



AGENDA

SPECIAL CITY COUNCIL MEETING
Tuesday, January 16, 2018 – 6:00 p.m.
Hillside Conference Room

SPECIAL CITY COUNCIL MEETING – CLOSED SESSION
Tuesday, January 16, 2018 – 6:30 p.m.
Hillside Conference Room

REGULAR CITY COUNCIL MEETING
Tuesday, January 16, 2018 – 7:00 p.m.
City Council Chambers

Meeting Location
El Cerrito City Hall
10890 San Pablo Avenue, El Cerrito

Gabriel Quinto – Mayor

Mayor Pro Tem Rochelle Pardue-Okimoto
Councilmember Paul Fadelli

Councilmember Janet Abelson
Councilmember Greg Lyman

- 6:00 p.m. ROLL CALL**
CONVENE SPECIAL CITY COUNCIL MEETING
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.
COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS
Conduct interviews of candidates for the City Boards and Commissions. Interviews may result in an announcement of appointment at the meeting.
ADJOURN REGULAR CITY COUNCIL MEETING
- 6:30 p.m. ROLL CALL**
CONVENE SPECIAL CITY COUNCIL MEETING – CLOSED SESSION
ANNOUNCEMENT OF CLOSED SESSION
Conference with Labor Negotiators (*Pursuant to Government Code Section 5495.7.6*)
Agency Designated Representatives: Scott Hanin, City Manager, Karen Pinkos,

Assistant City Manager, Kristen Cunningham, Senior Human Resources Analyst and Glenn Berkheimer, Labor Negotiator.

Employee Organizations: El Cerrito Police Employee Association.

RECESS INTO CLOSED SESSION

ADJOURN SPECIAL CITY COUNCIL MEETING – CLOSED SESSION

ROLL CALL

7:00 p.m. CONVENE REGULAR CITY COUNCIL MEETING

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF MOMENT OF SILENCE – *Councilmember Greg Lyman.*

2. COUNCIL / STAFF COMMUNICATIONS *(Reports of Closed Session, commission appointments and informational reports on matters of general interest which are announced by the City Council & City Staff.)*

3. 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. The Mayor may reduce the time limit per speaker depending upon the number of speakers. Kindly state your name and city of residence for the record. 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 are taken up at the time the City Council deliberates each action item. Individuals wishing to comment on any closed session scheduled after the regular meeting may do so during this public comment period or after formal announcement of the closed session.

4. ADOPTION OF THE CONSENT CALENDAR – Item No. 4(A) through 4(E)

CITY COUNCIL ITEMS

A. Approval of Minutes

Approve the December 19, 2017 Regular City Council and January 4, 2018 Special meeting minutes.

B. Proclamation Celebrating the El Cerrito Lions Club 90th Anniversary

At the request of Councilmember Abelson, approve a proclamation congratulating the El Cerrito Lions Club for its ninety years of dedicated, consistent and inspirational community services.

C. On-Call Geotechnical Engineering and Material Testing Services

Adopt a resolution authorizing the City Manager to execute professional services agreements with three consultant firms, Ninyo & Moore, Smith Emery, and BSK Associates to provide on-call geotechnical engineering and material testing services for three years with options to extend for an additional two years in an amount not to exceed \$100,000 per fiscal year for each agreement. *Exempt from CEQA.*

D. Transportation Development Act Article 3 Grant Application Approval

Adopt a resolution approving a request to the Metropolitan Transportation Commission (MTC) by the City of El Cerrito for an allocation of Fiscal Year (FY) 2018/2019 Transportation Development Act Article 3 Pedestrian and Bicycle Project funding in the amount of \$100,000 for Carlson Boulevard and San Diego Street Crosswalk Improvements. *Exempt from CEQA.*

REDEVELOPMENT SUCCESSOR AGENCY ITEM

E. Successor Agency Recognized Obligation Payment Schedule

Adopt a Redevelopment Successor Agency resolution reviewing and authorizing submittal of the draft Recognized Obligations Payment Schedule (ROPS) 2018-2019.

5. PRESENTATIONS

A. Stand Together Contra Costa County – Rapid Response Program

At the request of Mayor Quinto, receive a presentation from Ali Saidi, Contra Costa Public Defender, regarding the Stand Together Contra Costa County – Rapid Response Program.

B. LimeBike Dockless Bikeshare Program

Presentation by Megan Colford, LimeBike Bay Area Operations Manager.

This program operates within cities, independent of government funding, and allows for bike sharing without having to return the bike to a docking station.

6. PUBLIC HEARINGS

Consideration of an Ordinance Adding Chapter 8.42 of the El Cerrito Municipal Code Related to the Regulation and Voluntary Abatement of Graffiti

Conduct a public hearing and upon conclusion, waive first reading and introduce by title an ordinance of the City of El Cerrito adding Chapter 8.42 of the El Cerrito Municipal Code to provide an additional graffiti abatement program. *Exempt from CEQA.*

7. POLICY MATTERS

Annual City Council Local and Regional Liaison Assignments

Discuss the Mayor's appointment of City Council members to regional bodies and assignments to local boards, commissions and committees for 2018.

8. CITY COUNCIL LOCAL AND REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments and committee reports.

9. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, February 6, 2018 at 7:00 p.m. in the City Council Chambers, 10890 San Pablo Avenue, El Cerrito.

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.

- Council Meetings can be heard live on FM Radio, KECG – 88.1 and 97.7 FM and viewed live on Cable TV - KCRT-Channel 28 and AT&T Uverse Channel 99. The meetings are rebroadcast on Channel 28 the following Thursday and Monday at 12 noon, except on holidays. Live and On-Demand Webcast of the Council Meetings can be accessed from the City's website <http://www.el-cerrito.org/streamingmedia>. Copies of the agenda bills and other written documentation relating to items of business referred to on the agenda are on file and available for public inspection in the Office of the City Clerk, at the El Cerrito Library and posted on the City's website at www.el-cerrito.org prior to the meeting.
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk, (510) 215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

- ***The Deadline for agenda items and communications*** is eight days prior to the next meeting by 12 noon, City Clerk's Office, 10890 San Pablo Avenue, El Cerrito, CA. Tel: 215-4305 Fax: 215-4379, email cmorse@ci.el-cerrito.ca.us
- IF YOU CHALLENGE A DECISION OF THE CITY COUNCIL IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE COUNCIL MEETING. ACTIONS CHALLENGING CITY COUNCIL DECISIONS SHALL BE SUBJECT TO THE TIME LIMITATIONS CONTAINED IN CODE OF CIVIL PROCEDURE SECTION 1094.6.
- The City Council believes that late night meetings deter public participation, can affect the Council's decision-making ability, and can be a burden to staff. City Council Meetings shall be adjourned by 10:30 p.m., unless extended to a specific time determined by a majority of the Council.



Date: January 16, 2018
To: Honorable Mayor and Members of the City Council
From: Cheryl Morse, City Clerk
Subject: Commission Interviews

JANUARY 16 INTERVIEW SCHEDULE

Candidates listed below are scheduled for an interview this evening:

6:00 p.m. Bruce Yow [CSC 1st, Parks 2nd & CCTA 3rd]
6:15 p.m. John Thompson [DRB]
6:30 p.m. *Council deliberation*

FEBRUARY 6 INTERVIEW SCHEDULE

6:00 p.m. Joy Navarrete [PLN 1st & DRB 2nd]
6:15 p.m. Ben Chuaqui [DRB 1st, Parks 1st & PLN 2nd]
6:30 p.m. Jun Sunseri [Parks]
6:45 p.m. Greg Crump [PLN]

FEBRUARY 20 TENTATIVE INTERVIEW SCHEDULE

6:15 p.m. Douglas Hund [PLN 1st & DRB 2nd]
6:30 p.m. Art Machado [Parks]
6:45 p.m. Derik Hilliard [EDC 1st & HRC 2nd]
7:00 p.m. Tenzin Rangdol [HRC 1st, FAB 2nd, EDC 3rd]
7:15 p.m. Chris Sterba [Arts]
7:30 p.m. John “Barry” Koops [Library Alternate]
7:45 p.m. Margo Hunter Parisi [HRC]
8:00 p.m. Jessica Laird [HRC]

Special City Council Meeting Commission Applicant Interviews

BACKGROUND

Staff began publicizing vacancies on all the Boards, Commissions and Committees in September 2017. Vacancies were published on the City's website and in the West County Times, posted at City Hall, the Community Center and Library. Although the City conducts a continuous recruitment, the deadline for submitting applications for the first round of interviews was set at December 4 however additional applications continued to be submitted throughout December 2017 and the deadline was extended to January 8 and is now posted as a continuous, ongoing recruitment. At the conclusion of the recruitment approximately 19 applications for boards, commissions and committees had been received. Interviews will be conducted on January 16, February 6 and February 20. New appointments resulting from the interviews conducted throughout February will either fill existing vacant unexpired terms or become effective March 1, 2018. Candidates who have listed a committee as a preferred choice on their application are contacted by the City Clerk and the staff liaison to discuss the committee appointment process. Two candidates (Keith Alexander and Alison Moreno) who chose a committee as their first choice and commission as their second choice have opted to pursue appointments through the committee process first.

VACANCIES

Existing and upcoming vacancies on each board, commission and committee are listed on the attached matrix and are also listed below for ease of reference:

EL CERRITO BOARDS AND COMMISSIONS

Arts and Culture Commission	2 Vacancies [2 eligible for reappointment]
Citizens Street Oversight Committee	4 Vacancies
Civil Service Commission	1 Vacancy [1 eligible for reappointment]
Design Review Board	2 Vacancies [1 eligible for reappointment]
Human Relations Commission	2 Vacancies [2 eligible for reappointment]
Parks and Recreation Commission	2 Vacancies [1 eligible for reappointment]
Planning Commission	2 Vacancies [1 eligible for reappointment]

REGIONAL APPOINTMENTS

Contra Costa Library Commission	[Alternate vacancy]
Contra Costa Transportation Authority Citizens Advisory Committee	[1 Vacancy]

TIMING OF FUTURE INTERVIEWS

At the conclusion of the interviews, staff will confer with the City Council regarding the ongoing recruitments, any remaining vacancies and the scheduling of future special meetings to conduct interviews.

Attachments:

1. Applicant Matrix
2. Candidate Applications
3. Interview questions for consideration
4. Board, Commission and Committee Function Summary
5. Appointment list

Commission Interviews Attachment 1

2018 Board and Commission Applicant Matrix

1/9/2018

* Currently serving or eligible for appointment/re-appointment

	<i>Arts & Culture (2)</i>	<i>Citizens Street Oversight (4)</i>	<i>Civil Service Commission (1)</i>	<i>Committee on Aging (2)</i>	<i>Crime Prevention (6)</i>	<i>Design Review Board (2)</i>	<i>Economic Devt. Cmte (5)</i>	<i>Environmental Quality (2)</i>	<i>Financial Advisory Board (0)</i>	<i>Human Relations (2)</i>	<i>Park and Recreation (2)</i>	<i>Planning Commission (2)</i>	<i>Urban Forest Committee (9)</i>	<i>CC Library Alternate (1)</i>	<i>CCTA Citizens Advisory (1)</i>	<i>Interview Date</i>	<i>Appointed?</i>
Keith Alexander ¹							1					2					
Ben Chuaqui						1					1	2				2/6	
Greg Crump*												1				2/6	
Derik Hilliard							1			2						2/20	
Douglas Hund						2						1				2/20	
John "Barry" Koops														1		2/20	
Jessica Laird										1						2/20	
Art Machado											1					2/20	
Alison H. Moreno ²								1			2						
Joy Navarrete						2						1				2/6	
Margo Parisi										1						2/20	
Tenzin Rangdol							3		2	1						2/20	
Christopher Sterba*	1															2/20	
Jun Sunseri											1					2/6	
John Thompson*						1										1/16	
Bruce L. Yow*			1								2				3	1/16	

¹ Will pursue appointment to EDC first.

² Will pursue appointment to EQC first.



**January 16, 2018
Special City Council Meeting**

Commission Interviews

Attachment 2 Applications

is available for review in hardcopy format at the following
locations:

Office of the City Clerk
10940 San Pablo Avenue
El Cerrito
(510) 215-4305

and

The El Cerrito Library
El Cerrito
6510 Stockton Avenue

City of El Cerrito
BOARD/COMMISSION INTERVIEW QUESTIONS

1. Will you give us a quick summary of why you chose to apply or how you selected the _____ commission/board?
2. Briefly outline what in your professional background, work experience, education, or volunteer work would be relevant to the commission/board and highlight any special or unique qualifications or qualities you feel would contribute to the commission?
3. Are you aware of any issues that this commission addressed recently? Have you attended any commission or council meetings?
4. Do you have any thoughts or ideas on how this commission might contribute to the quality of life in El Cerrito?
5. In the few minutes remaining do you have any questions for us?

City of El Cerrito
REAPPOINTMENT INTERVIEW QUESTIONS

1. How is the commission currently functioning?

2. What suggestions for change might you have for this commission? Please briefly outline them.

3. Are there any Council policies affecting this particular commission which you especially agree with? Disagree with?

COMMISSION MISSION AND FUNCTION SUMMARIES

Arts and Culture Commission

Meetings 4th Monday, 7:00 p.m., City Hall – Council Chambers

The Arts and Culture Commission consists of seven members who demonstrate a commitment to various arts disciplines, including but not limited to: fine arts, visual arts, performing arts, literary arts, art history, and arts education.

Citizens Street Oversight Committee

Meetings 4th Monday in January and September, 2nd Monday in November, 7:00 p.m., City Hall – Hillside Conference Room

The Citizens Street Oversight Committee monitors the expenditures of revenue collected pursuant to ECMC Chapter 4.60 (the “Pothole Repair and Local Street Improvement and Maintenance Transactions and Use Tax”) to determine whether such funds are expended for the purposes specified in the then-current Street Repair and Maintenance Expenditure Plan, and issues reports on their findings to the City Council and public at least annually. The Committee may also review the annual financial or performance audits performed by an independent auditor.

Civil Service Commission

Meetings On-Call, 7:00 p.m., City Hall – Council Chambers

Hears appeals submitted by any person in the competitive civil service relative to any disciplinary action, dismissal, demotion, or alleged violation of the municipal code or the personnel rules and certifies its findings and recommendations. Holds hearings and makes recommendations on any matter of personnel administration requested by the Council or the City Manager.

Committee on Aging

Meetings 3rd Wednesday, 3:00 p.m., City Hall – Council Chambers

Membership on the Committee on Aging is open to any and all interested adult residents of El Cerrito. Members are appointed by the City Council upon recommendation of the Committee and there is no limit on the number of Committee members. The Committee has established four long-term goals as follows: 1) Affordable housing options for older and disabled residents 2) Adequate space and facilities for, and the provision of, quality programs and services for seniors 3) Improved accessible public transportation and paratransit services for persons unable to use public transit facilities and 4) Increased support services to assist frail older adults and their families both within and outside of their homes.

Crime Prevention Committee

Meetings 2nd Wednesday, 7:00 p.m., City Hall – Hillside Conference Room

The Citizen's Crime Prevention Committee was formed by resolution of the City Council in 1975. Membership is composed of El Cerrito residents interested in or knowledgeable of the criminal justice system. Appointments to the committee are made by the City Council upon recommendation of the committee. The committee has received awards for "National Night Out" and has conducted identity theft workshops.

Design Review Board

Meetings 1st Wednesday, 7:30 p.m., City Hall – Council Chambers

The Design Review Board reviews all development (public or private), including all buildings, site layouts, and signing in all districts, except single-family, for the purpose of encouraging quality design of such facilities. The Board provides a framework by which elements of poor layout and design of a project may be prevented. Membership on this Board requires the filing of a Statement of Economic Interests – FPPC Form 700.

Economic Development Committee

Meetings are held on the 4th Wednesday of each month at 7:30 p.m., City Hall – Hillside Conference Room

The Economic Development Committee (EDC) acts in an advisory capacity to perform tasks and duties identified by the Economic Development Strategy and Action Plan. The Committee advises the Council on economic development matters, makes recommendations on the annual economic development work plan, and oversees the work of subcommittees established to concentrate on creating plans for high-priority areas. The Committee also provides input to other City boards and commissions on economic development matters and reviews progress towards achieving the annual work plan goals and long range economic development goals. The EDC encourages community involvement in economic development. The Chamber of Commerce President serves on the Economic Development Committee for one year.

Environmental Quality Committee

Meetings 2nd Tuesday, 7:00 p.m., City Hall – Council Chambers

The fifteen member Environmental Quality Committee serves in an advisory capacity to the City Council, staff, other boards, commissions, and committees, and the residents of the City with regard to environmental quality issues within the City of El Cerrito. The Committee recommends programs, policies, and ordinances to the City Council and promotes the City's environmental quality efforts. The Committee also promotes and fosters public awareness, education, interest and support for environmental quality efforts, fosters volunteer opportunities, and educates El Cerrito residents regarding environmental quality and issues relating to environmental impacts.

Financial Advisory Board

Meetings 2nd Tuesday, 7:00 p.m., City Hall – Hillside Conference Room

The Financial Advisory Board (FAB) conducts a review of the proposed annual budget and long-term financial plan for the City and the Redevelopment Agency to assist the City Council and Redevelopment Agency in making decisions on major expenditures and revenue sources. The FAB develops a long-term financial plan for the City and the Redevelopment Agency, conducts an annual review of the City's investment policies and gives consideration to the managing of the City's financial reserves to assure maximum returns on approved investments. The FAB also reviews the annual audit and management letter and provides the City Council and the Redevelopment Agency with recommended changes in financial practices and reviews and makes recommendations on all proposed bonds or other debt instruments to be issued by the City and the Redevelopment Agency.

Human Relations Commission

Meetings 1st Wednesday, 7:00 p.m., City Hall – Hillside Conference Room

The purpose of the Human Relations Commission is to initiate educational and cultural programs, and promote tolerance and mutual respect between all persons. When requested by the City Council, the Commission will evaluate and make recommendations regarding discrimination charges levied against the City. Commission members shall be generally representative of the demographics of the City including the racial, religious, age, gender, ethnic, and other groups.

Parks and Recreation Commission

4th Wednesday, 7:00 p.m., City Hall – Council Chambers

The Parks and Recreation Commission acts in an advisory capacity to the City Council on all matters pertaining to public recreation, including parks, playgrounds, landscaping, childcare, the arts, educational courses and entertainment. Current projects include an Urban Forest Plan and the Ohlone Greenway. The Commission considers the annual budget of the Recreation Department during its preparation and makes recommendations with respect thereto. Additionally, the Parks Commission assists in the planning of a recreation program for the City-promoting and stimulating public interest; and to that end, solicits to the fullest possible extent the cooperation of special authorities and other interested public and private agencies. The Commission studies present and future needs of the City with regard to park and recreation facilities.

Planning Commission

3rd Wednesday, 7:30 p.m., City Hall – Council Chambers

The Planning Commission, which is a mandated advisory body under the California Conservation and Planning Law, is appointed by the legislative body, with powers and duties as defined by that law. It functions as an advisory body to the City Council in matters relating to planning and the physical development of the City. The Planning

Commission Interviews Attachment 4

Commission reviews the General Plan annually, makes modifications or additions as necessary, hears and acts upon use and variance permits, initiates required zoning amendments or changes to the zoning map, conducts public hearings on subdivisions and other matters, makes recommendations to the City Council, and considers other matters referred by the City Council. Membership on this Board requires the filing of a Statement of Economic Interests – FPPC Form 700.

Urban Forest Committee

2nd Monday, 7:00 p.m., City Hall – Hillside Room

The Urban Forest Committee serves in an advisory capacity to the City Council, other commissions, and the citizens of the City with regard to the growth, maintenance, and location of trees within the City. The Committee recommends programs, policies, and ordinances to implement and promote the City's Master Street Tree Plan and Urban Forest Management Plan and to coordinate with the Public Works staff regarding management and maintenance efforts. The Committee promotes and fosters public awareness, education, interest and support for urban forestry efforts, fosters volunteer opportunities for tree planting and irrigation along the city's streets and in residential front yards, and educates El Cerrito residents regarding selecting, planting and maintaining trees. The Committee also promotes and fosters public awareness and education about potential hazards of trees near underground and above ground utilities and the appropriate tree species for avoiding such hazards.



MADDY ACT LOCAL APPOINTMENTS LIST

NOTICE TO THE RESIDENTS OF THE CITY OF EL CERRITO: In compliance with the requirements of the Maddy Act, Government Code §54970, please find below, a listing of existing vacancies and all current board and commission members whose terms will expire at the beginning of 2018. This list was posted on or before December 31, 2017 at El Cerrito City Hall, 10890 San Pablo Avenue, the El Cerrito Library, 6510 Stockton Avenue and the El Cerrito Community Center, 7007 Moeser Lane and the City's website. The City Council invites all residents interested in serving on a Board, Commission or Committee to apply. An application may be downloaded from the City's website at www.el-cerrito.org or obtained from the City Clerk, 215-4305. The **DEADLINE** for receipt of applications is **Monday, 1/8/18** by 4:00 p.m. in the City Clerk's office. Please note that the City Council conducts open recruitment year round should any unexpected vacancies occur and any applications received after the deadline will be kept on file for this purpose. Please consider submitting an application now!

ARTS & CULTURE COMMISSION

Meets the 4th Monday of each month at 7:00 p.m. at City Hall. Staff Liaison: Karen Pinkos, 215-4302, kpinkos@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall demonstrate a commitment to various arts disciplines, including but not limited to: fine arts, performing arts, literary arts, art history and arts education. **Two upcoming vacancies.**

Commission Member	Date Appointed	Term Expiration
Nga Trinh	5/3/2016	3/1/2018
Christopher Sterba	3/1/2014	3/1/2018

CHARTER COMMITTEE

Staff Liaison: Scott Hanin, 215-4305, shanin@ci.el-cerrito.ca.us. The Committee will consist of two members of the City Council, a member of the Financial Advisory Board, an active participant in the El Cerrito real estate market, a representative of local labor groups, and two members of the public. The members of the public shall be residents or owners of businesses in El Cerrito or a combination of the two. **CLOSED.**

CITIZENS STREET OVERSIGHT COMMITTEE

Meets 4th Monday of September, 2nd Monday of November and 4th Monday of January at 7:00 p.m. at City Hall. Staff Liaison: Yvetteh Ortiz, 215-4345, yortiz@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **FOUR VACANCIES.**

CIVIL SERVICE COMMISSION

Meets on-call at 7:00 p.m. at City Hall. Qualifications: Resident of El Cerrito. Staff Liaison: Karen Pinkos, 215-4302, kpinkos@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **One vacancy.**

Commission Member	Date Appointed	Term Expiration
Bruce Yow	2/17/2015	03/01/2018

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

COMMITTEE ON AGING

Meets the 3rd Wednesday of each month at 3:00 p.m. at City Hall. Staff Liaison: Janet Bilbas, 559-7677, jbilbas@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident. All residents are encouraged to apply. Appointments to the Committee are made by the City Council upon recommendation of the Committee. **TWO VACANCIES.**

CRIME PREVENTION COMMITTEE

Meets the 2nd Wednesday of each month at 7:00 p.m. at City Hall. Staff Liaison: Sgt. Ian Wong, 215-4400, iwong@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident and successful completion of a criminal records background check. All residents are encouraged to apply. Appointments to the Committee are made by the City Council upon recommendation of the Committee. **SIX VACANCIES.**

DESIGN REVIEW BOARD

Meets the 1st Wednesday of each month at 7:30 p.m. at City Hall. Staff Liaison: Margaret Kavanaugh-Lynch, 215-4332, mkavanaugh-lynch@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. At least three members shall be members of the design profession. **Two upcoming vacancies.**

Board Member	Date Appointed	Term Expiration
John Thompson	3/1/2014	3/1/2018
Margaret Leighly	3/1/2014	3/1/2018

ECONOMIC DEVELOPMENT COMMITTEE

Meets the 2nd Wednesday of each month at 7:30 p.m. at City Hall. Staff Liaison: Melanie Mintz, 215-4339, mmintz@ci.el-cerrito.ca.us. Qualifications: Members shall be either residents of the city or own or operate businesses in the city. Owners or operators of a business in the city do not have to be city residents. With the exception of the Chamber position, which is one year, terms are four years. Up to five full term appointments may be made this year. Two additional appointments will have a 3 year term. Appointments to the Committee are made by the City Council upon recommendation of the Committee. **Five total vacancies.**

Committee Member	Date Appointed	Term Expiration
Shanti Corrigan	9/16/2015	1/1/2018
Four Existing Vacancies		1/1/2022

ENVIRONMENTAL QUALITY COMMITTEE

Meets 2nd Tuesday of each month at 7:00 p.m. at City Hall. Staff Liaison: Will Provost, 525-7622, wprovost@ci.el-cerrito.ca.us. Qualifications: El Cerrito resident or business member. Knowledge of, interest in, and/or involvement in issues affecting environmental quality desired. Appointments to the Committee are made by the City Council upon recommendation of the Committee. **Two Vacancies.**

FINANCIAL ADVISORY BOARD

Meets 2nd Tuesday of each month at 7:00 at City Hall. Staff Liaison: Mark Rasiah, 215-4312, mrasiat@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall have demonstrated expertise in financial management, accounting, fiscal analysis, computer applications, economic analysis or related skills. **No vacancies.**

HUMAN RELATIONS COMMISSION

Meets 1st Wednesday at 7:00 p.m. at City Hall. Qualifications: Resident of El Cerrito. Staff Liaison: Kristen Cunningham, 215-4304, kcunningham@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies.**

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

Commissioner	Date Appointed	Term Expiration
Margo Hunter Parisi	4/7/2015	3/1/2018
Jessica Laird	3/21/2017	3/1/2018

PARKS AND RECREATION COMMISSION

Meets the 4th Wednesday of each month at 7:00 p.m. in Council Chambers. Staff Liaison: Chris Jones, 559-7005, cjones@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies.**

Commissioner	Date Appointed	Term Expiration
Glen Lubcke	3/1/2014	3/1/2018
Manish Doshi	3/1/2014	3/1/2018

PLANNING COMMISSION

Meets the 3rd Wednesday of each month at 7:30 p.m. in Council Chambers. Staff Liaison: Sean Moss, 215-4359, smoss@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies.**

Commissioner	Date Appointed	Term Expiration
Michael Iswalt	3/1/2014	3/1/2018
Lisa Motoyama	3/1/2014	3/1/2018

URBAN FOREST COMMITTEE

Up to 15 members. Meets second Monday of each month at 7:00 p.m. in the Hillside Room. Staff Liaison Stephen Preé, 215-4333, spre@ci.el-cerrito.ca.us Qualifications: Resident of El Cerrito. Appointments to the Committee are made by the City Council upon recommendation of the Committee. **Nine vacancies exist.**

LOCAL APPOINTMENTS TO REGIONAL BODIES

CONTRA COSTA LIBRARY COMMISSION

Meets bi-monthly on the 4th Thursday at 7:00 p.m. at the Library Administration Conference Room in Pleasant Hill. One primary and one alternate are appointed by the City Council as representatives from the City of El Cerrito. Qualifications: Resident of El Cerrito. **Vacancy for Alternate position.**

CCC TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Meets 4th Wednesday at 6:30 p.m. in Pleasant Hill. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **One vacancy.**

Committee Member	Date Appointed	Term Expiration
Existing Vacancy		3/1/2022

CCC MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Meets bi-monthly on the 2nd Monday at 7:00 p.m. in Concord. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **No Vacancies.**

Dated: September 20, 2017 January 10, 2018
Revised: November 8, 2017
November 20, 2017 Cheryl Morse, City Clerk
November 30, 2017
December 21, 2017

EL CERRITO CITY COUNCIL

MINUTES

REGULAR CITY COUNCIL MEETING
Tuesday, December 19, 2017 – 7:00 p.m.
City Council Chambers

Meeting Location
El Cerrito City Hall
10890 San Pablo Avenue, El Cerrito

Janet Abelson – Mayor

Mayor Pro Tem Gabriel Quinto
Councilmember Greg Lyman

Councilmember Paul Fadelli
Councilmember Rochelle Pardue-Okimoto

7:00 p.m. ROLL CALL

Councilmembers Fadelli, Lyman, Pardue-Okimoto, Quinto and Mayor Abelson all present.

CONVENE REGULAR CITY COUNCIL MEETING

Mayor Abelson convened the regular City Council meeting at 7:06 p.m.

- 1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF MOMENT OF SILENCE** was led by Councilmember Paul Fadelli.
- 2. COUNCIL / STAFF COMMUNICATIONS and CITY COUNCIL LOCAL AND REGIONAL LIAISON ASSIGNMENTS**

Mayor and City Council communications regarding local and regional liaison assignments and committee reports.

STAFF ANNOUNCEMENTS

Melanie Mintz, Community Development Director, reported that the Contra Costa Housing Authority just announced that the pre-application period for the Hana Garden's Affordable Senior Housing project waitlist will run January 16, 10:00 a.m. through 5 p.m., January 21, 2018. Anyone who is interested in being placed on the waitlist will need to submit a pre-application during this period. The application will only be available online. Staff will send out a press release and will also work with the Senior Center to help applicants with online submission. The information is also available at www.el-cerrito.org/affordablehousing. The pre-application for wait listing is applicable to four different sites.

Maria Sanders, Operations and Environmental Services Manager, announced that El Cerrito was recently recognized by the Environmental Protection Agency (EPA) for being a Green Power Community and was presented with an award certificate and road sign.

The EPA's program recognizes cities throughout the nation for exceeding a minimum level of renewable use. The City is a Marin Clean Energy Clean Energy Community that has standard electricity mixes which are 25 percent more renewable than the state standard. The City also has a high percentage of residents and green businesses that have signed up to be "Deep Green;" a 100% renewable energy package. The City's municipal facilities are also Deep Green. The Green Power Communities program provides a ranking for each community. El Cerrito ranks thirteenth in the nation.

CITY COUNCIL ANNOUNCEMENTS AND REPORTS

Councilmember Pardue-Okimoto reported on the work of the Alta Bates Regional Task Force, of which she is a member. The Task Force meets to discuss the potential closure of Alta Bates Hospital and how it would affect all of the communities along the I-80 corridor. Agenda Item No. 4(I) seeks contribution for funding a health assessment that would help inform the community about what the impacts would be, what services are needed and would also assist with planning.

Mayor Pro Tem Quinto reported that he attended the funeral of San Francisco Mayor Ed Lee and asked that the meeting be adjourned in memory of Mr. Lee. Mayor Lee was a member of the League of California Cities Asian American Caucus.

Councilmember Lyman reported that the West Contra Costa Integrated Waste Management Authority (WCCIWMA or RecycleMore) continues to discuss the reorganization of the Joint Powers Authority. Councilmember Lyman also attended the Human Relations Commission (HRC) December 6 meeting. The Commission is preparing for the annual Martin Luther King Jr. Parade and Rally. The HRC also continues to discuss how to recruit a student commissioner from the high school. The Crime Prevention Committee is continuing its work on the neighborhood watch program. Councilmember Lyman also encouraged all residents to apply for commission and committee positions. Although the Charter City Committee recruitment closed December 18; the application deadline for all other boards, commissions and committees will be extended.

Councilmember Fadelli thanked Parks and Recreation Department staff for their work on the annual holiday pancake breakfast. It was a great event. Mayor Abelson also attended. Councilmember Fadelli reported that he also attended an East Bay Division League of Cities holiday event in Emeryville. Councilmember Fadelli also thanked Fire Department personnel throughout the state for their work and efforts in fighting the California firestorms.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

Cordell Hindler, Richmond, emphasized the need for young voices on the City's Committees. He loved attending Centennial Task Force Committee meetings and urged the City Council to pass Consent Calendar Item 4(I).

Howdy Goudey, thanked staff for following through on affordable housing policy with Consent Calendar Item No. 4(C). For Consent Calendar Item No. 4(E), Mr. Gowdy stated that it is important to add recognition of climate related financial risk to the financial policy and referred to language he submitted by email that could be added to the policy. Mr. Goudey also encouraged the City Council to show support for Senate Bill 560 and urged the City Council to remove Item No. 4(D) from the agenda and present it at a future meeting for discussion. The purchase should be consistent with the City's Climate Action Plan and environmentally preferred purchasing policy. He encouraged City Councilmembers to be environmental leaders and consider a better purchase action.

Robin Mitchell, El Cerrito, followed up on Mr. Goudey's comments on Item No. 4(D) and informed the City Council of recent Air Resources Board actions. The state provides incentives for truck and bus fleets to go green by opting to purchase electric vehicles. Ms. Mitchell encouraged the City to investigate other options instead of purchasing diesel trucks.

Al Miller, El Cerrito, also commented on Item No. 4(D) and expressed concerns with the height of garbage and recycling trucks. Mr. Miller said he has observed trucks breaking off lower tree branches during curbside collection and suggested that height be considered during the procurement process. Mr. Miller also announced that the Sundar Shadi holiday display is looking very well this year. The display will last through the evening of December 26. The community is invited to help with dismantling the display on December 27.

Trek Porter, El Cerrito, expressed concerns with video surveillance provisions regarding remote access that are contained in the cannabis ordinance.

Sherry Drobner, El Cerrito, echoed support for comments presented by Howdy Goudey and Robin Mitchell regarding Consent Calendar Item No. 4(E) and asked the City Council to be socially and environmentally responsible with its investments and risk. She urged the City to support SB 560 and include the language in the City's financial policy.

Tenzin Rangor, El Cerrito, President, Tibetan Association of Northern California, invited the City Council to attend the Tibetan New Year Celebration on February 17 at John F. Kennedy High School in Richmond.

4. ADOPTION OF THE CONSENT CALENDAR – Item No. 4(A) through 4(I)

Moved, seconded (Lyman/Pardue-Okimoto) and carried unanimously to approve Consent Calendar Item Nos. 4(C), 4(D), 4(F), 4(G), 4(H) and 4(I) in one motion as indicated below. Consent Calendar Item Nos. 4(A), 4(B) and 4(E) were removed from the Consent Calendar at the request of Councilmember Lyman and voted on separately as indicated below.

A. Approval of Minutes

Approve the November 21, 2017 Regular City Council meeting minutes.

Action: Removed from the Consent Calendar at the request of Councilmember Lyman. Moved, seconded (Lyman/Quinto) and carried unanimously to approve the minutes as corrected to change the title of the Integrated Waste Management Authority Director from "Regional Director" to "Executive Director."

B. Commercial Cannabis Ordinance

Adopt Ordinance No. 2017-07 repealing and replacing Chapter 6.80 of the El Cerrito Municipal Code, allowing dispensaries in the City of El Cerrito.

Introduced November 21, 2017 and approved with amendments by the following vote:
Ayes – Councilmembers Fadelli, Pardue-Okimoto, Quinto and Mayor Abelson; Noes – Councilmember Lyman; Abstain – None; Absent – None.

Action: Removed from the Consent Calendar by Councilmember Lyman for the purpose of recording his vote against the ordinance and to ensure that the community recognizes that the Police Department will incur increased operating costs associated with patrolling around the new facilities. Moved, seconded (Pardue-Okimoto/Fadelli: Ayes – Councilmembers Fadelli, Pardue-Okimoto, Quinto and Mayor Abelson; Noes – Councilmember Lyman; Abstain – None; Absent – None) and carried to adopt Ordinance No. 2017-07.

C. Inclusionary Zoning Program Consultant Award

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Keyser Marsten Associates, Inc. in an amount not to exceed \$36,000 to assist with development of an Inclusionary Zoning program and authorizing change orders in an amount not to exceed \$5,000.

Action: Adopted Resolution No. 2017-81.

D. Lease-Purchase of Two Side-Loading Recycling Trucks

Adopt two resolutions authorizing the City Manager to: 1) Execute an equipment lease purchase agreement with Capital One Public Funding, LLC for the purpose of purchasing two side-loading recycling collection trucks for \$551,498 at a fixed interest rate not to exceed 3.0% interest for seven years; and 2) Enter into a purchase agreement through the National Joint Powers Alliance (NJPA) bid process with McNeilus Truck and Manufacturing per the amount above for said trucks, subject to Council approval of an Equipment Lease-Purchase Agreement with Capital One Public Funding.

Action: Adopted Resolution No. 2017-82 and Resolution No. 2017-83.

E. Annual Review of Investment Policy

Adopt a resolution approving the City's Investment Policy.

Action: Removed from the Consent Calendar at the request of Councilmember Lyman. Moved, seconded (Lyman/Quinto) and carried unanimously to adopt Resolution No. 2017-84 approving the investment policy and directing the Financial Advisory Board on its next review of the investment policy to incorporate the appropriate environmental sustainability portions of the Strategic Plan in future policies.

F. Designating Primary and Alternate Board Members to the Municipal Pooling Authority of Northern California (MPA)

Adopt a resolution designating the Assistant City Manager as Primary Board Member and the Senior Human Resources Analyst/Human Resources Manager as Alternate Board Member to the Municipal Pooling Authority of Northern California (MPA).

Action: Adopted Resolution No. 2017-85.

G. Recognition of the El Cerrito Centennial Celebration Task Force

Adopt a resolution thanking the Centennial Celebration Planning Task Force, acknowledging that the Task Force has fulfilled its duties in planning and carrying out the City's Centennial celebration and dissolving the Task Force.

Action: Adopted Resolution No. 2017-86.

H. Environmental Quality Committee Appointment

Approve an Environmental Quality Committee recommendation to appoint Allison Kittleson to the Environmental Quality Committee, effective December 19, 2017.

Action: Approved recommendation.

I. Support the City of Berkeley and the Alta Bates Regional Task Force in the Preparation of a Health Impact Assessment of the Proposed Closure of Alta Bates Hospital

At the request of Councilmember Pardue-Okimoto, adopt a resolution contributing \$5,000 toward the cost of preparation of a Health Impact Assessment (HIA) by the University of California at Berkeley, incorporating the proposed scope approved by the Alta Bates Task Force.

Action: Adopted Resolution No. 2017-87.

5. PRESENTATION

Recognition of the Centennial Planning Task Force and Presentation of Centennial Passport Prizes.

Speakers: Cordell Hindler, Richmond, expressed his appreciation for the Centennial Planning Task Force.

Joann Steck-Bayat, Chair, said there were almost one-hundred events that took place over the past year and that the Task Force came in under budget. Ms. Steck-Bayat said that a highlight of the celebration was the attendance of fifty-two descendants of Victor Castro who participated in the Centennial Parade. Ms. Steck-Bayat also thanked the City Council and all “point people” associated with the many organizations who participated in the celebration events.

Action: The City Council recognized the work of the Centennial Planning Task Force and thanked them for their extraordinary efforts in planning and implementing events over the past year. Mayor Abelson also thanked everyone in the community who participated in the events and staff Suzanne Iarla, Margaret Livingston and Chris Jones for their efforts. Centennial Passport Prize winners were presented with gifts.

6. PUBLIC HEARINGS – None

7. POLICY MATTERS

A. Urgency Ordinance to Repeal and Replace Chapter 6.80 of the El Cerrito Municipal Code to Adopt Local Regulations of Commercial Cannabis Uses as an Interim Measure until Ordinance No. 2017-07 Becomes Effective

Adopt an urgency ordinance repealing and replacing Chapter 6.80 of the El Cerrito Municipal Code to adopt local regulations of commercial cannabis uses as an interim measure until Ordinance No. 2017–07 becomes effective. A four-fifths vote of the City Council is necessary for approval. *Exempt from CEQA.*

Presenter: Sky Woodruff, City Attorney.

Speakers: Cordell Hindler, Richmond, urged the Council to approve the ordinance.

Action: Moved, seconded (Lyman/Quinto) and carried to adopt Ordinance No. 2017–08, an urgency ordinance repealing and replacing Chapter 6.80 of the El Cerrito Municipal Code to adopt local regulations of commercial cannabis uses as an interim measure until Ordinance No. 2017–07 becomes effective. *Effective January 1, 2018.*

B. City Council Reorganization

Annual selection of Mayor and Mayor Pro Tem, Councilmember remarks and administration of the oath of office.

Mayor Abelson highlighted the achievements of the Council, staff, residents and community members over the past year and called for reorganization of the City Council. Councilmember Lyman thanked Mayor Abelson for her service and guidance over the past year.

Councilmember Fadelli thanked Mayor Abelson for her service, particularly her work on transportation and for seniors, which is well known throughout the Bay Area.

Councilmember Pardue-Okimoto stated that she was pleased to serve while Mayor Abelson was Mayor and expressed her appreciation for Mayor Abelson’s mentoring and all that she does in the community.

Mayor Pro Tem Quinto thanked Mayor Abelson for her leadership and presented her with a plaque commemorating her service to the City. Mayor Pro Tem Quinto said he was honored to substitute for Janet while she was doing things throughout the region and state.

SELECTION OF THE MAYOR

Cheryl Morse, City Clerk, declared the offices of Mayor and Mayor Pro Tempore vacant and called for nominations for the Office of Mayor.

Mayor Abelson nominated Mayor Pro Tem Quinto for Mayor.

Cheryl Morse, City Clerk, called for further nominations for which there were none.

Action: Moved, seconded (Lyman/Fadelli) and carried unanimously to close nominations for Mayor. The City Council, by unanimous vote, selected Mayor Pro Tem Quinto for Mayor.

SELECTION OF THE MAYOR PRO TEMPORE

Mayor Quinto called for nominations for the Office of Mayor Pro Tem.

Councilmember Fadelli nominated Councilmember Pardue-Okimoto for Mayor Pro Tem.

Mayor Quinto called for further nominations for which there were none.

Actions: Moved, seconded (Lyman/Fadelli) and carried unanimously to close nominations. The City Council, by unanimous vote, selected Councilmember Pardue-Okimoto as Mayor Pro Tem.

Honorable Judge Benjamin Reyes, Contra Costa County Superior Court, administered the oath of office to Mayor Quinto and Mayor Pro Tem Pardue-Okimoto.

Mayor Pro Tem Pardue-Okimoto stated that it has been a pleasure to serve on the City Council over the past year. By serving with the first Filipino American Mayor and being an African American herself, it really shows how they each reflect the diversity of the city and the state. Mayor Pro Tem Pardue-Okimoto stated that she introduced the letter opposing the jail expansion as one her first actions as a new councilmember and it was the right thing to do. She is also proud that the Council made El Cerrito a Sanctuary City and said she and the City Council will continue the fight for individual and immigrant rights and the "little guy." Many things that she has set out to do this year have been completed including putting more funds into the Community Emergency Response Team (CERT) program and emergency services. She is proud of public safety services in the community in making the city safe. A lot of work has been done on housing and the City is moving in the right direction. She invited everyone to attend events in El Cerrito and said she is looking forward to working with Mayor Quinto and everyone else in the New Year.

Councilmember Fadelli congratulated Mayor Pro Tem Pardue-Okimoto on her selection, particularly for her courage and compassionate work for El Cerrito. He also congratulated Mayor Quinto, noted Mayor Quinto's many connections throughout the Bay Area and stated that he is looking forward to working with him.

Councilmember Lyman stated that he has enjoyed working with Mayor Pro Tem Pardue-Okimoto and Mayor Quinto and is looking forward to their leadership. The fresh energy of their leadership will make the City even better than it is now.

Councilmember Abelson stated that the City is in a very good place right now and that she is excited to work with Mayor Quinto and Mayor Pro Tem Pardue-Okimoto.

Mayor Quinto said he is honored to be the Mayor of El Cerrito in 2018. Mayor Quinto stated that he grew up in El Cerrito and provided information about his family background and the diverse community he grew up in. Mayor Quinto stated that hate, discrimination and deportation without due process have no place in the City of El Cerrito. He expressed his support for immigrants, the working and middle class, young families, students, people with disabilities, seniors, local small businesses and other initiatives in the city. Mayor Quinto also voiced his commitment to building affordable housing in El Cerrito and said he is proud that El Cerrito is one of the few cities in Contra Costa County that is building housing for all.

Mayor Quinto also said he hopes to make El Cerrito a City of Trees not only for future residents but to also deter climate change and also expressed his support for disaster planning and training, the senior center, a new library and El Cerrito becoming a charter city. He stated that he is honored to represent the Lesbian, Gay, Bi-sexual, Transgender community and thanked all in attendance. Mayor Quinto concluded by quoting President Franklin D. Roosevelt, *"The test of our progress is not whether we add more to the abundance of those who have much. It is whether we provide enough for those who have little."*

8. ADJOURNED REGULAR CITY COUNCIL MEETING at 8:57 p.m. in memory of Edward Lee, Mayor, City of San Francisco.



**SPECIAL CITY COUNCIL MEETING
Thursday, January 4, 2018 – 6:00 p.m.
Hillside Conference Room**

Meeting Location
El Cerrito City Hall
10890 San Pablo Avenue, El Cerrito

Gabriel Quinto – Mayor

Mayor Pro Tem Rochelle Pardue-Okimoto
Councilmember Greg Lyman

Councilmember Abelson
Councilmember Paul Fadelli

6:00 p.m. ROLL CALL

Councilmembers Abelson, Fadelli, Lyman, Pardue-Okimoto, and Mayor Quinto all present.

CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Quinto convened the special City Council meeting at 6:00 p.m.

ORAL COMMUNICATIONS FROM THE PUBLIC – *No speakers.*

COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

Conduct interviews of candidates for the Charter Committee. Interviews may result in an announcement of appointment at the meeting. The City Council may also discuss and determine the scheduling and structure of future interviews for vacant positions on all other boards and commissions.

Action: The City Council, by majority consensus, appointed the following members to the Charter Committee: Melissa Eizenberg [Real Estate Category]; Marlene Keller [Public]; Letitia Moore [Public]; and also confirmed the appointments of Dick Patterson [Financial Advisory Board] and Joe Gagne [Labor].

ADJOURNED SPECIAL CITY COUNCIL MEETING at 7:20 p.m.

***EL CERRITO CITY COUNCIL PROCLAMATION
IN CELEBRATION OF THE LIONS CLUB 90TH ANNIVERSARY***

WHEREAS, the El Cerrito Lions Club was officially chartered on December 17, 1927, celebrated its 90th anniversary at a Charter Night Celebration on January 5, 2018; and

WHEREAS, the El Cerrito Lions Club has met at numerous locations through the years, many of which are no longer around, including Topsy's Roost, Bettger's, the 90 Club, Mission Inn, Round-Up Barbecue, Legion Hall, Cerrito City Club, Six Bells Cafe, the Hacienda, the Eskaton Hazel Shirley Manor, and, today, Denny's; and

WHEREAS, many dedicated people have led and served in the El Cerrito Lions Club since its start, supporting a long tradition of helping the community. The first president of the El Cerrito Lions Club was L.A. Sirard, and the first regular meeting was held at the old Miami Inn. Its first project was leveling the playground at Fairmount School; and

WHEREAS, over the past nine decades, the El Cerrito Lions Club has planted trees at Harding School, provided Christmas baskets for people in need, sponsored holiday parties, helped a young girl get plastic surgery and a man get prosthetic legs; and provided free milk, shoes, hearing devices, dental work, and glasses for those who could not otherwise afford them, and also sponsored the City's first Boy Scout troop and bought the boys a building that was later used for civil defense during World War II; and

WHEREAS, the El Cerrito Lions Club has also supported many local groups and efforts, such as the Boy Scouts and Girl Scouts, and made donations to numerous nonprofits, including the Epilepsy League, Cancer Society, Cerebral Palsy, Red Cross, City of Hope, American Field Service, St. Jude's Children's Hospital, Guide Dogs for the Blind, Canine Companions, the Richmond Rescue Mission, Blind Babies Foundation, and the Oakland Blind Center and the Lions Center for the Visually Impaired; and

WHEREAS the El Cerrito Lions Club has honored its past president Robert W. Bennett and its sponsorship of local baseball teams by donating the concrete bleachers at Cerrito Vista Park.

NOW THEREFORE, the City Council of the City of El Cerrito hereby congratulates the El Cerrito Lions Club for its 90 years of dedicated, consistent, and inspirational community service.

Dated: January 16, 2018

Gabriel Quinto, Mayor



AGENDA BILL

Agenda Item No. 4(C)

Date: January 16, 2018
To: El Cerrito City Council
From: Melissa Tigbao, Engineering Manager/Senior Engineer
Yvetteh Ortiz, Public Works Director/City Engineer
Subject: On-Call Geotechnical Engineering and Material Testing Services –
Professional Services Agreements

ACTION REQUESTED

Adopt a resolution authorizing the City Manager to execute professional services agreements with three consultant firms, Ninyo & Moore, Smith Emery, and BSK Associates to provide on-call geotechnical engineering and material testing services for three years with options to extend for an additional two years in an amount not to exceed \$100,000 per fiscal year for each agreement.

DISCUSSION

The City regularly requires the services of consultant firms to perform geotechnical and related work for projects. This type of work is usually variable in scope ranging from minor questions about ground water to materials testing and inspections on major projects. It may also require rapid response to emergencies such as landslides or other geological issues. In addition, many cities choose to enter into on-call agreements with multiple firms in order to assure that a consultant's workload issues will not get in the way of a city's critical-path needs, and also to allow staff to best fit the expertise of a particular firm with the specific needs of an assignment. For complex projects, a city may ask for task proposals from more than one of their on-call firms to further ensure compatibility.

For the past five years, the City of El Cerrito has had two firms, Ninyo & Moore and RMA Group, under contract for on-call services. The contract terms expired earlier this fiscal year. To meet current and anticipated needs for geotechnical engineering services, City staff issued a Request for Qualifications (RFQ) asking that qualified consultants submit a Statement of Qualifications (SOQ) demonstrating their ability to perform geotechnical engineering and other services. The general scope of work for these firms includes environmental site assessments, landslide and erosion analysis with repair recommendations, soils foundation investigations, geological hazard studies, materials testing and inspections, geotechnical engineering consultations, and peer review of geotechnical and soils reports for land development projects.

City staff released the RFQ for On-Call Geotechnical Engineering and Material Testing Services on October 4, 2017. The availability of the RFQ was posted on the City's website and emailed to 34 geotechnical engineering firms on the City's consultant list. Fourteen

SOQs were submitted by the due date of November 9, 2017. City staff reviewed the SOQs based on the following evaluation criteria as listed in the RFQ:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content and format requirements. (10%)
- Demonstrated ability, based on firm experience and specific experience of the project manager and proposed team, to provide technical assistance on a broad range of the geotechnical engineering and materials testing services listed in the RFQ. (35%)
- Demonstrated ability, based on firm experience and specific experience of the project manager and proposed team, for problem solving, development of solutions, project management, and quality control/quality assurance, to successfully manage a variety of projects. (20%)
- Organization and approach to delivery of the geotechnical engineering and materials testing services listed in the RFQ. (15%)
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and specifically rapid response with minimal notice. (20%)

Three firms rose to the top of the list: Ninyo & Moore, Smith Emery, and BSK Associates. These firms possess the requested areas of expertise listed above, have recent experience handling on-call services for municipalities, are available to commence services immediately, and have resources and staffing to complete assignments on a timely basis.

City staff is recommending that the City enter into agreements with these three firms and the agreement will be based on the City's standard and crafted as a master agreement, with specific scope of services, schedule and cost to be determined on a task order basis. The agreements have an initial term of three years with options to extend for up to two additional years. This time frame will allow the City and the respective consultants to develop significant relationships to better serve the City's residents, businesses and other stakeholders. The firms have submitted billing rate sheets for the various skill levels and specific team members listed in their SOQs along with other charge conditions such as direct costs and mileage.

As needs arise, one or more of the firms will be asked to propose on the scope, schedule and fee for an individual task. Once a proposal is agreed upon, the Public Works Director will issue a task order and work will begin. If the cost of any one task exceeds \$100,000 in any one fiscal year or if a series of tasks with one firm exceed \$100,000, staff will present additional information and analyses to the City Council for final consideration.

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. Completing various engineering projects, planning,

and related efforts in a professional and timely manner is consistent with Strategic Plan Goal A - *Delivering Exemplary Government Services*.

ENVIRONMENTAL CONSIDERATIONS

This proposed action will not result in a project as defined by the California Environmental Quality Act, (CEQA). No further environmental review is needed.

FINANCIAL CONSIDERATIONS

The on-call agreements do not have dollar amounts directly associated with them. The agreed upon proposal for each task will be subject to funding available for that project or for non-project related expenses which will be covered by the Public Works Department's operating budget.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed action and found that legal considerations have been addressed. In addition, the City Attorney will review and approve the final professional services agreements.

Reviewed by:



Scott Hanin
City Manager

Attachment:

1. Resolution

RESOLUTION NO. 2018-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE CITY MANAGER TO EXECUTE ON-CALL PROFESSIONAL SERVICES AGREEMENTS WITH NINYO & MOORE, SMITH EMERY, AND BSK ASSOCIATES FOR ON-CALL GEOTECHNICAL ENGINEERING AND MATERIAL TESTING SERVICES

WHEREAS, the City requires the services of consultant firms to perform geotechnical engineering and materials testing related work for projects or may require rapid response to emergencies such as landslides or other geological issues; and

WHEREAS, it is customary for a city to enter into one or more agreements for these services on an as-needed basis; and

WHEREAS, the City released a Request for Qualifications (RFQ) for On-Call Geotechnical Engineering and Material Testing Services on October 4, 2017 including posting the availability of the RFQ on the City's website and emailing 34 geotechnical engineering firms on the City's consultant list; and

WHEREAS, fourteen firms submitted Statements of Qualifications (SOQs) by the due date of November 9, 2017; and

WHEREAS, City staff evaluated the SOQs based on the criteria listed in the RFQ and ranked Ninyo & Moore, Smith Emery, and BSK Associates as the most qualified for the requested services; and

WHEREAS, the on-call agreements do not have dollar amounts directly associated with them; and the agreed upon proposal for each task will be subject to funding available for that project or for non-project related expenses will be covered by the Public Works Department's operating budget.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito, that it hereby authorizes the City Manager to execute professional services agreements with three consultant firms, Ninyo & Moore, Smith Emery, and BSK Associates to provide on-call geotechnical engineering and material testing services for three years with options to extend for an additional two years in an amount not exceed \$100,000 per fiscal year for each agreement.

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

I CERTIFY that at a regular meeting on January 16, 2018 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 January XX, 2018.

Cheryl Morse, City Clerk

APPROVED:

Gabriel Quinto, Mayor



AGENDA BILL

Agenda Item No. 4(D)

Date: January 16, 2018
To: El Cerrito City Council
From: Melissa Tigbao, Engineering Manager/Senior Engineer
Yvetteh Ortiz, Public Works Director/City Engineer
Subject: Application for Fiscal Year 2018/19 Transportation Development Act Article 3 Pedestrian and Bicycle Project Funding for Carlson Boulevard and San Diego Street Crosswalk Improvements

ACTION REQUESTED

Adopt a resolution approving a request to the Metropolitan Transportation Commission (MTC) by the City of El Cerrito for an allocation of Fiscal Year (FY) 2018/2019 Transportation Development Act Article 3 Pedestrian and Bicycle Project funding in the amount of \$100,000 for Carlson Boulevard and San Diego Street Crosswalk Improvements.

BACKGROUND AND ANALYSIS

In October 2017, Contra Costa County solicited applications for FY 2018/2019 Transportation Development Act (TDA) Article 3 Pedestrian and Bicycle Project funding. Eligible project types for this funding include pedestrian and bicycle infrastructure projects, safety education programs, or comprehensive plans. In response, in November 2017, City staff submitted a preliminary grant application for funding for Carlson Boulevard and San Diego Street Crosswalk Improvements.

This project implements pedestrian improvements identified in the Council adopted City of El Cerrito Active Transportation Plan (ATP), including flashing beacons and median refuges, at the intersection of Carlson Boulevard and San Diego Street. The improvements at this intersection are part of the Cerrito Creek Trail/ BART to Bay Bicycle and Pedestrian Route in the ATP, which is in the highest priority category in the ATP. The project will enhance an existing high-visibility crosswalk on one of the busiest streets in the City.

Carlson Boulevard is a multi-lane major arterial with Class II bike lanes connecting to the neighboring City of Richmond. San Diego Avenue is a local residential street that provides direct pedestrian and vehicular access to the Pacific East Mall, a regional shopping center located in Richmond that attracts many visitors, access to the weekly Off the Grid food truck event held on Wednesday evenings, and serves a high-density residential area.

The preliminary application was evaluated by the Countywide Bicycle Advisory Committee (CBAC), which then provided comments meant to strengthen final applications.

At the end of January 2018, City staff will submit the final grant application in the amount of \$100,000 for Carlson Boulevard and San Diego Street Crosswalk Improvements. The City Council's approval of the grant application is required by the MTC to comply with TDA Article 3 requirements. The County's TDA Subcommittee will select and prioritize grant recipients, at which point its recommendations will be forwarded for approval to several entities including the Contra Costa County City-County Engineering Advisory Committee (CCEAC) in March 2018, Mayor's Conference in April 2018, County Board of Supervisors in May 2018 and finally MTC by June 2018.

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 grant application is consistent with the following El Cerrito Strategic Plan Goals:

- Goal E – *Ensure the public's health and safety* by improving pedestrian and bicycle safety; and
- Goal F – *Foster environmental sustainability citywide* by encouraging alternative modes of transportation to the single occupancy vehicle.

ENVIRONMENTAL CONSIDERATIONS

The project is categorically exempt from review under the California Environmental Quality Act (CEQA). More specifically, the project is exempt under Section 15301(c) Existing Facilities because it consists of the minor alteration of existing streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety), involving negligible or no expansion of use. The project is further exempt under CEQA Section 15304(f) and (h) Minor Alterations to Land because it consists of minor alterations in the condition of land and vegetation, involving minor trenching and backfilling where the surface is restored and the creation of bicycle lanes on existing rights-of-way.

FINANCIAL CONSIDERATIONS

If the grant application is successful, funding of \$100,000 from the FY2018/19 TDA Article 3 grant would be appropriated in the Capital Improvement Fund as part of the City's FY 2018-19 budget process. Although there are no matching funds required, providing matching funds will make the project application more competitive. As such, local matching funds in the amount of \$20,000 from the recently approved Senate Bill 1 (SB1) to provide for engineering design and construction management will be proposed as part of the FY 2018-19 budget process.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed action and found that legal considerations have been addressed.

Reviewed by:



Scott Hanin
City Manager

Attachments:

1. Resolution

RESOLUTION NO. 2018-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO APPROVING THE REQUEST TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR AN ALLOCATION OF FISCAL YEAR 2018/2019 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING IN THE AMOUNT OF \$100,000 FOR THE CARLSON BOULEVARD AND SAN DIEGO STREET INTERSECTION CROSSWALK IMPROVEMENTS

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, entitled "Transportation Development Act, Article 3, Pedestrian and Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 4108 requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the City of El Cerrito desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the project described in Attachment B to this resolution, which is for the exclusive benefit and/or use of pedestrians and/or bicyclists.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of El Cerrito declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code.

BE IT FUTHER RESOLVED, that there is no pending or threatened litigation that might adversely affect the project described in Attachment B to this resolution, or that might impair the ability of the City of El Cerrito to carry out the project.

BE IT FURTHER RESOLVED, that the project has been reviewed by the Countywide Bicycle Advisory Committee (CBAC) and has been approved by MTC to use the CBAC and the CBAC provides for expanded representation of the City of El Cerrito and the designated representative is familiar with the bicycle and pedestrian needs of the City of El Cerrito.

BE IT FURTHER RESOLVED, that the City of El Cerrito attests to the accuracy of and approves the statements in Attachment A to this resolution.

BE IT FURTHER RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of the City of El Cerrito for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

Agenda Item No. 4(D)
Attachment 1

I CERTIFY that at a regular meeting on January 16, 2018 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 January XX, 2018.

Cheryl Morse, City Clerk

APPROVED:

Gabriel Quinto, Mayor

RESOLUTION NO. 2018-XX
Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2018-2019 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings
Page 1 of 1

1. That the City of El Cerrito is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the City of El Cerrito legally impeded from undertaking the project(s) described in "Attachment B" of this resolution.
2. That the City of El Cerrito has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule, that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the City of El Cerrito within the prior five fiscal years.
8. That the project(s) described in Attachment B is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.
9. That any project described in Attachment B that is a bikeway meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B will be completed before the funds expire.
11. That the City of El Cerrito agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

RESOLUTION NO. 2018-XX
Attachment B

Page 1 of 2

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2018/2019 Applicant: City of El Cerrito

Contact person: Melissa Tigbao, Engineering Manager/Senior Engineer

Mailing Address: 10890 San Pablo Avenue, El Cerrito, CA 94530

E-Mail Address: mtigbao@ci.el-cerrito.ca.us Telephone: 510.215.4368

Secondary Contact (in event primary not available) Yvettah Ortiz, Public Works Director/City Engineer

E-Mail Address: yortiz@ci.el-cerrito.ca.us Telephone: 510.215.4382

Short Title Description of Project: Carlson Boulevard and San Diego Street Crosswalk Improvements

Amount of claim: \$ 100,000.00

Functional Description of Project:

This project implements the pedestrian improvements identified in the City Council adopted City of El Cerrito Active Transportation Plan (ATP), to install flashing beacons and median refuges, at the intersection of Carlson Boulevard and San Diego Street. The improvements at this intersection are part of the Cerrito Creek Trail/ BART to Bay Bicycle and Pedestrian Route in the ATP, which is in the highest priority category in the ATP. The project will enhance the existing crosswalk on one of the busiest streets in the City. Carlson Boulevard is a multi-lane major arterial with Class II bike lanes connecting to the neighboring City of Richmond. San Diego Avenue is a local residential street that provides direct pedestrian and vehicular access to the Pacific East Mall, a regional shopping center located in Richmond and attracting visitors from a large area, access to the weekly Off the Grid food truck event held on Wednesday evenings, and serves a high-density residential area. Between 2012 and 2016, five (5) collisions were reported at this intersection, two (2) of them involving pedestrians and one (1) of them involving a bicyclist. Over the years, the City has implemented various improvements at this intersection and most recently in 2017 to include updated double-sided MUTCD pedestrian crossing signs and yield markings. We also installed ADA curb ramps all along San Diego Street in 2016 which were prioritized due to several requests from persons with disabilities who reside in the neighborhood. The proposed project improvements are to more fully address the safety needs at this intersection given the roadway and land use characteristics along with collision history. The posted speed limit for Carlson Boulevard at San Diego Street is 30 mph and the ADT (Average Daily Traffic) is 14,600 VPD (Vehicles Per Day). Please see attached excerpts from the City of El Cerrito Active Transportation Plan for reference.

Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, engineering, construction, contingency). Use the table below to show the project budget for the phase being funded or total project. Include prior and proposed future funding of the project. Planning funds may only be used for comprehensive bicycle and pedestrian plans. Project level planning is not an eligible use of TDA Article 3.

Project Elements: This project includes both engineering/design services provided by a consultant and construction by a contractor.

Funding Source	All Prior FYs	Application FY (2018/19)	Next FY	Following FYs	Totals
TDA Article 3		\$100,000			\$100,000
list all other sources:					
1. SB1		\$20,000			\$20,000
2.					
3.					
4.					
Totals		\$120,000			\$120,000

RESOLUTION NO. 2018-XX
Attachment B

Page 2 of 2

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	No; January 16, 2018
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	Yes
D. Has the project been reviewed by a Bicycle Advisory Committee (BAC)? (If "NO," provide an explanation). Enter date the project was reviewed by the BAC: <u>Countywide Bicycle Advisory Committee (CBAC)</u> .	Yes, December 11, 2017
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	Yes, December 28, 2016
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) _____	Yes; December 2019
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes; City will maintain.



AGENDA BILL

Agenda Item No. 4(E)

Date: January 16, 2018
To: El Cerrito City Council
From: Melanie Mintz, Community Development Director
Mark Rasiah, Finance Director/City Treasurer
Subject: Review and Authorization to Submit the Draft Annual Recognized Obligations Payment Schedule 18-19 (July 1, 2018 - June 30, 2019)

ACTION REQUESTED

Adopt a Successor Agency resolution reviewing and authorizing submittal of the draft Recognized Obligations Payment Schedule 18-19.

BACKGROUND

Recognized Obligation Payment Schedules

ABx1 26 (Dissolution Act) dissolved the El Cerrito Redevelopment Agency (RDA) and established the El Cerrito Redevelopment Successor Agency (Successor Agency) on February 1, 2012. Under the Dissolution Act, the portion of property tax revenues collected in the City of El Cerrito Redevelopment Project Area (Project Area) that was considered Tax Increment prior to the RDA's dissolution are called Redevelopment Property Tax and are deposited by the County Auditor-Controller (Auditor-Controller) into the Redevelopment Property Tax Trust Fund (RPTTF). The Auditor-Controller distributes the funds in the RPTTF with the following priority:

1. Auditor-Controller's administrative costs
2. Pass-through payments to the taxing entities affected by the Redevelopment Plan for the Project Area, calculated the same as prior to RDA dissolution
3. Distribution to the Successor Agency to retire the former RDA's obligations
4. Repayment of loans from the Housing Fund (starting in FY 2014-15)
5. Distribution of residual funds to taxing entities

Beginning with the previous ROPS period, the Successor Agency must review and authorize submittal of a Recognized Obligation Schedule (ROPS) for each fiscal year. Each ROPS must then be approved by the Oversight Board to the Successor Agency (Oversight Board) and the California Department of Finance (DOF) before the Auditor-Controller disburses funding for payments on the approved ROPS.

The schedule being reviewed this evening is the draft ROPS 18-19 covering payments due during the period of July 2018 to June 2019. The Successor Agency must submit

ROPS 18-19 approved by the Oversight Board to DOF no later than February 1, 2018. The Oversight Board is scheduled to consider ROPS 18-19 at its upcoming special meeting. After submittal, DOF then has until April 15th to review the ROPS and approve or disapprove of any items. The Successor Agency can request additional review by DOF and an opportunity to meet and confer on disputed items, and must make that request within five business days of receiving a DOF determination. The DOF is required to notify the Successor Agency and Auditor-Controller of its final determination of the approved payments at least 15 days prior to the first distribution date of RPTTF for the ROPS, which is June 1st. RPTTF will continue to be distributed twice annually, on June 1st and January 2nd of each year. The annual ROPS can be amended once per year as long as the amendment is received by DOF before October 1st of the applicable fiscal year.

ANALYSIS

The proposed ROPS 18-19 is Exhibit A to the attached Successor Agency resolution, authorizing its submittal. It includes: 1) A summary of the funding request; 2) An itemized listing of obligations ("ROPS Detail"); 3) A report of cash balances; Obligations with remaining outstanding balances are included on ROPS 18-19, as follows:

- Tax Allocation Bond Debt Service: In August of 2016 former items 1, 3, and 5 on the ROPS were refinanced into the 2016 Tax Allocation Bonds. This is shown as item 29. Debt service on the 2016 Bonds had been deferred in order to create savings that can flow to the City and the taxing entities in the form of additional residual revenues. The first debt service payment is due as part of ROPS 18-19 B in the amount of \$856,584.
- Valente Note (\$288,216): Payment is due on March 5, 2019.
- San Pablo Avenue Streetscape and Streetlights (\$431,599): In the process of closing out multi-year capital improvement projects, it was determined that commitments of tax increment by the RDA to the City were not transferred to the Capital Improvement Fund, but were relied upon for letting construction contracts. While the commitment of tax increment not transferred by the RDA totaled \$956,511, the City was able to reduce project costs and only \$431,599 of the commitment remains outstanding. This continues to be recorded on the ROPS, although DOF has denied this item in the past. SB 107, which amended the Dissolution Statute effective September 22, 2015, included new language that makes clear that any agreement entered into by the former Redevelopment Agency prior to June 28, 2011 is an enforceable obligation if the agreement relates to State Highway infrastructure improvements that the Redevelopment committed funds to pursuant to Section 33445. The San Pablo Streetscape improvements qualifies for repayment under this new language since San Pablo is a State Designated Highway and the Redevelopment Agency committed funds to the project prior to June 28, 2011 and pursuant to Section 33445. The Successor Agency is relisting this item in order to keep options open for obtaining repayment of these of funds

- ERAF and SERAF Loans (\$250,000): Pursuant to Successor Agency Resolution No. 2014-01 and Oversight Board Resolution No. 2014-03, and consistent to the approved SERAF/ERAF Loan Repayment Schedule, an annual repayment amount is listed on the ROPS.
- FY 2017-18 Administrative Allowance (\$250,000): One half of the Successor Agency's administrative allowance is included in each six month period on the ROPS.

The total amount of RPTTF funding required for ROPS 18-19 is estimated to be \$2,067,399.

STRATEGIC PLAN CONSIDERATIONS

The amended ROPS supports Goal B of the City's Strategic Plan to "Achieve long-term financial sustainability."

FINANCIAL CONSIDERATIONS

As a direct result of refunding all the outstanding Tax Allocation Bonds in 2016, debt service payments have been deferred to March 2019. This has had a positive effect on City cash flows in 2017 and 2018 from residual revenues that flow to the City.

It is estimated that the total amount of RPTTF funding required for ROPS 18-19 is \$2,067,399. In order to repay the obligations of the Successor Agency, the ROPS must be approved and submitted to the DOF.

LEGAL CONSIDERATIONS

All actions being requested are consistent with the Dissolution Act, as amended and have been reviewed by the Agency attorney.

Reviewed by:



Scott Hanin
City Manager

Attachments:

1. Resolution

SUCCESSOR AGENCY RESOLUTION NO. 2018-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ACTING AS THE EL CERRITO REDEVELOPMENT AGENCY SUCCESSOR AGENCY AUTHORIZING SUBMITTAL OF THE DRAFT RECOGNIZED OBLIGATION PAYMENT SCHEDULE 18-19, AS REQUIRED UNDER THE DISSOLUTION ACT AND APPROVING INCLUSION ON THE ROPS OF REIMBURSEMENT TO THE CITY FOR STREETSCAPE IMPROVEMENTS MADE PURSUANT TO AN APPROVED REDEVELOPMENT PROJECT PLAN FOR INFRASTRUCTURE IMPROVEMENTS

WHEREAS, pursuant to the California Community Redevelopment Law (the "Redevelopment Law"), the City Council (the "City Council") of the City of El Cerrito (the "City") adopted the Redevelopment Plan for the City of El Cerrito Redevelopment Project Area by Ordinance No. 77-17, as amended by Ordinances No. 80-13; No. 89-5; No. 94-4; No. 2004-3; No. 2005-01; and No. 2006-10 (collectively, the "Redevelopment Plan"); and

WHEREAS, the El Cerrito Redevelopment Agency (the "RDA") was responsible for implementation of the Redevelopment Plan; and

WHEREAS, as part of the 2011-12 State budget bill, ABx1 26 (the "Dissolution Act") was enacted significantly modifying the Redevelopment Law to require the dissolution of redevelopment agencies throughout California and the establishment of successor agencies to wind down the former redevelopment agencies' affairs; and

WHEREAS, on August 15, 2011, pursuant to the Dissolution Act, the City elected to serve as the El Cerrito Redevelopment Agency Successor Agency (the "Successor Agency"), should the RDA be dissolved; and

WHEREAS, California redevelopment agencies were dissolved on February 1, 2012; and

WHEREAS, pursuant to the Dissolution Act, upon dissolution, the RDA transferred as a matter of law all remaining liabilities, debts and obligations to the Successor Agency; and transferred all unencumbered funds and assets to the Successor Agency's Redevelopment Obligation Retirement Fund (the "RORF"), for disposition and/or use by the Successor Agency to retire RDA debt and pay for RDA obligations; and

WHEREAS, pursuant to the Dissolution Act, the Contra Costa County Auditor Controller (the "Auditor-Controller") established the Redevelopment Property Tax Trust Fund (the "RPTTF") to hold Redevelopment Property Tax collected from the City of El Cerrito Redevelopment Project Area to be disbursed to the Successor Agency for payment of its enforceable obligations and to taxing entities affected by the Redevelopment Plan; and

WHEREAS, SB 107 was enacted on September 22, 2015 modifying the Dissolution Act to require the Successor Agency to submit an Oversight Board approved annual Recognized Obligations Payment Schedule 18-19 ("ROPS 18-19") covering the period July 1, 2018 through June 30, 2019 to the Department of Finance (the "DOF") by February 1, 2018; and

WHEREAS, the Oversight Board to the Successor Agency to the El Cerrito Redevelopment Agency (the "Oversight Board") was formed on April 4, 2012; and

Agenda Item No. 4(E)
Attachment 1

WHEREAS, the Successor Agency has reviewed the draft ROPS 18-19 that was prepared pursuant to the Dissolution Act, which is attached and incorporated as Exhibit A to this Resolution, for submittal to the Oversight Board, the Auditor-Controller, and DOF; and

WHEREAS, the former Redevelopment Agency prior to its dissolution and prior to June 28, 2011 agreed to reimburse the City of El Cerrito for certain infrastructure improvements to San Pablo Avenue, a State Highway, to be completed in the Redevelopment Project Area and in accordance with the Former Redevelopment Agency's Implementation Plan ("San Pablo Streetscape Improvements"); and

WHEREAS, at the time the Former Redevelopment Agency was dissolved, the Former Redevelopment Agency owed the City \$431,599 related to the San Pablo Streetscape Improvements; and

WHEREAS, SB 107 specifically provides at Section 34171(d)(2) that an agreement entered into by a Redevelopment Agency prior to June 28, 2011 is an enforceable obligation if it relates to State Highway Infrastructure improvements to which the Redevelopment Agency committed funds; and

WHEREAS, the Successor Agency has determined that the amounts owed to the City constitute an enforceable obligation pursuant to Section 34171(d)(2) to be listed on the ROPS 18-19; and

WHEREAS, the Successor Agency wishes to authorize Successor Agency staff to amend the ROPS 18-19 administratively to account for any additional changes made by the DOF to the ROPS form or changes made by the Oversight Board that occur after the Successor Agency's consideration.

NOW THEREFORE, BE IT RESOLVED that the City El Cerrito Redevelopment Agency Successor Agency hereby finds the above recitals to be true and accurate.

BE IT FURTHER RESOLVED that the El Cerrito Redevelopment Agency Successor Agency authorizes the submittal of the draft Recognized Obligation Payment Schedule 18-19 as required under the Dissolution Act, subject to such changes as may be necessary to accommodate changes in the DOF approved form and any changes made by the Oversight Board any such changes to be approved by the City Manager.

BE IT FURTHER RESOLVED, the El Cerrito Redevelopment Agency Successor Agency authorizes the inclusion in the ROPS 18-19 of a reimbursement to the City of El Cerrito for the San Pablo Streetscape Improvement in the amount of \$431,599 in accordance with Section 34171(d)(2).

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

Agenda Item No. 4(E)

Attachment 1

I CERTIFY that at the regular meeting on January 16, 2018, the City Council of the City of El Cerrito acting as the El Cerrito Redevelopment Agency Successor Agency passed this resolution by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

IN WITNESS of this action, I sign this document on January 17, 2018.

Cheryl Morse, City Clerk

APPROVED:

Gabriel Quinto, Mayor

Agenda Item No. 4(E)
SA Resolution No. 2018-XX
Exhibit A

Recognized Obligation Payment Schedule (ROPS 18-19) - Summary

Filed for the July 1, 2018 through June 30, 2019 Period

Successor Agency:

El Cerrito

County:

Contra Costa

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)		18-19A Total (July - December)	18-19B Total (January - June)	ROPS 18-19 Total
A	Enforceable Obligations Funded as Follows (B+C+D):	\$ -	\$ -	\$ -
B	Bond Proceeds	-	-	-
C	Reserve Balance	-	-	-
D	Other Funds	-	-	-
E	Redevelopment Property Tax Trust Fund (RPTTF) (F+G):	\$ 806,599	\$ 1,269,800	\$ 2,076,399
F	RPTTF	806,599	1,269,800	2,076,399
G	Administrative RPTTF	-	-	-
H	Current Period Enforceable Obligations (A+E):	\$ 806,599	\$ 1,269,800	\$ 2,076,399

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name	Title
/s/ Signature	Date

(Report Amounts in Whole Dollars)

Report Amounts in whole Dollars																						
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 18-19 Total	18-19A (July - December)					18-19A Total	18-19B (January - June)					18-19B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
6	2009-10 SERAF Loan	SERAF/EBAF	2/16/2010	11/24/2024	City LAM Housing Fund	Funds advanced for SERAF payment	El Cerrito	\$ 18,953,542	N	\$ 2,076,399	\$ -	\$ -	\$ -	\$ 806,599	\$ -	\$ 806,599	\$ -	\$ -	\$ -	\$ 1,269,800	\$ -	\$ 1,269,800
9	Valente Promissory Note	Third-Party Loans	3/5/2009	3/5/2024	George Valente	Loan for land acquisition	El Cerrito	417,275	N	\$ 250,000				250,000		\$ 250,000						\$ 288,216
21	Litigation Cost/Cash Flow Loan Agreement	Legal	10/1/2013	6/30/2015	City of El Cerrito	Successor Agency litigation costs funded by ROPS 14-15B RPT and/or by City of El Cerrito Cash Flow Loan pursuant to H&S Code Section 34173(h).	El Cerrito	1,729,293	N	\$ -						\$ -						\$ 288,216
24	San Pablo Avenue Streetscape	OPA/DDA/Construction	7/1/2004	11/24/2024	City of El Cerrito	Unbonded commitment for public improvements constructed in 2004-2011	El Cerrito	431,599	N	431,599				431,599		431,599						
25	Administrative Allowance	Admin Costs	6/1/2014	7/31/2023	City of El Cerrito	Annual allowance	El Cerrito	1,625,000	N	\$ 250,000				125,000		\$ 125,000				125,000		\$ 125,000
28	Expenditure of Bond Proceeds	Bond Funded Project -- Pre-2011	1/1/2016	6/30/2016	City of El Cerrito	Distribute remaining bond proceeds back to the City for expenditure consistent with bond documents	El Cerrito	406,243	N	\$ -						\$ -						\$ -
29	2016 Tax Allocation Bonds	Bonds Issued After 12/31/10	8/4/2016	9/1/2025	Union Bank	Refunding of Items 1, 3, and 5 with private placement issue.		14,350,132	N	\$ 856,584						\$ -				856,584		\$ 856,584
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El Cerrito Recognized Obligation Payment Schedule (ROPS 18-19) - Report of Cash Balances
July 1, 2015 through June 30, 2016
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (I), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [Cash Balance Tips Sheet](#)

A	B	C	D	E	F	G	H	I
	Cash Balance Information for ROPS 15-16 Actuals (07/01/15 - 06/30/16)	Fund Sources						Comments
		Bond Proceeds		Reserve Balance		Other	RPTTF	
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
1	Beginning Available Cash Balance (Actual 07/01/15)			1,137	-	102	180,135	See Note 1
2	Revenue/Income (Actual 06/30/16) RPTTF amounts should tie to the ROPS 15-16 total distribution from the County Auditor-Controller during June 2015 and January 2016.					74	2,198,512	
3	Expenditures for ROPS 15-16 Enforceable Obligations (Actual 06/30/16)						1,179,167	Excludes July 1, 2016 DS payment
4	Retention of Available Cash Balance (Actual 06/30/16) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						1,199,480	Retained to make July 1, 2016 DS payment
5	ROPS 15-16 RPTTF Balances Remaining	No entry required						
6	Ending Actual Available Cash Balance (06/30/16) C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 + 5)	\$ -	\$ -	\$ 1,137	\$ -	\$ 176	\$ -	

El Cerrito Recognized Obligation Payment Schedule (ROPS 18-19) - Notes July 1, 2018 through June 30, 2019

[illegible]

El Cerrito Recognized Obligation Payment Schedule (ROPS 18-19) - Notes July 1, 2018 through June 30, 2019
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Item #	Notes/Comments

Stand Together CoCo

One County, One Community, United

“The impact of deportation ripples outward,
creating a climate of fear and paralysis in the entire community –
children whose classmates are separated from their parents;
businesses who lose valued workers;
families who become scared to seek health care,
to use public services or even to drive.”ⁱ



A PROPOSAL PREPARED FOR
THE FINANCE COMMITTEE OF THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS
SUBMITTED BY THE CONTRA COSTA IMMIGRANT RIGHTS ALLIANCE, AUGUST 16, 2017
REPORT WRITTEN AND PRODUCED FOR CCIRA BY REBECCA BROWN, REENTRY SOLUTIONS GROUP,
WITH SUPPORT FROM THE Y & H SODA FOUNDATION

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I. EXECUTIVE SUMMARY

The Contra Costa Immigrant Rights Alliance (CCIRA) proposes that Contra Costa County establish *Stand Together CoCo*, a rapid response and community education project to support safety and justice for immigrant families in Contra Costa.

The mission of Stand Together CoCo is to ensure that all people in Contra Costa County, regardless of citizenship or immigration status, are afforded the rights established by the United States Constitution, and are protected from actions or policies that result in disparate, discriminatory, or unlawful treatment.

A project conducted in partnership with community-based organizations to be selected through a competitive process, Stand Together CoCo will provide culturally competent, no-cost rapid response support, legal defense services and clinics, and immigrant rights education and training to support families impacted by anti-immigrant policies and practices affecting Contra Costa County residents.

Stewarded by a multi-sector Steering Committee of local stakeholders, Stand Together CoCo will operate as a 2.5-year pilot project managed by the Office of the Public Defender during its pilot period, spanning January 1, 2018 to June 30, 2020.

Stand Together CoCo will launch its first phase from January 2018-June 2018, on a six-month budget of \$573,557. In this first phase, approximately 85% of all funds will be passed through to community-based organizations selected via a competitive Request for Qualifications (RFQ) issued in October 2017, to provide community-based training, support services, and legal representation. The Y & H Soda Foundation, which champions this effort, has committed \$75,000 to support the six-month first phase, contingent on a \$500,000 contribution by Contra Costa County to underwrite costs from Jan-June 2018.

As of the full fiscal year beginning July 1, 2018, the project will operate at an estimated annual budget of \$1,062,415. With the project in development during fall 2017 and in operation as of January 2018, Stand Together CoCo will work with the Soda Foundation, other private funders, Contra Costa leaders, and allies to raise a target of \$560,000 in annual commitments from private sources, to augment proposed annual \$500,000 grants made by the County in each of the pilot's three fiscal years.

As a public/private collective impact initiative staffed by trained community leaders and community-based immigration defense attorneys, and deploying across the county's three geographic regions, Stand Together CoCo will build on Contra Costa's outstanding record of success in developing bold and innovative solutions to advance justice and equity for all of its residents.

II. OUR REQUEST

We ask the Contra Costa County Board of Supervisors to authorize the Office of the Public Defender to establish Stand Together CoCo as a pilot project.

We further ask the Board of Supervisors to allocate \$500,000 in FY 17/18 funding to support operations in the Jan-June 2018 first phase, with a further commitment that the County will provide \$500,000 in annual support in each of fiscal years 2018-19 and 2019-20.

Working with key local partners, Stand Together CoCo will then use this commitment to generate funding from other public and private sources; we are already in conversation with leading regional funders that are eager to support this work, pending commitment from County authorities.

III. PROJECT DELIVERABLES

In its first six months, the project will provide direct services conservatively valued at \$626,900. Of course, this direct-service value does not begin to calculate or reflect larger economic benefits garnered for individuals, families, and Contra Costa County as a whole through the prevention of unnecessary detentions or improper deportations. For a survey of these economic costs, see Sections IV and V below.

A. COMMUNITY WORKSHOPS, CLINICS, AND TRAININGS

- Workshops & Presentations: Conduct four workshops per region over the course of six months (on topics such as Know Your Rights, Your Rights as a Tenant, and Protecting Your Employee Rights), reaching an average of 45 people per workshop, totaling 540 people in the first six months (45 people at each of four events per region for three regions); these events will also be live-streamed, conservatively reaching an additional 500 people, thus **serving a total of 1,040 people in six months**, for a value conservatively estimated at \$26,000 (\$25/per person, per workshop)
- In-reach to County jails: Provide or coordinate monthly informational presentations on due-process rights and immigration processes and resources for people detained in the West County jail as ICE detainees, reaching an estimated 30 people per month, **reaching a total of 180 people in custody** in the first six months, for a value conservatively estimated at \$9,000 (180 people @ \$50/meeting)
- Clinical Consultations: Conduct Ask an Attorney/Case Review events, providing individualized legal consultations, advising on legal rights and forms of relief, arranging structured and customized referrals for pro-bono or low-cost legal services. An estimated **468 residents and families** will receive free legal consultations, for a value conservatively estimated at \$140,400 (assuming six consultations per lawyer per week for 26 weeks @ \$300 per consultation)
- Train the Trainer/ Leadership Development: 12 stipended Community Responders will be trained in relevant areas (e.g. group facilitation, participatory decision-making, and immigrant rights, deportation procedures, community defense and education), and will lead monthly Local Leadership Council meetings involving an additional 10 (volunteer) Peer Responders per region (both documented and undocumented); each LLC will develop an Operating Agreement that outlines areas of responsibility and duty, including shifts on dispatch and response (**12 stipended Community Responders, at least 30 volunteer Peer Responders = 42 people**), for a value conservatively estimated at \$84,000 (42 people @ \$2,000 in trainings)

B. PUBLIC EDUCATION AND OUTREACH

- Print materials: In first six months, **produce 6,000 Know Your Rights cards** which will include the Rapid Response hotline number, in Spanish, Chinese, Tagalog, Persian, Arabic, Vietnamese, and Laotian; reprint, as needed, in each of the subsequent years

- Churches, mosques, radio, Univision: Conduct outreach and information interviews, and provide informational materials and Know Your Rights cards, through **at least 36 faith-based organizations** in the project's first six months
- Provide single points of contact **with at least 10 school districts across the county** in the first six months, to foster communication and enhance family capacity and preparedness to respond to immigration enforcement concerns and actions

C. COMMUNITY RAID VERIFICATION AND RESPONSE

- One paid Community Response Coordinator, three paid Community Leaders, and 12 stipended Community Responders, supported by 30 volunteer Peer Responders/Local Leadership Council members, will staff a Rapid Response hotline 24 hours a day, seven days a week, to provide information, support, and response for Contra Costa County residents who are threatened with deportation or who are impacted by immigration enforcement activity.

D. REPRESENTATION IN IMMIGRATION PROCEEDINGS

- In the project's first six months, provide legal representation for **60 detained individuals** in pursuing bond or release, or in removal defense and applications for relief at Executive Office of Immigration Review, for a value conservatively estimated at \$367,500 (at a blended value of \$6,125/client for 60 clients)

IV. PROJECT NEED

The United States' federal immigration enforcement and removal model has long relied on an array of community-targeted tactics to identify, locate, detain, and deport non-citizen residents of the United States. These tactics include large worksite raids, immigration-related interrogations for people held in state and local prisons and jails, vehicle patrols canvassing certain communities, and Immigration and Customs Enforcement (ICE) foot patrols to target people going about their daily lives, such as in shops and workplaces, as well as at government sites such as the DMV, social service agencies, and courthouses.

Under the new Presidential administration, such actions have dramatically broadened and intensified, developing not only new tactics but expanding the net of targeted individuals. A recent federal memo issued by the Department of Homeland Security instructs ICE agents to "take enforcement action against all removable aliens encountered in the course of their duties," whether or not they are an identified ICE target or have any criminal history at all.ⁱⁱ At the same time, the federal government has formally adopted **stricter policies against releasing detainees** pending their deportation process, thus "expanding detention space to support the E.O.'s **termination of 'catch-and-release' policies**" (Albanese, 2, emphasis added).

In the popular imagination, people detained by ICE have no legal basis or process by which to challenge their deportation. But the fact of the matter is that *all* residents of the United States have constitutionally-protected rights of due process. For example, immigrants detained by ICE are legally entitled to file an "application for relief, to argue that the judge should let them stay in the country because of family and community ties, or because they fear persecution abroad."ⁱⁱⁱ

Yet the effort to protect due process rights in immigration proceedings is a daunting task. As explained in a 2014 study by Northern California Collaborative for Immigrant Justice, "To stay in the United States with their families,

immigrants detained in Northern California must navigate complex and intricate immigration laws and procedures” (NJJIC, 10).

It is important to note that under current U.S. immigration laws and policies, people caught up in the deportation system are not legally entitled to a lawyer if they cannot afford one – unless they can pay for a lawyer or find someone to represent them for free, respondents in deportation proceedings must proceed without an attorney. But it is almost impossible to traverse the complex deportation system without counsel – including counsel in the very first moments of the detention and removal process. Custodial detention is a frightening and confusing experience; decisions made in the intimidating confines of ICE custody – such as unknowingly signing away your rights, or failing to request due process like a bond hearing – can have irreparable and lifelong effect. As reported in a recent study in California, for example, “the odds of being granted bond [for release from detention] are more than 3.5 times higher for detainees represented by attorneys than those who appeared pro se, net of other relevant factors,” while “non-detained and represented immigrants succeeded approximately four times as often as those who lacked counsel.”^{iv}

Yet in San Francisco’s Immigration Court, “roughly 2/3 of detained immigrants had no legal representation at any point in their removal proceedings” (NCCIJ, 9). The financial barriers are less daunting than the barriers to representation; the typical immigration bond nationally is slightly less than \$6,500.^v



Lacking access to proper legal counsel, therefore, many thousands of people are detained and deported as the result of missed due-process opportunities all along the way: due to failure to request or be awarded bond, or on the basis of erroneous facts, or due to erroneous interpretation of facts, or resulting from improper application of law, or without consideration of their potential relief from deportation related to their specific histories and circumstances. And the judicial logjam is only growing: In fiscal year 2014, for instance, the eighteen immigration judges of the San Francisco Immigration Court faced a backlog of 23,969 pending cases (NCCIJ, 12) – and this, it should be noted, was *before* the advent of the new administration’s intensified policies.

What this means is that millions of people across America, and potentially tens of thousands of people in Contra Costa, are subject to wrongful deportation – typically, due to lack of access to immediate counsel.

Given backlogs of this magnitude, it should come as no surprise that federal immigration judges recognize the importance of legal representation for people in immigration proceedings. “In a recent survey of the nation’s immigration judges, 92% of the judges agreed that ‘When the [immigrant] has a competent lawyer, I can conduct the adjudication more efficiently and quickly.’ In other words, representation “affects the efficiency of adjudicative proceedings” (NCCIJ, 12).

A recent data study estimated that there are 65,000 undocumented residents in Contra Costa,^{vi} with Spanish, Chinese, Tagalog, and Persian as the primary non-English languages spoken at home.^{vii} These immigrants and their families are essential elements of the vibrant mosaic that is Contra Costa County.

In the face of intensified federal immigration enforcement efforts, and in order to ensure due process while supporting vulnerable communities, the Contra Costa Immigrant Rights Alliance has spearheaded the creation of a new initiative to support, advocate for, and protect Contra Costa's vulnerable immigrant communities. Thus, and with the active support of Contra Costa County's elected leaders, Stand Together CoCo was born.

V. PROJECT SCOPE AND IMPACT

Immigrants – regardless of their immigration status – are, with their families, inextricably woven into California's history and fabric: in our economies, our neighborhoods, our businesses, and our schools.

It is imperative to realize that *all* non-citizen immigrants (including people who hold “green-cards”^{viii} and visas,^{ix} and whether or not they have any criminal convictions *or even arrests*) are subject to the expanded federal policies and actions now being implemented across the United States. According to an official memorandum dated February 21, 2017, “DHS will no longer exempt classes or categories of removable aliens from potential



enforcement”; those who are prioritized for removal include people who have “committed acts which constitute a chargeable criminal offense” (whether or not they’ve been arrested, charged, or convicted), have “abused any program related to receipt of public benefits” (without clarifying the standards of evidence for making such a claim), or “in the judgment of an immigration officer, otherwise pose a risk to public safety” (Albanese 2), thereby widening the net to limitless expanse.

With this expansion and intensification of federal immigration deportation efforts, it should come as no surprise that, within Contra Costa as well as across our nation, community leaders and elected officials are developing new local resources and solutions to mitigate deportation's destructive effect on families, communities, and economies.

A wealth of research^x has made it clear: “The [detention or] deportation of a family's breadwinner or primary caregiver has devastating consequences for the spouse and children who depend on his earnings, including harm to their financial, educational, physical, and mental wellbeing. Deportation of a parent can cause children to enter the child welfare system, and result in children suffering lasting psychological harm that impacts their long-term economic and social stability. **These social and economic costs of deportation are largely borne by Northern California's counties, which administer public health, education, and social services**” (NCCIJ, 7, emphasis added). In addition to the severe local economic and social impacts of deportation, a recent report asserts that each deportation by ICE costs taxpayers an average of \$10,874.^{xi}

Blended-Status Families: Many non-citizens are members of “blended status” families, in which one parent, or all of the children, may be United States citizens. Across the state, the “vast majority of children...are U.S. citizens (96 percent), a small amount (2 percent) are lawfully residing immigrants, and very few children (2 percent) are undocumented immigrants.”^{xii}

Locally, blended families include children who are legal citizens; “While only 1 in 14 children [in Alameda and Contra Costa Counties] is an immigrant, nearly half have at least one immigrant parent, and 30% of households are headed by immigrant[s].... [E]stimates suggest that 72% of unauthorized residents...are living with citizens, and 34% are living with their own citizen children.”^{xiii}

Thus, although deportation focuses on individuals, its effects ripple with substantial consequence across their families, and thus across our broader community.

Children’s Well-Being: Children are especially vulnerable to the detrimental effects of a hostile immigration enforcement environment: “Although undocumented immigrant parents may try to protect their children from adults’ worries, children are highly cognizant of the implications of immigration status on their everyday lives. Even if family members are not actually detained or deported, immigrant families live in constant fear of being separated from loved ones that keeps them from fully participating in American society,” such as going to the doctor, driving a child to school, or visiting public places like parks (Effect, 2).

Multiple studies confirm that a parent’s detention or deportation increases depression and anxiety in children, negatively affects physical health and school performance, decreases family income, increases housing and food insecurity, and increases risk of child-welfare involvement (Effect, 2). Further, many immigrant parents of children



citizens hesitate to apply for essential public benefits to which their children are entitled – such as Medi-Cal – out of fear of navigating the systems or that the information may be used against them (Effect, 3).

Further, an estimated 12,000 young people in Contra Costa County^{xiv} are eligible for administrative relief from deportation under the Deferred Action for Childhood Arrivals (DACA) program,^{xv} which is now being threatened under President Trump’s administration.

And when children miss school, our local school districts lose federal and state funding tied to Average Daily Attendance rates, while parents may be required to appear at truancy court proceedings; further, when individuals are afraid to engage with authorities, they may be unwilling to report crimes, whether as a victim or a witness, thus diminishing public safety overall.

Economy: Notwithstanding divisive rhetoric claiming that undocumented immigrants are a drain on the economy, a study by the Institute on Taxation and Economic Policy found that undocumented immigrants “collectively contribute an estimated \$11.74 billion to state and local coffers each year via a combination of sales and excise, personal income, and property taxes.... On average, the nation’s estimated 11 million undocumented immigrants pay 8 percent of their incomes in state and local taxes every year.”^{xvi}

The vast majority of undocumented immigrants hold wage-earning jobs,^{xvii} with workforce participation rates higher than those of non-citizens.^{xviii} A recent paper published by the National Bureau of Economic Research found that “the economic contribution of unauthorized workers to the U.S. economy is substantial, at approximately 3%

of private-sector GDP annually, which amounts to close to \$5 trillion over a 10-year period”; the paper further found that “legalization of unauthorized workers would increase their contribution to 3.6% of private-sector GDP. The source of these gains stems from the productivity increase arising from the expanded labor market opportunities for these workers which, in turn, would lead to an increase in capital investment by employers.”^{xix}

These macroeconomic effects prove true at the microeconomic level of individual families, as well -

“[I]mmigration-related arrests cause household income to fall to half on average, and leave one-fourth of households without anyone earning wages.... The Urban Institute’s 2010 study of families of detainees found that 28.3% of families suffered from insufficient food access after six months” (NCCIJ 13). Yet people can be held in detention for many months; according to one survey of people detained in ICE custody for at least six months, the average length of detention was 273 days; of these people, 90% had been employed immediately prior to detention, with collective wages lost to families and the local economies calculated at more than \$11 million (CA Due Process Crisis, 10-11).



And for every person who has lost a job, there’s an employer who has lost an employee. “[W]hen employees are detained or deported, businesses must bear the costs of this turnover. A review of 30 previous studies of turnover costs showed that these costs are regularly 20 percent of annual wages for workers earning less than \$50,000.... Deportation and detention-related employee turnover thus places a huge financial burden on California employers, especially given that noncitizens comprise such a large proportion of California’s workforce” (CA Due Process, 11).

And the ripples widen: for every family that has lost one parent, there’s another parent (or relative or friend or child) who must shoulder additional demands, which in turn affects their own abilities to go to work, or school, or care for their families.

VI. LOCAL PRECEDENTS

Contra Costa County has both proven and recent experience in undertaking successful pilot initiatives to develop new approaches to meet urgent needs that require coordinated responses. In the County’s history, these initiatives are typically conceived as time-limited, cross-agency demonstration pilot projects that leverage established infrastructure and are supported by dedicated public funding sufficient to test these new solutions.

Local examples of Contra Costa’s commitment to innovative pilot projects include the County’s new Office of Reentry and Justice, originally proposed in May 2016 by the AB109 Community Advisory Board and now a pilot initiative operating inside the County Administrator’s Office; the Zero Tolerance for Domestic Violence initiative (now known as Families Thrive), established at the direction of the County Board of Supervisors and housed within the Employment and Human Services division; and the Family Justice Alliance, which began as a cross-sector, community-based pilot and is now an independent 501c3 organization operating in partnership with public and private agencies and our County Board of Supervisors.

Further, Stand Together CoCo will build on Contra Costa's commitment to bold, coordinated, public/private solutions – such as Contra Costa CARES – developed to meet the distinct needs of undocumented Contra Costa residents. Launched as a twelve-month pilot in November 2015, Contra Costa CARES continues operating today, providing access to essential primary medical care for low-income adult undocumented residents. The CARES project was launched with \$1 million in initial funding, of which Contra Costa County provided \$500,000. Today, the project operates on an annual budget of \$1.5 million for fiscal 2017-18.

Taken as a whole, these initiatives came into being as the result of forward-thinking partnerships of community stakeholders, the County Board of Supervisors, and public and private agencies. Each of them reflects Contra Costa's demonstrated commitment to acknowledging and meeting the urgent challenges confronting some of our most vulnerable and marginalized community members.

The proposed project, Stand Together CoCo, builds on this legacy of extraordinary leadership and partnership.

VII. PROJECT RATIONALE

As an interdisciplinary, multi-sector initiative, Stand Together CoCo is designed to maximize the value of each element while augmenting collective capacity through intentional synergies.

- Grounded in community-based leadership development, capacity building, and community empowerment, Stand Together CoCo elicits, values, and enhances grassroots expertise, cultivates established and emergent community leaders, and advances community empowerment and agency.
- Partnering with experienced, established nonprofit organizations and legal service providers with deep ties to affected communities will advance trust and acceptance, while stewarding funds and augmenting capacity in the most cost-effective manner possible.
- Placing the project inside the Public Defender's Office will ensure a level of expertise, capacity, and visibility that will foster both excellence and accountability.
- The project's endorsement by the Contra Costa County Board of Supervisors will send a clear message of leadership, commitment, and compassion for our most vulnerable residents – and their allies – who are confronting terrifying new realities.

VIII. PROGRAMMATIC OVERVIEW

Stewarded by a Steering Committee and informed by regional Local Leadership Councils in each of the County's three geographic regions, Stand Together CoCo will provide three essential functions:

A. IMMIGRATION-RELATED INFORMATION AND RAID VERIFICATION, RAPID RESPONSE DISPATCH

Supported by a 24-hour Stand Together hotline built on an established web-based platform and augmented by an on-demand multi-language translation service, regional teams of trained Stand Together Community Leaders, stipended Community Responders, and volunteer Peer Responders will be dispatched to accomplish three goals:

1. Verify and provide accurate information about immigration-related actions reported in the community, in order to dispel inaccurate information while concentrating attention and resources in response to actions undertaken by agents of Immigration and Customs Enforcement (ICE)
2. Serve as trained Legal Observers to witness and document actions being undertaken by ICE in Contra Costa
3. Provide immediate support and systems navigation for families and individuals in Contra Costa who have been targeted by/detained by ICE

B. LEGAL REPRESENTATION, CLINICAL CONSULTATIONS, AND TECHNICAL ASSISTANCE

1. Rapid Response Legal Representation

Alerted by the Stand Together Dispatch, and in partnership with Community Leaders, a team of experienced immigration defense attorneys will provide Contra Costa residents with rapid-response legal representation at three critical moments in the deportation process:

- During the determination of eligibility for release from detention on bond
- During the judicial process to address or challenge grounds for deportation
- During the judicial process to determine eligibility for relief from deportation

2. Community-Based Clinical Consultations

The impact and consequence of the lack of access to legal services extends beyond the question of custody and bond, spilling into everyday life for non-detained immigrants and their families, as well. In the absence of reliable and accessible legal advice about rights and risks, thousands of families are trapped in the shadows, afraid to seek help or counsel.

This chronic condition – the lack of personal financial resources and uncertainty about who they can trust – is further exacerbated by the relatively limited pool of qualified immigration removal defense attorneys in Contra Costa County.

Thus, Stand Together CoCo, and its partners, will design and conduct community events to offer legal consultations and services. As part of this work, Stand Together CoCo lawyers will provide structured referrals to relevant nonprofit and public services to help address those needs. Such customized consultations will ensure that all Contra Costa residents have access to legal advice regarding the options and issues specific to each case and circumstances.

Conducted in partnership with existing community-based initiatives, these events will maximize the breadth and value of complementary resources such as the County's Clean Slate/Prop 47/Prop 64 legal remedies projects.

By embedding multi-partner “one stop” immigrant-resource events in trusted community-based settings, Stand Together CoCo will mitigate some of the most challenging barriers currently faced by these vulnerable residents – knowing where to start and how to get help.

3. Technical Assistance

In addition to providing direct representation and clinical services, the Stand Together CoCo attorneys will also provide community partners with technical assistance regarding new or complex developments of immigration law. To advance collective capacity, they will provide issues analysis on relevant developments in immigration law; provide training and job-shadowing opportunities to help Community Leaders and Responders understand the methods and procedures of immigration court; and review and assist in the development of content for legal rights workshops, such as those described below.

C. COMMUNITY EDUCATION AND LEGAL RIGHTS WORKSHOPS

Working in partnership with proven community-based partners, the multi-disciplinary Stand Together CoCo team will organize an ongoing array of culturally-responsive Community Education and Legal Services workshops, clinics, and trainings held in safe, trusted community-based sites across Contra Costa County.

Developed by Stand Together Community Leaders and Stand Together lawyers, and supported by stipended Community Responders and volunteer Peer Responders, these events will serve three primary functions:

1. **Workshops:** Advance equity, strengthen collective purpose, and equip Contra Costa families and individuals with essential tools and information to protect their families and exercise their Constitutional rights, which apply to all residents of the United States, regardless of their citizenship status

Hands-on workshops will help families prepare and equip themselves for potential targeting by ICE, offering practical and user-friendly guidance on topics such as: Let's Make a Family Preparedness Plan; Know Your Rights; Know Your Immigration-Status Options; What To Do if ICE Approaches You; Tenant Rights; and Employee Rights (including wage theft)

2. **Train the Trainer Capacity-Building:** Expand both individual and collective capacity to advance safety and justice for immigrant families in Contra Costa

In the Train the Trainer events, project staff will advance community capacity through technical trainings such as "Raid Verification Protocols," "Navigating the Immigration Bond Process," "Developing Family Preparedness Plans," and "How to be a Safe and Effective Legal Observer."

These events will also be co-convened with relevant partners and projects in order to maximize the reach and impact of existing community-based legal efforts, such as the County's Misdemeanor Early Representation Project, which is piloting to great success in both Antioch and Richmond.

3. **Leadership Development:** Create a structured continuum of development and leadership opportunities to identify, recruit, invest in, and organize an array of impacted community members.

At initial scale, this continuum will be led by three Community Leaders (paid, full-time) who will cultivate and work with twelve Local Responders (stipended, part-time), who will in turn provide engagement opportunities for an estimated 30-36 Local Leadership Council members (volunteers from impacted communities in each of the three geographic regions).

Facilitated by each region's Community Leaders and Local Responders, the Local Leadership Councils will provide safe and accessible methods to share essential information directly with and from the affected communities.

IX. PROJECT GOVERNANCE

Hosted by the Office of the Public Defender during its pilot phase, Stand Together CoCo will be administratively managed by Deputy Public Defender/Immigration Attorney Ali Saidi, in stewardship with a multi-stakeholder Steering Committee representing public agencies, nonprofit organizations, and community members.

To augment and inform the work of this body, the three regional Community Response Leaders will organize and manage Local Leadership Councils in each region. Co-facilitated by the Community Response Leaders and each region's stipended Community Responders, these Local Leadership Councils will provide structured opportunities to gather and disseminate information, identify areas of local concern, recruit and train volunteer responders, provide mutual support in what can be an isolating and terrifying environment, and inform project design and operations.

This governance structure – Host, Steering Committee, and Local Leadership Councils – encourages shared leadership, aligns public and community resources, and cultivates regional insights and meaningful peer-leadership development opportunities



X. COMMUNITY-BASED ORGANIZATIONS: RFQS AND TIMELINE

In its pilot phase, the project will be hosted at the Office of the Public Defender, which will provide in-kind occupancy and indirect resources to supervise the project. Under the umbrella of the Public Defender's Office, the bulk of the project's day-to-day activities will be undertaken by community-based organizations selected via a competitive Request for Qualifications (RFQ) process.

The RFQ process will be managed by an RFQ Team, which will include representatives of the Public Defender's Office, County leadership, and community members with expertise in the immigrant experience, community-based service delivery, community organizing, and immigration defense.

We propose the following timeline:

- Tuesday, September 12, 2017: Board of Supervisors approves Stand Together CoCo and commits funding
- By Friday, October 20, 2017: Assemble an RFQ Team, develop a Request for Qualifications, prepare for dissemination (pending approval/authorization by the Board of Supervisors)
- By Friday, November 10, 2017: Receive and vet responses, select proposed grantees
- On Tuesday, November 14, 2017: Present recommendations to Board of Supervisors
- By Monday, December 11, 2017: Finalize contracts
- By Friday, December 29, 2017: Develop basic policy documents and operating agreements
- Tuesday, January 2, 2018: Begin operations

XI. ATTACHMENTS

See attached Gantt chart, organizational chart, budget, and infographic for additional information.

i Family Unity, Family Health: How Family-Focused Immigration Reform Will Mean Better Health for Children and Families, Human Impact Partners, June 2013, Foreword.

ii Albanese, Matthew T., Memorandum Implementing the President's Border Security and Interior Immigration Enforcement Policies, February 21, 2017, page 1, accessed at <https://assets.documentcloud.org/documents/3889695/doc00801320170630123624.pdf>

iii Access to Justice for Immigrant Families and Communities, Northern California Collaborative for Immigrant Justice, October 2014, page 19; hereafter NCCIJ.

iv California's Due Process Crisis: Access to Legal Counsel for Detained Immigrants, The California Coalition for Universal Representation," June 2016.

v <https://www.immigrantbailfund.org>

vi National and County Estimates of the Unauthorized Immigrant Population, 2010-14, Migration Policy Institute, <http://www.migrationpolicy.org/programs/data-hub/deferred-action-childhood-arrivals-daca-profiles>

vii <http://statisticalatlas.com/county/California/Contra-Costa-County/Languages>

viii https://www.uscis.gov/sites/default/files/USCIS/Green%20Card/GreenCard_Comparison_EN.PDF

ix <https://www.irs.gov/individuals/international-taxpayers/immigration-terms-and-definitions-involving-alien>

x Satinsky, Sara, et al., Family Unity, Family Health: How Family-Focused Immigration Reform Will Mean Better Health for Children and Families, Human Impact Partners, June 2013, available at <http://www.familyunityfamilyhealth.org/uploads/images/FamilyUnityFamilyHealth.pdf> at 8

xi Blanco, Octavio, How Much It Costs ICE to Deport an Undocumented Immigrant, CNN, April 13, 2017, <http://money.cnn.com/2017/04/13/news/economy/deportation-costs-undocumented-immigrant/index.html>

xii The Effect of Hostile Immigration Policies on Children's Mental Health, The Children's Partnership: California Immigrant Policy Center, March 2017, page 1.

xiii Pastor, Manuel, et al., California Immigrant Education Scorecard, Center for the Study of Immigrant Integration, University of Southern California, September 2012, page 5.

xiv County Level Information on Undocumented Population, Deferred Action for Childhood Arrivals (DACA) Data Tools, Migration Policy Institute, <http://www.migrationpolicy.org/programs/data-hub/deferred-action-childhood-arrivals-daca-profiles>

xv "Deferred Action for Childhood Arrivals (DACA) is a kind of administrative relief from deportation. The purpose of DACA is to protect eligible immigrant youth who came to the United States when they were children from deportation. DACA gives young undocumented immigrants: 1) protection from deportation, and 2) a work permit. The program expires after two years, subject to renewal." Source: Undocumented Student Program, University of California at Berkeley, <https://undocu.berkeley.edu/legal-support-overview/what-is-daca/>

xvi Undocumented Immigrants' State and Local Tax Contributions, Institute on Taxation and Economic Policy, March 2, 2017, <https://itep.org/immigration/>

xvii Profile of the Unauthorized Population: United States, Migration Policy Institute, Data Hub. MPI's estimates are based on analysis of U.S. Census Bureau data from the 2014 American Community Survey (ACS), 2010-2014 ACS pooled, and the 2008 Survey of Income and Program Participation (SIPP), available at <http://www.migrationpolicy.org/data/unauthorized-immigrant-population/state/US>.

xviii The Effect of Hostile Immigration Policies on Children's Mental Health, The Children's Partnership: California Immigrant Policy Center, March 2017, page 2.

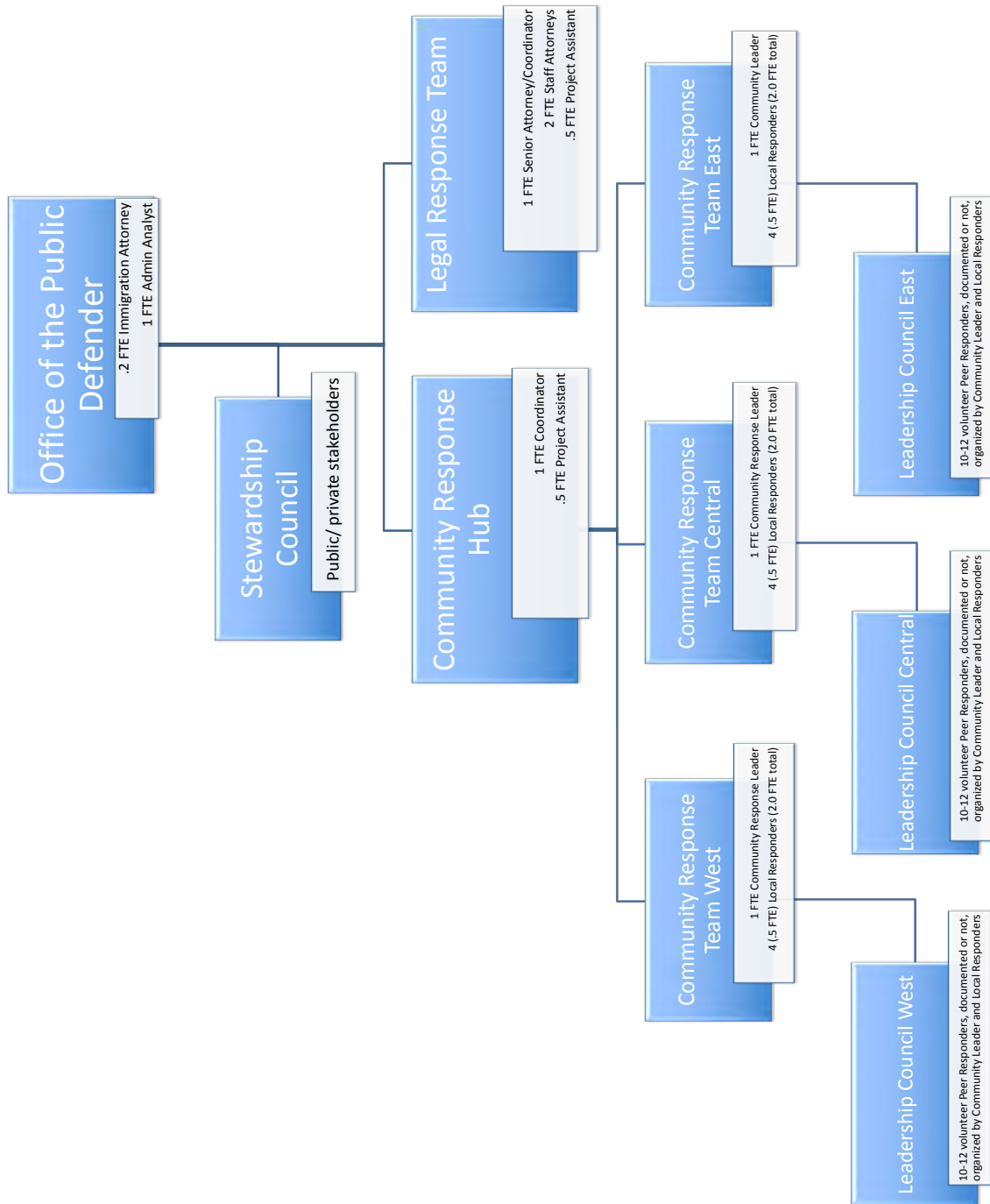
xix Edwards, Ryan, and Francesc Ortega, The Economic Contribution of Unauthorized Workers: An Industry Analysis, National Bureau of Economic Research, Working Paper No. 22834, Issued November 2016.

Stand Together CoCo, Budget						
Costs	Annual cost per FTE	FTE on project	Year 1 (FY17-18) (6 months)	Year 2 (FY18-19)	Year 3 (FY19-20)	
Host						
Project Director Ali Saidi (provided in-kind by Public Defender)	\$ -	0.20	\$ -	\$ -	\$ -	
Administrative Analyst-Project APW1 (\$50K + 50% benefits)	\$ 75,000	1.00	\$ 37,500	\$ 75,000	\$ 75,000	
Team/Council meeting costs @ 1 meeting /region/month for 3 regions @ \$75/meeting			\$ 1,350	\$ 2,700	\$ 2,700	
Community Education and Legal Rights Workshops and Clinics: One/region/quarter, @ \$750 ea			\$ 4,500	\$ 9,000	\$ 9,000	
Translation equipment			\$ 1,500	\$ -	\$ -	
Website design and ongoing TA			\$ 15,000	\$ 1,200	\$ 1,200	
Hotline infrastructure @ \$50/month plus one-time set-up fee of \$10,000			\$ 10,300	\$ 600	\$ 600	
Technical assistance (implementation/operations support)			\$ 18,000	\$ 7,500	\$ -	
Costs for Host		1.20	\$ 88,150	\$ 96,000	\$ 88,500	
Stand Together Community Team						
Stand Together Coordinator @ \$60K plus benefits	\$ 60,000	1.00	\$ 30,000	\$ 60,000	\$ 60,000	
Community Leaders @ \$40K plus benefits	\$ 40,000	3.00	\$ 60,000	\$ 120,000	\$ 120,000	
Project Assistant @ \$32K plus benefits	\$ 32,000	0.50	\$ 8,000	\$ 16,000	\$ 16,000	
Benefits	22%		\$ 21,560	\$ 43,120	\$ 43,120	
Local Responders (12 people, 4 per region, each at .5 FTE, stipended, \$14/hr)	\$ 28,000	6.00	\$ 84,000	\$ 168,000	\$ 168,000	
Print materials @ \$1,500 for Spanish, and \$500 per language in the top six languages			\$ 4,500	\$ 5,000	\$ 5,000	
Cell phones (per FTE, @ \$50/ FTE /month			\$ 3,150	\$ 6,300	\$ 6,300	
Local mileage for Community Action Unit @ 250 miles/month/FTE @ \$.535/mile			\$ 8,426	\$ 16,853	\$ 16,853	
Indirect @ 10% of all program costs	10%		\$ 21,964	\$ 43,527	\$ 43,527	
Costs for Community Action Unit		10.50	\$ 241,600	\$ 478,800	\$ 478,800	
Legal Services						
Senior Attorney/Legal Services Coordinator @ \$120K plus benefits	\$ 120,000	1.00	\$ 60,000	\$ 120,000	\$ 120,000	
Staff Attorney @ \$92K plus benefits	\$ 92,000	2.00	\$ 92,000	\$ 184,000	\$ 184,000	
Legal Services Team assistant @ \$32K plus benefits	\$ 32,000	0.50	\$ 8,000	\$ 16,000	\$ 16,000	
Benefits @ 25%	22%		\$ 33,440	\$ 66,880	\$ 66,880	
Cell phones @ \$50/FTE/month (2 in Year 1, 3 in subsequent years)			\$ 1,050	\$ 2,100	\$ 2,100	
Document translation costs			\$ 2,500	\$ 5,000	\$ 5,000	
Local mileage for Attorneys @ 200 miles/month/FTE @ \$.535/mile (2 in Yr 1, 3 after)			\$ 1,926	\$ 3,852	\$ 4,494	
Indirect @ 10% of all program costs (excluding consultants and non-recurring costs)	10%		\$ 19,892	\$ 39,783	\$ 39,847	
Costs for Legal Services Unit		3.50	\$ 218,808	\$ 437,615	\$ 438,321	
Flexible legal defense funds/litigation expenses including expert witnesses (assumes \$1,250/case for 40 cases/year)			\$ 25,000	\$ 50,000	\$ 50,000	
Total Operating Costs			\$ 573,557	\$ 1,062,415	\$ 1,055,621	

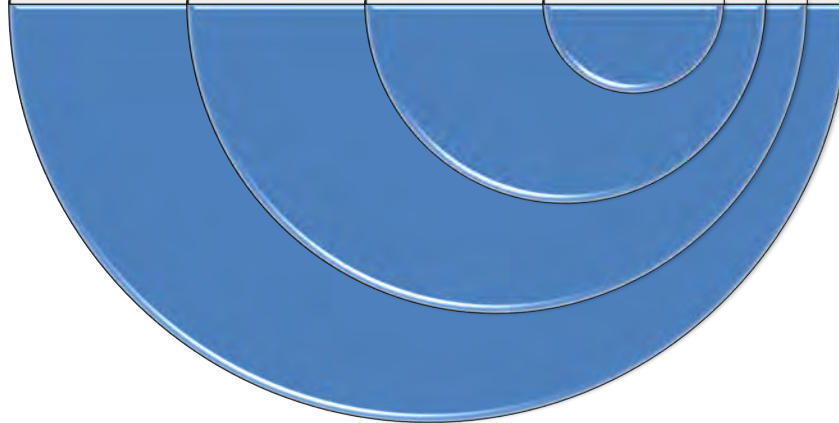
Stand Together CoCo, Timeline, as of August 8, 2017									
	Q3 2017	Q4 2017	Q1 2018	Q2 2018	Q3 2018	Q4 2018	Q1 2019	Q2 2019	
Administrative Processes									
Receive project approval and funding appropriation from CoCo Board of Supervisors	X								
Complete internal County processes to establish the project within Public Defenders Office		X							
Hire Project Legal/Admin Assistant		X							
Launch Team									
Establish and convene Launch Team	X								
Develop initial Team charter, governance and decision-making rules	X	X							
Review, finalize, and approve budgets for RFQ services		X							
Convene RFQ Team, outline RFQ process and timeline		X							
Draft and approve RFQ		X							
Submit RFQ to County for approval		X							
Release RFQ, review responses, make funding recommendations		X							
Submit funding recommendations through County processes (PPC? Counsel? CAO? BOS?)		X							
Execute contracts		X							
Develop and document operating protocols		X							
Begin implementing project activities			X						
Technical									
Identify hotline provider, negotiate scope and costs	X	X							
Identify need/function for website, social media technical assistance	X	X							
Identify translation resources (language, equipment)	X	X							
Identify needs for training, identify providers and costs	X	X							
Identify method for text-messaging, identify provider and cost	X	X							
Identify information management platform and protocols	X	X							
Implement data system, website, and hotline platforms		X							
Steering Committee									
Draft Steering Committee charter and composition	X								
Conduct outreach and recruitment for the Steering Committee		X							
Convene and orient the Steering Committee		X							
Develop MOUs (incl privacy, data-management and reporting, and data-sharing agreements)		X	X						
Review and approve community-responder training needs, curriculum		X	X						
Hold quarterly Steering Committee meetings			X	X	X	X	X	X	
Conduct mid-course project reviews			X						
Local Leadership Councils									
Develop Local Leadership Council charters, composition		X	X						
Recruit and convene LLC in each region			X						
Conduct monthly LLCs in each region				X	X	X	X	X	

Stand Together CoCo: One County, One Community, Together

A rapid response and community capacity-building project to support safety and justice for non-citizen individuals and families in Contra Costa County



Stand Together CoCo: One County, One Community, United



Stand Together CoCo Community Responders	• Observe and Witness: Organized, trained, and supported by Community Leaders, serve as legal observers to ICE activities • Accompany and Support: Assist family members to navigate bond processes, gather defense-related information for lawyers
Stand Together CoCo Community Leaders	• Recruit, organize and manage teams of Community Responders • Organize and conduct community events and clinics, with lawyers and community responders
Stand Together CoCo Community Lawyers	• Provide rapid-response bond representation for people in ICE detention • Provide representation for deportation eligibility and eligibility for relief • Conduct community events and clinics, with Community Leaders and Community Responders
Stand Together CoCo Hotline/Info Team	• Receive and confirm info on ICE enforcement activities • Deploy Community Leaders to verify and respond to enforcement activities • Align and coordinate resources and information with other immigrant networks

ONE EVENT CAN HAVE MANY CONSEQUENCES



Jorge Garcia is an undocumented resident of the U.S. He came here in search of a better life. He lives with his partner **Elise**, a U.S. citizen. Because Jorge entered the country without documentation he cannot gain status through marriage.



THE GARCIAS ARE A PART OF THEIR COMMUNITY



Jorge works at a factory.
Elise is a teacher.



He pays rent to a landlord.



Elise buys food and clothing at the local store.



Their children, **Nina** and **Ben** go to grade school in town.



They volunteer with their local church.

BUT, THEN ONE DAY ...



Jorge is pulled over for having a broken taillight. The police realize he doesn't have papers and **he** is arrested.



He is detained for several months in an out-of-state prison.



He is eventually deported, never to return.

SO...



Jorge stops coming to work. Other workers are afraid they might get picked up. Some stop coming to work too.



Without the support of **Jorge's** income, **Elise** cannot afford the rent. She is evicted and moves in with cousins who live in a different town. The psychological strain is enormous because **she** is financially strained and her **kids** have become despondent and worried.

AND...



Employers lose experienced workers. Families lose income. Landlords lose tenants. Storeowners lose revenue. The small town starts to lose its tax base, people begin to leave and the town's economic activity declines.



Nina and **Ben** switch schools suddenly because of the move. They feel abandoned and isolated in their new environment.



Elise's cousins are stretched thin and overcrowded with three new family members, their household goes from four to seven overnight.*



Nina and **Ben's** friends and former classmates hear of the deportation, become fearful and miss days of school.

*Nina and Ben were lucky to have two parents present. At any given moment 5,000 foster care children are children of deported parents.

DEPORTATION POLICY CREATES A CLIMATE OF FEAR AND PARALYSIS IN COMMUNITIES.



People are afraid to drive,



afraid to use parks and exercise outdoors,



afraid to use public services like clinics



and afraid to get involved in their communities.



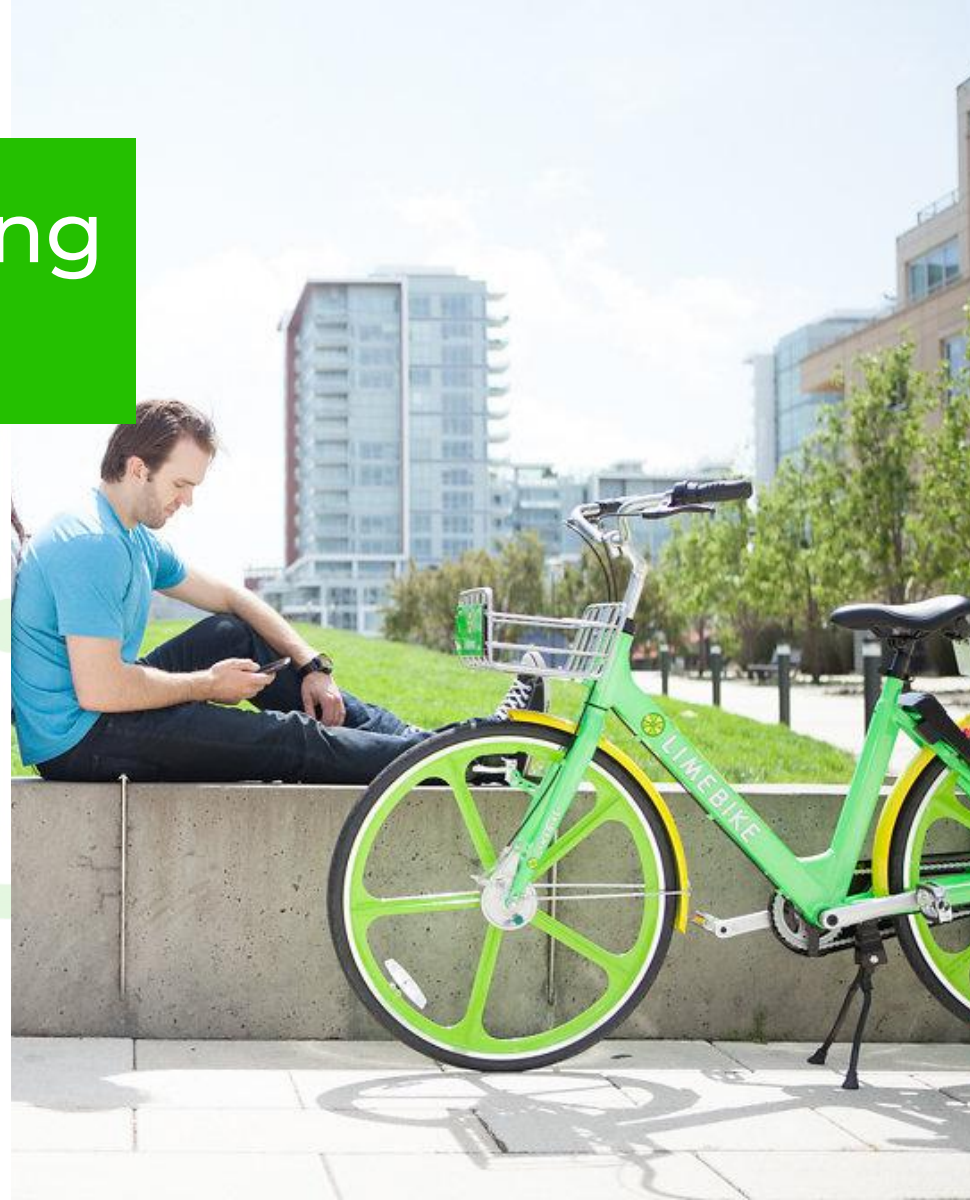
Smart Mobility in El Cerrito

Dockless Bike Sharing **at no cost** to the city

Why We're Building LimeBike

We Are **Revolutionizing Urban Mobility** by Leading the Country in First and Last Mile Transportation Solutions

- More efficient, affordable and healthier transportation;
- Complements existing transit options, reducing congestion and freeing up parking;
- Supports more vibrant local economies;
- Reduces local pollution from short, inefficient trips.



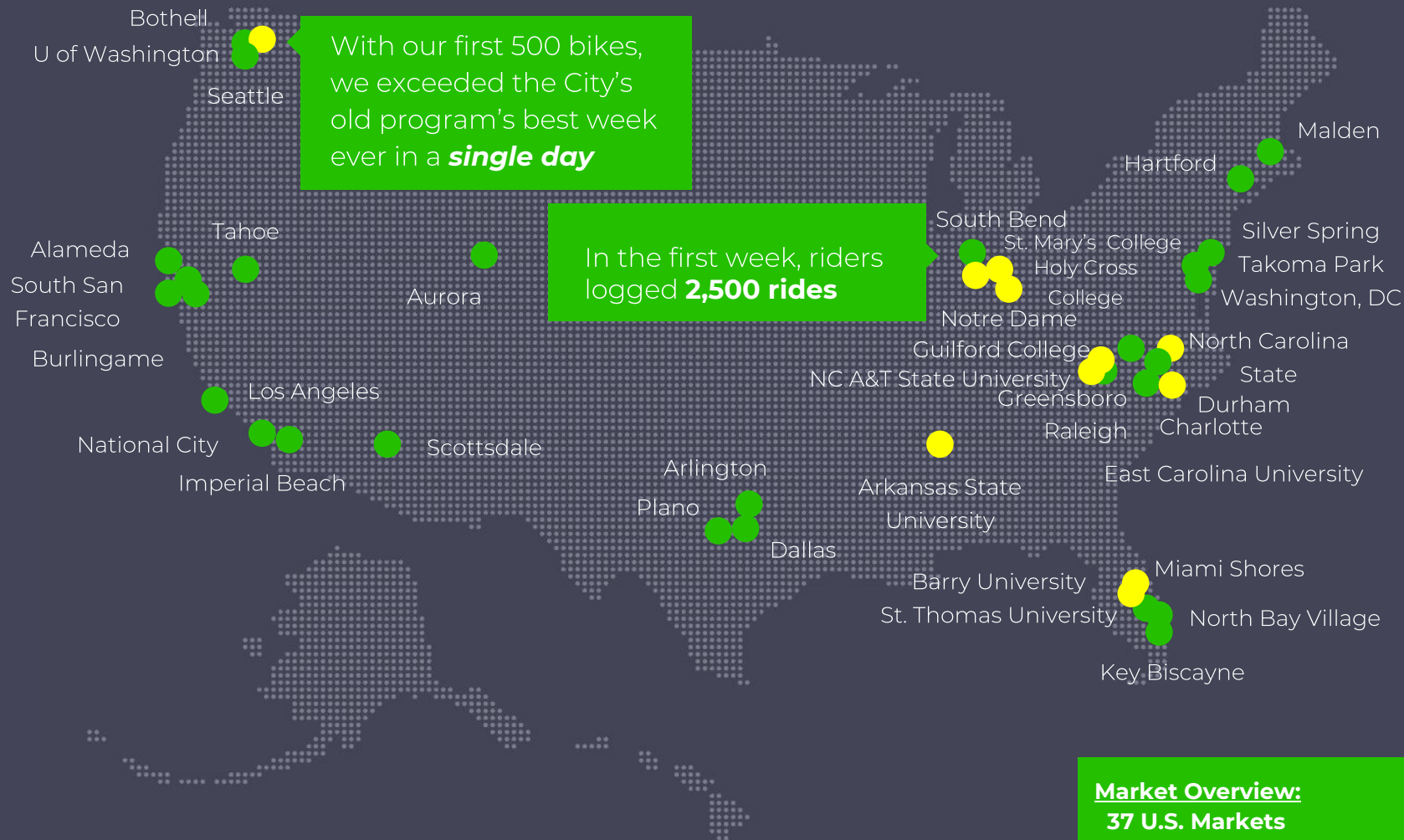
Limitations of traditional station-based bike sharing

Expensive capital investment and costly to maintain, translating to overly expensive rides for users;

Inconvenient docking stations don't get riders to their final destinations, forcing riders to find stations out of their way, suppressing ridership;

Poor coverage and high costs mean there aren't enough bikes to effectively serve the public or be available to all sectors of the community.





Market Overview:

37 U.S. Markets

- 25 Cities

- 12 Universities

2 European Cities

What sets LimeBike apart

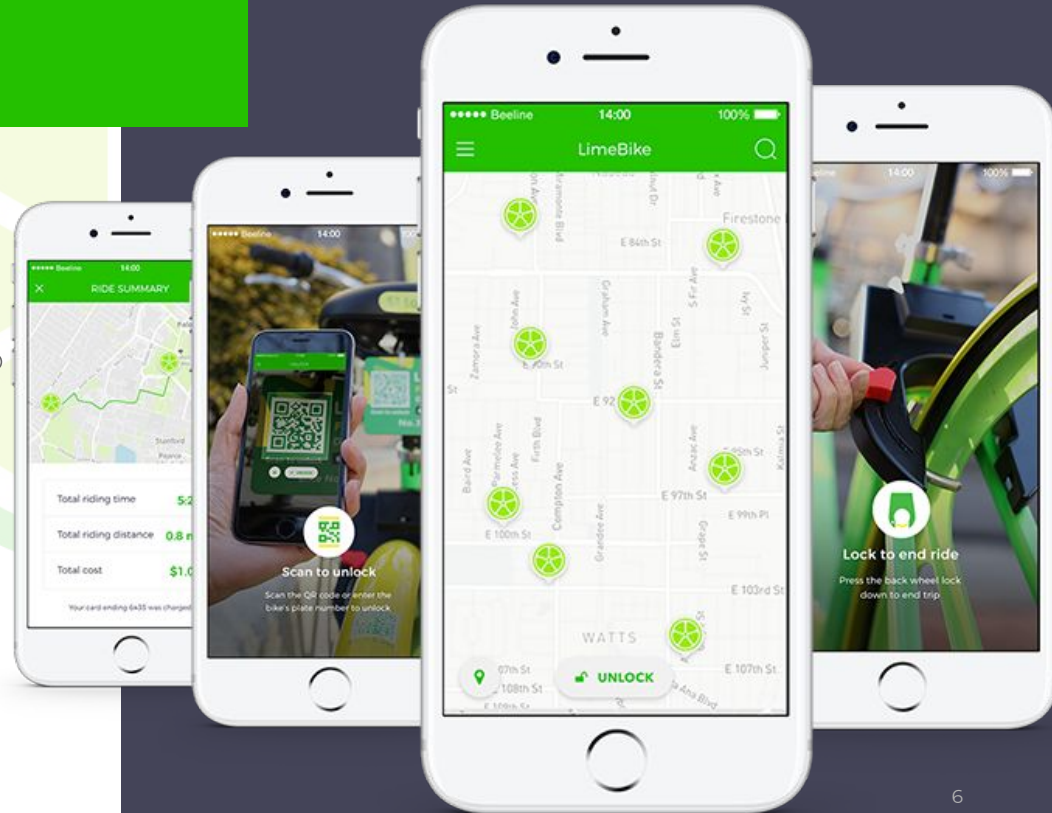
- **No funding required** to operate and expand our service;
- **American company** and **well-funded** by top Bay Area investment firms making company a stable, long-term provider
- **Complementary with city** mobility objectives;
- **Equitable mobility option** for low- and moderate- income community members
- **Nation-leading dockless technology** allows bikes to be widely available in the community to fully realize potential;
- **Simple, more affordable pricing** making bikes more universally accessible;



Riders easily Locate, Unlock, Ride, and Pay

New technology allows us to create
seamless bike sharing experience

- 1 Find available bikes on our live GPS map
- 2 Unlock bikes with QR code or plate number
- 3 Lock the back wheel to end the ride
- 4 Easily track and pay for each ride





Safe, Reliable & Smart

Our **specially designed bikes** are CPSC and ISO certified and safe and comfortable to ride.

- ① **Solar panel** charges battery supply;
- ② **Smart IoT Technology:** 3G/GPS-Enabled, Mobile-App Synced Smart Lock;
- ③ **Safety-Tested:** Wider tires, drum brakes, bright color, lights, and frame load tested with 880 lbs and CPSC/ISO
- ④ certified;
- Maintenance-Free:** Airless tires and durable parts to
- ⑤ withstand elements and frequent use;
- Easier to Ride:** Lighter frame for easier use.

Affordable Pricing

Plans to make biking a daily habit
and **increase ridership**

PAY AS YOU GO

\$1 / 30 min.

No deposits or hidden
charges for going over an
initial time block or not
docking a bike.

MONTHLY MEMBERSHIP

\$30 for **100** rides

User will pay additional
\$0.5 for all rides exceeding
30 minutes limit or 100
ride total.

LIME COMMUNITY NETWORK

\$5 for **100** rides

Heavily subsidized rides for
members of the community
most in need.

Managing dockless operations

On-the-ground team led by a local **General Manager**



Operations Our operations team actively manages our bike fleet, rebalancing bikes and responding to any support calls.

Customer Service We maintain 24 hour customer service and respond to urgent issues within 2 hours during regular business hours.

Fleet management Our team will rebalance under-utilized bikes back into the fleet to meet higher demand and ensure distribution covers service area.

Maintenance We hire locally to cover all maintenance and routine checks of bikes.

Balancing the fleet We ensure unused or underused bikes are rebalance into the fleet.

Our approach to smart parking

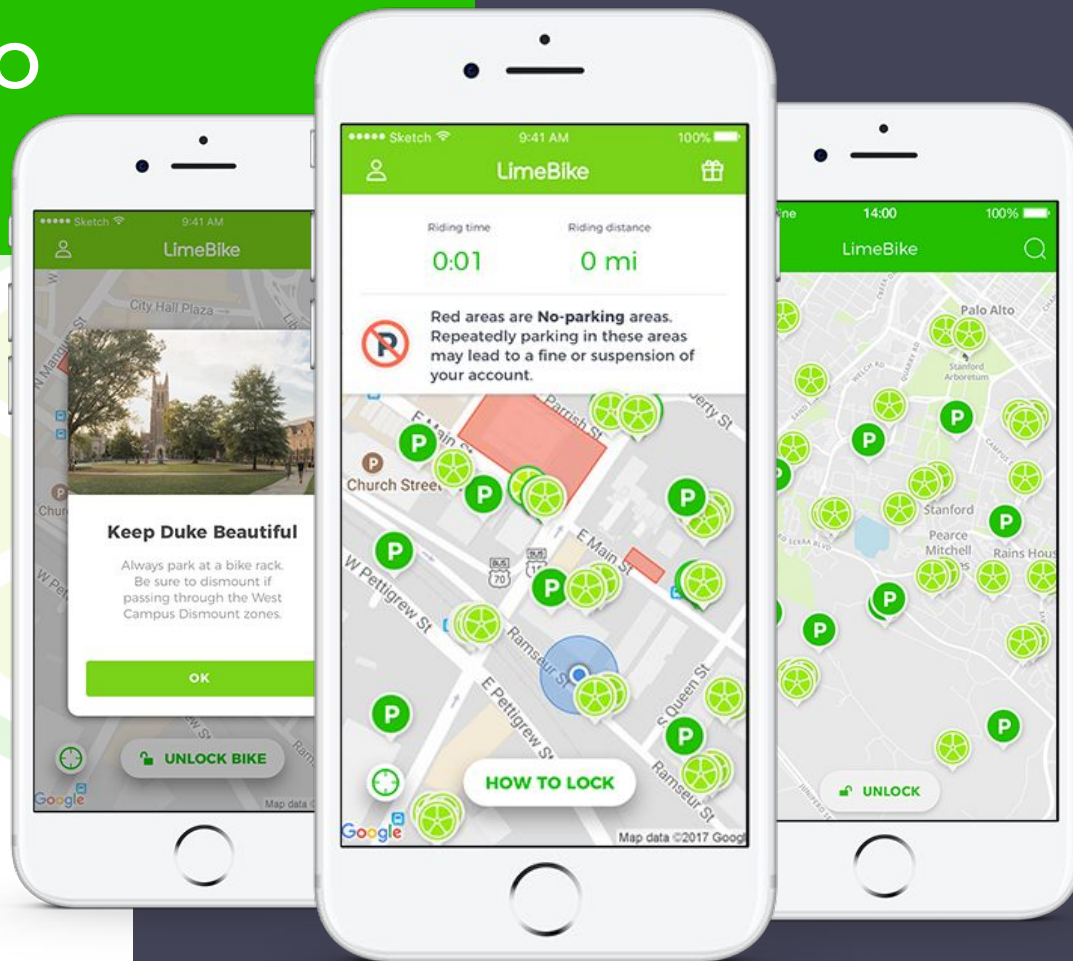
- Educate users on legal bike parking;
- In-app instructions on how & where best to park;
- Geo-fence existing legal parking area in our app;
- Reward riders for parking properly;
- Partner with cities to develop more bike-friendly parking;
- Our operations team will respond to parking concerns;



Available
Bikes

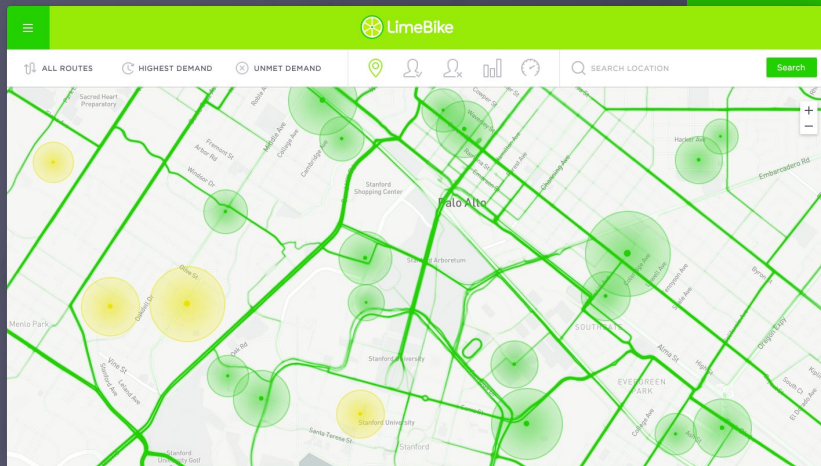


Recommended
Parking Spots





We use **data**
to make city
mobility
smarter



- Free of docking stations, the optimal bike sharing program can be designed based on usage and actual bike demand data;
- We estimate having 1 bike per 100 residents and can serve the entire community;
- We share our data with cities for smarter mobility planning;
- We support existing public transit, with 40% of our rides starting and finishing near transit stops.

El Cerrito Pilot Program

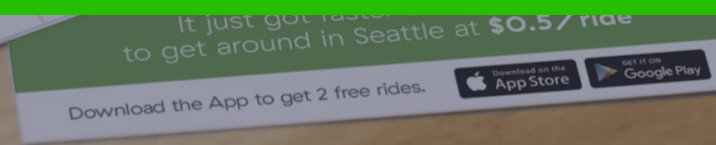
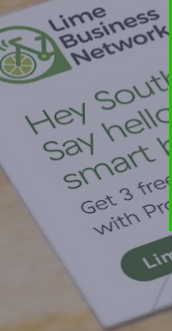
We are excited to begin our 6 month pilot in El Cerrito, initially launching with 100 bikes. We will engage with local businesses, schools, officials, and associations to nurture long-lasting partnerships.

Community Engagement:

- **January 30th Launch Event**
- **Social Media with the City**
- **Bike-to-work day (May 10)**
- **Helmet giveaways at local schools**

Continually improving:

After our launch, we will work closely with the City to refine the program, add more bikes as needed, and identify other community event opportunities.



Thank You

Megan Colford

megan@limebike.com

208.608.3667





AGENDA BILL

Agenda Item No. 6

Date: January 16, 2018
To: El Cerrito City Council
From: Jay Marlette, El Cerrito Code Enforcement Officer
Margaret Kavanaugh-Lynch, Development Services Manager
Melanie Mintz, Community Development Director
Subject: Consideration of an Ordinance Adding Chapter 8.42 of the El Cerrito Municipal Code Related to the Regulation and Voluntary Abatement of Graffiti

ACTION REQUESTED

Conduct a public hearing and upon conclusion, waive first reading and introduce by title an ordinance of the City of El Cerrito adding Chapter 8.42 of the El Cerrito Municipal Code to provide an additional graffiti abatement program.

BACKGROUND

In the past, the City of El Cerrito had a graffiti abatement program that was funded by the former Redevelopment Agency. Whenever graffiti occurred, the City had it removed free of charge to the property owners within the redevelopment project area. In recent years, without that program in place, there has been an increase of graffiti-related complaints; especially along the San Pablo Avenue corridor and the Ohlone Greenway.

Currently, the abatement of graffiti relies on voluntary action by the property owner. While the El Cerrito Municipal Code does include some references to graffiti (13.60.070 (Use and maintenance of newsrack boxes), 8.36.030 (Maintenance of vacant structures) and 19.28.040 (Additional standards for telecommunication facilities)); it does not currently define the term “graffiti” nor does it provide a specific procedure for remediation. It is currently challenging to require reticent property owners to take action. The proposed ordinance aims to provide a legal foundation to address the on-going issue of graffiti. To that purpose, a definition of graffiti is included and a dual pathway is created to ensure a smoother route towards compliance. If the proposed ordinance is approved, the City can require compliance through Chapter 1.14 of the El Cerrito Municipal Code which outlines the steps for Administrative Penalties. The ordinance also creates a program that will allow the City to work with community members to address graffiti in a collaborative manner through the City (or its contractors) performing the abatement and recovering the cost.

ANALYSIS

Graffiti is found on both public and private buildings and structures throughout the City. It creates a condition of blight which can result in detriment to the City due to the deteriorated appearance of the impacted subject property as well as a negative impact to the economic vibrancy of adjacent and surrounding properties.

Staff from the Police, Community Development and Public Works Departments have spent considerable time and resources with the tools currently in place to stop graffiti, have it removed as quickly as possible when it does occur, and address some of the underlying reasons it occurs in the first place. The proposed Ordinance provides a needed legal platform to enforce the removal of graffiti by the City. Generally, Staff has found that private and public property owners are also frustrated by the often repeated “tagging” of their properties and are searching for a reliable process for swift removal. Additionally, when graffiti remains in place for any length of time, it often causes additional graffiti to follow, further exacerbating the negative appearance and detriment to their property and nearby properties.

A challenge, even with property owners interested in having the graffiti removed, is having contractors available to remediate the graffiti as soon as possible in a professional, timely and aesthetically pleasing manner. To that end, if the ordinance is approved, Community Development staff will create a Request for Proposals to identify a stable of private vendor(s) with the skills and qualifications to respond to this need on an on-call basis. The program will be administered by the Code Enforcement Officer. With this stable of vendors in place, when graffiti is identified, the Code Enforcement Officer will contact the property owner and inform them that their property has been hit by graffiti and ask them to remediate it as soon as possible. Because of challenges like holidays and vacations, the ordinance allows for up to ten (10) calendar days for compliance.

If the property owner already has a maintenance team, they will likely want to remediate the issue, privately. However, if they do not have a team in place, the Code Enforcement Officer will offer to assist the property owner by having one of the City approved vendors take care of the violation. In return, the property owner will sign a consent form to allow the vendor onto their property and agree to pay for the cost of the vendor and any city-related oversight costs, including fair share of the program administration. Staff will be able to provide a cost estimate to the property owner at the time of contact. Several property owners have already asked the Code Enforcement Officer for this service and staff believes the option will be well received. This payment will be made in the form of a deposit account and any unspent funds will be returned to the property owner.

STRATEGIC PLAN CONSIDERATIONS

This action is consistent with the Strategic Plan in that furthers the goals of delivering exemplary government services, ensures the public’s health and safety and deepens a sense of place and community identity by promoting strong neighborhoods

ENVIRONMENTAL CONSIDERATIONS

The project is exempt from environmental review per CEQA Guidelines under the General Rule (Section 15061(b) (3)). The project involves updates and revisions to existing regulations. The proposed code amendments are consistent with California Law, specifically California Government Code Section 51034. It can be seen with certainty that the proposed Municipal Code text amendments will have no significant negative effect on the environment.

FINANCIAL CONSIDERATIONS

There is no anticipated fiscal impact as the costs would be recovered by invoicing property owners to cover the cost of services.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the ordinance and found that legal considerations have been addressed.

Reviewed by:



Scott Hanin
City Manager

Attachments:

1. Ordinance

ORDINANCE NO. 2018-XX

AN ORDINANCE OF THE CITY OF EL CERRITO AMENDING TITLE 8 OF THE EL CERRITO MUNICIPAL CODE TO ADD CHAPTER 8.42, "GRAFFITI ABATEMENT" RELATED TO THE ABATEMENT OF GRAFFITI

WHEREAS, the spread of graffiti on public and private buildings, walls, signs and other structures or surfaces causes blight within the City; and

WHEREAS, graffiti causes detriment to the City of El Cerrito due to the deteriorated appearance of the subject property as well as a negative impact to the economic vibrancy of adjacent and surrounding properties; and

WHEREAS, many property owners in the City of El Cerrito have requested a program to work in cooperation with the City towards the timely abatement of graffiti; and

WHEREAS, the City may regulate graffiti through its police power under Article XI, section 7, of the California Constitution.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CERRITO DOES HEREBY ORDAIN as follows:

1. Incorporation of Recitals. The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

2. Amendment of Title 8 of the Municipal Code. Title 8, "Health and Safety," of the El Cerrito Municipal Code is hereby amended to add Chapter 8.42, "Graffiti Abatement" to read as follows:

Chapter 8.42 – GRAFFITI ABATEMENT

8.42.010 Purpose.

The City Council hereby declares that graffiti is blight and a public nuisance and is therefore subject to abatement as prescribed in Chapters 1.08 and 1.14 the El Cerrito Municipal Code.

The purpose of this ordinance is to provide tools for the removal of graffiti, including a voluntary program to assist in the removal of graffiti from public and private property within the City.

8.42.020 Definitions.

For the purposes of this chapter, the following definitions shall apply:

"Graffiti" includes any unauthorized inscription, word, figure, mark, or design that is written, marked, etched, scratched, drawn, or painted on any real or personal property without the permission of the property owner or Responsible Party.

"Responsible Party" means any occupant, lessor, lessee, manager, licensee, or other person having control over real or personal property. A responsible party also includes the public or private property owner, as listed in the most current equalized assessment role as maintained by the Contra Costa County's Assessor.

8.42.030 Graffiti Declared a Public Nuisance.

The City Council hereby declares that graffiti is a public nuisance and is subject to abatement as prescribed in this code.8.42.00 Graffiti Prohibited.

- A. It is unlawful for any person to apply graffiti upon any property within the city.
- B. It is unlawful for any Responsible Party or any other person owning or otherwise being in control of any real or personal property within the city to maintain, permit or allow any graffiti to remain upon such property when the graffiti is visible from the street or other public or private property.

8.42.050 Violations.

A. Violations of this chapter may be enforced by either compliance with the provisions of this chapter or pursuant to the administrative procedures contained in El Cerrito Municipal Code Chapter 1.14. Violations which result in administrative citations may be appealed pursuant to El Cerrito Municipal Code section 1.14.080.

B. The criminal citation procedures contained in El Cerrito Municipal Code Section 1.08 shall apply to violations of this chapter. Violations which result in criminal citations shall be deemed infractions unless deemed a misdemeanor by the City Attorney.

8.42.060 Removal of Graffiti.

A. Removal by Responsible Party.

1. It is the responsibility of the Responsible Party to remove graffiti from their property.
2. It is unlawful for any Responsible Party to permit graffiti that has been applied on property to remain for a period of ten (10) calendar days after having been given notice of the violation. The City shall provide written notice of the graffiti to the responsible party pursuant to Chapter 1.14 (Administrative Penalties). The notice shall include information regarding the right to an appeal.

B. Removal of Graffiti by City.

1. As an alternative to process described in Chapter 1.14, the City may remove graffiti with the consent of the Responsible Party pursuant to Section 8.42.070 as part of a Graffiti Abatement Program, administration of which is at the discretion of the City.

8.42.070 Voluntary Consent to Remove Graffiti from Property.

- A. Responsible Parties may consent in writing to allow city staff or designees to enter onto their property for graffiti removal purposes. Responsible Parties shall be responsible for and shall reimburse to city the costs of abatement services and related administrative costs. Failure of a Responsible Party to reimburse the city to in a timely manner will result in the forfeiture of the Responsible Party to participate in the Graffiti Abatement Program.
- B. The Graffiti Abatement Program is offered by the City as time and resources of the City allow. Failure of the City to not remove graffiti does not waive the requirement of the Responsible Party to abate graffiti within ten (10) calendar days of receipt of notice listed in 8.42.060.
- C. Consent Forms. Consent forms may be obtained from the City of El Cerrito Community Development Department.

8.42.080 Abatement Upon Failure to Obtain Consent or Removal of Graffiti.

- A. Securing Responsible Party's Consent. In the event that the property owner or Responsible Party fails to remove graffiti within the time provided or to file a timely appeal, the City may initiate removal of the graffiti. Prior to entering upon private property or property owned by a public entity other than the City for the purpose of removal of graffiti, the City shall attempt to secure the consent of the Responsible Party.
- B. Abatement without Responsible Party's Consent. If the Responsible Party has refused to give consent to the City for entry on terms acceptable to the City, consistent with the provisions of this section, the City may commence abatement of graffiti nuisance and recovery of the expense of abatement proceedings, including but not limited to obtaining a warrant to enter upon the property and perform the work pursuant to the provisions set forth in the Code of Civil Procedure (commencing at California Code of Civil Procedure section [1822.50](#)).

3. Severability. If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this chapter. The city council hereby declares that it would have passed the ordinance

codified in this chapter, and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to whether any portion of this chapter would be subsequently declared invalid or unconstitutional.

4. Compliance with the California Environmental Quality Act (CEQA). The proposed amendment is exempt from CEQA under the general rule that CEQA applies only to projects that have potential for causing a significant effect on the environment, and in this case it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines § 15061(b)(3)).

5. Effective Date. This Ordinance shall take effect and be enforced thirty days after the date of its adoption, and prior to the expiration of fifteen days from the passage thereof, the ordinance or a summary thereof shall be posted or published as may be required by law, and thereafter the same shall be in full force and effect.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the City Council on January 16, 2018 and passed by the following vote:

AYES: Councilmembers
NOES: Councilmembers
ABSENT: Councilmembers
ABSTAIN: Councilmembers

ADOPTED AND ORDERED published at a regular meeting of the City Council held on February 6, 2018 and passed by the following vote:

AYES: Councilmembers
NOES: Councilmembers
ABSENT: Councilmembers
ABSTAIN: Councilmembers

APPROVED:

Gabriel Quinto, Mayor

ATTEST:

Cheryl Morse, City Clerk

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on February __, 2018.

Cheryl Morse, City Clerk

2018 CITY COUNCIL LIAISON ASSIGNMENTS

LEGISLATIVE BODY	2017 Appointee	2018 Appointee
Association of Bay Area Governments (ABAG), General Assembly (Delegate - <i>Meets Thursdays in April and October, 8:30 am to 3:30 pm</i>)	Quinto	Abelson
Association of Bay Area Governments (ABAG), General Assembly (<i>Alternate</i>)	Fadelli	Pardue-Okimoto
League of California Cities East Bay Division (Delegate – <i>Meets many months on 4th Thurs, 7 pm, var. Cities. Also 3 day Annual League Conference in September</i>)	Abelson	Quinto
League of California Cities East Bay Division (<i>Alternate</i>)	Quinto	Pardue-Okimoto
Contra Costa Mayors’ Conference (Delegate - <i>Meets 1st Thurs, 6:30 pm, var. cities</i>)	Abelson (Mayor) ²	Quinto (Mayor)
Contra Costa County Mayors’ Conference (<i>Alternate</i>)	Quinto (MPT) ³	Pardue-Okimoto (MPT)
West County Mayors’ & Supervisors’ Assn. (<i>Meets 4th Thurs, 8:00 am, var. cities</i>)	Abelson (Mayor)	Quinto (Mayor)
West County Mayors’ & Supervisors’ Association (<i>Alternate</i>)	Quinto (MPT)	Pardue-Okimoto (MPT)
Marin Clean Energy Board (Delegate) (<i>Meets 3rd Thursday, 7pm, San Rafael</i>)	Lyman	Lyman
Marin Clean Energy Board (<i>Alternate</i>)	Fadelli	Fadelli
West Contra Costa Transportation Advisory Committee (Delegate) (<i>Generally Meets 4th Fri, 8:00 am, City of San Pablo – Makes appointment to CCTA</i>)	Abelson	Abelson
West Contra Costa Transportation Advisory Committee (<i>Alternate</i>)	Quinto	Quinto
Contra Costa Transportation Auth. Board Member (<i>appointment made by WCCTAC or Mayors’ Conference – full board meets 3rd Wednesday, 6:00 pm, Walnut Creek</i>)	Abelson	
East Bay Green Corridor Principal (<i>ideally 2 successive terms</i>)	Quinto	Quinto
Tom Bates Regional Sports Field JPA (<i>meets qtlly. on 2nd Wed, eve COB/ Albany</i>)	Pardue-Okimoto	Pardue-Okimoto
Tom Bates Regional Sports Field JPA (<i>Alternate</i>)	Quinto	Quinto
West County Integrated Waste Management Authority (Delegate) (<i>Generally meets 2nd Thurs evening per month, 7:00 pm, City of San Pablo</i>)	Lyman	Lyman
West County Integrated Waste Management Authority (<i>Alternate</i>)	Fadelli	Fadelli
Arts & Culture Commission (<i>Meets 4th Mon, 7:00 pm</i>)	Pardue-Okimoto	Fadelli
Crime Prevention Committee (<i>Meets 2nd Wed, 7:00 pm</i>)	Lyman	Abelson
Charter Committee (<i>To be determined</i>)	N/A	Fadelli/Lyman
Committee on Aging (<i>Meets 3rd Wed, 3:00 pm</i>)	Abelson	Abelson
Design Review Board (<i>Meets 1st Wed, 7:30 pm</i>)	Pardue-Okimoto	Lyman
Economic Development Committee (<i>Meets 4th Wed, 7:30 pm</i>)	Fadelli	Quinto
Environmental Quality Committee (<i>Meets 2nd Tues, 7:00 pm</i>)	Abelson	Pardue-Okimoto
Financial Advisory Board (<i>Meets 2nd Tues, 7:00 pm</i>)	Pardue-Okimoto	Fadelli
Human Relations Commission (<i>Meets 1st Wed, 7:00 pm</i>)	Lyman	Fadelli
Park and Recreation Commission (<i>Meets 4th Wed, 7:00 pm</i>)	Quinto	Abelson
Planning Commission (<i>Meets 3rd Wed, 7:30 pm</i>)	Quinto	Lyman
Urban Forest Committee (<i>Meets 2nd Mon, 7:00 pm</i>)	Fadelli	Pardue-Okimoto
Municipal Services Corporation Chair (<i>Established by MSC bylaws</i>)	Abelson (Mayor)	Quinto (Mayor)
Municipal Services Corporation Vice-Chair (<i>Established by MSC bylaws</i>)	Quinto (MPT)	Pardue-Okimoto (MPT)
Pension Board Chair (<i>Meets same as Council</i>)	Abelson (Mayor)	Quinto (Mayor)
Pension Board (<i>Alternate</i>)	Quinto (MPT)	Pardue-Okimoto (MPT)
Successor Agency to the Former Redevelopment Agency Chair (<i>Per bylaws</i>)	Abelson (Mayor)	Quinto (Mayor)
Successor Agency to the Former Redevelopment Agency Vice-Chair (<i>Per bylaws</i>)	Quinto (MPT)	Pardue-Okimoto (MPT)

Legend: Grey text used to accentuate “Alternate” positions / “(Mayor)” used to indicate position is assigned to current Mayor / “(MPT)” used to indicate position assigned to current Mayor Pro Tem / “TBA” = to be assigned