



AGENDA

REGULAR CITY COUNCIL MEETING
Tuesday, July 18, 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

ROLL CALL

7:00 p.m.

CONVENE REGULAR CITY COUNCIL MEETING

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF MOMENT OF SILENCE – *Mayor Janet Abelson.*

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(D)

A. Approval of Minutes

Approve the June 20, 2017 regular City Council meeting minutes.

B. Amendments to the City's Classification Plan

Adopt a resolution amending the City's Classification Plan to authorize the

reclassification of Information Technology Technician to Information Technology Specialist in the City Management Department and amend Exhibit A to Resolution No. 2017–46 to correct an inadvertent clerical error in the Public Safety Executive Assistant class specification.

C. Metropolitan Transportation Commission One Bay Area Grant, Cycle 2 Program Funding

City staff requests that City Council consider the following actions: 1) Adopt a resolution authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission for the One Bay Area Grant, Cycle 2 Program and committing any necessary matching funds and stating assurance to complete the Carlson Boulevard and Central Avenue Pavement Rehabilitation Project; and 2) Adopt a resolution authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission for the One Bay Area Grant, Cycle 2 Program and committing any necessary matching funds and stating assurance to complete the El Cerrito del Norte Transit-Oriented Development Complete Streets Improvement Project.

D. Economic Development Committee Appointment

Approve an Economic Development Committee recommendation to appoint Ilya Weber to the Economic Development Committee, effective July 18, 2017.

5. PRESENTATIONS

A. Homelessness in Contra Costa County – *Presentation by Jaime Jenett, MPH, Continuum of Care Planning and Policy Manager, Contra Costa Health, Housing and Homeless Services Division.*

B. Draft 2017 Countywide Transportation Plan – *Presentation by Matt Kelly, Contra Costa Transportation Authority Associate Transportation Planner.*

Receive a brief presentation on the Countywide Transportation Plan, which lays out a vision for Contra Costa County's transportation future, the goals and strategies for achieving that vision, and the future transportation investments needed to enhance mobility and accessibility while promoting a healthy environment and a strong economy. The Draft 2017 Countywide Transportation Plan Update is available for public review and comment at <http://www.2017CTPupdate.net>.

6. PUBLIC HEARINGS

Fire Hazard Abatement

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

7. POLICY MATTERS

Update and Discussion on Next Steps on the Development of a New El Cerrito Library

Receive presentation and provide comments and possible direction to staff.

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, August 15, 2017 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.

EL CERRITO CITY COUNCIL

MINUTES

REGULAR CITY COUNCIL MEETING
Tuesday, June 20, 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 7:00 p.m. Mayor Abelson re-ordered the agenda to take Item Nos. 5A, 5B and 7A prior to Item No. 2 to accommodate the large number of public in attendance for Item No. 7(A).

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF MOMENT OF SILENCE was led by Mayor Pro Tem Gabriel Quinto.

2. COUNCIL / STAFF COMMUNICATIONS

Mayor Abelson announced that Karen Pinkos, Assistant City Manager, is president-elect of the International City Managers' Association (ICMA).

Councilmember Fadelli reminded all that the Environmental Quality Committee's Green Team will be working on June 25. Councilmember Fadelli invited all to attend the pre-July 4th music celebration at Cerrito Vista Park featuring Hawaiian music on July 3. Councilmember Fadelli attended the Chamber of Commerce lunch with Mayor Abelson for a Marin Clean Energy (MCE) presentation for businesses.

Councilmember Lyman invited all to use the bike valet for the 4th of July festival and to also visit the food court. He also noted not bring any family pets. Councilmember Lyman invited all to attend a Historical Society talk on "Victor Ramon Castro and his Family at the Castro Adobe 1839-1928," by Joanne Rubio at City Hall on June 22. He also announced current commission and committee vacancies and encouraged residents to apply.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

Cordell Hindler, Richmond, encouraged the City Council to see the new show “In The Heights,” playing at the Contra Costa Civic Theatre, said increasing library hours is important to the community, noted the prevalence of graffiti along the Ohlone Greenway and provided the Council with other information.

Al Miller, El Cerrito, thanked the El Cerrito Police Department and other local police departments for putting on the annual Bike the Bridges event and the annual torch run for Special Olympics and also acknowledged the quick response of two El Cerrito Police units to a recent incident he witnessed on San Pablo Avenue.

Judith Tannenbaum informed the City Council that the Board of Supervisors voted today to support Contra Costa County Sheriff Livingston’s jail expansion. Over 100 people spoke. Ms. Tannenbaum said that El Cerrito Royale suggested that the City contact St. Johns Church about using its site for a Senior Center. Ms. Tannenbaum also announced El Cerrito’s second Poetry and Place reading on July 30 at the Arlington Clubhouse with El Cerrito Poet Laureate Maw Shien Win, U.S. Poet Laureate Robert Hass and poet Michelle Lin.

Howdy Goudey, Environmental Quality Committee (EQC), expressed the EQC’s delight that the Fiscal Year 2017-18 budget includes funding for municipal electrical accounts to purchase 100% renewal power through MCE’s deep green option. At its June 13 meeting, the EQC voted unanimously to thank the Council and staff for including 100% renewable power purchases in its budget and uphold a strong commitment to climate action and environment. Lastly he thanked the Council for their environmental leadership on behalf of the EQC.

Sherry Drobner, El Cerrito, requested that the City Council provide housing for Sid Manchester-Jones and designate a representative to contact for updates regarding housing for Mr. Manchester-Jones, and clarify which staff members have been tasked with making things happen.

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

Moved, seconded (Quinto/Pardue-Okimoto) and carried unanimously to approve Consent Calendar Item Nos. 4(A) through 4(H) in one motion as indicated below.

A. Approval of Minutes

Approve the following meeting minutes: June 2, 2017 Special City Council Meetings – Closed Sessions and June 2, 2017 Concurrent City Council/El Cerrito Public Financing Authority/Pension Trust Board.

Action: Approved minutes.

B. Storm Drain Master Plan and Integrated Asset Management Strategy Consultant Services Agreement

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Schaaf & Wheeler Consulting Civil Engineers in an amount not to exceed \$186,074 for preparation of a citywide Storm Drain Master Plan and Integrated Asset Management Strategy and a contingency in an amount not to exceed \$20,000.

Action: Adopted Resolution No. 2017–44.

C. Ohlone Greenway BART Station Area Access, Safety and Placemaking Improvements Project

Adopt a resolution: 1) Rejecting all bids submitted for the Ohlone Greenway BART Station Area Access, Safety and Placemaking Improvements Project, City Project No. C3076, Federal Project No. CML-5239(025); and 2) Authorizing City staff to amend project scope, if necessary, and rebid the project.

Action: Adopted Resolution No. 2017–45.

D. Amendments to the City’s Job Classification Plan

Adopt a resolution amending the City’s Job Classification Plan to: 1) Re-title and revise the class specification of Fire Secretary to Public Safety Executive Assistant, establish the salary with an initial control point of \$6,411 per month, and abolish the classification of Police Executive Assistant; 2) Re-title and revise the class specification of Information Services Technician to Information Technology Technician; 3) Establish the classification of Information Technology Specialist and establish the salary with an initial control point of \$7,022; and 4) Establish the classification of Network Security Engineer and establish the salary with an initial control point of \$8,834 per month.

Action: Adopted Resolution No. 2017–46.

E. Agreement with Tyler Technologies for Software as a Service Enterprise Resource Planning System

Adopt a resolution authorizing the City Manager to enter into an agreement with Tyler Technologies to provide Software as a Service (SaaS) for the City’s Enterprise Resource Planning (ERP) system in an amount not to exceed \$290,355.

Action: Adopted Resolution No. 2017–47.

F. Police Dispatch Services

Adopt a resolution authorizing the City Manager or his designee to enter into an agreement with the City of Richmond for the provision of police dispatch services from July 1, 2017 to June 30, 2022.

Action: Adopted Resolution No. 2017-48.

G. Agreement with Mark 43, Inc. to provide Computer Aided Dispatch and Records Management Software

Adopt a resolution authorizing the City Manager to enter into an agreement with Mark 43, Inc. to provide computer aided dispatch and records management software in an amount not exceed \$46,170 annually, from June 30, 2017 through June 30, 2022.

Action: Adopted Resolution No. 2017–49.

H. Support for the Paris Climate Agreement and Joining the Mayors National Climate Action Agenda

Adopt a resolution authorizing the Mayor to sign on to support the Paris Climate Protection Agreement through the Mayors National Climate Action Agenda and to support, in consultation with the City Manager or his designee, other similar initiatives that are consistent with city policy.

Action: Adopted Resolution No. 2017–50.

5. PRESENTATIONS

A. Annual Sundar Shadi Garden Contest Awards Presentation.

Acknowledgement of contest winners and presentation of awards.

Presenter: Landry Wildwood, El Cerrito Garden Club.

Cordell Hindler, Richmond, stated that he enjoyed the presentation and the theme of the contest.

Action: Observed presentation. This year’s winners are Christa Kraus, Liberty Street, Jan Jones, Tulare Avenue and Kathy Bohrer, Norvell Street.

B. Contra Costa County Animal Services Department Update – *Presentation by Steve Burdo, Community and Media Relations Manager, Contra Costa County Animal Services Department on services provided to El Cerrito, new policies and programs implemented in 2016 and ways to support your local shelter.*

Action: Received presentation.

6. PUBLIC HEARINGS – *None*

7. POLICY MATTERS

A. One Year Extension and Termination of the Open House Senior Center Lease

Receive community comments regarding the recent action of the West Contra Costa Unified School District (WCCUSD) to end the City's use of the Open House Senior Center, located at 6500 Stockton Avenue on the Fairmont Elementary School Campus, by June 30, 2018 and provide staff with direction on the proposed one year lease extension and lease termination.

Presenter: Christopher Jones, Recreation Director.

Speakers: Cordell Hindler, Richmond, spoke in support of the Senior Center.

Ruby MacDonald, El Cerrito, voiced her concern about the senior center lease situation and its effects on the community and wondered if mediation would be a possibility.

Jan Schilling, El Cerrito, spoke in support of the Senior Center. Ms. Schilling stated that the current Senior Center location is ideal and that she hopes it can be retained.

Roger Schmidt, El Cerrito, asked if members of the School Board were going to speak and whether any contracts for Fairmont have been issued.

Buddy Akacich, El Cerrito, asked the Council to reflect on the emotional issues associated with losing the Senior Center and encouraged the City to find a solution for everyone.

Delma Campbell, El Cerrito, said she hopes this problem is considered a community problem not one side against the other because the community has to work together.

DD Lum, El Cerrito, spoke in support of the Senior Center and proposed making the best of the situation by finding a solution for a new and better Senior Center.

Peter Loubal, El Cerrito, stated that the City should scratch the idea for using the Richmond Swim Center and use City Hall for Senior programs instead.

Sherry Allen, El Cerrito, spoke in support of the Senior Center and said she does not want it to close.

Melanie Proctor, El Cerrito, stated that Fairmont School is 140 percent of capacity and that two portables are going to be placed on the property to accommodate students. Ms. Proctor said the Council, seniors and parents need to work together as a community to develop a solution.

Katherine Cesa, El Cerrito, stated that there should be compromises to find a solution that works for Fairmont School and the seniors.

Linda Cain, El Cerrito, spoke in support of the Senior Center and urged the city to come up with a solution.

Harold Schultz, El Cerrito, asked if the Council knew how many square feet the Senior Center currently occupies and stated that this is how much space is needed for a new Senior Center.

M. Selph, El Cerrito, provided a letter for Council and encouraged the City to be flexible in finding a solution for senior programs and the Senior Center.

Robin Mackey, El Cerrito, spoke about the benefits of the Senior Center and asked the City to find a permanent home for the Senior Center.

David Montes, El Cerrito, urged the City Council to reassure the senior community that senior programs will continue and to find funding and a location for a new Senior Center.

Debbie Marshall, El Cerrito, stated that Fairmont School is overcrowded and better city planning is needed.

Becky Raikow, El Cerrito, stated that the city needs to find a site that it can own and control for the Senior Center.

Sharrod Blankner, El Cerrito, said the Fairmont School needs to expand. Parents have been frustrated that funding and building for expansion of the School has taken so long. Fairmont parents support seniors but are desperate for space for the kids and she supports temporary facilities for the seniors.

Mark Cheley, Richmond, queried whether eminent domain could be used as a tool to acquire the Senior Center property.

Mister Phillips, West Contra Costa Unified School District Board of Education Director, thanked the City Council for the opportunity to listen to the concerns of the community.

Tom Panas, West Contra Costa Unified School District Board of Education Director, said it was important to listen to and understand the concerns of the community and noted that neither the Directors or District can talk about the discussion that took place during the Board of Education's closed session.

Action: Moved, seconded (Lyman/Quinto) and carried unanimously to authorize the City Manager to sign the one-year lease agreement for use of the Senior Center site after giving the West Contra County Unified School District School Board an opportunity to have a dialogue with the City at or after its June 28, 2017 meeting.

B. Tax and Revenue Anticipation Notes – FY 2017-18 Short Term Cash Flow Financing

Adopt a resolution approving the borrowing of funds for Fiscal Year 2017-18 and the issuance and sale of 2017-18 tax and revenue anticipation notes ("TRAN"). Incorporated into the resolution is the authorization of the City Manager to execute an agreement to sell the TRAN in an amount not-to-exceed \$6,000,000 and authorize staff to enter into agreements with NHA Advisors, LLC, as the City's

Municipal Advisor and Jones Hall, as bond counsel, to prepare and execute appropriate legal documents related to said financing.

Presenter: Mark Rasiah, Finance Director/City Treasurer.

Action: Moved, seconded (Lyman/Pardue-Okimoto) and carried unanimously to adopt Resolution No. 2017–51.

C. Update of Management and Confidential Employee Resolution

Adopt a resolution modifying salaries, benefits, and conditions of employment for Management and Confidential Employees and rescinding Resolution Nos. 2014-22 and 2015-71.

Presenter: Karen Pinkos, Assistant City Manager.

Speakers: Cordell Hindler, Richmond, urged the City Council to adopt the resolution.

Actions: Moved, seconded (Pardue-Okimoto/Fadelli) and carried unanimously to adopt Resolution No. 2017–52.

8. CITY COUNCIL LOCAL AND REGIONAL LIAISON ASSIGNMENTS

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

Councilmember Pardue-Okimoto reported that the Arts and Culture Commission will be reviewing Artist in Residency applications. The City's selection panel's final decision should take place in June or July. Councilmember Pardue-Okimoto also reported that the City's second annual Loving Day event turned out well and that she looks forward to planning next year's celebration.

Councilmember Qunito joined Mayor Abelson at the last Centennial Task Force meeting. The Task Force will be adding more meetings and will be ready for the big bash that will culminate in a gala at the Berkeley Country Club.

Councilmember Fadelli reported that the Tree Committee will be planting trees at the North and South ends of City for the City's Centennial and may also be suggesting a City Tree.

Councilmember Lyman reported that the Crime Prevention Committee received feedback from El Cerrito People Power regarding the need to strengthen Sanctuary City policies. The Committee worked on the upcoming National Night Out event. On June 8, Councilmember Lyman represented El Cerrito at the RecycleMore meeting. The Board received a presentation regarding the enforcement actions that are going at RecycleMore's compost facility. The facility has changed its process and has potentially addressed complaints received in Fall 2016. The Board passed a budget and will consider a rate increase in November 2017 of about six cents per household per month. There will be a special meeting at RecycleMore on July 8 to discuss the joint exercise of powers agreement with regards to the services that RecycleMore provides to the various cities and other related matters.

9. ADJOURNED REGULAR CITY COUNCIL MEETING at 9:48 p.m.

SUPPLEMENTAL COMMUNICATIONS

Item No. 7(A) One Year Extension and Termination of the Open House

Senior Center Lease

1. Suggestion for Senior Center location – *Submitted by Judith Tannenbaum, El Cerrito.*
2. Comments on city facility needs – *Submitted by Michael Fischer, El Cerrito representative on the Contra Costa County Library Commission.*
3. Fairmont Elementary and Senior Center – *Submitted by Debbie Marshall.*
4. Regarding future plans for the Open House Senior Center – *Submitted by M. Selph, El Cerrito.*



AGENDA BILL

Agenda Item No. 4(B)

Date: July 18, 2017
To: El Cerrito City Council
From: Kristen Cunningham, Senior Human Resources Analyst
Karen Pinkos, Assistant City Manager
Subject: Amendments to the City's Classification Plan

ACTION REQUESTED

Adopt a resolution amending the City's Classification Plan to:

- 1) Authorize the reclassification of Information Technology Technician to Information Technology Specialist in the City Management Department; and
- 2) Amend Exhibit A to Resolution No. 2017-46 to correct an inadvertent clerical error in the Public Safety Executive Assistant class specification.

BACKGROUND

Human Resources has worked with Department and Division managers to review class specifications throughout the City to confirm that they are representative of organizational changes and duties performed that have evolved over time.

ANALYSIS

Information Technology Specialist

Staff has conducted a review of the current staffing and positions within the Information Technology Division of the City Management Department. A determination has been made that the current Information Technology Technician is performing duties that are more appropriately placed at the higher classification level of Information Technology Specialist. The duties of the Information Technology Technician have evolved over time to include duties of a more complex and sensitive nature that are consistent with the higher level classification. Some of these expanded duties include: administering the California Law Enforcement Telecommunications System (CLETS) and Computer-Aided Dispatch and automated Records Management Systems (CAD/RMS) of the Police and Fire departments; monitoring and testing systems and infrastructure performance; and analyzing, designing, developing, and evaluating programs and implementation applications and integrations that include interfaces to support core business services and functions. Staff recommends a reclassification as these duties are consistent with those of the Information Technology Specialist job class.

Public Safety Executive Assistant

Staff recently amended the class specification of Public Safety Executive Assistant through Council action. Due to an inadvertent clerical error, the qualifications were not appropriately updated to match the qualifications on the recently-abolished class specification of Police Executive Assistant of which included three to five years of experience and the equivalent of an Associate of Arts degree. Due to the level of responsibility of the position, staff is recommending that these qualifications be included in the Public Safety Executive Assistant class specification.

STRATEGIC PLAN CONSIDERATIONS

Amending the City's classification plan will help fulfill City of El Cerrito Strategic Plan Goal A: Delivering Exemplary Public Services and the following objectives:

- Recruit and retain a talented and effective workforce
- Maintain emphasis on providing excellent customer service

FINANCIAL CONSIDERATIONS

There will be no additional costs for the proposed changes to the classification plan as the costs will be absorbed within the current fiscal year's operating budget.

Reviewed by:



Scott Hanin
City Manager

Attachments:

1. Resolution
2. Class Specification – Public Safety Executive Assistant

RESOLUTION NO. 2017-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AMENDING THE CITY'S CLASSIFICATION PLAN TO IMPLEMENT THE RECLASSIFICATION OF INFORMATION TECHNOLOGY TECHNICIAN TO INFORMATION TECHNOLOGY SPECIALIST AND AMENDING EXHIBIT A OF RESOLUTION NO. 2017-46 TO REVISE THE PUBLIC SAFETY EXECUTIVE ASSISTANT CLASS SPECIFICATION

WHEREAS, the City Council of the City of El Cerrito has an adopted Classification Plan for positions in the City's service; and

WHEREAS, the City's Personnel Rules and Regulations 2.6 allows for changes in classification if it is believed that a job being performed is inconsistent with the approved position classification; and

WHEREAS, staff has conducted a review of certain positions in the City Management and Public Safety Departments; and

WHEREAS, staff has proposed personnel changes that allow for the reclassification of Information Technology Technician to Information Technology Specialist to better reflect the duties being performed by the current position and the desired level of service to be provided; and

WHEREAS, the City Council adopted Resolution No. 2017-46 on June 20, 2017 which established the Information Technology Specialist classification and retitled and revised the class specification of Fire Secretary to Public Safety Executive Assistant and abolished the classification of Police Executive Assistant among other actions; and

WHEREAS, Exhibit A to Resolution No. 2017-46 requires amendment to correct an inadvertent clerical error in the Public Safety Executive Assistant class specification.

NOW THEREFORE, BE IT RESOLVED, that the City Council does hereby amend the City's Classification Plan to:

1. Authorize implementation of the reclassification of Information Technology Technician to Information Technology Specialist in the City Management Department; and
2. Amend Exhibit A to Resolution No. 2017-46 to read as follows to correct an inadvertent clerical error in the Experience and Education Guidelines section of the Public Safety Executive Assistant class specification (*new language is underlined and deleted text is stricken out*):

Experience and Education Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of increasingly responsible clerical experience. Public agency experience preferred.

~~Two years of increasingly responsible clerical experience.~~

Education:

Equivalent to graduation from a two-year college with major course work in public or business administration or a related field is required. Equivalent to graduation from a four-year university is highly desirable.

~~Equivalent to the twelfth grade, including or supplemented by specialized clerical courses.~~

I CERTIFY that at a regular meeting on July 18, 2017, the El Cerrito City Council passed this resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on July XX, 2017.

Cheryl Morse, City Clerk

APPROVED:

Janet Abelson, Mayor

CITY OF EL CERRITO

PUBLIC SAFETY EXECUTIVE ASSISTANT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

To perform a variety of responsible and complex clerical and administrative duties in support of administrative and supervisory staff within the City's public safety departments.

DISTINGUISHING CHARACTERISTICS

This classification is characterized by varied confidential and responsible administrative tasks performed with a high level of independence and discretion in judgement. It is distinguished from other clerical classes by the more complex, responsible and sensitive duties assumed related to functioning as the executive assistant for public safety staff. Positions within this classification can be assigned to either the Fire Department or Police Department.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Fire Chief or Police Chief or a designee.

May exercise indirect supervision over other clerical positions and volunteer clerical personnel.

ESSENTIAL FUNCTIONS STATEMENT

Essential responsibilities and duties may include, but are not limited to, the following:

Essential Functions:

- Screen calls, visitors and mail for assigned staff; compose routing correspondence in response to requests for information.
- Independently respond to letters and general correspondence of a routine nature.
- Make travel arrangements, maintain appointment schedules and calendars, and arrange meetings and conferences.
- Manage payroll records for department personnel; prepare and submit payroll reports to the City's Finance Department for bi-weekly disbursement.
- Purchase equipment and supplies and maintain inventories.
- Research, compile, and analyze data for special projects and various reports.
- Initiate and maintain a variety of files and records of a confidential nature.
- Recommend organizational or procedural changes affecting clerical activities.

- Assist department staff in organizing and completing special projects; research and compile information for use in special reports; serve as staff at special events for the public.
- Attend public meetings as a department representative; serve as representative of the department as delegated.

Additionally, When Assigned to the Fire Department:

- Perform a wide variety of complex, responsible and confidential duties for the Fire Chief.
- Interpret City policies, rules, regulations and procedures for fire prevention, fire hazard abatement, public education, training and departmental records and reports in response to inquiries and refer as appropriate.
- Prepare and process Fire Department administered permits, forms, and files.
- Type a variety of materials including general correspondence and memoranda.
- Participate and assist in the administration of the Department; prepare comprehensive reports, compile annual budget requests, and recommend expenditure requests for designated accounts.
- May serve as staff liaison to a board or commission for which the Fire Department has primary staffing responsibility, preparing the agenda, assembling background materials, taking and transcribing minutes of the meeting, and performing related support services.
- Assist with activities related to labor relations and contract negotiation.
- Schedule public education events

Additionally, When Assigned to the Police Department:

- Perform a wide variety of complex, administrative, and confidential duties in support of sworn administrative and supervisory staff.
- Process and prepare a variety of permits, forms, dispositions, and files including taxi permits, concealed weapons permits, registrant files, extradition forms, and pawn slips
- Operate computers to enter, modify, and retrieve data such as stolen and recovered property, driver license and vehicle registration information, and warrants on wanted persons.
- Process and prepare public records requests.
- Process receipts for monies received for photographs, verifications, fingerprints and photocopies.
- Transcribe oral dictation from notes and recordings in production of written records.
- Operate office equipment and computers, use MS Office software suite i.e. Outlook, Word, Excel, Power Point, Publisher; use law enforcement related software, web development utilities, social media and others as assigned.

- Prepare check requests and purchase orders; maintain petty cash and bail fund.
- May assist in performing searches of arrested persons.

QUALIFICATIONS

Knowledge of:

- English usage, spelling, grammar, and punctuation.
- Modern office practices, procedures, methods and equipment.
- Business letter writing.
- General City government organization, functions and procedures.
- Organization, functions, and procedures of the Police Fire Department, including basic knowledge of fire prevention, fire hazard abatement and public fire education.

Ability to:

- Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Communicate clearly and concisely both orally and in writing.
- Compose general correspondence and letters.
- Work cooperatively with other departments, City officials and outside agencies.
- Interpret and apply administrative and Departmental policies, laws and regulations.
- Operate and use modern office equipment.
- Work independently in the absence of supervision to provide administrative continuity within the public safety system.
- Analyze situations carefully and adopt effective courses of action.
- Plan, organize and schedule priorities in the Police or Fire Department office.
- Compile and maintain complex and extensive records and prepare routine reports.
- Maintain confidential data and information, including Police or Fire Department personnel records.
- Understand and carry out oral and written directions.
- Establish and maintain effective working relationships with those contacted in the course of work.

- Type at a speed necessary for adequate performance of assigned duties.
- Maintain physical and mental capacities appropriate to the performance of assigned duties and responsibilities.

Experience and Education Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of increasingly responsible clerical experience. Public agency experience preferred.

~~Two years of increasingly responsible clerical experience.~~

Education:

Equivalent to graduation from a two-year college with major course work in public or business administration or a related field is required. Equivalent to graduation from a four-year university is highly desirable.

~~Equivalent to the twelfth grade, including or supplemented by specialized clerical courses.~~

Licenses/Certificates/ Other requirements:

Not applicable.

PHYSICAL DEMANDS

Sitting: Frequently to Constantly
Standing: Occasionally
Walking: Occasionally
Bending: Occasionally
Crouching: Never
Stooping: Never
Kneeling: Never

Lifting:
up to 10 lbs: Occasionally
11 to 25 lbs: Occasionally
26 to 50 lbs: Never
51 to 75 lbs: Never
76 to 100 lbs: Never
100 + lbs: Never

Crawling: Never
Climbing: Never
Balancing: Never
Running: Never
Twisting: Occasionally
Turning: Occasionally
Jumping: Never

Carrying
up to 10 lbs: Occasionally
11 to 25 lbs: Occasionally
26 to 50 lbs: Never
51 to 75 lbs: Never
76 to 100 lbs: Never
100 + lbs: Never

Pushing/Pulling:
up to 10 lbs: Occasionally
11 to 25 lbs: Never
26 to 50 lbs: Never
51 to 75 lbs: Never
76 to 100 lbs: Never
100 + lbs: Never

Grasping – firm: Occasionally
Finger dexterity: Frequently to Constantly
Reaching forward: Occasionally
Pinch grasp: Occasionally
Grasp – light: Occasionally to Frequently

Coordination - Eye-hand: Frequently
 Eye-hand-foot: Occasionally
 Driving: Never

PHYSICAL DEMANDS (continued)

Talking - Face-to-face: Occasionally
 Verbal contact: Occasionally
 Public: Occasionally

Vision - Acuity far: Required
 Acuity, near: Required
 Depth perception: Not Required
 Field of vision: Not Required
 Accommodation: Not Required
 Color vision: Not Required

Hearing - Conversation: Occasionally
 Telephone: Occasionally to Frequently
 Earplugs: Never

MENTAL REQUIREMENTS

Abstract variables, Interpret instructions, Problems-standard, Detailed-uninvolved instructions, One or two-step instructions, Reading-simple, Reading-complex, Writing-simple, Writing-complex, Math skills-simple, Math skills-complex, Clerical, Synthesizing, Coordinating, Analyzing, Computing, Copying, Comparing, Supervising, Serving, Taking instructions-helping, Setting up, Operating-controlling, Comprehend/follow instructions, Perform simple repetitive tasks, maintain work pace, Relate to other people, Influence other people, Perform varied complex tasks, Generalizations/evaluations, Responsibility for direction.

WORK ENVIRONMENT

Indoors, Using computer/computer monitor screen, Works around others, works alone, works with others.



AGENDA BILL

Agenda Item No. 4(C)

Date: July 18, 2017
To: El Cerrito City Council
From: Yvetteh Ortiz, Public Works Director/City Engineer
Subject: Applications to Metropolitan Transportation Commission for One Bay Area Grant, Cycle 2 Program Funding

ACTION REQUESTED

City staff requests that City Council consider the following actions:

1. Adopt a resolution authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission for the One Bay Area Grant, Cycle 2 Program and committing any necessary matching funds and stating assurance to complete the Carlson Boulevard and Central Avenue Pavement Rehabilitation Project.
2. Adopt a resolution authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission for the One Bay Area Grant, Cycle 2 Program and committing any necessary matching funds and stating assurance to complete the El Cerrito del Norte Transit-Oriented Development Complete Streets Improvement Project.

BACKGROUND

Metropolitan Transportation Commission Funding Requirements

The Metropolitan Transportation Commission (MTC) is responsible for establishing the criteria and policies for allocating federal transportation funding in the San Francisco Bay Area. In 2012, MTC integrated various transportation programs with California's climate law (Senate Bill 375) and the Sustainable Communities Strategy to create the One Bay Area Grant (OBAG) Program. OBAG allows flexibility to invest in transportation categories such as Transportation for Livable Communities (TLC), bicycle and pedestrian improvements, local streets and roads preservation, and planning activities. OBAG also supports MTC's commitments to advancing the Bay Area's land use and housing goals. In 2015 and 2016, MTC adopted the selection criteria and programming policy for the second round of the OBAG (OBAG 2) for Fiscal Year (FY) 2017-18 through FY 2021-22 (per MTC Resolution No. 4202, Revised).

Contra Costa Transportation Authority Coordinated Call for Projects

In September 2016, the Contra Costa Transportation Authority (CCTA) announced a Coordinated Call for Projects for MTC's OBAG 2 funding as well as the CCTA's Measure J TLC Program and Pedestrian, Bicycle and Trail Facilities Program funding. City staff reviewed projects identified in various City plans, including the San Pablo Avenue Specific Plan (including Complete Streets Plan), Active Transportation Plan, Urban Greening Plan, ADA Transition Plan, and Pavement Management Program, to

best match eligibility and scoring criteria of the various funding programs. City staff selected the following three projects based on competitiveness given the program criteria and, in December 2016, submitted grant applications to the CCTA for the following three projects:

- Central Avenue and Carlson Boulevard Pavement Rehabilitation for the OBAG 2 Local Streets and Roads Preservation Program;
- El Cerrito del Norte Transit-Oriented Development (TOD) Complete Streets Improvements for the OBAG 2 Competitive Program and Measure J Transportation for Livable Communities Program; and
- Arlington Boulevard Pedestrian Safety Improvements for OBAG Safe Routes to School Program and Measure J Pedestrian, Bicycle and Trail Facilities Program.

The first two projects, as described below, have been selected for funding as part of the CCTA process. In all, the CCTA received 77 applications from transit agencies and local jurisdictions for approximately \$87 million for all of Contra Costa County. OBAG 2 Local Streets and Roads Preservation Program funding, which is for projects in the City's certified Pavement Management Program, is non-competitive and an amount of \$544,000 will be allocated by formula to the City for the Central Avenue and Carlson Boulevard Pavement Rehabilitation Project. For the OBAG 2 Competitive Program and Measure J TLC (also a competitive program), various selection groups and committees highly ranked the El Cerrito del Norte TOD Complete Streets Improvements Project and recommended that the CCTA Board approve funding in the amount of \$4,840,000 in OBAG 2 federal funds and \$2,312,000 in Measure J TLC funds. On June 21, 2017, the CCTA approved the recommended funding allocations and authorized their submittal to MTC for final approval.

Central Avenue and Carlson Boulevard Pavement Rehabilitation

The Central Avenue and Carlson Boulevard Pavement Rehabilitation Project consists of asphalt concrete overlay and inlay treatments, reconstruction of limited sections of existing curb, gutter, and sidewalk, construction or reconstruction of curb ramps, and replacement of thermoplastic striping and pavement markers. The project is consistent with the City's ADA Transition Plan and Pavement Management Program. The project limits are on Central Avenue from Santa Clara Avenue to San Pablo Avenue and Carlson Boulevard from Central Avenue to the northern city limits. These streets are classified as arterials and therefore eligible for federal funding.

El Cerrito del Norte TOD Complete Streets Improvements Project

The El Cerrito del Norte TOD Complete Streets Improvements Project would implement multimodal transportation improvements identified in the San Pablo Avenue Specific Plan and Active Transportation Plan, adopted by City Council in September 2014 and April 2016, respectively, to catalyze transit-oriented development in the San Pablo Avenue del Norte Area (also referred to as Uptown in the Specific Plan). Improvements

would include new and enhanced bicycle and pedestrian facilities connecting to the El Cerrito del Norte BART Station and TOD, bus and automobile circulation improvements, and streetscape elements. The project limits span several streets leading to and surrounding the El Cerrito del Norte BART Station including San Pablo Avenue from Ohlone Greenway near the northern city limit to Potrero Avenue, Eastshore Boulevard from Potrero Avenue to San Pablo Avenue, Hill Street from San Pablo Avenue to Liberty Street, Cutting Boulevard from I-80 to Key Boulevard, and Knott Avenue from San Pablo Avenue to Key Boulevard.

Specific project elements include:

- A combination of new or enhanced Class II (Bike Lane) & III (Super Sharrows) bike facilities on San Pablo Ave., Cutting Blvd., Hill St., and Eastshore Blvd.
- Enhanced signalized intersection treatments for bikes
- New protected crosswalks, to complete crosswalks on all legs of signalized San Pablo Avenue intersections at Knott Ave., Cutting Blvd. and Hill St./Eastshore Blvd.
- New pedestrian signal on San Pablo Avenue at Wall Avenue
- Sidewalk improvements, curb extensions at bus stops and pedestrian crossing, and accessibility upgrades
- Narrowed travel lanes, reduction in turning lanes/auxiliary lanes and conversion of one-way to two-way streets to better accommodate all street users including:
 - o Conversion of Cutting Blvd. east of San Pablo Ave. to two-way traffic
 - o Elimination of the second left-turn lane northbound at Cutting and southbound at Hill on San Pablo Ave.
 - o Transition of the outside northbound through lane on San Pablo Ave between Hill and Cutting to feed into a right-turn lane serving turns to eastbound Cutting
 - o Elimination of the southbound right-turn pocket lane on San Pablo Ave. at Cutting
- Modification of Peerless Ave. (Shopping Center driveway) for inbound traffic only (no outbound traffic except for right-turns out)
- Traffic signal optimization on San Pablo Ave. at the intersections of Knott Ave., Cutting Blvd. and Hill St./Eastshore Blvd. to better accommodate all street users
- Streetscape improvements including pedestrian-level lighting, landscaping, signage, trash & recycling receptacles, benches and bike racks.

The improvements for both projects will be refined as the design of each project progresses and will include community engagement and input.

ANALYSIS

The estimated cost for environmental studies, design, and construction of the Central Avenue and Carlson Boulevard Pavement Rehabilitation Project is estimated to be \$1,022,000. In addition to the \$544,000 OBAG 2 grant approved by the CCTA Board, \$478,000 from City Measure A Street Improvement funds will be needed to complete the project funding. This amount would far exceed the minimum 11.47-percent local

match requirement for the federal funds. The proposed funding plan is summarized below.

**Proposed Funding Plan
Central Avenue and Carlson Boulevard Pavement Rehabilitation Project**

Fund Source	Environ/Design FY2017-18	Construction FY2018-19	Total
OBAG 2	-	\$544,000	\$544,000
City Measure A Street Improvements	\$110,000	\$368,000	\$478,000
Total	\$110,000	\$912,000	\$1,022,000

The estimated cost for environmental studies, design, and construction of the El Cerrito del Norte TOD Complete Streets Improvements Project is estimated to be \$7,983,000. In addition to the \$4,840,000 OBAG 2 grant and \$2,312,000 Measure J TLC grant, \$831,000 will be needed from multiple City-controlled sources to complete the project funding. This amount would exceed the required 11.47-percent local match requirement for the federal funds. Starting in FY 2018-19, likely sources of City-controlled funding for this project include additional State funding resulting from the passage of the Road Repair and Accountability Act of 2017 (Senate Bill 1 Beall), City Measure A Street Improvement fund, and project development contributions as part of the San Pablo Avenue Specific Plan. The proposed funding plan is summarized below.

**Proposed Funding Plan
El Cerrito del Norte TOD Complete Streets Improvements Project**

Fund Source	Environ/Design FY2018-19/FY2020-21	Construction FY2021-22	Total
OBAG 2	-	\$4,840,000	\$4,840,000
Measure J TLC	\$1,163,000	\$1,149,000	\$2,312,000
Multiple City Funding Sources	\$105,000	\$726,000	\$831,000
Total	\$1,268,000	\$6,715,000	\$7,983,000

Per MTC's Resolution 4202, once a project has been selected for funding, in our case this was done by the CCTA Board on June 21, 2017, the City must adopt a Resolution of Local Support for the project and submit it to MTC by August 31, 2017 to complete the project application process. MTC is the final awarding body for the federal funding and programs the funding between FY 2017-18 and FY 2021-22.

STRATEGIC PLAN CONSIDERATIONS

The Central Avenue and Carlson Boulevard Pavement Rehabilitation Project and the El Cerrito del Norte TOD Complete Streets Improvements Project are consistent with

various El Cerrito Strategic Plan goals including Goal D – *Develop and rehabilitate public facilities as community focal points*; Goal C – *Deepen a sense of place and community identity by promoting strong neighborhoods*; and Goal F – *Foster environmental sustainability citywide by encouraging alternative modes of transportation to the single occupancy vehicle*. In addition, the projects would directly implement improvements identified in several City plans and programs as described above. Finally, adoption of the Resolution of Local Support for each project will implement the City's Strategic Plan Goal B - *Achieve long-term financial sustainability by continuing to pursue and support opportunities for new funding, including outside grants*.

ENVIRONMENTAL CONSIDERATIONS

California Environmental Quality Act ("CEQA") Guidelines require preparation of an Initial Study to identify whether a plan or project will have a significant effect on the environment. For projects with potentially significant impacts, proposed mitigations may be included as part of the environmental review process to ensure that such impacts are mitigated to a less than significant level where possible. The Central Avenue and Carlson Boulevard Pavement Rehabilitation Project is categorically exempt from review under CEQA pursuant to Section 15301 (Existing Facilities) because the project is a repair to an existing facility involving negligible or no expansion of use beyond that presently existing. More specifically, restoration or rehabilitation of deteriorated or damaged facilities to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as an earthquake, landslide, or flood, is exempt from CEQA.

The El Cerrito del Norte TOD Complete Streets Improvements Project is a combination of projects identified in the San Pablo Avenue Specific Plan and Active Transportation Plan. City Council approved a programmatic Environmental Impact Report and associated Mitigation Monitoring and Reporting Program for the San Pablo Avenue Specific Plan in September 2014, and an Initial Study/Mitigated Negative Declaration and associated Mitigation Monitoring and Reporting Program for the Active Transportation Plan in April 2016. Both documents were prepared per CEQA Guidelines. If the City is awarded this grant, prior to awarding a contract for any aspect of the TOD Complete Street Improvement Project that could have a reasonable foreseeable physical effect on the environment, it will prepare a project checklist to determine whether all impacts of the projects were evaluated in these documents. Applying for or accepting the grant would not preclude the City's exercise of discretion to mitigate identified impacts, select alternatives, or choose not to proceed with the project. The mitigation measures identified in both Mitigation Monitoring and Reporting Programs will be implemented as appropriate in order to mitigate any identified environmental impacts of the project.

As part of the federal funding process, both projects will also need to be evaluated for compliance with the National Environmental Policy Act (NEPA), which includes conducting preliminary environmental studies and various technical studies. The anticipated document for both projects is Categorical Exclusion with Technical Studies. City staff will coordinate with Caltrans, which provides oversight for federally-funded projects, to determine the appropriate documents.

FINANCIAL CONSIDERATIONS

The environmental and design efforts for the Central Avenue and Carlson Boulevard Pavement Rehabilitation Project will begin this year. Funding for these phases of the project is available in the Adopted Fiscal Year 2017-18 Budget and Capital Improvement Program (CIP) in an allocation from the Measure A Street Improvement Fund.

Future fiscal year funding for both projects will be included in the corresponding budgets and is subject to Council approval of annual appropriations.

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 of Local Support for Central Avenue and Carlson Boulevard Pavement Rehabilitation Project
2. Resolution of Local Support for El Cerrito del Norte TOD Complete Streets Improvements Project

RESOLUTION NO. 2017-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO METROPOLITAN TRANSPORTATION COMMISSION AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING ASSURANCE TO COMPLETE THE CARLSON BOULEVARD AND CENTRAL AVENUE PAVEMENT REHABILITATION PROJECT

WHEREAS, the City of El Cerrito (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$544,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the Carlson Boulevard and Central Avenue Pavement Rehabilitation Project (herein referred to as PROJECT) for the One Bay Area Grant (OBAG) Program (herein referred to as PROGRAM); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its City Manager or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that the APPLICANT is authorized to execute and file an application for funding for the PROJECT

for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding.

BE IT FURTHER RESOLVED that APPLICANT will provide any required matching funds.

BE IT FURTHER RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING.

BE IT FURTHER RESOLVED that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT.

BE IT FURTHER RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP.

BE IT FURTHER RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application.

BE IT FURTHER RESOLVED that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM.

BE IT FURTHER RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency.

BE IT FURTHER RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects.

BE IT FURTHER RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT.

BE IT FURTHER RESOLVED that there is no legal impediment to APPLICANT making applications for the funds.

BE IT FURTHER RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT.

Agenda Item No. 4(C)
Attachment 1

BE IT FURTHER RESOLVED that APPLICANT authorizes its City Manager or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution.

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application.

BE IT FURTHER RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

I CERTIFY that at a regular meeting on July 18, 2017 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 July XX, 2017.

Cheryl Morse, City Clerk

APPROVED:

Janet Abelson, Mayor

RESOLUTION NO. 2017-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO METROPOLITAN TRANSPORTATION COMMISSION AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING ASSURANCE TO COMPLETE THE EL CERRITO DEL NORTE TRANSIT ORIENTED DEVELOPMENT COMPLETE STREETS IMPROVEMENT PROJECT

WHEREAS, the City of El Cerrito (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$4,840,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the El Cerrito del Norte Transit-Oriented Development (TOD) Complete Streets Improvement Project (herein referred to as PROJECT) for the One Bay Area Grant (OBAG) Program (herein referred to as PROGRAM); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its City Manager or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding.

BE IT FURTHER RESOLVED that APPLICANT will provide any required matching funds.

BE IT FURTHER RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING.

BE IT FURTHER RESOLVED that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT.

BE IT FURTHER RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP.

BE IT FURTHER RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application.

BE IT FURTHER RESOLVED that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM.

BE IT FURTHER RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency.

BE IT FURTHER RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects.

BE IT FURTHER RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT.

BE IT FURTHER RESOLVED that there is no legal impediment to APPLICANT making applications for the funds.

BE IT FURTHER RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT.

Agenda Item No. 4(C)

Attachment 2

BE IT FURTHER RESOLVED that APPLICANT authorizes its City Manager or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution.

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application.

BE IT FURTHER RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

I CERTIFY that at a regular meeting on July 18, 2017 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 July XX, 2017.

Cheryl Morse, City Clerk

APPROVED:

Janet Abelson, Mayor



AGENDA BILL

Agenda Item No. 4(D)

Date: July 18, 2017
To: El Cerrito City Council
From: Noa Kornbluh, Community Development Analyst
Melanie Mintz, Community Development Director
Subject: Economic Development Committee Appointment

ACTION REQUESTED

Approve an Economic Development Committee recommendation to appoint Ilya Weber to the Economic Development Committee, effective July 18th, 2017.

BACKGROUND

An application to be appointed to the Economic Development Committee (EDC) was recently received from Ilya Weber, who has attended three meetings of the Economic Development Committee. During the regular Committee Meeting on June 28, 2017 the Committee voted unanimously to recommend to the Council that Ilya Weber be appointed to the Economic Development Committee.

Ilya is an El Cerrito resident and social worker for San Francisco Veterans Affairs. He has a strong interest in developing the El Cerrito economy. Ilya has experience sitting on a task force. From 2004 to 2006 he assisted in developing two major skate parks as part of the San Francisco Skateboard Task Force. He has demonstrated through his application and participation in EDC meetings that he is committed to economic prosperity and the community in keeping with the mission of the Committee. His background in community activism and history of volunteering will benefit the activities of the Committee.

If the Council approves this recommendation, the number of Committee members will be 10. Resolution 2013-66 establishes the maximum committee size at 15.

Reviewed by:

Scott Hanin
City Manager

Attachment:

Application



July 18, 2017
REGULAR CITY COUNCIL MEETING

Agenda Item No. 4(D)
Attachment 1 Application

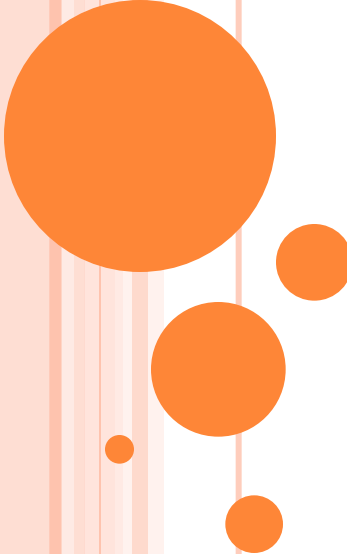
is available for review in hardcopy format at the following
locations:

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

and

The El Cerrito Library
El Cerrito
6510 Stockton Avenue

HOMELESSNESS IN CONTRA COSTA COUNTY



Jaime Jenett, MPH

Continuum of Care Planning and Policy Manager

Contra Costa Homeless Services

2017 PIT COUNT

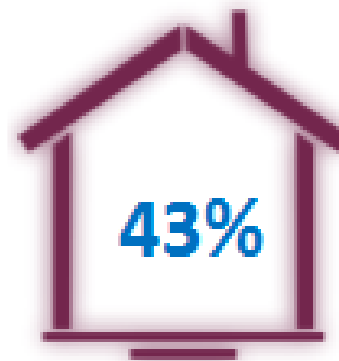
CONTRA COSTA COUNTY POINT IN TIME COUNT January 25, 2017

On a single night in Contra Costa County ...

1,607

Persons experiencing
homelessness

30% were first-time homeless



People in sheltered &
unsheltered locations

57% unsheltered



2017 PIT: POPULATION CHARACTERISTICS

84 families:

160 minors

12 Parenting Transition Aged Youth

83 Adults



Population Characteristics:

381 Substance Use Disorder

368 Mental Health Disability

331 Chronically homeless

224 Victims of Domestic Violence

99 Veterans



86% of veterans had been homeless
for 12 months or more

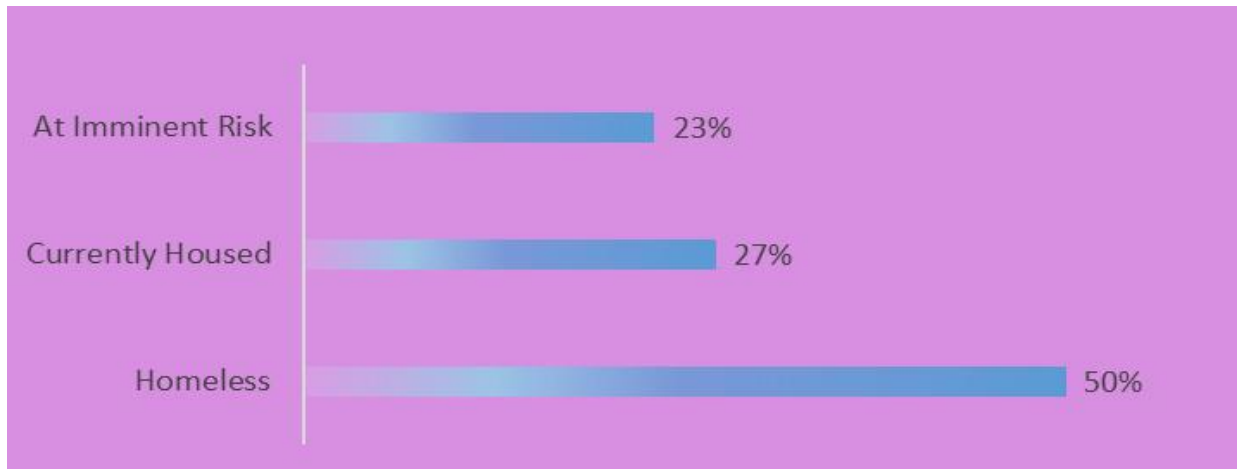




2017 PIT: SHELTER CAPACITY



Shelter capacity met only 41% of need for single adults



2017 PIT: LOCAL/REGIONAL ISSUE

**80% lost
housing
in
Contra
Costa**

Number of People that
Lost Housing in a
County Outside of
Contra Costa
(2017 PIT)

96 -- Outside of Bay Area

66 -- Alameda

26 -- Solano

12 -- San Francisco

8 -- Marin

2 -- Santa Cruz

1 -- Napa

1 -- Santa Clara

1 -- San Mateo



2017 PIT: CITY LEVEL DATA (INCLUDING CITY OF ORIGIN)

West County			Central County			East County		
	#unsheltered	Lost housing		#unsheltered	Lost housing		#unsheltered	Lost housing
Crockett	0	5	Alamo	0	0	Antioch	137	156
El Cerrito	11	5	Clayton	0	5	Bay Point	39	24
El Sobrante	13	13	Clyde	0	2	Bethel Island	0	0
Hercules	0	2	Concord	188	123	Brentwood	4	12
Pinole	0	12	Danville	0	5	Byron	0	2
North Richmond	0	4	Lafayette	0	5	Discovery Bay	1	1
Richmond	109	198	Martinez	93	59	Oakley	16	17
Rodeo	6	8	Pacheco	6	3	Pittsburg	83	60
San Pablo	57	31	Pleasant Hill	25	22			
			San Ramon	0	6			
			Walnut Creek	19	15			
TOTAL	196	278	TOTAL	331	245	TOTAL	280	272

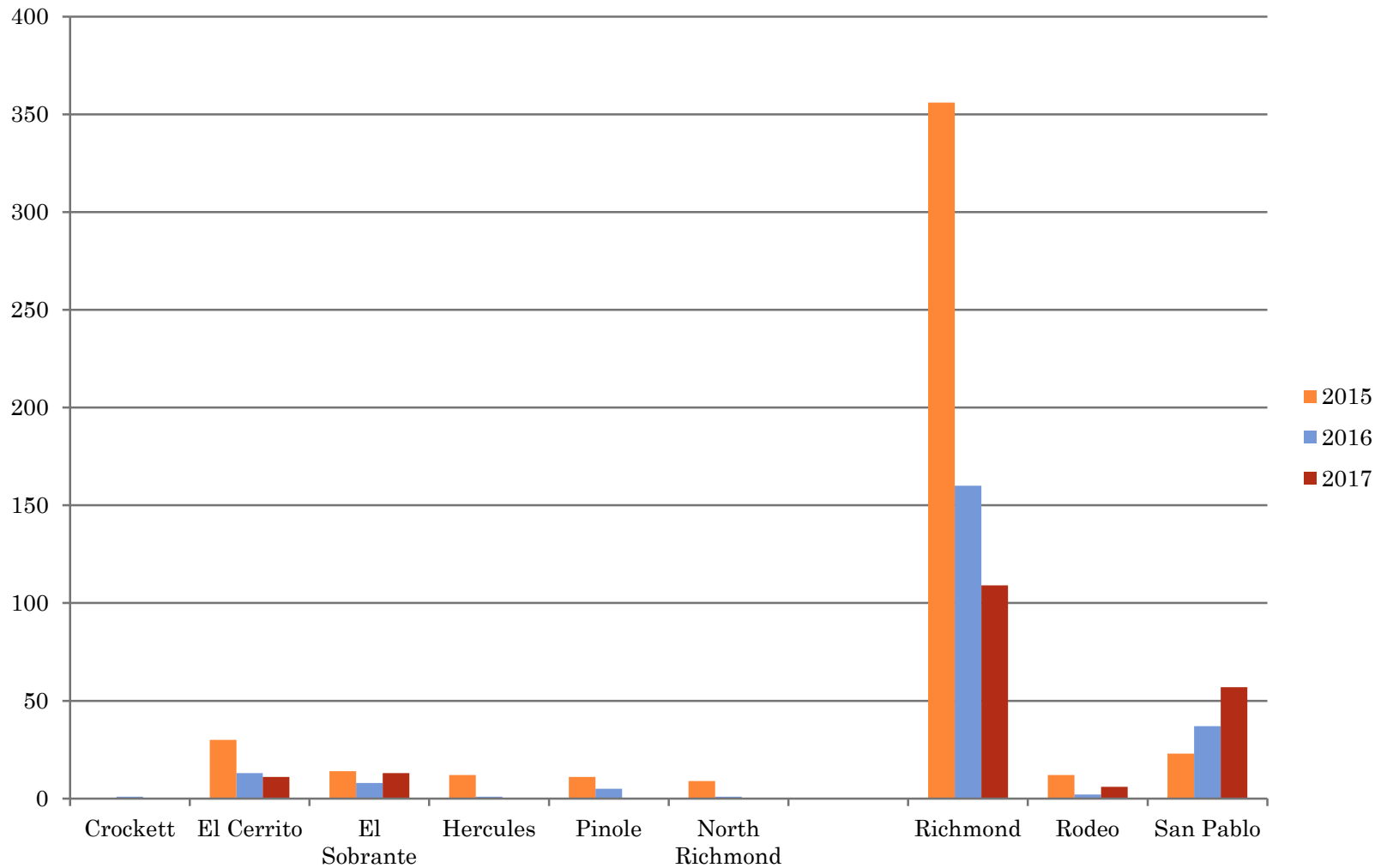


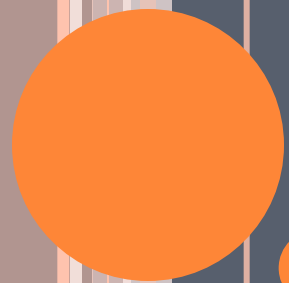
PIT DATA 2015-2017:CITY LEVEL TRENDS

West County				Central County				East County			
	2015	2016	2017		2015	2016	2017		2015	2016	2017
Crockett	0	1	0	Alamo	0	1	0	Antioch	122	164	137
El Cerrito	30	13	11	Clayton	10	2	0	Bay Point	25	39	39
El Sobrante	14	8	13	Clyde	0	1	0	Bethel Island	5	2	0
Hercules	12	1	0	Concord	114	73	188	Brentwood	11	8	4
Pinole	11	5	0	Danville	0	0	0	Byron	0	0	0
North Richmond	9	1	0	Lafayette	1	2	0	Discovery Bay	N/A	N/A	1
Richmond	356	160	109	Martinez	72	63	93	Oakley	8	28	16
Rodeo	12	2	6	Pacheco	18	8	6	Pittsburg	56	60	83
San Pablo	23	37	57	Pleasant Hill	63	11	25				
				San Ramon	1	0	0				
				Walnut Creek	33	39	19				



2015-2017 PIT: WEST COUNTY TREND





COORDINATED ENTRY



Anka Behavioral Health, Inc.



Trinity Center

Helping Those without a Home



CCACS



SHELTER INC
Contra Costa



WHITE PONY EXPRESS

relaying food and goods to those in need in Contra Costa County



STAND!
For Families Free of Violence.

2-1-1



Monument
CrisisCenter

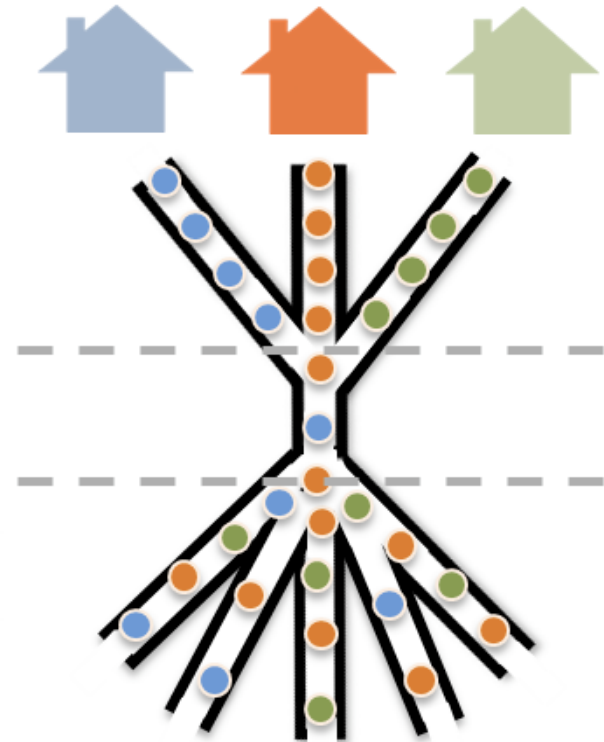
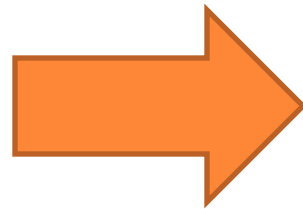


CONTRA COSTA
HEALTH SERVICES

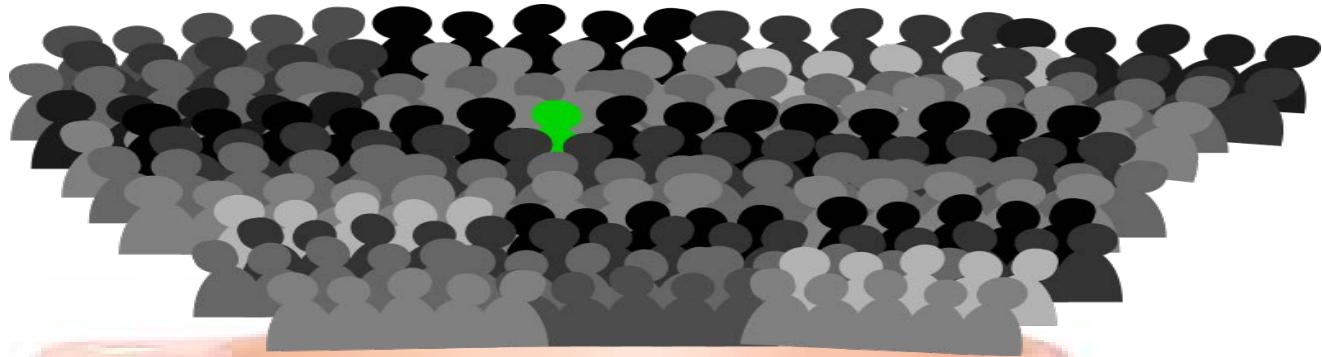


CONTRA COSTA
YOUTH CONTINUUM OF SERVICES
FOR RUNAWAY AND HOMELESS YOUTH

CONTRA COSTA
CRISIS CENTER



RECIPE FOR FAILURE



900+ people living
outside every day



< 500 shelter
beds



PREVENTION AND DIVERSION

Prevention



- Financial assistance and case management to help retain permanent housing.
- facing eviction for nonpayment of rent or utilities;
- living in condemned or uninhabitable housing;
- doubled up or couch-surfing;
- staying in a hotel or motel

Diversion



- Lost/about to lose housing and have potential to find habitable place to live outside of the Homeless Service system including friends/family.



CRISIS SERVICES

CORE Outreach Teams



- Distribute basic supplies
- Connections to shelter/hospital/services
- Welfare checks
- Help police address encampments

CARE Centers



- Basic needs (shower, food, clothing)
- Assessments and referrals
- Case management
- Warming Center



CRISIS HOUSING

Shelters



- Single Adults
- Families
- Medical Respite

Transitional Housing



- Domestic Violence
- Drug and Alcohol rehabilitation
- Families
- Transition Age Youth
- Individuals (minimal)



HOUSING

Rapid Rehousing



- 5– 12 months
- Financial support and case management

Permanent Supportive Housing



- Permanent
- Must be affordable
- May come with rental subsidies and long-term support services



COMING EARLY 2017

THE FOLLOWING **PREVIEW** HAS BEEN APPROVED FOR
ALL AUDIENCES
BY THE MOTION PICTURE ASSOCIATION OF AMERICA, INC.

www.filmratings.com

www.mpaa.org

CONTRA COSTA COUNTY COORDINATED ENTRY MODEL



Consumers



Law Enforcement



Health Care Providers



Service Providers



Community Members



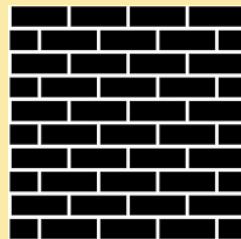
CALL

211



CARE

Coordinated
Assessment, Resource
Center



CORE

Coordinated
Outreach Referral
and Engagement
Teams



Interim
Housing



Permanent Housing

CALL



What	When	Who
• Prevention/ Diversion screening and triage • CARE and CARE-Capable center referrals • Referrals to safety net and other social services • Dispatch CORE teams	• 24/7	• At Risk • Literally Homeless

CORE TEAMS

(COORDINATED OUTREACH, REFERRAL AND ENGAGEMENT)

What	When	Who
• Shelter and Warming Center Placement • Linkages to mental and physical health care services • In-the-field healthcare services provided by HCH • Benefits eligibility screening and enrollment • Housing assessment	Monday – Friday 7 am – 1 am Saturday 5 pm – 1 am Multiple teams across county Call 211 to access	• Literally Homeless

CARE CENTERS



What	Where/When	Who
• Showers • Food • Laundry • Case management • Linkages to mental and physical health care services • Housing assessment • Screenings and referrals for housing/utility assistance • Housing Navigation • *Warming Center	Monday -Friday 8 am – 5 pm <u>West County</u> (Anka) 1515 Market Street San Pablo <u>Central County</u> (Trinity Center) 1924 Trinity Ave Walnut Creek <u>Central County*</u> (Anka, next to Concord Shelter) 2047-A Arnold Industrial Way Concord	• Literally Homeless

WARMING CENTER PILOT



What	Where/When	Who
• Screening and intake • Housing assessment • Food • Showers • Connection to CARE center	Monday -Saturday 7 pm– 7 am <u>Central County*</u> 2047-A Arnold Industrial Way Concord Call 211 to dispatch CORE team to assess for entrance	• Literally Homeless

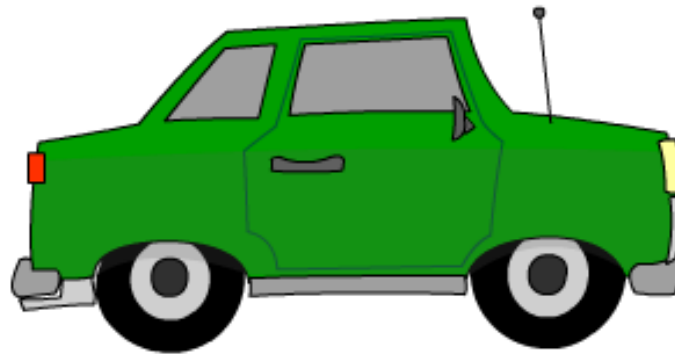
CARE CAPABLE CENTER



What	Where/When	Who
• Referrals to 211 for prevention/diversion • Referrals and transportation to CARE Centers • Housing assessment	<u>Drop in Hours</u> M-Th 9 am - Noon Tu, 5 pm – 7 pm <u>Central County</u> (Monument Crisis Center) 1990 Market Street Concord	• At-Risk • Literally Homeless • Focus on families and seniors



A close-up photograph of a person's hand holding a gold-colored fountain pen, poised to write on a document. The document is a form titled 'Application Form' in large, bold, black letters. Above the title, there is a small blue tab with the number '1'. Below the title, the text 'Personal Information' is visible. A large, bold instruction reads: 'Please review all questions carefully before repeating your application.' The form has several lines for text entry and checkboxes. The background is a plain, light-colored surface.

[illegible]

HOUSING SECURITY FUND

- **What your donation can do:**

- \$25 One credit check
- \$50 One housing application fee
- \$100 One utility deposit
- \$500 Rental Assistance for one month
- \$1000 Eviction prevention for a veteran
- \$2500 Security deposit for a family of four

Donate Online at
tinyurl.com/HousingSecurityFund





Summary

- Only 3 entry points
- Assignment based on vulnerability versus first-come-first-serve
- Warming Center
- Housing navigation services beyond just shelters
- Standard policies and protocols across providers
- Coordinated exit from homelessness



FUTURE GROWTH

- ❑ Expansion of CORE teams (**Scalable to meet each City's need**)
- ❑ Additional CARE Centers (East County)
- ❑ Enhancement of all CARE Centers with Warming Centers
- ❑ Seven day/week operation



CITY/DEPARTMENT FUNDED CORE TEAMS

Existing Teams

- Martinez/Pleasant Hill
- Concord/Walnut Creek
- Public Works

Benefits

- Work in specific geographic area
- CORE teams have access to Warming Center/County Shelters
- Close working relationships with P.D.



IMPLEMENTATION TIMELINE

Phase I (February 2017) COMPLETED

- **CORE Outreach Teams mobilized**
- **211 Call Center begins**
 - **referrals to CORE Team**
 - **referrals to CARE Centers**
- **CARE Centers open with Housing Navigation services available on-site**
- **Warming Center opens in Central County**

Phase II (Summer 2017)

- **211 implements Prevention and Diversion Screening and Referral**

Phase III (Fall 2017)

- **211 begins centralized reservation system for direct placement into emergency shelters**
- **Prioritization process for Rapid Rehousing resources**



Jaime Jenett, MPH
CoC Planning and Policy Manager
Health, Housing and Homeless
Services Division

Jaime.jenett@hsd.cccounty.us

925-313-7720



Countywide Transportation Plan 2017 Update

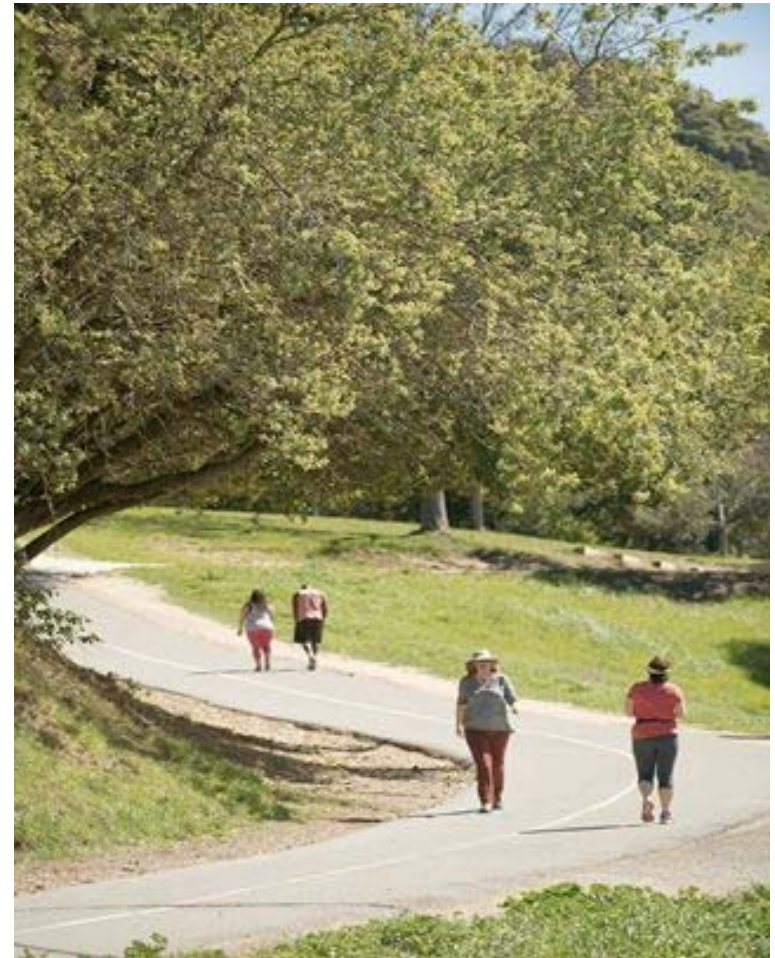
Matt Kelly
Contra Costa Transportation Authority
El Cerrito City Council – July 18, 2017



Why update the Plan?



- **Required by Measures C & J**
- **Refresh transportation vision, goals, and strategies for Contra Costa**
- **Incorporate new local plans and regional forecasts**
- **Re-calibrate, re-forecast, re-position and re-think our transportation future based on public input**



CONTRA COSTA
transportation
authority

A Little History



1988



Voters
approved
Measure C



Established
half-percent
sales tax



Included a
Growth
Management
Plan

2004



Voters
approved
Measure J



Sales tax
generates
\$3 billion



2009
Countywide
Comprehensive
Transportation Plan



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authority

Current Plan Timeline



2012-13

- **Regional Transportation Planning Committees update Action Plans for Routes of Regional Significance**

2014

- **RTPC Action plans adopted and assembled into Initial Draft CTP & EIR**
- **5,000+ participate in a range of community engagement activities**
- **Metropolitan Transportation Commission Updates CTP Guidelines**



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Community Input



Extend and Improve BART

Add connections along I-680 and I-80, more frequent trains, and more parking at stations.



Relieve and Smooth Traffic

Improve traffic flow via technology and projects on major roads and freeways.



Encourage Alternatives

Improve safety and routes for seniors, people with disabilities, bicyclists, and pedestrians; and expand ferry service.



Protect the Environment

Manage the impacts of growth on the environment and local air quality.



Repair Roads

Fix potholes and resurface roads for a smoother ride and less vehicle wear and tear.



Improve Bus Service

Better coordinate transit and bus connections, and use technology to make riding more convenient.



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Timeline (Continued)



2015

- 2nd draft CTP developed to meet MTC revised Guidelines

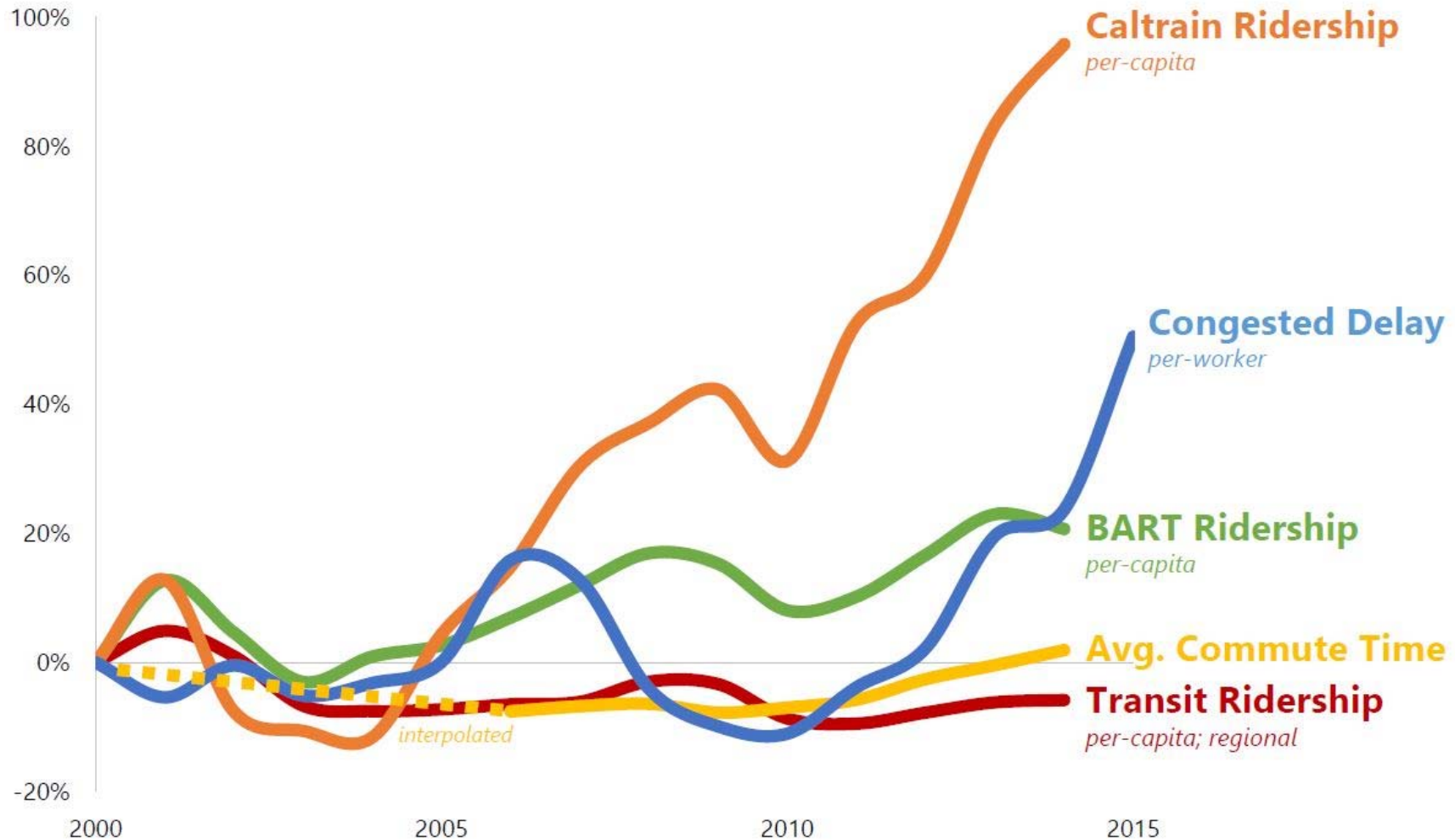
2016

- State shifts from Level of Service to Vehicle Miles Traveled
- Measure X goes to ballot
- Work plan for 2017 CTP Update approved



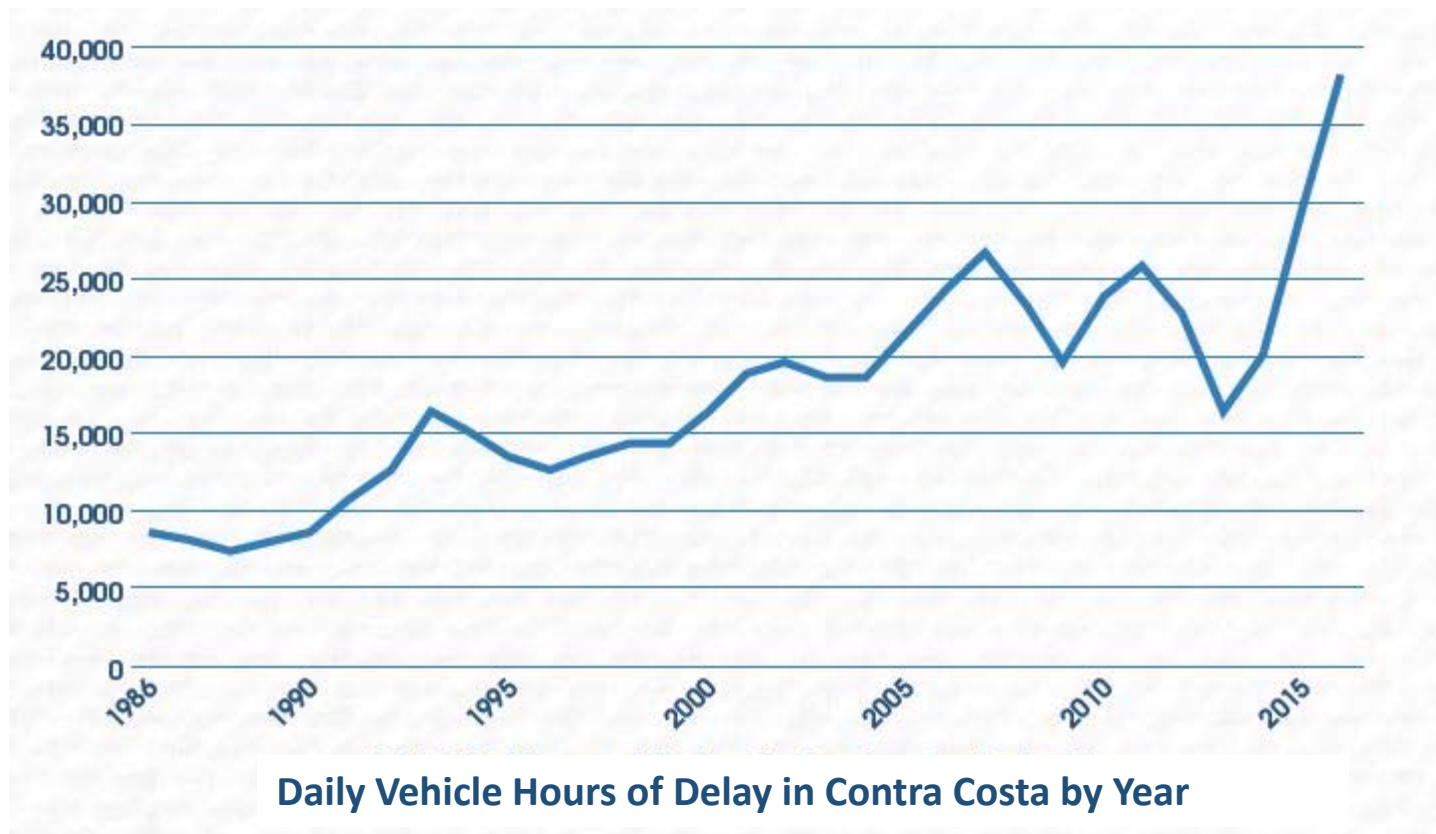
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Bay Area Travel Trends



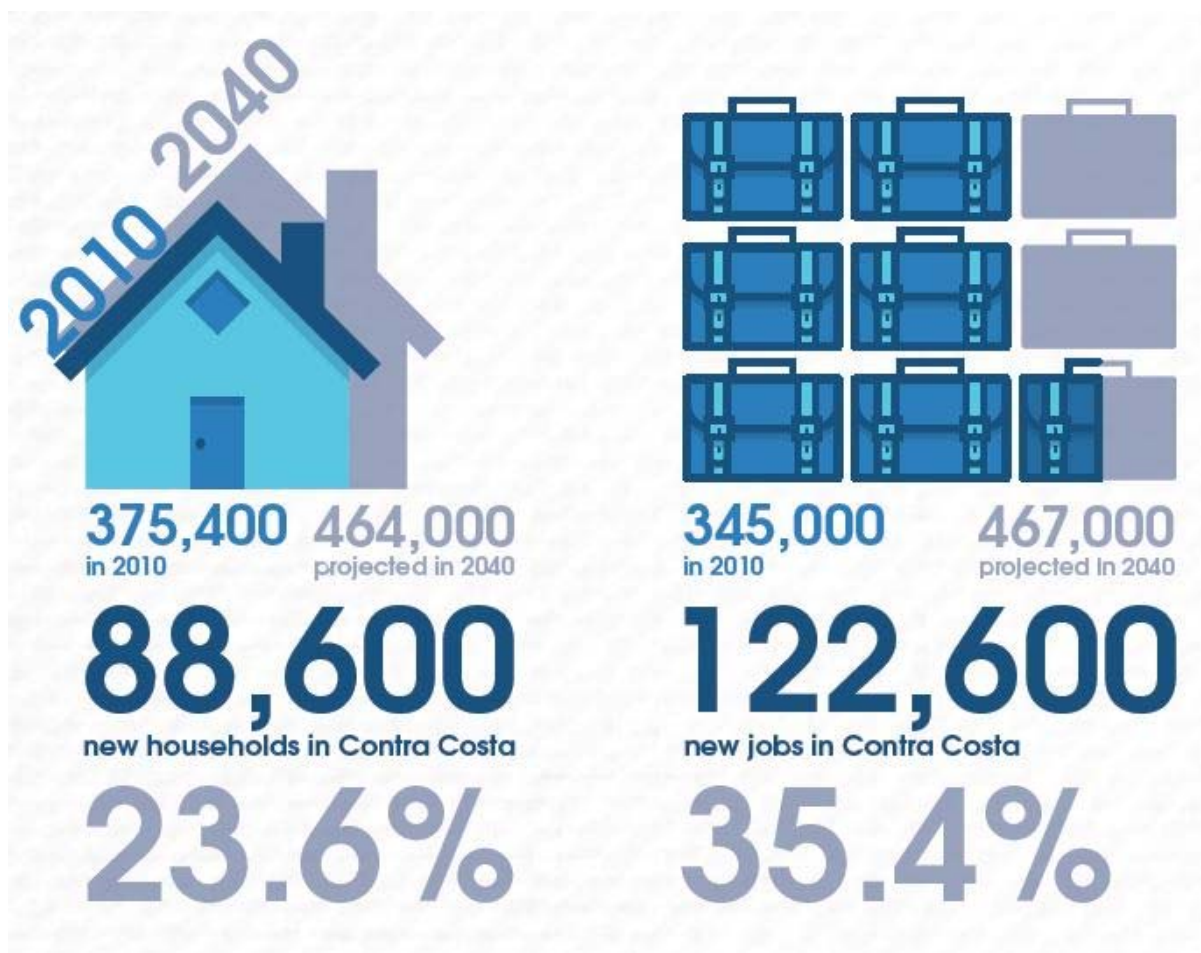
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Contra Costa Congestion



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authority

Projected Countywide Growth



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Current Funding (2017 DOLLARS)



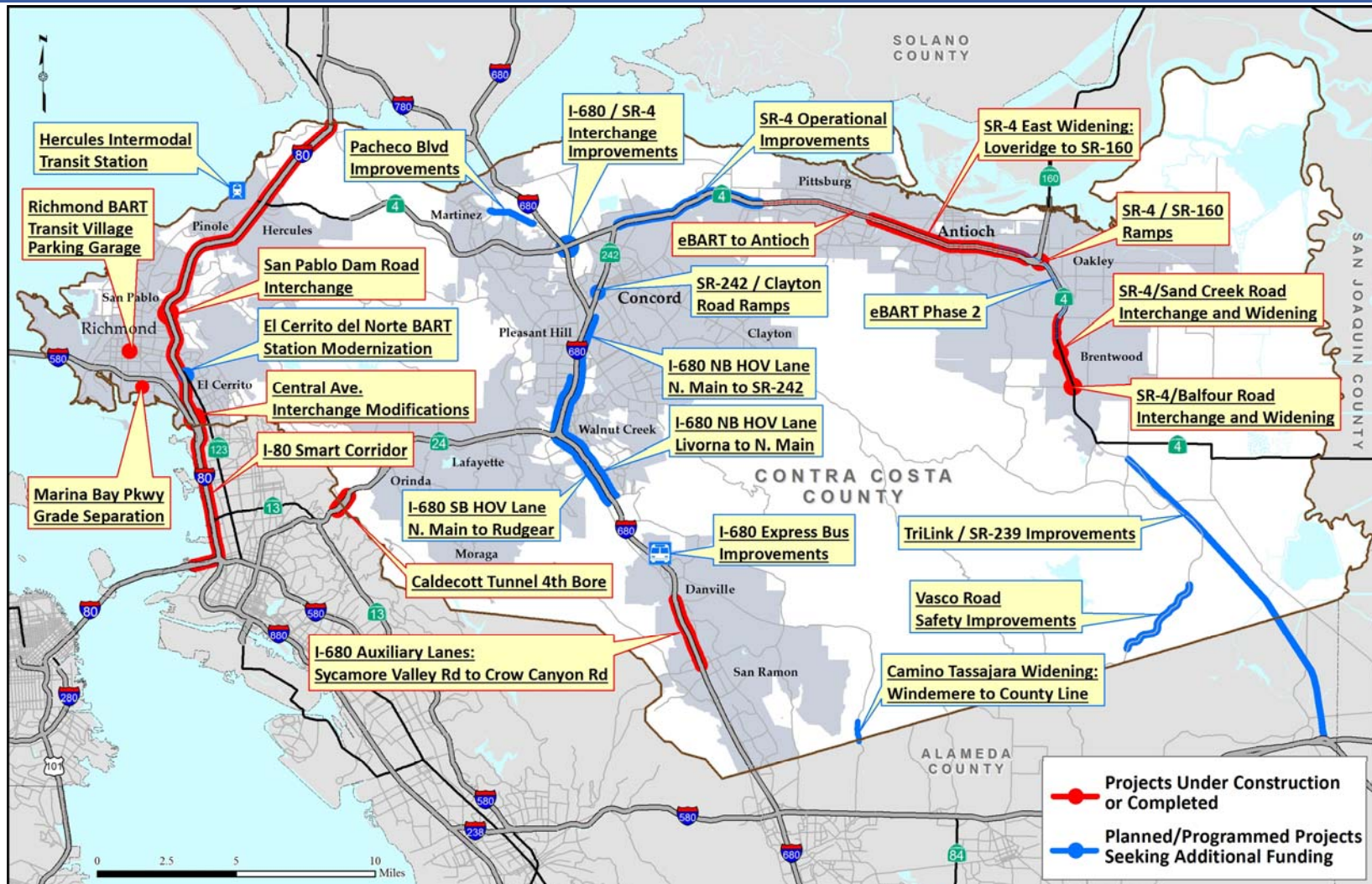
PROJECT TYPE	10-YEAR (RTP) PROJECTS COST	20-YEAR PROJECTS COST
Roadway	\$ 1.99 billion	\$ 3.63 billion
Bike/Ped	\$ 289 million	\$ 667 million
Transit	\$ 1.39 billion	\$ 2.15 billion
TOTAL	\$ 3.67 BILLION	\$ 6.45 BILLION

COMBINED TOTAL OF OVER \$10 BILLION TO INVEST



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Funding Realities



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transportation
authority

CTP & Plan Bay Area



In Contra Costa County, the following major projects are included in the fiscally-constrained Draft Plan, among others.

Plan
BayArea
2040



**Regional
Express Lanes**



**I-680/SR-4
Interchange**



**San Pablo
BRT**



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West County Projects



Near-term funding (RTP):

- I-80/San Pablo Dam Road Interchange Improvements
- I-80/Central Ave Interchange Improvements
- Richmond Ferry Service
- Hercules Intermodal Rail Station/Ferry Landside Improvements
- El Cerrito del Norte Modernization
- Regional Programs (Low Income School Bus Pass / Safe Routes to Schools / Bike & Ped / TLC / Paratransit)

Longer-term funding:

- West County High Capacity Transit Study Recommendations
- SR-4/I-80/Sycamore Interchange Improvements
- Complete Streets Implementation (various locations)
- San Pablo/Macdonald Avenues Transit Corridor Improvements
- Regional Trail Completion (Bay Trail, Richmond Greenway)
- El Cerrito del Norte TOD Improvements



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Plan Contents



Volume 1	Volume 2	Supplemental Reports
▪ Introduction ▪ Challenges and Opportunities ▪ Vision, Goals and Strategies ▪ Investment Program ▪ Implementation Program	▪ The Transportation System ▪ Action Plan Summaries ▪ 10 & 20 Year Project Lists ▪ Performance Assessment ▪ Equity Analysis	▪ Environmental Impact Report ▪ Action Plans – Proposals for Adoption ▪ PDA Investment & Growth Strategy ▪ Countywide Bike/Ped Plan

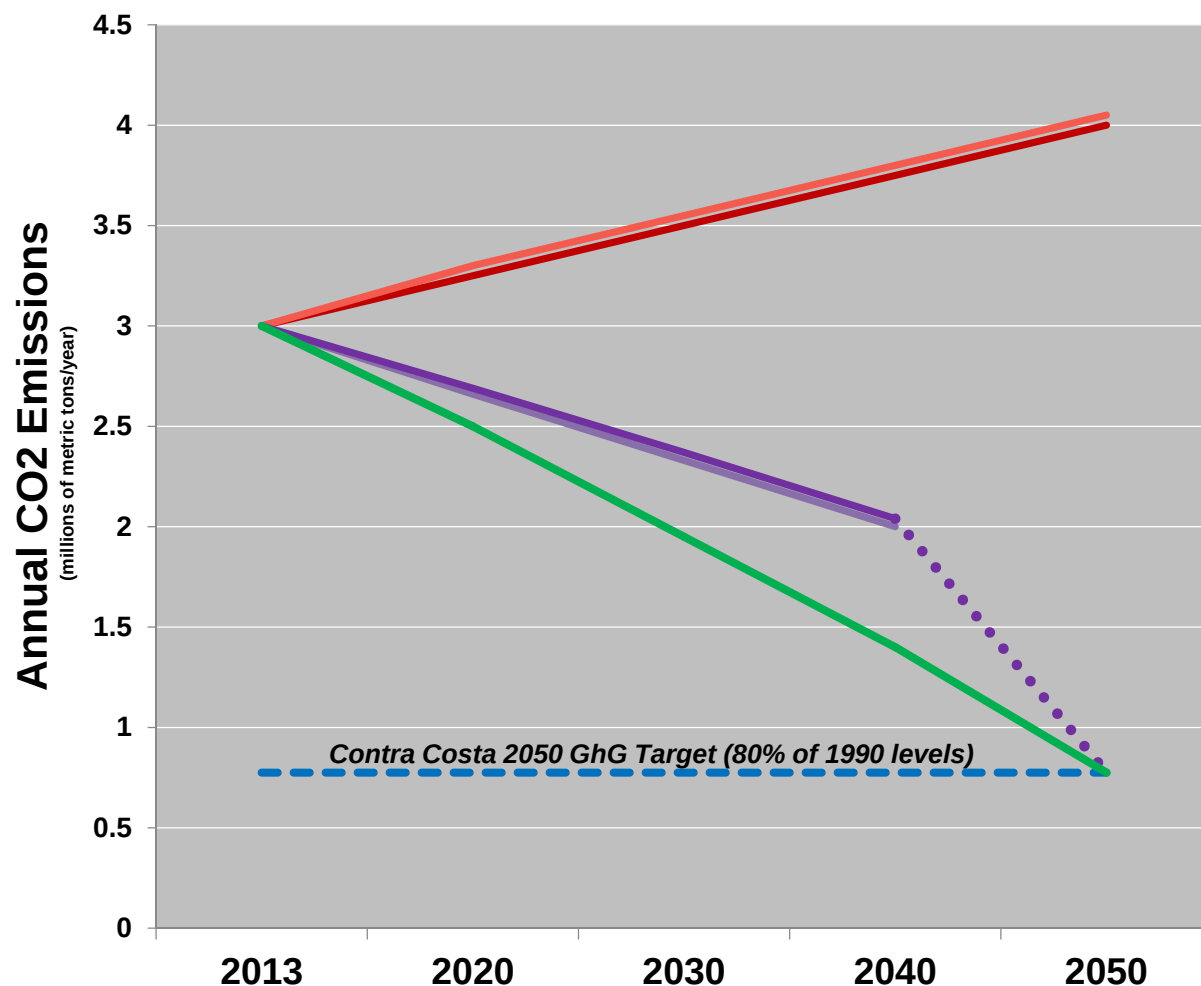


Implementation: GHG Reduction



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transportation
authority

Meeting Gov's Executive Order



Emissions Without Current CARB Policy

— MTC RTP

— CTP LRTIP

Emissions With Current CARB Policy

— MTC RTP

— CTP LRTIP

Proposed Reductions from 2040 Emissions

CTP LRTIP +
15%↓ in VMT/capita &
58%↑ in ZEV penetration

Advanced GhG Reductions

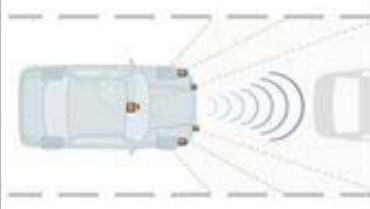
..... CTP accelerated
clean-vehicle
deployment

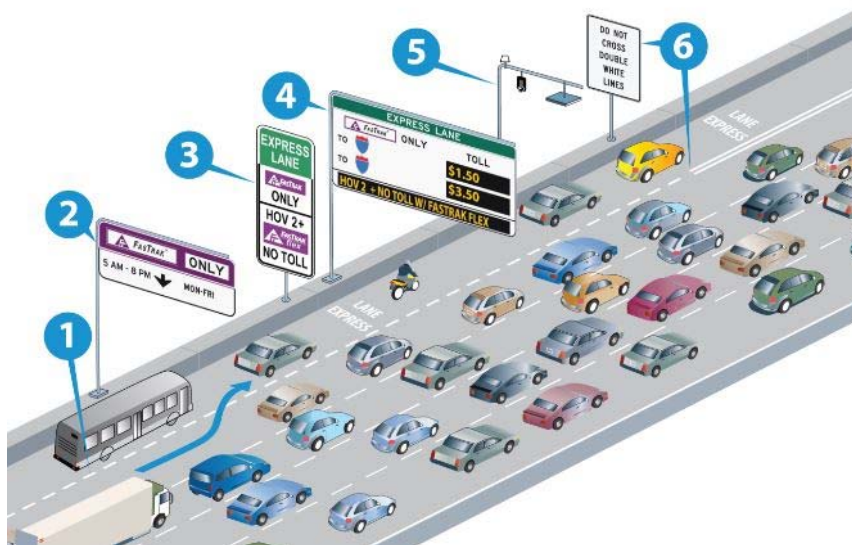


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Implementation: Innovation Leadership

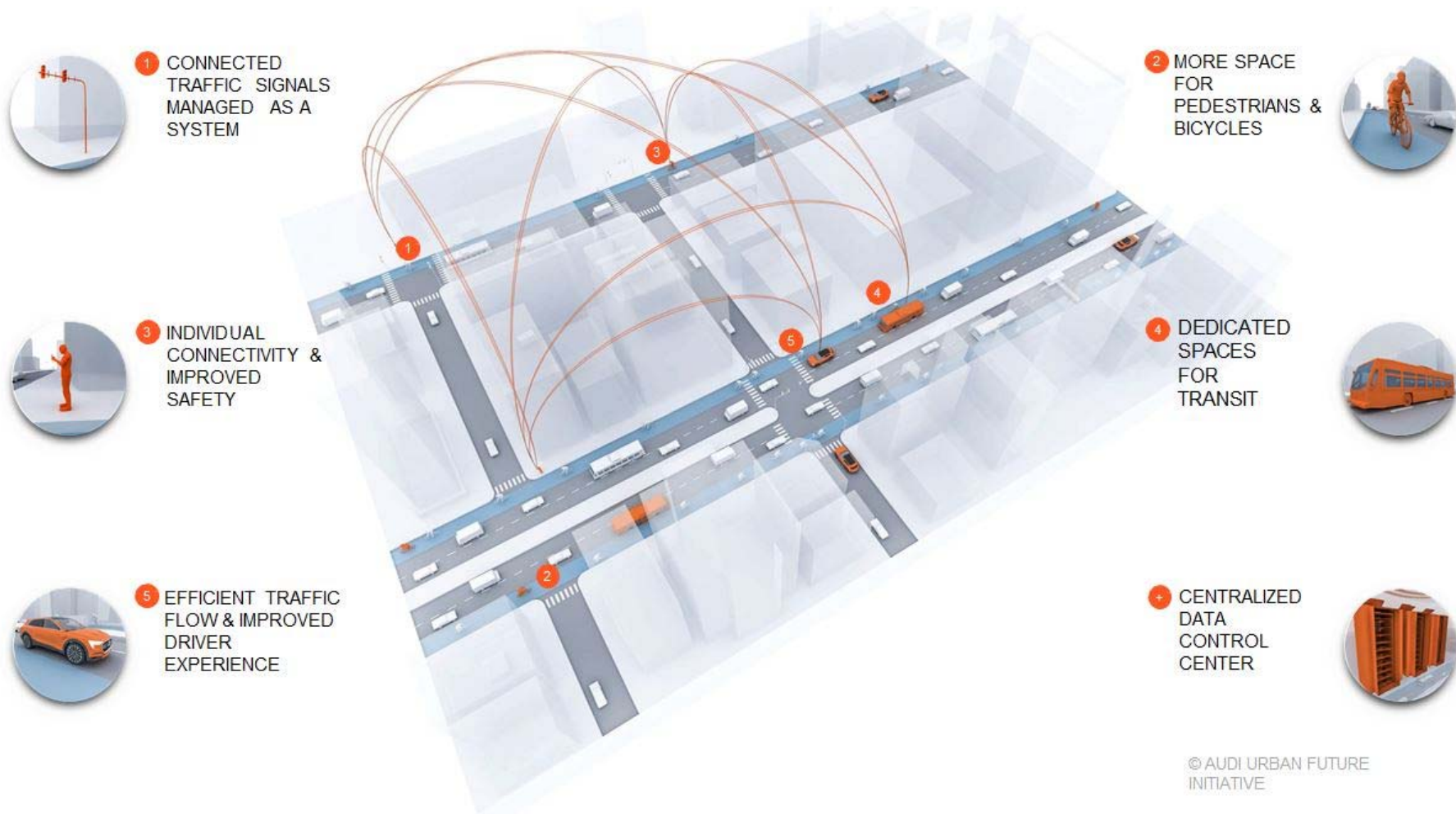


Level 1	Level 2	Level 3	Level 4
Enhanced Safety Features	Crash Avoidance Self-Guided	Self-Driving with Driver Still at Controls	Fully Autonomous No Driver Required
			



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transportation
authority

Implementation: City 5.0



© AUDI URBAN FUTURE INITIATIVE



CTP Update Schedule



TIMEFRAME	ACTIVITY
May 24	Publish Draft CTP and Receive Comments at: 2017CTPupdate.net
June 16	Release Draft EIR
June 29	Open House
August 1	CTP/DEIR Comment Period Ends
Fall 2017	Authority Board Adoption





AGENDA BILL

Agenda Item No. 6

Date: July 18, 2017
To: El Cerrito City Council
From: David R. Gibson, Fire Marshal
Lance J. Maples, Fire Chief
Subject: Public Hearing for Fire Hazard Abatement

ACTION REQUESTED

Staff requests that the City Council take the following actions:

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

BACKGROUND

One of the lessons learned from the nearby Oakland/Berkeley Hills Fire in October 1991 was that El Cerrito needed a comprehensive citywide program to reduce hill area fire hazards. The "fire storm" in the Oakland/Berkeley Hills was in fact an urban conflagration, fueled by vegetation among homes and large acreage properties that was driven by seasonally strong dry winds from the east. The fire destroyed over 3,000 dwellings. At the time of the Oakland/Berkeley Hills Fire, El Cerrito faced similar fire hazard conditions in its hill area. The City Council was determined to reduce those fire hazards by all reasonable means.

El Cerrito's comprehensive fire hazard reduction program focused upon reducing fire hazards in four areas: (1) on City property, (2) on property owned by other agencies (3) large landowners, and (4) on residential property. The City began a comprehensive planning process to reduce fire hazards on City property, other agencies' properties and large landholders. These property owners were approached about reducing fire hazards on their properties. Prior efforts at fire hazard reduction on private residential property relied on voluntary compliance by the owners. The City Council concluded that stronger measures were necessary to enforce the laws regarding abatement of fire hazards on residential private property.

Agenda Item No. 6

The fire hazard abatement program is designed to reduce fire hazards on a large number of private properties during the spring and early summer months. A process of advance notice and hearings for property owners is coupled with a public education program involving the promulgation of standards for vegetation management in residents' yards and vacant lots.

This program seeks to remove weeds, rubbish, litter or other flammable material from private properties where such flammable material endangers the public safety by creating a public nuisance and a fire hazard. Most property owners voluntarily abate these hazards without Fire Department involvement. Ideally, 100% of the property owners would do so. We anticipate that a small number of owners are content to have the City do the work and place the costs on their tax bill.

For over 20 years, the City's annual fire hazard abatement program has been very successful in reducing fire hazards throughout the hill neighborhoods of El Cerrito. What started in 1992 as a program with over \$40,000 worth of abatement actions has been transformed into a program that required two (2) abatement actions in 2016. All but two of the property owners voluntarily complied and cleared their own fire hazards. Indeed, this program has become a model program which other fire jurisdictions have borrowed from.

ANALYSIS

In May of this year, the Fire Department conducted citywide fire hazard inspections of all properties. The inspections began May 23rd and were conducted through June 13th. As a result of the primary inspections, a list of properties containing public nuisances was generated, which continues to be amended as additional properties are identified. On June 3rd, 2017, the properties determined to be in violation of El Cerrito Municipal Code Chapter 16.26 were notified in writing of the hazards on their property and to abate hazardous conditions and the El Cerrito vegetation management standards were included (Attachment 1, 2, & 3). In addition, these property owners were sent a letter informing them of the time, date and location of the upcoming Council meeting where their properties would be declared a public nuisance and abatement would be ordered (Attachment 4). A second round of inspections was conducted July 6 through July 18 2017 and only those properties that were not voluntarily abated with the first notice are contained within the Master Abatement List, Exhibit A to the proposed Resolution.

This public hearing is the next step in the process to eliminate hazards on the private properties that were identified as a public nuisance and have not voluntarily abated said violations. In order to achieve full compliance, the City Council should declare the properties to be a public nuisance and direct the City Manager or his designee to abate such public nuisance conditions. Actual City-ordered abatement of fire hazards occurs only after all efforts at providing notice, information, and a public hearing have failed to induce voluntary compliance by the property owner.

Agenda Item No. 6

The Fire Hazard Abatement process, under the direction of the Fire Department, should proceed according to El Cerrito Municipal Code Chapter 16.26, which specifies the following:

1. The Fire Department determines that hazards must be abated. Pursuant to these code sections, "hazards" are defined as weeds, rubbish, litter, or other flammable materials which create a fire hazard or are otherwise noxious or dangerous and which exist on specific parcels of property within the City.
2. The Fire Department shall post notice on each property or send notice by mail that the El Cerrito Fire Department has determined the existence of a public nuisance which must be abated and that a hearing will be held to consider any objections prior to the Council declaring the properties to be a public nuisance and ordering the City Manager or his designee to perform abatement.
3. At the July 18, 2017 City Council meeting, the City Council shall first adopt a resolution Declaring that Weeds, Rubbish, Litter, or Other Flammable Material on Certain Real Property Constitutes a Public Nuisance (Attachment 5 hereto).
4. At the same hearing, but after adoption of the first resolution, the City Council shall hear and consider all objections to declaration of public nuisances or the procedures proposed for abatement of the same. After the hearing, the Council shall adopt a resolution Overriding Objections by Property Owners and Ordering the City Manager or His Designee to Abate Certain Public Nuisances Pursuant to Chapter 16.26 (Attachment 6 hereto).
5. At the conclusion of the July 18, 2017 hearing, a second and final notice shall be sent to each property owner prior to abatement (Attachment 7). This notice will order the immediate abatement of nuisance conditions. This notice will clearly state that if nuisance conditions are ignored, the City shall cause abatement and costs for removal will be assessed against the property as a lien and special assessment. It will also indicate that if the conditions are voluntarily abated, the property shall be removed from the process.
6. If the nuisance is not abated between July 19, 2017 and August 13, 2017, prior to the arrival of the hazard abatement crew, the City of El Cerrito shall cause the weeds, rubbish, refuse, and other flammable material to be removed and shall keep an account of the cost of abatement for each parcel of land where such work is performed.
7. At the September 19, 2017 City Council Meeting the City Manager or his designee shall submit to the City Council for confirmation an itemized written report showing the cost of abatement work performed. A copy of

Agenda Item No. 6

this report shall be posted for at least ten (10) days prior to its submission to the City Council. Each property owner upon whose property abatement work was performed shall be sent written notice by mail of a hearing by the City Council to consider the cost of abatement work performed on their property.

8. At the City Council Meeting on September 19, 2017, the City Council shall receive and consider the written staff report on abatement actions taken by the City and shall hear any objections from the property owners liable to be assessed for the abatement. The City Council may modify the staff report if deemed appropriate and then confirm the report by motion or resolution.
9. After City Council confirmation of the report, a certified copy of the report shall be filed with the county auditor who shall add the amount of the assessment to the next regular tax bill levied against the parcel.

FINANCIAL CONSIDERATIONS

The abatement program will be administered by Fire Department staff with minimum costs expended for printing and mailing. Abatement work will be completed by City maintenance staff or private contract labor as appropriate. Program costs will be recovered through the special assessment and lien process.

LEGAL CONSIDERATIONS

The City Attorney has reviewed and approved the process. The Fire Hazard Abatement Program is exempt from California Environmental Quality Act (CEQA) pursuant to Sections 15304 and 15308 of the CEQA Guidelines. Therefore, no further CEQA review is required.

Reviewed by:



Scott Hanin, City Manager

Attachments:

1. June 3, 2017 Letter from Fire Marshal
2. Notice of Non-Compliant (Inspection Form)
3. Vegetation Management Standards
4. June 3, 2017 Notice to Destroy Weeds and Remove Rubbish, Refuse, and Other Flammable Material
5. Resolution Declaring that Weeds, Rubbish, Litter, or Other Flammable Material on Certain Real Property Constitutes a Public Nuisance

Agenda Item No. 6

6. Resolution Overriding Objections by Property Owners and Ordering the City Manager or his Designee to Abate Certain Public Nuisances Pursuant to Chapter 16.26
7. July 19, 2017 Notice to Destroy Weeds and Remove Rubbish, Refuse, and Other Flammable Material

EL CERRITO FIRE DEPARTMENT

**10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450
FAX (510) 232-4917**

June 3, 2017

Dear El Cerrito Property Owner:

We are approaching the season of our highest fire danger when the grass, weeds, refuse, brush and other vegetation dry out and become highly flammable. After a wet winter, the grass and brush is abundant and will create a severe fire hazard. To reduce the fire danger on private property, the Fire Department is beginning its annual Fire Hazard Abatement Program. We have inspected your property and found that it does not comply with the Vegetation Management Standards set forth in the El Cerrito Municipal Code 8.020. You are being contacted now so that you may remove those fire hazard conditions found on your property.

Beginning **July 6, 2017**, the Fire Department will be conducting a re-inspection of your property to evaluate if it meets our vegetation management standards. If your property meets the standards you will be removed from our list of non-compliant properties and will not be subject to further abatement actions.

Please find the enclosed legal notice explaining the City's fire hazard abatement program and advising you of the upcoming public hearing. **Please read this notice carefully.** In general, the Fire Department is concerned with removing refuse, dry and/or dead vegetation that is easily ignitable and capable of burning structures and endangering lives.

The enclosed guidelines provide a general explanation of the vegetation clearing and maintenance standards to be followed. For most private lots and yards these guidelines provide straightforward instructions on what actions you, the property owner, should take to remove the fire hazards. On the other hand, certain lots and yards are more difficult to assess. If you would like your property inspected by our Fire Prevention Officer, Captain Joe Gagne, at no cost, he can identify your specific fire hazards and provide you with the information needed to meet our standards. We urge you to call the Fire Prevention office at (510) 215-4457 with any questions about clearing or maintaining your property or to schedule an inspection.

Thank you for your cooperation in making El Cerrito a fire safe community.

Sincerely,

David Gibson

David Gibson
Fire Marshal



EL CERRITO FIRE DEPARTMENT

KENSINGTON FIRE PROTECTION DISTRICT



10900 San Pablo Avenue, El Cerrito, Ca. 94530 (510)215-4450

Fire Hazard Abatement Inspection

Owner/Tenant	Site Address	City	State	Zip Code
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Legal Propety Owner	Mailing Address	City	State	Zip Code
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YOUR PROPERTY IS NOT IN COMPLIANCE WITH THE FIRE CODE.

YOU MUST COMPLETE THE FOLLOWING REQUIREMENTS:

FIRE BREAK (ELIMINATE)

Within 30' of a structure

- _____ 1. Eliminate hazardous vegetation
- _____ 2. Maintain ornamental landscaping
- _____ 3. Remove dead wood overhanging structures
- _____ 4. Mature Trees: Remove limbs 10' from ground
- _____ 5. Small Trees: Remove limbs 1/3 distance from ground
- _____ 6. Provide 10' clearance from chimney
- _____ 7. Clear Roof of combustible debris

COMMENTS:

FUEL BREAK (REDUCE)

30' - 100' from structure

- _____ 8. Cut and maintain dry grass/weeds - 6"
- _____ 9. Clean and maintain haz. vegetation - 18"
- _____ 10. Clear 10' from roadside

Both Fire Break & Fuel Break Requirements:

- _____ 11. Dispose of cut vegetation and debris
- _____ 12. Remove vines, loose papery bark, and dead branches
- _____ 13. Install 1/2" screen covering on chimney and stovepipes

FIELD			
OFFICE			
OFFICE			
TOTAL			

Inspector

Date

City of El Cerrito Fire Hazard Reduction Program

I. INTRODUCTION

A. Purpose of Vegetation Management Standards

Along with California's growth of population and expanding development, urban housing has intermixed with wildland areas. California communities have experienced devastating fire loss because of the severity of fires which occur in this intermix area. In these areas the risk of conflagration is increased further by homeowners who create uncontrolled landscaping of native and non-native plants on their properties. Thousands of homes are threatened by fire every year in California largely because of this heavy vegetation fuel load very near structures.

The City of El Cerrito contains wildland intermix areas which increase the community's risk of loss from devastating fire. These areas have been identified by the California Department of Forestry (CDF) and the El Cerrito Fire Department as Very High Fire Hazard Severity (VHFHS) Zones. As specified by State Law AB 337, property owners within these zones must take special precautions with their property, including vegetation management, to reduce the risk of fire.

The buildup of unmanaged vegetation, whether native or non-native, steep hillsides with canyons, draws, and periods of extremely hot, dry weather all combine to create in El Cerrito the potential for catastrophic fire behavior such as occurred in the Oakland/Berkeley Hills Fire of October 1991. Catastrophic fires can destroy large numbers of homes, threaten public safety and severely damage the natural areas which contribute to our high quality of living.

A key goal of local community fire protection planning is to reduce the level of fire hazards in El Cerrito's wildland intermix areas, designated as VHFHS Zones. While it is not possible to eliminate all threats of catastrophic wildfire, fire hazards can be reduced to acceptable levels and still allow a "green" El Cerrito.

Vegetation management planning in the VHFHS Zone focuses on areas where fire poses the greatest risk to life and property. There are three specific goals of the program:

1. Keep all fires small. Small fires generally are cooler than large fires and are more easily extinguished.
2. Limit the speed with which any fire will grow. Fires need fuel to burn; if fuel is available, fires will continue to grow rapidly. Fuel must be limited or made unavailable to spreading fire.
3. Make it more difficult for fires to ignite and spread. Small fires can ignite progressively larger fuels. Small fuels are like kindling and are easily ignited. Reducing and separating kindling fuels from larger fuels reduces sources for ignition and the potential for fire spread.

Fires will continue to be a part of California urban living. By implementing vegetation management standards, El Cerrito residents can significantly reduce the potential a small fire will grow into a catastrophic event involving one or more structures. The primary method of stopping fire spread is by increasing separation distances between combustible fuels. An important component of reducing the community's fire risk requires vegetation management to be practiced by property owners.

B. Fire Safe Vegetation Management Concepts

There are three basic methods employed to manage vegetation fuels: firebreaks, fuel breaks and ornamental landscaping. A firebreak eliminates all flammable vegetation and combustible growth. Appropriate ornamental landscaping is acceptable in this area. A fuel break reduces the fuel mass of

flammable vegetation and combustible growth, thereby limiting the intensity of fire and slowing its rate of spread. Ornamental landscaping provides a yard or garden with decorative fire resistive plants that are irrigated, maintained and arranged to be aesthetically pleasing, functionally useful and enhance fire safety. Refer to the definitions listed for these terms.

Within VHFHS Zones, structures are to be protected from wildfire by creating firebreaks immediately surrounding structures and fuel breaks further out from structures. Within 30 feet of a structure a firebreak should be created which contains well-irrigated, maintained and appropriately spaced ornamental landscaping with fire resistant plants. All flammable vegetation and combustible growth in this area immediately surrounding a structure should be eliminated. This creates a safety margin of defensible space so that wildfire can be stopped before it reaches a structure.

A fuel break should be created from 30 feet to 100 feet from structures located within the VHFHS Zones. The heightened risk of wildfire within the VHFHS Zones makes it necessary to provide an added safety margin of defensible space for all structures and a fuel break will provide this extra protection. Fuel breaks are meant to reduce fire hazardous vegetation and maintain it to specified heights and arrangements, limiting fire intensity and impeding fire spread. The purpose of the fuel break is to deny any fire entering it sufficient fuel to sustain fire intensity and speed. By the time it reaches the firebreak area containing ornamental landscaping nearer the structure, the now low-intensity fire should be stopped easily by the firebreak surrounding the structure.

Ornamental landscaping with fire resistant plants is encouraged as a long term approach to maintain yard and garden vegetation in a fire safe manner. Landscaping with healthy, appropriately irrigated plants and ground cover provides a permanent reduction of the fire hazard adjacent to structures when such landscaping is maintained at regular intervals. Ornamental landscaping can enhance a firebreak by inhibiting the growth of weeds, grass, brush and similar fire hazardous vegetation. A list of fire resistant and highly flammable plants is available from the Fire Department.

C. Process

No person shall be prosecuted criminally under the provisions of Section 8.30.040 of the El Cerrito Municipal Code until that person has received written notice of how that property violates these standards and until that person has had the reasonable opportunity to meet with City staff concerning the procedures set forth in Chapter 8.34 or Chapter 16.26 of the El Cerrito Municipal Code. Civil procedures for fire hazard abatement include providing the property owner with (1) written notice on how the property violates these guidelines, (2) reasonable opportunity to meet with City staff to discuss this matter and (3) opportunity to be heard before the City Council.

II. FIRE HAZARD REDUCTION GUIDELINES

Many factors combine to create a fire hazard on any specific property. It is difficult to single out a specific vegetation species or configuration to declare it either fire hazardous or completely fire safe in all situations. The Fire Department has developed guidelines conforming to State Law and National Fire Protection Standards which address most situations found on private property within El Cerrito. Please read these guidelines along with the accompanying glossary. If you are still unsure of how to proceed please call the Fire Department and we will work with you to develop a fire hazard reduction plan for your property.

A. Hazard Zones

Portions of the City of El Cerrito lie adjacent or near to large wildland areas containing steep slopes and naturally growing trees, brush and grasses. Every year under certain critical weather conditions, the neighborhoods near these wildland areas are at heightened risk of seasonal wildfire sweeping into the City and burning homes. These areas at heightened risk of wildfire have been designated as Very High Fire Hazard Severity (VHFHS) Zones. The rest of the City faces a lesser risk of wildfire.

Fire hazard reduction measures common to the entire City are required on both vacant and developed lots:

1. Property owners must ensure that all vegetation, native or non-native, shall be maintained so as not to constitute a fire hazard.
2. Property owners must maintain their property either by ornamental landscaping or by establishing a fuel break along the property line and adjacent to structures. For properties within the VHFHS Zones, there are additional requirements for firebreaks within 30 feet of structures and fuel breaks from 30 to 100 feet.
3. Property owners are responsible for clearance and maintenance of their own property only. Property owners will be required, however, to create fuel breaks on their property to protect neighboring structures. Dimensions of fuel breaks will depend on the proximity of neighboring structures and on whether the properties are within VHFHS Zones.
4. All brush, weeds, grass and fire hazardous vegetation within 10 feet of any usable road surface, public way or combustible fence shall be maintained in a non-hazardous condition with a fuel break.
5. Property owners must maintain their property free from all nuisances, including debris, garbage, rubbish and trash, hazardous materials, junk and noxious growth.

B. Ornamental Landscaping

Ornamental landscaping is encouraged throughout the City of El Cerrito to enhance fire safety. Ornamental landscaping consists of decorative plants growing within a tended garden or yard which are well watered, maintained and located to provide aesthetic decoration and functional utility, such as privacy screening, shade, weed suppression and erosion control.

With the VHFHS Zones, ornamental landscaping in the 30 foot firebreak adjacent to structures must meet the following requirements:

1. Ornamental landscaping shall be maintained free of dead wood and litter, and trimmed of small twigs and branches at least two (2) feet or 1/3 of their height from the ground, whichever is less.
2. Ornamental landscaping must be healthy, pruned, adequately irrigated and regularly maintained so that plants and the area beneath them are free from dead or dying material.
3. Single specimen trees must be trimmed and maintained.
4. Ground cover may be used as part of ornamental landscaping provided it is kept green, free of dead wood and litter, and at a height so that they do not form a means of rapidly transmitting fire from native growth (located outside the firebreak) to any building or structure.

C. Vegetation Management Standards

Vegetation management standards exist for the entire City, including areas designated as VHFHS Zones. Refer to the glossary (Section III) for a definition of terms used in these standards.

1. **Properties within VHFHS Zones:**

- a. Firebreaks must be created and maintained in areas within 30 feet of any occupied dwelling.
- b. Fuel Breaks must be created and maintained in areas extending from 30 to 100 feet surrounding any structure.
- c. Fuel Breaks must be created and maintained on vacant lots 30 feet wide along the property line and 100 feet from neighboring structures.

2. Properties outside VHFHS Zones:

- a. Fuel Breaks must be created and maintained in areas within 30 feet of any structure.
- b. Fuel Breaks must be created and maintained on vacant lots to be 10 feet wide along the property line.

3. Vegetation Management Standards for Firebreaks:

- a. All flammable vegetation or combustible growth must be removed and cleared away, thereby eliminating fire hazardous vegetation fuels which can rapidly transmit fire.
- b. Adequately irrigated and maintained ornamental landscaping is not flammable vegetation or combustible growth, and is encouraged within a firebreak.
- c. Trees, shrubs, bushes or other vegetation adjacent to or overhanging any structure shall be maintained free of dead limbs and other combustible matter such as vines and loose papery bark. On mature trees, limbs should be removed up to 10' above the ground. Smaller trees should be limbed to 1/3rd of their height up to 6' above the ground, but in no case less than 18 inches from the ground.
- d. Trees shall be maintained so that no portion is closer than 10 feet from any chimney opening.
- e. All roof surfaces shall be maintained free of substantial accumulations of needles, twigs and any other combustible matter.
- f. All cut vegetation and debris must be disposed of either by hauling and dumping in a lawful manner, or by chipping and dispersing over the property in a manner and to a height which will not constitute a fire hazard.
- g. Chipped materials which are spread on the ground shall be of a size no greater than 1 inch by 1 inch by 3 inches.

4. Vegetation Management Standards for Fuel Breaks:

- a. Maintain ornamental landscaping in yards.
- b. All fire hazardous vegetation with the exception of weeds and grass shall be cleared and maintained to a height no greater than 18 inches above the ground.
- c. All weeds and grass shall be cleared and maintained at a height no greater than 6 inches above the ground.
- d. Remove from trees all vines, loose papery bark and dead branches.

- e. All cut vegetation and debris must be disposed of either by hauling and dumping in a lawful manner, or by chipping and dispersing over the property in a manner and to a height which will not constitute a fire hazard.
- f. Chipped materials which are spread on the ground shall be of a size no greater than 1 inch by 1 inch by 3 inches.

5. Additional Considerations for Vegetation Management:

- a. The Fire Hazard Abatement Program is intended to promote community fire safety by reducing the combustible vegetation fuel mass on private properties. Clearing vegetation by heavy construction methods, such as grading, discing, trenching or dozing shall require special permits from the City. **Disposal by burning is not permitted.**
- b. Any parcel where slope stability will be threatened by removal of plants may be exempt from treatment requirements or subject to alternate treatments. The property owner must submit a report documenting the probability of slope failure due to vegetation removal, prepared by a licensed civil, geotechnical or soils engineer. The report shall propose alternative treatment methods to address fire hazards. The report will be reviewed by city staff. Review and acceptance by the City of alternative treatment will supersede other requirements.
- c. Any parcel or lot which includes plant or animal species that are rare, endangered or of special concern may qualify for alternative plant treatment and spacing requirements. The property owner must submit a report from a qualified resource biologist or landscape architect describing the species, actions required to preserve its environmental value, and proposed alternative measures to address fire hazards. The report will be reviewed by the City. Review and acceptance by the City of alternative treatment will supersede other requirements.

D. Planting Considerations

Any plant will burn if the conditions are right. Some plants are considered to be extremely flammable while other plants are considered to have some resistance to fire. Verifiable tests of fire exposure characteristics for all specific ornamental landscaping plants are not available.

The best available plant information is contained in a publication available from EBMUD entitled "Firescape: Landscaping to Reduce Fire Hazard". A list of plants with some fire-resistance and plants considered highly flammable is available from the Fire Department.

At the base of trees and shrubs, replace flammable vegetation with bark, mulch, rock, gravel or low-growing or more fire-resistant ground covers. This cover reduces the fire danger and minimizes weeds.

Avoid placing medium-sized shrubs beneath trees or taller shrubs. By breaking up the available fuel mass in ornamental landscaping, a fire will be kept at lower intensity, flame lengths will be shorter and fire will be less likely to form a continuous line or front.

E. Structural Fire Safety

The City's roofing and vegetation management standards are designed to reduce the amount of airborne burning material, limiting fire spread. Once a fire starts, it is often accelerated by wind-borne burning material. Burning embers or brands are the main source of fire spread in mixed urban-wildland areas. The roof of a house is most vulnerable to this type of ignition. Spark arresters with a maximum of ½" openings in the mesh are required over the outlet of every chimney. Class A is the top rating for fire

resistive roofing, followed by Classes B and C. The City of El Cerrito requires that all roofing be Class B or better, and wood shake shingle roofing materials are prohibited in new construction or replacement of more than 50% of the roof.

III. GLOSSARY OF TERMS

The following terms are used to describe the vegetation management standards in California State Law and in the City of El Cerrito's Fire Hazard Reduction Program.

Very High Fire Hazard Severity (VHFHS) Zones: Any geographic area designated per Government Code Section 51178 to contain the type and condition of vegetation, topography, weather and structure density to potentially increase the possibility of wildland conflagration fires. As a community adjacent to extensive wildland areas, the City of El Cerrito contains several VHFHS zones. A map of these zones is available from the Fire Department. Fire hazard reduction standards are more extensive for properties located within VHFHS zones.

Defensible space: A concept in landscape design for homes which provides a band of managed vegetation around a home that slows movement of fire by reducing or denying fuel and provides a space for firefighters to take a stand to protect the house.

Fire resistant plants: A relative term used to describe plants that are "more resistant: or "less resistant" than other plants to fire. Given enough heat, all vegetation will burn. Yet plants in fact differ in how fast they burn, how high a flame they produce and their ability to survive fire. Fire resistance is enhanced by higher amounts of moisture within twigs and foliage. Fire-resistant plants can lose this quality altogether if not properly maintained and irrigated. A partial list of fire resistant and highly flammable plants is available from EBMUD and the El Cerrito Fire Department.

Fire hazardous vegetation: Plants which can burn easily because they generate dry undergrowth, contain flammable oils or produce significant quantities of dead or dying material. Hazardous vegetation is fuel which must be removed or strictly maintained so as not to constitute a fire hazard by igniting easily and then contributing to rapid fire spread. Seasonally dry grass, weeds, brush, and unmaintained and unirrigated trees and ornamental vegetation are examples of fire hazardous vegetation. Properly chipped, mulched and disbursed material does not constitute fire hazardous vegetation. Fire hazardous vegetation is also known as **flammable vegetation and combustible growth**.

Ornamental landscaping: Decorative plants growing within a tended garden or yard which are appropriately irrigated, maintained and located to provide aesthetic decoration and functional utility, such as privacy screening, shade, weed suppression and erosion control. The use of fire-resistant plants and the removal of fire hazardous vegetation will enhance fire safety.

Firebreak: An area in which all flammable vegetation or combustible growth is removed and cleared away, thereby eliminating fire hazardous vegetation fuels which can rapidly transmit fire. Ornamental landscaping is permissible within a firebreak as long as it is adequately irrigated, maintained and spaced so as not to provide a means of rapidly transmitting fire. Compare to **fuel break**.

Fuel break: An area in which all flammable vegetation or combustible growth is reduced and cleared away according to established standards, thereby limiting the mass and arrangement of fire hazardous vegetation fuels which can rapidly transmit fire. Appropriate ornamental landscaping is permissible within a fuel break. Fuel reduction standards for fuel breaks limit the height of certain vegetation (brush, native shrubs, weeds and grasses). Remove from trees any fuels which can ladder fire into the canopies, and provide adequate spacing between remaining plants. Compare to **firebreak**.

EL CERRITO FIRE DEPARTMENT
10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450
FAX (510) 232-4917

June 3, 2017

To: «OWNER_NAME_1»
«OWNER_ADDRESS» «OWNER_CITY», «OWNER_STATE». «OWNER_ZIP»
Re: «SITE_ADDR» «SITE_CITY», «SITE_STATE». «SITE_ZIP»
Parcel Number: «APN»

**NOTICE TO DESTROY WEEDS AND REMOVE
RUBBISH, REFUSE AND OTHER FLAMMABLE MATERIAL**

Notice is hereby given that on the **3rd day of June, 2017** the El Cerrito Fire Department has determined your property in the City of El Cerrito, designated above by address and parcel number, is in violation of Chapter 8.020 of the El Cerrito Municipal Code because of the presence of weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health, or is otherwise noxious or dangerous.

You are hereby ordered to abate these public nuisance conditions by removing the weeds, rubbish, refuse and other flammable material. Otherwise, the City will abate these nuisance conditions and the costs for removal of the weeds, rubbish, refuse and other flammable material will be assessed against your property as a lien and special assessment. These removal costs shall then be collected at the time and in the manner of ordinary municipal taxes. Reference is hereby made to the resolution for further particulars.

If you have any objections to a declaration of your property as a public nuisance or to the proposed removal of the weeds, rubbish, refuse and other flammable material from your property by the City, you are hereby notified of and may attend this meeting of the City Council of the City of El Cerrito to be held on **July 18, 2017 at 7:00 p.m. in the Council Chambers located in the El Cerrito City Hall, 10890 San Pablo Avenue**. At this meeting, your objections will be heard and given due consideration.

At the conclusion of this meeting, the City Council may declare the conditions on your property to be a public nuisance and may order the City Manager or designee to abate the public nuisance condition on your property. The City shall perform this removal either through its own staff or through private contract sometime between **August 14, 2017 and August 31, 2017**. It is impossible to predict what it will cost the City to remove these nuisance conditions from your property. The costs depend on the severity of those conditions. In past years these abatement costs have sometimes exceeded \$5,000 per parcel for those parcels with severe nuisance conditions.

If you have any questions, contact the El Cerrito Fire Prevention Office at 10900 San Pablo Avenue. The phone number is (510) 215-4457.

David Gibson
David Gibson, Fire Marshal

RESOLUTION NO. 2017 - XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO DECLARING THAT WEEDS, RUBBISH, LITTER OR OTHER FLAMMABLE MATERIAL ON CERTAIN REAL PROPERTY CONSTITUTES A PUBLIC NUISANCE

WHEREAS, El Cerrito Municipal Code Chapter 16.26 provides a method by which a local legislative body may abate on private property public nuisance conditions relating to weeds, rubbish, litter or other flammable material that creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous; and

WHEREAS, the City of El Cerrito Fire Marshal has identified certain real property, by street name, lot and block number, on which the presence of weeds, rubbish, litter or other flammable material creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous as defined in Chapter 16.26 of the El Cerrito Municipal Code and therefore constitutes a public nuisance; and

WHEREAS, pursuant to El Cerrito Municipal Code Section 16.26.160 and Government Code Section 39560-39588, the City Council shall adopt this resolution declaring that certain real property within the City constitutes a public nuisance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that the following properties identified on Exhibit A, attached hereto, are declared to be public nuisances pursuant to El Cerrito Municipal Code Section 16.26.160.

BE IT FURTHER RESOLVED that on this same date of July 18, 2017 at 7:00 in the City of El Cerrito, the City Council shall hold a hearing at which owners of the real property identified in Exhibit A hereto may object to the designation of their properties as public nuisances and object to the abatement actions proposed by the City.

I CERTIFY that at a regular meeting on July 18, 2017 the El Cerrito City Council passed this resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on July __, 2017.

Cheryl Morse, City Clerk

APPROVED:

Janet Abelson, Mayor

EXHIBIT A

El Cerrito
List of Real Property Constituting Public Nuisances

APN	Street Address	Property Owner
505322011	8636 Arbor Dr	
505303006	840 Arlington	
505351018	1101 Arlington Blvd	
503322010	714 Avila Pl	
504393008	605 Balra Dr	
504294001	702 Balra Dr	
502113017	6505 Blake St	
502113018	6515 Blake St	
502122063	6803 Blake St	
505181014	1307 Brewster Ct	
505181017	1319 Brewster Ct	
505301023	7815 Burns Ct	
504372020	901 Clark	
505262043	421 Colusa Ave	
505271004	812 Contra Costa	
505211009	971 Contra Costa	
505211006	1012 Contra Costa	
505201009	1020 Contra Costa	
505182003	1224 Contra Costa	
505382008	1369 Contra Costa	
505383026	1300 Devonshire Ct	
505103026	1325 Devonshire Ct	
505103027	7770 Earl Ct	
505101007	7780 Earl Ct	
502112038	1715 Elm St	
504371001	7400 Errol Dr	
504413020	7608 Errol Dr	
504395002	7700 Eureka Ave	
502450001	1345 Everett St	
502350022	1428 Everett St	
504192002	7014 Fairmount Ave	
503302010	910 Galvin Dr	
505273010	864 Gelstan	
505273009	868 Gelstan	
505070022	7320 Gladys Ave	

EXHIBIT A

El Cerrito
List of Real Property Constituting Public Nuisances

APN	Street Address	Property Owner
504405015	701 Hancock Wy	
502112005	6620 Hill St	
503500004	7346 Hotchkiss Ave	
573112008	1101 Ivy Ct	
573120025	1126 Ivy Ct	
573120027	1143 King Dr	
505212005	1012 King Rd	
505202015	1221 King Rd	
573111008	965 Leneve Pl	
502100009	Leneve Pl	
505372017	1723 Lexington Ave	
505422003	1340 Linda Vista	
505422009	1509 Madera Ct	
505422004	1514 Madera Ct	
505422008	1515 Madera Ct	
502172009	1518 Madera Ct	
502162011	1507 Navellier St	
503071007	1601 Navellier St	
503071003	1232 Norvell St	
503160012	1250 Norvell St	
505130011	7423 Park Vista	
502320011	1590 Regency Ct	
505261017	1416 Scott St	
505261016	814 Shevlin Dr	
505230044	820 Shevlin Dr	
505261008	839 Shevlin Dr	
505222003	864 Shevlin Dr	
505102001	932 Shevlin Dr	
505272016	8355 Terrace	
505303003	8620 Terrace	
505361064	8644 Thors Bay Rd	
505361060	8655 Thors Bay Rd	
505332005	1004 Villa Nueva Dr	
504424003	420 Village Dr	
504414004	520 Village Dr	

EXHIBIT A

El Cerrito
List of Real Property Constituting Public Nuisances

APN	Street Address	Property Owner
573132006	8420 Wildcat Rd	
503236027	1645 Arlington Blvd	
504090004	429 Ashbury	
504292017	118 Carmel	
501110017	7140 Cutting Blvd	
503210014	1001 Elm St	
503245009	827 Elm St	
504061026	514 Everett	
503422002	627 Everett	
503255018	814 Everett	
502450001	1345 Everett St	
502360015	1401 Everett St	
505421011	1626 Julian Dr	
505421014	1638 Julian Dr	
503386011	624 Lexington	
504031006	540 Liberty St	
504020004	545 Liberty St	
503411006	602 Liberty St	
503243014	909 Liberty St	
503411007	6603 Lincoln	
504262018	142 Pomona	
505401009	7617 Potero	
505403002	7624 Potrero	
504271006	102 Ramona	
503244010	817 Richmond St	
503060022	1220 Richmond St	
502450020	1318 Richmond St	
502290009	1518 Richmond St	
502290006	1528 Richmond St	
504284003	19 San Carlos	
504282001	115 San Carlos	
503236027	10496 San Pablo Ave	
501481013	6930 Wilson Way	
500030009	5439 Barrett Ave	
500190021	6517 Barrett Ave	

EXHIBIT A

El Cerrito
List of Real Property Constituting Public Nuisances

APN	Street Address	Property Owner
500190020	6523 Barrett Ave	
504382008	529 Bonnie Dr	
501082002	2308 Carquinez Ave	
501190017	6427 Conlon Ave	
501452023	7018 Cutting Blvd	
501452021	7030 Cutting Blvd	
513372038	1612 Eastshore Blvd	
50214000	6818 Glen Mawr Ave	
501322014	6518 Hagen Blvd	
502403005	1424 Kearney St	
501020009	5505 Macdonald	
501243014	Ohio Av	
513250025	5305 Potrero Ave	
509012018	5318 Potrero Ave	
510034002	10135 San Pablo Ave	
510034003	10167 San Pablo Ave	
503392028	10300 San Pablo Ave	
509022001	5300 School St	

RESOLUTION NO. 2017 - XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO OVERRIDING
OBJECTIONS BY PROPERTY OWNERS AND ORDERING THE CITY MANAGER OR HIS
DESIGNEE TO ABATE CERTAIN PUBLIC NUISANCES PURSUANT TO CHAPTER 16.26

WHEREAS, El Cerrito Municipal Code Chapter 16.26 provides a method by which a local legislative body may abate on private property public nuisance conditions relating to weeds, rubbish, litter or other flammable material that creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous; and

WHEREAS, the City of El Cerrito Fire Marshal has identified certain real property, by street name, lot and block number, on which the presence of weeds, rubbish, litter or other flammable material creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous as defined in Chapter 16.26 of the El Cerrito Municipal Code and therefore constitutes a public nuisance; and

WHEREAS, on July 18, 2017, pursuant to El Cerrito Municipal Code Section 16.26.160 and Government Code Sections 39560-39588, the City Council adopted Resolution 2017- __ declaring that certain real property within the City constitutes a public nuisance; and

WHEREAS, El Cerrito Municipal Code Chapter 16.26 provides that notice shall be sent to owners of the real property declared a nuisance pursuant to Resolution 2017-__ providing those owners with the following: description of the nuisance; explanation of how the nuisance must be abated; explanation that if the nuisance is not abated; the City shall abate the public nuisance and the cost of abatement shall be assessed against the property as a special assessment; and informing the owners that the City Council shall hold a hearing at a certain date, time, and place at which the owners may present objections to the designation of their properties as public nuisances or to the proposed abatement of the nuisance; and

WHEREAS, on June 3, 2017, the City Fire Department sent written notice to those property owners describing the weeds, rubbish, refuse, or other flammable material that presented a fire hazard and public nuisance; explaining that the Fire Department had determined a public nuisance that must be removed; informing the owners that if they did not abate between June 3 and July 6, 2017, the City Council would hold a hearing on July 18, 2017 at which the owners could present objections to the declaration of the nuisance or the proposed abatement measures and further explained the City could abate the nuisance and collect the costs as an assessment on the property; and

WHEREAS, on July 18, 2017, the City Council adopted Resolution 2017-XX confirming the nuisance declarations of the City Fire Department and declaring a public nuisances on certain real property pursuant to Chapter 16.26; and

WHEREAS, El Cerrito Municipal Code Section 16.26.160 and Government Code Sections 39560-39588 provide that after adoption of a resolution declaring a public nuisance and notice to affected property owners of the Council's hearing of objections, the Council may overrule any objections and order the City Manager or his designee to abate the public nuisances.

Agenda Item No. 6
Attachment 6

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it overrides any objections by owners of that certain real property on which public nuisances were declared in Exhibit A to Resolution 2017 - __ (adopted on the same date herewith).

BE IT FURTHER RESOLVED that the City Manager and his or her designee is hereby ordered to abate the public nuisances by having the weeds, rubbish, refuse, dirt, or other fire hazard or noxious or dangerous materials removed.

BE IT FURTHER RESOLVED that pursuant to El Cerrito Municipal Code Section 16.26.160 and Government Code Section 39574, the City Manager or his designee shall keep an account of the cost of abatement for each parcel of land on which work is performed. The City Manager or designee shall then prepare an itemized written report to be presented to the City Council so that, after the notice and hearing during the City Council meeting of September 19, 2017 these abatement costs can be confirmed as a special assessment against those parcels.

I CERTIFY that at a regular meeting on July 18, 2017 the El Cerrito City Council passed this resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on July __, 2017.

Cheryl Morse, City Clerk

APPROVED:

Janet Abelson, Mayor

CITY OF EL CERRITO
10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450
FAX (510) 232-4917

July 19, 2017

To: «OWNER_NAME_1»
«OWNER_ADDRESS» «OWNER_CITY», «OWNER_STATE». «OWNER_ZIP»
Re: «SITE_ADDR» «SITE_CITY», «SITE_STATE». «SITE_ZIP»
Parcel Number: «APN»

**NOTICE TO DESTROY WEEDS AND REMOVE
RUBBISH, REFUSE AND OTHER FLAMMABLE MATERIAL**

On **July 18th, 2017** the El Cerrito City Council declared that your property in the City of El Cerrito, designated above by address and parcel number, constitutes a public nuisance because of the presence of weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health, or is otherwise noxious or dangerous.

A previous notice was sent to you informing you of the July 18th, 2017 hearing and further informing you of your obligation to remove the weeds, rubbish, refuse and other flammable material from your property. **If you do not immediately abate these nuisance conditions, the City will do so and the costs for removal of the weeds, rubbish, refuse and other flammable material will be assessed against your property as a lien and special assessment.** These removal costs shall then be collected in the time and in the manner of ordinary municipal taxes.

You will not receive any further notices from the City prior to this removal. The City shall perform this removal either through its own staff or through private contract sometime between **August 14th, 2017 and August 31st, 2017**. It is impossible to predict what it will cost the City to remove these nuisance conditions from your property. The costs depend on the severity of those conditions. In past years these abatement costs have sometimes exceeded \$5,000 per parcel for those parcels with severe nuisance conditions

The City Council will conduct a public hearing on **September 19, 2017** to confirm the cost of the abatement work performed on your property. The meeting will be held in the **El Cerrito City Council Chambers at 10890 San Pablo Avenue in El Cerrito at 7:00 p.m.** During this public hearing you will be given the opportunity to voice objections regarding the report and the assessment of the abatement costs for your property. At this hearing you will also be given the opportunity to object, protest and/or present evidence to support your arguments.

If you have any questions, contact the El Cerrito Fire Department at 10900 San Pablo Avenue. The phone number is (510) 215-4450.

David R. Gibson
David R. Gibson
Fire Marshal



EL CERRITO LIBRARY

City Council Study Session

July 18, 2017



GROUP 4



SWINERTON
BUILDERS

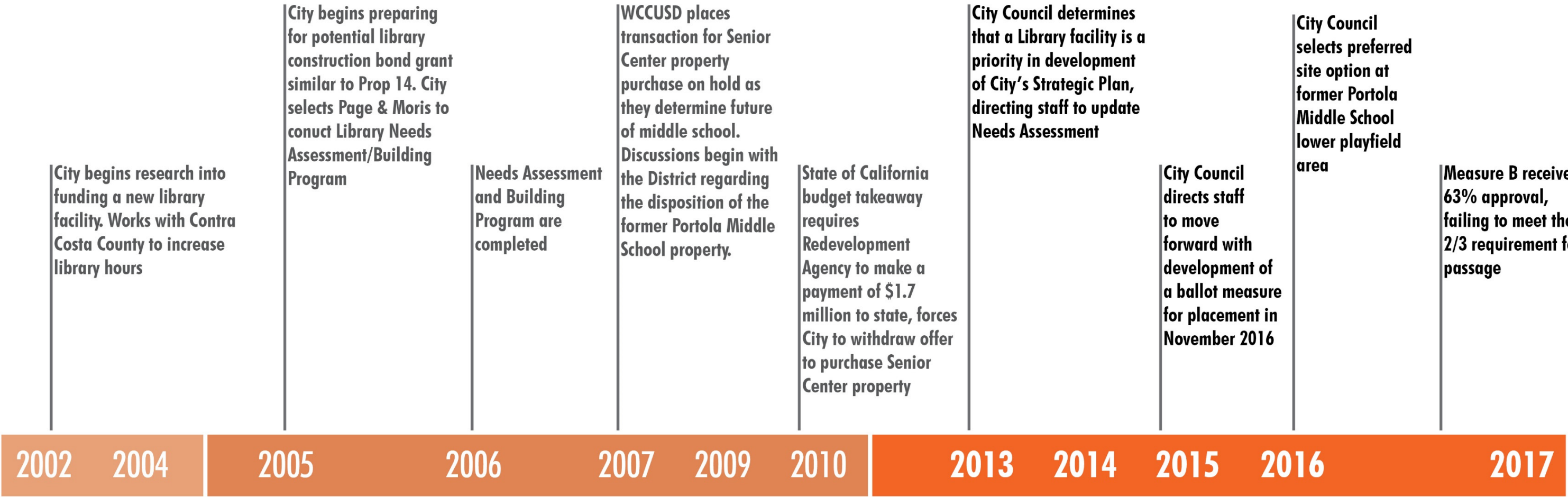


AGENDA

1. Project Background
2. What We Have Heard
3. Moving Forward
4. Next Steps
5. Public Comment
6. Council Discussion & Direction



PROJECT BACKGROUND: TIMELINE



Developer presents idea to City of including a library facility in a development proposed on Fairmount Avenue. The project passes the Planning Commission, however the development does not materialize

City begins discussions with WCCUSD to purchase Senior Center land parcels to expand Library and Senior Center on its current site. Price for site is agreed upon at \$1.7 million

Prop 81, Library Construction Bond Act, fails at ballot 52.7% to 47.3%

Redevelopment Agencies are dissolved in California. City's potential funding source for Library disappears.

City contracts with original consultant Kathy Page to update the 2006 Needs Assessment

City works with Group 4 and Swinerton Consulting to determine site options and cost models.

City Council places measure on ballot for \$30 million in general obligation bonds



GROUP 4



SWINERTON BUILDERS



2014-2016: LIBRARY NEEDS ASSESSMENT

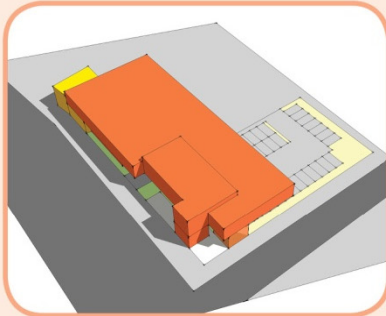
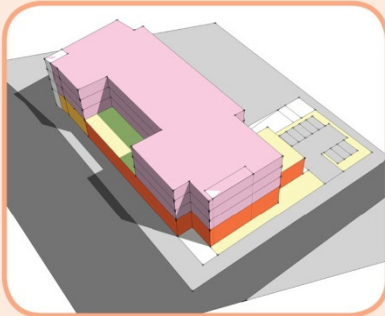
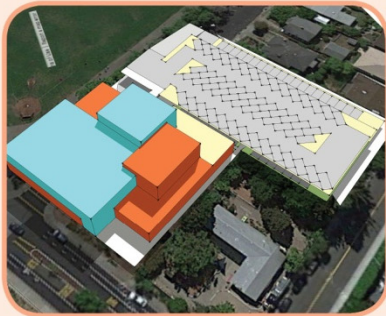
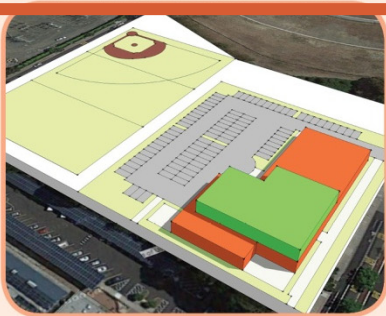
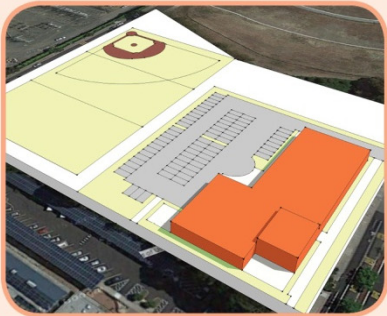
WITH THE PROPOSED 21,000 SF EL CERRITO LIBRARY

CITY	FACILITY SIZE	POPULATION (2010 CENSUS)	SF/CAPITA	2030 POPULATION (PROJECTED)	SF/CAPITA	YEAR BUILT
Lafayette	30,000	23,900	1.26	26,400	1.14	2009
Millbrae	26,200	21,500	1.22	25,700	1.02	2004
Los Gatos	30,250	29,500	1.03	30,700	0.99	2012
El Cerrito	21,000	23,650	0.89	26,100	0.80	Proposed
Hercules	21,500	24,150	0.89	27,500	0.78	2006
Belmont	20,000	25,900	0.77	28,100	0.71	2006
San Pablo	20,000	29,100	0.69	34,950	0.57	In Progress

* 2014 NEEDS ASSESSMENT COMPLETED BY KATHRYN PAGE ASSOCIATES AND PEER REVIEWED BY GROUP 4 ARCHITECTURE IN 2016

MARCH 2016: COUNCIL STUDY SESSION

- POOR
- FAIR
- EXCELLENT



EVALUATION CRITERIA

OPTION 1A

FORMER PORTOLA M.S. SITE
LIBRARY

OPTION 1B

FORMER PORTOLA M.S. SITE
LIBRARY + PARK & REC

OPTION 2

C.C.C. THEATRE SITE
LIBRARY + COMM. THEATER

OPTION 3

SAN PABLO AVE SITE
LIBRARY + HOUSING + RETAIL

OPTION 4

SAN PABLO AVE SITE
LIBRARY + RETAIL

VISIBILITY



ACCESS



ECONOMIC IMPACT



PLACEMAKING



QUALITY OF LIFE



PROGRAM SYNERGY



TIMELINE

44 MONTHS

46 MONTHS

51 MONTHS

55 MONTHS

52 MONTHS

LAND COST

WCCUSD PARCEL

WCCUSD PARCEL

CITY OWNED

\$3,920,000

\$3,920,000

COST TO THE CITY

\$25,937,000

\$30,181,000

\$41,513,000

\$17,204,000

\$36,903,000

DEVELOPMENT COST

\$25,937,000

\$30,181,000

\$41,513,000

\$79,891,000

\$36,903,000



GROUP 4



SWINERTON
BUILDERS



NOVEMBER 2016: MEASURE B

1. General Obligation Bonds for a principal amount of \$30M
2. Debt service over 33 years
3. WCCUSD declined to share site
4. Included Community Center component
5. Nearly 2/3rd (63%) in favor

AGENDA

1. Project Background
- 2. What We Have Heard**
3. Moving Forward
4. Next Steps
5. Public Comment
6. Council Discussion & Direction



WHAT WE HAVE HEARD

1. There is a need for a safe and modern Library and the community supports it
2. Some of the project parameters were unclear, such as:
 1. Unsecured site
 2. Project cost not defined for a specific site (identified as a range)
3. The preferred site, the former Portola School site had potential conflicts with other proposed uses (temporary location for the Fairmont School)
4. Community support for the measure was not diverse enough



GROUP 4



MOVING FORWARD

TARGETED NEXT STEPS TO BUILD A NEW LIBRARY

1. Diversified Community Engagement
2. Further Project Definition
3. El Cerrito Plaza BART Exploration

COMMUNITY ENGAGEMENT

ENGAGE THE COMMUNITY AND RECONFIRM THE NEEDS?

1. Advisory Committee: Ad Hoc Task Force
2. Diverse Community Outreach
 - Intercept Kiosks & Surveys
 - Online Surveys
 - Community Meetings



PROJECT DEFINITION

IDENTIFYING POTENTIAL LIBRARY SITES

1. Reevaluate City owned properties
2. Eliminate from consideration sites owned by the WCCUSD due to conflicting uses
3. Investigate Public-Private Partnership opportunities
 - El Cerrito Plaza BART Development
 - San Pablo Avenue Developments
4. Purchase privately owned site

 SWINERTON
BUILDERS

PROJECT DEFINITION

IDENTIFYING POTENTIAL LIBRARY SITES

- 
- EL CERRITO PLAZA BART PARKING LOT
 - CERRITO VISTA PARK
 - SAN PABLO AVENUE SITE (UNDEFINED)
 - PORTOLA MIDDLE SCHOOL LOWER LEVEL
 - CONTRA COSTA CIVIC THEATRE

PROJECT DEFINITION

WHY ARE CIVIC CONSTRUCTION PROJECTS SO EXPENSIVE?

1. High prevailing wage labor costs in the Bay Area
2. Low labor availability and scarcity of skilled workers reduces competition
3. Booming construction market post-recession has driven material costs higher
4. Civic buildings are constructed and finished at a higher quality to last 40-50 years minimum. Private projects are generally built to be replaced in 20-25 years

EL CERRITO PLAZA BART EXPLORATION

IDENTIFYING POTENTIAL LIBRARY SITES

1. Council approval for staff to work with BART to issue an RFP for BART TOD Development
2. This process will provide information to understand the feasibility of a Public Private Partnership for a new library
3. Moving forward with an RFP does not commit the library to being in the potential development project but allows the pros and cons to be understood



COUNCIL QUESTIONS



GROUP 4



SWINERTON
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EL CERRITO

PUBLIC COMMENT



GROUP 4



SWINERTON
BUILDERS



EL CERRITO

COUNCIL DISCUSSION & DIRECTION

1. Does the City Council support continuing to move ahead with planning for a new library?
2. Does the City Council agree that additional community outreach should be performed to collect input and build support for a safe and modern new library?
3. Does the City Council agree that additional public and privately-owned sites should be evaluated for potential library sites?
4. Does the City Council approve of staff working with BART to issue an RFP to investigate a TOD development at the El Cerrito Plaza BART parking lot, potentially including space for a new library?
5. Other?



GROUP 4

