insecurity; and

WHEREAS, the number of hate crimes across the United States has increased dramatically over the past few years; and

WHEREAS, white nationalist groups have held violent rallies in cities across the country, instilling fear across many diverse communities; and

WHEREAS, the City of El Cerrito is deeply committed to inclusivity; and

WHEREAS, the City of El Cerrito was declared a Sanctuary City on March 21, 2017 further affirming the City’s commitment to the values of dignity, inclusivity, and respect for all individuals regardless of ethnic or national origin, gender identity, race, religious affiliation, sexual orientation, age, disability, or immigration status; and

WHEREAS, the community launched a Stop Hate Together campaign to further state our shared values and reiterate our commitment to inclusivity; and

WHEREAS, education, compassion, and cooperation are key to understanding and embracing differences between people; and

WHEREAS, sponsoring a [United Against Hate Week](#) is an important step in bridging divisions and healing communities.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby declare the week of November 12 through 18, 2023 as United Against Hate Week in the City of El Cerrito and encourage all residents to work together against hate, restore respect and civil discourse, embrace the strength of diversity, and build inclusive and equitable communities for all.

Dated: November 7, 2023

Lisa Motoyama, Mayor

EL CERRITO CITY COUNCIL PROCLAMATION
Declaring November 20, 2023 as Transgender Day of Remembrance
in the City of El Cerrito

WHEREAS, all people deserve to live in a city that respects their dignity, safety and overall well-being through the promotion of equal and fair treatment for everyone; and

WHEREAS, members of the transgender community are valued and productive residents of our city who contribute to El Cerrito's progress and prosperity; and

WHEREAS, transgender people continue to face high levels of discrimination, fear, stigmas and bias that can fuel abuse and violence against El Cerrito's transgender community; and

WHEREAS, the city of El Cerrito benefits from the diversity of its population and seeks to promote inclusion of all people as a testament to our shared values of dignity, equity and fair treatment for everyone without regard to gender identity or expression; and

WHEREAS, the city of El Cerrito through its laws, policies and practices, condemns acts of violence; and

WHEREAS, Transgender Day of Remembrance helps bring public awareness to hate crimes against transgender people and honors the memory of those harmed and killed by senseless acts of violence each year; and

WHEREAS, on this day of observation, El Cerrito commits to continue promoting inclusion, equity and understanding toward transgender people.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby proclaim November 20, 2023, as "Transgender Day of Remembrance" in El Cerrito.

Dated: November 7, 2023

Lisa Motoyama, Mayor



AGENDA BILL

Agenda Item No.7.D.

Date: November 7, 2023
To: El Cerrito City Council
From: Jarrett Mullen, Sustainable Transportation Program Manager, Community Development Department; Marielle Cuisson, Associate Engineer, Public Works Department; Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department
Subject: Cooperative Funding Agreement between the City of El Cerrito and West Contra Costa Transportation Advisory Committee (WCCTAC) for the Ohlone Greenway Uptown District Improvements Project

ACTION PROPOSED

Adopt a resolution approving and authorizing the City Manager to execute a Subregional Transportation Mitigation Program (STMP) Cooperative Funding Agreement (Agreement) between the West Contra Costa Transportation Advisory Committee (WCCTAC) and City of El Cerrito (City) for the Ohlone Greenway Uptown District Improvements Project.

BACKGROUND

Ohlone Greenway Planned Improvements

The Ohlone Greenway (Greenway) is a 5.2-mile-long Class I shared bicycle and pedestrian path and linear park that links the cities of El Cerrito, Albany, and Berkeley with a connection to the City of Richmond via the Richmond Greenway. The Greenway serves both transportation and recreational trips, provides a low-stress bicycling alternative to San Pablo Avenue, and is one of the City's largest public open spaces.

Approximately 2.7 miles, or about half, of the Greenway corridor runs within the City of El Cerrito. Beginning at Cerrito Creek and the Albany-El Cerrito border, the Greenway follows the elevated BART trackway to the del Norte area before curving westward and crossing San Pablo Avenue near Macdonald Avenue where the path continues into the City of Richmond. The Greenway includes several notable recreational uses: three small playgrounds, the Baxter Creek Gateway Park and the wildflower planting area at the corridor's north end, furnishings such as seating, trash and recycling containers, bicycle parking, interpretive and wayfinding signage; and direct access to the Bruce King Dog Park and Centennial Park which are alongside the Greenway corridor.

While the City's 1999 General Plan identifies the Greenway as a major transportation and public open space asset, the 2009 Ohlone Greenway Master Plan (Master Plan) and 2016 Active Transportation Plan (ATP) have, by identifying specific needs and design recommendations, shaped the Greenway's evolution over the past 15 years. Generally, the Master Plan focused on the pathway segments, or the portions of pathway between street intersections, while the ATP identified specific safety and

connectivity treatments at the 16 Greenway-street intersections based on roadway geometry and vehicle speed/volume.

The Master Plan features lighting, signage, planting, security, and pathway configuration design guidance. The preferred pathway configuration calls for replacing the then-existing condition, which was two narrow pathways each assigned to either bicyclists or pedestrians, with a single 14-foot-wide paved, shared-use pathway. The split trail would be maintained in constrained areas with user separation removed.

The ATP's Greenway-street intersection treatment recommendations include flashing warning lights, high visibility markings and signage, and curb extensions or median refuge islands. Among the 35 bicycle and pedestrian projects identified in the ATP, the Ohlone Greenway intersection projects were ranked the second highest priority when evaluated using criteria that considered mode shift potential, safety, and connectivity.

These Master Plan and ATP Greenway recommendations have been gradually implemented as resources allow and, in large part, utilizing external funding opportunities. As shown in Table 1, the ATP-identified Greenway intersection improvements are nearing completion. All intersections feature high visibility markings and signage, flashing warning lights have been installed at all streets that meet engineering criteria for their installation, and curb extensions have been installed at six of the 14 intersections recommended for modification. Furthermore, in 2018, an entirely new signalized bicycle and pedestrian crossing was installed at San Pablo Avenue near Macdonald Avenue, closing a connectivity gap between the Richmond Greenway and Ohlone Greenway.

Table 1: Ohlone Greenway – Intersection Improvements Status			
Intersection	Improvements		
	High Visibility Markings + Signage	Curb Extensions	Flashing Warning Lights
San Pablo Avenue	<i>New Signalized Crossing Installed 2018</i>		
Knott Avenue	Complete	Planned	---
Cutting Boulevard	Complete	Complete	Complete
Hill Street	Complete	Complete	Complete
Blake Street	Complete	---	---
Potrero Avenue	Complete	Planned	Complete
Manila Avenue	Complete	Complete	---
Schmidt Lane	Complete	Complete	---
Portola Drive	Complete	Complete	---
Moeser Lane	Complete	Planned	Complete
Waldo Ave	Complete	Planned	---
Stockton Ave	Complete	Planned	Complete
Lincoln Avenue	Complete	Planned	---
Central Avenue	Complete	Complete	Complete
Fairmount Avenue	Complete	Complete	Complete
“---”: feature not proposed in ATP due to geometric constraints and/or lower traffic speed and volume.			

As shown below in Table 2, the wider pathway envisioned in the Master Plan is also nearing completion. Exclusive of several constrained areas, path widening was implemented in 2013 along approximately 85 percent of the 2.7-mile Greenway Corridor as part of BART's aerial trackway seismic retrofit program. Previously in 2011, improved LED lighting fixtures were installed beneath the BART trackway to minimize costs associated with freestanding lighting which requires buried electrical lines and poles. Pathway segments awaiting widening and lighting are at the Greenway corridor's north end – these segments were not modified since they were not impacted by the BART seismic work and not part of the lighting upgrades, both because the BART trackway alignment curves away from the Greenway in this area.

Table 2: Ohlone Greenway – Segment Improvements Status				
Segment			Improvements	
Start	End	Length (ft)	Path Widening*	Lighting
San Pablo Avenue	Conlon Avenue	550	Planned	Planned
Conlon Avenue	Wall Avenue	700	Planned	Planned
Wall Avenue	Knott Avenue	500	---	---
Knott Avenue	Cutting Boulevard	380	---	---
Cutting Boulevard	Hill Street	650	Complete	Complete
Hill Street	Blake Street	800	Complete	Complete
Blake Street	Potrero Avenue	400	Complete	Complete
Potrero Avenue	Manila Avenue	1,930	Complete	Complete
Manila Avenue	Schmidt Lane	630	Complete	Complete
Schmidt Lane	Portola Drive	520	Complete	Complete
Portola Drive	Moeser Lane	520	Complete	Complete
Moeser Lane	Waldo Avenue	640	Complete	Complete
Waldo Avenue	Stockton Avenue	700	Complete	Complete
Stockton Avenue	Lincoln Avenue	1,450	Complete	Complete
Lincoln Avenue	Central Avenue	780	Complete	Complete
Central Avenue	Fairmount Avenue	540	Complete	Complete
Fairmount Avenue	City Limit	1,160	Complete	Complete
*: Pathway widening less than 14-feet in some sections due to environmental or other constraints.				
"---": Pathway widening is infeasible due to constrained right-of-way.				

Project Description

The Ohlone Greenway Uptown District Improvements Project will deliver the lighting, path widening, intersection upgrades, and landscaping enhancements envisioned in the Master Plan/ATP to an approximately 0.4-mile section of the Ohlone Greenway. The "Uptown District" as identified in the San Pablo Avenue Specific Plan is the area covering the San Pablo Avenue and Ohlone Greenway corridors north of Potrero Avenue. The project segments along the Ohlone Greenway are: Conlon Avenue to Knott Avenue (1,300 feet) and Hill Street to Blake Street (800 feet). Conlon Avenue to Knott Avenue is the last Greenway segment in the City that has not been updated with the widened path envisioned in the Master Plan, and the Hill Street segment will

upgrade path connectivity to the adjacent El Cerrito Shopping Center (Safeway). Specific improvements are as follows:

Conlon Avenue to Knott Avenue

- Pathway pavement resurfacing and widening (where feasible)
- Install pedestrian scale lighting
- Upgrade wayfinding signage
- Install new curb ramps and high visibility pavement markings at Wall Avenue

Knott Avenue Intersection

- Revise traffic control on pathway intersection approaches
- Install concrete curb extensions
- Install high visibility pavement markings and signage

Hill Street to Blake Street

- Construct north-south side path connecting the El Cerrito del Norte BART Station to the Safeway grocery store on the west side of the Greenway south of Hill Street
- Reconstruct east-west paths to provide an accessible route between main Greenway trail and the grocery store
- Relandscape to improve sight lines and create a sense of place

ANALYSIS

In May 2023, WCCTAC released a Call for Projects for the 2019 Subregional Transportation Mitigation Program (STMP) Update. The Ohlone Greenway Uptown District Improvements Project falls under STMP Project Category 5: Ohlone Greenway Improvements, and City staff determined an application would be competitive based on the STMP scoring criteria. The maximum funding limit of \$1.5 million per local agency and readiness to spend the STMP funding were key considerations. In August 2023, City staff requested \$180,000 in STMP funds for the project's engineering-design phase. City staff also submitted a second application for STMP funds for the El Cerrito Plaza TOD East-West Bikeway, which will be brought to City Council for consideration at a later date.

On September 29, 2023, the WCCTAC Board allocated \$180,000 in STMP funding for the project and On October 27, 2023, the WCCTAC Board approved the STMP Cooperative Funding Agreement. The STMP grant program reimburses agencies for costs incurred. This agreement defines the procedures and conditions that the City must follow to receive the STMP funding reimbursements from WCCTAC. The City is considered the "Agency" under the Agreement. As the Agency, the City is responsible for managing all phases of the project including environmental clearance, design, construction, and operations. The City is also responsible for providing all additional funding to complete the project. The preliminary cost estimate for engineering-design and construction of the project is just under \$1.5 million. The proposed funding plan for the project is shown below.

Phase	City Measure J Return to Source	Safeway	STMP	Future Funding	TOTAL	STMP % of TOTAL
Engineering-Design	\$42,000	-	\$180,000	-	\$222,000	81.1%
Construction	-	\$260,000	-	\$1,012,000	\$1,272,000	N/A
TOTAL	\$42,000	\$260,000	\$180,000	\$1,012,000	\$1,494,000	N/A

The funding from Safeway will apply only to the construction of the improvements between Hill Street and Blake Street. The STMP funding is needed as soon as possible so the City can begin the preliminary engineering and detailed design process to become eligible for other funding sources for construction of the project. To receive the STMP funding, the City must enter into the Cooperative Funding Agreement with WCCTAC.

STRATEGIC PLAN CONSIDERATIONS

The City's Strategic Plan articulates the mission of the City to serve, lead, and support our diverse and transit-rich community by providing exemplary and innovative services, public places, and infrastructure, ensuring public safety, and creating an economically and environmentally sustainable future. Approval of the proposed agreement is consistent with the following Strategic Plan goals: Develop and rehabilitate public facilities as community focal points; Deepen a sense of place and community identity by promoting strong neighborhoods; and Foster environmental sustainability citywide by encouraging alternative modes of transportation to the single-occupancy vehicle.

ENVIRONMENTAL CONSIDERATIONS

California Environmental Quality Act ("CEQA") Guidelines require preparation of an Initial Study to identify whether a plan or project will have a significant effect on the environment. For projects with potentially significant impacts, proposed mitigations may be included as part of the environmental review process to ensure that such impacts are mitigated to a less than significant level where possible.

The Ohlone Greenway Uptown District Improvements Project is a combination of projects identified in the Ohlone Greenway Master Plan and Active Transportation Plan. The City approved an Initial Study/Negative Declaration for the Ohlone Greenway Master Plan in 2009 and an Initial Study/Mitigated Negative Declaration and associated Mitigation Monitoring and Reporting Program for the Active Transportation Plan in 2016. Both documents were prepared per CEQA Guidelines. The mitigation measures identified in ATP Mitigation Monitoring and Reporting Program will be implemented as appropriate in order to mitigate any identified environmental impacts of the project under CEQA.

FINANCIAL CONSIDERATIONS

The City's Capital Improvement Program, as presented in the Fiscal Year (FY) 2023-24 Adopted Budget Book, forecasts expenditures related to the Ohlone Greenway improvements over several years. Funding includes both secured, such as the Safeway funding, and non-secured sources. However, no expenditure appropriations were budgeted in FY 2023-24. As a result, an appropriation of \$180,000 to reflect the STMP funding will be required in the Capital Improvement Fund as part of the mid-year budget update. The Capital Improvement Fund is used for expenditures that will be fully reimbursed by external sources after the expenditures are incurred, which is the case with the STMP funding.

The projected fund balance for the Measure J Return to Source Fund, one of the City's special funds for transportation, at the end of FY 2023-24 is approximately \$357,000. Because of this available fund balance, an amount of \$42,000 in Measure J Return to Source funds was proposed to leverage the STMP funds. An appropriation from the Measure J Return to Source Fund Balance in this amount will also be required as part of the mid-year budget update.

LEGAL CONSIDERATIONS

The City Attorney has reviewed and approved the agreement as to form.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. WCCTAC Funding Agreement

RESOLUTION 2023-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A COOPERATIVE FUNDING AGREEMENT BETWEEN THE WEST CONTRA COSTA COUNTY TRANSPORTATION ADVISORY COMMITTEE (WCCTAC) AND THE CITY OF EL CERRITO (CITY) FOR THE OHLONE GREENWAY UPTOWN DISTRICT IMPROVEMENTS PROJECT

WHEREAS, the Ohlone Greenway is a shared bicycle and pedestrian path and linear park that links the cities of El Cerrito, Albany, and Berkeley with a connection to the City of Richmond via the Richmond Greenway, and provides a low-stress bicycling alternative to San Pablo Avenue and one of the City's largest public open spaces; and

WHEREAS, the West Contra Costa County Transportation Advisory Committee (WCCTAC) released a Call for Projects for the 2019 Subregional Transportation Mitigation Program (STMP) in May 2023 and City staff submitted an application for engineering-design funding for the Ohlone Greenway Uptown District Improvements Project in August 2023; and

WHEREAS, at its September 29, 2023 meeting, the WCCTAC Board allocated STMP funding to eight projects, including the City of El Cerrito's Ohlone Greenway Uptown District Improvements Project; and

WHEREAS, at its October 27, 2023 meeting, the WCCTAC Board authorized WCCTAC staff to enter into a funding agreement with the City of El Cerrito to provide \$180,000 in STMP funds for the Ohlone Greenway Uptown District Improvements Project; and

WHEREAS, the Ohlone Greenway Uptown District Improvements Project will deliver lighting, path widening, intersection upgrades and landscaping enhancements envisioned in the 2009 Ohlone Greenway Master Plan and the 2016 Active Transportation Plan to an approximately 0.4-mile section of the Ohlone Greenway from Conlon Avenue to Knott Avenue and Hill Street to Blake Street; and

WHEREAS, the project elements include pathway pavement resurfacing and widening, new pedestrian scale lighting, upgraded wayfinding signage, new curb ramps and concrete curb extensions, high visibility pavement markings, traffic control modifications on pathway intersection approaches, construction of a north-south side path connecting the El Cerrito del Norte BART Station to the El Cerrito Shopping Center on the west side of the Ohlone Greenway, reconstructed east-west paths to provide an accessible route between the main trail and the El Cerrito Shopping Center, and relandscaping to improve sight lines and create a sense of place; and

WHEREAS, the preliminary cost estimate for engineering-design and construction of the project is approximately \$1.5 million and the \$180,000 in STMP funding will support the project's engineering-design phase which will provide the design plans needed to pursue other funding sources to complete the project's construction phase; and

WHEREAS, the City approved an Initial Study/Negative Declaration for the Ohlone Greenway Master Plan in 2009 and an Initial Study/Mitigated Negative Declaration and associated Mitigation Monitoring and Reporting Program for the Active Transportation Plan in 2016; and

WHEREAS, an appropriation of \$180,000 to reflect the STMP funding in the Capital Improvement Fund and \$42,000 in the Measure J Return to Source Fund from its fund balance will be required as part of the mid-year budget update.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby approves and authorizes the City Manager to execute the Cooperative Funding Agreement between WCCTAC and the City for the Ohlone Greenway Uptown District Improvements Project, subject to final review by the City Attorney.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a special meeting on November 7, 2023 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on_____.

Holly M. Charléty, City Clerk

APPROVED:

Lisa Motoyama, Mayor

**COOPERATIVE FUNDING AGREEMENT BETWEEN
WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
AND
CITY OF EL CERRITO**

Ohlone Greenway - Uptown District Improvements Project

This AGREEMENT is made and entered into as of October 27, 2023, (the “Effective Date”) by and between the West Contra Costa Transportation Advisory Committee (“WCCTAC”), a Joint Exercise of Powers Agency organized pursuant to California Government Code Section 6500, *et. seq.*, among the cities of El Cerrito, Hercules, Pinole, Richmond, and San Pablo, the County of Contra Costa, and the transit agencies AC Transit, Bay Area Rapid Transit District, and Western Contra Costa Transit Authority, with offices located at 6333 Potrero Avenue, Suite 100, El Cerrito, CA 94530, and City of El Cerrito, a municipal corporation.

WCCTAC and City of El Cerrito (“Agency”) shall sometimes be referred to collectively herein as the “Parties” and individually as a “Party.”

RECITALS

WHEREAS, the members of WCCTAC signed a Master Cooperative Agreement pertaining to the 2019 Subregional Transportation Mitigation Fee Program Update (“2019 STMP”) in West Contra Costa County, including a list of twenty specific projects and the STMP funding commitments to those projects; and

WHEREAS, Agency’s Project, as further described in the Scope of Work, attached as Exhibit A, which is incorporated herein (“Project”), is one of the twenty projects identified in the 2019 STMP; and

WHEREAS, plans, studies, and cost estimates for Agency’s Project are eligible uses for the STMP funds; and

WHEREAS, at its September 29, 2023 meeting, the WCCTAC Board of Directors approved an appropriation of one hundred, eighty thousand dollars (\$180,000) in STMP funds to Agency towards the Project.

Now, therefore, the Parties hereby agree as follows:

**SECTION 1
SCOPE OF WORK**

- 1.1 Scope of Work.** Subject to the terms and conditions set forth in this Agreement, Agency shall perform or cause to perform the work described in the scope of work attached as Exhibit A, and incorporated herein (the “Scope of Work”), at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

- 1.2 Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on October 27, 2027, and Agency shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended. The time provided to Agency to complete the services required by this Agreement shall not affect WCCTAC's right to terminate the Agreement.
- 1.3 Standard of Performance.** Agency shall perform or cause to be performed all services required in Exhibit A according to the standards observed by a competent practitioner of the profession in which Agency's consultants or contractors are engaged.
- 1.4 Assignment of Personnel.** Agency shall retain only competent personnel to perform the Project to this Agreement. In the event that WCCTAC, in its sole discretion, desires the reassignment of any such persons, Agency shall, upon receiving notice from WCCTAC, of such desire of WCCTAC, reassign such person or persons.
- 1.5 Time is of the Essence.** Time is of the essence. Agency shall devote such time to the performance of the Project pursuant to this Agreement as may be reasonably necessary to timely finish the Scope of Work.
- 1.6 Public Works and Department of Industrial Relations Requirements.** Because the Project and Scope of Work described in Exhibit A may include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the Project may constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. In accordance with California Labor Code Section 1773.2, WCCTAC notifies Agency that this Project is subject to the general prevailing wages in the locality in which the services described in Exhibit A are to be performed. Agency shall cause to be paid prevailing wages for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which Agency shall make available on request by contractors and consultants. The Agency, its consultant and contractors engaged in the performance of the Scope of Work described in Exhibit A shall pay no less than these rates to all persons engaged in performance of the services described in Exhibit A. Agency is also required to comply with all relevant provisions of the Labor Code applicable to public works, including enforcement of the contractor registration requirements of the California State Department of Industrial Relations.

SECTION 2 FUNDING OBLIGATIONS

- 2.1 Funding.** In accordance with the WCCTAC Master Cooperative Agreement pertaining to the 2019 STMP, and subject to available funding, WCCTAC hereby agrees to fund Agency's Project in a sum not to exceed one hundred and eighty thousand dollars, (\$180,000) notwithstanding any contrary indications that may be contained in Agency or any third-party proposal for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Agency's Scope of Work, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail.

The payments specified herein shall be the only payments from WCCTAC to Agency pursuant to this Agreement. Agency shall submit all invoices to WCCTAC in the manner specified herein. Agency shall not bill WCCTAC for duplicate services performed by more than one person.

WCCTAC and Agency acknowledge and agree that funding paid by WCCTAC to Agency under this Agreement is based upon Agency's estimated costs of funding Agency's Project, including salaries and benefits of employees, consultants and contractors of Agency. WCCTAC has no responsibility for such contributions beyond the amount set forth under this Agreement.

- 2.2 Invoices.** Agency shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost it incurs for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:
- a. Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
 - b. The beginning and ending dates of the billing period;
 - c. A task summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
 - d. Such other information as reasonably requested by WCCTAC.
- 2.3 Monthly Payment.** WCCTAC shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. WCCTAC shall have 60 days from the receipt of an invoice that complies with all of the requirements above to pay Agency.
- 2.4 Total Payment.** In no event shall Agency submit any invoice for an amount in excess of the maximum amount of compensation provided in Section 2.1, above, either for a task or for the entire Agreement, unless the Agreement is modified in writing prior to the submission of such an invoice by a properly executed change order or amendment.
- 2.5 Reimbursable Expenses.** Reimbursable expenses shall not include a mark-up and are billed as a direct cost. In no event shall expenses be advanced by WCCTAC to the Agency. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.
- 2.6 Payment of Taxes.** Agency and its contractors and consultants are solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

- 2.7 Payment upon Termination.** In the event that WCCTAC or Agency terminates this Agreement pursuant to Section 3.4, WCCTAC shall compensate the Agency for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Agency shall maintain adequate logs and timesheets to verify costs incurred to that date.
- 2.8 Authorization to Perform Services.** The Agency is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from WCCTAC's Executive Director or his designee.
- 2.9 Funding Request.** Agency shall submit the request for funds for specific components of the Project, detailing project scope, schedule and proposed funding plan, at least four (4) months in advance of the initial anticipated cash flow need or reimbursement; to submit subsequent requests at least two (2) months in advance of anticipated need; and to apply any funds received under this Agreement to the Project consistent with the terms and conditions of an approved funding appropriation.
- 2.10 Progress Reports.** Progress reports shall be submitted along with the funding request in Section 2.9. Agency shall submit progress reports in a form satisfactory to WCCTAC based on the cost for services performed.
- 2.11 Records Keeping.** All reports, studies, plans, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Agency prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be made available to WCCTAC at WCCTAC's request.
- 2.12 Agency Financial Records.** Agency shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to WCCTAC under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Agency to this Agreement.
- 2.13 Inspection and Audit of Records.** Any records or documents that Sections 2.11 and 2.12 of this Agreement requires Agency to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request by WCCTAC. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds \$10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of WCCTAC or as part of any audit of WCCTAC, for a period of 3 years after final payment under the Agreement.

SECTION 3 GENERAL PROVISIONS

- 3.1 Funding Limitations and Contingencies.** If, in response to the Request for Proposal(s), it appears that Project costs including contingency, will exceed the funding

set forth in Section 2.1, the Parties agree that they shall meet to revise Scope of Work to meet available funding. Funding of Agency's Project is strictly contingent upon WCCTAC having received, appropriated and allocated sufficient STMP funds for the Agency's Project. Funding is also contingent upon WCCTAC receiving a fully executed Agreement from Agency. If the Scope of Work cannot be revised to meet available funding, then WCCTAC reserves the right to terminate this Agreement, or suspend funding, until such time that additional STMP funds are available and allocated to Agency's Project.

3.2 Acceptance. Upon completion of the Project, Agency shall submit a report documenting that the Project is substantially complete. Agency shall be responsible for filing the appropriate notice of completion for the Project and shall provide a copy to WCCTAC for its records.

3.3 Alternative Dispute Resolution. All disputes that arise in connection with interpretation or performance of the Agreement shall first attempted to be resolved informally by the Parties. If not resolved, prior to instituting legal action, the Parties agree to participate in mediation with a mediator jointly selected by the Parties. If the dispute is not resolved by mediation, then the Parties will retain any and all remedies that they otherwise would have at law or equity.

3.4 Termination. This Agreement shall be subject to termination as follows:

- a. Either Party may terminate this Agreement at any time for cause pursuant to a power created by the Agreement or by law, other than for breach, by giving written notice of termination to either Party, which notice shall specify both the cause and the effective date of termination. Notice of termination under this provision shall be given at least ninety (90) days before the effective date of such termination. All obligations that are still executory will be discharged but any right based upon prior breach or performance shall survive.
- b. This Agreement may be terminated by a Party for breach of any obligation, covenant, or condition by the other Party, upon notice to the breaching Party. With respect to any breach that is reasonably capable of being cured, the breaching Party shall have thirty (30) days from the date of the notice to initiate steps to cure. If the breaching Party diligently pursues cure, such Party shall be allowed a reasonable time to cure, not to exceed sixty (60) days from the date of the initial notice, unless a further extension is granted by the non-breaching Party. On termination, the non-breaching Party retains the same rights as a Party exercising its right to terminate under the provisions of Section 3.4, except that the non-breaching Party also retains any remedy for breach of the whole contract or any unperformed balance.
- c. By mutual consent of both Parties, this Agreement may be terminated at any time.
- d. This Agreement may be terminated by WCCTAC if funding for Agency's Project is no longer available by operation of law, or by action taken by the WCCTAC Board of Directors to reallocate funds.

- e. In no event shall the Parties terminate this Agreement if such termination would conflict with, cause a default under, or otherwise violate the terms or conditions of any revenue bonds.

3.5 Waiver of Claims Against WCCTAC. Agency waives all claims by Agency, its directors, supervisors, officers, employees, or agents against WCCTAC, its commissioners, officers, employees, or agents for damages, loss, injury and/or liability, direct or indirect, resulting from Agency's participation in the Project. Agency's waiver shall not apply to liability arising from and caused by the sole negligence or willful misconduct of WCCTAC, its commissioners, officers, employees, or agents.

3.6 Indemnity. Agency shall defend, indemnify and hold harmless WCCTAC, its governing board, member agencies, officers, employees, and agents from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, reasonable attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Agency's performance of any work under this Agreement, except such Liability caused by the sole negligence or willful misconduct of WCCTAC. With respect to any claims brought against Agency by a third party, Agency waives any and all rights of any type to express or implied indemnity by WCCTAC.

3.7 Notices. All notices (including requests, demands, approvals or other communications) under this Agreement shall be in writing. Notice shall be sufficiently given for all purposes as follows:

- a. When delivered by first class mail, postage prepaid, notice shall be deemed delivered three (3) business days after deposit in the United States Mail.
- b. When mailed by certified mail with return receipt requested, notice is effective upon receipt if delivery is confirmed by a return receipt.
- c. When delivered by overnight delivery by a nationally recognized overnight courier, notice shall be deemed delivered one (1) business day after deposit with that courier.
- d. When personally delivered to the recipient, notice shall be deemed delivered on the date personally delivered.
- e. The place for delivery of all notices under this Agreement shall be as follows:

If to WCCTAC:

John Nemeth, Executive Director
West Contra Costa Transportation Advisory Committee
6333 Potrero Avenue, Suite 100
El Cerrito, CA 94530

with a Copy to:

Kristopher J. Kokotaylo, Legal Counsel
Meyers Nave
1999 Harrison Street, 9th Floor
Oakland, CA 94612

If to Agency:

Karen Pinkos, City Manager
City of El Cerrito
10890 San Pablo Avenue
El Cerrito, CA 94530

- 3.8 Additional Acts and Documents.** Each Party agrees to do all such things and take all such actions, and to make, execute, and deliver such other documents and instruments, as shall be reasonably requested to carry out the provisions, intent, and purpose of this Agreement.
- 3.9 Integration.** This Agreement represents the entire agreement of the Parties with respect to the subject matter. No representations, warranties, inducement, or oral agreements have been made by any of the Parties except as expressly set forth in this Agreement.
- 3.10 Governing Law.** The laws of the State of California shall govern this Agreement. Agency and any consultants and contractors shall comply with all laws, including, but not limited, all statutes, regulations, local ordinances, and decisional authority, applicable to the Scope of Work hereunder. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Agency and any subcontractors shall comply with all applicable rules and regulations to which WCCTAC is bound by the terms of such fiscal assistance program.
- 3.11 Amendment.** This Agreement may not be changed, modified, or rescinded except by the written approval, and any attempt of oral modification of this Agreement shall be void and of no effect.
- 3.12 Independent Contractor.** Agency and WCCTAC render their services under this Agreement as independent contractors. None of the agents or employees of either shall be agents or employees of the other.
- 3.13 Assignment.** This Agreement may not be assigned, transferred, hypothecated, or pledged by any Party without the express written consent of the other Party.
- 3.14 Successors and Assigns.** This Agreement shall be binding upon the successors, assignees, or transferees of WCCTAC or Agency as the case may be. This provision shall not be constructed as an authorization to assign, transfer, hypothecate, or pledge this Agreement other than as provided above.
- 3.15 Severability.** Should any part of this Agreement be determined to be unenforceable, invalid, or beyond the authority of either Party to enter into or carry out, such determination shall not affect the validity of the remainder of this Agreement, which

shall continue in full force and effect, so long as the remainder, absent the excised portion, can be reasonably interpreted to give effect to the intentions of the parties.

3.16 Jurisdiction and Venue. In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.

3.17 Attorney's Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

3.18 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

3.19 Counterparts. This Agreement may be executed in counterparts.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and attested by their respective officers, duly authorized so to act, as of the date set forth in the first paragraph of this Agreement.

City of El Cerrito

**West Contra Costa Transportation
Advisory Committee**

Karen Pinkos, City Manager

John Nemeth, Executive Director

Approved as to Form:

Approved as to Form:

Sky Woodruff, City Attorney

Kristopher Kokotaylo, Legal Counsel

3852446.1

EXHIBIT A

SCOPE OF WORK

The Agency agrees to:

1. To act as the lead agency and take responsibility for evaluating prospective consultants and contractors retained by Agency and subsequent award of work consistent with this Agreement.
2. To act as the lead agency and retain, as appropriate, consulting services consistent with this Agreement.
3. To be responsible for providing management of consultant and contractor activities, including responsibility for scheduling, budgeting, and oversight of the services, consistent with the scope of the project.
4. To advance or complete all or a portion of following STMP project identified as funding categories: *Project Category 5: Ohlone Greenway Improvements*.
5. To use the STMP funds for *preliminary engineering and detailed design (Plans, Specifications & Estimates) of the project*.
6. To produce or complete *preliminary engineering and detailed design (Plans, Specifications & Estimate) for the Ohlone Greenway improvements between Conlon Avenue and Knott Avenue and between Hill Street and Blake Street*.
7. To complete the over-all project based on the following initial schedule for the project:

TASK	MONTH or QUARTER and YEAR	
	<i>Begins</i>	<i>Ends</i>
<i>Preliminary Engineering</i>	<i>7/1/2024</i>	<i>10/31/2024</i>
<i>Detailed Design (including PS&E)</i>	<i>11/1/2024</i>	<i>12/31/2025</i>
<i>Advertise Construction</i>	<i>1/2/2026</i>	<i>2/2/2026</i>
<i>Award Contract</i>	<i>3/2/2026</i>	<i>4/2/2026</i>
<i>Construction</i>	<i>4/23/2026</i>	<i>3/31/2027</i>
<i>Construction Complete/ Open to the Public</i>		<i>April 2027</i>
<i>Project Close-Out</i>		<i>April 2028</i>

8. To complete the STMP-funded portion of the project based on the estimated completion date of *December 31.2025*.



AGENDA BILL

Agenda Item No. 9.A.

Date: November 7, 2023
To: El Cerrito City Council
From: Sean Moss, Planning Manager, Community Development Department;
Melanie Mintz, Director, Community Development Department
Subject: Consulting Services Agreement with PlaceWorks to update the City of El Cerrito Safety Element

ACTION PROPOSED

Adopt a resolution authorizing the City Manager to execute a consulting services agreement with PlaceWorks to develop an update of the El Cerrito Safety Element for \$167,517 plus a 10% contingency in an amount not to exceed \$184,269 and amending the Fiscal Year 2023-24 budget to appropriate \$184,269 from the General Fund Unrestricted Fund Balance to cover the costs for this work.

BACKGROUND AND ANALYSIS

Pursuant to California Government Code, all cities and counties in California are required to adopt General Plans. The General Plan is a policy document that establishes a citywide vision and consistent direction for future development. It reflects community priorities and values, and includes supporting goals, policies, and implementation measures to achieve the community's vision. There are seven mandatory "elements" or topics that every jurisdiction must include in its General Plan. Safety is one of the mandatory elements.

The El Cerrito General Plan was last adopted in 1999. Rather than being organized into individual chapters, the required elements are woven throughout eight chapters. The introduction to each chapter explains which components of the required elements are contained in that chapter. El Cerrito's existing Safety Element resides within portions of Chapter 6: Public Facilities and Services and Chapter 7: Resources and Hazards. The General Plan has been amended strategically at various times, notably in 2014 to accommodate the San Pablo Avenue Specific Plan. However, the Safety Element portion of the General Plan has not been substantively amended since its adoption.

Senate Bill 1035, adopted in 2018, requires cities and counties to update their Safety Elements upon the "next update" of the Housing Element. El Cerrito's updated Housing Element was adopted by the City Council on August 15, 2023 and City staff indicated to the state Department of Housing and Community Development that the Safety Element would be developed next.

The Governor's Office of Planning and Research (OPR) publishes General Plan Guidelines that describe the requirements of the mandatory elements. The Safety Element generally addresses risks of injury, death, property damage, and economic and social dislocation from various hazards including fire, earthquake, flood, landslide, and climate change.

On August 29, 2023, the Community Development Department released a Request for Proposals (RFP) to update the City's Safety Element. The RFP proposed a scope of work that would create an updated Safety Element that complies with all statutory requirements. Some of the notable recently adopted requirements include:

- SB 379: requires that the local agencies address climate adaptation within General Plans. The City of El Cerrito has already begun the work of addressing climate adaptation as part of the current update to the Climate Action and Adaptation Plan (CAAP). The Safety Element update will utilize the relevant climate adaptation and risk assessment components of the CAAP update, and will supplement that effort as needed to comply SB 379.
- AB 747: requires identification of evacuation routes and their capacity, safety, and viability under a range of emergency scenarios.
- SB 99: requires identification of residential developments in hazard areas that do not have at least two emergency evacuation routes.

The City received four proposals prior to the submittal deadline. City staff from the Community Development, Fire, and Public Works Departments interviewed four consultant teams on October 6, 2023. After interviewing each consultant team, City staff discussed the teams, their proposals, and interviews. PlaceWorks emerged as the top-ranked team.

The following table summarizes the proposed budget and timeline of each consultant team proposal:

	Ascent	Interwest	MIG	PlaceWorks
Budget	\$189,718	\$75,000	\$175,160	\$167,517
Timeline	17 months	17 months	13 months	16 months

PlaceWorks was selected due to several factors. PlaceWorks has not only completed numerous other Safety Element updates, but many of those efforts have been within the Bay Area region, and specifically Contra Costa County. Notably, PlaceWorks has completed Safety Element updates for the cities of Orinda and Lafayette, and their sub-consultant Fehr and Peers is currently working on a Safety Element update for the City of Richmond. Additionally, the scope of work proposed by PlaceWorks matched or exceeded the City's expectations. A robust community engagement process is proposed as well as an analysis of the climate adaptation work completed as part of the CAAP update, and an analysis of evacuation routes in compliance with AB 747. PlaceWorks will work with City staff from various departments and will engage

stakeholders and the broader public in order to develop goals and policies that reflect the community's values with regard to public safety. Further, of the three consultant teams with similar budgets in the \$170k-180k range, PlaceWorks proposed budget was the lowest at \$167,517. PlaceWorks' proposed timeline for the entire Safety Element update process is 16 months, with an expected adoption at the beginning of 2025.

City staff recommends that City Council authorize the City Manager to enter into an agreement with PlaceWorks for an amount not to exceed \$167,517 plus a 10% contingency to develop an updated Safety Element for the City of El Cerrito. City staff continues to pursue grant funding to support this effort. Any grant funds that become available would offset the City's contribution toward the project.

STRATEGIC PLAN CONSIDERATIONS

Authorizing this agreement and commencing the Safety Element update is consistent with the following Strategic Plan goals:

Goal A: Deliver exemplary government services. This effort will create a Safety Element that is consistent with the community's values and will develop policies that address hazards and safety within the community.

Goal E: Ensure the public's health and safety. The intent of the Safety Element is to enhance public safety and to address the risks of hazards within El Cerrito.

ENVIRONMENTAL CONSIDERATIONS

Authorization for and execution of the proposed agreement is not a project pursuant to the California Environmental Quality Act (CEQA), and is not subject to environmental review. The Safety Element update will be evaluated under CEQA pursuant to the proposed scope of work, and it is expected that an addendum to the Environmental Impact Reports for the El Cerrito General Plan and the San Pablo Avenue Specific Plan will be prepared as part of this effort.

FINANCIAL CONSIDERATIONS

The proposal cost of \$167,517 plus a 10% contingency results in an amount not to exceed \$184,269. As discussed in the Fiscal Year 2023-24 budget, the Safety Element was identified as part of the one-time expenditures that would be brought to the City Council for a separate appropriation from the General Fund balance and was included in the General Fund projections. Therefore, staff requests an appropriation of \$184,269 from the General Fund unrestricted Fund Balance for this project.

Community Development staff have successfully sought grants for many planning efforts, including the Housing Element and San Pablo Specific Plan. While no grants are currently available for completion of the required Safety Element or remaining General Plan elements that soon will also need to be updated, staff will continue to seek grant funding opportunities to offset costs.

LEGAL CONSIDERATIONS

The City Attorney has reviewed and approved this report. Any modifications to the City's standard consulting services agreement will be approved by the City Attorney prior to execution of the agreement.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. PlaceWorks Safety Element Update Proposal

RESOLUTION 2023-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTING SERVICES AGREEMENT WITH PLACEWORKS, TO DEVELOP AN UPDATE OF THE EL CERRITO SAFETY ELEMENT FOR \$167,517 PLUS A TEN PERCENT CONTINGENCY IN AN AMOUNT NOT TO EXCEED \$184,269, AND AMENDING THE FISCAL YEAR (FY) 2023-24 ADOPTED BUDGET TO APPROPRIATE \$184,269 FROM THE GENERAL FUND UNRESERVED FUND BALANCE TO DEVELOP THE UPDATED SAFETY ELEMENT

WHEREAS, Goal E of the El Cerrito Strategic Plan is to ensure the public's health and safety; and

WHEREAS, Senate Bill 1035 (2018) requires local agencies to update their Safety Elements upon updating the Housing Element; and

WHEREAS, the City Council adopted the City's updated Housing Element on August 15, 2023; and

WHEREAS, on August 29, 2023, the City issued a Request for Proposals (RFP) from qualified consultants to provide professional services to assist the City in developing a updated Safety Element; and

WHEREAS, the City received four proposals from qualified consultants by the September 26, 2023 due date; and

WHEREAS, upon consideration of qualification and experience of the firm and the experts assigned, demonstrated experience on comparable projects, the presentation, completeness, clarity and organization of the proposal, references and cost competitiveness, the City's selection committee, composed of staff in the Community Development Department, Fire Department, and Public Works Department, determined that the proposal received from PlaceWorks offers the best value and best fits the needs of the City; and

WHEREAS, the cost for PlaceWorks to complete the Safety Element update is \$167,517; and

WHEREAS, City staff requests that the City Council authorize a ten percent contingency, for a total amount not to exceed \$184,269; and

WHEREAS, funding for these consulting services is not provided in the FY 2023-24 Budget and a budget amendment is requested to begin the project in FY 2023-24.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito authorizes the City Manager to execute an agreement with PlaceWorks for \$167,517 plus a ten percent contingency in an amount not to exceed \$184,269 to provide professional services to develop an update of the El Cerrito Safety Element; and

BE IT FURTHER RESOLVED by the City Council of the City of El Cerrito that it hereby amends the Fiscal Year 2023-24 Adopted Budget to appropriate \$184,269 from the General Fund Unreserved Fund Balance to develop the Safety Element update; and

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a special meeting on November 7, 2023 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on_____.

Holly M. Charléty, City Clerk

APPROVED:

Lisa Motoyama, Mayor



Safety Element Update

for the City of El Cerrito







Proposal for Services | September 26, 2023

Safety Element Update

for the City of El Cerrito

Prepared By: PlaceWorks

2040 Bancroft Way, Suite 400
Berkeley, California 94704
t 916.245.7500

ORANGE COUNTY • BAY AREA • SACRAMENTO • CENTRAL COAST • LOS ANGELES • INLAND EMPIRE

PLACEWORKS.COM

September 26, 2023

Sean Moss, AICP, Planning Manager
City of El Cerrito
10890 San Pablo Avenue
El Cerrito, CA 94530

Subject: El Cerrito Safety Element Update

Dear Sean:

Please accept the attached submittal as PlaceWorks' proposal to prepare the Safety Element Update for the City of El Cerrito.

PlaceWorks understands that the Safety Element Update must identify and respond to the threat posed by climate change and improve resiliency to climate-related hazards for populations, resources, and other community assets. Additionally, the update must address additional, interrelated considerations in the context of fire, flood, and geological hazards, among other hazards and risks.

As the lead preparers of the California Adaptation Planning Guide, coupled with our experience preparing dozens of safety elements and vulnerability assessments in the last three years, our PlaceWorks team is well positioned to support the El Cerrito Safety Element Update. Tammy L. Seale, Principal, will direct the update effort as Principal-in-Charge. She leads our climate action and resiliency practice and possesses a thorough understanding of the technical requirements of adaptation planning and general plans. Eli Krispi will serve as the Project Manager for day-to-day project management, and additional project management and expertise will be provided by Miles Barker as our assistant project manager. Our team includes Fehr & Peers for specialized expertise in evacuation analysis and planning.

As a Principal, Tammy L. Seale is authorized to bind the team to the contents of this submittal and to negotiate contracts on behalf of PlaceWorks. Please contact Tammy with any questions. The PlaceWorks team looks forward to working with you on this interesting and challenging project.

We look forward to your response.

Respectfully submitted,

PLACEWORKS



Tammy L. Seale
Principal



Eli Krispi
Senior Associate



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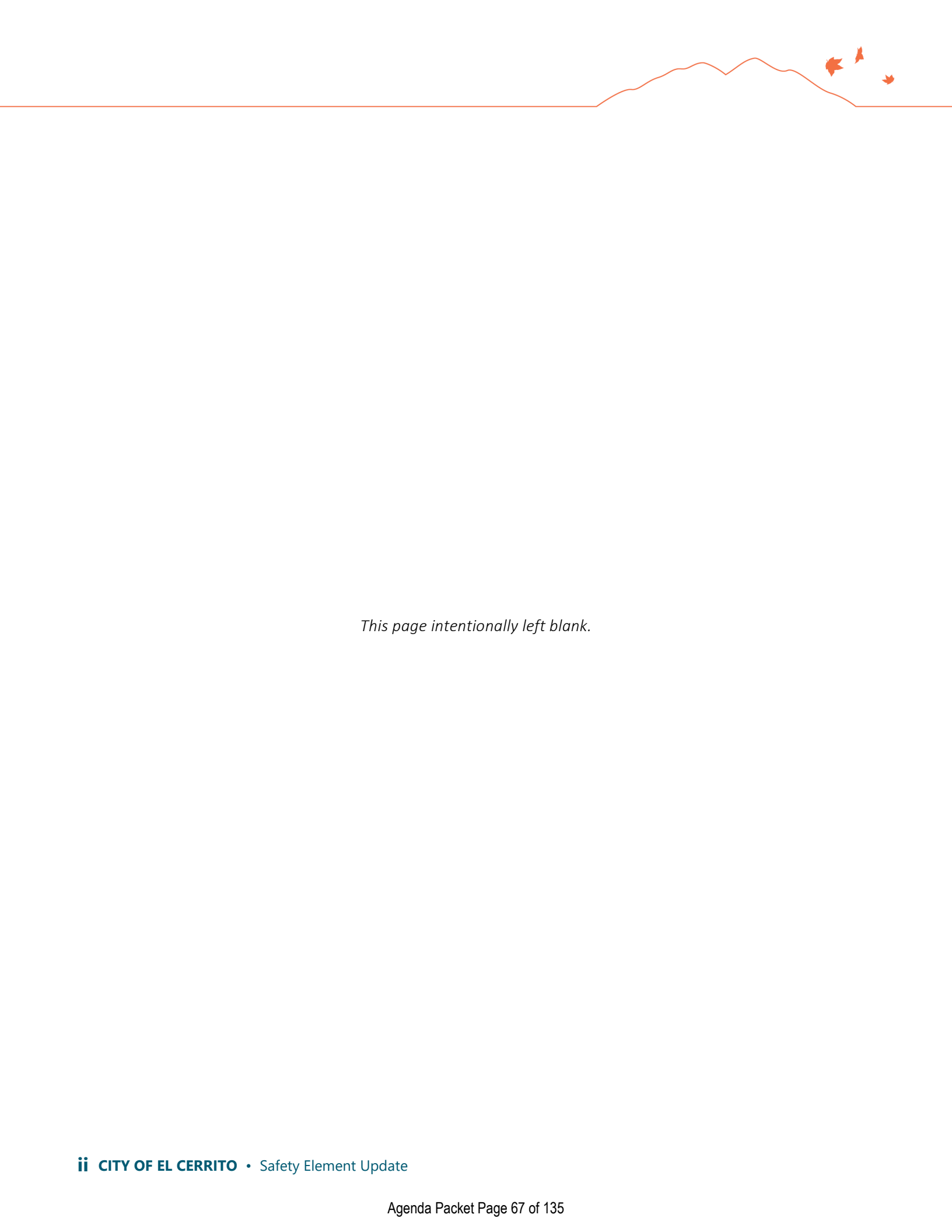
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APPENDIX A: RESUMES



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1. STATEMENT OF EXPERIENCE AND QUALIFICATIONS

PlaceWorks has assembled a highly qualified team to complete the El Cerrito Safety Element Update. This chapter describes the qualifications of the firms on the PlaceWorks team and the key personnel that will be assigned to the project.

PlaceWorks

PlaceWorks is one of the West's preeminent planning and design firms, with approximately 140 employees in six offices. PlaceWorks' history dates back over 45 years.

PlaceWorks serves both public- and private-sector clients throughout the state in the fields of comprehensive planning, environmental review, urban design, landscape architecture, community outreach, and Geographic Information Systems (GIS). Our talented, multidisciplinary team thrives on working with communities to tackle complex problems and develop workable solutions.

PlaceWorks is all about places and how they work geographically, environmentally, functionally, aesthetically, and culturally. We are also passionate about how we work with our clients. PlaceWorks brings together people from diverse practice areas, offering best-of-all-worlds capability and connectivity. Just as each place we work is distinctly different, so is our thinking.

For the El Cerrito Safety Element Update, PlaceWorks will serve as the prime consultant and oversee all aspects of the project and ensure its successful and timely completion.

Firm Ability

General Plan Experience

With nearly a dozen principal-level General Plan practitioners throughout California, PlaceWorks' portfolio of General Plan projects and expertise is unparalleled. PlaceWorks has the distinction of having prepared more than 100 General Plans for communities throughout California, many of which have included Safety Element Updates and Environmental Justice Elements, and 18 of which have won awards at the local and state levels from the APA. The breadth of our experience includes small and large

Company Ownership
Company Type: California S-Corporation
Office Locations
Los Angeles
Santa Ana (headquarters)
Ontario
San Luis Obispo
Berkeley
Sacramento
Primary Contact
Tammy L. Seale Principal P.O. Box 1316 San Luis Obispo, CA 93406 805.235.7876 tseale@placeworks.com
Secondary Contact
Eli Krispi Senior Associate 2040 Bancroft Way, Suite 400 Berkeley, CA 94704 510.848.3815 ext. 3324 ekrispi@placeworks.com
Website
placeworks.com

urbanized cities as well as rural, suburban, and unincorporated communities. We also have a broad range of experience in coastal, mountain, valley, and desert communities throughout the state.

PlaceWorks aims to broaden public awareness and best practices by leading research, presenting and sharing lessons learned and methods with practitioners and decision makers, and engaging with academic and professional planning organizations to inform and expand the practice of climate action planning. Our staff members are frequent speakers on the General Plan process, requirements, and best practices. David Early, one of PlaceWorks' Founding Principals, is the author of Solano Press' *The General Plan in California*. Among many climate planning publications, we have authored *Local Climate Action Planning*, the first published guide for local planners. We are fully committed to expanding best practices through participation in ongoing research and publications, education, training, and involvement in presentations and coursework at higher education institutions.

Resilience and Climate Change

Several climate-related natural hazard events have occurred and increased in California over the last few years. These include the 2012-2017 drought, extensive tree die-offs and bark beetle infestations in the Sierra Nevada forests, the 2016-2017 winter floods and landslides, and wildfires up and down the state that are among the largest and most devastating in California's recorded history. These events can act as prime examples of what California's "new normal" (future climate conditions) may be like and serve as representative events that local communities should increasingly plan for, as well as case studies that can inform adaptation and recovery planning.

As scientists better understand the effects of climate change on people, the built environment, and natural ecosystems, our understanding of the impacts and adaptive capacity associated with climate change has also advanced. We know that it is important that information about the harm to people and assets is updated along with other scientific data. Recent disasters and other natural hazard events have emphasized the wide range of climate change vulnerabilities, as well as the number of direct and indirect impacts that can lead to harm. The PlaceWorks team understands how essential it is that the updated Safety Element address local/region-specific impacts and the adaptive capacity of people and assets in a way that reflects the most recent science and case studies.

Incorporating all the new climate change research and its implications can be challenging for planners and other practitioners. The success of the Safety Element Update depends on its ability to be an easy-to-use and comprehensive resource. We know that updating this information to reflect the newest and most accurate science will help improve the document's value and relevance.

Adaptation and Resilience Strategies

The PlaceWorks team is made up of active practitioners and researchers in the field of climate action and resiliency, who work daily on local and regional climate adaptation projects and related efforts. Because of this work, we know the wide range of potential adaptation strategies available to local governments and have the means to successfully put them into practice. These efforts may include municipal codes that support increased protection against rising seas and coastal flooding, potential funding sources and rebates for property owners, information about how social networks can help support improved evacuation efforts, and other elements to consider that did not exist or were not widely known a few years ago. We understand

how the practice of adaptation planning has grown and changed, providing an excellent position to update the Safety Element to reflect these evolving best practices.

Similarly, our extensive experience conducting hazard mitigation and adaptation planning efforts in California has given the PlaceWorks team a unique understanding of which strategies have been successful, and which have not, what circumstances contribute to successful adaptation planning, how adaptation planning can contribute to other efforts, how best to leverage adaptation planning to accomplish other community goals, and other applicable lessons.

For example, the PlaceWorks team consistently identifies co-benefits of adaptation policies in our planning efforts, allowing communities to build short- and long-term resiliency while also meeting other community goals. These co-benefits may include cost savings for governments and community members, resource conservation, and educational opportunities. Our experience in this field has given us a detailed understanding of how to craft policies that support multiple co-benefits, allowing for a smaller number of policies that support a wide array of community goals. We know that demonstrating this nexus between climate adaptation and other community objectives helps improve the feasibility of adaptation planning efforts, making implementation more likely. See Figure 1 for a map of PlaceWorks' climate action and resiliency planning projects.

The PlaceWorks team members draw on deep and comprehensive experience with a wide range of local and regional planning projects that advance adaptation planning efforts. These plans offer the opportunity to improve the resiliency of environmental justice communities and other disadvantaged populations, strengthen local and regional buildings and infrastructures against climate-related hazards, and reduce vulnerabilities in the local economy and natural systems. We understand that communities can build climate resiliency through general plans and specific plans, capital improvement plans, climate action plans, hazard mitigation plans, active transportation plans, and many other efforts.

Our experience tells us that the City can inform these plans and other efforts, and we will ensure that the Safety Element Update will support a broad level of integration. Ultimately, we know that adaptation planning, as with all other planning efforts, is useless if the plans are not implemented and made into a reality. All members of our team work closely with local government agencies daily, and many of us have served as local government planners. We understand the importance of drawing on the full range of available resources to prepare the updated Safety Element.

Award-Winning Engagement

PlaceWorks knows that project success depends on successful community engagement. PlaceWorks ensures this by working with clients to create a solid community engagement plan that guides engagement efforts throughout the project. We strive for a public participation process that develops community leaders and stronger community relationships. PlaceWorks' projects reflect the interests and concerns of community members and decision makers. We employ a variety of in-person and online outreach tools to elicit creative input and participation from all stakeholders.

FIGURE 1 CLIMATE ACTION AND RESILIENCY PLANNING PROJECTS



This Safety Element Update effort will include public outreach and coordination with State agencies as well as engaging with local stakeholders and public agencies. PlaceWorks is invested not only in producing a plan that is adoptable and implementable, but in developing an open, engaging, and interactive process that truly incorporates feedback from the public. Our work is founded on the principle that the success of a project lies with the ownership and involvement of community members. We integrate technical expertise with a community-based approach, developing a thorough understanding of the issues, existing conditions, and challenges that are relevant to each community.

Long before the pandemic started, PlaceWorks researched and experimented with online outreach and virtual engagement to expand the avenues through which the public could make its voices heard. Then stay-at-home orders significantly complicated community planning, and traditional in-person meetings and workshops were put on hold. PlaceWorks' smooth transition to virtual engagement methods and tools was because we already used them extensively and could expand or enhance existing processes to include more online workshops and webinars.

We keep projects moving forward and on schedule with a mix of online and in-person outreach to meet each jurisdiction's needs. From maximizing community representation and event registrations to running break-out rooms and polling, we provide step-by-step guidance to online processes. We assist public agencies throughout California to ensure meaningful stakeholder engagement despite public health and other restrictions. In many communities, the convenience of participating from home has actually increased involvement in public processes.

Key Staff

Resumes for the key staff identified below are included in the appendix at the end of this proposal. Additional materials are available upon request.

Tammy L. Seale, Principal, Principal-in-Charge



Tammy will serve as Principal-in-Charge and will ensure that all products are produced on time, on budget, and meet the highest standards of quality. Additionally, she will be available to facilitate public workshops and critical meetings throughout the process. Tammy directs PlaceWorks' Climate Action and Resiliency Practice. She is a leader in the field of local climate action and resiliency planning, with over 28 years of local environmental and land use planning experience. She collaborates with communities to holistically address sustainability, climate change, and resiliency in local environmental and land use plans and implementation programs, including comprehensive plans, climate action plans, hazard mitigation plans, and zoning codes. She leads planning processes that are informed by robust technical analysis, such as climate change vulnerability assessments and GHG emissions inventories. She also leads inclusive, meaningful engagement with agencies and community stakeholders to develop effective and locally appropriate climate mitigation and adaptation strategies. Tammy is a frequent presenter, and she pursues research, publication, and curriculum development that provide best practices and guidance to climate action planners. She is also a member of the AEP Climate Change Committee and has contributed to committee white papers. Her most recent book, co-authored with Michael Boswell and Adrienne Greve, is *Climate Action Planning: A Guide to Creating Low-Carbon, Resilient Communities* (2019), a guidebook that

provides resources, best practices, and tools to address climate change mitigation and adaptation in the local planning process. Tammy directed preparation of the *Adaptation Planning Guide* (2020) and oversees all safety element updates led by PlaceWorks.

Eli Krispi, Senior Associate, Project Manager



Eli will serve as Project Manager and will be responsible for the day-to-day management of the project, as well as for maintaining regular contact with City staff, coordinating with subconsultants, facilitating workshops, and attending all project meetings. Eli Krispi works on planning projects to reduce environmental impacts, increase resiliency to a changing climate, and address equity and justice issues. As a planning and sustainability professional, he draws on experience implementing sustainable policies, a science-based education focused on the nexus of the built environment and the natural world, and a data-driven analytical approach to problem solving. Eli's work includes climate action and adaptation plans, public safety and hazard plans, and environmental justice and resilience strategies, along with comprehensive planning efforts. His current projects include the Contra Costa County General Plan and Climate Action Plan, San Mateo County Safety Element Collaborative (9 participating agencies), Santa Rosa General Plan and GHG Reduction Strategy, and the City of Salinas General Plan and Climate Action Plan, among many others. He recently completed safety element updates for the Lafayette, Orinda, Benicia, Windsor, Vacaville, Butte County, and Placer County.

Miles Barker, Associate, Assistant Project Manager



Miles will serve as the Assistant Project Manager and lead technical work for the safety element update. works on a variety of projects ranging from CEQA analysis, comprehensive planning, and climate adaptation planning. With a background in city planning and environmental management, and a passion for climate adaptation planning, he seeks to create socially, ecologically, and economically sustainable and resilient communities. Miles serves as key support staff on a range of safety element updates. With a background in city planning and environmental management, and a passion for climate adaptation planning, he seeks to create socially, ecologically, and economically sustainable and resilient communities. Miles also possesses a comprehensive set of technical skills through both his educational and work experience. He is currently assisting in the preparation of safety element updates and vulnerability assessments for Solano County and the cities of Vallejo, Rio Vista, and Cupertino.

Allison Giffin, Associate, GIS Support



Allison will direct GIS work in support of the Safety Element Update, including the analysis of evacuation constrained sites per SB 99. Allison views planners as conveners and providers of tools and data to inform community-driven efforts. Allison has six years of professional planning experience managing, analyzing, and visualizing data as well as policy development and public outreach. At PlaceWorks, Allison manages data and mapping components of complex, multi-year planning projects like general plans and buildout analyses, transportation plans, Regional Housing Needs Assessments, and housing elements. She also manages standalone GIS projects, covering all aspects from client communication to methodology

development and document production, and develops user friendly web and mobile mapping applications to inform decision-making and streamline planning processes. Allison is experienced with a variety of technical software programs and platforms including GIS, Adobe Creative Suite, Python, and R.

Terri McCracken, Associate Principal, CEQA



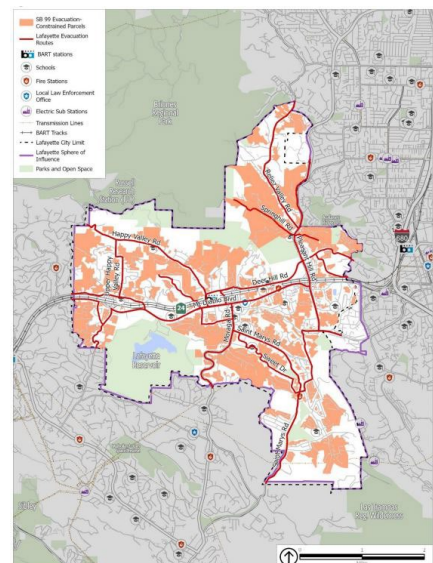
Terri will lead the environmental analysis task for the PlaceWorks team. Terri is an extremely organized and efficient planner with a detailed understanding of the environmental review process. With 20 years of environmental planning experience, she is a valuable asset to any project team. Terri is responsible for the day-to-day management of environmental review projects, maintaining regular contact with clients, coordinating subconsultants, and attending meetings. Terri's work at PlaceWorks has focused on the application of CEQA, NEPA, as well as other State and federal environmental regulations and guidelines. Terri effortlessly manages, coordinates, reviews, and conducts research for various types of environmental review documents for a broad range of projects, including long-range plans, municipal codes, residential, commercial, industrial, recreational, resort, and public works. She is responsible for the preparation of environmental constraints, feasible mitigation measures, and viable project alternatives, as well as for responding to public and agency comments on environmental documents. She is also responsible for facilitating public meetings and managing project schedules in order to provide work products on time and within budget.

PlaceWorks Safety Elements

Relevant Projects

LAFAYETTE SAFETY ELEMENT UPDATE (LAFAYETTE, CA)

PlaceWorks recently prepared a Safety Element update for the City of Lafayette. This accelerated project (completed in nine months) was a significant expansion of the City's existing Safety Element. The Safety Element included a comprehensive vulnerability assessment, assessing the effects of climate change and related hazards on the Lafayette community. There was extensive public outreach and engagement as part of this project, including a virtual workshop, an in-person open-house, several meetings of the General Plan Advisory Committee, and study sessions with the Planning Commission and City Council. The Safety Element also incorporates the results of an extensive evacuation analysis that the City had previously prepared. The updated Safety Element is responsive to the unique conditions and community characteristics in Lafayette, including addressing evacuations in remote canyon areas and for senior citizens, supporting increased undergrounding of power lines and coordination with utility companies, and deploying advanced fire detection equipment in



surrounding wildlands. The Safety Element was adopted unanimously in August of 2023. The document is available at the following location: [City of Lafayette Safety Element \(lovelafayette.org\)](https://lovelafayette.org).

WINDSOR HOUSING ELEMENT AND PUBLIC HEALTH & SAFETY ELEMENT (WINDSOR, CA)

PlaceWorks completed an update to the Public Health & Safety Element for the Town of Windsor. This update, a revision of the Town's 2018 General Plan, emphasized compliance with recent changes to State law and integration of recent local and regional documents such as the Town's Climate Resilience Plan and the Sonoma County Multi-Jurisdictional Hazard Mitigation Plan. It also responds to issues raised during recent wildfires that threatened the town, including the 2017 Tubbs Fire and the 2019 Kincadee Fire. The update included an expansion of background information to provide greater details and context around emergency issues, revised mapping of hazard issues, and additional policies to respond to new and emerging issues. The update to the Public Health & Safety Element focuses on issues such as evacuation routes, increases in firebreaks and fire hardening, resilience centers and sheltering in place, and resilient emergency notification and communication systems. The document is available at the following location: [Public-Health-and-Safety-Element---2023 \(townofwindsor.com\)](https://townofwindsor.com).

ORINDA SAFETY ELEMENT UPDATE (ORINDA, CA)

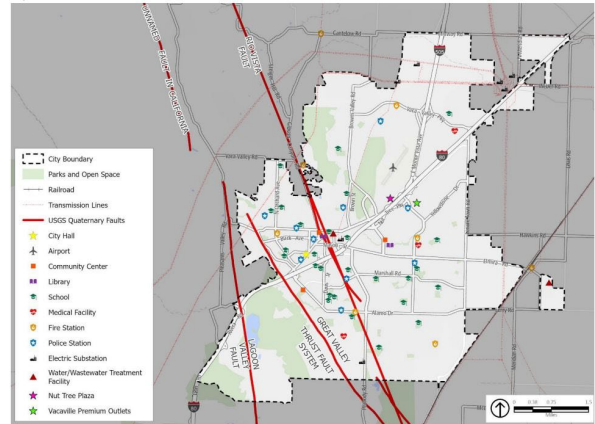


PlaceWorks recently worked with the City of Orinda to update its General Plan Safety Element, previously adopted in 1987. The updated document is a complete reworking of Orinda's previous Safety Element. As part of this work, PlaceWorks prepared a climate change vulnerability assessment and a detailed evacuation analysis. The climate change vulnerability assessment looks at the populations and assets in Orinda to identify who and what may face the most harm from climate change, while the evacuation analysis considers the parts of Orinda that are likely to need the most time to evacuate and how different wildfire scenarios may affect evacuation times. Both analyses identified issues in the community that are addressed by the goals, policies, and implementation actions in the Safety Element. The revised Safety Element contains detailed information about current and future natural hazard conditions in and around Orinda, an extensive set of policies and related items to respond to these issues, and detailed mapping of the areas at risk of various natural hazards in

the community. The Safety Element also closely integrates with existing public safety programs, including numerous efforts by the Moraga-Orinda Fire District to update building codes, provide wood chipping services, limit parking to facilitate evacuation and emergency vehicle access, and other issues. The document is available at the following location: [Safety-Element-Update \(cityoforinda.org\)](https://cityoforinda.org).

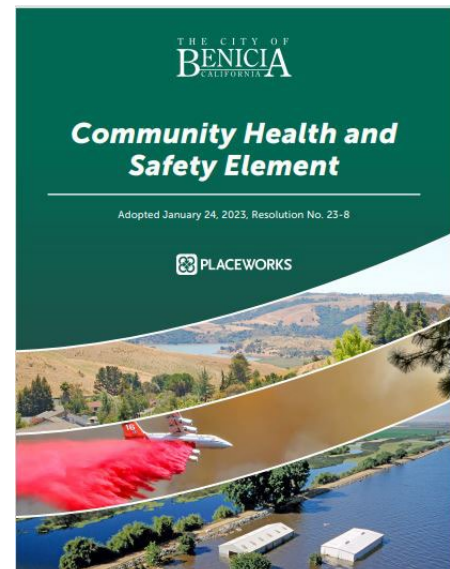
VACAVILLE HOUSING ELEMENT, SAFETY ELEMENT, AND SOCIAL JUSTICE POLICIES (VACAVILLE, CA)

As part of the regional Solano County work, PlaceWorks recently prepared an updated Housing Element, Safety Element, and Environmental Justice Element for the City of Vacaville. The Safety Element work includes a comprehensive vulnerability assessment that identifies Vacaville's susceptibility to climate change-related hazards, an updated set of policies that respond to new opportunities and changing requirements under State law, and new mapping meant to more accurately reflect the safety issues present in the community. Although Vacaville is not required to prepare an Environmental Justice Element, decision makers and staff have elected to do so in response to specific issues present in some areas of the community, including high asthma levels, groundwater contamination, pesticide use, unemployment, along with other socio-economic and environmental factors. The updated Safety and Environmental Justice Elements will promote a more resilient and equitable Vacaville, with a greater emphasis on regional collaboration to address systemic and pervasive issues. The Safety Element Update is available at the following location: [CHAPTER 12 \(vacaville.ca.us\)](https://www.vacaville.ca.us/chapter-12).



BENICIA SAFETY ELEMENT UPDATE (BENICIA, CA)

PlaceWorks worked with the City of Benicia to prepare an update to the City's Safety Element. The Safety Element update involved preparation of a climate change vulnerability assessment, an analysis of evacuation constraints, a review of the existing Safety Element and associated programs, and a study of current and anticipated future hazardous conditions in Benicia. This work also included a multi-pronged approach to community outreach and engagement. PlaceWorks partnered with City staff to host an open house, inviting members of the public to attend an in-person session to learn about the hazards facing the community and the results of a vulnerability assessment detailing how these hazards may affect community members and local systems. City staff, supported by PlaceWorks, attended events and gave talks at local schools to increase youth awareness of the project and encourage greater engagement. The extensive outreach, coupled with the technical research and analysis, allowed PlaceWorks and City staff to prepare a Safety Element that responds to community concerns and holistically integrated resilience to climate change throughout the document. The document is available at the following location: [Benicia CHSE Adopted Draft.pdf](#).



CONTRA COSTA CLIMATE ACTION PLAN (CONTRA COSTA COUNTY, CA)



PlaceWorks is currently preparing an update to Contra Costa County's CAP, building off the current CAP that PlaceWorks staff prepared while employed at a previous firm. The original CAP, adopted in 2015, builds on an assessment of the County's sustainability accomplishments and includes a GHG reduction program consistent with State law. The adopted CAP also prioritizes measures that provide increased human health benefits, especially in the County's disadvantaged communities, making Contra Costa County an early leader in addressing environmental justice issues through climate action planning.

The updated Climate Action Plan is being carried out as part of the County's comprehensive General Plan update and will inform a deep integration of sustainability throughout all appropriate policy areas. The updated Climate Action Plan builds on Contra Costa County's existing successes and new programs, including the successful rollout of the MCE community choice aggregator in the County, expansions of regional infrastructure such as BART extensions and new freeway express lanes, and increased recycling programs.

Fehr & Peers

Fehr & Peers has provided transportation planning and engineering services since our firm's founding in 1985, performing a wide variety of projects in the City of El Cerrito. Their recent work in the City of El Cerrito includes the San Pablo Avenue Specific Plan Update and Supplemental EIR, the El Cerrito Plaza Mobility Framework, and planning and design services for El Cerrito Del Norte Complete Streets. Fehr & Peers is a leader in evacuation planning analysis, starting with time tested and proven evacuation planning work for Santa Barbara County in the mid-2000s. More recently, Fehr & Peers has been developing GIS-based tools to comply with Senate Bill 99 and Assembly Bill 747 requirements to study the transportation system as part of updates to Safety Elements, Local Hazard Mitigation Plans, and Housing Elements. Most of these projects rely on the local travel demand model for information – Fehr & Peers is well versed in the CCTA travel demand model, which is one of the tools that would be used in developing evacuation time estimates. Fehr & Peers will utilize its relationships with City of El Cerrito staff to deliver a high-quality evacuation planning analysis that supports the update to the Safety Element. More information about Fehr & Peers' approach to evacuation planning and travel time analysis is available on their website: <https://www.fehrandpeers.com/evacuation-travel-time-analysis/>.

Key Staff

Ian Barnes, Principal

Ian Barnes is a Principal in Fehr & Peers' Walnut Creek office. His enthusiasm for transportation and improving communities has led to extensive experience in transportation planning/engineering projects

covering a broad spectrum of project types, including industrial, infrastructure and residential projects. Ian is a leader in the field of program-level emergency evacuation analysis, including completing AB 747 and SB 99-compliant analyses as part of Safety Element updates for Napa and Sonoma Counties. Ian will serve as the Principal-in-Charge for this project and will provide strategic guidance based on experience developing evacuation analyses throughout the region.

Sam Tabibnia, Professional Civil Engineer and Traffic Engineer

Sam is a registered Professional Civil Engineer and Traffic Engineer in California and a Professional Traffic Operations Engineer with 25 years of experience in the Fehr & Peers Oakland office. Sam has extensive experience managing a variety of transportation planning and traffic engineering projects, including integrated land use/transportation planning, transportation impact studies, traffic fee studies, traffic calming plans, parking studies, site plan reviews, and traffic operations analysis. Sam's recent experience in the City of El Cerrito includes the San Pablo Avenue Specific Plan Update and Supplemental EIR. He recently led the AB 747-compliant evacuation times estimate analyses for the City of Piedmont as part of the Housing Element update EIR and the Viewcrest Estates EIR in the City of Oakland. Sam will serve as Associate-in-Charge for this project, providing oversight and review throughout each step of the technical analysis and development of recommendations.

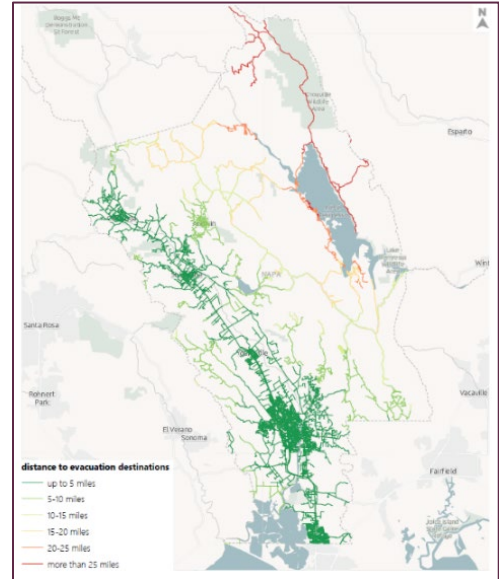
Jordan Brooks, Senior Transportation Planner

Jordan is a Senior Transportation Planner in Fehr & Peers' Oakland office, serving as project manager and major task lead for large-scale, multifaceted transportation planning projects. Jordan strives to translate complex analysis into actionable insights and guidelines to streamline implementation of transportation improvements and strategies. At Fehr & Peers, Jordan has managed projects on a wide variety of topics, including comprehensive planning, VMT modeling and policy implementation, multimodal access and circulation, multimodal corridor planning, and land use development and TDM planning. Jordan will serve as Project Manager for this project and will be responsible for day-to-day management leading the technical analysis and development of recommendations.

Relevant Projects

NAPA COUNTY SAFETY ELEMENT AND HOUSING ELEMENT UPDATE

Fehr & Peers prepared the evacuation analysis and CEQA Transportation impact analysis for the Napa County Housing Element Update and Safety Element Update project. The Housing Element update also included an Assembly Bill 747 and Senate Bill 99-compliant analysis of emergency evacuation routes and emergency egress for residential developments throughout Napa County. A GIS-based analysis was conducted to estimate evacuation travel times for several wildfire scenarios with differing evacuation patterns. Recommendations to improve evacuation conditions were made as part of this high-level review of evacuation procedures to support an update of the County's Safety Element. The Solano-Napa Travel Demand Model (SNABM) was used as a basis for evacuation route capacity information, with adjustments made to better reflect evacuation route capacities (versus the model information which represents "normal" operations). The evacuation analysis also informed the CEQA analysis for the Housing Element Update by quantifying the effect on regional evacuation times assuming potential new housing on sites throughout the County.



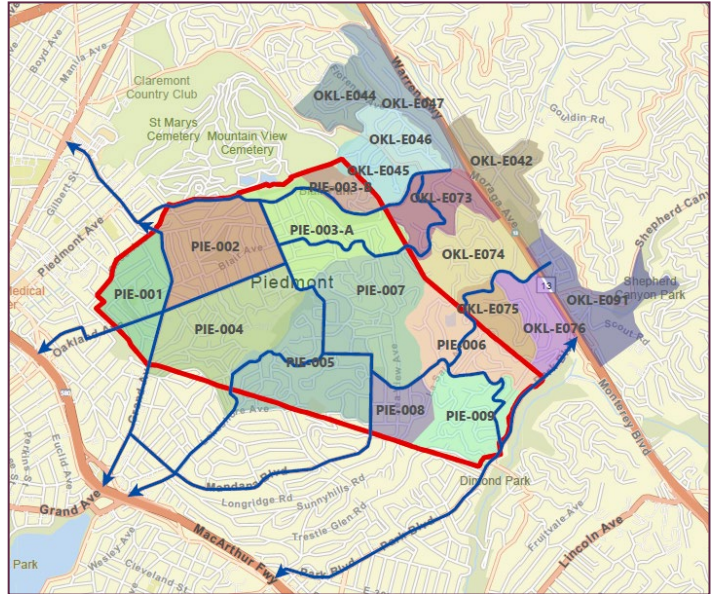
The Napa County Safety Element AB 747 Emergency Evacuation Assessment prepared by Fehr & Peers can be found on page 155 here: <https://www.countyofnapa.org/DocumentCenter/View/3326/Safety-Element-PDF?bidId=>

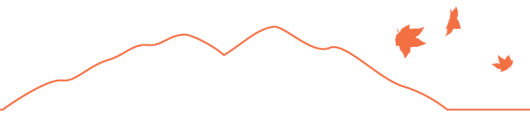
CITY OF RICHMOND SAFETY ELEMENT UPDATE

Fehr & Peers prepared an update to the City of Richmond Safety Element, including a review of emergency evacuation preparedness for the City of Richmond consistent with AB 747 and SB 99 requirements. The CCTA model was utilized to develop future forecasts for three evacuation scenarios. These scenarios evaluated the need for transit as an evacuation parameter as many Richmond residents do not have access to vehicles. Our assessment disclosed estimated time required to evacuate and recommendations on how to improve evacuation times. This assessment included special consideration of evacuation from a major oil refinery in Richmond, a major local concern of the residents.

CITY OF PIEDMONT HOUSING ELEMENT UPDATE IMPLEMENTATION EIR

Fehr & Peers is preparing the transportation section of the environmental document which analyzes the impacts of the developments facilitated by the City's 2023-2031 Housing Element Update. The Alameda County Transportation Commission Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics for the project. Fehr & Peers worked with City staff to develop policies that reduce the VMT metrics for the Project. As part of the project, Fehr & Peers collaborated with the project team and City staff to identify the main evacuation routes and provide evacuation time estimates (ETEs) consistent with AB 747 requirements for three scenarios, including the evacuation of the entire City and the neighborhoods in adjacent jurisdictions that would use the same evacuation corridors. The ETEs were completed using a volume-to-capacity ratio based on the bottleneck on each evacuation route and estimated the time to completely evacuate the evacuation area with and without the project.





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2. COST PROPOSAL

As shown in Table 1, the estimated cost to complete the scope of work described in this proposal is \$167,517.

PlaceWorks recommends planning for a 5 percent to 10 percent contingency fund to cover any unforeseen out-of-scope work that might be necessary for the project.

We are flexible regarding project costs and hope that you will not eliminate us from consideration based on cost alone.

The billing rates for each team member are included in Table 1.

PlaceWorks bills for its work on a time-and-materials basis with monthly invoices.

Assumptions

This scope of work and cost estimate assumes that:

- Our cost estimate includes the meetings shown in Chapter 3. Additional meetings would be billed on a time-and-materials basis. Eli Krispi will attend all project meetings, public workshops, and other public meetings. Additional staff may attend meetings as needed and as specified in the scope. Fehr & Peers staff will attend two public meetings and five project meetings as part of their work identified in Task 1.4.
- All products will be submitted to the City in electronic (PDF and/or Word) format, except for printed copies that are specifically identified in Table 2. This is an allowance only, based on the numbers of products and copies shown in Chapter 3. If this allowance is exceeded, additional printing costs will be billed at PlaceWorks actual cost.
- City staff will be responsible for meeting logistics, including schedule coordination, document production, printing notices, mailing costs, room reservations, room set-up and take-down, and refreshments.

Optional Tasks

This proposal includes optional task 1.5 (Dynamic Traffic Assignment). The costs in Table 1 show the total costs for the project both with and without this optional task. The additional cost of this optional task is estimated at approximately \$57,000 to \$89,000, depending on the details of the work. Should City staff decide to move forward with this additional work, the PlaceWorks team will work with City staff to identify a single specific cost estimate.

TABLE 1 COST ESTIMATE

		PLACEWORKS											PlaceWorks Hours	PlaceWorks 2% Office Expenses	PlaceWorks Total	SUBCONSULTANT			Total Task Budget
	Tammy L. Seale	Eli Krispi	Miles Barker	Jessica Robbins	Allison Giffin	Leo DiPierro	Terri McCracken		GRAPHICS	TECH. EDITOR	WP/ CLERICAL	Fehr & Peers							
	Principal-in- Charge	Project Manager	Associate/ Asst PM	Project Planner	Associate/ GIS	Planner/ GIS	CEQA Principal	Project Planner/ CEQA	Reddy			Evacuation Constraints Analysis				5% Subconsultant Markup	Subconsultant Total		
	Hourly Rate:	\$250	\$210	\$155	\$140	\$160	\$125	\$245	\$140	\$125	\$140	\$130							
TASK 1. Data Collection and Research																			
1.1	Project kick-off meeting	2	6	2	4								14	\$53	\$2,683	0	\$0	\$0	\$2,683
1.2	Review existing Safety Element and local plans	2	6	6	20								34	\$110	\$5,600	0	\$0	\$0	\$5,600
1.3	Additional vulnerability analysis	2	4	6	16	2	8				4	2	44	\$133	\$6,783	0	\$0	\$0	\$6,783
1.4	Evacuation constraints analysis	4	4	4	2	2	4	4					20	\$71	\$3,631	39,900	\$1,995	\$41,895	\$45,526
1.5	Dynamic Traffic Assignment (optional)	4	8	4	2	4	8	8					30	\$104	\$5,324	80,000	\$4,000	\$84,000	\$89,324
	Task 1. Subtotal	14	28	22	44	8	20	0	0	0	4	2	142	\$471	\$24,021	\$119,900	\$5,995	\$125,895	\$149,916
TASK 2. Community Engagement																			
2.1	Community Engagement Plan	4	6	4	12						2	2	30	\$102	\$5,202	0	\$0	\$0	\$5,202
2.2	Community engagement activities	8	32	16	52					24		8	140	\$450	\$22,970	0	\$0	\$0	\$22,970
	Task 2. Subtotal	12	38	20	64	0	0	0	0	24	2	10	170	\$552	\$28,172	\$0	\$0	\$0	\$28,172
TASK 3. Policy Development																			
3.1	Policy development	4	12	12	16						4	2	50	\$169	\$8,609	0	\$0	\$0	\$8,609
	Task 3. Subtotal	4	12	12	16	0	0	0	0	0	4	2	50	\$169	\$8,609	\$0	\$0	\$0	\$8,609
TASK 4. Prepare Draft Safety Element																			
4.1	Administrative draft Safety Element	4	10	12	40	8	16			8	8	4	110	\$330	\$16,810	0	\$0	\$0	\$16,810
4.2	Public review draft Safety Element	4	8	12	24	4	8				4	2	66	\$207	\$10,567	0	\$0	\$0	\$10,567
4.3	State agency coordination		4	8	2								14	\$47	\$2,407	0	\$0	\$0	\$2,407
	Task 4. Subtotal	8	22	32	66	12	24	0	0	8	12	6	190	\$584	\$29,784	\$0	\$0	\$0	\$29,784
TASK 5. CEQA Documentation																			
5.1	Addendum		2	6				16	80		8	4	116	\$362	\$18,472	0	\$0	\$0	\$18,472
5.2	Notice of Determination			1				2	8				11	\$35	\$1,800	0	\$0	\$0	\$1,800
	Task 5. Subtotal	0	2	7	0	0	0	18	88	0	8	4	127	\$397	\$20,272	\$0	\$0	\$0	\$20,272
TASK 6. Safety Element Adoption/CEQA Document Certification Process																			
6.1	Final documents	2		8	8						2	2	28	\$93	\$4,753	0	\$0	\$0	\$4,753
6.2	Adoption hearings		8	4	8								20	\$68	\$3,488	0	\$0	\$0	\$3,488
	Task 6. Subtotal	2	14	12	16	0	0	0	0	0	2	2	48	\$161	\$8,241	\$0	\$0	\$0	\$8,241
TASK 7. Project Management																			
7.1	Project management	8	20	20			4	4					56	\$217	\$11,057	0	\$0	\$0	\$11,057
	Task 7. Subtotal	8	20	20	0	0	0	4	4	0	0	0	56	\$217	\$11,057	\$0	\$0	\$0	\$11,057
	Labor Hours Total (All Tasks)	48	136	125	206	20	44	22	92	32	32	26	783			400			
	Labor Dollars Total (All Tasks)	\$12,000	\$28,560	\$19,375	\$28,840	\$3,200	\$5,500	\$5,390	\$12,880	\$4,000	\$4,480	\$3,380		\$2,551	\$130,156	\$119,900	\$5,995	\$125,895	\$256,051
	Labor Hours Total (Excluding Optional Task 1.5)	44	128	121	204	16	36	22	92	32	32	26	753			196			
	Labor Dollars Total (Excluding Optional Task 1.5)	\$11,000	\$26,880	\$18,755	\$28,560	\$2,560	\$4,500	\$5,390	\$12,880	\$4,000	\$4,480	\$3,380		\$2,447	\$124,832	\$39,900	\$1,995	\$41,895	\$166,727
EXPENSES																			
PlaceWorks Reimbursable Expenses																			\$790
	EXPENSES TOTAL																		\$790
GRAND TOTAL FOR ALL TASKS																			\$256,841
GRAND TOTAL EXCLUDING OPTIONAL TASK 1.5																			\$167,517



3. APPROACH, SCOPE, AND TIMELINES

El Cerrito's Safety Element is a comprehensive strategy intended to reduce the risks to the community's health, safety, and well-being posed by natural and human-caused hazards. Community members are aware that the need to address these issues has grown significantly in recent years due to more frequent regional wildfires, increases in drought and extreme heat, severe flooding, and other changes to hazardous conditions that substantially depart from historic norms. In response to these changes, the regulatory framework governing Safety Elements has evolved considerably. Safety elements are now required to include more information about extreme weather and wildfire risks and responses, to include best-available mapping for flood risk, and to comprehensively address the short-term and long-term threats posed by climate change. Through our recent work with Contra Costa County, the City of Orinda, the City of Lafayette, and the City of Walnut Creek, and others in the region, we understand that in El Cerrito public safety issues may include increased extreme heat days, evacuation constraints, and increased wildfire risks due to dry fuels and high-velocity Diablo Winds, drought, and landslide risks, among others. In response to the updated requirements for General Plans, our approach includes climate adaptation and resiliency as an integral component, integrated throughout elements as applicable and nested in the Safety Element, and building off the City's existing and ongoing work.

The PlaceWorks team will prepare an updated Safety Element that complies with all applicable State laws to protect public health, safety, and welfare. Our approach to updating Safety Elements is to be responsive to key issues related to natural and environmental hazards in El Cerrito while being responsive to the requirements of the California Government Code and State agencies. We emphasize an integrated approach that leverages existing plans and programs, best practices, and community vision to build short- and long-term community resiliency and provide co-benefits, such as financial savings, nature-based solutions and conservation of natural resources, and improvements to public health. We will streamline the element by creating policies that address multiple issues of concern and provide multiple benefits. As the Safety Element content in El Cerrito's General Plan already spans multiple chapters, we will continue this cross-sector approach and ensure that the update can easily integrate into the existing General Plan.

Compliant and Accurate

Our team is highly aware of the recent changes to State law regarding safety elements, having prepared dozens of safety elements in recent years including multiple documents in Contra Costa County. We will ensure that the Safety Element for El Cerrito is fully compliant with all appropriate regulations, including updates resulting from Senate Bill (SB) 379 and 1035 regarding climate change adaptation and resilience and SB 1241, SB 99, Assembly Bill (AB) 747, and others related to flooding and wildfire mapping, mitigation, and evacuation routes and constraints. We will propose updating applicable maps, goals, policies, and strategies to comply with updated requirements in Government Code Section 65302(g), including integration of the climate change vulnerability assessment being prepared as part of the ongoing Climate Action and

Adaptation Plan project, with any revisions or additions as needed based on the most recent climate science data informed by recent local and regional plans and studies as applicable. Since El Cerrito currently contains land designated as a Very High Fire Hazard Severity Zone, we will ensure that the updated Safety Element includes fire-related information, goals, policies, and actions to be consistent with current Government Code Section 65302(g)(3) and CAL FIRE requirements and regional best practices. We will also ensure that the evacuation constraints analysis meets the requirements of SB 99 and AB 747, including any guidance from the State that may come out during the course of this project, and that this analysis provides helpful recommendations that can be incorporated into the Safety Element as goals, policies, and actions.

Inclusive Engagement

PlaceWorks knows that project success depends on successful, inclusive community engagement. We work with local governments to achieve this, creating a solid community engagement plan to guide engagement efforts throughout the project. We strive for a public participation process that develops community leaders and stronger community relationships. PlaceWorks' projects reflect the interests and concerns of community members and decision makers. We employ a variety of in-person and online outreach tools to elicit creative input and participation from all stakeholders.

This Safety Element Update effort will include public outreach and coordination with local community members and stakeholders as well as regional and State agencies. PlaceWorks is invested not only in producing a plan that is adoptable and implementable, but in developing an open, engaging, and interactive process that truly incorporates feedback from the public. Our work is founded on the principle that the success of a project lies with the ownership and involvement of community members. We integrate technical expertise with a community-based approach to develop a thorough understanding of the issues, existing conditions, and challenges that are relevant to El Cerrito.

We acknowledge that the COVID-19 pandemic has changed the nature of public gatherings and events throughout California. These changes call for creative ways to reach the community, and our team will adapt our strategy and communication methods, as necessary, to support City staff's efforts in conducting community outreach. We are experts in both in-person and virtual community engagement and can assist with online webinars, video calls, and in-person conversations with City staff, the community, and other project stakeholders. As we plan for outreach efforts for this project, we will need to be flexible in the outreach options employed and are comfortable supporting both in-person engagement and virtual outreach methods to ensure the project continues to move forward in a timely manner and engages meaningfully with the full spectrum of the El Cerrito community.

Focus on Implementation

Our team knows the importance of preparing a Safety Element Update that can be put into effect as soon as possible. Many of the people, communities, infrastructure systems, and natural environments in El Cerrito are likely vulnerable to climate change. Being able to implement the Safety Element Update quickly and effectively will be critical to protecting lives, property, and community well-being. We understand that policies and actions are only useful if they can be enacted, and that strategies that sound meaningful but do

not lead to any action are not providing any real value. We develop policies and actions, including adaptation strategies, that place implementation considerations front and center, including ensuring that every implementation action is linked to a City department or service district who can act as a leader or champion for implementation. Many of our team members have worked in local government and have direct experience implementing General Plan policies, giving us insight into how to develop a Safety Element that City staff can effectively use.

Strong Project Management

All of PlaceWorks' projects, regardless of the size or scope, have significant principal-level involvement. Every PlaceWorks project has a designated principal-in-charge who is responsible for ensuring that all products are produced on time, within budget, and meet the highest-quality standards. The principal-in-charge remains actively engaged throughout every step of the project. For projects involving a range of issues or components, principals and other senior-level staff are often involved as advisors to provide ongoing expertise. Additionally, each project has a designated project manager that is responsible for day-to-day project management and for maintaining regular contact with the client, facilitating workshops, and attending all project meetings. Eli Krispi will manage the Safety Element Update with support from Tammy L. Seale, principal and advisor, and Miles Barker, assistant project manager.

Table 2 Work Program Summary

Task 1: Data Collection and Research

- | | |
|--|---------------------------------------|
| 1.1 Project kick-off meeting | 1.3 Additional vulnerability analysis |
| 1.2 Review existing Safety Element and local plans | 1.4 Evacuation constraints analysis |

Task 2: Community Engagement

- | | |
|-------------------------------|-------------------------------------|
| 2.1 Community engagement plan | 2.2 Community engagement activities |
|-------------------------------|-------------------------------------|

Task 3: Policy Development

Task 4: Prepare Draft Safety Element

- | | |
|---|-------------------------------|
| 4.1 Administrative draft Safety Element | 4.3 State agency coordination |
| 4.2 Public review draft Safety Element | |

Task 5: CEQA Documentation

- | | |
|--------------|-----------------------------|
| 5.1 Addendum | 5.2 Notice of Determination |
|--------------|-----------------------------|

Task 6: Safety Element Adoption/CEQA Document Certification Process

- | | |
|---------------------|-----------------------|
| 6.1 Final documents | 6.2 Adoption hearings |
|---------------------|-----------------------|

Task 7: Project Management



Task 1. Data Collection and Research

1.1 Project kick-off meeting

The PlaceWorks team will begin the Safety Element with a kick-off meeting between the City and PlaceWorks team members. This meeting will allow for a review of project goals, schedule and work plan, and data needs. It will allow staff to discuss current and planned efforts that are relevant to the project and the proposed approach to staff and community engagement. This will be an opportunity to review invoicing terms, communication protocols, and the approach to data collection. At this meeting we will also discuss how recent and ongoing work efforts, including the Climate Action and Adaptation Plan, the Special Study Hazards Map, and the Local Hazard Mitigation Plan (LHMP), can be integrated into the Safety Element update.

1.2 Review existing Safety Element and local plans

The PlaceWorks team will look over the existing Safety Element and other components of the General Plan, as well as other relevant documents that address public safety and hazard issues in El Cerrito. We understand that the Safety Element is part of Chapter 6 (Public Facilities and Safety) and Chapter 7 (Resources and Hazards) of the City's existing General Plan, so as an initial step we will confirm with City staff what sections of these chapters constitute the "Safety Element," as defined by the California Government Code, and as used by staff and the community. We will prepare a matrix of applicable regulations to check the existing Safety Element against the requirements codified in the California Government Code Section 65302(g). We will review the existing Safety Element and identify what should be updated or added to comply with current state law. This includes reviewing other plans, including the LHMP, other elements of the General Plan, and work being prepared as part of the Climate Action and Adaptation Plan, to see what content from these efforts can be integrated into the Safety Element to satisfy state requirements. We will also identify any gaps in the policy framework in response to state legislation or current relevant issues and provide recommendations on how to refine existing policies to fill in these gaps.

1.3 Additional vulnerability analysis

The PlaceWorks team understands that the ongoing Climate Action and Adaptation Plan work includes a vulnerability assessment that should satisfy the requirements of the California Government Code. We will review this work, to the extent available, as part of Task 1.2. Based on our understanding of the California Government Code and the resilience issues in El Cerrito, we may recommend limited additional analyses to address any gaps in the vulnerability assessment and ensure that there is a foundation for any adaptation strategies in the Safety Element. We will prepare a memo with these recommendations, discuss these recommendations with City staff, and then prepare a short, written summary of any additional analyses.

1.4 Evacuation constraints analysis

The PlaceWorks team will prepare an evacuation constraints analysis as required by SB 99 and AB 747/1409. To meet the requirements of SB 99, the team will analyze residential parcels in El Cerrito that are at risk of a hazard that may result in an evacuation. We will look at parcels that are located on single-access roads (excluding those on short cul-de-sacs) or those located a significant distance from major roadways. These residences could face substantial delays when evacuating due to traffic congestion, roadways blocked by debris, or other impediments.

The PlaceWorks team, led by Fehr & Peers, will put together an analysis to meet the requirements of AB 747/1409. This analysis will look at evacuation routes and their safety, capacity, and viability, as well as potential emergency shelter locations, under different emergency scenarios. We will consider three emergency scenarios, to be determined with City staff, and will prepare a planning-level assessment that will provide evacuation time estimates. The vehicle trips modeled under this assessment will account for the time of day for the scenario and the likely population that would be evacuated. This assessment will consider the approximate hourly evacuation capacities on the identified corridors during the evacuation scenarios. We will primarily rely on socio-economic data, such as household size, number of workers, and automobile ownership provided by the most recent version of the Contra Costa Transportation Authority (CCTA) Travel Demand Model, supplemented by other data such as US Census or Genasys Protect (formerly Zonehaven) data. The team will document the methods, assumptions, results, and recommendations in a technical memorandum based on the tasks above.

1.5 Dynamic Traffic Assignment analysis (optional task)

The AB 747/AB 1409 analysis described in Task 1.4 is a high-level planning estimate that provides an understanding of evacuation constraints and identifies issues of concern related to evacuations as required by the California Government Code. If the City desires a more extensive evacuation analysis, the PlaceWorks team, led by Fehr & Peers, can prepare a more detailed analysis using dynamic traffic assignment. This approach has three significant differences compared to the AB 747/AB 1409 analysis described in Task 1.4:

- It accounts for the developing congestion in the overall roadway network and allows for continuous assignment of the evacuation traffic to the less-congested routes throughout the evacuation event. This allows for a more precise identification of the bottlenecks/chokepoints in the roadway network.
- It accounts for the background traffic on the roadway network before the evacuation event and how they would change through the evacuation event, which is not part of the work described in Task 1.4.
- It models a phased evacuation that can consider different parts of El Cerrito leaving at different times, as opposed to an all-at-once method considered as part of the approach in Task 1.4.

This work would use [Fehr & Peers' EVAC+ Tool and a Dynamic Traffic Assignment Model \(DTA Model\)](#), customized to reflect the evacuation roadway network in and around El Cerrito. The model would also account for the existing background traffic volumes that would be on the roadway system regardless of the evacuation event. This scope of work assumed that recent traffic data is available and no new traffic data would be collected. The DTA Model would estimate traffic and levels of congestion in 15-minute intervals and, as congestion increases, the model dynamically reassigns traffic to less-congested routes. This is a more robust way of estimating trip assignment and identifying congested locations on the network that should be considered during an evacuation event. The method also accounts for the temporal distribution of the evacuation trips. The results of this modeling effort can be used to identify bottlenecks in the roadway network more precisely.

The estimated cost of this work is approximately \$50,000 to \$80,000 in addition to the budget allocated in Task 1.4. If the City desires the Dynamic Traffic Assignment analysis, the PlaceWorks team will work with City staff to refine the budget to better meet the City's needs.

Deliverables:

- » Kick-off meeting attendance, agenda, and meeting summary
- » Data needs list
- » Existing plan review matrix
- » Policy review matrix
- » Memo of vulnerability analysis gap recommendations
- » Evacuation scenario methods, assumptions, results, and recommendations memo (draft and final)
- » Summary of additional vulnerability findings (as needed, draft and final)

Task 2. Community Engagement

2.1 Community Engagement Plan

The PlaceWorks team will prepare a Community Engagement Plan (CEP) to guide the outreach efforts for the Safety Element update. The CEP will include goals and guiding principles for the Safety Element engagement process, key talking points and messaging related to the project, and a description of the anticipated outreach tools and activities. It will ensure that the Safety Element update process is collaborative with community members and local groups and that the plan is built on local knowledge and lived experience. It will also include methods and strategies to make sure that members of the project team engage with a wide range of community members, including those from hard-to-reach communities who may not be well-represented in all planning efforts.

2.2 Community engagement activities

The PlaceWorks team wants to make sure that the engagement is meaningful and gives community members the opportunity to play an important role in developing the Safety Element. As noted above, this includes ensuring that the outreach involves a diverse group of community members, including those who are not often well-represented in planning effort. To that end, we anticipate a mix of in-person and virtual engagement activities throughout the process, including at three phases: early in the project to discuss the safety issues present in El Cerrito and identify key community priorities; during the process of developing and refining policies; and during the public review period for the draft Safety Element.

- **Stakeholder meetings:** Engaging key stakeholders and other community partners early in the process helps to better understand the safety issues present in El Cerrito, including learning what efforts have been successful in the community and being able to better ensure that local expertise and experience is reflected in the draft Safety Element. These stakeholders and other community partners may include utilities, emergency response agencies, major employers, public health and service providers, and community groups, among others. We will work with City staff to prepare a list of potential stakeholders and schedule meetings. We anticipate up to four one-hour meetings, each with one or two stakeholders (and no more than 8-10 total participants), and each following a similar format of questions.
- **Community workshops:** Workshops may involve presentations, interactive online exercises, virtual or in-person small-group discussions, and open house activities that allow participants to review material and participate in activities at their own schedule. PlaceWorks is comfortable conducting in-person or virtual workshops, depending on what has been most effective at engaging the largest and most diverse audience. In the event of online engagement, we are prepared to use a set of engaging online tools such as Mentimeter,

Jamboard, Social Pinpoint, Mural, Survey Everywhere, and others to keep participants meaningfully involved and to contribute useful feedback. Regardless of the nature of the event, we will prepare an event approach, digital flyer, and short messages for distribution in a newsletter or social media, participant guide, facilitator guide, training, event facilitation and logistics, and post-event surveys and summaries. Our budget for this task anticipates two workshops, with up to three PlaceWorks staff in each workshop, whether it is virtual or in person. Additional staff or workshops are available for an additional cost.

- **Study sessions:** The PlaceWorks team will support up to four study sessions with City boards or commissions or the City Council. This may include introducing the project and reviewing the results of analyses, discussing potential safety and resilience strategies, and reviewing the draft Safety Element when it is released to the public. We anticipate that the primary audience will be the City Council and Planning Commission, although we are able to present to other groups as desired. These meetings may be virtual or in-person, and do not include adoption hearings for the Safety Element.
- **Other engagement activities:** There are other outreach activities that can meaningfully engage community members without requiring participation in a workshop or attending a study session. Such activities may include online surveys or polls, reading short articles or other write-ups about the Safety Element update, visiting a pop-up booth at a community event, or any other type of relevant activity. We can prepare content for these engagement activities and analyze the results afterwards. We will work with City staff to determine what types of engagement activities may be most successful and how the PlaceWorks team may be able to support these activities.

Deliverables:

- » Community Engagement Plan (draft and final)
- » Stakeholder meeting agendas (draft and final)
- » Workshop materials (draft and final)
- » Presentations for study sessions (draft and final)
- » Materials for other engagement activities (draft and final)
- » Summaries following engagement activities (draft and final)

Task 3. Policy Development

The PlaceWorks team will prepare a comprehensive set of goals, policies, and actions for the Safety Element update. These items will work to reduce exposure to hazardous conditions, decrease the risk they pose, minimize community vulnerability to these hazards, and holistically improve El Cerrito's resilience to natural hazards and other public safety issues of concern. This will include appropriate revisions to the existing goals, policies, and actions as well as drafting new items not covered in the adopted Safety Element. We will look to gaps identified by the vulnerability assessment and evacuation constraints analysis, issues raised during community engagement activities, feedback from City staff, relevant best practices, and recommendations in local and regional documents such as the Local Hazard Mitigation Plan to inform these new items. The goals, policies, and actions will respond to all identified public safety issues, including emergency preparedness and response, evacuation considerations, wildfire, landslides, drought, extreme heat, seismic hazards, and others. The goals, policies, and actions will also be responsive to the requirements laid out in the California Government Code. We anticipate that City staff will review the list of goals, policies, and actions and provide comments before preparing the administrative draft Safety Element. This will also consider

policy edits to chapters that do not currently make up the Safety Element, such as edits to the Transportation and Circulation chapter to address issues identified in the evacuation constraints analysis. As desired, this list can also be incorporated into community outreach activities before it is finalized.

Deliverable:

- » List of goals, policies, and actions (draft and final)

Task 4. Prepare Draft Safety Element

4.1 Administrative draft Safety Element

After the list of goals, policies, and actions is set, the PlaceWorks team will prepare an administrative draft of the updated Safety Element. In addition to the goals, policies, and actions, this draft will also include background information on the hazards and other issues of concern, including areas at risk, descriptions of past hazardous conditions in and around El Cerrito, and how the risk is likely to evolve in the future for the community. This will include mapping of hazard areas and other topics to meet California Government Code requirements. Since the background information is likely to be more extensive than the Settings section in the adopted General Plan, we can treat most of this background information as an appendix to the General Plan as desired by City staff. We will also include photos, charts, and other graphic elements to help make the Safety Element approachable and to help explain key concepts. As requested by City staff, the administrative draft Safety Element will indicate which chapters of the General Plan each section can be integrated into.

PlaceWorks can prepare the updated mapping and text (including background information and policies) using the template from the 1999 General Plan if desired. Alternatively, we can use a template from a more recent document (such as the Housing Element or Climate Action and Adaptation Plan) or prepare a new template for the Safety Element update. As part of the administrative draft Safety Element, we can also prepare a redline version showing changes from the adopted 1999 General Plan. We can discuss the preference of City staff on these items prior to preparing the administrative draft Safety Element.

4.2 Public review draft Safety Element

Once City staff provide a consolidated set of comments on the administrative draft Safety Element, the PlaceWorks team will prepare a revised version of the Safety Element for public review and distribution. We will prepare a public review draft version with redlined changes from the administrative draft, as well as a “clean” version.

4.3 State agency coordination

Currently the California Department of Forestry and Fire Protection (CAL FIRE) designates the eastern half of El Cerrito as being a Very High Fire Hazard Severity Zone in a Local Responsibility Area, which means that the City is required to submit the draft Safety Element to CAL FIRE for review and comment. PlaceWorks will coordinate with CAL FIRE on their review and initial recommendations for the fire-related sections of the draft Safety Element at the time that the Element is released to the public. We will then work with CAL FIRE and City staff to incorporate any recommendations into the draft Safety Element following the end of public review and submit the Element for final review by the Board of Forestry prior to City adoption hearings. We

are aware that CAL FIRE is working on revisions to the Local Responsibility Area fire mapping, and that the areas currently designated as a Very High Fire Hazard Severity Zone in El Cerrito may change over the course of this project.

We will also coordinate with the California Office of Emergency Services, the Governor’s Office of Planning and Research’s Integrated Climate Adaptation and Resiliency Program (ICARP), and the Department of Conservation’s California Geological Survey as necessary and appropriate. State agency reviews should begin at least 90 days prior to the public hearings and adoption of the updated Safety Element.

Deliverables:

- » Safety Element template (Word, draft and final)
- » Administrative draft Safety Element (Word and PDF, clean and redline)
- » Public review draft Safety Element (Word and PDF, clean and redline)
- » Checklist for CAL FIRE review (Word)

Task 5. CEQA Documentation

5.1 Addendum

Based on our understanding of the project, the adoption of the Safety Element is a project under the requirements of CEQA, California Public Resources Code Section 21000 et. seq., and the State CEQA Guidelines, California Code of Regulations Section 15000 et. seq., (collectively, “CEQA”). Similar to the approach taken for the recent update of the Housing Element, PlaceWorks will prepare an addendum to the 1999 General Plan EIR (State Clearinghouse No. 1999022058), as well as any relevant Specific Plan EIRs, which will include an associated discussion that compares the Safety Element to the approved projects. It will include graphics and tables as needed to describe the project differences and provide substantial evidence to justify the environmental impact conclusions. The analysis will also consider changes in circumstances subsequent to preparation of the certified EIR that could affect the respective impacts. The Addendum will include the following chapters:

- **Introduction:** The Introduction will summarize the proposed Safety Element and its relationship to the previous environmental analyses. This section will reference State CEQA Guidelines and case law to demonstrate why the addendum is the appropriate environmental review document.
- **Project description:** The project description will provide a concise summary of the proposed Safety Element, including the regulatory frameworks, overview of its contents, and revisions to the goals, policies, and programs. The project description will also include a preliminary list of policies and programs that have the potential to result in physical impacts.
- **Environmental analysis:** The environmental analysis chapter will follow the findings in CEQA Guidelines Section 15162 rather than using an Initial Study. The analysis for each environmental issue area will describe the impact conclusions for each environmental threshold previously identified (including mitigation strategies adopted as part of EIR approval) and evaluate how impacts associated with adoption and implementation of the Safety Element are either (a) “adequately addressed” in the first-tier EIR, consistent with State CEQA Guidelines Section 15152(f)(3); or (b) “not peculiar to the project or the parcel,” including cases where a potential impact is mitigated by adopted development policies or standards consistent with

State CEQA Guidelines Sections 15183(a) and 15183(f). This evaluation will be supported by substantial evidence cited in the Addendum (e.g., data in the Safety Element, the existing EIRs, adopted City of El Cerrito codes and standards, and other documents).

Upon receipt of a consolidated set of City comments on the administrative draft Addendum, PlaceWorks will revise the document and prepare a Screencheck draft Addendum in track changes for final City review. Upon receipt of a consolidated set of final City comments, we will prepare the Final Addendum.

5.2 Notice of Determination

Following the approval of the project and the Addendum, PlaceWorks will prepare and file the Notice of Determination (NOD) with OPR. Our scope of work assumes that City staff will be responsible for overseeing the filing of the NOD with the Contra Costa County Clerk following the approval of the proposed project and PlaceWorks will post the NOD with the OPR. We anticipate the City has a copy of the California Department of Fish and Wildlife fee receipt from the original NOD filing for the certified EIR with the Contra Costa County Clerk. If so, repayment of these fees is not warranted. If not, the City would be required to pay the County Clerk filing fee of \$50.

Deliverables:

- » EIR Addendum (draft and final)
- » Notice of Determination

Task 6. Safety Element Adoption/CEQA Document Certification Process

6.1 Final documents

After the PlaceWorks team receives a consolidated set of comments on the public review draft Safety Element from the City and any comments from CAL FIRE or other state agencies, we will revise the Safety Element as appropriate to respond to these comments. PlaceWorks will prepare a public hearing draft Safety Element for City staff to take through the local adoption process and a final Safety Element after the local adoption process is completed. For both versions, we will present both a redline document showing the changes since the last iteration as well as a clean file.

6.2 Adoption hearings

PlaceWorks will support the City through the formal review of the Safety Element Update by the Planning Commission and City Council. The Safety Element team will participate in up to two public hearings. Our scope and budget assume one Planning Commission hearing and one City Council hearing for adoption of the Safety Element. PlaceWorks staff will support City staff with the preparation of required staff reports and PowerPoint presentations and be prepared to lead or support presentation of the project during each hearing. We will also support staff with the preparation of adoption resolutions and ensure that the resolution for adoption contains the right text to comply with AB 2140, incorporating the Local Hazard Mitigation Plan (LHMP) into the Safety Element. City staff will be responsible for all required public noticing and production of any printed materials for each meeting. PlaceWorks can support additional meetings on a time-and-materials basis at the request of City staff.

Deliverables:

- » Public hearing draft Safety Element (Word, draft and final)
- » Final Safety Element (Word, draft and final)
- » Support for staff report preparation
- » Materials for adoption hearings (draft and final)
- » Content for resolution to support LHMP integration.

Task 7. Project Management

Consistent and regular communication between City staff and the PlaceWorks team throughout the project will provide the opportunity for the project team to coordinate and keep the project moving forward on time and within budget. At the project kick-off meeting, we will establish a regular schedule for virtual project check-ins. We recommend that these meetings occur every two to three weeks during active parts of the project, or more frequently if needed. The Safety Element project manager and assistant project manager will meet regularly with the City project team to discuss deliverables and active tasks, prepare for upcoming meetings, and generally review the progress of the project. Other staff may join occasional meetings as needed. Prior to each meeting, we will work with staff to draft an agenda and identify the necessary participants to best meet the needs of each meeting. The status meetings would be in addition to regular email and phone communication between project team members. In addition to regular virtual meetings, this task would include project management activities such as managing the budget, schedule, and overall team throughout the Safety Element Update process.

Deliverable(s):

- » Participation in regular project check-ins (virtual)

Schedule

PlaceWorks' proposed schedule for completion of the El Cerrito Safety Element Update is shown in Figure 1. As shown in the schedule, we anticipate that the project can be completed by February 2025. We believe this schedule is in keeping with your needs, but we are happy to revise this schedule if necessary to conclude this project in a shorter timeframe.

PlaceWorks has a strong track record in meeting project schedules and coordinating closely with its clients. Over years of managing projects like the El Cerrito Safety Element Update, we have developed a variety of tools to keep projects on schedule and ensure that staff are always well informed:

- We maintain an up-to-date schedule throughout the project, to ensure that all team members are aware of upcoming meetings and product due dates.
- We stay in close, regular contact with staff and our subconsultants and document important decisions about the project in writing, which ensures that decisions are understood by all team members.
- We schedule project due dates for staff and subconsultants with adequate time for editing and formatting.
- We limit subconsultants' payments to specific milestones, to ensure that progress on the project is commensurate with billings.



FIGURE 1 SCHEDULE

Tasks	2023		2024												2025	
	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February
Task 1. Data Collection / Research																
Project kick-off meeting	*															
Review existing Safety Element and local plans																
Additional vulnerability analysis																
Evacuation constraints analysis																
Dynamic Traffic Assignment (optional)																
Task 2. Community Engagement																
Community Engagement Plan																
Community engagement activities						*				*						
Task 3. Policy Development																
Policy development																
Task 4. Prepare Draft Safety Element																
Administrative draft Safety Element																
Public review draft Safety Element																
State agency coordination													*			
Task 5. CEQA Documentation																
Addendum																
Notice of Determination																
Task 6. Safety Element Adoption/CEQA Document Certification Process																
Final documents																
Adoption hearings															*	*
Task 7. Project Management																
Project management	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*

PlaceWorks Preparation of Project Task

Staff Review of Work Products

Meetings - Conference Calls or In-Person

*



4. REFERENCES

References for PlaceWorks are provided below (and more will be provided upon request).

PlaceWorks	
Project	Client Contact
Safety Element Update CITY OF BENICIA	Drummond Buckley , Director, City of Orinda Planning Department (925) 956-9305 dbuckely@cityoforinda.org
Safety Element Update CITY OF ORINDA	Suzanne Thorsen , Director, City of Benicia Community Development Department (707) 746-4280 sthorsen@ci.benicia.ca.us
Safety Element Update CITY OF LAFAYETTE	Renata Robles , Senior Planner, City of Lafayette Planning Department (925)299-3202 rrobles@lovelafayette.org
Fehr & Peers	
Project	Client Contact
Safety Element and Housing Element Update NAPA COUNTY	Trevor Hawkes , Planner, Napa County (707) 253-4388 trevor.hawkes@countyofnapa.org
Safety Element Update CITY OF RICHMOND	Andrea Villarroel , Planner, City of Richmond (510) 620-6620 andrea_villarroel@ci.richmond.ca.us
Housing Element Update Implementation Plan EIR CITY OF PIEDMONT	Pierce Macdonald , Senior Planer, City of Piedmont (510) 420-3063 pmacdonald@piedmont.ca.gov

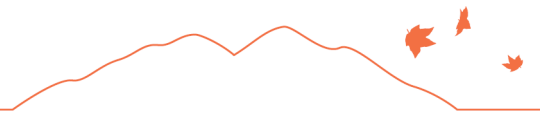


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5. CONSULTING SERVICES AGREEMENT

PlaceWorks has reviewed the Consulting Services Agreement in its entirety. We will meet the prerequisite insurance requirements, and, if selected, agree to enter into such agreement.



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RESUMES







TAMMY L. SEALE

Principal

Tammy L. Seale directs PlaceWorks' Climate Action and Resiliency Practice. She is a leader in the field of local climate action and resiliency planning, with over 25 years of local environmental and land use planning experience. She collaborates with communities to holistically address sustainability, climate change, and resiliency in local environmental and land use plans and implementation programs, including comprehensive plans, climate action plans, hazard mitigation plans, and zoning codes. She leads planning processes that are informed by robust technical analysis, such as climate change vulnerability assessments and GHG emissions inventories. She also leads inclusive, meaningful engagement with agencies and community stakeholders to develop effective and locally appropriate climate mitigation and adaptation strategies.

Tammy is a frequent presenter and workshop participant at conferences and special lectures. She pursues research, publication, and curriculum development that provide best practices and guidance to climate action planners. She is also a member of the AEP Climate Change Committee and has contributed to committee white papers. Her most recent book, co-authored with Michael Boswell and Adrienne Greve, is *Climate Action Planning: A Guide to Creating Low-Carbon, Resilient Communities* (2019), a guidebook that provides resources, best practices, and tools to address climate change mitigation and adaptation in the local planning process.

HIGHLIGHTS OF EXPERIENCE

- California Adaptation Planning Guide | 2020 | State of California
- A Changing Climate | Vulnerability in California's Eastern Sierra | 2021 | Town of Mammoth Lakes CA and Eastern Sierra Sustainable Recreation Partnership
- Butte County Climate Action Plan | 2021 | Butte County CA
- Butte County General Plan Update | 2023 | Butte County CA
- Contra Costa County General Plan, Vulnerability Assessment, and Climate Action Plan Update | Adoption Expected 2024 | Contra Costa County CA
- East Bay Energy Watch Regional GHG Inventory | 2019 | Alameda and Contra Costa Counties CA
- Hollister Climate Action Plan | Adoption Expected 2024 | Hollister CA
- Laguna Beach Climate Action and Adaptation Plan | Adoption Expected 2024 | Laguna Beach CA
- Mendocino County Local Hazard Mitigation Plan and General Plan Safety Element | 2021 | Mendocino County CA
- Ontario Community Climate Action Plan | 2022 | Ontario CA
- Palm Springs Communitywide GHG Inventory | 2021 | Palm Springs CA
- Placer County Sustainability Plan | 2018 | Placer County CA
- Resilient Inland Empire: Regional Climate Adaptation Toolkit and Risk Analysis Integration Plan | 2020 | Western Riverside County and San Bernardino



EDUCATION

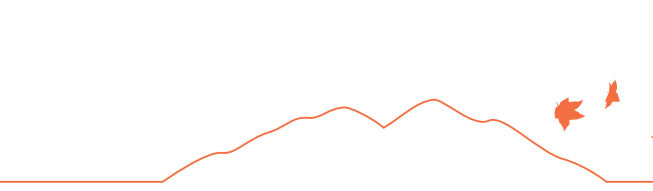
- MSP, Urban and Regional Planning, Florida State University, Tallahassee
- BA, Environmental Conservation, University of Colorado, Boulder

AFFILIATIONS

- American Planning Association
- Association of Environmental Professionals
- AEP Climate Change Committee
- American Society of Adaptation Professionals
- Urban GHG Inventory Specialist, City Climate Planner Certificate Program (World Bank Group, 2017)

Team member since 2017





TAMMY L. SEALE

Principal

tseale@placeworks.com

SPEAKING ENGAGEMENTS & TEACHING

- “AEP Climate Change Committee White Paper, AB 1279: Is Zero the Law?” | AEP State Conference | 2023 | Lake Tahoe CA (Speaker)
- “Civic Green: Civic Engagement in American Climate Policy: Collaborative Models” | May 2022 | Washington D.C. (Invited Speaker/Discussant)
- “Climate Action Planning: Creating Low-Carbon, Resilient Communities” Workshop | Intermountain Sustainability Summit | 2021 | Virtual (Speaker)
- “California’s Adaptation Planning Guide: Navigating the Path to Community Resilience” (Parts 1 & 2), 2020 AEP Virtual Conference (Moderator/Panelist)
- “Climate Action Plans: Are They Making a Difference or Just Satisfying Regulations?”, 2019 APA California Conference, Santa Barbara (Speaker/ Panelist)
- Climate Action Planning, Security & Sustainability Forum National Webinar, August 2019 (Speaker/ Panelist)
- “Implementing Integrated Local Climate Action Planning”, 2017 UCLA Lake Arrowhead Symposium
- “First-Time Project Managers: Strategies for Success” | 2017 State Conference, APA California | Sacramento CA
- “Emerging Issues in Climate Action” | 2017 California Climate Action Planning Conference | San Luis Obispo CA (Moderator)
- “Local Climate Action Planning” | Leadership SLO 2017, Sustainability Day | San Luis Obispo CA

County

- Resilient Mammoth Lakes: Climate Adaptation Strategy and Safety Element Update | 2019 | Mammoth Lakes CA
- Resilient Richmond Roadmap | 2019 | Richmond CA
- Salinas Climate Action Plan | Adoption Expected 2024 | Salinas CA
- San Carlos Climate Mitigation and Adaptation Plan | 2021 | San Carlos CA
- San Leandro Climate Action Plan Update | 2020 | San Leandro CA
- City of San Luis Obispo Communitywide GHG Inventory | 2018 | San Luis Obispo CA
- San Mateo 2020 Climate Action Plan and 2024 Technical Update | 2020 | San Mateo CA
- San Mateo County Safety Element Collaborative- Climate Change Vulnerability Assessments and Safety Element Updates | In Progress | San Mateo County CA
- Santa Barbara County Climate Change Vulnerability Assessment | 2021 | Santa Barbara County CA
- Santa Rosa GHG Reduction Strategy and General Plan | Adoption Expected 2024 | Santa Rosa CA
- Walnut Creek Sustainability Action Plan | 2023 | Walnut Creek CA

SAFETY ELEMENT UPDATES WITH CLIMATE CHANGE VULNERABILITY ASSESSMENT

Atherton, Auburn, Barstow, Belmont, Benicia, Brisbane, Burlingame, Butte County, Benicia, Colton, Contra Costa County, Dana Point, Dixon, East Palo Alto, Fountain Valley, Half Moon Bay, Hollister, Imperial County, La Habra, Lafayette, Laguna Beach, Laguna Hills, Lincoln, Livermore, Mammoth Lakes, Marysville, Modesto, Moorpark, Ontario, Orinda, Pacifica, Palm Springs, Placer County, Redondo Beach, Rio Vista, Riverside County, Rocklin, Salinas, San Bernardino, San Bernardino County, San Bruno, San Mateo, San Mateo County, Santa Ana, Stockton, Suisun City, Tehama, Vacaville, Vallejo, Wildomar, Windsor, Yuba County, and Yucca Valley

PUBLICATIONS

- Boswell, Michael R., Adrienne I. Greve, and Seale, Tammy L., *Climate Action Planning: A Guide to Creating Low Carbon, Resilient Communities*. Washington, DC: Island Press, 2019.
- Contributing author, *Guiding Principles for City Climate Action Planning*, United Nations Human Settlements Programme (UN HABITAT), 2015.
- Contributing author, “Production, Consumption, and Lifecycle Greenhouse Gas Inventories: Implications for CEQA and Climate Action Plans,” White Paper. California Association of Environmental Professionals Climate Change Committee, August 2017.

AWARDS

- 2023 Outstanding Award, Certificate of Appreciation | California Association of Environmental Professionals | AEP Climate Change Committee Member
- 2022 Innovation in Green Planning Award of Excellence, APA California Chapter Award | Santa Barbara County Climate Change Vulnerability Assessment
- 2020 Innovation in Green Community Planning Award, California APA, Inland Empire Section | Resilient IE
- 2020 Innovation in Green Community Planning Award of Merit, California APA, Sacramento Valley Section | Placer County Sustainability Plan



ELI KRISPI

Senior Associate

Eli Krispi works on planning projects to reduce environmental impacts, increase resiliency to a changing climate, and address equity and justice issues. As a planning and sustainability professional, he draws on experience implementing sustainable policies, a science-based education focused on the nexus of the built environment and the natural world, and a data-driven analytical approach to problem solving. Eli's work includes climate action and adaptation plans, public safety and hazard plans, and environmental justice and resilience strategies, along with comprehensive planning efforts. His current projects include the Contra Costa County General Plan and Climate Action Plan, the Solano County regional Safety and Environmental Justice Element updates, and the City of Salinas General Plan and Climate Action Plan, among many others.

HIGHLIGHTS OF EXPERIENCE

Climate Action Planning and Implementation

- Butte County 2013 and 2021 Climate Action Plans | Butte County CA
- Contra Costa County 2015 and 2023 Climate Action Plans | Contra Costa County CA
- East Bay Regional GHG Inventories | East Bay Energy Watch
- Hollister Climate Action Plan | Hollister CA
- Lancaster Climate Action Plan | Lancaster CA
- Laguna Beach Climate Action and Adaptation Plan | Laguna Beach CA
- Merced Programmatic Climate Action Plan | Merced CA
- Mono County Resource Efficiency Plan | Mono County CA
- Ontario Community Climate Action Plan | Ontario CA
- Placer County Sustainability Plan | Placer County, CA
- Salinas Climate Action Plan | Salinas CA
- San Bernardino County Renewable Energy Element | San Bernardino County CA
- San Carlos Climate Mitigation and Adaptation Plan | San Carlos CA
- San Gabriel Valley Council of Governments Energy Action Plans | San Gabriel Valley CA
- San Leandro GHG Strategy | San Leandro CA
- San Luis Obispo County Renewable Energy Streamlining Program | San Luis Obispo County CA
- San Mateo 2015 and 2020 Climate Action Plans | San Mateo CA
- Santa Rosa GHG Reduction Strategy | Santa Rosa CA
- Seal Beach Climate Action Plan | Seal Beach CA
- Sunnyvale Climate Action Plan Implementation Monitoring | Sunnyvale CA
- Walnut Creek Climate Action Plan Implementation Monitoring and Assessment Reports | Walnut Creek CA
- Walnut Creek Sustainability Action Plan | Walnut Creek CA
- Town of Windsor 2019-2020 Biennial GHG Assessment | Windsor CA



EDUCATION

- Master of City and Regional Planning, California Polytechnic State University, San Luis Obispo
- Bachelor of Arts, Geography, Environmental Studies, University of California, Santa Barbara

CERTIFICATIONS

- Certified City Climate Planner, Greenhouse Gas Emissions Inventory Specialist
- Certified FEMA Plan Reviewer for Local Mitigation Plans (IS-00328)

AFFILIATIONS

- American Planning Association
- American Society of Adaptation Professionals
- SPUR (San Francisco Planning + Urban Research Association)

Team member since 2017





ELI KRISPI

Senior Associate

ekrispi@placeworks.com

Climate Adaptation/Resiliency and Hazard Mitigation Planning

- California Adaptation Planning Guide | Statewide CA
- Colton Local Hazard Mitigation Plan | Colton CA
- East Bay Regional Park District Climate Adaptation Strategy | San Francisco Bay Area CA
- Huntington Beach Local Hazard Mitigation Plan | Huntington Beach CA
- Inyo County Multijurisdictional Hazard Mitigation Plan | Inyo County CA
- Lafayette Safety Element | Lafayette CA
- Laguna Beach Local Hazard Mitigation Plan | Laguna Beach CA
- Laguna Woods Climate Adaptation Plan | Laguna Woods CA
- Mendocino County Safety Element and Local Hazard Mitigation Plan | Mendocino County CA
- Orinda Safety Element | Orinda CA
- Placer County Health and Safety Element | Placer County CA
- Resilient Mammoth Lakes | Mammoth Lakes CA
- San Mateo County Multi-Jurisdictional Safety Element Updates | San Mateo County CA
- Santa Rosa Local Hazard Mitigation Plan | Santa Rosa CA
- Solano County Multi-Jurisdictional Safety Element Updates | Solano County CA
- Stockton Safety Element | Stockton CA
- Torrance Local Hazard Mitigation Plan | Torrance CA
- Vulnerability in California's Eastern Sierra | Eastern Sierra Sustainable Recreation and Tourism Initiative
- Western Riverside Council of Governments Adaptation and Resiliency Strategy | Riverside CA
- Western Riverside County and San Bernardino County Regional Climate Adaptation Toolkit for Transportation Infrastructure | Riverside County and San Bernardino County CA
- Windsor Local Hazard Mitigation Plan | Windsor CA
- Yuba County Safety Element Update | Yuba County CA

SPEAKING ENGAGEMENTS

- Safety First: Evacuation and Wildfire Analysis | California Association of Environmental Professionals Annual Conference | April 2023
- Climate Action and Resilience Planning: The Nuts and Bolts | American Planning Association Webinar | September 2022
- Beyond the Long-Term | Climate Solutions Now Conference | October 2021
- California Adaptation Planning Guide | California Association of Environmental Professionals Annual Conference | November 2020
- Playing Blackjack Against Climate Change: Improving Your Community's Odds with Natural Hazards Without Going Bust | California Chapter of the American Planning Association Conference | October 2018
- Sum of Our Parts: Reducing Social Vulnerability and Improving Adaptive Capacity in Disadvantaged Communities | California Chapter of the American Planning Association Conference | October 2018

PUBLICATIONS

- Contributing Author, Climate Action Planning: A Guide to Creating Low-Carbon, Resilient Communities. Island Press, 2019
- Contributing Author, "Production, Consumption, and Lifecycle Greenhouse Gas Inventories: Implications for CEQA and Climate Action Plans". Association



MILES BARKER

Associate

Miles works on a variety of projects ranging from CEQA analysis, comprehensive planning, and climate adaptation planning. With a background in city planning and environmental management, and a passion for climate adaptation planning, he seeks to create socially, ecologically, and economically sustainable and resilient communities.

Miles serves as key support staff on a range of safety element updates. With a background in city planning and environmental management, and a passion for climate adaptation planning, he seeks to create socially, ecologically, and economically sustainable and resilient communities. Miles also possesses a comprehensive set of technical skills through both his educational and work experience. He is currently assisting in the preparation of safety element updates and vulnerability assessments for Solano County and the cities of Orinda, Benicia, Vallejo, Rio Vista, Yuba City, Fountain Valley.

Prior to joining PlaceWorks, Miles served as a biologist for NOAA Fisheries, where he worked closely with local, state, and federal agencies to ensure the success of various projects subject to Endangered Species Act consultations and CEQA. During his graduate education at Cal Poly, San Luis Obispo, he prepared a plan introducing flood control measures to address sea level rise and localized flooding for a redevelopment project.

HIGHLIGHTS OF EXPERIENCE

Climate Action and Adaptation Planning

- Resilient Inland Empire: Regional Climate Adaptation Toolkit and Risk Analysis Integration Plan | Western Riverside County and San Bernardino County CA
- Imperial County Safety Element Update | Imperial County CA
- Solano County Safety Element Update | Solano County CA
- Riverside County Safety Element Update | Riverside County CA
- Placer County Safety Element Update | Placer County CA
- Contra Costa County Safety Element Update | Contra Costa County CA
- Benicia Safety Element Update | Benicia CA
- Rio Vista Safety Element Update | Rio Vista CA
- Vallejo Safety Element Update | Vallejo CA
- Orinda Safety Element Update | Orinda CA
- Windsor Safety Element Update | Windsor CA
- Yuba City Safety Element Update | Yuba City CA
- Colfax Safety Element Update | Colfax CA
- Marysville Safety Element Update | Marysville CA
- Auburn Safety Element Update | Auburn CA
- Rocklin Safety Element Update | Rocklin CA



EDUCATION

- MS, City and Regional Planning
California Polytechnic State University, San Luis Obispo
- BS, Environmental Management and Protection, California Polytechnic State University, San Luis Obispo

AFFILIATIONS

- Association of Environmental Professionals
- American Planning Association

Team member since 2019



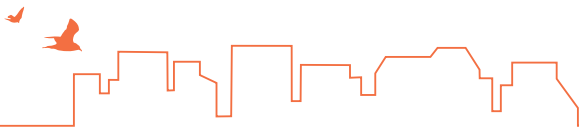


MILES BARKER

Associate

mbarker@placeworks.com

- Lincoln Safety Element Update | Lincoln CA
- Tehama Safety Element Update | Tehama CA
- Wildomar Safety Element Update | Wildomar CA
- Fountain Valley Safety Element Update | Fountain Valley CA
- Yucca Valley Safety Element Update | Yucca Valley CA



ALLISON GIFFIN

Associate

Allison views planners as conveners and providers of tools and data to inform community-driven efforts. Allison has six years of professional planning experience managing, analyzing, and visualizing data as well as policy development and public outreach. At PlaceWorks, Allison manages data and mapping components of complex, multi-year planning projects like general plans and buildout analyses, transportation plans, Regional Housing Needs Assessments, and housing elements. She also manages standalone GIS projects, covering all aspects from client communication to methodology development and document production, and develops user friendly web and mobile mapping applications to inform decision-making and streamline planning processes. Allison is experienced with a variety of technical software programs and platforms including GIS, Adobe Creative Suite, Python, and R.

EDUCATION

- Masters of City Planning, University of California, Berkeley
- Bachelors of Environmental Studies (Economics), Reed College

AFFILIATIONS

- American Planning Association

Team member since 2019

HIGHLIGHTS OF EXPERIENCE

- San Rafael General Plan Update | San Rafael, CA
- Contra Costa General Plan Update | Contra Costa County, CA
- Los Banos SR 152 and Pioneer Road Corridor Plans | Los Banos, CA
- CCTA Community Based Transportation Plan | Richmond, CA
- Sean Leandro Shoreline Development Project CEQA Addendum | San Leandro, CA
- Elections Code Section 9212 Report for the Central Park Initiative | Livermore, CA
- East Bay Regional GHG Inventory | Alameda and Contra Costa Counties, CA
- BCAG 6th Cycle Regional Housing Needs Plan | Butte County CA
- Butte County General Plan Update | Butte County CA

PRIOR EXPERIENCE

City of San Rafael, Paraprofessional Temp | 2018 - 2019

- Authored two policy analysis white papers for San Rafael City Council and worked on various mapping projects for the Community Development Department.

Oregon Metro, Public Involvement Intern | 2015 - 2017

- Assisted with various aspects of public involvement for two concurrent projects: an extension of Portland's light rail system into the Southwestern metro region (the Southwest Corridor Plan), and a rapid bus project (the Division Transit Project).





ALLISON GIFFIN

Associate

agiffin@placeworks.com

1000 Friends of Oregon, Gerhardt Intern | 2015

- Wrote a literature review and comprehensive guide for local Oregon governments on using Fiscal Impact Analysis to compare long-term infrastructure costs and tax revenues from major land use decisions like UGB expansion or infill projects.

Community Cycling Center, Campaign Specialist | 2014 - 2015

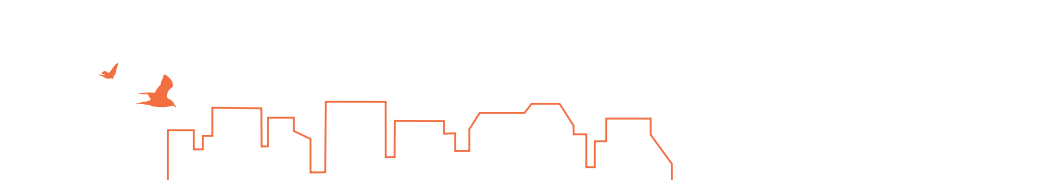
- Planned and executed major fundraising events and campaigns, designed promotional materials, and coordinated 100+ volunteers for major annual event.

LEADERSHIP & COMMUNITY

- Dept. of City and Regional Planning Alternate Rep, UC Berkeley Graduate Student Assembly, Spring 2018

PUBLICATIONS

- Short-Term Rentals in San Rafael, Graduate Professional Report
- Surface Parking Lot Air Rights Study, City of San Rafael Staff Report



TERRI MCCRACKEN

Associate Principal

Terri is an extremely organized and efficient planner with a detailed understanding of the environmental review process. With 20 years of environmental planning experience, she is a valuable asset to any project team. Terri is responsible for the day-to-day management of environmental review projects, maintaining regular contact with clients, coordinating subconsultants, and attending meetings. Terri's work at PlaceWorks has focused on the application of CEQA, NEPA, as well as other State and federal environmental regulations and guidelines. Terri effortlessly manages, coordinates, reviews, and conducts research for various types of environmental review documents for a broad range of projects, including long-range plans, municipal codes, residential, commercial, industrial, recreational, resort, and public works. She is responsible for the preparation of environmental constraints, feasible mitigation measures, and viable project alternatives, as well as for responding to public and agency comments on environmental documents. She is also responsible for facilitating public meetings and managing project schedules in order to provide work products on time and within budget.

HIGHLIGHTS OF EXPERIENCE

Environmental Review

- Los Banos General Plan 2042 EIR | Los Banos CA
- University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- The Gateway New Academic Building Project, Addendum #1 to the University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- Academic Replacement Building Project, Addendum #4 to the University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- San Rafael General Plan Update and Downtown Specific Plan EIR | San Rafael CA
- San Vicente Redwoods Land Use and Public Access Plan IS/MND | Santa Cruz CA
- Santa Rosa Southeast Greenway General Plan Amendment and Rezoning EIR | Santa Rosa CA
- Butcher's Corner Mixed-Use Project EIR | Sunnyvale CA
- Cupertino General Plan Update and Rezoning EIR | Cupertino CA
- Menlo Park General Plan Update and Zoning Amendment EIR | Menlo Park CA
- 88 Broadway and 735 Davis Street Affordable Housing and Senior Housing IS/



EDUCATION

- BA, Urban Studies and Planning, California State University, Sonoma CA
- BS, Environmental Education, University of Oklahoma, Norman OK

CERTIFICATIONS

- Certified Green Building Professional

AFFILIATIONS

- Association of Environmental Professionals
- American Planning Association
- San Francisco Bay Area Planning and Urban Research Association

Team member since 2010





TERRI MCCRACKEN

Associate Principal

tmccracken@placeworks.com

- MND | San Francisco CA
- Hayward Downtown Specific Plan EIR | Hayward CA
- Millbrae Station Area Specific Plan Update and TOD Projects #1 and #2 EIR | Millbrae CA
- The Forum at Rancho San Antonio Continuing Care Senior Housing Project EIR | Cupertino CA
- Westport Residential, Senior Housing, and Commercial EIR | Cupertino CA
- De Anza Hotel Project IS/MND | Cupertino CA
- Village Hotel Project IS/MND | Cupertino CA
- Marina Plaza Mixed-Use Project IS/MND | Cupertino CA
- The Landing at Walnut Creek Residential EIR | Walnut Creek CA
- Industrial Road Hotel EIR | San Carlos CA
- Hilton Garden Inn IS/MND | San Carlos CA
- The Hamptons Residential Project IS/MND | Cupertino CA
- Canyon Crossing Mixed-Use Project IS/MND | Cupertino CA
- 22690 Stevens Creek Boulevard Residential Project IS/MND | Cupertino CA
- The Northwest Specific Plan EIR | Rohnert Park CA
- Woodbury Highlands Residential Project IS/MND | Lafayette CA
- 640 Morecroft Road Residential Project IS/MND | Lafayette CA
- Lafayette Town Center Phase 3 IS/MND | Lafayette CA
- Cupertino General Plan Amendment, Housing Element Update and Associated Rezoning EIR | Cupertino CA
- BottleRock Festival CEQA Exemption | Napa CA
- Devil's Slide CEQA Documentation Report | San Mateo County CA
- Housing Element Update, General Plan Consistency Update, and associated Zoning Ordinances amendments | Menlo Park CA
- Terraces of Lafayette EIR | Lafayette CA
- Village Entrance Parking Garage Revised EIR | Laguna Beach CA
- Brighton Landing Specific Plan EIR | Vacaville CA
- Vacaville General Plan Update EIR | Vacaville CA
- San Leandro General Plan Update EIR | San Leandro CA

AWARDS

- 2022 Environmental Analysis Award of Merit, California AEP | San Rafael General Plan 2040 and Downtown San Rafael Precise Plan EIR
- 2017 Environmental Analysis Document Award of Merit, California AEP | Millbrae Station Area Plan Specific Plan Update and TOD #1 & #2 EIR

SPEAKING ENGAGEMENTS

- Guest Lecturer, How to Prepare an Environmental Impact Report, 2011 to 2019, Bren School of Environmental Science & Management, UC Santa Barbara CA
- Presenter, Casino Serving Land Uses Panel, 2014, American Planning Association State Conference, 2014, Anaheim CA
- Presenter, Environmental Professional Career Panel, 2014, Association of Environmental Professionals State Conference, 2013, Huntington Beach CA
- Presenter, Basics CEQA Workshop, Association of Environmental Professionals Advanced CEQA Workshop, Eureka CA
- Panel Moderator, Advanced CEQA Workshop, 2011 Association of Environmental Professionals Advanced CEQA Workshop, Eureka CA



Ian Barnes, PE

Principal / Walnut Creek Office Leader

EDUCATION

Master of Science in Civil Engineering,
University of California, Berkeley, 2011

Bachelor of Science in Civil Engineering,
Magna Cum Laude, California Polytechnic
State University – San Luis Obispo, 2010

REGISTRATIONS

Professional Engineer, State of California
(#C81389)

AFFILIATIONS

Institute of Transportation Engineers (ITE),
Member

Founding Officer of the San Francisco Bay
Area chapter of the Young Professionals in
Transportation

PUBLICATIONS

*Navigating Transformative Change: Lessons
Learned from SB 743/VMT Implementation in
California*, ITE Western District Annual Meeting,
2019

*Getting There on Time: Why Travel Time
Reliability Isn't Just for Drivers* (lead author), ITE
Western District Annual Meeting, 2017 – Award:
Best Annual Meeting Paper by a Young
Professional.

*Impact of Peak and Off Peak Tolls on Traffic in
the San Francisco–Oakland Bay Bridge Corridor*
(lead author), UC Berkeley Global Metropolitan
Studies, 2011

ABOUT

Ian Barnes is an award-winning Principle in Fehr & Peers' Walnut Creek office, where he serves as Office Leader. A native of Sonoma County, his enthusiasm for transportation and improving communities has led to extensive experience in transportation planning/engineering projects covering a broad spectrum of project types, including industrial, infrastructure and residential projects. Ian is recognized throughout the State of California as an expert in VMT analysis for CEQA purposes and has assisted several North Bay agencies in implementing VMT for CEQA analysis as required under Senate Bill 743. Ian is a leader in the field of program-level emergency evacuation analysis, including completing the first AB 747 and SB 99-compliant analyses for a North Bay agency as part of the Napa County Safety Element and Housing Element update.

PROJECT EXPERIENCE

Stanislaus County Housing Element and Safety Element Updates (Stanislaus County, CA)

Fehr & Peers is supporting Stanislaus County in its update of the General Plan Housing Element and Safety Element. The Housing Element analysis includes a VMT analysis to understand the effects of new housing units considered as part of the project. The Safety Element included analyses to satisfy the requirements of SB 99 and AB 747. The SB 99 analysis identifies parcels in unincorporated Stanislaus County that have only one vehicular access route. The AB 747 assessment analyzes three evacuation scenarios – Diablo Grande wildfire, East County wildfire, and Don Pedro dam failure – to identify where the bottlenecks are throughout the County, if these events were to occur.

Napa County Housing Element and Safety Element Updates (Napa County, CA)

Ian served as Associate-in-Charge for the CEQA transportation impact analysis prepared for the Napa County Housing Element Update project. The Housing Element update also included an Assembly Bill 747 and Senate Bill 99-compliant analysis of emergency evacuation routes and emergency egress for residential developments throughout Napa County. A GIS-based analysis was conducted to estimate evacuation travel times for several wildfire scenarios with differing evacuation patterns. Recommendations to improve evacuation conditions were made as part of this high-level review of evacuation procedures to support an update of the County's Safety Element. The Solano-Napa Travel Demand Model (SNABM) was used as a

basis for evacuation route capacity information, with adjustments made to better reflect evacuation route capacities (versus the model information which represents “normal” operations). The evacuation analysis also informed the CEQA analysis for the Housing Element Update by quantifying the effect on regional evacuation times assuming potential new housing on sites throughout the County.

City of Richmond Safety Element Update (Richmond, CA)

Ian served as technical advisor for Fehr & Peers on the update to the City of Richmond Safety Element. Fehr & Peers completed a review of emergency evacuation preparedness for the City of Richmond. This assessment is consistent with AB 747 and SB 99 requirements. The CCTA model was utilized to develop future forecasts for three evacuation scenarios. These scenarios evaluated the need for transit as an evacuation parameter as many Richmond residents do not have access to vehicles. Our assessment disclosed estimated time required to evacuate and recommendations on how to improve evacuation times. This assessment included special consideration of evacuation from a major oil refinery in Richmond, a major local concern of the residents.

Portola Valley Evacuation Study (Portola Valley, CA)

Fehr & Peers prepared a Wildfire Evacuation Study for the Town of Portola Valley, a small unincorporated town located on the eastern slope of the Santa Cruz Mountains. Egress from the community of approximately 4,500 is provided by Alpine Road and Portola Road. The focus of the effort was to perform evacuation scenario analysis to identify evacuation route capacities, bottlenecks, and evacuation times. The Fehr & Peers team collaborated with a Town study working group to identify the best available tool for the available resources to prepare the evacuation forecasts. Multiple presentations were made to the Town Evacuation Preparedness Committee to engage local residents in the process. Based on the forecasts, roadway network improvements and traffic management strategies were identified.

City of Lafayette Housing Element Update and Citywide AB 747 and SB 99 Analysis (Lafayette, CA)

Ian served as an evacuation analysis subject matter expert and technical manager for the Assembly Bill 747 and Senate Bill 99-compliant analysis of emergency evacuation routes for the City of Lafayette as required for the City's Housing Element Update. The analysis considered the effects of Housing Element update catalyst sites and the unique characteristics of the roadway network. The Fehr & Peers team collaborated with the City Police Department and County Fire services to understand potential wildfire events and likely evacuation patterns. The CCTA model roadway system was used to determine the locations of residential areas with limited access (e.g., single-egress parcels) that may be substantially affected by wildfire.

Sonoma County Travel Behavior Study and Travel Demand Model Update (Sonoma County, CA)

Fehr & Peers obtained mobile device data from StreetLight Data to provide an updated understanding of Sonoma County travel patterns and to support the update of the Sonoma County Travel Model. The model includes a traditional vehicle assignment component and a bicycle/pedestrian component. The model was updated to a base year of 2015 and a future year of 2040. A focus of the model development effort was to enhance the representation of visitor/tourism travel and winery/agricultural uses. The model development process will also include a weekend model and a methodology and post-processor for SB 743 reporting purposes. Data obtained through the Travel Behavior Study will be used to inform the public and decision makers about Sonoma County travel patterns, ensuring the model is able to reasonably forecast existing travel patterns to increase the confidence in forecasts that will be used for various short- and long-term planning studies. Ian served as the local transportation expert for this project.

Sonoma County Housing Rezone EIR (Sonoma County, CA)

Ian served as Project Manager and Associate-in-Charge for the CEQA transportation impact analysis prepared for the Sonoma County Housing Rezone project. The project involved the programmatic environmental clearance of dozens of housing catalyst sites throughout Sonoma County. The CEQA impact analysis was completed on the basis of the project's effect on VMT, as measured by the SCTA travel demand model. Significant impacts were identified using thresholds

from the OPR *Technical Advisory on Evaluating Transportation Impacts in CEQA*, and a transportation demand management (TDM) program was developed as part of mitigation strategies to address VMT impacts. In addition to the VMT analysis, Fehr & Peers performed an informational traffic operations analysis using the Level of Service metric to identify new deficiencies related to General Plan goals and policies that address circulation system operations. Improvement measures such as new traffic signals, roundabouts and intersection stop sign control were identified to remedy potential new deficiencies.

Other Relevant Projects:

- City of Modesto General Plan Update & Master EIR
- Los Banos Transportation Master Plan Update
- Tejon Ranch Transportation Analysis
- County of Sonoma Safety Element Update
- Town of Moraga Housing and Safety Element Update
- City of Fairfield General Plan Update
- Fairfield Mixed-Use Project CEQA Evacuation Analyses
- Kenwood Winery CEQA Evacuation Analysis



Jordan Brooks, AICP

Senior Transportation Planner

EDUCATION

MCP, Transportation Planning and Policy
University of California Berkeley, 2017

MS, Transportation Engineering
University of California, Berkeley, 2017

BA, Mathematical Economics and Dance
Colorado College, 2011

REGISTRATIONS

AICP, American Planning Association
#342621

ABOUT

Jordan is a Senior Transportation Planner in Fehr & Peers' Oakland office, serving as project manager and major task lead for large-scale, multifaceted transportation planning projects. Jordan strives to translate complex analysis into actionable insights and guidelines to streamline implementation of transportation improvements and strategies. At Fehr & Peers, Jordan has managed projects on a wide variety of topics, including comprehensive planning, VMT modeling and policy implementation, multimodal access and circulation, and land use development and TDM planning.

KEY PROJECT EXPERIENCE

Oakland Ballpark Waterfront District Transportation Management Plan (Oakland, CA)

As task lead, Jordan developed the Transportation Management Plan (TMP) for the proposed ballpark in the Howard Terminal District of Oakland and a TDM Plan for the roughly 3,000 residential units, 1.5 million square feet of office space, and 270,000 square feet of retail comprising the rest of the district. The TMP and TDM Plan included infrastructure and operational changes on site and throughout Downtown Oakland and the Jack London Square District. The TMP was designed to encourage the use of non-automobile travel for large events and a TDM plan for daily non-ballpark uses. As part of this task, Jordan led a comprehensive evaluation of VMT reduction for the TMP and TDM Plans, as the project was required to meet a 20-percent reduction target for streamlined environmental review. Jordan oversaw the use of location-based services data and BART ridership data to develop a spatial model of mode selection that was sensitive to changes in TDM program elements. The VMT reduction analysis has been certified by the California Air Resources Board.

Emeryville Center of Innovation District Bicycle Boulevards Alternatives Assessment and Basis of Design (Emeryville, CA)

As project manager, Jordan led an assessment bicycle and pedestrian infrastructure in Emeryville's Center of Innovation District. The District contains a dense network of bicycle boulevards, but the City anticipated a substantial amount of new development and sought recommendations for how that network might be modified to maintain a safe and convenient environment for bicycle travel through the neighborhood. Jordan led the development of nine alternatives for traffic diversion, turning restrictions, roadway reconfiguration, and upgraded bicycle facilities, presenting the City with the benefits and drawbacks of each option. As a follow up, Jordan led the development of a basis of design for applying NACTO standards to new bicycle facilities in the District.

El Cerrito Del Norte BART Station TOD Complete Streets (El Cerrito, CA)

As project manager, Jordan led the development of concepts for protected bike lanes, pedestrian safety enhancements, bus stop improvements, and station access reconfiguration on San Pablo Avenue and Cutting Boulevard near the El Cerrito Del Norte BART station. Development of these concepts was supported through the preparation of a Transportation Operations and Analysis Report (TOAR) for Caltrans, which included multimodal simulation for opening year and design year analysis.

2020 Alameda Countywide Transportation Plan (Alameda County, CA)

As project manager, Jordan led the development of Alameda CTC's 2020 Countywide Transportation Plan. Development of the plan has involved multiple rounds of stakeholder engagement with community groups, local city and transit agency staff, and elected officials to understand the transportation needs and priorities of communities and agencies in Alameda County and develop a priority list of projects, programs, and strategies to guide investments over 10- and 30-year timeframes. A detailed set of near-term actions was also developed to guide implementation of the projects, programs, and strategies. In addition to providing close support in all aspects of stakeholder outreach, including survey and presentation development, Jordan led the technical analysis for the plan. This analysis included a Needs Assessment report based on findings from new surveys, existing data, and prior plans; an evaluation framework for project assessment and prioritization; and identification of strategies based on best practices, needs, and engagement results.

MTC VMT Reduction Planning for Connected Community PDAs (San Francisco Bay Area, CA)

As project manager, Jordan led the development of a VMT reduction toolkit for local jurisdictions seeking Connected Community Priority Development Area (PDA) designation from MTC. This toolkit provided technical assistance materials, including best practices guidance; step-by-step policy implementation instructions; RFP templates; engagement planning guidance; stakeholder engagement guidance; project selection workbooks; monitoring report templates; and sample plans, presentations, staff reports, and council resolutions to guide local jurisdictions in the development and implementation of parking/TDM plans, VMT mitigation fee programs, Vision Zero/road safety plans, and bicycle/pedestrian infrastructure action plans. Jordan oversaw implementation of these Connected Community PDA policy requirements in the Cities of Vallejo and Richmond.

I-580 Transit and Multimodal Strategy (Alameda County, CA)

As deputy project manager, Jordan is assisting Alameda CTC with the development of a medium-term set of projects and policies to improve the sustainability, equity, and safety of the I-580 corridor in Alameda County. Development of the Corridor Strategy has included targeted existing conditions assessments related to transit operations and post-Covid travel market assessment; substantial stakeholder engagement with a wide range of agencies, CBOs, and the public; development of new transit improvement concepts, including initial service planning and conceptual design for a dedicated busway on I-580 and new transbay and express bus routes; and identification of KPIs that utilize the capabilities of the AlaCC bi-county travel demand model to a wide range of goals, including VMT reduction, transit reliability, and equity.

Onni Christie Mixed-Use Development EIR and Community Concerns TIA Report (Emeryville, CA)

Jordan was deputy project manager and lead planner for the preparation of the transportation chapter of an environmental impact report for the proposed development of 638 residential units and 258,000 square feet of commercial space in the City of Emeryville. A community concerns report presenting additional analysis beyond the scope of CEQA, including site access and circulation refinements, simulations of multimodal traffic operations and transit travel times, and expected collision frequencies to identify fair share contributions, was also prepared to assist planning staff, council members, and the public assess the project. For the community concerns report, a set of quantitative thresholds were developed to identify when recommendations to enhance multimodal mobility were warranted. The draft EIR and community concerns documents were reviewed and accepted by City staff, but the project was put on hold about one week prior to the public release of the documents.

Golden Gate Alternatives Study (San Francisco and Marin County, CA)

Jordan was the lead planner for developing and evaluating alternatives to address traffic congestion on major roadways through the Northwest Presidio, Marin Headlands and Golden Gate Bridge. Our work consisted of an inventory and analysis of existing data from previous studies in the area; the use of Inrix speed and travel time data to analyze existing congestion levels; the use of Streetlight data to understand where roadways users travel to and from; facilitation of a handful of workshops with the core project team to identify and prioritize potential measures; evaluation of selected measures based on their performance during a pilot program in summer 2018; and evaluation of other non-piloted measures for potential effects.



Sam Tabibnia, PE

Senior Associate

EDUCATION

Master of Science in Civil Engineering, UC Berkeley, 1997
Bachelor of Science in Civil Engineering, UC Berkeley, 1995

REGISTRATIONS

Licensed Civil Engineer, State of California (#64006)
Licensed Traffic Engineer, State of California (#2313)

EXPERTISE

- Transportation and Land Use Planning
- TIAs and EIRs
- Mixed Use and Transit Oriented Development
- Site Access and Circulation
- Impact Fee Studies
- General and Area Wide Specific Plans
- Transportation Demand Management (TDM) Plans
- VMT Assessment
- Evacuation time estimates
- Parking Studies

ABOUT

Sam is a registered Professional Civil Engineer and Traffic Engineer in California, with about 25 years of experience and in Fehr & Peers' Oakland office. Sam has extensive experience leading a variety of transportation planning and traffic engineering projects, including integrated land use/transportation planning, transportation impact studies, evacuation time estimates, and transportation fee studies, parking studies, site plan review, and traffic operations analysis. Sam's particular areas of expertise include environmental review under CEQA, quantification of vehicle miles traveled (VMT), and development site access and circulation review. Sam's recent experience includes site planning and environmental review for projects of varying sizes in the larger East Bay, including the preparation of TDM plans, VMT assessments consistent with SB 743, and evacuation time estimates.

PROJECT EXPERIENCE

Housing Element Update Implementation Plan EIR (Piedmont, CA)

Sam is leading the team that is preparing the transportation section of the environmental document which analyzes the impacts of the developments facilitated by the City's 2023-2031 Housing Element Update. The Alameda County Transportation Commission Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics for the Project. Fehr & Peers worked with City staff to develop policies that reduce the VMT metrics for the Project. As part of the project, Fehr & Peers also collaborated with the project team and City staff to provide evacuation time estimates (ETEs) consistent with AB 747 requirements for three scenarios, including the evacuation of the entire City and the neighborhoods in adjacent jurisdictions that would use the same evacuation corridors. The ETEs were completed using a volume-to-capacity ratio based on the bottleneck on each evacuation route and estimated the time to completely evacuate the evacuation area with and without the project.

Viewcrest Estate EIR (Oakland, CA)

Sam was part of the team that prepared the evacuation time estimates (ETEs) for the proposed 10-unit single-family development in the Oakland Hills. Fehr & Peers used SimTraffic to estimate the impacts of the proposed project on ETEs for the two main corridors that serve the Project. The Draft EIR was published in September 2023.

San Pablo Avenue Specific Plan Update and Supplemental EIR (El Cerrito, California)

Sam was part of the team that prepared the original Specific Plan and the EIR that were approved in 2014. Sam also lead Fehr & Peers' efforts in preparing the transportation section of the environmental document for the Specific Plan Update which was published in 2022. The 2022 Supplemental EIR evaluated the impacts of the proposed Specific plan Update, which would facilitate the development of an additional 2,500 residential units and 100,000 square feet of commercial development beyond the 1,706 residential units and 243,110 square feet of commercial development evaluated in the certified 2014 EIR. The Contra Costa Transportation Authority (CCTA) Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics under various scenarios for both the Transportation and Greenhouse Gases sections of the environmental document.

UC Berkeley Long Range Development Plan and EIR (Berkeley, CA)

Sam participated with the consultant team to establish the twenty-year vision for transportation systems serving University of California Berkeley (UCB). Solutions deemphasized private car use within the Campus while expanding the Campus network for scooter and bicycle use as well as pedestrians. New shuttle routes were identified to better connect buildings with high quality transit and emergency access routes were established to serve new buildings. Ride-sourcing areas were prioritized near primary auto corridors to minimize impacts to neighborhoods and parking was consolidated within the campus to minimize auto circulation. Sam then led the technical analysis for the transportation analysis for the EIR. Sam focused on the complexities evaluating VMT for the existing and buildout populations for students, faculty, and staff. The VMT methodology was finalized after considering multiple data sources such as transportation survey data, census, Streetlight origin-destination data, and travel demand model data. Key project features to reduce impact on the transportation system was increasing student and faculty housing near the campus, providing a limited parking supply, and implementing a robust TDM program.

SB743 Support and TIS Guidelines (Berkeley, CA)

As the City of Berkeley considered how to address the new CEQA requirements under SB743, Sam assisted the City with evaluating alternative VMT methods and thresholds, identifying VMT mitigation strategies suitable for Berkeley's situation, and establishing policies and processes that comply with the new CEQA guidelines. Sam is also working with the City staff to update the City's guidelines for Transportation Impact Studies with a focus on multimodal access and circulation and safety for all users of the transportation system.

Transportation Impact Fee Nexus Analysis (Oakland, CA)

Sam was part of the consultant team that prepared the first citywide fee. The transportation impact fee would fund improvements and expansion of the citywide multi-modal transportation infrastructure to address and manage the expected multi-modal travel demand generated by future development. Fehr & Peers worked with other team members and City staff to establish the nexus between new development and the need for citywide multi-modal transportation infrastructure based on maintaining the City's current level of investment in the transportation infrastructure as the City grows. Specifically, Fehr & Peers assisted the team in identifying and valuing the current transportation infrastructure that connects the residential neighborhoods, commercial and employment centers, and other major destinations throughout the City. Through review of recent planning and environmental documents, Fehr & Peers also identified and developed cost estimates for specific improvement projects that can be implemented using the fee program revenue.

Station District Specific Plan and EIR (Union City, CA)

Fehr & Peers was part of the team that worked on the Union City Station District Specific Plan and EIR. The Station District (previously known as the Decoto Industrial Park Study Area [DIPSA]), which generally includes the area within one-half mile of the Union City BART Station, would result in about 5,650 housing units and about 5.5 million square feet of non-residential space at buildout. Fehr & Peers prepared the Mobility section of the Specific Plan, which proposed the transportation infrastructure to serve the needs of the Specific Plan area with an emphasis on improving the non-automobile infrastructure and enhancing the active transportation connections to the existing BART station. As part of the Specific Plan effort, Fehr & Peers also developed the framework for an areawide TDM plan, parking policies, and preliminary cost estimates for the proposed transportation infrastructure improvements. Fehr & Peers also prepared the transportation section of the CEQA document including developing VMT estimates for the project using the Alameda CTC Countywide Travel Demand Model.

General Plan Update EIR (Alameda, CA)

Sam led the team that prepared the transportation section of the environmental document which analyzed the impacts of the development envisioned and policies proposed by the General Plan on various aspects of the transportation system. The General Plan Update envisioned increasing both the population and employment by about 30 percent. The Alameda County Transportation Commission Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics for the General Plan Update. Fehr & Peers worked with City staff to identify policies that reduce VMT throughout the City.





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**SUPPLEMENTAL AGENDA MATERIALS
SPECIAL CITY COUNCIL MEETING
November 7, 2023
(Revised November 8, 2023)**

1. Public Comments (Not on the Agenda and Consent Calendar)
2. Agenda Item 9.A. - Consulting Services Agreement with PlaceWorks to update the City of El Cerrito Safety Element
 - a. Presentation

From: [Cordell Hindler](#)
To: [City Clerk](#)
Subject: Public Comments
Date: Thursday, November 2, 2023 4:28:47 PM

Caution! This message was sent from outside your organization.

Hello Mayor Motoyama, Council Members and Staff,

I AM Submitting the Following comments into the Record:

1. for a Future Agenda, The Council should Direct Staff to Schedule a Presentation with Koff & Associates in Regarding the Class & Comp Study
2. Also to Have Danny Wan to Present on the Port of Oakland

Sincerely
Cordell

From: Sue Duncan
To: City Clerk
Subject: HNA Fire Danger
Date: Tuesday, November 7, 2023 1:07:49 PM

Caution! This message was sent from outside your organization.

Good afternoon City Council,

As I'm sure you are aware, there was another fire in HNA on Thursday, November 2. Fortunately, there was no offshore wind that day to push the fire up the hill to the houses on Julian Ct and upper Potrero. The city dodged another bullet. This is the second fire in HNA in 2 weeks and 2 days. The city is fortunate to have such a responsive FD that quickly stopped what could have been a tragedy.

Below you will find 4 photos of the fire area. The first is of the area burned on November 2. It was taken from a member's deck. The last 3 were taken along the trail in HNA that is entered on upper Potrero. These last 3 are just a small example of how much dangerous fuel is in this part of HNA.

It is imperative that the city find funds now to reduce hazardous vegetation in HNA. The city cannot wait for the new HNA Fire Resilience and Vegetation Management Plan to be completed in August of 2024 and then to be approved by the city council. Find funds now and use the expertise of the ECFD to prioritize urgently needed fuel reduction.

I understand the city's hesitancy to use more funds from the general fund but think how the city's income would decrease from less property taxes if houses were destroyed. Plus, the city has known about the extreme hazard that exists in HNA due to the overgrowth of fire-prone vegetation. How many residents would decide to sue the city for negligence? The city cannot afford to run the risk of having this happen.

Here is the summary conclusion from the Executive Summary Wildfire Risk and Conclusion prepared by Carol L. Rice, Senior Wildfire Manager, as part of the consultant's report for the HNA Fire Resilience and Vegetation Management Plan. Please read this carefully.

•Conclusion

Because of the steep slopes and abundant fuel, along with hot dry temperatures and occasional strong winds, the risk of wildfire in and around the El Cerrito HNA is quite high. Long flame lengths and tree torching are expected for most of the area in the HNA; these pose threats to the hillside residences and the community. Fortunately, the moderate fire spread rates expected in the HNA may assist fire containment when fire suppression efforts are not thwarted by long flames. The level of risk (based on flame lengths, rate of fire spread and values at risk) are among the highest in the East Bay Hills.

This level of risk can be reduced by three actions: vegetative fuel management in the HNA and in residential yards, retrofitting structures to be ignition-resistant and diligence in ignition prevention. The areas of highest priority for vegetative fuel management are those nearest homes (both above and below the HNA), and those locations with greatest flame lengths. Ignition prevention involves the entire community focusing on fire-safe behaviors, along with creation and maintenance of fuels (both vegetative and structural) that are ignition-resistant."

Thank you,
Sue Duncan







Safety Element Update

El Cerrito City Council

November 7, 2023

Sean Moss, Planning Manager



General Plans

What is a General Plan?

- Plans for City's future development through goals and policies
- Provides a rational process for decision making
- Implemented through ordinances (Zoning, Subdivision, Streets, etc.)

General Plans

- Required “Elements” (Topics):
 - Land Use
 - Circulation
 - Housing
 - Conservation
 - Open Space
 - Noise
 - Safety

General Plans

- Decisions should be evaluated in light of General Plan goals and policies
- Can make City more competitive for grants
- CEQA tiering from General Plan EIR

El Cerrito's General Plan

- Adopted in 1999 (previous General Plan adopted in 1975)
- Amended to accommodate San Pablo Avenue Specific Plan in 2014
- Organized into Chapters:
 - Chapter 1: A Guide to the General Plan
 - Chapter 2: Strategic Framework
 - Chapter 3: Planning Background
 - Chapter 4: Community Development and Design (Land Use, Housing, and Growth Management)
 - Chapter 5: Transportation and Circulation
 - Chapter 6: Public Facilities and Services (Safety, Conservation, Open Space, and Land Use)
 - Chapter 7: Resources and Hazards (Open Space, Conservation, Safety and Noise)
 - Chapter 8: Putting the Plan to Work

Safety Element

- Identifies Hazards (Fire, Earthquake, Landslide, Flood, Drought, Climate Change)
- Establishes policies to reduce risks of injury, death, property damage, and social and economic dislocation from hazards

Safety Element

- SB 1035: Requires cities and counties to update their Safety Elements upon the next update of the Housing Element.
- SB 379: requires that the local agencies address climate adaptation within General Plans. The City of El Cerrito has already begun the work of addressing climate adaptation as part of the current update to the Climate Action and Adaptation Plan (CAAP). The Safety Element update will utilize the relevant climate adaptation and risk assessment components of the CAAP update and will supplement that effort as needed to comply SB 379.
- AB 747: requires identification of evacuation routes and their capacity, safety, and viability under a range of emergency scenarios.
- SB 99: requires identification of residential developments in hazard areas that do not have at least two emergency evacuation routes.

Safety Element Update

- First comprehensive update of Safety Element since 1999
 - New plans and policies since 1999:
 - San Pablo Avenue Specific Plan (2014; updated 2022)
 - Climate Action Plan (2013; update in progress)
 - Local Hazard Mitigation Plan (2018; update pending)
 - Seismic Hazards Identification and Mitigation Program – Unreinforced Masonry (2009)
 - Emergency Operations Plan (2022)

Safety Element Update

- RFP issued: August 29, 2023
- Submissions due: September 26, 2023
- Consultants interviewed: October 7, 2023
- Four proposals received
- Interview panel included staff from Community Development, Fire, and Public Works
- PlaceWorks selected

Safety Element Update

- PlaceWorks has prepared Safety Elements in Orinda, Lafayette, Benicia, Windsor
- Proposed budget: \$167,517 + 10% contingency = \$184,269
- Proposed Timeline: 16 months, concluding early 2025

Questions, Answers, Discussion

Thank you!

